**MEETING AGENDA**
**City Council**
**REGULAR SESSION CITY COUNCIL**
**September 3, 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, SEPTEMBER 3, 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 Davis)**

**Proclamations**

National Payroll Week-City of Schertz Payroll Professionals (J.Kurz/J.Walters)

National Payroll Week-Alamo Chapter of Payroll Professionals (Ms. Denise Kelley)

Storm Ready Designation (G.Rodgers/B.High)

National Preparedness Month (G.Rodgers/B.High)

Child Passenger Safety Week - September 15-21, 2024 (A.Kraft/J.Lowery)

**Employee Introductions**

- City Secretary's Office: Evelyn "Mechelle" Powell, Records Management Coordinator (PT)
- Economic Development Corporation: Amy Madison, Deputy Director of Economic Development
- Engineering: Serena Contreras, Associate Engineer
- Planning Dept: William Willingham, Planner
- Police Dept: Benjamin Ekomo, Public Safety Communications Officer; Patrick Beuligmann, Police Cadet; Kelsey Ragland, Police Records Specialist; Griffin Roberts, Police Officer; Robert Surre, Crossing Guard
- Public Works: Jorge Guzman, Water/Wastewater Worker I; Jesse Nauta, Street Maintenance Worker I
- Utility Billing: Brittany Rodriguez, Utility Billing Specialist; Margaret Bevere, Utility Billing Specialist

**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.***

***All handouts and/or USB devices must be submitted to the City Secretary no later than noon on the Monday preceding the meeting. Handouts will be provided to each Councilmember prior to the start of the meeting by the City Secretary. All USB devices will be vetted by City IT staff to ensure City property is protected from malware.***

*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 August 20, 2024. (S.Edmondson/S.Courney)

2. **Resolution 24-R-92** - Authorizing a contract with Ezzi Signs Inc. to replace the electronic sign. (B.James/D.Hardin-Trussell)

3. **Resolution 24-R-114** - Authorizing a contract with the County Clerk of Comal County to conduct the November 5, 2024, Special 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.(S.Edmondson/S.Courney)

4. **Resolution 24-R-90** - Authorizing an agreement to allow construction of a sewer line across public parkland, in addition to dedicating right-of-way (ROW) in existing parkland for secondary access for additional development in the Hallie's Cove subdivision in exchange for funding public park improvements and dedication of land. (S.Gonzalez/L. Shrum)

5. **Resolution 24-R-117** - Authorizing an Interlocal Agreement with the Schertz Housing Authority to provide funding. (S.Williams/B.James)

**Discussion and Action Items**

6. **Resolution 24-R-113 -** Presentation and Adoption of the City of Schertz Strategic Plan (S.Williams)

7. **Ordinance No. 24-B-152** - Consideration and approval by the city council of the City of Schertz, Texas authorizing the issuance of "City of Schertz, Texas, Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2024"; providing for the payment of said certificates by the levy of an ad valorem tax upon all taxable property within the city and further securing said certificates by a lien on and pledge of the pledged revenues of the system; and other matters incident and related thereto. ***First & Final Reading*** (S.Williams/J.Walters/A.Friedman)

8. **Ordinance 24-T-153** - Authorizing adjustments to the FY 2023-24 Budget. ***First Reading*** (S.Gonzalez/J.Walters)

9. **Resolution 24-R-93** - Authorizing the City Manager to contract with OpenGov, Inc., Inc. for an asset management software program (B.James/D.Hardin-Trussell)

10. **Resolution 24-R-103** - Authorizing the City Manager to enter into an Agreement with My House of Design for Graphic Design Services. (S.Gonzalez/L.Klepper/D.Christensen)

11. **Resolution 24-R-102** - Authorizing the City Manager to enter into an agreement with Walsworth Publishing Company, Inc. for printing services. (S.Gonzalez/L.Klepper/D.Christensen)

12. **Resolution 24-R-106 -** Approving an Amendment to the Interlocal Agreement (ILA) between the City of Cibolo and the City of Schertz for Dispatch Services (S.Williams/J.Lowery)

13. **Resolution 24-R-107** - Accepting a grant award from the Motor Vehicle Crime Prevention Authority for a License Reader Program to combat vehicle burglary and theft. (S.Williams/J.Lowery)

14. **Resolution 24-R-108** - Authorizing a contract with Keystone Construction Services, LP, relating to the Riata Lift Station Relocation Project (B.James/K.Woodlee/E.Schulze)

15. **Resolution 24-R-98** - Authorizing a Subdivision Improvement and Reimbursement Agreement for the Ackerman Development. (S.Williams/B.James)

16. **Resolution 24-R-99** - Authorizing an Improvement Agreement for the Den Ott Hill Development for ROW acquisition reimbursement and to acquire ROW from SCUCISD. (S.Williams/B.James)

**Public Hearings**

17. **Ordinance 24-S-146** - Conduct a public hearing and consider a request to rezone approximately 38.8 acres of land from Single-Family Residential/Agricultural District (R-A) and General Business District (GB) to Apartment/Multi-Family District (R-4), known as Guadalupe County Property Identification Number 68294, 68295, 68296, 68302, 68303, 68315 68316, generally located 1,100 feet to the west of the FM 2252 and IH 35 intersection, City of Schertz, Guadalupe County, Texas. ***First Reading*** (B.James/L.Wood/S.Haas)

18. **Ordinance 24-S-148** - Conduct a public hearing and consider a request to rezone approximately 71 acres of land from Single-Family Residential/ Agricultural District (R-A) and Agricultural District (AD) to approximately 41 acres as Single-Family Residential District (R-2) and approximately 30 acres as Single-Family Residential District (R-6), known as Bexar County Property Identification Number 310022, more specifically known as 12840 Lower Seguin Road, City of Schertz, Bexar County, Texas. ***First Reading*** (B.James/L.Wood/D.Marquez)

19. **Ordinance 24-S-149** - Conduct a public hearing and consider a request to rezone approximately 79 acres of land from Planned Development District (PDD) to Single-Family Residential District (R-1), known as Bexar County Property Identification Number 310060, more specifically known as 8676 Trainer Hale Rd, City of Schertz, Bexar County, Texas. ***First Reading*** (B.James/L.Wood/D.Marquez)

**20.** **Ordinance 24-T-150 -** Conduct a Public Hearing and Adopt a budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025, in accordance with the Charter of the City of Schertz, Texas; providing for the filing of the Budget; providing that this Ordinance shall be cumulative of all Ordinances; providing a Severability Clause; and providing an Effective Date. ***Final Reading*** (S.Gonzalez/J.Walters)

**Discussion and Action Items**

**21.** **Resolution 24-R-116 -** Ratifying the property tax increase reflected in the Adopted Budget for FY 2024-25. (S.Gonzalez/J.Walters)

**Public Hearings**

**22.** **Ordinance 24-T-151** – Conduct a Public Hearing and approve an Ordinance approving the appraisal roll; setting the tax rate; levying and assessing general and special ad valorem taxes for the use and support of the municipal government of the City of Schertz, Texas. ***Final Reading*** (S.Gonzalez/J.Walters)

**Closed Session**

**23.** The City Council will meet in closed session under Section 551.074 of the Texas Government Code, Personnel Matters, to conduct the annual evaluation of the City Manager, Mr. Steve Williams.

**24.** The City Council will meet in closed session under Section 551.074 of the Texas Government Code, Personnel Matters, to conduct the annual evaluation of the City Secretary, Ms. Sheila Edmondson.

**Reconvene into Regular Session**

**25.** Take any action based on discussion held in Closed Session under Agenda Item #23.

**26.** Take any action based on discussion held in Closed Session under Agenda Item # 24.

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

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

**28.** Bexar County Appraisal Board of Directors Nomination Process-2025 (Mayor/S.Edmondson)

**29.** Comal County Appraisal Board of Directors Nomination Process-2025 (Mayor/S.Edmondson)

## 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, SHEREE COURNEY, DEPUTY 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 30TH DAY OF AUGUST 2024 AT 8:15 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.

SHEREE COURNEY

**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**<br>Member<br>Audit Committee<br>Investment Advisory Committee<br>Main Street Committee<br><br>Liaison<br>Board of Adjustments<br>Senior Center Advisory Board-Alternate | **Councilmember Davis– Place 1**<br>Member<br>Interview Committee<br>Main Street Committee - Chair<br>TIRZ II Board<br><br>Liaison<br>Parks & Recreation Advisory Board<br>Schertz Housing Authority Board<br>Transportation Safety Advisory Board |
| **Councilmember Watson-Place 2**<br>Member<br>Audit Committee<br><br>Liaison<br>Library Advisory Board<br>Senior Center Advisory Board<br>Cibolo Valley Local Government Corporation-Ex-Officio | **Councilmember Macaluso – Place 3**<br>Member<br>Interview Committee<br>Hal Baldwin Scholarship Committee<br><br>Liaison<br>TIRZ II Board<br>Animal Services Advisory Committee |
| **Councilmember Gibson – Place 4**<br>Member<br>Hal Baldwin Scholarship Committee<br>Investment Advisory Committee<br><br>Liaison<br>Schertz Historical Preservation Society | **Councilmember Westbrook – Place 5**<br>Liaison<br>Schertz-Seguin Local Government Corporation (SSLGC)<br>Planning and Zoning Commission<br>Schertz Historical Preservation Society<br>Cibolo Valley Local Government Corporation (CVLGC)-Alternate |
| **Councilmember Heyward – Place 6**<br>Member<br>Animal Services Advisory Committee<br>Audit Committee<br>Interview Committee-Chair<br>Investment Advisory Committee<br>Main Street Committee<br><br>Liaison<br>Building and Standards Commission<br>Economic Development Corporation - Alternate<br>Senior Center Advisory Board | **Councilmember Brown – Place 7**<br>Member<br>Main Street Committee<br>Schertz-Seguin Local Government Corporation (SSLGC)<br><br>Liaison<br>Economic Development Corporation |

**Agenda No.**

**CITY COUNCIL MEMORANDUM**

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **City Secretary** |
| **Subject:** | **National Payroll Week-City of Schertz Payroll Professionals (J.Kurz/J.Walters)** |

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**Attachments**

National Payroll Week-City of Schertz

City of Schertz

Proclamation

# National Payroll Week

**September 2-6, 2024**

**WHEREAS,** payroll is the term used to describe the process of paying employees their salaries or wages; and

**WHEREAS,** the processing of taxes and other deductions, matching payroll information with accounting systems, and ensuring that money reaches the employees on the schedule are all tasks managed by the payroll department; and

**WHEREAS,** the City of Schertz Payroll department ensures the organization pays the 459 City of Schertz employees accurately, compliantly and on time, which is essential for maintaining employee morale, motivation and satisfaction; and

**WHEREAS,** payroll professionals also play a critical role in maintaining wage and hour compliance; and the payroll professionals who support the American system by paying wages, reporting worker earnings and withholding federal employment taxes; and

**WHEREAS,** payroll professionals in the City of Schertz play a key role in maintaining the economic health off the City of Schertz carrying out such diverse payroll tasks; and

**WHEREAS**, payroll professionals have become increasingly proactive in educating both the business community and the public at large about the payroll tax withholding systems; and

**WHEREAS,** payroll professionals meet regularly with federal and state tax officials to discuss both improving compliance with government procedures and how compliance can be achieved at less cost to both government and businesses; and

**NOW THEREFORE BE IT RESOLVED**, I, Ralph Gutierrez, Mayor of the City of Schertz, do hereby proclaim **September 2-6, 2024 as National Payroll Week** and appreciate the hard work the Payroll Department provides the City of Schertz.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Schertz, Texas, to be affixed this 3rd day of September 2024.

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Ralph Gutierrez, Mayor

**Agenda No.**

**CITY COUNCIL MEMORANDUM**

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **City Secretary** |
| **Subject:** | **National Payroll Week-Alamo Chapter of Payroll Professionals (Ms. Denise Kelley)** |

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**Attachments**

National Payroll Week-Alamo Chapter

City of Schertz

Proclamation

# National Payroll Week

## September 2-6, 2024

**WHEREAS,** the Alamo Chapter of Payroll Professionals was formed in August 1992 for the purpose of increasing skills of the payroll professional through education and mutual support, and to gain recognition for payroll as the profession it has become in the contemporary business and legislative environment; and

**WHEREAS**, the Alamo Chapter is growing and continues the original mission to increase knowledge and provide current information to its members. Through education and participation, members benefit themselves and their employers in the ever-changing payroll environment; and

**WHEREAS,** the Alamo Chapter supports PayrollOrg, a national organization of payroll professionals, dedicated to increasing the professional skills of its members; and

**WHEREAS,** the American Payroll Association and its more than 20,000 members have launched a nationwide public awareness campaign that pays tribute to the nearly 150 million people who work in the United States and the payroll professionals who support the American system by paying wages, reporting worker earnings and withholding federal employment taxes; and

**WHEREAS,** payroll departments collectively spend more than $2.4 trillion annually complying with myriad federal and state wage and tax laws; and

**WHEREAS,** payroll professionals meet regularly with federal and state tax officials to discuss both improving compliance with government procedures and how compliance can be achieved at less cost to both government and businesses; and

**NOW, THEREFORE** be it resolved that I, Ralph Gutierrez, Mayor of the City of Schertz, recognize **September 2-6, 2024 as National Payroll Week**.
I call upon all citizens to recognize the hard work of the Alamo Chapter of Payroll Professionals.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Seal of the City of Schertz to be affixed on this the 3rd day of September 2024.

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Ralph Gutierrez, Mayor

**Agenda No.**

# CITY COUNCIL MEMORANDUM

**City Council Meeting:** **September 03, 2024**
**Department:** **Fire Department**
**Subject:** **Storm Ready Designation (G.Rodgers/B.High)**

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## BACKGROUND

Storm Ready is a nationwide program which began in the summer of 2000. It is a voluntary program designed to help counties and communities take a proactive approach to the kinds of severe weather that affect their areas by improving local hazardous weather operations and heightening public awareness. At present, their are 268 sites that have worked with the National Weather Service, Texas Division of Emergency Management, and the media to become Storm Ready. By participating in this program, local agencies can earn recognition for their jurisdiction by meeting the guidelines established by the National Weather Service in partnership with federal, state, and local emergency management professionals. Schertz is one of 122 communities in the State of Texas that are certified StormReady!!!

Some of the things the Storm Ready program is intended to do are:

- Improve the timelines of effectiveness of hazardous weather warnings for the public.
- Provide detailed and clear recommendations by which local emergency managers may establish and improve effective hazardous weather operations.
- Help local emergency managers justify costs and purchases related to supporting their hazardous weather-related program.
- Reward local hazardous weather mitigation programs that have achieved a desired performance level.
- Provide a means of acquiring additional Community Rating System points assigned by the Insurance Services Organization.
- Provide an "Image incentive" to communities that can identify themselves as being Storm Ready.

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**Attachments**

StormReady Proclamation

City of Schertz

Proclamation

# StormReady Designation

## September 2024

**WHEREAS**, being a Weather Ready Nation Ambassador is about preparing for the vulnerability to extreme weather and water events for the Schertz community. Americans live in the most severe weather-prone country on Earth. Schertz has made sure our community is StormReady. 98 percent of all Presidentially declared disasters are weather related, leading to around 500 deaths per year and nearly $15 billion in damage nationwide. The StormReady program helps arm America's communities with the communication and safety skills needed to save lives and protect property before, during, and after the event. StormReady helps community leaders and emergency managers strengthen local safety programs; and

**WHEREAS**, StormReady communities, counties, Indian nations, universities and colleges, military bases, government sites, commercial enterprises and other groups are better prepared to save lives from severe weather through advanced planning, education and awareness; and

**WHEREAS**, StormReady uses a grassroots approach to help communities develop plans to handle all types of extreme weather. The program encourages communities to take a new, proactive approach to improving local hazardous weather operations by providing emergency managers with clear-cut guidelines on how to improve their hazardous weather operations; and

**WHEREAS**, our community has an established 24-hour warning point and emergency operations center providing more than one way to receive and communicate severe weather warnings, forecasts, and alerts to the public. Additionally, our community utilizes Civic Ready that monitors weather conditions locally while utilizing multiple forms of media to distribute and promote the importance of public readiness; and

**WHEREAS**, the City of Schertz Office of Emergency Management encourages all community members to create a hazardous weather plan, participate in severe weather spotter training, build a kit, and get involved in preparedness initiatives and activities; and

**NOW, THEREFORE, I,** Ralph Gutierrez, Mayor of Schertz do hereby proclaim that the City of Schertz, Texas has been designated by the National Weather Service as

# Storm Ready

and encourage all residents, visitors, businesses, organizations, and families to develop their own emergency plans and work together toward creating a more prepared and resilient community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Schertz to be affixed on this September 3, 2024.

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Ralph Gutierrez, Mayor

**Agenda No.**

**CITY COUNCIL MEMORANDUM**

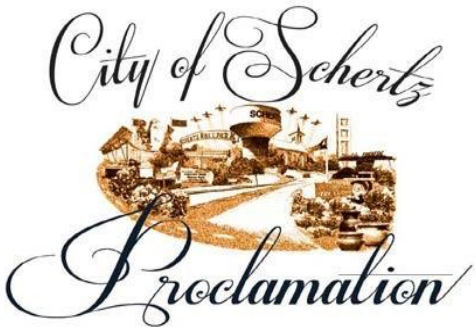
| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Fire Department** |
| **Subject:** | **National Preparedness Month (G.Rodgers/B.High)** |

**BACKGROUND**

National Preparedness Month is an important and essential way to raise awareness of how families and businesses can be better prepared for the impact disasters can have on communities, and how local, state and federal (FEMA) resources can help communities and specifically Schertz, become more resilient. By leveraging their partners and Emergency Managers around the country to help push initiatives forward to better prepare the members and businesses of our community to be better prepared during the most challenging and atypical of times.

**Attachments**

National Preparedness Month




# National Preparedness Month
## September 2024

**WHEREAS**, National Preparedness Month is observed every September to raise awareness about the importance of preparing for disasters and emergencies that could happen in any community at any time; and

**WHEREAS**, the City of Schertz will continue to prioritize community preparedness; and

**WHEREAS**, National Preparedness Month creates an important opportunity for the Schertz community to focus on preparing its residents, visitors, homes, businesses, churches, schools, and institutions for any type of emergency including natural and man-made disasters and accidents; and

**WHEREAS**, investing in preparedness can help reduce fatalities, prevent physical and economic damage, and aid in accelerated recovery after events in our community; and

**WHEREAS**, the City of Schertz Office of Emergency Management encourages all community members to be informed, make a plan, build a kit, and get involved in preparedness initiatives and activities.

**NOW, THEREFORE, I,** Ralph Gutierrez, Mayor of Schertz do hereby proclaim

**September 2024 as National Preparedness Month**

and encourage all residents, visitors, businesses, organizations, and families to develop their own emergency plans and work together to create a more prepared and resilient community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Schertz to be affixed on this September 3, 2024.

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Ralph Gutierrez, Mayor

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**Agenda No.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **City Secretary** |
| **Subject:** | **Child Passenger Safety Week - September 15-21, 2024 (A.Kraft/J.Lowery)** |

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## Attachments

Child Passenger-Safety Week Proclamation

City of Schertz

Proclamation

# Child Passenger Safety Week/National Seat Check Saturday

## September 15-21, 2024

**WHEREAS,** every day in America, millions of parents and caregivers travel to work, school, and other activities with their children. While many of those children are riding in correctly installed car seats for their ages and sizes, nearly half are not. There's a reason all 50 states, the District of Columbia, and all U.S. territories require the use of car seats for children traveling in motor vehicles: car seats, booster seats, and seat belts reduce crash fatalities among children. Car seats have been shown to reduce fatal injury by 71% for infants (under 1 year old) and by 54% for toddlers (1 to 4 years old) in passenger cars. Ensuring that children are correctly buckled in the right seat for their ages and sizes can mean the difference between life and death; and

**WHEREAS**, taking time to check children's car seats is a critical step toward safety. Every day in 2022, an average of three children 14 and under were killed, and an estimated 429 were injured in traffic crashes. Of the children who died while riding in passenger vehicles (cars, SUVs, pickups, and vans), more than a third were unbuckled. Give your child passengers the best protection: double-check to make sure they're correctly buckled and in the right seat; and

**WHEREAS,** to emphasize the importance of child passenger safety to parents and caregivers, Schertz, TX is participating in Child Passenger Safety Week. Just like drivers check their vehicle's oil and tires, everyone who drives children needs to check their car seats to make sure they're appropriate for your child's age and size. Sometimes as parents, we don't know what we don't know. Even for experienced parents who think their children are all set, Child Passenger Safety Week is a great time to double-check; and

**NOW THEREFORE BE IT RESOLVED**, I, Ralph Gutierrez**,** Mayor of the City of Schertz, do hereby proclaim

**September 15-21, 2024, as "Child Passenger Safety Week,"**
**and September 21, 2024 as "National Seat Check Saturday"**

in the City of Schertz.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Schertz, Texas, to be affixed this 3rd day of September 2024.

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Ralph Gutierrez, Mayor

***Certified Child Passenger Safety Technicians will be holding public events in communities nationwide where parents can get their car seats checked for free.***
***Let's work together to keep our children safe.***

**Agenda No. 1.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **City Secretary** |
| **Subject:** | **Minutes - Consideration and/or action regarding the approval of the regular meeting minutes of August 20, 2024. (S.Edmondson/S.Courney)** |

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## Attachments

Minutes 08-20-2024

# D R A F T

MINUTES
REGULAR MEETING
August 20, 2024

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on August 20, 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 Tiffany Gibson; Councilmember Mark Davis; Councilmember Michelle Watson; Councilmember Paul Macaluso; Councilmember Robert Westbrook; Councilmember Allison Heyward; Councilmember Tim Brown |
| Staff present: | City Manager Steve Williams; City Attorney Daniel Santee; Deputy City Manager Brian James; Assistant City Manager Sarah Gonzalez; 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 Tim Brown)**
Councilmember Brown 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 Brian James announced upcoming City Events.

- **Announcements and recognitions by the City Manager (S. Williams)**
  City Manager Steve Williams announced the following staff promotions:
  Christopher Meek - Fire Captain
  Nichole Sosa-Sterling - Police Officer
  Aidan Martin - Paramedic
  Katherine Myers - Police Officer
  Carl Schultze - Battalion Chief
  Zachary Lowery - Fire Lieutenant
  Jason Tymrak - Fire Lieutenant
  Justin Schwersinske - Fire Lieutenant
  Zachary Jewett - Fire Apparatus Operator
  Donald Scibienski - Fire Apparatus Operator
  Kevin Hoes - Fire Apparatus Operator

Eric Herzog - Fire Apparatus Operator
John Perry - Assistant Fire Chief
Matthew Garcia - Fire Apparatus Operator

Mr. Williams recognized veterans in honor of National Purple Heart Day, August 7, 2024.

He thanked the Police Alumni Association for volunteering their services at the start of the school year.

- **Announcements and recognitions by the Mayor (R. Gutierrez)**
  Mayor Gutierrez congratulated Staff on their promotions.

**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.***

***All handouts and/or USB devices must be submitted to the City Secretary no later than noon on the Monday preceding the meeting. Handouts will be provided to each Councilmember prior to the start of the meeting by the City Secretary. All USB devices will be vetted by City IT staff to ensure City property is protected from malware.***

Mayor Pro-Tem Tiffany Gibson recognized the following resident:

**Jesse Ward**, 500 Brooks Ave, expressed concerns regarding traffic in Schertz. He asked Council to consider adding police officers to address vehicles driving in excess of the speed limit.

**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 Minutes for the August 6, 2024, City Council Workshop and City Council Regular Meeting. (S.Edmondson/S.Courney)

2. **Appointments, Re-appointments and Resignations**

**Schertz Historical Preservation Committee**

- Resignation - Tricia Whitman
- Appointment - Kathleen Samsey

3. **Resolution 24-R-83** - Authorizing an Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool (TML) To Participate In The Joint Cyber Liability And Data Breach Response Self-Insurance Fund. (S.Gonzalez/J.Kurz/D.Ellenburg)

No items were removed for separate action.

Mayor Gutierrez asked for a motion to approve Consent Agenda Items #1 - 3.

Moved by Councilmember Michelle Watson, seconded by Councilmember Allison Heyward

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

Passed

**Discussion and Action Items**

4. **Resolution 24-R-87 -** A Resolution by the City Council of the City of Schertz, Texas authorizing the purchase of an ambulance remount. (S.Willliams/J.Mabbitt)

EMS Chief Jason Mabbitt presented Resolution 24-R-87 authorizing the purchase of an ambulance remount.
No Council discussion occurred.

Moved by Councilmember Michelle Watson, seconded by Mayor Pro-Tem Tiffany Gibson

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

Passed

5. **Resolution 24-R-97** - Authorizing the City Manager to enter into agreements with Cigna Healthcare, Delta Dental, Community Eye Care, The Hartford, Symetra and Deer Oaks for insurance coverage and employee assistance program services (S.Gonzalez/J.Kurz)

HR and Purchasing Director Jessica Kurz presented Resolution 24-R-97. She provided the criteria and selection process for the Employee Benefits package. Plan will be effective January 1, 2025. Cost savings to the City is $749,090 annually.

Moved by Mayor Pro-Tem Tiffany Gibson, seconded by Councilmember Michelle Watson

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

Passed

6. **Resolution 24-R-95** - Authorizing Subdivision Improvement Agreements for the Saddlebrook Development. (S.Williams/B.James)

Deputy City Manager Brian James presented Resolution 24-R-95 authorizing subdivision improvement agreements for the Saddlebrook development. Mr. James explained that the improvement agreements were requested by the developer due to the inability to complete the lift station before contractual land transfers are required to be completed. He stated the developer, through no fault of their own, was experiencing delays in receiving equipment and supplies to complete the lift station. Staff did not recommend approval nor denial of the resolution.

Council requested clarification regarding the agreements to which Mr. James responded. Councilmember Brown stated this is not a shift in policy. Councilmember Davis followed, stating this was a variance due to extenuating circumstances.

Moved by Councilmember Mark Davis, seconded by Mayor Pro-Tem Tiffany Gibson

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

NAY: Councilmember Paul Macaluso

Passed

**7.** **Resolution 24-R-96** - Authorizing a tenth amendment to the Interlocal Agreement with the Alamo Area Council of Governments (AACOG) to provide funding for transit services in the City of Schertz. (S.Williams/B.James)

Deputy City Manager Brian James presented Resolution 24-R-96 authorizing a tenth amendment to the Interlocal Agreement with AACOG to provide funding for transit services in the City of Schertz. Mr. James provided an explanation of services, trends in usage of the program, and the total cost to the City.

After brief Council discussion, Deputy City Manager stated he would tell AACOG they need to provide statistics by the end of October. Staff wants to bring the contract for next year to Council in November. Additionally, Staff will research alternative options and provide information to Council prior to the end of next year's contract.

Moved by Mayor Pro-Tem Tiffany Gibson, seconded by Councilmember Michelle Watson

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

Passed

**8.** **Ordinance 24-S-145** - Approving a request to rezone approximately 3.3 acres of land from Manufacturing – Light District (M-1) to Single-Family Residential District (R-6), known as Comal County Property Identification Number 75307, a portion of the property also known as 7444 FM 482, City of Schertz, Comal County, Texas. ***Final Reading*** (B.James/L.Wood/S.Haas)

Senior Planner Samuel Haas provided a brief presentation for Ordinance 24-S-145. No Council discussion occurred.

Mayor Gutierrez asked for a motion to approve Ordinance 24-S-145.

Moved by Councilmember Michelle Watson, seconded by Councilmember Allison Heyward

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

Passed

9. **Resolution 24-R-100 -** Authorizing a purchase from Musco Sports Lighting, LLC, a Buyboard Purchasing Cooperative Vendor, for the Schertz Soccer Complex Lighting Project. (S.Gonzalez/L.Shrum)

Assistant City Manager Sarah Gonzalez presented Resolution 24-R-100 authorizing the purchase of lighting for the Schertz Soccer Complex Lighting Project from Musco Sports Lighting, LLC.

Councilmember Macaluso asked about the current policy for the use of the fields. Specifically, whether a fee is charged. Ms. Gonzalez indicated there is a fee, but the current agreements would be reviewed due to the additional cost for electricity.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tim Brown

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

Passed

**Public Hearings**

10. **Ordinance 24-T-150 -** Conduct a Public Hearing and Adopt a budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025, in accordance with the Charter of the City of Schertz, Texas; providing for the filing of the Budget; providing that this Ordinance shall be cumulative of all Ordinances; providing a Severability Clause; and providing an Effective Date. ***First Reading*** (S.Gonzalez/J.Walters)

Finance Director James Walters presented the proposed budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025. City Manager Steve Williams provided four budget options related to the tax rate, ECI, Incentive Pay, and Fee Changes for Council's consideration.

Public Hearing opened at 7:21 p.m.
No residents came forward to speak.
Public Hearing closed at 7:22 p.m.

Council deliberations regarding the four options presented by Mr. Williams occurred. Most discussion centered on the tax rate and ECI rate for staff.

Mayor Gutierrez asked for a motion to approve Ordinance 24-T-150.

Moved by Mayor Pro-Tem Tiffany Gibson, seconded by Councilmember Michelle Watson

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

NAY: Councilmember Mark Davis

Passed

**11.** **Ordinance 24-T-151** – Conduct a Public Hearing and approve an Ordinance approving the appraisal roll; setting the tax rate; levying and assessing general and special ad valorem taxes for the use and support of the municipal government of the City of Schertz, Texas. ***First Reading*** (S.Gonzalez/J.Walters)

Finance Director James Walters presented Ordinance 24-T-151 to set the tax rate. Ordinance must pass by a 5-2 or better vote.

Public Hearing opened at 7:46 p.m.
No residents came forward to speak.
Public Hearing closed at 7:47 p.m.

Councilmembers discussed the four tax rate options provided by staff and the overall impact each would have on the budget.

Mayor Gutierrez asked for a motion to approve the tax rate at .4931 as listed in option 4.

Mayor Pro-Tem Tiffany Gibson moved that the property tax rate be increased by the adoption of a tax rate of 0.4931, which is effectively a 2.6% increase in the tax rate, seconded by Councilmember Allison Heyward

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

NAY: Councilmember Mark Davis, Councilmember Paul Macaluso, Councilmember Tim Brown

Failed

Mayor Gutierrez opened the floor to Council for further discussion. Councilmember Brown reminded Council that the Ordinance is just to set the tax rate. It does not affect other items listed under the options.

Councilmember Paul Macaluso moved that the property tax rate be increased by the adoption of a tax rate of 0.4872, which is effectively a 1.4% increase in the tax rate, seconded by Councilmember Mark Davis

AYE: Councilmember Mark Davis, Councilmember Paul Macaluso, Councilmember Tim Brown

NAY: Mayor Pro-Tem Tiffany Gibson, Councilmember Michelle Watson, Councilmember Robert Westbrook, Councilmember Allison Heyward

Failed

Mayor Gutierrez opened the floor to Council for further discussion. Councilmembers provided statements to support their stance on the tax rate.

Councilmember Robert Westbrook moved that the property tax rate be increased by the adoption of a tax rate of 0.4900, which is effectively a 2.0% increase in the tax rate, seconded by Councilmember Michelle Watson

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

NAY: Councilmember Mark Davis, Councilmember Paul Macaluso

Passed

**Workshop**

**12.** Workshop regarding City funding the cost of steel utility poles. (S.Williams/B.James)

Deputy City Manager Brian James provided background information on the City's policy regarding steel utility poles. Previous direction from Council indicated steel poles would be considered only for major roads. The City would pay the difference between wood poles and steel poles if CPS had to upgrade services only for those roads identified as major roads due to the cost. Mr. James asked if Council wanted to expand the list to include a number of additional roads.

Council was not open to expanding the list of premier, major roads. Guidance given was to focus on high visibility roads. For poles on I-35, we should be consistent with what other cities around us are doing. If they are using steel poles, Schertz should use steel poles. Conversely, if they are using wood poles, Schertz should use wood poles.

**13.** Workshop on proposed amendments to Chapter 86 Traffic and Motor Vehicles (S.Williams/B.James)

Deputy City Manager provided an overview of proposed amendments to Chapter 86 Traffic and Motor Vehicles. Last major update was done in 1995, so the changes will include clean-up and clarification of the language/terminology. Updates will come to Council as ordinances when final edits have been completed.

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

**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)
  Mayor Pro-Tem Gibson attended the Adobo Throwdown and the Chamber luncheon.
  Councilmember Heyward attended the Adobo Throwdown, TML TAMCC Newly Elected Officials Workshop, City event at Retama Park, and the Chamber luncheon.
  Councilmember Brown attended the Chamber luncheon.

**Adjournment**
Mayor Gutierrez adjourned the meeting at 8:45 p.m.

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheree Courney, Deputy City Secretary

**Agenda No. 2.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Internal Services** |
| **Subject:** | **Resolution 24-R-92 - Authorizing a contract with Ezzi Signs Inc. to replace the electronic sign. (B.James/D.Hardin-Trussell)** |

## BACKGROUND

The City of Schertz currently has an electronic sign that has been inoperable for approximately two years. The existing sign is beyond repair, as parts are no longer available. The existing sign is also on the local electric company's (GVEC) right-of-way and poses safety concerns. The City of Schertz is looking to install a new fully functioning electronic sign in a different location within the city complex. The electronic sign is used in conjunction with the Civic Center which directly promotes tourism and directly promotes the convention and hotel industry. The sign advertises the facility and events that bring visitors to the city and encourages overnight stays in hotels.

The City issued a solicitation for proposals (RFP) from qualified firms and received a total of four responses, two of which were determined to be non-responsive as they did not include required information in accordance with the RFP. The two responsive proposals were reviewed and scored based on criteria including cost, proposer's experience, qualifications, reputation, quality of proposed services and responsiveness of the proposal. The City recommends contracting with the highest ranked vendor, Ezzi Signs, to replace the electronic sign.

## GOAL

The goal of this project is to relocate and replace the broken electronic sign with a newer sign in a new location within the city complex

## COMMUNITY BENEFIT

Provide City staff with the ability to make public announcements of council meetings and city functions through a fully functioning electronic sign.

## SUMMARY OF RECOMMENDED ACTION

Approval of this resolution will allow the City to enter in to a contract with Ezzi Signs Inc. that will relocate a new functioning electronic sign within the city main complex at 1400 Schertz Parkway.

## FISCAL IMPACT

The purchase of the electronic sign and relocation will be funded through the city's hotel occupancy tax fund. The fiscal impact of this project will be approximately $78,400.00. These funds will be approved in the FY 2024-2025 budget.

## RECOMMENDATION

Staff recommends approval of Resolution 24-R-92.

**Attachments**

Resolution 24-R-92 with attachments
RFP 2024-011 Electronic Sign Bid Tab and Proposal

**RESOLUTION NO. 24-R-92**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING EZZI SIGNS, INC. TO REPLACE THE ELECTRONIC SIGN AT THE MUNICIPAL COMPLEX AND OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS,** the Schertz Internal Service Department has a need to purchase a replacement electronic sign to advertise city events to Schertz residents; and

**WHEREAS,** the Schertz Internal Service Department solicited proposals from qualified vendors for electronic sign; and

**WHEREAS,** after extensive analysis of the responses provide by each of the two (2) prospective vendors, City staff is confident Ezzi Signs, Inc. can provide the best service at the best value; and

**WHEREAS,** the City of Schertz will fund the purchase of the electronic sign through the approved 2024-2025 annual facilities department budget.

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

Section 1. The City Council hereby authorizes replacement of the City electronic sign by Ezzi Signs with a not to exceed the amount of eighty thousand dollars ($80,000.00) during FY 2024-2025**.**

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:

_____
Sheree Courney, Deputy City Secretary

**EXHIBIT A**
**Cost Proposal with Ezzi Signs**

# Proposal

#QUO3528

07/09/2024

**Ezzi Signs Inc**
16611 West Little York Rd.
Houston TX 77084
United States
1 (800) 783-7006
www.ezzisigns.com
sales@ezzisigns.com

| Bill To | Project Address |
|---|---|
| City of Schertz<br>1400 SCHERTZ PARKWAY<br>Schertz TX 78154<br>United States | City of Schertz- Hal Baldwin Complex<br>1400 Schertz Pkwy<br>Schertz TX 78154<br>United States |

| Expires | Sales Rep | Customer PM |
|---|---|---|
| 10/10/2024 | Rebecca Bruce | |

| Item | Description | QTY | Rate | Amount |
|---|---|---|---|---|
| **Ground Sign** | Removal-<br>Remove and dispose of existing double sided LED display and pipe/ column supports on existing monument. Base with complex name to remain | 1 | $3,000.00 | $3,000.00 |
| **Ground Sign** | ST. B Opt 1- New LED Monument sign-<br>Fabricate and install one new double sided, illuminated monument sign reading "Hal Baldwin" with letters rounded and pushed through, "1400 Schertz Parkway" flat cut out letters, and one double sided, 10mm full color 4'-2" x 11'-1" LED display.<br><br>Connect to client provided power with 6 feet | 1 | $74,400.00 | $74,400.00 |
| **Ground Sign** | Permits and Engineering | 1 | $1,000.00 | $1,000.00 |

*Notes: All prices are subject to applicable sales tax. Prices are based on available information given at the time and are subject to change.*

*Exclusions: Sign permits, structural engineering, traffic control equipment and permits are not included in the above quotations and if required shall be invoiced on a time and material basis. Electrical services to the proposed sign(s), unless specifically quoted above, is assumed to be existing or provided by others.*

*Warranty: 84 months against defective materials and 84 month unconditional guarantee on parts and labor.*

*Terms: 0% advanced deposit with balance due upon completion of project.*

| | |
|---|---|
| **Subtotal** | $78,400.00 |
| **Tax Total (%)** | $0.00 |
| **Total** | $78,400.00 |

**Accepted By**_____ **Accepted Date**_____

QUO3528

**PROJECT#** **2024-011**

**PROJECT NAME:** **Electronic Sign**

| Criteria | Points | Ezzi Signs Inc. | Keller Custom Signs |
|---|---|---|---|
| Financial Consideration | 30 | $78,400.00 | $87,750.00 |
| | | **30.00** | **26.80** |
| Proposer's Qualifications, Abilities, and References | 30 | 3.10 | 1.95 |
| | | **23.25** | **14.63** |
| Quality of Proposed Services | 30 | 3.30 | 2.10 |
| | | **24.75** | **15.75** |
| Responsiveness of Proposal | 10 | 3.10 | 2.10 |
| | | **7.75** | **5.25** |
| **Average Total %** | **100** | 85.75 | 62.43 |
| **Rank** | | 1.00 | 2.00 |

| Company | Size | Size A |
|---|---|---|
| Ezzi Signs Inc. | 4'2" x 11'1" | $ 78,400.00 |
| Keller Custom Signs | 4'2" x 18'8" | $ 87,750.00 |

| Non-Responsive Bids (Missing required documentation from bid) | |
|---|---|
| Atlas Sign Services Inc | Non-responsive - Missing Execution of Offer and statement of qualifications |
| Aetna Sign Group | Non-responsive - Missing Execution of Offer |

SCHERTZ

COMMUNITY ★ SERVICE ★ OPPORTUNITY

ES12811

CITY OF SCHERTZ

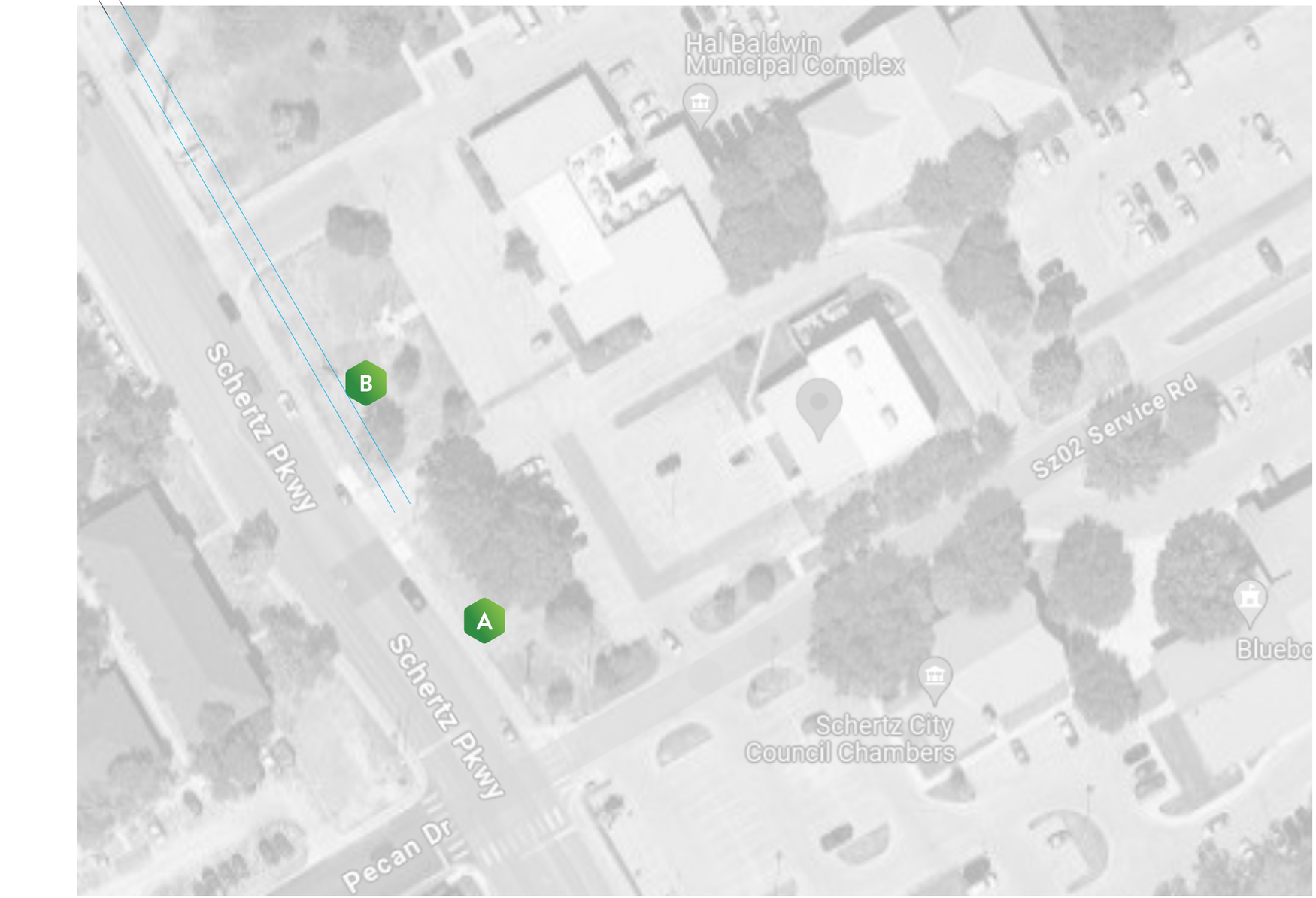
1400 SCHERTZ PKWY

SCHERTZ, TX 78154

EZZI SIGNS

EST. 2005

Site Plan




**SITE PLAN**
SCALE: 1/64" = 1'-0"



EZZI SIGNS
EST. 2005

16611 West Little York Rd
Houston, Texas 77084
EZZISIGNS.COM
713-232-0771

**PROJECT:**
CITY OF SCHERTZ

**ADDRESS:**
1400 SCHERTZ PKWY
SCHERTZ, TX 78154

**DATE:** 06/28/2024

**PROJECT NUMBER:**
ES12811

**DESIGNER:**
LISA C

**REVISIONS**
**R1:**

**R2:**

**R3:**

**APPROVALS / DATE**

**CLIENT:**

**LANDLORD:**

SEVEN YEAR WARRANTY

UL Installation requirements. This sign is to be installed in accordance with the requirements of article 600 of the national electrical code and other applicable local codes. This includes proper grounding and bonding. The location of the disconnect switch after installation shall comply with Article 600.6(A)(1) of the National Electrical Code.

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**SCOPE OF WORK**
1. REMOVE & DISPOSE EXISTING
LED DISPLAYS & STONE COLUMNS

A
QTY : 1

**PROPOSED ELEVATION**
SCALE: 3/16" = 1' - 0"

**EXISTING ELEVATION**
SCALE: 3/16" = 1' - 0"



EZZI SIGNS
EST. 2005

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SCHERTZ, TX 78154

**DATE:** 06/28/2024

**PROJECT NUMBER:**
ES12811

**DESIGNER:**
LISA C

**REVISIONS**
**R1:**

**R2:**

**R3:**

**APPROVALS / DATE**

**CLIENT:**

**LANDLORD:**

SEVEN YEAR WARRANTY

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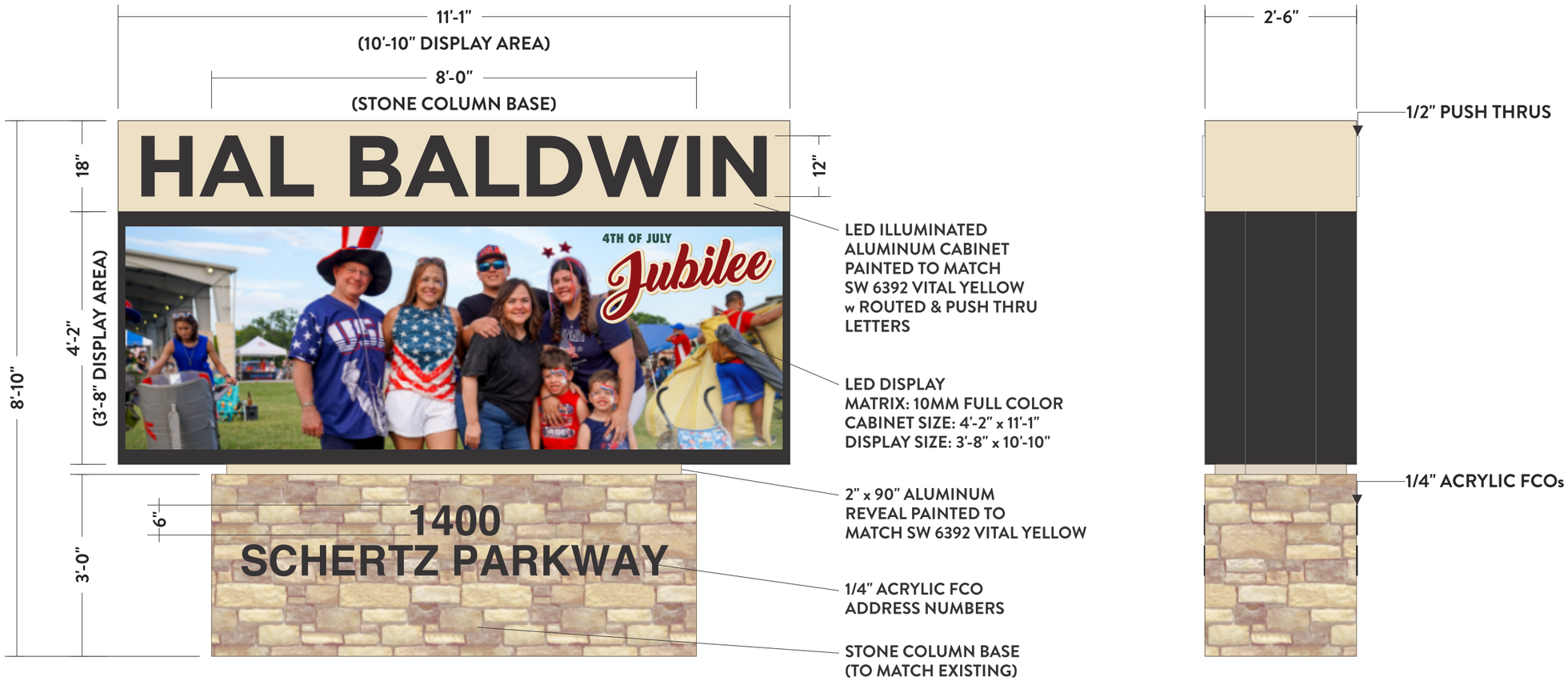
**SCOPE OF WORK**
1. FABRICATE & INSTALL NEW
DF MONUMENT w LED DISPLAY

OPTION 1

B

QTY : 1




SPECS: DF MONUMENT w LED DISPLAYS
FACES: ALUMINUM PAINTED SW 6392 VITAL YELLOW
w FIRST ROUTED & PUSH THRU LETTERS
VINYL: PERFORATED BLACK
LED DISPLAYS: FULL COLOR 10MM

**DESIGN**
SCALE: 1/2" = 1'



EZZI SIGNS
EST. 2005
16611 West Little York Rd
Houston, Texas 77084
EZZISIGNS.COM
713-232-0771

**PROJECT:**
CITY OF SCHERTZ

**ADDRESS:**
1400 SCHERTZ PKWY
SCHERTZ, TX 78154

**DATE:** 06/28/2024

**PROJECT NUMBER:**
ES12811

**DESIGNER:**
LISA C

**REVISIONS**
R1:
R2:
R3:

**APPROVALS / DATE**
CLIENT:
LANDLORD:

SEVEN YEAR WARRANTY

UL Installation requirements. This sign is to be installed in accordance with the requirements of article 600 of the national electrical code and other applicable local codes. This includes proper grounding and bonding. The location of the disconnect switch after installation shall comply with Article 600.6(A)(1) of the National Electrical Code.

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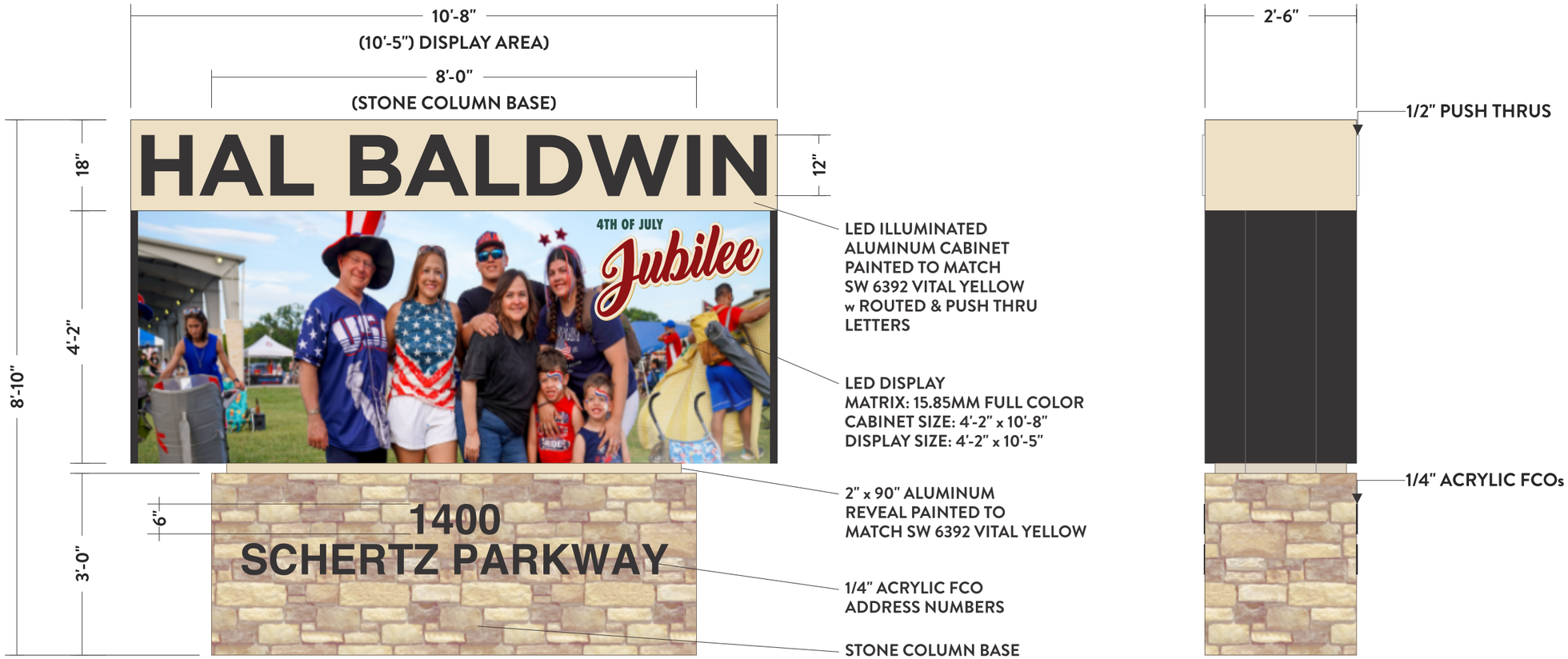
**SCOPE OF WORK**
1. FABRICATE & INSTALL NEW
DF MONUMENT w LED DISPLAY

OPTION 2

B

QTY : 1







SPECS: DF MONUMENT w LED DISPLAYS
FACES: ALUMINUM PAINTED SW 6392 VITAL YELLOW
w FIRST ROUTED & PUSH THRU LETTERS
VINYL: PERFORATED BLACK
LED DISPLAYS: FULL COLOR 15.85MM

**DESIGN**
SCALE: 1/2" = 1'



EZZI SIGNS
EST. 2005
16611 West Little York Rd
Houston, Texas 77084
EZZISIGNS.COM
713-232-0771

**PROJECT:**
CITY OF SCHERTZ

**ADDRESS:**
1400 SCHERTZ PKWY
SCHERTZ, TX 78154

**DATE:** 06/28/2024

**PROJECT NUMBER:**
ES12811

**DESIGNER:**
LISA C

**REVISIONS**
R1:
R2:
R3:

APPROVALS / DATE
CLIENT:
LANDLORD:

SEVEN YEAR WARRANTY

UL Installation requirements. This sign is to be installed in accordance with the requirements of article 600 of the national electrical code and other applicable local codes. This includes proper grounding and bonding. The location of the disconnect switch after installation shall comply with Article 600.6(A)(1) of the National Electrical Code.

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**SCOPE OF WORK**
1. FABRICATE & INSTALL NEW
DF MONUMENT w LED DISPLAY

OPTION 1

B

QTY : 1

**PROPOSED ELEVATION**
SCALE: NTS

**EXISTING ELEVATION**
SCALE: NTS



EZZI SIGNS
EST. 2005

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EZZISIGNS.COM
713-232-0771

**PROJECT:**
CITY OF SCHERTZ

**ADDRESS:**
1400 SCHERTZ PKWY
SCHERTZ, TX 78154

**DATE:** 06/28/2024

**PROJECT NUMBER:**
ES12811

**DESIGNER:**
LISA C

**REVISIONS**
**R1:**

**R2:**

**R3:**

**APPROVALS / DATE**

**CLIENT:**

**LANDLORD:**

SEVEN YEAR WARRANTY

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**SCOPE OF WORK**
1. FABRICATE & INSTALL NEW
DF MONUMENT w LED DISPLAY

OPTION 2

B

QTY : 1

**PROPOSED ELEVATION**
SCALE: NTS

**EXISTING ELEVATION**
SCALE: NTS



EZZI SIGNS
EST. 2005

16611 West Little York Rd
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EZZISIGNS.COM
713-232-0771

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**ADDRESS:**
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SCHERTZ, TX 78154

**DATE:** 06/28/2024

**PROJECT NUMBER:**
ES12811

**DESIGNER:**
LISA C

**REVISIONS**
**R1:**

**R2:**

**R3:**

**APPROVALS / DATE**

**CLIENT:**

**LANDLORD:**

SEVEN YEAR WARRANTY

UL Installation requirements. This sign is to be installed in accordance with the requirements of article 600 of the national electrical code and other applicable local codes. This includes proper grounding and bonding. The location of the disconnect switch after installation shall comply with Article 600.6(A)(1) of the National Electrical Code.

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**Agenda No. 3.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **City Secretary** |
| **Subject:** | **Resolution 24-R-114 - Authorizing a contract with the County Clerk of Comal County to conduct the November 5, 2024, Special 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.(S.Edmondson/S.Courney)** |

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## Attachments

Resolution 24-R-114 Comal County

**RESOLUTION 24-R-114**

**A RESOLUTION AUTHORIZING A CONTRACT WITH THE COUNTY CLERK OF COMAL COUNTY TO CONDUCT THE NOVEMBER 5, 2024, SPECIAL 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; and

**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 Comal County Clerk (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 RESOLVED 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.~~

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**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 ~~w~~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 ~~f~~fteen (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 to 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. Cynthia Jacqua, the Elections Coordinator for Comal County, has been appointed as the Manager and Presiding Judge 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 Resolution, 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 Coordinator, will identify and formally approve the appointment of the Presiding Judges, Alternate Presiding Judges, Election Clerks, and all other election officials for this election.

The 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 Comal County Elections Coordinator's Office, 396 N. Seguin Rd. New Braunfels, TX 78130, is hereby designated as the main early voting place at which early voting shall be conducted. Cynthia Jacqua, Elections Coordinator, Deputy to the County Clerk (whose mailing address is 396 N. Seguin Rd., New Braunfels, Texas 78130) is hereby appointed as the Early Voting Clerk to conduct such early voting in the election The Eary 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 ties, and at the locations, identified in Exhibit A.

An Early Voting Ballot Board is hereby established for the purpose of processing early voting results. Cynthia Jacqua, the Elections Coordinator of Comal 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 Resolution 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 Coordinator 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 Resolution 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 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 11. This Resolution 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 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 Manager 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 13. 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 14. This Resolution shall be in force and effect from and after its final passage and any publication required by law.

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

THIS RESOLUTION WAS PASSED this _____day of _____, 2024.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheree Courney, Deputy City Secretary

**Agenda No. 4.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Parks, Recreation & Community Servic** |
| **Subject:** | **Resolution 24-R-90 - Authorizing an agreement to allow construction of a sewer line across public parkland, in addition to dedicating right-of-way (ROW) in existing parkland for secondary access for additional development in the Hallie's Cove subdivision in exchange for funding public park improvements and dedication of land. (S.Gonzalez/L. Shrum)** |

## BACKGROUND

Council approved Resolution 23-R-128 authorizing an agreement with the developer of the Hallie's Court subdivision (adjacent to Hallie's Cove) to:
i. Dedicate additional parkland from Developer-owned land to enlarge the existing City-owned parkland adjacent to the Property.
ii. Pay $30,000 to be used to construct park improvements in parkland adjacent to the additional parkland dedication.
iii. Construct a street, in conformance with City standards, across the City-owned parkland.
This agreement was never executed.

After proceeding further along in the planning process, the Developer's team discovered the need for a sewer line to be constructed across public parkland in a separate location from the already agreed upon right-of-way for the street construction. Additional public benefit in the amount of $5,000 was negotiated to construct the sewer line across public parkland. The Parks & Recreation Advisory Board considered the request at their July 22, 2024 meeting and recommended approval to the City Council for their consideration.
The proposed agreement covers the obligations from the original agreement and the new request. So if approved the old agreement will not be executed as this new agreement covers everything.

## GOAL

The goal is to allow the construction of the sewer line across public parkland for the benefit of the development while providing a public benefit in the form of additional funding to be used to construct park improvements.

## COMMUNITY BENEFIT

The community will benefit from additional funding to construct additional park improvements.

## SUMMARY OF RECOMMENDED ACTION

Approve Resolution 24-R-90.

## FISCAL IMPACT

The city will receive $5,000 in additional funds from the developer of the Hallie's Court subdivision.

## RECOMMENDATION

Approve resolution 24-R-90.

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**Attachments**

Resolution 24-R-90 with Attachment

**RESOLUTION NO. 24-R-90**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN AGREEMENT TO ALLOW CONSTRUCTION OF A SEWER LINE ACROSS PUBLIC PARKLAND, IN ADDITION TO DEDICATING RIGHT-OF-WAY (ROW) FOR A SECONDARY ACCESS FOR ADDITIONAL DEVELOPMENT IN THE HALLIE'S COVE SUBDIVISION IN EXCHANGE FOR FUNDING PUBLIC PARK IMPROVEMENTS AND DEDICATION OF LAND.**

WHEREAS, the developer of the Hallie's Cove subdivision needs to construct a sewer line in addition to secondary access for additional development, and that access is through existing dedicated parkland; and

WHEREAS, City staff negotiated a public benefit of $5,000 for park improvements for the sewer line, in addition to the $30,000 for park improvement for the right-of-way (ROW) needed in the existing parkland; and

WHEREAS, the Parks & Recreation Advisory Board recommended approval of the amendment at their meeting on July 22, 2024, and recommended approval of the original concept agreement at their meeting on November 27, 2023; and

WHEREAS, the agreement from 2023 was never executed, and this new agreement includes all of the obligations and requirements of both parties; and

WHEREAS, the City of Schertz will benefit from the additional public park improvements that will be funded with this agreement.

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 act on behalf of the City of Schertz in all matters relating to the above mentioned right-of-way (ROW) dedication, sewer construction, and funding of park improvements and dedication of land in approving an agreement generally as per 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**

**PARK DEDICATION AGREEMENT**

**STATE OF TEXAS** §
§
**COUNTY OF GUADALUPE** §

**PARK DEDICATION AGREEMENT**
**HALLIE'S COURT – PUBLIC IMPROVEMENTS**

This PARK DEDICATION AGREEMENT (the "Agreement") is by and between _____ (the "Developer") and the CITY OF SCHERTZ, a Texas municipal corporation (the "City"), and is effective upon the execution of this Agreement by the Developer and the City (the "Effective Date").

**WHEREAS**, the Developer is the owner of that certain real property located in the City of Schertz, Guadalupe County, Texas, more specifically described on **Exhibit "A"**, attached hereto and made a part hereof for all purposes (the "Property"); and,

**WHEREAS**, the Developer seeks to develop a commercial subdivision on the Property (the "Subdivision") that requires the construction of certain public improvements and dedication of parkland; and,

**WHEREAS,** this Agreement is made solely with respect to the commitments and assurances set forth and approved by the City of Schertz City Council in Resolution 24-R-90 on September 3, 2024.

**NOW THEREFORE**, in consideration of the agreements set forth herein and for other reciprocal good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged and stipulated by the Parties, the Owner, the Developer and the City agree as follows:

1. Dedication of Parkland and Easements; Covenants. The Developer and the City covenant and agree to the following:

a) As a part of the development of the Property, and in addition to all other development requirements set forth in the Unified Development Code, Developer covenants and agrees to provide the following, as depicted on the attached Exhibit A:

i. dedicate additional parkland from Developer owned land to enlarge the existing City owned parkland adjacent to the Property.

ii. Pay $35,000 to be used to construct park improvements in parkland adjacent to the additional parkland dedication.

iii. Construct a street, in conformance with City standards, across the City owned parkland.

iv. Construct a sewer line in conformance with City standards, across the City owned parkland.

b) As a part of the development of the Property, and in accordance with the intent expressed in Resolution 23-R-128 on December 5, 2023, and Resolution 24-R-90 on September 3, 2024, City covenants and agrees to provide the following, as depicted on the attached Exhibit A:

i. Allow construction of a street in conformance with City standards across the City owned parkland.

ii. Allow construction of a sewer line in conformance with City standards across the City owned parkland.

2. Approval of Agreement. The City has approved the execution and delivery of this Agreement and the Developer represents and warrants that it has taken all necessary action to authorize its execution and delivery of this Agreement.

3. Governmental Immunity. The City does not waive or relinquish any immunity or defense on behalf of itself, its officers, employees, Councilmembers, and agents as a result of the execution of this Agreement and the performance of the covenants and actions contained herein.

4. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, representatives, successors, and assigns, and the terms hereof shall run with the Property.

5. Counterparts. This Agreement may be executed in any number of counterparts with the same effect as if all signatory parties had signed the same document. All counterparts shall be construed together and shall constitute one and the same Agreement.

6. Integration. This Agreement is the complete agreement between the parties as to the subject matter hereof and cannot be varied except by the written agreement of the Developer and the City. The Developer and the City each agrees that there are no oral agreements, understandings, representations or warranties which are not expressly set forth herein.

7. Notices. Any notice or communication required or permitted hereunder shall be deemed to be delivered three (3) days after such notice is deposited in the United States mail, postage fully prepaid, registered or certified mail return receipt requested, and addressed to the intended recipient at the address shown herein. Any address for notice may be changed by written notice delivered as provided herein. All notices hereunder shall be in writing and served as follows:

If to the Developer:

_____
_____
Attention: Harry Hausman

If to the City:

CITY OF SCHERTZ
1400 Schertz Parkway
Schertz, Texas 78154
Attention: City Manager

With copy to:
Denton Navarro Rocha Bernal & Zech, P.C.
2517 N. Main Avenue
San Antonio, Texas 78212
Attention: T. Daniel Santee

8. Legal Construction. If any provision in this Agreement is for any reason unenforceable, to the extent the unenforceability does not destroy the basis of the bargain among the parties, such unenforceability will not affect any other provision hereof, and this Agreement will be construed as if the unenforceable provision had never been a part of this Agreement. Whenever the context requires, the singular will include the plural and neuter include the masculine or feminine gender, and vice versa. Article and section headings in this Agreement are for reference only and are not intended to restrict or define the text of any section. This Agreement will not be construed more or less favorably between the parties by reason of authorship or origin of language.

9. Recitals; Exhibits. Any recitals in this Agreement are represented by the parties hereto to be accurate, constitute a part of the parties' substantive agreement, and are fully incorporated herein as matters of contract and not mere recitals. Further, any exhibits to this Agreement are incorporated herein as matters of contract and not mere exhibits.

10. No Joint Venture. It is acknowledged and agreed by the parties that the terms hereof are not intended to, and shall not be deemed to, create a partnership or joint venture among the parties.

11. Choice of Law. This Agreement will be construed under the laws of the State of Texas without regard to choice-of-law rules of any jurisdiction. Venue shall be in

the State District Courts of Guadalupe County, Texas with respect to any lawsuit arising out of or construing the terms and provisions of this Agreement. No provision of this Agreement shall constitute consent by suit by any party.

*[ Signatures and acknowledgments on the following pages ]*

**Signature Page to**
**Improvement Agreement**

This Improvement Agreement has been executed by the parties as of the dates of the Acknowledgments to be effective as of the Effective Date.

Developer:

By: _____

Name: _____

Title: _____

Date: _____

THE STATE OF TEXAS §
§
COUNTY OF _____ §

This instrument was acknowledged before me on the ____ day of _____, 2024 by _____, the _____of _____, on behalf of said limited liability company.

(SEAL)

_____
Notary Public in and for
The State of Texas

My Commission Expires:_____

**Signature Page to**
**Improvement Agreement**

This Improvement Agreement has been executed by the parties as of the dates of the Acknowledgments to be effective as of the Effective Date.

City:

**CITY OF SCHERTZ**,
a Texas municipal corporation

By: _____

Name: Steve Williams, City Manager

Date: _____

THE STATE OF TEXAS §
§
COUNTY OF GUADALUPE §

This instrument was acknowledged before me on the ____ day of _____, 2024 by Steve Williams, City Manager of the City of Schertz, Texas, a Texas municipal corporation, on behalf of said City.

(SEAL)

_____
Notary Public in and for
The State of Texas

My Commission Expires:_____

**EXHIBIT "A"**

The Property

**[ See attached]**

**EXHIBIT "B"**

Depiction of Improvements, Land Dedication, Street and Sewer

**[See attached]**

SCALE: 1"=100'

100 50 0 100

FOUND IRON ROD WITH YELLOW PLASTIC CAP STAMPED "COS MUERY S.A. TX"

FOUND IRON ROD WITH YELLOW PLASTIC CAP STAMPED "COS MUERY S.A. TX"

S52°05'24"E 325.53'

S59°41'15"W 410.79

S59°41'15"W 557.23

50

51

PROPOSED 20' UTILITY EASEMENT
2,904 SF

WASTEWATER EASEMENT AGREEMENT
DOC. #20180165660
O.P.R.B.C.T.

TBM 18 MAGNAIL IN CONC
ELEV. = 658.430
N = 13729161.4680
E = 2215276.6600


• Engineers
• Surveyors
• Planners

Moy Tarin Ramirez Engineers, LLC
TBPELS ENGINEERING F-5297/SURVEYING F-10131500
12770 CIMARRON PATH, SUITE 100 TEL: (210) 698-5051
SAN ANTONIO, TEXAS 78249 FAX: (210) 698-5085


HLH DEVELOPMENT, LLC

# HALLIES COURT

## SEWER EASEMENT EXHIBIT

PROJ. #: XXXXX SEPTEMBER 2023 EXHIBIT 1

R:\HALLIES COVE\MASTER\WORKING\2023-09-13_HALLIES COVE EXPANSION.DWG

**Agenda No. 5.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Executive Team** |
| **Subject:** | **Resolution 24-R-117 - Authorizing an Interlocal Agreement with the Schertz Housing Authority to provide funding. (S.Williams/B.James)** |

## BACKGROUND

The Schertz Housing Authority administers housing assistance programs for families and individuals in need in the community. For a number of years the City has provided financial assistance in the amount of $5,000 annually to the Schertz Housing Authority in light of rising housing costs and the growing population. The Schertz Housing Authority provides a critical public service in providing housing assistance, including operating a number of housing complexes and administering housing voucher programs in the area. Without the Schertz Housing Authority providing this service, many residents in need would not have local access to housing assistance.The current funding agreement expires on September 30, 2024. Staff is seeking Council authorization to extend the agreement for one more year with the option to renew for an additional 4 years unless it is terminated.

## GOAL

Assist Schertz residents in need of quality affordable housing by providing financial support to the Schertz Housing Authority.

## COMMUNITY BENEFIT

Healthier citizens as a result of quality housing.

## SUMMARY OF RECOMMENDED ACTION

Approval of Resolution 24-R-117 authorizing an ILA with the Schertz Housing Authority to provide $5,000 annually to aid them in providing quality affordable housing to the residents of Schertz. This funding will assist them in continuing to operate and provide services. The term of the ILA is for one year (FY 24-25) but allows for its renewal for four (4) additional one year terms. Funding is provided as part of the City's annual budget.

## FISCAL IMPACT

$5,000 annually that is appropriated through the City's annual budget.

## RECOMMENDATION

Approval of Resolution 24-R-117.

## Attachments

Resolution 24-R-117 with attachment

**RESOLUTION NO. 24-R-117**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN INTERLOCAL AGREEMENT FOR FUNDING ASSISTANCE WITH THE SCHERTZ HOUSING AUTHORITY, AND OTHER MATTERS IN CONNECTION THEREWITH**

WHEREAS, the Schertz Housing authority provides housing assistance programs for families in need in the community; and

WHEREAS, local access is often critical to families in need of housing assistance; and

WHEREAS, in light of increasing housing costs and a growing population, there is a significant public purpose in offering affordable housing assistance in a community; and

WHEREAS, a lack of affordable housing programs can lead to significant negative problems in a community, impacting areas such neighborhood quality and creating instability in a community; and

WHEREAS, a housing instability can impact economic security, education, health and access to services and job; and

WHEREAS, the City staff of the City of Schertz (the "City") has recommended that the City enter into an interlocal agreement with the Schertz Housing Authority relating to housing assistance programs; and

WHEREAS, the City Council has determined that it is in the best interest of the City to contract with the Schertz Housing Authority; and

WHEREAS, in an effort to provide assistance in a timely manner, the City Manager and City Attorney are hereby authorized to develop and execute an interlocal agreement to provide for funding and reporting.

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 Agreement with the Schertz Housing Authority an interlocal agreement that provides for use of the funds by the Schertz Housing Authority and updates to City Council on housing programs provided by the Schertz Housing Authority, generally per the Attached 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 __rd day of September 2024.

CITY OF SCHERTZ, TEXAS

_____

Ralph Gutierrez, Mayor

ATTEST:

_____

Sheila Edmondson, City Secretary

(CITY SEAL)

Exhibit "A"

ILA with Schertz Housing Authority

# INTERLOCAL AGREEMENT

This Interlocal Agreement, effective as of October 1, 2024 (this "Agreement"), is between the City of Schertz, Texas, (the "City") a political subdivision of the State of Texas, and the Schertz Housing Authority (the "Schertz Housing Authority") a public corporation of the State of Texas, created pursuant to the Texas Local Government Code, Chapter 392, as amended.

WHEREAS, the Schertz Housing Authority provides housing assistance programs for families in need in the community; and

WHEREAS, local access is often critical to families in need of housing assistance; and

WHEREAS, in light of increasing housing costs and a growing population, there is a significant public purpose in offering affordable housing assistance in a community; and

WHEREAS, a lack of affordable housing programs can lead to significant negative problems in a community, impacting areas such as neighborhood quality and creating instability in a community; and

WHEREAS, housing instability can impact economic security, education, health and access to services and jobs; and

WHEREAS, the City staff of the City of Schertz (the "City") has recommended that the City enter into an interlocal agreement with the Schertz Housing Authority relating to housing assistance programs; and

WHEREAS, the City Council has determined that it is in the best interest of the City to contract with the Schertz Housing Authority; and

WHEREAS, the City Council has determined that the provision of an assistance program for housing is a public purpose; and

WHEREAS, the City and the Schertz Housing Authority are authorized to execute this Agreement pursuant to Texas Government Code Chapter 791.001, as amended;

NOW, THEREFORE, THE CITY AND THE SCHERTZ HOUSING AUTHORITY, ACTING BY AND THROUGH THEIR DULY AUTHORIZED OFFICERS, HEREBY COVENANT AND AGREE AS FOLLOWS:

Section 1. Purpose. (a) The Schertz Housing Authority agrees during the term of this Agreement to work to provide decent, safe and sanitary housing for the elderly, disabled and very low-income families in the community.

The Schertz Housing Authority shall observe and comply with all applicable federal, state, county, and City laws, rules, ordinances, and regulations that in any manner affect the provision of the services described in this Agreement.

The Schertz Housing Authority agrees to provide a written report to the City Council of the City on or about July 1 of each year that documents that the payments by the City described in Section 3 have benefitted community.

The Schertz Housing Authority further agrees to provide the City (at the City's request from time to time) with the complete budget for the Schertz Housing Authority.

Section 2. Term and Renewal. This Agreement shall be for a term commencing with the effective date of this Agreement through and including September 30, 2025 with the option to renew for four (4) additional terms of one (1) year each unless terminated as provided for in this Agreement.

Section 3. Consideration. In consideration of the Schertz Housing Authority's provision of housing assistance pursuant to this Agreement, the City agrees to pay the Schertz Housing Authority $5,000 on or about November 1 of each fiscal year of the agreement.

Section 4. Authorization. This Agreement has been duly authorized by the governing bodies of the City and the Schertz Housing Authority and shall be funded out of available revenue.

Section 5. Severability. If any portion of this Agreement shall be declared illegal or held unenforceable for any reason, the remaining portions hereof shall continue in full force and effect.

Section 6. Amendments. This Agreement represents the complete understanding of the City and the Schertz Housing Authority with respect to the matters described herein. This Agreement may not be amended or altered without the written consent of both parties.

Section 7. Governing Law. This Agreement shall be governed by the laws of the State of Texas.

*[The remainder of this page intentionally left blank.]*

IN WITNESS WHEREOF, the undersigned has entered into this Agreement, effective as of the date first above written.

Date of Execution

_____, 2024

CITY OF SCHERTZ, TEXAS

By _____
City Manager

Date of Execution

_____, 2024

SCHERTZ HOUSING AUTHORITY

By _____
Board Chairperson

**Agenda No. 6.**

**CITY COUNCIL MEMORANDUM**

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Executive Team** |
| **Subject:** | **Resolution 24-R-113 - Presentation and Adoption of the City of Schertz Strategic Plan (S.Williams)** |

## BACKGROUND

Facilitated by Ron Cox Consulting, City Council and Staff met on February 2 for a strategic planning retreat to discuss strategic planning issues, including but not limited to effective leadership, meaningful communication, understanding roles and fulfilling expectations and proactive vision and planning.

Council also reviewed the City's mission, vision and values from the current Strategic Plan at the retreat. Originally adopted March 8, 2016, and last updated February 13, 2018, this document aims to provide overall direction in achieving the City's desired future state by outlining the City's aspirations, actions, and motives while seeking to create alignment within the organization.

Based on discussion from the retreat, the strategic plan has been updated to reflect revised goals and objectives, and staff recommends approval of Resolution 24-R-113 and the revised strategic plan document.

## Attachments

Resolution 24-R-113 with Attachment

Schertz Presentation - R. Cox Final Report

**RESOLUTION NO. 24-R-113**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS ADOPTING THE 2024 CITY OF SCHERTZ STRATEGIC PLAN, AND OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, the City Council of the City of Schertz (the "City") held its annual Strategic Planning Retreat on February 2; and

**WHEREAS**, the role of leadership is to align the vision of the Council, the expectations of the community, and the resources of the organization to achieve that vision and expectations at a resource cost that is acceptable; and

**WHEREAS**, the Strategic Plan was developed in 2016 to provide overall direction in achieving the City's desired future state by outlining the City's aspirations, actions and motives; and

**WHEREAS**, this Plan seeks to create alignment within the organization; and

**WHEREAS**, the City wishes to adopt this revised version of the Strategic Plan document; and

**WHEREAS**, the City Council has determined that it is in the best interest of the City to adopt the 2024 City of Schertz Strategic Plan.

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

Section 1. The City Council hereby authorizes adoption of the 2024 City of Schertz Strategic Plan in the attached 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

(CITY SEAL)

Exhibit “A”

City of Schertz Strategic Plan

SCHERTZ

# CITY OF SCHERTZ
# **STRATEGIC PLAN**

SCHERTZ

COUNCIL
CHAMBERS

SCHERTZ

# CONTRIBUTING LEADERSHIP AND STAFF

## CITY COUNCIL

**MAYOR**
Ralph Gutierrez

**MAYOR PRO-TEM**
Tiffany Gibson

**COUNCILMEMBER**
Mark Davis

**COUNCILMEMBER**
Michelle Watson

**COUNCILMEMBER**
Paul Macaluso

**COUNCILMEMBER**
Robert Westbrook

**COUNCILMEMBER**
Allison Heyward

**COUNCILMEMBER**
Tim Brown

**CITY SECRETARY**
Sheila Edmondson

## EXECUTIVE MANAGEMENT

**CITY MANAGER**
Steve Williams

**DEPUTY CITY MANAGER**
Brian James

**ASSISTANT CITY MANAGER**
Sarah Gonzalez

**POLICE CHIEF**
James Lowery

**FIRE CHIEF**
Greg Rodgers

**EMS CHIEF**
Jason Mabbitt

## DEPARTMENT HEADS

**DIRECTOR OF ECONOMIC DEVELOPMENT**
Scott Wayman

**DIRECTOR OF ENGINEERING**
Kathy Woodlee

**DIRECTOR OF FINANCE**
James Walters

**DIRECTOR OF HUMAN RESOURCES**
Jessica Kurz

**DIRECTOR OF INTERNAL SERVICES**
Dawniecia Hardin

**DIRECTOR OF LIBRARY SERVICES**
Melissa Uhlhorn

**DIRECTOR OF PARKS, RECREATION & COMMUNITY SERVICES**
Lauren Shrum

**DIRECTOR OF PLANNING & COMMUNITY DEVELOPMENT**
Lesa Wood

**DIRECTOR OF PUBLIC AFFAIRS**
Linda Klepper

**DIRECTOR OF PUBLIC WORKS**
Larry Busch

# **MISSION, VISION,** AND VALUES

## MISSION

Leading, improving, and serving a livable, sustainable, and financially sound community.

## VISION

Community. Service. Opporitunity.

## VALUES

- Do the Right Thing
- Do the Best You Can
- Treat Others the Way You Want to be Treated
- Work Collaboratively as a Team

# EXECUTIVE SUMMARY AND GOALS

## EXECUTIVE SUMMARY

The City of Schertz is facing continuous growth, new challenges, and increasing expectations of service and performance. What we do today will shape how we will be, and how we will function, as a fully developed community in the next twenty to thirty years. As a result, the City of Schertz developed this Strategic Plan to provide overall direction in achieving our desired future state. By regularly referencing the document, we can better align City Council, Boards and Commissions, and City Staff toward a common goal while providing for a more balanced approach. The continued use of this document will increase alignment and help maintain a steady course despite possible economic changes, limited financial resources, evolving leadership, or other changing environments.

## GOALS

**Sustainable Government**

**Safe and Livable Community**

**Infrastructure Investment**

**Sense of Community**

**Thriving Economy**

# GOALS AND OBJECTIVES

## Sustainable Government

- **Protect** the city's financial stability, integrity and credibility
- **Recruit, develop and retain** a qualified, competent and diverse municipal workforce
- **Identify** the areas where improvements are needed through the use of data, technology, and innovative approaches
- **Ensure** governmental transparency

## Safe and Livable Community

- **Safeguard** public safety
- **Improve** property conditions and overall appearance of the city
- **Promote** environmental stewardship and health
- **Maintain and expand** parks and trails network system

# GOALS AND OBJECTIVES

## Infrastructure Investment

- **Develop and maintain** roadways, sidewalks and transportation infrastructure
- **Develop and maintain** water, wastewater and drainage infrastructure
- **Provide** an adequate water supply now and in the future
- **Support** strategic investment in city facilities

## Sense of Community

- **Actively engage and communicate** with our residents and stakeholders
- **Host events** that create a sense of place and community
- **Grow** quality of life programs and facilities

## Thriving Economy

- **Support** strategic development
- **Support** revitalization of targeted areas
- **Support** business retention and recruitment
- **Effectively plan and manage** land use

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# City Council Planning Session
# February 2, 2024

# Final Report
# September 3, 2024

Ron Cox Consulting
Helping Cities Manage Better


Ron Cox Consulting rcox@roncoxconsulting.com
281.543.0042

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# Retreat Agenda

- ✓ Session 1 – Council Governance

- Session 2 – Council/Staff Planning
  - ✓ Review governance work
  - ✓ SWOT
  - ✓ Strategies


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281.543.0042

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# Next Steps

- ✓ Interviews – January 17 & 22, 2024
- ✓ Staff Session – January 9, 2024
- ✓ Session 1 – Governance – February 2, 2024
- ✓ Session 2 – Planning Session – February 2, 2024
- ✓ Staff Implementation Workshop – March 7, 2024
- Final Report – September 3, 2024


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# Staff Implementation

## Agenda

## March 7, 2024

- Review Governance Model
- Review Goals and Strategies
- Complete Implementation Plan


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# Governance Model


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281.543.0042

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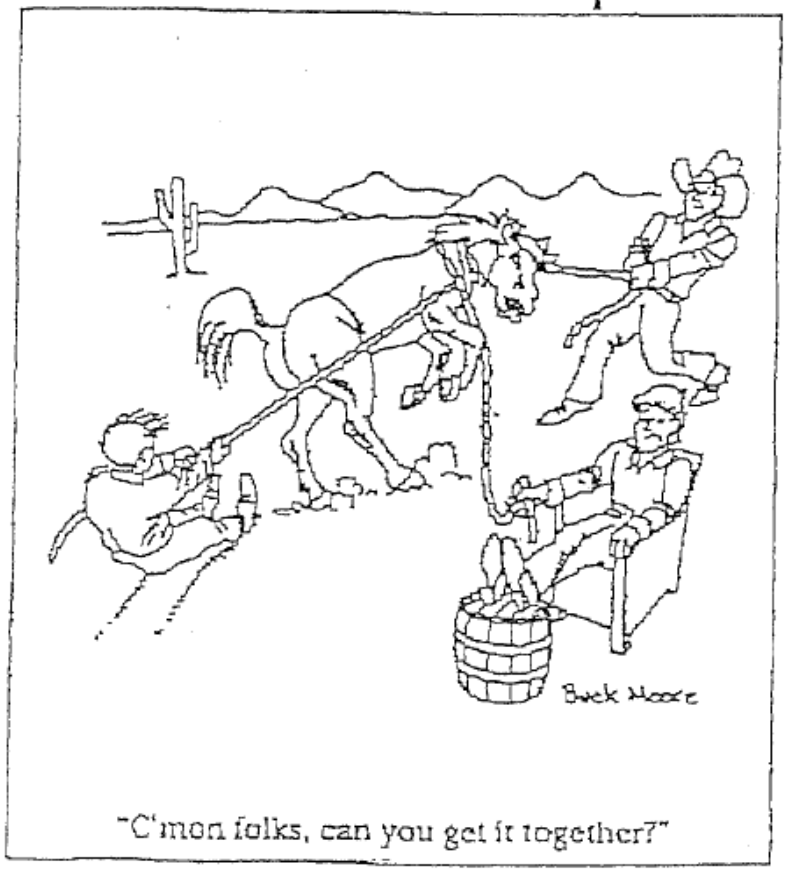
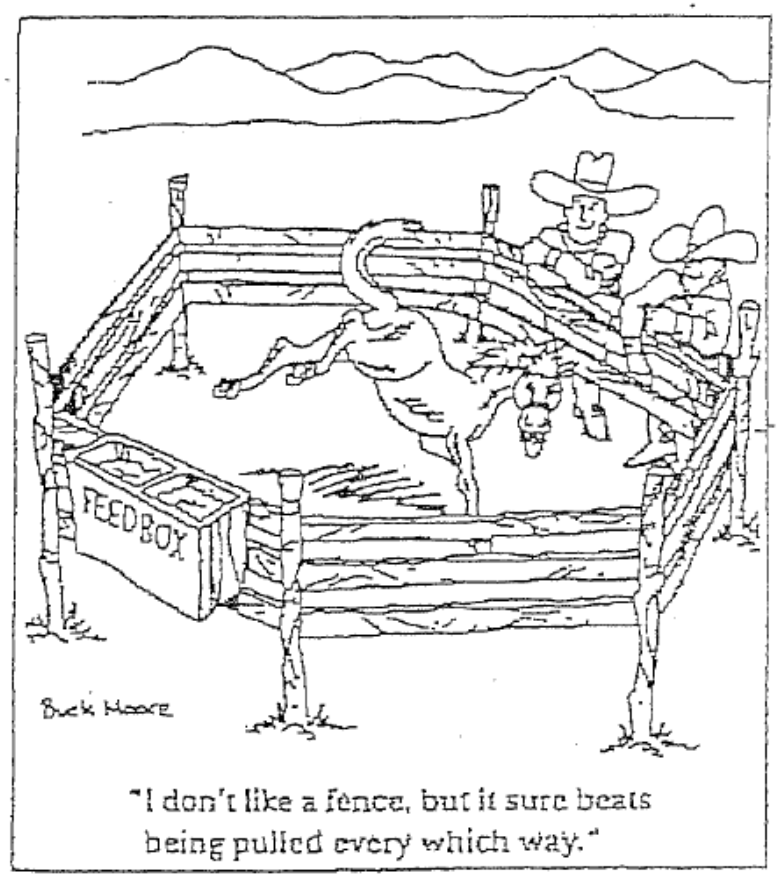
## Don't Use a Rope!




## Build a Corral!



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281.543.0042

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# Governance is about…

Effective Leadership
Meaningful communication
Understanding roles and fulfilling expectations
Proactive vision and planning


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# Governance is about…

# Proactive Vision and Planning

Vision

Mission

Values Statement

Comprehensive Plan

Annual Strategic Plan

Annual Budget

Annual Audit/Report


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"Things that matter most should never be at the mercy of things that matter least"

Goethe

So—What does matter most?


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281.543.0042

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# Mayor and Council Members

Tell a little about yourself?

Why did you run for City Council?

What attributes do you bring to the City Council?


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281.543.0042

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# Why did you run?

- Right thing to do – no personal agenda
- Work for the City
- Give back to the community
- Provide trajectory for the future
- Growing businesses
- Disappointed by previous Council
- Advocacy – students and parents
- Contribute to the decisions for the future


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# Council - What attributes do you bring?

- Connections with people
- Community involvement
- Experience
- Problem solver
- Vision
- Leadership
- Care and concern
- Different knowledge and perspective


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# Council – How will you lead?

- With compassion
- Thoughtful
- Vision
- Intent
- Passion/Conviction
- Honesty
- Lead with one accord
- Receptive to each other and the community
- For the benefit of the city as we grow


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# Council – How will you communicate?

- Clearly and to the point
- Don’t make assumptions
- Timely
- Provide facts, not opinions
- Reflection and follow-up – circle back
- Understand the “why”
- Tell the “why”
- To let people be heard (allow people to vent)
- Listening to the speaker (focus on them)
- Pay attention
- Transparency (have to be cautious not to divulge confidential info)
  - Laying out all potential impacts of the decision and making sure everyone is aware of those impacts
  - Availability of info (sharing)


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# Council – What are your expectations of each other?

- Communication
- Forthcoming
- Listen to understand
- Good faith
- Adapt – agree to disagree
- Respect each other
- Unified in the decision
- Don’t undermine the decision
- Know your audience – clarify your message for understanding
- Provide factual information
- Communicating with staff through City Manager
- Have SOPs on how you carry out your government – improve onboarding


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# Council – What are your expectations of staff?

- Commitment to the vision and mission
  - Together
  - Honest and transparent
  - To be the best we can before our citizens
  - etc
- Professionalism
- Availability
- Responsiveness
- Be a part of the community

- Commitment
- Expertise
- Accountability to citizens and Council
- Performance to carry out directives effectively
- Customer-focused
- Communicate effectively w/Council and residents – update on issues and items regularly
- Field trips

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# Council – What are staff's expectations of you?

(as defined by Council)

- Communicate effectively to them
- Balance – don't overwhelm the staff
- Do their homework
- Concise directions
- Clarity
- Support the staff's expertise
- Value their employment by pay, recognition, tools they need to be successful


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281.543.0042

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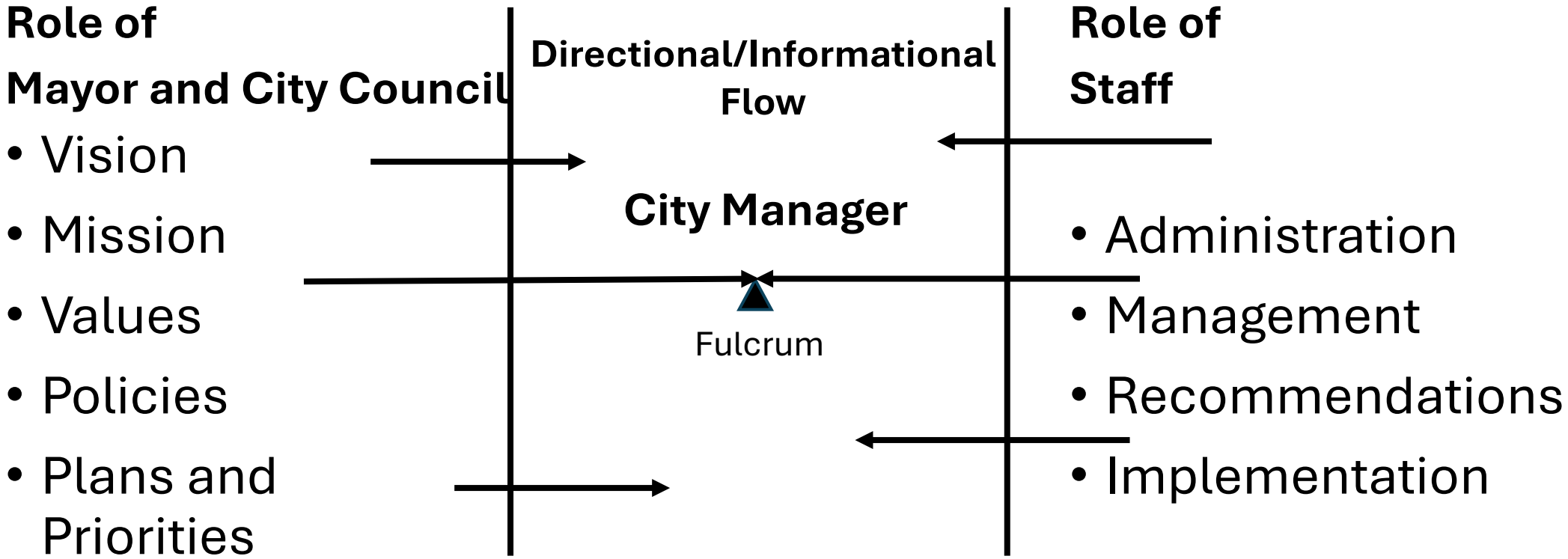
# Council/Manager Form of Government




Scott Sellers 2022


Ron Cox Consulting rcox@roncoxconsulting.com
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# Governance is about…

# Proactive Vision and Planning

Vision

Mission

Values Statement

Comprehensive Plan

Annual Strategic Plan

Annual Budget

Annual Audit/Report



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"Things that matter most should never be at the mercy of things that matter least"

Goethe

So—What does matter most?


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281.543.0042

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# Vision

## What do we want Schertz to look like when it grows up?


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# Vision – Key Elements

- Good road system
- Place for people to gather/convention center
- Balanced development – housing for all segments, retail and commercial
- Solid economic base
- Family-centered “boutique” community – higher end-ish
- Provide solid services to the community
- Have it’s own identity
- Be a “home”
- High quality of life – parks, low crime, events, partners w/ISD
- Expectation of higher level of quality regarding development – built to last
- “Masonry wall” community with high development standards


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281.543.0042

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# Vision Statement

Community. Service. Opportunity.


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281.543.0042

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# Mission Statement

Leading, improving, and serving a livable, sustainable, and financially sound community.


Ron Cox Consulting rcox@roncoxconsulting.com
281.543.0042

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# Key Values

What are the key values you desire for Schertz City Council and staff?


Ron Cox Consulting rcox@roncoxconsulting.com
281.543.0042

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# Core Values 2018

Do the right thing.

Do the best you can.

Treat others the way you want to be treated.

Work cooperatively as a team.


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281.543.0042

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# Policy Values

- Safe Community
- High Quality of Life
- Economic Prosperity
- Essential Services
- Attractive Community
- Fiscally Sustainable


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281.543.0042

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# Operational Values

- Systems Management
- Engaged Workforce
- Innovative
- Proactive
- Service Oriented


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# Revised Goals and Objectives (proposed by staff)

<u>Five Goals</u>

- Sustainable Government
- Safe and Livable Community
- Infrastructure Investment
- Sense of Community
- Thriving Economy

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# Revised Goals and Objectives (proposed by staff)

**Goal: Sustainable Government**

- **Objectives**:
  - Protect the city's financial stability, integrity and credibility
  - Recruit, develop and retain a qualified, competent and diverse municipal workforce
  - Identify the areas where improvements are needed through the use of data, technology, and innovative approaches
  - Ensure governmental transparency

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# Revised Goals and Objectives (proposed by staff)

**Goal: Safe and Livable Community**

- **Objectives**:
  - Safeguard public safety
  - Improve property conditions and overall appearance of the city
  - Promote environmental stewardship and health
  - Maintain and expand parks and trails network system

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# Revised Goals and Objectives (proposed by staff)

**Goal: Infrastructure Investment**

- **Objectives**:
  - Develop and maintain roadways, sidewalks and transportation infrastructure
  - Develop and maintain water, wastewater and drainage infrastructure
  - Provide an adequate water supply now and in the future
  - Support strategic investment in city facilities

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# Revised Goals and Objectives (proposed by staff)

**Goal: Sense of Community**

- **Objectives**:
  - Actively engage and communicate with our residents and stakeholders
  - Host events that create a sense of place and community
  - Grow quality of life programs and facilities

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# Revised Goals and Objectives (proposed by staff)

**Goal: Thriving Economy**

- **Objectives**:
  - Support strategic development
  - Support revitalization of targeted areas
  - Support business retention and recruitment
  - Effectively plan and manage land use

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# Implementation Plan

- Goals
  - Objectives
    - Strategies (all derived from the SWOT)
      - Actions (all derived from the SWOT)
- Timeline
- Budget
- Lead

(Separate document)

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# Accountability

- Semi-annual reports from City Manager to Council
- One formal annual report
- Regular updates from staff to City Manager

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# Next Steps

- ✓ Interviews – January 17 & 22, 2024
- ✓ Staff Session – January 9, 2024
- ✓ Session 1 – Governance – February 2, 2024
- ✓ Session 2 – Planning Session – February 2, 2024
- ✓ Staff Implementation Workshop – March 7, 2024
- ✓ Final Report – September 3, 2024


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Thank You

To

Mayor and Council Members

City Manager

Staff

**Agenda No. 7.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Finance** |
| **Subject:** | **Ordinance No. 24-B-152 - Consideration and approval by the city council of the City of Schertz, Texas authorizing the issuance of "City of Schertz, Texas, Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2024"; providing for the payment of said certificates by the levy of an ad valorem tax upon all taxable property within the city and further securing said certificates by a lien on and pledge of the pledged revenues of the system; and other matters incident and related thereto. *First & Final Reading* (S.Williams/J.Walters/A.Friedman)** |

## BACKGROUND

The Ordinance authorizes the sale of Obligations for the projects previously proposed and properly noticed subsequent the Notice of Intention Resolution adopted by the Council on July 2, 2024. The Certificates will fund street improvements in an amount of $20,000,000.

The City used the competitive sale method accepting bidders on our bonds with the award going to the one with the best interest rate, which results in the lowest interest expenses for the City.

## GOAL

To approve a bond ordinance and improve roadways in the City of Schertz.

## COMMUNITY BENEFIT

To improve traffic flows and road improvements along Lower Segiun Road and make quality of life improvements to Main Street.

## SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of the bond ordinance.

## FISCAL IMPACT

When the Certificates of Obligation (CO's) are approved, it is estimated that there will be no further impact on the city's tax rate.

## RECOMMENDATION

Staff recommends approving the Ordinance 24-B-152 authorizing the sale of the Certificates.

Motion: I MOVE THAT THE CITY COUNCIL ADOPT AN ORDINANCE AUTHORIZING THE "CITY OF SCHERTZ, TEXAS, COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024"

**Attachments**

Ordinance 24-B-152 Issuing Certificates of Obligation 2024
New Debt Impact Estimate

**DRAFT**

**ORDINANCE NO. ____**

**AN ORDINANCE AUTHORIZING THE ISSUANCE OF "CITY OF SCHERTZ, TEXAS COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024"; PROVIDING FOR THE PAYMENT OF SAID CERTIFICATES BY THE LEVY OF AN AD VALOREM TAX UPON ALL TAXABLE PROPERTY WITHIN THE CITY AND FURTHER SECURING SAID CERTIFICATES BY A LIEN ON AND PLEDGE OF THE PLEDGED REVENUES OF THE SYSTEM; PROVIDING THE TERMS AND CONDITIONS OF SAID CERTIFICATES AND RESOLVING OTHER MATTERS INCIDENT AND RELATING TO THE ISSUANCE, PAYMENT, SECURITY, SALE, AND DELIVERY OF SAID CERTIFICATES, INCLUDING THE APPROVAL AND DISTRIBUTION OF AN OFFICIAL STATEMENT PERTAINING THERETO; AUTHORIZING THE EXECUTION OF A PAYING AGENT/REGISTRAR AGREEMENT AND AN OFFICIAL BID FORM; COMPLYING WITH THE REQUIREMENTS OF THE LETTER OF REPRESENTATIONS PREVIOUSLY EXECUTED WITH THE DEPOSITORY TRUST COMPANY; AUTHORIZING THE EXECUTION OF ANY NECESSARY ENGAGEMENT AGREEMENT WITH THE CITY'S FINANCIAL ADVISORS; AND PROVIDING AN EFFECTIVE DATE**

WHEREAS, the City Council of the City of Schertz, Texas (the *City*) has caused notice to be given of its intention to issue certificates of obligation in the maximum principal amount of $20,000,000 for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage and traffic safety signalization and signage incidental thereto; (2) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and (3) the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects. This notice has been duly published in a newspaper hereby found and determined to be of general circulation in the City, once a week for two (2) consecutive weeks, the date of the first publication of such notice being not less than forty-five (45) days prior to the tentative date stated therein for the passage of the ordinance authorizing the issuance of such certificates of obligation; and

WHEREAS, in accordance with the provisions of Section 271.049, as amended, Texas Local Government Code, the City confirms that notice of the City's intention to issue certificates of obligation was approved by resolution at a public meeting and stated (1) the then-current principal of all outstanding debt of the City; (2) the then-current combined principal and interest required to pay all outstanding debt obligations of the City on time and in full, based on the City's expectations relative to the interest due on any variable rate debt obligations, as applicable (3) the

maximum principal amount of the certificates of obligation to be authorized; (4) the estimated combined principal and interest required to pay the certificates of obligation in full; (5) the estimated interest rate for the certificates of obligation or that the maximum interest rate for the certificates of obligation may not exceed the maximum legal interest rate; and (6) the maximum maturity date of the certificates of obligation; and

WHEREAS, no petition protesting the issuance of the certificates of obligation described in this notice, signed by at least 5% of the qualified electors of the City, has been presented to or filed with the City Secretary prior to the date tentatively set in such notice for the passage of this ordinance; and

WHEREAS, the City Council hereby finds and determines that the issuance of the certificates of obligation, under the terms herein specified, is in the best interests of the City and its residents; and

WHEREAS, the City Council hereby finds and determines that certificates of obligation in the principal amount of $__,___,___ described in such notice should be issued and sold at this time; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

SECTION 1. Authorization - Designation - Principal Amount - Purpose. The certificates of obligation of the City shall be and are hereby authorized to be issued in the aggregate principal amount of _____ AND NO/100 DOLLARS ($__,___,___), to be designated and bear the title of "CITY OF SCHERTZ, TEXAS COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024" (the *Certificates*), for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage and traffic safety signalization and signage incidental thereto; (2) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and (3) the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects, pursuant to the authority conferred by and in conformity with the laws of the State of Texas, particularly the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code Section 271.041 through Section 271.064, Chapter 1502, as amended, Texas Government Code, and the City's Home Rule Charter.

SECTION 2. Fully Registered Obligations - Authorized Denominations - Stated Maturities - Interest Rates – Certificate Date. The Certificates are issuable in fully registered form only; shall be dated September 1, 2024 (the *Certificate Date*) and shall be issued in denominations of $5,000 or any integral multiple (within a Stated Maturity) thereof, and the Certificates shall become due and payable on February 1 in each of the years and in principal amounts (the *Stated Maturities*) and bear interest on the unpaid principal amounts from the Certificate Date, or from the most recent Interest Payment Date (hereinafter defined) to which interest has been paid or duly

provided for, to the earlier of redemption or Stated Maturity, at the per annum rates, while Outstanding, in accordance with the following schedule:

| Years of Stated Maturity | Principal Amounts ($) | Interest Rates (%) |
|---|---|---|

The Certificates shall bear interest on the unpaid principal amounts from the Certificate Date, or from the most recent Interest Payment Date (hereinafter defined) to which interest has been paid or duly provided for, to Stated Maturity or prior redemption, while Outstanding, at the rates per annum shown in the above schedule (calculated on the basis of a 360-day year of twelve 30-day months). Interest on the Certificates shall be payable on February 1 and August 1 in each year (each, an *Interest Payment Date*), commencing February 1, 2025, while the Certificates are Outstanding.

SECTION 3. Payment of Certificates - Paying Agent/Registrar. The principal of, premium, if any, and interest on the Certificates, due and payable by reason of Stated Maturity, redemption, or otherwise, shall be payable in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts, and such payment of principal of, premium if any, and interest on the Certificates shall be without exchange or collection charges to the Holder (hereinafter defined) of the Certificates.

The selection and appointment of BOKF, NA, Dallas, Texas (the *Paying Agent/Registrar*) to serve as the initial Paying Agent/Registrar, for the Certificates is hereby approved and

confirmed, and the City agrees and covenants to cause to be kept and maintained at the corporate trust office of the Paying Agent/Registrar books and records (the *Security Register*) for the registration, payment and transfer of the Certificates, all as provided herein, in accordance with the terms and provisions of a Paying Agent/Registrar Agreement, attached, in substantially final form, as Exhibit A hereto, and such reasonable rules and regulations as the Paying Agent/Registrar and City may prescribe. The City covenants to maintain and provide a Paying Agent/Registrar at all times while the Certificates are Outstanding, and any successor Paying Agent/Registrar shall be (i) a national or state banking institution or (ii) an association or a corporation organized and doing business under the laws of the United States of America or of any state, authorized under such laws to exercise trust powers. Such Paying Agent/Registrar shall be subject to supervision or examination by federal or state authority and authorized by law to serve as a Paying Agent/Registrar.

The City reserves the right to appoint a successor Paying Agent/Registrar upon providing the previous Paying Agent/Registrar with a certified copy of a resolution or ordinance terminating such agency. Additionally, the City agrees to promptly cause a written notice of this substitution to be sent to each Holder of the Certificates by United States mail, first-class postage prepaid, which notice shall also give the address of the new Paying Agent/Registrar.

Principal of, premium, if any, and interest on the Certificates, due and payable by reason of Stated Maturity, redemption, or otherwise, shall be payable only to the registered owner of the Certificates appearing on the Security Register (the *Holder* or *Holders*) maintained on behalf of the City by the Paying Agent/Registrar as hereinafter provided (i) on the Record Date (hereinafter defined) for purposes of payment of interest thereon, (ii) on the date of surrender of the Certificates for purposes of receiving payment of principal thereof upon redemption of the Certificates or at the Certificates' Stated Maturity, and (iii) on any other date for any other purpose. The City and the Paying Agent/Registrar, and any agent of either, shall treat the Holder as the owner of a Certificate for purposes of receiving payment and all other purposes whatsoever, and neither the City nor the Paying Agent/Registrar, or any agent of either, shall be affected by notice to the contrary.

Principal of and premium, if any, on the Certificates shall be payable only upon presentation and surrender of the Certificates to the Paying Agent/Registrar at its corporate trust office. Interest on the Certificates shall be paid to the Holder whose name appears in the Security Register at the close of business on the fifteenth day of the month next preceding an Interest Payment Date for the Certificates (the *Record Date*) and shall be paid (i) by check sent on or prior to the appropriate date of payment by United States mail, first-class postage prepaid, by the Paying Agent/Registrar, to the address of the Holder appearing in the Security Register or (ii) by such other method, acceptable to the Paying Agent/Registrar, requested in writing by the Holder at the Holder's risk and expense.

If the date for the payment of the principal of, premium, if any, or interest on the Certificates shall be a Saturday, Sunday, a legal holiday, or a day on which banking institutions in the city where the corporate trust office of the Paying Agent/Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not such a day. The payment on such date shall have the same force and effect as if made on the original date any such payment on the Certificates was due.

In the event of a non-payment of interest on a scheduled payment date, and for thirty (30) days thereafter, a new record date for such interest payment (a Special Record Date) will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the City. Notice of the Special Record Date and of the scheduled payment date of the past due interest (the *Special Payment Date* - which shall be fifteen (15) days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States mail, first-class postage prepaid, to the address of each Holder of a Certificate appearing on the Security Register at the close of business on the last business day next preceding the date of mailing of such notice.

SECTION 4. Redemption.

A. Mandatory Redemption of Term Certificates. The Certificates stated to mature on February 1, 20__ and February 1, 20__ are referred to herein as the "Term Certificates". The Term Certificates are subject to mandatory sinking fund redemption prior to their stated maturities from money required to be deposited in the Certificate Fund for such purpose and shall be redeemed in part, by lot or other customary method, at the principal amount thereof plus accrued interest to the date of redemption in the following principal amounts on February 1 in each of the years as set forth below:

| Term Certificates Stated to Mature on February 1, 20__ | | Term Certificates Stated to Mature on February 1, 20__ | |
|---|---|---|---|
| Year | Principal Amount ($) | Year | Principal Amount ($) |

*Payable at Stated Maturity.

The principal amount of a Term Certificate required to be redeemed pursuant to the operation of such mandatory redemption provisions shall be reduced, at the option of the City, by the principal amount of any Term Certificates of such Stated Maturity which, at least 50 days prior to the mandatory redemption date (1) shall have been defeased or acquired by the City and delivered to the Paying Agent/Registrar for cancellation, (2) shall have been purchased and canceled by the Paying Agent/Registrar at the request of the City with money in the Certificate Fund, or (3) shall have been redeemed pursuant to the optional redemption provisions set forth below and not theretofore credited against a mandatory redemption requirement.

B. Optional Redemption. The Certificates having Stated Maturities on and after February 1, 20__ shall be subject to redemption prior to Stated Maturity, at the option of the City, on February 1, 20__, or on any date thereafter, as a whole or in part, in principal amounts of $5,000 or any integral multiple thereof (and if within a Stated Maturity selected at random and by lot by

the Paying Agent/Registrar), at the redemption price of par plus accrued interest to the date of redemption.

C. Exercise of Redemption Option. At least forty-five (45) days prior to a date set for the redemption of Certificates (unless a shorter notification period shall be satisfactory to the Paying Agent/Registrar), the City shall notify the Paying Agent/Registrar of its decision to exercise the right to redeem Certificates, the principal amount of each Stated Maturity to be redeemed, and the date set for the redemption thereof. The decision of the City to exercise the right to redeem Certificates shall be entered in the minutes of the governing body of the City.

D. Selection of Certificates for Redemption. If less than all Outstanding Certificates of the same Stated Maturity are to be redeemed on a redemption date, the Paying Agent/Registrar shall select at random and by lot the Certificates to be redeemed, provided that if less than the entire principal amount of a Certificate is to be redeemed, the Paying Agent/Registrar shall treat such Certificate then subject to redemption as representing the number of Certificates Outstanding which is obtained by dividing the principal amount of such Certificate by $5,000.

E. Notice of Redemption. Not less than thirty (30) days prior to a redemption date for the Certificates, the Paying Agent/Registrar shall cause a notice of redemption to be sent by United States mail, first-class postage prepaid, in the name of the City and at the City's expense, by the Paying Agent/Registrar to each Holder of a Certificate to be redeemed, in whole or in part, at the address of the Holder appearing on the Security Register at the close of business on the business day next preceding the date of mailing such notice, and any notice of redemption so mailed shall be conclusively presumed to have been duly given irrespective of whether received by the Holder. This notice may also be published once in a financial publication, journal, or reporter of general circulation among securities dealers in the City of New York, New York (including, but not limited to, *The Bond Buyer* and *The Wall Street Journal*), or in the State of Texas (including, but not limited to, The Texas Bond Reporter).

All notices of redemption shall (i) specify the date of redemption for the Certificates, (ii) identify the Certificates to be redeemed and, in the case of a portion of the principal amount to be redeemed, the principal amount thereof to be redeemed, (iii) state the redemption price, (iv) state that the Certificates, or the portion of the principal amount thereof to be redeemed, shall become due and payable on the redemption date specified, and the interest thereon, or on the portion of the principal amount thereof to be redeemed, shall cease to accrue from and after the redemption date, and (v) specify that payment of the redemption price for the Certificates, or the principal amount thereof to be redeemed, shall be made at the corporate trust office of the Paying Agent/Registrar only upon presentation and surrender thereof by the Holder.

If a Certificate is subject by its terms to redemption and has been called for redemption and notice of redemption thereof has been duly given or waived as herein provided, such Certificate (or the principal amount thereof to be redeemed) so called for redemption shall become due and payable, and if money sufficient for the payment of such Certificates (or of the principal amount thereof to be redeemed) at the then applicable redemption price is held for the purpose of such payment by the Paying Agent/Registrar, then on the redemption date designated in such notice, interest on the Certificates (or the principal amount thereof to be redeemed) called for redemption

shall cease to accrue and such Certificates shall not be deemed to be Outstanding in accordance with the provisions of this Ordinance.

F. Transfer/Exchange of Certificates. Neither the City nor the Paying Agent/Registrar shall be required (1) to transfer or exchange any Certificate during a period beginning forty-five (45) days prior to the date fixed for redemption of the Certificates or (2) to transfer or exchange any Certificate selected for redemption, provided, however, such limitation of transfer shall not be applicable to an exchange by the Holder of the unredeemed balance of a Certificate which is subject to redemption in part.

SECTION 5. Execution - Registration. The Certificates shall be executed on behalf of the City by its Mayor or Mayor Pro Tem under the seal of the City reproduced or impressed thereon and attested by its City Secretary. The signature of either of said officers on the Certificates may be manual or facsimile. Certificates bearing the manual or facsimile signatures of individuals who were, at the time of the Certificate Date, the proper officers of the City shall bind the City, notwithstanding that such individuals or either of them shall cease to hold such offices prior to the delivery of the Certificates to the Purchasers (hereinafter defined), all as authorized and provided in Chapter 1201, as amended, Texas Government Code.

No Certificate shall be entitled to any right or benefit under this Ordinance, or be valid or obligatory for any purpose, unless there appears on such Certificate either a certificate of registration substantially in the form provided in Section 8C, executed by the Comptroller of Public Accounts of the State of Texas or his duly authorized agent by manual signature, or a certificate of registration substantially in the form provided in Section 8D, executed by the Paying Agent/Registrar by manual signature, and either such certificate upon any Certificate shall be conclusive evidence, and the only evidence, that such Certificate has been duly certified or registered and delivered.

SECTION 6. Registration - Transfer - Exchange of Certificates - Predecessor Certificates. The Paying Agent/Registrar shall obtain, record, and maintain in the Security Register the name and address of every owner of the Certificates, or if appropriate, the nominee thereof. Any Certificate may, in accordance with its terms and the terms hereof, be transferred or exchanged for Certificates of other authorized denominations upon the Security Register by the Holder, in person or by his duly authorized agent, upon surrender of such Certificate to the Paying Agent/Registrar for cancellation, accompanied by a written instrument of transfer or request for exchange duly executed by the Holder or by his duly authorized agent, in form satisfactory to the Paying Agent/Registrar.

Upon surrender for transfer of any Certificate at the corporate trust office of the Paying Agent/Registrar, the City shall execute and the Paying Agent/Registrar shall register and deliver, in the name of the designated transferee or transferees, one or more new Certificates of authorized denomination and having the same Stated Maturity and of a like interest rate and aggregate principal amount as the Certificate or Certificates surrendered for transfer.

At the option of the Holder, Certificates may be exchanged for other Certificates of authorized denominations and having the same Stated Maturity, bearing the same rate of interest and of like aggregate principal amount as the Certificates surrendered for exchange upon surrender

of the Certificates to be exchanged at the corporate trust office of the Paying Agent/Registrar. Whenever any Certificates are so surrendered for exchange, the City shall execute, and the Paying Agent/Registrar shall register and deliver, the Certificates to the Holder requesting the exchange.

All Certificates issued upon any transfer or exchange of Certificates shall be delivered at the corporate trust office of the Paying Agent/Registrar, or be sent by registered mail to the Holder at his request, risk, and expense, and upon the delivery thereof, the same shall be the valid and binding obligations of the City, evidencing the same obligation to pay, and entitled to the same benefits under this Ordinance, as the Certificates surrendered upon such transfer or exchange.

All transfers or exchanges of Certificates pursuant to this Section shall be made without expense or service charge to the Holder, except as otherwise herein provided, and except that the Paying Agent/Registrar shall require payment by the Holder requesting such transfer or exchange of any tax or other governmental charges required to be paid with respect to such transfer or exchange.

Certificates cancelled by reason of an exchange or transfer pursuant to the provisions hereof are hereby defined to be Predecessor Certificates, evidencing all or a portion, as the case may be, of the same debt evidenced by the new Certificate or Certificates registered and delivered in the exchange or transfer therefor. Additionally, the term Predecessor Certificates shall include any Certificate registered and delivered pursuant to Section 25 in lieu of a mutilated, lost, destroyed, or stolen Certificate which shall be deemed to evidence the same obligation as the mutilated, lost, destroyed, or stolen Certificate.

SECTION 7. Initial Certificate. The Certificates herein authorized shall be issued initially either (i) as a single fully registered Certificate in the total principal amount of $__,___,___ with principal installments to become due and payable as provided in Section 2 and numbered T-1, or (ii) as one (1) fully registered Certificate for each year of Stated Maturity in the applicable principal amount and denomination and to be numbered consecutively from T-1 and upward (the *Initial Certificate*) and, in either case, the Initial Certificate shall be registered in the name of the Purchasers or the designee thereof. The Initial Certificate shall be the Certificate submitted to the Office of the Attorney General of the State of Texas for approval, certified and registered by the Office of the Comptroller of Public Accounts of the State of Texas and delivered to the Purchasers. Any time after the delivery of the Initial Certificate to the Purchasers, the Paying Agent/Registrar, pursuant to written instructions from the Purchasers or their designee, shall cancel the Initial Certificate delivered hereunder and exchange therefor definitive Certificates of authorized denominations, Stated Maturities, principal amounts and bearing applicable interest rates on the unpaid principal amounts from the Certificate Date, or from the most recent Interest Payment Date to which interest has been paid or duly provided for, to Stated Maturity, and shall be lettered "R" and numbered consecutively from one (1) upward for transfer and delivery to the Holders named at the addresses identified therefor; all pursuant to and in accordance with such written instructions from the Purchasers, or the designee thereof, and such other information and documentation as the Paying Agent/Registrar may reasonably require.

SECTION 8. Forms.

A. Forms Generally. The Certificates, the Registration Certificate of the Comptroller of Public Accounts of the State of Texas, the Registration Certificate of Paying Agent/Registrar, and the form of Assignment to be printed on each of the Certificates shall be substantially in the forms set forth in this Section with such appropriate insertions, omissions, substitutions, and other variations as are permitted or required by this Ordinance and may have such letters, numbers, or other marks of identification (including identifying numbers and letters of the Committee on Uniform Securities Identification Procedures of the American Bankers Association) and such legends and endorsements (including insurance legends and any reproduction of an opinion of Bond Counsel (hereinafter referenced)) thereon as may, consistent herewith, be established by the City or determined by the officers executing the Certificates as evidenced by their execution thereof. Any portion of the text of any Certificate may be set forth on the reverse thereof, with an appropriate reference thereto on the face of the Certificate.

The definitive Certificates shall be printed, lithographed, or engraved, produced by any combination of these methods, or produced in any other similar manner, all as determined by the officers executing the Certificates as evidenced by their execution thereof, but the Initial Certificate submitted to the Attorney General of the State of Texas may be typewritten or photocopied or otherwise reproduced.

*[The remainder of this page intentionally left blank.]*

B. Form of Definitive Certificate.

REGISTERED
NO. _____

REGISTERED
PRINCIPAL AMOUNT
$_____

United States of America
State of Texas
Counties of Guadalupe, Comal, and Bexar
CITY OF SCHERTZ, TEXAS
COMBINATION TAX AND LIMITED PLEDGE REVENUE
CERTIFICATES OF OBLIGATION, SERIES 2024

| Certificate Date: | Interest Rate: | Stated Maturity: | CUSIP No. |
|---|---|---|---|
| September 1, 2024 | | | |

REGISTERED OWNER: _____

PRINCIPAL AMOUNT: _____

The City of Schertz, Texas (the *City*), a body corporate and municipal corporation in the Counties of Guadalupe, Comal, and Bexar, State of Texas, for value received, acknowledges itself indebted to and hereby promises to pay to the order of the Registered Owner specified above, or the registered assigns thereof, on the Stated Maturity date specified above, the Principal Amount specified above (or so much thereof as shall not have been paid upon prior redemption) and to pay interest on the unpaid Principal Amount hereof from the Certificate Date specified above, or from the most recent Interest Payment Date (hereinafter defined) to which interest has been paid or duly provided for until such Principal Amount has become due and payment thereof has been made or duly provided for, to the earlier of redemption or Stated Maturity, while Outstanding, at the per annum rate of interest specified above computed on the basis of a 360-day year of twelve 30-day months; such interest being payable on February 1 and August 1 of each year (each, an *Interest Payment Date*), commencing February 1, 2025.

Principal and premium, if any, of this Certificate shall be payable to the Registered Owner hereof (the *Holder*), upon presentation and surrender, at the corporate trust office of the Paying Agent/Registrar executing the registration certificate appearing hereon or a successor thereof. Interest shall be payable to the Holder of this Certificate (or one or more Predecessor Certificates, as defined in the Ordinance hereinafter referenced) whose name appears on the Security Register maintained by the Paying Agent/Registrar at the close of business on the Record Date, which is the fifteenth day of the month next preceding each Interest Payment Date. All payments of principal of and interest on this Certificate shall be in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts. Interest shall be paid by the Paying Agent/Registrar by check sent on or prior to the appropriate date of payment by United States mail, first-class postage prepaid, to the Holder hereof at the address appearing in the Security Register or by such other method, acceptable to the Paying Agent/Registrar, requested by the Holder hereof at the Holder's risk and expense.

This Certificate is one of the series specified in its title issued in the aggregate principal amount of $__,___,___ (the *Certificates*) pursuant to an Ordinance adopted by the governing body of the City (the *Ordinance*), for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage and traffic safety signalization and signage incidental thereto; (2) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and (3) the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects, under and in strict conformity with the laws of the State of Texas, particularly Chapter 1502, as amended, Texas Government Code, the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code, Section 271.041 through 271.064, and the City's Home Rule Charter.

The Certificates stated to mature on February 1, 20__ and February 1, 20__ are referred to herein as the "Term Certificates". The Term Certificates are subject to mandatory sinking fund redemption prior to their stated maturities from money required to be deposited in the Certificate Fund for such purpose and shall be redeemed in part, by lot or other customary method, at the principal amount thereof plus accrued interest to the date of redemption in the following principal amounts on February 1 in each of the years as set forth below:

| Term Certificates Stated to Mature on February 1, 20__ | | Term Certificates Stated to Mature on February 1, 20__ | |
|---|---|---|---|
| Year | Principal Amount ($) | Year | Principal Amount ($) |

*Payable at Stated Maturity.

The principal amount of a Term Certificate required to be redeemed pursuant to the operation of such mandatory redemption provisions shall be reduced, at the option of the City, by the principal amount of any Term Certificates of such Stated Maturity which, at least 50 days prior to the mandatory redemption date (1) shall have been defeased or acquired by the City and delivered to the Paying Agent/Registrar for cancellation, (2) shall have been purchased and canceled by the Paying Agent/Registrar at the request of the City with money in the Certificate Fund, or (3) shall have been redeemed pursuant to the optional redemption provisions set forth below and not theretofore credited against a mandatory redemption requirement.

As provided in the Ordinance, the Certificates having Stated Maturities on and after February 1, 20__ shall be subject to redemption prior to Stated Maturity, at the option of the City, on February 1, 20__, or on any date thereafter, as a whole or in part, in principal amounts of $5,000

or any integral multiple thereof (and if within a Stated Maturity selected at random and by lot by the Paying Agent/Registrar), at the redemption price of par plus accrued interest to the date of redemption; provided, however, that at least thirty (30) days prior written notice shall be sent to the Holders of the Certificates to be redeemed by United States mail, first-class postage prepaid, and subject to the terms and provisions relating thereto contained in the Ordinance. If this Certificate is subject to redemption prior to Stated Maturity and is in a denomination in excess of $5,000, portions of the principal sum hereof in installments of $5,000 or any integral multiple thereof may be redeemed, and, if less than all of the principal sum hereof is to be redeemed, there shall be issued, without charge therefor, to the Holder hereof, upon the surrender of this Certificate to the Paying Agent/Registrar at its corporate trust office, a new Certificate or Certificates of like Stated Maturity and interest rate in any authorized denominations provided in the Ordinance for the then unredeemed balance of the principal sum hereof.

If this Certificate (or any portion of the principal sum hereof) shall have been duly called for redemption and notice of such redemption has been duly given, then upon such redemption date this Certificate (or the portion of the principal sum hereof to be redeemed) shall become due and payable, and, if the money for the payment of the redemption price, and the interest accrued on the principal amount to be redeemed to the date of redemption is held for the purpose of such payment by the Paying Agent/Registrar, interest shall cease to accrue and be payable hereon from and after the redemption date on the principal amount hereof to be redeemed. If this Certificate is called for redemption, in whole or in part, the City or the Paying Agent/Registrar shall not be required to issue, transfer, or exchange this Certificate within forty-five (45) days of the date fixed for redemption; provided, however, such limitation of transfer shall not be applicable to an exchange by the Holder of the unredeemed balance hereof in the event of its redemption in part.

The Certificates of this series are payable from the proceeds of an ad valorem tax levied upon all taxable property within the City, within the limitations prescribed by law, and are further payable from and secured by a lien on and pledge of the Pledged Revenues (identified and defined in the Ordinance), being a limited amount of the Net Revenues derived from the operation of the City's combined utility system (the *System*), such lien on and pledge of the limited amount of Net Revenues being subordinate and inferior to the lien on and pledge of such Net Revenues securing payment of any Prior Lien Obligations, Junior Lien Obligations, or Subordinate Lien Obligations hereafter issued by the City. The City has previously authorized the issuance of the currently outstanding Limited Pledge Obligations (identified and defined in the Ordinance) that are payable, in part, from and secured by a lien on and pledge of a limited amount of the Net Revenues of the System in the manner and as described in the ordinances authorizing the issuance of the currently outstanding Limited Pledge Obligations. In the Ordinance, the City reserves and retains the right to issue Prior Lien Obligations, Junior Lien Obligations, Subordinate Lien Obligations, and Additional Limited Pledge Obligations (all as identified and defined in the Ordinance), while the Certificates are Outstanding, without limitation as to principal amount but subject to any terms, conditions or restrictions as may be applicable thereto under law or otherwise.

Reference is hereby made to the Ordinance, a copy of which is on file in the corporate trust office of the Paying Agent/Registrar, and to all of the provisions of which the Holder by his acceptance hereof hereby assents, for definitions of terms; the description of and the nature and extent of the tax levied and the revenues pledged for the payment of the Certificates; the terms and conditions under which the City may issue Prior Lien Obligations, Junior Lien Obligations,

Subordinate Lien Obligations, and Additional Limited Pledge Obligations; the terms and conditions relating to the transfer or exchange of the Certificates; the conditions upon which the Ordinance may be amended or supplemented with or without the consent of the Holder; the rights, duties, and obligations of the City and the Paying Agent/Registrar; the terms and provisions upon which this Certificate may be redeemed or discharged at or prior to the Stated Maturity thereof, and deemed to be no longer Outstanding thereunder; and for the other terms and provisions specified in the Ordinance. Capitalized terms used herein without definition have the same meanings assigned in the Ordinance.

This Certificate, subject to certain limitations contained in the Ordinance, may be transferred on the Security Register upon presentation and surrender at the corporate trust office of the Paying Agent/Registrar, duly endorsed by, or accompanied by a written instrument of transfer in form satisfactory to the Paying Agent/Registrar duly executed by the Holder hereof, or his duly authorized agent, and thereupon one or more new fully registered Certificates of the same Stated Maturity, of authorized denominations, bearing the same rate of interest, and of the same aggregate principal amount will be issued to the designated transferee or transferees.

The City and the Paying Agent/Registrar, and any agent of either, shall treat the Holder hereof whose name appears on the Security Register (i) on the Record Date as the owner hereof for purposes of receiving payment of interest hereon, (ii) on the date of surrender of this Certificate as the owner hereof for purposes of receiving payment of principal hereof at its Stated Maturity or its redemption, in whole or in part, and (iii) on any other date as the owner hereof for all other purposes, and neither the City nor the Paying Agent/Registrar, or any such agent of either, shall be affected by notice to the contrary. In the event of a non-payment of interest on a scheduled payment date, and for thirty (30) days thereafter, a new record date for such interest payment (a Special Record Date) will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the City. Notice of the Special Record Date and of the scheduled payment date of the past due interest (the *Special Payment Date* - which shall be fifteen (15) days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States mail, first-class postage prepaid, to the address of each Holder appearing on the Security Register at the close of business on the last business day next preceding the date of mailing of such notice.

It is hereby certified, covenanted, and represented that all acts, conditions, and things required to be performed, exist, and be done precedent to the issuance of this Certificate in order to render the same a legal, valid, and binding obligation of the City have been performed, exist, and have been done, in regular and due time, form, and manner, as required by the laws of the State of Texas and the Ordinance, and that issuance of the Certificates does not exceed any constitutional or statutory limitation; and that due provision has been made for the payment of the principal of, premium if any, and interest on the Certificates by the levy of a tax and collection of Pledged Revenues as aforestated. In case any provision in this Certificate or any application thereof shall be deemed invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions and applications shall not in any way be affected or impaired thereby. The terms and provisions of this Certificate and the Ordinance shall be construed in accordance with and shall be governed by the laws of the State of Texas.

IN WITNESS WHEREOF, the City has caused this Certificate to be duly executed under its official seal.

CITY OF SCHERTZ, TEXAS

By _____
Mayor

ATTEST:

_____
City Secretary

(CITY SEAL)

C. *Form of Registration Certificate of Comptroller of Public Accounts to Appear on Initial Certificate Only.

REGISTRATION CERTIFICATE OF
COMPTROLLER OF PUBLIC ACCOUNTS

| | | |
|---|---|---|
| OFFICE OF THE COMPTROLLER OF | § | |
| PUBLIC ACCOUNTS | § | |
| | § | REGISTER NO. _____ |
| THE STATE OF TEXAS | § | |

I HEREBY CERTIFY that this Certificate has been examined, certified as to validity and approved by the Attorney General of the State of Texas, and duly registered by the Comptroller of Public Accounts of the State of Texas.

WITNESS my signature and seal of office this _____

_____
Comptroller of Public Accounts
of the State of Texas

(SEAL)

*NOTE TO PRINTER: Do not print on Definitive Certificates.

D. *Form of Certificate of Paying Agent/Registrar to Appear on Definitive Certificates Only.

REGISTRATION CERTIFICATE OF PAYING AGENT/REGISTRAR

This Certificate has been duly issued under the provisions of the within-mentioned Ordinance; the Certificate or Certificates of the above-entitled and designated series originally delivered having been approved by the Attorney General of the State of Texas and registered by the Comptroller of Public Accounts, as shown by the records of the Paying Agent/Registrar.

Registered this date:

BOKF, NA, DALLAS, TEXAS, as Paying Agent/Registrar

_____

By: _____
Authorized Signature

*NOTE TO PRINTER: Print on Definitive Certificates.

E. Form of Assignment.

ASSIGNMENT

FOR VALUE RECEIVED the undersigned hereby sells, assigns, and transfers unto (Print or typewrite name, address, and zip code of transferee): _____
_____
(Social Security or other identifying number): _____
the within Certificate and all rights thereunder, and hereby irrevocably constitutes and appoints _____ attorney to transfer the within Certificate on the books kept for registration thereof, with full power of substitution in the premises.

DATED: _____

_____
NOTICE: The signature on this assignment must correspond with the name of the registered owner as it appears on the face of the within Certificate in every particular.

Signature guaranteed:

_____

F. Form of Initial Certificate. The Initial Certificate shall be in the form set forth in paragraph B of this Section, except that the form of a single fully registered Initial Certificate shall be modified as follows:

(i) immediately under the name of the Certificate the headings "Interest Rate and "Stated Maturity shall both be completed "as shown below";

(ii) the first two paragraphs shall read as follows:

The City of Schertz, Texas (the *City*), a body corporate and municipal corporation in the Counties of Guadalupe, Comal, and Bexar, State of Texas, for value received, acknowledges itself indebted to and hereby promises to pay to the order of the Registered Owner named above, or the registered assigns thereof, the Principal Amount specified above stated to mature on the first day of February in each of the years and in principal amounts and bearing interest at per annum rates in accordance with the following schedule:

| Years of Stated Maturity | Principal Amounts ($) | Interest Rates (%) |
|---|---|---|
| (Information to be inserted from schedule in Section 2 hereof) | | |

(or so much thereof as shall not have been paid upon prior redemption) and to pay interest on the unpaid Principal Amounts hereof from the Certificate Date specified above, or from the most

recent Interest Payment Date (hereinafter defined) to which interest has been paid or duly provided for until the Principal Amount has become due and payment thereof has been made or duly provided for, to the earlier of redemption or Stated Maturity, at the per annum rates of interest specified above, computed on the basis of a 360-day year of twelve 30-day months; such interest being payable on February 1 and August 1 of each year (each, an *Interest Payment Date*), commencing February 1, 2025.

Principal of this Certificate shall be payable to the Registered Owner hereof (the *Holder*), upon its presentation and surrender, to Stated Maturity or prior redemption, while Outstanding, at the corporate trust office of BOKF, NA, Dallas, Texas (the *Paying Agent/Registrar*). Interest shall be payable to the Holder of this Certificate whose name appears on the Security Register maintained by the Paying Agent/Registrar at the close of business on the Record Date, which is the fifteenth day of the month next preceding each Interest Payment Date. All payments of principal of and interest on this Certificate shall be in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts. Interest shall be paid by the Paying Agent/Registrar by check sent on or prior to the appropriate date of payment by United States mail, first-class postage prepaid, to the Holder hereof at the address appearing in the Security Register or by such other method, acceptable to the Paying Agent/Registrar, requested by, and at the risk and expense of, the Holder hereof.

[END OF FORM]

G. Insurance Legend. If bond insurance is obtained by the City or the Purchasers for the Certificates, the Definitive Certificates and the Initial Certificate shall bear an appropriate legend as provided by the insurer, to appear under the following header.

[BOND INSURANCE]

SECTION 9. Definitions. For all purposes of this Ordinance (as defined below), except as otherwise expressly provided or unless the context otherwise requires: (i) the terms defined in this Section have the meanings assigned to them in this Section, and certain terms used in Sections 27 and 44 of this Ordinance have the meanings assigned to them in Sections 27 and 44 of this Ordinance, and all such terms, include the plural as well as the singular; (ii) all references in this Ordinance to designated "Sections" and other subdivisions are to the designated Sections and other subdivisions of this Ordinance as originally adopted; and (iii) the words "herein", "hereof", and "hereunder" and other words of similar import refer to this Ordinance as a whole and not to any particular Section or other subdivision.

A. The term *Additional Limited Pledge Obligations* shall mean (i) any bonds, notes, warrants, certificates of obligation or other evidences of indebtedness hereafter issued by the City payable in part from a limited pledge of and lien on Net Revenues of the System such pledge being subordinate and inferior to the lien thereon and pledge thereof securing the payment of any Prior Lien Obligations, Junior Lien Obligations, or Subordinate Lien Obligations hereafter issued by the City, which pledge of revenues is limited pursuant to Section 1502.052, as amended, Texas Government Code, all as further provided in Section 20 of this Ordinance, and (ii) any obligations issued to refund the foregoing as determined by the City Council in accordance with applicable law.

B. The term *Authorized Officials* shall mean the Mayor, the Mayor Pro Tem, the City Manager, the Director of Finance, and/or the City Secretary.

C. The term *Certificates* shall mean the $__,___,___ "CITY OF SCHERTZ, TEXAS COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024" authorized by this Ordinance.

D. The term *Certificate Fund* shall mean the special Fund created and established by the provisions of Section 10 of this Ordinance.

E. The term *City* shall mean the City of Schertz, located in Guadalupe, Comal, and Bexar Counties, Texas and, where appropriate, the City Council of the City.

F. The term *Closing Date* shall mean the date of physical delivery of the Initial Certificates in exchange for the payment of the agreed purchase price for the Certificates.

G. The term *Collection Date* shall mean, when reference is being made to the levy and collection of annual ad valorem taxes, the date the annual ad valorem taxes levied each year by the City become delinquent.

H. The term *Debt Service Requirements* shall mean, as of any particular date of computation, with respect to any obligations and with respect to any period, the aggregate of the amounts to be paid or set aside by the City as of such date or in such period for the payment of the principal of, premium, if any, and interest (to the extent not capitalized) on such obligations; assuming, in the case of obligations without a fixed numerical rate, that such obligations bear interest at the maximum rate permitted by the terms thereof and further assuming in the case of obligations required to be redeemed or prepaid as to principal prior to Stated Maturity, the principal amounts thereof will be redeemed prior to Stated Maturity in accordance with the mandatory redemption provisions applicable thereto.

I. The term *Depository* shall mean an official depository bank of the City.

J. The term *Fiscal Year* shall mean the annual financial accounting period for the System now ending on September 30th of each year; provided, however, the City Council may change such annual financial accounting period to end on another date if such change is found and determined to be necessary for accounting purposes or is required by applicable law.

K. The term *Government Securities*, as used herein, shall mean (i) direct noncallable obligations of the United States, including obligations that are unconditionally guaranteed by, the United States of America; (ii) noncallable obligations of an agency or instrumentality of the United States, including obligations that are unconditionally guaranteed or insured by the agency or instrumentality and that, on the date the governing body of the issuer adopts or approves the proceedings authorizing the issuance of refunding bonds, are rated as to investment quality by a nationally recognized investment rating firm not less than "AAA" or its equivalent; (iii) noncallable obligations of a state or an agency or a county, municipality, or other political subdivision of a state that have been refunded and that, on the date the governing body of the issuer adopts or approves the proceedings authorizing the issuance of refunding bonds, are rated as to investment quality by a nationally recognized investment rating firm not less than "AAA" or its

equivalent, or (iv) any additional securities and obligations hereafter authorized by the laws of the State of Texas as eligible for use to accomplish the discharge of obligations such as the Certificates.

L. The term *Gross Revenues* for any period shall mean all revenue during such period in respect or on account of the operation or ownership of the System, excluding refundable meter deposits, restricted gifts, and grants in aid of construction, but including earnings and income derived from the investment or deposit of money in any special fund or account (except the Certificate Fund) created and established for the payment or security of the Certificates.

M. The term *Holder* or *Holders* shall mean the registered owner, whose name appears in the Security Register, for any Certificate.

N. The term *Interest Payment Date* shall mean the date interest is payable on the Certificates, being February 1 and August 1 of each year, commencing February 1, 2025, while any of the Certificates remain Outstanding.

O. The term *Junior Lien Obligations* shall mean (i) any bonds, notes, warrants, certificates of obligation or any similar obligations hereafter issued by the City that are payable in whole or in part from and equally and ratably secured by a junior and inferior lien on and pledge of the Net Revenues of the System, such pledge being junior and inferior to the lien on and pledge of the Net Revenues of the System that may be pledged to the payment of any Prior Lien Obligations hereafter issued by the City, but prior and superior to the lien on and pledge of the Net Revenues of the System that are or will be pledged to the payment of the currently outstanding Limited Pledge Obligations, and the Certificates, or any Subordinate Lien Obligations or Additional Limited Pledge Obligations hereafter issued by the City all as further provided in Section 20 of this Ordinance and (ii) obligations hereafter issued to refund any of the foregoing that are payable from and equally and ratably secured by a junior and inferior lien on and pledge of the Net Revenues of the System as determined by the City Council in accordance with any applicable law.

P. The term *Limited Pledge Obligations* shall mean (i) the Certificates and the outstanding and unpaid obligations of the City that are payable, in part, from and secured by a subordinate and inferior lien on and pledge of a limited amount of the Net Revenues of the System and designated as follows:

(1) "City of Schertz, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2013", dated September 1, 2013, originally issued in the aggregate principal amount of $4,965,000;

(2) "City of Schertz, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2016A", dated August 1, 2016, originally issued in the aggregate principal amount of $2,375,000;

(3) "City of Schertz, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Taxable Series 2016B", dated August 1, 2016, originally issued in the aggregate principal amount of $1,475,000;

(4) "City of Schertz, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2017", dated May 15, 2017, originally issued in the aggregate principal amount of $5,475,000;

(5) "City of Schertz, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2018", dated July 1, 2018, originally issued in the aggregate principal amount of $10,440,000;

(6) City of Schertz, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2019", dated July 1, 2018, originally issued in the aggregate principal amount of $7,495,000;

(7) City of Schertz, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2022", dated January 1, 2022, originally issued in the aggregate principal amount of $9,390,000;

(8) City of Schertz, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2022A", dated August 1, 2022, originally issued in the aggregate principal amount of $18,530,000;

(9) Upon issuance, the Certificates; and

(ii) any obligations hereafter issued to refund any of the foregoing as determined by the City Council in accordance with any applicable law.

Q. The term *Maintenance and Operating Expenses* shall mean all current expenses of operating and maintaining the System not paid from the proceeds of the Certificates, including (1) the cost of all salaries, labor, materials, repairs, and extensions necessary to render efficient service, but only if, in the case of repairs and extensions, they are, in the judgment of the City Council (reasonably and fairly exercised), necessary to maintain operation of the System and render adequate service to the City and the inhabitants thereof, or are necessary to meet some physical accident or condition which would otherwise impair obligations payable from Net Revenues, (2) payments to pension, retirement, health, hospitalization, and other employee benefit funds for employees of the City engaged in the operation or maintenance of the System, (3) payments under contracts for the purchase of water supply, treatment of sewage, or other materials, goods, or services for the System to the extent authorized by law and the provisions of such contract, (4) payments to auditors, attorneys, and other consultants incurred in complying with the obligations of the City hereunder, and (5) any legal liability of the City arising out of the operation, maintenance, or condition of the System, but excluding any allowance for depreciation, property retirement, depletion, obsolescence, and other items not requiring an outlay of cash and any interest on the Certificates or other bonds, notes, warrants, or similar obligations of the City payable from Net Revenues.

R. The term *Net Revenues* for any period shall mean the Gross Revenues of the System less the Maintenance and Operating Expenses of the System.

S. The term *Ordinance* shall mean this ordinance as finally passed and adopted by the City Council of the City.

T. The term *Outstanding* when used in this Ordinance with respect to the Certificates shall mean, as of the date of determination, all Certificates issued and delivered under this Ordinance, except:

(1) those Certificates cancelled by the Paying Agent/Registrar or delivered to the Paying Agent/Registrar for cancellation;

(2) those Certificates for which payment has been duly provided by the City in accordance with the provisions of Section 29 of this Ordinance; and

(3) those Certificates that have been mutilated, destroyed, lost, or stolen and replacement Certificates have been registered and delivered in lieu thereof as provided in Section 25 of this Ordinance.

U. The term *Pledged Revenues* shall mean, while the Certificates remain Outstanding, an amount of Net Revenues not in excess of $1,000. The Pledged Revenues shall be deposited, allocated, and expended in accordance with Section 10 of this Ordinance.

V. The term *Pledged Revenue Amount* shall mean the total amount, not to exceed $1,000 while the Certificates are Outstanding, of Net Revenues that may be transferred in whole or in part by the City in any given Fiscal Year (however, any amounts transferred prior to the final maturity date of the Certificates may not exceed the total amount of $1,000) to the Certificate Fund.

W. The term *Prior Lien Obligations* shall mean (i) any bonds, notes, warrants, certificates of obligation or any similar obligations hereafter issued by the City that are payable in whole or in part from and equally and ratably secured by a first and prior lien on and pledge of the Net Revenues of the System, all as further provided in Section 20 of this Ordinance, and (ii) any obligations hereafter issued to refund the foregoing if issued in a manner so as to be payable from and equally and ratably secured by a first and prior lien on and pledge of the Net Revenues of the System as determined by the City Council in accordance with any applicable law.

X. The term *Purchasers* shall mean the initial purchaser or purchasers of the Certificates named in Section 26 of this Ordinance.

Y. The term *Stated Maturity* shall mean the annual principal payments of the Certificates payable on February 1 of each year the Certificates are Outstanding as set forth in Section 2 of this Ordinance.

Z. The term *Subordinate Lien Obligations* shall mean (i) any bonds, notes, warrants, certificates of obligation, or any similar obligations hereafter issued by the City that are payable in whole or in part from and equally and ratably secured by a lien on and pledge of the Net Revenues of the System, such pledge being subordinate and inferior to the lien on and pledge of the Net Revenues of the System that may be pledged to the payment of any Prior Lien Obligations or Junior Lien Obligations hereafter issued by the City, but prior and superior to the lien on and pledge of the limited amount of the Net Revenues securing, in part, the payment of the currently outstanding Limited Pledge Obligations, the Certificates, and any Additional Limited Pledge Obligations hereafter issued by the City, all as further provided in Section 20 of this Ordinance

and (ii) any obligations hereafter issued to refund any of the foregoing if issued in a manner so as to be payable from and equally and ratably secured by a subordinate and inferior lien on and pledge of the Net Revenues as determined by the City Council in accordance with any applicable law.

AA. The term *System* shall mean all properties, facilities and plants currently owned, operated, and maintained by the City for the supply, treatment, and transmission of treated potable water, for the collection and treatment of wastewater, together will all future extensions, improvements, replacements and additions thereto, whether situated within or without the limits of the City and the City expressly reserves the right at its sole discretion to include additional utility, telecommunications, technology, or similar enterprise services as components of the System; provided, however, that notwithstanding the foregoing, and to the extent now or hereafter authorized or permitted by law, the term System shall not mean to include facilities of any kind which are declared not to be a part of the System and which are acquired or constructed by or on behalf of the City with the proceeds from the issuance of *Special Facilities Bonds,* which are hereby defined as being special revenue obligations of the City which are not payable from Net Revenues but which are payable from and equally and ratably secured by other liens on and pledges of any revenues, sources or payments, not pledged to the payment of the Bonds Similarly Secured including, but not limited to, special contract revenues or payments received from any other legal entity in connection with such facilities.

SECTION 10. Certificate Fund – Investments. For the purpose of paying the interest on and to provide a sinking fund for the payment, redemption, and retirement of the Certificates, there shall be and is hereby created a special fund to be designated "COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024, INTEREST AND SINKING FUND" (the *Certificate Fund*), which fund shall be kept and maintained at the Depository, and money deposited in the Certificate Fund shall be used for no other purpose and shall be maintained as provided in Section 27. Authorized Officials of the City are hereby authorized and directed to make withdrawals from the Certificate Fund sufficient to pay the purchase price or the amount of principal of, premium, if any, and interest on the Certificates as the same become due and payable and shall cause to be transferred to the Paying Agent/Registrar from money on deposit in the Certificate Fund an amount sufficient to pay the amount of principal and/or interest stated to mature on the Certificates, such transfer of funds to the Paying Agent/Registrar to be made in such manner as will cause immediately available funds to be deposited with the Paying Agent/Registrar on or before the business day next preceding each interest and principal payment date for the Certificates.

The City, at its sole discretion, may deposit the Pledged Revenue Amount to the Certificate Fund. The Pledged Revenue Amount, if deposited, shall be expended annually to pay principal of and interest on the Certificates as the same become due and payable. This Pledged Revenue Amount shall be accounted for and transferred to the Paying Agent/Registrar in accordance with the provisions of the previous paragraph of this Section.

Pending the transfer of funds to the Paying Agent/Registrar, money deposited in any fund created and established by this Ordinance may, at the option of the City, be placed in time deposits, certificates of deposit, guaranteed investment contracts, or similar contractual agreements, as permitted by the provisions of the Public Funds Investment Act, as amended, Chapter 2256, Texas Government Code, secured (to the extent not insured by the Federal Deposit Insurance

Corporation) by obligations of the type hereinafter described, or be invested, as authorized by any law, including investments held in book-entry form, in securities, including, but not limited to, direct obligations of the United States of America, obligations guaranteed or insured by the United States of America, which, in the opinion of the Attorney General of the United States, are backed by its full faith and credit or represent its general obligations, or invested in indirect obligations of the United States of America, including, but not limited to, evidences of indebtedness issued, insured or guaranteed by such governmental agencies as the Federal Land Banks, Federal Intermediate Credit Banks, Banks for Cooperatives, Federal Home Loan Banks, Government National Mortgage Association, Small Business Administration, Farmers Home Administration, Federal Home Loan Mortgage Association, or Federal Housing Association; provided that all such deposits and investments shall be made in such a manner that the money required to be expended from such fund will be available at the proper time or times. All interest and income derived from deposits and investments in any fund established pursuant to the provisions of this Ordinance shall be credited to, and any losses debited to, such fund. All such investments shall be sold promptly when necessary to prevent any default in connection with the Certificates.

SECTION 11. Tax Levy. To provide for the payment of the Debt Service Requirements on the Certificates being (i) the interest on the Certificates and (ii) a sinking fund for their redemption at Stated Maturity or a sinking fund of 2% (whichever amount shall be the greater), there shall be and there is hereby levied for the current year and each succeeding year thereafter while the Certificates or any interest thereon shall remain Outstanding, a sufficient tax, within the limitations prescribed by law, on each one hundred dollars valuation of taxable property in the City, adequate to pay such Debt Service Requirements, full allowance being made for delinquencies and costs of collection; said tax shall be assessed and collected each year and applied to the payment of the Debt Service Requirements, and the same shall not be diverted to any other purpose. The taxes so levied and collected shall be paid into the Certificate Fund and are thereafter pledged to the payment of the Certificates. The City Council hereby declares its purpose and intent to provide and levy a tax legally and fully sufficient to pay the Debt Service Requirements, it having been determined that the existing and available taxing authority of the City for such purpose is adequate to permit a legally sufficient tax in consideration of all other outstanding indebtedness and other obligations of the City.

The amount of taxes to be provided annually for the payment of the principal of and interest on the Certificates shall be determined and accomplished in the following manner:

A. Prior to the date the City Council establishes the annual tax rate and passes an ordinance levying ad valorem taxes each year, the City Council shall determine:

(1) the amount of Debt Service Requirements to become due and payable on the Certificates between the Collection Date for the taxes then to be levied and the Collection Date for the taxes to be levied during the next succeeding calendar year;

(2) the amount on deposit in the Certificate Fund after (a) deducting therefrom the total amount of Debt Service Requirements to become due on Certificates prior to the Collection Date for the ad valorem taxes to be levied and (b) adding thereto the amount of the Pledged Revenues, if any, to be appropriated and allocated during such year to pay such

Debt Service Requirements, if any, prior to the Collection Date for the ad valorem taxes to be levied; and

(3) the amount of Pledged Revenues, if any, to be appropriated and to be set aside for the payment of the Debt Service Requirements on the Certificates between the Collection Date for the taxes then to be levied and the Collection Date for the taxes to be levied during the next succeeding Fiscal Year.

B. The amount of taxes to be levied annually each year to pay the Debt Service Requirements on the Certificates shall be the amount established in paragraph (1) above less the sum total of the amounts established in paragraphs (2) and (3), after taking into consideration delinquencies and costs of collecting such annual taxes.

SECTION 12. Pledge of Revenues. The City hereby covenants and agrees that, subject to (i) any prior lien on and pledge of the Net Revenues of the System to the payment and security of any Prior Lien Obligations, Junior Lien Obligations, or Subordinate Lien Obligations hereafter issued by the City and (ii) the lien on and pledge of a limited amount of the Net Revenues to the payment and security of the currently outstanding Limited Pledge Obligations, the Pledged Revenues are hereby irrevocably pledged to the payment of the principal of and interest on the Certificates and the pledge of Pledged Revenues herein made for the payment of the Certificates shall constitute a lien on the Pledged Revenues in accordance with the terms and provisions hereof and be valid and binding without any physical delivery thereof or further act by the City.

SECTION 13. System Fund. The City hereby covenants and agrees that all Gross Revenues derived from the operation of the System shall be kept separate and apart from all other funds, accounts and money of the City and shall be deposited as collected into the "CITY OF SCHERTZ, TEXAS UTILITY SYSTEM FUND" (the *System Fund*). All money deposited in the System Fund shall be pledged and appropriated to the extent required for the following purposes and in the order of priority shown:

- First: to the payment of the reasonable and proper Maintenance and Operating Expenses of the System required by statute or ordinances authorizing the issuance of any indebtedness of the City to be a first charge on and claim against the Gross Revenues of the System;

- Second: To the payment of the amounts that must be deposited in the special funds and accounts created and established for the payment, security, and benefit of any Prior Lien Obligations hereafter issued by the City in accordance with the terms and provisions of any ordinance authorizing their issuance;

- Third: To the payment of the amounts that must be deposited in the special funds and accounts created and established for the payment, security, and benefit of any Junior Lien Obligations hereafter issued by the City in accordance with the terms and provisions of any ordinance authorizing their issuance;

- Fourth: To the payment of the amounts that must be deposited in the special funds and accounts created and established for the payment, security, and benefit of any

Subordinate Lien Obligations hereafter issued by the City in accordance with the terms and provisions of any ordinance authorizing their issuance; and

- Fifth: To the payment of the amounts that may be deposited in the special funds and accounts established for the payment of the currently outstanding Limited Pledge Obligations, including the Certificates, and any Additional Limited Pledge Obligations hereafter issued by the City in accordance with the terms and provisions of any ordinances authorizing their issuance.

Any Net Revenues remaining in the System Fund after satisfying the foregoing payments, or making adequate and sufficient provision for the payment, security and benefit thereof, may be appropriated and used for any other City purpose now or hereafter permitted by law.

SECTION 14. Deposits to Certificate Fund – Surplus Certificate Proceeds. The City hereby covenants and agrees to cause to be deposited in the Certificate Fund prior to a principal and interest payment date for the Certificates, from the Pledged Revenues in the System Fund, after the deduction of all payments required to be made to the special funds or accounts created for the payment, security, and benefit of (i) any Prior Lien Obligations, Junior Lien Obligations, or Subordinate Lien Obligations hereafter issued by the City and (ii) the currently outstanding Limited Pledge Obligations, including the Certificates, and any amounts budgeted to be paid therefrom in such Fiscal Year.

Accrued interest received from the Purchasers of the Certificates shall be deposited to the Certificate Fund and ad valorem taxes levied and collected for the benefit of the Certificates shall be deposited to the Certificate Fund. In addition, any surplus proceeds, including investment income therefrom, from the sale of the Certificates not expended for authorized purposes shall be deposited in the Certificate Fund, and such amounts so deposited shall reduce the sums otherwise required to be deposited in said fund from ad valorem taxes.

SECTION 15. Security of Funds. All money on deposit in the funds for which this Ordinance makes provision (except any portion thereof as may be at any time properly invested as provided herein) shall be secured in the manner and to the fullest extent required by the laws of the State of Texas for the security of public funds, and money on deposit in such funds shall be used only for the purposes permitted by this Ordinance.

SECTION 16. Maintenance of System - Insurance. The City covenants and agrees that while the Certificates remain Outstanding it will maintain and operate the System with all possible efficiency and maintain casualty and other insurance (including a system of self-insurance) on the properties of the System and its operations of a kind and in such amounts customarily carried by municipal corporations in the State of Texas engaged in a similar type of business and that it will faithfully and punctually perform all duties with reference to the System required by the laws of the State of Texas. All money received from losses under such insurance policies, other than public liability policies, are held for the benefit of the holders of the Certificates until and unless the proceeds are paid out in making good the loss or damage in respect of which such proceeds are received, either by replacing the property destroyed or repairing the property damaged, and adequate provision for making good such loss or damage must be made within ninety (90) days after the date of loss. The payment of premiums for all insurance policies required under the

provisions hereof shall be considered Maintenance and Operating Expenses. Nothing in this Ordinance shall be construed as requiring the City to expend any funds which are derived from sources other than the operation of the System but nothing herein shall be construed as preventing the City from doing so.

SECTION 17. Rates and Charges. The City hereby covenants and agrees with the Holders of the Certificates that rates and charges for utility services afforded by the System will be established and maintained to provide Gross Revenues sufficient at all times:

A. to pay, together with any other lawfully available funds, all operating, maintenance, depreciation, replacement, betterment, and other costs incurred in the maintenance and operation of the System, including, but not limited to, Maintenance and Operating Expenses; provided, however, that the City expressly reserves the right to utilize other lawfully available funds to pay the Maintenance and Operating Expenses;

B. to produce Net Revenues sufficient, together with any other lawfully available funds, to pay (i) the interest on and principal of any Prior Lien Obligations hereafter issued by the City as the same becomes due and payable and the amounts required to be deposited in any special fund created and established for the payment, security, and benefit thereof, (ii) the interest on and principal of any Junior Lien Obligations hereafter issued by the City as the same becomes due and payable and the amounts required to be deposited in any special fund created and established for the payment, security, and benefit thereof, (iii) the interest on and principal of any Subordinate Lien Obligations hereafter issued by the City as the same becomes due and payable and the amounts required to be deposited in any special fund created and established for the payment, security, and benefit thereof, and (iv) the amounts that may be deposited in the special funds established for the payment of the currently outstanding Limited Pledge Obligations, the Certificates, and any Additional Limited Pledge Obligations hereafter issued by the City; and

C. to pay other legally incurred indebtedness payable from the Net Revenues of the System and/or secured by a lien on the System or the Net Revenues thereof.

SECTION 18. Records and Accounts - Annual Audit. The City further covenants and agrees that so long as any of the Certificates remain Outstanding it will keep and maintain separate and complete records and accounts pertaining to the operations of the System in which complete and correct entries shall be made of all transactions relating thereto, as provided by Chapter 1502, as amended, Texas Government Code, or other applicable law. The Holders of the Certificates or any duly authorized agent or agents of the Holders shall have the right to inspect the System and all properties comprising the same. The City further agrees that, following the close of each Fiscal Year, it will cause an audit of such books and accounts to be made by an independent firm of certified public accountants. Expenses incurred in making the annual audit of the operations of the System are to be regarded as Maintenance and Operating Expenses.

SECTION 19. Remedies in Event of Default. In addition to all the rights and remedies provided by the laws of the State of Texas, the City covenants and agrees particularly that in the event the City (a) defaults in the payments to be made to the Certificate Fund, or (b) defaults in the observance or performance of any other of the covenants, conditions, or obligations set forth in this Ordinance, the Holders of any of the Certificates shall be entitled to seek a writ of mandamus

issued by a court of proper jurisdiction compelling and requiring the governing body of the City and other officers of the City to observe and perform any covenant, condition, or obligation prescribed in this Ordinance.

No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver of any such default or acquiescence therein, and every such right and power may be exercised from time to time and as often as may be deemed expedient. The specific remedies herein provided shall be cumulative of all other existing remedies and the specification of such remedies shall not be deemed to be exclusive.

SECTION 20. Issuance of Prior Lien Obligations, Junior Lien Obligations, Subordinate Lien Obligations, and Additional Limited Pledge Obligations. The City hereby expressly reserves the right to hereafter issue bonds, notes, warrants, certificates of obligation, or similar obligations, payable, in whole or in part, as appropriate, from and secured by a pledge of and lien on the Net Revenues of the System with the following priorities, without limitation as to principal amount, but subject to any terms, conditions, or restrictions applicable thereto under existing ordinances, laws, or otherwise:

A. Prior Lien Obligations payable from and equally and ratably secured by a first and prior lien on and pledge of the Net Revenues of the System;

B. Junior Lien Obligations payable from and equally and ratably secured by a lien on and pledge of the Net Revenues that is junior and inferior to the lien on and pledge thereof securing the payment of any Prior Lien Obligations hereafter issued by the City, but prior and superior to the lien on and pledge of the Net Revenues securing in whole or in part the payment of the currently outstanding Limited Pledge Obligations, the Certificates, and any Subordinate Lien Obligations or Additional Limited Pledge Obligations hereafter issued by the City;

C. Subordinate Lien Obligations payable from and equally and ratably secured by a lien on and pledge of the Net Revenues that is subordinate and inferior to the lien on and pledge thereof securing the payment of any Prior Lien Obligations or Junior Lien Obligations hereafter issued by the City, but prior and superior to the lien on and pledge of the Net Revenues securing, in part, the payment of the currently outstanding Limited Pledge Obligations, the Certificates, and any Additional Limited Pledge Obligations hereafter issued by the City; and

D. Additional Limited Pledge Obligations secured by a lien on and pledge of a limited amount of the Net Revenues in accordance with the provisions of the following paragraph.

Prior Lien Obligations, Junior Lien Obligations, or Subordinate Lien Obligations, if issued, may be payable, in whole or in part, from Net Revenues (without impairment of the obligation of contract with the holders of the currently outstanding Limited Pledge Obligations and the Certificates) upon such terms and conditions as the City Council may determine. Additional Limited Pledge Obligations, if issued and payable, in whole or in part, from Pledged Revenues (defined in the same or similar terms as provided in Section 9 of this Ordinance or in the ordinances authorizing the issuance of the currently outstanding Limited Pledge Obligations), shall not in any event be construed to be payable from the Pledged Revenues authorized by this Ordinance or in the respective ordinances authorizing the issuance of the currently outstanding Limited Pledge

Obligations to be budgeted and appropriated for the payment of the Certificates or the currently outstanding Limited Pledge Obligations, respectively. However, the lien on and pledge of the limited amount of Net Revenues securing, in part, the payment of the Certificates, the Limited Pledge Obligations, and any Additional Limited Pledge Obligations shall be subordinate and inferior to the pledge of and lien on the Net Revenues securing the payment of any Prior Lien Obligations, Junior Lien Obligations, or Subordinate Lien Obligations hereafter issued by the City.

SECTION 21. Special Covenants. The City hereby further covenants that:

A. it has the lawful power to pledge the Pledged Revenues supporting the Certificates and has lawfully exercised said powers under the laws of the State of Texas, including power existing under Chapter 1502, as amended, Texas Government Code, the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code, Section 271.041 through Section 271.064, and the City's Home Rule Charter;

B. other than for the payment of the currently outstanding Limited Pledge Obligations and the Certificates, the Net Revenues of the System have not in any manner been pledged to the payment of any debt or obligation of the City or of the System;

C. as long as any Certificates or any interest thereon remain Outstanding, the City will not sell, lease or encumber (except in the manner provided in Section 20 of this Ordinance) the System or any substantial part thereof, provided that this covenant shall not be construed to prohibit the sale of such machinery, or other properties or equipment which has become obsolete or otherwise unsuited to the efficient operation of the System;

D. to the extent that it legally may, the City further covenants and agrees that, so long as any of the Certificates, or any interest thereon, are Outstanding, no franchise shall be granted for the installation or operation of any competing utility systems other than those owned by the City, and the operation of any such systems by anyone other than the City is hereby prohibited; and

E. no free service of the System shall be allowed, and should the City or any of its agents or instrumentalities make use of the services and facilities of the System, payment of the reasonable value thereof shall be made by the City out of funds from sources other than the revenues and income of the System.

SECTION 22. Application of the Covenants and Agreements of any Prior Lien Obligations, Junior Lien Obligations, or Subordinate Lien Obligations. It is the intention of the City Council and accordingly hereby recognized and stipulated that the provisions, agreements, and covenants contained herein bearing upon the management and operations of the System, and the administration and application of Gross Revenues derived from the operation thereof, shall to the extent possible be harmonized with like provisions, agreements, and covenants contained in the ordinances authorizing the issuance of any Prior Lien Obligations, Junior Lien Obligations, or Subordinate Lien Obligations hereafter issued by the City, and to the extent of any irreconcilable conflict between the provisions contained herein and in the ordinances authorizing the issuance of any Prior Lien Obligations, Junior Lien Obligations, or Subordinate Lien Obligations, the provisions, agreements and covenants contained therein shall prevail to the extent of such conflict

and be applicable to this Ordinance, especially the priority of rights and benefits conferred thereby to the holders of any Prior Lien Obligations, Junior Lien Obligations, or Subordinate Lien Obligations hereafter issued by the City. It is expressly recognized that prior to the issuance of any Prior Lien Obligations, Junior Lien Obligations, Subordinate Lien Obligations, or Additional Limited Pledge Obligations, the City must comply with each of the conditions precedent contained in the respective ordinances authorizing the issuance of the currently outstanding Limited Pledge Obligations and the Certificates, as appropriate.

SECTION 23. Notices to Holders – Waiver. Wherever this Ordinance provides for notice to Holders of any event, such notice shall be sufficiently given (unless otherwise herein expressly provided) if in writing and sent by United States mail, first-class postage prepaid, to the address of each Holder as it appears in the Security Register at the close of business on the business day next preceding the mailing of such notice.

In any case where notice to Holders is given by mail, neither the failure to mail such notice to any particular Holders, nor any defect in any notice so mailed, shall affect the sufficiency of such notice with respect to all other Holders. Where this Ordinance provides for notice in any manner, such notice may be waived in writing by the Holder entitled to receive such notice, either before or after the event with respect to which such notice is given, and such waiver shall be the equivalent of such notice. Waivers of notice by Holders shall be filed with the Paying Agent/Registrar, but such filing shall not be a condition precedent to the validity of any action taken in reliance upon such waiver.

SECTION 24. Cancellation. All Certificates surrendered for payment, redemption, transfer, exchange, or replacement, if surrendered to the Paying Agent/Registrar, shall be promptly cancelled by it and, if surrendered to the City, shall be delivered to the Paying Agent/Registrar and, if not already cancelled, shall be promptly cancelled by the Paying Agent/Registrar. The City may at any time deliver to the Paying Agent/Registrar for cancellation any Certificates previously certified or registered and delivered which the City may have acquired in any manner whatsoever, and all Certificates so delivered shall be promptly cancelled by the Paying Agent/Registrar. All cancelled Certificates held by the Paying Agent/Registrar shall be destroyed as directed by the City.

SECTION 25. Mutilated, Destroyed, Lost, and Stolen Certificates. If (1) any mutilated Certificate is surrendered to the Paying Agent/Registrar, or the City and the Paying Agent/Registrar receive evidence to their satisfaction of the destruction, loss, or theft of any Certificate, and (2) there is delivered to the City and the Paying Agent/Registrar such security or indemnity as may be required to save each of them harmless, then, in the absence of notice to the City or the Paying Agent/Registrar that such Certificate has been acquired by a bona fide purchaser, the City shall execute and, upon its request, the Paying Agent/Registrar shall register and deliver, in exchange for or in lieu of any such mutilated, destroyed, lost, or stolen Certificate, a new Certificate of the same Stated Maturity and interest rate and of like tenor and principal amount, bearing a number not contemporaneously Outstanding.

In case any such mutilated, destroyed, lost, or stolen Certificate has become or is about to become due and payable, the City in its discretion may, instead of issuing a new Certificate, pay such Certificate.

Upon the issuance of any new Certificate or payment in lieu thereof, under this Section, the City may require payment by the Holder of a sum sufficient to cover any tax or other governmental charge imposed in relation thereto and any other expenses and charges (including attorney's fees and the fees and expenses of the Paying Agent/Registrar) connected therewith.

Every new Certificate issued pursuant to this Section in lieu of any mutilated, destroyed, lost, or stolen Certificate shall constitute a replacement of the prior obligation of the City, whether or not the mutilated, destroyed, lost, or stolen Certificate shall be at any time enforceable by anyone, and shall be entitled to all the benefits of this Ordinance equally and ratably with all other Outstanding Certificates.

The provisions of this Section are exclusive and shall preclude (to the extent lawful) all other rights and remedies with respect to the replacement and payment of mutilated, destroyed, lost, or stolen Certificates.

SECTION 26. Sale of Certificates at Competitive Sale – Approval of the Official Statement – Proceeds of Sale. The Certificates authorized by this Ordinance are hereby sold by the City to _____, _____, _____, as the initial purchasers of the Certificates pursuant at a competitive sale (the *Purchasers*, having all of the rights, benefits, duties, and obligations of a Holder) in accordance with the provisions of an Official Bid Form (the *Official Bid Form*), dated as of September 3, 2024, attached hereto as Exhibit B and incorporated herein by reference as a part of the Ordinance for all purposes, at the price of par, plus a [net] reoffering premium of $_____ (including the Purchasers' compensation of $_____), plus accrued interest to the date of initial delivery of the Certificates to the Purchasers and is hereby approved and confirmed. The Initial Certificate shall be registered in the name of _____. It is hereby officially found, determined, and declared that the Purchasers are the highest bidder for the Certificates whose bid, received as a result of invitations for competitive bids in compliance with applicable law, produced the lowest true interest cost to the City. The pricing and terms of the sale of the Certificates are hereby found and determined to be the most advantageous reasonably obtainable by the City. Any Authorized Official is hereby authorized and directed to execute the Official Bid Form for and on behalf of the City and as the act and deed of this City Council, and in regard to the approval and execution of the Official Bid Form, the City Council hereby finds, determines and declares that the representations, warranties, and agreements of the City contained in the Official Bid Form are true and correct in all material respects and shall be honored and performed by the City. Delivery of the Certificates to the Purchasers shall occur as soon as practicable after the adoption of this Ordinance, upon payment therefor in accordance with the terms of the Official Bid Form. Proceeds from the sale of the Certificates shall be applied as follows:

(1) Accrued interest, if any, received from the Purchasers shall be deposited into the Certificate Fund.

(2) The City received a [net] reoffering premium from the sale of the Certificates of $_____ which is hereby allocated by the City in the following manner: (A) $_____ to pay the Purchasers' compensation, (B) $_____ to pay the costs of issuance, (C) $_____ representing excess costs of issuance will be deposited into the Certificate Fund, and (D) the remaining $_____ shall be deposited into the construction account established in paragraph (3) below.

(3) The balance of the proceeds (including a portion of the [net] reoffering premium in the amount of $_____ as described above and principal in the amount of $_____, totaling $_____ derived from the sale of the Certificates (after paying costs of issuance) shall be deposited into the special construction account or accounts created for the projects to be constructed with the proceeds of the Certificates. This special construction account shall be established and maintained at the Depository and shall be invested in accordance with the provisions of Section 10 of this Ordinance. Interest earned on the proceeds of the Certificates pending completion of construction of the projects financed with such proceeds shall be accounted for, maintained, deposited, and expended as permitted by the provisions of Chapter 1201, as amended, Texas Government Code, or as required by any other applicable law. Thereafter, such amounts shall be expended in accordance with Section 14 of this Ordinance.

Furthermore, the City hereby ratifies, confirms, and approves in all respects (i) the City's prior determination that the Preliminary Official Statement was, as of its date, "deemed final" in accordance with SEC Rule 15c12-12, as amended (the Rule (hereinafter defined) and (ii) the use and distribution of the Official Notice of Sale, Official Bid Form, and Preliminary Official Statement by the Purchasers in connection with the public offering and sale of the Certificates. The final Official Statement, being a modification and amendment of the Preliminary Official Statement to reflect the terms of sale referenced in the Official Bid Form (together with such changes approved by any Authorized Official, any one or more of said officials), shall be and is hereby in all respects approved and the Purchasers are hereby authorized to use and distribute the final Official Statement, dated September 3, 2024, in the reoffering, sale and delivery of the Certificates to the public. The Mayor and City Secretary are further authorized and directed to manually execute and deliver for and on behalf of the City copies of the Official Statement in final form as may be required by the Purchasers, and such final Official Statement in the form and content manually executed by said officials shall be deemed to be approved by the City Council and constitute the Official Statement authorized for distribution and use by the Purchasers. The proper officials of the City are hereby authorized to execute and deliver a certificate pertaining to such Official Statement as prescribed therein, dated as of the date of payment for and delivery of the Certificates.

SECTION 27. Covenants to Maintain Tax-Exempt Status.

A. Definitions. When used in this Section, the following terms have the following meanings:

*"Closing Date"* means the date on which the Certificates are first authenticated and delivered to the initial purchasers against payment therefor.

*"Code"* means the Internal Revenue Code of 1986, as amended by all legislation, if any, effective on or before the Closing Date.

*"Computation Date"* has the meaning set forth in Section 1.148-1(b) of the Regulations.

*"Gross Proceeds"* means any proceeds as defined in Section 1.148-1(b) of the Regulations, and any replacement proceeds as defined in Section 1.148-1(c) of the Regulations, of the Certificates.

*"Investment"* has the meaning set forth in Section 1.148-1(b) of the Regulations.

*"Nonpurpose Investment"* means any investment property, as defined in section 148(b) of the Code, in which Gross Proceeds of the Certificates are invested and which is not acquired to carry out the governmental purposes of the Certificates.

*"Rebate Amount"* has the meaning set forth in Section 1.148-1(b) of the Regulations.

*"Regulations"* means any proposed, temporary, or final Income Tax Regulations issued pursuant to sections 103 and 141 through 150 of the Code, and 103 of the Internal Revenue Code of 1954, which are applicable to the Certificates. Any reference to any specific Regulation shall also mean, as appropriate, any proposed, temporary or final Income Tax Regulation designed to supplement, amend or replace the specific Regulation referenced.

*"Yield"* of

(1) any Investment has the meaning set forth in Section 1.148-5 of the Regulations; and

(2) the Certificates means the combined yield on the Bonds and the Certificates, treating them as a single issue and as calculated pursuant to Section 1.148-4 of the Regulations.

B. Not to Cause Interest to Become Taxable. The City shall not use, permit the use of, or omit to use Gross Proceeds or any other amounts (or any property the acquisition, construction or improvement of which is to be financed or refinanced directly or indirectly with Gross Proceeds) in a manner which if made or omitted, respectively, would cause the interest on any Certificate to become includable in the gross income, as defined in section 61 of the Code, of the owner thereof for federal income tax purposes. Without limiting the generality of the foregoing, unless and until the City receives a written opinion of counsel nationally recognized in the field of municipal bond law to the effect that failure to comply with such covenant will not adversely affect the exemption from federal income tax of the interest on any Certificate, the City shall comply with each of the specific covenants in this Section.

C. No Private Use or Private Payments. Except to the extent it will not cause the Certificates to become "private activity bonds" within the meaning of section 141 of the Code and the Regulations and rulings thereunder, the City shall at all times prior to the last Stated Maturity of Certificates:

(1) exclusively own, operate and possess all property the acquisition, construction or improvement of which is to be financed or refinanced directly or indirectly with Gross Proceeds of the Certificates, and not use or permit the use of such Gross

Proceeds (including all contractual arrangements with terms different than those applicable to the general public) or any property acquired, constructed or improved with such Gross Proceeds in any activity carried on by any person or entity (including the United States or any agency, department and instrumentality thereof) other than a state or local government, unless such use is solely as a member of the general public; and

(2) not directly or indirectly impose or accept any charge or other payment by any person or entity who is treated as using Gross Proceeds of the Certificates or any property the acquisition, construction or improvement of which is to be financed or refinanced directly or indirectly with such Gross Proceeds, other than taxes of general application within the City or interest earned on investments acquired with such Gross Proceeds pending application for their intended purposes.

D. No Private Loan. Except to the extent it will not cause the Certificates to become "private activity bonds" within the meaning of section 141 of the Code and the Regulations and rulings thereunder, the City shall not use Gross Proceeds of the Certificates to make or finance loans to any person or entity other than a state or local government. For purposes of the foregoing covenant, such Gross Proceeds are considered to be "loaned" to a person or entity if- (1) property acquired, constructed or improved with such Gross Proceeds is sold or leased to such person or entity in a transaction which creates a debt for federal income tax purposes; (2) capacity in or service from such property is committed to such person or entity under a take-or-pay, output or similar contract or arrangement; or (3) indirect benefits, or burdens and benefits of ownership, of such Gross Proceeds or any property acquired, constructed or improved with such Gross Proceeds are otherwise transferred in a transaction which is the economic equivalent of a loan.

E. Not to Invest at Higher Yield. Except to the extent it will not cause the Certificates to become "arbitrage bonds" within the meaning of section 148 of the Code and the Regulations and rulings thereunder, the City shall not at any time prior to the final Stated Maturity of the Certificates directly or indirectly invest Gross Proceeds in any Investment, if as a result of such investment the Yield of any Investment acquired with Gross Proceeds, whether then held or previously disposed of, materially exceeds the Yield of the Certificates.

F. Not Federally Guaranteed. Except to the extent permitted by section 149(b) of the Code and the Regulations and rulings thereunder, the City shall not take or omit to take any action which would cause the Certificates to be federally guaranteed within the meaning of section 149(b) of the Code and the Regulations and rulings thereunder.

G. Information Report. The City shall timely file the information required by section 149(e) of the Code with the Secretary of the Treasury on Form 8038-G or such other form and in such place as the Secretary may prescribe.

H. Rebate of Arbitrage Profits. Except to the extent otherwise provided in section 148(f) of the Code and the Regulations and rulings thereunder:

(1) The City shall account for all Gross Proceeds (including all receipts, expenditures and investments thereof) on its books of account separately and apart from all other funds (and receipts, expenditures and investments thereof) and shall retain all

records of accounting for at least six years after the day on which the last Outstanding Certificate is discharged. However, to the extent permitted by law, the City may commingle Gross Proceeds of the Certificates with other money of the City, provided that the City separately accounts for each receipt and expenditure of Gross Proceeds and the obligations acquired therewith.

(2) Not less frequently than each Computation Date, the City shall calculate the Rebate Amount in accordance with rules set forth in section 148(f) of the Code and the Regulations and rulings thereunder. The City shall maintain such calculations with its official transcript of proceedings relating to the issuance of the Certificates until six years after the final Computation Date.

(3) As additional consideration for the purchase of the Certificates by the Purchasers and the loan of the money represented thereby and in order to induce such purchase by measures designed to insure the excludability of the interest thereon from the gross income of the owners thereof for federal income tax purposes, the City shall pay to the United States out of the Certificate Fund or its general fund, as permitted by applicable Texas statute, regulation or opinion of the Attorney General of the State of Texas, the amount that when added to the future value of previous rebate payments made for the Certificates equals (i) in the case of a Final Computation Date as defined in Section 1.148-3(e)(2) of the Regulations, one hundred percent (100%) of the Rebate Amount on such date; and (ii) in the case of any other Computation Date, ninety percent (90%) of the Rebate Amount on such date. In all cases, the rebate payments shall be made at the times, in the installments, to the place and in the manner as is or may be required by section 148(f) of the Code and the Regulations and rulings thereunder, and shall be accompanied by Form 8038-T or such other forms and information as is or may be required by section 148(f) of the Code and the Regulations and rulings thereunder.

(4) The City shall exercise reasonable diligence to assure that no errors are made in the calculations and payments required by paragraphs (2) and (3), and if an error is made, to discover and promptly correct such error within a reasonable amount of time thereafter (and in all events within one hundred eighty (180) days after discovery of the error), including payment to the United States of any additional Rebate Amount owed to it, interest thereon, and any penalty imposed under Section 1.148-3(h) of the Regulations.

I. Not to Divert Arbitrage Profits. Except to the extent permitted by section 148 of the Code and the Regulations and rulings thereunder, the City shall not, at any time prior to the earlier of the Stated Maturity or final payment of the Certificates, enter into any transaction that reduces the amount required to be paid to the United States pursuant to Subsection H of this Section because such transaction results in a smaller profit or a larger loss than would have resulted if the transaction had been at arm's length and had the Yield of the Certificates not been relevant to either party.

J. Certificates Not Hedge Bonds.

(1) The City reasonably expects to spend at least 85% of the spendable proceeds of the Certificates within three years after such Certificates are issued.

(2) Not more than 50% of the proceeds of the Certificates will be invested in Nonpurpose Investments having a substantially guaranteed Yield for a period of 4 years or more.

K. Elections. The City hereby directs and authorizes any Authorized Official, either individually or any combination of them, to make elections permitted or required pursuant to the provisions of the Code or the Regulations, as they deem necessary or appropriate in connection with the Certificates, in the Certificate as to Tax Exemption or similar or other appropriate certificate, form or document. Such elections shall be deemed to be made on the Closing Date.

SECTION 28. Control and Custody of Certificates. The Mayor of the City shall be and is hereby authorized to take and have charge of all necessary orders and records pending investigation by the Attorney General of the State of Texas and shall take and have charge and control of the Certificates pending their approval by the Attorney General of the State of Texas, the registration thereof by the Comptroller of Public Accounts of the State of Texas and the delivery of the Certificates to the Purchasers.

Furthermore, any Authorized Official, either individually or any combination of them, is hereby authorized and directed to furnish and execute such documents relating to the City and its financial affairs as may be necessary for the issuance of the Certificates, the approval of the Attorney General of the State of Texas and their registration by the Comptroller of Public Accounts of the State of Texas and, together with the City's financial advisors, Bond Counsel, and the Paying Agent/Registrar, make the necessary arrangements for the delivery of the Initial Certificate to the Purchasers and, when requested in writing by the Purchasers, the initial exchange thereof for definitive Certificates.

SECTION 29. Satisfaction of Obligation of City. If the City shall pay or cause to be paid, or there shall otherwise be paid to the Holders, the principal of, premium, if any, and interest on the Certificates, at the times and in the manner stipulated in this Ordinance, then the pledge of taxes levied and the lien on and pledge of the Pledged Revenues under this Ordinance and all covenants, agreements, and other obligations of the City to the Holders shall thereupon cease, terminate, and be discharged and satisfied.

Certificates, or any principal amount(s) thereof, shall be deemed to have been paid within the meaning and with the effect expressed above in this Section when (i) money sufficient to pay in full such Certificates or the principal amount(s) thereof at Stated Maturity or to the redemption date therefor, together with all interest due thereon, shall have been irrevocably deposited with and held in trust by the Paying Agent/Registrar, or an authorized escrow agent, and/or (ii) Government Securities shall have been irrevocably deposited in trust with the Paying Agent/Registrar, or an authorized escrow agent, which Government Securities will mature as to principal and interest in such amounts and at such times as will insure the availability, without reinvestment, of sufficient money, together with any money deposited therewith, if any, to pay when due the principal of and

interest on such Certificates, or the principal amount(s) thereof, on and prior to the Stated Maturity thereof or (if notice of redemption has been duly given or waived or if irrevocable arrangements therefor acceptable to the Paying Agent/Registrar have been made) the redemption date thereof for the Certificates. In the event of a defeasance of the Certificates, the City shall deliver a certificate from its financial advisor, the Paying Agent/Registrar, an independent accounting firm, or another qualified third party concerning the deposit of cash and/or Government Securities to pay, when due, the principal of, redemption premium (if any), and interest due on any defeased Certificate. To the extent applicable, if at all, the City covenants that no deposit of money or Government Securities will be made under this Section and no use made of any such deposit which would cause the Certificates to be treated as arbitrage bonds within the meaning of section 148 of the Code (as defined in Section 27 hereof).

Any money so deposited with the Paying Agent/Registrar, and all income from Government Securities held in trust by the Paying Agent/Registrar, or an authorized escrow agent, pursuant to this Section which is not required for the payment of the Certificates, or any principal amount(s) thereof, or interest thereon with respect to which such money has been so deposited shall be remitted to the City or deposited as directed by the City. Furthermore, any money held by the Paying Agent/Registrar for the payment of the principal of and interest on the Certificates and remaining unclaimed for a period of three (3) years after the Stated Maturity of the Certificates, or applicable redemption date of the Certificates, such money was deposited and is held in trust to pay shall upon the request of the City be remitted to the City against a written receipt therefor, subject to the unclaimed property laws of the State of Texas.

Notwithstanding any other provision of this Ordinance to the contrary, it is hereby provided that any determination not to redeem defeased Certificates that is made in conjunction with the payment arrangements specified in subsection (i) or (ii) above shall not be irrevocable, provided that: (1) in the proceedings providing for such defeasance, the City expressly reserves the right to call the defeased Certificates for redemption; (2) gives notice of the reservation of that right to the owners of the defeased Certificates immediately following the defeasance; (3) directs that notice of the reservation be included in any redemption notices that it authorizes; and (4) at the time of the redemption, satisfies the conditions of (i) or (ii) above with respect to such defeased debt as though it was being defeased at the time of the exercise of the option to redeem the defeased Certificates, after taking the redemption into account in determining the sufficiency of the provisions made for the payment of the defeased Certificates.

SECTION 30. Printed Opinion. The Purchasers' obligation to accept delivery of the Certificates is subject to their being furnished a final opinion of Norton Rose Fulbright US LLP, Austin, Texas, as Bond Counsel, approving certain legal matters as to the Certificates, this opinion to be dated and delivered as of the date of initial delivery and payment for such Certificates. Printing of a true and correct copy of this opinion on the reverse side of each of the Certificates, with appropriate certificate pertaining thereto executed by facsimile signature of the City Secretary of the City is hereby approved and authorized.

SECTION 31. CUSIP Numbers. CUSIP numbers may be printed or typed on the definitive Certificates. It is expressly provided, however, that the presence or absence of CUSIP numbers on the definitive Certificates shall be of no significance or effect as regards the legality thereof, and

neither the City nor Bond Counsel are to be held responsible for CUSIP numbers incorrectly printed or typed on the definitive Certificates.

SECTION 32. Effect of Headings. The Section headings herein are for convenience only and shall not affect the construction hereof.

SECTION 33. Ordinance a Contract, Amendments - Outstanding Certificates. The City acknowledges that the covenants and obligations of the City herein contained are a material inducement to the purchase of the Certificates. This Ordinance shall constitute a contract with the Holders from time to time, binding on the City and its successors and assigns, and it shall not be amended or repealed by the City so long as any Certificate remains Outstanding except as permitted in this Section. The City may, without the consent of or notice to any Holders, from time to time and at any time, amend this Ordinance in any manner not detrimental to the interests of the Holders, including the curing of any ambiguity, inconsistency, or formal defect or omission herein. In addition, the City may, with the written consent of Holders holding a majority in aggregate principal amount of the Certificates then Outstanding affected thereby, amend, add to, or rescind any of the provisions of this Ordinance; provided, however, that, without the consent of all Holders of Outstanding Certificates, no such amendment, addition, or rescission shall (1) extend the time or times of payment of the principal of and interest on the Certificates, reduce the principal amount thereof, the redemption price therefor, or the rate of interest thereon, or in any other way modify the terms of payment of the principal of, premium, if any, or interest on the Certificates, (2) give any preference to any Certificate over any other Certificate, or (3) reduce the aggregate principal amount of Certificates required for consent to any such amendment, addition, or rescission.

SECTION 34. Benefits of Ordinance. Nothing in this Ordinance, expressed or implied, is intended or shall be construed to confer upon any person other than the City, Bond Counsel, Paying Agent/Registrar, and the Holders, any right, remedy, or claim, legal or equitable, under or by reason of this Ordinance or any provision hereof, this Ordinance and all its provisions being intended to be and being for the sole and exclusive benefit of the City, Bond Counsel, Paying Agent/Registrar, and the Holders.

SECTION 35. Inconsistent Provisions. 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 ordained herein.

SECTION 36. Governing Law. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 37. Severability. 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 Council hereby declares that this Ordinance would have been enacted without such invalid provision.

SECTION 38. Construction of Terms. If appropriate in the context of this Ordinance, words of the singular number shall be considered to include the plural, words of the plural number shall be considered to include the singular, and words of the masculine, feminine or neuter gender shall be considered to include the other genders.

SECTION 39. Incorporation of Preamble Recitals. 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 City Council of the City.

SECTION 40. Authorization of Paying Agent/Registrar Agreement. The City Council of the City hereby finds and determines that it is in the best interest of the City to authorize the execution of a Paying Agent/Registrar Agreement concerning the payment, exchange, registration, and transferability of the Certificates. A copy of the Paying Agent/Registrar Agreement is attached hereto, in substantially final form, as Exhibit A and is incorporated by reference to the provisions of this Ordinance.

SECTION 41. Public Meeting. 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 42. Unavailability of Authorized Publication. If, because of the temporary or permanent suspension of any newspaper, journal, or other publication, or, for any reason, publication of notice cannot be made meeting any requirements herein established, any notice required to be published by the provisions of this Ordinance shall be given in such other manner and at such time or times as in the judgment of the City or of the Paying Agent/Registrar shall most effectively approximate such required publication and the giving of such notice in such manner shall for all purposes of this Ordinance be deemed to be in compliance with the requirements for publication thereof.

SECTION 43. No Recourse Against City Officials. No recourse shall be had for the payment of principal of, premium, if any, or interest on any Certificate or for any claim based thereon or on this Ordinance against any official of the City or any person executing any Certificate.

SECTION 44. Continuing Disclosure Undertaking.

A. Definitions.

As used in this Section, the following terms have the meanings ascribed to such terms below:

*EMMA* means the MSRB's Electronic Municipal Market Access system, accessible by the general public, without charge, on the internet through the uniform resource locator (URL) http://www.emma.msrb.org.

*Financial Obligation* means a (a) debt obligation; (b) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt

obligation; or (c) guarantee of a debt obligation or any such derivative instrument; provided that "financial obligation" shall not include municipal securities (as defined in the Securities Exchange Act of 1934, as amended) as to which a final official statement (as defined in the Rule) has been provided to the MSRB consistent with the Rule.

*MSRB* means the Municipal Securities Rulemaking Board.

*Rule* means SEC Rule 15c2-12, as amended from time to time.

*SEC* means the United States Securities and Exchange Commission.

*Undertaking* means the City's continuing disclosure undertaking, described in Paragraphs B through F below, hereunder accepted and entered into by the City for the purpose of compliance with the Rule.

B. Annual Reports.

The City shall file annually with the MSRB, (1) within six months after the end of each fiscal year of the City ending in or after 2024, financial information and operating data with respect to the City of the general type included in the final Official Statement authorized by Section 26 of this Ordinance, being the information described in Exhibit C hereto, and (2) if not provided as part of such financial information and operating data, audited financial statements of the City, when and if available. Any financial statements so to be provided shall be (i) prepared in accordance with the accounting principles described in Exhibit C hereto, or such other accounting principles as the City may be required to employ from time to time pursuant to state law or regulation, and (ii) audited, if the City commissions an audit of such financial statements and the audit is completed within the period during which they must be provided. If the audit of such financial statements is not complete within such period, then the City shall file unaudited financial statements within such period and audited financial statements for the applicable fiscal year to the MSRB, when and if the audit report on such financial statements becomes available. Under current Texas law, including, but not limited to, Chapter 103, as amended, Texas Local Government Code, the City must have its records and accounts audited annually and shall have an annual financial statement prepared based on the audit. The annual financial statement, including the auditor's opinion on the statement, shall be filed in the office of the City Secretary within 180 days after the last day of the City's fiscal year. Additionally, upon the filing of this financial statement and the annual audit, these documents are subject to the Texas Open Records Act, as amended, Texas Government Code, Chapter 552.

If the City changes its fiscal year, it will file notice of such change (and of the date of the new fiscal year end) with the MSRB prior to the next date by which the City otherwise would be required to provide financial information and operating data pursuant to this Section.

C. Notice of Certain Events.

The City shall file notice of any of the following events with respect to the Certificates to the MSRB in a timely manner and not more than 10 business days after occurrence of the event:

(1) Principal and interest payment delinquencies;

(2) Non-payment related defaults, if material;

(3) Unscheduled draws on debt service reserves reflecting financial difficulties;

(4) Unscheduled draws on credit enhancements reflecting financial difficulties;

(5) Substitution of credit or liquidity providers, or their failure to perform;

(6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB), or other material notices or determinations with respect to the tax status of the Certificates, or other material events affecting the tax status of the Certificates;

(7) Modifications to rights of Holders of the Certificates, if material;

(8) Certificate calls, if material, and tender offers;

(9) Defeasances;

(10) Release, substitution, or sale of property securing repayment of the Certificates, if material;

(11) Rating changes;

(12) Bankruptcy, insolvency, receivership, or similar event of the City, which shall occur as described below;

(13) The consummation of a merger, consolidation, or acquisition involving the City or the sale of all or substantially all of its assets, other than in the ordinary course of business, the entry into of a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;

(14) Appointment of a successor or additional paying agent/registrar or the change of name of a paying agent/registrar, if material;

(15) Incurrence of a Financial Obligation of the City, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the City, any of which affect security holders, if material; and

(16) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the City, any of which reflect financial difficulties.

For these purposes, (a) any event described in the immediately preceding paragraph (12) is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent, or similar officer for the City in a proceeding under the United States Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the City, or if such jurisdiction has

been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement, or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the City, and (b) the City intends the words used in the immediately preceding paragraphs (15) and (16) and the definition of Financial Obligation in this Section to have the same meanings as when they are used in the Rule, as evidenced by SEC Release No. 34-83885, dated August 20, 2018.

The City shall file notice with the MSRB, in a timely manner, of any failure by the City to provide financial information or operating data in accordance with this Section by the time required by this Section.

D. Limitations, Disclaimers, and Amendments.

The City shall be obligated to observe and perform the covenants specified in this Section for so long as, but only for so long as, the City remains an "obligated person" with respect to the Certificates within the meaning of the Rule, except that the City in any event will give notice of any deposit that causes the Certificates to be no longer Outstanding.

The provisions of this Section are for the sole benefit of the holders and beneficial owners of the Certificates, and nothing in this Section, express or implied, shall give any benefit or any legal or equitable right, remedy, or claim hereunder to any other person. The City undertakes to provide only the financial information, operating data, financial statements, and notices which it has expressly agreed to provide pursuant to this Section and does not hereby undertake to provide any other information that may be relevant or material to a complete presentation of the City's financial results, condition, or prospects or hereby undertake to update any information provided in accordance with this Section or otherwise, except as expressly provided herein. The City does not make any representation or warranty concerning such information or its usefulness to a decision to invest in or sell Certificates at any future date.

UNDER NO CIRCUMSTANCES SHALL THE CITY BE LIABLE TO THE HOLDER OR BENEFICIAL OWNER OF ANY CERTIFICATE OR ANY OTHER PERSON, IN CONTRACT OR TORT, FOR DAMAGES RESULTING IN WHOLE OR IN PART FROM ANY BREACH BY THE CITY, WHETHER NEGLIGENT OR WITH OR WITHOUT FAULT ON ITS PART, OF ANY COVENANT SPECIFIED IN THIS SECTION, BUT EVERY RIGHT AND REMEDY OF ANY SUCH PERSON, IN CONTRACT OR TORT, FOR OR ON ACCOUNT OF ANY SUCH BREACH SHALL BE LIMITED TO AN ACTION FOR *MANDAMUS* OR SPECIFIC PERFORMANCE.

No default by the City in observing or performing its obligations under this Section shall constitute a breach of or default under this Ordinance for purposes of any other provision of this Ordinance.

Nothing in this Section is intended or shall act to disclaim, waive, or otherwise limit the duties of the City under federal and state securities laws.

The provisions of this Section may be amended by the City from time to time to adapt to changed circumstances that arise from a change in legal requirements, a change in law, or a change

in the identity, nature, status, or type of operations of the City, but only if (1) the provisions of this Section, as so amended, would have permitted an underwriter to purchase or sell Certificates in the primary offering of the Certificates in compliance with the Rule, taking into account any amendments or interpretations of the Rule to the date of such amendment, as well as such changed circumstances, and (2) either (a) the holders of a majority in aggregate principal amount (or any greater amount required by any other provision of this Ordinance that authorizes such an amendment) of the Outstanding Certificates consent to such amendment or (b) a person that is unaffiliated with the City (such as nationally recognized bond counsel) determines that such amendment will not materially impair the interests of the holders and beneficial owners of the Certificates. The City may also repeal or amend the provisions of this Section if the SEC amends or repeals the applicable provisions of the Rule or any court of final jurisdiction enters judgment that such provisions of the Rule are invalid, and the City also may amend the provisions of this Section in its discretion in any other manner or circumstance, but in either case only if and to the extent that the provisions of this sentence would not have prevented an underwriter from lawfully purchasing or selling Certificates in the primary offering of the Certificates, giving effect to (a) such provisions as so amended and (b) any amendments or interpretations of the Rule. If the City so amends the provisions of this Section, the City shall include with any amended financial information or operating data next provided in accordance with this Section an explanation, in narrative form, of the reasons for the amendment and of the impact of any change in the type of financial information or operating data so provided.

E. Information Format – Incorporation by Reference.

The City information required under this Section shall be filed with the MSRB through EMMA in such format and accompanied by such identifying information as may be specified from time to time thereby. Under the current rules of the MSRB, continuing disclosure documents submitted to EMMA must be in word-searchable portable document format (PDF) files that permit the document to be saved, viewed, printed, and retransmitted by electronic means and the series of obligations to which such continuing disclosure documents relate must be identified by CUSIP number or numbers.

Financial information and operating data to be provided pursuant to this Section may be set forth in full in one or more documents or may be included by specific reference to any document (including an official statement or other offering document) available to the public through EMMA or filed with the SEC.

F. General Policies and Procedures Concerning Compliance with the Rule.

Because the issuance of the Certificates is subject to the provisions of the Rule and because the potential "underwriters" in a negotiated sale of the Certificates or the initial purchasers in a competitive sale of the Certificates may be subject to MSRB rules and regulations with respect to such sale (including certain due diligence and suitability requirements, among others), the City hereby adopts the General Policies and Procedures Concerning Compliance with the Rule (the "Policies and Procedures"), attached hereto as Exhibit E, with which the City shall follow to assure compliance with the Undertaking. The City has developed these Policies and Procedures for the purpose of meeting its requirements of the Undertaking and, in connection therewith, has sought the guidance from its internal staff charged with administering the City's financial affairs, its

municipal or financial advisors, its legal counsel (including its Bond Counsel), and its independent accountants (to the extent determined to be necessary or advisable). The Policies and Procedures can be amended at the sole discretion of the City and any such amendment will not be deemed to be an amendment to the Undertaking. Each Authorized Official is hereby authorized to amend the Policies and Procedures as a result of a change in law, a future issuance of indebtedness subject to the Rule, or another purpose determined by the Authorized Official to be necessary or desirable for or with respect to future compliance with the Undertaking.

SECTION 45. Book-Entry Only System.

The Certificates shall initially be registered so as to participate in a securities depository system (the *DTC System*) with the Depository Trust Company, New York, New York, or any successor entity thereto (*DTC*), as set forth herein. Each Stated Maturity of the Certificates shall be issued (following cancellation of the Initial Certificates described in Section 7) in the form of a single definitive Certificate. Upon issuance, the ownership of each such Certificate shall be registered in the name of Cede & Co., as the nominee of DTC, and all of the Outstanding Certificates shall be registered in the name of Cede & Co., as the nominee of DTC. The City and the Paying Agent/Registrar are authorized to execute, deliver, and take the actions set forth in such letters to or agreements with DTC as shall be necessary to effectuate the DTC System, including the Letter of Representations attached hereto as Exhibit D (the *Representation Letter*).

With respect to the Certificates registered in the name of Cede & Co., as nominee of DTC, the City and the Paying Agent/Registrar shall have no responsibility or obligation to any broker-dealer, bank, or other financial institution for which DTC holds the Certificates from time to time as securities depository (a *Depository Participant*) or to any person on behalf of whom such a Depository Participant holds an interest in the Certificates (an *Indirect Participant*). Without limiting the immediately preceding sentence, the City and the Paying Agent/Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co., or any Depository Participant with respect to any ownership interest in the Certificates, (ii) the delivery to any Depository Participant or any other person, other than a registered owner of the Certificates, as shown on the Security Register, of any notice with respect to the Certificates, including any notice of redemption, or (iii) the delivery to any Depository Participant or any Indirect Participant or any other Person, other than a Holder of a Certificate, of any amount with respect to principal of, premium, if any, or interest on the Certificates. While in the DTC System, no person other than Cede & Co., or any successor thereto, as nominee for DTC, shall receive a bond certificate evidencing the obligation of the City to make payments of principal, premium, if any, and interest pursuant to this Ordinance. Upon delivery by DTC to the Paying Agent/Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., and subject to the provisions in this Ordinance with respect to interest checks or drafts being mailed to the Holder, the word "Cede & Co." in this Ordinance shall refer to such new nominee of DTC.

In the event that (a) the City determines that DTC is incapable of discharging its responsibilities described herein and in the Representation Letter, (b) the Representation Letter shall be terminated for any reason, or (c) DTC or the City determines that it is in the best interest of the beneficial owners of the Certificates that they be able to obtain certificated Certificates, the City shall notify the Paying Agent/Registrar, DTC, and the Depository Participants of the

availability within a reasonable period of time through DTC of bond certificates, and the Certificates shall no longer be restricted to being registered in the name of Cede & Co., as nominee of DTC. At that time, the City may determine that the Certificates shall be registered in the name of and deposited with a successor depository operating a securities depository system, as may be acceptable to the City, or such depository's agent or designee, and if the City and the Paying Agent/Registrar do not select such alternate securities depository system then the Certificates may be registered in whatever name or names the Holders of Certificates transferring or exchanging the Certificates shall designate, in accordance with the provisions hereof.

Notwithstanding any other provision of this Ordinance to the contrary, so long as any Certificate is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to principal of, premium, if any, and interest on such Certificate and all notices with respect to such Certificate shall be made and given, respectively, in the manner provided in the Representation Letter.

SECTION 46. Further Procedures. The officers and employees of the City are hereby authorized, empowered and directed from time to time and at any time to do and perform all such acts and things and to execute, acknowledge and deliver in the name and under the corporate seal and on behalf of the City all such instruments, whether or not herein mentioned, as may be necessary or desirable in order to carry out the terms and provisions of this Ordinance, the initial sale and delivery of the Certificates, the Official Bid Form, the Paying Agent/Registrar Agreement, and the Official Statement. In addition, prior to the initial delivery of the Certificates, any Authorized Official and Bond Counsel are hereby authorized and directed to approve any technical changes or corrections to this Ordinance or to any of the instruments authorized and approved by this Ordinance and as described in the Official Statement necessary in order to (i) correct any ambiguity or mistake or properly or more completely document the transactions contemplated and approved by this Ordinance, (ii) obtain a rating from any of the national bond rating agencies, or (iii) obtain the approval of the Certificates by the Texas Attorney General's office. In case any officer of the City whose signature shall appear on any certificate shall cease to be such officer before the delivery of such certificate, such signature shall nevertheless be valid and sufficient for all purposes the same as if such officer had remained in office until such delivery.

SECTION 47. Contracts with Financial Advisor. The City Council authorizes any Authorized Official, or their designees, to take all actions necessary to execute any necessary financial advisory contracts with SAMCO Capital Markets, Inc., as the financial advisor to the City (the *Financial Advisor*). The City understands that under applicable federal securities laws and regulations that the City must have a contractual arrangement with its Financial Advisor relating to the sale, issuance, and delivery of the Certificates.

SECTION 48. City's Consent to Provide Information and Documentation to the Texas MAC. The Municipal Advisory Council of Texas (the *Texas MAC*), a non-profit membership corporation organized exclusively for non-profit purposes described in section 501(c)(6) of the Internal Revenue Code and which serves as a comprehensive financial information repository regarding municipal debt issuers in Texas, requires provision of written documentation regarding the issuance of municipal debt by the issuers thereof. In support of the purpose of the Texas MAC and in compliance with applicable law, the City hereby consents to and authorizes any Authorized Official, Bond Counsel to the City, and/or Financial Advisor to the City to provide to the Texas

MAC information and documentation requested by the Texas MAC relating to the Certificates; provided, however, that no such information and documentation shall be provided prior to the Closing Date. This consent and authorization relates only to information and documentation that is a part of the public record concerning the issuance of the Certificates.

SECTION 49. Effective Date. Pursuant to the provisions of Section 1201.028, as amended, Texas Government Code, this Ordinance shall be effective immediately upon adoption, notwithstanding any provision in the City's Home Rule Charter to the contrary concerning a multiple reading requirement for the adoption of ordinances.

*[The remainder of this page intentionally left blank.]*

PASSED, APPROVED, AND ADOPTED on the 3rd day of September, 2024.

CITY OF SCHERTZ, TEXAS

_____
Mayor

ATTEST:

_____
City Secretary

(CITY SEAL)

## INDEX TO EXHIBITS


| | |
|---|---|
| Exhibit A | Paying Agent/Registrar Agreement |
| Exhibit B | Official Bid Form |
| Exhibit C | Description of Annual Financial Information |
| Exhibit D | DTC Letter of Representations |
| Exhibit E | General Policies and Procedures Concerning Compliance with the Rule |

**EXHIBIT A**

PAYING AGENT/REGISTRAR AGREEMENT

See Tab No. __

**EXHIBIT B**

OFFICIAL BID FORM

See Tab No. __

## EXHIBIT C

DESCRIPTION OF ANNUAL FINANCIAL INFORMATION

The following information is referred to in Section 44 of this Ordinance.

**Annual Financial Statements and Operating Data**

The financial information and operating data with respect to the City to be provided annually in accordance with such Section are as specified (and included in the Appendix or under the headings of the Official Statement referred to) below:

(1) The City's audited financial statements for the most recently concluded fiscal year or to the extent these audited financial statements are not available, the portions of the unaudited financial statements of the City appended to the Official Statement as Appendix D, but for the most recently concluded fiscal year.

(2) The information in the Official Statement under Table 1 of the Official Statement and Tables 1 through 20 of Appendix A to the Official Statement.

**Accounting Principles**

The accounting principles referred to in such Section are generally accepted accounting principles for governmental units as prescribed by the Government Accounting Standards Board from time to time.

**EXHIBIT D**

DTC LETTER OF REPRESENTATIONS

See Tab No. __

## EXHIBIT E

GENERAL POLICIES AND PROCEDURES
CONCERNING COMPLIANCE WITH THE RULE

I. Capitalized terms used in this Exhibit have the meanings ascribed thereto in Section 44 of the Ordinance. "Certificates" refer to the Certificates that are the subject of the Ordinance to which this Exhibit is attached.

II. As a capital markets participant, the City is aware of its continuing disclosure requirements and obligations existing under the Rule prior to February 27, 2019, the effective date of the most recent amendment to the Rule (the "Effective Date"), and has implemented and maintained internal policies, processes, and procedures to ensure compliance therewith. Adherence to these internal policies, processes, and procedures has enabled underwriters in non-exempt negotiated sales and initial purchasers in non-exempt competitive sales to comply with their obligations arising under various MSRB rules and regulations concerning due diligence and findings of suitability, among other matters, regarding the City's compliance with the Rule.

III. The City is aware that the Rule was amended as of the Effective Date (the *Rule Amendment*) and has accommodated this amendment by adding subparagraphs (15) and (16) to Section 44C of the Ordinance, which provisions are a part of the Undertaking.

IV. The City is aware that "participating underwriters" (as such term is defined in the Rule) of the Certificates must make inquiry and reasonably believe that the City is likely to comply with the Undertaking and that the standards for determining compliance have increased over time as a result of, among others, the United States Securities and Exchange Commission's Municipalities Continuing Disclosure Cooperation Initiative and regulatory commentary relating to the effectiveness of the Rule Amendment.

V. The City now establishes the following general policies and procedures (the "Policies and Procedures") for satisfying its obligations pursuant to the Undertaking, which policies and procedures have been developed based on the City's informal policies, procedures, and processes utilized prior to the Effective Date for compliance with the City's obligations under the Rule, the advice from and discussions with the City's internal senior staff (including staff charged with administering the City's financial affairs), its municipal or financial advisors, its legal counsel (including Bond Counsel), and its independent accountants, to the extent determined to be necessary or advisable (collectively, the "Compliance Team"):

1. the City Manager of the City (the "Compliance Officer") shall be responsible for satisfying the City's obligations pursuant to the Undertaking through adherence to these Policies and Procedures;

2. the Compliance Officer shall establish reminder or "tickler" systems to identify and timely report to the MSRB, in the format thereby prescribed from time to time, the City's information of the type described in Section 44B of the Ordinance;

3. the Compliance Officer shall promptly determine the occurrence of any of the events described in Section 44C of the Ordinance;

4. the Compliance Officer shall work with external consultants of the City, as and to the extent necessary, to timely prepare and file with the MSRB the annual information of the City and notice of the occurrence of any of the events referenced in Clauses 2 and 3 above, respectively, the foregoing being required to satisfy the terms of the Undertaking;

5. the Compliance Officer shall establish a system for identifying and monitoring any Financial Obligations, whether now existing or hereafter entered into by the City, and (upon identification) determining if such Financial Obligation has the potential to materially impact the security or source of repayment of the Certificates;

6. upon identification of any Financial Obligation meeting the materiality standard identified in Clause 5 above, the Compliance Officer shall establish a process for identifying and monitoring any City agreement to covenants, events of default, remedies, priority rights, or other similar terms under such Financial Obligation;

7. the Compliance Officer shall establish a process for identifying the occurrence of any default, event of acceleration, termination event, modification of terms, or other similar events under the terms of any Financial Obligation, the occurrence of any of which reflect financial difficulties of the City; and

8. the Compliance Officer shall annually review these Policies and Procedures with the remainder of the Compliance Team, make any modifications on an internal document retained by the Compliance Officer and available to any "participating underwriter" (as defined in the Rule), if requested, and on the basis of this annual review (to the extent determined to be necessary or desirable), seek additional training for herself or himself, as well as other members of the City's internal staff identified by the Compliance Officer to assist with the City's satisfaction of the terms and provisions of the Undertaking.

# CERTIFICATE OF CITY SECRETARY

| | |
|---|---|
| THE STATE OF TEXAS | § |
| | § |
| COUNTIES OF GUADALUPE, | § |
| COMAL, AND BEXAR | § |
| | § |
| CITY OF SCHERTZ | |

THE UNDERSIGNED HEREBY CERTIFIES that:

1. On the 3rd day of September, 2024, the City Council (the *Council*) of the City of Schertz, Texas (the *City*) convened in regular session at its regular meeting place in the City Hall (the *Meeting*), the duly constituted members of the Council being as follows:

| | |
|---|---|
| Ralph Gutierrez | Mayor |
| Mark Davis | Councilmember, Place 1 |
| Michelle Watson | Councilmember, Place 2 |
| Paul Macaluso | Councilmember, Place 3 |
| Tiffany Gibson | Councilmember, Place 4 |
| Robert Westbrook | Councilmember, Place 5 |
| Allison Heyward | Councilmember, Place 6 |
| Tim Brown | Councilmember, Place 7 |

and all of such persons were present at the Meeting, except the following: _____, thus constituting a quorum. Among other business considered at the Meeting, the attached Ordinance (the *Ordinance*) entitled:

> AN ORDINANCE AUTHORIZING THE ISSUANCE OF "CITY OF SCHERTZ, TEXAS COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024"; PROVIDING FOR THE PAYMENT OF SAID CERTIFICATES BY THE LEVY OF AN AD VALOREM TAX UPON ALL TAXABLE PROPERTY WITHIN THE CITY AND FURTHER SECURING SAID CERTIFICATES BY A LIEN ON AND PLEDGE OF THE PLEDGED REVENUES OF THE SYSTEM; PROVIDING THE TERMS AND CONDITIONS OF SAID CERTIFICATES AND RESOLVING OTHER MATTERS INCIDENT AND RELATING TO THE ISSUANCE, PAYMENT, SECURITY, SALE, AND DELIVERY OF SAID CERTIFICATES, INCLUDING THE APPROVAL AND DISTRIBUTION OF AN OFFICIAL STATEMENT PERTAINING THERETO; AUTHORIZING THE EXECUTION OF A PAYING AGENT/REGISTRAR AGREEMENT AND AN OFFICIAL BID FORM; COMPLYING WITH THE REQUIREMENTS OF THE LETTER OF REPRESENTATIONS PREVIOUSLY EXECUTED WITH THE DEPOSITORY TRUST COMPANY; AUTHORIZING THE EXECUTION OF ANY NECESSARY ENGAGEMENT AGREEMENT WITH THE CITY'S FINANCIAL ADVISORS; AND PROVIDING AN EFFECTIVE DATE

was introduced and submitted to the Council for passage and adoption. After presentation and discussion of the Ordinance, a motion was made by Councilmember _____ that the Ordinance be finally passed and adopted in accordance with the City's Home Rule Charter. The motion was seconded by Councilmember _____ and carried by the following vote:

___ voted "For" ___ voted "Against" ___ abstained

all as shown in the official Minutes of the Council for the Meeting.

2. The attached Ordinance is a true and correct copy of the original on file in the official records of the City; the duly qualified and acting members of the Council of the City on the date of the Meeting are those persons shown above, and, according to the records of my office, each member of the Council was given actual notice of the time, place, and purpose of the Meeting and had actual notice that the Ordinance would be considered; and the Meeting and deliberation of the aforesaid public business, was open to the public and written notice of said meeting, including the subject of the Ordinance, was posted and given in advance thereof in compliance with the provisions of Chapter 551, as amended, Texas Government Code.

*[The remainder of this page intentionally left blank.]*

IN WITNESS WHEREOF, I have signed my name officially and affixed the seal of the City, this 3rd day of September, 2024.

_____
City Secretary,
City of Schertz, Texas

(CITY SEAL)

# PAYING AGENT/REGISTRAR AGREEMENT

THIS PAYING AGENT/REGISTRAR AGREEMENT entered into as of September 3, 2024 (this *Agreement*) is between the City of Schertz, Texas (the *Issuer*) and BOKF, NA, Dallas, Texas, a national banking association duly organized and existing under the laws of the United States of America and authorized to transact business in the State of Texas (the *Bank*).

RECITALS OF THE ISSUER

The Issuer has duly authorized and provided for the issuance of its "CITY OF SCHERTZ, TEXAS COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024" (the *Securities*), dated September 1, 2024 in the aggregate principal amount of $__,___,___ to be issued as registered securities without coupons;

All things necessary to make the Securities the valid obligations of the Issuer, in accordance with their terms, will be taken upon the issuance and delivery thereof;

The Issuer is desirous that the Bank act as the Paying Agent of the Issuer in paying the principal, premium (if any) and interest on the Securities, in accordance with the terms thereof, and that the Bank act as Registrar for the Securities;

The Issuer has duly authorized the execution and delivery of this Agreement; and all things necessary to make this Agreement the valid agreement of the Issuer, in accordance with its terms, have been done.

NOW, THEREFORE, it is mutually agreed as follows:

## ARTICLE ONE
## APPOINTMENT OF BANK AS
## PAYING AGENT AND REGISTRAR

Section 1.01 Appointment.

The Issuer hereby appoints the Bank to act as Paying Agent with respect to the Securities in order to pay, when due, the principal, premium (if any), and interest on all or any of the Securities to the Holders of the Securities, all in accordance with this Agreement and the Ordinance (hereinafter defined).

The Issuer hereby appoints the Bank as Registrar with respect to the Securities.

The Bank hereby accepts its appointment, and agrees to act, as the Paying Agent and the Registrar.

Section 1.02 Compensation.

As compensation for the Bank's services as Paying Agent/Registrar, the Issuer hereby agrees to pay the Bank the fees and amounts set forth in Annex A hereto; provided, however, notwithstanding anything herein or in Annex A to the contrary, the aggregate value of this

Agreement shall not exceed the dollar limitation set forth in Section 2271.002(a)(2) of the Texas Government Code or Section 2274.002(a)(2) of the Texas Government Code or Section 2276.002(a)(2) of the Texas Government Code. The Issuer covenants to provide notice to the Bank upon any change in the Issuer's Fiscal Year within ten (10) business days of the governing body of the Issuer's decision to change the Fiscal Year of the Issuer.

In addition, the Issuer agrees to reimburse the Bank upon its request for all reasonable expenses, disbursements, and advances incurred or made by the Bank in accordance with any of the provisions hereof (including the reasonable compensation and the expenses and disbursements of its agents and counsel).

## ARTICLE TWO
## DEFINITIONS

Section 2.01 Definitions.

For all purposes of this Agreement, except as otherwise expressly provided or unless the context otherwise requires, the following terms, whenever the same appears herein without qualifying language, are defined to mean as follows:

*Acceleration Date* of any Security means the date on and after which the principal or any or all installments of interest, or both, are due and payable on any Security which has become accelerated, to the extent permitted by law, pursuant to the terms of the Security.

*Bank Office* means the corporate trust office of the Bank set forth on the signature page of this agreement. The Bank will notify the Issuer, in writing, of any change in location of the Bank Office.

*Fiscal Year* means the fiscal year of the Issuer, which currently begins on October 1 and ends on September 30 of each year.

*Holder* and *Security Holder* each means a Person in whose name a Security is registered in the Security Register.

*Issuer Request* and *Issuer Order* each means a written request or order signed in the name of the Issuer by the Mayor or the City Secretary of the Issuer or the City Manager and delivered to the Bank.

*Legal Holiday* means a day on which the Bank is required or authorized to be closed.

*Ordinance* means the resolution, order, or ordinance of the governing body of the Issuer pursuant to which the Securities are issued, certified by the City Secretary of the City Council or any other officer of the Issuer, and delivered to the Bank.

*Person* means any individual, corporation, partnership, joint venture, association, joint stock company, trust, unincorporated organization or government or any agency or political subdivision of a government.

*Predecessor Securities* of any particular Security means every previous Security evidencing all or a portion of the same obligation as that evidenced by such particular Security (and, for the purpose of this definition, any mutilated, lost, destroyed, or stolen Security for which a replacement Security has been registered and delivered in lieu thereof pursuant to Section 4.06 hereof and the Ordinance).

*Record Date* means the Record Date as defined in the Ordinance.

*Redemption Date* when used with respect to any Security to be redeemed means the date fixed for such redemption pursuant to the terms of the Ordinance**.**

*Responsible Officer* when used with respect to the Bank means the Chairman or Vice-Chairman of the Board of Directors, the Chairman or Vice-Chairman of the Executive Committee of the Board of Directors, the President, any Vice President, the Secretary, any Assistant Secretary, the Treasurer, any Assistant Treasurer, any Trust Officer or Assistant Trust Officer, or any other officer of the Bank customarily performing functions similar to those performed by any of the above designated officers and also means, with respect to a particular corporate trust matter, any other officer to whom such matter is referred because of his knowledge of and familiarity with the particular subject.

*Securities* means the securities defined in the recital paragraphs herein.

*Security Register* means a register maintained by the Bank on behalf of the Issuer providing for the registration of Securities and of transfers of Securities.

*Stated Maturity* means the date specified in the Ordinance as the fixed date on which the principal of a Security is scheduled to be due and payable.

Section 2.02 Other Definitions.

The terms "Bank", "Issuer", and "Securities" have the meanings assigned to them in the opening paragraph of this Agreement or in the recitals of the Issuer.

The term "Paying Agent/Registrar" refers to the Bank in the performance of the duties and functions of this Agreement.

Section 2.03 Construction of Terms.

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.

ARTICLE THREE
PAYING AGENT

Section 3.01 Duties of Paying Agent.

As Paying Agent, the Bank shall, provided adequate collected funds have been provided to it for such purpose by or on behalf of the Issuer, pay on behalf of the Issuer the interest on each Security when due. The Bank shall compute the amount of interest to be paid each Holder, and shall prepare and send a check in the amount by United States mail (first class postage prepaid) on or prior to each interest payment date, to the Holder of each Security (or Predecessor Securities) whose name appears in the Security Register on the Record Date. Such checks shall be mailed in such manner to such Holder at the address for each such Holder appearing on the Security Register, or shall be transmitted to such Holder on each interest payment date by such other method acceptable to the Bank, requested in writing by, and at the risk and expense of the Holder.

Section 3.02 Payment Dates.

The Issuer hereby instructs the Bank to pay the principal and interest on the Securities at the dates specified in the Ordinance. The Issuer agrees to transfer or to cause to be transferred, in immediately available funds, to the Bank to pay principal and/or interest, either or both, by no later than 4:00 p.m. on the business day immediately preceding the payment dates.

As Paying Agent, the Bank shall, provided adequate collected funds have been provided to it for such purpose by or on behalf of the Issuer, pay on behalf of the Issuer the principal of and interest on each Security when due, by computing the amount of interest to be paid each Holder, preparing the checks and mailing the checks on the payment date, to the Holders of the Securities on the Record Date, addressed to their address appearing on the Security Register.

ARTICLE FOUR
REGISTRAR

Section 4.01 Transfer and Exchange.

The Issuer shall keep at the Bank Office a register (the *Security Register*) in which, subject to such reasonable written regulations as the Issuer may prescribe (which regulations shall be furnished to the Bank herewith or subsequent hereto by Issuer Order), the Issuer shall provide for the registration of the Securities and for transfers of Securities. The Bank is hereby appointed Registrar for the purpose of registering Securities and transfers of Securities as herein provided. The Bank agrees to maintain the Security Register while it is Registrar.

Every Security surrendered for transfer or exchange shall be duly endorsed or be accompanied by a written instrument of transfer, the signature on which has been guaranteed by an officer of a federal or state bank or a member of the Financial Industry Regulatory Authority, in form satisfactory to the Bank, duly executed by the Holder thereof, or his agent, duly authorized in writing.

As a condition to effecting a re-registration, transfer or exchange of the Securities, the Registrar may request any supporting documentation it feels necessary to effect a re-registration,

transfer or exchange of the Securities. To the extent possible and under reasonable circumstances, the Bank agrees that, in relation to an exchange or transfer of Securities, the exchange or transfer by the Holders thereof shall be completed and new Securities delivered to the Holder or the assignee of the Holder in not more than three (3) business days after the receipt of the Securities to be canceled and exchange or transfer and the written instrument of transfer or request for exchange duly executed by the Holder, or his duly authorized agent, in form and manner satisfactory to the Paying Agent/Registrar.

Section 4.02 Certificates.

The Issuer shall provide the Registrar with an adequate inventory of Securities certificates to facilitate transfers. The Bank covenants that it will maintain the Securities certificates in safekeeping and will use reasonable care in maintaining such Securities certificates in safekeeping, which shall not be less than the level of care it maintains for debt securities of other political subdivisions or corporations for which it serves as registrar, or which it maintains for its own securities.

Section 4.03 Form of Security Register.

The Bank as Registrar will maintain the records of the Security Register in accordance with the Bank's general practices and procedures in effect from time to time. The Bank shall not be obligated to maintain such Register in any form other than those which the Bank has currently available and currently utilizes at the time.

The Security Register may be maintained in written form or in any other form capable of being converted into written form within a reasonable time.

Section 4.04 List of Security Holders.

The Bank will provide the Issuer at any time requested by the Issuer, upon payment of any required fee, a copy of the information contained in the Security Register. The Issuer may also inspect the information in the Security Register at any time the Bank is customarily open for business, provided that reasonable time is allowed the Bank to provide an up-to-date listing or to convert the information into written form.

The Bank will not release or disclose the content of the Security Register to any person other than to, or at the written request of, an authorized officer or employee of the Issuer, except upon receipt of a subpoena, court order, or as required by law. Upon receipt of a subpoena or court order the Bank will notify the Issuer so that the Issuer may contest the subpoena or court order, provided such subpoena, court order or lawful request does not prevent the Bank from providing such notice.

Section 4.05 Return of Canceled Securities.

The Bank will destroy all canceled Securities pursuant to the Securities Exchange Act of 1934.

Section 4.06 Mutilated, Destroyed, Lost or Stolen Securities Certificates.

The Issuer hereby instructs the Bank to deliver and issue Securities certificates in exchange for or in lieu of mutilated, destroyed, lost or stolen Securities certificates as long as the same does not result in an over-issuance.

The Bank will issue and deliver a new Security certificate in exchange for a mutilated Security certificate surrendered to it. The Bank will issue a new Security certificate in lieu of a Security certificate for which it received written representation from the Holder that the certificate representing such Security is destroyed, lost, or stolen, without the surrender or production of the original certificate. The Bank will pay on behalf of the Issuer the unpaid principal and premium, if any, of a Security at the Stated Maturity or on the Redemption Date or Acceleration Date, for which it receives written representation that the certificate representing such Security is destroyed, lost, or stolen without the surrender or production of the original certificate.

The Bank will not issue a replacement Security certificate or pay such replacement Security certificate unless there is delivered to the Bank such security or indemnity as it may require (which may be by the Bank's Blanket Lost Original Instrument Bond or similar certifications that may be required by the Bank) to save both the Bank and the Issuer harmless.

On satisfaction of the Bank and the Issuer that a Security certificate has been mutilated, destroyed, lost or stolen, the certificate number on the mutilated, destroyed, lost or stolen Security certificate will be canceled with a notation that it has been mutilated, destroyed, lost or stolen and a new Security certificate will be issued of the same series and of like tenor and principal amount bearing a number (according to the Security Register) not contemporaneously outstanding.

The Bank may charge the Holder the Bank's fees and expenses in connection with issuing a new Security certificate in lieu of or exchange for a mutilated, destroyed, lost, or stolen Security certificate.

The Issuer hereby accepts the Bank's insurance policy, surety, or other form of security from time to time maintained thereby that secures lost, stolen, or destroyed certificates that the Bank may arrange; and agrees that the coverage under any such form of security is acceptable to it and meets the Issuer's requirements as to security or indemnity therefor. The Bank need not notify the Issuer of any changes in the security or other company giving such security or the terms of such form of security. At any time the Bank is customarily open for business, the applicable form of security then utilized for the purpose of lost, stolen, or destroyed certificates by the Bank shall be available for inspection by the Issuer on request. The Issuer hereby accepts the Bank's indemnity to replace the Security certificates destroyed or lost while in the possession or under the control of the Bank.

Section 4.07 Transaction Information to Issuer.

The Bank will, within a reasonable time after receipt of written request from the Issuer, furnish the Issuer information as to the Securities it has paid pursuant to Section 3.01 and Securities it has delivered upon the transfer or exchange of any Securities pursuant to Section 4.01.

ARTICLE FIVE
THE BANK

Section 5.01 Duties of Bank.

The Bank undertakes to perform the duties set forth herein and in the Ordinance and agrees to use reasonable care in the performance thereof.

The Bank is also authorized to transfer funds relating to the closing and initial delivery of the Securities in the manner disclosed in the closing memorandum as prepared by the Issuer's financial advisor, bond counsel, or other agent. The Bank may act on a facsimile or email transmission of the closing memorandum acknowledged by the financial advisor, bond counsel, or the Issuer as the final closing memorandum. The Bank shall not be liable for any losses, costs or expenses arising directly or indirectly from the Bank's reliance upon and compliance with such instructions.

Section 5.02 Reliance on Documents, Etc.

(a) The Bank may conclusively rely, as to the truth of the statements and correctness of the opinions expressed therein, on certificates or opinions furnished to the Bank.

(b) The Bank shall not be liable for any error of judgment made in good faith by a Responsible Officer, unless it shall be proved that the Bank was negligent in ascertaining the pertinent facts.

(c) No provisions of this Agreement shall require the Bank to expend or risk its own funds or otherwise incur any financial liability for performance of any of its duties hereunder, or in the exercise of any of its rights or powers, if it shall have reasonable grounds for believing that repayment of such funds or adequate indemnity satisfactory to it against such risks or liability is not assured to it.

(d) The Bank may rely and shall be protected in acting or refraining from acting upon any resolution, certificate, statement, instrument, opinion, report, notice, request, direction, consent, order, bond, note, security, or other paper or document believed by it to be genuine and to have been signed or presented by the proper party or parties. Without limiting the generality of the foregoing statement, the Bank need not examine the ownership of any Securities but is protected in acting upon receipt of Securities containing an endorsement or instruction of transfer or power of transfer which appears on its face to be signed by the Holder or an agent of the Holder. The Bank shall not be bound to make any investigation into the facts or matters stated in a resolution, certificate, statement, instrument, opinion, report, notice, request, direction, consent, order, bond, note, security or other paper or document supplied by the Issuer. The Bank may act on any order, request, approval or other authority relating to the Securities which is provided by the Issuer through a facsimile or e-mail transmission without the necessity of obtaining an original or executed copy of any such authority.

(e) The Bank may consult with counsel, and the written advice of such counsel or any opinion of counsel shall be full and complete authorization and protection with respect to any action taken, suffered or omitted by it hereunder in good faith and in reliance thereon.

(f) The Bank may exercise any of the powers hereunder and perform any duties hereunder either directly or by or through agents or attorneys of the Bank.

Section 5.03 Recitals of Issuer.

The recitals contained herein and in the Securities shall be taken as the statements of the Issuer, and the Bank assumes no responsibility for their correctness.

The Bank shall in no event be liable to the Issuer, any Holder or Holders of any Security, or any other Person for any amount due on any Security from its own funds.

Section 5.04 May Hold Securities.

The Bank, in its individual or any other capacity, may become the owner or pledgee of Securities and may otherwise deal with the Issuer with the same rights it would have if it were not the Paying Agent/Registrar or any other agent, provided that such dealings do not result in a breach of any duties or agreements imposed by this Agreement.

Section 5.05 Money Held by Bank.

A paying agent account shall at all times be kept and maintained by the Bank for the receipt, safekeeping, and disbursement of money received from the Issuer hereunder for the payment of the Securities, and money deposited to the credit of such account until paid to the Holders of the Securities shall be continuously collateralized by securities or obligations which qualify and are eligible under the laws of the State of Texas to secure and be pledged as collateral for paying agent accounts to the extent such money is not insured by the Federal Deposit Insurance Corporation.

The Bank shall be under no liability for interest on any money received by it hereunder.

Any money deposited with the Bank for the payment of the principal, premium (if any), or interest on any Security and remaining unclaimed for three years after final maturity of the Security has become due and payable will be held by the Bank and disposed of only in accordance with Title 6 of the Texas Property Code (Unclaimed Property).

The Bank will comply with the reporting provisions of Chapter 74 of the Texas Property Code with respect to property that is presumed abandoned under Chapter 72 or Chapter 75 of the Texas Property Code or inactive under Chapter 73 of the Texas Property Code.

Section 5.06 Indemnification.

The Issuer agrees, to the extent it legally may, to indemnify the Bank (including its directors, officers and employees) for, and hold it harmless against, any loss, liability, or expense incurred without negligence or bad faith on its part arising out of or in connection with its acceptance or administration of its duties hereunder, including the cost and expense (including its counsel fees) of defending itself against any claim or liability in connection with the exercise or performance of any of its powers or duties under this Agreement. The foregoing indemnities in this paragraph shall survive the resignation or substitution of the Bank or the termination of this Agreement.

Section 5.07 Interpleader.

The Issuer and the Bank agree that the Bank may seek adjudication of any adverse claim, demands or controversy over its persons as well as funds on deposit, in either a Federal or State District Court located in the State of Texas and County or Counties where either the Bank (Texas offices only) or the Issuer is located, waive personal service of any process, and agree that service of process by certified or registered mail, return receipt requested, shall constitute adequate service. The Issuer and the Bank further agree that the Bank has the right to file a Bill of Interpleader in any court of competent jurisdiction in the State of Texas to determine the rights of any Person claiming interest herein.

Section 5.08 Depository Trust Company.

It is hereby represented and warranted that, in the event the Securities are otherwise qualified and accepted for "Depository Trust Company" services or equivalent depository trust services by other organizations, the Bank has the capability and, to the extent within its control, will comply with the "Operational Arrangements", promulgated from time to time by The Depository Trust Company, which establishes requirements for securities to be eligible for the timeliness of payments and funds availability, transfer turnaround time, and notification of redemptions and calls.

## ARTICLE SIX
## MISCELLANEOUS PROVISIONS

Section 6.01 Amendment.

This Agreement may be amended only by an agreement in writing signed by both of the parties hereof.

Section 6.02 Assignment.

This Agreement may not be assigned by either party without the prior written consent of the other.

Section 6.03 Notices.

Any request, demand, authorization, direction, notice, consent, waiver or other document provided or permitted hereby to be given or furnished to the Issuer or the Bank shall be mailed or delivered to the Issuer or the Bank, respectively, at the addresses shown on the signature page of this Agreement.

Section 6.04 Effect of Headings.

The Article and Section headings herein are for convenience only and shall not affect the construction hereof.

Section 6.05 Successors and Assigns; Merger, Conversion, Consolidation or Succession.

All covenants and agreements herein by the Issuer shall bind its successors and assigns, whether so expressed or not.

Any corporation into which the Bank may be merged or converted or with which it may be consolidated, or any corporation resulting from any merger, conversion, or consolidation to which the Bank shall be a party, or any corporation succeeding to all or substantially all of the corporate trust business of the Bank shall be the successor of the Bank hereunder without the execution or filing of any paper or any further act on the part of either of the parties hereto. In case any Security shall have been registered, but not delivered, by the Bank then in office, any successor by merger, conversion, or consolidation to such authenticating Bank may adopt such registration and deliver the Security so registered with the same effect as if such successor Bank had itself registered such Security.

Section 6.06 Severability.

In case any provision herein, or application thereof, shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions or applications shall not in any way be affected or impaired thereby.

Section 6.07 Benefits of Agreement.

Nothing herein, express or implied, shall give to any Person, other than the parties hereto and their successors hereunder, any benefit or any legal or equitable right, remedy, or claim hereunder.

Section 6.08 Entire Agreement.

This Agreement and the Ordinance constitute the entire agreement between the parties hereto relative to the Bank acting as Paying Agent/Registrar for the Securities, and if any conflict exists between this Agreement and the Ordinance, the Ordinance shall govern.

Section 6.09 Counterparts.

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which shall constitute one and the same Agreement.

Section 6.10 Termination.

This Agreement will terminate on the date of final payment by the Bank issuing its checks for the final payment of principal of, and premium, if any, and interest on the Securities.

This Agreement may be earlier terminated upon 60 days written notice by either party; provided, however, that this Agreement may not be terminated (i) by the Bank until a successor Paying Agent/Registrar that is a national or state banking institution and a corporation or association organized and existing under the laws of the United States of America or of any state which possesses trust powers and is subject to supervision or examination by a federal or state

regulatory agency has been appointed by the Issuer and has accepted such appointment, or (ii) at any time during which such termination might, in the judgment of the Issuer, disrupt, delay, or otherwise adversely affect the payment of the principal, premium, if any, or interest on the Securities. Prior to terminating this Agreement, the Issuer may reasonably require the Bank to show that such termination will not occur during a period described in (ii) above.

The resigning Paying Agent/Registrar may petition any court of competent jurisdiction for the appointment of a successor Paying Agent/Registrar if an instrument of acceptance by a successor Paying Agent/Registrar has not been delivered to the resigning Paying Agent/Registrar within sixty (60) days after the giving of such notice of resignation.

Upon an early termination of this Agreement, the Bank agrees to promptly transfer and deliver the Security Register (or a copy thereof), together with other pertinent books and records relating to the Securities, to the successor Paying Agent/Registrar designated and appointed by the Issuer.

The provisions of Section 1.02 and of Article Five shall survive and remain in full force and effect following the termination of this Agreement.

Section 6.11 Contracts with Companies Engaged in Business with Iran, Sudan or Foreign Terrorist Organizations Prohibited (S.B. 252 85th Texas Legislature).

The Bank represents that neither it nor any of its parent company, wholly- or majority-owned subsidiaries, and other affiliates is a company identified on a list prepared and maintained by the Texas Comptroller of Public Accounts under Section 2252.153 or Section 2270.0201, Government Code. The foregoing representation excludes the Bank and each of its parent company, wholly- or majority-owned subsidiaries, and other affiliates, if any, that the United States government has affirmatively declared to be excluded from its federal sanctions regime relating to Sudan or Iran or any federal sanctions regime relating to a foreign terrorist organization.

Notwithstanding anything contained herein, the representations and covenants contained in this Section shall survive termination of the agreement until the statute of limitations has run.

Section 6.12 Governing Law.

This Agreement shall be construed in accordance with and governed by the laws of the State of Texas and the United States of America.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

CITY OF SCHERTZ, TEXAS

By:_____
Title: City Manager
Address: 1400 Schertz Parkway
Schertz, Texas 78154

BOKF, NA
as Paying Agent/Registrar

By:_____
Title: _____
Address: 5956 Sherry Lane, Suite 900
Dallas, Texas 75225

**Annex A**

Paying Agent/Registrar Fee Schedule

The Initial Certificate shall be registered in the name of _____, which will, upon payment for the Certificates, be cancelled by the Paying Agent/Registrar. The Certificates will then be registered in the name of Cede & Co. (DTC's partnership nominee), under the Book-Entry-Only System.

Cashier's Check of the _____ Bank, _____, Texas, in the amount of $400,000, which represents our Good Faith Deposit (is attached hereto) or (has been made available to you prior to the opening of this Bid), and is submitted in accordance with the terms as set forth in the Official Notice of Sale, said check is to be returned to the Purchaser.

We agree to accept delivery of the Certificates utilizing the Book-Entry-Only System through DTC and make payment for the Initial Certificate in immediately available funds at the Corporate Trust Division, BOKF, NA, Dallas, Texas, not later than 10:00 A.M., Central Time, on Wednesday, October 2, 2024, or thereafter on the date the Certificates are tendered for delivery, pursuant to the terms set forth in the Official Notice of Sale. It will be the obligation of the purchaser of the Certificates to complete and file the DTC Eligibility Questionnaire. The undersigned agrees to the provisions of the Official Notice of Sale under the heading "CONDITIONS OF SALE – ESTABLISHMENT OF ISSUE PRICE" and, as evidenced thereof, agrees to complete, execute, and deliver to the City, by the Delivery Date, a certificate relating to the "issue price" of the Certificates in the form and to the effect attached to or accompanying the Official Notice of Sale, with such changes thereto as may be acceptable to Bond Counsel for the City. (See "CONDITIONS OF SALE – ESTABLISHMENT OF ISSUE PRICE" in the Official Notice of Sale.)

Through submittal of this executed Official Bid Form, the undersigned makes the representations and verifications provided in the Notice of Sale and Bidding Instructions under the heading "ADDITIONAL CONDITIONS OF AWARD -Statutory Representations and Covenants" and "—Texas Attorney General Standing Letter."

For purposes of contracting for the sale of the Certificates, the entity signing the bid form as Purchaser shall be solely responsible for the payment of the purchase price of the Certificates. The Purchaser may serve as a syndicate manager and contract under a separate agreement with other syndicate members. However, the City is not a party to that agreement and any information provided regarding syndicate managers would be for informational purposes only.

Upon notification of conditional verbal acceptance, the undersigned will, if required by applicable Texas law as described in the Official Notice of Sale under the heading "ADDITIONAL CONDITION OF AWARD – DISCLOSURE OF INTERESTED PARTY FORM", complete an electronic form of the Certificate of Interested Parties Form 1295 (the "Disclosure Form") through the Texas Ethics Commission's (the "TEC") electronic portal and the resulting certified Disclosure Form that is generated by the TEC's electronic portal will be printed, signed, and sent by email to the City's financial advisor at mmcliney@samcocapital.com and Bond Counsel at stephanie.leibe@nortonrosefulbright.com. The undersigned understands that the failure to provide the certified Disclosure Form will prohibit the City from providing final written award of the enclosed bid.

Upon acceptance of this bid by the City, the accepted bid and Official Notice of Sale will together comprise a binding contract for purchase between the winning bidder and the City in accordance with their terms. The acceptance of the bid creates a binding contract with a term that extends until the Bonds are taken up and paid for by the Bidder or any earlier termination of this contract in accordance with the terms of the Notice of Sale.

Bidder: _____

By: _____
Authorized Representative

_____
Telephone Number

_____
E-mail Address

ACCEPTANCE CLAUSE

The above and foregoing bid is hereby in all things accepted by the City of Schertz, Texas, subject to and in accordance with the Official Notice of Sale and Official Bid Form, this 3rd day of September 2024.

/s/_____
Mayor,
City of Schertz, Texas

ATTEST:

/s/_____
City Secretary,
City of Schertz, Texas

# GENERAL CERTIFICATE

| | |
|---|---|
| THE STATE OF TEXAS | § |
| | § |
| COUNTIES OF GUADALUPE, | § |
| COMAL, AND BEXAR | § |
| | § |
| CITY OF SCHERTZ | |

THE UNDERSIGNED HEREBY CERTIFY that:

1. The City Council (the Governing Body) of the City of Schertz, Texas (the City) has authorized the issuance of the "CITY OF SCHERTZ, TEXAS COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024", dated September 1, 2024, in the aggregate principal amount of $__,___,___ (the *Obligations*), authorized by an ordinance passed and adopted by the Governing Body on the 3rd day of September, 2024 (the *Ordinance*).

2. The total principal amount of outstanding indebtedness of the City, payable, in whole or in part, from taxes levied under and pursuant to Article XI, Section 5 of the Texas Constitution, including the Certificates, is as follows:

| | |
|---|---|
| Outstanding Tax Obligations | 93,405,000.00 |
| The Obligations | __,___,___ |
| Total Tax Indebtedness | $93,405,000.00 |

A schedule of indebtedness of the City payable, in whole or in part, from taxes is attached hereto as Exhibit A and made a part of this certificate for all purposes.

3. A debt service requirement schedule for all outstanding general obligation indebtedness of the City, including the Obligations, is attached hereto as Exhibit B and made a part of this certificate for all purposes.

4. The City is a duly incorporated Home Rule City, having more than 5,000 inhabitants, operating and existing under the Constitution and laws of the State of Texas and the City's duly adopted home rule charter of the City (the Charter), which Charter has not been changed or amended since the passage of the ordinance authorizing the issuance of the most recently dated, issued, and outstanding obligations designated as "City of Schertz, Texas Combination Tax And Limited Pledge Revenue Certificates Of Obligation, Series 2022A", dated August 1, 2022, in the aggregate principal amount of $18,530,000.

5. The members of the Governing Body of the City are as follows:

| | |
|---|---|
| Ralph Gutierrez | Mayor |
| Mark Davis | Councilmember, Place 1 |
| Michelle Watson | Councilmember, Place 2 |
| Paul Macaluso | Councilmember, Place 3 |
| Tiffany Gibson | Councilmember, Place 4 |
| Robert Westbrook | Councilmember, Place 5 |
| Allison Heyward | Councilmember, Place 6 |

Tim Brown Councilmember, Place 7

6. Steve Williams is the duly appointed, qualified, and acting City Manager of the City.

7. Sheila Edmondson is the duly appointed, qualified, and acting City Secretary of the City.

8. Brian James and Sarah Gonzalez are the duly appointed, qualified, and acting Deputy City Managers of the City.

9. James Walters is the duly appointed, qualified, and acting Director of Finance of the City.

10. The assessed value of all taxable property (net of exemptions) in the City, as shown by the tax rolls for the year 2024, which have been duly approved and are the latest official assessment of taxable property in the City, is as follows:

| | |
|---|---|
| TOTAL ASSESSED TAXABLE VALUES OF REAL AND PERSONAL PROPERTY | $ 6,392,831,995 |

11. All of the meetings held by the City Council pursuant to which any proceedings were passed, adopted, and approved in connection with the Obligations were meetings open to the public for which public notice had been given, all as required by law and particularly Chapter 551, as amended, Texas Government Code.

12. The current rates and charges for utility services furnished by the City's combined utility system (the System) are as set forth in Exhibit C and made a part of this certificate for all purposes.

13. A schedule of the Gross Revenues, Maintenance, and Operating Expenses, and Net Revenues of the System (as shown by the records of the City) for the last five Fiscal Years is attached as Exhibit D and made a part of this certificate for all purposes.

14. No Net Revenues of the System are pledged or encumbered to the payment of any debt or obligation of the City or the System, except in connection with the currently outstanding Limited Pledge Obligations and the Obligations.

15. The City has posted the Notice of Intention to issue the Obligations on the City's website continuously for at least 45 days before the date of sale of the Obligations, being posted on July 9, 2024, in accordance with Section 271.049(a)(2), as amended, Texas Local Government Code. The Notice of Intention is attached hereto as Exhibit F. The URL of such posting on the City's website is as follows: https://www.schertz.com/2125/Public-Notices. A screenshot of the posting on the City's website is attached hereto as Exhibit G.

16. No petition signed by at least 5% of the qualified electors of the City has been filed with the Mayor, the City Secretary, any member of the City Council of the City, or any other

officer of the City protesting the issuance of the Obligations or requesting a referendum election on the question of their issuance and sale.

17. The City is not in default as to any covenant, obligation, or undertaking contained in any ordinance or other document relating to the issuance of any obligations now Outstanding which are payable from and secured by a lien on and pledge of the Net Revenues, and each of the accounts created and established for the sole purpose of paying the principal of and interest on such obligations contains the amount now required to be on deposit therein.

18. The terms Fiscal Year, Gross Revenues, Limited Pledge Obligations, Maintenance and Operating Expenses, Net Revenues, and System, as used in this certificate, have the same meanings as in the Ordinance.

19. The City intends to acquire real property for the purposes of the Project and will obtain an independent appraisal prior to the purchase of such property before expending proceeds of the Obligations pursuant to Section 252.051, as amended, Texas Local Government Code.

20. Additional transcript requirements pursuant to the provisions of Section 1202.008, as amended, Texas Government Code, are attached hereto as Exhibit E.

21. The City has appropriated and will deposit sufficient funds into the Certificate Fund representing currently available and unencumbered funds, and such amount is appropriated for the payment of the first debt service payment on the Obligations on February 1, 2025.

22. To the extent necessary, the City has or will timely notify the Texas Ethics Commission (the TEC) in an electronic format prescribed by the TEC, of the receipt of a complete disclosure of interested parties form and certification of filing from any privately held business entity contracting with the City pursuant to the requirements of the Texas Government Code Section 2252.908 and rules promulgated thereunder.

23. The weighted average maturity of the Obligations is _____ years, which is less than 120% of the average reasonably expected economic life of the assets acquired or constructed with the proceeds of the Obligations calculated pursuant to section 147 of the Code.

24. The Certificate proceeds will not be used for a purpose previously rejected by the voters in a bond election held during the preceding three years.

25. This certificate is made for the benefit of the persons involved with this transaction and the Attorney General of the State of Texas in connection with his examination into and the approval of the Obligations.

WITNESS OUR HANDS AND THE SEAL OF THE CITY OF SCHERTZ, TEXAS, this 3rd day of September, 2024.

CITY OF SCHERTZ, TEXAS

_____
Mayor

_____
City Secretary

(CITY SEAL)

## EXHIBIT A

CURRENTLY OUTSTANDING INDEBTEDNESS PAYABLE FROM TAXES

| | DESCRIPTION | AMOUNT |
|---|---|---|
| 1. | General Obligation Bonds, Series 2007 | $1,200,000.00 |
| 2. | General Obligation Refunding Bonds, Series 2013 | 215,000.00 |
| 3. | General Obligation Refunding Bonds, Series 2014 | 5,475,000.00 |
| 4. | General Obligation Refunding Bonds, Series 2015 | 1,140,000.00 |
| 5. | Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2016A | 1,025,000.00 |
| 6. | Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2016B | 1,000,000.00 |
| 7. | General Obligation Bonds, Series 2016 | 3,830,000.00 |
| 8. | General Obligation Bonds, Series 2017 | 2,825,000.00 |
| 9. | Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2017 | 2,880,000.00 |
| 10. | General Obligation Refunding Bonds, Series 2018 | 2,565,000.00 |
| 11. | General Obligation and Refunding Bonds, Series 2018 | 4,870,000.00 |
| 12. | Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2018 | 7,800,000.00 |
| 13. | Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2019 | 5,510,000.00 |
| 14. | General Obligation Refunding Bonds, Series 2020 | 4,690,000.00 |
| 15. | General Obligation Refunding Bonds, Series 2021 | 5,010,000.00 |
| 16. | Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2022 | 8,725,000.00 |
| 17. | Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2022A | 17,320,000.00 |
| 18. | General Obligation Bonds, Series 2022 | 17,325,000.00 |
| 19. | The Certificates | _____ |
| | TOTAL | $93,405,000.00 |

**EXHIBIT B**

COMBINED DEBT SERVICE SCHEDULE

**EXHIBIT C**

UTILITY RATES

**EXHIBIT D**

SYSTEM OPERATIONS RECORDS

**EXHIBIT E**

ADDITIONAL TRANSCRIPT REQUIREMENTS
Pursuant to Texas Government Code, Section 1202.008

City of Schertz, Texas
Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2024

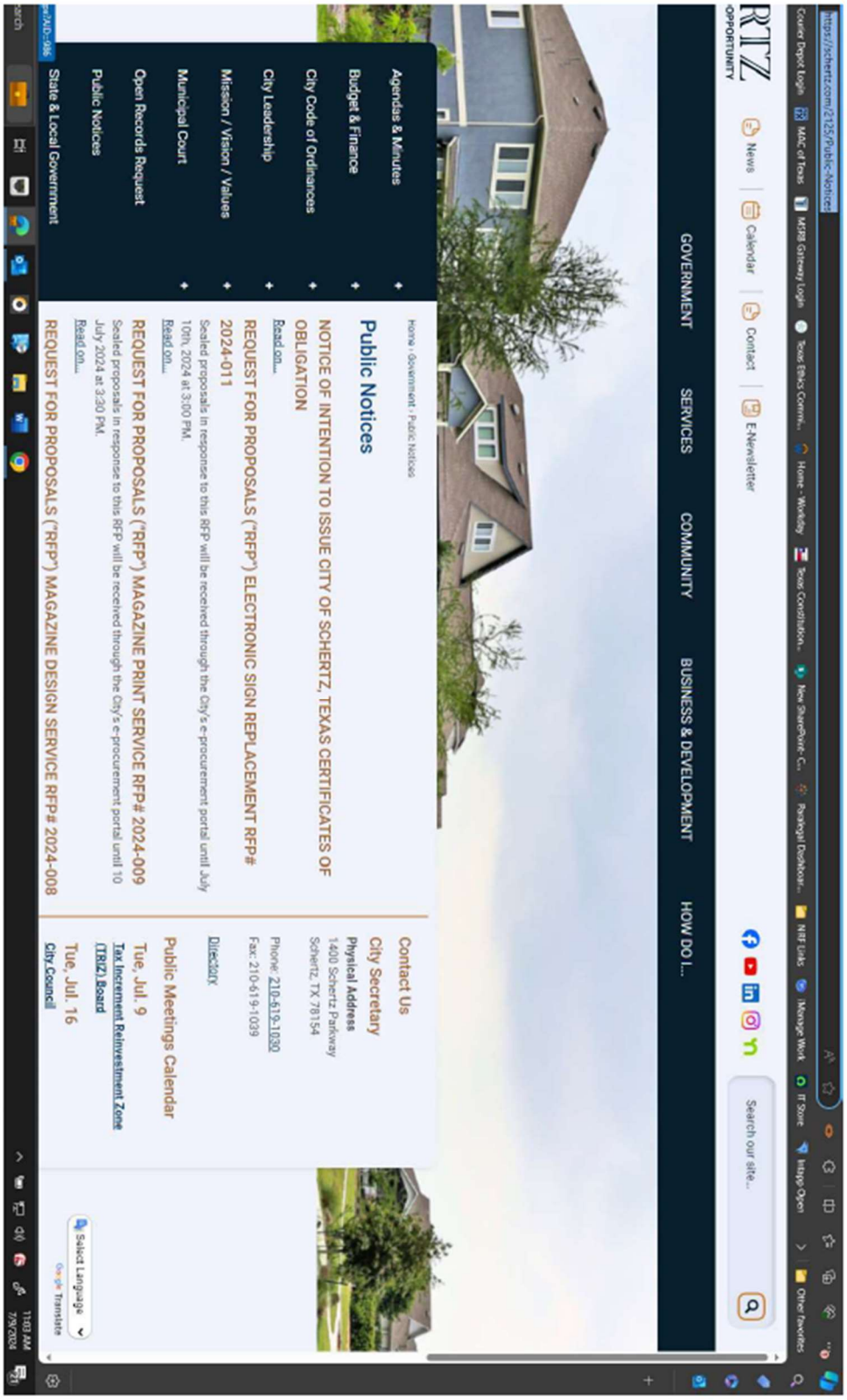
**EXHIBIT F**

NOTICE OF INTENTION TO ISSUE
CITY OF SCHERTZ, TEXAS
CERTIFICATES OF OBLIGATION

NOTICE IS HEREBY GIVEN that the City Council of the City of Schertz, Texas will convene at its regular meeting place in the City Hall in Schertz, Texas, at 6:00 o'clock P.M., Schertz, Texas time on September 3, 2024, and, during such meeting, the City Council will consider the passage of an ordinance or ordinances and take such other actions as may be deemed necessary to authorize the issuance of one or more series of certificates of obligation in an aggregate principal amount not to exceed $20,000,000 for the purpose or purposes of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage and traffic safety signalization and signage incidental thereto; (2) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and (3) the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects. The certificates of obligation (the *Certificates*) will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and from a lien on and pledge of certain revenues derived by the City from the operation of the City's utility system. In accordance with Section 271.049, as amended, Texas Local Government Code, (i) the current principal amount of all of the City's outstanding public securities secured by and payable from ad valorem taxes is $93,405,000; (ii) the current combined principal and interest required to pay all of the City's outstanding public securities secured by and payable from ad valorem taxes on time and in full is $121,152,705.86; (iii) the estimated combined principal and interest required to pay the Certificates to be authorized on time and in full is $29,468,685.51; (iv) the maximum interest rate for the Certificates may not exceed the maximum legal interest rate; and (v) the maximum maturity date of the Certificates to be authorized is August 1, 2044. The Certificates are to be issued, and this notice is given, under and pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code Section 271.041 through Section 271.064, Chapter 1502, as amended, Texas Government Code, and the City's Home Rule Charter.

/s/ Sheila Edmondson
City Secretary,
City of Schertz, Texas

# EXHIBIT G


https://schertz.com/2125/Public-Notices
GOVERNMENT
SERVICES
COMMUNITY
BUSINESS & DEVELOPMENT
HOW DO I...
Search our site...
Agendas & Minutes
Budget & Finance
City Code of Ordinances
City Leadership
Mission / Vision / Values
Municipal Court
Open Records Request
Public Notices
State & Local Government
Home › Government › Public Notices
Public Notices
NOTICE OF INTENTION TO ISSUE CITY OF SCHERTZ, TEXAS CERTIFICATES OF OBLIGATION
Read on...
REQUEST FOR PROPOSALS ("RFP") ELECTRONIC SIGN REPLACEMENT RFP# 2024-011
Sealed proposals in response to this RFP will be received through the City's e-procurement portal until July 10th, 2024 at 3:00 PM.
Read on...
REQUEST FOR PROPOSALS ("RFP") MAGAZINE PRINT SERVICE RFP# 2024-009
Sealed proposals in response to this RFP will be received through the City's e-procurement portal until 10 July 2024 at 3:30 PM.
Read on...
REQUEST FOR PROPOSALS ("RFP") MAGAZINE DESIGN SERVICE RFP# 2024-008
Contact Us
City Secretary
Physical Address
1400 Schertz Parkway
Schertz, TX 78154
Phone: 210-619-1030
Fax: 210-619-1039
Directory
Public Meetings Calendar
Tue, Jul. 9
Tax Increment Reinvestment Zone (TIRZ) Board
Tue, Jul. 16
City Council
Select Language
Google Translate

# SIGNATURE AND NO-LITIGATION CERTIFICATE

| | |
|---|---|
| THE STATE OF TEXAS | § |
| | § |
| COUNTIES OF GUADALUPE, | § |
| COMAL, AND BEXAR | § |
| | § |
| CITY OF SCHERTZ | |

THE UNDERSIGNED HEREBY CERTIFY that:

1. This certificate is executed and delivered with reference to the "CITY OF SCHERTZ, TEXAS COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024", dated September 1, 2024 (the *Certificate Date*), in the aggregate original principal amount of $__,___,___ (the *Certificates*).

2. The Certificates have been duly and officially executed by the undersigned Mayor and City Secretary of the City of Schertz, Texas (the *City*) with their manual or facsimile signatures in the manner appearing hereon, and the undersigned Mayor and City Secretary hereby adopt and ratify their respective signatures in the manner appearing on each of the Certificates in manual or facsimile form, as the case may be, as their true, genuine, and official signatures.

3. On the Certificate Date and on the date hereof, the undersigned were and are the duly chosen, qualified, and acting officers indicated therein and were and are authorized to execute the same.

4. The legally adopted, proper, and official corporate seal of the City is impressed, imprinted, or lithographed on all of the Certificates and is impressed on this certificate.

5. No litigation of any nature is now pending before any federal or state court, or administrative body, or to our knowledge threatened, to which the City is a party that seeks to restrain or enjoin the issuance or delivery of the Certificates or questioning the issuance or sale of the Certificates, or the authority or action of the governing body of the City relating to the issuance or sale of the Certificates, the levy of the tax, or the assessment and collection thereof, to pay the principal of and interest on the Certificates, the collection of certain of the revenues derived from the operation of the City's combined utility system (the *System*), or the imposition of rates and charges with regard to the System, pledged to pay the principal of and interest on the Certificates, or that would otherwise adversely affect in a material manner the financial condition of the City to pay the principal of and interest on the Certificates; and neither the corporate existence or boundaries of the City nor the right to hold office of any member of the governing body of the City or any other elected or appointed official of the City is being contested or otherwise questioned.

6. No petition or other request has been filed with or presented to any official of the City requesting that any proceedings authorizing the issuance of the Certificates adopted by the governing body of the City be submitted to a referendum or other election; no authority or proceeding for the issuance, sale, or delivery of the Certificates by the governing body of the City has been amended, repealed, revoked, rescinded, or otherwise modified since the date of passage

thereof; and all such proceedings and authority relating to the issuance and sale of the Certificates remain in full force and effect as of the date of this certificate.

Authorization of Attorney General to Date Certificate

7. This certificate is submitted pursuant to Title 1, Chapter 53, Texas Administrative Code. Upon the approval of the Certificates by the Attorney General of the State of Texas, he is authorized to date this certificate as of the date of such approval. If any litigation should develop, or if any other event should occur which should make this certificate inaccurate before the Attorney General's approval of the Certificates, we will notify the Attorney General at once by both telephone and facsimile transmission. With this assurance, the Attorney General is entitled to rely on the accuracy of this certificate at the time of approval of the Certificates unless we advise him otherwise.

*[The remainder of this page intentionally left blank]*

EXECUTED AND DELIVERED this _____.

| SIGNATURE | OFFICIAL TITLE |
|---|---|
| _____ | Mayor, City of Schertz, Texas |
| _____ | City Secretary, City of Schertz, Texas |

**(CITY SEAL)**

Before me, on this day personally appeared the foregoing individuals, known to me to be the persons whose names are subscribed to the foregoing instrument and who executed this document in my presence.

Given under my hand and seal of office this ____ day of _____, 2024.

_____
Notary Public, State of Texas

(NOTARY SEAL)

# CERTIFICATE AS TO OFFICIAL STATEMENT

| | |
|---|---|
| THE STATE OF TEXAS | § |
| | § |
| COUNTIES OF GUADALUPE, | § |
| COMAL, AND BEXAR | § |
| | § |
| CITY OF SCHERTZ | |

THE UNDERSIGNED HEREBY CERTIFY to the best of our knowledge and belief that:

1. The descriptions and statements of or pertaining to the City of Schertz, Texas (the *City*) contained in its Official Statement dated September 3, 2024 and any addenda, supplement, or amendment thereto relating to the "CITY OF SCHERTZ, TEXAS COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024", in the aggregate principal amount of $__,___,___ (the *Obligations*), dated September 1, 2024, on the date of such Official Statement, on the date of sale of the Obligations, and on the date of initial delivery of the Obligations, were and are true and correct in all material respects.

2. Insofar as the City and its affairs, including its financial affairs, are concerned, such Official Statement did not and does not contain an untrue statement of a material fact or omit to state a material fact required to be stated therein or necessary to make the statements therein, in the light of the circumstances under which they were made, not misleading.

3. Insofar as the descriptions and statements, including financial data, of or pertaining to entities, other than the City, and their activities contained in such Official Statement are concerned, such statements and data have been obtained from sources which the City believes to be reliable, and the City has no reason to believe that they are untrue in any material respect.

4. Appropriate officials of the City received copies of the Preliminary Official Statement and the Official Statement for the purpose of confirming that the information contained therein, insofar as the City and its officers (including its financial officers) are concerned, is accurate and complete.

5. Except as otherwise described in the Official Statement, there has been no material adverse change in the financial condition of the City since September 30, 2023, the date of the last financial statements of the City appearing in the Official Statement.

*[The remainder of this page intentionally left blank.]*

WITNESS OUR HANDS AND THE SEAL OF THE CITY OF SCHERTZ, TEXAS, on this _____.

CITY OF SCHERTZ, TEXAS

_____
Mayor

ATTEST:

_____
City Secretary

(CITY SEAL)

# CERTIFICATE AS TO TAX EXEMPTION

The undersigned, being the duly chosen and qualified Mayor and City Manager of the City of Schertz, Texas (the *City* or the *Issuer*), hereby certify with respect to the CITY OF SCHERTZ, TEXAS COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024 in the aggregate principal amount of $__,___,___.00 (the *Certificates* or the *Obligations*), as follows:

A. General.

1. For all purposes of this certificate, unless otherwise defined, all defined terms herein shall have the same meaning given to them in the Ordinance and the Regulations (each as defined below).

2. Pursuant to state law and the Ordinance authorizing the issuance of the Obligations, we, along with other officers of the Issuer, are charged with the responsibility for issuing the Obligations.

3. This certificate is made pursuant to Treasury Regulations Sections 1.141 through 1.150 (the *Regulations*), and sections 103 and 141 through 150 of the Internal Revenue Code of 1986, as amended to the date hereof (the *Code*).

4. This certificate is based on the facts and estimates described herein in existence on the this date, which is the date of delivery of the Obligations to and payment for the Obligations by the initial purchasers thereof, and, on the basis of such facts and estimates, the undersigned expects that the future events described herein will occur. To the best knowledge and belief of the undersigned, there are no other facts, estimates, or circumstances which would materially change the following statements, and the expectations hereinafter set forth are reasonable. The Issuer covenants not to take any intentional acts or actions after the Closing Date of the Obligations to earn a Yield upon the investment of the proceeds materially higher than the Yield on the Obligations, except as provided herein, or take any other action or omit to take any action which would change the expectations of the Issuer set forth herein.

5. Terms used and not defined herein have the same meanings given to them in the Ordinance of the Issuer adopted on September 3, 2024 (the *Ordinance*), by the City Council of the City (the *City Council*), authorizing the issuance of the Obligations, or in the Regulations.

6. The City's employer identification number is 74-1469344.

B. Purpose and Size.

1. The Obligations are being issued pursuant to the Ordinance authorizing the issuance of the Obligations for the purpose or purposes of paying contractual obligations of the Issuer to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including

drainage and traffic safety signalization and signage incidental thereto; (2) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and (3) the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects (collectively, the *Project*).

2. The Issuer will, at all times prior to the last Stated Maturity of the Obligations,

(a) exclusively own, operate, and possess all property acquired, constructed, or improved with Gross Proceeds and not use or permit the use of any property acquired, constructed, or improved with Gross Proceeds in any activity carried on by any person or entity (other than a state or local government), *unless* such use is merely as a member of the general public, or

(b) not directly or indirectly impose or accept any charge or other payment for use of Gross Proceeds or any property acquired, constructed, or improved with Gross Proceeds, other than a charge or other payment merely as a member of the general public or interest earned on Investments acquired with Gross Proceeds pending application for their intended purposes, either or both.

(c) Specifically, the property financed or refinanced with the Obligations is not expected to be used (directly or indirectly) in any "private business use" (within the meaning of section 141 of the Code), *i.e.*, a use of facilities in the trade or business of a person, other than a governmental unit or instrumentality thereof. For this purpose a "use" includes use by such person as an owner, lessee, purchaser of output of facilities under a "take and pay" or "take or pay" contract, or manager or independent contractor under certain management or service contracts. Use of the property financed or refinanced by Obligations by the general public is not considered a "use" by nongovernmental persons in trades or businesses. Use of financed or refinanced property by nongovernmental persons in their trades or businesses is treated as general public use only if the property is intended to be available and in fact is reasonably available for use on the same basis by natural persons not engaged in a trade or business. In general, use under an arrangement that conveys priority rights or other preferential benefits is not use on the same basis as the general public. Arrangements providing for use that is available to the general public at no charge or on the basis of rates that are generally applicable and uniformly applied do not convey priority rights or other preferential benefits. For this purpose, rates may be treated as generally applicable and uniformly applied even if -

(i) different rates apply to different classes of users, such as volume purchasers, if the differences in rates are customary and reasonable; or

(ii) a specially negotiated rate arrangement is entered into, but only if the user is prohibited by federal law from paying the generally

applicable rates, and the rates established are as comparable as reasonably possible to the generally applicable rates.

(d) I have been advised that use by a nongovernmental person pursuant to an arrangement, other than an arrangement resulting in ownership of financed property by a nongovernmental person, is not private business use if -

(i) the term of the use under the arrangement, including all renewal options, is not longer than three years for output property and 50 days for other property;

(ii) the arrangement is a negotiated, arm's length arrangement that provides for compensation at fair market value or is based on generally applicable and uniformly applied rates; and

(iii) the property is not financed for a principal purpose of providing that property for use by that nongovernmental person.

(e) I have been further advised that use by a nongovernmental person pursuant to an arrangement, other than an arrangement resulting in ownership of financed property by a nongovernmental person, is not private business use if the contract is a contract with a person who will not resell the output and

(i) the obligations of purchaser to make payments is contingent upon the requirements of a single user; and

(ii) do not obligate the purchaser to make payments that are not contingent on the requirements of the purchaser or obligates the purchaser to have requirements, or require the purchaser not to cease operations.

Contract provisions that require the purchaser to pay reasonable and customary damages (including liquidated damages) in the event of default or to pay a specified amount to terminate the contract while the purchaser has requirements, in each case, provided the payment is reasonably related to the purchaser's obligations to buy requirements that is discharged by the payment.

(f) I have been advised that a wholesale requirements contract will not result in private business use if

(i) the term of the contract, including renewal options, does not exceed the lesser of five years or 30% of the term of the Obligations, or

(ii) the amount of output to be purchased under the contract does not exceed five percent of the available output of the facilities financed by the Obligations.

3. I have been further advised that under Revenue Procedure 97-13, as modified and/or superceded by Revenue Procedure 2017-13 as applicable, the Internal Revenue Service (the "*Service"*) has published guidelines relating to when a favorable

ruling will usually be issued with respect to the lack of private trade or business use where a governmental unit which owns a bond-financed facility enters into a management or service contract with private for-profit persons. Under these guidelines (the "*Management Contract Guidelines"*), a ruling will usually be given to the effect that there is no trade or business use in the situations described in such Revenue Procedure. All present and future management or service contracts relating to the Project entered into between the Issuer and private persons (*i.e.*, persons other than a governmental unit) will comply with the requirements of the Management Contract Guidelines or successor guidelines applicable to the Obligations, unless a written opinion of Norton Rose Fulbright US LLP, or other nationally recognized bond counsel is received to the effect that noncompliance of such management contracts with the Management Contract Guidelines will not cause the loss of the exclusion from gross income provided under section 103(a) of the Code for interest on the Obligations or the treatment of interest on the Obligations as a preference item under section 57 of the Code.

4. The Issuer has not and will not use Gross Proceeds of the Obligations to make or finance loans to any person or entity other than a state or local government. For purposes of the foregoing covenant, Gross Proceeds are considered to be "loaned" to a person or entity if (1) property financed or refinanced, acquired, constructed, or improved with Gross Proceeds is sold or leased to such person or entity in a transaction which creates a debt for federal income tax purposes, (2) capacity in or service from such property is committed to such person or entity under a take-or-pay, output, or similar contract or arrangement, or (3) indirect benefits, or burdens and benefits of ownership, of Gross Proceeds or any property financed or refinanced, acquired, constructed, or improved with Gross Proceeds are otherwise transferred in a transaction which is the economic equivalent of a loan.

5. The Project will be owned, operated, and maintained by the Issuer; and the Issuer has not contracted with any firm, company, or other person or entity to operate and/or maintain the Project for and on behalf of the Issuer. The Issuer does not expect to enter into any contract for the operation, maintenance or management of the Project.

6. There is not as of the date hereof and the Issuer does not anticipate entering into any lease, contract, or other understanding or arrangement with any person other than a state or local governmental unit, pursuant to which the Issuer expects that proceeds of the Obligations or the Project will be used in the trade or business of such person (including all activities of such person who are individuals).

7. The amounts received from the sale of the Obligations, when added to the amount expected to be received from the investment thereof, do not exceed the amounts required to pay the costs of the Project and the costs of issuing the Obligations.

8. No receipts from the sale of the Obligations or amounts received from the investment thereof will be used to pay the principal of or interest on any currently outstanding issue of bonds or other obligations of the Issuer other than the Obligations.

C. Source and Disbursement of Funds.

1. The Certificates are being issued and delivered to _____, _____, _____ as the authorized representative of a group of underwriters at a competitive sale (the *Purchasers*). The Purchasers sold the Certificates to the public for $_____. The Issuer has received as a result of the sale of the Certificates on the date hereof to the Purchasers an amount equal to $_____, being the Issue Price of the Certificates of $_____, less a Purchasers' discount of $_____, plus accrued interest in the amount of $_____.

2. The Purchasers, in the Issue Price Certificate attached hereto as Exhibit A (the *Issue Price Certificate*), and the Municipal Advisor, in the Certificate of Municipal Advisor attached hereto as Exhibit B, have provided certifications to establish that the requirements of the special rule for competitive sales under Section 1.148-1(f)(2)(iii) of the Regulations were satisfied with respect to the Certificates. The Issuer hereby identifies Section 1.148-1(f)(2)(iii) of the Regulations as the rule that applies to determine the issue price of the Certificates.

3. The Issuer has caused the deposit of the proceeds of the Certificates this day as follows:

| Description | AMOUNT |
|---|---|
| Deposit to the Construction Fund | $_____ |
| Deposit to the Certificate Fund (accrued interest) | _____ |
| Pay Costs of Issuing the Certificates, including Purchasers' Discount | _____ |
| TOTAL | $ 0.00 |

4. The amount of $_____ representing accrued interest on the Certificates is being deposited on the date hereof in the "City of Schertz, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2024 Interest and Sinking Fund (the *Certificate Fund*) created by the Ordinance and will be used to pay interest on the Certificates on the first interest payment date of February 1, 2025.

5. Of the proceeds of the Certificates received by the Issuer from the Purchasers, $_____ will be deposited in a separate checking account of the Issuer (the *Construction Account* or *Fund*) to pay costs of the Project, and $_____ will be used to pay the costs of issuance of the Certificates (including the Purchasers' discount of $_____).

6. The Issuer estimates that it will receive $_____ in income or profit from the investment of the amounts deposited to the Construction Fund pending the disbursement of such amounts for the governmental purposes for which the Certificates are being issued. Such amount will be used to pay additional costs of the Project or deposited in the Certificate Fund to pay principal of or interest on the Certificates within one year from the date of receipt.

7. The amount disbursed or set aside to pay costs of issuance of the Certificates will be so used within one month from the date hereof and may be invested without restriction as to Yield until expended as described herein.

D. Temporary Periods and Time for Expenditures.

1. The amount deposited to the Certificate Fund is interest accrued on the Obligations since September 1, 2024, which amount is less that the amount of interest due and payable on the Obligations on February 1, 2025. The Issuer expects to expend the amount of such deposit and all amounts received from the investment thereof to pay interest on the Obligations becoming due on February 1, 2025.

2. Within six months from the date hereof, the Issuer will have incurred binding obligations or commitments in the amount of at least five percent of the principal amount of the Obligations for the Project by entering into contracts for construction, architectural services, engineering services, land acquisition, site development, construction materials, or the purchase of equipment. The Issuer will account for the allocation of the Obligation proceeds to an expenditure not later than 18 months after the later of the date the expenditure is paid or the date the Project is placed in service; but in all events 60 days after the earlier of the fifth anniversary of the date of this Certificate or the retirement of the Obligations.

3. After entering into said contracts, work on the construction or acquisition of the Project will proceed with due diligence to completion, which is expected to occur on, and the proceeds from the sale of the Obligations and investment earnings thereon are expected to be expended by _____, 20__.

4. Based on the foregoing, the Issuer may invest Gross Proceeds, held in the Construction Fund, without regard as to restriction of Yield until October 2, 2027. Thereafter, the Issuer will restrict the Yield on investments of Gross Proceeds held in the Construction Fund to the Yield on the Obligations.

E. Certificate Fund.

1. Pursuant to Section 11 of the Ordinance, the Issuer will levy an ad valorem tax, within the limits prescribed by law, on all taxable property within the jurisdiction of the Issuer and by a lien on and pledge of the Pledged Revenues of the System to pay principal of and interest on the Obligations as such becomes due, and such tax has been pledged to the payment of the Obligations. Amounts collected from such tax for the payment of the principal of and interest on the Obligations are to be deposited to the credit of the Certificate Fund. The Issuer may credit against its required deposits to the Certificate Fund all amounts received from the investment of funds held therein. All money deposited in the Certificate Fund will be used solely to pay the principal of and interest on the Obligations as the same becomes due and payable.

2. Except for that portion of the Certificate Fund, if any, consisting of deposits made to defease in whole or in part the Obligations, the Certificate Fund (i) was created primarily to achieve a proper matching of revenues and debt service with respect to the Obligations within each bond year, beginning on the Closing Date and ending on each anniversary of the Closing Date thereafter until the Obligations are no longer Outstanding and (ii) will be depleted at least once a year except possibly for a carry-over amount not greater than the larger of the preceding bond year's income from the investment thereof or one-twelfth of the debt service paid during the preceding bond year on the Obligations. All amounts deposited to the Certificate Fund will be spent within 13 months of deposit, and all amounts received from investment of such fund will be deposited therein and will be expended within twelve months of receipt. Any amounts held in the Certificate Fund during such periods are expected to be invested by the Issuer without regard as to restriction of Yield. Any amounts held in the Certificate Fund in excess of such periods will be invested at a Yield not to exceed the Yield on the Obligations.

3. All money deposited in the Certificate Fund will be used solely to pay the principal of, and interest on, the Obligations as the same becomes due and payable, and there will be no other funds that will be so used or pledged or otherwise restricted so as to be available with reasonable certainty to be so used.

F. Yield, Rebate and Miscellaneous.

1. The Yield on the Obligations is _____ percent, calculated on the basis of the information provided in the Issue Price Certificate. The Obligations stated to mature on February 1 in each of the years 20__ through 20__ (inclusive) (*Optional Premium Obligations*), are subject to optional early redemption and were issued at a price that exceeds their respective stated redemption prices at maturity by more than .25 percent multiplied by the product of their respective stated redemption prices at maturity and the number of complete years to their respective optional redemption date on February 1, 20__. Accordingly, for purposes of computing Yield on the Obligations, the Optional Premium Obligations were treated as redeemed at their respective stated redemption prices on the optional redemption date of February 1, 20__, which redemption date produces the lowest yield on the Obligations.

2. The Issuer does not expect that the proceeds of the Obligations will be used in a manner that would cause the Obligations to be arbitrage bonds within the meaning of section 148 of the Code.

3. The Issuer has covenanted to account for the Gross Proceeds of the Obligations separately and apart from all other funds of the Issuer from the date hereof.

4. The weighted average maturity of the Obligations is _____ years, which is less than 120% of the average reasonably expected economic life of the assets acquired or constructed with the proceeds of the Obligations.

5. The Issuer reasonably expects that at least 75% of the "Available Construction Proceeds" of the Obligations, as defined in Regulation Section 1.148-7(i), will be allocated to "construction expenditures", as defined in Regulation Section 1.148-7(g) for property which will be owned by the Issuer.

6. The Issuer has not sold nor will it sell any obligations within 15 days of the sale date of the Obligations.

7. Unless the City has qualified for an exception to rebate pursuant to section 148(f)(4) of the Code, not less frequently than each Computation Date, the City has covenanted in the Ordinance to calculate or cause to be calculated by a nationally recognized accounting, financial advisory firm or financial institution, in accordance with rules set forth in section 148(f) of the Code and the Regulations and rulings thereunder, the Rebate Amount. The City has covenanted in the Ordinance to maintain such calculations with the official transcript of the proceedings relating to the issuance of the Obligations until six years after the final Computation Date.

8. The City has covenanted in the Ordinance to pay to the United States the amount described in the preceding paragraph of this Section, at the times, in the installments, to the place, in the manner, and accompanied by such forms or other information as is or may be required by section 148(f) of the Code and the Regulations and rulings thereunder.

G. No Abusive Arbitrage Device.

1. In connection with the issuance of the Obligations, the Issuer has not employed any action which has the effect of overburdening the market for tax-exempt obligations by issuing more obligations, issuing obligations earlier, or allowing obligations to remain outstanding longer than is reasonably necessary to accomplish the governmental purposes of the Obligations.

2. In connection with the issuance of the Obligations, the Issuer has not employed any action which has the effect of enabling the Issuer to exploit the difference between tax-exempt and taxable interest rates to gain a material financial advantage.

H. Written Procedures. This certificate shall constitute written procedures and processes that require the Issuer to insure that, after the Closing Date, the Issuer is in compliance

with the covenants and representations contained herein and the Code and Regulations related to the Obligations and for a period of three (3) years after the Obligations are paid in full will maintain records that show compliance with the covenants and representations contained herein and the Code and Regulations related to the Obligations. The Issuer designates the following officer(s) to have primary responsibility for maintaining post-issuance compliance with the covenants and representations contained herein and the Code and Regulations related to the Obligations:

City Manager

and the following officer(s) shall maintain the records related thereto:

City Manager

Such officers may assign and delegate responsibilities to others as they deem necessary or appropriate.

I. Remedial Action/Voluntary Closing Agreement Program. If the Issuer in complying with the terms and provisions the policies or guidelines set forth herein and the Code and Regulations related to the Obligations determines that the requirements of these policies and guidelines or the Code and Regulations related to the Obligations may have been violated, the Issuer will make final determinations, if necessary with the assistance of its bond and tax counsel and financial advisors, and take appropriate actions related to such noncompliance including, if appropriate, any remedial action described under applicable Regulations or through the Tax Exempt Bonds Voluntary Closing Agreement Program.

*[The remainder of this page intentionally left blank.]*

EXECUTED AND DELIVERED_____.

CITY OF SCHERTZ, TEXAS

_____
Mayor

_____
City Manager

**EXHIBIT A**

Issue Price Certificate

See Tab No. __

**EXHIBIT B**

Certificate of Municipal Advisor

See Tab No. __

Form **8038-G**
(Rev. October 2021)

Department of the Treasury
Internal Revenue Service

# Information Return for Tax-Exempt Governmental Bonds

▶ **Under Internal Revenue Code section 149(e)**
▶ **See separate instructions.**
**Caution:** *If the issue price is under $100,000, use Form 8038-GC.*
▶ **Go to *www.irs.gov/F8038G* for instructions and the latest information.**

OMB No. 1545-0047

## Part I Reporting Authority

Check box if **Amended Return** ▶ ☐

| | |
|---|---|
| **1** Issuer's name<br>**City of Schertz, Texas** | **2** Issuer's employer identification number (EIN)<br>**74-1469344** |
| **3a** Name of person (other than issuer) with whom the IRS may communicate about this return (see instructions) | **3b** Telephone number of other person shown on 3a |
| **4** Number and street (or P.O. box if mail is not delivered to street address) Room/suite<br>**1400 Schertz Parkway** | **5** Report number *(For IRS Use Only)*<br>3 |
| **6** City, town, or post office, state, and ZIP code<br>**Schertz, Texas 78154** | **7** Date of issue<br>**10/02/2024** |
| **8** Name of issue<br>**Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2024** | **9** CUSIP number<br>**806645** ___ |
| **10a** Name and title of officer or other employee of the issuer whom the IRS may call for more information<br>**Mr. Steve Williams, City Manager** | **10b** Telephone number of officer or other employee shown on 10a<br>**210-619-1000** |

## Part II Type of Issue (Enter the issue price.) See the instructions and attach schedule.

| | | | |
|---|---|---|---|
| **11** | Education | **11** | |
| **12** | Health and hospital | **12** | |
| **13** | Transportation | **13** | |
| **14** | Public safety | **14** | |
| **15** | Environment (including sewage bonds) | **15** | |
| **16** | Housing | **16** | |
| **17** | Utilities | **17** | |
| **18** | Other. Describe ▶ | **18** | |
| **19a** | If bonds are TANs or RANs, check only box 19a ▶ ☐ | | |
| **b** | If bonds are BANs, check only box 19b ▶ ☐ | | |
| **20** | If bonds are in the form of a lease or installment sale, check box ▶ ☐ | | |

## Part III Description of Bonds. Complete for the entire issue for which this form is being filed.

| | **(a)** Final maturity date | **(b)** Issue price | **(c)** Stated redemption price at maturity | **(d)** Weighted average maturity | **(e)** Yield |
|---|---|---|---|---|---|
| **21** | | $ | $ | years | % |

## Part IV Uses of Proceeds of Bond Issue (including underwriters' discount)

| | | | | |
|---|---|---|---|---|
| **22** | Proceeds used for accrued interest | | **22** | |
| **23** | Issue price of entire issue (enter amount from line 21, column (b)) | | **23** | |
| **24** | Proceeds used for bond issuance costs (including underwriters' discount) | **24** | | |
| **25** | Proceeds used for credit enhancement | **25** | | |
| **26** | Proceeds allocated to reasonably required reserve or replacement fund | **26** | | |
| **27** | Proceeds used to refund prior tax-exempt bonds. Complete Part V | **27** | | |
| **28** | Proceeds used to refund prior taxable bonds. Complete Part V | **28** | | |
| **29** | Total (add lines 24 through 28) | | **29** | |
| **30** | Nonrefunding proceeds of the issue (subtract line 29 from line 23 and enter amount here) | | **30** | |

## Part V Description of Refunded Bonds. Complete this part only for refunding bonds.

| | | |
|---|---|---|
| **31** | Enter the remaining weighted average maturity of the tax-exempt bonds to be refunded ▶ | years |
| **32** | Enter the remaining weighted average maturity of the taxable bonds to be refunded ▶ | years |
| **33** | Enter the last date on which the refunded tax-exempt bonds will be called (MM/DD/YYYY) ▶ | |
| **34** | Enter the date(s) the refunded bonds were issued ▶ (MM/DD/YYYY) | |

## Part VI Miscellaneous

| | | | |
|---|---|---|---|
| 35 | Enter the amount of the state volume cap allocated to the issue under section 141(b)(5) | 35 | |
| 36a | Enter the amount of gross proceeds invested or to be invested in a guaranteed investment contract (GIC). See instructions | 36a | |
| b | Enter the final maturity date of the GIC ▶ (MM/DD/YYYY) | | |
| c | Enter the name of the GIC provider ▶ | | |
| 37 | Pooled financings: Enter the amount of the proceeds of this issue that are to be used to make loans to other governmental units | 37 | |

38a If this issue is a loan made from the proceeds of another tax-exempt issue, check box ▶ ☐ and enter the following information:

b Enter the date of the master pool bond ▶ (MM/DD/YYYY)

c Enter the EIN of the issuer of the master pool bond ▶

d Enter the name of the issuer of the master pool bond ▶

39 If the issuer has designated the issue under section 265(b)(3)(B)(i)(III) (small issuer exception), check box ▶ ☐

40 If the issuer has elected to pay a penalty in lieu of arbitrage rebate, check box ▶ ☐

41a If the issuer has identified a hedge, check here ▶ ☐ and enter the following information:

b Name of hedge provider ▶

c Type of hedge ▶

d Term of hedge ▶

42 If the issuer has superintegrated the hedge, check box ▶ ☐

43 If the issuer has established written procedures to ensure that all nonqualified bonds of this issue are remediated according to the requirements under the Code and Regulations (see instructions), check box ▶ ☑

44 If the issuer has established written procedures to monitor the requirements of section 148, check box ▶ ☑

45a If some portion of the proceeds was used to reimburse expenditures, check here ▶ ☐ and enter the amount of reimbursement ▶

b Enter the date the official intent was adopted ▶ (MM/DD/YYYY)

**Signature and Consent**

Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that I consent to the IRS's disclosure of the issuer's return information, as necessary to process this return, to the person that I have authorized above.

▶ Signature of issuer's authorized representative Date

▶ **Ralph Gutierrez, Mayor**
Type or print name and title

**Paid Preparer Use Only**

| Print/Type preparer's name | Preparer's signature | Date | Check ☐ if self-employed | PTIN |
|---|---|---|---|---|
| **Peter Smith** | | | | **PO1064740** |

| | | | |
|---|---|---|---|
| Firm's name ▶ | **Norton Rose Fulbright US LLP** | Firm's EIN ▶ | **74-1201087** |
| Firm's address ▶ | **98 San Jacinto Boulevard, Suite 1100, Austin, Texas 78701-4255** | Phone no. | **512-536-3090** |

September 3, 2024

Mr. Tony Hongnoi
BOKF, NA
5956 Sherry Lane, Suite 900
Dallas, Texas 75225

Re: "City of Schertz, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2024", dated September 1, 2024 (the *Certificates*)

Dear Mr. Hongnoi:

The payment for and delivery of the Certificates to the initial purchasers is to occur at your bank. Preliminary to the delivery of the Certificates, the firm of Norton Rose Fulbright US LLP, 98 San Jacinto Boulevard, Suite 1100, Austin, Texas 78701 will receive a single fully-registered certificate in the total principal amount of the Certificates (the *Initial Certificate*) from the Comptroller of Public Accounts of the State of Texas, together with the approving opinion of the Attorney General, for their examination and review. After the examination of the Initial Certificate by such firm, it will be sent to you, and thereupon you are authorized to cancel the Initial Certificate and deliver the Definitive Certificates, if any, to the initial purchasers thereof, or their order, upon payment being made therefor in immediately available funds in accordance with the terms of the Receipt.

When payment for the Initial Certificate has occurred, please transmit the proceeds thereof by the fastest means available in immediately available funds to the Issuer's depository bank and as directed in the Closing Memorandum relating to the closing of the Certificates.

Should any litigation having any effect upon the Initial Certificate develop prior to the time you have received payment for it, I will notify you at once by telephone or by other means of electronic communication. You may thus be assured that there is no such litigation at the time the Initial Certificate is delivered by you unless you have been advised otherwise as provided herein.

*[The remainder of this page intentionally left blank.]*

Thank you for your assistance in this matter.

Very truly yours,

_____

Mayor,
City of Schertz, Texas

**RECEIPT**

| | |
|---|---|
| THE STATE OF TEXAS | § |
| | § |
| COUNTIES OF GUADALUPE, | § |
| COMAL, AND BEXAR | § |
| | § |
| CITY OF SCHERTZ | |

THE UNDERSIGNED HEREBY CERTIFIES that:

1. This receipt is executed and delivered with respect to the "CITY OF SCHERTZ, TEXAS COMBINATION TAX AND LIMITED PLEDGE REVENUE CERTIFICATES OF OBLIGATION, SERIES 2024", dated September 1, 2024, in the aggregate principal amount of $__,___,___ (the *Certificates*). The issuer of the Certificates is the City Council of the City of Schertz, Texas, located in the Counties of Guadalupe, Comal, and Bexar, Texas (the *City*).

2. On the date shown hereof, the Certificates were delivered to the initial purchasers:

_____, _____, _____
as the authorized representative of a group of underwriters at a competitive sale

3. All of the Certificates have been paid for in full by the initial purchasers concurrently with the delivery of this receipt, and the City has received the agreed purchase price for the Certificates, as follows:

| | |
|---|---|
| Principal Amount ..... | $__,___,___.00 |
| Accrued Interest ..... | _____ |
| [Net] Reoffering Premium ..... | _____ |
| Purchasers' Discount..... | (_____) |
| Total Amount Received ..... | $_____ |

4. The undersigned has executed this receipt in the capacity hereinafter shown for and on behalf of the City.

*[The remainder of this page intentionally left blank.]*

EXECUTED AND DELIVERED, this _____.

_____
Mayor,
City of Schertz, Texas

REGISTERED
NO. T-1

REGISTERED
PRINCIPAL AMOUNT
$_____

United States of America
State of Texas
Counties of Guadalupe, Comal, and Bexar
CITY OF SCHERTZ, TEXAS
COMBINATION TAX AND LIMITED PLEDGE REVENUE
CERTIFICATES OF OBLIGATION, SERIES 2024

| Certificate Date: | Interest Rate: | Stated Maturity: | CUSIP No. |
|---|---|---|---|
| September 1, 2024 | As shown below | As shown below | N/A |

REGISTERED OWNER: _____

PRINCIPAL AMOUNT: _____

The City of Schertz, Texas (the *City*), a body corporate and municipal corporation in the Counties of Guadalupe, Comal, and Bexar, State of Texas, for value received, acknowledges itself indebted to and hereby promises to pay to the order of the Registered Owner named above, or the registered assigns thereof, the Principal Amount specified above stated to mature on the first day of February in each of the years and in principal amounts and bearing interest at per annum rates in accordance with the following schedule:

| Years of Stated Maturity | Principal Amounts ($) | Interest Rates (%) |
|---|---|---|
| (Information to be inserted from schedule in Section 2 hereof) | | |

(or so much thereof as shall not have been paid upon prior redemption) and to pay interest on the unpaid Principal Amounts hereof from the Certificate Date specified above, or from the most recent Interest Payment Date (hereinafter defined) to which interest has been paid or duly provided for until the Principal Amount has become due and payment thereof has been made or duly provided for, to the earlier of redemption or Stated Maturity, at the per annum rates of interest specified above, computed on the basis of a 360-day year of twelve 30-day months; such interest being payable on February 1 and August 1 of each year (each, an *Interest Payment Date*), commencing February 1, 2025.

Principal of this Certificate shall be payable to the Registered Owner hereof (the *Holder*), upon its presentation and surrender, to Stated Maturity or prior redemption, while Outstanding, at the corporate trust office of BOKF, NA, Dallas, Texas (the *Paying Agent/Registrar*). Interest shall be payable to the Holder of this Certificate whose name appears on the Security Register maintained by the Paying Agent/Registrar at the close of business on the Record Date, which is the fifteenth day of the month next preceding each Interest Payment Date. All payments of principal of and interest on this Certificate shall be in any coin or currency of the United States of

America which at the time of payment is legal tender for the payment of public and private debts. Interest shall be paid by the Paying Agent/Registrar by check sent on or prior to the appropriate date of payment by United States mail, first-class postage prepaid, to the Holder hereof at the address appearing in the Security Register or by such other method, acceptable to the Paying Agent/Registrar, requested by, and at the risk and expense of, the Holder hereof.

This Certificate is one of the series specified in its title issued in the aggregate principal amount of $__,___,___ (the *Certificates*) pursuant to an Ordinance adopted by the governing body of the City (the *Ordinance*), for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage and traffic safety signalization and signage incidental thereto; (2) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and (3) the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects, under and in strict conformity with the laws of the State of Texas, particularly Chapter 1502, as amended, Texas Government Code, the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code, Section 271.041 through 271.064, and the City's Home Rule Charter.

The Certificates stated to mature on February 1, 20__ and February 1, 20__ are referred to herein as the "Term Certificates". The Term Certificates are subject to mandatory sinking fund redemption prior to their stated maturities from money required to be deposited in the Certificate Fund for such purpose and shall be redeemed in part, by lot or other customary method, at the principal amount thereof plus accrued interest to the date of redemption in the following principal amounts on February 1 in each of the years as set forth below:

| Term Certificates Stated to Mature on February 1, 20__ | | Term Certificates Stated to Mature on February 1, 20__ | |
|---|---|---|---|
| Year | Principal Amount ($) | Year | Principal Amount ($) |

*Payable at Stated Maturity.

The principal amount of a Term Certificate required to be redeemed pursuant to the operation of such mandatory redemption provisions shall be reduced, at the option of the City, by the principal amount of any Term Certificates of such Stated Maturity which, at least 50 days prior to the mandatory redemption date (1) shall have been defeased or acquired by the City and delivered to the Paying Agent/Registrar for cancellation, (2) shall have been purchased and canceled by the Paying Agent/Registrar at the request of the City with money in the Certificate

Fund, or (3) shall have been redeemed pursuant to the optional redemption provisions set forth below and not theretofore credited against a mandatory redemption requirement.

As provided in the Ordinance, the Certificates having Stated Maturities on and after February 1, 20__ shall be subject to redemption prior to Stated Maturity, at the option of the City, on February 1, 20__, or on any date thereafter, as a whole or in part, in principal amounts of $5,000 or any integral multiple thereof (and if within a Stated Maturity selected at random and by lot by the Paying Agent/Registrar), at the redemption price of par plus accrued interest to the date of redemption; provided, however, that at least thirty (30) days prior written notice shall be sent to the Holders of the Certificates to be redeemed by United States mail, first-class postage prepaid, and subject to the terms and provisions relating thereto contained in the Ordinance. If this Certificate is subject to redemption prior to Stated Maturity and is in a denomination in excess of $5,000, portions of the principal sum hereof in installments of $5,000 or any integral multiple thereof may be redeemed, and, if less than all of the principal sum hereof is to be redeemed, there shall be issued, without charge therefor, to the Holder hereof, upon the surrender of this Certificate to the Paying Agent/Registrar at its corporate trust office, a new Certificate or Certificates of like Stated Maturity and interest rate in any authorized denominations provided in the Ordinance for the then unredeemed balance of the principal sum hereof.

If this Certificate (or any portion of the principal sum hereof) shall have been duly called for redemption and notice of such redemption has been duly given, then upon such redemption date this Certificate (or the portion of the principal sum hereof to be redeemed) shall become due and payable, and, if the money for the payment of the redemption price, and the interest accrued on the principal amount to be redeemed to the date of redemption is held for the purpose of such payment by the Paying Agent/Registrar, interest shall cease to accrue and be payable hereon from and after the redemption date on the principal amount hereof to be redeemed. If this Certificate is called for redemption, in whole or in part, the City or the Paying Agent/Registrar shall not be required to issue, transfer, or exchange this Certificate within forty-five (45) days of the date fixed for redemption; provided, however, such limitation of transfer shall not be applicable to an exchange by the Holder of the unredeemed balance hereof in the event of its redemption in part.

The Certificates of this series are payable from the proceeds of an ad valorem tax levied upon all taxable property within the City, within the limitations prescribed by law, and are further payable from and secured by a lien on and pledge of the Pledged Revenues (identified and defined in the Ordinance), being a limited amount of the Net Revenues derived from the operation of the City's combined utility system (the *System*), such lien on and pledge of the limited amount of Net Revenues being subordinate and inferior to the lien on and pledge of such Net Revenues securing payment of any Prior Lien Obligations, Junior Lien Obligations, or Subordinate Lien Obligations hereafter issued by the City. The City has previously authorized the issuance of the currently outstanding Limited Pledge Obligations (identified and defined in the Ordinance) that are payable, in part, from and secured by a lien on and pledge of a limited amount of the Net Revenues of the System in the manner and as described in the ordinances authorizing the issuance of the currently outstanding Limited Pledge Obligations. In the Ordinance, the City reserves and retains the right to issue Prior Lien Obligations, Junior Lien Obligations, Subordinate Lien Obligations, and Additional Limited Pledge Obligations (all as identified and defined in the Ordinance), while the Certificates are Outstanding, without limitation as to principal amount but subject to any terms, conditions or restrictions as may be applicable thereto under law or otherwise.

Reference is hereby made to the Ordinance, a copy of which is on file in the corporate trust office of the Paying Agent/Registrar, and to all of the provisions of which the Holder by his acceptance hereof hereby assents, for definitions of terms; the description of and the nature and extent of the tax levied and the revenues pledged for the payment of the Certificates; the terms and conditions under which the City may issue Prior Lien Obligations, Junior Lien Obligations, Subordinate Lien Obligations, and Additional Limited Pledge Obligations; the terms and conditions relating to the transfer or exchange of the Certificates; the conditions upon which the Ordinance may be amended or supplemented with or without the consent of the Holder; the rights, duties, and obligations of the City and the Paying Agent/Registrar; the terms and provisions upon which this Certificate may be redeemed or discharged at or prior to the Stated Maturity thereof, and deemed to be no longer Outstanding thereunder; and for the other terms and provisions specified in the Ordinance. Capitalized terms used herein without definition have the same meanings assigned in the Ordinance.

This Certificate, subject to certain limitations contained in the Ordinance, may be transferred on the Security Register upon presentation and surrender at the corporate trust office of the Paying Agent/Registrar, duly endorsed by, or accompanied by a written instrument of transfer in form satisfactory to the Paying Agent/Registrar duly executed by the Holder hereof, or his duly authorized agent, and thereupon one or more new fully registered Certificates of the same Stated Maturity, of authorized denominations, bearing the same rate of interest, and of the same aggregate principal amount will be issued to the designated transferee or transferees.

The City and the Paying Agent/Registrar, and any agent of either, shall treat the Holder hereof whose name appears on the Security Register (i) on the Record Date as the owner hereof for purposes of receiving payment of interest hereon, (ii) on the date of surrender of this Certificate as the owner hereof for purposes of receiving payment of principal hereof at its Stated Maturity or its redemption, in whole or in part, and (iii) on any other date as the owner hereof for all other purposes, and neither the City nor the Paying Agent/Registrar, or any such agent of either, shall be affected by notice to the contrary. In the event of a non-payment of interest on a scheduled payment date, and for thirty (30) days thereafter, a new record date for such interest payment (a Special Record Date) will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the City. Notice of the Special Record Date and of the scheduled payment date of the past due interest (the *Special Payment Date* - which shall be fifteen (15) days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States mail, first-class postage prepaid, to the address of each Holder appearing on the Security Register at the close of business on the last business day next preceding the date of mailing of such notice.

It is hereby certified, covenanted, and represented that all acts, conditions, and things required to be performed, exist, and be done precedent to the issuance of this Certificate in order to render the same a legal, valid, and binding obligation of the City have been performed, exist, and have been done, in regular and due time, form, and manner, as required by the laws of the State of Texas and the Ordinance, and that issuance of the Certificates does not exceed any constitutional or statutory limitation; and that due provision has been made for the payment of the principal of, premium if any, and interest on the Certificates by the levy of a tax and collection of Pledged Revenues as aforestated. In case any provision in this Certificate or any application thereof shall be deemed invalid, illegal, or unenforceable, the validity, legality, and enforceability

of the remaining provisions and applications shall not in any way be affected or impaired thereby. The terms and provisions of this Certificate and the Ordinance shall be construed in accordance with and shall be governed by the laws of the State of Texas.

IN WITNESS WHEREOF, the City has caused this Certificate to be duly executed under its official seal.

CITY OF SCHERTZ, TEXAS

By _____
Mayor

ATTEST:

_____
City Secretary

(CITY SEAL)

REGISTRATION CERTIFICATE OF
COMPTROLLER OF PUBLIC ACCOUNTS

| | | |
|---|---|---|
| OFFICE OF THE COMPTROLLER OF PUBLIC ACCOUNTS | § | |
| | § | |
| | § | REGISTER NO. _____ |
| THE STATE OF TEXAS | § | |

I HEREBY CERTIFY that this Certificate has been examined, certified as to validity and approved by the Attorney General of the State of Texas, and duly registered by the Comptroller of Public Accounts of the State of Texas.

WITNESS my signature and seal of office this _____

_____
Comptroller of Public Accounts
of the State of Texas

(SEAL)

ASSIGNMENT

FOR VALUE RECEIVED the undersigned hereby sells, assigns, and transfers unto (Print or typewrite name, address, and zip code of transferee): _____
_____
(Social Security or other identifying number): _____
the within Certificate and all rights thereunder, and hereby irrevocably constitutes and appoints _____ attorney to transfer the within Certificate on the books kept for registration thereof, with full power of substitution in the premises.

DATED: _____

_____
NOTICE: The signature on this assignment must correspond with the name of the registered owner as it appears on the face of the within Certificate in every particular.

Signature guaranteed:

_____

REGISTERED
NO. _____

REGISTERED
PRINCIPAL AMOUNT
$_____

United States of America
State of Texas
Counties of Guadalupe, Comal, and Bexar
CITY OF SCHERTZ, TEXAS
COMBINATION TAX AND LIMITED PLEDGE REVENUE
CERTIFICATES OF OBLIGATION, SERIES 2024

| Certificate Date: | Interest Rate: | Stated Maturity: | CUSIP No. |
|---|---|---|---|
| September 1, 2024 | | | |

REGISTERED OWNER: _____

PRINCIPAL AMOUNT: _____

The City of Schertz, Texas (the *City*), a body corporate and municipal corporation in the Counties of Guadalupe, Comal, and Bexar, State of Texas, for value received, acknowledges itself indebted to and hereby promises to pay to the order of the Registered Owner specified above, or the registered assigns thereof, on the Stated Maturity date specified above, the Principal Amount specified above (or so much thereof as shall not have been paid upon prior redemption) and to pay interest on the unpaid Principal Amount hereof from the Certificate Date specified above, or from the most recent Interest Payment Date (hereinafter defined) to which interest has been paid or duly provided for until such Principal Amount has become due and payment thereof has been made or duly provided for, to the earlier of redemption or Stated Maturity, while Outstanding, at the per annum rate of interest specified above computed on the basis of a 360-day year of twelve 30-day months; such interest being payable on February 1 and August 1 of each year (each, an *Interest Payment Date*), commencing February 1, 2025.

Principal and premium, if any, of this Certificate shall be payable to the Registered Owner hereof (the *Holder*), upon presentation and surrender, at the corporate trust office of the Paying Agent/Registrar executing the registration certificate appearing hereon or a successor thereof. Interest shall be payable to the Holder of this Certificate (or one or more Predecessor Certificates, as defined in the Ordinance hereinafter referenced) whose name appears on the Security Register maintained by the Paying Agent/Registrar at the close of business on the Record Date, which is the fifteenth day of the month next preceding each Interest Payment Date. All payments of principal of and interest on this Certificate shall be in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts. Interest shall be paid by the Paying Agent/Registrar by check sent on or prior to the appropriate date of payment by United States mail, first-class postage prepaid, to the Holder hereof at the address appearing in the Security Register or by such other method, acceptable to the Paying Agent/Registrar, requested by the Holder hereof at the Holder's risk and expense.

This Certificate is one of the series specified in its title issued in the aggregate principal amount of $__,___,___ (the *Certificates*) pursuant to an Ordinance adopted by the governing body

of the City (the *Ordinance*), for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing street improvements (including utilities repair, replacement, and relocation), curbs, gutters, and sidewalk improvements, including drainage and traffic safety signalization and signage incidental thereto; (2) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and (3) the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects, under and in strict conformity with the laws of the State of Texas, particularly Chapter 1502, as amended, Texas Government Code, the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code, Section 271.041 through 271.064, and the City's Home Rule Charter.

The Certificates stated to mature on February 1, 20__ and February 1, 20__ are referred to herein as the "Term Certificates". The Term Certificates are subject to mandatory sinking fund redemption prior to their stated maturities from money required to be deposited in the Certificate Fund for such purpose and shall be redeemed in part, by lot or other customary method, at the principal amount thereof plus accrued interest to the date of redemption in the following principal amounts on February 1 in each of the years as set forth below:

| Term Certificates Stated to Mature on February 1, 20__ | | Term Certificates Stated to Mature on February 1, 20__ | |
|---|---|---|---|
| Year | Principal Amount ($) | Year | Principal Amount ($) |

*Payable at Stated Maturity.

The principal amount of a Term Certificate required to be redeemed pursuant to the operation of such mandatory redemption provisions shall be reduced, at the option of the City, by the principal amount of any Term Certificates of such Stated Maturity which, at least 50 days prior to the mandatory redemption date (1) shall have been defeased or acquired by the City and delivered to the Paying Agent/Registrar for cancellation, (2) shall have been purchased and canceled by the Paying Agent/Registrar at the request of the City with money in the Certificate Fund, or (3) shall have been redeemed pursuant to the optional redemption provisions set forth below and not theretofore credited against a mandatory redemption requirement.

As provided in the Ordinance, the Certificates having Stated Maturities on and after February 1, 20__ shall be subject to redemption prior to Stated Maturity, at the option of the City, on February 1, 20__, or on any date thereafter, as a whole or in part, in principal amounts of $5,000 or any integral multiple thereof (and if within a Stated Maturity selected at random and by lot by the Paying Agent/Registrar), at the redemption price of par plus accrued interest to the date of

redemption; provided, however, that at least thirty (30) days prior written notice shall be sent to the Holders of the Certificates to be redeemed by United States mail, first-class postage prepaid, and subject to the terms and provisions relating thereto contained in the Ordinance. If this Certificate is subject to redemption prior to Stated Maturity and is in a denomination in excess of $5,000, portions of the principal sum hereof in installments of $5,000 or any integral multiple thereof may be redeemed, and, if less than all of the principal sum hereof is to be redeemed, there shall be issued, without charge therefor, to the Holder hereof, upon the surrender of this Certificate to the Paying Agent/Registrar at its corporate trust office, a new Certificate or Certificates of like Stated Maturity and interest rate in any authorized denominations provided in the Ordinance for the then unredeemed balance of the principal sum hereof.

If this Certificate (or any portion of the principal sum hereof) shall have been duly called for redemption and notice of such redemption has been duly given, then upon such redemption date this Certificate (or the portion of the principal sum hereof to be redeemed) shall become due and payable, and, if the money for the payment of the redemption price, and the interest accrued on the principal amount to be redeemed to the date of redemption is held for the purpose of such payment by the Paying Agent/Registrar, interest shall cease to accrue and be payable hereon from and after the redemption date on the principal amount hereof to be redeemed. If this Certificate is called for redemption, in whole or in part, the City or the Paying Agent/Registrar shall not be required to issue, transfer, or exchange this Certificate within forty-five (45) days of the date fixed for redemption; provided, however, such limitation of transfer shall not be applicable to an exchange by the Holder of the unredeemed balance hereof in the event of its redemption in part.

The Certificates of this series are payable from the proceeds of an ad valorem tax levied upon all taxable property within the City, within the limitations prescribed by law, and are further payable from and secured by a lien on and pledge of the Pledged Revenues (identified and defined in the Ordinance), being a limited amount of the Net Revenues derived from the operation of the City's combined utility system (the *System*), such lien on and pledge of the limited amount of Net Revenues being subordinate and inferior to the lien on and pledge of such Net Revenues securing payment of any Prior Lien Obligations, Junior Lien Obligations, or Subordinate Lien Obligations hereafter issued by the City. The City has previously authorized the issuance of the currently outstanding Limited Pledge Obligations (identified and defined in the Ordinance) that are payable, in part, from and secured by a lien on and pledge of a limited amount of the Net Revenues of the System in the manner and as described in the ordinances authorizing the issuance of the currently outstanding Limited Pledge Obligations. In the Ordinance, the City reserves and retains the right to issue Prior Lien Obligations, Junior Lien Obligations, Subordinate Lien Obligations, and Additional Limited Pledge Obligations (all as identified and defined in the Ordinance), while the Certificates are Outstanding, without limitation as to principal amount but subject to any terms, conditions or restrictions as may be applicable thereto under law or otherwise.

Reference is hereby made to the Ordinance, a copy of which is on file in the corporate trust office of the Paying Agent/Registrar, and to all of the provisions of which the Holder by his acceptance hereof hereby assents, for definitions of terms; the description of and the nature and extent of the tax levied and the revenues pledged for the payment of the Certificates; the terms and conditions under which the City may issue Prior Lien Obligations, Junior Lien Obligations, Subordinate Lien Obligations, and Additional Limited Pledge Obligations; the terms and conditions relating to the transfer or exchange of the Certificates; the conditions upon which the

Ordinance may be amended or supplemented with or without the consent of the Holder; the rights, duties, and obligations of the City and the Paying Agent/Registrar; the terms and provisions upon which this Certificate may be redeemed or discharged at or prior to the Stated Maturity thereof, and deemed to be no longer Outstanding thereunder; and for the other terms and provisions specified in the Ordinance. Capitalized terms used herein without definition have the same meanings assigned in the Ordinance.

This Certificate, subject to certain limitations contained in the Ordinance, may be transferred on the Security Register upon presentation and surrender at the corporate trust office of the Paying Agent/Registrar, duly endorsed by, or accompanied by a written instrument of transfer in form satisfactory to the Paying Agent/Registrar duly executed by the Holder hereof, or his duly authorized agent, and thereupon one or more new fully registered Certificates of the same Stated Maturity, of authorized denominations, bearing the same rate of interest, and of the same aggregate principal amount will be issued to the designated transferee or transferees.

The City and the Paying Agent/Registrar, and any agent of either, shall treat the Holder hereof whose name appears on the Security Register (i) on the Record Date as the owner hereof for purposes of receiving payment of interest hereon, (ii) on the date of surrender of this Certificate as the owner hereof for purposes of receiving payment of principal hereof at its Stated Maturity or its redemption, in whole or in part, and (iii) on any other date as the owner hereof for all other purposes, and neither the City nor the Paying Agent/Registrar, or any such agent of either, shall be affected by notice to the contrary. In the event of a non-payment of interest on a scheduled payment date, and for thirty (30) days thereafter, a new record date for such interest payment (a Special Record Date) will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the City. Notice of the Special Record Date and of the scheduled payment date of the past due interest (the *Special Payment Date* - which shall be fifteen (15) days after the Special Record Date) shall be sent at least five (5) business days prior to the Special Record Date by United States mail, first-class postage prepaid, to the address of each Holder appearing on the Security Register at the close of business on the last business day next preceding the date of mailing of such notice.

It is hereby certified, covenanted, and represented that all acts, conditions, and things required to be performed, exist, and be done precedent to the issuance of this Certificate in order to render the same a legal, valid, and binding obligation of the City have been performed, exist, and have been done, in regular and due time, form, and manner, as required by the laws of the State of Texas and the Ordinance, and that issuance of the Certificates does not exceed any constitutional or statutory limitation; and that due provision has been made for the payment of the principal of, premium if any, and interest on the Certificates by the levy of a tax and collection of Pledged Revenues as aforestated. In case any provision in this Certificate or any application thereof shall be deemed invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions and applications shall not in any way be affected or impaired thereby. The terms and provisions of this Certificate and the Ordinance shall be construed in accordance with and shall be governed by the laws of the State of Texas.

IN WITNESS WHEREOF, the City has caused this Certificate to be duly executed under its official seal.

CITY OF SCHERTZ, TEXAS

By _____
Mayor

ATTEST:

_____
City Secretary

(CITY SEAL)

REGISTRATION CERTIFICATE OF PAYING AGENT/REGISTRAR

This Certificate has been duly issued under the provisions of the within-mentioned Ordinance; the Certificate or Certificates of the above-entitled and designated series originally delivered having been approved by the Attorney General of the State of Texas and registered by the Comptroller of Public Accounts, as shown by the records of the Paying Agent/Registrar.

Registered this date:

BOKF, NA, DALLAS, TEXAS, as Paying Agent/Registrar

_____

By: _____
Authorized Signature

ASSIGNMENT

FOR VALUE RECEIVED the undersigned hereby sells, assigns, and transfers unto (Print or typewrite name, address, and zip code of transferee): _____
_____
(Social Security or other identifying number): _____
the within Certificate and all rights thereunder, and hereby irrevocably constitutes and appoints _____ attorney to transfer the within Certificate on the books kept for registration thereof, with full power of substitution in the premises.

DATED: _____

_____
NOTICE: The signature on this assignment must correspond with the name of the registered owner as it appears on the face of the within Certificate in every particular.

Signature guaranteed:

_____

**Schertz, City of**
**Tax Rate Impact Analysis - $60,000,000 New Debt for General Fund Capital Improvement Projects**
**$20,000,000 CO, Series 2024 & $40,000,000 CO, Series 2026**
**June 4, 2024**

| Tax Rate | 2021 | 2022 | 2023 |
|---|---|---|---|
| M&O | 0.3517 | 0.3470 | 0.3324 |
| I&S | 0.1604 | 0.1480 | 0.1548 |
| Total | 0.5121 | 0.4950 | 0.4872 |

2023 Ending I&S Fund Balance $ 1,113,858

| FYE | Freeze Adjusted TAV [1] | Annual Growth Rate | Existing Debt Service [2] | $60,000,000 Capital Improvement Plan: Plus: $20MM Series 2024 [3] | Plus: $40MM Series 2026 [3] | Total Debt Service | Less: Use of Fund Balance and Other Resources [4] | Net Debt Service | I&S [5] |
|---|---|---|---|---|---|---|---|---|---|
| 2024 | $ 5,559,609,265 | | $ 8,517,945 | | | $ 8,517,945 | $ 100,000 | $ 8,417,945 | 0.1548 |
| 2025 | 5,938,577,478 | 6.8% | 7,680,215 | $ 2,508,604 | | 10,188,819 | 1,000,000 | 9,188,819 | 0.1547 |
| 2026 | 6,146,427,690 | 3.5% | 7,559,309 | 2,507,063 | | 10,066,371 | 550,000 | 9,516,371 | 0.1548 |
| 2027 | 6,361,552,659 | 3.5% | 7,382,293 | 1,358,759 | $ 2,000,000 | 10,741,052 | 870,000 | 9,871,052 | 0.1552 |
| 2028 | 6,584,207,002 | 3.5% | 7,237,715 | 1,360,084 | 2,000,000 | 10,597,799 | 400,000 | 10,197,799 | 0.1549 |
| 2029 | 6,814,654,247 | 3.5% | 6,471,228 | 1,360,022 | 2,585,000 | 10,416,250 | 100,000 | 10,316,250 | 0.1514 |
| 2030 | 7,053,167,146 | 3.5% | 6,468,694 | 1,358,572 | 2,945,000 | 10,772,266 | 100,000 | 10,672,266 | 0.1513 |
| 2031 | 7,300,027,996 | 3.5% | 6,577,225 | 1,360,619 | 3,484,875 | 11,422,719 | 100,000 | 11,322,719 | 0.1551 |
| 2032 | 7,300,027,996 | 0.0% | 5,419,556 | 1,356,163 | 3,487,500 | 10,263,219 | 100,000 | 10,163,219 | 0.1392 |
| 2033 | 7,300,027,996 | 0.0% | 4,954,550 | 1,360,088 | 3,485,875 | 9,800,513 | 100,000 | 9,700,513 | 0.1329 |
| 2034 | 7,300,027,996 | 0.0% | 4,357,706 | 1,357,278 | 3,484,875 | 9,199,859 | 100,000 | 9,099,859 | 0.1247 |
| 2035 | 7,300,027,996 | 0.0% | 4,366,919 | 1,357,734 | 3,484,250 | 9,208,903 | 100,000 | 9,108,903 | 0.1248 |
| 2036 | 7,300,027,996 | 0.0% | 4,373,378 | 1,356,341 | 3,488,625 | 9,218,344 | 100,000 | 9,118,344 | 0.1249 |
| 2037 | 7,300,027,996 | 0.0% | 3,354,291 | 1,357,981 | 3,487,750 | 8,200,022 | - | 8,200,022 | 0.1123 |
| 2038 | 7,300,027,996 | 0.0% | 2,719,900 | 1,357,541 | 3,486,500 | 7,563,941 | - | 7,563,941 | 0.1036 |
| 2039 | 7,300,027,996 | 0.0% | 2,426,713 | 1,359,903 | 3,484,625 | 7,271,241 | - | 7,271,241 | 0.0996 |
| 2040 | 7,300,027,996 | 0.0% | 2,233,194 | 1,359,953 | 3,486,750 | 7,079,897 | - | 7,079,897 | 0.0970 |
| 2041 | 7,300,027,996 | 0.0% | 2,234,231 | 1,357,691 | 3,487,500 | 7,079,422 | - | 7,079,422 | 0.0970 |
| 2042 | 7,300,027,996 | 0.0% | 2,236,950 | 1,358,000 | 3,486,625 | 7,081,575 | - | 7,081,575 | 0.0970 |
| 2043 | 7,300,027,996 | 0.0% | - | 1,360,650 | 3,488,750 | 4,849,400 | - | 4,849,400 | 0.0664 |
| 2044 | 7,300,027,996 | 0.0% | - | 1,355,641 | 3,483,625 | 4,839,266 | - | 4,839,266 | 0.0663 |
| 2045 | 7,300,027,996 | 0.0% | - | - | 3,485,875 | 3,485,875 | - | 3,485,875 | 0.0478 |
| 2046 | 7,300,027,996 | 0.0% | - | - | 3,485,000 | 3,485,000 | - | 3,485,000 | 0.0477 |
| Total | | | $ 96,572,010 | $ 29,468,686 | $ 65,309,000 | $ 191,349,696 | | $ 187,629,696 | |

[1] *Assessed value growth projected as shown in column to the right. City has grown at an average annual rate of 8.67% over the past 10 years.*

[2] *Reflects the General Fund supported debt as reflected in the City's latest debt model.*

[3] *Preliminary, subject to change. Interest calculated at 4.625% for series 2024 and 5% for series 2026 for illustrative purposes only.*

[4] *Reflects the City's ongoing $100,000 annual support from YMCA relative to Series 2016 COs and I&S Fund Balance.*

***Bold denotes hardcoded or final information rather than formulaic.***

**Agenda No. 8.**

**CITY COUNCIL MEMORANDUM**

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Finance** |
| **Subject:** | **Ordinance 24-T-153 - Authorizing adjustments to the FY 2023-24 Budget. *First Reading* (S.Gonzalez/J.Walters)** |

**BACKGROUND**

The City Budget for FY 2023-24 was approved by Ordinance 23-T-18. The budget can be modified by council authorization when necessary throughout the year. As previously directed, staff will try to limit the number of budget adjustments that come to council throughout the year by bundling different budget requests together in one adjustment ordinance. This adjustment will adjust budgets of multiple departments as needed, including to fund projects as previously authorized by City Council.

First, the payment to the Sedona Tax Increment Refinancing Zone (TIRZ) was higher than expected by $80,758. This adjustment will increase the Economic Development Budget.

Parks's budget will be adjusted up by $110,000 for the impact of the Classification and Compensation Study and job progression program implementation, as well as $47,766 for the mowing contract update that occurred midyear. Other Parks adjustments include $30,000 for health insurance selections during the last open enrollment and $52,000 in supplies used to make repairs and do maintenance on parks.

The Pool budget will increase $30,000 for water usage.

Event Facilities' personnel budget will increase $80,000 due to an employee being budgeted to a different department and $16,000 for health insurance selections. This department also needs to budget an additional $20,000 in temporary employment services for additional assistance used in FY 2023-24.

The Library's budget will increase $20,000 for health insurance selections.

The Fire Department's budget will increase $800,000 in overtime for state deployments. This is fully reimbursed by the state and will be covered by an additional $800,000 coming in from the state.

Legal Services will increase by $20,000 to cover additional legal services seen in the current year.

The Fleet budget will increase $59,000 for a vehicle ordered and approved in FY 2022-23 but that did not arrive until this current year. It will also increase its motor vehicle supply line by $100,000 and outside collision repair by $17,000 for the repairs done. Also included would be $28,000 in a generator rental for the public safety buildings.

The Facilities budget will increase $40,000 for a vehicle ordered and approved in FY 2022-23 but that did not arrive until this current year.

These General Fund adjustments will be offset by the additional $700,000 in new commercial building permits and an additional $50,524 in residential permit revenue in addition to the $800,000 state reimbursement for fire deployment services. These revenues have already received more than the original budget and these amounts were all included in the year-end projections.

For the Capital Recovery Sewer Fund, an additional $1,860,000 will be budgeted for Woman Hollering Creek Sewer Trunk Line. The construction contracts have already been approved and this was the selected funding source. Since the last capital recovery allocation, the sewer impact fees have raised an additional $1,860,000 that can be assigned to the project. Remaining funding to close the project is estimated to be $424,000 which will be collected and assigned to the project in FY 2024-25.

**GOAL**

To adjust the budget and align additional revenues to expenditures for FY 2023-24.

**COMMUNITY BENEFIT**

To maintain a complete and balanced budget as identified as a goal in the City's Strategic Plan and that meets State and Charter requirements.

**SUMMARY OF RECOMMENDED ACTION**

Staff recommends approval of Ordinance 24-T-153

**FISCAL IMPACT**

General Fund
Expenditures Budgets:
Parks: $239,766
Pools: $ 30,000
Event Facilities: $116,000
Library: $ 20,000
Legal: $ 20,000
EDC/TIRZ: $ 80,758
Fleet: $204,000
Facilities: $ 40,000
Fire: $800,000
Total Expenditures: **+$1,550,524**

Revenue Budget:
State Reimbursement: $800,000
New Commercial Permits: $700,000
New Residential Permits: $ 50,524
Total Revenue: **+$1,550,524**

Capital Recover Sewer:
Transfer to Woman Hollering Creek from reserves: $1,860,000

**RECOMMENDATION**

Staff recommends approval of Ordinance 24-T-153

**Attachments**

Ordinance 24-T-153 Budget Adjustment FY 2023-24

**ORDINANCE NO. 24-T-153**

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN ADJUSTMENT TO THE FISCAL YEAR 2023-2024 BUDGET, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, pursuant to Ordinance 23-T-18, the City of Schertz (the "**City**") adopted the budget for the City for the fiscal year 2023-2024 (the "**Budget**), which provides funding for the City's operations throughout the 2023-2024 fiscal year; and

**WHEREAS**, the City needs to authorized budget amounts of $3,410,512.00 for expenditures approved by contract or direction during the 2023-24 Fiscal Year ; and

**WHEREAS**, City staff recommends that the City Council of the City adjust the Budget and approve the ordinance; and

**WHEREAS**, the City Council of the City has determined that it is in the best interest of the City to adjust the and re-authorize the funds as more fully set forth in this Ordinance.

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

Section 1. The City shall increase the Parks Budget by $239,766.00 for impact of the Classification & Compensation Study and job progression program implementation, update to the mowing contract, health insurance selections, and supplies used in repairs and maintenance of parks.

Section 2. The City shall increase the Pool Division Budget by $30,000.00 for water usage.

Section 3. The City shall increase the Event Facilities' Budget by $116,000.00 due to not funding personnel adequately in the budgeting process, health insurance selections, and use of temporary employment services.

Section 4. The City shall increase the Library Budget by $20,000.00 for health insurance selections.

Section 5. The City shall increase the Legal Services Budget by $20,000.00 for additional legal services used during FY 2023-24.

Section 6. The City shall increase the Economic Development Department's General Fund Budget by $80,758 for the additional amount of the Tax Increment Reinvestment Zone's (TIRZ) annual contribution.

Section 7. The City shall increase the Fleet Department Budget by $204,000 for a vehicle ordered and approved in FY 2022-23 but arrived in FY 2023-24, generator rental for Public Safety buildings, and vehicle repairs.

Section 8. The City shall increase the Facility Maintenance Budget by $40,000 for a vehicle ordered and approved in FY 2022-23 but arrived in FY 2023-24.

Section 9. The City shall increase the Fire Department Budget by $800,000 in overtime expenditures related to deployments that is fully reimbursed by the state.

Section 10. The City shall increase the Capital Recovery-Sewer Budget by $1,860,000.00 to allocate additional funds to the Woman Hollering Wastewater Trunk Line project from wastewater impact fee reserves.

Section 11. The City shall recognize an additional $800,000.00 in state fire deployment reimbursements, $700,000 in additional new commercial building permits, and $50,524.00 in additional new residential building permits.

Section 12. 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 13. 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 14. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 15. 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 16. 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 17. This Ordinance shall be effective upon the date of final adoption hereof 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

**Agenda No. 9.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Internal Services** |
| **Subject:** | **Resolution 24-R-93 - Authorizing the City Manager to contract with OpenGov, Inc., Inc. for an asset management software program (B.James/D.Hardin-Trussell)** |

## BACKGROUND

City departments such as IT, Fleet and Facilities are currently using multiple asset management software programs such as QuarterMaster, ManagerPlus, and WebQA, to manage fixed assets citywide. These current programs are not equipped to provide accurate statistical data, they do not have geographic mapping, are no longer supported by the company, or no longer functioning per design. City departments decided to explore a new asset management software system that will meet the needs of departments such as Fleet, Facilities, IT, Parks, and Public Works in work order submittals, tracking current assets, statistics, and geographic location of assets.

The City issued a solicitation for proposal (RFP) from qualified firms with demonstrated competence and experience in Asset Management systems. Thirteen (13) proposals were received in response to the solicitation. Proposals were reviewed by key City stakeholders (Fleet, Facilities, IT, Parks, and Public Works), and scored initially based on criteria including cost, proposer's experience, qualifications, reputation, quality of proposed services and responsiveness of the proposal. The top four ranked firms were invited for demonstrations via teams.

After the demonstrations, the evaluation team unanimously recommends awarding the contract to OpenGov, Inc. as the best-value for the City. Best value determination is outlined in the supporting document (2024-005 Bid Tab and Final Rankings). In summary, OpenGov was ranked highest following demonstrations due to its ease of use, highly customizable features and the numerous additional features provided above what other vendors offer.

## GOAL

The goal of the project is to provide an asset management system that will allow city staff to accurately keep track of work orders, allow internal and external customers to submit a work order, accurately obtain statistical data on our assets, allow staff to keep an accurate account of the number of fixed assets the City maintains, and place barcodes or QR codes on each fixed asset for geolocation purposes.

## COMMUNITY BENEFIT

The new system will better serve the City staff to manage assets more efficiently and effectively, while giving Schertz residents an easy way to report issues to the City.

## SUMMARY OF RECOMMENDED ACTION

Approval of resolution 24-R-93

## FISCAL IMPACT

The fiscal impact for the new Asset Management Software program with OpenGov, Inc. will be:
One-Time implementation fee: $156, 204 plus the first year software cost of $96,450 for a total year 1 cost of $252,654.
Year 2 software cost is $101,272,50, year 3 software cost is $106,336.13, year 4 software cost is $111,652.93, year 5 software cost is $117,235.58.
The first year cost will come out of the funds allocated to replacing the financial software and subsequent year's annual costs will be included in the Information Technology Departments base budget.

**RECOMMENDATION**

Staff recommends that City Council authorize a contract with OpenGov, Inc. for an asset management system.

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**Attachments**

Resolution 24-R-93

2024-005 Bid Tab and Final Rankings

OpenGov Cost Proposal

**RESOLUTION NO. 24-R-93**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE CITY MANAGER TO CONTRACT WITH OPENGOV, INC. FOR AN A NEW ASSET MANAGEMENT SYSTEM.**

**WHEREAS,** the Schertz Internal Services Department has a need to purchase a new asset management software to assist in tracking work orders and fixed assets; and

**WHEREAS,** the Schertz Internal Service Department solicited proposals from qualified vendors for asset management systems; and

**WHEREAS,** after extensive analysis of the responses provide by each of the thirteen (13) prospective vendors, City staff is confident OpenGov, Inc. can provide the best service at the best value; and

**WHEREAS,** the City of Schertz will fund the purchase of OpevGov, Inv. through the approved 2023-2024 annual budget.

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

Section 1. The City Council hereby authorizes a contract with OpenGov, Inc. for a new asset management system.

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:

_____
Sheree Courney, Deputy City Secretary

**RFP 2024-005 - Asset Management Software**
**FINAL RANKINGS**

| | Clovity | PSD Citywide | Netcon | OpenGov |
|---|---|---|---|---|
| Initial Ranking | 4 | 1 | 2 | 3 |

Before Demo & **including** cost consideration (weighted 30%)

| | | | | |
|---|---|---|---|---|
| Initial Ranking | 5 | 2 | 3 | 1 |

Before Demo & **excluding** cost consideration (weighted 30%)

| | | |
|---|---|---|
| Final Ranking | Unanimous Group Selection (IT, Fleet, Facilities, PW, Parks) | 1 |

After Demo - see notes below

| | |
|---|---|
| **NOTES:**<br><br>*Best Value Procurement as authorized by TX LGC Section 252.043*<br><br>Best Value considerations include (not exhaustive):<br><br>the reputation of the bidder and of the bidder's goods or services<br>-<br>the quality of the bidder's goods or services<br>-<br>the extent to which the goods or services meet the municipality's needs | CLOVITY<br>* Software is actually called Atlassian<br>* Can set work orders to be assigned to a specific person<br>* Able to create knowledge base task that explain how you're supposed to complete a specific reoccurring task<br>* Personalized dashboards by department or role<br>*Customer forms can be created per department<br>*Can set up the system based on role, category, department, etc.<br>* Can set up Service level agreements (SLA), example oil change will be completed in a week. Dashboard report will show if it was met or not<br>* Can create a relationship between assets<br>* License is not required for individuals to submit a ticket<br><br>PSD CITYWIDE<br>* Has customer resource management tool: property history, work order history about customers.<br>* Staff can log in and track the status of their request<br>* Able to categorize search when navigating through inventory module<br>* Profiles for each asset is specialized<br>* Ability to rate 0-poor to 5-low: Overall projected condition; risk rating; and age-based condition (can set standardize ratings)<br>* Can attach pictures, map, warranties, user manuals<br>* Able to track insurance, warranty, lease<br>* Demo vehicle, building, road<br>* Able to track replacement cost<br>* Able to have a form on our city web site for work order request<br>* Can assign work orders<br>* Opinion: a lot of features, a lot of clicks, very complex. Not user friendly.<br><br>NETCON<br>* Partner with Esri/GIS system<br>* Dashboard appeared busy<br><br>OPENGOV<br>* Landing page (dashboard) is easy to read. Provides stats. Users can customize it to what info they want to see. Example: Director can monitor all 3 departments stats<br>* Unlimited users<br>* If you don't have internet connection, still able to access the system in an offline mode and the sync information once you regain internet connection<br>* Can export charts, graphs, reports to excel<br>* Easy 3 step process to build your own information: what are you trying to build (chart or graph)? What do you want for data? How do you want to name it and do you want to share with others?<br>* Home/status bar shows Dashboard, request, work, assets, resources, reports.<br>**See attached page for additional features offered by OpenGov** |

| | |
|---|---|
| Best-Value Award Recommendation: | OpenGov |

| | |
|---|---|
| **ADD'L NOTES:** | OPENGOV - ADDITIONAL FEATURES<br>**Under Request tab:**<br>* Website request can flow into the system under the request module (able to filter, label request, and color coordinate per requester)<br>* Can get a quick snapshot of the request that shows you how many calls rcvd for that issue, whats the priority, and any associated task(Great feature for 311 when taking calls & can see the history)<br>**Under Work tab:**<br>* Shows planned work, in progress work, PM task, completed work – Calendar feature that will show all work options…is shareable<br>* Able to narrow your "work" search by employee, not assigned to, and will show on calendar<br>* The calendar is live/interactive. Able to reassign task to another day.<br>**Under Assets tab:**<br>* Can filter, sort, display data by asset<br>**Under Resource tab:**<br>* Fleet can see labor, crews, material, material location, order, vendor<br>* Example: If you use the material on 5 different equipment's, it will show a list of the equipment's<br>**Under Reports:**<br>* Can automate reports to run and send<br>* Work task and work orders (projects)<br>* Prepopulates next steps that are required within a work order<br>* Example: Water main break. Have to locate, then it auto populates barricade, flush, and patch task. It will automatically send a notification to the respective departments that a task is pending<br>* Can set up activities/work orders to repeat every year (ie. Jubilee) assignments/activities will carry over<br>* PW can create a future work order for incoming subdivisions with to-do list and continuously add work task to it<br>* Work orders can be used to be reactive or proactive<br>* Notifications to the requester can be customized<br>* Can set notifications for internal users for new request that come in, can set a filter for high priorities<br>*Can also send notifications to residents |

# Initial Rankings

**PROJECT#** **2024-005**
**PROJECT NAME:** **Asset Management System**

**INSTRUCTIONS:** Enter a number 0 through 4 for each category for each proposer.You may use 0.25 increments if necessary.
0 = Not Compliant, 1 = Poor, 2 = Fair, 3 = Good, 4 = Excellent
**You may NOT enter a number higher than 4.0. An explanation is required for a score of 0**

| Criteria | Points | PSD Citywide Inc | Apptricity | Clovity | Ensight Plus | Eptura | Hexagon Asset Lifecycle | Netcon LLC | OpenGov Inc | RICEFW | Ron Turley Associates | Tyler Technologies | Verizon | Vitech Technology LLC |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Financial Consideration | 35 | $217,630.27 | $508,425.50 | $350,265.59 | $753,400.00 | $413,895.00 | $704,496.00 | $526,000.00 | $689,152.00 | $350,000.00 | $272,045.00 | $1,032,526.66 | $999,999.00 | $266,431.81 |
| | | **35.00** | **14.98** | **21.75** | **10.11** | **18.40** | **10.81** | **14.48** | **11.05** | **21.76** | **28.00** | **7.38** | **7.62** | **28.59** |
| Proposer's Qualifications, Abilities, and References | 30 | 3.33 | 3.04 | 2.96 | 2.46 | 2.50 | 2.67 | 3.33 | 3.63 | 2.04 | 2.08 | 3.29 | 1.67 | 1.54 |
| | | **25.00** | **22.81** | **22.19** | **18.44** | **18.75** | **20.00** | **25.00** | **27.19** | **15.31** | **15.63** | **24.69** | **12.50** | **11.56** |
| Quality of Proposed Services | 30 | 3.42 | 2.79 | 2.75 | 2.63 | 2.46 | 2.50 | 3.46 | 3.58 | 2.17 | 2.04 | 3.42 | 1.54 | 1.50 |
| | | **25.63** | **20.94** | **20.63** | **19.69** | **18.44** | **18.75** | **25.94** | **26.88** | **16.25** | **15.31** | **25.63** | **11.56** | **11.25** |
| Responsiveness of Proposal | 5 | 3.54 | 3.08 | 2.96 | 2.71 | 2.50 | 2.71 | 3.21 | 3.33 | 2.21 | 2.17 | 3.13 | 1.67 | 1.33 |
| | | **4.43** | **3.85** | **3.70** | **3.39** | **3.13** | **3.39** | **4.01** | **4.17** | **2.76** | **2.71** | **3.91** | **2.08** | **1.67** |
| **Average Total %** | **100** | 90.05 | 62.59 | 68.26 | 51.62 | 58.72 | 52.95 | 69.43 | 69.28 | 56.09 | 61.65 | 61.60 | 33.76 | 53.07 |
| **Rank** | | 1.00 | 5.00 | 4.00 | 12.00 | 8.00 | 11.00 | 2.00 | 3.00 | 9.00 | 6.00 | 7.00 | 13.00 | 10.00 |

**Top 4 Ranked = Demo Invites**

| Company | 3 year | year 4-5 | Total | NOTES |
|---|---|---|---|---|
| **PSD Citywide** | | | $ 217,630.27 | |
| **Clovity** | $ 212,718.90 | $ 137,546.69 | $ 350,265.59 | |
| **Netcon, LLC** | $ 370,000.00 | $ 156,000.00 | $ 526,000.00 | |
| **OpenGov** | $ 460,263.00 | $ 228,889.00 | $ 689,152.00 | **Higest Rated After Demo** |

# Cost Proposal

**Proposer must complete and return the Cost Proposal (ref. Section 6 of the RFP), as part of its proposal. In the Cost Proposal, the Proposer should describe in detail (a) the total fees for the entire scope of the Services; and (b) the method by which the fees are calculated. The fees must be inclusive of all associated costs for delivery, labor, insurance, taxes, overhead, and profit.**

**The City will not recognize or accept any charges or fees to perform the Services that are not specifically stated in the Cost Proposal.**

**Proposal of: OpenGov**

**To: The City of Schertz**

**RFP Title: ASSET MANAGEMENT SYSTEM**

**RFP#: 2024-005**

Having carefully examined all the specifications and requirements of this RFP and any attachments thereto, the undersigned proposes to furnish the services required pursuant to the above-referenced Request for Proposal upon the terms quoted below.

## Pricing for Services:

**In the Cost Proposal, Proposer should describe each significant phase in the process of providing the Services to the City, and the time period within which Proposer proposes to be able to complete each such phase.**

OpenGov plans to deliver these services in one continuous project made up of 2 significant phases. Each of the two phases will address implementation, configuration, training and best practices related to core system set up and 4 Asset Domains (8 total) per phase. Each phase shall take roughly 8 months to complete for a total of 16 months for total project completion. There are 3 significant events that make up each phase (Note, there will be weekly engagements and remote implementation between these larger events).

3 Main Events (Per Phase):

- **Requirements Gathering:** Provide a three-day (3-day) onsite requirement gathering workshop to increase our understanding of Customer business and functional goals. Through workshops and interviews, OpenGov will identify best fit scenarios for OpenGov Asset Management and provide a brief including any challenges as well as

recommendations for OpenGov Asset Management best practices relevant to Customer implementation

- **Train-The Trainer:** Provide a three-day (3-day) onsite "train-the-trainer" training event. The training agenda will be defined and agreed upon by both OpenGov and Customer project manager. To avoid redundancy, and to utilize service time efficiently, training may cover a subset of the assets listed in the Asset section of the scope
- **Go-Live:** Provide a remote, up to eight (8) hours, web conferences, to be utilized for Go-Live Support. The agenda will be defined, and agreed upon, by both Customer and OpenGov's project managers. Topics may include any of the following: Refresher training for items listed in the scope of work, Software and process support for staff during production roll out, Field Layout, and Report configuration guidance, if applicable

Proposed Project Timeline:

| Phase 1 | Deliverable | Month 1 | Month 2 | Month 3 | Month 4 | Month 5 | Month 6 | Month 7 | Month 8 |
|---|---|---|---|---|---|---|---|---|---|
| Initiate | Project Preparation and Kick Off | | | | | | | | |
| Validate | Requirements Gathering, Project Workbook | | | | | | | | |
| Configure | Test conversion, Test integration, Start Up Data upload, GIS integrations | | | | | | | | |
| Train | Train the Trainer, Advanced trainings, Weekly Q&A | | | | | | | | |
| Launch | Go Live Readiness, Production Cut over, Go Live Support, Project Closure | | | | | | | | |
| Customer is responsible for attending the kick off of each phase, providing any necessary data for each phase, participating in working sessions during active phases, and signing off on deliverables at the end of each phase. | | | | | | | | | |

| Phase 2 | Deliverable | Month 9 | Month 10 | Month 11 | Month 12 | Month 13 | Month 14 | Month 15 | Month 16 |
|---|---|---|---|---|---|---|---|---|---|
| Initiate | Project Preparation and Kick Off | | | | | | | | |
| Validate | Requirements Gathering, Project Workbook | | | | | | | | |
| Configure | Test conversion, Test integration, Start Up Data upload, GIS integrations | | | | | | | | |
| Train | Train the Trainer, Advanced trainings, Weekly Q&A | | | | | | | | |
| Launch | Go Live Readiness, Production Cut over, Go Live Support, Project Closure | | | | | | | | |
| Customer is responsible for attending the kick off of each phase, providing any necessary data for each phase, participating in working sessions during active phases, and signing off on deliverables at the end of each phase. | | | | | | | | | |

Sample Statement of Work (SOW) included as an attachment.

**Complete Project Price: This price shall include all labor, materials, implementation, training, deployment, and maintenance fees required for a three-year base contract, plus pricing for Years 4 & 5:**

**Three Year Base Contract: $460,263**

**Pricing Year 4: $111,653**

**Pricing Year 5: $117,236**

## Cost Proposal Methodology

**This section shall detail the individual line-item prices that were used to calculate the Complete Project Price to include, but not limited to: Software Licensing, Software Maintenance, Hardware, Implementation, Training, Deployment, etc. This information can be included as a separate attachment, as needed.**

**City of Schertz, TX Cost Proposal Methodology**

| OpenGov Asset Management | | | |
|---|---|---|---|
| **Item** | **Description** | **Cost** | **Payment Schedule** |
| **Software Services** | | | |
| **Asset Management Suite** | Platform<br>Asset Management<br>Work Orders<br>Resource Management<br>Analytics & Reporting<br>Unlimited Users<br>Asset Builder | **$28,500** | Annual |
| **Domains** | Parks & Rec<br>Transportation<br>Water Distribution<br>Wastewater Collection<br>Signals<br>Stormwater<br>Walkability<br>Facilities | **$7,125**<br>**$9,975**<br>**$9,975**<br>**$7,125**<br>**$5,700**<br>**$7,125**<br>**$5,700**<br>**$9,975** | Annual |
| **Comcate 311** | 311/CRM solution for resident requests and communication. | **$5,250** | Annual |
| **Integrations Included** | GIS, Comcate 311 | **Included** | |
| **Integrations Not Included** | We need additional detail regarding the following integrations to properly scope and price them.<br>- WebQA<br>- Manager Plus<br>- QuarterMaster | **Estimated $3,500-$5,500** | Annual |
| **Professional Services Fee** | | | |
| **Software Implementation** | Initiation, Best Practices, Configuration, Validation, Training, Deployment, and Project Completion of the above solutions.<br><br>**2 Phases:** 3 main events (Requirements Gathering, Train-The-Trainer, Go-Live) Per Phase. Each phase will take roughly 8 months. Onsite time included. | **$145,004** | One-Time |

| | | | |
|---|---|---|---|
| **Estimated Onsite Expense Reimbursements** | Two 3-Day On-sites per phase for Requirements Gathering and Train-the-Trainer Events. For a total of 12 Days Onsite. Implementation Staff Travel and Lodging expenses **not to exceed amount.**<br><br>City of Schertz, TX to approve all expenses | **$11,200** | One-Time |
| **Integrations Not Included** | We need additional detail regarding the following integrations to properly scope and price them.<br>- WebQA<br>- Manager Plus<br>- QuarterMaster | **Estimated $11k- $58k per system** | One-Time |
| **Data Conversions Not Included** | Data Conversion from other Systems is subject to additional scoping to identify the type of data to be converted (i.e. Work history, cost information, asset information, etc.)<br>- WebQA<br>- Manager Plus<br>- Quarter Master | **Estimated $11k-$23k Per system** | One-Time |
| **Post-Deployment Training & Support** | | | |
| **Standard Support** | Account Management: Designated human resource to support your journey as an OpenGov user with training, adoption, best practices, and general assistance throughout the OpenGov partnership<br><br>Technical Support via telephone, chat, e-mail, and platform case | **Included** | Annual |
| **OpenGov University** | Online resource of thousands of training videos, white papers, help topics, and more, available 24/7. | **Included** | Annual |

| Term | Software | Implementation | Total |
|---|---|---|---|
| **Year 1** | **$96,450** | **$156,204** | **$252,654** |
| **Year 2** | **$101,272.50** | **-** | **$101,272.50** |
| **Year 3** | **$106,336.13** | **-** | **$106,336.13** |
| **Year 4** | **$111,652.93** | **-** | **$111,652.93** |
| **Year 5** | **$117,235.58** | **-** | **$117,235.58** |

*Implementation One-Time Fee **Subject to a Scope Consultation**
*Billing table includes all expenses except for items specifically called out about and highlighted in orange.
*All OpenGov contracts are subject to a 5% annual uplift

**Agenda No. 10.**

**CITY COUNCIL MEMORANDUM**

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Public Affairs** |
| **Subject:** | **Resolution 24-R-103 - Authorizing the City Manager to enter into an Agreement with My House of Design for Graphic Design Services. (S.Gonzalez/L.Klepper/D.Christensen)** |

## BACKGROUND

Created in 2008, Schertz Magazine is a monthly popular lifestyle, entertainment, and community events publication wholly owned and operated by the City of Schertz and produced internally by the Schertz Public Affairs Department. It serves as the primary dissemination source for government information for a growing city of over 43,000 residents. Schertz Magazine has a monthly circulation of 16,000 copies and reaches over 60,000 people.

The Parks and Rec Fun Guide was created in the spring of 2018 and highlights all the exciting events, programs, and recreational opportunities in the City of Schertz. The Fun Guide is produced three times a year.

The Popular Annual Financial Report (PAFR) was created in 2024 and highlights annual achievements by departments as well as city financial information. The PAFR is produced annually in the spring.

The current graphic design services agreement with My House of Design expires on September 30, 2024. In order to secure a new agreement for graphic design services, a formal procurement (RFP) for printing services was published on June 17, 2024 with a closing date of July 10, 2024. A total of three firms submitted bids and City staff from Public Affairs and the Library evaluated the bids. The bids were scored on several criteria to include the firm's qualifications, abilities, and references, the quality of proposed services, the responsiveness of the proposal and the overall price. After evaluation, the scores were compiled, and My House of Design was the highest scoring firm with a proposed annual cost of $55,993.00 for graphic design services for Schertz Magazine, the Parks and Rec Fun Guide and the PAFR. Magazine costs are offset by advertising revenue which is projected to be $125,000.00 annually.

City staff believes that My House of Design offers the best qualified proposal based on the evaluation criteria and recommends City Council authorize the City Manager to enter into a contract with My House of Design for graphic design services for Schertz Magazine as well as the Parks & Recreation Guides and the PAFR.

## GOAL

The City desires to enter into an agreement with My House of Design for graphic design services. The scope of work will include graphic design and layout of monthly editions of Schertz Magazine, (3) Parks & Rec FUN Guides and the Popular Annual Financial Report.

## COMMUNITY BENEFIT

Staff can continue to communicate the City's message(s) to Schertz residents through Schertz Magazine, the City's largest and most successful communication tool. Schertz residents will continue to receive Schertz Magazine, Parks and Rec Fun Guides, and the PAFR.

**SUMMARY OF RECOMMENDED ACTION**

Staff recommends Council approval of Resolution 24-R-103 authorizing the City Manager to enter into a three-year agreement with the option to renew for two (2) additional terms of one (1) year each with My House of Design for graphic design services.

**FISCAL IMPACT**

Expenditures under this agreement will be based on the price list included in the attached agreement. The design of Schertz Magazine will be funded through available and approved funding in the Public Affairs Design Services budget. The design of Parks and Rec Fun Guides and the PAFR will be funded through available and approved funding in the Public Affairs Professional Services budget. The annual cost for graphic design services for Schertz Magazine, Parks and Rec FUN Guide, and the PAFR is estimated to be $55,993.00.

**RECOMMENDATION**

Staff recommends Council approval of Resolution 24-R-103.

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**Attachments**

Resolution 24-R-103 with attachments

Graphic Design Services RFP Bid Tabulation and Cost Analysis

**RESOLUTION NO. 24-R-103**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH MY HOUSE OF DESIGN FOR GRAPHIC DESIGN SERVICES AND OTHER MATTERS IN CONNECTION THEREWITH**

WHEREAS, the Public Affairs Department is charged with the responsibility of maintaining the City of Schertz publications such as Schertz Magazine, Parks & Rec FUN Guide, and the Popular Annual Financial Report; and

WHEREAS, in order to fulfill its responsibility as set forth above, the City has identified a need for graphic design services; and

WHEREAS, bids were received through the sealed bidding process and My House of Design was the highest rated firm based on the evaluation criteria and is the best overall value for the City; and

WHEREAS, City staff has recommended that the City accept the bid proposal from My House of Design for graphic design services; and

WHEREAS, the City Council has determined that it is in the best interest of the City to contract with My House of Design pursuant to the recommendation made by Public Affairs Staff.

**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 My House of Design for graphic design services (in attached 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 3rd day of September, 2024.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

**ATTACHMENT A**

SERVICE AGREEMENT

# CITY OF SCHERTZ

## SERVICE AGREEMENT

**THE STATE OF TEXAS §**
**§**
**GUADALUPE COUNTY §**

This Service Agreement ("Agreement") is made and entered by and between the City of Schertz, Texas, (the "City") a Texas municipality, and My House of Design ("Contractor").

**Section 1. Duration**
This Agreement shall become effective upon the date of the final signature affixed hereto and shall remain in effect through September 30, 2027 with the option to renew for 2 (two) additional terms of 1 (one) year each unless terminated as provided for in this Agreement.

**Section 2. Scope of Work**

(A) Contractor shall perform the Work as more particularly described in the Scope of Work attached hereto as Exhibit "A". The work as described in the Scope of Work constitutes the "Project".

(B) The Quality of Work provided under this Agreement shall be of the level of quality performed by Contractors regularly rendering this type of service.

(C) The Contractor shall perform its Work for the Project in compliance with all statutory, regulatory and contractual requirements now or hereafter in effect as may be applicable to the rights and obligations set forth in the Agreement.

(D) The Contractor may rely upon the accuracy of reports and surveys provided to it by the City except when defects should have been apparent to a reasonably competent Contractor or when it has actual notice of any defects in the reports and surveys.

**Section 3. Compensation**

(A) The Contractor shall be paid in full upon completion of the project or in the manner set forth in Exhibit "A" and as provided herein.

(B) *Billing Period.* Subject to Chapter 2251, Texas Government Code (the "Prompt Payment Act"), payment is due within thirty (30) days of the City's receipt of the Contractor's invoice. Interest on overdue payments shall be calculated in accordance with the Prompt Payment Act.

(C) *Reimbursable Expenses.* Any and all reimbursable expenses related to the Project shall be included in the scope of Work (Exhibit A) and accounted for in the total contract amount.

(D) *Payments Subject to Future Appropriation.* This Agreement shall not be construed as a commitment, issue, pledge or obligation of any specific taxes or tax revenues for payment to Contractor.

(1) All payments or expenditures made by the City under this Agreement are subject to the City's appropriation of funds for such payments or expenditures to be paid in the budget year for which they are made.

(2) The payments to be made to Contractor, or other expenditures under this Agreement, if paid, shall be made solely from annual appropriations of the City as may be legally set aside for the implementation of Article III, Section 52-a of the Texas Constitution or Chapter 380 of the Texas Local Government Code or any other economic development or financing program authorized by statute or home rule powers of the City under applicable Texas law, subject to any applicable limitations or procedural requirements.

(3) In the event the City does not appropriate funds in any fiscal year for payments due or expenditures under this Agreement, the City shall not be liable to Contractor for such payments or expenditures unless and until appropriation of said funds is made; provided, however, that Contractor, in its sole discretion, shall have the right but not the obligation to terminate this Agreement and shall have no obligations under this Agreement for the year in respect to which said unappropriated funds relate.

(4) To the extent there is a conflict of this Section and any other language or covenants in this Agreement, this Section 3 shall control.

**Section 4. <u>Time of Completion</u>**

The prompt completion of the Work under the Scope of Work relates is critical to the City. Unnecessary delays in providing Work under a Scope of Work shall be grounds for dismissal of the Contractor and termination of this Agreement without any or further liability to the City other than a prorated payment for necessary, timely, and conforming work done by Contractor prior to the time of termination.

*(A) Liquidated Damages*

Contractor and Owner recognize that time is of the essence as stated above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in the Scope of Work, plus any extensions thereof allowed in accordance with the Contract. The Contractor acknowledges and recognizes that the Owner is entitled to full and beneficial occupancy and use of the completed work following expiration of the Contract Time. The Contractor further acknowledges and agrees that, if the Contractor fails to substantially, or cause the Substantial Completion of any portion of the Work within the Contract time, the Owner will sustain actual damages because of such failure. The exact amount of such damages will be difficult to ascertain. Therefore, the Owner and Contractor agree that, if the Contractor shall neglect, fail, or refuse to achieve substantial completion of the Work by the Substantial Completion date, subject to proper extension granted by the Owner, then the Contractor agrees to pay the Owner the sum of **Six hundred dollars ($600.00) per day** for each day in which such Work is not completed, not as penalty, but as liquidated damages, for the damages ("Liquidated Damages") that would be suffered by Owner as a result of delay for each and every calendar day that the Contractor shall have failed to have completed the Work as required herein. The Liquidated Damages shall be in lieu of any and all other damages which may be incurred by Owner as a result of the failure of Contractor to complete within the Contract Time.

**Section 5. Insurance**

Before commencing work under this Agreement, Contractor shall obtain and maintain the liability insurance provided for below throughout the term of the Project plus an additional two years. Contractor shall provide evidence of such insurance to the City. Such documentation shall meet the requirements noted in Exhibit B.

Contractor shall maintain the following limits and types of insurance:

Workers Compensation Insurance: Contractor shall carry and maintain during the term of this Agreement, workers compensation and employers' liability insurance meeting the requirements of the State of Texas on all the Contractor's employees carrying out the work involved in this contract.

General Liability Insurance: Contractor shall carry and maintain during the term of this Agreement, general liability insurance on a per occurrence basis with limits of liability not less than $1,000,000 for each occurrence and for fire damage. For Bodily Injury and Property Damage, coverage shall be no less than $1,000,000. As a minimum, coverage for Premises, Operations, Products and Completed Operations shall be $2,000,000. This coverage shall protect the public or any person from injury or property damages sustained by reason of the Contractor or its employees carrying out the work involved in this Agreement. The general aggregate shall be no less than $2,000,000.

Automobile Liability Insurance: Contractor shall carry and maintain during the term of this Agreement, automobile liability insurance with either a combined limit of at least $1,000,000 per occurrence for bodily injury and property damage or split limits of at least $1,000,000 for bodily injury per person per occurrence and $1,000,000 for property damage per occurrence. Coverage shall include all owned, hired, and non-owned motor vehicles used in the performance of this contract by the Contractor or its employees.

Subcontractor: In the case of any work sublet, the Contractor shall require subcontractor and independent contractors working under the direction of either the Contractor or a subcontractor to carry and maintain the same workers compensation and liability insurance required of the Contractor.

Qualifying Insurance: The insurance required by this Agreement shall be written by non-assessable insurance company licensed to do business in the State of Texas and currently rated "B+" or better by the A.M. Best Companies. All policies shall be written on a "per occurrence basis" and not a "claims made" form.

Evidence of such insurance shall be attached as Exhibit "C".
Failure of Certificate Holder to demand a certificate or other evidence of full compliance with these insurance requirements or failure of Certificate Holder to identify a deficiency from evidence that is provided will not be construed as a waiver of Insured's obligation to maintain such insurance.

**Section 6. Miscellaneous Provisions**

(A) *Subletting.* The Contractor shall not sublet or transfer any portion of the work under this Agreement, or any Scope of Work issued pursuant to this Agreement unless specifically approved in writing by the City, which approval shall not be unreasonably withheld.

Subcontractors shall comply with all provisions of this Agreement and the applicable Scope of Work. The approval or acquiescence of the City in the subletting of any work shall not relieve the Contractor of any responsibility for work done by such subcontractor.

(B) *Compliance with Laws.* The Contractor shall comply with all federal, state and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts, administrative, or regulatory bodies in any matter affecting the performance of this Agreement, including, without limitation, worker's compensation laws, minimum and maximum salary and wage statutes and regulations, and licensing laws and regulations. When required, the Contractor shall furnish the City with satisfactory proof of compliance.

(C) *Independent Contractor.* Contractor acknowledges that Contractor is an independent contractor of the City and is not an employee, agent, official or representative of the City. Contractor shall not represent, either expressly or through implication, that Contractor is an employee, agent, official or representative of the City. Income taxes, self-employment taxes, social security taxes and the like are the sole responsibility of the Contractor.

(D) *Non-Collusion.* Contractor represents and warrants that Contractor has not given, made, promised or paid, nor offered to give, make, promise or pay any gift, bonus, commission, money or other consideration to any person as an inducement to or in order to obtain the work to be provided to the City under this Agreement. Contractor further agrees that Contractor shall not accept any gift, bonus, commission, money, or other consideration from any person (other than from the City pursuant to this Agreement) for any of the Work performed by Contractor under or related to this Agreement. If any such gift, bonus, commission, money, or other consideration is received by or offered to Contractor, Contractor shall immediately report that fact to the City and, at the sole option of the City, the City may elect to accept the consideration for itself or to take the value of such consideration as a credit against the compensation otherwise owing to Contractor under or pursuant to this Agreement.

(E) *Force Majeure.* If the performance of any covenant or obligation to be performed hereunder by any party is delayed as a result of circumstances which are beyond the reasonable control of such party (which circumstances may include, without limitation, pending litigation, acts of God, war, acts of civil disobedience, fire or other casualty, shortage of materials, adverse weather conditions [such as, by way of illustration and not of limitation, severe rain storms or below freezing temperatures, or tornados] labor action, strikes or similar acts, moratoriums or regulations or actions by governmental authorities), the time for such performance shall be extended by the amount of time of such delay, but no longer than the amount of time reasonably occasioned by the delay. The party claiming delay of performance as a result of any of the foregoing force majeure events shall deliver written notice of the commencement of any such delay resulting from such force majeure event not later than seven (7) days after the claiming party becomes aware of the same, and if the claiming party fails to so notify the other party of the occurrence of a force majeure event causing such delay and the other party shall not otherwise be aware of such force majeure event, the claiming party shall not be entitled to avail itself of the provisions for the extension of performance contained in this subsection.

(F) *Conflict of Terms*.

*Scope of work:*

In the case of any conflicts between the terms of this Agreement within the Scope of Work, this Agreement shall govern. The Scope of Work is intended to detail the technical scope of Work, fee schedule, and contract time only and shall not dictate Agreement terms.

*Other Agreements between parties:*

In the case of any conflicts between the terms of this Agreement and wording contained within any other attachment, amendment, and agreement executed between the parties in conjunction with this Agreement, this Agreement shall govern.

(G) *Non-Boycott of Israel.* Pursuant to Section 2270.002 of the Texas Government Code, Contractor certifies that either (i) it meets an exemption criterion under Section 2270.002; or (ii) it does not boycott Israel and will not boycott Israel during the term of the contract resulting from this solicitation. Contractor shall state any facts that make it exempt from the boycott certification as an attachment to this agreement.

Relevant definitions from the bill:

"Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of those entities or business associations that exists to make a profit.

"Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

(H) *Non-Boycott of Energy.* Pursuant to Texas Senate Bill 13 (2021), Contractor certifies that either (i) it does not boycott Israel and will not boycott energy companies; and (2) will not boycott energy companies during the term of the contract resulting from this solicitation. Contractor shall state any facts that make it exempt from the boycott certification as an attachment to this agreement.

(I) *Non-Boycott of Firearm Entity.* Pursuant to Texas Senate Bill 19 (2021), Contractor certifies that it: (a) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and (b) will not discriminate during the term of the contract against a firearm entity or firearm trade association.

(J) *Access to Premises.* Authorized representatives of the Contractor will be allowed access to the facilities on City premises at reasonable times to perform the obligations of the Contractor regarding such facilities. Contractor shall adhere to all City rules, regulations, and guidelines while on City property. It is expressly understood that the City may limit or restrict the right of access herein granted in any manner considered necessary (e.g., national security, public safety).

## (K) INTERLOCAL PARTICIPATION

The City may enter Interlocal Cooperation Purchasing Agreements with other governmental entities or governmental cooperatives (hereafter collectively referred to as "Entity" or "Entities") to enhance the City's purchasing power. At the City's sole discretion and option, City may inform other Entities that they may acquire items listed in this IFB. Such acquisition(s) shall be at the prices stated herein, and shall be subject to bidder's acceptance. Entities desiring to acquire items listed in this IFB shall be listed on a rider attached hereto, if known at the time of issuance of the IFB. City may issue subsequent riders after contract award setting forth additional Entities desiring to utilize this bid. VENDOR shall sign and return any subsequently issued riders within ten calendar days of receipt.

In no event shall City be considered a dealer, re-marketer, agent or other representative of Vendor or Entity. Further, City shall not be considered and is not an agent; partner or representative of the Entity making purchases hereunder, and shall not be obligated or liable for any such order.

Entity purchase orders shall be submitted to Vendor by the Entity. City will not be liable or responsible for any obligations, including, but not limited to, payment, and for any item ordered by an entity other than City.

Vendor authorizes City's use of Vendor's name, trademarks and Vendor provided materials in City's presentations and promotions regarding the availability of use of this contract. The City makes no representation or guarantee as to any minimum amount being purchased by City or Entities, or whether Entity will purchase utilizing City's contract.

**Section 7. <u>Termination</u>**

(A) This Agreement may be terminated:

(1) By the mutual agreement and consent of both Contractor and City;

(2) By either party, upon the failure of the other party to fulfill its obligations as set forth in either this Agreement or a Scope of Work issued under this Agreement;

(3) By the City, immediately upon notice in writing to the Contractor, as a consequence of the failure of Contractor to perform the Work contemplated by this Agreement in a timely or satisfactory manner.

(4) By the City, at will and without cause upon not less than ten (10) days written notice to the Contractor.

(B) If the City terminates this Agreement pursuant to subsection 7(A)(2) or (3), above, the Contractor shall not be entitled to any fees or reimbursable expenses other than the fees and reimbursable expenses then due and payable as of the time of termination and only then for

those Work that have been timely and adequately performed by the Contractor considering the actual costs incurred by the Contractor in performing work to date of termination, the value of the work that is nonetheless usable to the City, the cost to the City of employing another Contractor to complete the work required and the time required to do so, and other factors that affect the value to the City of the work performed at time of termination. In the event of termination not the fault of the Contractor, the Contractor shall be compensated for all basic, special, and additional Work actually performed prior to termination, together with any reimbursable expenses then due.

**Section 8. Indemnification**

**CONTRACTOR AGREES TO INDEMNIFY AND HOLD THE CITY OF SCHERTZ, TEXAS AND ALL OF ITS PRESENT, FUTURE AND FORMER AGENTS, EMPLOYEES, OFFICIALS AND REPRESENTATIVES HARMLESS IN THEIR OFFICIAL, INDIVIDUAL AND REPRESENTATIVE CAPACITIES FROM ANY AND ALL CLAIMS, DEMANDS, CAUSES OF ACTION, JUDGMENTS, LIENS AND EXPENSES (INCLUDING ATTORNEY'S FEES, WHETHER CONTRACTUAL OR STATUTORY), COSTS AND DAMAGES (WHETHER COMMON LAW OR STATUTORY), COSTS AND DAMAGES (WHETHER COMMON LAW OR STATUTORY, AND WHETHER ACTUAL, PUNITIVE, CONSEQUENTIAL OR INCIDENTAL), OF ANY CONCEIVABLE CHARACTER, FOR INJURIES TO PERSONS (INCLUDING DEATH) OR TO PROPERTY (BOTH REAL AND PERSONAL) CREATED BY, ARISING FROM OR IN ANY MANNER RELATING TO THE WORK OR GOODS PERFORMED OR PROVIDED BY CONTRACTOR – EXPRESSLY INCLUDING THOSE ARISING THROUGH STRICT LIABILITY OR UNDER THE CONSTITUTIONS OF THE UNITED STATES.**

**Section 9. Notices**

Any notice required or desired to be given from one party to the other party to this Agreement shall be in writing and shall be given and shall be deemed to have been served and received (whether actually received or not) if (i) delivered in person to the address set forth below; (ii) deposited in an official depository under the regular care and custody of the United States Postal Service located within the confines of the United States of America and sent by certified mail, return receipt requested, and addressed to such party at the address hereinafter specified; or (iii) delivered to such party by courier receipted delivery. Either party may designate another address within the confines of the continental United States of America for notice, but until written notice of such change is actually received by the other party, the last address of such party designated for notice shall remain such party's address for notice.

**Section 10. No Assignment**

Neither party shall have the right to assign that party's interest in this Agreement without the prior written consent of the other party.

**Section 11. Severability**

If any term or provision of this Agreement is held to be illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining terms or provisions of this Agreement shall not be affected thereby, and in lieu of each such illegal, invalid or unenforceable term or provision, there shall be added automatically to this Agreement a legal, valid or enforceable term or provision as similar as possible to the term or provision declared illegal, invalid or unenforceable.

**Section 12. Waiver**

Either City or the Contractor shall have the right to waive any requirement contained in this

Agreement that is intended for the waiving party's benefit, but, except as otherwise provided herein, such waiver shall be effective only if in writing executed by the party for whose benefit such requirement is intended. No waiver of any breach or violation of any term of this Agreement shall be deemed or construed to constitute a waiver of any other breach or violation, whether concurrent or subsequent, and whether of the same or of a different type of breach or violation.

**Section 13. Governing Law; Venue**
This Agreement and all of the transactions contemplated herein shall be governed by and construed in accordance with the laws of the State of Texas. The provisions and obligations of this Agreement are performable in Guadalupe County, Texas such that exclusive venue for any action arising out of this Agreement shall be in Guadalupe County, Texas.

**Section 14. Paragraph Headings; Construction**
The paragraph headings contained in this Agreement are for convenience only and shall in no way enlarge or limit the scope or meaning of the various and several paragraphs hereof. Both parties have participated in the negotiation and preparation of this Agreement and this Agreement shall not be construed either more or less strongly against or for either party.

**Section 15. Binding Effect**
Except as limited herein, the terms and provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, devisees, personal and legal representatives, successors and assigns.

**Section 16. Gender**
Within this Agreement, words of any gender shall be held and construed to include any other gender, and words in the singular number shall be held and construed to include the plural, unless the context otherwise requires.

**Section 17. Counterparts**
This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.

**Section 18. Exhibits & Attachments**
All exhibits and attachments to this Agreement are incorporated herein by reference for all purposes wherever reference is made to the same.

**Section 19. Entire Agreement**
It is understood and agreed that this Agreement contains the entire agreement between the parties and supersedes any and all prior agreements, arrangements or understandings between the parties relating to the subject matter. No oral understandings, statements, promises or inducements contrary to the terms of this Agreement exist. This Agreement cannot be changed or terminated orally.

**Section 20. Relationship of Parties**
Nothing contained in this Agreement shall be deemed or construed by the parties hereto or by any third party to create the relationship of principal and agent or of partnership or of joint venture or of any association whatsoever between the parties, it being expressly understood and agreed that no provision contained in this Agreement nor any act or acts of the parties hereto shall be deemed

to create any relationship between the parties other than the relationship of independent parties contracting with each other solely for the purpose of effecting the provisions of this Agreement.

**Section 21. Right To Audit**

City shall have the right to examine and audit the books and records of Contractor with regards to the work described in Exhibit A, or any subsequent changes, at any reasonable time. Such books and records will be maintained in accordance with generally accepted principles of accounting and will be adequate to enable determination of: (1) the substantiation and accuracy of any payments required to be made under this Agreement; and (2) compliance with the provisions of this Agreement.

**Section 22. Dispute Resolution**

In accordance with the provisions of Subchapter I, Chapter 271, TEX. LOCAL GOV'T CODE, the parties agree that, prior to instituting any lawsuit or other proceeding arising from a dispute under this agreement, the parties will first attempt to resolve the dispute by taking the following steps: (1) A written notice substantially describing the nature of the dispute shall be delivered by the dissatisfied party to the other party, which notice shall request a written response to be delivered to the dissatisfied party not less than 5 days after receipt of the notice of dispute. (2) If the response does not reasonably resolve the dispute, in the opinion of the dissatisfied party, the dissatisfied party shall give notice to that effect to the other party whereupon each party shall appoint a person having authority over the activities of the respective parties who shall promptly meet, in person, in an effort to resolve the dispute. (3) If those persons cannot or do not resolve the dispute, then the parties shall each appoint a person from the highest tier of managerial responsibility within each respective party, who shall then promptly meet, in person, in an effort to resolve the dispute.

**Section 23. Disclosure of Business Relationships/Affiliations; Conflict of Interest Questionnaire**

Contractor states that it is in compliance with the applicable filing and disclosure requirements of Chapter 176 of the Texas Local Government Code.

**Certificate of Interested Parties**

Effective January 1, 2016, pursuant to House Bill 1295 passed by the 84th Texas Legislature (Section 2252.908, Texas Government Code, as amended) and formal rules released by the Texas Ethics Commission (TEC), all contracts with private business entities requiring approval by the Schertz City Council will require the on-line completion of Form 1295 "Certificate of Interested Parties." Form 1295 is also required for any and all contract amendments, extensions or renewals. Contractors are required to complete and file electronically with the Texas Ethics Commission using the online filing application.

Please visit the State of Texas Ethics Commission website, https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm and https://www.ethics.state.tx.us/tec/1295-Info.htm for more information.

IF YOU HAVE ANY QUESTIONS ABOUT COMPLIANCE, PLEASE CONSULT YOUR OWN LEGAL COUNSEL. COMPLIANCE IS THE INDIVIDUAL RESPONSIBILITY OF EACH PERSON OR AGENT OF A PERSON WHO IS SUBJECT TO THE FILING REQUIREMENT. AN OFFENSE UNDER CHAPTER 176 IS A CLASS C MISDEMEANOR.

*[The remainder of this page is intentionally left blank.]*

**EXECUTED** on this the ___ day of _____ , 20_.

| **CITY:** | **CONTRACTOR:** |
|---|---|
| By: _____ | By: _____ |
| Name: Steve Williams | Name: **Shaila Abdullah** |
| Title: City Manager | Title: **Owner** |

**ADDRESS FOR NOTICE:**

| **CITY:** | **CONTRACTOR:** |
|---|---|
| City of Schertz<br>Attn: Steve Williams, City Manager<br>1400 Schertz Parkway<br>Schertz, Texas 78154 | My House of Design<br>Attn: Shaila Abdullah<br>10512 Ivalenes Hope Dr<br>Austin, TX 78717 |

# Exhibit "A"

## SCOPE OF WORK

### General

The minimum requirements and the specifications for the Services, as well as certain requests for information to be provided by Proposer as part of its proposal, are set forth below.

### Objective

The City of Schertz, Texas requires a professional graphic artist, design studio or design/print firm to provide ongoing graphic layout for its high-quality monthly publication, *Schertz Magazine*.

### Work Description and Services Specifications

The contractor shall possess adequate personnel and technical capabilities to ensure the publication is visually appealing and attractive to a wide range of demographics. The contractor will design multiple issues per year.

**Magazine Specifications**

- The magazine has a print run of approximately fifteen thousand five hundred (15,500) copies per month.
- The magazine is printed using flat 11" x 17" paper with a finished 8.5" x 11".
- The magazine is composed of an average of thirty-two (32) pages self- cover.
- The magazine is saddle stitched and trimmed to size prior to distribution.

**Other Publication Specifications**

- Three (3) Parks Guides are designed seasonally, twenty (20) pages each
- One (1) Annual Report, sixteen (16) pages
- The twenty (20) page Parks Guides and the sixteen (16) page Annual Report, self-cover and sized using flat 11"x17" paper with a finished 8.5" x 11"
- There are no advertisements included in these publications

**Design Services**

The contractor shall be responsible for conceptualizing and designing a thirty-two (32) page monthly publication consisting of feature articles, community and government news, and paid advertisements.

The contractor shall be responsible for integrating various design elements to visually portray the message and theme of the issue. This includes a clean and consistent layout as well as incorporating new trends and designs as desired.

**Advertisement Design**

The contractor shall be capable of producing no less than fifteen (15) paid advertisements for each issue of the magazine, independently or with direction from the client. Respondent shall possess the ability to incorporate the clients' style guide and any elements the client wishes to include in their advertisement. All advertisement design and revisions shall include limitless proofs.

- The contractor shall provide new ad designs with a forty-eight (48) hour turnaround
- The contractor shall provide changes to existing ad designs with a twenty- four (24) hour turnaround.

**Proof Requirements**

The contractor shall provide the first proof of Schertz Magazine to the City for review a minimum of three (3) business days before the Press Deadline. Anything received after 5:00 PM will count as the next business day. The designer shall also provide a proof to be approved by the City for press.

The contractor shall provide unlimited revisions of the print proof at no additional cost.

The contractor is responsible for delivering Final Press Files to the printer prior to the Press Deadline.

**Deadlines**

Deadlines shall be scheduled in accordance with the "Schertz Magazine Deadline Schedule". The schedule will be provided to the contractor each year in September for the following fiscal year.

**Stock Imagery**

The contractor will be responsible for searching for and preliminarily selecting images for use in the Magazine. The Designer must have approval from the City prior to making any final purchases for stock images. Stock imagery for Schertz Magazine shall not exceed ten (10) images per issue.

**Communication Expectations**

- The contractor must be familiar with and comfortable using Microsoft SharePoint for the sharing of magazine files, proofs, advertisements, etc.

- Face to Face Communication: Contractor will be required to attend a minimum of one (1) face to face meeting per month. The preference for this would be on-site, however the City would consider video conferencing as an alternative.

- The contractor must be available for edits, revisions, and magazine layout by phone and/or email during normal business hours.

**Deliverables**

The deliverables for each month's publications shall be included but not limited to:

- Press File
- Issue File for Online Publishing
- Cover Image for Publishing

**Other Services As Needed**

The selected design firm may be called upon to complete various design projects outside of the magazine scope of work as needed. This may include flyers, special publications, and web content.

**Contract Administration**

Respondent shall coordinate with City staff to ensure proper management of the design schedule, the design team's interaction with Schertz's project manager and the process for invoicing and dispute resolution.

**Pricing for Services**

The City will not recognize or accept any charges or fees to perform the Services that are not specifically stated in this agreement.

- **Cost per Publication**: $4064 per month
- **Number of Revisions Included at No Charge**: Unlimited
- **Cost for As-Needed Services:** $72 per hour
- **Cost per Additional Revision:** $0 per revision
- **Travel Expenses:** $0 per month

**Discounts and Promotions**

For the first three months of the contract, My House of Design is offering the City an 8% discount on the cost per publication, reducing the price of each issue to $3739. My House of Design is additionally offering the City six (6) hours of free, as-needed services.

# Exhibit “B”

EVIDENCE OF INSURANCE

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 05/01/2024

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

| | |
|---|---|
| PRODUCER<br>BIBERK<br>P.O. Box 113247<br>Stamford, CT 06911 | CONTACT NAME:<br>PHONE (A/C, No, Ext): 844-472-0967 FAX (A/C, No): 203-654-3613<br>E-MAIL ADDRESS: customerservice@biBERK.com |
| | INSURER(S) AFFORDING COVERAGE / NAIC #<br>INSURER A : Berkshire Hathaway Direct Insurance Company — 10391 |
| INSURED<br>Shaila Abdullah<br>My House of Design<br>10512 Ivalenes Hope Dr<br>Austin, TX 78717 | INSURER B :<br>INSURER C :<br>INSURER D :<br>INSURER E :<br>INSURER F : |

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | X COMMERCIAL GENERAL LIABILITY<br>CLAIMS-MADE / X OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>POLICY / PRO-JECT / LOC<br>X OTHER: | X | | N9BP387969 | 05/02/2024 | 05/02/2025 | EACH OCCURRENCE<br>DAMAGE TO RENTED PREMISES (Ea occurrence)<br>MED EXP (Any one person)<br>PERSONAL & ADV INJURY<br>GENERAL AGGREGATE<br>PRODUCTS - COMP/OP AGG | $ 2,000,000<br>$ 50,000<br>$ 5,000<br>$ Excluded<br>$ 4,000,000<br>$ 4,000,000 |
| | AUTOMOBILE LIABILITY<br>ANY AUTO<br>OWNED AUTOS ONLY / SCHEDULED AUTOS<br>HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY | | | | | | COMBINED SINGLE LIMIT (Ea accident)<br>BODILY INJURY (Per person)<br>BODILY INJURY (Per accident)<br>PROPERTY DAMAGE (Per accident) | $<br>$<br>$<br>$ |
| A | X UMBRELLA LIAB / X OCCUR<br>EXCESS LIAB / CLAIMS-MADE<br>DED X RETENTION $ | X | | N9UM388315 | 05/02/2024 | 05/02/2025 | EACH OCCURRENCE<br>AGGREGATE | $ 1,000,000<br>$ 1,000,000 |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N<br>(Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below | N / A | | | | | PER STATUTE / OTH-ER<br>E.L. EACH ACCIDENT<br>E.L. DISEASE - EA EMPLOYEE<br>E.L. DISEASE - POLICY LIMIT | $<br>$<br>$ |
| A | Professional Liability (Errors & Omissions): Claims-Made | | | N9PL608361 | 02/05/2024 | 02/05/2025 | Per Occurrence/ Aggregate | $1,000,000/ $2,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Schertz is listed as additional insured as it pertains to general liability (see endorsement attached).
Umbrella policy follows form.

**CERTIFICATE HOLDER**

City of Schertz
1400 SCHERTZ PARKWAY,
BLDG. # 2
Schertz, TX 78154

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

# CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY): 05/01/2024

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

| PRODUCER | CONTACT NAME: | |
|---|---|---|
| BIBERK<br>P.O. Box 113247<br>Stamford, CT 06911 | PHONE (A/C, No, Ext): (844) 472-0967 | FAX (A/C, No): (203) 654-3613 |
| | E-MAIL ADDRESS: salessupport@biberk.com | |
| | PRODUCER CUSTOMER ID: | |

| INSURED | INSURER(S) AFFORDING COVERAGE | NAIC # |
|---|---|---|
| Shaila Abdullah<br>My House of Design<br>10512 Ivalenes Hope Dr<br>Austin, TX 78717 | INSURER A : Berkshire Hathaway Direct Insurance Compa | 541810 |
| | INSURER B : | |
| | INSURER C : | |
| | INSURER D : | |
| | INSURER E : | |
| | INSURER F : | |

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Location: 10512 Ivalenes Hope DrAustin, TX 78717

Bldg #001: Advertising and Related Services (Office) - 6365101

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | POLICY NUMBER | POLICY EFFECTIVE DATE (MM/DD/YYYY) | POLICY EXPIRATION DATE (MM/DD/YYYY) | COVERED PROPERTY | LIMITS |
|---|---|---|---|---|---|---|
| | X PROPERTY | N9BP387969 | 05/02/2024 | 05/02/2025 | BUILDING | $ 0 |
| | CAUSES OF LOSS / DEDUCTIBLES | | | | PERSONAL PROPERTY | $ 0 |
| | BASIC / BUILDING 250 | | | | BUSINESS INCOME | $ * |
| | BROAD / CONTENTS | | | | EXTRA EXPENSE | $ * |
| | X SPECIAL | | | | RENTAL VALUE | $ |
| | EARTHQUAKE | | | | BLANKET BUILDING | $ n/a |
| | WIND | | | | BLANKET PERS PROP | $ n/a |
| | FLOOD | | | | BLANKET BLDG & PP | $ n/a |
| | | | | | | $ |
| | | | | | | $ |
| | INLAND MARINE | TYPE OF POLICY | | | | $ |
| | CAUSES OF LOSS | | | | | $ |
| | NAMED PERILS | POLICY NUMBER | | | | $ |
| | | | | | | $ |
| | CRIME | | | | | $ |
| | TYPE OF POLICY | | | | | $ |
| | | | | | | $ |
| | BOILER & MACHINERY / EQUIPMENT BREAKDOWN | | | | | $ |
| | | | | | | $ |
| | | | | | | $ |
| | | | | | | $ |

SPECIAL CONDITIONS / OTHER COVERAGES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

* ALS up to 12 months.

**CERTIFICATE HOLDER**

City of Schertz
1400 SCHERTZ PARKWAY,
BLDG. # 2
Schertz, TX 78154

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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# Texas Historically Underutilized Business (HUB) Certificate

Statewide Historically Underutilized Business Program

Certificate/VID Number:
Approval Date: **November 17, 2021**
Scheduled Expiration Date: **November 17, 2025**

In accordance with the Memorandum of Agreement between the
CITY OF AUSTIN
and the Texas Comptroller of Public Accounts (CPA), the CPA hereby certifies that

## SHAILA M ABDULLAH DBA My House of Design

has successfully met the established requirements of the State of Texas Historically Underutilized Business (HUB) Program to be recognized as a HUB. This certificate printed **November 17, 2021**, supersedes any registration and certificate previously issued by the HUB Program. If there are any changes regarding the information (i.e., business structure, ownership, day-to-day management, operational control, addresses, phone and fax numbers or authorized signatures) provided in the submission of the business; application for registration/certification into the City of Austin's program, you must immediately (within 30 days of such changes) notify the City of Austin's program in writing. The CPA reserves the right to conduct a compliance review at any time to confirm HUB eligibility. HUB certification may be suspended or revoked upon findings of ineligibiliy. If your firm ceases to remain certified in the the City of Austin's program, you must apply and become certified through the State of Texas HUB program to maintain your HUB certification.

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*Statewide HUB Program*
*Statewide Procurement Division*

Note: In order for State agencies and institutions of higher education (universities) to be credited for utilizing this business as a HUB, they must award payment under the Certificate/VID Number identified above. Agencies, universities and prime contractors are encouraged to verify the company's HUB certification prior to issuing a notice of award by accessing the Internet (**https://mycpa.cpa.state.tx.us/tpasscmblsearch/index.jsp**) or by contacting the HUB Program at **512-463-5872** or toll-free in Texas at **1-888-863-5881**.

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.

# 2024-008 - Magazine Design Service
## Scoring Summary

## Active Submissions

| | Total | Proposer's Qualifications, Abilities, and Reputation | Quality of Proposed Services/System | Responsiveness of Proposal | Cost |
|---|---|---|---|---|---|
| Supplier | / 100 pts | / 30 pts | / 30 pts | / 10 pts | / 30 pts |
| My House of Design | 90.67 | 26 | 26 | 8.667 | 30 |
| Blackberg Group, LLC | 66.67 | 20 | 22 | 6.667 | 26.28 |
| Legacy79 | 48 | 18 | 18 | 6 | 24.93 |

**PROJECT#** **RFP 2024-008** **EVALUATION SUMMARY**

**PROJECT NAME:** **Magazine Design Services**

| Criteria | Points | My House of Design | Legacy 79 | Blackberg Group |
|---|---|---|---|---|
| Financial Consideration | 30 | $55,993.00 | $96,795.00 | $60,719.00 |
| | | **30.00** | **24.93** | **26.28** |

Cost represent annual expenses based on data provided by vendors submission.

| Company | My House of Design | LEGACY79 | BLACKBERG | NOTES |
|---|---|---|---|---|
| **Cost Per Publication (monthly)** | $ 4,064.00 | $ 7,450.00 | $ 4,176.00 | 8% discount x3 months offered by MHOD ($3739 x3 months instead of $4064) |
| **Total Annual Cost for monthly magazine** | $ 47,793.00 | $ 89,400.00 | $ 50,112.00 | MHOD annual total adjusted to account for 8% discount |
| **cost for as-needed (per hour)** | $ 72.00 | $ 175.00 | $ 115.00 | |
| **travel expenses** | $ - | $ - | $ 750.00 | |
| **Park Guide** | $ 4,064.00 | $ 3,775.00 | $ 3,132.00 | |
| **Annual Report** | $ 4,064.00 | $ 3,445.00 | $ 2,610.00 | |
| **Project Management** | | | $ 4,000.00 | |
| **Total Project Cost** | **$ 55,993.00** | **$ 96,795.00** | **$ 60,719.00** | |
| | | | | |
| | | | | |

**Agenda No. 11.**

**CITY COUNCIL MEMORANDUM**

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Public Affairs** |
| **Subject:** | **Resolution 24-R-102 - Authorizing the City Manager to enter into an agreement with Walsworth Publishing Company, Inc. for printing services. (S.Gonzalez/L.Klepper/D.Christensen)** |

## BACKGROUND

Created in 2008, Schertz Magazine is a monthly popular lifestyle, entertainment, and community events publication wholly owned and operated by the City of Schertz and produced internally by the Schertz Public Affairs Department. It serves as the primary dissemination source for government information for a growing city of over 43,000 residents. Schertz Magazine has a monthly circulation of 16,000 copies and reaches over 60,000 people.

The Parks and Rec Fun Guide was created in the spring of 2018 and highlights all the exciting events, programs, and recreational opportunities in the City of Schertz. The Fun Guide is produced three times a year and is polybagged and mailed with the magazine.

The Popular Annual Financial Report (PAFR) was created in 2024 and highlights annual achievements by departments as well as city financial information. The PAFR is produced annually in the spring and is polybagged and mailed with the magazine.

The current printing agreement with Walsworth Publishing Company, Inc. for printing services expires on September 30, 2024. In order to secure a new agreement for magazine printing, a formal procurement (RFP) for printing services was published on June 17, 2024, with a closing date of July 10, 2024. A total of two firms submitted bids and City staff from Public Affairs and the Library evaluated the bids. The bids were scored on several criteria to include the firm's qualifications, abilities, and references, the quality of proposed services, the responsiveness of the proposal and the overall price. After evaluation, the scores were compiled, and Walsworth Publishing Company, Inc. was the highest scoring firm with a proposed annual cost of $110,021.46 for printing and polybagging services for Schertz Magazine, Parks and Rec FUN Guide, and the PAFR. Additionally, monthly shipping costs will be invoiced to the city by Walsworth Publishing Company, Inc. and will reflect the actual cost for shipping, approximately $15,000 annually. Combined printing services and shipping costs with Walsworth Publishing Company, Inc. are estimated to be approximately $125,021.46 annually - it's important to note that print pricing may fluctuate up or down 2-3% monthly due to paper costs. Magazine costs are offset by advertising revenue which is projected to be $125,000.00 annually.

City staff believes that Walsworth Publishing Company, Inc. offers the best qualified proposal based on the evaluation criteria and recommends City Council authorize the City Manager to enter into a contract with Walsworth Publishing Company, Inc. for printing services. Staff is only seeking to contract for multi-page publication print services as this firm specializes in catalog publication printing. For smaller print jobs, City staff will continue to seek informal quotes and award the project to the lowest bidder.

**GOAL**

The City desires to continue publishing Schertz Magazine, Parks and Rec Fun Guide, and the PAFR and enter into an agreement with Walsworth Publishing Company, Inc. for the printing services. Scope of work will include proper printing and assembly of monthly editions of Schertz Magazine, (3) Parks & Rec FUN Guides and the PAFR.

**COMMUNITY BENEFIT**

Staff can continue to communicate the City's message(s) to Schertz residents through Schertz Magazine, the City's largest and most successful communication tool. Schertz residents will continue to receive Schertz Magazine, Parks and Rec Fun Guides, and the PAFR.

**SUMMARY OF RECOMMENDED ACTION**

Staff recommends Council approval of Resolution 24-R-102 authorizing the City Manager to enter into a three-year agreement with the option to renew for two (2) additional terms of one (1) year each with Walsworth Publishing Comapny, Inc. for printing services.

**FISCAL IMPACT**

Expenditures under this agreement will be based on the price list included in the attached agreement. Estimated annual printing/shipping costs is $125,021.46. The printing of Schertz Magazine will be funded through available and approved funding in the Public Affairs Printing Services budget and shipping costs will be funded through the Public Affairs Postage Services budget. The Parks and Rec Fun Guides and the PAFR will be funded through available and approved funding in the Public Affairs Printing and Binding budget.

**RECOMMENDATION**

Staff recommends Council approval of Resolution 24-R-102.

---

**Attachments**

Resolution 24-R-102 with attachments

Print_Services Bid Tab and Cost Analysis

**RESOLUTION NO. 24-R-102**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH WALSWORTH PUBLISHING COMPANY, INC. FOR PRINTING SERVICES AND OTHER MATTERS IN CONNECTION THEREWITH**

WHEREAS, the Public Affairs Department is charged with the responsibility of maintaining the City of Schertz publications such as Schertz Magazine, Parks & Rec FUN Guide, and the Popular Annual Financial Report; and

WHEREAS, in order to fulfill its responsibility as set forth above, the City has identified a need for printing services; and

WHEREAS, bids were received through the sealed bidding process and Walsworth Publishing Company, Inc. was the highest rated firm based on the evaluation criteria and is the best overall value for the City; and

WHEREAS, City staff has recommended that the City accept the bid proposal from Walsworth Publishing Company, Inc. for printing services; and

WHEREAS, the City Council has determined that it is in the best interest of the City to contract with Walsworth Publishing Company, Inc. pursuant to the recommendation made by Public Affairs Staff.

**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 Walsworth Publishing Company, Inc. for printing services (in attached 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 3rd day of September, 2024.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

**ATTACHMENT A**

SERVICE AGREEMENT

# CITY OF SCHERTZ

## SERVICE AGREEMENT

**THE STATE OF TEXAS §**
**§**
**GUADALUPE COUNTY §**

This Service Agreement ("Agreement") is made and entered by and between the City of Schertz, Texas, (the "City") a Texas municipality, and Walsworth Publishing Company, Inc. ("Contractor").

**Section 1. Duration**
This Agreement shall become effective upon the date of the final signature affixed hereto and shall remain in effect through September 30, 2027 with the option to renew for two (2) additional terms of one (1) year each unless terminated as provided for in this Agreement.

**Section 2. Scope of Work**

(A) Contractor shall perform the Work as more particularly described in the Scope of Work attached hereto as Exhibit "A". The work as described in the Scope of Work constitutes the "Project".

(B) The Quality of Work provided under this Agreement shall be of the level of quality performed by Contractors regularly rendering this type of service.

(C) The Contractor shall perform its Work for the Project in compliance with all statutory, regulatory and contractual requirements now or hereafter in effect as may be applicable to the rights and obligations set forth in the Agreement.

(D) The Contractor may rely upon the accuracy of reports and surveys provided to it by the City except when defects should have been apparent to a reasonably competent Contractor or when it has actual notice of any defects in the reports and surveys.

**Section 3. Compensation**

(A) The Contractor shall be paid in full upon completion of the project or in the manner set forth in Exhibit "A" and as provided herein.

(B) *Billing Period.* Subject to Chapter 2251, Texas Government Code (the "Prompt Payment Act"), payment is due within thirty (30) days of the City's receipt of the Contractor's invoice. Interest on overdue payments shall be calculated in accordance with the Prompt Payment Act.

(C) *Reimbursable Expenses.* Any and all reimbursable expenses related to the Project shall be included in the scope of Work (Exhibit A) and accounted for in the total contract amount.

(D) *Payments Subject to Future Appropriation.* This Agreement shall not be construed as a commitment, issue, pledge or obligation of any specific taxes or tax revenues for payment to Contractor.

(1) All payments or expenditures made by the City under this Agreement are subject to the City's appropriation of funds for such payments or expenditures to be paid in the budget year for which they are made.
(2) The payments to be made to Contractor, or other expenditures under this Agreement, if paid, shall be made solely from annual appropriations of the City as may be legally set aside for the implementation of Article III, Section 52-a of the Texas Constitution or Chapter 380 of the Texas Local Government Code or any other economic development or financing program authorized by statute or home rule powers of the City under applicable Texas law, subject to any applicable limitations or procedural requirements.
(3) In the event the City does not appropriate funds in any fiscal year for payments due or expenditures under this Agreement, the City shall not be liable to Contractor for such payments or expenditures unless and until appropriation of said funds is made; provided, however, that Contractor, in its sole discretion, shall have the right but not the obligation to terminate this Agreement and shall have no obligations under this Agreement for the year in respect to which said unappropriated funds relate.
(4) To the extent there is a conflict of this Section and any other language or covenants in this Agreement, this Section 3 shall control.

**Section 4. <u>Time of Completion</u>**

The prompt completion of the Work under the Scope of Work relates is critical to the City. Unnecessary delays in providing Work under a Scope of Work shall be grounds for dismissal of the Contractor and termination of this Agreement without any or further liability to the City other than a prorated payment for necessary, timely, and conforming work done by Contractor prior to the time of termination.

*(A) Liquidated Damages*

Contractor and Owner recognize that time is of the essence as stated above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in the Scope of Work, plus any extensions thereof allowed in accordance with the Contract. The Contractor acknowledges and recognizes that the Owner is entitled to full and beneficial occupancy and use of the completed work following expiration of the Contract Time. The Contractor further acknowledges and agrees that, if the Contractor fails to substantially, or cause the Substantial Completion of any portion of the Work within the Contract time, the Owner will sustain actual damages because of such failure. The exact amount of such damages will be difficult to ascertain. Therefore, the Owner and Contractor agree that, if the Contractor shall neglect, fail, or refuse to achieve substantial completion of the Work by the Substantial Completion date, subject to proper extension granted by the Owner, then the Contractor agrees to pay the Owner the sum of **Six hundred dollars ($600.00) per day** for each day in which such Work is not completed, not as penalty, but as liquidated damages, for the damages ("Liquidated Damages") that would be suffered by Owner as a result of delay for each and every calendar day that the Contractor shall have failed to have completed the Work as

required herein. The Liquidated Damages shall be in lieu of any and all other damages which may be incurred by Owner as a result of the failure of Contractor to complete within the Contract Time.

**Section 5. Insurance**

Before commencing work under this Agreement, Contractor shall obtain and maintain the liability insurance provided for below throughout the term of the Project plus an additional two years. Contractor shall provide evidence of such insurance to the City. Such documentation shall meet the requirements noted in Exhibit B.

Contractor shall maintain the following limits and types of insurance:

Workers Compensation Insurance: Contractor shall carry and maintain during the term of this Agreement, workers compensation and employers liability insurance meeting the requirements of the State of Texas on all the Contractor's employees carrying out the work involved in this contract.

General Liability Insurance: Contractor shall carry and maintain during the term of this Agreement, general liability insurance on a per occurrence basis with limits of liability not less than $1,000,000 for each occurrence and for fire damage. For Bodily Injury and Property Damage, coverage shall be no less than $1,000,000. As a minimum, coverage for Premises, Operations, Products and Completed Operations shall be $2,000,000. This coverage shall protect the public or any person from injury or property damages sustained by reason of the Contractor or its employees carrying out the work involved in this Agreement. The general aggregate shall be no less than $2,000,000.

Automobile Liability Insurance: Contractor shall carry and maintain during the term of this Agreement, automobile liability insurance with either a combined limit of at least $1,000,000 per occurrence for bodily injury and property damage or split limits of at least $1,000,000 for bodily injury per person per occurrence and $1,000,000 for property damage per occurrence. Coverage shall include all owned, hired, and non-owned motor vehicles used in the performance of this contract by the Contractor or its employees.

Subcontractor: In the case of any work sublet, the Contractor shall require subcontractor and independent contractors working under the direction of either the Contractor or a subcontractor to carry and maintain the same workers compensation and liability insurance required of the Contractor.

Qualifying Insurance: The insurance required by this Agreement shall be written by non-assessable insurance company licensed to do business in the State of Texas and currently rated "B+" or better by the A.M. Best Companies. All policies shall be written on a "per occurrence basis" and not a "claims made" form.

Evidence of such insurance shall be attached as Exhibit "C".
Failure of Certificate Holder to demand a certificate or other evidence of full compliance with these insurance requirements or failure of Certificate Holder to identify a deficiency from evidence that is provided will not be construed as a waiver of Insured's obligation to maintain such insurance.

**Section 6. Miscellaneous Provisions**

(A) *Subletting.* The Contractor shall not sublet or transfer any portion of the work under this Agreement or any Scope of Work issued pursuant to this Agreement unless specifically approved in writing by the City, which approval shall not be unreasonably withheld. Subcontractors shall comply with all provisions of this Agreement and the applicable Scope of Work. The approval or acquiescence of the City in the subletting of any work shall not relieve the Contractor of any responsibility for work done by such subcontractor.

(B) *Compliance with Laws.* The Contractor shall comply with all federal, state and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts, administrative, or regulatory bodies in any matter affecting the performance of this Agreement, including, without limitation, worker's compensation laws, minimum and maximum salary and wage statutes and regulations, and licensing laws and regulations. When required, the Contractor shall furnish the City with satisfactory proof of compliance.

(C) *Independent Contractor.* Contractor acknowledges that Contractor is an independent contractor of the City and is not an employee, agent, official or representative of the City. Contractor shall not represent, either expressly or through implication, that Contractor is an employee, agent, official or representative of the City. Income taxes, self-employment taxes, social security taxes and the like are the sole responsibility of the Contractor.

(D) *Non-Collusion.* Contractor represents and warrants that Contractor has not given, made, promised or paid, nor offered to give, make, promise or pay any gift, bonus, commission, money or other consideration to any person as an inducement to or in order to obtain the work to be provided to the City under this Agreement. Contractor further agrees that Contractor shall not accept any gift, bonus, commission, money, or other consideration from any person (other than from the City pursuant to this Agreement) for any of the Work performed by Contractor under or related to this Agreement. If any such gift, bonus, commission, money, or other consideration is received by or offered to Contractor, Contractor shall immediately report that fact to the City and, at the sole option of the City, the City may elect to accept the consideration for itself or to take the value of such consideration as a credit against the compensation otherwise owing to Contractor under or pursuant to this Agreement.

(E) *Force Majeure.* If the performance of any covenant or obligation to be performed hereunder by any party is delayed as a result of circumstances which are beyond the reasonable control of such party (which circumstances may include, without limitation, pending litigation, acts of God, war, acts of civil disobedience, fire or other casualty, shortage of materials, adverse weather conditions [such as, by way of illustration and not of limitation, severe rain storms or below freezing temperatures, or tornados] labor action, strikes or similar acts, moratoriums or regulations or actions by governmental authorities), the time for such performance shall be extended by the amount of time of such delay, but no longer than the amount of time reasonably occasioned by the delay. The party claiming delay of performance as a result of any of the foregoing force majeure events shall deliver written notice of the commencement of any such delay resulting from such force majeure event not later than seven (7) days after the claiming party becomes aware of the same, and if the claiming party fails to so notify the other party of the occurrence of a force majeure event causing such delay and the other party shall not otherwise be aware of such force majeure event, the claiming party shall not be entitled to avail itself of the provisions for the extension of performance contained in this

subsection.

*(F) Conflict of Terms*.

*Scope of work:*

In the case of any conflicts between the terms of this Agreement within the Scope of Work, this Agreement shall govern. The Scope of Work is intended to detail the technical scope of Work, fee schedule, and contract time only and shall not dictate Agreement terms.

*Other Agreements between parties:*

In the case of any conflicts between the terms of this Agreement and wording contained within any other attachment, amendment, and agreement executed between the parties in conjunction with this Agreement, this Agreement shall govern.

(G) *Non-Boycott of Israel.* Pursuant to Section 2270.002 of the Texas Government Code, Contractor certifies that either (i) it meets an exemption criterion under Section 2270.002; or (ii) it does not boycott Israel and will not boycott Israel during the term of the contract resulting from this solicitation. Contractor shall state any facts that make it exempt from the boycott certification as an attachment to this agreement.

Relevant definitions from the bill:

"Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of those entities or business associations that exists to make a profit.

"Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

(H) *Non-Boycott of Energy.* Pursuant to Texas Senate Bill 13 (2021), Contractor certifies that either (i) it does not boycott Israel and will not boycott energy companies; and (2) will not boycott energy companies during the term of the contract resulting from this solicitation. Contractor shall state any facts that make it exempt from the boycott certification as an attachment to this agreement.

(I) *Non-Boycott of Firearm Entity.* Pursuant to Texas Senate Bill 19 (2021), Contractor certifies that it: (a) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and (b) will not discriminate during the term of the contract against a firearm entity or firearm trade association .

(J) *Access to Premises.* Authorized representatives of the Contractor will be allowed access to the facilities on City premises at reasonable times to perform the obligations of the Contractor regarding such facilities. Contractor shall adhere to all City rules, regulations, and guidelines while on City property. It is expressly understood that the City may limit or restrict the right

of access herein granted in any manner considered necessary (e.g., national security, public safety).

**(K) INTERLOCAL PARTICIPATION**

The City may enter into Interlocal Cooperation Purchasing Agreements with other governmental entities or governmental cooperatives (hereafter collectively referred to as "Entity" or "Entities") to enhance the City's purchasing power. At the City's sole discretion and option, City may inform other Entities that they may acquire items listed in this IFB. Such acquisition(s) shall be at the prices stated herein, and shall be subject to bidder's acceptance. Entities desiring to acquire items listed in this IFB shall be listed on a rider attached hereto, if known at the time of issuance of the IFB. City may issue subsequent riders after contract award setting forth additional Entities desiring to utilize this bid. VENDOR shall sign and return any subsequently issued riders within ten calendar days of receipt.

In no event shall City be considered a dealer, re-marketer, agent or other representative of Vendor or Entity. Further, City shall not be considered and is not an agent; partner or representative of the Entity making purchases hereunder, and shall not be obligated or liable for any such order.

Entity purchase orders shall be submitted to Vendor by the Entity. City will not be liable or responsible for any obligations, including, but not limited to, payment, and for any item ordered by an entity other than City.

Vendor authorizes City's use of Vendor's name, trademarks and Vendor provided materials in City's presentations and promotions regarding the availability of use of this contract. The City makes no representation or guarantee as to any minimum amount being purchased by City or Entities, or whether Entity will purchase utilizing City's contract.

## Section 7. Termination

(A) This Agreement may be terminated:

(1) By the mutual agreement and consent of both Contractor and City;

(2) By either party, upon the failure of the other party to fulfill its obligations as set forth in either this Agreement or a Scope of Work issued under this Agreement;

(3) By the City, immediately upon notice in writing to the Contractor, as consequence of the failure of Contractor to perform the Work contemplated by this Agreement in a timely or satisfactory manner.

(4) By the City, at will and without cause upon not less than ten (10) days written notice to the Contractor.

(B) If the City terminates this Agreement pursuant to subsection 7(A)(2) or (3), above, the Contractor shall not be entitled to any fees or reimbursable expenses other than the fees and reimbursable expenses then due and payable as of the time of termination and only then for those Work that have been timely and adequately performed by the Contractor considering the actual costs incurred by the Contractor in performing work to date of termination, the value of the work that is nonetheless usable to the City, the cost to the City of employing another Contractor to complete the work required and the time required to do so, and other factors that affect the value to the City of the work performed at time of termination. In the event of termination not the fault of the Contractor, the Contractor shall be compensated for all basic, special, and additional Work actually performed prior to termination, together with any reimbursable expenses then due.

**Section 8. Indemnification**

**CONTRACTOR AGREES TO INDEMNIFY AND HOLD THE CITY OF SCHERTZ, TEXAS AND ALL OF ITS PRESENT, FUTURE AND FORMER AGENTS, EMPLOYEES, OFFICIALS AND REPRESENTATIVES HARMLESS IN THEIR OFFICIAL, INDIVIDUAL AND REPRESENTATIVE CAPACITIES FROM ANY AND ALL CLAIMS, DEMANDS, CAUSES OF ACTION, JUDGMENTS, LIENS AND EXPENSES (INCLUDING ATTORNEY'S FEES, WHETHER CONTRACTUAL OR STATUTORY), COSTS AND DAMAGES (WHETHER COMMON LAW OR STATUTORY), COSTS AND DAMAGES (WHETHER COMMON LAW OR STATUTORY, AND WHETHER ACTUAL, PUNITIVE, CONSEQUENTIAL OR INCIDENTAL), OF ANY CONCEIVABLE CHARACTER, FOR INJURIES TO PERSONS (INCLUDING DEATH) OR TO PROPERTY (BOTH REAL AND PERSONAL) CREATED BY, ARISING FROM OR IN ANY MANNER RELATING TO THE WORK OR GOODS PERFORMED OR PROVIDED BY CONTRACTOR – EXPRESSLY INCLUDING THOSE ARISING THROUGH STRICT LIABILITY OR UNDER THE CONSTITUTIONS OF THE UNITED STATES.**

**Section 9. Notices**

Any notice required or desired to be given from one party to the other party to this Agreement shall be in writing and shall be given and shall be deemed to have been served and received (whether actually received or not) if (i) delivered in person to the address set forth below; (ii) deposited in an official depository under the regular care and custody of the United States Postal Service located within the confines of the United States of America and sent by certified mail, return receipt requested, and addressed to such party at the address hereinafter specified; or (iii) delivered to such party by courier receipted delivery. Either party may designate another address within the confines of the continental United States of America for notice, but until written notice of such change is actually received by the other party, the last address of such party designated for notice shall remain such party's address for notice.

**Section 10. No Assignment**

Neither party shall have the right to assign that party's interest in this Agreement without the prior written consent of the other party.

**Section 11. Severability**

If any term or provision of this Agreement is held to be illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining terms or provisions of this Agreement shall not be affected thereby, and in lieu of each such illegal, invalid or unenforceable term or provision,

there shall be added automatically to this Agreement a legal, valid or enforceable term or provision as similar as possible to the term or provision declared illegal, invalid or unenforceable.

**Section 12. Waiver**
Either City or the Contractor shall have the right to waive any requirement contained in this Agreement that is intended for the waiving party's benefit, but, except as otherwise provided herein, such waiver shall be effective only if in writing executed by the party for whose benefit such requirement is intended. No waiver of any breach or violation of any term of this Agreement shall be deemed or construed to constitute a waiver of any other breach or violation, whether concurrent or subsequent, and whether of the same or of a different type of breach or violation.

**Section 13. Governing Law; Venue**
This Agreement and all of the transactions contemplated herein shall be governed by and construed in accordance with the laws of the State of Texas. The provisions and obligations of this Agreement are performable in Guadalupe County, Texas such that exclusive venue for any action arising out of this Agreement shall be in Guadalupe County, Texas.

**Section 14. Paragraph Headings; Construction**
The paragraph headings contained in this Agreement are for convenience only and shall in no way enlarge or limit the scope or meaning of the various and several paragraphs hereof. Both parties have participated in the negotiation and preparation of this Agreement and this Agreement shall not be construed either more or less strongly against or for either party.

**Section 15. Binding Effect**
Except as limited herein, the terms and provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, devisees, personal and legal representatives, successors and assigns.

**Section 16. Gender**
Within this Agreement, words of any gender shall be held and construed to include any other gender, and words in the singular number shall be held and construed to include the plural, unless the context otherwise requires.

**Section 17. Counterparts**
This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.

**Section 18. Exhibits & Attachments**
All exhibits and attachments to this Agreement are incorporated herein by reference for all purposes wherever reference is made to the same.

**Section 19. Entire Agreement**
It is understood and agreed that this Agreement contains the entire agreement between the parties and supersedes any and all prior agreements, arrangements or understandings between the parties relating to the subject matter. No oral understandings, statements, promises or inducements contrary to the terms of this Agreement exist. This Agreement cannot be changed or terminated orally.

**Section 20. Relationship of Parties**

Nothing contained in this Agreement shall be deemed or construed by the parties hereto or by any third party to create the relationship of principal and agent or of partnership or of joint venture or of any association whatsoever between the parties, it being expressly understood and agreed that no provision contained in this Agreement nor any act or acts of the parties hereto shall be deemed to create any relationship between the parties other than the relationship of independent parties contracting with each other solely for the purpose of effecting the provisions of this Agreement.

**Section 21. Right To Audit**

City shall have the right to examine and audit the books and records of Contractor with regards to the work described in Exhibit A, or any subsequent changes, at any reasonable time. Such books and records will be maintained in accordance with generally accepted principles of accounting and will be adequate to enable determination of: (1) the substantiation and accuracy of any payments required to be made under this Agreement; and (2) compliance with the provisions of this Agreement.

**Section 22. Dispute Resolution**

In accordance with the provisions of Subchapter I, Chapter 271, TEX. LOCAL GOV'T CODE, the parties agree that, prior to instituting any lawsuit or other proceeding arising from a dispute under this agreement, the parties will first attempt to resolve the dispute by taking the following steps:

(l) A written notice substantially describing the nature of the dispute shall be delivered by the dissatisfied party to the other party, which notice shall request a written response to be delivered to the dissatisfied party not less than 5 days after receipt of the notice of dispute. (2) If the response does not reasonably resolve the dispute, in the opinion of the dissatisfied party, the dissatisfied party shall give notice to that effect to the other party whereupon each party shall appoint a person having authority over the activities of the respective parties who shall promptly meet, in person, in an effort to resolve the dispute. (3) If those persons cannot or do not resolve the dispute, then the parties shall each appoint a person from the highest tier of managerial responsibility within each respective party, who shall then promptly meet, in person, in an effort to resolve the dispute.

**Section 23. Disclosure of Business Relationships/Affiliations; Conflict of Interest Questionnaire**

Contractor states that it is in compliance with the applicable filing and disclosure requirements of Chapter 176 of the Texas Local Government Code.

**Certificate of Interested Parties**

Effective January 1, 2016, pursuant to House Bill 1295 passed by the 84th Texas Legislature (Section 2252.908, Texas Government Code, as amended) and formal rules released by the Texas Ethics Commission (TEC), all contracts with private business entities requiring approval by the Schertz City Council will require the on-line completion of Form 1295 "Certificate of Interested Parties." Form 1295 is also required for any and all contract amendments, extensions or renewals. Contractors are required to complete and file electronically with the Texas Ethics Commission using the online filing application.

Please visit the State of Texas Ethics Commission website, https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm and https://www.ethics.state.tx.us/tec/1295-Info.htm for more information.

IF YOU HAVE ANY QUESTIONS ABOUT COMPLIANCE, PLEASE CONSULT YOUR OWN LEGAL COUNSEL. COMPLIANCE IS THE INDIVIDUAL RESPONSIBILITY OF EACH PERSON OR AGENT OF A PERSON WHO IS SUBJECT TO THE FILING REQUIREMENT. AN OFFENSE UNDER CHAPTER 176 IS A CLASS C MISDEMEANOR.

***[The remainder of this page is intentionally left blank.]***

**EXECUTED** on this the ___ day of _____ , 20_.

| **CITY:** | | **CONTRACTOR:** | |
|---|---|---|---|
| By: | _____ | By: | _____ |
| Name: | Steve Williams | Name: | **Walsworth Publishing Company Inc.** |
| Title: | City Manager | Title: | _____ |

**ADDRESS FOR NOTICE:**

| **CITY:** | **CONTRACTOR:** |
|---|---|
| City of Schertz<br>Attn: Steve Williams, City Manager<br>1400 Schertz Parkway<br>Schertz, Texas 78154 | Walsworth Publishing Company, Inc<br>Attn: Bryan Atterbury<br>306 N. Kansas Ave<br>Marceline, MO 64658 |

# Exhibit "A"
## SCOPE OF WORK

**General**

The minimum requirements and the specifications for the Services, as well as certain requests for information to be provided by Proposer as part of its proposal, are set forth below.

**Minimum Requirements**

Qualified vendors shall be responsible for the following minimum services:

- Printing and assembling approximately 16,000 copies of Schertz Magazine.
- Approximately 15,500 copies of the magazine are mailed individually to a resident.
- Approximately 500 copies of the magazine are shipped to the city.
- Magazine must be printed and assembled using flat 11x17, finished 8.5x11 stock.
- The Cover Stock shall be Silk Cover-4/4 with Satin UV or specified equivalent commodity stock held by printer.
- Text Pages Stock shall be silk text 4/4 with Satin UV or specified equivalent commodity stock held by printer.
- The magazine must be saddle stitched and trimmed to size.
- The magazine must be Web Press or Sheet Fed.
- Ability to print the publication within eight (8) days of upload from the City. On publications that include the Parks Guide or the Annual Report the printing shall occur within nine (9) days of upload from the City.
- Guaranteed ship/delivery to post office within eight (8) days of upload from the City. On Publications that include the Parks Guide or the Annual Report the printing shall occur within nine (9) days of upload from the City.
- Must be able to provide mail prep/inkjet services.
- Provide tracking information for shipments to City within twenty-four (24) hours of shipment.

**Monthly Magazine Format**

- Number of Issues: One (1) per month, for a total of twelve (12) annually
- Number of Pages: Thirty-Two (32)
- Paper shall be 60# matte, self-cover

**Schertz Parks Guide & Annual Report**

- Printing and assembling of approximately 16,000 copies of the Schertz Parks & Rec Guide, three (3) times per year, typically during the months of January, April, and August with a final schedule to be determined.
- Printing and assembling of approximately 16,000 copies of the Schertz Annual Report typically during the month of March with the final schedule to be determined.
- Three (3) Parks Guides must be twenty (20) pages and the Annual Report must be sixteen (16) pages. Parks Guides and Annual Report are printed and assembled using 60# gloss paper, flat 11" x 17", finished 8.5" x 11".
- The Cover Stock shall be Silk Cover-4/4 with Satin UV or specified equivalent commodity stock held by printer.
- Text Pages Stock shall be silk text 4/4 with Satin UV or specified equivalent commodity stock held by printer.
- The Parks Guide and Annual Report must be saddle-stitched and trimmed to size.
- The Parks Guide and Annual Report must be Web Press or Sheet Fed.
- Ability to print and polybag the publication within nine (9) days of upload from the City.
- Guaranteed ship/delivery to post office within nine (9) days of upload from the City.
- Must be able to provide mail prep/inkjet services.
- Provide tracking information for shipments to the City within twenty-four (24) hours of shipment.

**Pricing for Service**

The proposer should describe in detail (a) the total fees for the entire scope of the Services; and (b) the method by which the fees are calculated. The fees must be inclusive of all associated costs for delivery, labor, insurance, taxes, overhead, and profit.

| Option | PRICE FOR 60# PAPER (Per Issue Price) |
|---|---|
| **Count (12 issues)-32 Page** | $7172.71 |
| **Parks Guide (3 issues)** | $6336.05 |
| **Annual Report** | $4940.79 |

- Contractor shall provide an invoice for actual shipping costs.
- Poly-Bagging Price per Parks Guide & Annual report not to exceed $0.123ea
- Paper Price Modifications: Contractor shall provide a minimum of thirty (30) days advance notice of all Paper Pricing Modifications.

# Exhibit “B”

EVIDENCE OF INSURANCE

# CERTIFICATE OF LIABILITY INSURANCE

10/1/2024

DATE (MM/DD/YYYY) 7/30/2024

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

| | |
|---|---|
| **PRODUCER** Lockton Companies<br>444 W. 47th Street, Suite 900<br>Kansas City MO 64112-1906<br>(816) 960-9000<br>kcasu@lockton.com | **CONTACT NAME:**<br>**PHONE (A/C, No, Ext):** **FAX (A/C, No):**<br>**E-MAIL ADDRESS:** |
| **INSURED** 7271<br>WALSWORTH PUBLISHING COMPANY INC<br>ATTN: RANDY FAY<br>306 N. KANSAS AVE.<br>MARCELINE MO 64658-1129 | **INSURER(S) AFFORDING COVERAGE** — **NAIC #**<br>**INSURER A :** Hartford Fire Insurance Company — 19682<br>**INSURER B :** Hartford Casualty Insurance Company — 29424<br>**INSURER C :** Fireman's Fund Insurance Company — 21873<br>**INSURER D :**<br>**INSURER E :**<br>**INSURER F :** |

**COVERAGES** **CERTIFICATE NUMBER:** 20797227 **REVISION NUMBER:** XXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | X **COMMERCIAL GENERAL LIABILITY**<br>CLAIMS-MADE [X] OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>X POLICY [ ] PRO-JECT [ ] LOC<br>OTHER: | Y | N | 37UENAX0RMN | 10/1/2023 | 10/1/2024 | EACH OCCURRENCE<br>DAMAGE TO RENTED PREMISES (Ea occurrence)<br>MED EXP (Any one person)<br>PERSONAL & ADV INJURY<br>GENERAL AGGREGATE<br>PRODUCTS - COMP/OP AGG | $ 1,000,000<br>$ 1,000,000<br>$ 10,000<br>$ 1,000,000<br>$ 2,000,000<br>$ 2,000,000<br>$ |
| B | **AUTOMOBILE LIABILITY**<br>X ANY AUTO<br>OWNED AUTOS ONLY<br>HIRED AUTOS ONLY<br>SCHEDULED AUTOS<br>NON-OWNED AUTOS ONLY | N | N | 37UENIE6263 | 10/1/2023 | 10/1/2024 | COMBINED SINGLE LIMIT (Ea accident)<br>BODILY INJURY (Per person)<br>BODILY INJURY (Per accident)<br>PROPERTY DAMAGE (Per accident) | $ 1,000,000<br>$ XXXXXXX<br>$ XXXXXXX<br>$ XXXXXXX<br>$ XXXXXXX |
| B | X **UMBRELLA LIAB** X OCCUR<br>**EXCESS LIAB** CLAIMS-MADE<br>DED RETENTION $ $0 | N | N | 37XHUAY4ANB | 10/1/2023 | 10/1/2024 | EACH OCCURRENCE<br>AGGREGATE | $ 10,000,000<br>$ 10,000,000<br>$ XXXXXXX |
| A | **WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y/N<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N<br>**(Mandatory in NH)**<br>If yes, describe under DESCRIPTION OF OPERATIONS below | N/A | N | 37WBBN3284 | 10/1/2023 | 10/1/2024 | X PER STATUTE OTH-ER<br>E.L. EACH ACCIDENT<br>E.L. DISEASE - EA EMPLOYEE<br>E.L. DISEASE - POLICY LIMIT | <br>$ 500,000<br>$ 500,000<br>$ 500,000 |
| C | EXCESS LIABILITY | N | N | USL025555232 | 10/1/2023 | 10/1/2024 | $10,000,000 EACH OCCURRENCE; $10,000,000 AGGREGATE | |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

RE: CITY OF SCHERTZ IS ADDITIONAL INSURED ON GENERAL LIABILITY, IF REQUIRED BY WRITTEN CONTRACT AND SUBJECT TO THE TERMS AND CONDITIONS OF THE POLICY.

**CERTIFICATE HOLDER**

**20797227**
CITY OF SCHERTZ
1400 SCHERTZ PKWY
SCHERTZ TX 78154-1634

**CANCELLATION**

**SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.**

**AUTHORIZED REPRESENTATIVE**

Joseph M Agnello

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SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.

# 2024-009 - Magazine Print Services
## Scoring Summary

## Active Submissions

| | Total | Proposer's Qualifications, Abilities, and Reputation | Quality of Proposed Services/System | Responsiveness of Proposal | Cost |
|---|---|---|---|---|---|
| Supplier | / 100 pts | / 30 pts | / 30 pts | / 10 pts | / 30 pts |
| Walsworth Publishing Co. | 76.67 | 22 | 18 | 6.667 | 30 |
| INTEG | 46 | 12 | 12 | 4 | 24.74 |

**PROJECT#** 2024-009

**PROJECT NAME:** Magazine Print Service

| Criteria | Points | INTEG | Walsworth |
|---|---|---|---|
| Financial Consideration | 30 | $142,891.70 | $110,021.46 |
| | | **23.10** | **30.00** |

**COST PER ISSUE**

| Company | INTEG | Walsworth | NOTES |
|---|---|---|---|
| Monthly Magazaine | 9664.56 | 7172.71 | |
| Prks Guides | $ 7,104.89 | $ 6,336.05 | |
| Annual Report | $ 5,602.31 | $ 4,940.79 | |
| **Total** | **$ 22,371.76** | **$ 18,449.55** | |

**ANNUAL COST**

| Company | INTEG | Walsworth | NOTES |
|---|---|---|---|
| Monthly Magazaine x12 | 115974.72 | 86072.52 | |
| Parks Guides x3 | $ 21,314.67 | $ 19,008.15 | |
| Annual Report x1 | $ 5,602.31 | $ 4,940.79 | |
| **Total** | **$ 142,891.70** | **$ 110,021.46** | |

**Agenda No. 12.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Police Department** |
| **Subject:** | **Resolution 24-R-106 - Approving an Amendment to the Interlocal Agreement (ILA) between the City of Cibolo and the City of Schertz for Dispatch Services (S.Williams/J.Lowery)** |

## BACKGROUND

This is an amendment to the existing ILA with the City of Cibolo for dispatch services. This will be the fourth amendment to the ILA which was originally executed in 2010 (Resolution10-R-49), and subsequently amended in 2015 (15-R-54), 2016 (16-R-24) and 2019 (19-R-90). This amendment will provide a formula for calculating fees for said services and denotes a process for increases of collected fees.

## GOAL

The goal of this resolution is to amend the existing ILA with the City of Cibolo for dispatch services based upon weighted call for service distribution and current weighted salaries of dispatch personnel.

## COMMUNITY BENEFIT

The benefit to the community is provided by collection of fees in accordance with dispatch service costs associated with the City of Cibolo.

## SUMMARY OF RECOMMENDED ACTION

The ILA between the City of Cibolo and the City of Schertz should be amended to ensure the appropriate fees are being charged for providing dispatch services.

## FISCAL IMPACT

Presently, the City of Schertz is collecting a fee of $160,000/YR from the City of Cibolo for providing dispatch services. Fees accordingly will increase to $493,023.20/YR and will be reviewed and adjusted as needed each year.

## RECOMMENDATION

Approve Resolution R-24-106.

**Attachments**

ILA Worksheet Dispatch Services

Resolution 24-R-106 with attachments

Third Amendment 19-R-90

**ILA WORKSHEET DISPATCH SERVICES**

DISPATCH SALARIES
(Weighted salary and benefits)

- Communications Officer $75,984/yr x 12 = $911,808.00
- Communications Supervisor $95,638/yr x 4 = $382,552.00
- Communications Manager $114,292/yr x 1 = $114,292.00

TOTAL $1,408,652.00

- Quarterly vacancy calculator >60days Credit
  - Communication Officer $6,648.60 ($75,984 ÷ 12 x .35)
  - Communication Supervisor $8,368.33 ($95,638 ÷ 12 x .35)
  - Communication Manager $10,000.55 ($114,292 ÷ 12 x .35)

CFS DATA

| Dispatch Stats | FY OCT 16-17 | FY OCT 17-18 | FY OCT 18-19 | FY OCT 19-20 | FY OCT 20-21 | FY OCT 21-22 | FY OCT 22-23 | FY OCT 23-24* |
|---|---|---|---|---|---|---|---|---|
| **CALLS FOR SERVICE CREATED** | | | | | | | | |
| Schertz PD CFS | 44,813 | 45,250 | 41,069 | 46,063 | 36,190 | 32,170 | 30,667 | 19,887 |
| Cibolo PD CFS | 22,201 | 26,274 | 21,631 | 22,011 | 20,233 | 21,722 | 23,551 | 17,937 |
| Schertz EMS CFS | 10,257 | 10,189 | 10,871 | 10,761 | 12,307 | 13,640 | 14,530 | 9,752 |
| Schertz Fire CFS | 2,736 | 2,812 | 3,451 | 3,658 | 4,283 | 4,323 | 4,839 | 3,524 |
| Cibolo Fire CFS | 1,398 | 1,508 | 1,668 | 1,804 | 2,302 | 2,568 | 2,893 | 2,269 |
| Total | 81,405 | 86,033 | 78,690 | 84,297 | 75,315 | 74,423 | 76,480 | 53,369 |

*YTD for FY through June 2024

- CFS data is assigned a SZ or CB prefix when generated and that is how CFS is captured and reported for the respective entity – no EMS CFS are attributed to Cibolo even when CBFD or CBPD requests EMS, but the CFS the respective Cibolo unit is on is captured
- SZFD and CBFD utilizes proximity dispatching but for data collection for FD CFS it was collated by address associated with the respective city

DISPATCH CFS WORKLOAD CALCULATION

(FY 22-23 data)

- 76,480 total CFS
- 50,036 Schertz EMS/PD/FD CFS (65.42% rounded to 65%)
- 26,444 Cibolo PD/FD CFS (34.58% rounded to 35%)

| Dispatch CFS Workload Calculation Trend (rounded for 100% total) | | | | | | |
|---|---|---|---|---|---|---|
| | FY 16 – 17 | FY 17 – 18 | FY 18 – 19 | FY 19 – 20 | FY 20 -21 | FY 21 - 22 |
| Schertz EMS/PD/FD | 71% | 68% | 70% | 72% | 70% | 67% |
| Cibolo PD/FD | 29% | 32% | 30% | 28% | 30% | 33% |

DISPATCH FEE CALCUATION

- $1,408,652.00 X .35 = $493,028.20 ÷ 4 = $123,257.05 quarterly payments
- $493,028.20 ÷ 26,444 = $18.64/per CFS

POPULATION GROWTH

(Worldpopulationreview.com projections for US Census Estimates released May 2024)

| **Schertz** | **YEAR** | **Cibolo** |
|---|---|---|
| 43,604 | Current - May 2024 | 37,555 |
| 43.2K | 2023 | 36.4K |
| 43K | 2022 | 34.8K |
| 42.7K | 2021 | 33.5K |
| 42.1K | 2020 | 32.8K |
| 42K | 2019 | 31.3K |
| 41K | 2018 | 30.2K |
| 40.1K | 2017 | 29K |
| 39.1K | 2016 | 27.6K |
| **Growth Since 2020** | | |
| 3.47% (1,462) | | 14.39% (4,725) |

**RESOLUTION NO. 24-R-106**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN AMENDMENT OF AN INTERLOCAL AGREEMENT FOR DISPATCH SERVICES WITH THE CITY OF CIBOLO, TEXAS, AND OTHER MATTERS IN CONNECTION THEREWITH.**

**WHEREAS,** by Resolution Number 10-R-49, the city Council (the "City Council") of the City of Schertz (the "City") approved an Interlocal Agreement for Dispatch Services with the City of Cibolo, Texas ("Cibolo"), permitting Cibolo to utilize public safety and law enforcement dispatch services of the City; and

**WHEREAS**, the City of Schertz and the City of Cibolo previously entered into an Interlocal Agreement to provide dispatch services ("Agreement"); and

**WHEREAS**, the City of Schertz and the City of Cibolo previously executed the Third Amendment to Interlocal Agreement for dispatch services on July 12, 2019; and

**WHEREAS**, the City of Schertz and City of Cibolo desire to execute a Fourth Amendment to replace and supecede Article 1.F as described and attached herein as Exhibit A.

**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 amend the ILA with City of Cibolo for Dispatch Services as 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**

Fourth Amendment to ILA for Dispatch Services

**FOURTH AMENDMENT TO INTER-LOCAL AGREEMENT FOR DISPATCH SERVICES**

1. Article 1 F of the Third Amendment is deleted in its entirety and replaced with the following:

**ARTICLE 1 – PUBLIC SAFETY DISPATCH SERVICES**

**F**. Payment for Dispatch Services: In consideration of the City of Schertz providing the dispatch services enumerated above, the City of Cibolo shall pay to the City of Schertz a sum of $493,028.20 payable in four (4) equal quarterly installments of $123,257.05, without the benefit of being invoiced by the provider, payable on the first day of each fiscal quarter beginning October 1, 2024.

Dispatch Service Fees are determined by staffing requirements to maintain staffing level capable of working multiple critical incidents at a time with dedicated dispatcher(s) per incident as of January 1, 2024, which includes 12 Communication Officers (individual weighted salary $75,984), four (4) Communication Supervisors (individual weighted salary $95,638), and one (1) Communications Manager (weighted salary $114,292). Weighted salary and benefits for staffing is $1,408,652.00. Cibolo's portion of the billing is calculated at a .35 factor based on CFS volume ratio between Schertz PD/FD/EMS and Cibolo PD/FD as calculated for the calendar year of 2023.

If a vacancy occurs for more than 60 continuous days of any quarter, the quarterly installment will be adjusted for that specific billing period for the respective dispatch position weighted as follows and calculated at a .35 factor; Communication Officer $6,648.60, Communications Supervisor $8,368.33, and Communications Manager $10,000.55. This credit will be adjusted to the subsequent quarterly payment.

The parties agree to meet directly and or through the Advisory Board by May 31st of each calendar year, or such other date as is mutually agreeable, to evaluate the sufficiency of payments for future Dispatch Services and to discuss in good faith any proposed changes whether increases or decreases in user fees based on operational cost analysis to include evaluation of costs distribution, changes in workloads, equipment replacement, economies of scale and labor costs as well as any costs for connectivity to other agencies to provide services under this agreement. Any costs for additional services will be provided in writing and will be included on the quarterly invoices and payments made as outlined above.

In any event, if workload volume directly related to Cibolo increased to a point that additional staffing becomes necessary, Schertz may within its sole discretion, but after consultation with Cibolo, increase quarterly fees, and if announced by July 31st for the following calendar year. Notwithstanding, the parties further agree that the foregoing quarterly payments shall increase, as necessary, to cover any additional expenses, including wage increases, health insurance increases, and other personnel- related costs,

associated with Schertz's cost of employing the additional dispatch personnel necessary to provide Dispatch Services to Cibolo. Schertz shall notify Cibolo, in writing: of any such additional expenses at least ninety (90) days prior to the effective date of any increase in payment to Schertz for dispatch services.

2. Except as specifically modified by this Amendment, all other terms, conditions, and provisions of the Second Amendment to the Interlocal Contract shall remain in full force and effect. Where a portion of the Agreement is not supplemented, modified, amended, and/or deleted by this Amendment, such unaltered portions of the Agreement shall remain in effect.

| **City of Cibolo** | **City of Schertz** |
|---|---|
| _____ | _____ |
| Signature | Signature |
| _____ | _____ |
| Printed Name | Printed Name |
| _____ | _____ |
| Title: | Title: |
| _____ | _____ |
| Date: | Date: |

**RESOLUTION NO. 19-R-90**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AMENDMENT OF AN INTERLOCAL AGREEMENT FOR DISPATCH SERVICES WITH THE CITY OF CIBOLO, TEXAS, AND OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS,** by Resolution Number 10-R-49, the City Council (the "City Council") of the City of Schertz (the "City") approved an Interlocal Agreement for Dispatch Services with the City of Cibolo, Texas ("Cibolo"), permitting Cibolo to utilize public safety and law enforcement dispatch services of the City; and

**WHEREAS,** the City of Schertz and the City of Cibolo desire to amend the Interlocal Agreement on the terms, conditions and considerations contained herein.

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 amendment to the Agreement in substantially the form set forth on 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 23rd day of July 2019.

CITY OF SCHERTZ, TEXAS

Michael R. Carpenter, Mayor

ATTEST:

Brenda Dennis, City Secretary

**EXHIBIT A**

**_____ AGREEMENT**

**INTERLOCAL CONTRACT FOR DISPATCH SERVICES**
**AMENDMENT TO**
**SECOND AMENDMENT TO INTER-LOCAL AGREEMENT**
**FOR DISPATCH SERVICES**

This Amendment to the Second Amendment to the Interlocal Contract for Dispatch Services ("Amendment") is entered into as of the 12 day of July, 2019 (the" Effective Date"), between THE CITY OF SCHERTZ, TEXAS, a municipal corporation and a political subdivision of the State of Texas ("Schertz"), and CITY OF CIBOLO, TEXAS ("Cibolo").

**RECITALS**

**WHEREAS**, the City of Schertz and the City of Cibolo previously entered into an Interlocal Agreement to provide dispatch services ("Agreement"); and

**WHEREAS**, the City of Schertz and the City of Cibolo previously entered into the Second Amendment to Interlocal Agreement for dispatch services on April 1, 2016; and

**WHEREAS,** the City of Schertz and the City of Cibolo desire to amend the Second Amendment on the terms and conditions contained herein.

**NOW, THEREFORE,** in consideration of the mutual promises, covenants, obligations and benefits of this Amendment to the Second Amendment, Schertz and Cibolo agree as follows:

1. Article 1 F of the Second Amendment is deleted in its entirety and replaced with the following:

**ARTICLE I – PUBLIC SAFETY DISPATCH SERVICES**

F. Payment for Dispatch Services: In consideration of the City of Schertz providing the dispatch services enumerated above, the City of Cibolo shall pay to the City of Schertz a sum of $160,000.00 payable in four (4) equal quarterly installments of $40,000.00, without the benefit of being invoiced by the provider, payable on the first day of each fiscal quarter beginning October 1, 2015. The City of Cibolo will be responsible for funding half of the annual support fees, which will be due at the beginning of the first quarter starting October 1, 2015, in order to offset the enhanced connection necessary to supply the transmission of data from COSA. Should there be unforeseen cost in regards to enhancing the connection, these cost will be shared equally between the City of Schertz and the City of Cibolo.

Beginning in January of 2021, the Consideration shall be increased by a percentage equal to the percentage increase of the U.S. Department of Labor, Consumer Price Index for All Urban Consumers (the "CPI-U"), all items, un-adjusted 12 months ended January of the current year; provided the City of Schertz's proposal for a rate adjustment shall be submitted no later than June 30 of each year, shall contain a copy of the CPI-U, and shall be attached as an amendment to the Agreement.

Should the CPI-U decrease there will be no change in Consideration from the previous year's rate. Alternatively should the CPI-U result in an increase in Consideration, such increase shall not exceed five percent (5%) per year.

The parties agree to meet directly and or through the Advisory Board by May 31st of each calendar year, or such other date as is mutually agreeable, to evaluate the sufficiency of payments for future Dispatch Services and to discuss in good faith any proposed changes whether increases or decreases in user fees based on operational cost analysis to include evaluation of costs distribution, changes in workloads, equipment replacement, economies of scale and labor costs as well as any costs for connectivity to other agencies to provide services under this agreement. Any costs for additional services will be provided in writing and will be included on the quarterly invoices and payments made as outlined above.

In any event, if workload volume directly related to Cibolo increased to a point that additional staffing becomes necessary, Schertz may within its sole discretion, but after consultation with Cibolo, increase quarterly fees, and if announced by July 31st for the following calendar year. Notwithstanding, the parties further agree that the foregoing quarterly payments shall increase, as necessary, to cover any additional expenses, including wage increases, health insurance increases, and other personnel-related costs, associated with Schertz's cost of employing the additional dispatch personnel necessary to provide Dispatch Services to Cibolo. Schertz shall notify Cibolo, in writing, of any such additional expenses at least ninety (90) days prior to the effective date of any increase in payment to Schertz for dispatch services.

2. Except as specifically modified by this Amendment , all other terms, conditions, and provisions of the Second Amendment to the Interlocal Contract shall remain in full force and effect. Where a portion of the Agreement is not supplemented, modified, amended, and/or deleted by this Amendment, such unaltered portions of the Agreement shall remain in effect.

*[Signatures begin on following page.]*

**City of Cibolo**

By: Robert T. Herrera

Name: Robert T. Herrera

Title: City Manager

Date: 7/12/2019

**City of Schertz**

By: Mark Browne

Name: MARK Browne

Title: City Manager

Date: 7/31/19

**Agenda No. 13.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Police Department** |
| **Subject:** | **Resolution 24-R-107 - Accepting a grant award from the Motor Vehicle Crime Prevention Authority for a License Reader Program to combat vehicle burglary and theft. (S.Williams/J.Lowery)** |

## BACKGROUND

License Plate Readers (LPRs) are no longer leading edge technology but the management and deployment of this technology to combat crime and increase positive outcomes through real time and actionable intelligence is paramount for 21st Century Policing. We recently transitioned to AXON Digital Video Recorders (DVRs) which are also capable of collecting LPR data. The Flock Camera system also includes a state of the art LPR data analysis system that is capable of mining and searching for a multitude of third party videos. All surveillance data obtained through the Flock Camera system is automatically purged after 30 days, unless linked to a criminal investigation.

The City of Schertz submitted a grant application in response to the Request for Application issued on May 13, 2024, to the Motor Vehicle Crime Prevention Authority - License Plate Reader Program (grant 224-25-0940200). The Motor Vehicle Crime Prevention Authority approved the City's grant application on 8/15/2024. The grant requires a maximum cost share by the City of 20%. The grant will be used to purchase the Flock Camera system.

## GOAL

Leveraging technology in combating motor vehicle crimes and increasing our actionable intelligence in our efforts to prevent and solve such crimes and calls for service with a vehicle nexus in the City of Schertz.

## COMMUNITY BENEFIT

Increased law enforcement awareness of vehicles involved in crimes traveling within the City of Schertz on a real time basis. Ultimately, with the desired outcome of reducing crime, solving cases, and improving the general safety of all who visit and/or live in the City of Schertz.

## SUMMARY OF RECOMMENDED ACTION

The approval of Resolution 24-R-107 should be approved to assist Schertz PD in addressing a multitude of crime and safety issues by leveraging the collection of LPR data through the Flock Camera and data system.

## FISCAL IMPACT

The total grant award is $92,810, which includes a cost share by the City of $15,468 (approximately 17%) for one year. There is a second year continuance grant that we will apply for in the next FY for $71,960. The grant match is to be determined upon grant announcement, a maximum of 20% cost share. However, the City of Schertz can withdraw from this program at anytime without any additional financial obligation.

**RECOMMENDATION**

Approve Resolution 24-R-107.

---

**Attachments**

SB 224 Grant Application SZPD

Resolution 24-R-107 with attachments

Senate Bill 224 Grant Application for 2025

**The Application was submitted by James Winton Lowery at 6/12/2024 8:56:30 AM and is now locked.**
**The confirmation Number is 2024061200326.**

Primary Agency / Grantee Legal Name: *City of Schertz*
Organization Type: *Law Enforcement*
Organization ORI (if applicable): *TX0940200: SCHERTZ PD*

**Program Title** Please enter a short description of the proposed program that can be used as the title.
License Plate Reader Program

**Application Category** (See **Request for Applications** [RFA] for category details and descriptions RFA Priority Funding Section):

- ○ **Continued Grant** - Only available to agencies that have a 2024 grant. These are annual competitive grants for the program described in the application. The program must be submitted for substantially the same program as the previous year. The requested funds, match funds, and in-kind match must be within 5% of the previous year but in any event may not go below the 20% minimum cash match requirement. The number of staff positions must be within 5% of the total positions. Awarded activities are funded on a reimbursement basis.
- ○ **Modified Grant** - Only available to agencies that have a 2024 grant. The grantee will only enter the portion with a difference more or less than 5% of their current grant. These are annual competitive grants that require a minimum cash match of 20% for the program described in the application. Awarded activities are funded on a reimbursement basis

**MVCPA Program Category** (see **RFA** and TAC 43, 3 §57.14). Check all that apply.

- ☑ Law Enforcement, Detection and Apprehension
- ☑ Prosecution, Adjudication and Conviction
- ☑ Reduction of the Theft of Catalytic Converters
- ☐ Education Programs and Marketing

**Taskforce Grant Participation and Coverage Area**

**Provide a General Description of the Participating and Coverage Area of this Grant Application**

The City of Schertz and the surrounding areas of Bexar, Comal, and Guadalupe Counties will be the area of coverage for this program.

**Define in the tables below the grant relationships and geographic area of the Catalytic Converter program:**
Applicant will add the participating and coverage agencies from the ORI list below. If an agency is not in the ORI list, please include the agency and role in the general description above. Make sure to follow the definitions below and select an agency in the dropdown. Use the *Add as Participating Agency* or *Add as Coverage Agency* button to populate the list.

**Participating Agencies** are agencies that materially participate in the grant application through the exchange of funds for reimbursement and cash match. Participating agencies are defined after the grant award by interlocal/interagency agreements. Each applicant must select their own agency first. Then select agencies that will receive or provide funding and/or resources. [Note: Interlocal/interagency agreements do not need to be submitted with the application. Interlocal agreements will need to be executed prior to the first payment being made if selected for a grant. Letters of support with the application from the participating agencies are strongly recommended.]

**Coverage Agencies** are agencies that provided some level of coverage, assistance or support by this grant application but will not materially exchange funds as cash match or reimbursement. The coverage is not supported by an after the award with interlocal/interagency agreements. Coverage agencies as law enforcement agencies may have jurisdictional coverage agreements unrelated to the grant (Ex. City Y is within County X or vice versa). Agencies selected in this list include agencies that will be

covered or where the agency indicates that their agency will coordinate or call upon the program. Letters of support with the application from the participating agencies are strongly recommended.

| Participating Agencies | Coverage Agencies |
|---|---|
| TX0940200 SCHERTZ PD | TX0150000 BEXAR CO SO (MIP) |
| | TX0460000 COMAL CO SO |
| | TX0940000 GUADALUPE CO SO |

☐ **Other Coverage** (Use if ORI not listed or explanation is necessary.):
*No text provided.*

☐ **National Insurance Crime Bureau (NICB)** Used as Match (Documentation and time certification required.)
☐ **Texas Department of Public Safety (DPS)**
☐ **Other State or Federal Agency** (specify:)

**Resolution**: Complete a Resolution and submit to local governing body for approval. *Sample Resolution* is found in the Request for Application or send a request for an electronic copy to *grantsMVCPA@txdmv.gov*. The completed and executed Resolution must be attached to this on-line application.

**Grant Budget Form**

MVCPA recommends that the applicant complete the total costs (MVCPA and Cash Match combined) for this program. The applicant can then enter the desired amount of Cash Match (not less than 20% per TAC Title 43, Â§57.36). The system will then calculate the correct grant and match amounts.

**Budget Entry Option:**

◉ Enter Total and let system calculate MVCPA Funds and Cash Match, Match Percentage: 20 %
○ Enter MVCPA and Cash Match Amounts

Click on category name to edit budget detail for that category.

| Budget Category | MVCPA Expenditures | Cash Match Expenditures | Total Expenditures | In-Kind Match |
|---|---|---|---|---|
| *Personnel* | | | | |
| *Fringe* | | | | |
| *Overtime* | | | | |
| *Professional and Contract Services* | $77,342 | $15,468 | $92,810 | |
| *Travel* | | | | |
| *Equipment* | | | | |
| *Supplies and Direct Operating Expenses (DOE)* | | | | |
| Total | $77,342 | $15,468 | $92,810 | |
| Cash Match Percentage | | 20.00% | | |

| Description | Subcategory Pct Time | MVCPA Funds | Cash Match | Total | In-Kind Match |
|---|---|---|---|---|---|
| **Personnel** | | | | | |
| Total Personnel | | | | | |
| **Fringe** | | | | | |
| Total Fringe | | | | | |
| **Overtime** | | | | | |
| Total Overtime | | | | | |
| **Professional and Contract Services** | | | | | |
| YEAR 1 SUBTOTAL FOR FLOCK CAMERA SYSTEM Other | 100 | $77,342 | $15,468 | $92,810 | |
| Total Professional and Contract Services | 100 | $77,342 | $15,468 | $92,810 | |
| **Travel** | | | | | |
| Total Travel | | | | | |
| **Equipment** | | | | | |
| Total Equipment | | | | | |

| Description | Subcategory Pct Time | MVCPA Funds | Cash Match | Total | In-Kind Match |
|---|---|---|---|---|---|

**Supplies and Direct Operating Expenses (DOE)**

Total Supplies and Direct Operating Expenses (DOE)

**Budget Narrative**

**D. Professional and Contract Services**

Includes the Flock Safety Platform of 1 FlockOS Advanced Package, 15 Flock Safety Falcon LPR Cameras, 1 Flock Safety Wing Gateway - 128 Streams, 6 Flock Safety Wing Gateways - 8 streams, and 2 Flock Safety Condor PTZ Cameras w/ LTE service for a total of $71960. Also includes one time fees of the following: One Wing Gateway Implementation Fee of $500, 6 wing gateway implementation fees of $500 (Total $3000), 11 MASH Tested Pole Implementation fees of $1250 (Total $13750), 3 standard implementation fees of $650 (Total $1950), 1 Existing Infrastructure Fee of $150, 2 Standard Implementation fees of Condor cameras of $750 (Total $1500) Grand Total $92810.00

**Revenue**

Indicate Source of Cash and In-Kind Matches for the proposed program. Click on links to go to match detail pages for entry of data.

*Cash Match*

**Source of Cash Match**

| | | |
|---|---|---|
| General Funds | Grantee | $15,468 |
| **Total Cash Match** | | $15,468 |

*In-Kind Match*

**Statistics to Support Grant Problem Statement**

| Reported Cases | 2023 | 2024 |
|---|---|---|
| Jurisdiction | Catalytic Converter Theft | Catalytic Converter Theft |
| Schertz | 11 | 4 |

*Add/Edit Statistics*

**Application Narrative**

**Grant Introduction (Executive Summary) and General Information**

1.1 Briefly describe the organization and program operation. Provide a high level summary to the application and how it will affect the local community. (500 words or less)

Schertz Police Department serves the City of Schertz and its 32 square miles located in Bexar, Comal, and Guadalupe Counties. The City of Schertz is the third largest city in the Alamo Area with a population of 42,002 and is growing quickly. The city has a strong mix of commercial and residential leading to a variety of crime that the police department combats. Like other communities in the State of Texas, Schertz has been a victim of the trend of catalytic converter theft. To combat this trend, the Schertz Police Department desires to implement a license plate reading camera program throughout the city. This program would not only assist in the prevention of catalytic converter theft in City of Schertz as well as aide in the arrest, prosecution, and conviction catalytic converter thieves; but would support these efforts in the surrounding areas of Bexar, Comal, and Guadalupe Counties. Schertz sits directly between San Antonio and New Braunfels on the IH-35 corridor, and a program such as this would serve as a safety net between these two cities. In addition to the reduction of catalytic converter theft, I believe this would also aide in the ability to prevent other property crimes in the area such as vehicle theft, vehicle burglaries, and commercial and residential burglaries. Furthermore, these cameras would also aide in the apprehension and prosecution of countless other offenses.

1.2 Describe the taskforce governing, organization and command structures. Include a description of the nature of support and agreements that will be in place if the grant is awarded. Provide any details unique to the taskforce organization or geographical target area. Describe whether any part of this grant will be directed to serve a specific target population (or subset of the community)?

The Schertz Police Department is an agency of over 60 officers commanded by 12 Sergeants, 4 Lieutenants, 2 Assistant Chiefs (with one of the positions currently unstaffed), and our Chief of Police James Lowery. The Flock Safety Camera system we wish to acquire would be serviced and supported by Flock Safety as part of their agreement with the city. One unique detail of the Schertz Police Department is the location within three counties on the IH-35 corridor servicing the area between San Antonio and New Braunfels. This grant will target the specific catalytic converter theft and other property crimes that occur in the fast growing and highly trafficked area.

**Grant Problem Statement**

2.1 Provide an assessment of the Catalytic Converter Theft problem in the coverage area of this application. Include loss data consistent with the reported incident numbers above.

In the 2023 year, Schertz had 11 catalytic converter thefts in the city. This was a reduction from the previous two years as in 2021 and 2022, Schertz saw numerous more catalytic converters being stolen. So far in 2024, Schertz has had four instances of catalytic converter theft. These thefts are documented in department reports which are uploaded.

## Grant Goals and Activities

There are two parts to this section: 1) Functions of Proposed Program and 2) Goals Strategies and Activities (GSA). In the following boxes, describe the functions of the proposed program and then complete a fillable form called GSA.

MVCPA programs must completely describe the actions, methods and tactics that law enforcement and civilian staff will perform for each of the categories below. Describe the reliance on technology or other program elements to solve the problem statement above and goals below. Functions must be detailed and consistent with the requested budget. If a grant is awarded, funds expended towards activities not described in this section will result in the reimbursement being denied.

**Part 1**

3.1 Functions of the proposed program related to Catalytic Converter Theft from a motor vehicle.

Using the grant funds to implement the license plate reader program would aide in preventing, apprehending, and prosecuting catalytic converter theft by providing situational awareness to officers in the area. It would allow them to locate suspect vehicles used in the commission of catalytic converter theft, place these suspect vehicles in a database that would alert officers in the area of the suspect vehicles presence, and provide unique information which would aide in the prosecution of said offenders once they are taken into custody.

3.4 Functions of the proposed program related to preventing Catalytic Converter Theft

Having a database to lean on in regards to vehicles used in the commission of catalytic converter theft would aide officers in apprehending the offenders before they are able to strike. This would also aide in the prosecution of prior offenses providing unique information of the vehicles used by the offenders.

3.6 Collaboration Effort -- Describe the taskforce method to collaborate, and not duplicate existing activities. Describe the cross boundaries regional approach to grant activity implementation. Describe how the applicant staff and jurisdiction will coordinate with other taskforces and law enforcement agencies to implement this program.

This is not currently a capability possessed by the Schertz Police Department, and would establish a LPR program and begin to form a database of vehicles used by the offenders. This would be supported by other agencies in the area using Flock Safety LPR cameras and would in turn support and assist them in their apprehension and prosecution of catalytic converter thefts in their area.

3.7 If the proposed application requests any exceptions or deviation from any general grant rules, RFA conditions or grant administrative policy, please indicate in the section below. Indicate the section of the specific issue and citation that you are asking the MVCPA to consider and the rational for the request.

N/A

**Part II**

## Goals, Strategies, and Activities

*Select Goals, Strategies, and Activity Targets* for the proposed program described in the application.

Click on the link above to open a new table called Goals, Strategies, and Activity. Applicants will review the statutory and optional activities. The first section is the statutory measures. Grantees may not provide targets for this section but need to review the descriptions to ensure that they understand the statutory minimum requirements associated with this grant. Applicants will then review the other items and estimate targets for only the activities that the applicant has described and plans to complete under this application.

| ID | Activity | Measure | Target |
|---|---|---|---|
| | **Measures for Grantees. Add Target values for those that you will measure.** | | |
| 1 | **Goal 1: Reduce the Incidence of Catalytic Converter Theft through Enforcement Strategies** | | |
| 1.1 | **Strategy 1: Conduct Activities that Result in the Arrest, Clearance, and Recoveries of Catalytic Converter Theft** | | |
| 1.1.1 | Identify groups of catalytic conveter theft offenders through intelligence gathering, crime analysis and the use of informants | Number of catalytic conveter theft groups identified. Include gangs, cartels or other criminal enterprise with two or more members | *5* |
| 1.1.2 | Identify and document/record prolific Catalytic Converter Theft offenders [Prolific is defined as "linked to Catalytic Converter Theft offenses three or more times"] | Number identified/documented offenders | *20* |
| 1.1.5 | Conduct inspections of local businesses related to vehicle enterprise (transportation code or occupation code authorized | Number of businesses inspected | *50* |

| ID | Activity | Measure | Target |
|---|---|---|---|
| | companies such as salvage yard, repair shop, parts recycling center, used car dealership, salvage rebuilder, title service company, other). | | |
| 1.1.6 | Conduct bait vehicle operations that target Catalytic Converter Theft offenders | Number of bait vehicle deployments. Include Catalytic Converter Theft bait operations here. | *2* |
| 1.1.8 | Deploy license plate readers (LPR) | Number of times LPR deployed. Deploy: If stationary unit then total number of days or partial days unit was operable and on. Mobile unit number of days the unit was on and operable. | *300* |
| 1.1.9 | Respond to taskforce license plate reader (LPR) alert notifications | Number of times investigators responded to taskforce LPR alert notifications regardless of whether vehicle was located | *50* |
| 1.1.12 | Conduct covert operations targeting Catalytic Converter Theft offenders | Number of covert operations | *10* |
| 1.1.13 | Conduct warrant "round-up" operations targeting catalytic converter crime offenders, including people wanted for Catalytic Converter Theft | Number of warrant round-up operations performed Catalytic Converter Theft | *2* |
| 1.1.15 | Increase the recovery rate of stolen motor vehicle Catalytic Converter Theft | Report the number of Catalytic Converters recovered by taskforce | *20* |
| 1.1.16 | Increase the clearance rate of Catalytic Converter Theft | Report the number of Catalytic Converter Theft cases cleared | *20* |
| 1.1.17 | Increase the number of persons arrested for Catalytic Converter Theft | Report the number of persons arrested for Catalytic Converter Theft by taskforce | *20* |
| 1.2 | **Strategy 2: Conduct Collaborative Efforts that Result In Reduction of Incidents of Catalytic Converter Theft** | | |
| 1.2.1 | Provide Agency Assists for Catalytic Converter Theft | Number of agency assists related to catalytic conveter theft. **Assist means responding or answering questions via phone, e-mail, or in person. Providing recommendation, guidance, strategy, support or information that other LEOs will use to resolve their cases. The assist generally does not have the direct responsibility for an investigation nor uses LEO authority. The assist helps another LEO or agency investigate cases. Analysts and civilian employees will record their assists to outside LEOs and agencies met here along with officers.** | *10* |
| 1.2.2 | Collaborate with other units or divisions (i.e. homicide, vice, narcotics, etc.) **within the taskforce department(s)** where there were crimes involving catalytic converter theft. Include all participating jurisdiction departments here. | Number of times collaborated within departments or SOs participating in taskforce related to Catalytic Converter Theft. Collaboration means physically using law enforcement resources, tactics and authority to perform activity on cases that draw upon or aid in the investigation intended to further the resolution of any case, identify parties to crime, identify vehicles, interview witnesses/suspects and apprehend suspects. Collaboration will include any help, recommendation, contribution or support requested from or provided to another unit or offered by the taskforce that aids in the furtherance of Catalytic Converter Theft investigations. | *15* |
| 1.2.3 | Collaborate with all other outside LE agencies and other organizations that assist in the reduction of Catalytic Converter Theft. Include all coverage jurisdictions here | Number of times collaborated with coverage area agencies or other law enforcement agencies and organizations that assist in the reduction of Catalytic Converter Theft. Collaboration means physically using law enforcement resources, tactics and authority to perform activity on cases that draw upon or aid in the investigation intended to further the resolution of any case, identify parties to crime, identify vehicles, interview witnesses/suspects and apprehend suspects. Collaboration will include any help, recommendation, contribution or support requested from or provided to another unit or offered by the taskforce that aids in the furtherance of Catalytic Converter Theft investigations | *10* |
| 1.2.5 | Conduct intelligence information-sharing (Personal attendance) | Number of intelligence meetings attended **(include attending as presenter, participant or attendee)** | *5* |
| 1.2.6 | Conduct intelligence information-sharing (Written information) | Crime analysis bulletins disseminated **(include information distributed to law enforcement agencies via text, e-mail, or intra-net communications)** | *6* |
| 1.2.7 | Collaborate with other MVCPA taskforces | Number of times collaborated with other MVCPA taskforces that assist in the reduction in Catalytic Converter Theft | *5* |
| 3 | **Goal 3: Educate/Train Citizens and Qualified Personnel in Detection and Prevention of Catalytic Converter Theft** | | |
| 3.1 | **Strategy 1: Conduct Public Awareness Related Activities Used to Educate Citizens** | | |
| 3.1.1 | Conduct educational outreach events (include trade show, exhibits, booths at community events, vehicle displays, brochures, etc.) | Number of outreaches | *12* |
| 3.1.2 | Conduct educational presentations to the public | Number of presentations. Presentation means in person, on-line, original written document, article, or webpage. | *6* |

| ID | Activity | Measure | Target |
|---|---|---|---|
| 3.1.4 | Conduct vehicle identification initiative/event | Number of etching events. Including catalytic converters. | *1* |
| 3.1.4.1 | Conduct vehicle identification initiative/event | Number of Participants/Attendees Catalytic Converters Marked) | *20* |
| 3.1.5 | Purchase advertisements in local outlets | Number of advertisements purchased or provided complimentary for taskforce. Include all types of media purchased or provided free (social, tv, utility inserts, billboards, transportation, etc.) | *5* |
| 3.1.7 | Utilize social media outlets (Facebook, Twitter, Instagram, etc.) | Number of postings in social media outlets | *12* |
| 3.1.8 | Deploy outdoor public notification signage | Number of deployments per month (if sign remains several months, count as 1 deployment per month) | *1* |
| 3.1.10 | Conduct media outreach, including, public service announcements, press releases, and interviews | Number of outreaches | *3* |
| 3.2 | **Strategy 2: Conduct Law Enforcement Training Activities to Educate Officers on Recognition and Apprehension of Stolen Vehicles and Property** | | |
| 3.2.1 | Conduct law enforcement training (TCOLE) | Number of classes provided for TCOLE credit | *2* |
| 3.2.3 | Conduct vehicle crimes presentations to law enforcement agencies (non TCOLE) | Number of classes or presentations. Presentations may include electronic roll call documents, shift BOLOs and other written or presented materials based on local practices. | *5* |

## Grant Evaluation

4.1 Describe the local method and/or practice used to collect the data for reporting Goals, Strategies, and Activities and to evaluate the grant program effectiveness. Describe management and staff participation. Include descriptions of systems (forms and software) that will be used to ensure reliable and accurate data is collected and reported. Describe any other evaluation methods used in the applicant agency to determine effectiveness or cost efficiency of the program.

All activities will be documented in a police report using our departments NICHE RMS Program. This program will be transitioned to Tyler RMS in 2025. Both programs provide reliable, accurate, and comprehensive data documentation which will be used to track the target goals.

4.2 Provide any other suggested measures that would better reflect the law enforcement or prevention work that the proposed program will perform. If the suggested measure fits into one of the stated goals above please indicate.

The Information documented in 3.1 and 3.4 are the best reflection of the goals of the program.

## TxGMS Standard Assurances by Local Governments

☑ We acknowledge reviewing the *TxGMS Standard Assurances by Local Governments* as promulgated by the Texas Comptroller of Public Accounts and agree to abide by the terms stated therein.

## Current Documents in folder

Supporting Documentation.pdf (6/12/2024 7:50:44 AM)

Print

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**RESOLUTION NO. 24-R-107**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS ACCEPTING A GRANT AWARD FROM THE MOTOR VEHICLE CRIME PREVENTION AUTHORITY TO MITIGATE MOTOR-VEHILCE BURGLARIES, CATALYTIC CONVERTER THEFTS, AND OTHER MATTERS IN CONNECTION THEREWITH.**

**WHEREAS,** under the provisions of the Texas Transportation Code Chapter 1006 and Texas Administrative Code Title 43; Part 3; Chapter 57, entities are eligible to receive grants from the Motor Vehicle Crime Prevention Authority to provide financial support to law enforcement agencies for economic automobile theft enforcement teams and to combat motor vehicle burglary in the jurisdiction; and

**WHEREAS,** this grant program will assist this jurisdiction to combat motor vehicle burglary, theft, and other matters in connection therewith; and

**WHEREAS,** this grant is a maximum 20% cost share for the grantee (City of Schertz); and

**WHEREAS**, the Grantee desires to accept the FY25 grant award and use all funds for purposes in compliance with the grant program requirement; and

**WHEREAS,** City staff hereby recommends that the City Council approve the recommendation to accept this matching grant from the Motor Vehicle Crime Prevention Authority to install License Plate Reader cameras and associated hardware and software within the City limits of Schertz.

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

Section 1. The City Council hereby accepts the grant from the Motor Vehicle Crime Prevention Authority and designates the City Manager as the Authorized Official to apply for, accept, decline, modify, or cancel the grant application for the Motor Vehicle Crime Prevention Authority Grant Program and all other necessary documents to accept said grant (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**

(Catalytic Converter Grant Program 2025 – Grant Number 224-25-0940200)

FY25 SB224 Catalytic Converter Grant
Motor Vehicle Crime Prevention Authority
Statement of Grant Award and Grantee Acceptance Notice

| | |
|---|---|
| Grant Number: | **224-25-0940200** |
| Grantee: | **City of Schertz** |
| Program Title: | **License Plate Reader Program** |
| Grant Award Amount: | **$77,342** |
| Total Cash Match Amount: | **$15,468** |
| In-Kind Match Amount: | **$0** |
| Reimbursement Percent*: | **83.33%** |
| Grant Term: | **September 1, 2024 to August 31, 2025** |

**Grant Budget Summary: City of Schertz (App ID: 326)**

| Budget Category | MVCPA Expenditures | Cash Match Expenditures | Total Expenditures | In-Kind Match |
|---|---|---|---|---|
| Personnel | | | | |
| Fringe | | | | |
| Overtime | | | | |
| Professional and Contract Services | | | | |
| Travel | | | | |
| Equipment | | | | |
| Supplies and Direct Operating Expenses (DOE) | $77,342 | $15,468 | $92,810 | |
| Total | $77,342 | $15,468 | $92,810 | |

*Reimbursement Percent: 83.33% - $77,342 MVCPA amount / ($77,342 – MVCPA amount + $15,468 cash match)

That whereas, **City of Schertz** (hereinafter referred to as Grantee), has heretofore submitted a grant application in response to the Request for Application issued on May 13, 2024 to the Motor Vehicle Crime Prevention Authority, State of Texas, entitled **City of Schertz - License Plate Reader Program** and further identified by grant number **224-25-0940200**and

Whereas, the Motor Vehicle Crime Prevention Authority has approved the grant application as evidenced by this FY25 Statement of Grant Award and certain special requirements from the Motor Vehicle Crime Prevention Authority dated **08/15/2024** and

Whereas, the Grantee desires to accept the FY25 grant award and use all funds for purposes and in compliance with the following requirements that are adopted in their entirety by reference:

- Texas Transportation Code Chapter 1006;
- Texas Administrative Code: Title 43; Part 3; Chapter 57;

- Texas Grant Management Standards (TxGMS) as promulgated by the Texas Comptroller of Public Accounts including TxGMS Standard Assurances by Local Governments and Standards for Financial and Program Management;
- The Request for Applications issued on May 13, 2024;
- The current Motor Vehicle Crime Prevention Authority Grant Administrative Manual and forms and subsequently adopted grantee instruction manuals and forms;
- The Final Adopted Application attached to this Statement of Grant Award; and
- The Approved Grant Budget Summary

Now, therefore, the Grantee accepts the FY25 Statement of Grant Award under the conditions above including the special requirements in the grant application and the Statement of Grant Award as evidenced by this agreement, executed by the official authorized to sign the original grant application, or the official's designated successor, as presiding officer of and on behalf of the governing body of this grantee; and

The Motor Vehicle Crime Prevention Authority has awarded the above-referenced grant subject to the availability of state funds. The approved budget is reflected in the above Approved Grant Budget Summary. This grant is subject to and conditioned upon the acceptance of the MVCPA Grant Administrative Guide promulgated for this specific program fund (referenced above) by the Motor Vehicle Crime Prevention Authority. Applicable special conditions are listed below.

**Special Conditions and Requirements (MVCPA will only apply special conditions to applicable jurisdictions):**

**__X__ Non-Supplanting -** The grantee agrees that funds will be used to supplement, not supplant, funds that would otherwise be available for the activities under this grant. This includes demonstrating that new funded positions will be added to the department and not replacing local funds with state funds.

**__X__ Intelligence Sharing -** The grantee is required to ensure that Law Enforcement personnel funded in whole or in part by this grant actively participate in Law Enforcement intelligence sharing webinars and Motor Vehicle Crime Investigator Virtual Command Centers organized and promoted on behalf of the MVCPA program operation and statewide collaboration.

APPROVED AND ACCEPTED BY:

_____

Authorized Official

_____

Printed Name and Title

_____

Date Signed

**Agenda No. 14.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Engineering** |
| **Subject:** | **Resolution 24-R-108 - Authorizing a contract with Keystone Construction Services, LP, relating to the Riata Lift Station Relocation Project (B.James/K.Woodlee/E.Schulze)** |

## BACKGROUND

Due to conflicts with the Texas Department of Transportation's (TxDOT) proposed IH 35NEX Project, the City of Schertz must relocate the existing Riata lift station and associated sewer mains. A new site and easements have been acquired adjacent to the existing facilities but outside the limits of the TxDOT project.

Bids for the Riata Lift Station Relocation Project were opened on August 15, 2024. Two bids were received. Of the bids, the lowest bid was from Keystone Construction. Staff has reviewed the bids and supporting documentation and determined that the bid from Keystone Construction is responsive and meets the City's needs.

## GOAL

To obtain authorization from Council to execute a contract with Keystone Construction Services, LP for $2,545,375.00 plus $254,625.00 for a not to exceed amount of $2,800,000.00, for the construction of the Riata Lift Station Relocation Project.

## COMMUNITY BENEFIT

The lift station and utility relocation is necessary to avoid conflicts with TxDOT's proposed improvements along the IH 35NEX corridor and maintain sewer service to this area of the city.

## SUMMARY OF RECOMMENDED ACTION

Staff recommends that Council authorize execution of the construction contract for the Riata Lift Station Relocation Project with Keystone Construction for $2,545,375.00 and a not to exceed amount of $2,800,000.00.

## FISCAL IMPACT

The cost of the project shall not exceed $2,800,000.00. Sewer Reserves will provide the initial funding of the construction efforts, but will be fully reimbursed by TxDOT due to this being an interstate highway project.

## RECOMMENDATION

Approve Resolution 24-R-108.

**Attachments**

Resolution 24-R-108 with attachments
Award Recommendation 8-19-2024

**RESOLUTION NO. 24-R-108**

**A RESOLUTION AUTHORIZING A CONSTRUCTION CONTRACT WITH KEYSTONE CONSTRUCTION SERVICES, LP RELATING TO THE RIATA LIFT STATION RELOCATION PROJECT**

WHEREAS, The City staff of the City of Schertz (the "City") has recommended that the City accept the bid from Keystone Construction Services, LP relating to the Riata Lift Station Relocation Project and approve the project expenditures; and

WHEREAS, City staff has received qualifications indicating that Keystone Construction Services, LP is qualified to provide such services for the City; and

WHEREAS, the project will be initially funded from the Sewer Reserves but will be reimbursed by TxDOT

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 attached contract with Keystone Construction Services, LP for an amount of $2,545,375.00 with an amount not to exceed $2,800,000.00.

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

(CITY SEAL)

# AGREEMENT
# BETWEEN OWNER AND CONTRACTOR
# FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)

THIS AGREEMENT is by and between City of Schertz ("Owner") and Keystone Construction Services, LP ("Contractor").

Owner and Contractor hereby agree as follows:

**ARTICLE 1 – WORK**

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows: **Abandonment and relocation of the City's existing Riata Lift Station and associated gravity main, force main, and appurtenances.**

**ARTICLE 2 – THE PROJECT**

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: **Riata Lift Station and Off-Site Utilities Relocation Project**.

**ARTICLE 3 – ENGINEER**

3.01 The part of the Project that pertains to the Work has been designed by Engineer.

3.02 The Owner has retained Utilities Engineering Group ("Engineer") to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

**ARTICLE 4 – CONTRACT TIMES**

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract. Contract Times: Days

B. If a contract is awarded for multiple schedules, the Work is expected to be substantially completed within 300 calendar days after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within 360 calendar days after the date of substantial completion. The number of days to substantial completion will be negotiated with the successful bidder and shall be within the range listed in this paragraph. If multiple schedules are awarded, the following Contract Times will apply for each schedule.

C. Parts of the Work shall be substantially completed on or before the following Milestone(s):

1.


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4.02 *Liquidated Damages*

A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with the Contract. The Contractor acknowledges and recognizes that the Owner is entitled to full and beneficial occupancy and use of the completed work following expiration of the Contract Time. The Contractor further acknowledges and agrees that, if the Contractor fails to substantially, or cause the Substantial Completion of any portion of the Work within the Contract time, the Owner will sustain actual damages as a result of such failure. The exact amount of such damages will be difficult to ascertain. Therefore, the Owner and Contractor agree that, if the Contractor shall neglect, fail, or refuse to achieve substantial completion of the Work by the Substantial Completion date, subject to proper extension granted by the Owner, then the Contractor agrees to pay the Owner the sum of:

1. **Six hundred dollars ($600.00) per day** for each day in which such Work is not completed, not as penalty, but as liquidated damages, for the damages ("Liquidated Damages") that would be suffered by Owner as a result of delay for each and every calendar day that the Contractor shall have failed to have completed the Work as required herein. The Liquidated Damages shall be in lieu of any and all other damages which may be incurred by Owner as a result of the failure of Contractor to complete within the Contract Time.

**ARTICLE 5 – CONTRACT PRICE**

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:

A. For all Work, at the prices stated in Contractor's Bid, attached hereto as an exhibit. The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer.

**ARTICLE 6 – PAYMENT PROCEDURES**

6.01 *Submittal and Processing of Payments*

A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on a monthly basis during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.


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1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract

    a. 95 percent of Work completed (with the balance being retainage); and

    b. 95 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).

B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to the full amount of the contract, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less such amounts as the Engineer shall determine for incomplete Work, retainage applicable to such work and unsettled claims.

6.03 *Final Payment*

A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 15.06.

**ARTICLE 7 – INTEREST**

7.01 All amounts not paid when due shall bear interest at the maximum rate allowed by law, not to exceed 1% per month.

**ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS**

8.01 In order to induce Owner to enter into this Contract, Contractor makes the following representations:

A. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.

B. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

C. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.

D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.

E. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance


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of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (3) Contractor's safety precautions and programs.

F. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.

G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.

H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.

I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

J. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

**ARTICLE 9 – CONTRACT DOCUMENTS**

9.01 *Contents*

A. The Contract Documents consist of the following:

1. This Agreement (pages A-1 to A-7, inclusive).
2. Performance bond (pages PB-1 to PB-3, inclusive).
3. Payment bond (pages PYB-1 to PYB-3, inclusive).
4. General Conditions consisting of 68 pages of a modified version of EJCDC C-700, having a title page with the general title: STANDARD GENERAL CONDITIONS OF THE CONSTRUCTION CONTRACT.
5. Supplementary Conditions (pages SC-1 to SC-16, inclusive).
6. Specifications as listed in the table of contents of the Project Manual.
7. Drawings (not attached but incorporated by reference) consisting of ___ sheets with each sheet bearing the following general title: ___.
8. Addenda (numbers ___ to ___, inclusive).
9. Exhibits to this Agreement (enumerated as follows):
    a. Contractor's Bid (pages BF-1 to BF-14, inclusive).
10. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
    a. Notice to Proceed.
    b. Work Change Directives.
    c. Change Orders.
    d. Field Orders.


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B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).

C. There are no Contract Documents other than those listed above in this Article 9.

D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

**ARTICLE 10 – MISCELLANEOUS**

10.01 *Terms*

A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:

1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;

2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;


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3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and

4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

B. Certifications required by State Law

1. *Non-Boycott of Energy.* Contractor certifies that either (a) it does not boycott Israel and will not boycott energy companies; and (b) will not boycott energy companies during the term of the contract resulting from this solicitation. Contractor shall state any facts that make it exempt from the boycott certification as an attachment to this agreement.

2. *Non-Boycott of Firearm Entity.* Contractor certifies that it: (a) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and (b) will not discriminate during the term of the contract against a firearm entity or firearm trade association .

10.06 *Other Provisions*

A. Owner stipulates that if the General Conditions that are made a part of this Contract are based on EJCDC® C-700, Standard General Conditions for the Construction Contract, published by the Engineers Joint Contract Documents Committee®, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.


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IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on _____ (which is the Effective Date of the Contract).

| OWNER: | CONTRACTOR: |
|---|---|
| City of Schertz | Keystone Construction Services, LP |
| By: | By: |
| Title: City Manager | Title: |
| | *(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)* |
| Attest: | Attest: |
| Title: | Title: |
| Address for giving notices: | Address for giving notices: |
| 1400 Schertz Parkway | |
| Schertz, TX 78154 | |
| | License No.: *(where applicable)* |

*(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)*


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EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

# PERFORMANCE BOND

CONTRACTOR *(name and address)*:

SURETY *(name and address of principal place of business)*:

OWNER: ***City of Schertz***
***10 Commercial Place, Bldg 2***
***Schertz, Texas 78154***

CONSTRUCTION CONTRACT
Effective Date of the Agreement:
Amount:
Description *(name and location)*: **Riata Lift Station and Off-Site Utilities Relocation Project**

BOND
Bond Number:
Date *(not earlier than the Effective Date of the Agreement of the Construction Contract)*:
Amount:
Modifications to this Bond Form: ☐ None ☐ See Paragraph 16

Surety and Contractor, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Performance Bond to be duly executed by an authorized officer, agent, or representative.

| **CONTRACTOR AS PRINCIPAL** | **SURETY** |
|---|---|
| _____ *(seal)* | _____ *(seal)* |
| Contractor's Name and Corporate Seal | Surety's Name and Corporate Seal |
| **By:** _____ | **By:** _____ |
| Signature | Signature *(attach power of attorney)* |
| _____ | _____ |
| Print Name | Print Name |
| _____ | _____ |
| Title | Title |
| **Attest:** _____ | **Attest:** _____ |
| Signature | Signature |
| _____ | _____ |
| Title | Title |

***Notes: (1) Provide supplemental execution by any additional parties, such as joint venturers. (2) Any singular reference to Contractor, Surety, Owner, or other party shall be considered plural where applicable.***


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1. The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to the Owner for the performance of the Construction Contract, which is incorporated herein by reference.

2. If the Contractor performs the Construction Contract, the Surety and the Contractor shall have no obligation under this Bond, except when applicable to participate in a conference as provided in Paragraph 3.

3. If there is no Owner Default under the Construction Contract, the Surety's obligation under this Bond shall arise after:

3.1 The Owner first provides notice to the Contractor and the Surety that the Owner is considering declaring a Contractor Default. Such notice shall indicate whether the Owner is requesting a conference among the Owner, Contractor, and Surety to discuss the Contractor's performance. If the Owner does not request a conference, the Surety may, within five (5) business days after receipt of the Owner's notice, request such a conference. If the Surety timely requests a conference, the Owner shall attend. Unless the Owner agrees otherwise, any conference requested under this Paragraph 3.1 shall be held within ten (10) business days of the Surety's receipt of the Owner's notice. If the Owner, the Contractor, and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Construction Contract, but such an agreement shall not waive the Owner's right, if any, subsequently to declare a Contractor Default;

3.2 The Owner declares a Contractor Default, terminates the Construction Contract and notifies the Surety; and

3.3 The Owner has agreed to pay the Balance of the Contract Price in accordance with the terms of the Construction Contract to the Surety or to a contractor selected to perform the Construction Contract.

4. Failure on the part of the Owner to comply with the notice requirement in Paragraph 3.1 shall not constitute a failure to comply with a condition precedent to the Surety's obligations, or release the Surety from its obligations, except to the extent the Surety demonstrates actual prejudice.

5. When the Owner has satisfied the conditions of Paragraph 3, the Surety shall promptly and at the Surety's expense take one of the following actions:

5.1 Arrange for the Contractor, with the consent of the Owner, to perform and complete the Construction Contract;

5.2 Undertake to perform and complete the Construction Contract itself, through its agents or independent contractors;

5.3 Obtain bids or negotiated proposals from qualified contractors acceptable to the Owner for a contract for performance and completion of the Construction Contract, arrange for a contract to be prepared for execution by the Owner and a contractor selected with the Owners concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Construction Contract, and pay to the Owner the amount of damages as described in Paragraph 7 in excess of the Balance of the Contract Price incurred by the Owner as a result of the Contractor Default; or

5.4 Waive its right to perform and complete, arrange for completion, or obtain a new contractor, and with reasonable promptness under the circumstances:

5.4.1 After investigation, determine the amount for which it may be liable to the Owner and, as soon as practicable after the amount is determined, make payment to the Owner; or

5.4.2 Deny liability in whole or in part and notify the Owner, citing the reasons for denial.

6. If the Surety does not proceed as provided in Paragraph 5 with reasonable promptness, the Surety shall be deemed to be in default on this Bond seven days after receipt of an additional written notice from the Owner to the Surety demanding that the Surety perform its obligations under this Bond, and the Owner shall be entitled to enforce any remedy available to the Owner. If the Surety proceeds as provided in Paragraph 5.4, and the Owner refuses the payment or the Surety has denied liability, in whole or in part, without further notice the Owner shall be entitled to enforce any remedy available to the Owner.

7. If the Surety elects to act under Paragraph 5.1, 5.2, or 5.3, then the responsibilities of the Surety to the Owner shall not be greater than those of the Contractor under the Construction Contract, and the responsibilities of the Owner to the Surety shall not be greater than those of the Owner under the Construction Contract. Subject to the commitment by the Owner to pay the Balance of the Contract Price, the Surety is obligated, without duplication for:

7.1 the responsibilities of the Contractor for correction of defective work and completion of the Construction Contract;

7.2 additional legal, design professional, and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under Paragraph 5; and

7.3 liquidated damages, or if no liquidated damages are specified in the Construction Contract, actual damages caused by delayed performance or non-performance of the Contractor.

8. If the Surety elects to act under Paragraph 5.1, 5.3, or 5.4, the Surety's liability is limited to the amount of this Bond.

9. The Surety shall not be liable to the Owner or others for obligations of the Contractor that are unrelated to the Construction Contract, and the Balance of the Contract Price shall not be reduced or set off on account of any such unrelated obligations. No right of action shall accrue on this Bond to any person or entity other than the Owner or its heirs, executors, administrators, successors, and assigns.


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10. The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders, and other obligations.

11. Any proceeding, legal or equitable, under this Bond may be instituted in any court of competent jurisdiction in the location in which the work or part of the work is located and shall be instituted within two years after a declaration of Contractor Default or within two years after the Contractor ceased working or within two years after the Surety refuses or fails to perform its obligations under this Bond, whichever occurs first. If the provisions of this paragraph are void or prohibited by law, the minimum periods of limitations available to sureties as a defense in the jurisdiction of the suit shall be applicable.

12. Notice to the Surety, the Owner, or the Contractor shall be mailed or delivered to the address shown on the page on which their signature appears.

13. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

14. Definitions

14.1 Balance of the Contract Price: The total amount payable by the Owner to the Contractor under the Construction Contract after all proper adjustments have been made including allowance for the Contractor for any amounts received or to be received by the Owner in settlement of insurance or other claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Construction Contract.

14.2 Construction Contract: The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and changes made to the agreement and the Contract Documents.

14.3 Contractor Default: Failure of the Contractor, which has not been remedied or waived, to perform or otherwise to comply with a material term of the Construction Contract.

14.4 Owner Default: Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

14.5 Contract Documents: All the documents that comprise the agreement between the Owner and Contractor.

15. If this Bond is issued for an agreement between a contractor and subcontractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

16. Modifications to this Bond are as follows:


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# PAYMENT BOND

CONTRACTOR *(name and address)*:

SURETY *(name and address of principal place of business)*:

OWNER: ***City of Schertz***
***10 Commercial Place, Bldg 2***
***Schertz, Texas 78154***

CONSTRUCTION CONTRACT

Effective Date of the Agreement:
Amount:
Description *(name and location)*: **Riata Lift Station and Off-Site Utilities Relocation Project**

BOND

Bond Number:
Date *(not earlier than the Effective Date of the Agreement of the Construction Contract)*:
Amount:
Modifications to this Bond Form: ☐ None ☐ See Paragraph 18

Surety and Contractor, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Payment Bond to be duly executed by an authorized officer, agent, or representative.

**CONTRACTOR AS PRINCIPAL**

_____ *(seal)*
Contractor's Name and Corporate Seal

**By:** _____
Signature

_____
Print Name

_____
Title

**Attest:** _____
Signature

_____
Title

**SURETY**

_____ *(seal)*
Surety's Name and Corporate Seal

**By:** _____
Signature *(attach power of attorney)*

_____
Print Name

_____
Title

**Attest:** _____
Signature

_____
Title


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***Notes: (1) Provide supplemental execution by any additional parties, such as joint venturers. (2) Any singular reference to Contractor, Surety, Owner, or other party shall be considered plural where applicable.***

1. The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to the Owner to pay for labor, materials, and equipment furnished for use in the performance of the Construction Contract, which is incorporated herein by reference, subject to the following terms.

2. If the Contractor promptly makes payment of all sums due to Claimants, and defends, indemnifies, and holds harmless the Owner from claims, demands, liens, or suits by any person or entity seeking payment for labor, materials, or equipment furnished for use in the performance of the Construction Contract, then the Surety and the Contractor shall have no obligation under this Bond.

3. If there is no Owner Default under the Construction Contract, the Surety's obligation to the Owner under this Bond shall arise after the Owner has promptly notified the Contractor and the Surety (at the address described in Paragraph 13) of claims, demands, liens, or suits against the Owner or the Owner's property by any person or entity seeking payment for labor, materials, or equipment furnished for use in the performance of the Construction Contract, and tendered defense of such claims, demands, liens, or suits to the Contractor and the Surety.

4. When the Owner has satisfied the conditions in Paragraph 3, the Surety shall promptly and at the Surety's expense defend, indemnify, and hold harmless the Owner against a duly tendered claim, demand, lien, or suit.

5. The Surety's obligations to a Claimant under this Bond shall arise after the following:

    5.1 Claimants who do not have a direct contract with the Contractor,

        5.1.1 have furnished a written notice of non-payment to the Contractor, stating with substantial accuracy the amount claimed and the name of the party to whom the materials were, or equipment was, furnished or supplied or for whom the labor was done or performed, within ninety (90) days after having last performed labor or last furnished materials or equipment included in the Claim; and

        5.1.2 have sent a Claim to the Surety (at the address described in Paragraph 13).

    5.2 Claimants who are employed by or have a direct contract with the Contractor have sent a Claim to the Surety (at the address described in Paragraph 13).

6. If a notice of non-payment required by Paragraph 5.1.1 is given by the Owner to the Contractor, that is sufficient to satisfy a Claimant's obligation to furnish a written notice of non-payment under Paragraph 5.1.1.

7. When a Claimant has satisfied the conditions of Paragraph 5.1 or 5.2, whichever is applicable, the Surety shall promptly and at the Surety's expense take the following actions:

    7.1 Send an answer to the Claimant, with a copy to the Owner, within sixty (60) days after receipt of the Claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed; and

    7.2 Pay or arrange for payment of any undisputed amounts.

    7.3 The Surety's failure to discharge its obligations under Paragraph 7.1 or 7.2 shall not be deemed to constitute a waiver of defenses the Surety or Contractor may have or acquire as to a Claim, except as to undisputed amounts for which the Surety and Claimant have reached agreement. If, however, the Surety fails to discharge its obligations under Paragraph 7.1 or 7.2, the Surety shall indemnify the Claimant for the reasonable attorney's fees the Claimant incurs thereafter to recover any sums found to be due and owing to the Claimant.

8. The Surety's total obligation shall not exceed the amount of this Bond, plus the amount of reasonable attorney's fees provided under Paragraph 7.3, and the amount of this Bond shall be credited for any payments made in good faith by the Surety.

9. Amounts owed by the Owner to the Contractor under the Construction Contract shall be used for the performance of the Construction Contract and to satisfy claims, if any, under any construction performance bond. By the Contractor furnishing and the Owner accepting this Bond, they agree that all funds earned by the Contractor in the performance of the Construction Contract are dedicated to satisfy obligations of the Contractor and Surety under this Bond, subject to the Owner's priority to use the funds for the completion of the work.

10. The Surety shall not be liable to the Owner, Claimants, or others for obligations of the Contractor that are unrelated to the Construction Contract. The Owner shall not be liable for the payment of any costs or expenses of any Claimant under this Bond, and shall have under this Bond no obligation to make payments to or give notice on behalf of Claimants, or otherwise have any obligations to Claimants under this Bond.


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11. The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders, and other obligations.

12. No suit or action shall be commenced by a Claimant under this Bond other than in a court of competent jurisdiction in the state in which the project that is the subject of the Construction Contract is located or after the expiration of one year from the date (1) on which the Claimant sent a Claim to the Surety pursuant to Paragraph 5.1.2 or 5.2, or (2) on which the last labor or service was performed by anyone or the last materials or equipment were furnished by anyone under the Construction Contract, whichever of (1) or (2) first occurs. If the provisions of this paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

13. Notice and Claims to the Surety, the Owner, or the Contractor shall be mailed or delivered to the address shown on the page on which their signature appears. Actual receipt of notice or Claims, however accomplished, shall be sufficient compliance as of the date received.

14. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

15. Upon requests by any person or entity appearing to be a potential beneficiary of this Bond, the Contractor and Owner shall promptly furnish a copy of this Bond or shall permit a copy to be made.

16. **Definitions**

16.1 **Claim:** A written statement by the Claimant including at a minimum:

1. The name of the Claimant;
2. The name of the person for whom the labor was done, or materials or equipment furnished;
3. A copy of the agreement or purchase order pursuant to which labor, materials, or equipment was furnished for use in the performance of the Construction Contract;
4. A brief description of the labor, materials, or equipment furnished;
5. The date on which the Claimant last performed labor or last furnished materials or equipment for use in the performance of the Construction Contract;
6. The total amount earned by the Claimant for labor, materials, or equipment furnished as of the date of the Claim;
7. The total amount of previous payments received by the Claimant; and
8. The total amount due and unpaid to the Claimant for labor, materials, or equipment furnished as of the date of the Claim.

16.2 **Claimant:** An individual or entity having a direct contract with the Contractor or with a subcontractor of the Contractor to furnish labor, materials, or equipment for use in the performance of the Construction Contract. The term Claimant also includes any individual or entity that has rightfully asserted a claim under an applicable mechanic's lien or similar statute against the real property upon which the Project is located. The intent of this Bond shall be to include without limitation in the terms of "labor, materials, or equipment" that part of the water, gas, power, light, heat, oil, gasoline, telephone service, or rental equipment used in the Construction Contract, architectural and engineering services required for performance of the work of the Contractor and the Contractor's subcontractors, and all other items for which a mechanic's lien may be asserted in the jurisdiction where the labor, materials, or equipment were furnished.

16.3 **Construction Contract:** The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and all changes made to the agreement and the Contract Documents.

16.4 **Owner Default**: Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

16.5 **Contract Documents:** All the documents that comprise the agreement between the Owner and Contractor.

17. If this Bond is issued for an agreement between a contractor and subcontractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

18. Modifications to this Bond are as follows:


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# WARRANTY BOND

| **Contractor** | **Surety** |
|---|---|
| Name: | Name: |
| Address *(principal place of business)*: | Address *(principal place of business)*: |
| **Owner** | **Construction Contract** |
| Name: **City of Schertz** | Description *(name and location)*: |
| Address *(principal place of business)*: | **Riata Lift Station and Off-site Utilities Relocation Project** |
| **10 Commercial Place** | Contract Price: |
| **Schertz, Texas 78154** | Effective Date of Contract: |
| | Contract's Date of Substantial Completion: |

**Bond**

Bond Amount: _____

Date of Bond: _____

Bond Period: Commencing after Substantial Completion of the Work under the Construction Contract, and continuing until **one** years after such Substantial Completion.

Modifications to this Bond form:
☐ None ☐ See Paragraph 9

Surety and Contractor, intending to be legally bound hereby, subject to the terms set forth herein, do each cause this Warranty Bond to be duly executed by an authorized officer, agent, or representative.

| Contractor as Principal | Surety |
|---|---|
| _____ | _____ |
| *(Full formal name of Contractor)* | *(Full formal name of Surety) (corporate seal)* |
| By: _____ | By: _____ |
| *(Signature)* | *(Signature) (Attach Power of Attorney)* |
| Name: _____ | Name: _____ |
| *(Printed or typed)* | *(Printed or typed)* |
| Title: _____ | Title: _____ |
| Attest: _____ | Attest: _____ |
| *(Signature)* | *(Signature)* |
| Name: _____ | Name: _____ |
| *(Printed or typed)* | *(Printed or typed)* |
| Title: | Title: |

*Notes: (1) Provide supplemental execution by any additional parties, such as joint venturers. (2) Any singular reference to Contractor, Surety, Owner, or other party is considered plural where applicable.*


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1. The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to the Owner for the performance of the Construction Contract's Correction Period Obligations. The Construction Contract is incorporated herein by reference.

2. If the Contractor performs the Correction Period Obligations, the Surety and the Contractor shall have no obligation under this Warranty Bond.

3. If Owner gives written notice to Contractor and Surety during the Bond Period of Contractor's obligation under the Correction Period Obligations, and Contractor does not fulfill such obligation, then Surety shall be responsible for fulfillment of such Correction Period Obligations. Surety shall either fulfill the Correction Period Obligations itself, through its agents or contractors, or, in the alternative, Surety may waive the right to fulfill the Correction Period Obligations itself, and reimburse the Owner for all resulting costs incurred by Owner in performing Contractor's Correction Period Obligations, including but not limited to correction, removal, replacement, and repair costs.

4. The Surety's liability is limited to the amount of this Warranty Bond. Renewal or continuation of the Warranty Bond will not modify such amount, unless expressly agreed to by Surety in writing.

5. The Surety shall have no liability under this Warranty Bond for obligations of the Contractor that are unrelated to the Construction Contract. No right of action will accrue on this Warranty Bond to any person or entity other than the Owner or its heirs, executors, administrators, successors, and assigns.

6. Any proceeding, legal or equitable, under this Warranty Bond may be instituted in any court of competent jurisdiction in the location in which the Work or part of the Work is located and must be instituted within two years after the Surety refuses or fails to perform its obligations under this Warranty Bond.

7. Written notice to the Surety, the Owner, or the Contractor must be mailed or delivered to the address shown in this Warranty Bond.

8. Definitions

    8.1. *Construction Contract*—The agreement between the Owner and Contractor identified on the cover page of this Warranty Bond, including all Contract Documents and changes made to the agreement and the Contract Documents.

    8.2. *Contract Documents*—All the documents that comprise the agreement between the Owner and Contractor.

    8.3. *Correction Period Obligations*—The duties, responsibilities, commitments, and obligations of the Contractor with respect to correction or replacement of defective Work, as set forth in the Construction Contract's Correction Period clause, EJCDC® C-700, Standard General Conditions of the Construction Contract (2018), Paragraph 15.08, as duly modified.

    8.4. *Substantial Completion*—As defined in the Construction Contract.

    8.5. *Work*—As defined in the Construction Contract.

9. Modifications to this Bond are as follows: **None**


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UTILITY ENGINEERING GROUP

August 19, 2024

Mr. Eric N. Schulze, PE
Senior Engineer
City of Schertz
11 Commercial Place
Schertz, Texas 78154

RE: City of Schertz - Riata Lift Station and Off-Site Utilities Relocation Project
Bid Award Recommendation (IFB# 2024-016)

Utility Engineering Group, PLLC (UEG) has reviewed the bid received on Thursday, August 15, 2024, for the City of Schertz - Riata Lift Station and Off-Site Utilities Relocation Project. The City of Schertz received two (2) qualified bids for this project. The project was advertised on the City's e-procurement portal for the duration of the bidding process beginning on July 24, 2024, and continuing on the portal until the bid opening on August 15, 2024.

I have attached a bid tabulation for the received bid. UEG recommends awarding the lowest cost, most responsive bidder, Keystone Construction Services, LP for the total base bid of $2,545,375.00. Keystone Construction Services, LP has met all requirements of the bid documents, and their bid submittal satisfies all requirements for the City of Schertz, therefore Utility Engineering Group, PLLC has no reservation recommending award of Riata Lift Station and Off-Site Utilities Relocation Project to Keystone Construction Services, LP.

Sincerely,

8/19/2024

STATE OF TEXAS
DAVID A. KNEUPER
96676
LICENSED
PROFESSIONAL ENGINEER

David Kneuper, P.E.
Utility Engineering Group, PLLC
davidk@uegpros.com
(830) 214-0521

Attachments: Bid Tabulation

# *City of Schertz - Riata Lift Station and Off-Site Utilities Relocation Project (IFB# 2024-016)*

Project Name and Phase : City of Schertz - Riata Lift Station and Off-Site Utilities Relocation Project (IFB# 2024-016)
Engineering Firm: UTILITY ENGINEERING GROUP
Prepared By : David Knueper, P.E.

UTILITY ENGINEERING GROUP

## Bid Tabulations

| | | | Keystone Construction | | | C.C Carlton Industries | | |
|---|---|---|---|---|---|---|---|---|
| Item No. | Item Description | Unit | Unit Price | Quantity | Total Amount | Unit Price | Quantity | Total Amount |
| | **BASE BID:** | | | | | | | |
| 1 | MOBILIZATION, BONDS & INSURANCE | EA | $ 150,000.00 | 1 | $ 150,000.00 | $ 130,000.00 | 1 | $ 130,000.00 |
| 2 | SILT FENCE | LF | $ 5.00 | 660 | $ 3,300.00 | $ 6.00 | 660 | $ 3,960.00 |
| 3 | STABILIZED CONSTRUCTION ENTRANCE/EXIT | EA | $ 2,800.00 | 1 | $ 2,800.00 | $ 3,000.00 | 1 | $ 3,000.00 |
| 4 | TREE PROTECTION FENCING (11 TOTAL TREES) | LF | $ 7.00 | 245 | $ 1,715.00 | $ 10.00 | 245 | $ 2,450.00 |
| 5 | TREE REMOVAL | EA | $ 1,300.00 | 4 | $ 5,200.00 | $ 2,800.00 | 4 | $ 11,200.00 |
| 6 | SITE RESTORATION & REVEGETATION | SY | $ 2.80 | 4,675 | $ 13,090.00 | $ 2.00 | 4675 | $ 9,350.00 |
| 7 | SITE CLEARING & RIGHT-OF-WAY PREPARATION | AC | $ 15,000.00 | 1 | $ 11,100.00 | $ 12,500.00 | 1 | $ 9,250.00 |
| 8 | TRENCH & EXCAVATION SAFETY (PLAN AND IMPLEMENTATION) | LF | $ 5.50 | 760 | $ 4,180.00 | $ 2.00 | 760 | $ 1,520.00 |
| 9 | 6" PVC C900 DR 14 FORCE MAIN PIPING | LF | $ 116.00 | 360 | $ 41,760.00 | $ 135.00 | 360 | $ 48,600.00 |
| 10 | 12" PVC SDR 26 GRAVITY MAIN PIPING (12" - 25') | LF | $ 360.00 | 400 | $ 144,000.00 | $ 190.00 | 400 | $ 76,000.00 |
| 11 | 5' DIA. WW MANHOLE | EA | $ 14,500.00 | 1 | $ 14,500.00 | $ 15,150.00 | 1 | $ 15,150.00 |
| 12 | 5' DIA. DOGHOUSE MANHOLE | EA | $ 16,000.00 | 1 | $ 16,000.00 | $ 59,500.00 | 1 | $ 59,500.00 |
| 13 | SMARTCOVER SYSTEM (MANHOLE A-2) | EA | $ 3,500.00 | 1 | $ 3,500.00 | $ 4,500.00 | 1 | $ 4,500.00 |
| 14 | EXTRA DEPTH MANHOLE | VF | $ 1,350.00 | 20 | $ 27,000.00 | $ 1,150.00 | 20 | $ 23,000.00 |
| 15 | DUCTILE IRON FITTINGS | TON | $ 18,000.00 | 1 | $ 9,000.00 | $ 12,500.00 | 1 | $ 6,250.00 |
| 16 | CONNECT TO EX. GRAVITY WW MAIN | EA | $ 9,200.00 | 1 | $ 9,200.00 | $ 4,500.00 | 1 | $ 4,500.00 |
| 17 | CONNECT TO EX. FORCE MAIN | EA | $ 11,200.00 | 1 | $ 11,200.00 | $ 4,500.00 | 1 | $ 4,500.00 |
| 18 | ABANDONMENT IN PLACE OF EX. GRAVITY MAIN AND MANHOLES | EA | $ 13,000.00 | 1 | $ 13,000.00 | $ 12,500.00 | 1 | $ 12,500.00 |
| 19 | ABANDONMENT AND REMOVAL OF EX. FORCE MAIN | EA | $ 8,000.00 | 1 | $ 8,000.00 | $ 1,750.00 | 1 | $ 1,750.00 |
| 20 | ASPHALT PAVEMENT REPAIR (INCL. CURB & GUTTER) | SY | $ 200.00 | 106 | $ 21,200.00 | $ 150.00 | 106 | $ 15,900.00 |
| 21 | BYPASS PUMPING (PLAN AND IMPLEMENTATION) TOTAL PROJECT | EA | $ 10,000.00 | 1 | $ 10,000.00 | $ 25,000.00 | 1 | $ 25,000.00 |
| 22 | DEWATERING PLAN & IMPLEMENTATION | EA | $ 2,000.00 | 1 | $ 2,000.00 | $ 12,500.00 | 1 | $ 12,500.00 |
| 23 | MATERIAL TESTING | EA | $ 14,000.00 | 1 | $ 14,000.00 | $ 12,500.00 | 1 | $ 12,500.00 |
| 24 | HYDROSTATIC TEST | EA | $ 2,000.00 | 1 | $ 2,000.00 | $ 7,500.00 | 1 | $ 7,500.00 |
| 25 | SITE CLEARING & RIGHT-OF-WAY PREPARATION | AC | $ 15,000.00 | 0.42 | $ 6,300.00 | $ 12,500.00 | 0 | $ 5,250.00 |
| 26 | LIFT STATION WET WELL EXCAVATION SAFETY (PLAN AND IMPLEMENTATION) | EA | $ 5,000.00 | 1 | $ 5,000.00 | $ 2,500.00 | 1 | $ 2,500.00 |
| 27 | LIFT STATION SITE PIPING* | EA | $ 300,000.00 | 1 | $ 300,000.00 | $ 131,250.00 | 1 | $ 131,250.00 |
| 28 | 6" PLUG VALVE W/HAND WHEEL* | EA | $ 5,000.00 | 2 | $ 10,000.00 | $ 6,800.00 | 2 | $ 13,600.00 |
| 29 | 6" CHECK VALVE* | EA | $ 5,000.00 | 3 | $ 15,000.00 | $ 9,500.00 | 3 | $ 28,500.00 |
| 30 | 6" PLUG VALVE W/BOX* | EA | $ 5,000.00 | 2 | $ 10,000.00 | $ 6,850.00 | 2 | $ 13,700.00 |
| 31 | 6" EMERGENCY BY- PASS INCLUDING CONCRETE EQUIPMENT PAD* | EA | $ 8,000.00 | 1 | $ 8,000.00 | $ 39,500.00 | 1 | $ 39,500.00 |
| 32 | COMBINATION AIR/VACUUM RELEASE VALVE* | EA | $ 4,500.00 | 1 | $ 4,500.00 | $ 5,500.00 | 1 | $ 5,500.00 |
| 33 | DUCTILE IRON FITTINGS | TON | $ 18,000.00 | 1 | $ 18,000.00 | $ 5,000.00 | 1 | $ 5,000.00 |
| 34 | SUBMERSIBLE PUMP* | EA | $ 65,000.00 | 2 | $ 130,000.00 | $ 105,000.00 | 2 | $ 210,000.00 |
| 35 | 12' DIA. PRE-CAST CONCRETE WET WELL - 20.5' DEPTH | EA | $ 535,000.00 | 1 | $ 535,000.00 | $ 488,500.00 | 1 | $ 488,500.00 |
| 36 | PRE-CAST CONCRETE VALVE VAULT | EA | $ 45,000.00 | 1 | $ 45,000.00 | $ 53,150.00 | 1 | $ 53,150.00 |
| 37 | LIFT STATION APPURTENANCES* | EA | $ 5,000.00 | 1 | $ 5,000.00 | $ 65,600.00 | 1 | $ 65,600.00 |
| 38 | EX. LIFT STATION ABANDONMENT (INCLUDING SITE, PAVEMENT, WET WELL, ELECTRICAL, AND ALL APPURTENANCES DETAILED ON THE DEMO SHEETS) | EA | $ 20,000.00 | 1 | $ 20,000.00 | $ 81,150.00 | 1 | $ 81,150.00 |
| 39 | PIPE BOLLARD* | EA | $ 2,000.00 | 14 | $ 28,000.00 | $ 1,500.00 | 14 | $ 21,000.00 |
| 40 | ASPHALT PAVEMENT | SY | $ 30.00 | 826 | $ 24,780.00 | $ 90.00 | 826 | $ 74,340.00 |
| 41 | FLUSH CURB | LF | $ 45.00 | 664 | $ 29,880.00 | $ 25.00 | 664 | $ 16,600.00 |
| 42 | WEED PROTECTION AND ROCK AROUND SITE | SY | $ 30.00 | 1,205 | $ 36,150.00 | $ 25.00 | 1205 | $ 30,125.00 |
| 43 | SITE WATER SERVICE* | EA | $ 10,000.00 | 1 | $ 10,000.00 | $ 1,500.00 | 1 | $ 1,500.00 |
| 44 | SECURITY FENCING | LF | $ 160.00 | 447 | $ 71,520.00 | $ 225.00 | 447 | $ 100,575.00 |
| 45 | SECURITY GATE* | EA | $ 8,000.00 | 2 | $ 16,000.00 | $ 15,000.00 | 2 | $ 30,000.00 |
| 46 | DEWATERING PLAN & IMPLEMENTATION | EA | $ 5,000.00 | 1 | $ 5,000.00 | $ 15,000.00 | 1 | $ 15,000.00 |
| 47 | MATERIAL TESTING | EA | $ 7,500.00 | 1 | $ 7,500.00 | $ 12,500.00 | 1 | $ 12,500.00 |
| 48 | HYDROSTATIC TEST | EA | $ 3,000.00 | 1 | $ 3,000.00 | $ 5,750.00 | 1 | $ 5,750.00 |
| 49 | DEMONSTRATION TESTING | EA | $ 10,000.00 | 1 | $ 10,000.00 | $ 29,500.00 | 1 | $ 29,500.00 |
| 50 | ELECTRICAL SHELTER INCLUDING CONCRETE FOUNDATION* | EA | $ 80,000.00 | 1 | $ 80,000.00 | $ 30,500.00 | 1 | $ 30,500.00 |
| 51 | ELECTRICAL, INSTRUMENTATION & CONTROLS, & SITE LIGHTING* | EA | $ 455,000.00 | 1 | $ 455,000.00 | $ 590,000.00 | 1 | $ 590,000.00 |
| 52 | SCADA TOWER INCLUDING FOUNDATION* | EA | $ 14,000.00 | 1 | $ 14,000.00 | $ 20,000.00 | 1 | $ 20,000.00 |
| 53 | EMERGENCY GENERATOR INCLUDING CONCRETE FOUNDATION* | EA | $ 95,000.00 | 1 | $ 95,000.00 | $ 140,130.00 | 1 | $ 140,130.00 |
| 54 | ELECTRIC SERVICE - BID ALLOWANCE | EA | $ 10,000.00 | 1 | $ 10,000.00 | $ 10,000.00 | 1 | $ 10,000.00 |
| | **TOTAL OF ALL UNIT PRICE BID ITEMS** | | | | **$ 2,545,375.00** | | | **$ 2,771,100.00** |

**Agenda No. 15.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **City Secretary** |
| **Subject:** | **Resolution 24-R-98 - Authorizing a Subdivision Improvement and Reimbursement Agreement for the Ackerman Development. (S.Williams/B.James)** |

## BACKGROUND

The developer of the Ackerman residential subdivision, which will have about 145 lots on about 45 acres is located generally at the northwest corner Green Valley Road and Eckhardt Road, is required to provide a loop to the existing waterline that will serve their development and that serves others in the area (Cypress Pointe and Parklands). The loop waterline will need to come from the west to connect to the existing line in Homestead. On April 16, 2024, City Council authorized the staff to begin work to acquire the easement. That work is in process. This agreement obligates the developer to construct the 12" waterline from where it ends near the Homestead Development, across approximately 1,300 feet to the Ackerman Property and through the Ackerman Development to connect to the existing line in Eckhardt Road. It allows the developer to construct up to 40 homes prior to this looped line being in, with service for those 40 homes being from the line in Eckhardt Road. The City will bear the cost of easement acquisition and fund the cost of the approximately, 1,300 foot offsite section.

## GOAL

Enter into an agreement with the developer of the Ackerman property to provide for the timely development of that project while ensuring that adequate looped water service is provided to the larger area.

## COMMUNITY BENEFIT

Construction of the planned waterline, including the offsite portion, will provide a looped system to serve multiple properties/developments along Eckhardt Road.

## SUMMARY OF RECOMMENDED ACTION

Approval of the Subdivision Improvement and Reimbursement Agreement to allow the City to contribute to the offsite portion of the proposed waterline extension.

## FISCAL IMPACT

It is estimated that the cost of constructing the water line will be approximately $250,000. Staff is awaiting an appraisal on the easement acquisition cost. This reimbursement will be expended to the Water & Sewer Fund operating costs for FY 2024-25.

## RECOMMENDATION

Approval of Resolution 24-R-98.

**Attachments**

Resolution 24-R-98 with attachments

**RESOLUTION NO. 24-R-98**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A REIMBURSEMENT AGREEMENT FOR CONSTRUCTION OF PUBLIC IMPROVEMENTS AND A SUBDIVISION IMPROVEMENT AGREEMENT WITH THE DEVELOPER OF THE ACKERMAN SUBDIVISION IN THE CITY OF SCHERTZ, TEXAS, AND RELATED MATTERS IN CONNECTION THEREWITH**

**WHEREAS,** the Developer desires to defer certain waterline improvements to allow time for the City to acquire offsite easements; and

**WHEREAS,** pursuant to Section 21.4.15 of the City's Unified Development Code, the obligation to dedicate and construct improvements for the Subdivision may be deferred if an Improvement Agreement is executed and if sufficient surety is provided to secure the obligation to construct the improvements; and

**WHEREAS,** the City staff of the City of Schertz has recommended that the City enter into a Subdivision Improvement Agreement.

**WHEREAS**, the Developer of the Ackerman Subdivision is constructing public improvements and the City desires for additional public improvements related to those improvements to be constructed at this time; and

**WHEREAS** the Developer has agreed to construct the additional improvements if the City agrees to participate by paying for the cost of those additional improvements; and

**WHEREAS**, the City Council finds that it is in the best interest of the City to enter into the Subdivision Improvement Agreement and Reimbursement Agreement with the Developer of the Ackerman Property.

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

Section 1. The City Council hereby authorizes the City Manager to execute the agreement generally in the form attached subject to approval of minor changes approved by the City Attorney as shown on 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**

After Recording, Please Return To:
City of Schertz
1400 Schertz Parkway
Schertz, Texas 78154
Attention: City Manager

THE STATE OF TEXAS §
§ KNOW ALL PERSONS BY THESE PRESENTS:
COUNTY OF GUADALUPE §

**REIMBURSEMENT AGREEMENT AND SUBDIVISION IMPROVEMENT AGREEMENT WITH DEVELOPER FOR CONSTRUCTION OF PUBLIC IMPROVEMENT**

This Development Agreement (the "Agreement") is by and between the City of Schertz, a Texas municipal corporation (the "City"), and Mustang Oaks, LLC, a limited liability copmany, owner and developer of certain hereinafter described property located within the City (the "Developer"), all collectively referred to as "Parties", and is effective upon the execution of this Agreement by the Developer and the City (the "Effective Date").

WHEREAS, the Owner is the owner of that certain real property located in the City of Schertz, Guadalupe County, Texas, more specifically described on **Exhibit "A"**, attached hereto and made a part hereof for all purposes (the "Property"); and

**WHEREAS**, the Property is the subject of the applications for Subdivision Plat establishing the Ackerman Subdivision Units I and II; and

**WHEREAS**, during the development planning stage for the Property, the Developer submitted to the City a request that the City participate in the completion of the Improvements, an offsite waterline, which will benefit portions of the City beyond the Ackerman Subdivision; and

**WHEREAS**, Developer has requested that it be allowed to construct all Improvements to serve the Property and share the costs with the City; and

**WHEREAS,** the City has agreed to acquire the necessary offsite easement; and

WHEREAS, the Developer wishes to be able to construct 40 single family residential homes prior to construction of the offsite waterline

**WHEREAS**, the City and Developer find it to be to their mutual advantage to enter into this Agreement for the construction of appropriate and necessary public facilities; and

**WHEREAS**, Section 212.071, et. seq. of the Texas Local Government Code authorizes municipalities to enter into a contract with a developer of a subdivision or land in the municipality to construct public improvements related to the development without complying with the competitive sealed bidding procedures of Chapter 252 of the Texas Local Government Code; and,

**WHEREAS**, Section 212.071, et. seq. of the Texas Local Government Code limits the

participation by the municipality at a level not to exceed 30 percent of the total contract price.

**NOW THEREFORE**, for and in consideration of the premises and mutual obligations, covenants, and benefits hereinafter set forth, the Parties agree as follows:

**ARTICLE I – Definitions.**
The following terms and phrases used in this Agreement shall have the meanings ascribed hereto:

1.1. "Agreement" means this agreement, including any amendments hereto, between the City and Developer.

1.2. "Contractor" shall mean the person, firm, corporation, partnership, association, or other entity awarded the contract by Developer for the construction and installation of the Improvements.

1.3. "Improvements" shall mean the improvements described on Exhibit "A"

1.4. "City's Participation Costs" shall mean costs associated with the construction of the Improvements, as designated on Exhibit "B" as City of Schertz responsibility.

**ARTICLE II – Construction of Improvements.**

2.1. Acquisition of Easements. The City agrees to acquire the necessary offsite easement\s as illustrated in Exhibit "A" attached hereto at the City's sole expense and there shall be no participation by the Developer in the easement acquisition costs. Easements on the property shall be dedicated by the Developer at no cost to the City via approved recorded subdivision plat or through separate instrument approved by the City.

2.2. Construction of Improvements. Developer agrees to construct the Improvements in accordance with the plans and specifications approved by the City Engineer as illustrated in Exhibit "A" attached hereto. No change in the construction plans shall be made by Developer without the prior written consent of the City Engineer. The entire cost of the construction of the Improvements shall be the responsibility and obligation of Developer, except as herein provided.

2.3. Contracts for Construction. Developer shall utilize the competitive sealed bidding procedure as defined in Local Government Code Sec.252 Subchapter C to select a qualified Contractor to construct the Improvements in accordance with the approved plans and specifications. The contract may be awarded to either to the lowest responsible bidder or to the bidder who provides goods and services at the best value for the municipality. The City Engineer shall review all bid documents, contract documents, and costs estimates, and shall approve the Contractor prior to the award of the contract for the Improvements. Developer shall be solely responsible for payment of the work as it is completed, and shall make all payments in a timely manner to the Contractor, sub-contractors, and other parties involved in the construction of the Improvements.

2.4. Performance, Payment and Warranty Bonds. Developer shall post within the City faithful performance, payment, and warranty bonds for construction of the

Improvements to ensure completion of the project. The bond must be executed by a corporate surety in accordance with Chapter 2253, Texas Government Code. The Developer shall covenant to warrant the public improvements for a period of two (2) years following acceptance by the City of all Improvments. A warranty bond shall be provided in the amount of 20% of the costs of the Improvements for such period.

2.5. Inspection. The City Engineer or designee shall periodically inspect the construction of the Improvements in the same manner, and shall possess the same authority, as is provided during the construction of subdivision improvements pursuant to the City of Schertz Subdivision Ordinance, as amended.

2.6. Insurance. The Contractor awarded the contract to construct the Improvements shall be required to carry Worker's Compensation Insurance on his employees and public liability and property damage insurance on his equipment and employees. The public liability insurance shall be not less than five hundred thousand dollars ($500,000.00) per person and one million dollars ($1,000,000.00) per occurrence, with property damage insurance of not less than five hundred thousand dollars ($500,000.00). In addition, City shall be furnished with Certificates of Insurance and shall be named an additional named insured on such Certificates, and City shall be notified within thirty calendar days of any cancellation of such insurance.

2.7. Accounting. Developer shall submit to City a complete accounting of all costs incurred by Developer in the construction of the Improvements. City will not contribute or pay for any costs incurred by Developer which were not approved by City prior to it being incurred. Developer shall maintain the accounting of the Improvements for a period of two years from the date of acceptance by the City, and the City may inspect the Developer's books and records related to the Improvements at any time with reasonable notice.

2.8. **Indemnity. Developer agrees to protect, indemnify and save City harmless from and against all claims, demands and causes of action of every kind and character arising in favor of any third party on account of, or resulting from, the performance of this Agreement by Developer or Developer's agents, representatives, employees, contractors, or subcontractors.**

2.9. The City agrees to allow the filing of the plats for the Ackerman Subdivision Units I and II after construction of all of the necessary public improvements except the offsite section of waterline.

2.10. The City agrees to allow the issuance of building permits and certificates of occupancy for up to forty (40) single family residential homes prior to completion of the offsite section of waterline up construction and acceptance of all other public improvements and filing of the plats for the Ackerman Subdivision Units I and II.

**ARTICLE III – Obligations and Payments.**

3.1. City Obligations. The City agrees to pay to Developer City's Participation Costs which shall equate to the actual costs for the City's responsibility at as illustrated on Exhibit "B". Notwithstanding any provision of this Agreement to contrary, City's Obligation shall only be for the reimbursement of costs incurred

by Developer and shall not in any event exceed XXXXXX DOLLARS AND XXXX CENTS. ($XXX,XXX0.XX) (hereinafter the "City's Share").

3.2. Payment Procedures. City shall deliver to Developer full payment of the City's Share as provided in this this section.

3.2.1 Submittal and review. Developer shall submit and the City Engineer shall review documentation, as may be reasonably required by City Engineer, showing final, actual construction costs paid by the Developer.

3.2.2 Upon the City Engineer's review and approval of the documents, a final inspection on the Improvements shall be conducted, noting any required corrections or repairs. Once corrections or repairs are made and deemed acceptable, the City will accept the Improvements.

3.2.3 Developer shall submit and the City Engineer shall review documentation dedicating all required utility easements. Utility easements shall be considered dedicated upon appropriate approval, execution, and recordation of any documents establishing the easements with the Bexar County Clerk's office. Developer shall be responsible for any associated recording fees.

3.2.4 Within 30 days of both the acceptance of the Improvements and the dedication of all necessary utility easements, the City will pay to Developer the City's Share of the offsite water line costs ($XXX,XXX.XX) and offsite water line costs as shown on Exhibit "B". Any additional costs above X X X X X X X D O L LARS AND XXX CENTS. ($XXX,XXX.XX) must be approved by the City Council via resolution prior to being incurred.

**Article IV – Assignment, Modification and Waiver.**

4.1. Assignment. This Agreement shall bind and benefit the respective Parties and their legal successors and shall not be assignable, in whole or in party, by any party without first obtaining written consent of the other party.

4.2. Amendment or Modification. Except as otherwise provided in this Agreement, this Agreement shall be subject to change, amendment or modification only in writing, and by the signatures and mutual consent of the Parties.

4.3. Parties in Interest. This Agreement shall be for the sole and exclusive benefit of the Parties hereto and shall not be construed to confer any rights upon any third party.

4.4. Remedies Not Exclusive. The rights and remedies contained in this Agreement shall not be exclusive, but shall be cumulative of all rights and remedies now or hereinafter existing, by law or in equity.

4.5. Waiver. The failure of any party to insist in any one or more instances on the performance of any of the terms, covenants or conditions of this Agreement, or to exercise any of its rights, shall not be construed as a waiver or relinquishment of such term, covenant, or condition, or right with respect to further performance.

4.6. Entire Agreement. This Agreement constitutes the entire agreement between the Parties related to the subject matter of this Agreement and supersedes any and all prior agreements, whether oral or written, dealing with the subject matter of this Agreement.

4.7. Venue. This Agreement shall be performable and enforceable in Guadalupe County, Texas, and shall be construed in accordance with the laws of the State of Texas.

4.8. Severability. If any term or provision of this Agreement is held to be invalid, void or unenforceable by a court of competent jurisdiction, the remainder of the terms and provisions of this Agreement shall remain in full force and effect and shall not in any way be invalidated, impaired or affected.

4.9. Notices. Any notice provided or permitted to be given under this Agreement must be in writing and may be served by (i) depositing the same in the United States mail, addressed to the party to be notified, postage prepaid, registered or certified mail, return receipt requested; or (ii) by delivering the same in person to such party; or (iii) by overnight or messenger delivery service that retains regular records of delivery and receipt; or (iv) by facsimile; provided a copy of such notice is sent within one (1) day thereafter by another method provided above. The initial addresses of the parties for the purpose of notice under this Agreement shall be as follows:

| | |
|---|---|
| If to City: | CITY OF SCHERTZ<br>1400 Schertz Parkway<br>Schertz, TX 78154<br>Attention: City Manager |
| With copy to: | Denton Navarro Rocha Bernal & Zech, P.C.<br>2417 N. Main Avenue<br>San Antonio, TX 78212<br>Attention: T. Daniel Santee |
| If to Developer: | Mustang Oaks, LLC<br>18602 Castellani<br>San Antonio, TX 78258<br>Attention: Austin Hagauer |
| With Copy to: | Caroline McDonald<br>Brown & McDonald<br>100 NE Loop 410, Suite 1385<br>San Antonio, Texas 78216 |

4.10. No Joint Venture. Nothing contained in this Agreement is intended by the Parties to create a partnership or joint venture between the Parties and any implication to the contrary is hereby expressly disavowed. It is understood and agreed that this Agreement does not create a joint enterprise, nor does it appoint either Party as an agent of the other for any purpose whatsoever. Except, as otherwise specifically provided herein, neither Party shall in any way assume any of the liability of the other for acts of the other or obligations of the other.

4.11. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be considered an original, but all of which constitute one instrument.

*[ Signatures and acknowledgments on the following pages]*

**Signature Page to**
**Agreement with Developer for Construction of Public Improvement**

This Agreement has been executed by the parties as of the dates of the Acknowledgments to be effective as of the Effective Date.

Developer:

**MUSTANG OAKS, LLC**

by:

_____

Name:
Title:

THE STATE OF _____ §
§
COUNTY OF _____ §

This instrument was acknowledged before me on the ____ day of _____, 2024 by _____, for the purposes herein expressed.

(SEAL)

_____
Notary Public in and for
The State of Texas

My Commission Expires:_____

**Signature Page to**
**Agreement with Developer for Construction of Public Improvement**

This Community Facilities Agreement has been executed by the parties as of the dates of the Acknowledgments to be effective as of the Effective Date.

City:

**CITY OF SCHERTZ,**
a Texas municipal corporation

By: _____
Name: Steve Williams, its City Manager

THE STATE OF TEXAS §
§
COUNTY OF GUADALUPE §

This instrument was acknowledged before me on the ____ day of _____, 2024 by Steve Williams, City Manager of the City of Schertz, Texas, a Texas municipal corporation, on behalf of said City.

(SEAL)

_____
Notary Public in and for
The State of Texas

My Commission Expires:_____

**EXHIBIT A**
**IMPROVEMENTS**

**EXHIBIT B**
**CITY'S PARTICIPATION COSTS**

**Agenda No. 16.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **City Secretary** |
| **Subject:** | **Resolution 24-R-99 - Authorizing an Improvement Agreement for the Den Ott Hill Development for ROW acquisition reimbursement and to acquire ROW from SCUCISD. (S.Williams/B.James)** |

## BACKGROUND

The developer of the Den-Ott Hill property, that is currently in for zoning at the City Council (Ordinance 24-S-146) is seeking to provide for the ability to access the property via an extension of Ripps-Kreusler Boulevard. This extension needs to cross property owned by SCUCISD. Generally, staff of SCUCISD is supportive of entering into an agreement to sell the right-of-way needed for the Ripps-Kreusler Boulevard to the City, based on the value determined by an appraisal, with the condition that the section of street be constructed. The City would enter into an agreement with the developer of the Den Ott Hill property that would obligate the developer to reimburse the City for the cost of the right-of-way and construct the section of street, including to have to post a surety at the time of execution of the agreement. The City would then enter into an agreement with SCUCISD, assuming the SCUCISD board approves it, for the purchase of the right-of-way based on the value set by an appraisal and that requires the construction of the section of street within a set time frame.

The developer has indicated that if the zoning is not approved they would not want to execute the agreement, but would like the City to approve it, to demonstrate a path forward for one option to provide access to their property.

## GOAL

Provide for the necessary dedication of right-of-way for the future extension of Ripps-Kreusler Boulevard to allow for the construction of an approximately 650 foot segment at no cost to the City.

## COMMUNITY BENEFIT

Provides for the timely construction of public improvements in a cost effective manner.

## SUMMARY OF RECOMMENDED ACTION

Approval of the agreements to allow the City to acquire the needed right-of-way for the extension of Ripps-Kreusler Boulevard from SCUCISD and approval of an agreement that obligates the developer of the Den Ott Hill property to pay for the cost of right-of-way acquisition and construct this segment of street.

## FISCAL IMPACT

There is no cost to the City, as the developer will bear the cost of the right-of-way purchase and constructing the section of Ripps-Kreusler Boulevard.

## RECOMMENDATION

Approval of Resolution 24-R-99.

---

**Attachments**

Resolution 24-R-99 with attachment

**RESOLUTION NO. 24-R-99**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN AGREEMENT WITH THE DEVELOPER OF THE DEN OTT HILL PROPERTY FOR THE REIMBURSMENT OF COSTS ASSOCIATED WITH RIGHT-OF-WAY ACQUISITION AND ROAD CONSTRUCTION AND APPROVAL TO SUBSEQUENTLY ACQUIRE THE RIGHT-OF-WAY FROM THE SCHERTZ CIBOLO UNIVERSAL CITY INDEPENDENT SCHOOL DISTRICT.**

WHEREAS, there is a lack of street access to serve an area of northern Schertz near the intersection of the south side of IH-35 and FM 2252; and

WHEREAS, the City of Schertz' approved Master Thoroughfare Plan provides for the future extension of Ripps-Kreusler Boulevard to intersect with the future extension of FM 2252 to not only provide for access to the properties in the immediate area, but also provide for needed circulation to the large area in the City of Schertz; and

WHEREAS, the Developer of the Den Ott Hill Property is proposing to construct the offsite section of Ripps-Kreusler Boulevard from where it is currently under construction to their property, across the property owned by SCUCISD; and

WHEREAS, SCUCISD has indicated a willingness to sell the needed right-of-way to the City of Schertz in order that it may be constructed; and

WHEREAS, the Developer of the Den Ott Hill Property has requested to pay for the cost of the right-of-way acquisition and construction if the City will acquire it from SCUCISD; and

WHEREAS, the City Council finds that it is in the best interest of the City to enter into the Agreement with Developer for acquisition of the right-of-way necessary for the construction of the extension of Ripps-Kreusler Boulevard and to authorize the acquisition of the right-of-way from SCUCISD in order to provide the infrastructure to serve other properties outside of the Den Ott Hill property and the larger community.

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 the agreement with Developer for acquisition of right-of-way needed for the construction of Ripps-Kreusler Boulevard, generally in the form attached as Exhibit "A", subject to changes approved by the City Manager and City Attorney and to enter into any necessary agreements to acquire the right-of-way from SCUCISD.

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 ____th day of September, 2024.

CITY OF SCHERTZ, TEXAS

_____

Mayor, Ralph Gutierrez

ATTEST:

_____

City Secretary, Sheila Edmondson

(CITY SEAL)

Exhibit "A"

Agreement with the Den Ott Hill Developer

After Recording, Please Return To:
Denton Navarro Rodriguez Bernal Santee & Zech, P.C.
2517 N. Main Avenue
San Antonio, Texas 78212
Attention: T. Daniel Santee

STATE OF TEXAS §
§ KNOW ALL PERSONS BY THESE
PRESENTS:
COUNTY OF COMAL §

# IMPROVEMENT AGREEMENT
# DEN-OTT SUBDIVISION – PUBLIC IMPROVEMENTS RIGHT-OF-WAY ACQUISITION REIMBURSEMENT

This IMPROVEMENT AGREEMENT (the "Agreement") is by and between Marstan Equities, LLC (the "Owner"), and the CITY OF SCHERTZ, a Texas municipal corporation (the "City"), and is effective upon the execution of this Agreement by the Owner and the City (the "Effective Date").

WHEREAS, the Owner is the owner of that certain real property located in the City of Schertz, Guadalupe County, Texas, more specifically described on **Exhibit "A"**, attached hereto and made a part hereof for all purposes (the "Property" or "Subdivision");

WHEREAS, the Owner seeks to continue to develop the Property and such development requires the construction of certain public improvements: and

WHEREAS, there is a lack of roadway access to an area of northern Schertz near the intersection of IH-35 and the extension of FM 482 south of IH-35; and,

WHEREAS, the roadway improvements are identified on the City's Master Thoroughfare Plan and are needed to provide adequate access these areas and there is limited space to provide this public infrastructure; and

WHEREAS, the Owner agrees to construct the roadway extension which will benefit the larger area; and

WHEREAS, there is a benefit to having private development construct roads on the City's Master Thoroughfare Plan to serve the larger area; and

WHEREAS, the offsite right-of-way is owned by the Schertz Cibolo Universal City Independent School District ("SCUCISD"), and

WHEREAS, the City finds that it is in the best interest of the City to enter into the Agreement with the Owner for acquisition of the right-of-way necessary for the

construction of Public Improvement in order to provide the infrastructure to serve other properties outside the boundary of the proposed Den-Ott Subdivision plat:

NOW THEREFORE, in consideration of the agreements set forth herein and for other reciprocal good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged and stipulated by the Parties, the Owner and the City agree as follows:

1. Ownership of the Property. The Owner hereby represents and warrants that, as of the Effective Date, it has not conveyed, assigned, or transferred all or any portion of its interest in the Property to any other person or entity (any such person or entity referred to herein as "Purchaser"), nor is it a party to any contract or other understanding to do so that is not subject to this Agreement.

2. Acquisition of Right-of-way; Covenants. The Owner and the City covenant and agree to the following:

a) The Owner is obligated by Section 21.14.1 L of the City's Unified Development Code all residential subdivisions shall have a minimum of two (2) locations accessing existing public streets.

b) The Owner is proposing one point of access to an existing public street to be from Ripps-Kreusler Parkway.

c) Construction of the roadway improvements requires acquisition of offsite right-of-way and the Owner is proposing to bear the cost of right-of-way acquisition. The Owner has sought the City's assistance in acquiring the offsite right-of-way see **Exhibit "B"**. The Owner agrees to reimburse the City for all costs associated with acquiring the easements, including but not limited to the appraisal cost and acquisition price. The acquisition costs may include the costs of surveys. The Owner shall pay the City the amount of the total costs required to acquire the easements in advance of the City closing on the acquisition. The cost of the appraisal shall be paid upon execution of the agreement.

d) The Owner shall bear the cost of SCUCISD acquiring an appraisal for the subject property.

e) Prior to moving forward with the actual acquisition of the Property after the purchase price has been provided by SCUCISD, the Owner will provide written notice to the City to proceed with acquisition along with paying the City the cost to acquire the right-of-way from SCUCISD.

f) Upon provision of notice to acquire the property as provide above, the Owner shall provide a surety in such form as acceptable to the City for construction of the section of Ripps-Kreusler Boulevard plus an additional 20% and construct the road within 2 years.

3. Approval of Agreement. The City has approved the execution and delivery of this Agreement pursuant to Section 21.4.15(C.)(2.) of the City's Unified Development Code, and the Owner represents and warrants that it has taken all necessary action to authorize its execution and delivery of this Agreement.

4. Governmental Immunity. The City does not waive or relinquish any immunity or defense on behalf of itself, its officers, employees, Councilmembers, and agents as a result of the execution of this Agreement and the performance of the covenants and actions contained herein.

5. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, representatives, successors, and assigns, and the terms hereof shall run with the Property.

6. Counterparts. This Agreement may be executed in any number of counterparts with the same effect as if all signatory parties had signed the same document. All counterparts shall be construed together and shall constitute one and the same Agreement.

7. Integration. This Agreement is the complete agreement between the parties as to the subject matter hereof and cannot be varied except by the written agreement of the Owner and the City. The Owner and the City each agrees that there are no oral agreements, understandings, representations or warranties which are not expressly set forth herein.

8. Notices. Any notice or communication required or permitted hereunder shall be deemed to be delivered three (3) days after such notice is deposited in the United States mail, postage fully prepaid, registered or certified mail return receipt requested, and addressed to the intended recipient at the address shown herein. Any address for notice may be changed by written notice delivered as provided herein. All notices hereunder shall be in writing and served as follows:

If to the Owner:

Marstan Equities, LLC
1519 East 27th Street
Brooklyn, New York 11229
Attention: XXXX

With copy to:
Killen, Griffin & Farrimond, PLLC
10101 Reunion Place, Suite 250
San Antonio, Texas
Attention: Ashley Farrimond

If to the City:
CITY OF SCHERTZ
1400 Schertz Parkway
Schertz, Texas 78154
Attention: City Manager

With copy to:
Denton Navarro Rocha Bernal & Zech, P.C.
2517 N. Main Avenue
San Antonio, Texas 78212
Attention: T. Daniel Santee

9. Legal Construction. If any provision in this Agreement is for any reason unenforceable, to the extent the unenforceability does not destroy the basis of the bargain among the parties, such unenforceability will not affect any other provision hereof, and this Agreement will be construed as if the unenforceable provision had never been a part of this Agreement. Whenever the context requires, the singular will include the plural and neuter include the masculine or feminine gender, and vice versa. Article and section headings in this Agreement are for reference only and are not intended to restrict or define the text of any section. This Agreement will not be construed more or less favorably between the parties by reason of authorship or origin of language.

10. Recitals; Exhibits. Any recitals in this Agreement are represented by the parties hereto to be accurate, constitute a part of the parties' substantive agreement, and are fully incorporated herein as matters of contract and not mere recitals. Further, any exhibits to this Agreement are incorporated herein as matters of contract and not mere exhibits.

11. No Joint Venture. It is acknowledged and agreed by the parties that the terms hereof are not intended to, and shall not be deemed to, create a partnership or joint venture among the parties.

12. Choice of Law. This Agreement will be construed under the laws of the State of Texas without regard to choice-of-law rules of any jurisdiction. Venue shall be in the State District Courts of Guadalupe County, Texas with respect to any lawsuit arising out of or construing the terms and provisions of this Agreement. No provision of this Agreement shall constitute consent by suit by any party.

*[ Signatures and acknowledgments on the following pages ]*

**Signature Page to**
**Improvement Agreement**

This Improvement Agreement has been executed by the parties as of the dates of the Acknowledgments to be effective as of the Effective Date.

Owner:

**MARSTAN EQUITIES, LLC**

By: _____
Name: _____
Title: _____
Date: _____

THE STATE OF TEXAS §
§
COUNTY OF _____ §

This instrument was acknowledged before me on the ____ day of _____, 2024 by _____, the _____of Marstan Equities, LLC.

(SEAL)

_____
Notary Public in and for
The State of Texas

My Commission Expires:_____

**Signature Page to**
**Improvement Agreement**

This Improvement Agreement has been executed by the parties as of the dates of the Acknowledgments to be effective as of the Effective Date.

City:

**CITY OF SCHERTZ,**
a Texas municipal corporation

By: _____

Name: Steve Williams, City Manager

Date: _____

THE STATE OF TEXAS §
§
COUNTY OF GUADALUPE §

This instrument was acknowledged before me on the ____ day of _____, 2024 by Steve Williams, City Manager of the City of Schertz, Texas, a Texas municipal corporation, on behalf of said City.

(SEAL)

_____
Notary Public in and for
The State of Texas

My Commission Expires:_____

**EXHIBIT "A"**

The Property

Legal Metes and Bounds
and
Master Plan

***[ See attached ]***

**EXHIBIT "B"**

The Right-of-Way

***[ See attached ]***

**Agenda No. 17.**

**CITY COUNCIL MEMORANDUM**

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Planning & Community Development** |
| **Subject:** | **Ordinance 24-S-146 - Conduct a public hearing and consider a request to rezone approximately 38.8 acres of land from Single-Family Residential/Agricultural District (R-A) and General Business District (GB) to Apartment/Multi-Family District (R-4), known as Guadalupe County Property Identification Number 68294, 68295, 68296, 68302, 68303, 68315 68316, generally located 1,100 feet to the west of the FM 2252 and IH 35 intersection, City of Schertz, Guadalupe County, Texas. *First Reading* (B.James/L.Wood/S.Haas)** |

## BACKGROUND

The applicant is proposing to rezone approximately thirty-eight (38) acres of land from General Business District (GB) and Single-Family Residential/Agricultural District (R-A) to Apartment/Multi-Family Residential District (R-4) in order to develop a multi-family development with a maximum density of twenty-four (24) units per acre.

The applicant previously requested a zone change on the same property (this time the applicant has added approximately 18 acres from the previous 20 acres) for the same district. On September 13, 2023, the Planning and Zoning Commission recommended approval with a 7-0 vote, but the request was denied at the October, 10, 2023, City Council hearing due to the requirement of needing a 3/4 vote for approval due to the owner's of more than 20% of the property in the 200' notice area having submitted a written protest. The previous request received an affirmative vote of 5-2. However, due to the protest received, council would have had to vote 6-1 to approve the request.

Unified Development Code (UDC) Section 21.5.4.C.5 states: A request for a zoning change or zoning map amendment for a tract of land shall not be considered by the Planning and Zoning Commission or the City Council within six (6) months after the Council's decision to deny the request unless the request is to a different zoning classification or there has been a substantial change in the conditions surrounding the parcel since the initial request.

On June 21, 2024, twenty-one (21) 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, nine (9) responses in favor, zero (0) responses neutral, and twelve (12) responses in opposition have been received.

A public hearing notice was published in the "San Antonio Express" on August 16th, 2024. Additionally, two (2) signs were placed on the subject property.

As mention above, UDC section 21.5.4.E states that "if a proposed zoning change or zoning map amendment is protested in accordance with this section, the proposed change must receive, in order to take effect, the affirmative vote of at least three-fourths (¾) of all members of the City Council according to LGC, Local Government Code § 211.006(d). The protest must be written and signed by the owners of at least twenty percent (20%) of either:

a. The area of the lots or land covered by the proposed zoning change or zoning map amendment; or
b. The area of the lots or land immediately adjoining the area covered by the proposed zoning change or zoning map amendment and extending 200 feet from that area."

At the time of this report, the total percentage of the protest parcel acreage is 28.7%, therefore the ¾ affirmative vote requirement has been triggered for the September 3, 2024 City Council meeting.

**Subject Property:**

| | **Zoning** | **Land Use** |
|---|---|---|
| **Existing** | General Business District (GB) and Single-Family Residential / Agricultural District (R-A) | Residential / Undeveloped |
| **Proposed** | Apartment/Multi-Family Residential District (R-4) | Apartment/Multi-Family |

**Adjacent Properties:**

| | **Zoning** | **Land Use** |
|---|---|---|
| **North** | General Business District (GB)<br>Single-Family Residential / Agricultural District (R-A)<br>Right of Way<br>Public Use District (PUB) | Residential, Undeveloped, IH35 Access Road, City of Schertz Water Tower |
| **South** | Right of Way | Old Weiderstein Road |
| **East** | General Business District (GB)<br>Single-Family Residential / Agricultural District (R-A) | Undeveloped, Residential, Agricultural |
| **West** | General Business District (GB)<br>Manufacturing - Light District (M-1) | Commercial, Undeveloped |

**GOAL**

The applicant is requesting to rezone the approximately 38 acres of land from General Business District (GB) and Single-Family Residential/Agricultural District (R-A) to Apartment/Multi-Family Residential District (R-4), in order to develop a multi-family residential development.

**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.**

The Comprehensive Plan designates this area as Mixed-Use Center, which is intended to integrate denser residential, commercial, and often entertainment spaces nearby, typically along significant transportation corridors. The proposed Apartment/Multi-Family District (R-4) would conform to this

land use designation in the Comprehensive Plan as this would be the denser residential specifically called out in the Comprehensive Plan. Furthermore, this property abuts major transportation corridors.

**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;**
In order to ensure the safe, orderly and efficient development and expansion of the City, Apartment/Multi-Family Residential Districts (R-4) should not be located in areas where they would increase traffic through single-family neighborhoods and should be located adjacent to arterial streets with sufficient capacity to carry the increased traffic generated. While there are residences in the vicinity, the property is not adjacent to any large single-family neighborhoods. Also, the proposed zone change is adjacent to IH35 to the north, a principal arterial, and Old Weiderstein Road to the south, a secondary arterial.

**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.**
The area is defined by undeveloped land, rural-like residences, commercial businesses, and a large mixed-use development that includes a multi-family component currently under construction to the west. The uses permitted within the proposed zone change would align with what is happening in the wider area. Additionally, Article 9 of the Unified Development Code is in place to ensure any negative impacts on the other residences in the area are mitigated.

**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 Master Thoroughfare Plan shows two future roadways running through portions of this property. An east-west connector classified as a residential collector and a future north-south connector classified as a secondary arterial. This demonstrates that the city is anticipating additional housing/activity in this area, and a need for new roadways.

Water utilities are available to the property from a couple of options, a 12-inch water line along the IH35 access road and a 16-inch water line that runs through portions of the property. For sewer, there is an 8-inch line and a manhole approximately 900-feet to the west in the neighboring property, and a 24-inch sewer line that runs along Dean Road approximately 200 feet to the south of the property. The applicant is required to connect to adequate utility facilities per Unified Development Code Article 15 - Easements and Utilities, and a more detailed engineering review will occur at the time of the platting process.

A public hearing notice was mailed to SCUCISD to notify them of the proposed zone change. Included as attachments are the most recent Demographic Report 4Q22 for SCUCISD as well as the most recent 10-Year Campus Forecasting Presentation. Additionally, the large property zoned Manufacturing - Light District (M-1) directly adjacent to the west is owned by SCUCISD.

Schertz Fire, EMS, and Police Departments were notified of the zone change and have provided no objections.

**5. Whether there have been environmental and/or economical changes which warrant the requested change.**
As has been a topic of discussion over the last few years, the significant rise in housing prices supports looking to increase the supply of multi-family housing. As has been mentioned in the past at

P&Z, the new median home value in SCUCISD has risen to over $430,000 from $210,650 in the pats 10 years.

**6. Whether there is an error in the original zoning of the property for which a change is requested**
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.**
This does not impact the Planning and Zoning Commission recommendation to City Council.

**8. Whether other criteria are met, which, at the discretion of the 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.

The zone change request conforms to the Comprehensive Plan, meets the intent of the Unified Development Code, and adheres to the Criteria for Approval. Therefore, Staff is recommending approval of Ordinance 24-S-146.

On July 3rd, 2024 the Planning and Zoning Commission met and recommended approval of the request with a 6-0 vote.

**RECOMMENDATION**
Approval of Ordinance 24-S-146

---

**Attachments**

Ord. 24-S-146 with Exhibits
Aerial Exhibit
Zoning Exhibit
Public Hearing Notice Map
Public Hearing Responses
Protest Map
SCUCISD 10 yr Forecasting
SCUCISD Demographic Update
City Council Presentation Slides

**ORDINANCE NO. 24-S-146**

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS TO REZONE APPROXIMATELY 38.8 ACRES OF LAND FROM SINGLE-FAMILY RESIDENTIAL/AGRICULTURAL DISTRICT (R-A) AND GENERAL BUSINESS DISTRICT (GB) TO APARTMENT/MULTI-FAMILY DISTRICT (R-4), KNOWN AS GUADALUPE COUNTY PROPERTY IDENTIFICATION NUMBER 68294, 68295, 68296, 68302, 68303, 68315 68316, GENERALLY LOCATED 1,100 FEET TO THE WEST OF THE FM 2252 AND IH 35 INTERSECTION, CITY OF SCHERTZ, GUADALUPE COUNTY, TEXAS.**

**WHEREAS,** an application for a request to rezone approximately 38.8 acres of land from Single-Family Residential/Agricultural District (R-A) and General Business District (GB) to Apartment/Multi-Family District (R-4), known as Guadalupe County Property Identification Number 68294, 68295, 68296, 68302, 68303, 68315 68316, generally located 1,100 feet to the west of the FM 2252 and IH 35 intersection, 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 zoning (the "Criteria"); and

**WHEREAS,** on July 3, 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 zoning; and

**WHEREAS,** on September 3, 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 to Apartment / Multi-Family District (R-4)

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 ____ 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”

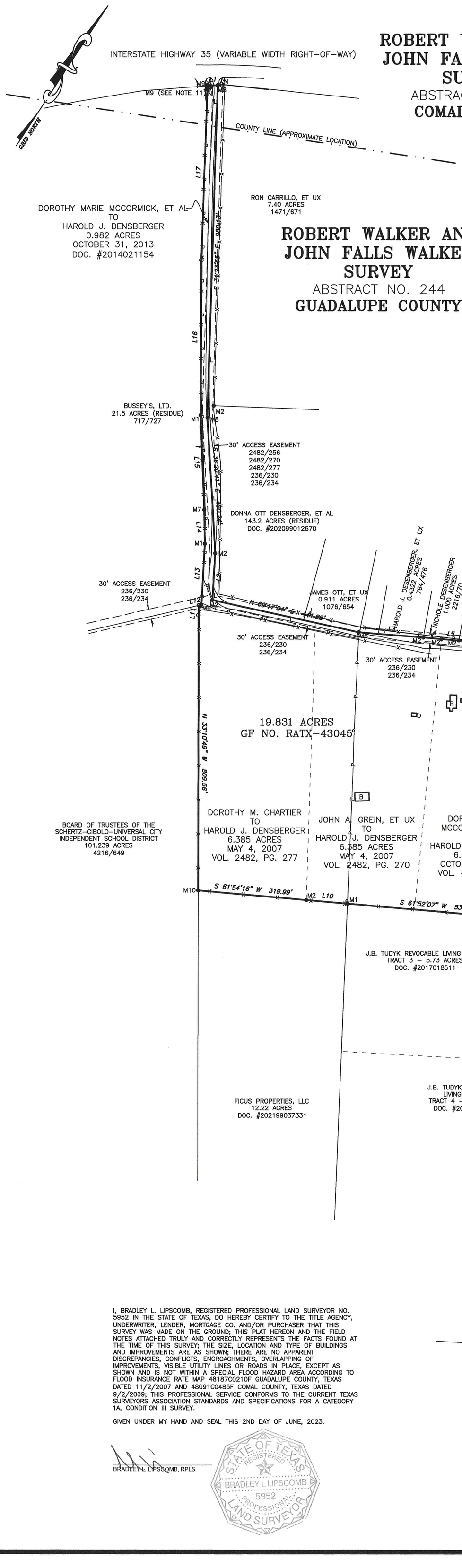
Metes & Bounds

# STATE OF TEXAS

Exhibit A: Metes and Bounds

## ROBERT WALKER AND JOHN FALLS WALKER SURVEY
ABSTRACT NO. 414
**COMAL COUNTY**

## ROBERT WALKER AND JOHN FALLS WALKER SURVEY
ABSTRACT NO. 244
**GUADALUPE COUNTY**




NOTES:

1. THIS SURVEYOR HAS NOT ATTEMPTED TO LOCATE ANY EASEMENTS OR OTHER MATTERS BEYOND THOSE REFLECTED ON THE REFERENCED TITLE COMMITMENT. ANY DOCUMENTS LISTED ARE BASED UPON RESERVATIONS LISTED WITHIN RECORD DOCUMENTS THIS SURVEYOR LOCATED DURING NORMAL RESEARCH. THIS SURVEYOR IN NO WAY CERTIFIES THIS IS A COMPLETE AND/OR ACCURATE LISTING OF ALL EASEMENTS AND/OR ENCUMBRANCES.

2. THIS SURVEY DOCUMENT IS CONSIDERED TO BE INVALID (IN ITS ENTIRETY) IF IT HAS BEEN ALTERED IN ANY WAY WHATSOEVER.

3. ALL REFERENCES ARE REFERRED TO RECORDS OF GUADALUPE COUNTY, TEXAS UNLESS OTHERWISE NOTED.

4. THE FOLLOWING EASEMENT APPLIES AS A BLANKET EASEMENT TO THE SHOWN 6.35 ACRE TRACT, 6.35 ACRE TRACT AND THE 6.082 ACRE TRACT:

A) CITY OF SAN ANTONIO - 405/58

5. THE FOLLOWING EASEMENT APPLIES AS A BLANKET EASEMENT TO ALL OF THE 19.831 ACRE TRACT:

B) CITY OF SAN ANTONIO - 1060/851

6. THE FOLLOWING EASEMENT HAS THE RIGHT OF "INGRESS & EGRESS" TO ALL OF THE 19.831 ACRE TRACT:

C) COMAL POWER COMPANY - 88/43 & 85/239

7. THE FOLLOWING PRIVATE STREET MAINTENANCE AGREEMENTS APPLY TO THOSE AREAS OF THE EASEMENT RECORDED IN VOLUME 236, PG. 256:

D) 2265/89
E) DOC. #2017025267
F) DOC. #2018002530

8. THE FOLLOWING PRIVATE STREET MAINTENANCE AGREEMENTS APPLY TO ALL ACCESS EASEMENTS DEPICTED WITHIN THE 19.831 ACRE TRACT:

G) 2482/265

9. THE FOLLOWING DOCUMENT INCORPORATED THE SHOWN 12 ACRE JASEK TRACT INTO THE CITY OF CIBILO, TEXAS ETJ:

H) 484/723

10. THE FOLLOWING DOCUMENT INCORPORATED THE SHOWN 6.97 ACRE JASEK TRACT INTO THE CITY OF CIBILO, TEXAS ETJ:

I) 484/727

11. ADJACENT TO THE KNOWN RIGHT-OF-WAY OF INTERSTATE HIGHWAY 35, A TXDOT CONCRETE MONUMENT WITH A BRASS CAP WAS RECOVERED DURING THE COURSE OF THIS SURVEY. THIS SURVEYOR HAS BEEN UNABLE TO LOCATE ANY ADDITIONAL RIGHT-OF-WAY DEEDS AND/OR EASEMENTS TO EXPLAIN THE EXISTENCE OF THIS MONUMENT. CONCERNED PARTIES SHOULD DISCUSS THIS ISSUE WITH TXDOT TO DISCOVER ANY RIGHTS (OF RECORD OR NOT) TXDOT MAY BE CLAIMING FOR THIS AREA.

| LINE | BEARING | DISTANCE |
|---|---|---|
| L1 | N 53°00'38" E | 30.32' |
| L2 | S 29°26'40" E | 137.71' |
| L3 | N 61°28'50" E | 190.97' |
| L4 | N 61°34'53" E | 53.26' |
| L5 | N 61°40'27" E | 51.73' |
| L6 | N 61°21'32" E | 34.01' |
| L7 | N 62°42'39" E | 208.05' |
| L8 | S 34°18'24" E | 157.55' |
| L9 | S 62°04'24" W | 36.85' |
| L10 | S 61°48'42" W | 121.81' |
| L11 | N 30°27'31" W | 28.82' |
| L12 | N 42°33'21" E | 7.60' |
| L13 | N 29°46'02" W | 180.13' |
| L14 | N 34°14'00" W | 100.09' |
| L15 | N 35°11'51" W | 279.39' |
| L16 | N 32°52'27" W | 456.63' |
| L17 | N 31°10'44" W | 513.55' |
| L18 | N 72°31'22" W | 83.20' |
| L19 | N 34°18'24" W | 92.65' |
| L20 | N 34°18'24" W | 157.55' |
| L21 | N 61°36'06" E | 77.47' |
| L22 | N 61°14'51" E | 149.48' |
| L23 | S 29°57'09" E | 80.04' |
| L24 | S 30°18'46" E | 159.97' |
| L25 | S 29°39'51" E | 79.98' |
| L26 | S 29°43'13" E | 159.95' |
| L27 | S 29°43'13" E | 79.55' |
| L28 | N 60°16'48" E | 120.28' |
| L29 | N 60°16'48" E | 125.49' |

LIST OF MONUMENTS:
M1 - FOUND 3/8" IRON ROD
M2 - FOUND 1/2" IRON ROD
M3 - FOUND 1/2" IRON ROD WITH BLUE CAP MARKED "AMERICAN"
M4 - FOUND 5/8" IRON ROD WITH YELLOW CAP MARKED "RODS"
M5 - FOUND 1/2" IRON ROD WITH YELLOW CAP MARKED "FORD"
M6 - FOUND RAILROAD SPIKE
M7 - FOUND 5/8" IRON ROD
M8 - FOUND "MAG" NAIL IN ASPHALT
M9 - TXDOT BRASS CAPPED CONCRETE MONUMENT
M10 - FOUND 60D NAIL
M11 - FOUND 12" WOODEN FENCE CORNER POST

LIST OF FACILITIES:
A - 1 STORY FRAME HOUSE ON CONC.
B - METAL BUILDING
C - FRAME SHED
D - METAL SHED
E - ELECTRIC METER
F - CONC. PORCH
G - CONC. CARPORT
H - 1 STORY FRAME HOUSE ON PIER & BEAM
I - FRAME CARPORT OVER ASPHALT
J - FRAME WATER WELL HOUSE
K - CONC. WALK
L - ASPHALT DRIVE
M - SEPTIC TANKS
N - WATER METER
O - WATER VALVE

*LEGEND*
- ● - IRON ROD FOUND (AS NOTED)
- ▲ - FENCE POST FOUND (AS NOTED)
- —P— - OVERHEAD POWERLINE
- —x— - BARBED WIRE FENCE
- ■ - CONCRETE MONUMENT FOUND (AS NOTED)
- o - 1/2" IRON ROD SET WITH RED CAP MARKED "TRIAD SURVEYING RPLS 5952"

I, BRADLEY L. LIPSCOMB, REGISTERED PROFESSIONAL LAND SURVEYOR NO. 5952 IN THE STATE OF TEXAS, DO HEREBY CERTIFY TO THE TITLE AGENCY, UNDERWRITER, LENDER, MORTGAGE CO. AND/OR PURCHASER THAT THIS SURVEY WAS MADE ON THE GROUND; THIS PLAT HEREON AND THE FIELD NOTES ATTACHED TRULY AND CORRECTLY REPRESENTS THE FACTS FOUND AT THE TIME OF THIS SURVEY; THE SIZE, LOCATION AND TYPE OF BUILDINGS AND IMPROVEMENTS ARE AS SHOWN; THERE ARE NO APPARENT DISCREPANCIES, CONFLICTS, ENCROACHMENTS, OVERLAPPING OF IMPROVEMENTS, VISIBLE UTILITY LINES OR ROADS IN PLACE, EXCEPT AS SHOWN AND IS NOT WITHIN A SPECIAL FLOOD HAZARD AREA ACCORDING TO FLOOD INSURANCE RATE MAP 48187C0210F GUADALUPE COUNTY, TEXAS DATED 11/2/2007 AND 48091C0485F COMAL COUNTY, TEXAS DATED 9/2/2009; THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT TEXAS SURVEYORS ASSOCIATION STANDARDS AND SPECIFICATIONS FOR A CATEGORY 1A, CONDITION III SURVEY.

GIVEN UNDER MY HAND AND SEAL THIS 2ND DAY OF JUNE, 2023.

BRADLEY L. LIPSCOMB, RPLS.

STATE OF TEXAS REGISTERED BRADLEY L. LIPSCOMB 5952 PROFESSIONAL LAND SURVEYOR


TRIAD SURVEYING
SURVEYING, INC. FIRM REGISTRATION NO. 10007900
528 COUNTY ROAD 325 P.O. BOX 1489 ROCKDALE, TX. 76567


**19.831 ACRES**
**18.933 ACRES**
ROBERT WALKER AND JOHN FALLS WALKER SURVEY
ABSTRACT NO. 244 (GUADALUPE COUNTY)
ABSTRACT NO. 414 (COMAL COUNTY)
GUADALUPE & COMAL COUNTIES, TEXAS

| | |
|---|---|
| Completion Date: 6/2/23 | Drawn by: BL |
| Scale: 1"=200' | Surveyed by: LS/RP |
| PROJECT NO. S23-124 | Checked by: BL |

Exhibit A: Metes and Bounds

In Re: 19.831 Acres
All of a called 0.982 Acre tract
All of a called 6.385 Acre tract
All of a called 6.385 Acre tract
All of a called 6.082 Acre tract
Robert Walker and John Falls Walker Survey
Abstract No. 244 (Guadalupe County)
Abstract No. 414 (Comal County)
City of Schertz
Guadalupe and Comal Counties, Texas

All that certain tract or parcel of land situated in the City of Schertz, Guadalupe and Comal Counties, Texas, being a part of the Robert Walker and John Falls Walker Survey, Abstract No. 244 (Guadalupe County) Abstract No. 414 (Comal County), being all of a called 0.982 Acre tract conveyed from Dorothy Marie McCormick, et al to Harold J. Densberger by Deed dated October 31, 2013 recorded in Document No. 2014021154 of the Official Records of Guadalupe County, all of a called 6.385 Acre tract conveyed from Dorothy M. Cartier to Harold J. Densberger by Deed dated May 4, 2007 recorded in Volume 2482, Page 277 of the Official Records of Guadalupe County, all of a called 6.385 Acre tract conveyed from John A. Grein, et ux by Deed dated May 4, 2007 recorded in Volume 2482, Page 270 of the Official Records of Guadalupe County and all of a called 6.082 Acre tract conveyed from Dorothy Marie McCormick, et al to Harold J. Densberger by Deed dated October 21, 2013 recorded in Volume 4156, Page 584 of the said Official Records of Guadalupe County, Texas and being more particularly described by metes and bounds as follows to wit:

**All references refer to records of Guadalupe County, Texas.**

**BEGINNING** at a found concrete monument with TXDOT Brass Cap on the south Right-of-Way line of Interstate Highway 35, at the northeast corner of the residue of a called 21.5 Acre tract conveyed to Bussey's Ltd. In Volume 717, Page 727, for the common northwest corner of the said 0.982 Acre tract and of this tract;

***THENCE*** N53°00'38"E - 30.32' along the common line between the said south Right-of-Way line of Interstate Highway 35 and the said 0.982 Acre tractto a found "Mag" nail in asphalt at the northwest corner of the residue of a called 143.2 Acre tract conveyed to Donna Ott Densberger, et al in Document No. 202099012670, at the northeast corner of the said 0.982 Acre tract, for the most northerly northeast corner of this tract;

Exhibit A: Metes and Bounds

***THENCE*** along the common line between the said 0.982 Acre tract and the said residue of the 143.2 Acre tract for the following courses and distances:

S31°23'55"E - 980.13' to a found "Mag" nail in asphalt for an interior ell corner of this tract;

S36°20'41"E - 400.24' to a found 1/2" iron rod for an exterior ell corner of this tract;

S29°26'40"E - 137.71' to a found 1/2" iron rod on the north line of the said 6.385 Acre tract (2482/277), at the most northerly southwest corner of the said residue of the 143.2 Acre tract, at the southeast corner of the said 0.982 Acre tract, for an interior ell corner of this tract;

***THENCE*** along the common line between the said residue of the 143.2 Acre tract, a called 0.911 Acre tract conveyed to James Ott, et ux in Volume 1076, Page 654, again the said residue of the 143.2 Acre tract, a called 0.4322 Acre tract conveyed to Harold J. Desenberger, et ux in Volume 764, Page 476, a called 1.000 Acre tract conveyed to Nichole Desenberger in Volume 2216, Page 70 and a called 0.500 Acre tract conveyed to Sandra Ott in Document No. 201999012670, respectively, and the said 6.385 Acre tract (2482/277), the said 6.385 Acre tract (2482/270) and the said 6.082 Acre tract, respectively, for the following courses and distances:

N69°17'04"E - 441.88' to a found Railroad Spike for a common interior ell corner of the said 6.385 Acre tract (2482/270) and of this tract;

N61°28'50"E - 190.97' to a found 1/2" iron rod at the southeast corner of the said 0.4322 Acre tract, at the southwest corner of the said 1.000 Acre tract (2216/70), for an exterior ell corner of this tract;

N61°34'53"E - 53.26' to a found 1/2" iron rod at the northeast corner of the said 6.385 Acre tract (2482/270), at the northwest corner of the said 6.082 Acre tract, for an exterior ell corner of this tract;

N61°40'27"E - 51.73' to a found 1/2" iron rod at the southeast corner of the said 1.000 Acre tract (2216/70), at the southwest corner of the said 1.000 Acre tract (2243/745), for an interior ell corner of this tract;

N61°21'32"E - 34.01' to a found 1/2" iron rod with yellow plastic cap marked "FORD" at the southeast corner of the said 1.000 Acre tract (2243/745, at the southwest corner of the said 0.500 Acre tract, for an exterior ell corner of this tract;

N62°42'39"E - 208.05' to a found 12" wooden fence corner post at an exterior ell corner of the said residue of the 143.2 Acre tract, at the northeast corner of the said 6.082 Acre tract, for the most southerly northeast corner of this tract;

***THENCE*** S32°56'33"E - 642.59' along the common line between the said residue of the 143.2 Acre tract and the said 6.082 Acre tract to a found 3/8" iron rod at the most southerly southwest corner of the said residue of the 143.2 Acre tract, at the northwest corner of a called 6.97 Acre tract (Tract II) conveyed to Douglas E. Jasek, et al in Document No. 202299015476, for an interior ell corner of this tract;

**Triad Surveying, Inc.**
Firm Registration No. 10007900
P.O. Box 1489
Rockdale, Texas 76567
(512) 446-3457

Project No. S23-124

Exhibit A: Metes and Bounds

***THENCE*** S34°18'24"E - 157.55' along the common line between the said 6.97 Acre tract and the said 6.082 Acre tract to a set 1/2" iron rod with red plastic cap marked "TRIAD RPLS 5952" at the northeast corner of a called 1.967 Acre tract (Tract 2) conveyed to the J.B. Tudyk Revocable Living Trust in Document No. 2017018511, for the common southeast corner of the said 6.082 Acre tract and of this tract;

***THENCE*** S62°04'24"W - 36.85' along the common line between the said 1.967 Acre tract and the said 6.082 Acre tract to a found 3/8" iron rod at the northeast corner of a called 5.73 Acre tract (Tract 3) conveyed to the J.B. Tudyk Revocable Living Trust in Document No. 2017018511, for an interior ell corner of this tract;

***THENCE*** S61°52'07"W - 534.08' along the common line between the said 6.082 Acre tract and the said 6.385 Acre tract (2482/270), respectively, and the said 5.73 Acre tract to a found 3/8" iron rod at the northwest corner of the said 5.73 Acre tract, at the northeast corner of a called 12.22 Acre tract conveyed to Ficus Properties, LLC in Document No. 202199037331, for an interior ell corner of this tract;

***THENCE*** S61°48'42"W - 121.81' along the common line between the said 6.385 Acre tract (2482/270) and the said 12.22 Acre tract to a found 1/2" iron rod at the southwest corner of the said 6.385 Acre tract (2482/270), at the southeast corner of the said 6.385 Acre tract (2482/277), for an exterior ell corner of this tract;

***THENCE*** S61°54'16"W - 319.99' along the common line between the said 6.385 Acre tract (2482/277) and the said 12.22 Acre tract to a found 60D nail on the east line of a called 101.239 Acre tract conveyed to the Board of Trustees of the Schertz-Cibolo-Universal City Independent School District in Volume 4216, Page 649, at the northwest corner of the said 12.22 Acre tract, for the common southwest corner of the said 6.385 Acre tract (2482/277) and of this tract;

***THENCE*** N33°10'49"W - 809.56' along the common line between the said 6.385 Acre tract (2482/277) and the said 101.239 Acre tract to a set 1/2" iron rod with red plastic cap marked "TRIAD RPLS 5952" at the northwest corner of the said 6.385 Acre tract (2482/277), at the southwest corner of the said 0.982 Acre tract, for an exterior ell corner of this tract;

***THENCE*** N30°27'31"W - 28.82' along the common line between the said 0.982 Acre tract and the said 101.239 Acre tract to a set 1/2" iron rod with red plastic cap marked "TRIAD RPLS 5952" on the south line of the said residue of the 21.5 Acre tract, at the northeast corner of the said 101.239 Acre tract, for an exterior ell corner of this tract;

***THENCE*** along the common line between the said 0.982 Acre tract and the said residue of the 21.5 Acre tract for the following courses and distances:

Exhibit A: Metes and Bounds

N42°33'21"E - 7.60' to a found Railroad Spike at the southeast corner of the said residue of the 21.5 Acre tract, for an interior ell corner of this tract;

N29°46'02"W - 180.13' to a found 3/8" iron rod for an interior ell corner of this tract;

N34°14'00"W - 100.09' to a found 5/8" iron rod for an interior ell corner of this tract;

N35°11'51"W - 279.39' to a found 3/8" iron rod for an exterior ell corner of this tract;

N32°52'27"W - 456.63' to a set 1/2" iron rod with red plastic cap marked "TRIAD RPLS 5952" for an exterior ell corner of this tract;

N31°10'44"W - 513.55' to the **POINT OF BEGINNING** containing within these metes and bounds 19.831 Acres of land.

Bearings are based on the Texas State Plane Coordinate System of 1983, Texas South Central Zone.

I, Bradley L. Lipscomb, Registered Professional Land Surveyor No. 5952 in the State of Texas, do hereby certify that this survey was performed on the ground under my supervision and that the field notes hereon are true and correct to the best of my knowledge.

Given under my hand and seal this 2nd day of June, 2023.

Bradley L. Lipscomb, RPLS

**Triad Surveying, Inc.**
Firm Registration No. 10007900
P.O. Box 1489
Rockdale, Texas 76567
(512) 446-3457

Project No. S23-124

Exhibit A: Metes and Bounds

In Re: 18.933 Acres
All of a called 12 Acre tract
All of a called 6.97 Acre tract
Robert Walker and John Falls Walker Survey
Abstract No. 244
City of Schertz
Guadalupe County, Texas

All that certain tract or parcel of land situated in the City of Schertz, Guadalupe County, Texas, being a part of the Robert Walker and John Falls Walker Survey, Abstract No. 244, being all of a called 12 Acre tract (Tract I) and all of a called 6.97 Acre tract (Tract II) conveyed from Bobby Wenzel Jasek to Douglas E. Jasek, et al by Deed dated May 13, 2022 recorded in Document No. 202299015476 of the Official Records of Guadalupe County, Texas and being more particularly described by metes and bounds as follows to wit:

**BEGINNING** at a found 3/8" iron rod on the east line of a called 6.082 Acre tract conveyed to Harold J. Densberger in Volume 4156, Page 584, at the most southerly southwest corner of the residue of a called 143.2 Acre tract conveyed to Donna Ott Densberger, et al in Document No. 202099012670, for the common northwest corner of the said 6.97 Acre tract and of this tract;

***THENCE*** N61°02'41"E - 329.26' along the common line between the said residue of the 143.2 Acre tract and a called 1.00 Acre tract conveyed to the City of Schertz in Volume 730, Page 799, respectively, and the said 6.97 Acre tract to a found 3/8" iron rod at the southeast corner of the said 1.00 Acre tract, at the southwest corner of Lot 1, Block 11 of the Freeway Manor Subdivision recorded in Volume 2, Page 98 of the Plat Records of Guadalupe County, Texas, for an exterior ell corner of this tract;

***THENCE*** along the common line between the said Lot 1 and Lots 2, 3, 5, 6, 7, 8, 9, 10, 11 and 12 of the said Block 11 of the Freeway Manor Subdivision, respectively, and the said 6.97 Acre tract for the following courses and distances:

N61°36'06"E - 77.47' to a found 1/2" iron rod at the southeast corner of the said Lot 1, at the southwest corner of the said Lot 2, for an interior ell corner of this tract;

N61°14'51"E - 149.48' to a found 1/2" iron rod on the west line of the said Lot 5, at the southeast corner of the said Lot 3, for the common northeast corner of the said 6.97 Acre tract and of this tract;

S25°35'13"E - 1.34' to a found 5/8" iron rod with yellow plastic cap marked "RODS" at the southwest corner of the said Lot 5, at the northwest corner of the said Lot 6, for an interior ell corner of this tract;

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Exhibit A: Metes and Bounds

S29°57'09"E - 80.04' to a found 5/8" iron rod with yellow plastic cap marked "RODS" at the southwest corner of the said Lot 6, at the northwest corner of the said Lot 7, for an interior ell corner of this tract;

S30°18'46"E - 159.97' to a found 1/2" iron rod with blue plastic cap marked "AMERICAN" at the southwest corner of the said Lot 8, at the northwest corner of the said Lot 9, for an exterior ell corner of this tract;

S29°39'51"E - 79.98' to a found 1/2" iron rod with blue plastic cap marked "AMERICAN" at the southwest corner of the said Lot 9, at the northwest corner of the said Lot 10, for an interior ell corner of this tract;

S29°43'13"E - 159.95' to a found 1/2" iron rod at the southwest corner of the said Lot 11, at the northwest corner of the said Lot 12, for corner of this tract;

S29°43'13"E - 79.55' to a set 1/2" iron rod with red plastic cap marked "TRIAD RPLS 5952" on the north line of the said 12 Acre tract, at the southwest corner of the said Lot 12, at the southeast corner of the said 6.97 Acre tract, for an interior ell corner of this tract;

***THENCE*** N60°16'48"E - 120.28' along the common line between the said Lot 12 and the said 12 Acre tract to a found 3/8" iron rod at the southeast corner of the said Lot 12, at the southwest corner of the end of Hope Lane (Unimproved), for corner of this tract;

***THENCE*** N60°16'48"E - 125.49' along the common line between the south Right-of-Way line of Hope Lane and Lot 1, Block 10 of the said Freeway Manor Subdivision to a found 1/2" iron rod at the northwest corner of a called 6.0336 Acre tract conveyed to Todd M. Busch in Volume 2503, Page 172, at the northeast corner of the said 12 Acre tract, for an exterior ell corner of this tract;

***THENCE*** S30°47'00"E - 834.29' along the common line between the said 6.0336 Acre tract and the said 12 Acre tract to a set 1/2" iron rod with red plastic cap marked "TRIAD RPLS 5952" on the north Right-of-Way line of Old Wiederstein Road (Variable Width Right-of-Way), at the southwest corner of the said 6.0336 Acre tract, for the common southeast corner of the said 12 Acre tract and of this tract;

***THENCE*** S59°48'02"W - 627.61' along the common line between the said north Right-of-Way line of Old Wiederstein Road and the said 12 Acre tract to a found 3/8" iron rod at the southeast corner of a called 1.967 Acre tract (Tract 2) conveyed to the J.B. Tudyk Revocable Living Trust in Document No. 2017018511, for the common southwest corner of the said 12 Acre tract and of this tract;

***THENCE*** along the common line between the said 12 Acre tract and the said 6.97 Acre tract, respectively, and the said 1.967 Acre tract for the following courses and distances:

N30°46'58"W - 365.40' to a found 1/2" iron rod at the southwest corner of the said 6.97 Acre tract, for an interior ell corner of this tract;

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Firm Registration No. 10007900
P.O. Box 1489
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(512) 446-3457

Project No. S23-124

Exhibit A: Metes and Bounds

N38°07'19"W - 741.08' to a found 3/8" iron rod for an interior ell corner of this tract;
N72°31'22"W - 83.20' to a found 3/8" iron rod for an exterior ell corner of this tract;
N34°18'24"W - 92.65' to a set 1/2" iron rod with red plastic cap marked "TRIAD RPLS 5952" at the northeast corner of the said 1.967 Acre tract, at the southeast corner of the said 6.082 Acre tract, for corner of this tract;

***THENCE*** N34°18'24"W - 157.55' along the common line between the said 6.082 Acre tract and the said 6.97 Acre tract to the **POINT OF BEGINNING** containing within these metes and bounds 18.933 Acres of land.

Bearings are based on the Texas State Plane Coordinate System of 1983, Texas South Central Zone.

I, Bradley L. Lipscomb, Registered Professional Land Surveyor No. 5952 in the State of Texas, do hereby certify that this survey was performed on the ground under my supervision and that the field notes hereon are true and correct to the best of my knowledge.

Given under my hand and seal this 2nd day of June, 2023.

Bradley L. Lipscomb, RPLS

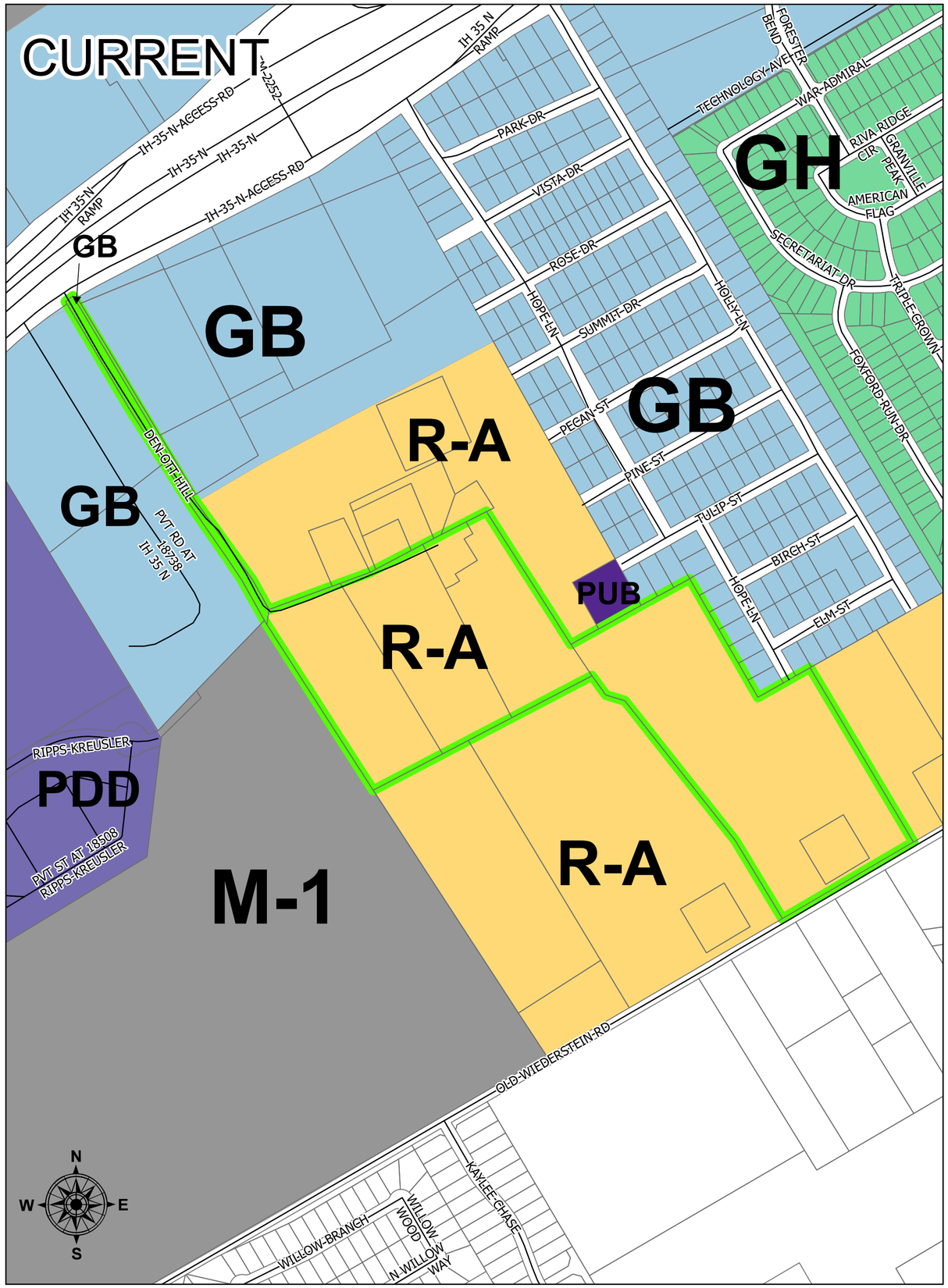
**Triad Surveying, Inc.**
Firm Registration No. 10007900
P.O. Box 1489
Rockdale, Texas 76567
(512) 446-3457

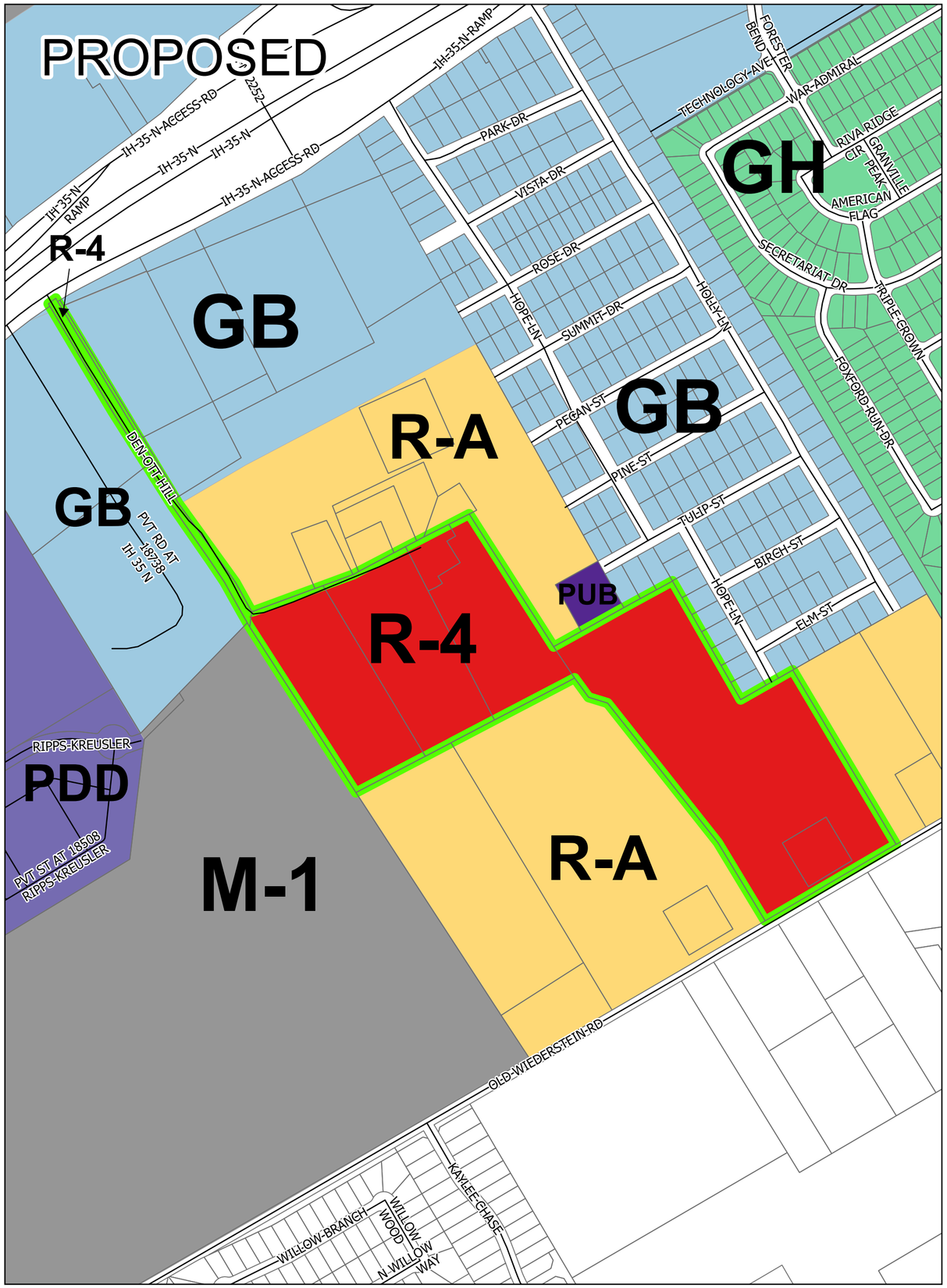
Project No. S23-124

Exhibit “B”

Zoning Exhibit

Exhibit B: Zoning Exhibit




SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# PROPOSED ZONING CHANGE

## GUADALUPE COUNTY
## PARCEL ID:
## 68315, 68316, 68296, 68295, 68294, 68302, 68303

**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)

0 225 450 900 1,350 Feet

Last update: June 21, 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.*

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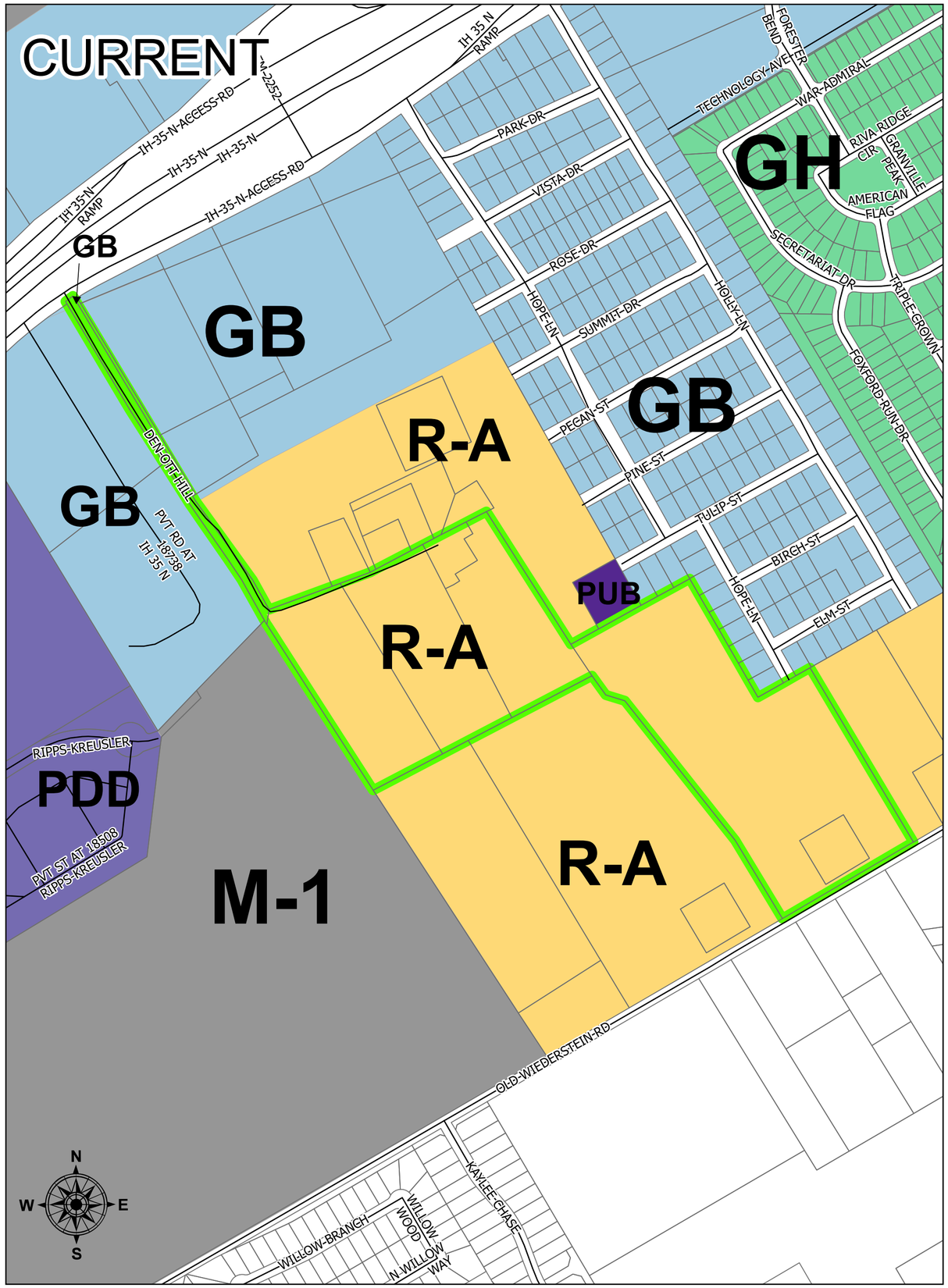
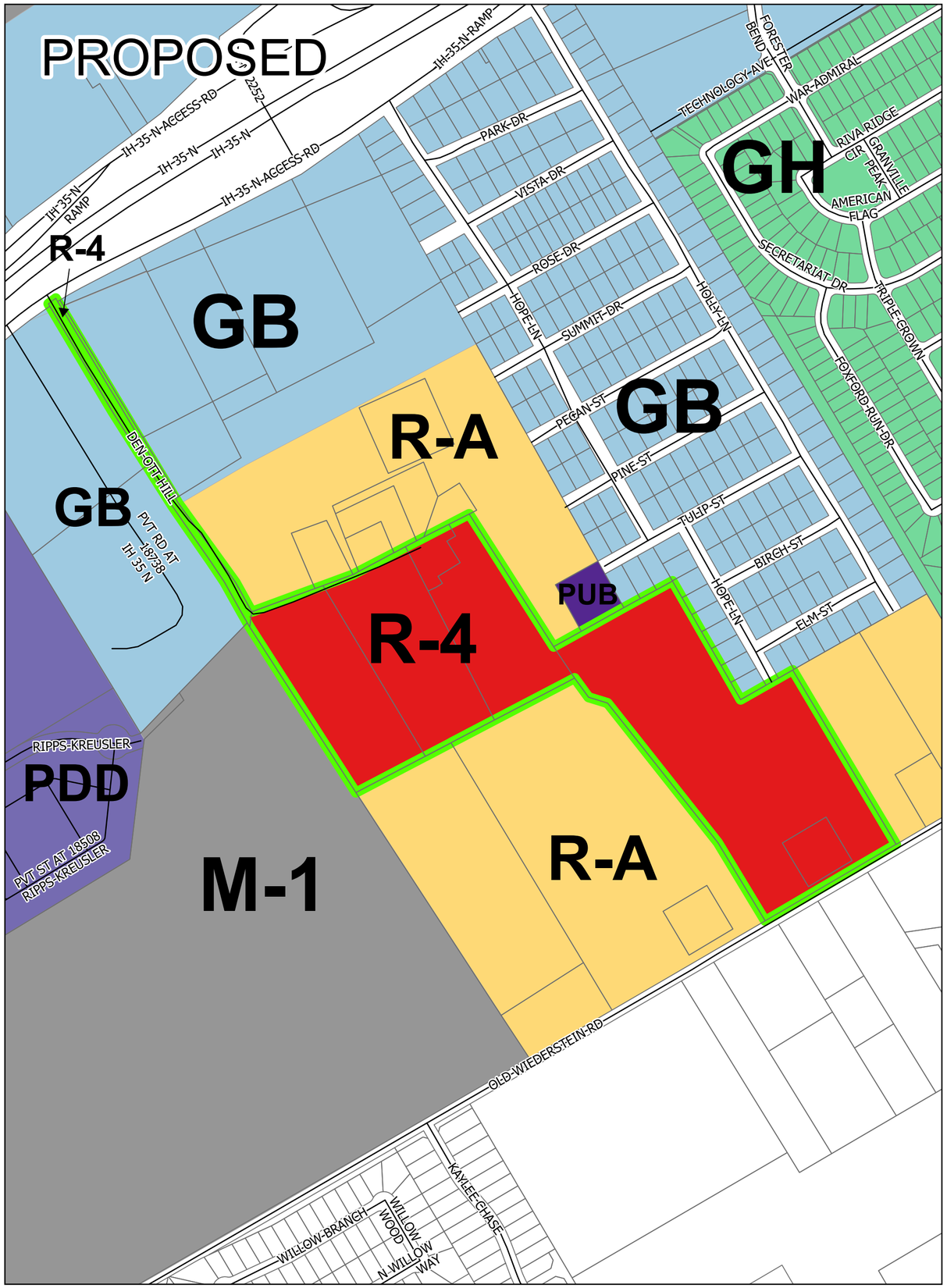
SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

DEN-OTT
(PLZC20240141)

- 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

0 125 250 500 750 Feet




SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# PROPOSED ZONING CHANGE

## GUADALUPE COUNTY
## PARCEL ID:
## 68315, 68316, 68296, 68295, 68294, 68302, 68303

**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)

0 225 450 900 1,350 Feet

Last update: June 21, 2024

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

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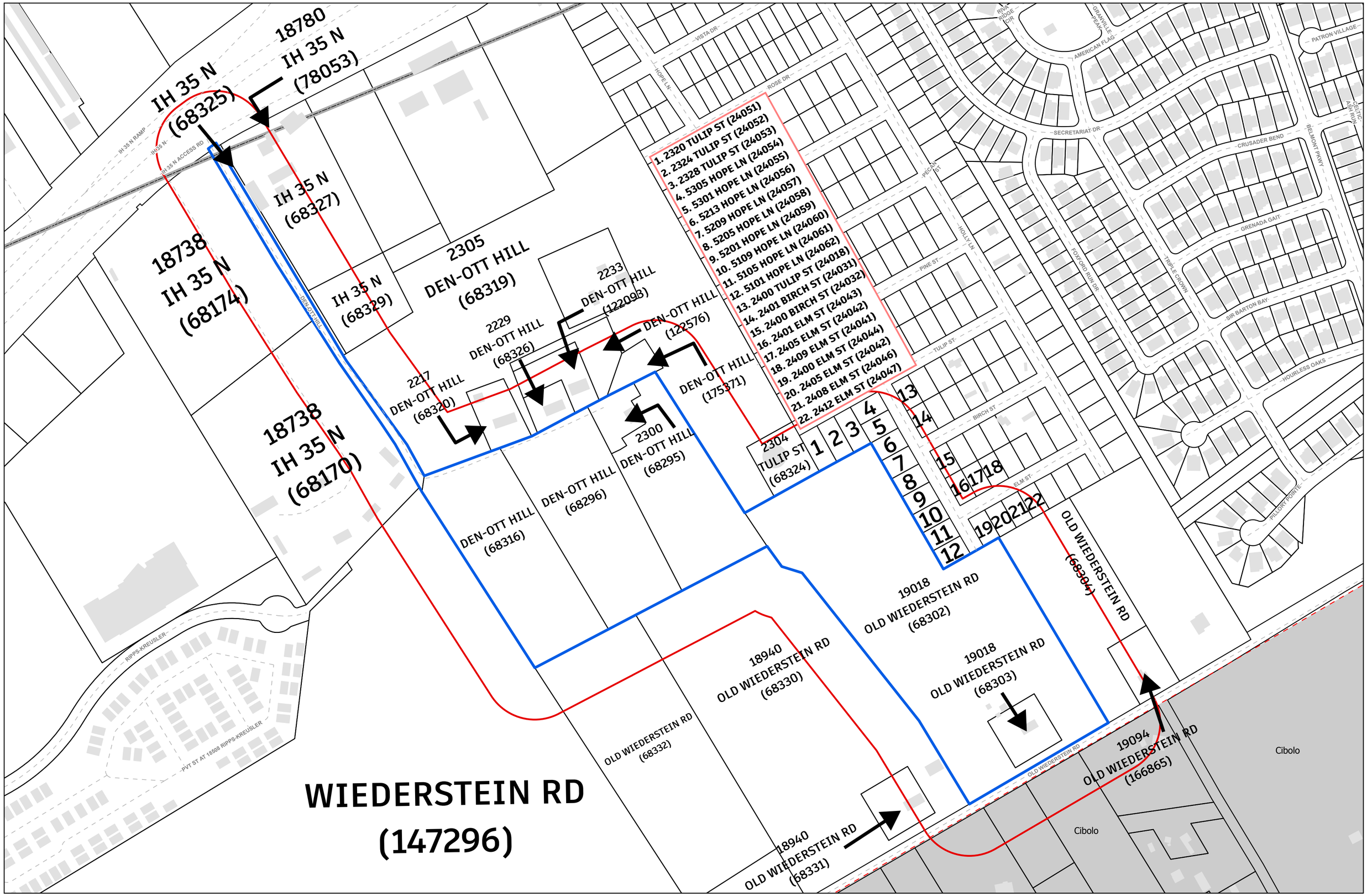


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# City of Schertz

Den-Ott
(PLZC20240141)

Project Area
200' Buffer

N W E S

0 160 320 640 960 US Feet

## Reply Form:

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I am: in favor of ☒ opposed to ☐ neutral to ☐ the request for **PLZC20240141**

COMMENTS: support re-zoning to R-4 (Apartment / Multi-Family District)

NAME: Douglas E. Jasek SIGNATURE Douglas Jasek
(PLEASE PRINT)

STREET ADDRESS: 19018 Old Wiederstein Rd. (property) / 7726 Silent Forest Dr., Sugar Land, TX 77479 (home)

DATE: 7/18/24

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

**PLANNING & COMMUNITY DEVELOPMENT**

## NOTICE OF PUBLIC HEARING

June 21, 2024

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**PLZC20240141** - Hold a public hearing and make a recommendation on a request to rezone approximately 38.8 acres of land from Single-Family Residential/Agricultural District (R-A) to Apartment/Multi-Family District (R-4), known as Guadalupe County Property Identification Number 68294, 68295, 68296, 68302, 68303, 68315 68316, generally located 1,100 feet to the west of the FM 2252 and IH 35 intersection, City of Schertz, Guadalupe County, Texas.

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Sincerely,

Samuel Haas
Senior Planner

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I am: in favor of ☑ opposed to ☐ neutral to ☐ the request for **PLZC20240141**

COMMENTS: This is my vote for (Prop. ID: 68319) - (I am 1/4 owner of this property)

NAME: Diana Ott Densberger etal (PLEASE PRINT) SIGNATURE Diana Ott Densberger

STREET ADDRESS: Po Box 18155 Corpus Christi, TX 78480

DATE: June 26, 2024

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

**PLANNING & COMMUNITY DEVELOPMENT**

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Sincerely,

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I am: in favor of ☑ opposed to ☐ neutral to ☐ the request for **PLZC20240141**

COMMENTS: This is my vote for (Prop ID: 68325) - (I am 1/4 owner of this property)

NAME: Diana Ott-Densberger, et al SIGNATURE Diana Ott-Densberger
(PLEASE PRINT)

STREET ADDRESS: Po Box 18155, Corpus Christi, TX 78480

DATE: June 26, 2024

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

**PLANNING & COMMUNITY DEVELOPMENT**

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I am: in favor of ☑ opposed to ☐ neutral to ☐ the request for **PLZC20240141**

COMMENTS: This references my 1 acre that I own Individually (Prop ID: 122576)

NAME: DIANA OTT SIGNATURE Diana Ott
(PLEASE PRINT)

STREET ADDRESS: PO Box 18155 Corpus Christi, TX 78480

DATE: June 26, 2024

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for PLZC20240141

COMMENTS: 68319 OFF PROPERTY (1/4 OWNER) ETAL

NAME: GLORIA OFF DENSBERGER (PLEASE PRINT) SIGNATURE Gloria Off Densberger

STREET ADDRESS: 2279 JOHN-OFF HILL SCHERTZ, TX

DATE: 6/26/24

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20240141**

COMMENTS: 68325 OTT PROPERTY C/I + OWNERS ETAL

NAME: GLORIA OTT DENSBERGER (PLEASE PRINT) SIGNATURE Gloria Ott Densberger

STREET ADDRESS: 7229 DEN-OTT HILL, SCHERTZ, TX

DATE: 6/24/24

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

**PLANNING & COMMUNITY DEVELOPMENT**

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20240141**

COMMENTS: 68326

NAME: GLORIA OFF DAVENPORT (PLEASE PRINT) SIGNATURE Gloria Off Davenport

STREET ADDRESS: 2229 DEL-OFF HILL SCHERTZ, TX

DATE: 6/26/24

SCHERTZ COMMUNITY SERVICE OPPORTUNITY

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I am: in favor of ☑ opposed to ☐ neutral to ☐ the request for **PLZC20240141**

COMMENTS: Property I.D. # 68295 Vote

NAME: Harrold J. Densbergen SIGNATURE Harrold J Densbergen
(PLEASE PRINT)

STREET ADDRESS: 13834 Jolly Roger St. Corpus Christi, TX 78418

DATE: 27 June 2024

SCHERTZ COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☑ opposed to ☐ neutral to ☐ the request for **PLZC20240141**

COMMENTS: Property I.D.# 68294 Vote

NAME: Harrold J. Densbergen SIGNATURE Harrold J Densbergen
(PLEASE PRINT)

STREET ADDRESS: 13834 Jolly Roger St. Corpus Christi, Tx 78418

DATE: 27 June 2024

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I am: in favor of ☑ opposed to ☐ neutral to ☐ the request for **PLZC20240141**

COMMENTS: Property I.D.# 68296 Vote

NAME: Harold F. Dennebergen (PLEASE PRINT) SIGNATURE Harold F Dennebergen

STREET ADDRESS: 13834 Jolly Roger St. Corpus Christi, TX 78418

DATE: 27 June 2024

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☑ opposed to ☐ neutral to ☐ the request for **PLZC20240141**

COMMENTS: Property I.D. # 68315 Vote

NAME: Harold J. Densberger (PLEASE PRINT) SIGNATURE Harold J Densberger

STREET ADDRESS: 13834 Jolly Roger St. Corpus Christi, Tx 78418

DATE: 27 June 2024

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**PLZC20240141** - Hold a public hearing and make a recommendation on a request to rezone approximately 38.8 acres of land from Single-Family Residential/Agricultural District (R-A) to Apartment/Multi-Family District (R-4), known as Guadalupe County Property Identification Number 68294, 68295, 68296, 68302, 68303, 68315 68316, generally located 1,100 feet to the west of the FM 2252 and IH 35 intersection, City of Schertz, Guadalupe County, Texas.

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Sincerely,

Samuel Haas
Senior Planner

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I am: in favor of ☑ opposed to ☐ neutral to ☐ the request for **PLZC20240141**

COMMENTS: Property I.D. # 68316 Vote

NAME: Harold J. Densberger (PLEASE PRINT) SIGNATURE Harold J Densberger

STREET ADDRESS: 13834 Jolly Roger St. Corpus Christi, TX 78418

DATE: 27 June, 2024

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

**PLANNING & COMMUNITY DEVELOPMENT**

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20240141**

COMMENTS: As owner of #68320 I am opposed.

NAME: James OTT (PLEASE PRINT) SIGNATURE James Ott

STREET ADDRESS: 2217 Den - OTT Hill

DATE: 06-27-2024

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

**PLANNING & COMMUNITY DEVELOPMENT**

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20240141**

COMMENTS: As part owner of # 68319, I'm opposed.

NAME: James OTT (PLEASE PRINT) SIGNATURE James OTT

STREET ADDRESS: 2217 Den-OTT Hill

DATE: 06-27-2024

mailing address: P.O. Box 172
Schertz, Tx 78154

P.S. I'm 1/4 owner of this property.

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

**PLANNING & COMMUNITY DEVELOPMENT**

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20240141**

COMMENTS: As part owner of #68325, I'm opposed.

NAME: James OTT (PLEASE PRINT) SIGNATURE James Ott

STREET ADDRESS: 2217 Den-OTT Hill

DATE: 06-27-2024

P.S. I'm 1/4 owner of this property.

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COMMENTS: _____

NAME: Joseph B Tudyk JR (PLEASE PRINT) SIGNATURE Joe B. Tudyk Jr

STREET ADDRESS: 18940 Old Wiederstein Rd

DATE: 6-26-24

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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COMMENTS: Property Diana Dtt Dersbaugh ETAL #68325 1/4 OWNERSHIP

NAME: Sandra Dtt (PLEASE PRINT) SIGNATURE

STREET ADDRESS: 18780 IH 35 N #3 Schertz TX 78154

DATE: 06-26-2024

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COMMENTS: Diana Ott Ben Sberger ETAL ID# 68319 1/4 OWNERSHIP

NAME: Sandra Ott SIGNATURE Sandra Ott
(PLEASE PRINT)

STREET ADDRESS: 18780 I H 35 N #3 Schertz TX 78154

DATE: 6-26-2024

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COMMENTS: Property 175371

NAME: Sandra Ott (PLEASE PRINT) SIGNATURE Sandra Ott

STREET ADDRESS: 18780 I H 35 N #3 Schertz, TX 78154

DATE: June 27 2024

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20240141**

COMMENTS: _____

NAME: Stacy Smith SIGNATURE _____
(PLEASE PRINT)

STREET ADDRESS: 18730 IH 35 N SCHERTZ, TX 78154

DATE: 3/6/24

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COMMENTS: Property ID 122093

NAME: Nicole Marie Sharp (PLEASE PRINT) SIGNATURE

STREET ADDRESS: 13780 IH 35 N lot #2 Schertz TX 78154

DATE: 6-26-2024

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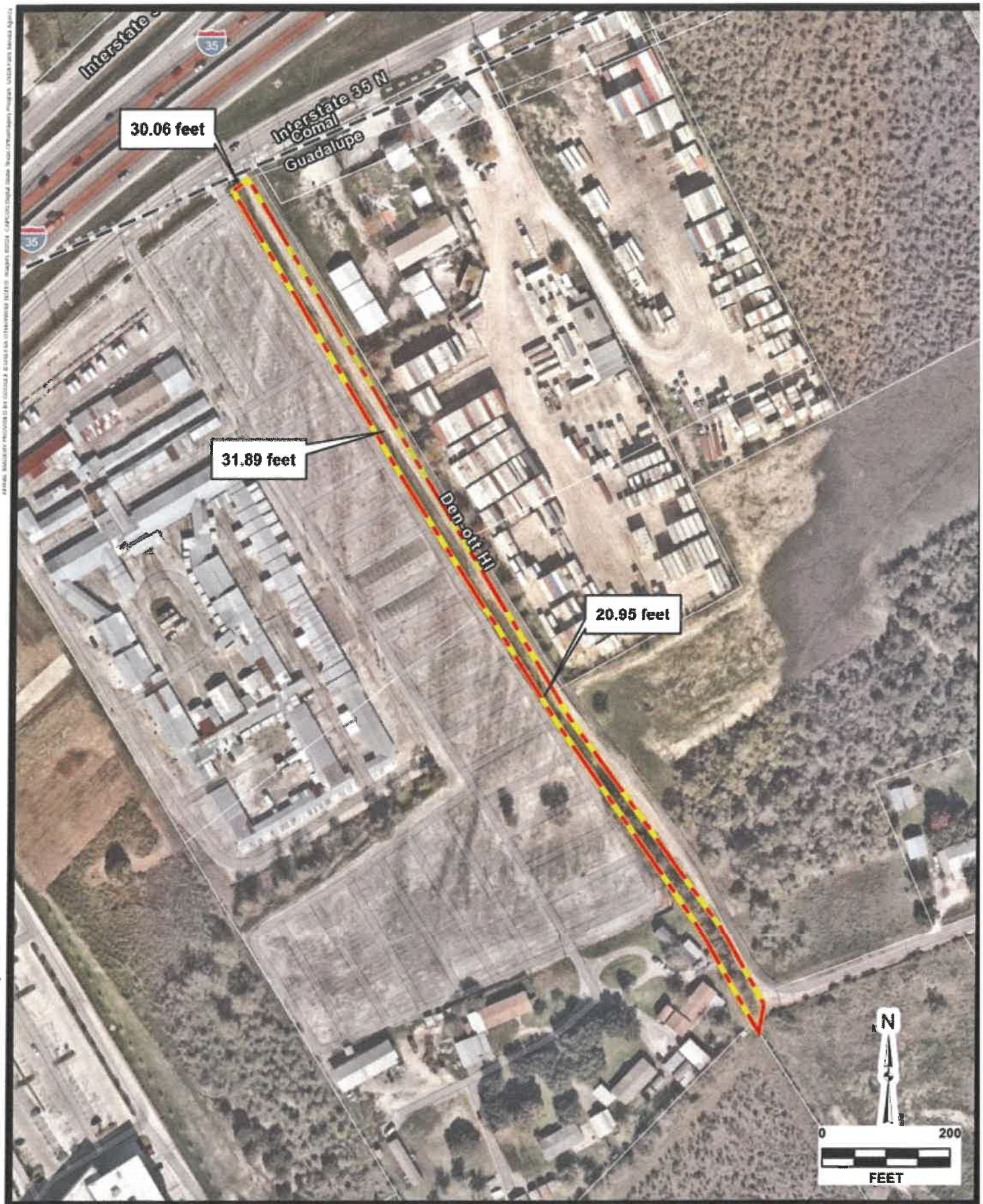
COMMENTS: _____

NAME: Adam Sharp SIGNATURE _____
(PLEASE PRINT)

STREET ADDRESS: 2233 Dan Hill

DATE: June 26, 2024




| | |
|---|---|
| JOB NO. | 12405-03 |
| DATE | Jul 2024 |
| DESIGNER | CB |
| CHECKED | CB |
| DRAWN | SD |
| SHEET | 1.0 |

# NAME OF PROJECT

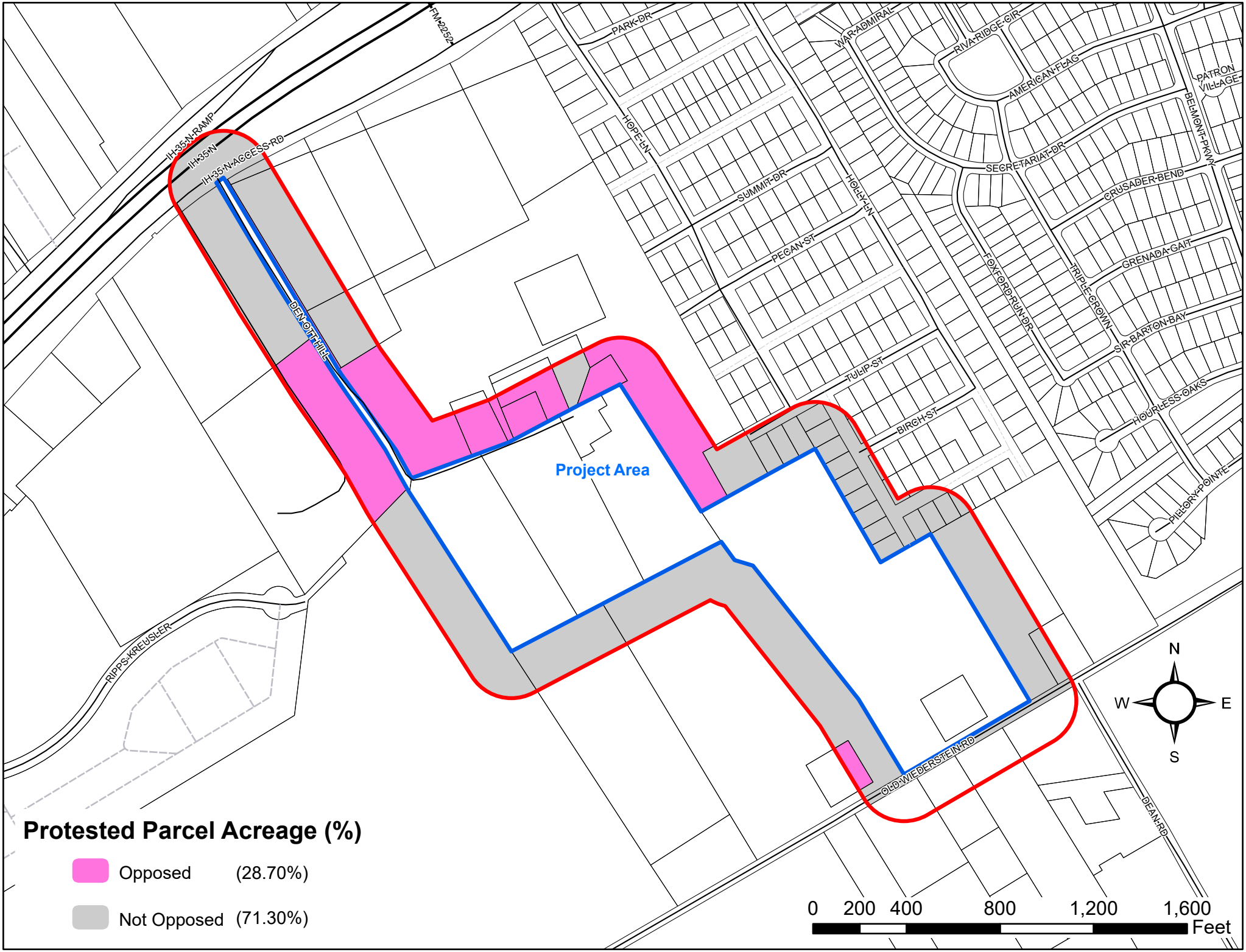
## DIMENSION MAP

## CITY OF SCHERTZ, TEXAS

PAPE-DAWSON ENGINEERS

2000 NW LOOP 410 | SAN ANTONIO, TX 78213 | 210.375.9000

TEXAS ENGINEERING FIRM #470 | TEXAS SURVEYING FIRM #10028800




8/16/2024 1:49 PM

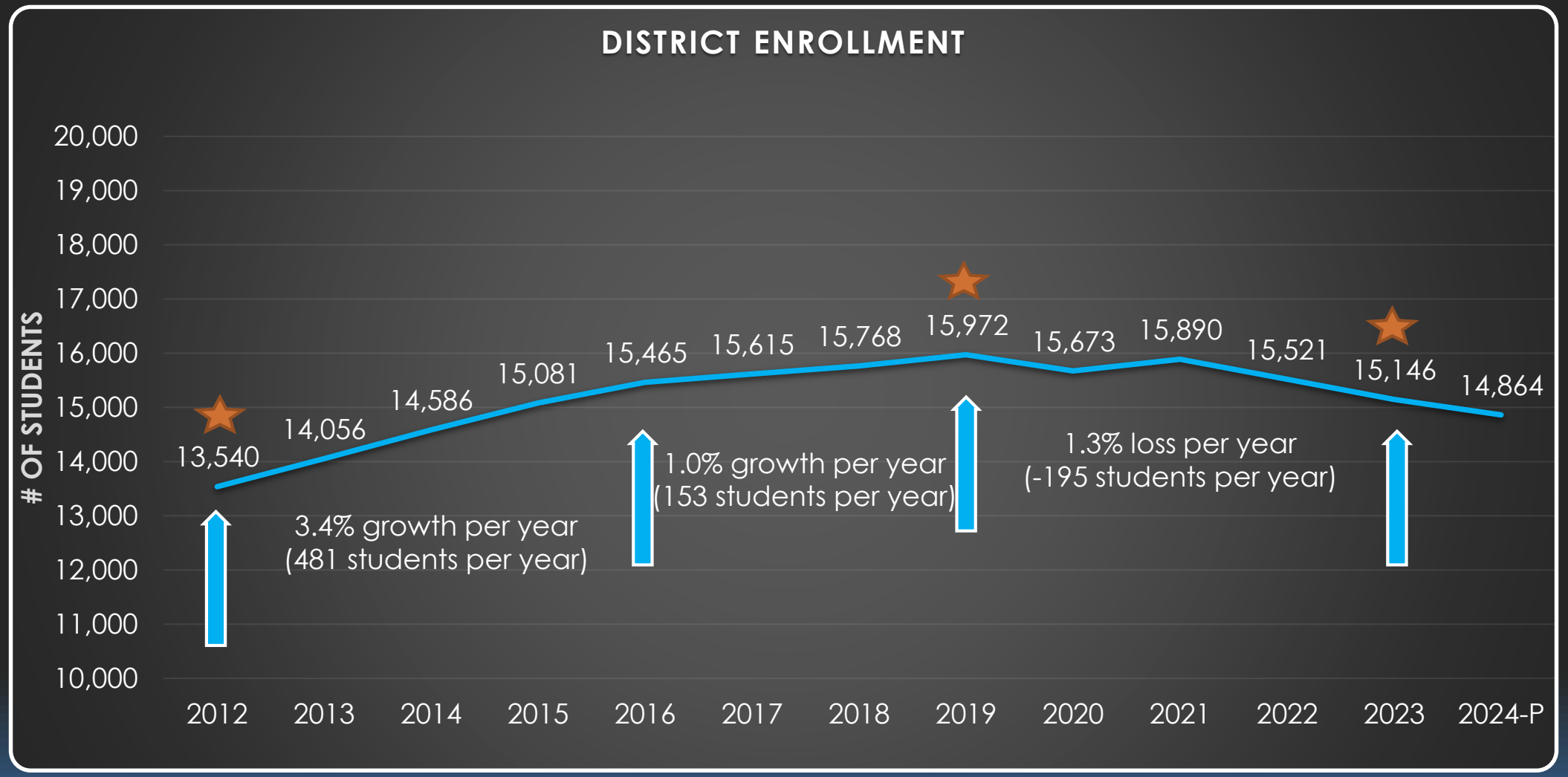
SCHERTZ - CIBOLO - UNIVERSAL CITY ISD

# 10 YEAR CAMPUS FORECASTING

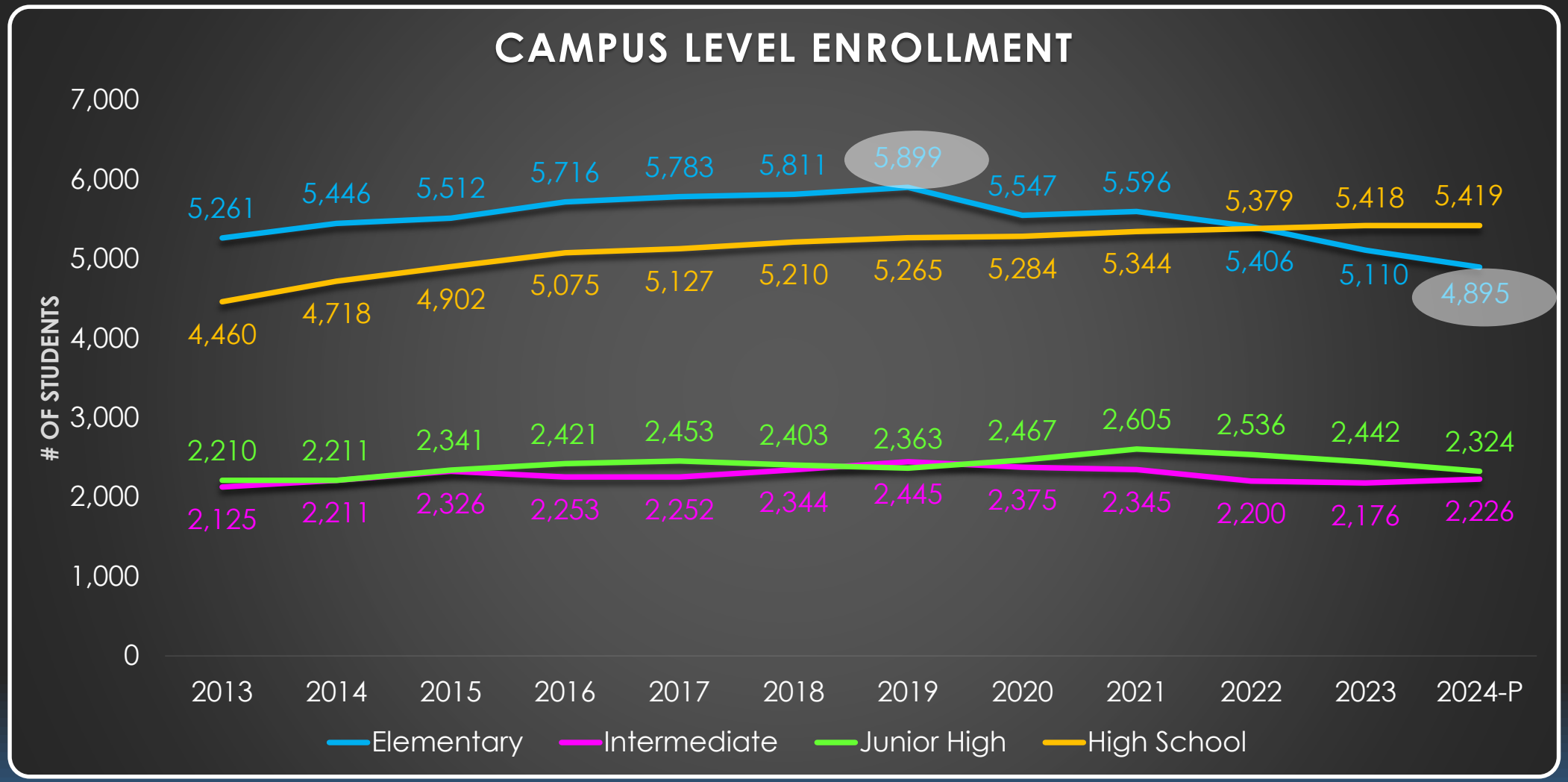
# FORECASTING CONSIDERATIONS

- 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

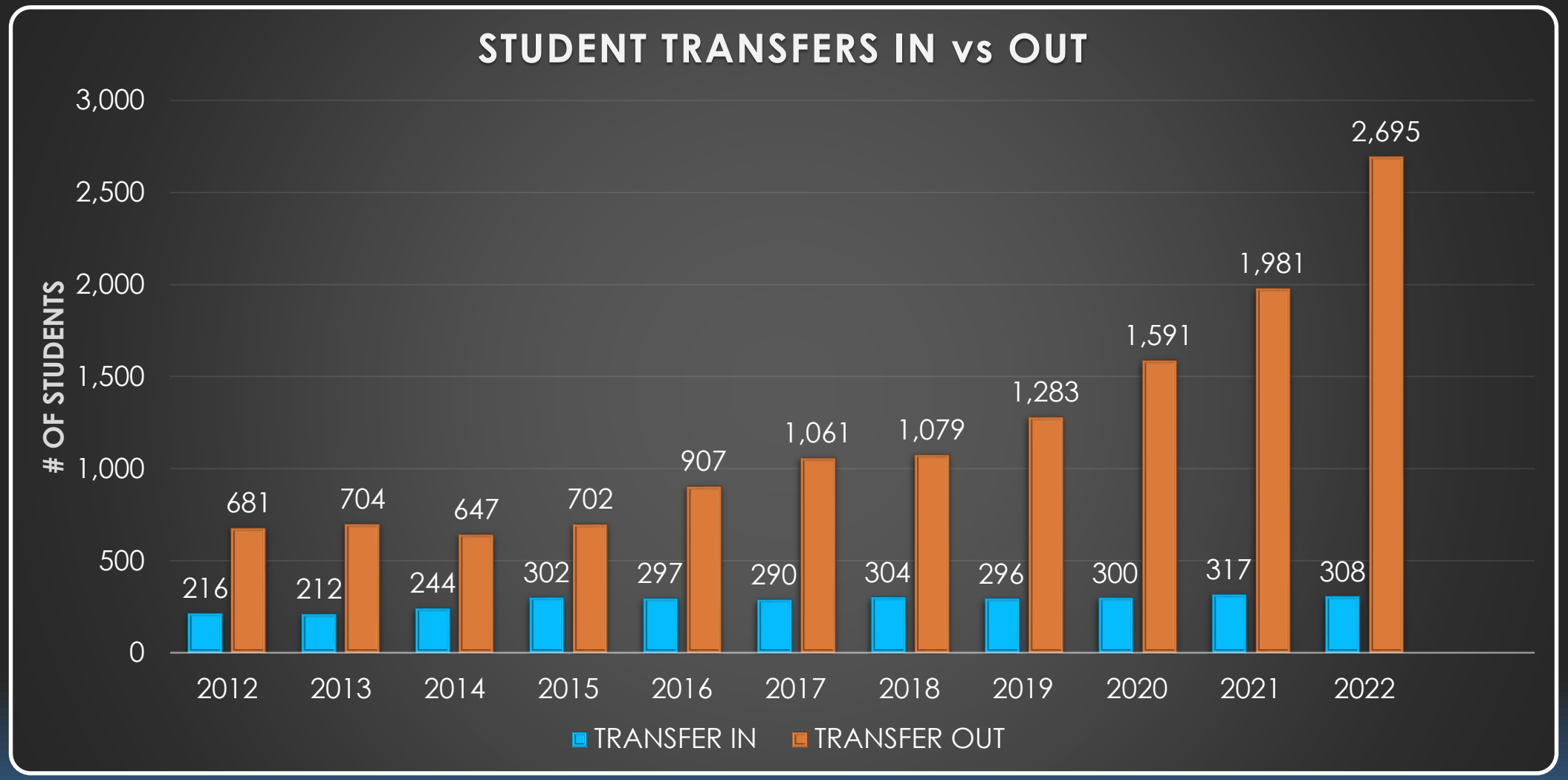
| PEIMS YEAR | TRANSFER IN | TRANSFER OUT | DIFFERENCE |
|---|---|---|---|
| 2012 | 216 | 681 | -465 |
| 2013 | 212 | 704 | -492 |
| 2014 | 244 | 647 | -403 |
| 2015 | 302 | 702 | -400 |
| 2016 | 297 | 907 | -610 |
| 2017 | 290 | 1061 | -771 |
| 2018 | 304 | 1079 | -775 |
| 2019 | 296 | 1283 | -987 |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

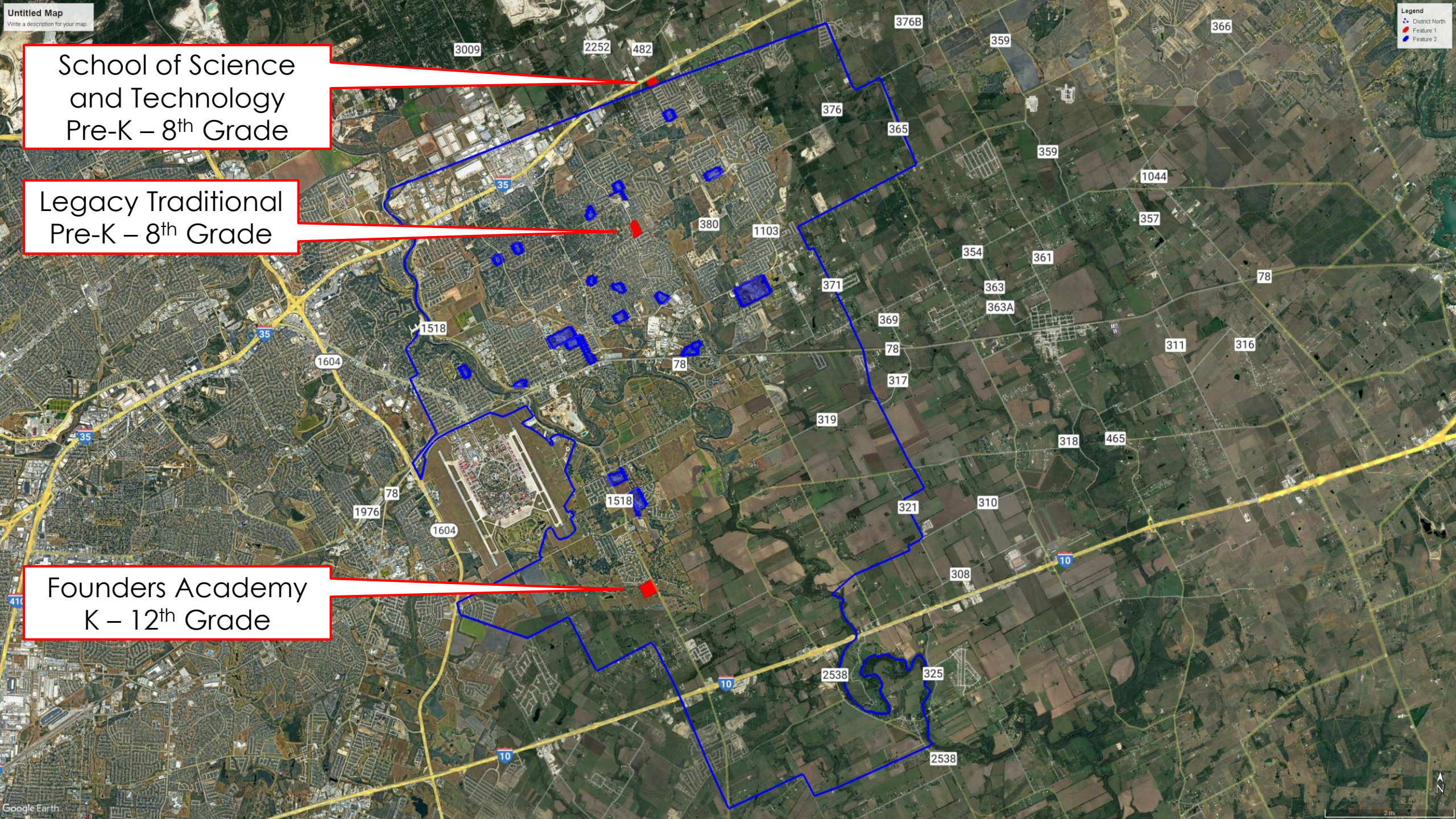
First Year of Founders Charter School →

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
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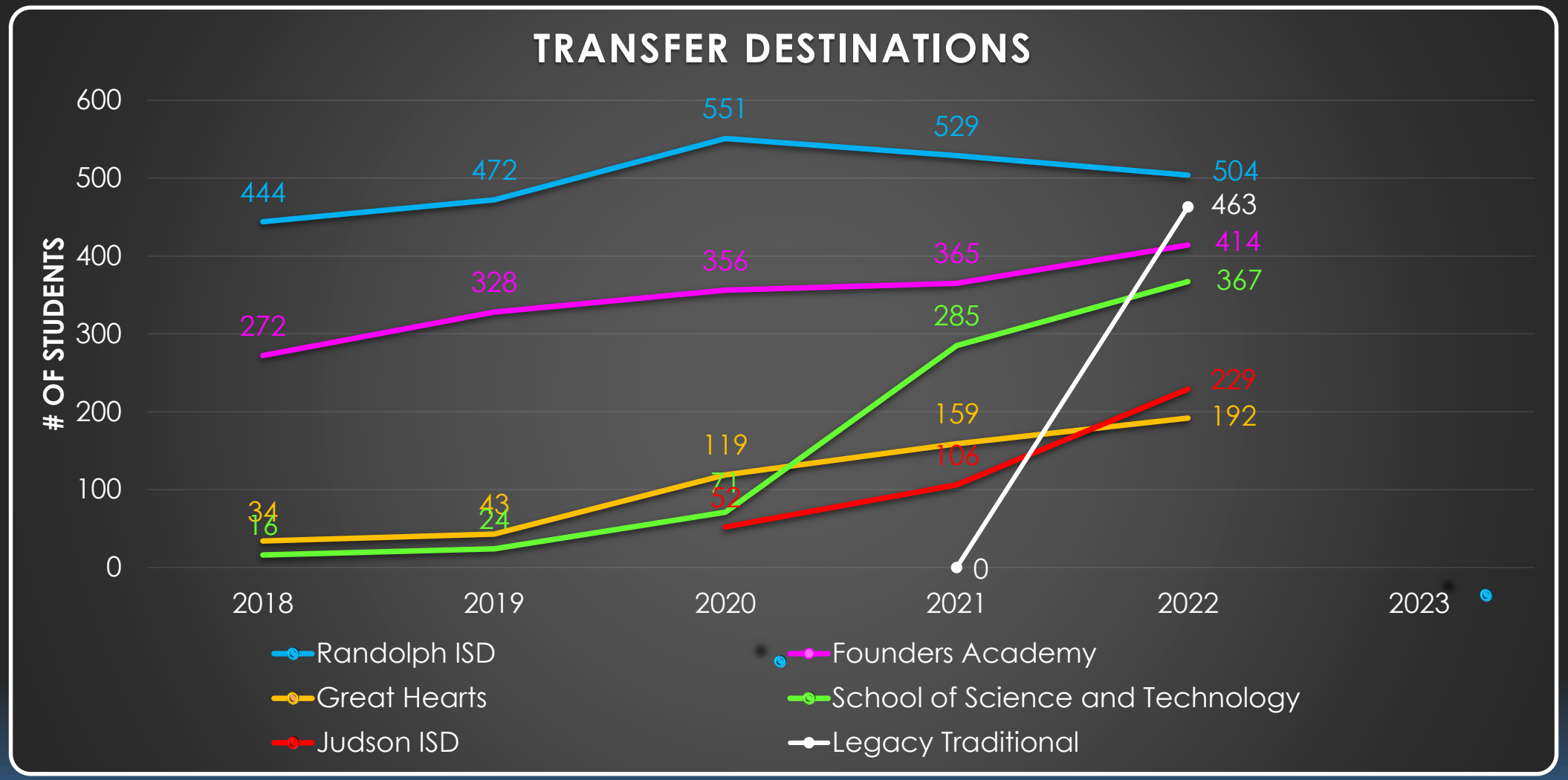
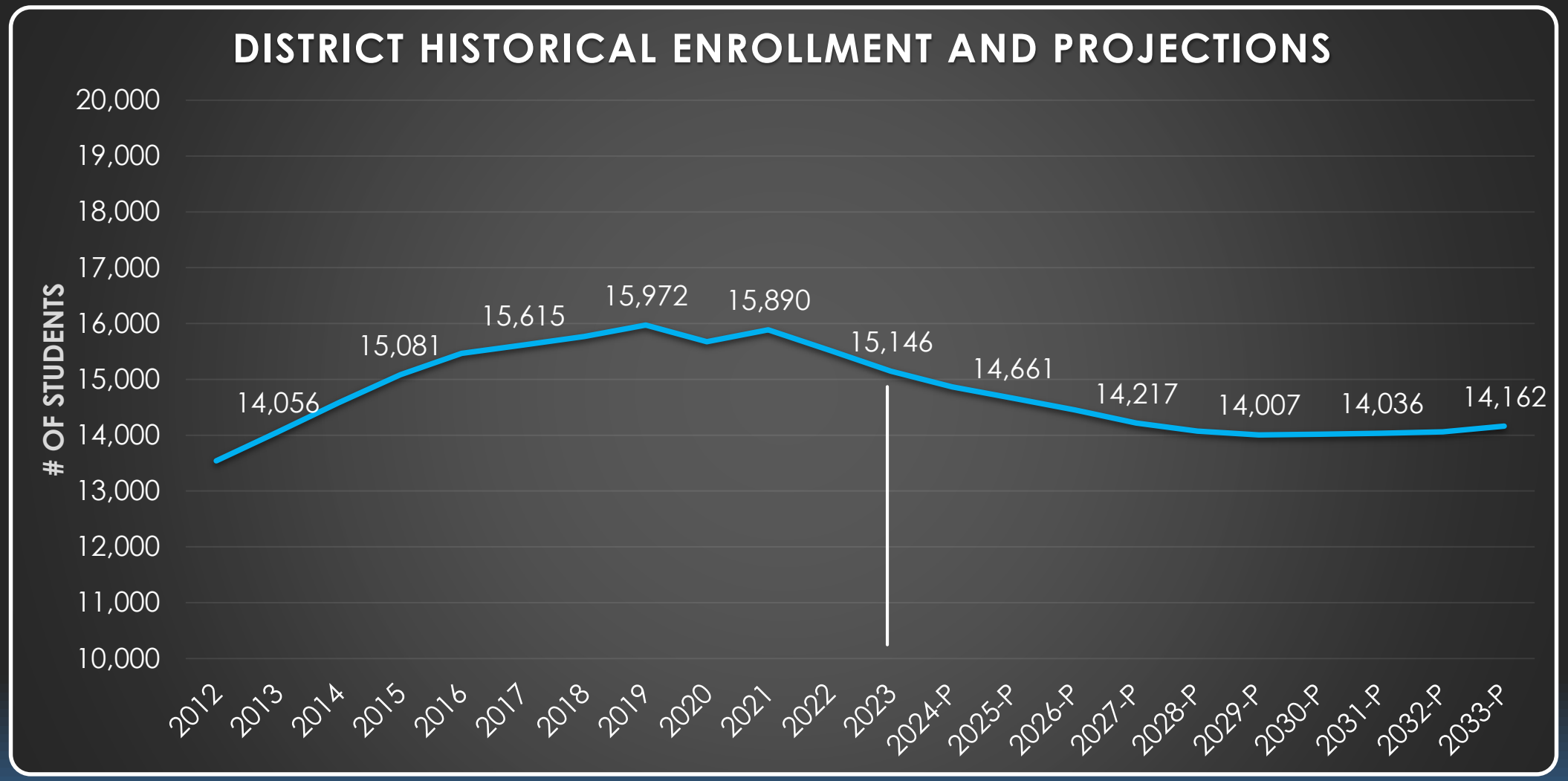
# MAIN DESTINATIONS FOR TRANSFERS OUT



# 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% |
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| 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

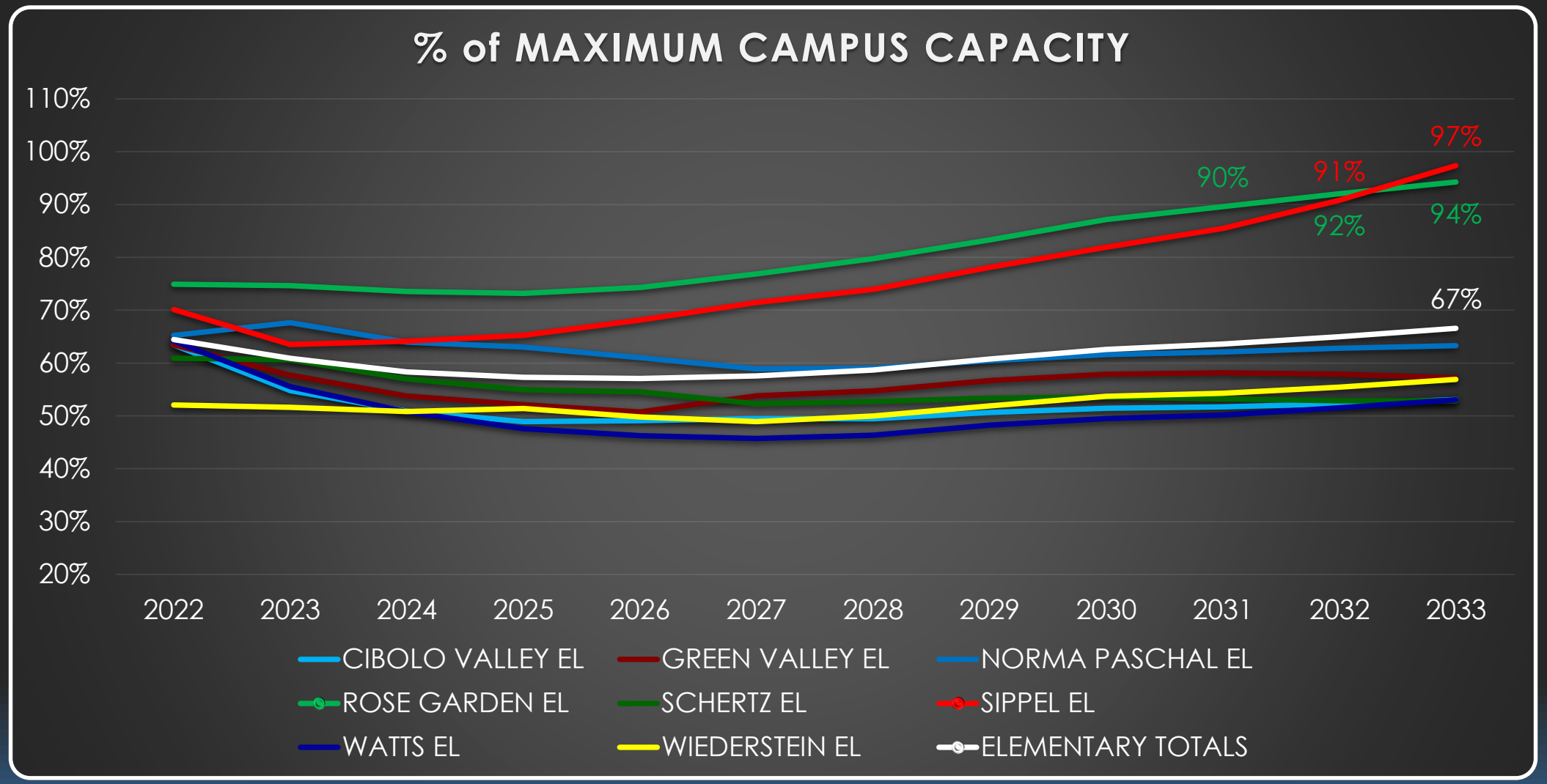
# PLANNING USING OUR MAXIMUM CAPACITY

- 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 |

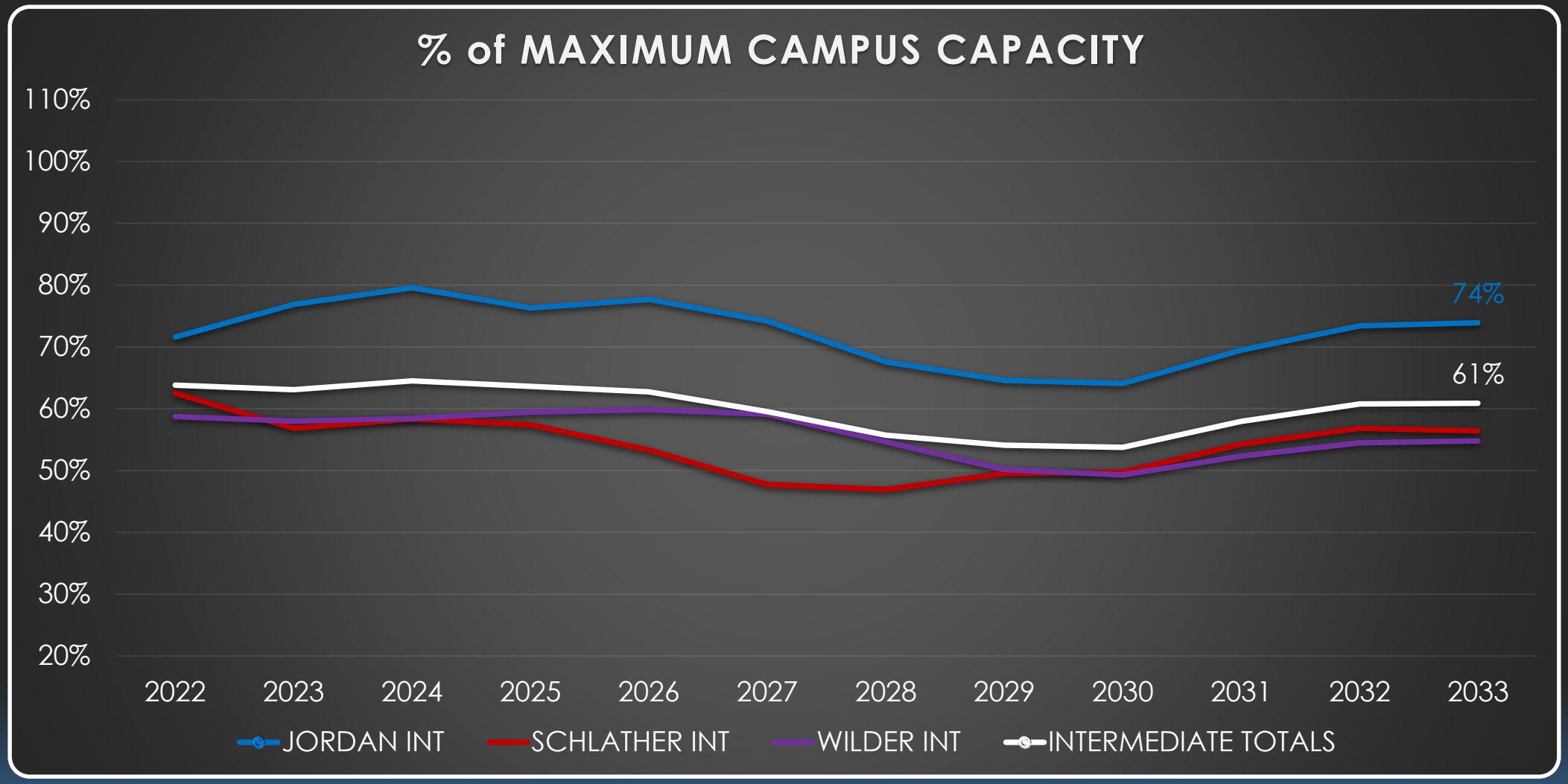
# ELEMENTARY CAPACITIES



# 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 |

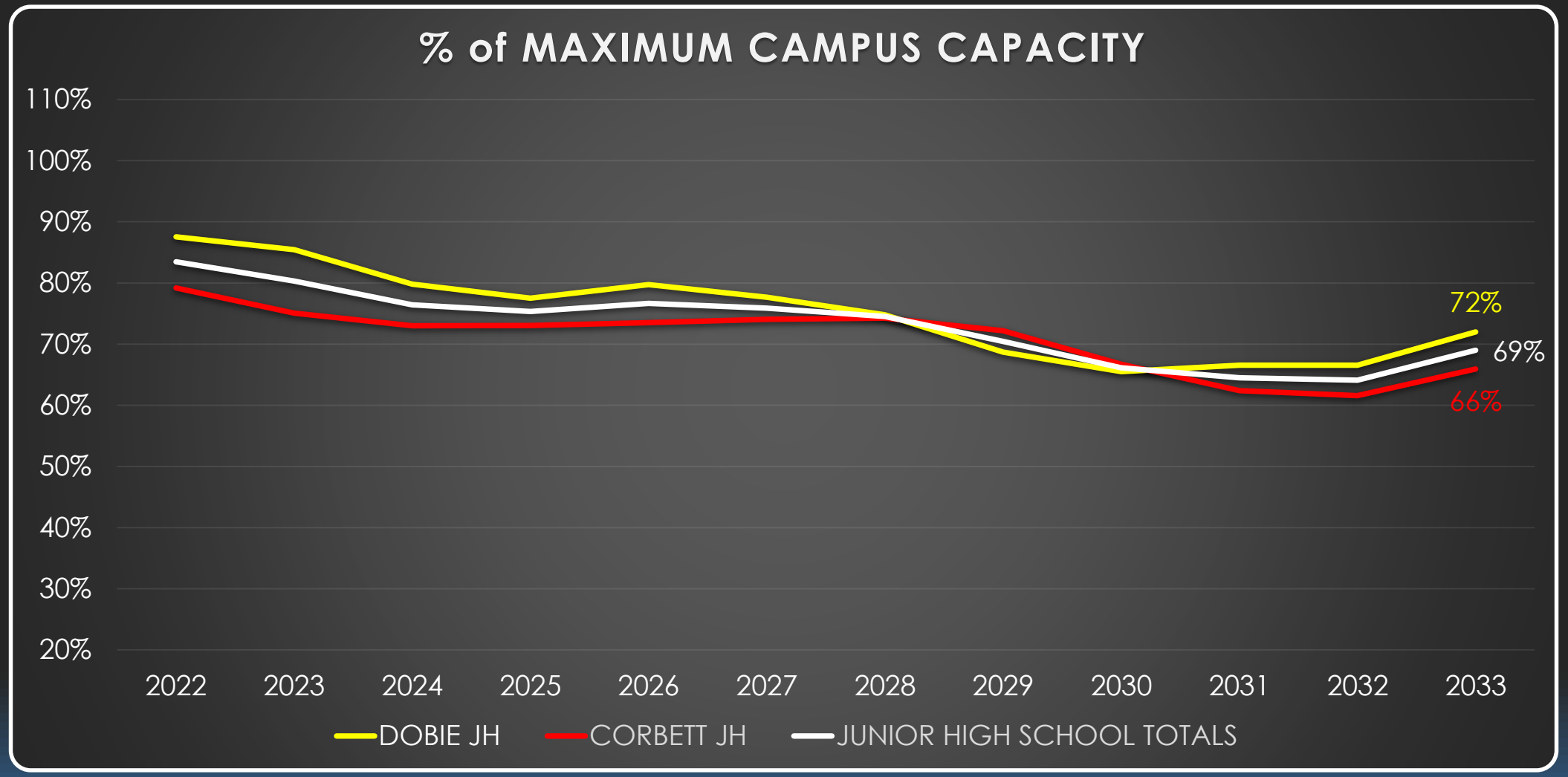
# INTERMEDIATE CAPACITIES



# 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 |

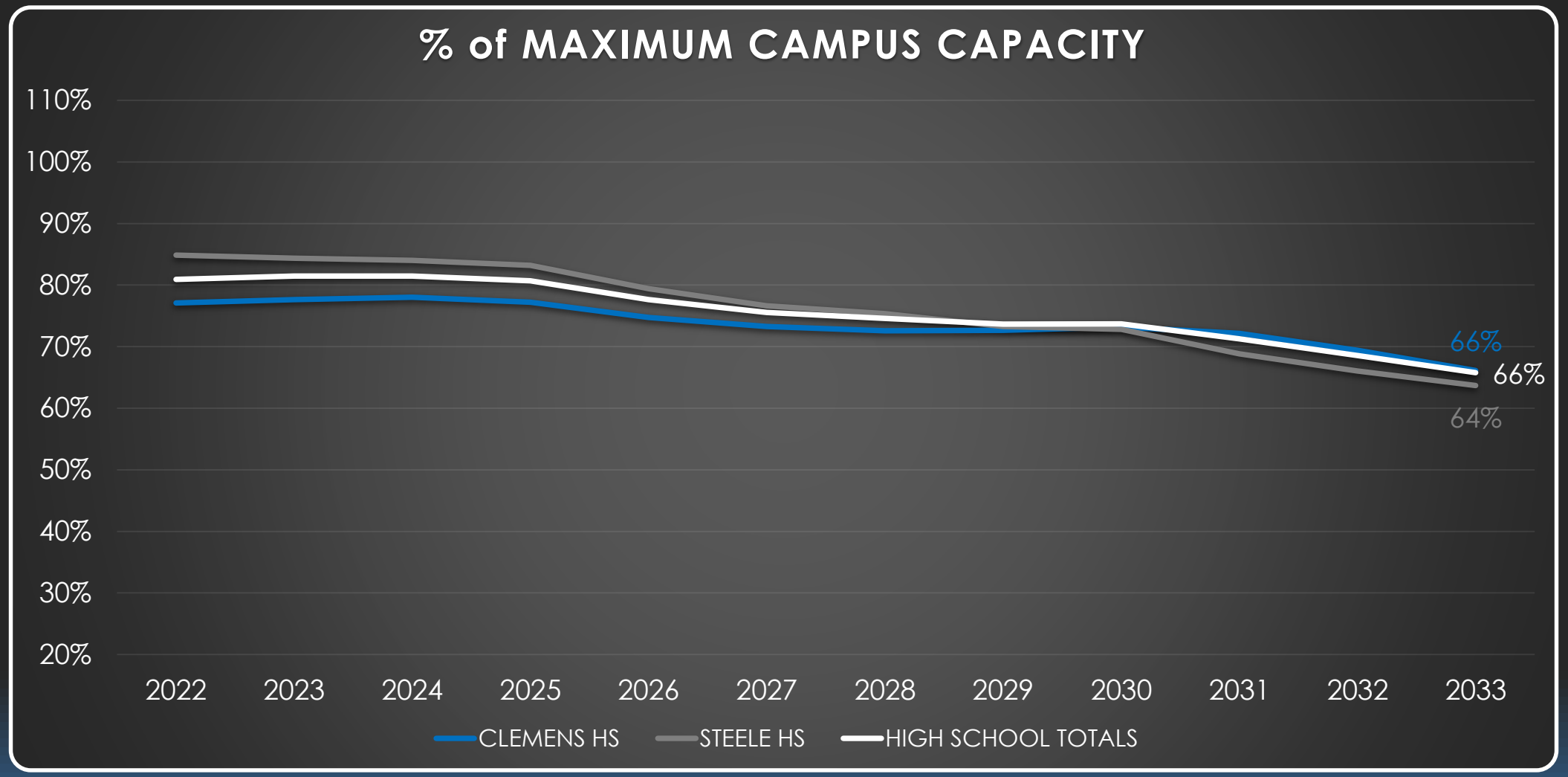
# JUNIOR HIGH CAPACITIES



# 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



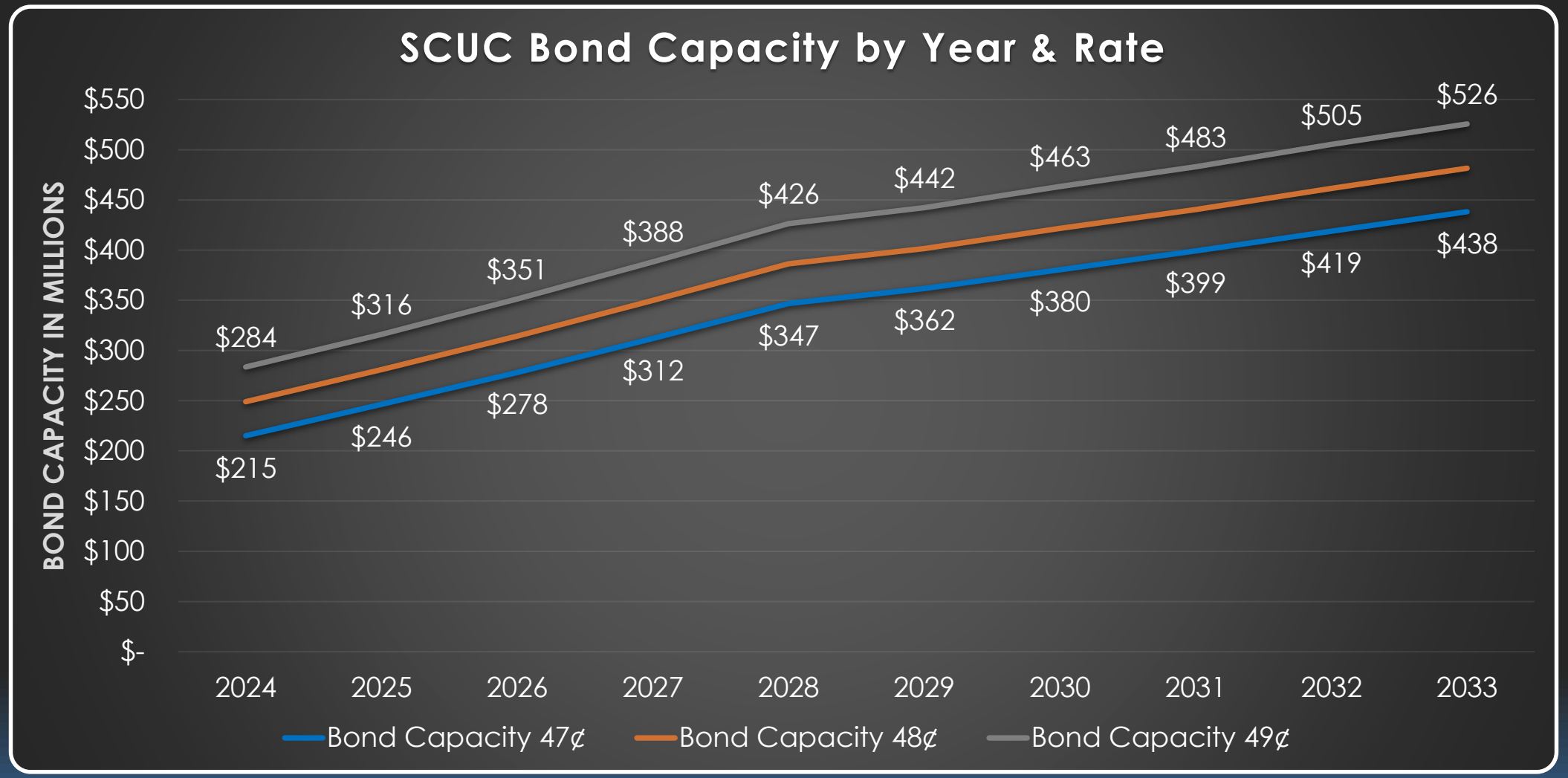
# FORECASTING CONSIDERATIONS

- 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



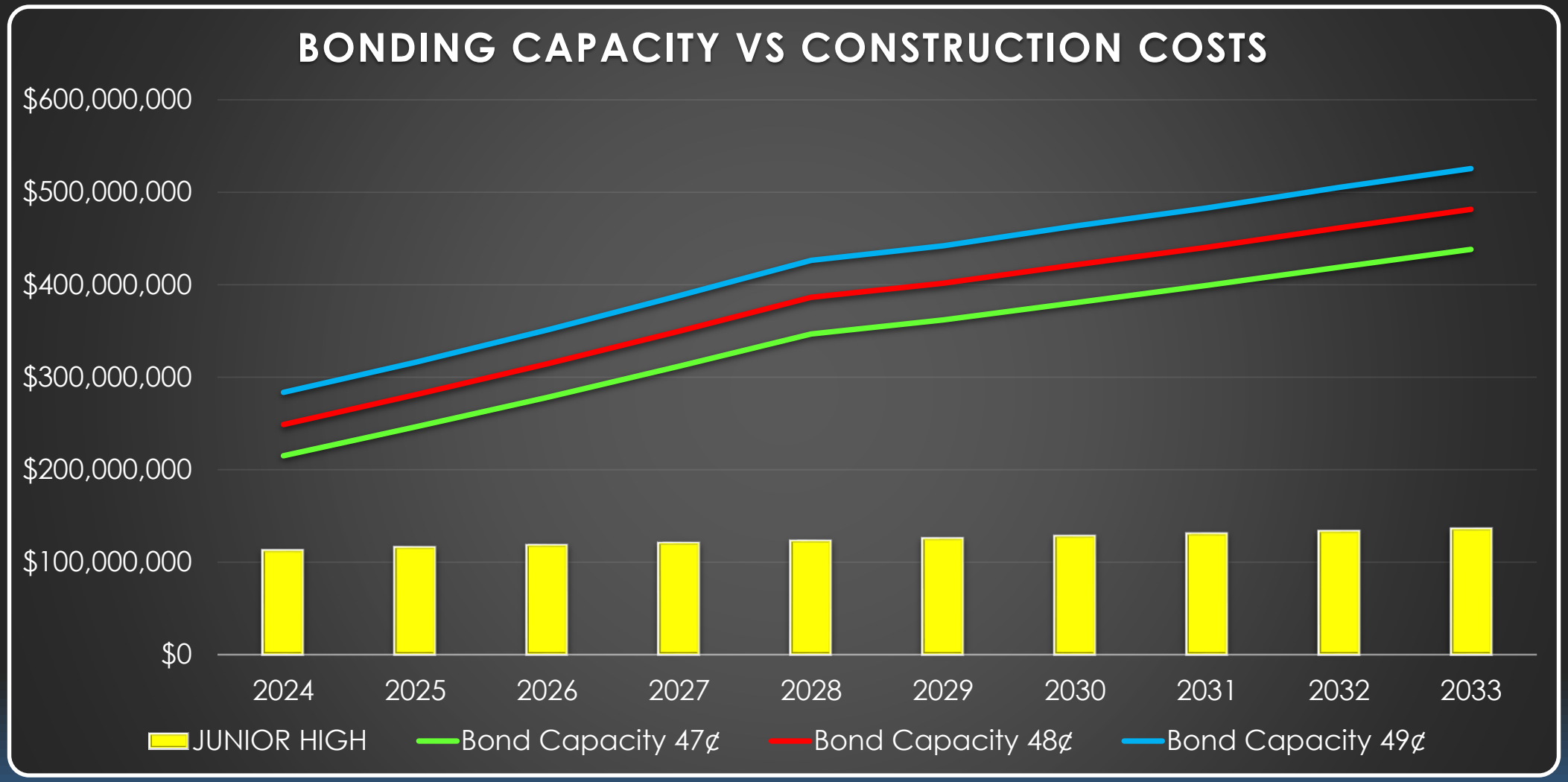
# PROJECTING FACILITY COSTS - SCUC

- 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

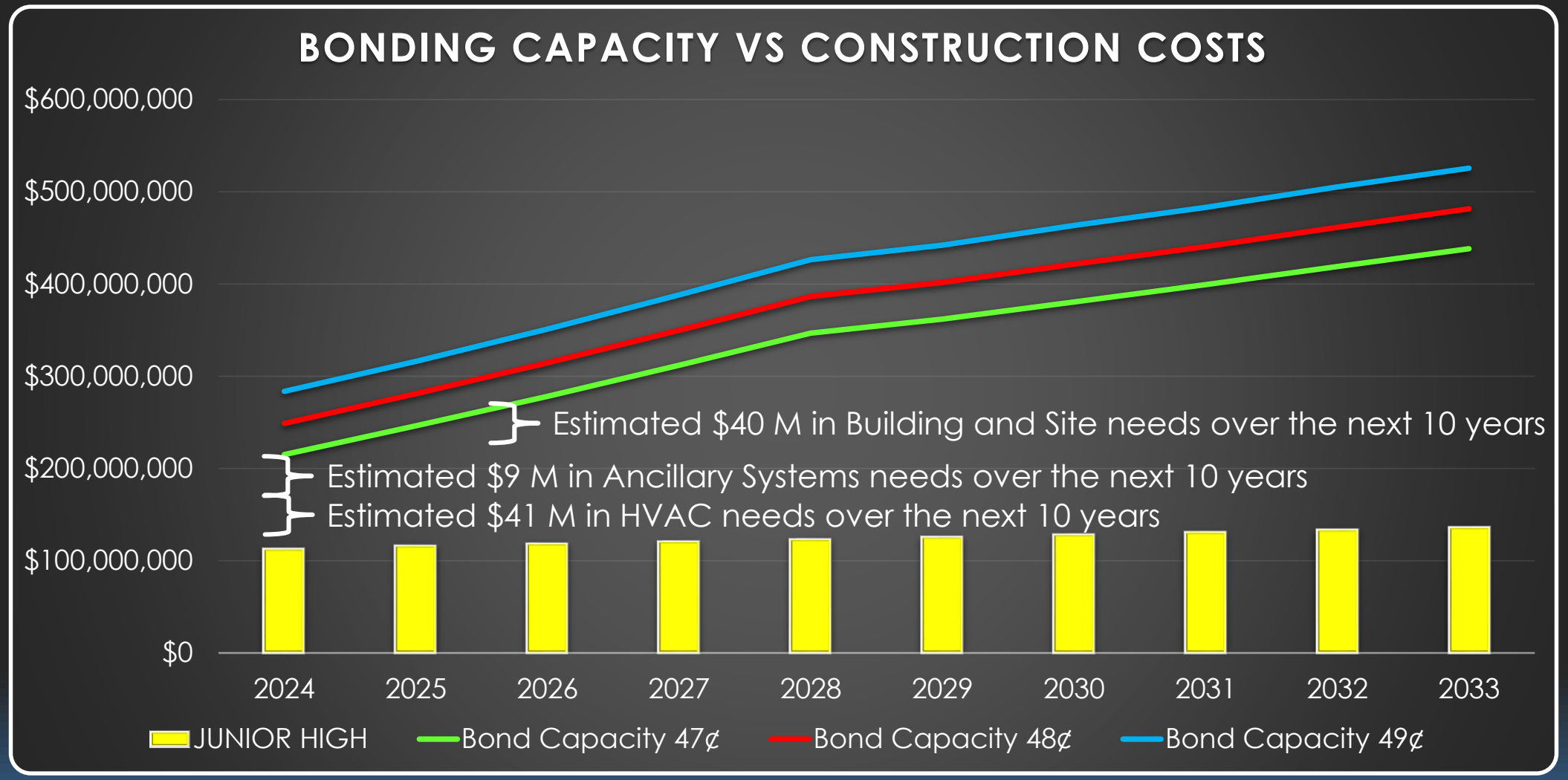
# PROJECTING FACILITY COSTS - SCUC

| 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

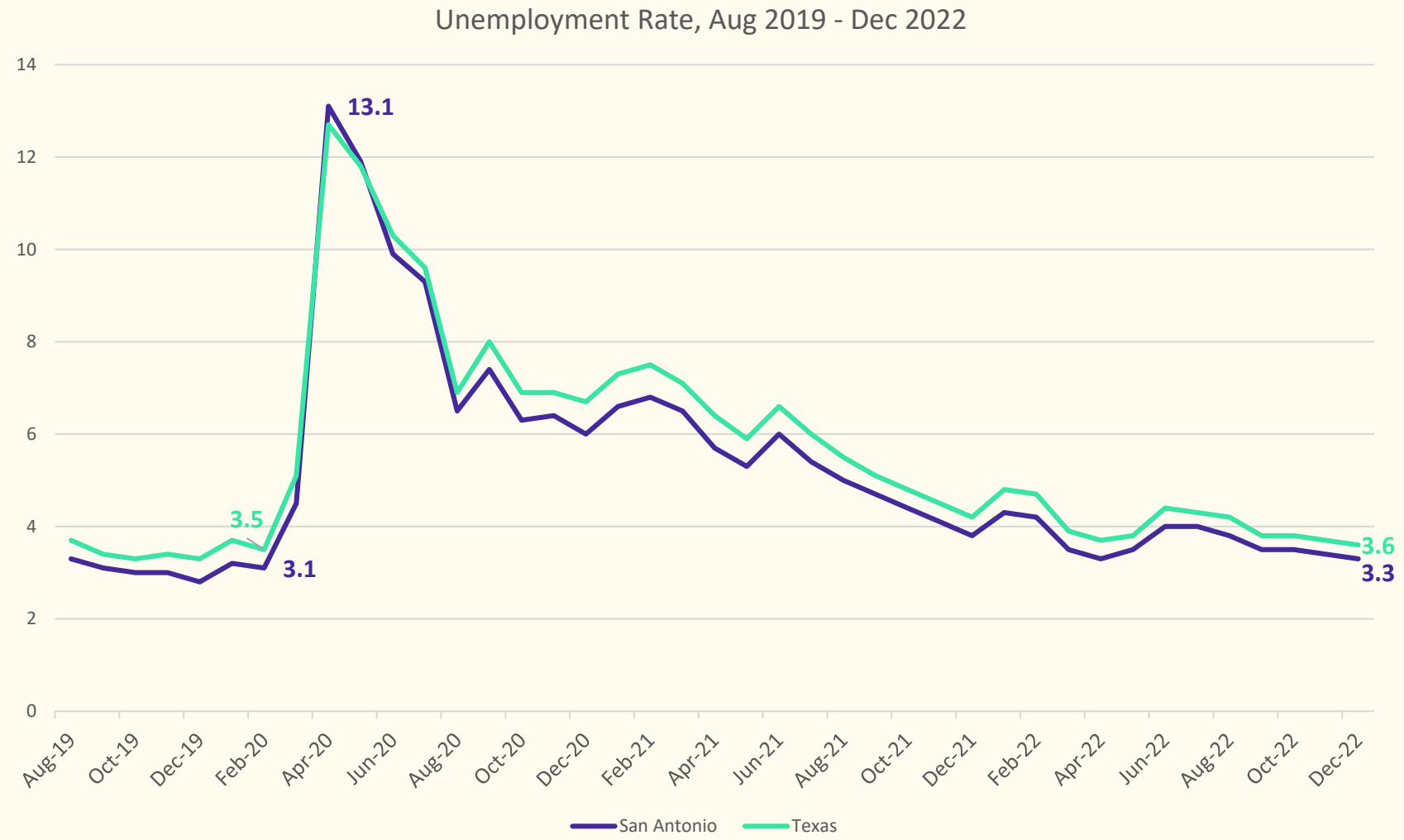
# QUESTIONS/COMMENTS

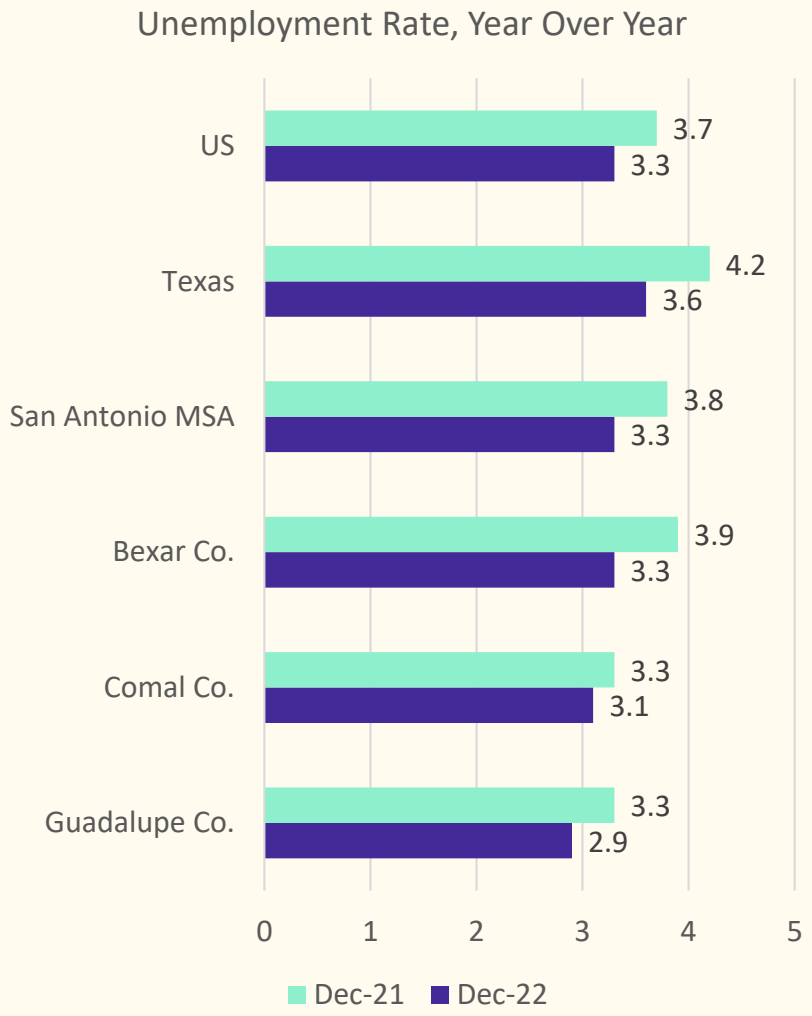
Zonda™
Education

# 4Q22

# Demographic Report

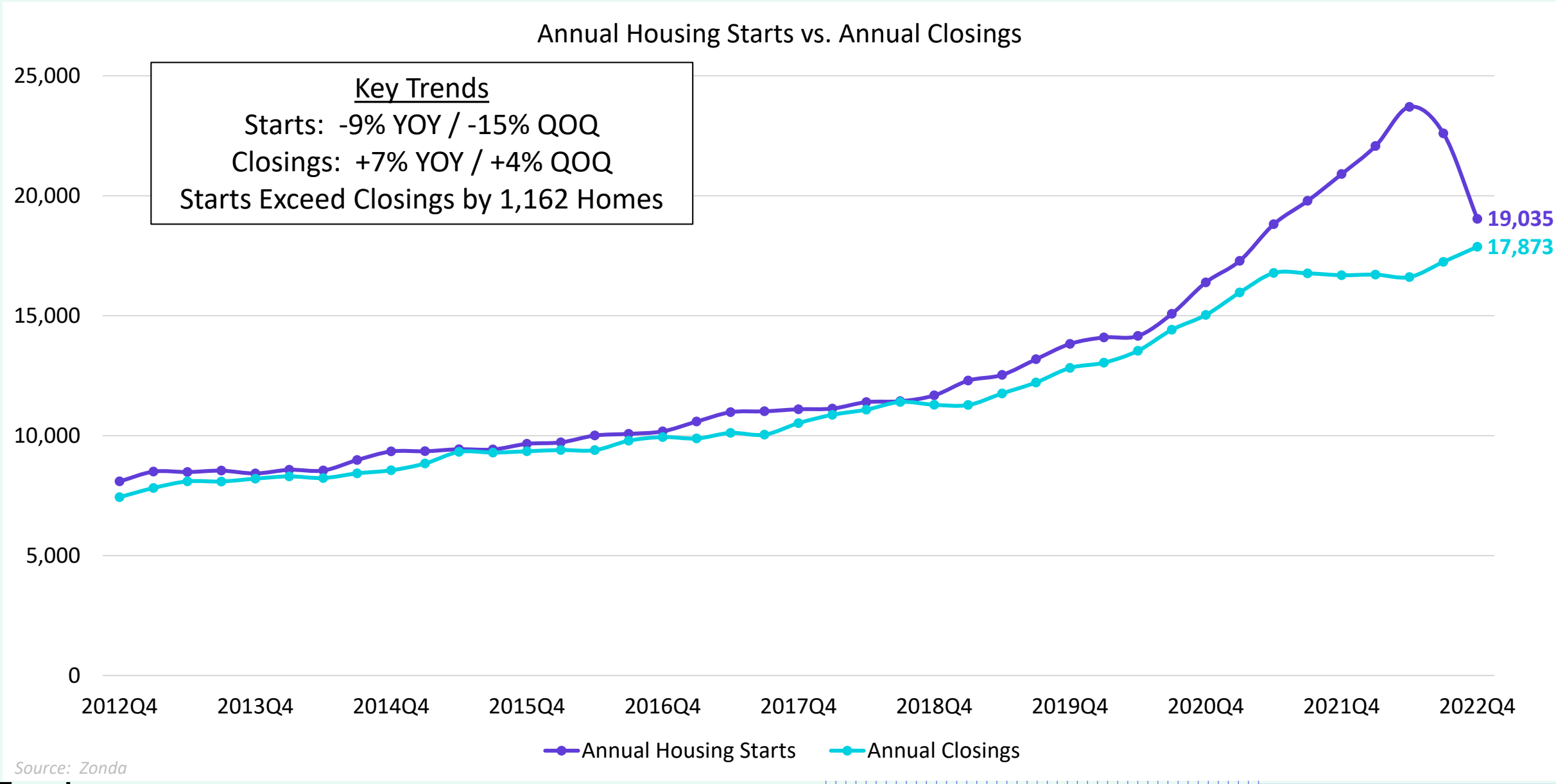
# San Antonio Economic Conditions




Zonda Education

# San Antonio New Home Starts & Closings




*Source: Zonda*

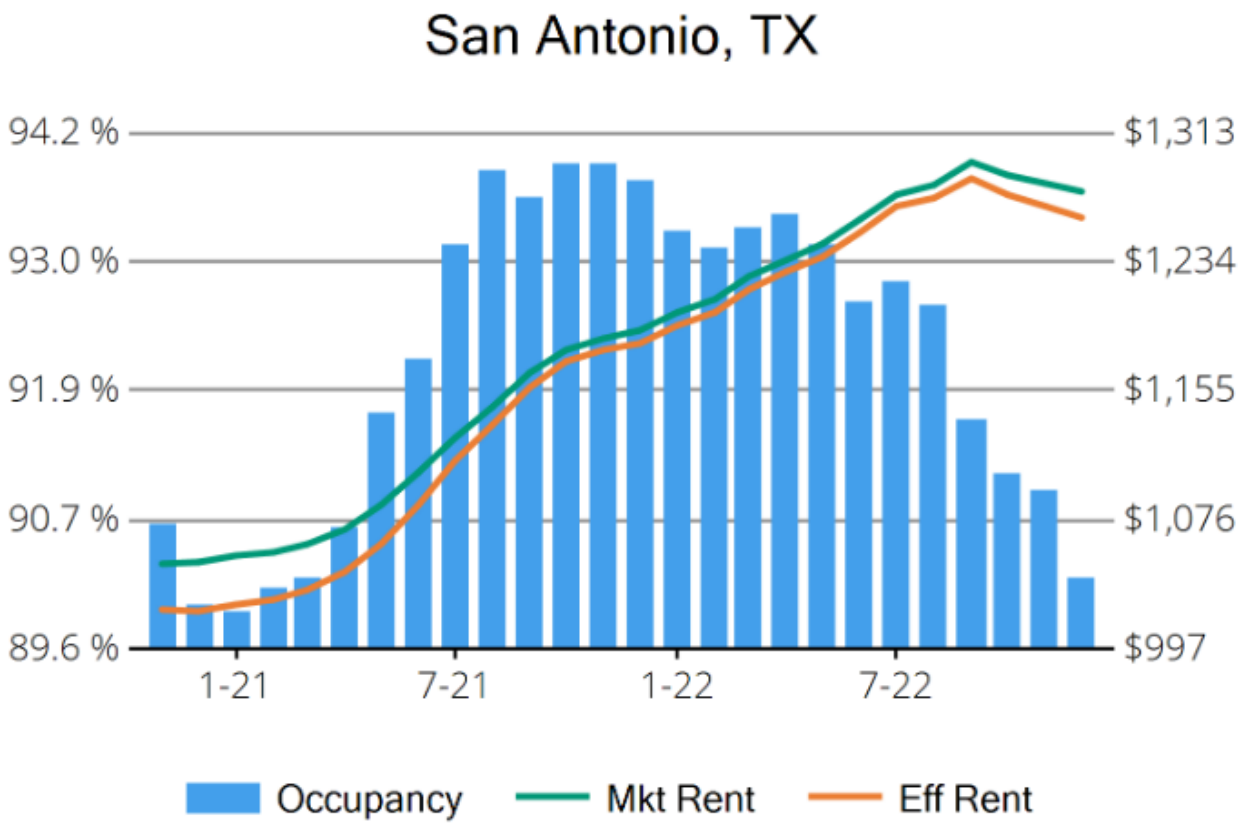
Zonda Education

© 2022 Zonda

# Housing Market Trends: Multi-family market- December 2022

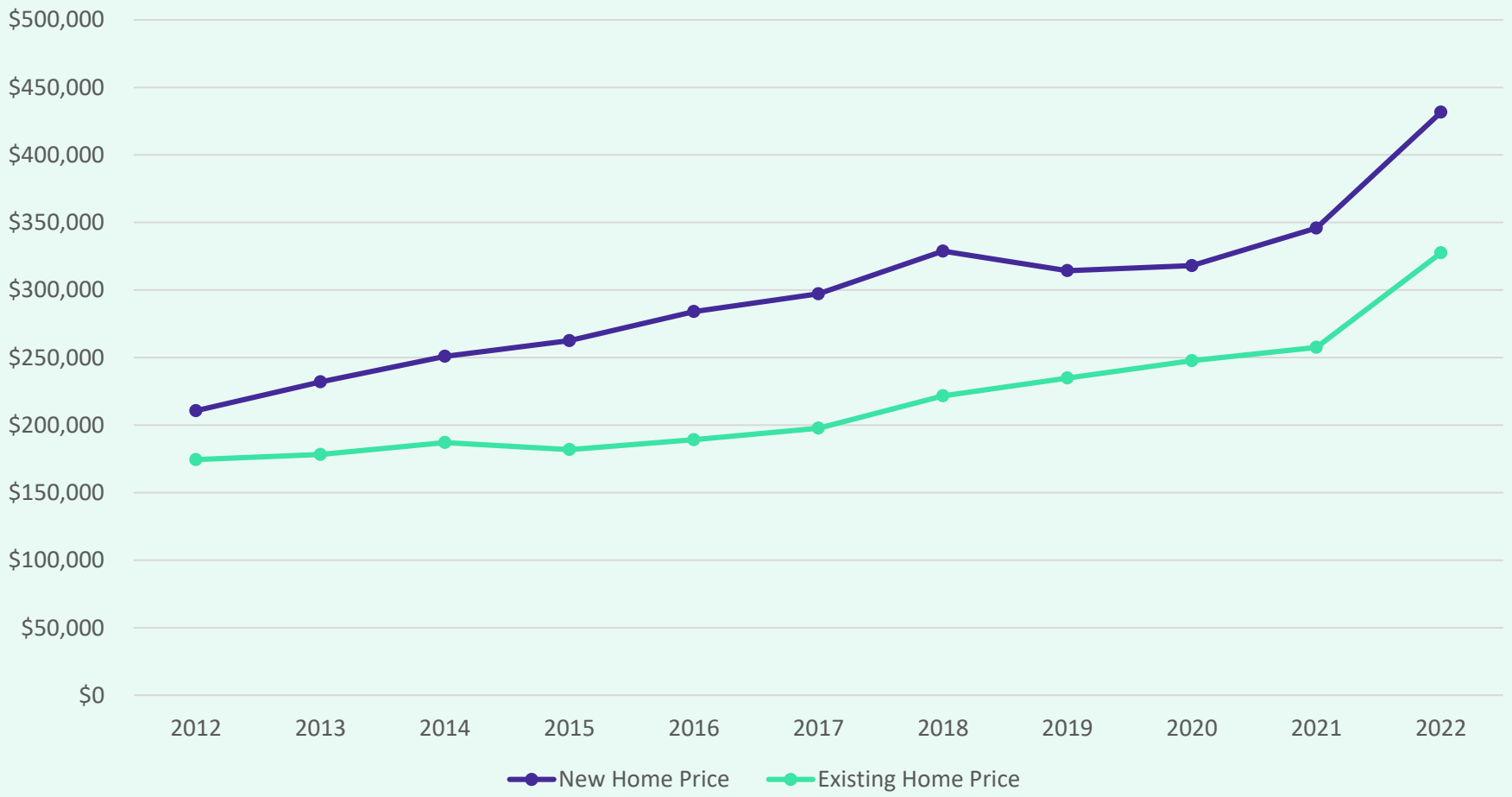
## *Stabilized and Lease-up Properties**

| 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

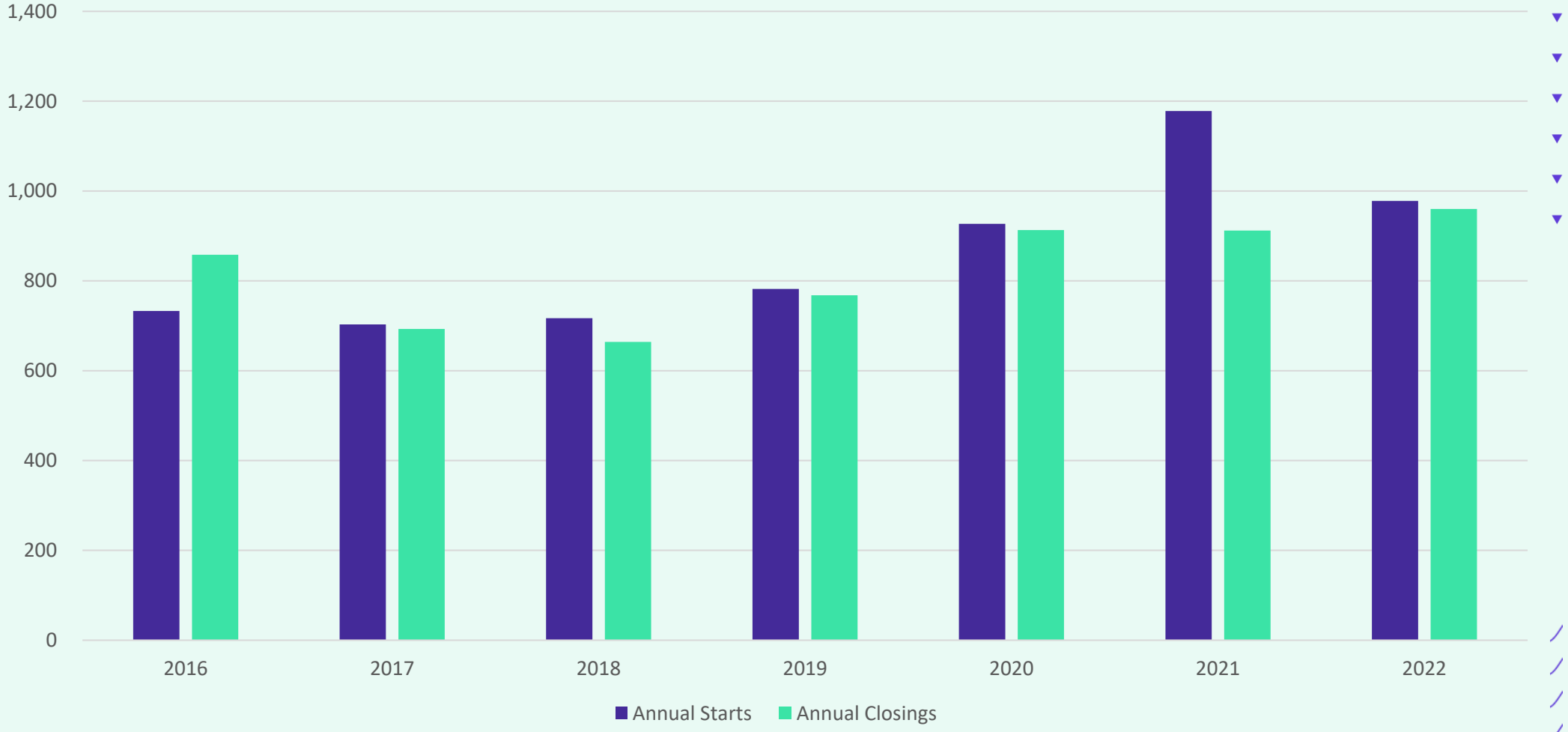
# San Antonio New Home Ranking Report

## 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

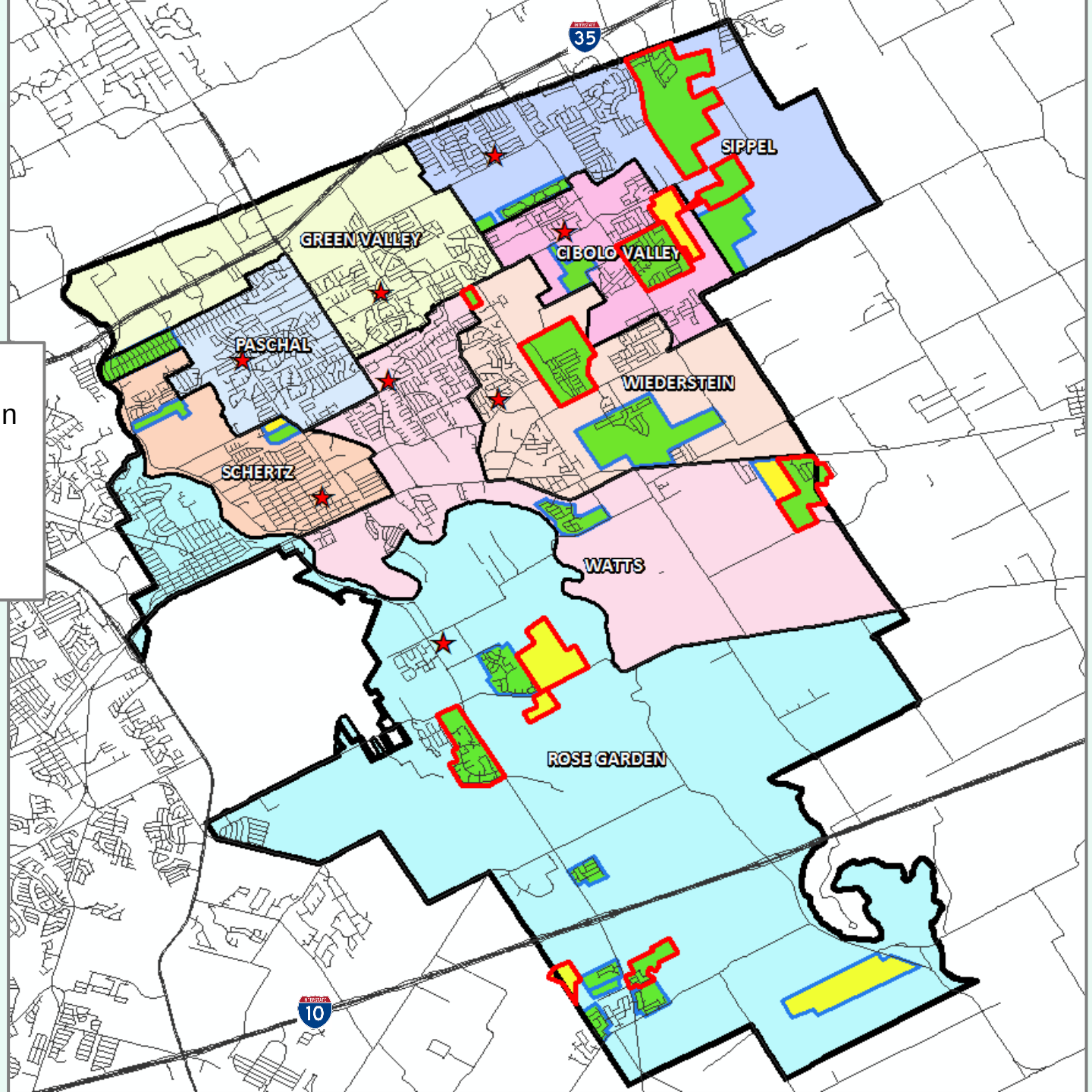
Second highest activity in the category

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

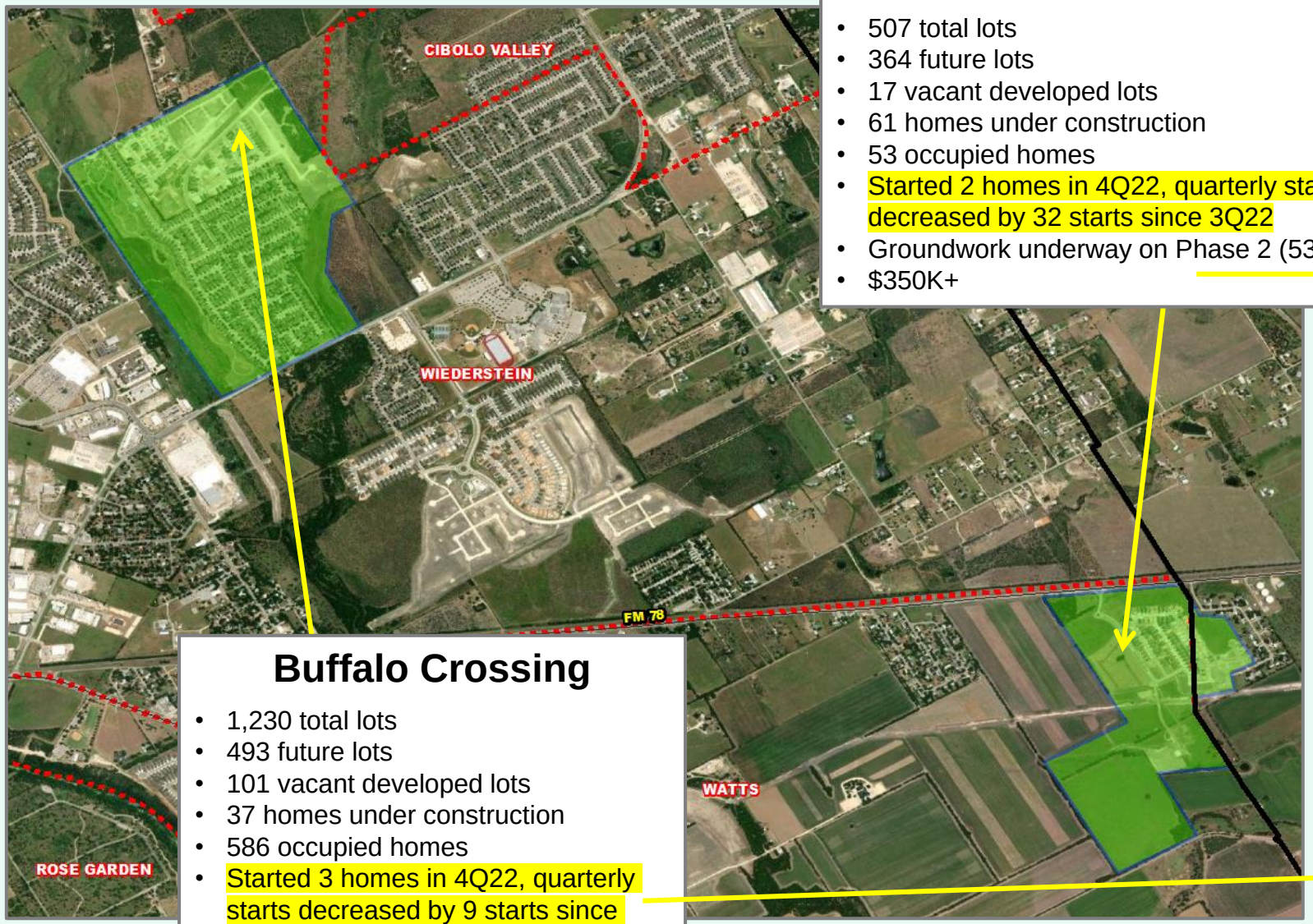



**Subdivisions**

- ACTIVE
- FUTURE
- Groundwork Underway

Zonda Education

# Residential Activity




## Venado Crossing

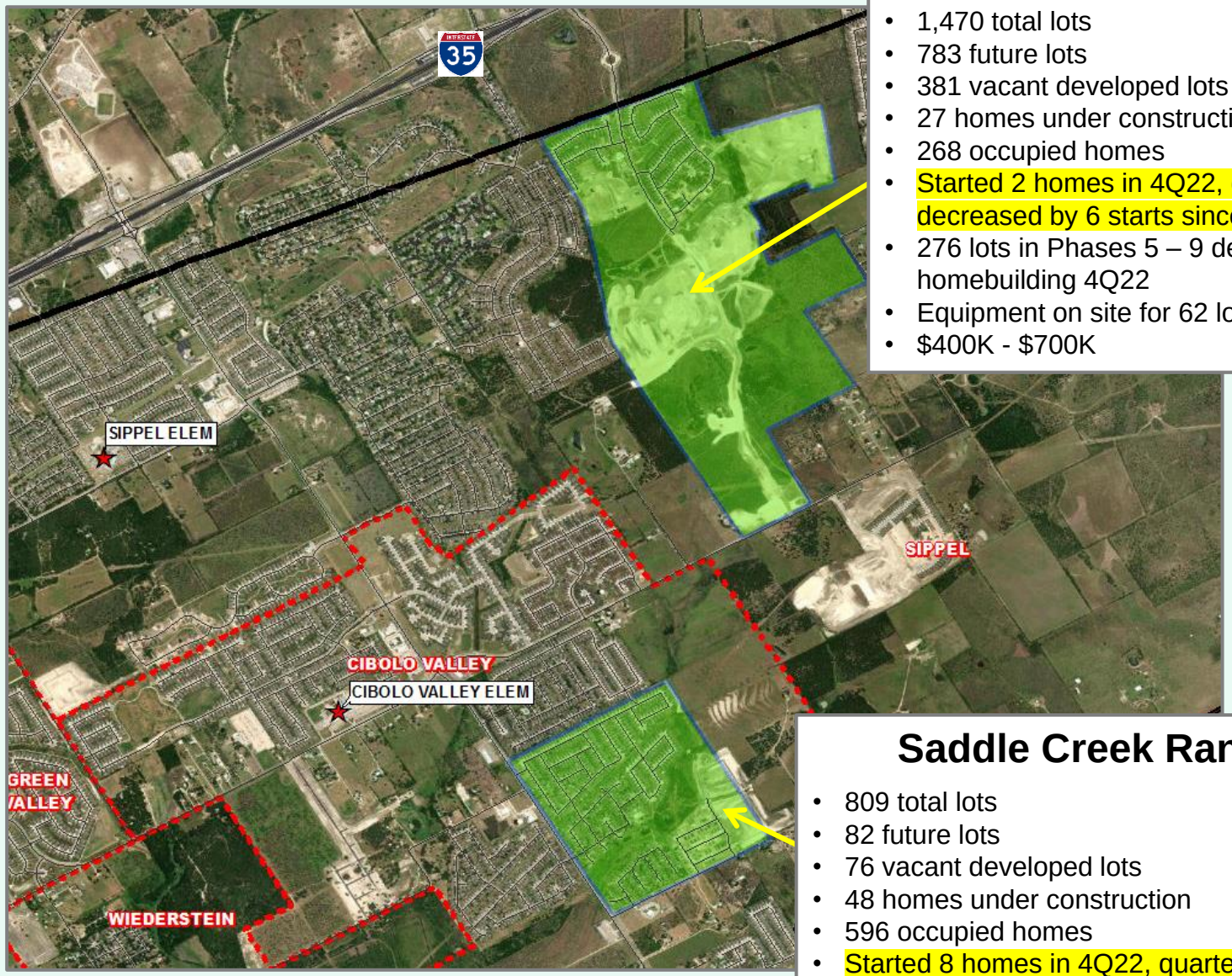
- 507 total lots
- 364 future lots
- 17 vacant developed lots
- 61 homes under construction
- 53 occupied homes
- Started 2 homes in 4Q22, quarterly starts decreased by 32 starts since 3Q22
- Groundwork underway on Phase 2 (53 lots)
- $350K+

## 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

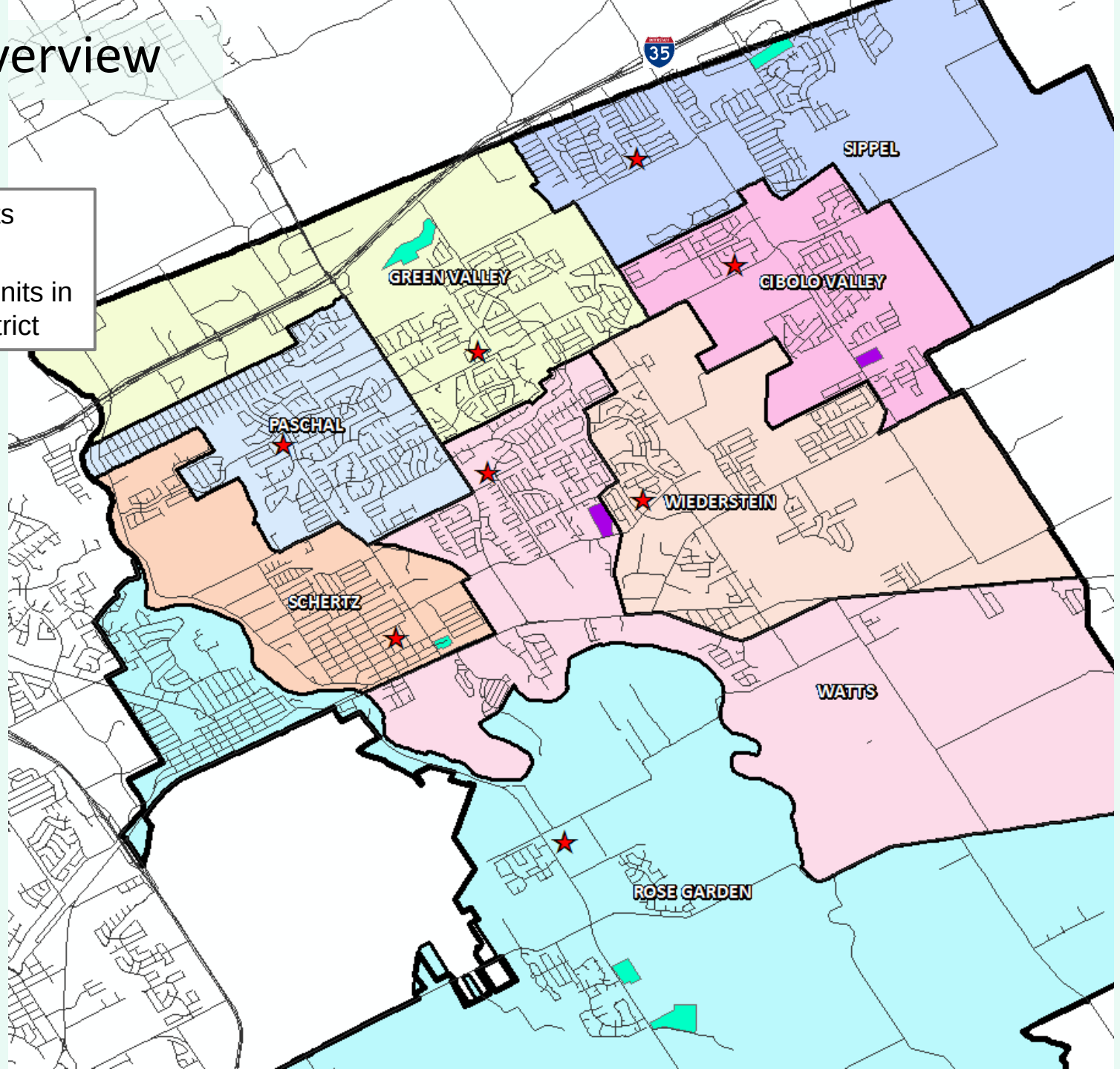
## Saddle Creek Ranch

- 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*

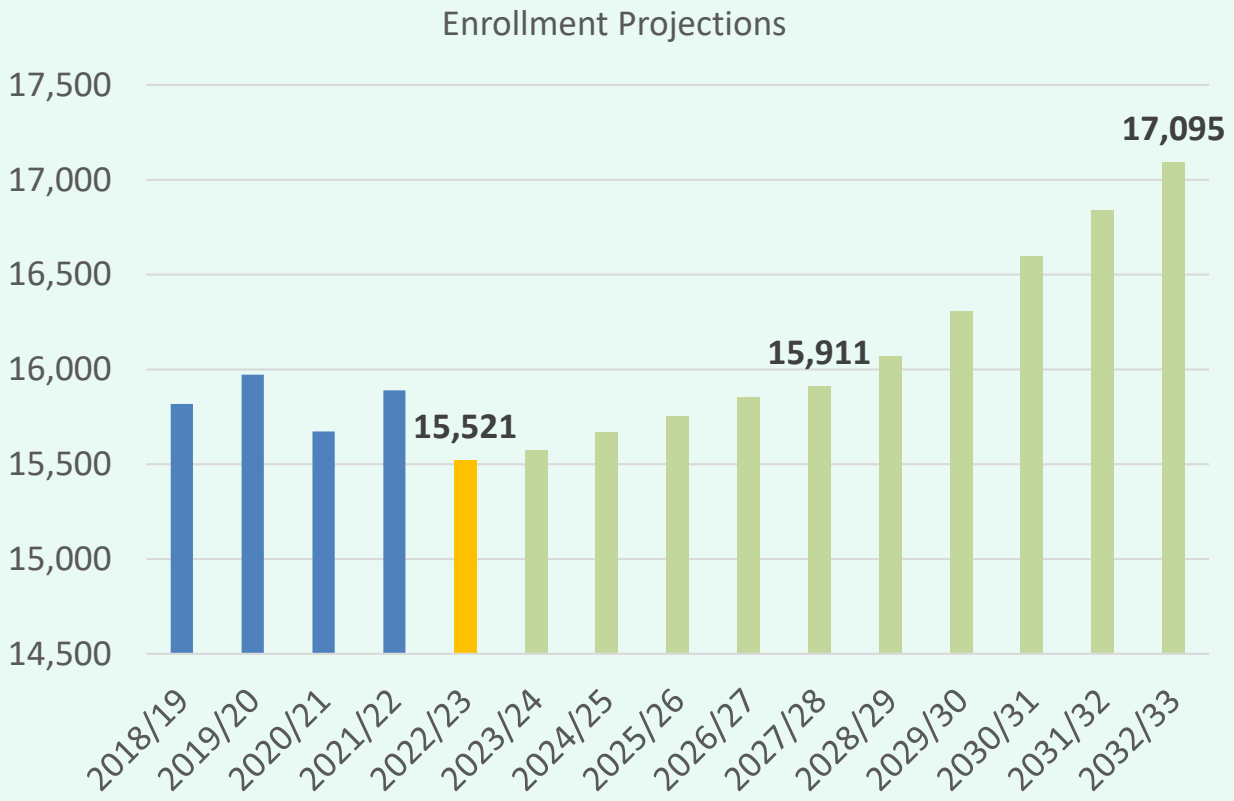
# Ten Year Forecast by Campus

| 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

# Ord. 24-S-146

Zone Change from General Business (GB) & Single Family Residential / Agricultural (R-A)

to Apartment / Multi-Family Residential (R-4)

**Samuel Haas| Senior Planner**

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DEN-OTT
(PLZC20240141)

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

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

0 125 250 500 750 Feet

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**Approx. 38 Acre**

**Bexar Property ID: 68294, 68295, 68296, 68302, 68303, 68315, 68316**

**Existing Use: Residential & Undeveloped**

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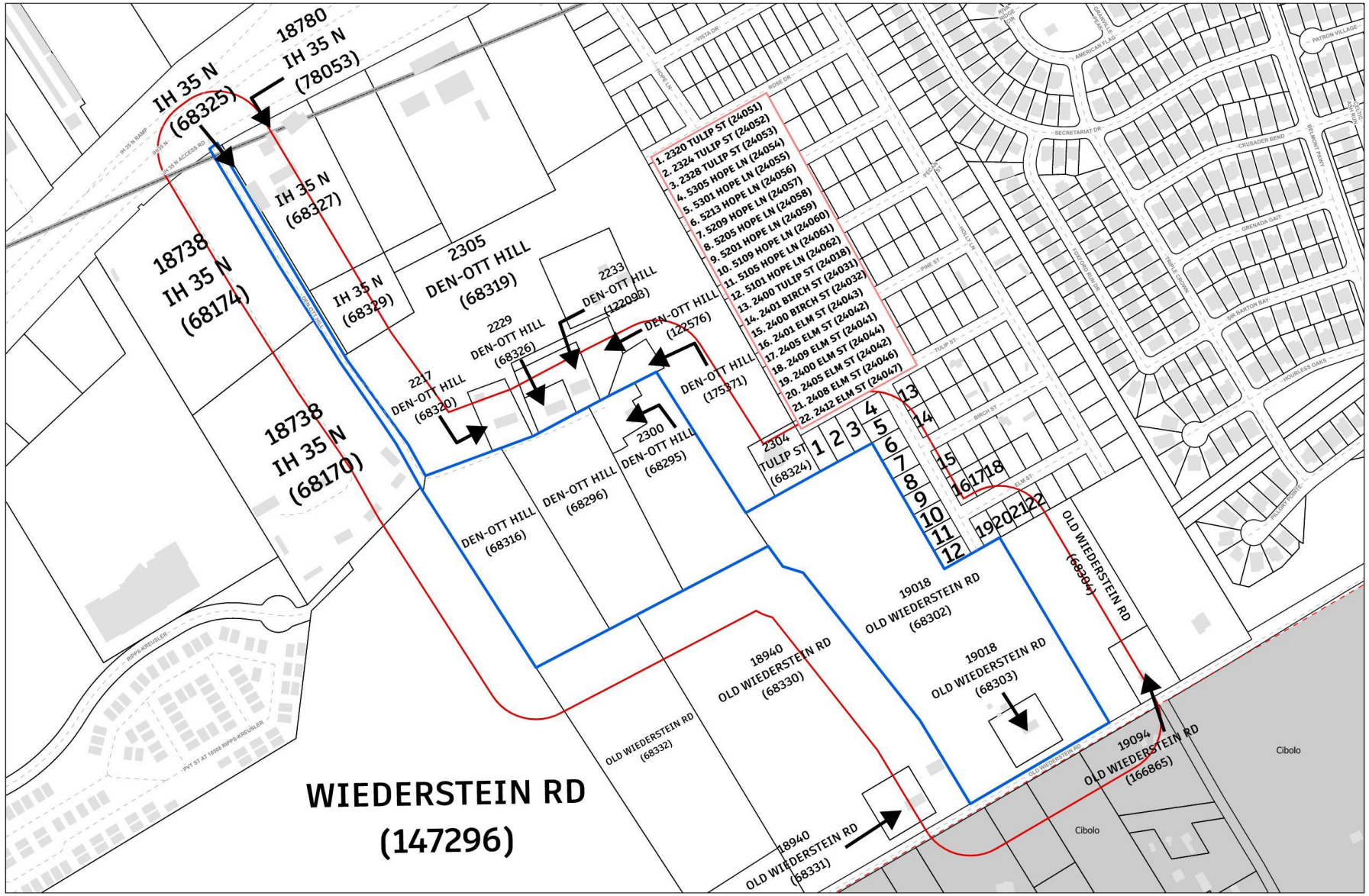


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Last update: June 21, 2024

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

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# City of Schertz

Den-Ott
(PLZC20240141)

Project Area
200' Buffer

N W E S

0 160 320 640 960 US Feet

- June 21, 2024, a total of 21 Public Hearing Notices were sent out.
- Responses Received:
  13 – Opposition,
  9-In Favor
  0-Neutral
- 2 signs were posted on the property.

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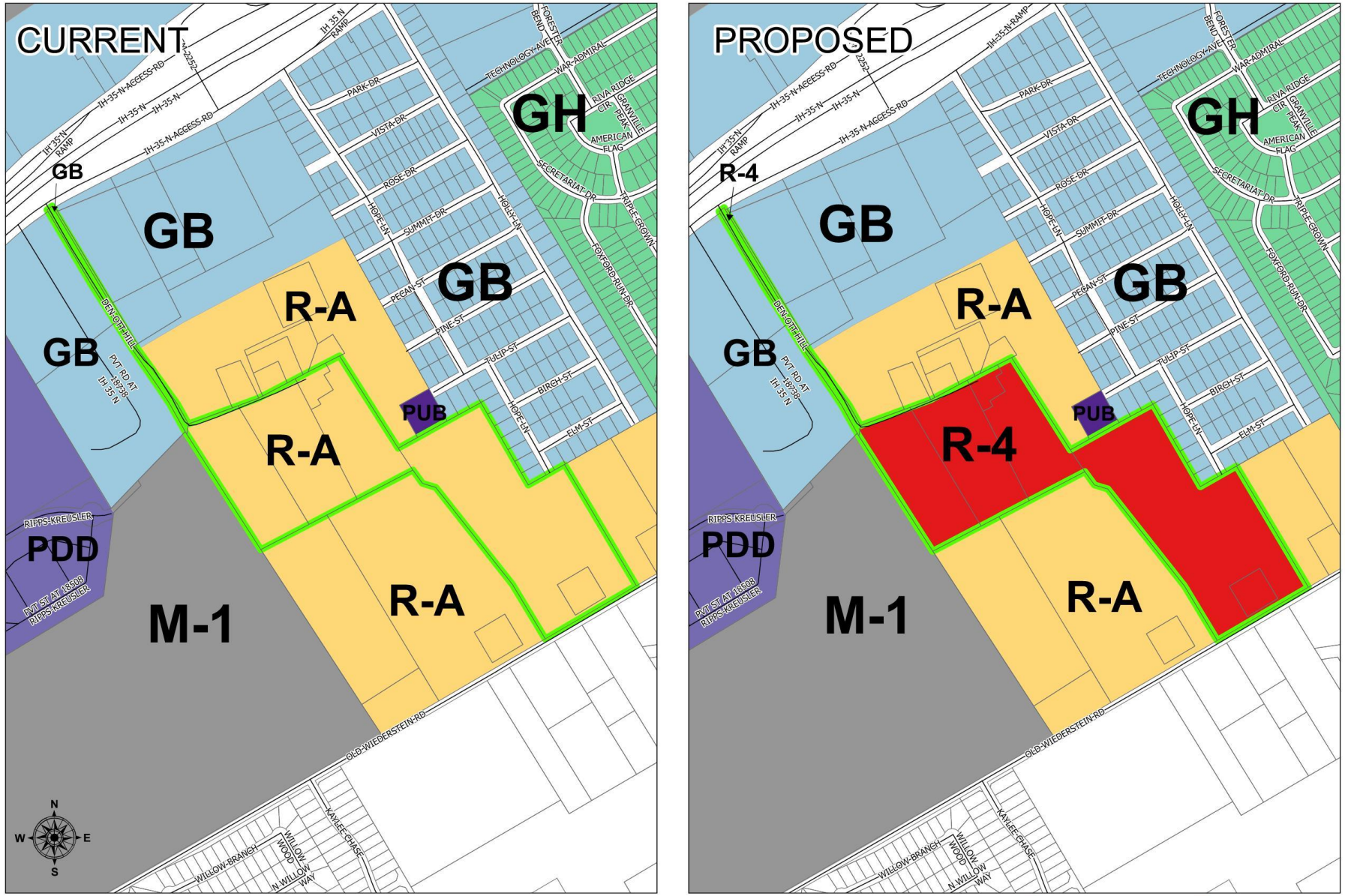


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**PROPOSED ZONING CHANGE**

**GUADALUPE COUNTY**
**PARCEL ID:**
**68315, 68316, 68296, 68295, 68294, 68302, 68303**

**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)

0 225 450 900 1,350 Feet

- **Existing Zoning**: General Business (GB) & Single Family Residential / Agricultural (R-A)
- **Proposed Zoning:** Apartment / Multi-Family Residential (R-4)

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# Background

- The applicant previously requested a zone change on the same property
  - 18 acres previously
  - 38 acres currently
- On September 13, 2023, the Planning and Zoning Commission recommended approval with a 7-0 vote,
- The request was denied at the October, 10, 2023, City Council hearing with a 5-2 vote due to the super majority requirement
- Applicant had to wait 6 months per Unified Development Code (UDC) Section 21.5.4.C.5

# 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 Comprehensive Plan designates this area as Mixed-Use Center
  - Intended to integrate denser residential, commercial, and often entertainment spaces nearby.
  - Typically along significant transportation corridors.

- Apartment/Multi-Family District (R-4) would conform to this land use designation in the Comprehensive Plan
  - Denser residential specifically called out.

- This property abuts major transportation corridors.

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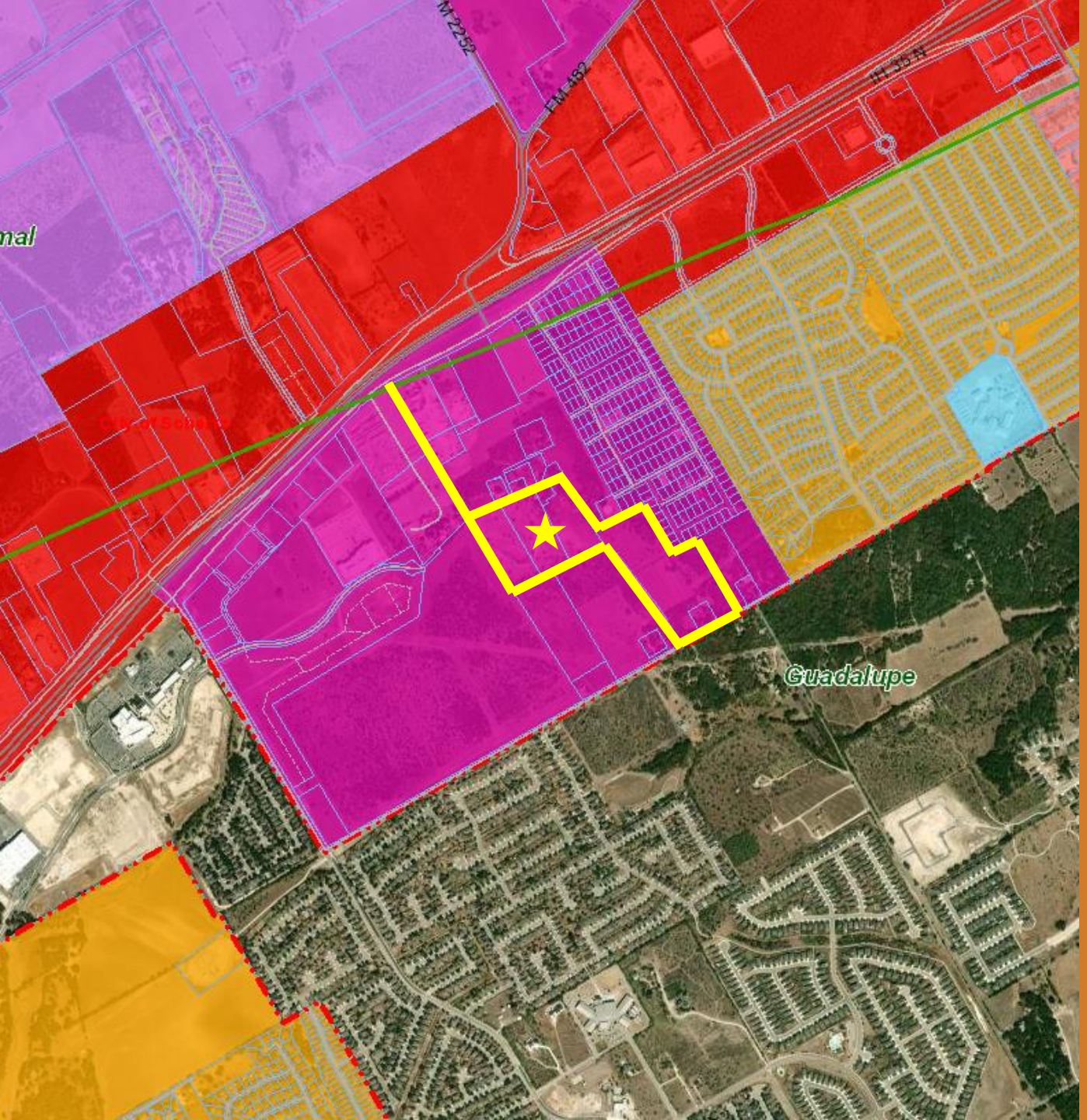


- Regional Corridor
- Local Corridor
- Mixed Use Center
- Development Deferment
- Rural Living
- Industrial
- Complete Neighborhood
- Public Use

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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.**

- In order to ensure the safe, orderly and efficient development and expansion of the City, Apartment/Multi-Family Residential Districts (R-4) should:
  - not be located in areas where they would increase traffic through single-family neighborhoods and;
  - should be located adjacent to arterial streets with sufficient capacity to carry the increased traffic generated

- The property is not adjacent to any large single-family neighborhoods. Also, the proposed zone change is adjacent to IH35 freeway to the north, and Old Weiderstein Road to the south, a secondary arterial.

# 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;

- The area is defined by undeveloped land, rural-like residences, commercial businesses, and a large mixed-use development that includes a multi-family component currently under construction to the west.
- The uses permitted within the proposed zone change would align with what is happening in the wider area.
- Article 9 of the Unified Development Code is in place to ensure any negative impacts on the other residences in the area are mitigated

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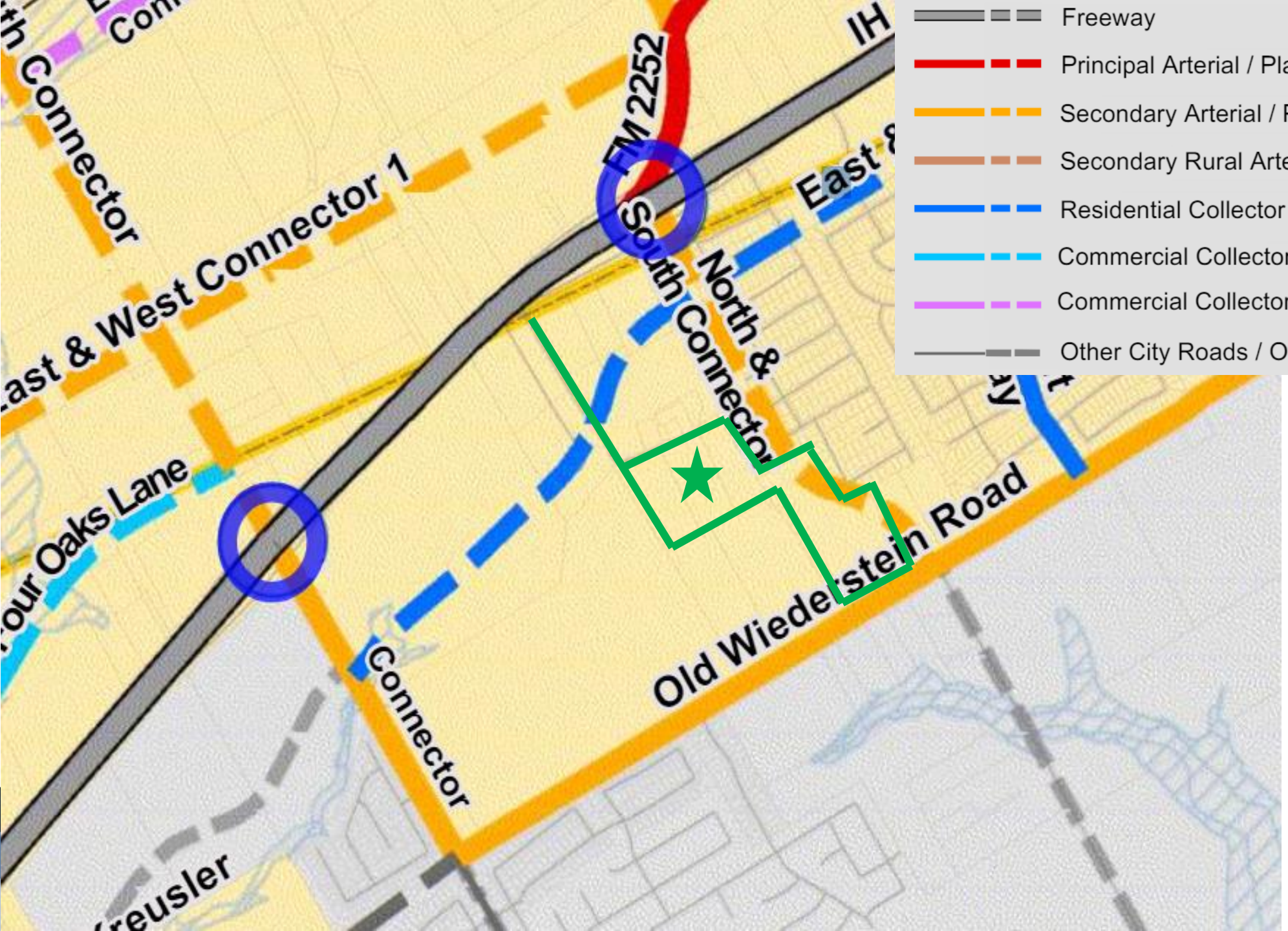
# UDC SECTION 21.5.4.D Criteria for Approval

**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 Master Thoroughfare Plan :
  - Property abuts the freeway IH35 and Old Weiderstein, a secondary arterial
  - A future east-west connector classified as a residential collector.
  - A future north-south connector classified as a secondary arterial.


Freeway
Principal Arterial / Planned (120' - 130' ROW)
Secondary Arterial / Planned Secondary (90')
Secondary Rural Arterial / Planned Secondary (90')
Residential Collector / Planned Collector (70' ROW)
Commercial Collector A / Planned Collector (70' ROW)
Commercial Collector B (TOD) / Planned (70' ROW)
Other City Roads / Other City MTP Planned Roads
FM 2252
East & West Connector 1
South Connector
North &
East
Four Oaks Lane
Old Wiedenstein Road
Connector
Connector
Kreusler

# UDC SECTION 21.5.4.D Criteria for Approval

**4. (CONTINUED) 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;**

- Water utilities:
  - 12-inch water line along the IH35 access road
  - 16-inch water line that runs through portions of the property
- Sewer:
  - 8-inch line approximately 900-feet to the west in the neighboring property
  - 24-inch sewer line that runs along Dean Road approximately 200 feet to the south of the property.
- The applicant is required to connect to adequate utility facilities per Unified Development Code Article 15 - Easements and Utilities, and a more detailed engineering review will occur at the time of the platting process.
- A public hearing notice was mailed to SCUCISD Independent School District to notify them of the proposed zone change.
- Schertz Fire, EMS, and Police Departments were notified of the zone change and have provided no objections.

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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.

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

- There was no error in the original zoning of the subject property.

# UDC SECTION 21.5.4.D Criteria for Approval

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

- This does not impact the Planning and Zoning Commission recommendation to City Council.

**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

- Zone Change Request
  - Conforms to the Comprehensive Plan
  - Meets the intent of the UDC
  - Adheres to the Criteria for Approval
- Therefore, Staff recommends approval of Ord. 24-S-146.

On July 3rd, 2024 the Planning and Zoning Commission met and recommended approval of the request with a 6-0 vote.

# COMMENTS AND QUESTIONS

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**Agenda No. 18.**

**CITY COUNCIL MEMORANDUM**

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Planning & Community Development** |
| **Subject:** | **Ordinance 24-S-148 - Conduct a public hearing and consider a request to rezone approximately 71 acres of land from Single-Family Residential/ Agricultural District (R-A) and Agricultural District (AD) to approximately 41 acres as Single-Family Residential District (R-2) and approximately 30 acres as Single-Family Residential District (R-6), known as Bexar County Property Identification Number 310022, more specifically known as 12840 Lower Seguin Road, City of Schertz, Bexar County, Texas.** ***First Reading*** **(B.James/L.Wood/D.Marquez)** |

## BACKGROUND

The applicant is requesting to rezone approximately 71 acres of land from Single-Family Residential/ Agricultural District (R-A) and Agricultural District (AD) to approximately 41 acres as Single-Family Residential District (R-2) and approximately 30 acres as Single-Family Residential District (R-6). The subject property was recently annexed, is not platted, and is undeveloped.

On July 22, 2024, a total of thirteen (13) public hearing notices were mailed to surrounding property owners within a 200-foot notification boundary of the subject property. At the time of the staff report, zero (0) responses in favor, zero (0) responses neutral, and four (4) responses in opposition were received. A public hearing notice was published in the "San Antonio Express" before the City Council Meeting on August 14, 2024. The Planning and Zoning Commission met on Wednesday, August 7, 2024, and held a public hearing on this item.

If a proposed zoning change is protested in writing and signed by the owners of at least twenty percent (20%) of the area of the lots or land immediately adjoining the area covered by the proposed zoning change or zoning map amendment and extending 200 feet from that area, the proposed change must receive, in order to take effect, the affirmative vote of at least three-fourths (¾) of all members of the City Council according to LGC, Local Government Code § 211.006(d). The opposition letters received have triggered the three-fourths (3/4) affirmative vote for this proposed zone change.

## GOAL

The applicant is requesting to rezone approximately 71 acres of land from Single-Family Residential/ Agricultural District (R-A) and Agricultural District (AD) to approximately 41 acres as Single-Family Residential District (R-2) and approximately 30 acres as Single-Family Residential District (R-6).

## 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 District (R-6) and Single-Family Residential District (R-2) implement the policies of the adopted Comprehensive Land Use Plan- Future Land Use Map. The subject property is designated as Complete Neighborhood in the Future Land Use Map. Complete Neighborhoods are general areas characterized by a mixture of housing options with supporting land uses. The proposed Single-Family Residential District (R-6) and Single-Family Residential District (R-2) will provide a mixture of housing options within a proposed residential development which meets the intent of the Complete Neighborhood Land Use Designation.

**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 District (R-6) and Single-Family Residential District (R-2) dimensional and development standards as stated in UDC Section 21.5.7.A of the Unified Development Code, are compatible with what is in the surrounding area.

**Table 21.5.7.A**
**Dimensional Requirements for Residential Zoning Districts**

| | | **Minimum Lot Size Requirements** | | | **Minimum Yard Setbacks** | | | | **Miscellaneous Lot Requirements** | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Code** | **Zoning District** | *Area SqFt.* | *Width Ft.* | *Depth Ft.* | *Front Ft.* | *Side Ft.* | *Rear Ft.* | *Minimum Off-Street Parking Spaces* | *Max Height Ft.* | *Maximum Impervious Coverage* |
| **R-2** | Single-Family Residential District | 8,400 | 70 | 120 | 25 | 10 | 20 | 2 | 35 | 50% |
| **R-6** | Single-Family Residential District | 7,200 | 60 | 120 | 25 | 10 | 20 | 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 the Single-Family Residential District (R-6) and Single-Family Residential District (R-2) are appropriate in the immediate area of the land to be reclassified. The purpose and intent of the Single-Family Residential District (R-6) is to allow for residential lots with a minimum lot size of 7,200 square feet with schools, churches, and parks necessary to create basic neighborhood units. The purpose and intent of Single-Family Residential District (R-2) is to allow for single-family detached residential with a minimum lot size of 8,400 square feet with schools, churches, and parks

necessary to create basic neighborhood units.

**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 City of Schertz is the water and sewer provider for the subject property. Lower Seguin Road is identified as a Secondary Arterial with 90 feet of Right-of-Way in the Master Thoroughfare Plan. There is a Principal Arterial with 120-130 feet of Right-Of-Way on the western portion of the subject property. The subject property is not platted. The City of Schertz Engineering Department will review all proposed access points onto Lower Seguin Road during the platting process.

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 for SCUCISD as well as the most recent 10-Year Campus Forecasting Presentation.

The City of Schertz Police, Fire and EMS Departments have indicated they do not have any concerns regarding the proposed rezoning requests or their ability to provide services.

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

The subject property was annexed to the City of Schertz in July 2024 and was given Agricultural District (AD) zoning with annexation. The applicant was waiting for the annexation to start their proposed zone change request. Significant changes are happening to Lower Seguin Road with new residential developments that are concurrent with the FM 1518 construction.

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

There was no error in the original zoning of the subject property. The subject property was given the Agricultural District (AD) zoning with its annexation in July 2024.

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

This does not impact the first hearing at City Council.

**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***
Due to the compatibility with the surrounding area, and implementation of the policies in the Comprehensive Land Use Plan and Future Land Use Map, Staff recommends approval of Ordinance 24-S-148.

***Planning and Zoning Commission Recommendation***
The Planning and Zoning Commission met on Wednesday, August 7, 2024, held a public hearing for Ordinance 24-S-148, and made a recommendation of approval with a 7-0 vote.

---

**Attachments**

Ordinance 24-S-148 with attachments
Aerial Exhibit
Public Hearing Notice Map
Public Hearing Responses
Opposition Map
SCUCISD Demographic Report
SCUCISD 10 Year Campus Forecasting
City Council Presentation Slides

**ORDINANCE NO. 24-S-148**

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING THE OFFICIAL ZONING MAP TO REZONE APPROXIMATELY 71 ACRES OF LAND FROM SINGLE-FAMILY RESIDENTIAL/ AGRICULTURAL DISTRICT (R-A) AND AGRICULTURAL DISTRICT (AD) TO APPROXIMATELY 41 ACRES AS SINGLE-FAMILY RESIDENTIAL DISTRICT (R-2) AND APPROXIMATELY 30 ACRES AS SINGLE-FAMILY RESIDENTIAL DISTRICT (R-6), KNOWN AS BEXAR COUNTY PROPERTY IDENTIFICATION NUMBER 310022, MORE SPECIFICALLY KNOWN AS 12840 LOWER SEGUIN ROAD, SCHERTZ, BEXAR COUNTY, TEXAS.**

**WHEREAS**, an application to rezone approximately 71 acres of land from Single-Family Residential/ Agricultural District (R-A) and Agricultural District (AD) to approximately 41 acres as Single-Family Residential District (R-2) and approximately 30 acres as Single-Family Residential District (R-6), known as a Bexar County Property Identification Number 310022, more specifically described as 12840 Lower Seguin Road, 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 August 7, 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 September 3, 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 District (R-2) and Single-Family Residential District (R-6)

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 ___rd of September 2024.

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

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

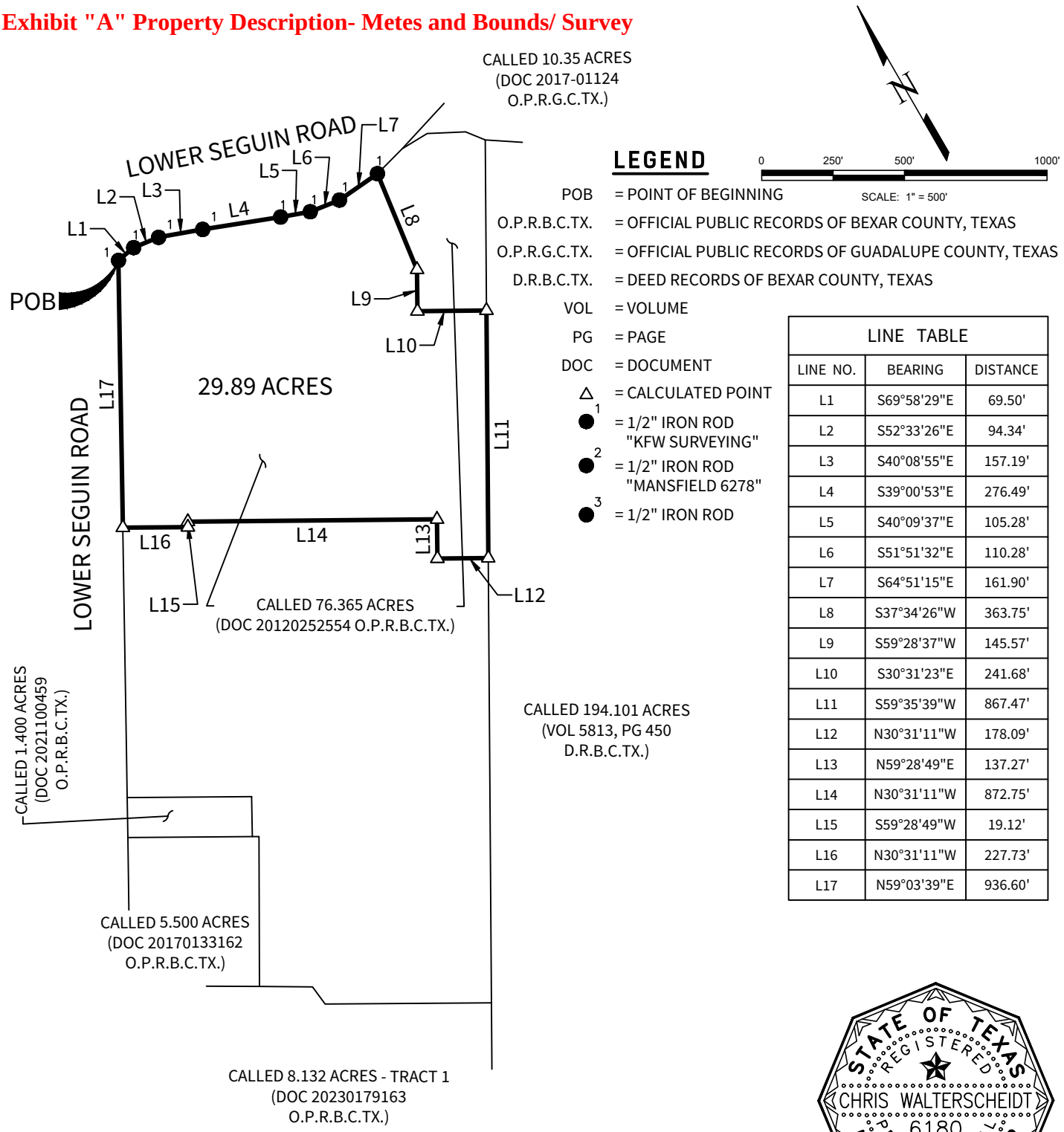
ATTEST:

_____
Sheila Edmondson, City Secretary

(city seal)

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

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




## LEGEND

| | |
|---|---|
| POB | = POINT OF BEGINNING |
| O.P.R.B.C.TX. | = OFFICIAL PUBLIC RECORDS OF BEXAR COUNTY, TEXAS |
| O.P.R.G.C.TX. | = OFFICIAL PUBLIC RECORDS OF GUADALUPE COUNTY, TEXAS |
| D.R.B.C.TX. | = DEED RECORDS OF BEXAR COUNTY, TEXAS |
| VOL | = VOLUME |
| PG | = PAGE |
| DOC | = DOCUMENT |
| △ | = CALCULATED POINT |
| ● 1 | = 1/2" IRON ROD "KFW SURVEYING" |
| ● 2 | = 1/2" IRON ROD "MANSFIELD 6278" |
| ● 3 | = 1/2" IRON ROD |

0 250' 500' 1000'

SCALE: 1" = 500'

| LINE TABLE | | |
|---|---|---|
| LINE NO. | BEARING | DISTANCE |
| L1 | S69°58'29"E | 69.50' |
| L2 | S52°33'26"E | 94.34' |
| L3 | S40°08'55"E | 157.19' |
| L4 | S39°00'53"E | 276.49' |
| L5 | S40°09'37"E | 105.28' |
| L6 | S51°51'32"E | 110.28' |
| L7 | S64°51'15"E | 161.90' |
| L8 | S37°34'26"W | 363.75' |
| L9 | S59°28'37"W | 145.57' |
| L10 | S30°31'23"E | 241.68' |
| L11 | S59°35'39"W | 867.47' |
| L12 | N30°31'11"W | 178.09' |
| L13 | N59°28'49"E | 137.27' |
| L14 | N30°31'11"W | 872.75' |
| L15 | S59°28'49"W | 19.12' |
| L16 | N30°31'11"W | 227.73' |
| L17 | N59°03'39"E | 936.60' |

NOTES:

1. BASIS OF BEARING IS THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (4204), NAD 83 (2011), ALL DISTANCES SHOWN HEREON ARE GROUND DISTANCES USING A COMBINED SCALE FACTOR OF 1.00017.

2. SETBACKS OR EASEMENTS PER RESTRICTIONS OR ZONING MAY EXIST.

STATE OF TEXAS
REGISTERED
CHRIS WALTERSCHEIDT
6180
PROFESSIONAL
LAND SURVEYOR

Chris Walterscheidt
07/22/2024


CUDE ENGINEERS
4122 POND HILL RD. ● SUITE 101
SAN ANTONIO, TEXAS 78231
T:210.681.2951 ● F:210.523.7112
WWW.CUDEENGINEERS.COM
TBPELS FIRM #10048500
TBPE FIRM #455


## EXHIBIT OF

29.89 ACRES OF LAND LOCATED IN THE JULIAN DIAZ SURVEY NO. 66, A-187 AND THE F. RODRIGUEZ SURVEY NO. 84, A-609, BEXAR COUNTY, TEXAS AND BEING OUT OF A CALLED 76.365 ACRES OF LAND AS DESCRIBED IN DOCUMENT NUMBER 20120252554, OFFICIAL PUBLIC RECORDS OF BEXAR COUNTY, TEXAS

**PROJECT NO.:** 04356.000 **DATE:** 07-22-2024 **BY:** DB **PM:** CW **PAGE:** 1 **OF** 1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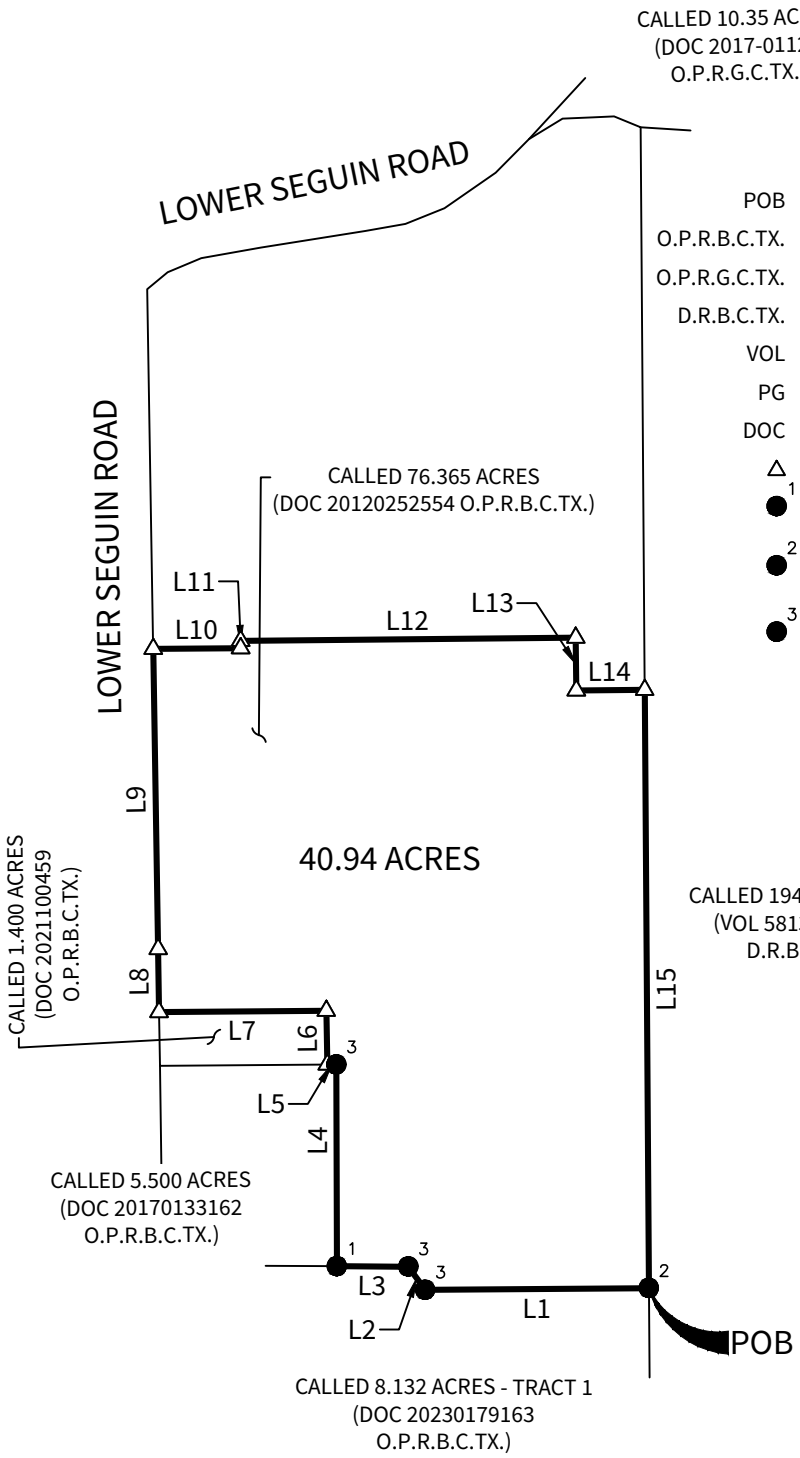
REPRODUCTION OF THE ORIGINAL SIGNED AND SEALED PLAN AND/OR ELECTRONIC MEDIA MAY HAVE BEEN INADVERTENTLY ALTERED. CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE SCALE OF THE DOCUMENT AND CONTACTING CUDE ENGINEERS TO VERIFY DISCREPANCIES PRIOR TO CONSTRUCTION.

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




## LEGEND

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0 250' 500' 1000'

SCALE: 1" = 500'

| LINE TABLE | | |
|---|---|---|
| LINE NO. | BEARING | DISTANCE |
| L1 | N30°27'28"W | 582.59' |
| L2 | N24°01'31"E | 74.88' |
| L3 | N29°42'21"W | 185.95' |
| L4 | N59°49'49"E | 525.25' |
| L5 | N30°24'01"W | 23.60' |
| L6 | N59°00'02"E | 140.35' |
| L7 | N30°26'46"W | 435.26' |
| L8 | N59°08'16"E | 163.73' |
| L9 | N59°03'39"E | 781.84' |
| L10 | S30°31'11"E | 227.73' |
| L11 | N59°28'49"E | 19.12' |
| L12 | S30°31'11"E | 872.75' |
| L13 | S59°28'49"W | 137.27' |
| L14 | S30°31'11"E | 178.09' |
| L15 | S59°35'39"W | 1,557.85' |

NOTES:

1. BASIS OF BEARING IS THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (4204), NAD 83 (2011), ALL DISTANCES SHOWN HEREON ARE GROUND DISTANCES USING A COMBINED SCALE FACTOR OF 1.00017.

2. SETBACKS OR EASEMENTS PER RESTRICTIONS OR ZONING MAY EXIST.

STATE OF TEXAS
REGISTERED
CHRIS WALTERSCHEIDT
6180
PROFESSIONAL
LAND SURVEYOR

Chris Walterscheidt

07/19/2024


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TBPELS FIRM #10048500
TBPE FIRM #455


## EXHIBIT OF

40.94 ACRES OF LAND LOCATED IN THE JULIAN DIAZ SURVEY NO. 66, A-187 AND THE F. RODRIGUEZ SURVEY NO. 84, A-609, BEXAR COUNTY, TEXAS AND BEING OUT OF A CALLED 76.365 ACRES OF LAND AS DESCRIBED IN DOCUMENT NUMBER 20120252554, OFFICIAL PUBLIC RECORDS OF BEXAR COUNTY, TEXAS

**PROJECT NO.:** 04356.000 **DATE:** 07-19-2024 **BY:** DB **PM:** CW **PAGE:** 1 **OF** 1

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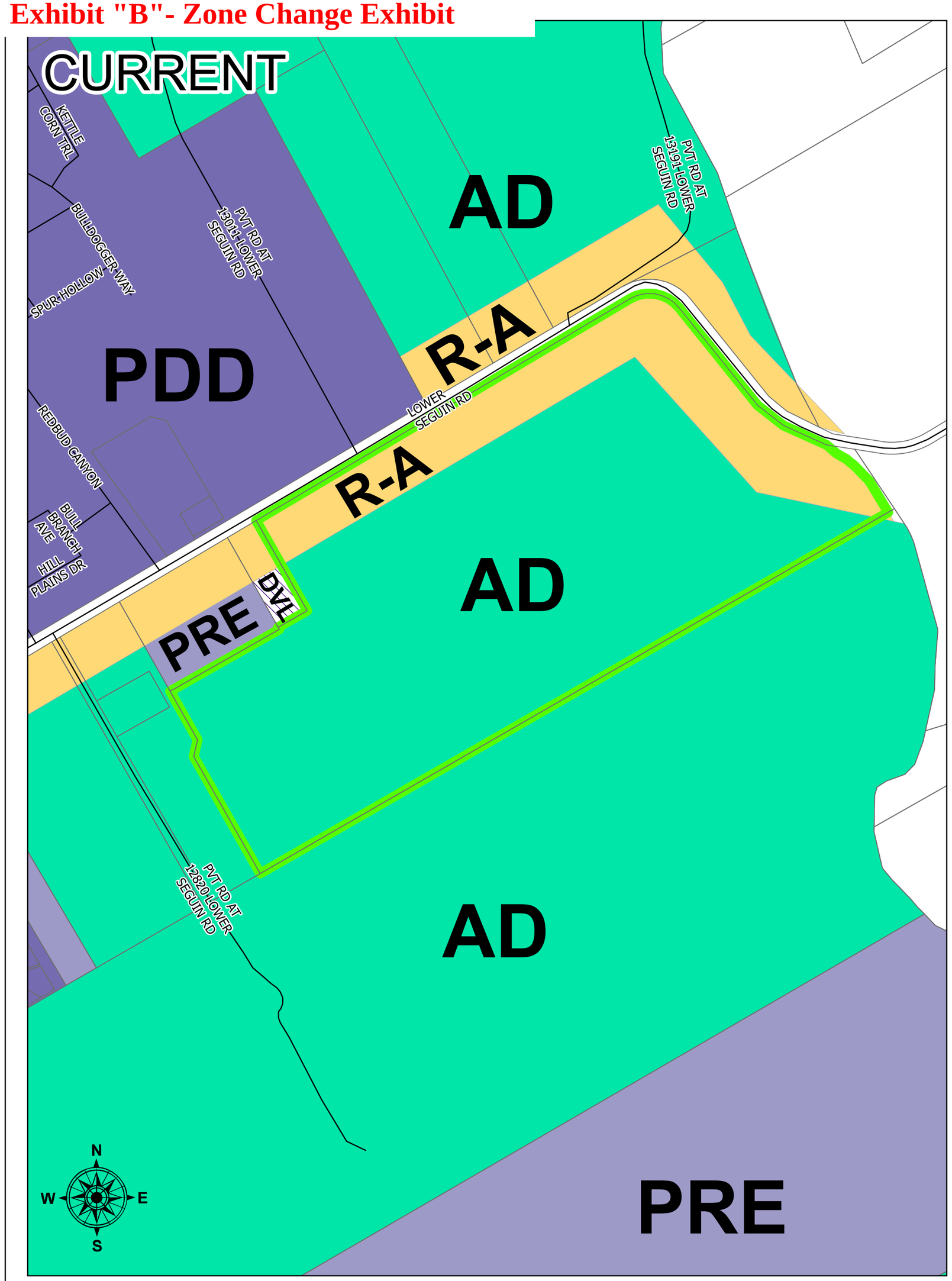
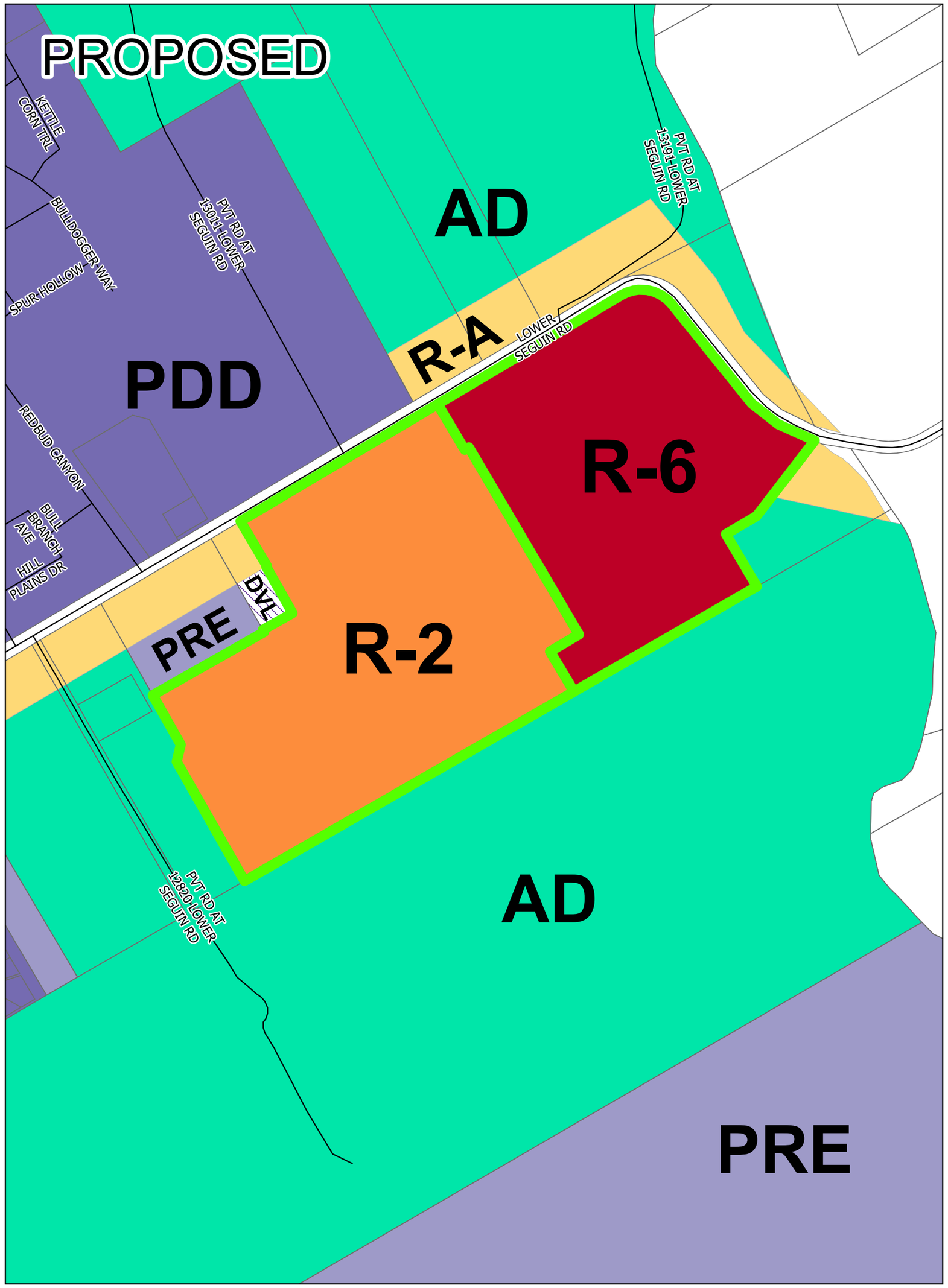
Exhibit “B”
Zone Change Exhibit

# Exhibit "B"- Zone Change Exhibit

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COMMUNITY★SERVICE★OPPORTUNITY

Last update: July 22, 2024

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

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## PROPOSED ZONING CHANGE

**BEXAR COUNTY**
**PARCEL ID:**
**310022**

**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)

0 225 450 900 1,350 Feet

N
W E
S

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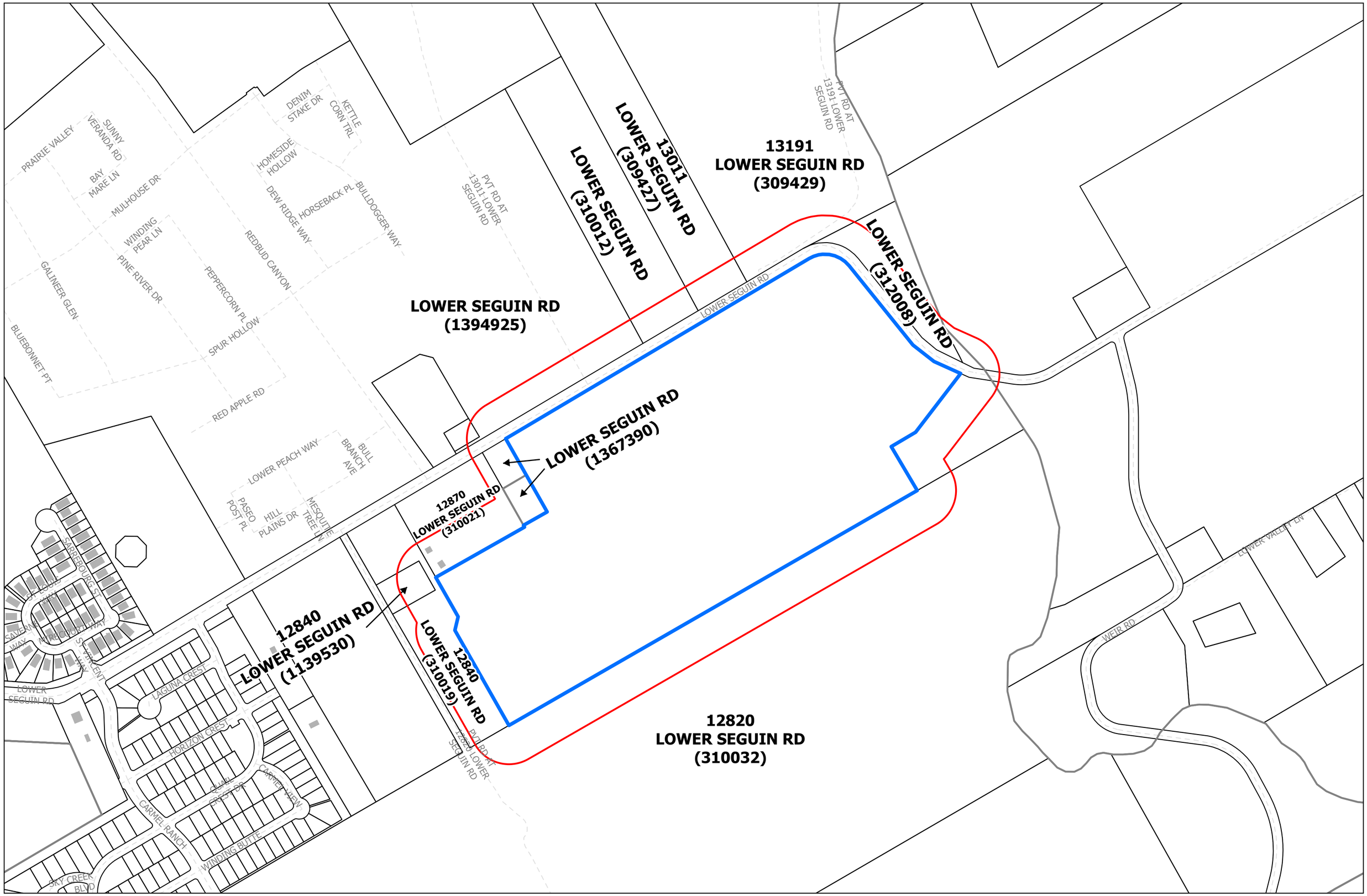
12840 LOWER SEGUIN RD
(PLZC20240155)

- 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

0 150 300 600 900 Feet




SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

Last update: July 22, 2024

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

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# City of Schertz

12840 LOWER SEGUIN RD
(PLZC20240155)

200' Buffer

Project Boundary

Municipal Boundaries

N W E S

0 200 400 800 1,200 Feet

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

**PLANNING & COMMUNITY DEVELOPMENT**

## NOTICE OF PUBLIC HEARING

July 22, 2024

Dear Property Owner,

The Schertz Planning and Zoning Commission will conduct a public hearing on **Wednesday, August 7th, 2024** 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:

**PLZC20240155 –** Conduct a public hearing and make a recommendation on a request to rezone approximately 71 acres of land from Single-Family Residential/ Agricultural District (R-A) and Agricultural District (AD) to approximately 41 acres as Single-Family Residential District (R-2) and approximately 30 acres as Single-Family Residential District (R-6), known as Bexar County Property Identification Number 310022, more specifically known as 12840 Lower Seguin Road, City of Schertz, Bexar 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

Dear Daisy, I would love to know where you live and how many ugly subdivisions you have built around your house. In my opinion, you have no conscience, no sense of decency, just another public worker who should be fired. I will no longer see fields of corn and cattle. I'll see houses all painted one color. Ugly shades of Brown. How does a person like you sleep at night?

**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 **PLZC20240155**

COMMENTS: I am digusted with all of this and all of you!

NAME: Sally Zambrano (PLEASE PRINT) SIGNATURE Sally T. de Zambrano

STREET ADDRESS: 13191 Lower Seguin Rd

DATE: July 1, 2024 This directly affects me and my quality of life. You are destroying everything that is beautiful for monetary gain. Why should I go to another farce meeting where everyone who speaks is opposed to this...and you keep doing it!

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

**PLANNING & COMMUNITY DEVELOPMENT**

## NOTICE OF PUBLIC HEARING

July 22, 2024

Dear Property Owner,

The Schertz Planning and Zoning Commission will conduct a public hearing on **Wednesday, August 7th, 2024** 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:

**PLZC20240155** – Conduct a public hearing and make a recommendation on a request to rezone approximately 71 acres of land from Single-Family Residential/ Agricultural District (R-A) and Agricultural District (AD) to approximately 41 acres as Single-Family Residential District (R-2) and approximately 30 acres as Single-Family Residential District (R-6), known as Bexar County Property Identification Number 310022, more specifically known as 12840 Lower Seguin Road, City of Schertz, Bexar County, Texas.

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Sincerely,

Daisy Marquez, AICP
*Planner*

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20240155**

COMMENTS: _____

NAME: Rosendo Zambrano SIGNATURE: R Zambrano
(PLEASE PRINT)

STREET ADDRESS: 0160 Lower Seguin Rd, Cibolo TX 78108

DATE: 7/27/24

*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 **PLZC20240155**

COMMENTS: LOCAL INFRASTRUCTURE CAN'T SUPPORT THIS MUCH HOUSING

NAME: MICHAEL RICIOPPO SIGNATURE
(PLEASE PRINT)

STREET ADDRESS: 12840 LOWER SEGUIN RD SCHERTZ TX 78154

DATE: AUG, 4 2024



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**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.*

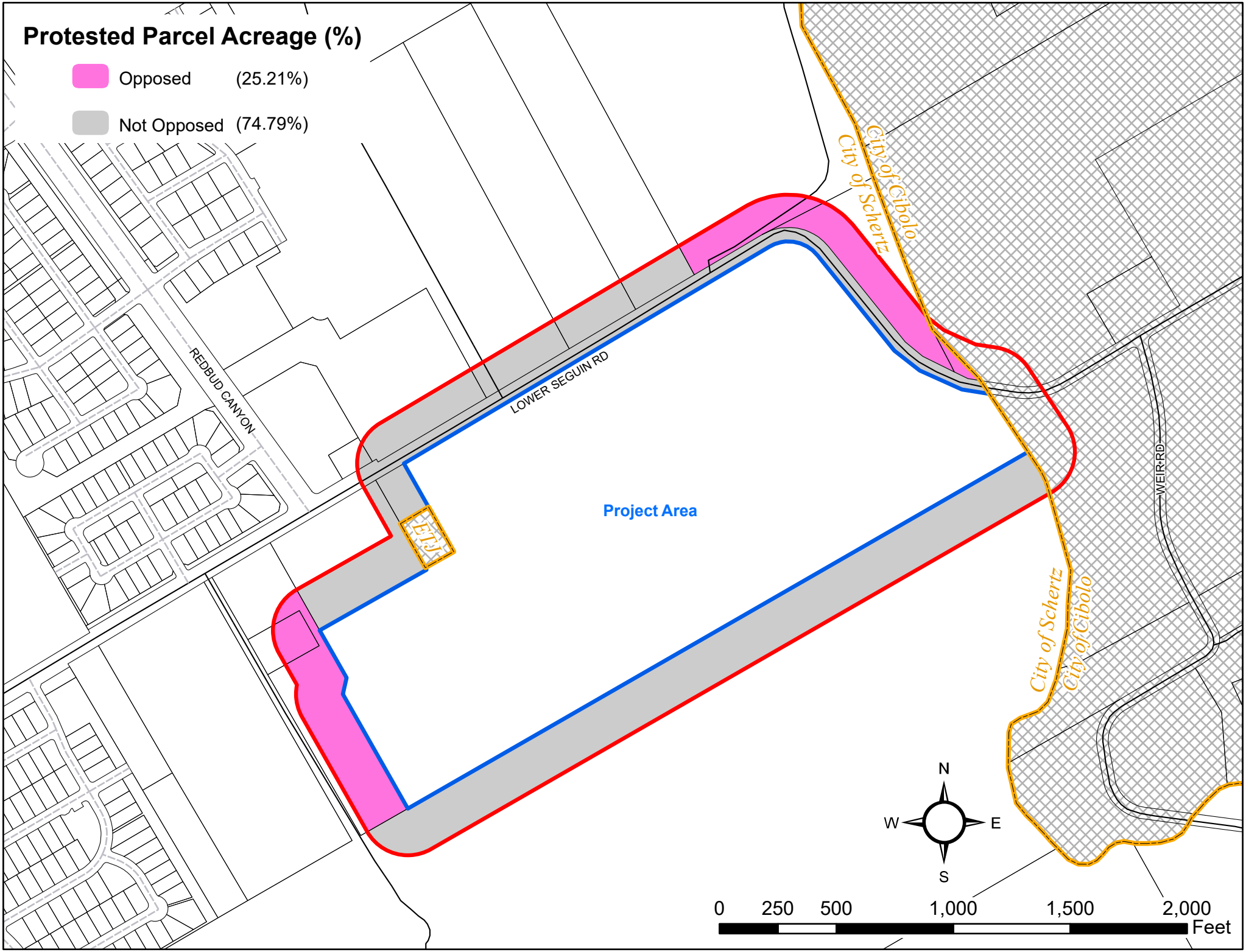
I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20240155**

COMMENTS:

NAME: CRISTINA WESTERN SIGNATURE
(PLEASE PRINT)

STREET ADDRESS: 12840 LOWER SEGUIN RD, SCHERTZ TX ~~782~~ 78154

DATE: 29JUL 24

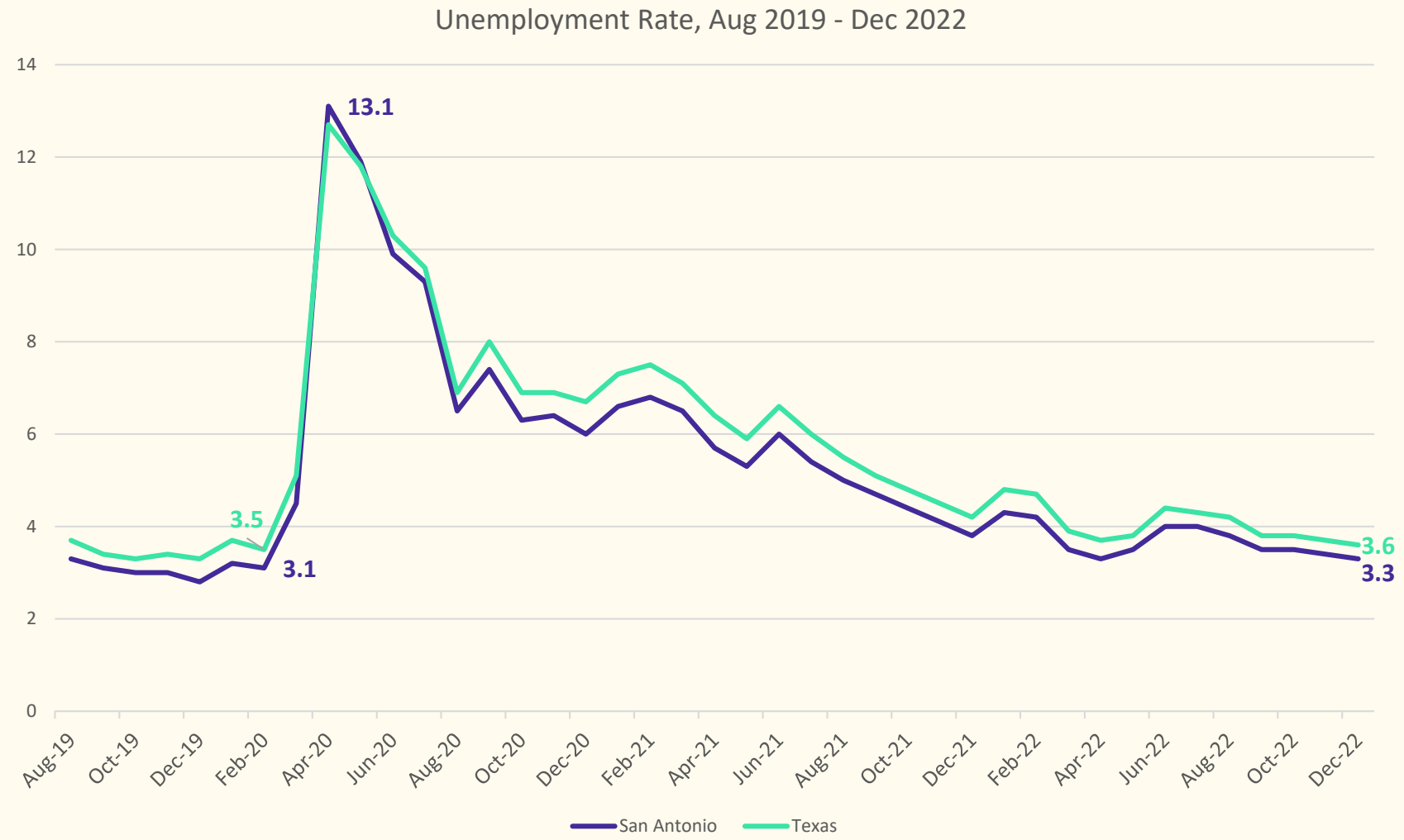

Protested Parcel Acreage (%)
Opposed (25.21%)
Not Opposed (74.79%)
REDBUD CANYON
LOWER SEGUIN RD
ETJ
Project Area
City of Cibolo
City of Schertz
City of Schertz
City of Cibolo
WEIR RD
N
W
E
S
0 250 500 1,000 1,500 2,000
Feet
8/5/2024 @ 4:41 PM

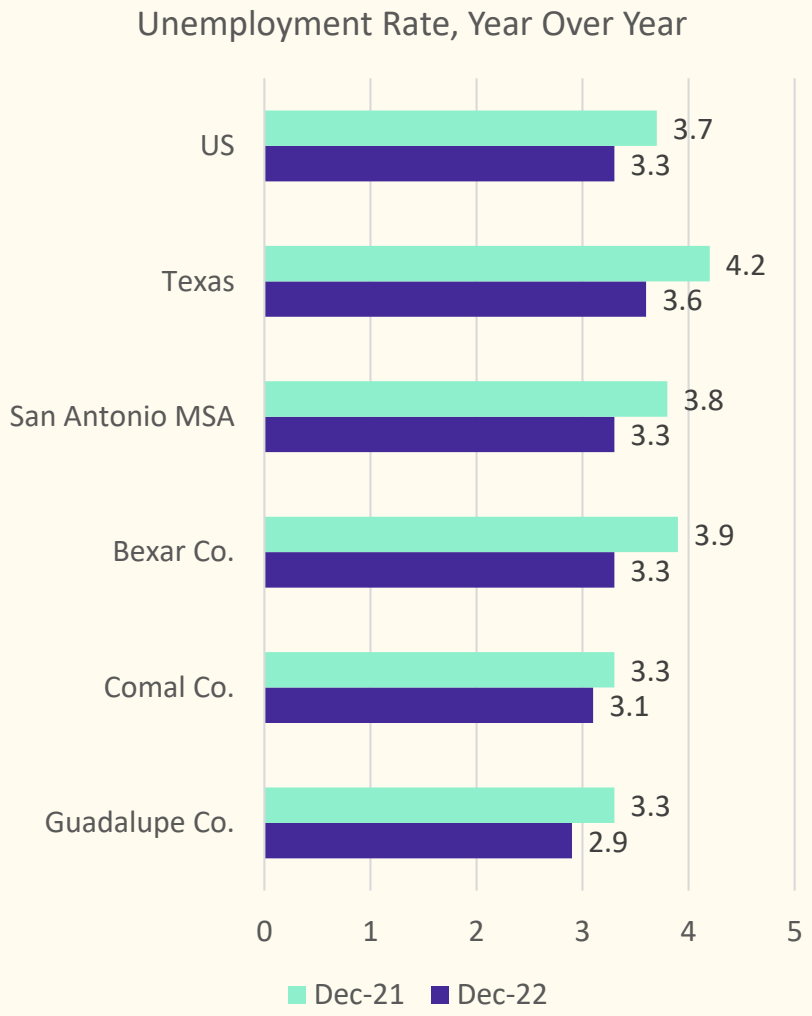
Zonda™
Education

# 4Q22

# Demographic Report

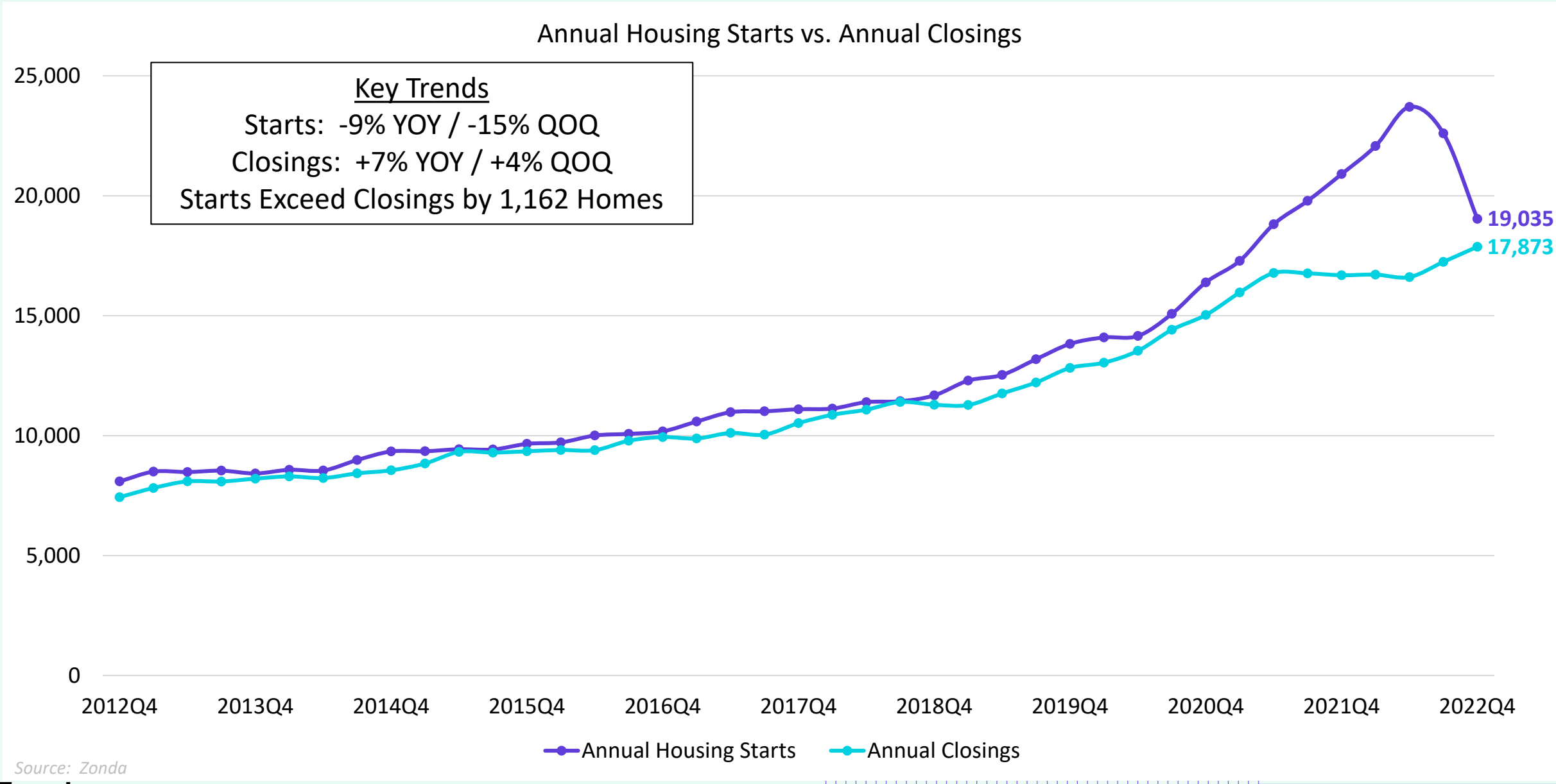
# San Antonio Economic Conditions




Zonda Education

# San Antonio New Home Starts & Closings




*Source: Zonda*

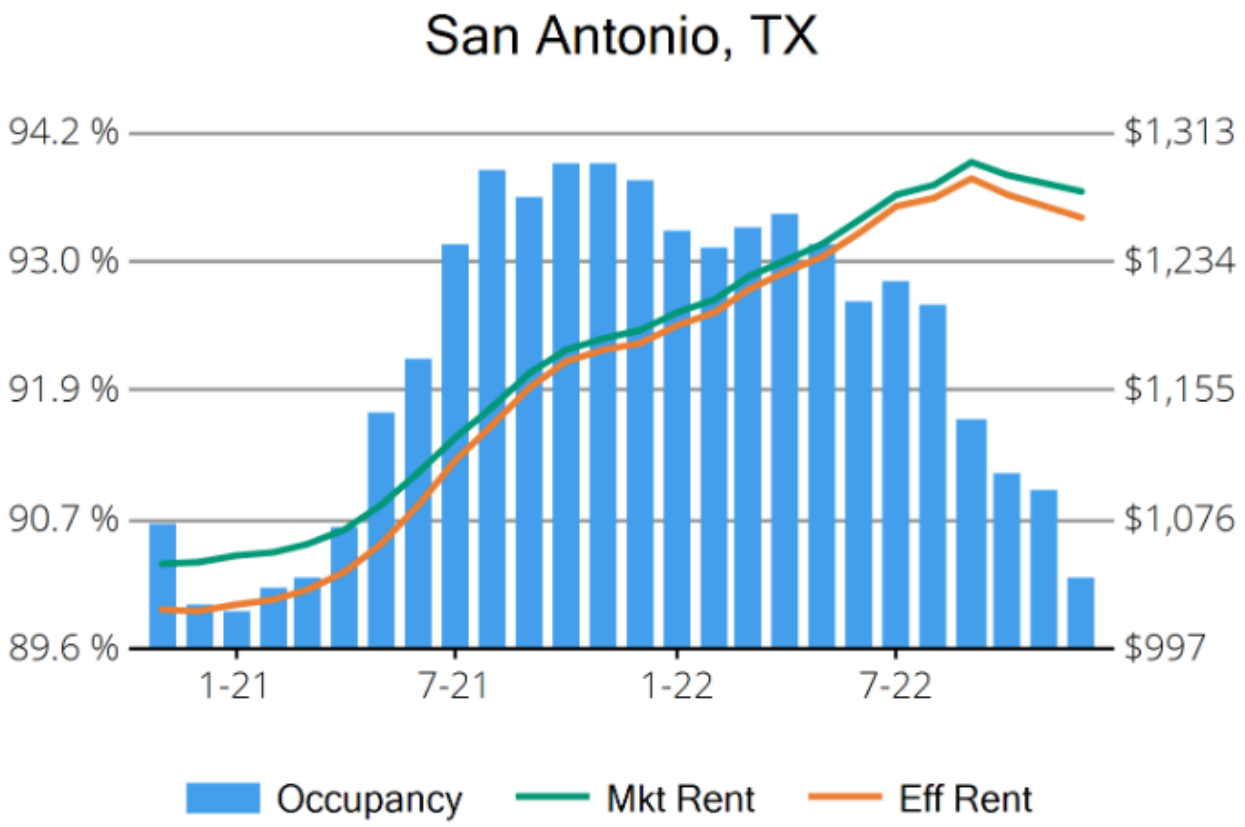
Zonda Education

© 2022 Zonda

# Housing Market Trends: Multi-family market- December 2022

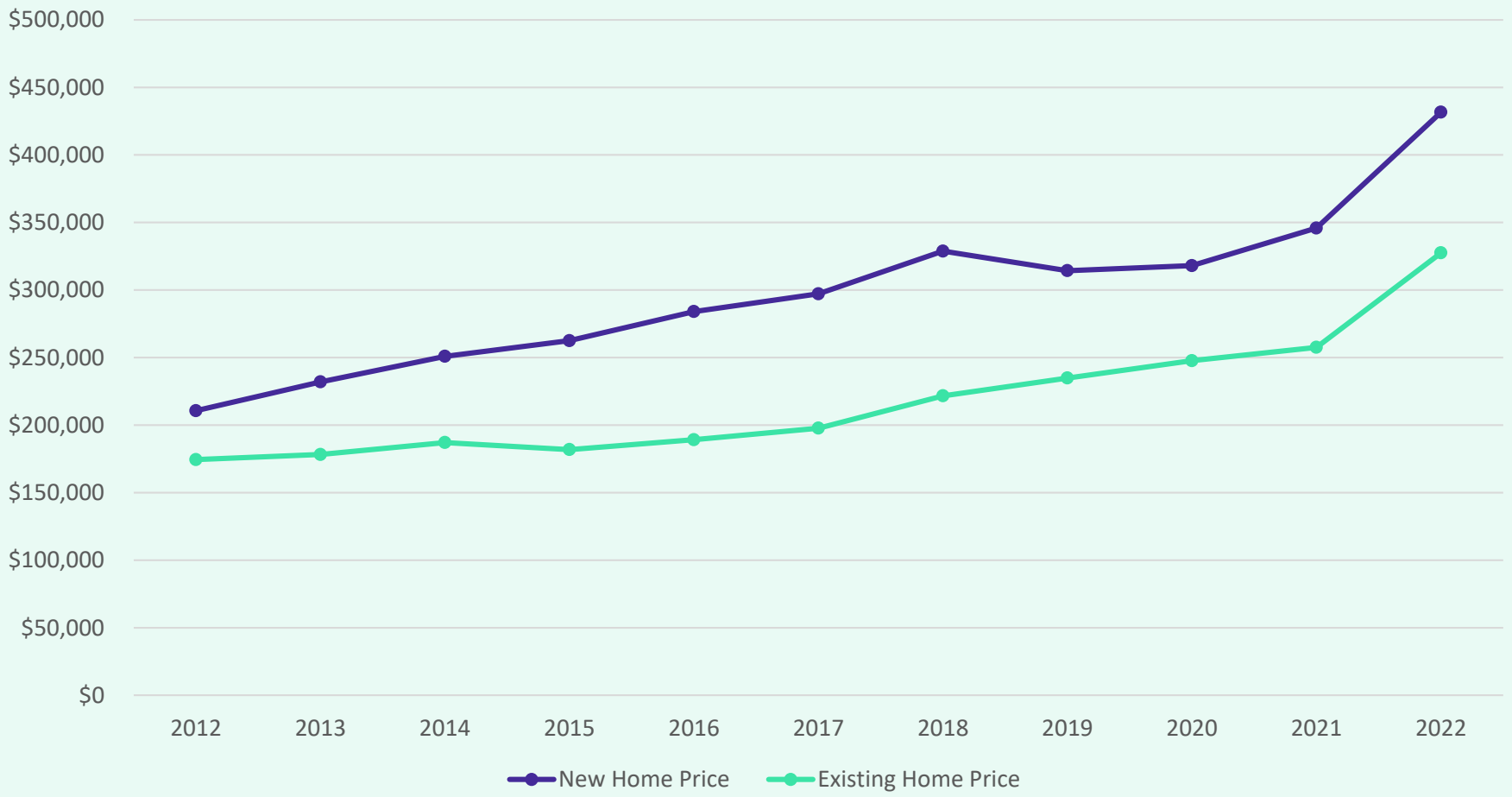
## *Stabilized and Lease-up Properties**

| 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

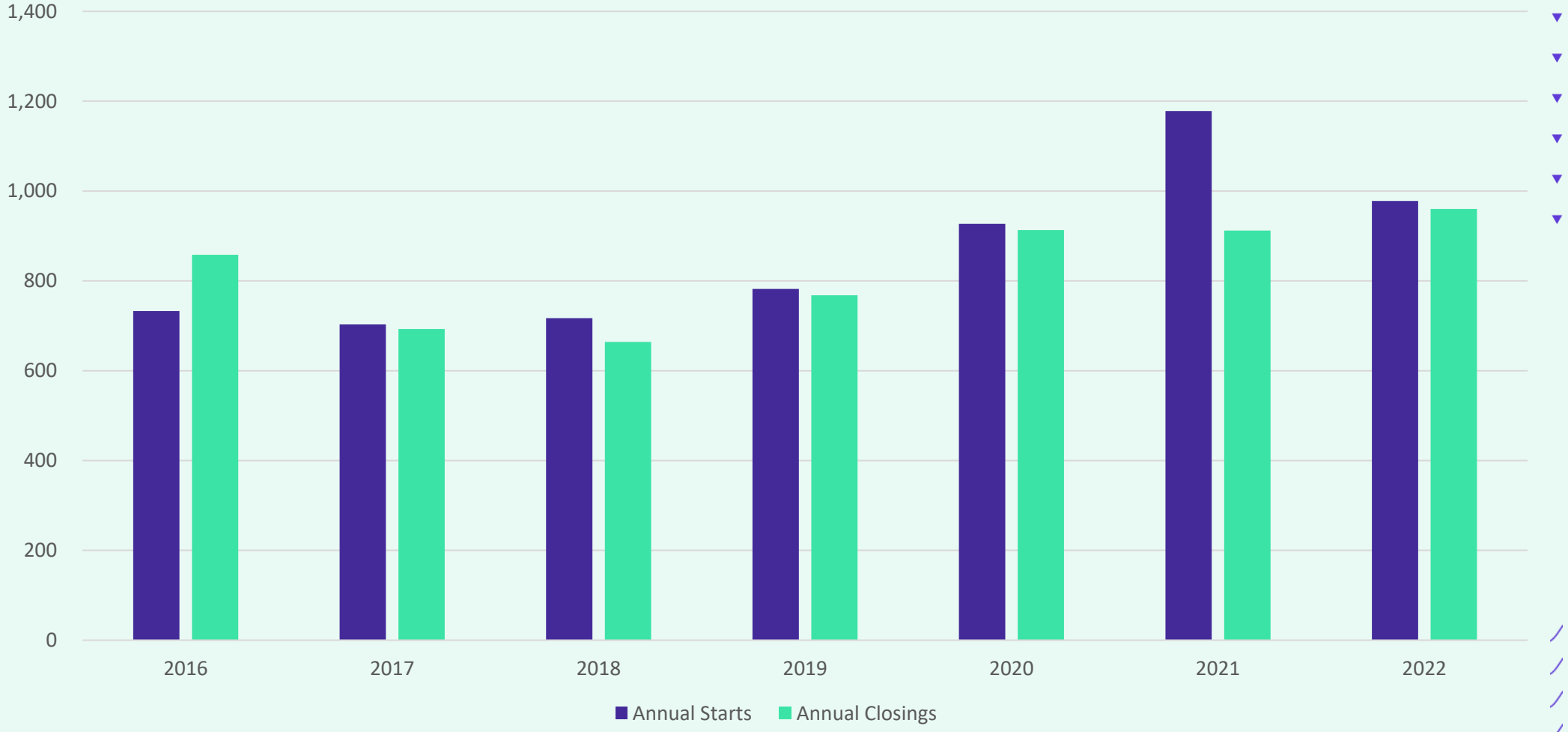
# San Antonio New Home Ranking Report

## 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

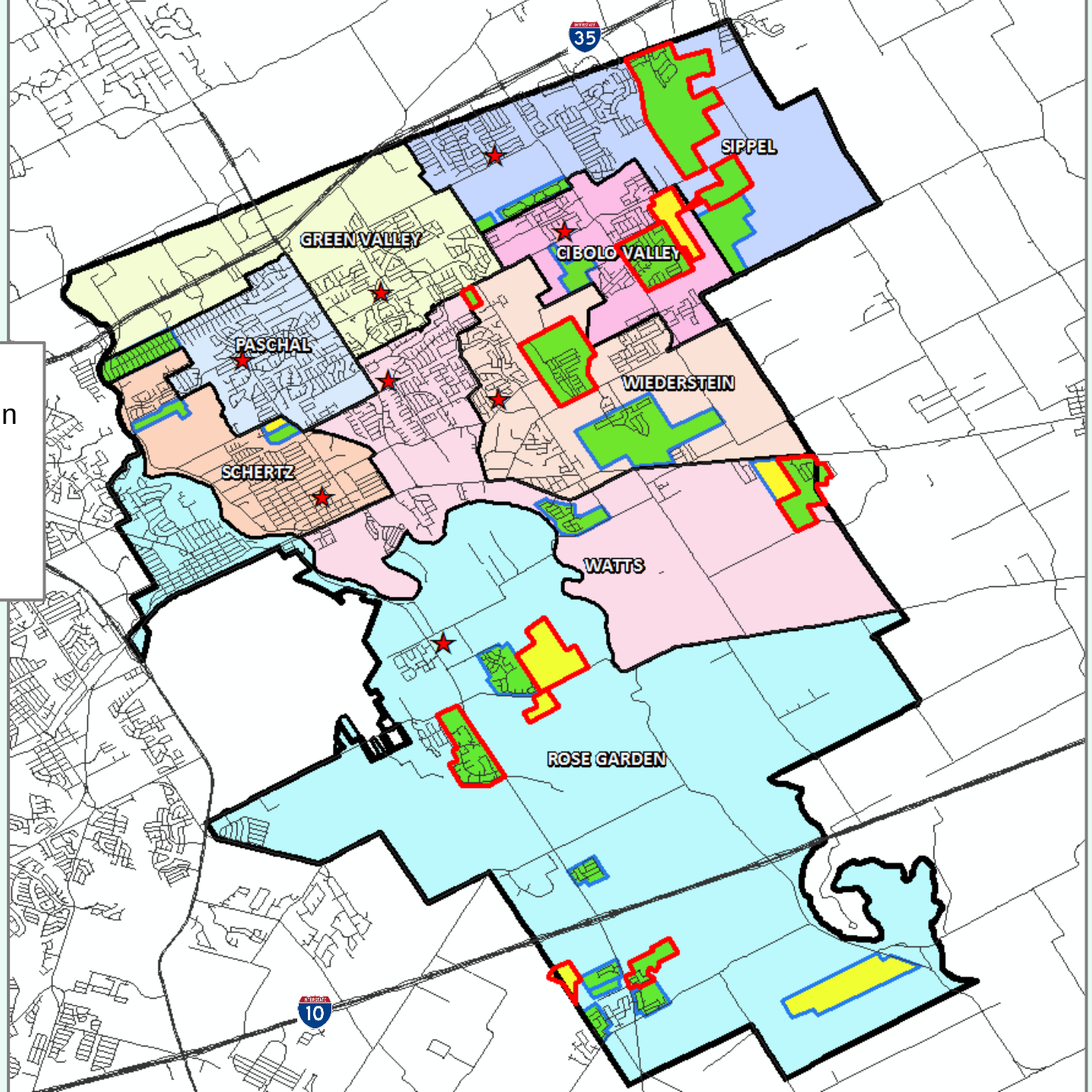
Second highest activity in the category

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

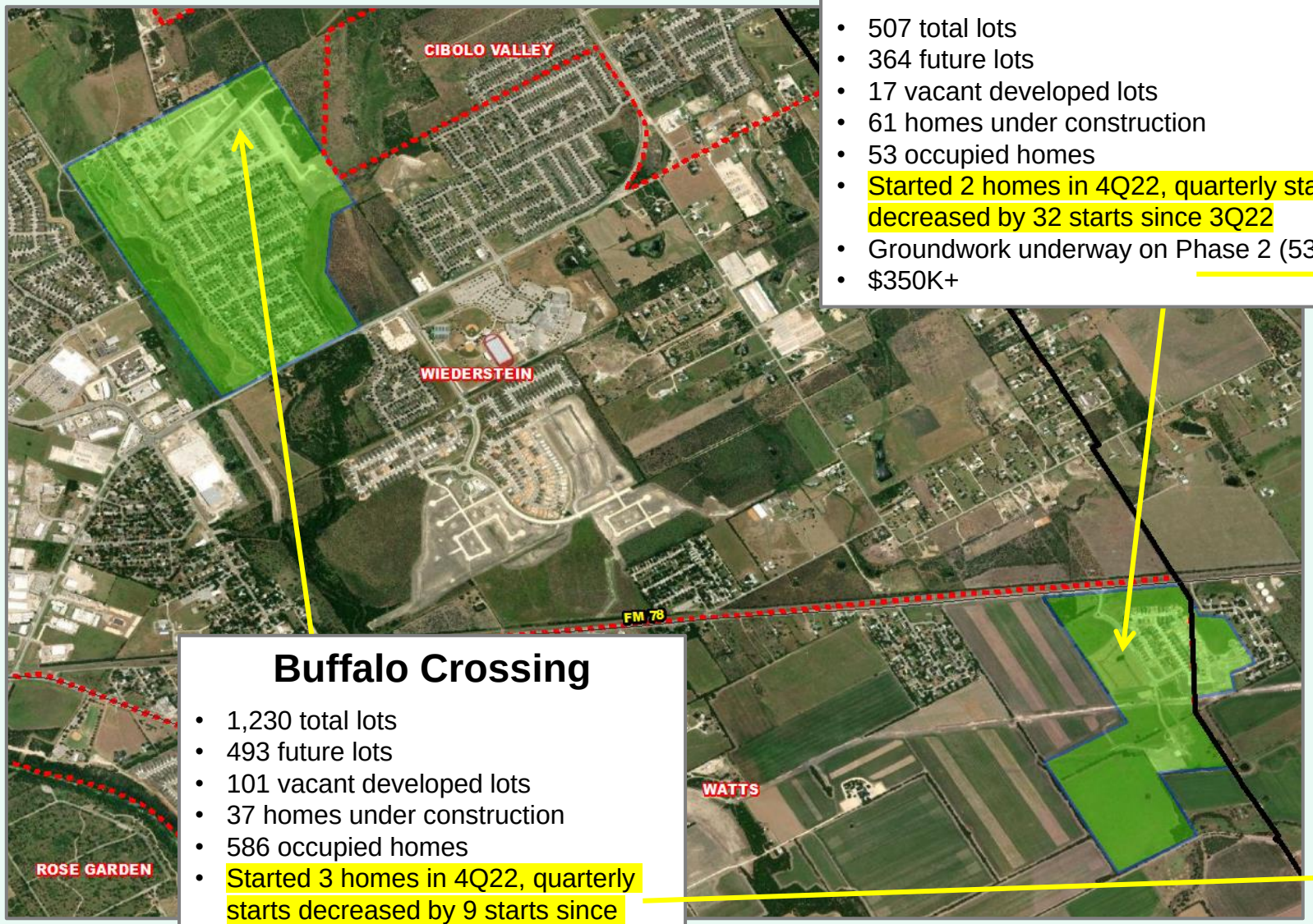



**Subdivisions**

- ACTIVE
- FUTURE
- Groundwork Underway

Zonda Education

# Residential Activity




## Venado Crossing

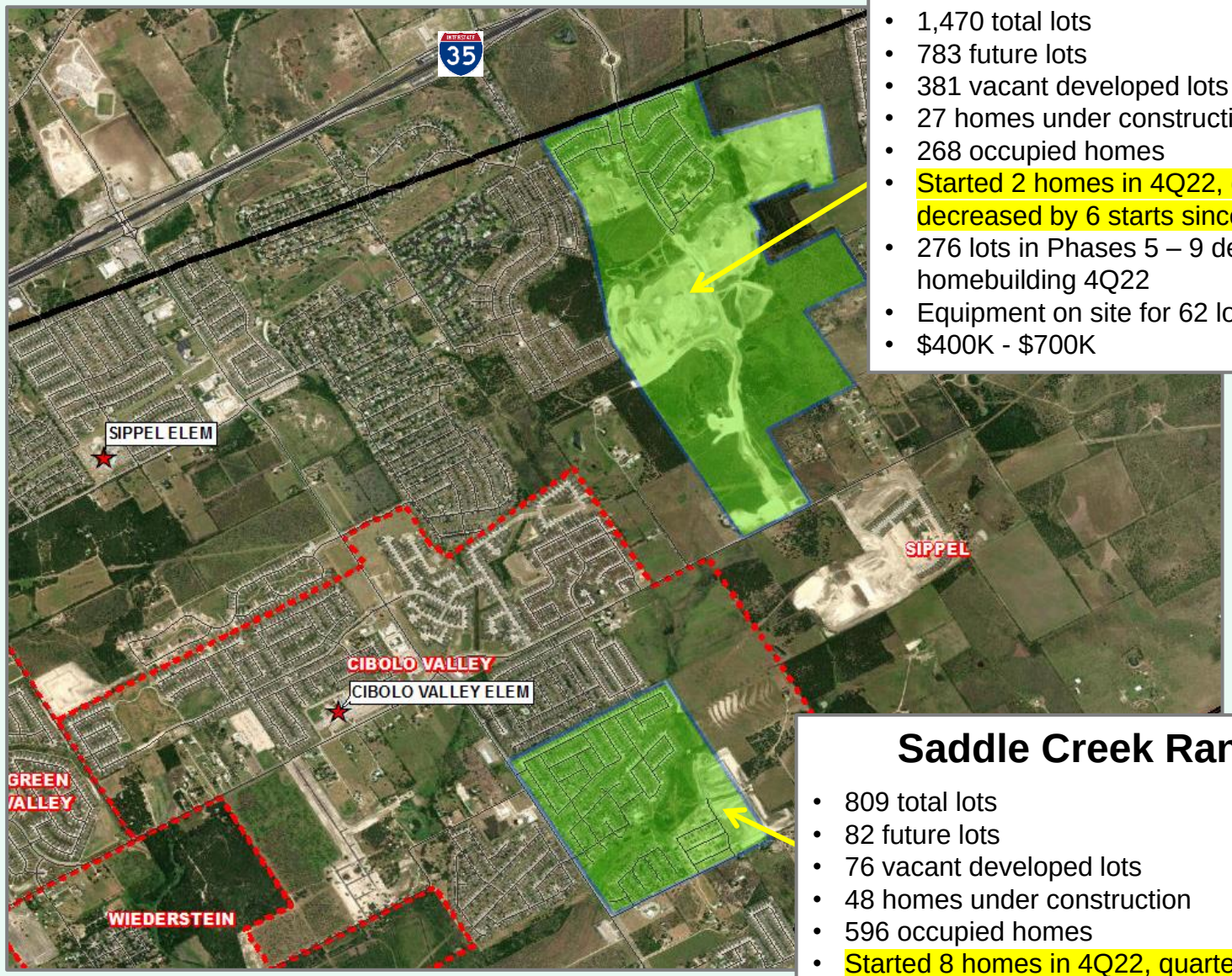
- 507 total lots
- 364 future lots
- 17 vacant developed lots
- 61 homes under construction
- 53 occupied homes
- Started 2 homes in 4Q22, quarterly starts decreased by 32 starts since 3Q22
- Groundwork underway on Phase 2 (53 lots)
- $350K+

## 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

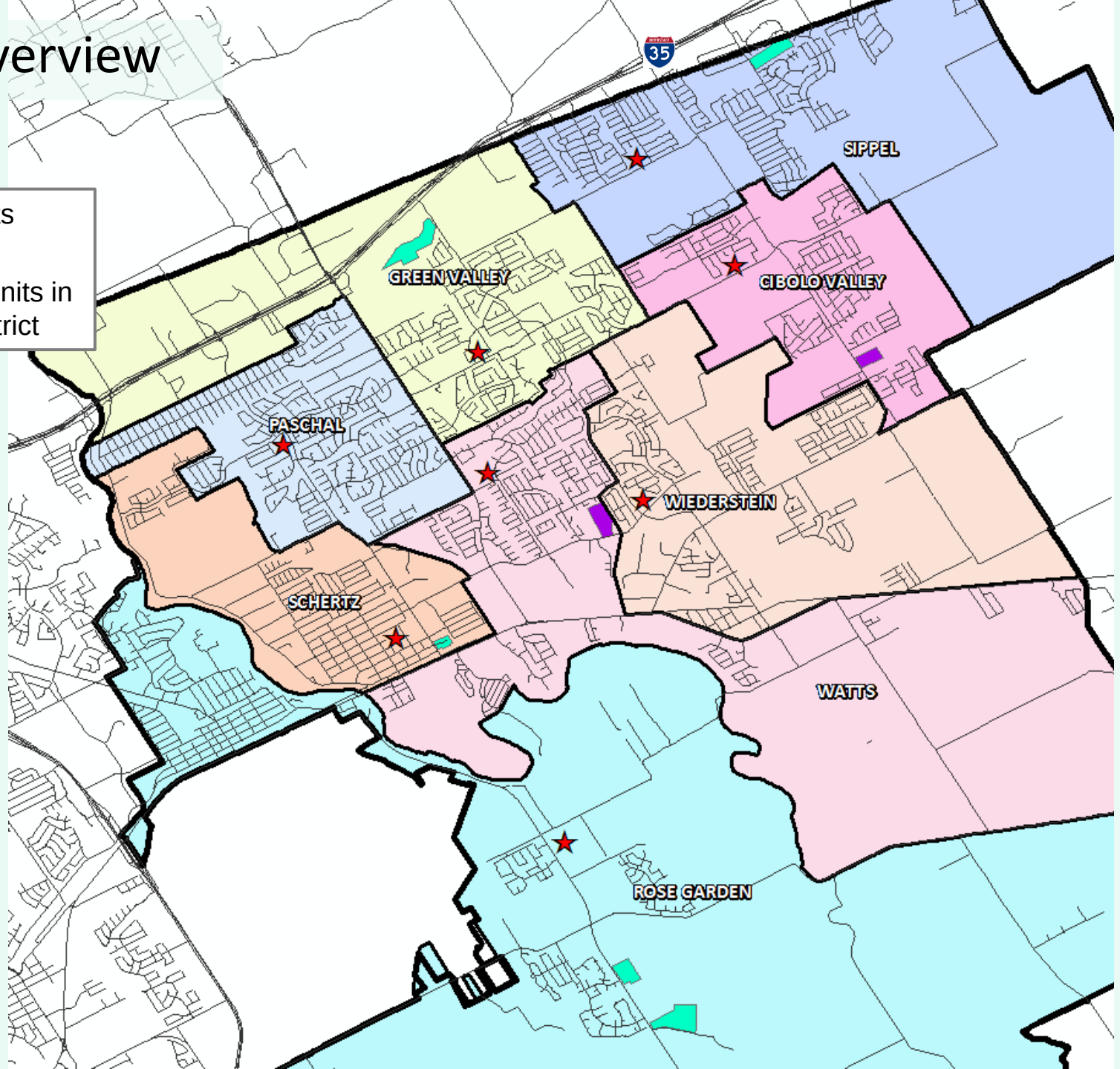
## Saddle Creek Ranch

- 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*

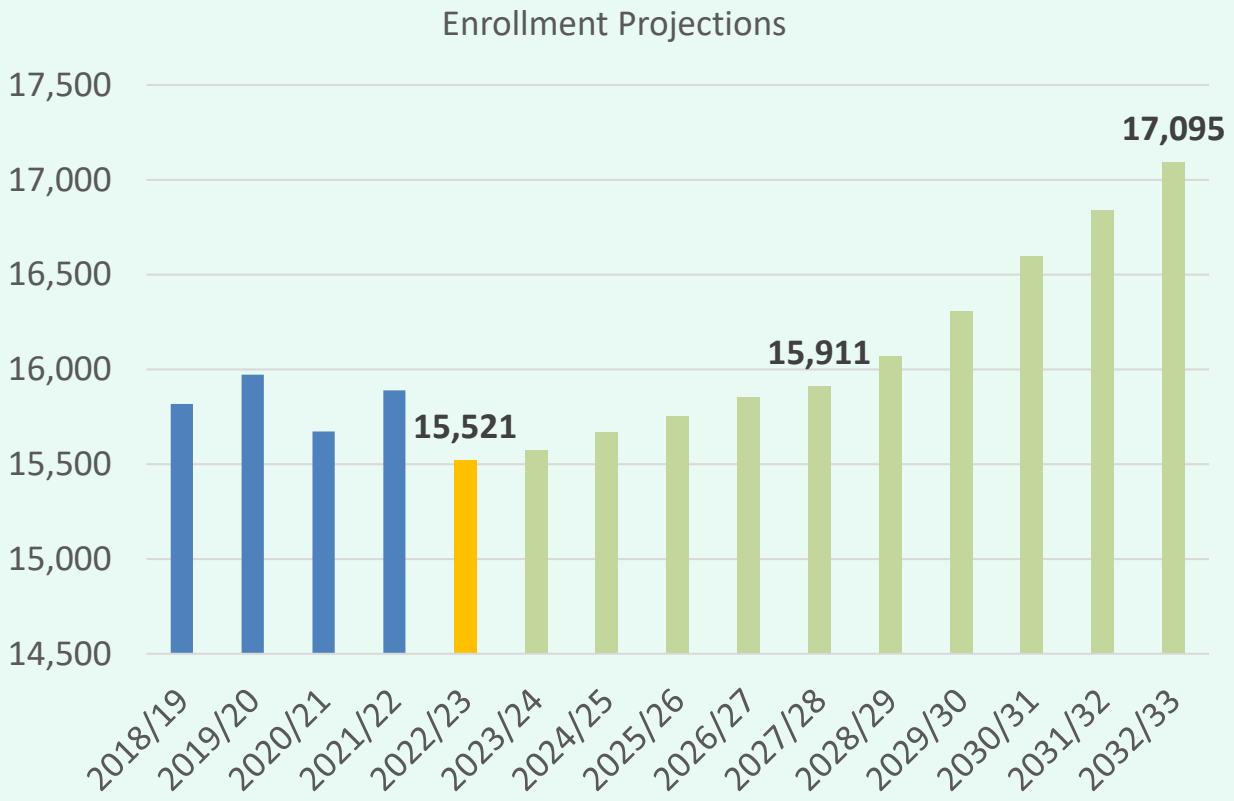
# Ten Year Forecast by Campus

| 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

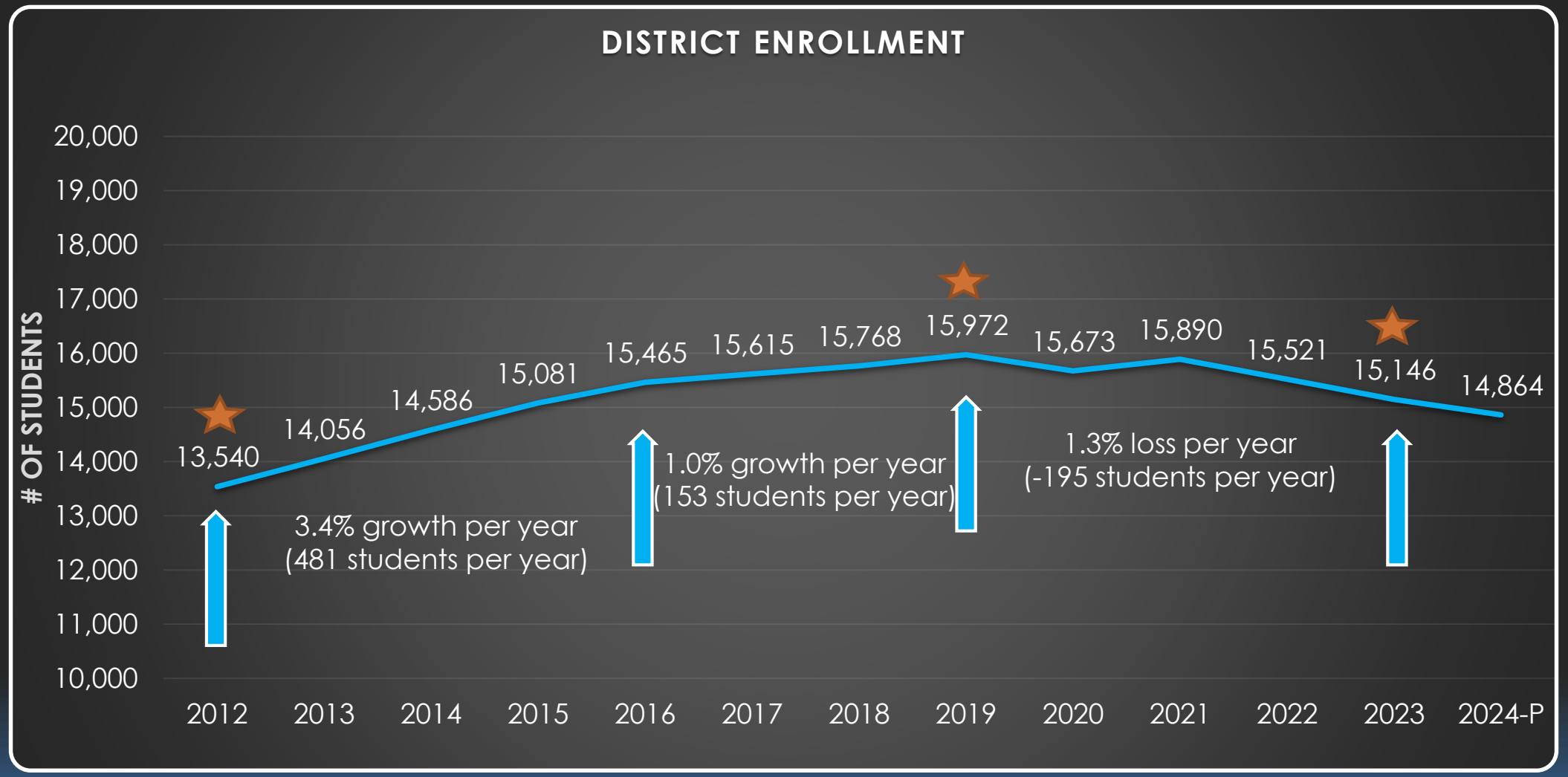
SCHERTZ - CIBOLO - UNIVERSAL CITY ISD

# 10 YEAR CAMPUS FORECASTING

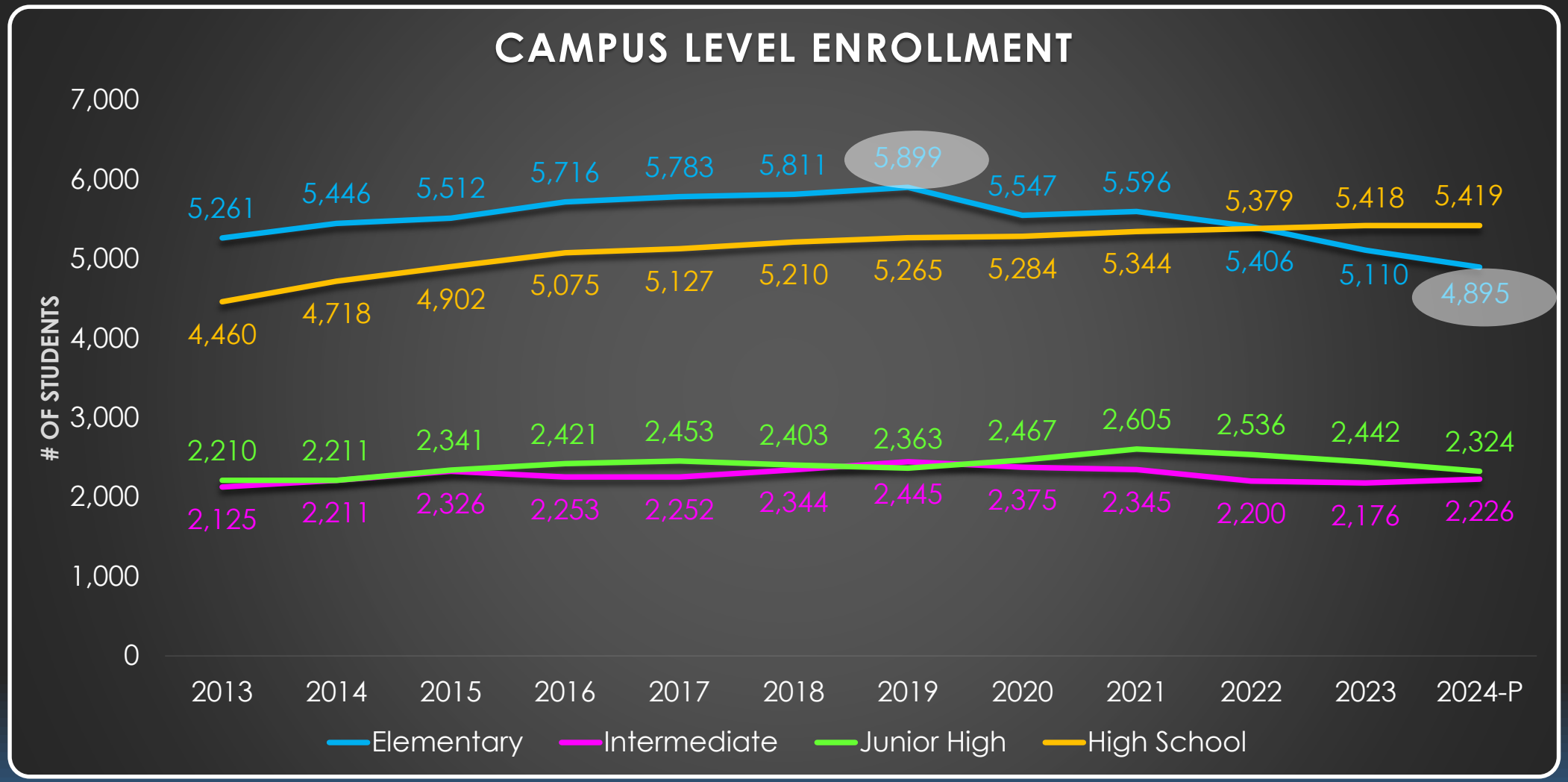
# FORECASTING CONSIDERATIONS

- 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

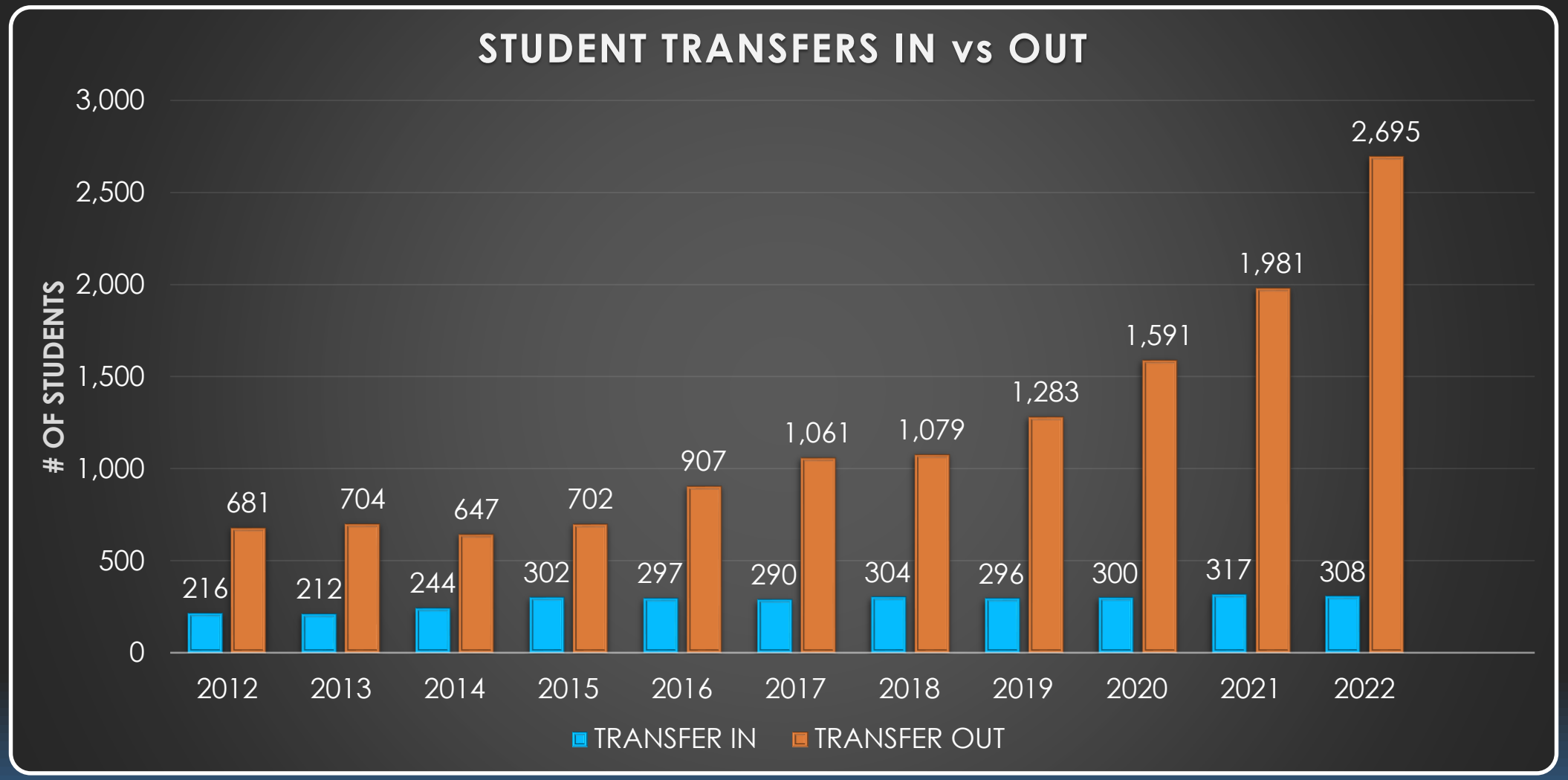
| PEIMS YEAR | TRANSFER IN | TRANSFER OUT | DIFFERENCE |
|---|---|---|---|
| 2012 | 216 | 681 | -465 |
| 2013 | 212 | 704 | -492 |
| 2014 | 244 | 647 | -403 |
| 2015 | 302 | 702 | -400 |
| 2016 | 297 | 907 | -610 |
| 2017 | 290 | 1061 | -771 |
| 2018 | 304 | 1079 | -775 |
| 2019 | 296 | 1283 | -987 |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

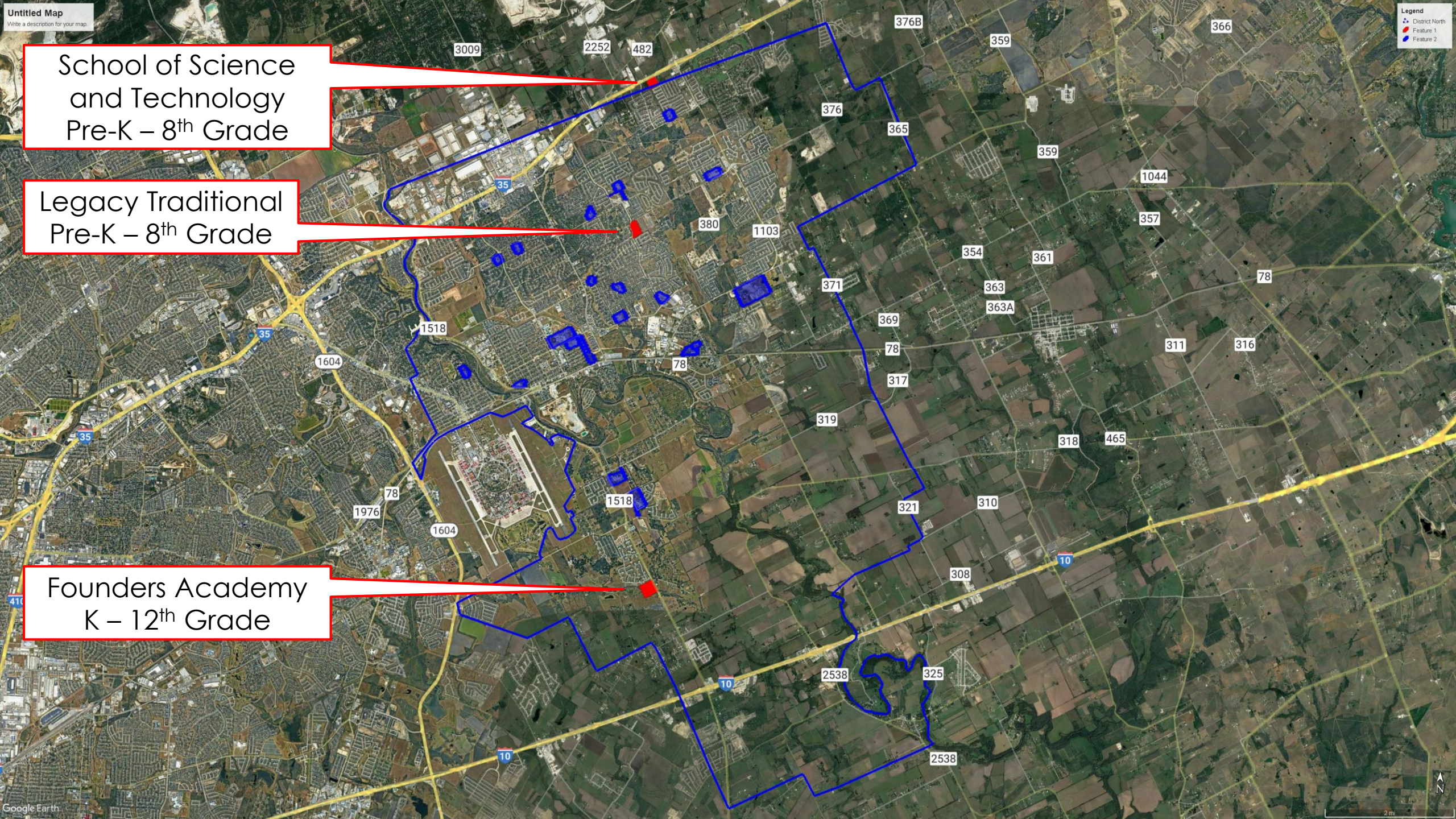
First Year of Founders Charter School →

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
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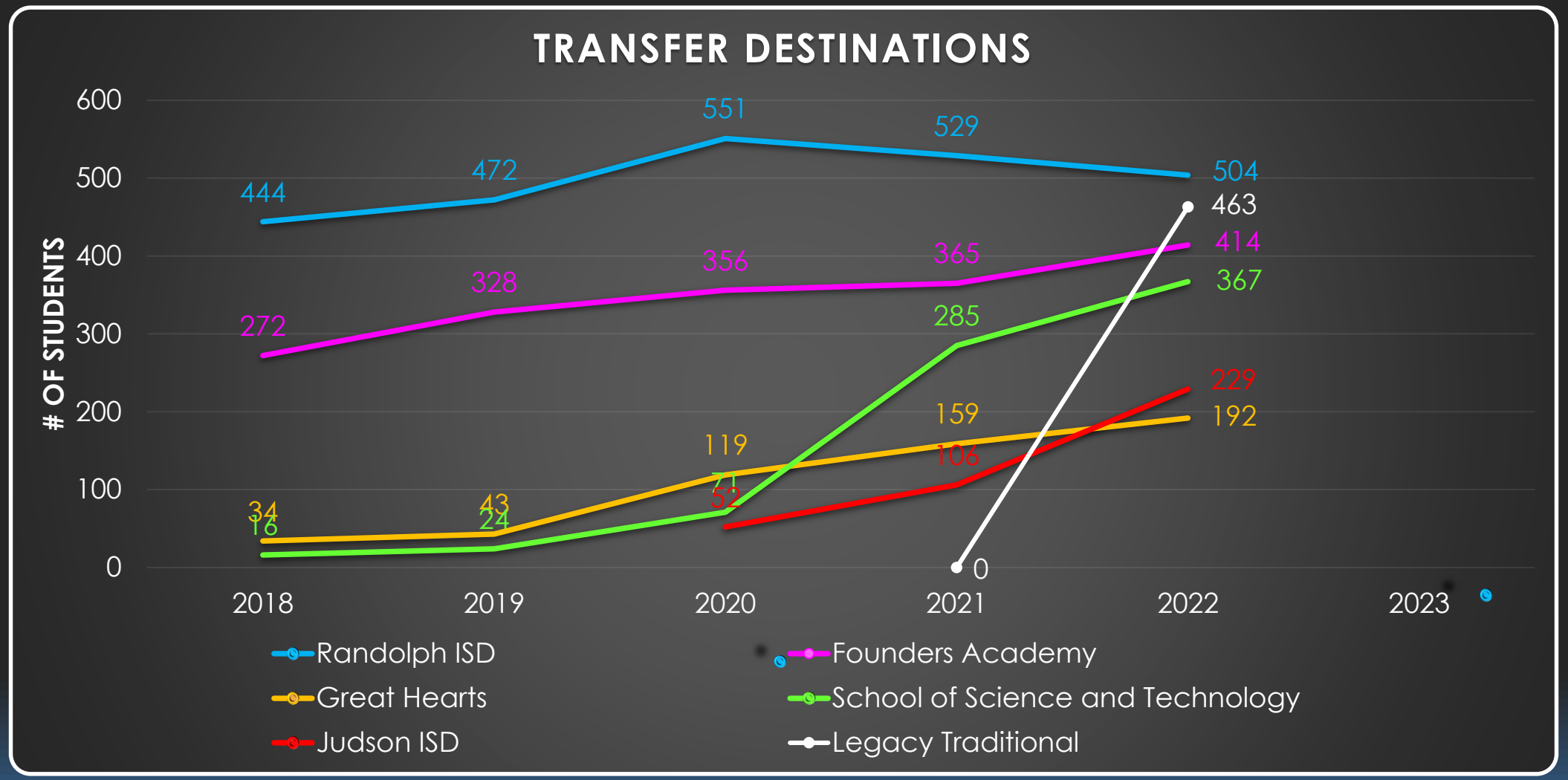
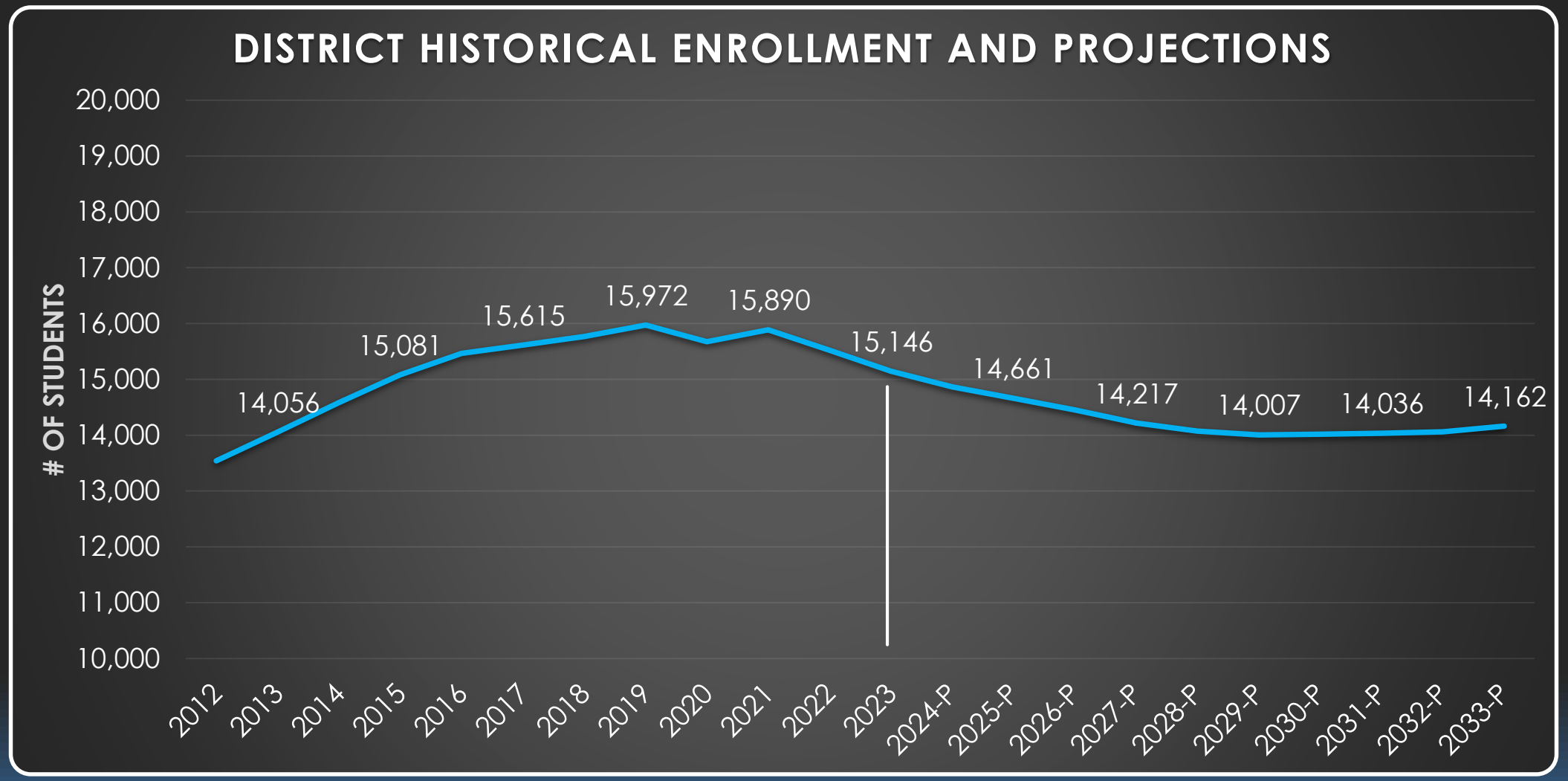
2538
35
10
Google Earth
N

# 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

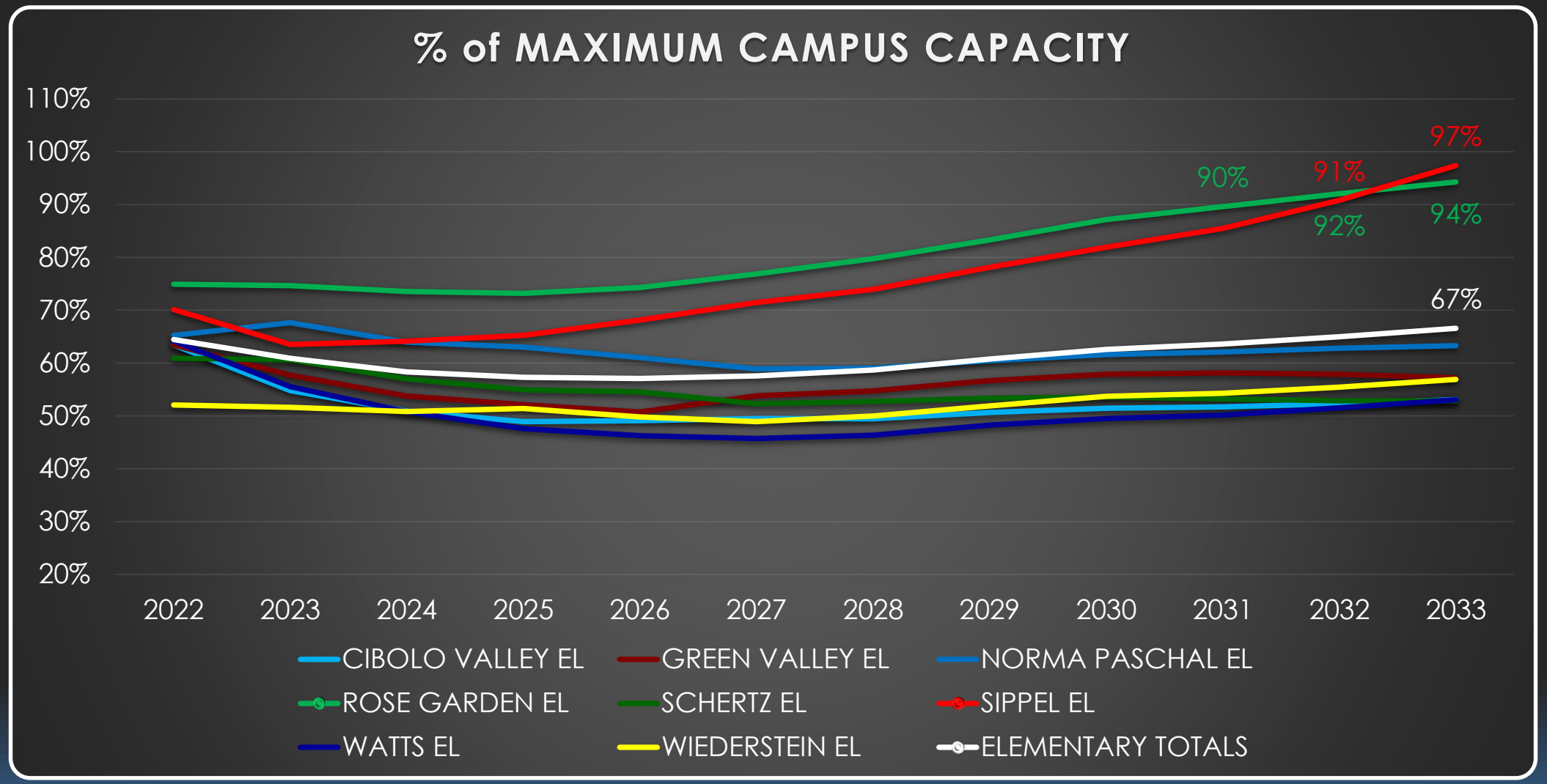
# PLANNING USING OUR MAXIMUM CAPACITY

- 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 |

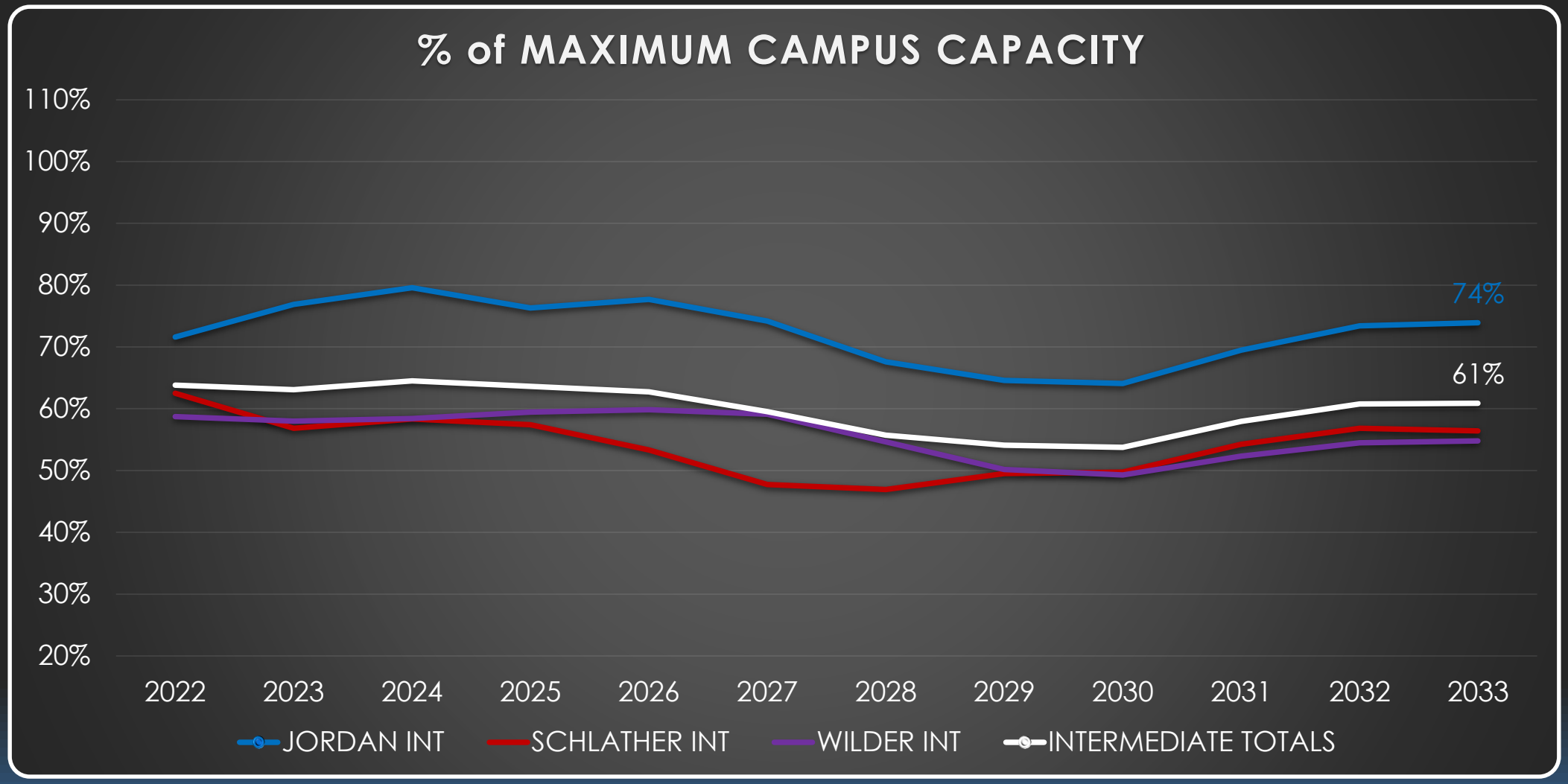
# ELEMENTARY CAPACITIES



# 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 |

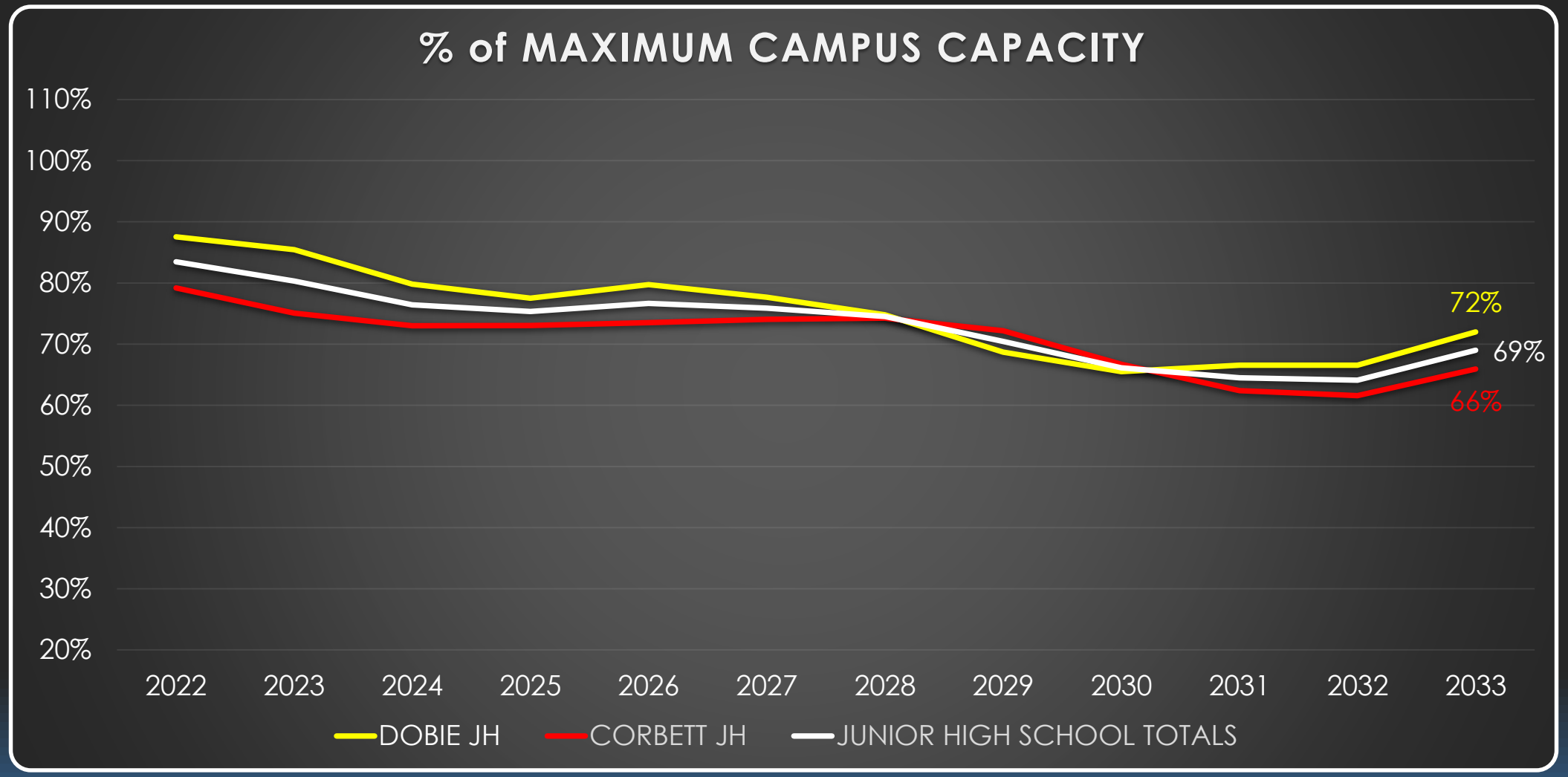
# INTERMEDIATE CAPACITIES



# 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 |

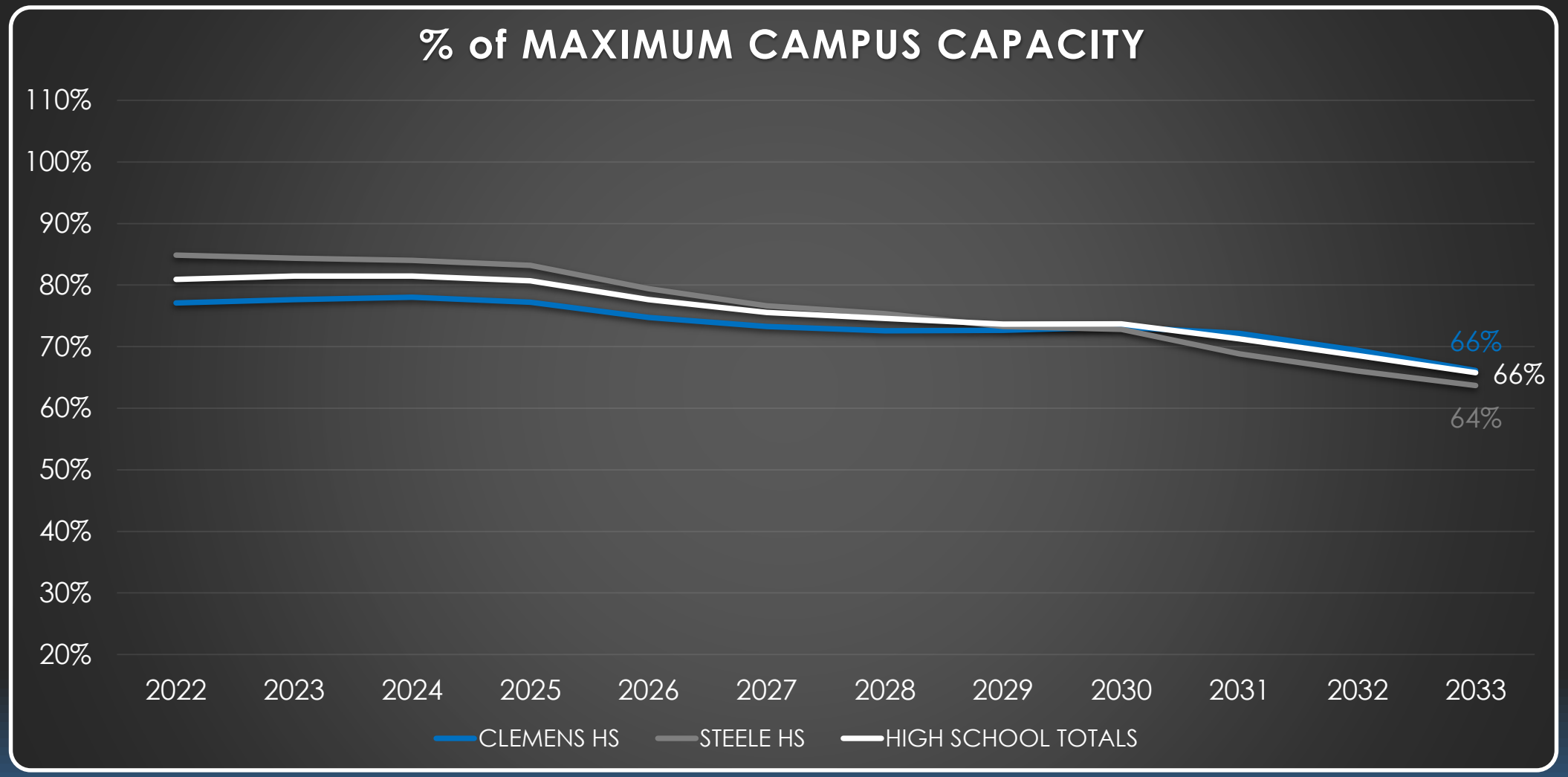
# JUNIOR HIGH CAPACITIES



# 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



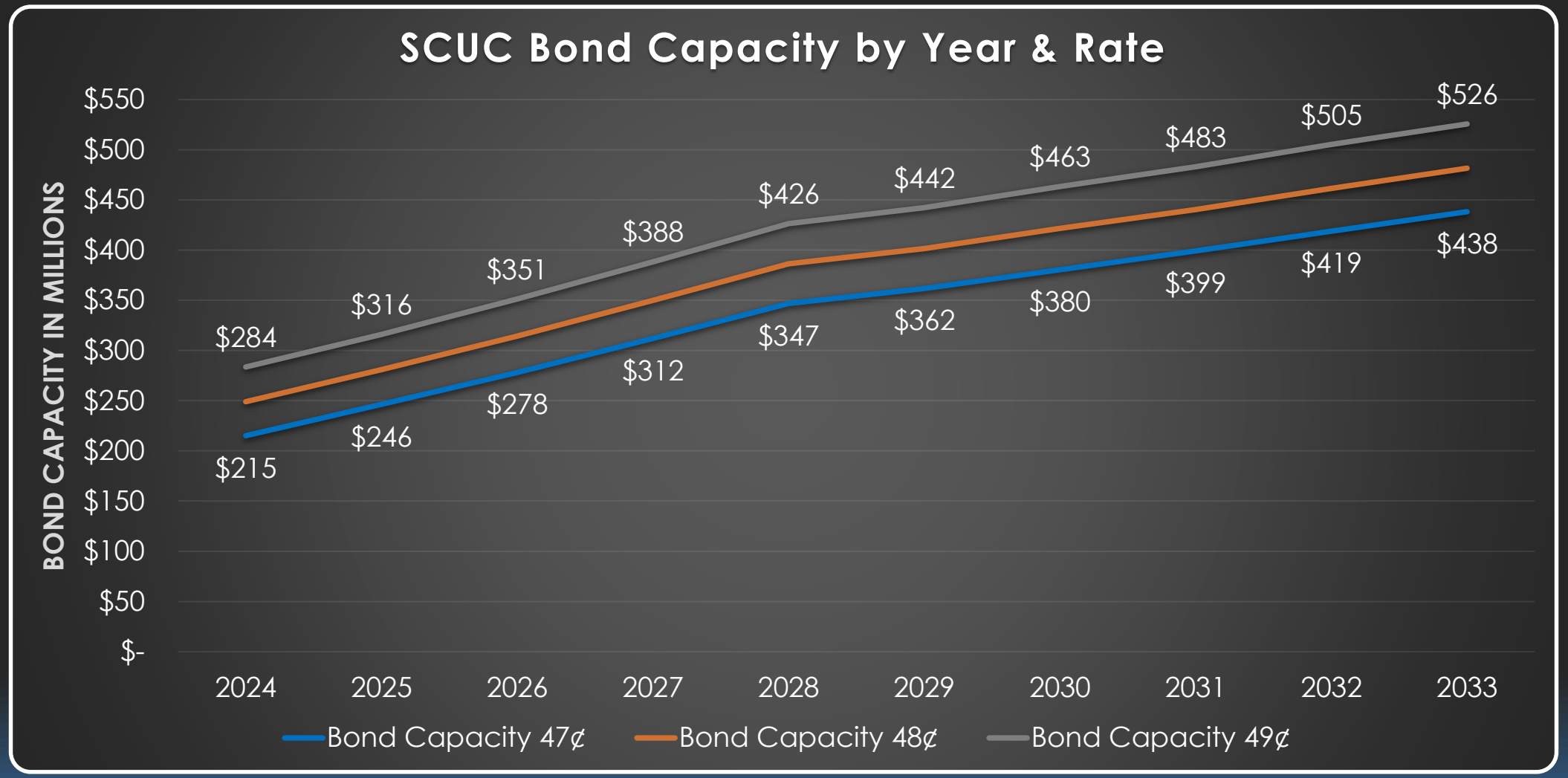
# FORECASTING CONSIDERATIONS

- 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



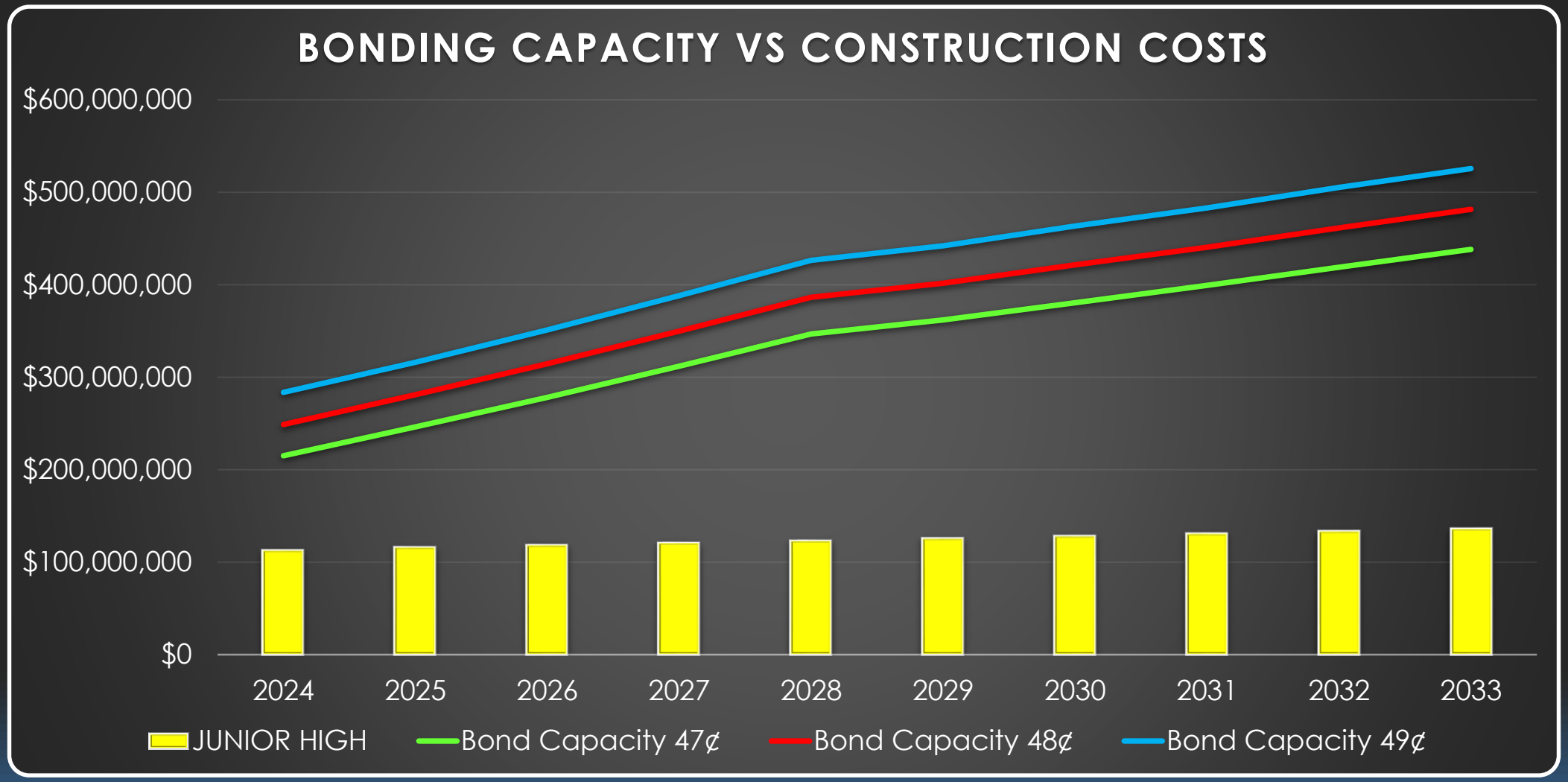
# PROJECTING FACILITY COSTS - SCUC

- 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

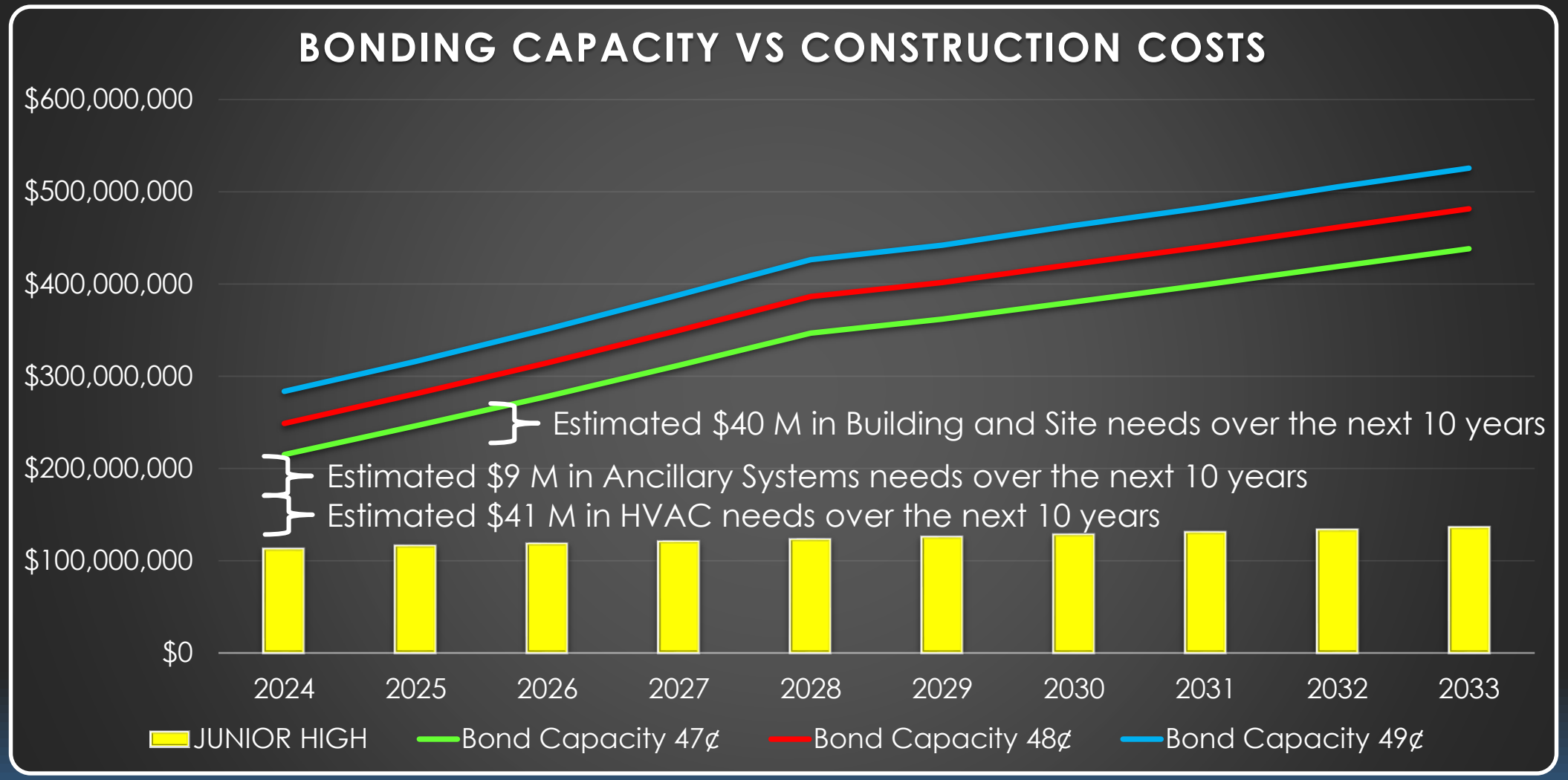
# PROJECTING FACILITY COSTS - SCUC

| 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-148

Zone Change from Agricultural District (AD) and Single Family Residential/ Agricultural District (R-A) to Single-Family Residential District (R-2) and Single-Family Residential District(R-6) | 71 acres

**Daisy Marquez| Planner**

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**71 Acres**

**Bexar PID:310022**

**12840 Lower Seguin Road**

**Existing: Undeveloped**

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| | Existing Zoning | Land Use |
|---|---|---|
| **Subject Property** | Single-Family Residential / Agricultural District (R-A) and Agricultural District (AD) | Undeveloped |
| **North** | Right-of-Way | Lower Seguin Road |
| **South** | Agricultural District (AD) | Residential |
| **East** | Right-of-Way, Single-Family Residential/ Agricultural District (R-A), Agricultural District (AD), and City of Cibolo | Lower Seguin Road; Residential and Agriculture; City of Cibolo |
| **West** | Single-Family Residential/ Agricultural District (R-A), Agricultural District (AD), and City of Schertz ETJ | Residential and Undeveloped |

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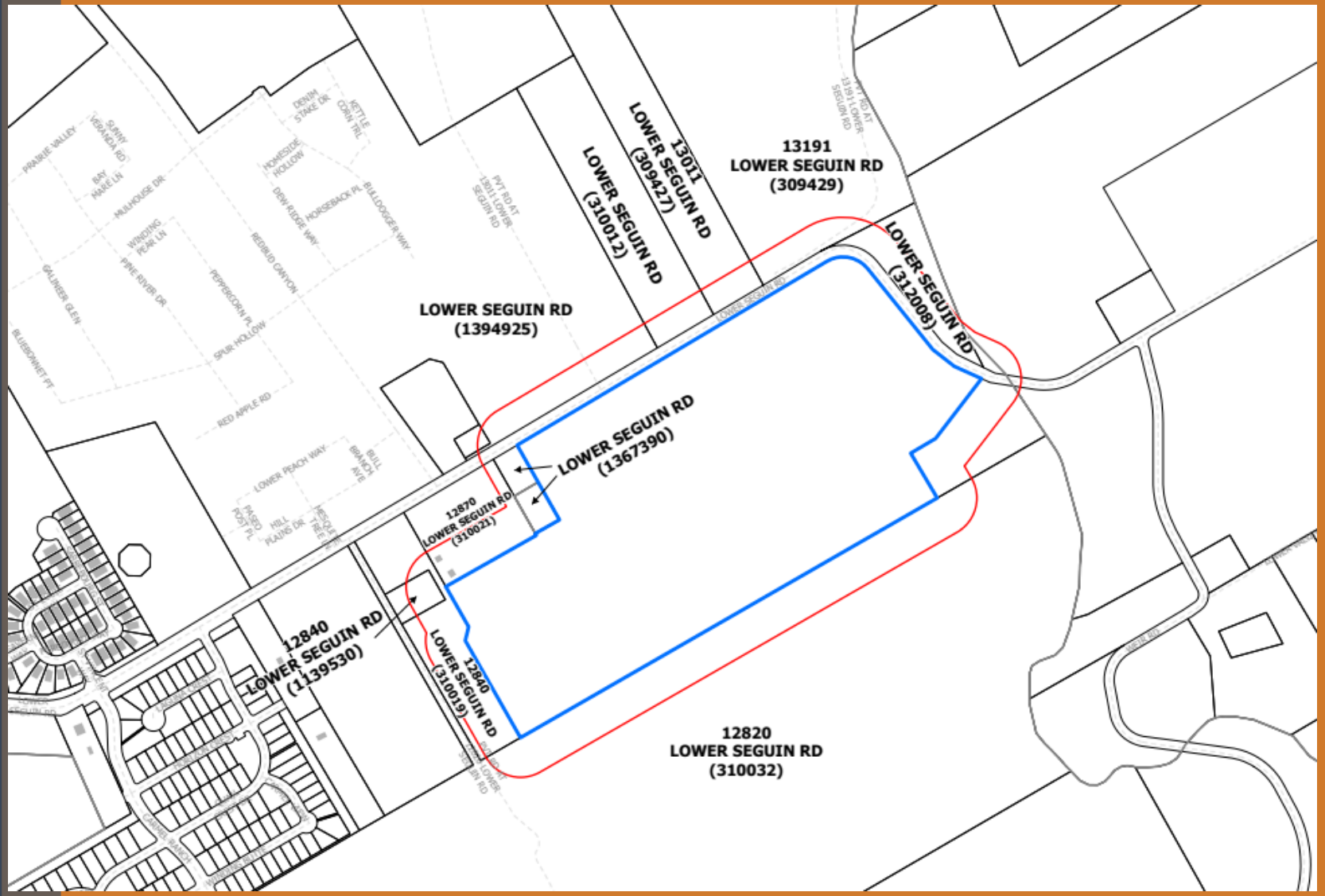


- On July 22, 2024, a total of 13 Public Hearing Notices were sent out.
- Responses Received as of August 7:
  - 4 – Opposition,
  - 0-In Favor
  - 0-Neutral
- 1 sign was posted on the property.
- Posted in “San Antonio Express” on August 14

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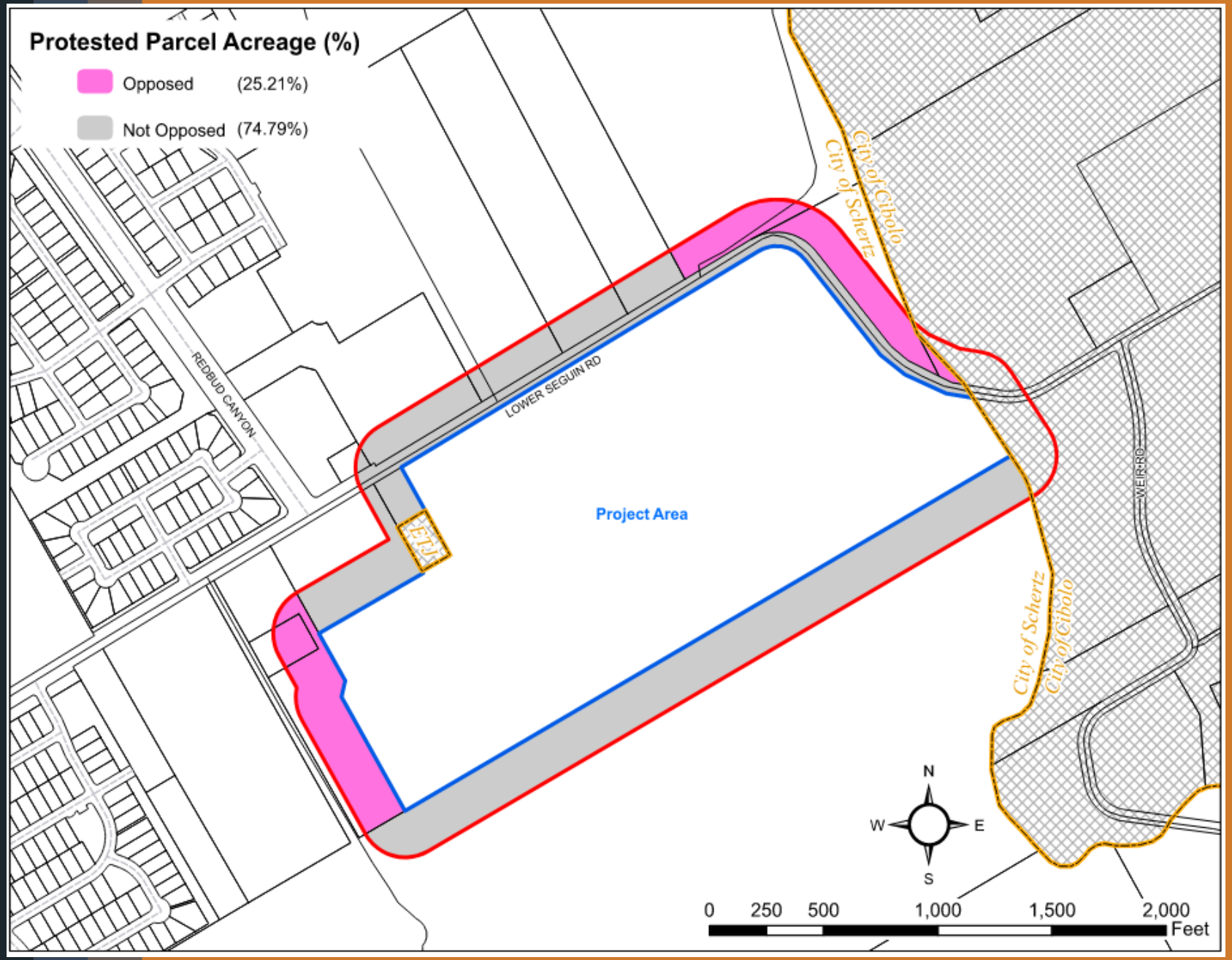


If a proposed zone change is protested in writing and signed by the owners of at least twenty percent (20%) of the area of the lots or land immediately adjoining the area covered by the proposed zone change and extending 200 feet from that area, the proposed change must receive, in order to take effect, the affirmative vote of at least three-fourths (¾) of all members of the City Council according to LGC, Local Government Code § 211.006(d).

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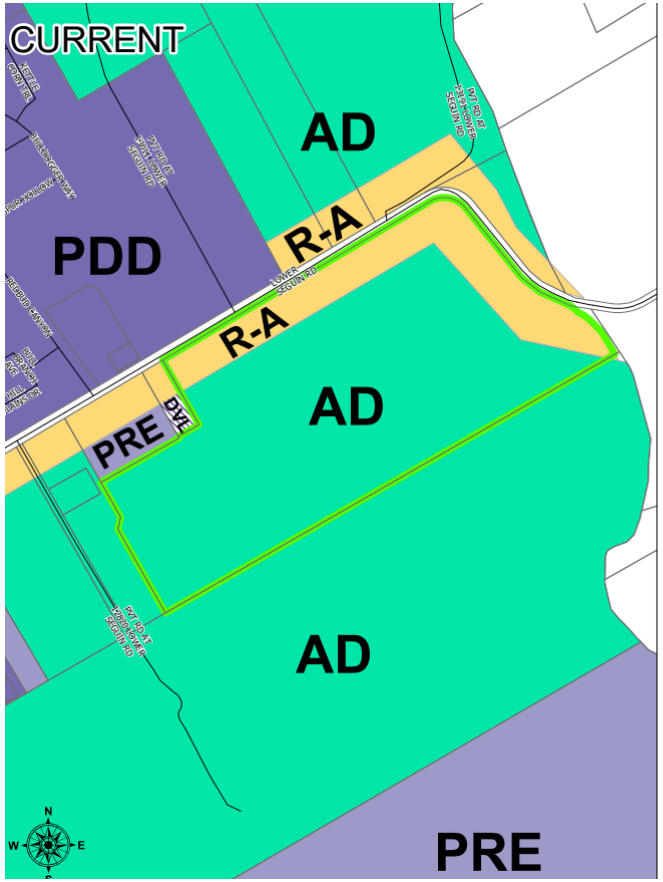
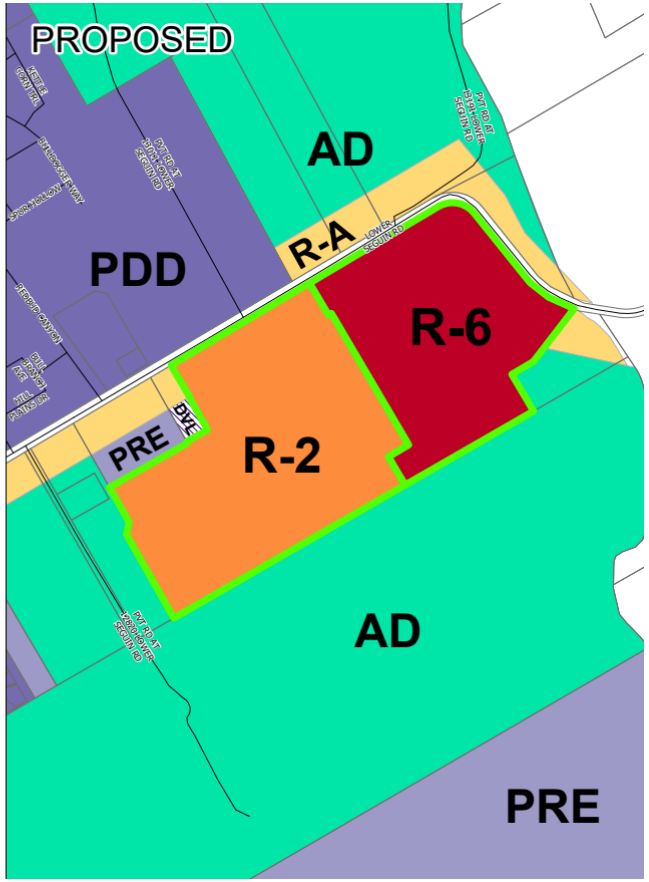
# Proposed Zone Change




- 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 71 acres of land from Single-Family Residential/ Agricultural District (R-A) and Agricultural District (AD) to approximately 41 acres as Single-Family Residential District (R-2) and approximately 30 acres as Single-Family Residential District (R-6).

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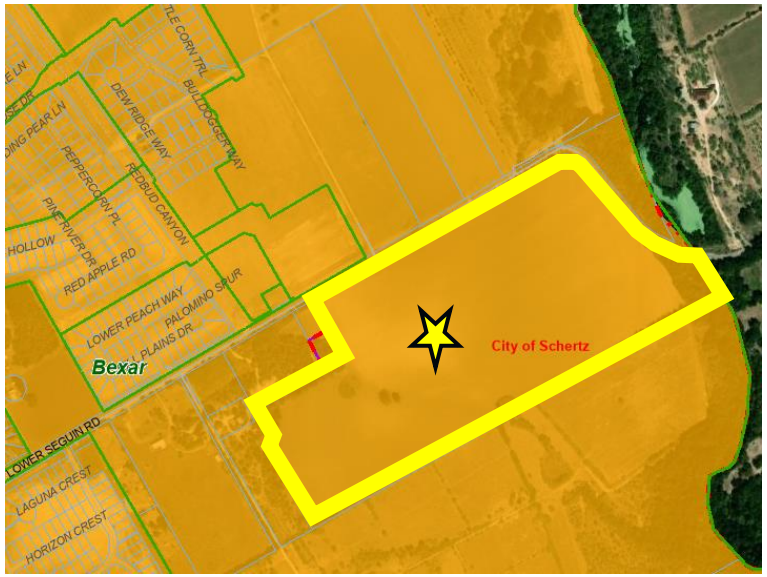
# UDC SECTION 21.5.4.D Criteria for Approval




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 District (R-6) and Single-Family Residential (R-2) implement the policies of the adopted Comprehensive Land Use Plan- Future Land Use Map. The subject property is designated as Complete Neighborhood in the Future Land Use Map.
- Complete Neighborhoods are general areas characterized by a mixture of housing options with supporting land uses.
- The proposed Single-Family Residential District (R-6) and Single-Family Residential District (R-2) will provide a mixture of housing options within a proposed residential development, which meets the intent of the Complete Neighborhood Land Use Designation.

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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<br>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-2 | Single-Family Residential District | 8,400 | 70 | 120 | 25 | 10 | 20 | 2 | 35 | 50% |
| R-6 | Single-Family Residential District | 7,200 | 60 | 120 | 25 | 10 | 20 | 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 District (R-6) and Single-Family Residential District (R-2) 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 the Single-Family Residential District (R-6) and Single-Family Residential District (R-2) are appropriate in the immediate area of the land to be reclassified.
- The purpose and intent of the Single-Family Residential District (R-6) is to allow for residential lots with a minimum lot size of 7,200 square feet with schools, churches, and parks necessary to create basic neighborhood units.
- The purpose and intent of Single-Family Residential District (R-2) is to allow for single-family detached residential with a minimum lot size of 8,400 square feet with schools, churches, and parks necessary to create basic neighborhood units.

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# 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 City of Schertz is the water and sewer provider for the subject property. Lower Seguin Road is identified as a Secondary Arterial with 90 feet of Right-of-Way in the Master Thoroughfare Plan. There is a Principal Arterial with 120-130 feet of Right-Of-Way on the western portion of the subject property.
- The subject property is not platted.
- The City of Schertz Engineering Department will review all proposed access points onto Lower Seguin Road during the platting process.
- 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 for SCUCISD as well as the most recent 10-Year Campus Forecasting Presentation.
- The City of Schertz Police, Fire and EMS Departments have indicated they do not have any concerns regarding the proposed rezoning requests or their ability to provide services.

# UDC SECTION 21.5.4.D Criteria for Approval

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

The subject property was annexed to the City of Schertz in July 2024 and was given Agricultural District (AD) zoning with annexation. The applicant was waiting for the annexation to start their proposed zone change request. Significant changes are happening to Lower Seguin Road with new residential developments that are concurrent with the FM 1518 construction.

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

There was no error in the original zoning of the subject property. The subject property was given the Agricultural District (AD) zoning with its annexation in July 2024.

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

This does not impact the first hearing at City Council.

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# 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

Due to the compatibility with the surrounding area, and implementation of the policies in the Comprehensive Land Use Plan and Future Land Use Map, Staff recommends approval of Ordinance 24-S-148.

## Planning and Zoning Commission

The Planning and Zoning Commission met on Wednesday, August 7, 2024, held a public hearing for Ordinance 24-S-148, and made a recommendation of approval with a 7-0 vote.

# COMMENTS AND QUESTIONS

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**Agenda No. 19.**

**CITY COUNCIL MEMORANDUM**

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Planning & Community Development** |
| **Subject:** | **Ordinance 24-S-149 - Conduct a public hearing and consider a request to rezone approximately 79 acres of land from Planned Development District (PDD) to Single-Family Residential District (R-1), known as Bexar County Property Identification Number 310060, more specifically known as 8676 Trainer Hale Rd, City of Schertz, Bexar County, Texas. *First Reading* (B.James/L.Wood/D.Marquez)** |

## BACKGROUND

The applicant is requesting to rezone approximately 79 acres of land from Planned Development District (PDD) to Single-Family Residential District (R-1). The subject property is currently unplatted and undeveloped.

On June 22, 2024, six (6) 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, five (5) responses in favor, zero (0) responses neutral, and zero (0) responses in opposition were received. A public hearing notice was published in the "San Antonio Express" prior to the City Council hearing on August 14, 2024. The Planning and Zoning Commission held a public hearing for this item on Wednesday, August 7, 2024.

## GOAL

The applicant is requesting to rezone approximately 79 acres from Planned Development District (PDD) to Single-Family Residential District (R-1).

## 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 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 District (R-1) does implement the policies of the adopted Comprehensive Land Plan and Future Land Use Map. The subject property is identified as Complete Neighborhood in the Future Land Use Map. The Complete Neighborhood Land Use Designation is meant to provide for a mixture of housing types with supporting land uses. The proposed Single-Family Residential District (R-1) requires 9,600 square foot lots, which would provide for a

housing type that is not yet along Trainer Hale Road.

The proposed zone change provides a new housing type within the immediate area, meets the intent of the Complete Neighborhood Land Use Designation, and implements the policies of the adopted Comprehensive Land Use Plan.

**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 District (R-1), as listed in Table 21.5.7.A, are compatible within the immediate area of the subject property.

**Table 21.5.7.A**
**Dimensional Requirements Residential Zoning Districts**

| | | **Minimum Lot Size Requirements** | | | **Minimum Yard Setbacks** | | | | **Miscellaneous Requirements** | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Code** | *Zoning District* | *Area SqFt.* | *Width Ft.* | *Depth Ft.* | *Front Ft.* | *Side Ft.* | *Rear Ft.* | *Minimum Off-Street Parking Spaces* | *Max Height Ft.* | *Maximum Impervious Coverage* |
| **R-1** | Single-Family Residential District | 9,600 | 80 | 120 | 25 | 10 | 20 | 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 District (R-1) are appropriate in the immediate area to be reclassified. The purpose and intent of the Single-Family Residential District (R-1) is for single-family detached residential dwellings on a minimum 9,600 square foot lot size, together with the schools, churches, and parks necessary to create basic neighborhood units.

The proposed Single-Family Residential District (R-1) would allow for a maximum number of 357 residential units at the minimum dimensional requirements listed in 21.5.7.A, which does not account for required streets, larger lots, irregular lots, drainage, and proposed amenities. Additionally, the lot dimensions of the proposed Single-Family Residential District (R-1) act as a transitional zoning district adjacent to the Agricultural District (AD) property to the east and the Pre-Development District (PRE) property to the west.

**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 is within the Green Valley Special Utility District CCN for water and sewer. Per the settlement agreement, the City of Schertz and GVSUD have agreed to petition TCEQ to transfer the sewer CCN to the City of Schertz. The property is located along Trainer Hale Road which is a

Secondary Arterial with 90 feet of Right-of-Way per the Master Thoroughfare Plan. Although the property is currently not platted, the City of Schertz Engineering Department will review the proposed access points for the development during the platting process.

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 for SCUCISD as well as the most recent 10-Year Campus Forecasting Presentation. The City of Schertz Police, Fire and EMS Departments have indicated they do not have any concerns regarding the proposed rezoning requests or their ability to provide services.

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

The subject property is currently located within the Sterling Grove Planned Development District and has been since the approval of Ordinance 22-S-28 in 2022. The subject property consists of portions of Phase 1, Phase 2, and Phase 3. The PDD is built of single-family residential lots with a mixture of dimensions being 55 feet by 100 feet, 65 feet by 110 feet, and half-acre lots. The PDD restricts development to the street layout and phasing of the Planned Development District.

Although the applicant can develop the land with the approved PDD dimensional requirements, they are dependent on undeveloped land for required points of access, streets, and other infrastructure. The properties within the Sterling Grove PDD that are within Phase 1, Phase 2, and Phase 3 of the PDD, do not have any current planning application at this time.

The applicant is ready to start the development process and submit planning applications for the subject property, if the proposed zone change is approved. Leaving the Sterling Grove PDD and an approved zone change to Single-Family Residential District (R-1) would allow the applicant to submit the appropriate planning applications without being restricted to the Sterling Grove PDD layout and without needing to depend on adjacent property owners to develop the required infrastructure the applicant needs. If the zone change is approved, the applicant would need to meet all City of Schertz requirements for their approximately 79 acres independently.

**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. In 2022, the subject property was part of a larger proposed development known as Sterling Grove Planned Development District. No ground has been broken for the proposed Sterling Grove Planned Development District. The applicant is ready to develop, and to meet the City of Schertz requirements, the applicant needs to change the street layout, which ultimately, changes the intent and character of the Sterling Grove PDD. A zone change allows the applicant to develop the subject property sooner and submit the applicable planning applications.

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

This does not impact the first reading at City Council.

**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

Staff recommends approval of Ordinance 24-S-149, zone change to Single-Family Residential District (R-1), due to its compatibility within the surrounding area, implementation of the Comprehensive Land Use Plan, and meeting the intent of the Complete Neighborhood Land Use Designation.

### Planning and Zoning Commission Recommendation

The Planning and Zoning Commission met on Wednesday, August 7, 2024, and made a recommendation of approval with a 7-0 vote.

---

**Attachments**

Ordinance 24-S-149 with attachments

Aerial Exhibit

Public Hearing Notice Map

Public Hearing Responses

SCUCISD Demographic Report

SCUCISD 10 Year Campus Forecasting

City Council Presentation Slides

**ORDINANCE NO. 24-S-149**

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING THE OFFICIAL ZONING MAP TO REZONE APPROXIMATELY 79 ACRES OF LAND FROM PLANNED DEVELOPMENT DISTRICT (PDD) TO SINGLE-FAMILY RESIDENTIAL DISTRICT (R-1), KNOWN AS BEXAR COUNTY PROPERTY IDENTIFICATION NUMBER 310060, MORE SPECIFICALLY KNOWN AS 8676 TRAINER HALE RD, SCHERTZ, BEXAR COUNTY, TEXAS.**

**WHEREAS**, an application to rezone approximately 79 acres of land from Planned Development District (PDD) to Single-Family Residential District (R-1), known as a Bexar County Property Identification Number 310060, more specifically described as 8676 Trainer Hale Road, 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 August 7, 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 September 3, 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 District (R-1)

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 ___rd of September 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

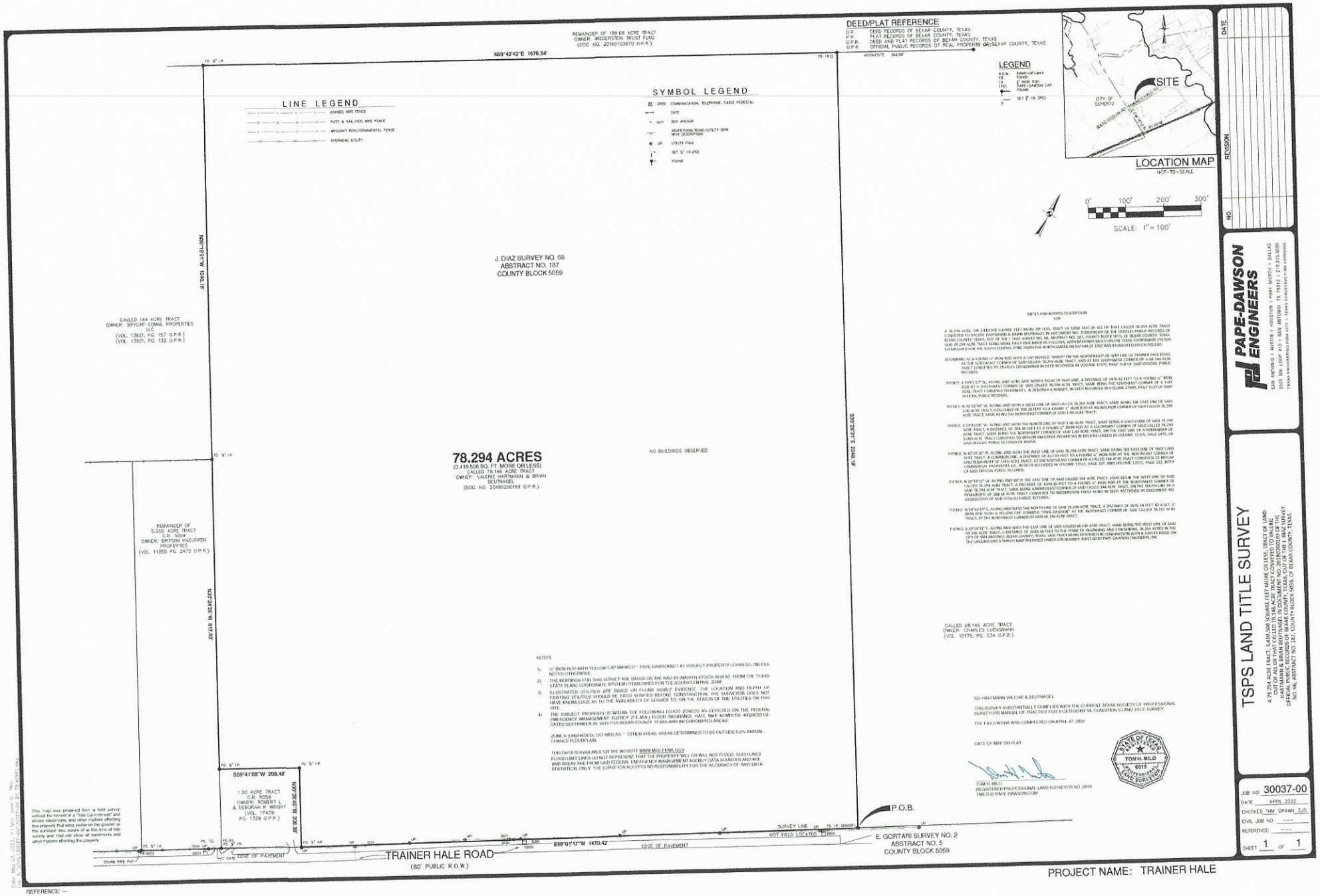


**Exhibit "A" Property Description- Metes and Bounds/ Survey**

PAPE-DAWSON ENGINEERS

METES AND BOUNDS DESCRIPTION
FOR

A 78.294 acre, or 3,410,508 square feet more or less, tract of land out of all of that called 78.294 acre tract conveyed to Valerie Hartmann & Brian Beutnagel in Document No. 20180200199 of the Official Public Records of Bexar County, Texas, out of the J. Diaz Survey No. 66, Abstract No. 187, County Block 5059, of Bexar County, Texas. Said 78.294 acre tract being more fully described as follows, with bearings based on the Texas Coordinate System established for the South Central Zone from the North American Datum of 1983 NAD 83 (NA2011) epoch 2010.00:

BEGINNING: At a found ½" iron rod with a cap marked "Baker" on the north right-of-way line of Trainer Hale Road, at the southeast corner of said called 78.294 acre tract, and at the southwest corner of a 68.146 acre tract conveyed to Charles Luensmann in deed recorded in Volume 10175, Page 534 of said Official Public Records;

THENCE: S 59°01'17" W, along and with said north right-of-way line, a distance of 1470.42 feet to a found ½" iron rod at a southwest corner of said called 78.294 acre tract, same being the southeast corner of a 1.00 acre tract conveyed to Robert L. & Deborah K Wright, in deed recorded in Volume 17409, Page 1329 of said Official Public Records;

THENCE: N 30°26'46" W, along and with a west line of said called 78.294 acre tract, same being the east line of said 1.00 acre tract, a distance of 208.38 feet to a found ½" iron rod at an interior corner of said called 78.294 acre tract, same being the northeast corner of said 1.00 acre tract;

THENCE: S 59°41'08" W, along and with the north line of said 1.00 acre tract, same being a south line of said 78.294 acre tract, a distance of 208.48 feet to a found ½" iron rod at a southwest corner of said called 78.294 acre tract, same being the northwest corner of said 1.00 acre tract, on the east line of a remainder of 5.000 acre tract conveyed to Bryson Kneupper Properties in deed recorded in Volume 11355, Page 2475, of said Official Public Records of Bexar;

THENCE: N 30°24'26" W, along and with the west line of said 78.294 acre tract, same being the east line of said 5.000 acre tract, a common line, a distance of 817.93 feet to a found ½" iron rod at the northeast corner of said remainder of 5.000 acre tract, at the southeast corner of a called 144 acre tract conveyed to Brycap Commercial Properties LLC, in deed recorded in Volume 13921, Page 157, and Volume 13921, Page 132, both of said Official Public Records;

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



THENCE: N 30°19'51" W, along and with the east line of said called 144 acre tract, same begin the west line of said called 78.294 acre tract, a distance of 1040.16 feet to a found ½" iron rod at the northwest corner of said 78.294 acre tract, same being a northeast corner of said called 144 acre tract, on the south line of a remainder of 188.68 acre tract conveyed to Wiederstein Trust Fund in deed recorded in Document No. 20160103970 of said Official Public Records;

THENCE: N 59°43'43" E, along and with the north line of said 78.294 acre tract, a distance of 1676.34 feet to a set ½" iron rod with a yellow cap stamped "Pape-Dawson" at the northeast corner of said called 78.294 acre tract, at the northwest corner of said 68.146 acre tract;

THENCE: S 30°26'31" E, along and with the east line of said called 68.146 acre tract, same being the west line of said 68.146 acre tract, a distance of 2048.18 feet to the POINT OF BEGINNING and containing 78.294 acres in the City of San Antonio, Bexar County, Texas. Said tract being described in conjunction with a survey made on the ground and a survey map prepared under job number 30037-00 by Pape-Dawson Engineers, Inc.

| | |
|---|---|
| PREPARED BY: | Pape-Dawson Engineers, Inc. |
| DATE: | April 2022 |
| JOB NO. | 30037-00 |
| DOC. ID. | N:\CIVIL\30037-00\Word\30037-00 78.294AC.docx |

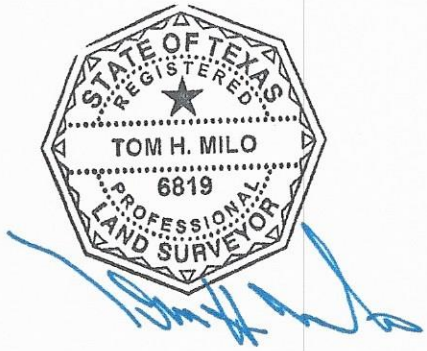
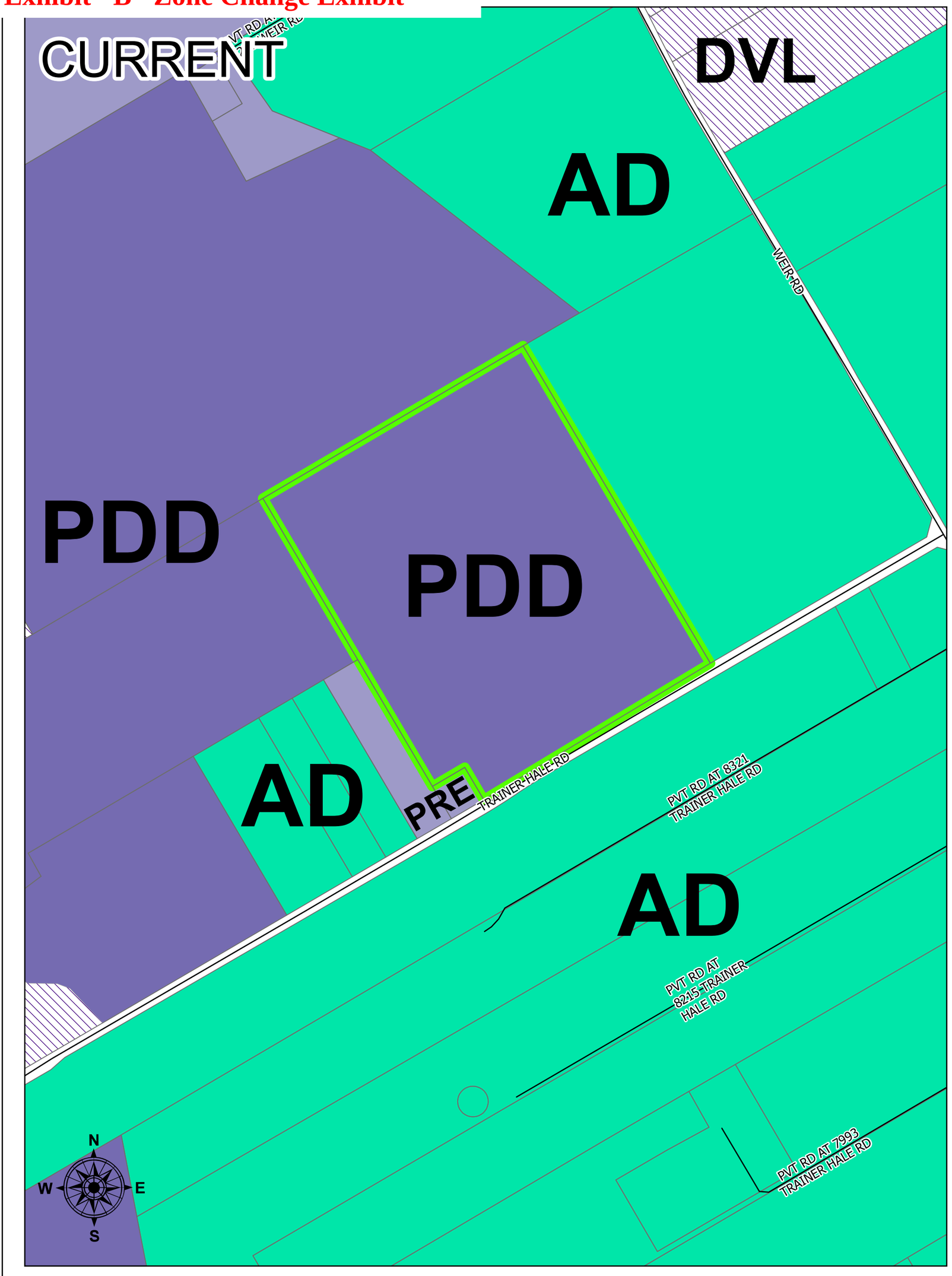
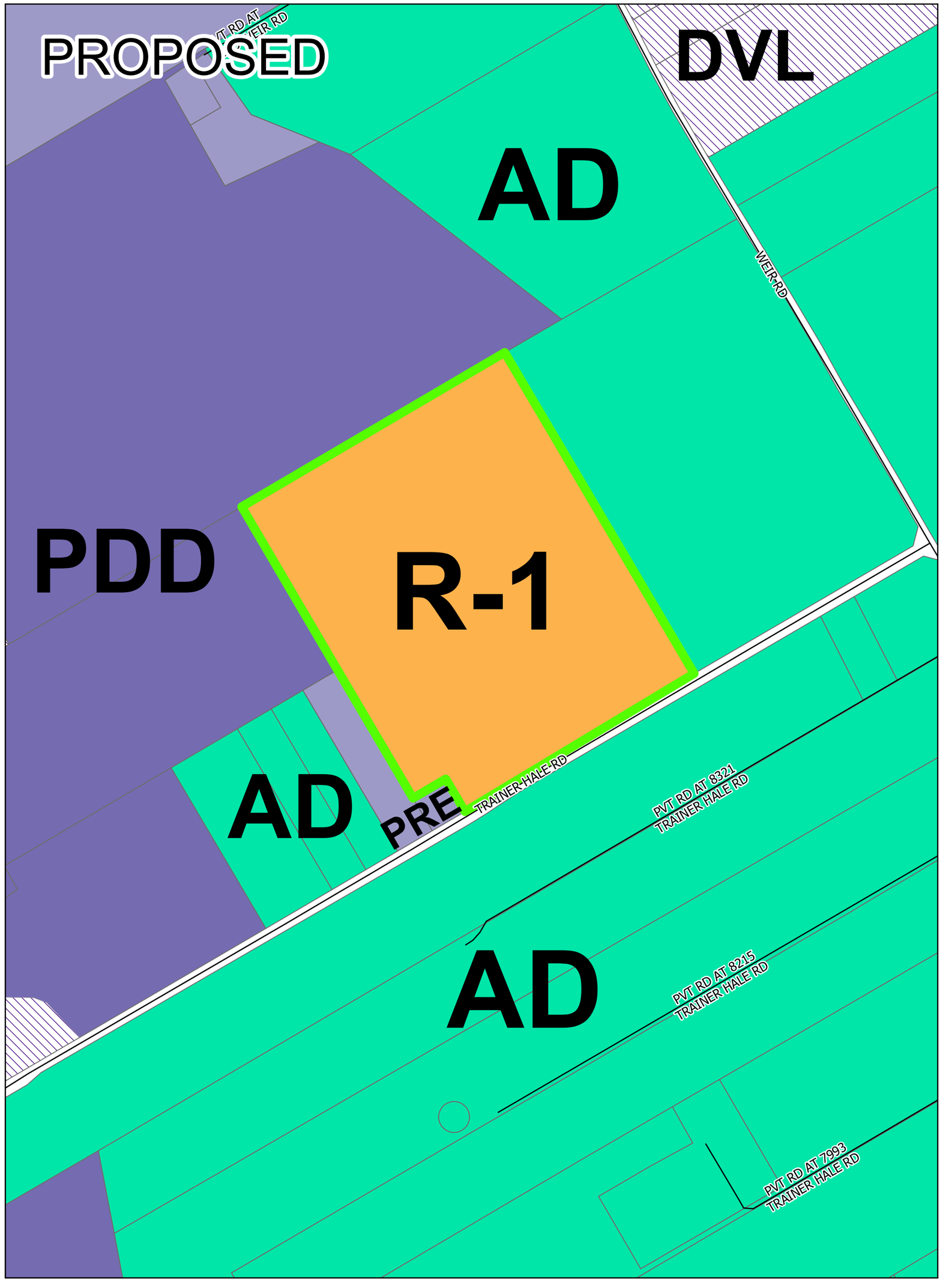


Exhibit “B”
Zone Change Exhibit

# Exhibit "B" Zone Change Exhibit




SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

Last update: August 1, 2024

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

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## PROPOSED ZONING CHANGE

**BEXAR COUNTY**
**PARCEL ID:**
**310060**

**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)

0 300 600 1,200 1,800 Feet

N
W E
S

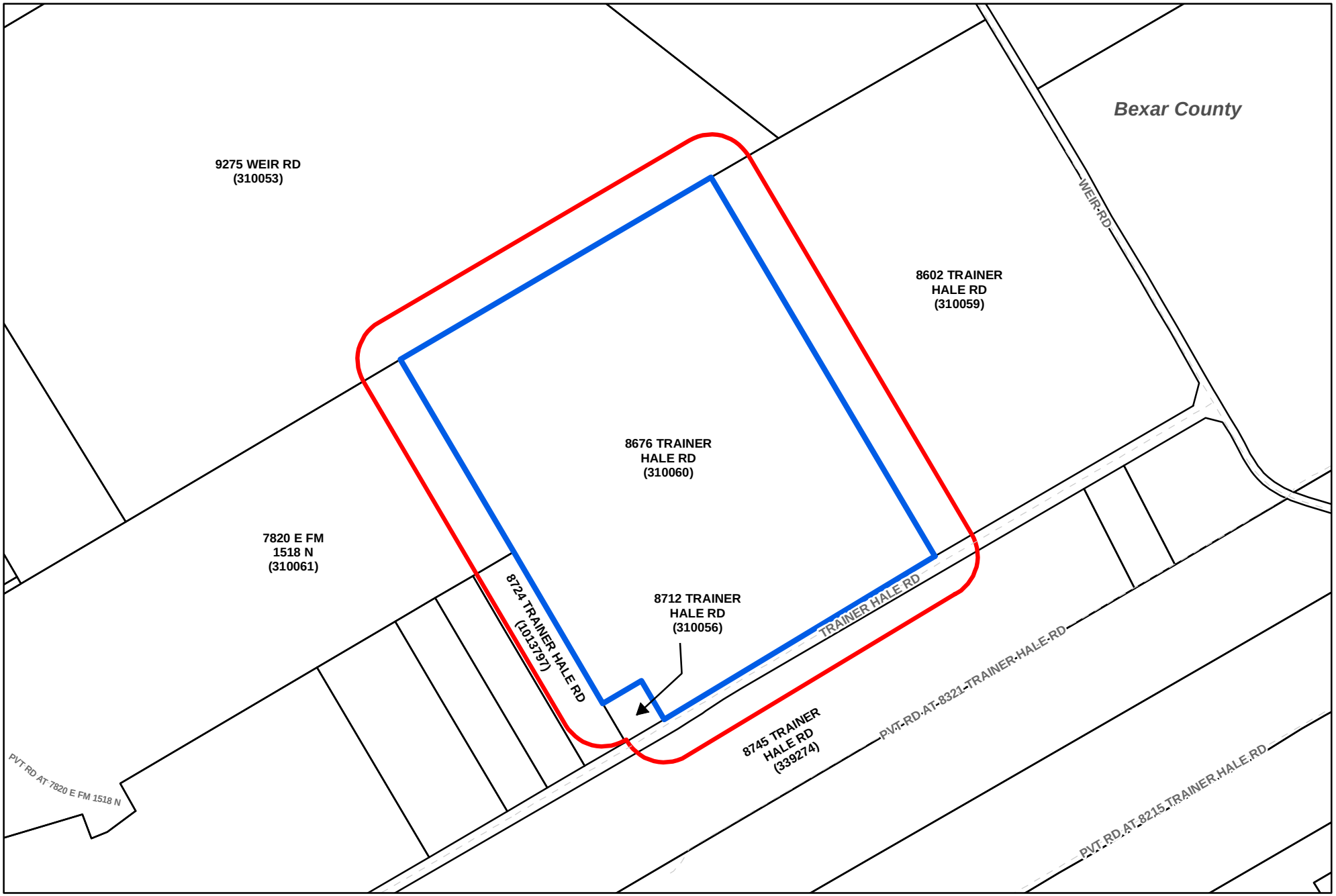
SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

Poppy Hills Subdivision
(PLZC20240153)

<all other values>
Highways
Major Roads
Minor Roads
Other Cities
60' Expansion
60' Proposed
60' Extension
86' Expansion
86' Extension
86' Proposed
120' Expansion
120 ' Extension
120' Proposed
Abandoned
Future TxDOT
Highway
1", 1 1/2"
2", 2 1/2"
3"
4"
6"
8"
10"
12"
16"
18"
20"
24"
30"
36"
Unknown
Neighboring Main
Private Main
Schertz Gravity
Schertz Pressure
Neighboring Gravity
Private Pressure
Hydrant
Manholes
200' Buffer
Schertz Municipal Boundary
County Boundaries

1 Inch = 300 Feet

0 150 300 600 900 Feet




SCHERTZ
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# City of Schertz

## POPPY HILLS SUBDIVISION (PLZC20240153)

Project Area  200' Buffer

N W E S

Feet
0 300 600 1,200

Last Update:July 12, 2024
City of Schertz, GIS Department, gis@schertz.com

"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 made and information 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."

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

**PLANNING & COMMUNITY DEVELOPMENT**

## NOTICE OF PUBLIC HEARING

July 22, 2024

Dear Property Owner,

The Schertz Planning and Zoning Commission will conduct a public hearing on **Wednesday, August 7th, 2024** 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:

**PLZC20240153 –** Conduct a public hearing and make a recommendation on a request to rezone approximately 79 acres of land from Planned Development District (PDD) to Single-Family Residential District (R-1), known as Bexar County Property Identification Number 310060, more specifically known as 8676 Trainer Hale Rd, City of Schertz, Bexar 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 **PLZC20240153**

COMMENTS: _____

NAME: Brian Bertrand / Valerie Hartmann (PLEASE PRINT) SIGNATURE Brian Bertrand / Valerie Hartmann

STREET ADDRESS: _____

DATE: 7/27/24

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☒ opposed to ☐ neutral to ☐ the request for **PLZC20240153**

COMMENTS: I believe property owners should be allowed to zone to meet residential market demand & provide affordable housing alternative to home buyers. Example, city should allow for future masterplan residential developments.

NAME: Vickie McDaniel (PLEASE PRINT) SIGNATURE Vickie McDaniel

STREET ADDRESS: 627 Gebhardt Road, Sealy, TX 77474

DATE: 6 Aug 2024

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☒ opposed to ☐ neutral to ☐ the request for **PLZC20240153**

COMMENTS: We believe property owners should be allowed to zone to meet residential market demand & provide affordable housing alternative to home buyers. Example, City should allow 40', 50' & 60' lots for future masterplan residential developments.

NAME: Rebecca Robertson SIGNATURE Rebecca Robertson
(PLEASE PRINT)

STREET ADDRESS: 9275 Weir Rd, Schertz TX 78108

DATE: 6 Aug 24

SCHERTZ

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

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I am: in favor of ☒ opposed to ☐ neutral to ☐ the request for PLZC2024-0015

COMMENTS: We believe property owners should be allowed to zone to meet residential market demand and provide affordable housing to home buyers. Example, city should allow 40', 50' and 60' lots for future master plan residential developments.

NAME: David Wiederstein (PLEASE PRINT) SIGNATURE: David Wiederstein

STREET ADDRESS: 9275 Weir Rd Schertz, Tx. 78108

DATE: 8/6/2024

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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COMMENTS: I believe property owners should be allowed to zone to meet residential market demands & provide affordable housing alternatives to home buyers. example, city should allow for future master plan residential developments.

NAME: Diane Hunter (PLEASE PRINT) SIGNATURE Diane Hunter

STREET ADDRESS: 9275 Weir Rd., Cibolo, Tx. 78108

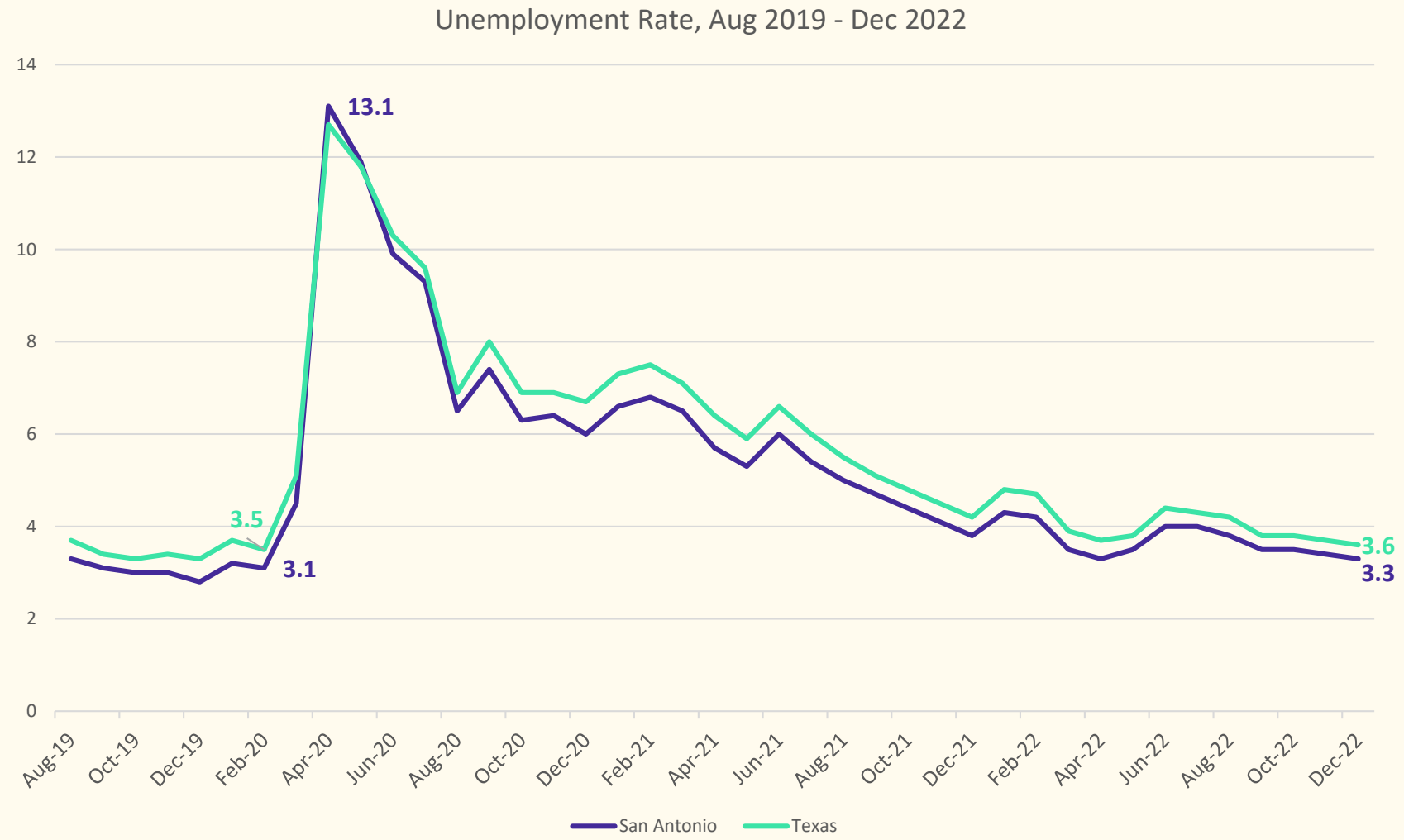
DATE: 8-6-24

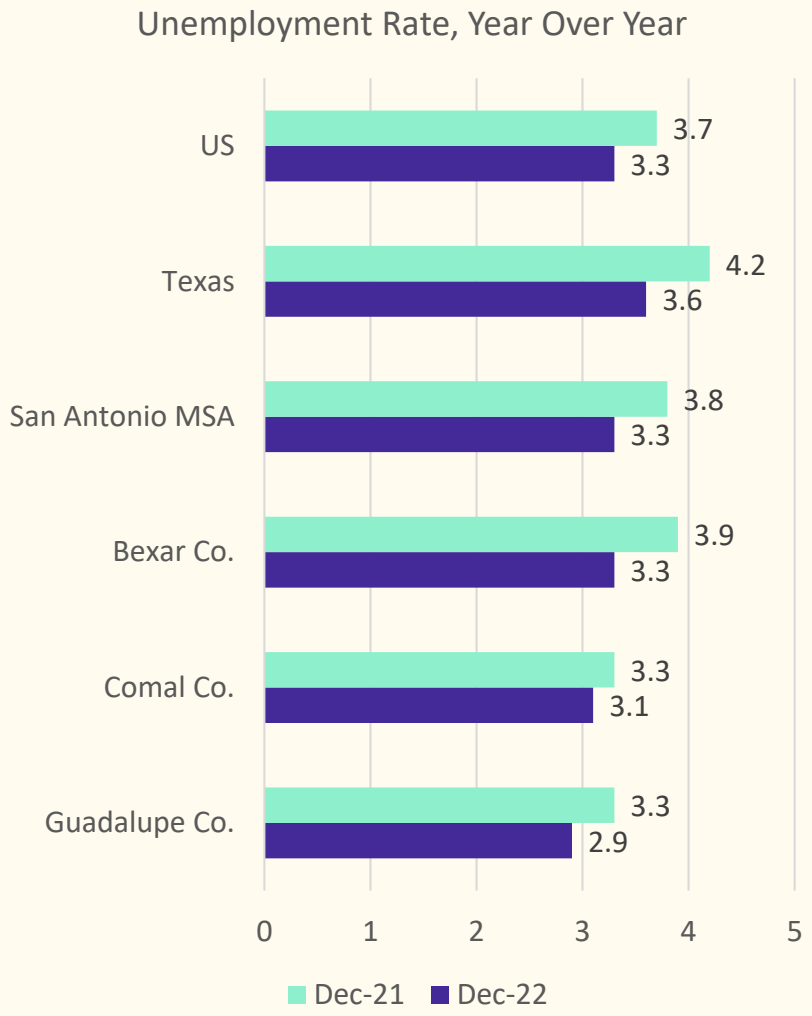
Zonda™
Education

# 4Q22

# Demographic Report

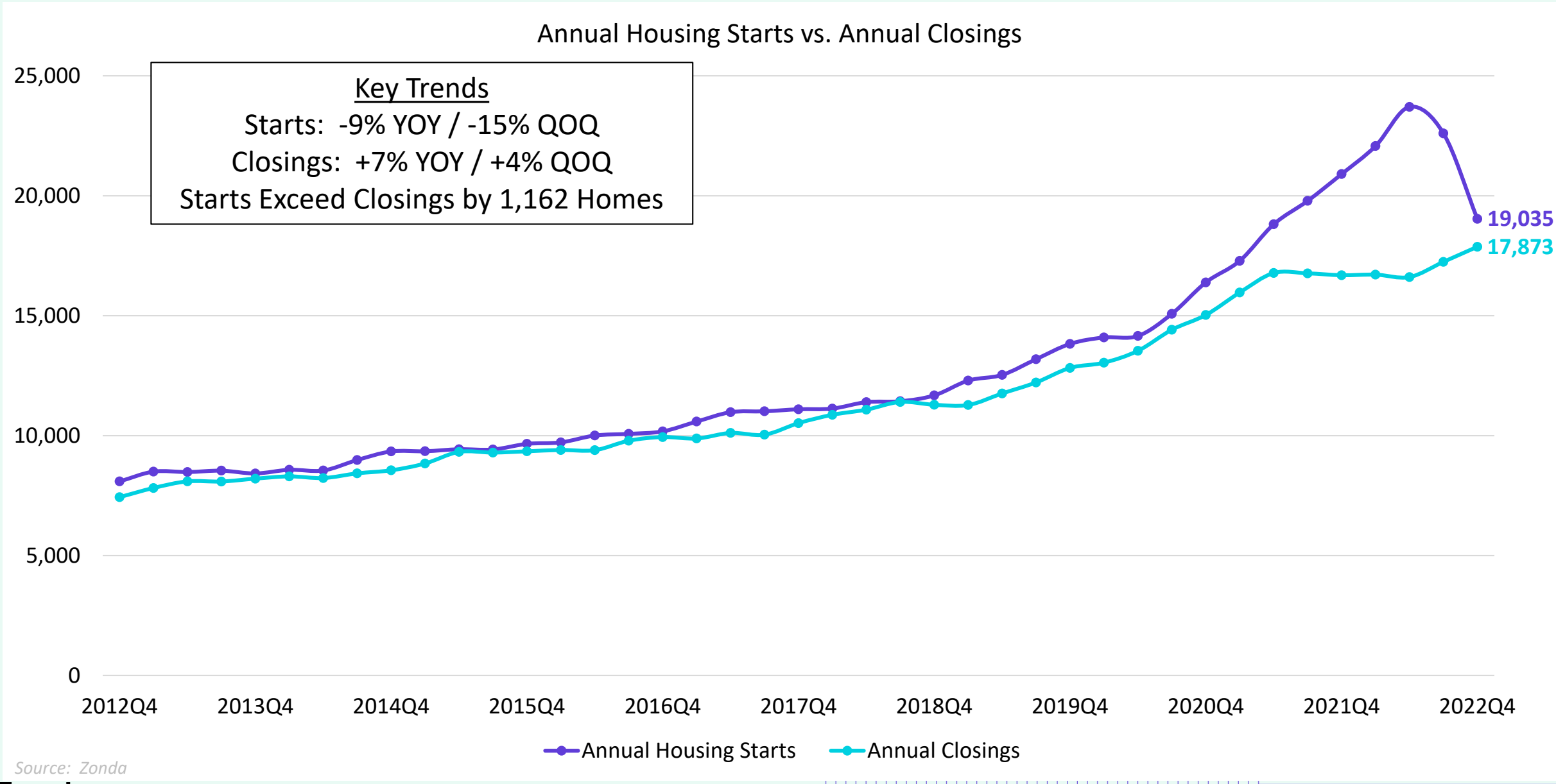
# San Antonio Economic Conditions




Zonda Education

# San Antonio New Home Starts & Closings




*Source: Zonda*

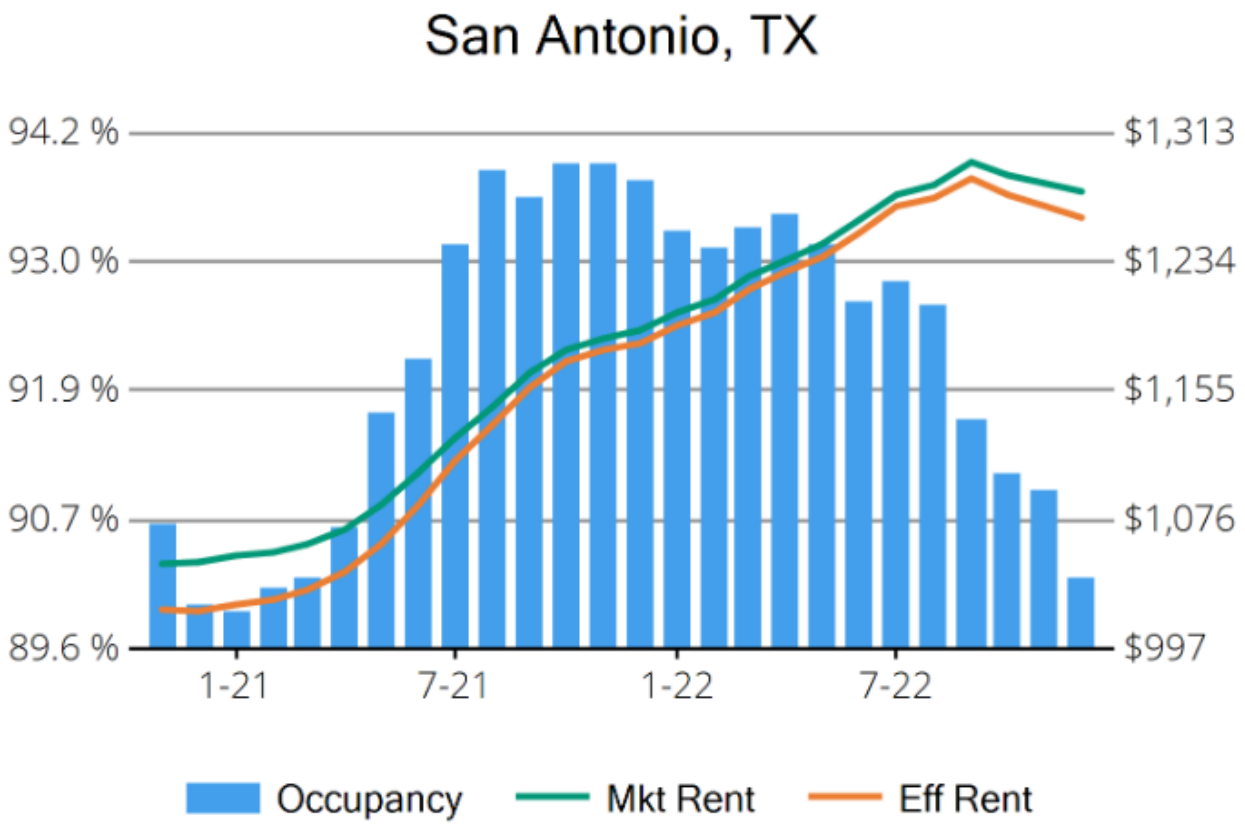
Zonda Education

© 2022 Zonda

# Housing Market Trends: Multi-family market- December 2022

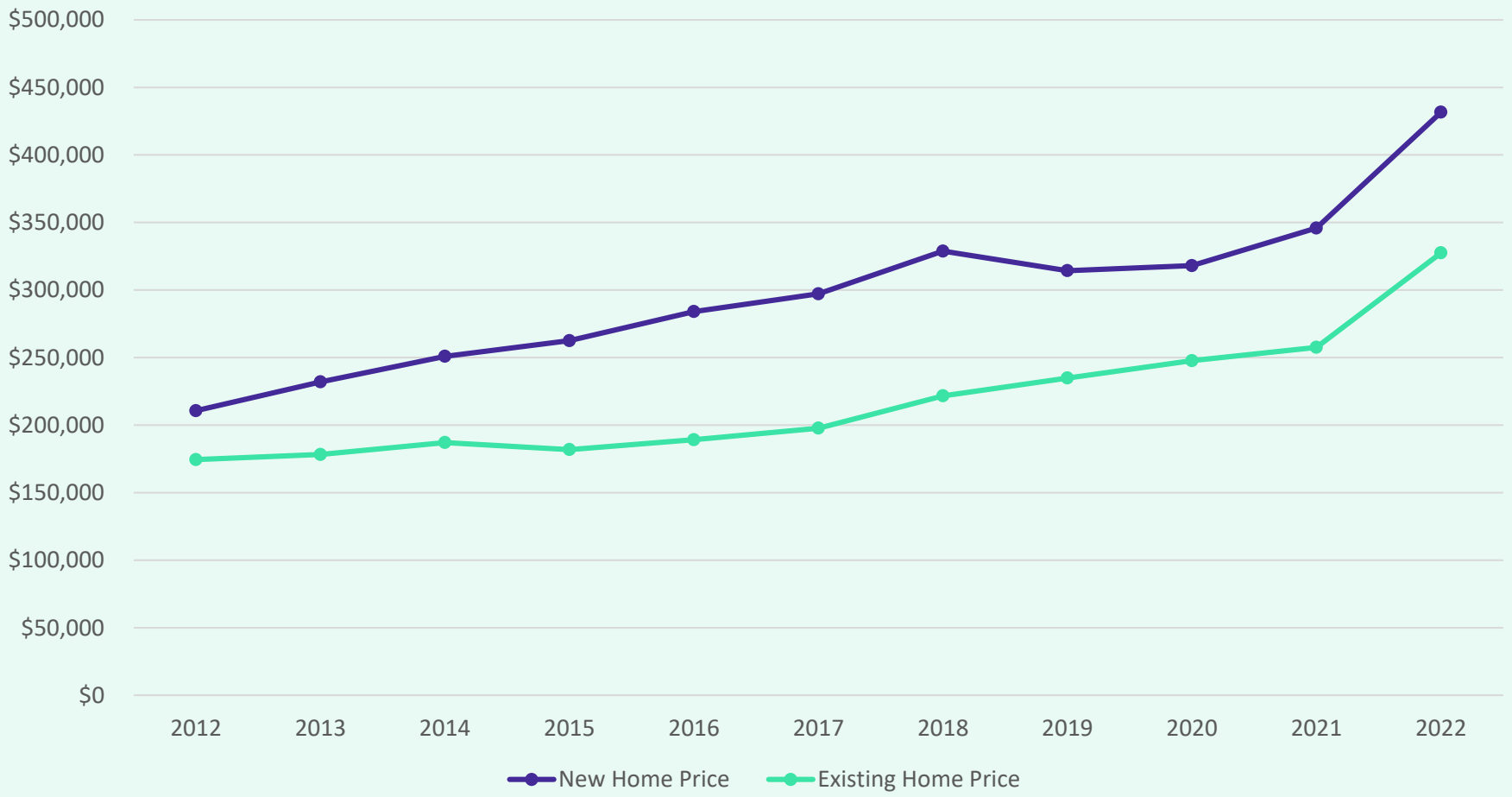
## *Stabilized and Lease-up Properties**

| 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

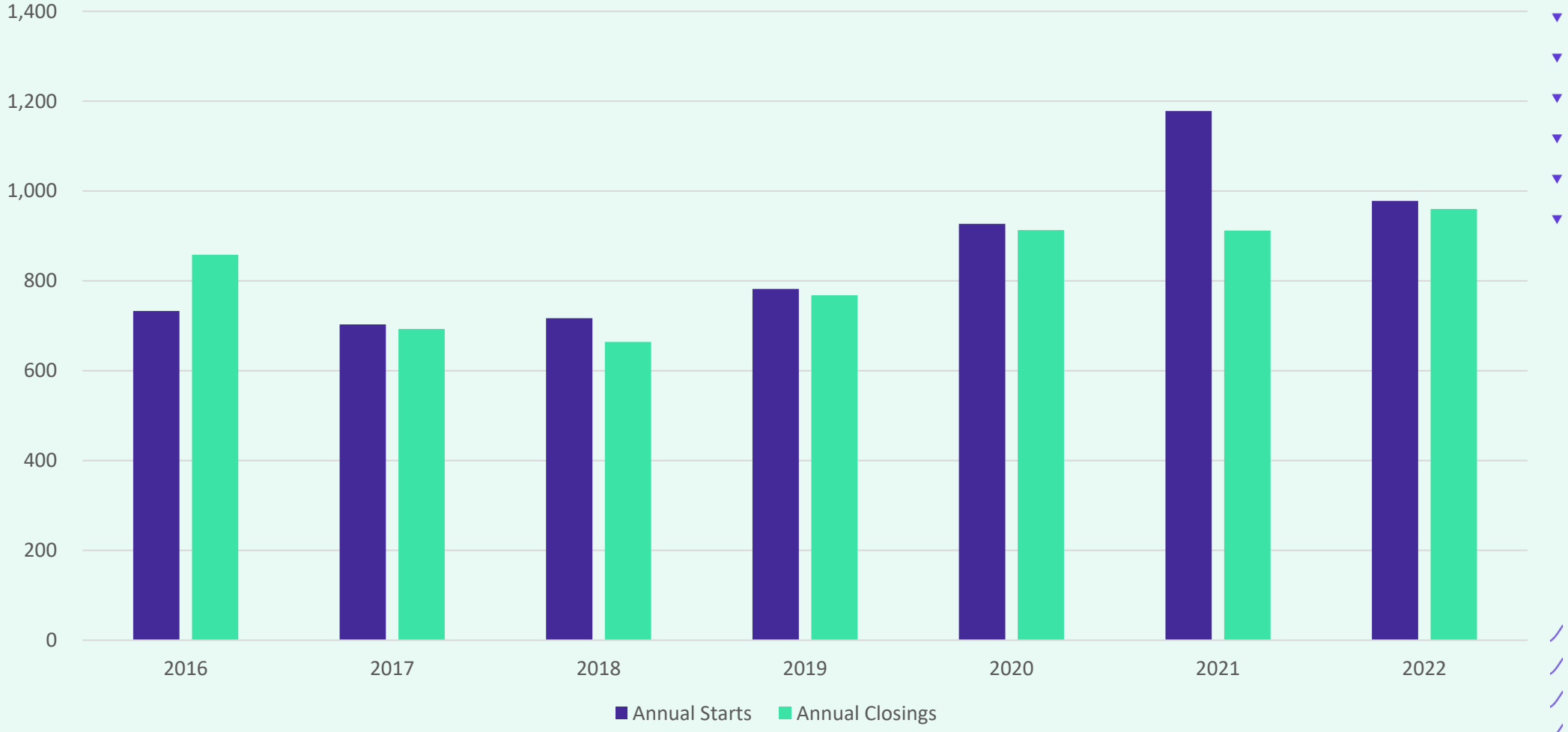
# San Antonio New Home Ranking Report

## 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

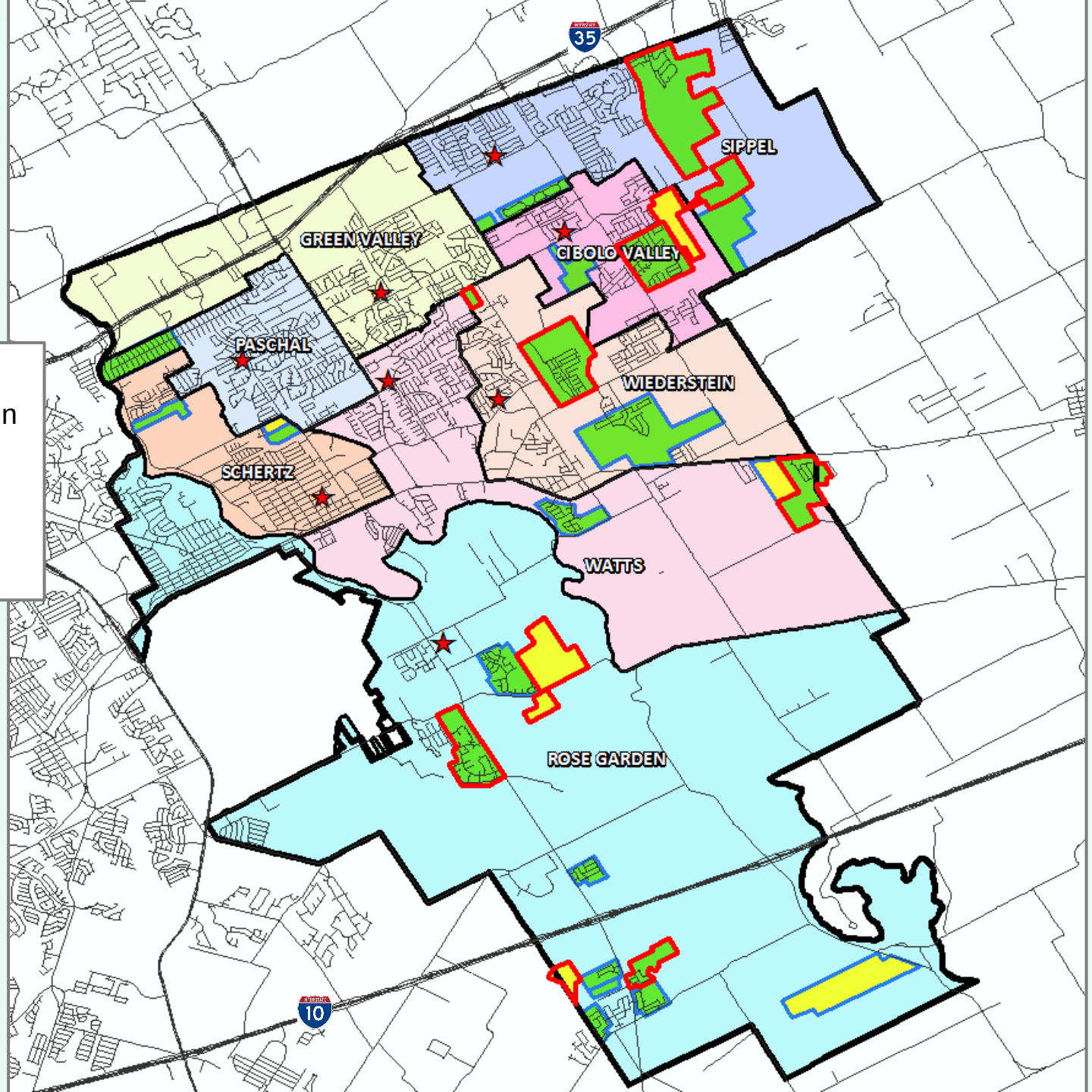
Second highest activity in the category

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

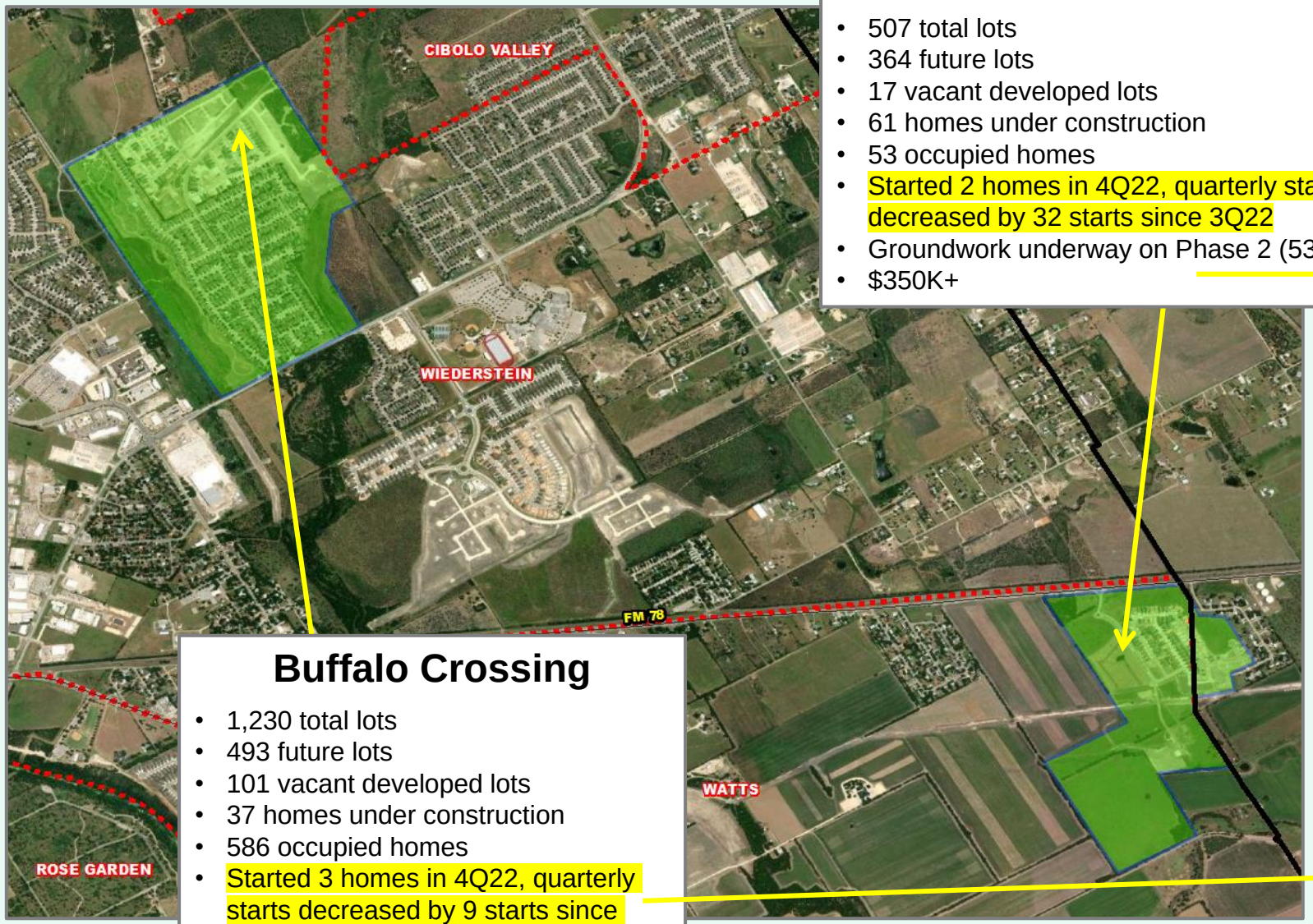



**Subdivisions**

- ACTIVE
- FUTURE
- Groundwork Underway

Zonda Education

# Residential Activity




## Venado Crossing

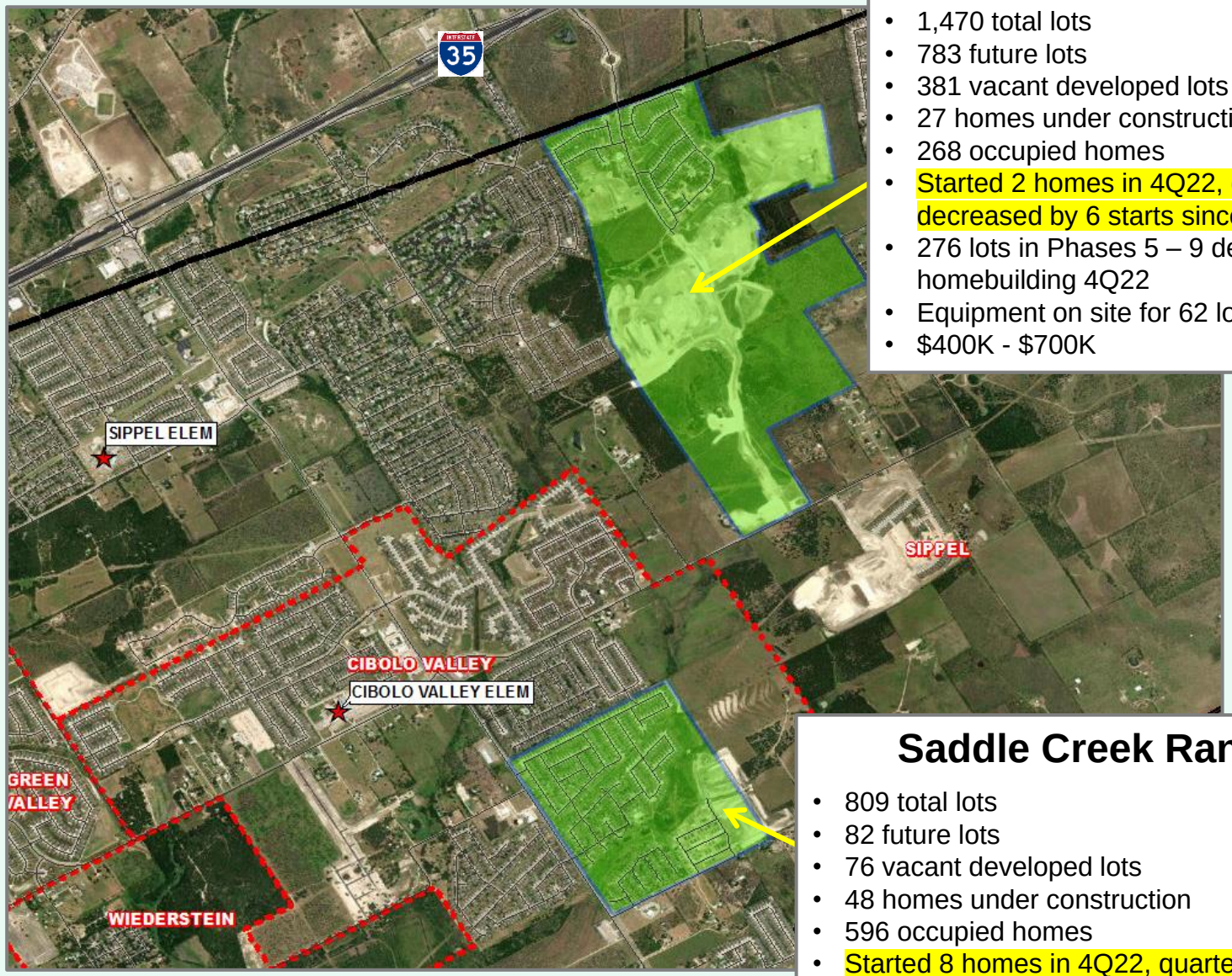
- 507 total lots
- 364 future lots
- 17 vacant developed lots
- 61 homes under construction
- 53 occupied homes
- Started 2 homes in 4Q22, quarterly starts decreased by 32 starts since 3Q22
- Groundwork underway on Phase 2 (53 lots)
- $350K+

## 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

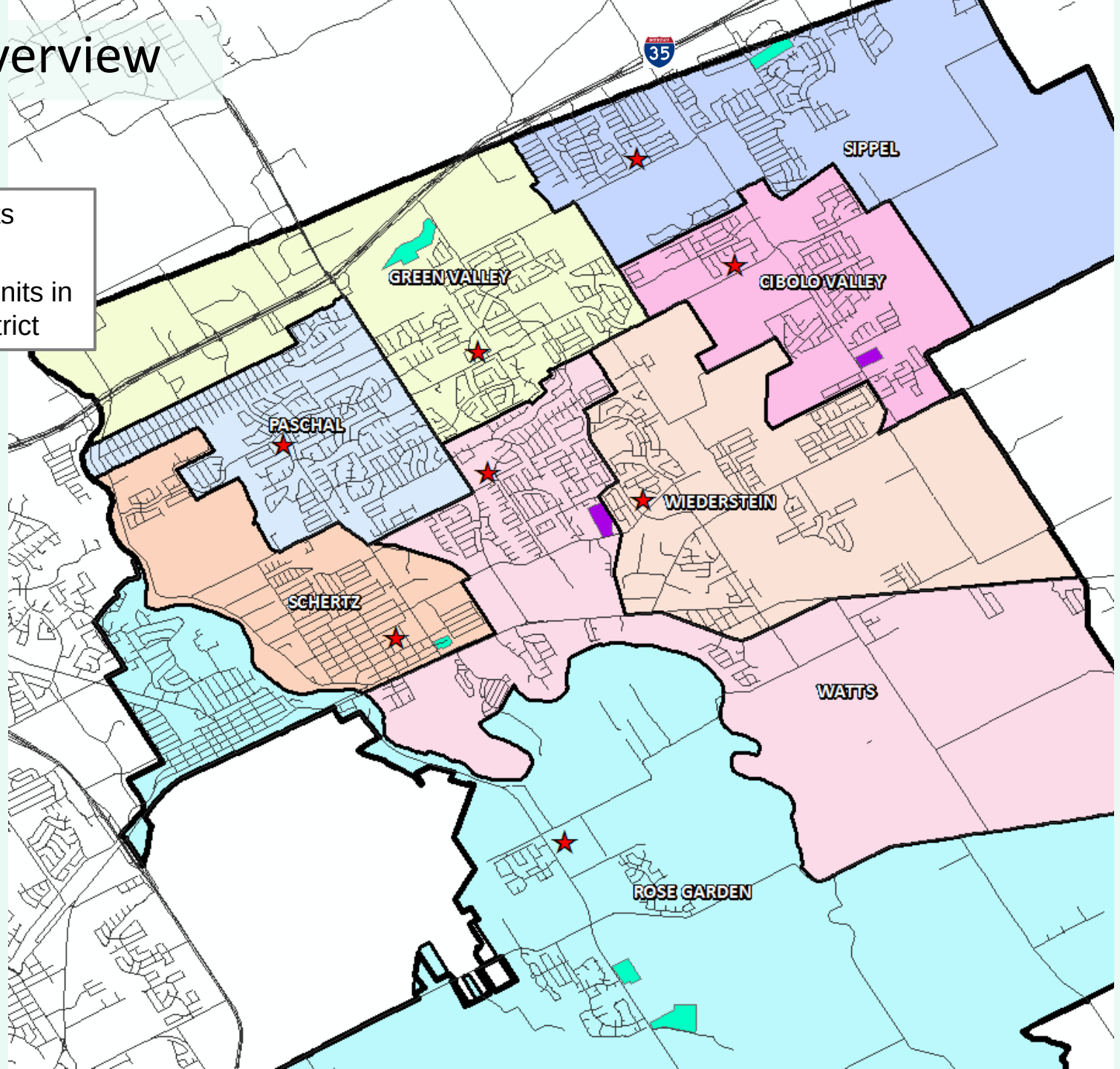
## Saddle Creek Ranch

- 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*

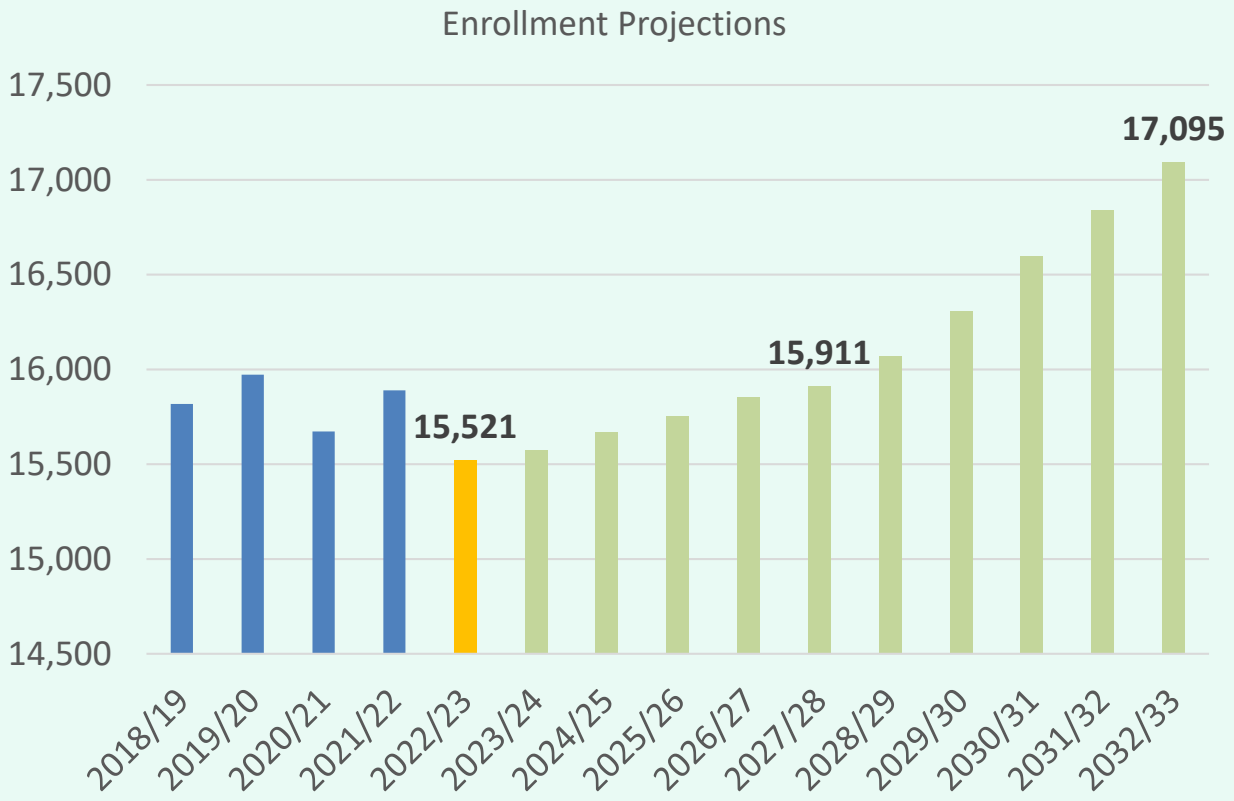
# Ten Year Forecast by Campus

| 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

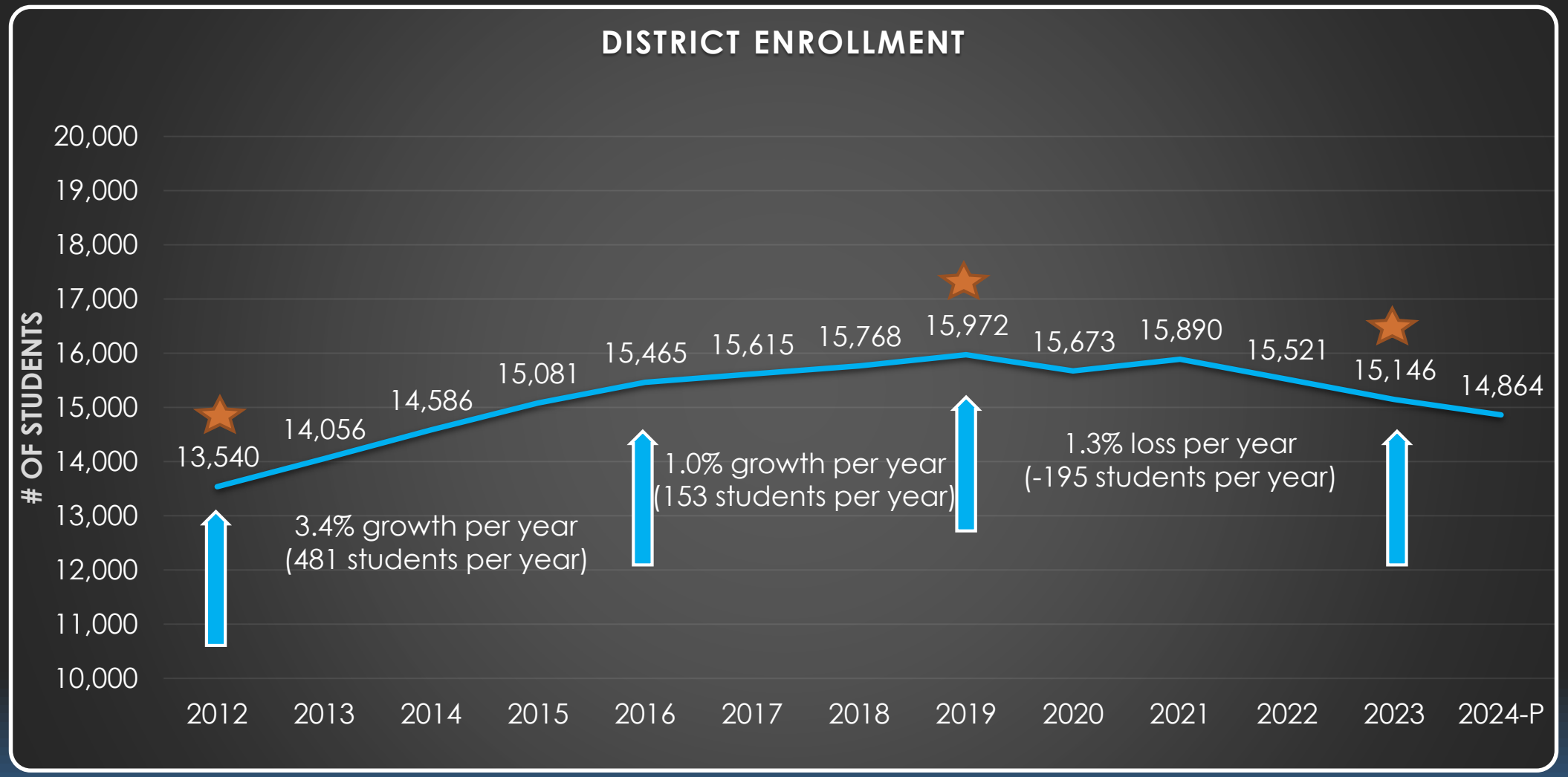
SCHERTZ - CIBOLO - UNIVERSAL CITY ISD

# 10 YEAR CAMPUS FORECASTING

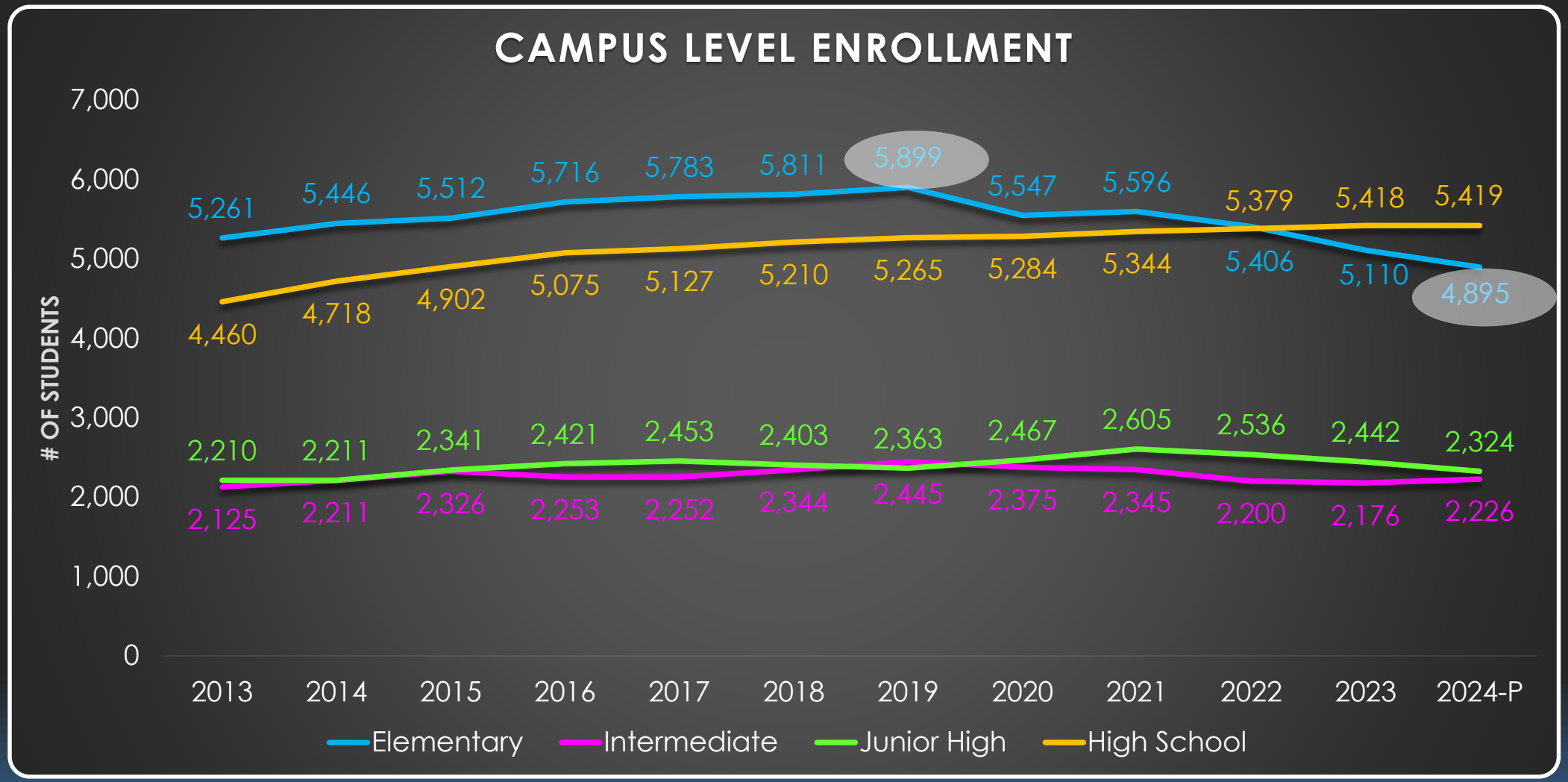
# FORECASTING CONSIDERATIONS

- 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

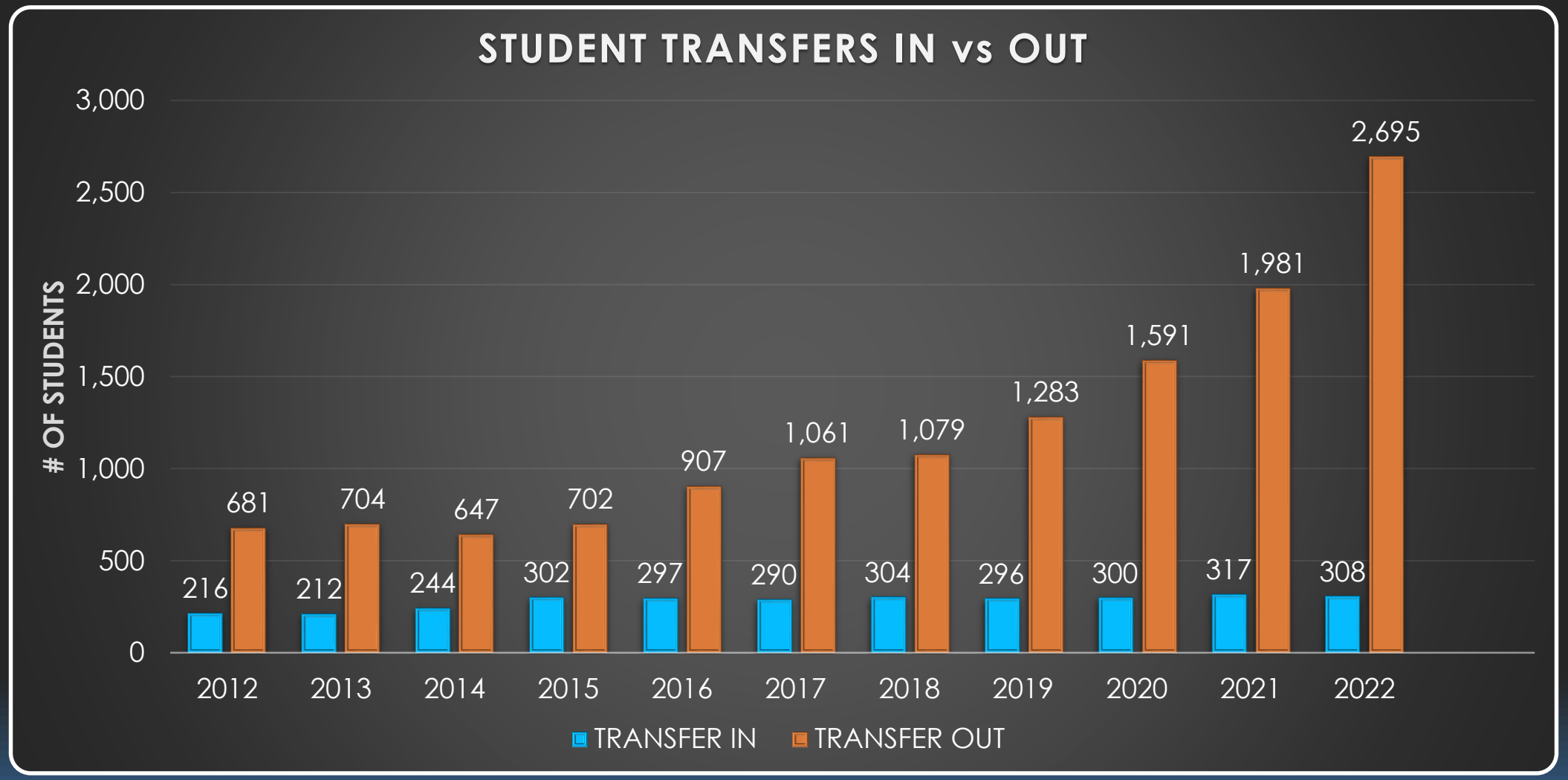
| PEIMS YEAR | TRANSFER IN | TRANSFER OUT | DIFFERENCE |
|---|---|---|---|
| 2012 | 216 | 681 | -465 |
| 2013 | 212 | 704 | -492 |
| 2014 | 244 | 647 | -403 |
| 2015 | 302 | 702 | -400 |
| 2016 | 297 | 907 | -610 |
| 2017 | 290 | 1061 | -771 |
| 2018 | 304 | 1079 | -775 |
| 2019 | 296 | 1283 | -987 |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

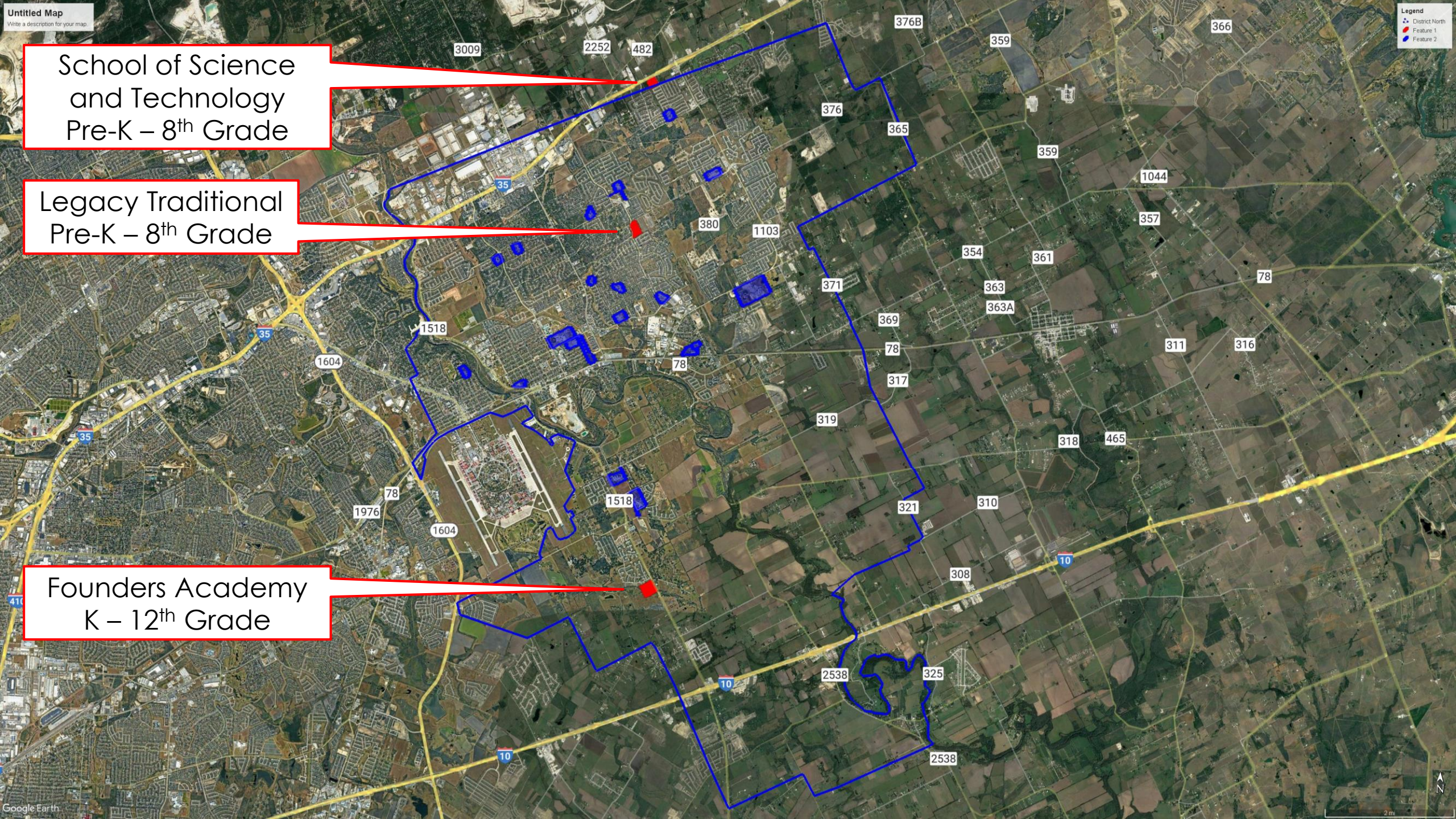
First Year of Founders Charter School →

First Year of School of Science and Technology →

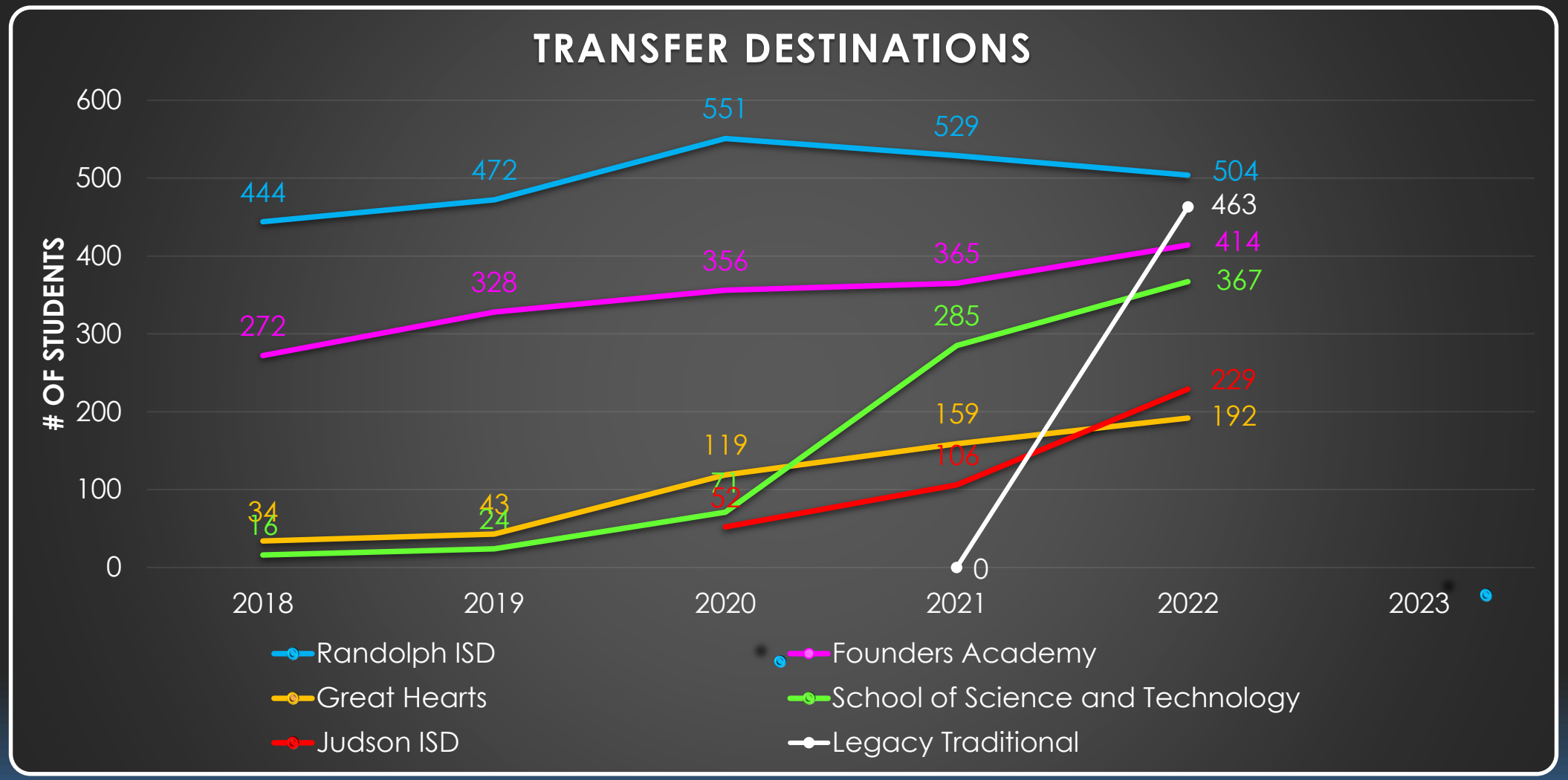
First Year of Legacy Traditional School →

# STUDENT TRANSFERS IN VS. OUT

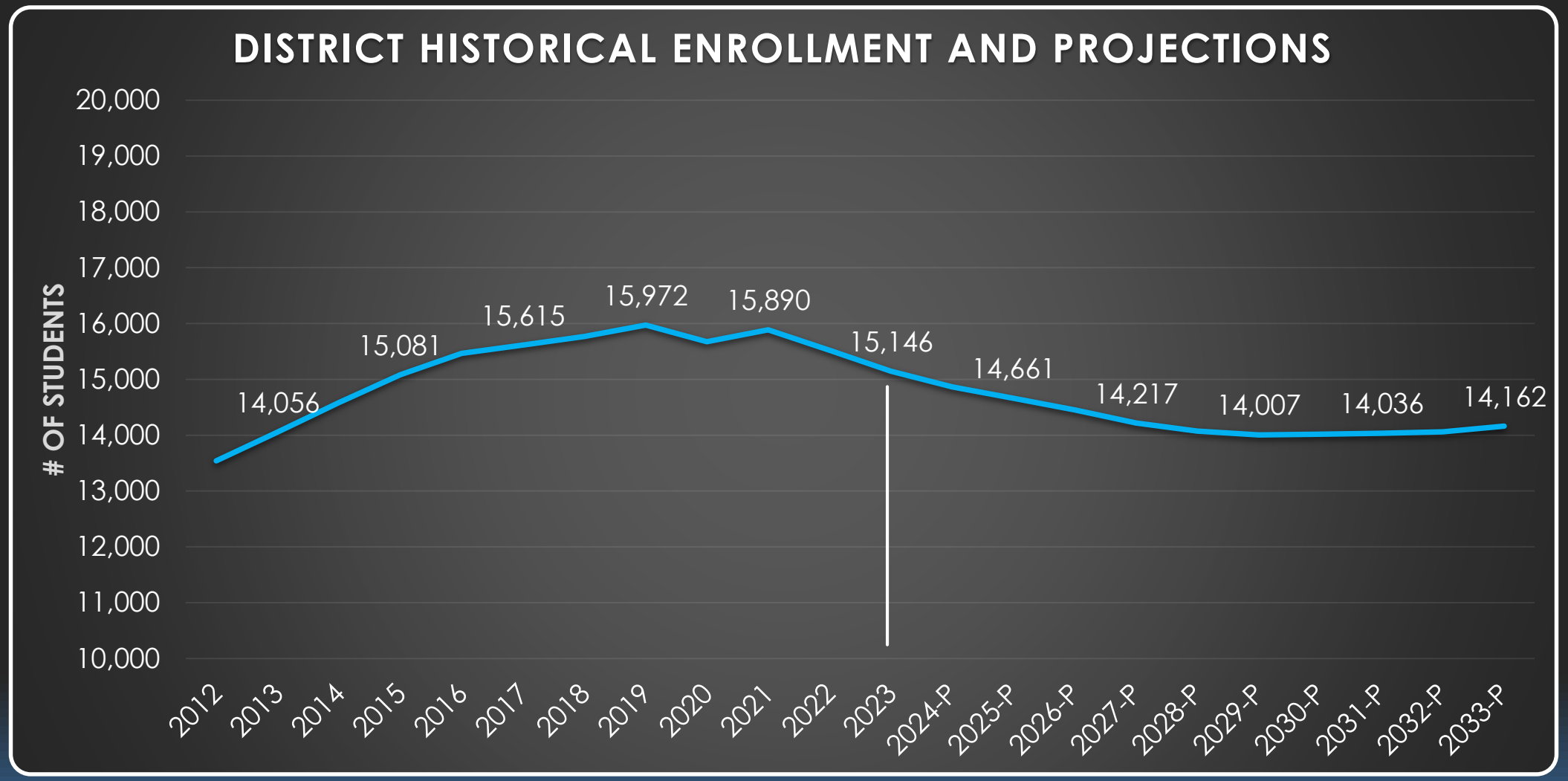



Untitled Map
Write a description for your map.
School of Science and Technology Pre-K – 8th Grade
Legacy Traditional Pre-K – 8th Grade
Founders Academy K – 12th Grade
Legend
District North
Feature 1
Feature 2
3009
2252
482
376B
359
366
376
365
359
1044
380
1103
357
354
361
78
371
363
363A
369
78
1518
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

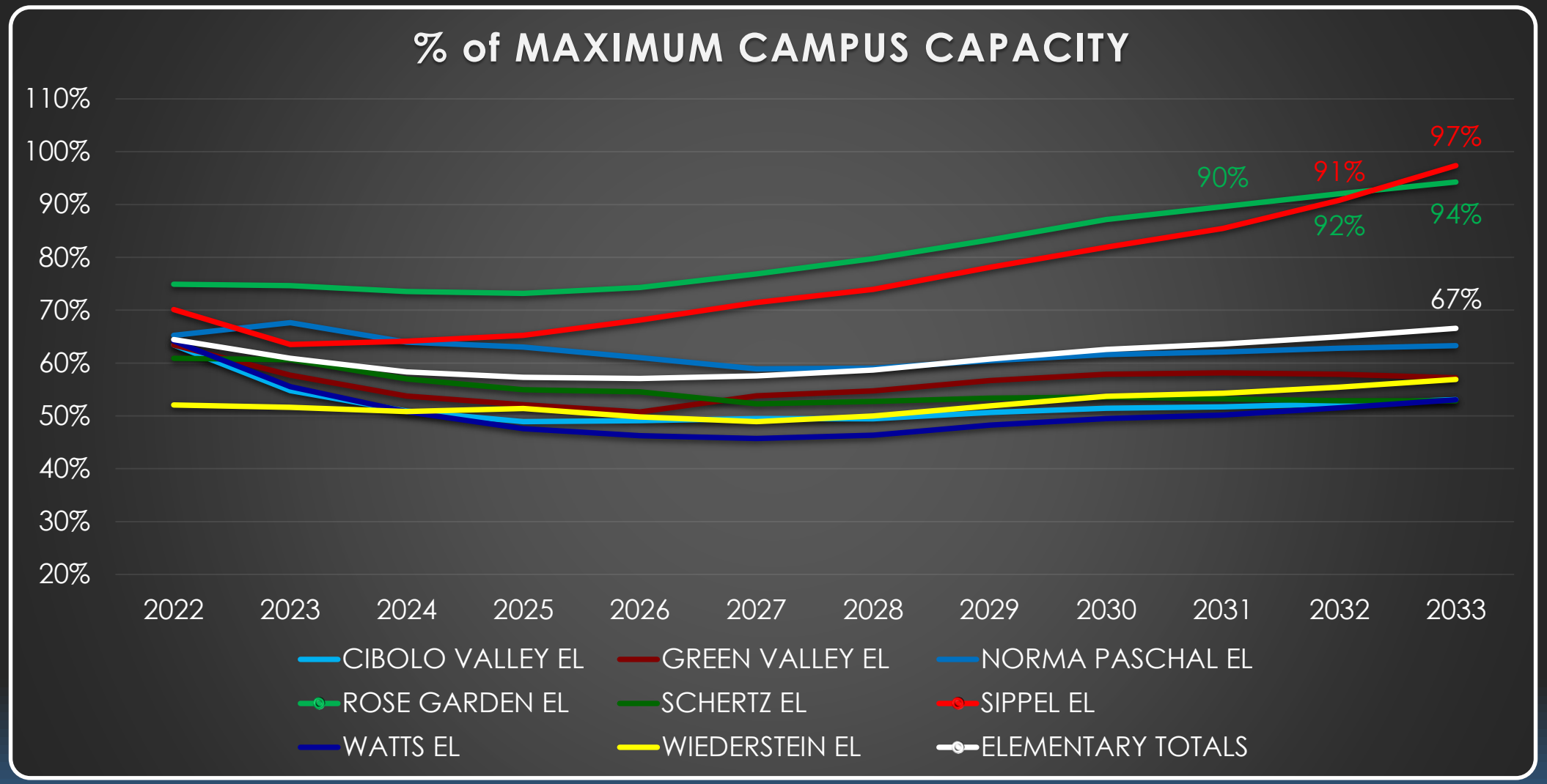
# PLANNING USING OUR MAXIMUM CAPACITY

- 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 |

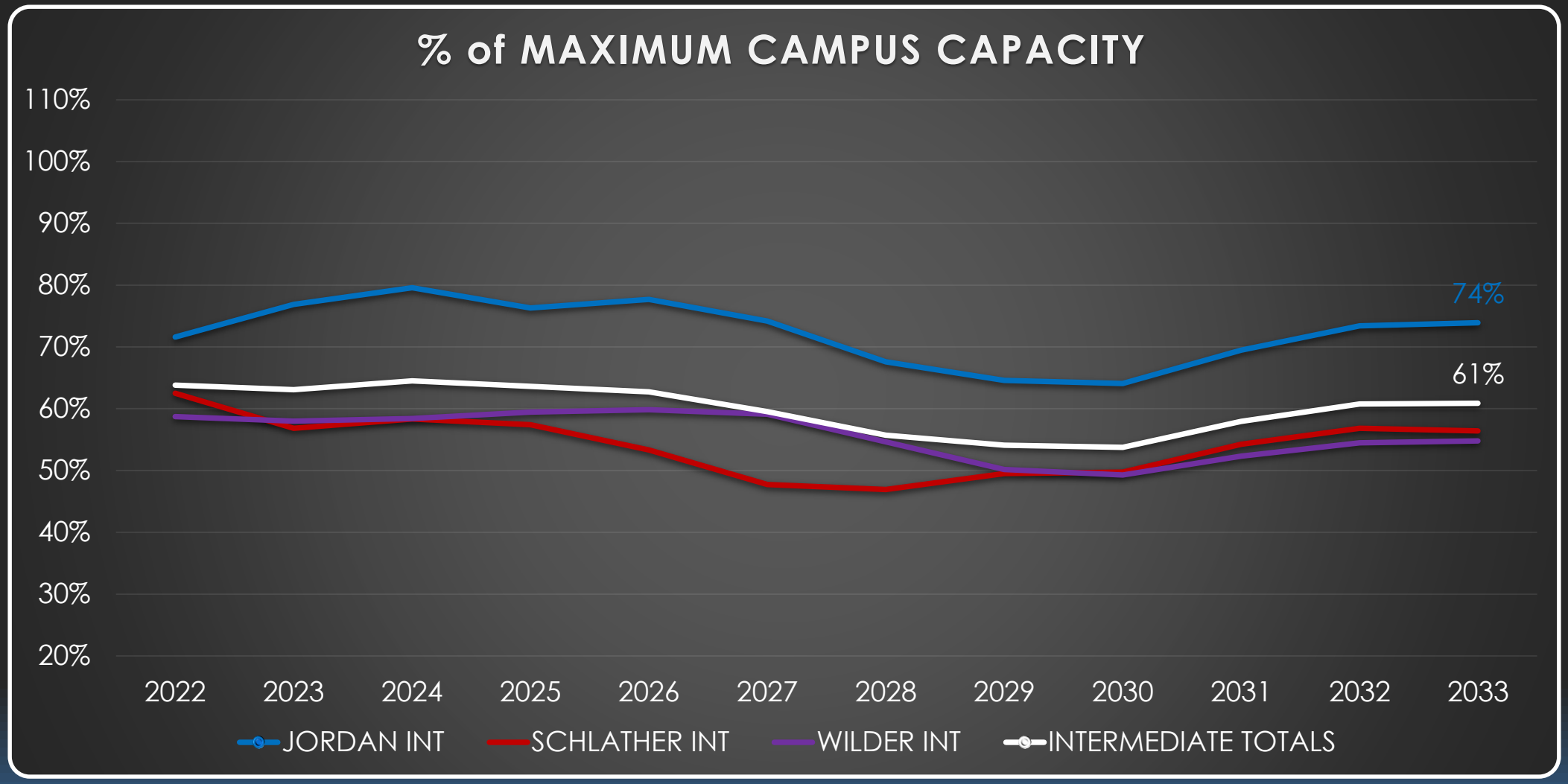
# ELEMENTARY CAPACITIES



# 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 |

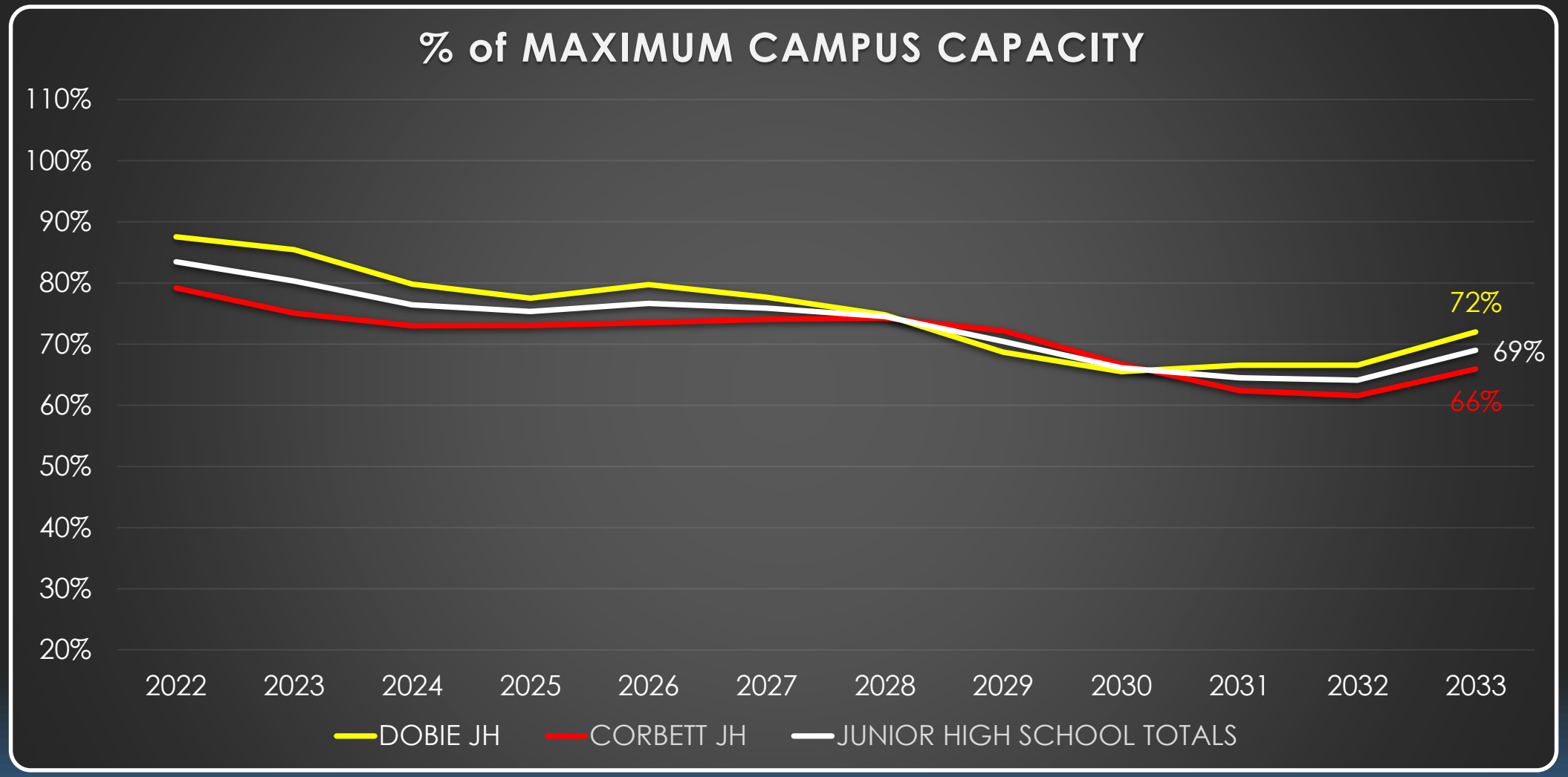
# INTERMEDIATE CAPACITIES



# 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 |

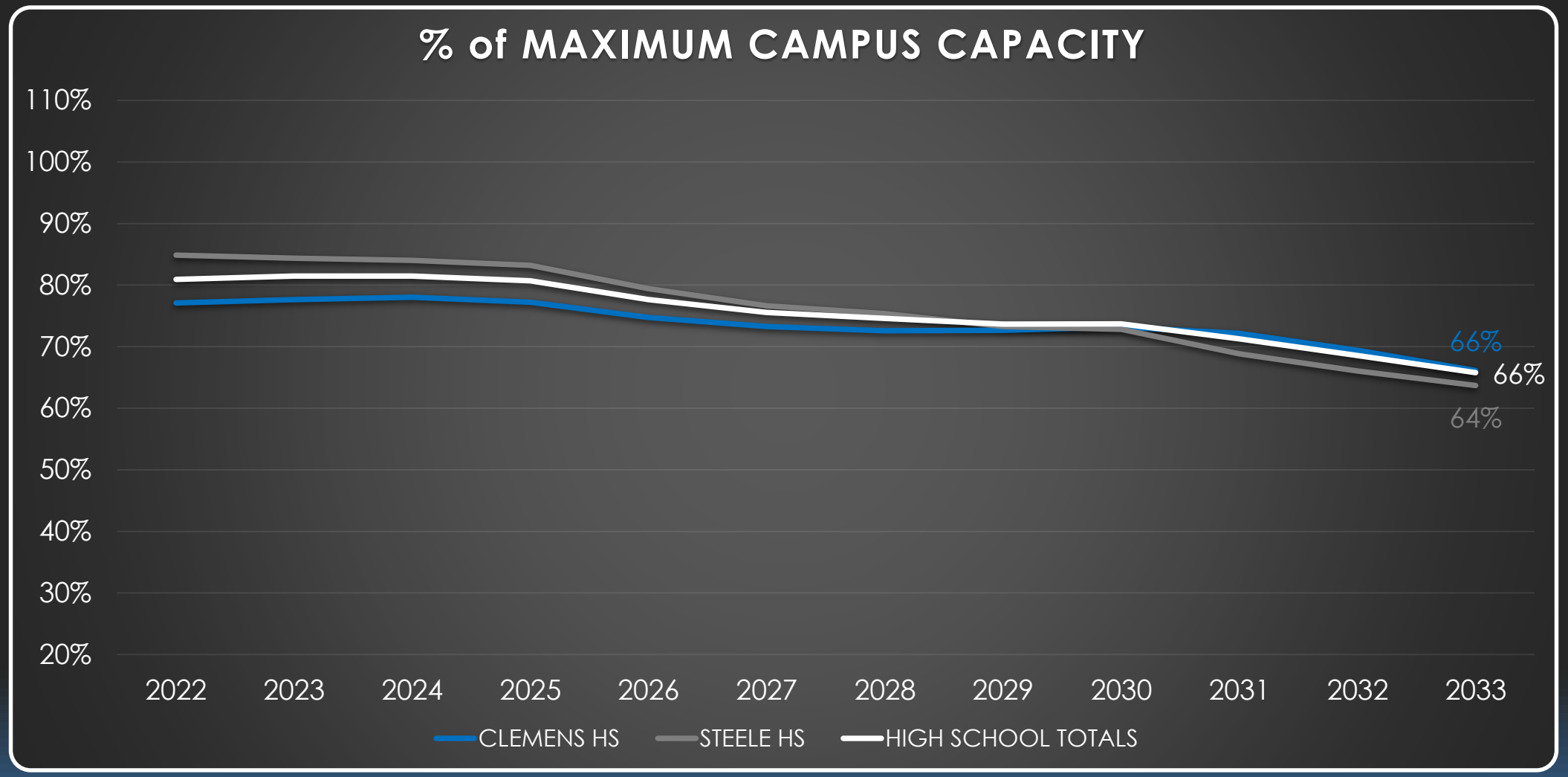
# JUNIOR HIGH CAPACITIES



# 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



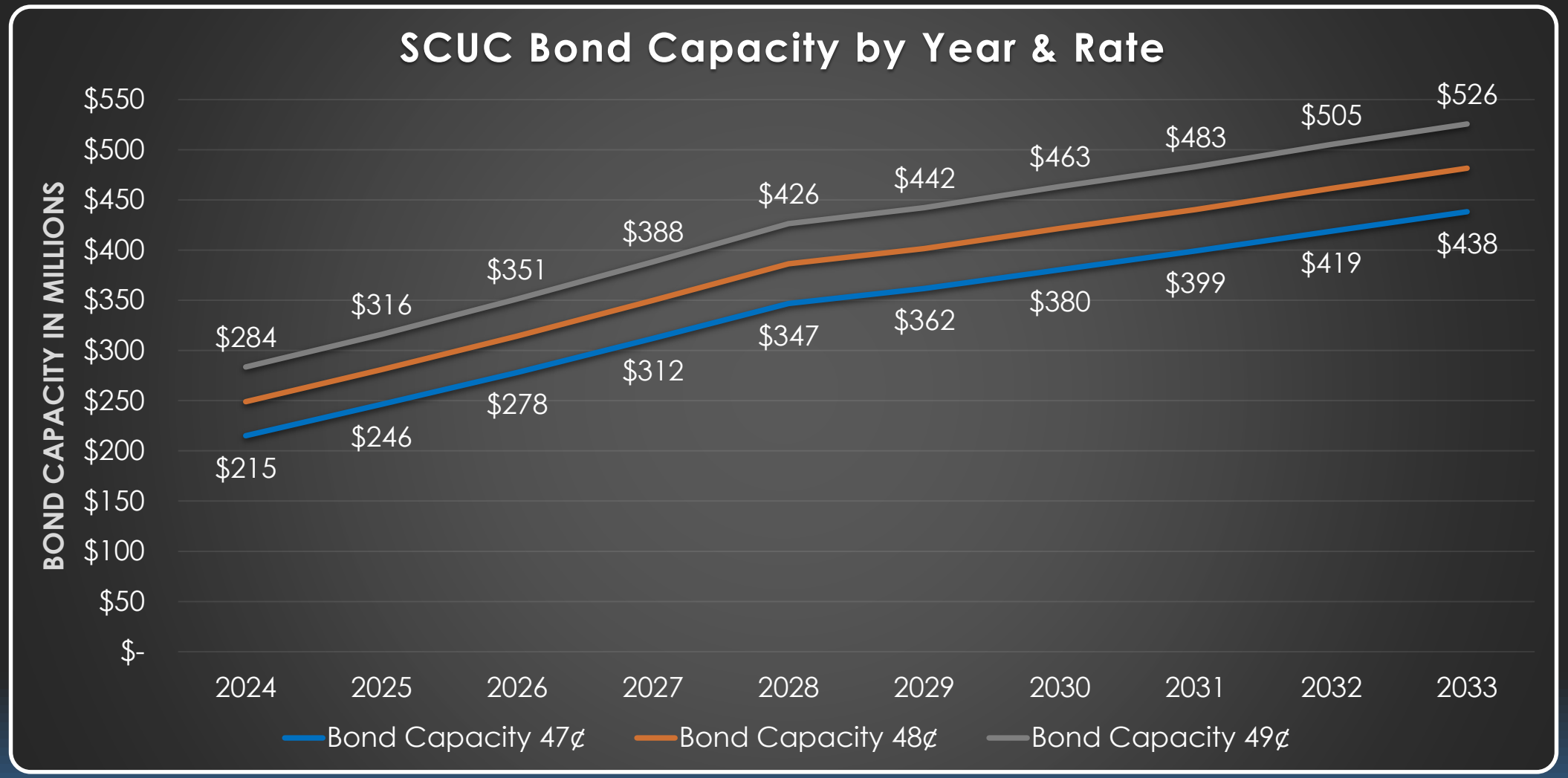
# FORECASTING CONSIDERATIONS

- 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



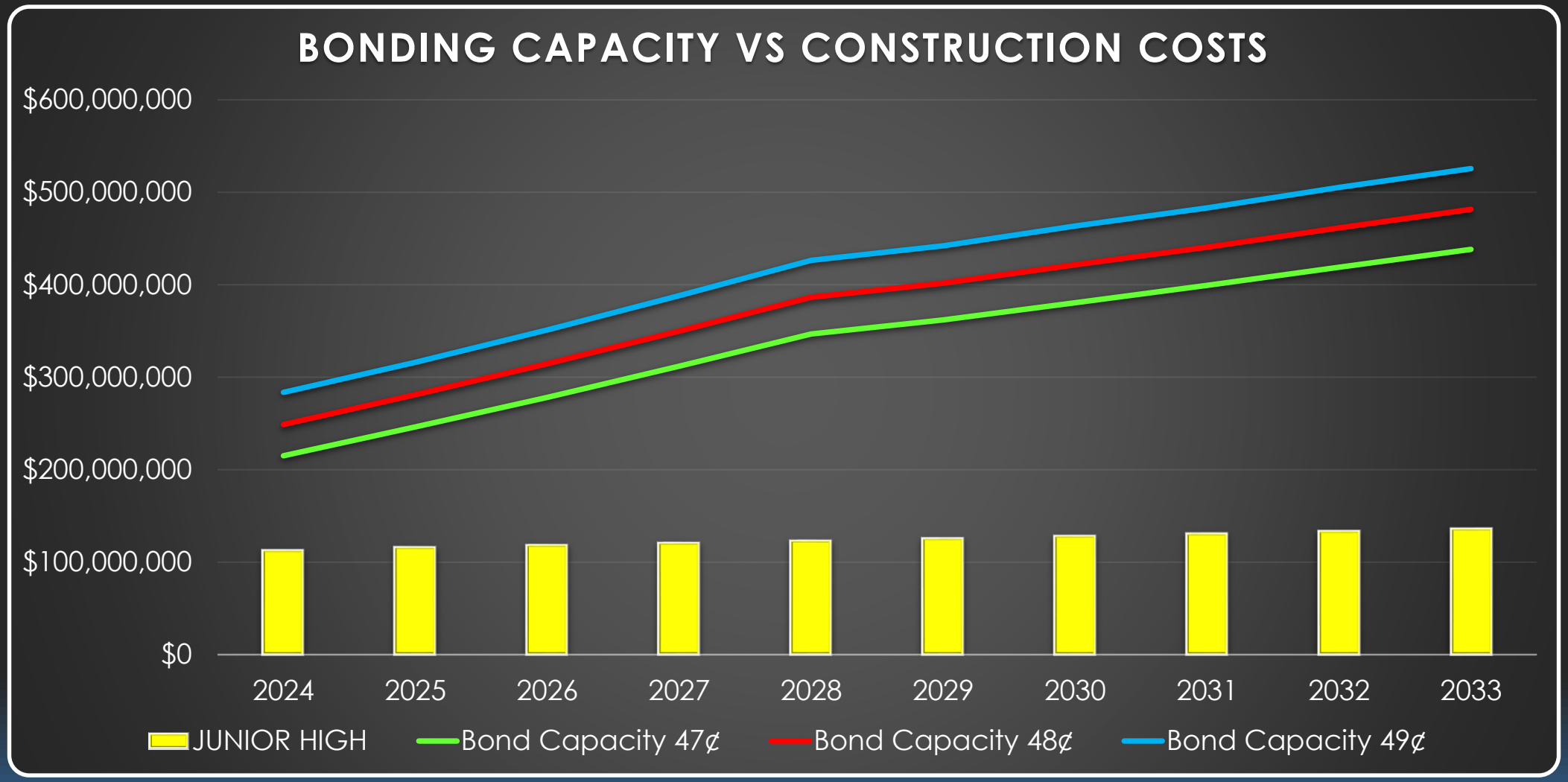
# PROJECTING FACILITY COSTS - SCUC

- 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

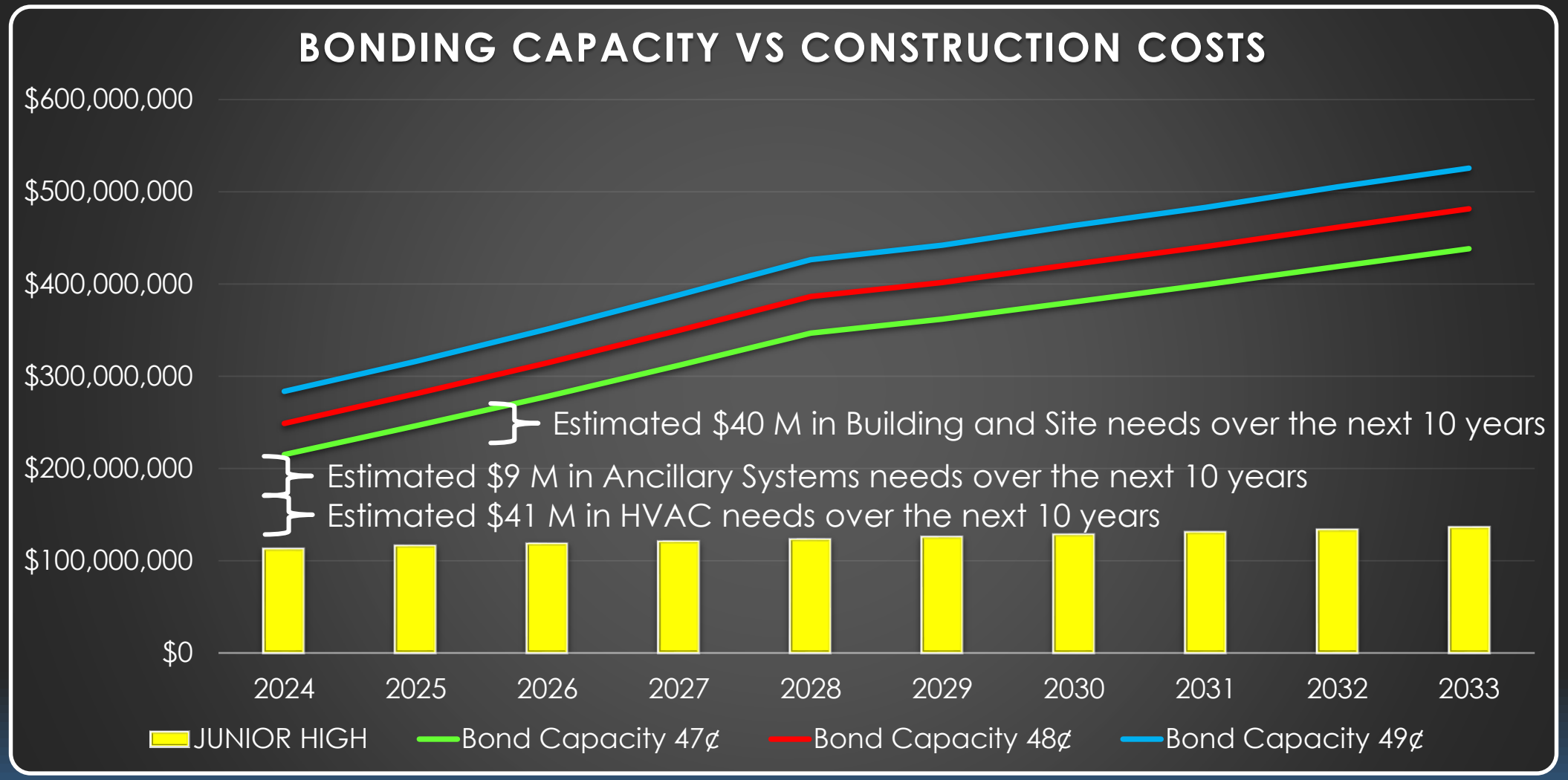
# PROJECTING FACILITY COSTS - SCUC

| 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-149

Zone Change from Planned Development District (PDD) to Single-Family Residential District (R-1)| 79 acres

**Daisy Marquez| Planner**

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79 Acres

Bexar PID:310060

Existing: Undeveloped

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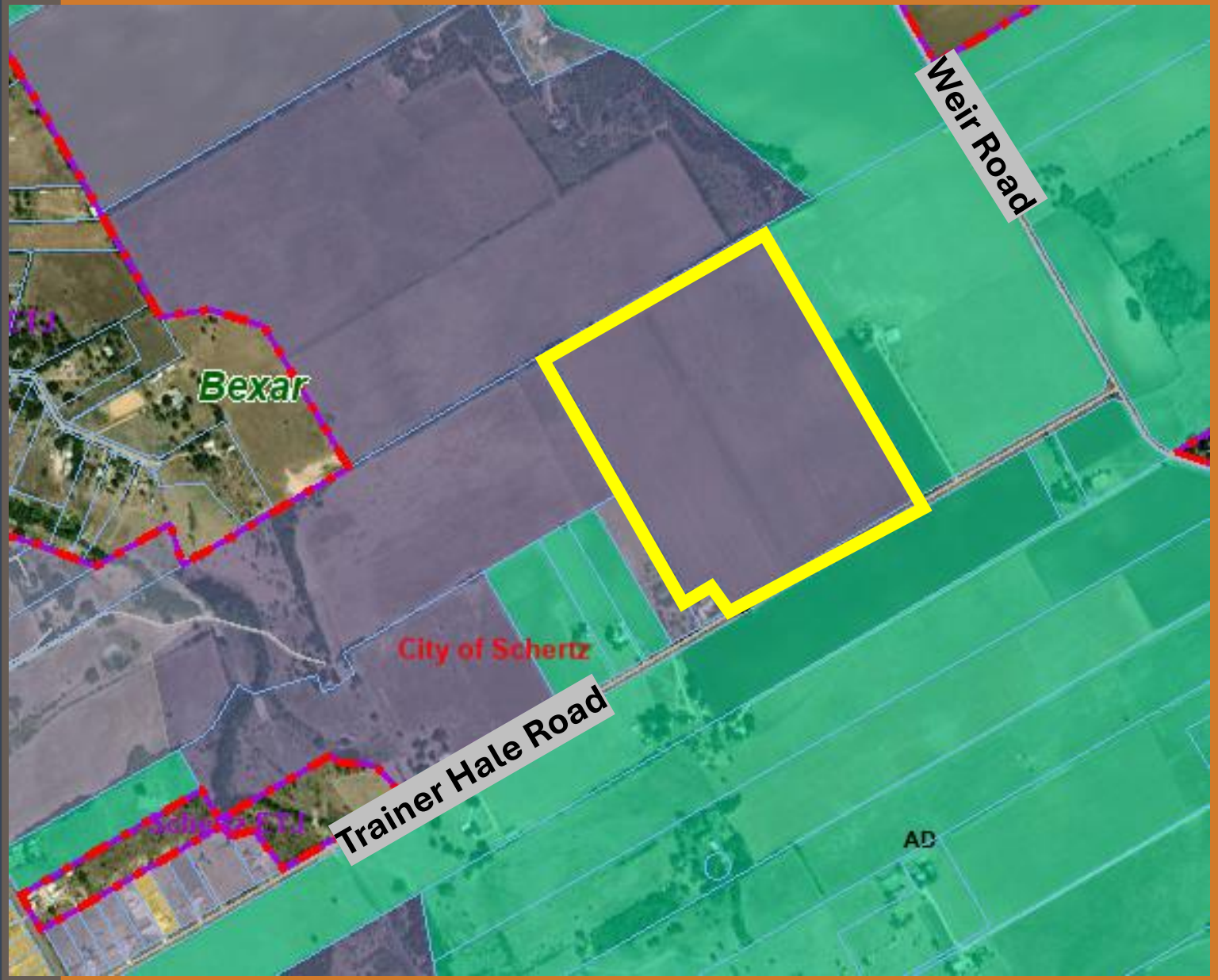
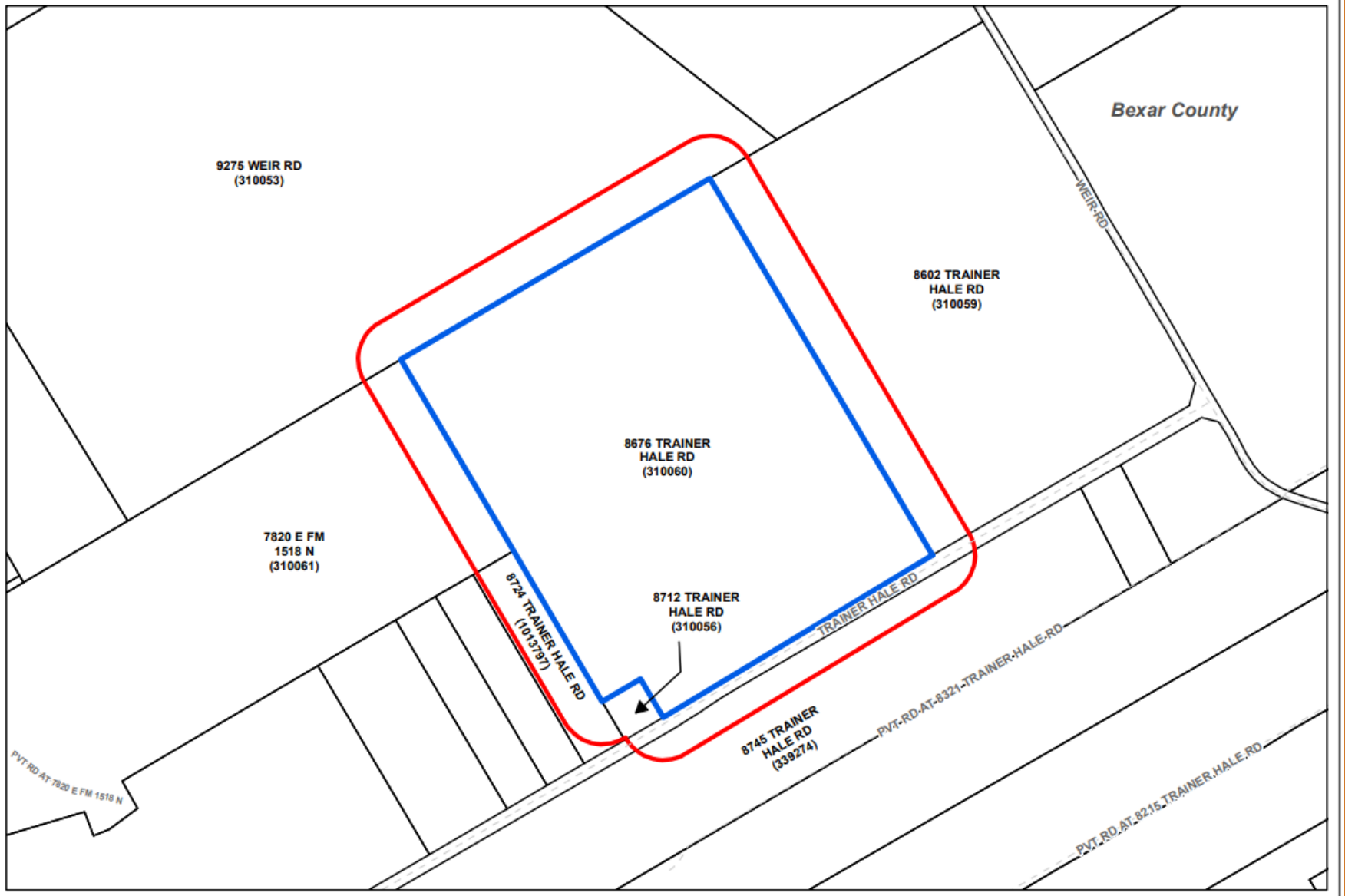



| | Existing Zoning | Land Use |
|---|---|---|
| Subject Property | Planned Development District (PDD) Sterling Grove PDD (Ordinance 22-S-28) | Undeveloped |
| North | Planned Development District (PDD) | Sterling Grove PDD (Ordinance 22-S-28); Undeveloped |
| South | Right-of-Way | Trainer Hale Road |
| East | Agricultural District (AD) | Residential and Agricultural |
| West | Pre-Development District (PRE) and Planned Development District (PDD) | Residential and Undeveloped |

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Last Update:July 12, 2024
City of Schertz, GIS Department, gis@schertz.com

City of Schertz
POPPY HILLS SUBDIVISION
(PLZC20240153)

Project Area  200' Buffer

N W E S

0 300 600 1,200 Feet

- On July 22, 2024, a total of 6 Public Hearing Notices were sent out.
- Responses Received as of August 7:
  - 0– Opposition,
  - 5-In Favor
  - 0-Neutral
- 1 sign was posted on the property.
- Will be posted in the “San Antonio Express” before City Council
- Tentatively scheduled for September 3, 2024, City Council meeting

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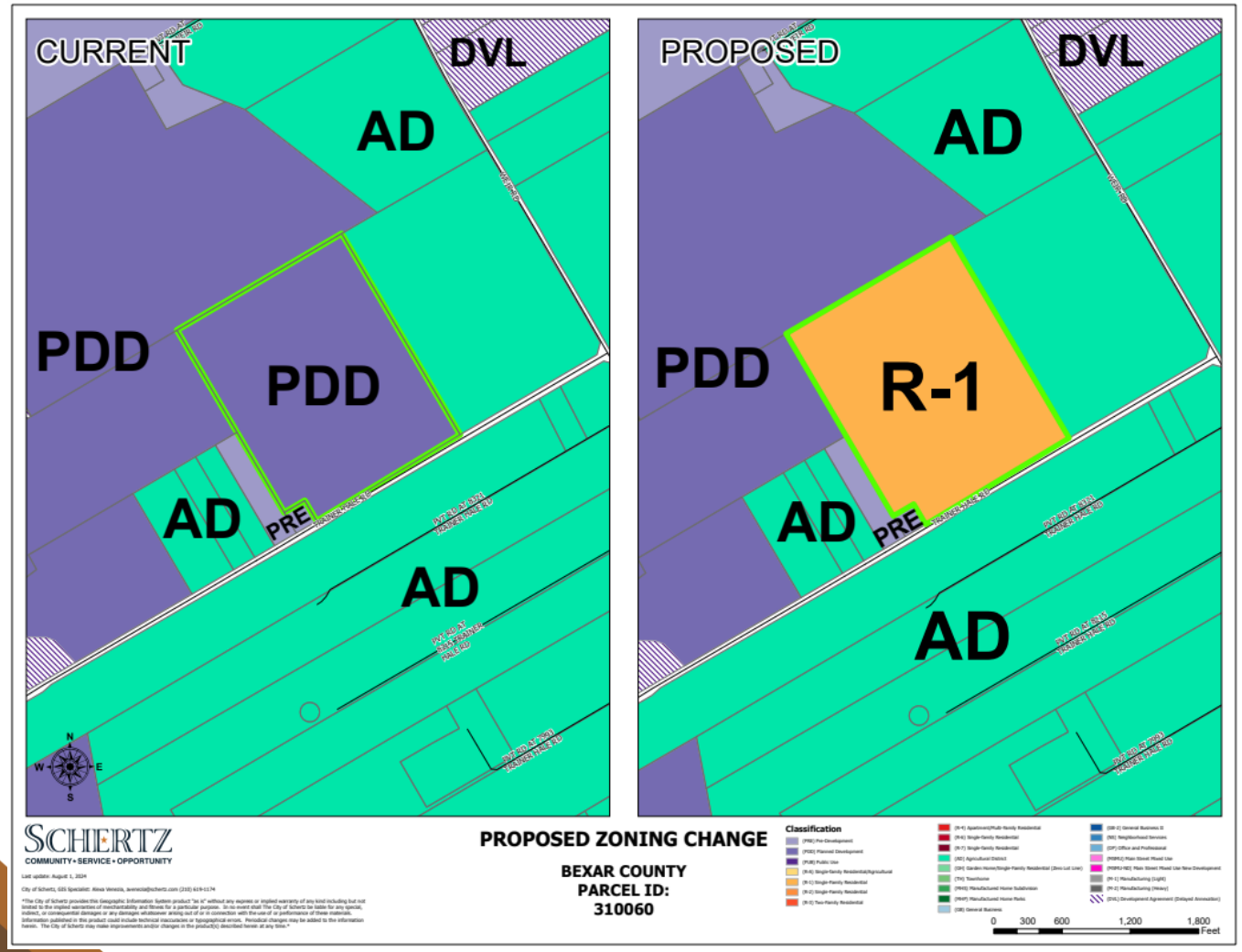
# Proposed Zone Change




- 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 79 acres of land to Single-Family Residential District (R-1).

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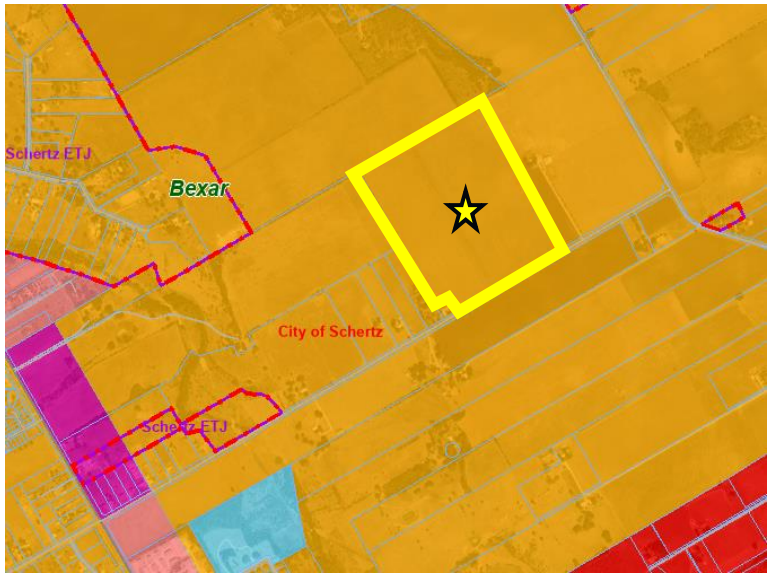
# UDC SECTION 21.5.4.D Criteria for Approval




Regional Corridor
Local Corridor
Mixed Use Center
Development Deferment
Rural Living
Industrial
Complete Neighborhood
Public Use

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 District (R-1) does implement the policies of the adopted Comprehensive Land Plan and Future Land Use Map.
- The subject property is identified as Complete Neighborhood in the Future Land Use Map. The Complete Neighborhood Land Use Designation is meant to provide for a mixture of housing types with supporting land uses.
- The proposed Single-Family Residential District (R-1) requires 9,600 square foot lots, which would provide for a housing type that is not yet along Trainer Hale Road.
- The proposed zone change provides a new housing type within the immediate area, meets the intent of the Complete Neighborhood Land Use Designation, and implements the policies of the adopted Comprehensive Land Use Plan.

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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 Residential Zoning Districts**

| | | *Minimum Lot Size Requirements* | | | *Minimum Yard Setbacks* | | | | *Miscellaneous 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-1** | Single-Family Residential District | 9,600 | 80 | 120 | 25 | 10 | 20 | 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 District (R-1), as listed in Table 21.5.7.A, are compatible within the immediate area of the subject property.

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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 District (R-1) are appropriate in the immediate area to be reclassified. The purpose and intent of the Single-Family Residential District (R-1) is for single-family detached residential dwellings on a minimum 9,600 square foot lot size, together with the schools, churches, and parks necessary to create basic neighborhood units.
- The proposed Single-Family Residential District (R-1) would allow for a maximum number of 357 residential units at the minimum dimensional requirements listed in 21.5.7.A, which does not account for required streets, larger lots, irregular lots, drainage, and proposed amenities.
- Additionally, the lot dimensions of the proposed Single-Family Residential District (R-1) act as a transitional zoning district adjacent to the Agricultural District (AD) property to the east and the Pre-Development District (PRE) property to the west.

# UDC SECTION 21.5.4.D Criteria for Approval

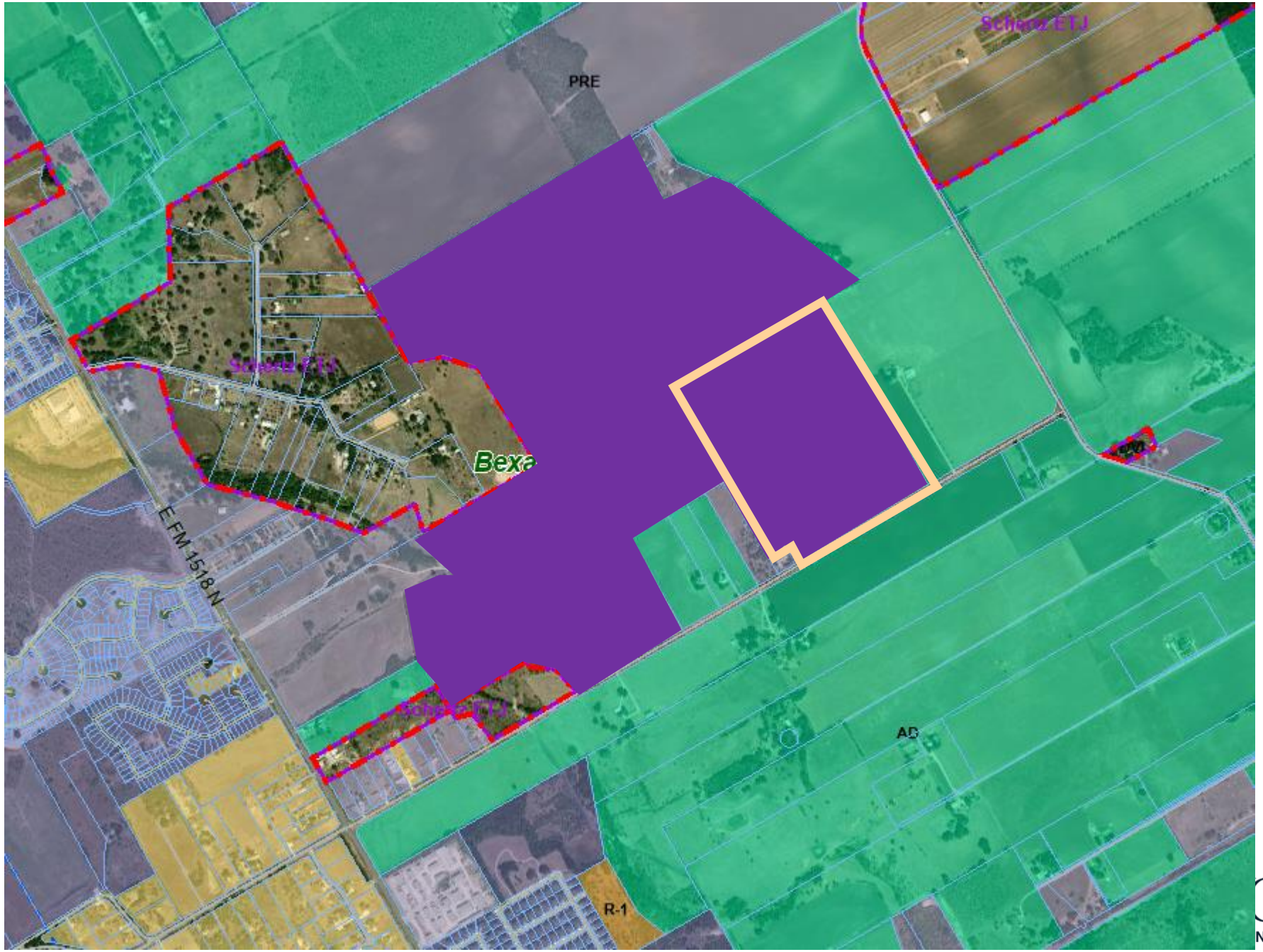
**4. Whether the proposed change is in accord with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers or other public services and utilities to the area;**

- The subject property is within the Green Valley Special Utility District CCN for water and sewer. The property is located along Trainer Hale Road which is a Secondary Arterial with 90 feet of Right-of-Way per the Master Thoroughfare Plan.
- Although the property is currently not platted, the City of Schertz Engineering Department will review the proposed access points for the development during the platting process.
- 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 for SCUCISD as well as the most recent 10-Year Campus Forecasting Presentation.
- The City of Schertz Police, Fire and EMS Departments have indicated they do not have any concerns regarding the proposed rezoning requests or their ability to provide services.

# UDC SECTION 21.5.4.D Criteria for Approval

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

- The subject property is currently located within the Sterling Grove Planned Development District and has been since the approval of Ordinance 22-S-28 in 2022. The subject property consists of portions of Phase 1, Phase 2, and Phase 3 of the Sterling Grove PDD.
- The PDD is built of single-family residential lots with a mixture of dimensions being 55 feet by 100 feet, 65 feet by 110 feet, and half-acre lots. The PDD restricts development to the street layout and phasing of the Planned Development District.
- Although the applicant can develop the land with the approved PDD dimensional requirements, they are dependent on undeveloped land for required points of access, streets, and other infrastructure. The properties within the Sterling Grove PDD, that are within Phase 1, Phase 2, and Phase 3 of the PDD, do not have any current planning applications at this time.
- The applicant is ready to start the development process and submit planning applications for the subject property if the proposed zone change is approved.
- Leaving the Sterling Grove PDD and an approved zone change to Single-Family Residential District (R-1) would allow the applicant to submit the appropriate planning applications without being restricted to the Sterling Grove PDD layout and without needing to depend on adjacent property owners to develop the required infrastructure the applicant needs.
- If the zone change is approved, the applicant would need to meet all City of Schertz requirements for their approximately 79 acres independently.


PRE
Schertz ETJ
Schertz ETJ
Bexa
E FM 1518 N
AG
R-1

# UDC SECTION 21.5.4.D Criteria for Approval

## 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 property. In 2022, the subject property was part of a larger proposed development known as Sterling Grove Planned Development District. No ground has been broken for the proposed Sterling Grove Planned Development District.

The applicant is ready to develop, and to meet the City of Schertz requirements, the applicant needs to change the street layout, which ultimately, changes the intent and character of the Sterling Grove PDD. A zone change allows the applicant to develop the subject property sooner and submit the applicable planning applications.

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

This does not impact the first reading at City Council.

# 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

Staff recommends approval of Ordinance 24-S-149, zone change to Single-Family Residential District (R-1), due to its compatibility within the surrounding area, implementation of the Comprehensive Land Use Plan, and meeting the intent of the Complete Neighborhood Land Use Designation.

## Planning and Zoning Commission

The Planning and Zoning Commission met on Wednesday, August 7, 2024, held a public hearing for Ordinance 24-S-149, and made a recommendation of approval with a 7-0 vote.

# COMMENTS AND QUESTIONS

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**Agenda No. 20.**

**CITY COUNCIL MEMORANDUM**

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Finance** |
| **Subject:** | **Ordinance 24-T-150 - Conduct a Public Hearing and Adopt a budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025, in accordance with the Charter of the City of Schertz, Texas; providing for the filing of the Budget; providing that this Ordinance shall be cumulative of all Ordinances; providing a Severability Clause; and providing an Effective Date. *Final Reading* (S.Gonzalez/J.Walters)** |

**BACKGROUND**

In accordance with applicable statutes and the City Charter, the City Manager submitted a budget proposal to the City Council for consideration on August 6, 2024. The City Council held a public hearing for the Proposed Budget on August 20, 2024 and will hold a second on September 3, 2024.

***Note: After the August 20, 2024 Council Meeting, staff updated the General Fund to match the tax rate of $0.4900 which was voted on by council, as well as made updates to the Hotel Occupancy Tax Fund and Schertz Economic Development Fund.***

**General Fund Updates:**
**Reduced Pay Adjustment based on ECI from 4.4% to 3.5%**
**Removed Additional Incentive Pay Proposal**

**Hotel Occupancy Tax Updates:**
**Increase the budget to fund the replacement electronic sign totaling $78,400.**

**Schertz Economic Development Corporation**
**Increased Development Incentives to ensure funding of approved incentive payments anticipated will be due in FY 2024-25.**
**Increase Contributions to the City to complete the approved Lookout Road improvements and to upgrade the Schertz Soccer Complex Field Lighting.**

Staff proposes to raise salaries for all departments by 3.5% across the board for inflation. This number is based on the last quarterly report by the Bureau of Labor Statistics on the Employment Cost Index (ECI). This metric measures wages and benefits costs across the country based on private corporation jobs, civilian jobs, and state and local government jobs. The latest quarterly report showed wages for state and local governments grow by 5.1% and is the basis for the adjustment recommendation. Due to budget restrictions, staff proposes an adjustment of 3.5% this year. This ECI adjustment is proposed to take effect in October 2024 with the new budget.

The proposed budget includes a decrease in health insurance costs of 11% for FY 2024-25.

In FY 2024-25, the city will have 20 General Fund Infrastructure projects underway with an estimated $30,298,422 to be expended for Streets, Parks, and Facilities using existing reserves and bond

funds. The Water & Sewer will have 18 projects for a total of $45,326,380 estimated expenditures, and Drainage will have 1 project for $1,000,000. More detail about these projects can be found attached on the CIP document.

In the General Fund, no other new programs or funding is proposed other than those to meet rising costs and state and federal mandates.

The Water & Sewer Fund proposes to add a service crew consisting of 5 Service Worker positions, a Meter Technician, and reclassifying the Customer Service Representative to an Administrative Assistant. New capital purchases include 3 new trucks, a backhoe, and a mini-dump truck.

The Emergency Medical Services Fund proposes to add 2 Emergency Medical Technicians (EMTs) to field additional ambulance hours to meet service call volumes and 1 Battalion Chief to change all employees in this position from 24 hour to 12 hour shifts. Staff also proposes to make the Supply Coordinator a Full-Time positions instead of Part-Time. These items will be done mid-year.

The Special Revenue Funds Budgets will remain constant with no significant changes in operations.

A copy of the proposed budget is available for view on the City's webpage www.schertz.com.

**GOAL**

Per state statutes and the City Charter, the city must adopt a budget prior to the beginning of the fiscal year beginning on October 1st.

**COMMUNITY BENEFIT**

This budget will provide for additional resources to areas identified by citizens, city council, and staff.

**SUMMARY OF RECOMMENDED ACTION**

Staff recommends that the City Council approve the first reading of Ordinance No. 24-T-150, adopting the budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025.

**FISCAL IMPACT**

| Fund | Proposed Budget | Fund Balance Change |
|---|---|---|
| General Fund | $52,589,778 | ($2,596,149) |
| Tax I&S Fund | 10,193,020 | (482,100) |
| Water & Sewer Fund | 35,011,333 | (2,150,918) |
| Capital Recovery - Water | 19,000 | 1,207,400 |
| Capital Recovery - Sewer | 33,000 | 768,000 |
| Drainage Fund | 1,635,862 | (69,579) |
| EMS Fund | 15,371,822 | (300,878) |
| SEDC | 16,668,840 | (8,325,840) |
| Special Events Fund | 55,000 | 0 |
| PEG Fund | 64,000 | 0 |
| Hotel Occupancy Fund | 208,722 | 1,017,778 |

| | | |
|---|---|---|
| Park Fund | 100,000 | 54,750 |
| Tree Mitigation | 85,000 | 64,250 |
| Roadway Impact Fee Area1 | 5,000 | 350,300 |
| Roadway Impact Fee Area2 | 105,000 | 122,650 |
| Roadway Impact Fee Area3 | 5,000 | 420,250 |
| Roadway Impact Fee Area4 | 3,000 | 315 |
| Library Fund | 21,500 | 0 |
| Historical Committee | 14,250 | 0 |
| **Total:** | **$132,189,127** | **($9,919,771)** |

**RECOMMENDATION**

Staff recommends that the City Council approve the final reading of Ordinance No. 24-T-150, adopting the budget for the fiscal year beginning October 1, 2024 and ending September 30, 2025.

---

**Attachments**

Ordinance 24-T-150 Proposed Budget FY 2024-25

Budget Change Memo 2024-25

Proposed FY 2024-25 CIP

2024-25 Budget Presentation

**ORDINANCE NO. 24-T-150**

**AN ORDINANCE ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025, IN ACCORDANCE WITH THE CHARTER OF THE CITY OF SCHERTZ, TEXAS; PROVIDING FOR THE FILING OF THE BUDGET; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS,** the City of Schertz is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS,** the City Manager of the City of Schertz submitted a budget proposal to the City Council prior to the beginning of the fiscal year, and in said budget proposal set forth the estimated revenues and expenditures and made the detailed classification as required by the City Charter of the City of Schertz, Texas; and

**WHEREAS,** the City Council finds that all provisions pertaining to the adoption of a budget contained in the City Charter have been in all things complied with; and

**WHEREAS,** a Public Hearing is held by the City Council of the City of Schertz, Texas on the 20th day of August 2024 and the 3rd day of September 2024; and

**WHEREAS,** after a full and final consideration, the City Council is of the opinion that the budget should be approved and adopted; and

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

Section 1. The budget of the expenditures of the City of Schertz for the ensuing fiscal year beginning October 1, 2024, and ending September 30, 2025, be, and the same is, in all things, adopted and approved as the said City of Schertz budget for the Fiscal Year beginning the first day of October 2024, and ending the thirtieth day of September 2025.

Section 2. The sums below are hereby appropriated from the respective funds for the payment of expenditures on behalf of the City government as established in the approved budget document:

**2024-2025 Budget**

| | |
|---|---|
| General Fund | $52,589,778 |
| Tax I&S Fund | 10,193,020 |
| Water & Sewer Fund | 35,011,333 |
| Capital Recovery - Water | 19,000 |
| Capital Recovery - Sewer | 33,000 |
| Drainage Fund | 1,635,862 |
| EMS Fund | 15,371,822 |
| SEDC | 16,668,840 |
| Special Events Fund | 55,000 |
| PEG Fund | 64,000 |
| Hotel Occupancy Fund | 208,722 |
| Park Fund | 100,000 |
| Tree Mitigation | 85,000 |
| Roadway Impact Fee Area1 | 5,000 |
| Roadway Impact Fee Area2 | 105,000 |
| Roadway Impact Fee Area3 | 5,000 |
| Roadway Impact Fee Area4 | 3,000 |
| Library Fund | 21,500 |
| Historical Committee | 14,250 |
| Total: | $132,189,127 |

Section 3. A true and correct copy of this ordinance along with the approved budget attached hereto, and any amendments thereto, shall be filed with the City Secretary. In addition, the City Manager is hereby directed to file or cause to be filed a true and correct copy of this ordinance along with the approved budget attached hereto, and any amendments thereto, in the office of the County Clerk of Guadalupe, Comal, and Bexar Counties, Texas, as required by law.

Section 4. This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Schertz, Texas (2006), as amended, 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 5. 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 6. This ordinance shall be in full force and effect from and after its final passage, and it is so ordained.

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 OF SCHERTZ

# FY 2024-25
# PROPOSED BUDGET

The City Council hereby ratifies the budget will raise more total property taxes than last year's budget by $1,345,617 or 5.1% increase, and of that amount, $339,457 is tax revenue to be raised from new property added to the tax roll this year.

The members of the governing body voted on the proposal to consider the budget as follows:

**FOR:**

**AGAINST:** N/A

**PRESENT** and not voting:
N/A

**ABSENT:** N/A

**Property Tax Rate Comparison**

| | **2024-25** | **2023-24** |
|---|---|---|
| Property Tax Rate: | | $0.4872/100 |
| No-new-revenue | $0.4805/100 | $0.4554/100 |
| No-new-revenue Maintenance & Operations Tax Rate: | $0.3301/100 | $0.3213/100 |
| Voter-approval Rate: | $0.4990/100 | $0.4873/100 |
| Debt Rate: | $0.1574/100 | $0.1548/100 |
| Total debt obligation for the City of Schertz secured by property taxes: | $88,054,065 | $96,572,010 |

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

# CITY OF SCHERTZ, TEXAS
# PROPOSED ANNUAL BUDGET

## FISCAL YEAR 2024-25
### OCTOBER 1, 2024 – SEPTEMBER 30, 2024

CITY COUNCIL

RALPH GUTIERREZ
Mayor

MARK DAVIS
Council Member, Place 1

MICHELLE WATSON
Council Member, Place 2

PAUL MACALUSO
Council Member, Place 3

TIFFANY GIBSON
Council Member, Place 4

ROBERT WESTBROOK
Council Member, Place 5

ALLISON HEYWARD
Council Member, Place 6

TIM BROWN
Council Member, Place 7

PREPARED BY

STEVE WILLIAMS, CITY MANAGER
BRIAN C. JAMES, DEPUTY CITY MANAGER
SARAH GONZALEZ, ASSISTANT CITY MANAGER

JAMES P. WALTERS, FINANCE DIRECTOR
JESSICA DYCUS, ASSISTANT FINANCE DIRECTOR
MIKE WALKDEN, FINANCIAL ANALYST

# City of Schertz

## Our Vision

Community. Service. Opportunity.

## Our Mission

Leading, improving, and serving a livable, sustainable and financially sound community

## City Policy Values

1.Safe Community
2.Essential Services
3.High Quality of Life
4.Attractive Community
5.Economic Prosperity
6.Fiscally Sustainable

## City Operational Values

1. Systems Management
2. Engaged Workforce
3. Innovative
4. Proactive
5. Service Oriented

## City Core Value

1. Do the right thing
2. Do the best you can
3. Treat others the way you want to be treated
4. Work cooperatively as a tea

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

**September 3, 2024**

TO: The Honorable Mayor and Councilmembers

FROM: Steve Williams, City Manager

SUBJECT: Adopted Budget for Fiscal Year 2024-25

The proposed budget for FY 24-25 was filed with the City Secretary on August 2, 2024, in accordance with the requirements of the City Charter. Revenues in each of the funds meet or exceed proposed expenditures when utilizing excess reserves. There will be two public hearings for resident input on August 20, 2024, and September 3, 2024.

This budget makes significant strides in continuing the pursuit of the City's goals of 1) ensuring a competitive position with regards to **Staff Compensation;** 2) properly maintaining the City's **Infrastructure**, with a particular emphasis on **Street Maintenance and Repair**; 3) creating and implementing a comprehensive **Capital Improvement Program (CIP);** 4) increasing **Staffing Levels** to ensure excellent service; and 5) constructing new and/or remodeling **City Facilities**.

This is achieved by implementing an across-the-board salary increase of 3.5% for all departments based on the Bureau of Labor Statistics Employer Cost Index (ECI) for State and Local Government workers. The ECI measures wage and benefit costs across the country for state and local government jobs. As of June 30, 2024, the ECI showed a 5.1% increase; however, this budget includes a lower percentage to align with revenue projections. It will be implemented in October 2024 with the new budget and will increase individual salaries, as well as adjust the Grade and Step programs accordingly. In addition to the ECI, funding is included to continue the City's Step Program (4%) for public safety positions and a Merit (0-4%) for non-public safety positions, based on performance evaluation.

Street maintenance is a priority again this year. In FY 23-24, the City purchased a pothole truck, developed an online dashboard to monitor progress, and utilized $1,000,000 in excess fund balance to complete additional projects (on top of a base budget of $650,000). In FY 24-25, it is anticipated that all three will provide the necessary momentum to fully implement a more aggressive street maintenance program.

The construction of larger capital projects is included in the City's new comprehensive CIP. The CIP is the City's 10-year plan to ensure that current and future capital needs are identified, prioritized, have a construction timeline, and may be funded with projected resources. It includes water, sewer, streets, parks, facilities, and drainage projects that typically cost more than $250,000 and last for at least five years. They are funded with a variety of sources, such as bonds, grants, impact fees, and cash. The first year of the CIP is the Capital Budget for the upcoming fiscal year and it is adopted along with the Operating Budget.

In September of this year, the City will issue $20,000,000 in Certificates of Obligation (COs) to fund various streets projects throughout the City. Regarding past bond elections, in 2010, voters approved a bond package for the construction of additional baseball fields, a soccer complex, an animal adoption center, the relocation of a playscape, an indoor aquatic center, and infrastructure improvements to Main Street. Of the 2010 bonds, the only remaining project is for the Main Street improvements, which are scheduled to begin in October of 2024. In 2021, voters approved a bond package for the construction of Fire Station #4. These funds have been issued, the land has

been purchased, and the project is currently in the design phase. Its projected opening date is in early calendar year 2026.

To address ongoing staffing needs, the following positions are included in the budget: an EMS Battalion Chief; 5 Water/Sewer Workers; and a Meter Technician. Also included is the reclassification of the EMS Supply Coordinator from a part-time to a full-time position and upgrading the Public Works Customer Service Representative to an Administrative Assistant.

The Guadalupe County Tax Assessor/Collector calculated the City's total combined taxable assessed value at $5,645,026,665. This is a 3.9% increase or $213,600,527 over last fiscal year. Slower development in FY 22-23 has resulted in less taxable value being added than in recent years. Nevertheless, development is accelerating with such projects as the Schertz Station retail center and its associated build-to-rent residential neighborhood, the construction of multiple warehouse/distribution centers, and the expansion of The Crossvine neighborhood. All of which will provide additional tax revenues.

The FY 24-25 Budget increases the current property tax rate to $0.4900 per $100 of assessed property valuation. The Maintenance & Operations (M&O) portion of the tax rate, which is dedicated for city operations, increases to $0.3326 from $0.3324, while the Interest & Sinking (I&S) portion, which pays the City's bonded indebtedness, increase to $0.1574 from $0.1548.

Sales taxes in the City of Schertz have experienced strong growth in the past few years averaging over 10% annual growth the past 3 years but have leveled off in FY 23-24. Historic long-term growth has been at 7% but is expected to be around 3.5% by year end September 2024. Staff has been keeping an eye on the economy and the Federal Reserve. The Federal Reserve has stated their desire to curb inflation and has taken frequent action to slow down the economy. Current inflation factors are showing a slowdown and with the Federal Reserve looking to decrease the rate and stimulate the economy during FY 24-25. This directly affects mortgage lending rates and could increase home purchasing once the rates are lowered. As such, while in FY 24-25 the City is expected to see 6% growth in sales tax revenue, staff will watch for potential changes in revenue growth and plan accordingly.

The City has an adopted goal of keeping a General Fund fund balance level of 26% of operating expenditures, and if over that target, must reduce the fund balance to 26% within five years. At this time, it is estimated the General Fund will have a fund balance equal to 31% of operating expenditures by the end of September 2024 and 25% at the end of September 2025. This is below the intended goal and staff will be charged to return the fund balance to 26% within one year.

I would like to thank all Department Heads for their assistance in the development of this document. Special thanks are due to the following people for their critical roles in the completion of this budget: Deputy City Manager Brian James, Assistant City Manager Sarah Gonzalez, and Finance Department staff Jessica Dycus, Mike Walkden, and Finance Director James Walters.

Lastly, I would like to thank the Mayor and City Council for your continued support and leadership. Together, we are providing vision and quality operations to the City while being good stewards of the resources our residents and businesses have provided.

Sincerely,
*Steve Williams*
City Manager

# BUDGET STRUCTURE

## GENERAL FUND

The City's primary governmental operating fund. Allocates property taxes, sales taxes, fees, fines and other revenue sources to provide basic City services, such as Police, Fire, Street Maintenance, Park Maintenance, Building Inspections, Support Services, and others. It is used to account for all financial resources that cannot otherwise be accounted for in other funds that have specific purposes.

## INTEREST & SINKING FUND

This fund is used to account for the accumulation of resources for and the payment of general long term debt principal and interest on city debt.

## ENTERPRISE FUNDS

Enterprise funds are used to account for governmental activities that are similar to those found in private businesses. The major revenue source for these enterprise funds is the rate revenue generated from the customers who receive the services provided. Expenses for these services are paid for through revenue generated from services provided.

### WATER & SEWER

Fund tracks revenue and expenses for the City's water, sewer, and solid waste functions and is managed by the Public Works Department.

#### CAPITAL RECOVERY WATER

The Capital Recovery program is designated to support future growth of population and commercial water and wastewater demands without an impact on existing customers while keeping bond supported programs to a minimum.

#### CAPITAL RECOVERY SEWER

The Capital Recovery program is designated to support future growth of population and commercial water and wastewater demands without an impact on existing customers while keeping bond supported programs to a minimum.

### EMERGENCY MEDICAL SERVICES(EMS)

Schertz Emergency Medical Services responds to 911 requests for ambulance service across a 220 square mile service area that includes the municipalities of Schertz, Cibolo, Live Oak, Marion, Santa Clara, Selma, Universal City, western Guadalupe County, Comal County Emergency Services District (ESD) #6 (about 25% of Comal County including the City of Garden Ridge); and a small portion of unincorporated Bexar County.

### DRAINAGE

The Public Works Drainage Division is responsible for the maintenance and management of drainage channels, storm water inlets, floodways, road rights-of-way, alleys, and compliance with regulations, as well as reviewing subdivision plans and the issuance of permits for development and that might affect drainage infrastructure.

## SCHERTZ ECONOMIC DEVELOPMENT FUND

The mission of the City of Schertz Economic Development Corporation (SEDC) is to grow the Schertz economy through Projects.

## SPECIAL REVENUE FUNDS

Special revenue funds are used to account for the proceeds of certain specific revenue sources that are legally restricted to expenditures for specified purposes.

### SPECIAL EVENTS

The Special Events Fund is designated to monitor and manage funds appropriated to host community events, sponsored or co-sponsored, by the City of Schertz.

### PUBLIC, EDUCATIONAL, and GOVERNMENT (PEG) ACCESS FUND

The PEG Fund is dedicated to provide communication infrastructure in the City. This will allow the City to better reach the citizens with necessary information.

### HOTEL/MOTEL TAX

Revenues for the Hotel/Motel Fund are derived from a 7% tax on rooms rented in the City. These revenues are used to support Schertz as a destination location.

### PARK FUND

The Park Fund is a special fund designated to monitor and manage funds for the management of the City of Schertz Urban Forest and capital improvements of the City of Schertz Park System.

### TREE MITIGATION

Tree mitigation fund is a special fund that is derived from revenue from permits for tree removal issued in connection with a building permit, subdivision plan, and site plan.

### ROADWAY AREA 1-4

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum.

### LIBRARY FUND

The purpose of the Library Advisory Board is to provide citizen input to the City of Schertz on Library policy and operation and to raise community awareness of the library and its services.

### HISTORICAL COMMITTEE

This function is funded from the Special Events Fund by a transfer. The Historical Committee reviews locations for possible historic value and distributes books about the history of Schertz.

# BUDGET PROCESS

STRATEGIC PLANNING
At the beginning of the budget process, the City Council, City Management and Department heads gather at a pre-budget retreat to discuss priorities and goals for the upcoming fiscal year budget.

REVENUE PROJECTION
The Finance Department staff develops revenue projections based upon trend analysis, anticipated changes in the local, state and national economies, and discussions with other departments. The revenue projection is used to determine the financial limitations for the development of the budget.

BUDGET DEVELOPMENT
The budget was developed based on zero base budgeting. Supplemental requests for capital items, new personnel, expanded services, or other items that do not fit within normal operating budgets are requested and justified separately. Upon completion of the proposed budget, department heads submit their budget request to the Finance Department for review, after which the budget is submitted to the City Manager for review and approval. The City Manager meets with his direct reports to discuss and adjust where needed.

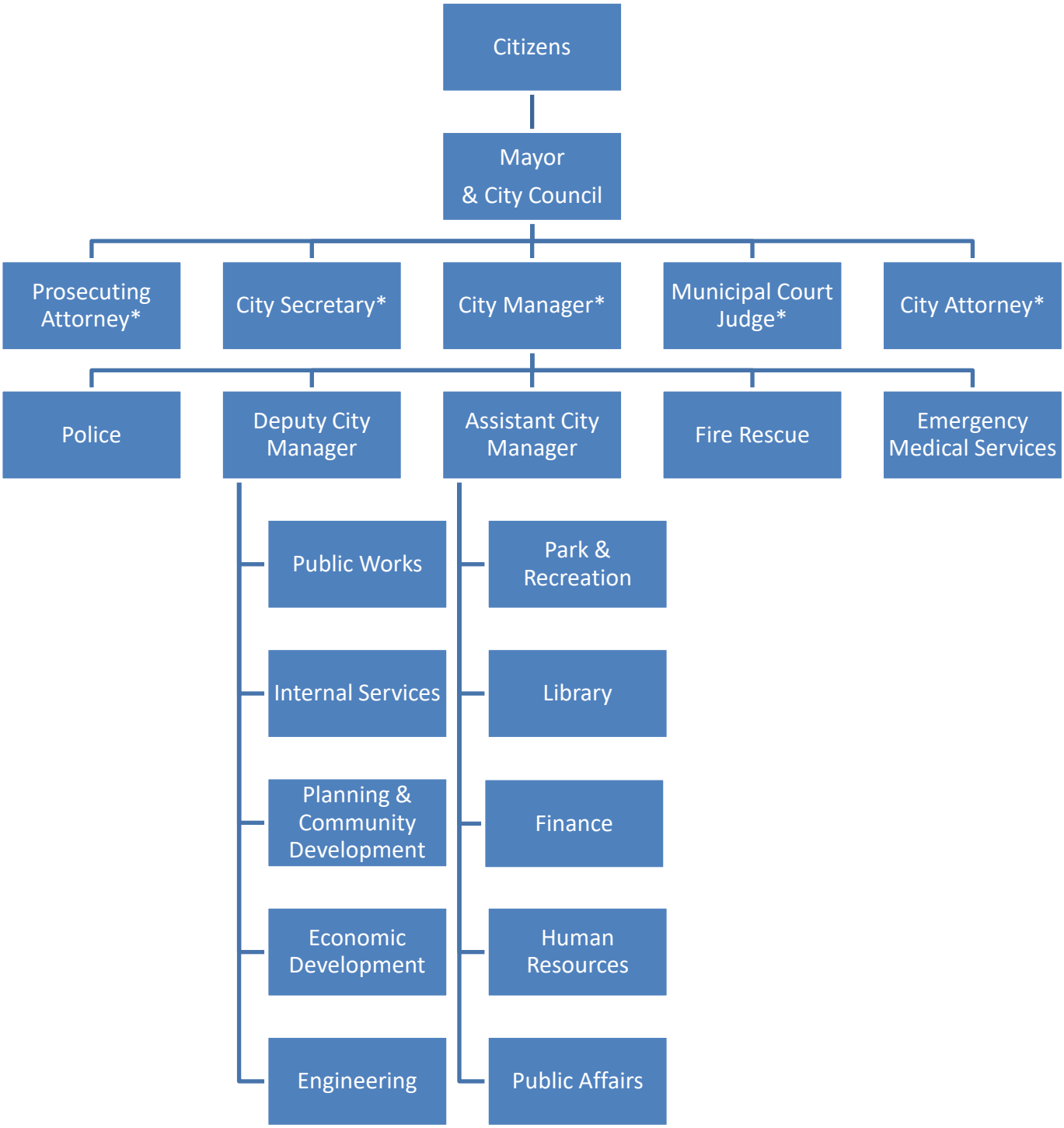
BUDGET
The City Manager submits to the City Council a proposed operating budget City Councill meets for budget workshops to review the proposed budget and ensure it meets the priorities and goals set at the beginning of the budget process.

PUBLIC HEARINGS/BUDGET ADOPTION
Public hearings are held to inform the public about the proposed budget and tax rate and give citizens the opportunity to comment. The budget and tax rate take effect on October 1st.

## FY 24-25 BUDGET CALENDAR

| DATE | ACTION |
|---|---|
| March | Pre-Budget Retreat |
| April | Budget Kickoff-go over instructions for preparing budget, calendar and process. Departments submit Year end projections to Finance for review and approval. |
| May | Departments submit base budget and fee schedules to Finance for review and approval |
| June | City Management reviews budgets and supplemental requests |
| July | Fee Schedule is presented to Council. Tax rate is reviewed by Finance and City Manager. |
| August | Budget Retreat, Budget workshop, and first public hearing on Budget & Tax Rate. The preliminary Tax rate is set. |
| September | Second public hearing and vote on budget & tax rate. |
| October | New budget in effect |

# CITY OF SCHERTZ
# ORGANIZATIONAL CHART
# FY 2024-25




*Appointed by City Council

# CITY OF SCHERTZ 2024-25 BUDGET

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# *Executive Summary*

## General Fund

**Revenue:** Revenues for FY 2024-25 Budget are expected to increase 3.5% from the FY 2023-24 year-end estimate. The largest contributor to this increase will be from property and sales taxes.

**Expenses:** The overall FY 2024-25 Budget increased 3.1% from the FY 2023-24 year-end estimates. This includes wage increases of 3.5% across the board as well as a 2% merit for non-public safety and a step increase for public safety.

## City Council

The Proposed FY 2024-25 Budget increases 4.1% from the FY 2023-24 year-end estimates for anticipated CPI increases.

## City Manager

The FY 2024-25 Budget decreases 10.2% from the FY 2023-24 year-end estimates. The decrease is due to transferring the personnel related to Economic Development services to their own department in the General Fund and the removal of the Assistant to the City Manager position.

## Municipal Court

The FY 2024-25 Budget increased 1.2% from FY 2023-24 year-end estimates for the proposed wage adjustments.

## 311 Customer Service

The FY 2024-25 Budget increases 2.0% from the FY 2023-24 year-end estimates caused by the wage adjustments with no other changes to operation.

## Planning & Zoning

The FY 2024-25 Budget decreases by 2.1% from the FY 2023-24 year-end estimate. Increase in personnel expenditures is offset by less capital outlay.

## Legal Services

The FY 2024-25 Budget is $20,000 lower then the FY 2023-24 year end estimate. The level of legal services used in FY 2023-24 is not expected to continue in FY 2024-25.

## Economic Development

The FY 2024-25 Budget increased 14.9% from FY 2023-24 year-end estimates for the proposed ECI wage adjustments and additional contributions to the TIRZ.

## City Secretary

The FY 2024-25 Budget increases 8.3% from the FY 2023-24 year-end estimate from the anticipated wage adjustments and the addition of part time Records Clerk position to aid with the increasing open records requests.

## Non-Departmental

The FY 2024-25 Budget increases 35.9% from the FY 2023-24 year-end estimate due to new pay incentives, new insurance policy and is offset by setting the contingency accounts to $180,000 total.

**Public Affairs**
The FY 2024-25 Budget increases 2.3% from the FY 2023-24 year-end estimates. The increase is caused by the anticipated wage adjustments.

**Engineering**
The FY 2024-25 Engineering Budget increased 22.3% from the FY 2023-24 year end estimate for a new position (administrative assistant), the assumption of filling multiple position vacancies, and planned wage increases.

**Police**
The fiscal year 2024-25 budget has experienced a decrease of 2.4% compared to the year-end estimates of fiscal year 2023-24. Within the fiscal year 2023-24, five (5) school resource officers were incorporated into the budget unfunded. We have added one position, but four still need to be funded. Upon the employment of these officers, an amendment will be made to the contract with Schertz-Cibolo-Universal City ISD, resulting in supplementary funds being allocated to the budget. The most significant reductions in the budget are attributable to capital outlay (-$950,801). The budget data for 2024-25 has been sourced from InCode. Axon Enterprise, Inc. equipment's annual lease and maintenance expenses remain constant at $550,000 for five years; the fiscal year 2024-25 represents the second year. This program encompasses replacing body cameras, in-car cameras, and TASERs. The costs for vehicle replacement will remain consistent, with the police department scheduled to replace eight vehicles during fiscal year 2024-25.

**Fire Rescue**
The FY 2024-25 Budget will increase 10.4% from the FY 2023-24 year-end estimate. This increase comes from adding 3 new captain positions, promoting 3 Firefighters to Fire Apparatus Operators (FAO) and from anticipated wage adjustments.

**Inspections**
The FY 2024-25 Budget increases 16.6% from the FY 2023-24 year-end estimate with the anticipated wage adjustments.

**Neighborhood Services**
The FY 2024-25 Budget increases 0.4% from the FY 2023-24 year-end estimate. Fewer capital purchases almost offset the anticipated wage adjustments.

**Streets**
The FY 2024-25 Budget will decrease 1.1% from the FY 2023-24 year-end estimate. Personnel increases with anticipated wage adjustments while staff has engaged contractors to resurface streets for the next year. Overall repairs and maintenance 2024-25 budget has decreased from FY 2023-24 estimate back towards base budget.

**Parks**
The FY 2024-25 Budget will decrease 3.1% from the FY 2023-24 year-end estimate. Personnel increases from the anticipated wage adjustment is offset by fewer park improvements with the completion of existing projects.

**Pools**
The FY 2024-25 Budget increased 7.0% from FY 2023-24 year-end estimates for the

proposed wage adjustments.

**Event Facilities**
The FY 2024-25 Budget will decrease 4.1% from the FY 2023-24 year-end estimate due to lower Capital Outlay costs in 2024-25.

**Library**
The Library FY 2024-25 Budget increases 5.3% from the FY 2023-24 year-end estimate with the anticipated wage increase.

**Animal Services**
This budget was combined into the Police Department Budget.

**Information Technology**
The Information Technology FY 2024-25 Budget increases 14.3% from the FY 2023-24 year-end estimate. The increase is due to the anticipated wage adjustments, contractual software increases, and new server purchases for police officers' virtual terminals.

**Human Resources**
The FY 2024-25 Budget will increase 1.7% from the FY 2023-24 year-end estimate with the anticipated wage increase.

**Finance**
The FY 2024-25 Budget will increase 10.3% from the FY 2023-24 year-end estimate. This increase is due to increased costs for services and goods. Also, with anticipated wage increase from Class and Comp study.

**Purchasing & Asset Management**
The FY 2024-25 Budget reflects an increase of 29.1% from the FY 2023-24 year-end estimate to account for training related to new staff certifications and anticipated wage increases.

**Fleet Services**
The FY 2024-25 Budget will decrease 10.0% from the FY 2023-24 year-end estimate. Supplies and Equipment and Capital Outlay costs are lower for 2024-25 budget compared to estimated 2023-24 costs.

**Facility Services**
The FY 2024-25 Budget decreases 2.9% from the FY 2023-24 year-end estimates. The building maintenance funds were moved from Maintenance Services to Capital Outlay to better track emergency repairs and routine maintenance versus building renovations and large repair projects.

**City Assistance**
The FY 2024-25 Budget will decrease $13,270 from the FY 2023-24 year-end estimate.

**Court Restricted Funds**
The FY 2024-25 Budget will increase $91,000 from the FY 2023-24 estimate to match the projected revenue for 2024-25.

**Interest & Sinking Fund**
**Revenues:** Revenues for FY 2024-25 Budget increased 9.5% from the FY 2023-24 estimate with higher property values and an increase in the I&S tax rate.

**Expenses:** The FY 2024-25 Budget will increase 7.6% from the FY 2023-24 year-end estimate following the existing debt payment schedule.

**Water & Sewer Fund**
**Revenue:** Revenues for FY 2024-25 Budget are expected to increase 3.3% from the FY 2023-24 year-end estimate due to account growth and fee increases.

**Expenses:** The FY 2024-25 Budget increased 9.7% from the FY 2023-24 year-end estimate due to anticipated wage adjustments and the purchase of a replacement Combo Vac Truck, system monitoring upgrades and easement acquisition for future infrastructure.

**Utility Billing**
The FY 2024-25 Budget increases 9.2% from the FY 2023-24 year-end estimate due to anticipated wage adjustments and the addition of a Lead Clerk position and higher credit card fees as more customers pay by phone or online.

**Administration**
The FY 2024-25 Budget will increase 1.0% from the FY 2023-24 year-end estimate due to anticipated wage adjustments and the purchase of a replacement Combo Vac Truck, system monitoring upgrades and easement acquisition for future infrastructure.

**Capital Recovery Fund – Water**
The FY 2024-25 Budget will be set at $19,000 for any professional services or studies that need to be completed.

**Capital Recovery Fund - Sewer**
The FY 2024-25 Budget will be set at $33,000 for any professional services or studies that need to be completed.

**Drainage Fund**
**Revenue:** The FY 2024-25 Budget increased 10.1% from the FY 2023-24 year-end estimate from anticipated service additions.

**Expenses:** The FY 2024-25 Budget will decrease 5.9% from the FY 2023-24 year-end estimate.

**EMS Fund**
**Revenue:** Revenues for FY 2024-25 Budget are expected to increase 13.6% from FY 2023-24 year-end estimates from an increase in transports and new service contracts with customer cities.

**Expenses:** The FY 2024-25 Budget will increase 2.7% from the FY 2023-24 year-end estimate due to anticipated wage adjustments and the addition of 4 EMT positions.

**Schertz Economic Development Corporation (SEDC)**

**Revenues:** The SEDC receives one-half of one percent of all sales and use tax generated within the City of Schertz. The revenue for FY 2024-25 budget is projected to decrease by 2.9% from the FY 2023-24 year-end estimate. The decrease is due to the expected lowering of the Federal Funds Rate which the City's investment income closely follows, as well as having less funds invested overall.

**Expenses:** The SEDC funds are restricted to those expenses authorized by the Texas Local Government Code sections 501 and 505. The expenses for FY 2024-25 are projected to increase $15,874,880 to fund approved incentive payments and contributions to the City. The City contributions will go toward Lookout Road improvements and additional field lighting at the Schertz Soccer Complex. City Support Services increase from year end estimates to utilize the maximum allowed Marketing and Promotion dollars. Unspent Marketing and Promotion dollars may be carried forward per State statute for Marketing and Promotion purposes.

**Project Expenses:** The SEDC is funding improvements to Lookout Rd, signalization, and lighting additional fields at the Schertz Soccer Complex.

**Special Events Fund**

**Revenue:** Revenue budget has decreased and it is now set at $55,000 each year and any additional covers event expenses.

**Expenses:** The Special Events Fund FY 2023-24 Budget is set at $55,000 with no change in operations.

**Public, Educational, and Governmental Access (PEG) Fund**

**Revenue:** Revenues for FY 2024-25 Budget are expected to decrease by $19,417 from the FY 2023-24 year-end estimates as the community moves away from cable.

**Expenses:** The PEG Fund FY 2024-25 Budget decreased to $64,000 with the continued implementation of the communication master plan.

**Hotel Motel Tax Fund**

**Revenue:** Revenue for FY 2024-25 Budget is expected to increase 5.4% from the FY 2023-24 year end estimates.

**Expenses:** The Hotel Motel Tax Fund FY 2024-25 Budget decreases 52.9% from FY 2023-24 year-end estimate.

**Park Fund**

**Revenue:** The revenue for FY 2024-25 Budget is expected to be $154,750 in anticipation of a new development which will pay into the fund.

**Expenses:** The FY 2024-25 Budget is set at $100,000 to utilize incoming funds for park improvements.

**Tree Mitigation**

**Revenue:** The revenue for the FY 2024-25 Budget is expected to increase 36.9% from 2023-24 year-end estimate following the previous years' trends.

**Expenses:** The FY 2024-25 Budget increases 12.1% from FY 2023-24 year-end estimate for additional tree planting.

.

**Roadway Impact Fee Area 1**

The FY 2024-25 Budget will be set at $5,000 for any professional services or studies that need to be completed.

**Roadway Impact Fee Area 2**

The FY 2024-25 Budget will be set at $105,000 for any professional services or studies that need to be completed and to reimburse developers for road construction.

**Roadway Impact Fee Area 3**

The FY 2024-25 Budget will be set at $5,000 for any professional services or studies that need to be completed.

**Roadway Impact Fee Area 4**

The FY 2024-25 Budget will be set at $3,000 for any professional services or studies that need to be completed.

**Library Fund**

**Revenues:** Revenue for FY 2024-25 is expected to decrease $5,503 from the FY 2023-24 estimate with a withdraw from their fund balance.

**Expenses:** The Library Fund's FY 2024-25 Budget will decrease $5,285 from the FY 2023-24 year-end estimate.

**Historical Committee**

**Revenues:** Revenue for FY 2024-25 will remain at the same funding allocation as FY 2023-24.

**Expenses:** The Historical Committee's FY 2024-25 Budget will increase slightly the FY 2023-24 estimate.

# FUND: 101 GENERAL FUND

## DESCRIPTION

The General Fund is the City's primary governmental operating fund. It is used to account for all financial resources that cannot otherwise be accounted for in other funds that have specific purposes, such as the Water and Sewer Fund or Special Revenue Funds. All general tax revenues, franchise fees, permits, interest income and any other fees that are not allocated by law or otherwise restricted to other funds are accounted for in this fund. It accounts for the majority of City services, like Police, Fire, Parks, Community Development, Library, and internal support services.

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenues* | | | | |
| Taxes | $28,794,951 | $32,627,390 | $33,739,050 | $35,321,377 |
| Franchises | 2,494,637 | 2,519,642 | 2,530,917 | 2,630,000 |
| Permits & Licenses | 2,203,972 | 2,077,758 | 2,500,092 | 2,065,700 |
| Fees | 1,862,071 | 1,983,071 | 2,208,969 | 2,006,139 |
| Fines & Forfeitures | 664,271 | 451,883 | 357,655 | 357,840 |
| Inter-Jurisdictional | 961,604 | 1,156,824 | 1,258,806 | 1,843,533 |
| Fund Transfers | 3,123,769 | 3,156,639 | 3,204,837 | 3,485,520 |
| Investment Income | 90,736 | 1,049,319 | 1,240,000 | 1,150,000 |
| Miscellaneous | 733,742 | 694,045 | 1,249,747 | 1,045,500 |
| *Total* | *$40,929,754* | *$45,716,572* | *$48,290,072* | *$49,993,629* |
| | | | | |
| *Expenses* | | | | |
| General Government | $6,573,414 | $6,791,423 | $7,743,741 | $8,562,138 |
| Public Safety | 18,633,808 | 20,320,040 | 25,115,903 | 25,727,540 |
| Public Environment | 1,926,603 | 2,278,233 | 3,169,207 | 3,118,351 |
| Parks & Recreation | 2,577,796 | 3,149,873 | 3,904,478 | 3,811,918 |
| Cultural | 1,144,684 | 1,277,826 | 1,416,603 | 1,481,722 |
| Internal Service | 7,169,922 | 7,859,785 | 9,094,317 | 9,472,393 |
| Misc & Projects | 2,218,615 | 1,138,805 | 587,936 | 415,666 |
| | | | | |
| *Total* | *$40,244,842* | *$42,815,984* | *$51,032,185* | *$52,589,778* |

| | | | | |
|---|---|---|---|---|
| *Change in Fund Balance* | *$684,912* | *$2,900,588* | *-$2,730,113* | *-$2,596,149* |

## PROGRAM JUSTIFICATION AND ANALYSIS

**Revenue:** Revenues for FY 2024-25 Budget are expected to increase 3.5% from the FY 2023-24 year-end estimate. The largest contributor to this increase will be from property and sales taxes.

**Expenses:** The overall FY 2024-25 Budget increased 3.1% from the FY 2023-24 year-end estimates. This includes wage increases of 3.5% across the board as well as a 2% merit for non-public safety and a step increase for public safety.

City of Schertz, TX

# Budget Worksheet Condensed

## Account Summary

For Fiscal: 2023-24 Period Ending: 06/30/2024

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 101 - GENERAL FUND** | | | | | | | |
| **RevCategory: 411 - Taxes** | | | | | | | |
| 101-101-411100 | Ad Valorem Tax-Current | 15,626,509.01 | 18,050,015.84 | 19,100,000.00 | 19,015,247.22 | 19,100,000.00 | 20,071,377.00 |
| 101-101-411110 | Disabled Veterans Assist Pmt | 897,968.67 | 1,179,231.99 | 1,500,000.00 | 868,703.59 | 868,704.00 | 800,000.00 |
| 101-101-411200 | Ad Valorem Tax-Delinquent | 22,661.44 | 95,933.41 | 50,000.00 | 13,317.39 | 50,000.00 | 50,000.00 |
| 101-101-411300 | Ad Valorem Tax-P&I | 114,390.95 | 115,960.99 | 100,000.00 | 115,129.99 | 125,000.00 | 100,000.00 |
| 101-101-411500 | Sales Tax Revenue | 12,050,029.57 | 13,097,900.18 | 14,180,000.00 | 10,253,003.09 | 13,500,000.00 | 14,300,000.00 |
| 101-164-411600 | Bingo Tax | 0.00 | 11.25 | 0.00 | 13.13 | 13.13 | 20.00 |
| 101-164-411700 | Mixed Beverage Tax | 83,391.46 | 88,335.95 | 88,000.00 | 63,234.53 | 95,333.00 | 88,000.00 |
| | **RevCategory: 411 - Taxes Total:** | **28,794,951.10** | **32,627,389.61** | **35,018,000.00** | **30,328,648.94** | **33,739,050.13** | **35,409,397.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 421 - Franchises** | | | | | | | |
| 101-101-421200 | Center Point/Entex Energy | 126,358.46 | 148,372.96 | 145,000.00 | 122,263.55 | 150,000.00 | 151,000.00 |
| 101-101-421220 | City Public Service | 1,233,886.26 | 1,201,361.66 | 1,400,000.00 | 875,828.88 | 1,200,000.00 | 1,280,000.00 |
| 101-101-421240 | Guadalupe Valley Elec Co-op | 524,778.95 | 550,705.39 | 550,000.00 | 372,790.85 | 579,583.33 | 580,000.00 |
| 101-101-421250 | New Braunfels Utilities | 77,046.54 | 77,521.91 | 85,000.00 | 55,607.78 | 78,000.00 | 82,000.00 |
| 101-101-421300 | Spectrum-State Franchise | 307,341.29 | 294,763.39 | 290,000.00 | 202,444.21 | 280,000.00 | 288,000.00 |
| 101-101-421460 | Direct TV Franchise Fee | 22,857.76 | 21,916.09 | 30,000.00 | 19,480.00 | 22,000.00 | 24,000.00 |
| 101-101-421480 | Other Telecom Franchise - ROW | 26,551.23 | 48,035.95 | 100,000.00 | 15,711.88 | 22,000.00 | 25,000.00 |
| 101-101-421500 | Solid Waste Franchise Fee | 175,816.57 | 176,964.88 | 195,000.00 | 117,668.64 | 199,333.33 | 200,000.00 |
| | **RevCategory: 421 - Franchises Total:** | **2,494,637.06** | **2,519,642.23** | **2,795,000.00** | **1,781,795.79** | **2,530,916.66** | **2,630,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 431 - Permits & Licenses** | | | | | | | |
| 101-164-431118 | Alcohol Beverage License | 8,242.50 | 7,290.00 | 9,000.00 | 5,950.00 | 8,500.00 | 9,000.00 |
| 101-173-431114 | Grading/Clearing Permit | 27,219.95 | 27,228.72 | 15,000.00 | 39,181.15 | 45,000.00 | 20,000.00 |
| 101-173-431115 | Development Permit | 273,965.71 | 274,577.53 | 75,000.00 | 125,240.11 | 200,000.00 | 200,000.00 |
| 101-256-431110 | Solicitor/Peddler Permit | 2,800.00 | 3,050.00 | 2,800.00 | 1,330.00 | 3,000.00 | 3,000.00 |
| 101-256-431111 | Animal Pet Permit | 400.00 | 100.00 | 250.00 | 15.00 | 250.00 | 250.00 |
| 101-256-431113 | Security Alarm Permit | 40,026.77 | 32,351.50 | 35,800.00 | 27,517.00 | 37,916.67 | 38,000.00 |
| 101-257-431117 | Fire Permit | 28,666.00 | 26,698.00 | 30,000.00 | 62,123.00 | 75,000.00 | 40,000.00 |
| 101-258-431100 | Home Occupation Permit | 350.00 | 210.00 | 550.00 | 350.00 | 550.00 | 550.00 |
| 101-258-431101 | Bldg Permit-Residential | 337,018.25 | 234,037.80 | 320,000.00 | 417,238.00 | 450,000.00 | 350,000.00 |
| 101-258-431102 | Bldg Permit-Commercial | 890,050.91 | 942,738.20 | 350,000.00 | 1,043,825.00 | 1,125,000.00 | 800,000.00 |
| 101-258-431103 | Bldg Permit-General | 281,149.90 | 222,436.10 | 300,000.00 | 171,835.30 | 220,000.00 | 300,000.00 |
| 101-258-431104 | Mobile Home Permit | 100.00 | 325.00 | 400.00 | 675.00 | 675.00 | 400.00 |
| 101-258-431105 | Signs Permit | 6,047.00 | 6,917.68 | 5,500.00 | 6,475.00 | 7,200.00 | 5,500.00 |
| 101-258-431107 | Plumbing Permit | 93,030.00 | 97,177.00 | 90,000.00 | 95,354.00 | 115,000.00 | 95,000.00 |
| 101-258-431108 | Electrical Permit | 62,500.00 | 56,140.00 | 65,000.00 | 58,920.00 | 70,000.00 | 70,000.00 |
| 101-258-431109 | Mechanical Permit | 47,480.00 | 43,700.00 | 50,000.00 | 54,400.00 | 63,000.00 | 55,000.00 |
| 101-258-431112 | Cert of Occupancy Permit | 7,550.00 | 8,500.00 | 9,000.00 | 7,450.00 | 9,000.00 | 9,000.00 |
| 101-258-431119 | Mobile Home License | 120.00 | 80.00 | 120.00 | 0.00 | 0.00 | 0.00 |
| 101-258-431120 | Contractors License | 28,180.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-259-431106 | Food Establishment Permit | 69,075.00 | 94,200.00 | 70,000.00 | 38,630.00 | 70,000.00 | 70,000.00 |
| **RevCategory: 431 - Permits & Licenses Total:** | | **2,203,971.99** | **2,077,757.53** | **1,428,420.00** | **2,156,508.56** | **2,500,091.67** | **2,065,700.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 432 - Fees** | | | | | | | |
| 101-101-432088 | Notary Fee | 60.00 | 42.00 | 60.00 | 6.00 | 50.00 | 50.00 |
| 101-101-432089 | NSF Check Fee | 0.00 | 75.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-154-432000 | Platting Fees | 55,250.00 | 58,500.00 | 54,000.00 | 31,500.00 | 54,000.00 | 54,000.00 |
| 101-154-432007 | Site Plan Fee | 23,000.00 | 28,000.00 | 23,000.00 | 24,000.00 | 40,000.00 | 40,000.00 |
| 101-154-432011 | BOA/Variance Fees | 3,500.00 | 3,500.00 | 2,500.00 | 1,000.00 | 1,000.00 | 2,500.00 |
| 101-154-432014 | Specific Use/Zone Chng Fee | 37,250.00 | 32,100.00 | 26,450.00 | 29,500.00 | 40,000.00 | 40,000.00 |
| 101-154-432015 | Zoning Ltr & Dev Rights | 4,800.00 | 3,450.00 | 2,550.00 | 2,700.00 | 2,550.00 | 2,550.00 |
| 101-170-432013 | Schertz Magazine Advertising | 142,893.12 | 126,193.75 | 125,000.00 | 89,631.25 | 125,000.00 | 125,000.00 |
| 101-256-432029 | Police Reports Fee | 5,613.39 | 5,296.00 | 5,000.00 | 3,898.00 | 5,416.67 | 5,250.00 |
| 101-256-432061 | Pet Impoundment Fee | 11,870.00 | 10,227.00 | 12,000.00 | 5,213.00 | 10,000.00 | 12,000.00 |
| 101-256-432062 | Animal Adoption Fee | 11,305.00 | 13,522.00 | 11,100.00 | 7,630.00 | 12,000.00 | 11,100.00 |
| 101-256-432084 | Vehicle Impoundment | 13,070.00 | 11,901.00 | 12,300.00 | 5,410.00 | 13,000.00 | 12,300.00 |
| 101-257-432045 | HAZMAT Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-432046 | Fire Re-inspection Fee | 100.00 | 445.00 | 0.00 | 200.00 | 400.00 | 300.00 |
| 101-258-432008 | Plan Check Fee | 592,968.92 | 636,188.36 | 550,000.00 | 783,270.00 | 833,000.00 | 550,000.00 |
| 101-258-432010 | Technology Fee | 0.00 | 0.00 | 0.00 | 27,750.00 | 20,000.00 | 23,000.00 |
| 101-258-432016 | Reinspection Fees | 185,725.00 | 241,250.00 | 190,000.00 | 124,075.00 | 150,000.00 | 190,000.00 |
| 101-258-432019 | Admin Fee-Inspections | 10,400.00 | 5,900.00 | 5,000.00 | 3,600.00 | 4,000.00 | 5,000.00 |
| 101-259-432017 | Swim Pool Inspection Fee | 990.00 | 3,630.00 | 2,900.00 | 2,640.00 | 2,900.00 | 3,000.00 |
| 101-259-432018 | Lot Abatement | 7,264.58 | 8,532.63 | 6,500.00 | 4,560.55 | 20,000.00 | 10,000.00 |
| 101-259-432020 | Foster Care | 50.00 | 0.00 | 500.00 | 0.00 | 500.00 | 500.00 |
| 101-460-432001 | 4th of July Jubilee - Proceeds | 28,417.00 | 34,050.00 | 28,000.00 | 27,200.00 | 20,000.00 | 28,000.00 |
| 101-460-432003 | Holidazzle - Proceeds | 21,640.00 | 16,070.00 | 14,000.00 | 11,010.00 | 11,010.00 | 11,000.00 |
| 101-460-432004 | Moving on Main - Proceeds | 8,700.00 | 12,000.00 | 8,500.00 | 9,800.00 | 9,800.00 | 0.00 |
| 101-460-432005 | Music & Movies in the Park - Pr... | 8,000.00 | 8,000.00 | 8,000.00 | 0.00 | 8,000.00 | 8,000.00 |
| 101-460-432006 | Cornhole League | 1,230.00 | 2,260.00 | 2,000.00 | 0.00 | 0.00 | 0.00 |
| 101-460-432009 | Tree Mitigation Admin Fee | 11,550.00 | 0.00 | 15,000.00 | 0.00 | 0.00 | 0.00 |
| 101-460-432012 | Mobile Stage Rental Fees | 3,600.00 | 3,100.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 |
| 101-460-432021 | Pool Gate Admission Fee | 25,595.00 | 29,962.75 | 22,000.00 | 12,600.05 | 22,000.00 | 28,000.00 |
| 101-460-432022 | Seasonal Pool Pass Fee | 6,885.00 | 6,430.00 | 6,000.00 | 5,568.00 | 6,000.00 | 6,000.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-460-432035 | Senior Center Memberships | 23,718.00 | 26,997.00 | 23,000.00 | 21,850.00 | 25,000.00 | 25,000.00 |
| 101-460-432037 | Senior Center Meal Fee | 23,797.26 | 36,013.38 | 25,000.00 | 34,983.84 | 45,000.00 | 40,000.00 |
| 101-460-432066 | Senior Center Rental | 4,200.00 | 8,400.00 | 8,400.00 | 4,200.00 | 7,000.00 | 8,400.00 |
| 101-460-432073 | Pavilion Rental Fees | 26,775.00 | 27,995.00 | 25,000.00 | 20,517.50 | 26,000.00 | 26,000.00 |
| 101-460-432074 | Equipment Rentals-Parks | 40.00 | 55.00 | 100.00 | 25.80 | 200.00 | 200.00 |
| 101-460-432075 | Chamber of Comm Rent | 5,850.00 | 7,800.00 | 7,800.00 | 5,850.00 | 11,000.00 | 7,800.00 |
| 101-460-432076 | Non-Resident SYSA League | 7,500.00 | 10,420.00 | 10,000.00 | 13,440.00 | 13,440.00 | 12,000.00 |
| 101-460-432078 | Non-Resident User Fee-BVYA | 8,240.00 | 7,510.00 | 7,000.00 | 7,490.00 | 7,490.00 | 7,000.00 |
| 101-460-432079 | BVYA Utility Reimbursement | 10,134.02 | 18,691.78 | 15,000.00 | 21,080.88 | 18,000.00 | 15,000.00 |
| 101-460-432080 | SYSA Utility Reimbursement | 8,486.12 | 7,717.35 | 7,500.00 | 6,043.07 | 7,500.00 | 7,500.00 |
| 101-460-432081 | Lions Futbol Utility Reimbrsmt | 15,548.00 | 17,540.00 | 15,000.00 | 10,548.00 | 15,000.00 | 15,000.00 |
| 101-460-432082 | Recreation Programs | -25.00 | 17,689.00 | 10,000.00 | 49,435.00 | 53,000.00 | 46,000.00 |
| 101-460-432083 | Social Leagues | 7,305.00 | 1,625.00 | 3,000.00 | 1,025.00 | 5,000.00 | 11,000.00 |
| 101-464-432063 | Cap Rcvry Fee-Civic Center | 4,375.00 | 0.00 | 0.00 | -875.00 | 0.00 | 0.00 |
| 101-464-432064 | Civic Center Ancillary Fees | 2,115.00 | -450.00 | 0.00 | -250.00 | 0.00 | 0.00 |
| 101-464-432065 | North Center Rental Fees | 40,587.50 | 37,306.25 | 30,000.00 | 7,448.75 | 30,875.25 | 35,506.00 |
| 101-464-432067 | Community Center Rental Fees | 53,370.00 | 47,605.75 | 43,000.00 | 20,930.75 | 48,820.01 | 56,143.00 |
| 101-464-432068 | Community Center Service Fees | 900.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-464-432069 | Civic Center Rental Fees | 315,026.49 | 249,391.67 | 250,000.00 | 45,050.38 | 301,252.09 | 346,440.00 |
| 101-464-432070 | Grand Ballroom Rental Fees | -30,693.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-464-432071 | Cut-Off Hall Rental Fees | 600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-464-432072 | Bluebonnet Hall Rental Fees | -3,137.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-464-432077 | Cancellation Fees-Event Rental | 2,150.00 | 5,850.00 | 3,500.00 | 1,165.00 | 2,265.00 | 2,500.00 |
| 101-665-432059 | Library Fines | 10,590.29 | 12,477.31 | 11,000.00 | 9,122.81 | 12,500.00 | 5,600.00 |
| 101-665-432060 | Misc Income-Library Copier | 14,309.67 | 18,790.32 | 16,000.00 | 14,780.40 | 19,000.00 | 20,000.00 |
| 101-872-432056 | Sale of General Fixed Assets | 37,572.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-872-432058 | Sale of Merchandise - GovDeals | 19,910.27 | 125,281.00 | 60,000.00 | 158,263.73 | 150,000.00 | 150,000.00 |
| | **RevCategory: 432 - Fees Total:** | **1,830,970.38** | **1,985,331.30** | **1,704,160.00** | **1,664,887.76** | **2,208,969.02** | **2,006,139.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 451 - Fines & Forfeitures** | | | | | | | |
| 101-152-451000 | Municipal Court Fines | 475,978.73 | 334,351.33 | 300,000.00 | 195,247.53 | 250,000.00 | 250,000.00 |
| 101-152-451001 | Texas Motor Carrier Fines | 21,954.00 | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-152-451002 | CVE Out of Service | 1,950.00 | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-152-451003 | Arrest Fee | 15,353.56 | 9,631.19 | 9,600.00 | 5,135.14 | 7,500.00 | 15,000.00 |
| 101-152-451004 | Expunction Fee | 0.00 | 0.00 | 340.00 | 0.00 | 0.00 | 0.00 |
| 101-152-451005 | Warrant Fees | 54,749.47 | 42,209.12 | 36,000.00 | 27,269.22 | 38,000.00 | 36,000.00 |
| 101-152-451006 | Officer Jury Fee | 0.00 | 131.00 | 200.00 | 0.00 | 100.00 | 200.00 |
| 101-152-451007 | Restitution Fee-Local | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-152-451008 | Judicial Fee-City | 343.97 | 235.00 | 240.00 | 159.47 | 237.25 | 240.00 |
| 101-152-451009 | Traffic Fine Costs TTL | 6,587.98 | 3,757.91 | 3,600.00 | 1,784.76 | 5,112.25 | 3,500.00 |
| 101-152-451010 | Juvenile Case Mgmt Fee | 2,876.55 | 1,958.37 | 1,800.00 | 1,328.91 | 2,005.25 | 1,800.00 |
| 101-152-451011 | Truancy Fees | 15,115.18 | 9,675.06 | 9,600.00 | 5,146.24 | 6,500.00 | 6,500.00 |
| 101-152-451012 | Local Municipal Jury Fund | 294.88 | 188.37 | 200.00 | 99.80 | 200.00 | 200.00 |
| 101-152-451013 | Technology Fund Fee | 14,171.09 | 9,178.91 | 8,400.00 | 4,535.46 | 10,000.00 | 8,400.00 |
| 101-152-451014 | Security Fee | 16,231.74 | 10,461.06 | 9,000.00 | 5,689.40 | 8,000.00 | 9,000.00 |
| 101-152-451015 | Time Payment Fee-City | 4,846.77 | 3,680.57 | 3,000.00 | 2,063.77 | 4,000.00 | 3,000.00 |
| 101-152-451016 | State Fines 10% Service Fee | 24,547.98 | 20,054.74 | 18,000.00 | 8,199.78 | 20,000.00 | 18,000.00 |
| 101-152-451017 | DPS Payment-Local | 4,426.96 | 3,092.67 | 3,000.00 | 1,994.18 | 3,000.00 | 3,000.00 |
| 101-152-451018 | Child Safety Fee | 4,841.96 | 3,028.52 | 3,000.00 | 1,423.43 | 3,000.00 | 3,000.00 |
| **RevCategory: 451 - Fines & Forfeitures Total:** | | **664,270.82** | **451,883.82** | **405,980.00** | **260,077.09** | **357,654.75** | **357,840.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 473 - Inter-Jurisdictional** | | | | | | | |
| 101-256-473108 | Dispatch Service-Cibolo | 243,000.00 | 160,000.00 | 160,000.00 | 120,000.00 | 160,000.00 | 493,023.00 |
| 101-256-473109 | School XING Guard-Bexar Co | 41,882.08 | 45,333.28 | 40,000.00 | 33,928.91 | 48,000.00 | 50,000.00 |
| 101-256-473110 | School XING Guard-Guadalupe ... | 48,098.23 | 48,156.77 | 48,000.00 | 33,102.11 | 49,000.00 | 50,000.00 |
| 101-256-473111 | School XING Guards-Comal Co | 14,571.25 | 15,404.81 | 10,000.00 | 16,137.37 | 16,137.00 | 20,000.00 |
| 101-256-473112 | School Officer Funding | 275,634.00 | 527,455.42 | 567,000.00 | 45,269.58 | 597,207.00 | 850,000.00 |
| 101-256-473113 | Crime Victim Liaison Agreement | 18,750.00 | 37,500.00 | 37,500.00 | 0.00 | 37,500.00 | 37,500.00 |
| 101-257-473100 | Bexar Co - Fire | 7,025.92 | 0.00 | 21,077.00 | 0.00 | 21,077.00 | 21,000.00 |
| 101-257-473101 | City of Seguin-Fire Contract | 30,665.36 | 40,546.84 | 30,107.00 | 29,999.97 | 37,245.00 | 30,000.00 |
| 101-665-473102 | Guadalupe Co-Library | 217,152.00 | 217,152.00 | 220,000.00 | 171,007.47 | 228,010.00 | 228,010.00 |
| 101-665-473104 | Library Services-Cibolo | 40,000.00 | 40,000.00 | 40,000.00 | 40,000.00 | 40,000.00 | 40,000.00 |
| 101-665-473105 | Library Services-Selma | 24,825.00 | 25,275.00 | 23,000.00 | 24,630.00 | 24,630.00 | 24,000.00 |
| | **RevCategory: 473 - Inter-Jurisdictional Total:** | **961,603.84** | **1,156,824.12** | **1,196,684.00** | **514,075.41** | **1,258,806.00** | **1,843,533.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 480 - Fund Charges/Transfers** | | | | | | | |
| 101-101-480000 | Transfer In | 37,853.06 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-101-480001 | Transfer In | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-101-480002 | Transfer In - Reserves | 0.00 | 0.00 | 1,288,503.00 | 0.00 | 0.00 | 0.00 |
| 101-101-480003 | Transfer In - Resrv Child Safe | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-101-480202 | Transfer In - Water & Sewer | 0.00 | 0.00 | 4,000.00 | 0.00 | 4,000.00 | 4,000.00 |
| 101-101-480203 | Transfer In - EMS | 0.00 | 0.00 | 4,000.00 | 0.00 | 4,000.00 | 4,000.00 |
| 101-101-480204 | Transfer In-Drainage | 0.00 | 0.00 | 1,000.00 | 0.00 | 1,000.00 | 1,000.00 |
| 101-101-480700 | Indirect Costs-EMS | 212,740.00 | 216,994.00 | 221,334.00 | 166,001.02 | 221,334.00 | 232,400.00 |
| 101-101-480701 | Indirect Costs-Hotel/Motel | 74,443.00 | 69,915.00 | 80,265.00 | 60,198.75 | 80,265.00 | 82,976.00 |
| 101-101-480702 | Interfund Charges-4B | 506,984.00 | 542,221.00 | 546,883.00 | 546,883.00 | 546,883.00 | 609,080.00 |
| 101-101-480703 | Interfund Charges-Admin W&S | 1,478,230.00 | 1,493,620.00 | 1,540,372.00 | 1,155,279.01 | 1,540,372.00 | 1,585,628.00 |
| 101-101-480705 | Interfund Charges-Drainage-5% | 308,010.00 | 320,073.00 | 265,625.00 | 199,218.74 | 265,625.00 | 275,000.00 |
| 101-101-480706 | Interfund Charges-Fleet | 505,509.00 | 513,816.00 | 541,358.00 | 404,078.26 | 541,358.00 | 691,436.00 |
| | **RevCategory: 480 - Fund Charges/Transfers Total:** | **3,123,769.06** | **3,156,639.00** | **4,493,340.00** | **2,531,658.78** | **3,204,837.00** | **3,485,520.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 101-101-491000 | Interest Earned | 16,673.60 | 145,759.51 | 200,000.00 | 114,899.08 | 140,000.00 | 150,000.00 |
| 101-101-491200 | Investment Income | 157,925.98 | 894,187.22 | 1,000,000.00 | 809,326.27 | 1,100,000.00 | 1,000,000.00 |
| 101-101-491302 | Unrealized Gain/Loss-CapOne | -83,863.57 | 9,372.56 | 0.00 | 14,963.18 | 0.00 | 0.00 |
| **RevCategory: 491 - Investment Income Total:** | | **90,736.01** | **1,049,319.29** | **1,200,000.00** | **939,188.53** | **1,240,000.00** | **1,150,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 497 - Miscellaneous** | | | | | | | |
| 101-101-497000 | Miscellaneous Income | 74,077.98 | -5,984.45 | 60,000.00 | 41,899.24 | 60,000.00 | 60,000.00 |
| 101-101-497002 | Donations | 0.00 | 375.00 | 0.00 | 170.00 | 300.00 | 0.00 |
| 101-101-497025 | Misc Income-TML Ins. Claims | 23,065.18 | 61,595.44 | 30,000.00 | 52,526.61 | 55,000.00 | 50,000.00 |
| 101-101-497026 | Misc Income-TML WC Reimb. | 58,164.18 | 7,828.71 | 10,000.00 | 17,283.38 | 20,000.00 | 15,000.00 |
| 101-101-497027 | Misc Income-Vending Machines | 2,406.85 | 2,556.45 | 2,500.00 | 1,787.66 | 2,550.00 | 2,600.00 |
| 101-101-497031 | Reimbursement-Gen Fund | 0.00 | 0.00 | 20,000.00 | 0.00 | 0.00 | 0.00 |
| 101-152-497000 | Miscellaneous Income | 4.20 | 400.00 | 0.00 | 0.70 | 5.00 | 0.00 |
| 101-256-497004 | Donations-Animal Control | 4,786.90 | 1,795.00 | 5,000.00 | 805.00 | 2,000.00 | 5,000.00 |
| 101-256-497005 | Donations-A/C Microchip | 85.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-256-497006 | Donations-Spay&Neuter | 70.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-256-497009 | Donations-PD | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-256-497015 | LawEnforcemtOfficersStnd&Ed... | 4,151.77 | 4,106.62 | 4,107.00 | 10,792.71 | 10,792.00 | 10,000.00 |
| 101-256-497016 | Grants-Police, Fire, Gen Fund | 0.00 | 0.00 | 0.00 | 727.62 | 800.00 | 0.00 |
| 101-256-497021 | Misc Income-Police Dept | 9,553.30 | 6,359.34 | 9,000.00 | 33,849.90 | 22,000.00 | 9,000.00 |
| 101-256-497024 | Misc Income-Animal Control | 420.00 | 1,110.00 | 800.00 | 645.00 | 900.00 | 800.00 |
| 101-256-497029 | Reimbursement-Police OT/DEA | 27,538.71 | 17,699.17 | 33,000.00 | 1,016.20 | 20,000.00 | 33,000.00 |
| 101-257-497000 | Miscellaneous Income | 0.11 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-497002 | Donations | 625.00 | 150.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-497030 | TIFMAS-STRAC Reimbursement | 473,242.18 | 539,696.78 | 200,000.00 | 846,687.07 | 1,000,000.00 | 800,000.00 |
| 101-359-497000 | Miscellaneous Income | 33,953.91 | 37,585.10 | 40,000.00 | 22,619.92 | 35,000.00 | 40,000.00 |
| 101-460-497000 | Miscellaneous Income | 74.60 | 407.50 | 0.00 | 399.85 | 400.00 | 0.00 |
| 101-460-497003 | Donations-Veteran's Memorial | 2,930.00 | 1,575.00 | 3,000.00 | 1,050.00 | 1,200.00 | 1,500.00 |
| 101-460-497007 | Donations-Parks | 0.00 | 0.25 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-460-497008 | Donations-Senior Center | 4,874.33 | 2,314.05 | 1,000.00 | 691.00 | 800.00 | 800.00 |
| 101-665-497000 | Miscellaneous Income | 4,060.45 | 4,979.70 | 6,000.00 | 3,306.15 | 5,000.00 | 4,800.00 |
| 101-665-497002 | Donations - Library | 1,563.30 | 1,975.75 | 5,000.00 | 4,503.94 | 5,000.00 | 5,000.00 |
| 101-665-497033 | Reimbursement-Library | 8,094.24 | 7,519.90 | 8,000.00 | 0.00 | 8,000.00 | 8,000.00 |
| | **RevCategory: 497 - Miscellaneous Total:** | **733,742.19** | **694,045.31** | **437,407.00** | **1,040,761.95** | **1,249,747.00** | **1,045,500.00** |
| | **Fund: 101 - GENERAL FUND Total:** | **40,898,652.45** | **45,718,832.21** | **48,678,991.00** | **41,217,602.81** | **48,290,072.23** | **49,993,629.00** |

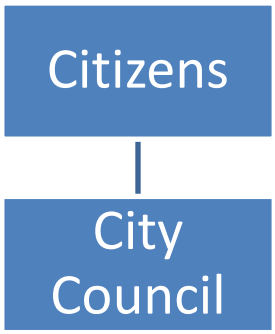
# DEPARTMENT: 150 CITY COUNCIL
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The Schertz City Council is made up of eight elected officials. City residents currently elect a Mayor and seven Council members at-large. Mayors Pro Tempore shall be appointed by a majority vote of the City Council following a properly made motion to appoint a member who is both: (a) Eligible to serve as Mayor Pro Tempore; (b) Is, at the time of the motion, a Councilmember in good standing. The Mayor and seven City Council members are paid a modest stipend.

The Schertz City Council is the City's legislative body. It sets policies, approves budgets, determines tax rates and passes ordinances and resolutions to govern the City. Council also appoints citizen volunteers to approximately 10 City advisory boards, committees, and commissions; and appoints and supervises the performances of the City Manager, City Secretary, City Attorney, and Municipal Court Judges.

## ORGANIZATIONAL CHART




## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Number of ordinances passed | 41 | 40 | 150 | 45 |
| Number of resolutions passed | 140 | 140 | 130 | 130 |
| Requests for Information | 11 | 11 | 11 | 10 |
| Number of Council Meetings | 40 | 40 | 25 | 25 |
| Requests for Agenda Items | 7 | 7 | 10 | 10 |
| Council on the Go Meetings | 1 | 1 | 0 | 0 |
| Council HOA Presidents Meeting | 1 | 1 | 0 | 0 |

| Efficiency | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Meeting Attendance rate | 95 | 95 | 98 | 98 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel | $58,188 | $65,991 | $69,908 | $71,839 |
| Supplies and Equipment | 303 | 322 | 1,500 | 1,000 |
| Operating Expenses | 40,053 | 53,664 | 73,250 | 77,800 |
| Professional Services | 2,150 | 0 | 2,000 | 2,000 |
| *Total* | *$100,695* | *$119,977* | *$146,658* | *$152,639* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The Proposed FY 2024-25 Budget increases 4.1% from the FY 2023-24 year-end estimates for anticipated CPI increases.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 150 - City Council** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-150-511110 | Regular | 23,866.97 | 26,989.20 | 32,189.00 | 24,959.50 | 31,000.00 | 30,319.00 |
| 101-150-511240 | Allowances | 9,982.92 | 10,704.58 | 12,089.00 | 9,747.28 | 11,597.08 | 11,519.00 |
| 101-150-511310 | FICA - Employer | 2,594.20 | 2,907.26 | 3,387.00 | 2,643.10 | 3,387.00 | 3,201.00 |
| 101-150-511606 | Uniforms | 162.00 | 352.67 | 400.00 | 423.09 | 424.00 | 1,800.00 |
| 101-150-511607 | Awards | 0.00 | 0.00 | 1,500.00 | 876.09 | 1,500.00 | 0.00 |
| 101-150-511610 | Memberships-Professional | 8,118.14 | 12,944.14 | 13,000.00 | 712.50 | 1,000.00 | 0.00 |
| 101-150-511611 | Publications | 138.95 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-150-511612 | Training/Travel | 13,325.14 | 12,093.15 | 17,250.00 | 23,635.20 | 21,000.00 | 25,000.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **58,188.32** | **65,991.00** | **79,815.00** | **62,996.76** | **69,908.08** | **71,839.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-150-521000 | Operating Supplies | 137.40 | 0.00 | 250.00 | 246.55 | 250.00 | 1,000.00 |
| 101-150-521100 | Office Supplies | 165.85 | 322.13 | 1,250.00 | 934.62 | 1,250.00 | 0.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **303.25** | **322.13** | **1,500.00** | **1,181.17** | **1,500.00** | **1,000.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-150-534007 | Special Events - Expenses | 7,555.16 | 6,846.24 | 10,000.00 | 10,798.66 | 10,000.00 | 11,650.00 |
| 101-150-534027 | Memberships-City Use | 0.00 | 0.00 | 0.00 | 13,180.30 | 13,000.00 | 16,000.00 |
| 101-150-534029 | Printing & Binding | 289.22 | 43.00 | 250.00 | 146.00 | 250.00 | 150.00 |
| 101-150-534036 | Software Maintenance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-150-534049 | City Elections | 32,208.68 | 46,774.86 | 50,000.00 | 43,069.01 | 50,000.00 | 50,000.00 |
| | **ExpCategory: 534 - Operating Expenses Total:** | **40,053.06** | **53,664.10** | **60,250.00** | **67,193.97** | **73,250.00** | **77,800.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-150-541017 | Professional Services | 2,150.00 | 0.00 | 10,000.00 | 0.00 | 2,000.00 | 2,000.00 |
| | **ExpCategory: 541 - Professional Services Total:** | **2,150.00** | **0.00** | **10,000.00** | **0.00** | **2,000.00** | **2,000.00** |
| | **Department: 150 - City Council Total:** | **100,694.63** | **119,977.23** | **151,565.00** | **131,371.90** | **146,658.08** | **152,639.00** |

# DEPARTMENT: 151 CITY MANAGER
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The City Manager serves under the policy direction of the City Council and provides the leadership for implementation of the City Council's policies to ensure residents, businesses, and visitors receive exceptional City services and that Schertz maintains a high quality of life. The City Manager's Office facilitates the coordination and implementation of City Council policy direction, provides administration of the organization, and develops methods for the effective and efficient delivery of services to the community.

## GOALS FOR FY 2024-25

### Strategic Plan Emphasis

- Policy Value: Fiscally Sustainable
  - Oversee the management of the City budget.
- Operational Value: Systems Management
  - Develop strategic plans and systems to meet the many diverse needs of the community.
  - Develop management systems for efficient and effective use of resources.
- Operational Value: Proactive
  - Respond effectively and timely to City Council requests.
- Operational Value: Service Oriented
  - Oversee special projects and studies commissioned by City Council.
  - Formulate and submit recommended actions concerning policy issues to City Council.
- Operational Value: Engaged Workforce
  - Recruit, retain, and develop talented staff.

### Project Focus for FY 2024-25

- Cultivate positive work environment with autonomy, mastery, and purpose.
- Uphold the values as outlined in the Strategic Plan.

## ORGANIZATIONAL CHART

| CITY MANAGER | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| City Manager | 1 | 1 | 1 | 1 |
| Deputy City Manager | 0 | 0 | 1 | 1 |
| Assistant City Manager | 2 | 2 | 1 | 1 |
| Assistant to the City Manager | 1 | 1 | 0 | 0 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| TOTAL POSITIONS | 5 | 5 | 4 | 4 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel | $1,281,854 | $1,268,219 | $1,129,517 | $1,013,260 |
| Supplies and Equipment | 1,192 | 1,464 | 1,000 | 1,470 |
| Operating Expenses | 1,333 | 1,786 | 1,960 | 1,960 |
| Professional Services | 13,641 | 0 | 0 | 0 |
| Capital Outlay | 43,537 | 0 | 0 | 0 |
| *Total* | *$1,341,557* | *$1,271,469* | *$1,132,477* | *$1,016,690* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget decreases 10.2% from the FY 2023-24 year-end estimates. The decrease is due to transferring the personnel related to Economic Development services to their own department in the General Fund and the removal of the Assistant to the City Manager position.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 151 - City Manager** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-151-511110 | Regular | 934,844.02 | 902,512.84 | 676,480.00 | 623,002.13 | 735,124.00 | 699,353.00 |
| 101-151-511120 | Overtime | 1,711.27 | 2,328.38 | 283.00 | 1,586.09 | 1,500.00 | 347.00 |
| 101-151-511210 | Longevity | 4,182.67 | 5,169.83 | 4,524.00 | 5,187.33 | 5,601.00 | 4,574.00 |
| 101-151-511230 | Certification Allowance | 1,935.00 | 1,180.00 | 650.00 | 350.00 | 350.00 | 0.00 |
| 101-151-511240 | Allowances | 7,477.11 | 8,461.75 | 14,554.00 | 18,677.39 | 22,124.00 | 21,448.00 |
| 101-151-511310 | FICA - Employer | 65,863.98 | 63,139.13 | 52,151.00 | 42,501.26 | 58,499.00 | 53,862.00 |
| 101-151-511350 | TMRS-Employer | 150,699.37 | 150,860.37 | 116,329.00 | 103,502.30 | 128,546.00 | 121,961.00 |
| 101-151-511410 | Health-Employer | 91,231.04 | 106,066.67 | 80,834.00 | 115,034.60 | 129,013.00 | 67,653.00 |
| 101-151-511500 | Workers' Compensation | 1,350.79 | 2,259.72 | 1,120.00 | 2,677.42 | 2,677.00 | 1,157.00 |
| 101-151-511606 | Uniforms | 384.29 | 1,836.33 | 1,000.00 | 0.00 | 1,000.00 | 1,000.00 |
| 101-151-511609 | Employee Recognition-Morale | 1,897.88 | 2,913.24 | 4,900.00 | 1,753.03 | 1,733.33 | 4,900.00 |
| 101-151-511610 | Memberships-Professional | 4,322.47 | 4,519.62 | 4,200.00 | 4,681.17 | 4,800.00 | 4,200.00 |
| 101-151-511611 | Publications | 305.00 | 497.01 | 695.00 | 754.67 | 750.00 | 695.00 |
| 101-151-511612 | Training/Travel | 14,187.82 | 13,353.61 | 13,270.00 | 22,479.80 | 19,000.00 | 13,270.00 |
| 101-151-511614 | Meeting Expenses | 1,390.53 | 3,120.87 | 18,840.00 | 17,823.80 | 18,800.00 | 18,840.00 |
| 101-151-511616 | Professional Certification | 71.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 511 - Personnel Services Total:** | | **1,281,854.24** | **1,268,219.37** | **989,830.00** | **960,010.99** | **1,129,517.33** | **1,013,260.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-151-521100 | Office Supplies | 1,192.17 | 1,436.54 | 1,470.00 | 512.19 | 1,000.00 | 1,470.00 |
| 101-151-521300 | Motor Vehicle Supplies | 0.00 | 27.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 521 - Supplies and Equipment Total:** | | **1,192.17** | **1,463.54** | **1,470.00** | **512.19** | **1,000.00** | **1,470.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-151-534007 | Special Events - Expenses | 1,332.51 | 1,786.34 | 1,960.00 | 1,948.66 | 1,960.00 | 1,960.00 |
| 101-151-534029 | Printing & Binding | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **1,332.51** | **1,786.34** | **1,960.00** | **1,948.66** | **1,960.00** | **1,960.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-151-541017 | Professional Services | 13,641.21 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **13,641.21** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-151-581012 | Vehicles & Accs Over $5,000 | 43,537.28 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **ExpCategory: 581 - Capital Outlay Total:** | **43,537.28** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** |
| | **Department: 151 - City Manager Total:** | **1,341,557.41** | **1,271,469.25** | **993,260.00** | **962,471.84** | **1,132,477.33** | **1,016,690.00** |

# DEPARTMENT: 152 MUNICIPAL COURT
FUND: 101 GENERAL FUND

## DEPARTMENTAL DESCRIPTION

The Municipal Court represents the judicial branch of the City's government; the Mayor and City Council serve as the executive and legislative branches. The Municipal Court has jurisdiction over all Class C misdemeanors and City ordinances.

The staff of the Municipal Court has various functions and responsibilities. The judge presides over all trials (jury and non-jury) and other court proceedings such as arraignments and show cause hearings. The judge also has magistrate duties (signing arrest warrants and juvenile warnings as well as visiting arrested individuals at the jail). The judge issues processes such as subpoenas, summons, and warrants and completes other administrative duties for the court functions and staff.

The court clerks are the administrative arm of the Municipal Court. The clerks are responsible for seeing that all the court's papers are accurate, orderly, and complete. The clerk's primary responsibilities include processing citations, summons, complaints, warrants, past due letters, and show cause hearing letters. The clerks maintain the court's docket and coordinate case scheduling. The clerks directly interact with the public, providing all services needed including explaining to defendants the court procedures and their options. Clerks also receive payments, summon potential jurors, and ensure juror payment. Assist the judge with open records requirements, report convictions, driver's safety course and alcohol violations to the Texas Department of Public Safety. They also assist the Warrant Department and complete all required accounting reports.

The prosecutor's duties include preparing and presenting the State's case at all municipal court trials, preparing and drafting complaints, arranging for the appearance of State's witnesses and requesting dismissal of cases under the appropriate circumstances.

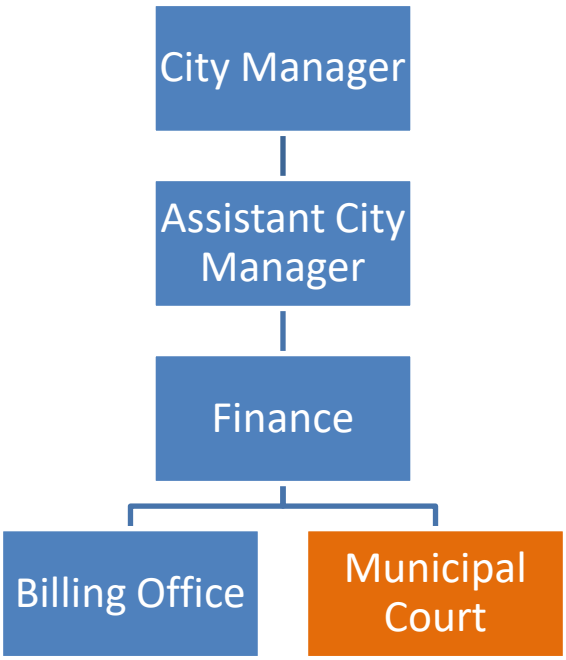
### Strategic Plan Emphasis

- Policy Value: Essential Services
  - Promote respect for the administration of justice through improvements in the Court's customer service and the physical attributes of the Municipal Court building.
  - Promote traffic safety by focusing attention on fair and impartial punishment for those individuals charged in this court.
- Policy Value: Attractive Community
  - Relocate court session from city hall to council chambers.

**Project focus for FY2024-25**

- Implement the use of new technology and other innovative practices to maintain efficiency and security.
- Implement Youth Diversion Plan to allow a child the opportunity to complete a plan with realistic and reasonable terms so the child is not formally criminal charged.
- Reclassification of positions within the department for changes in assigned responsibilities.

**ORGANIZATIONAL CHART**




| MUNICIPAL COURT | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Court Administrator | 1 | 1 | 1 | 1 |
| Senior Deputy Court Clerk | 1 | 1 | 1 | 1 |
| Deputy Court Clerk | 2 | 2 | 2 | 2 |
| TOTAL POSITIONS | 4 | 4 | 4 | 4 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Traffic Citations Filed | 3,290 | 1,794 | 1,327 | 900 |
| State Law Citations Filed | 1,003 | 600 | 450 | 300 |
| Municipal Ordinances Filed | 270 | 195 | 126 | 60 |

| Efficiency | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Cases Disposed | 2,485 | 2,080 | 1,675 | 1,270 |
| Charges Processed per Clerk | 827 | 693 | 453 | 215 |

| Effectiveness | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Cases Disposed per Clerk | 33% | 33% | 33% | 33% |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $323,061 | $349,992 | $363,272 | $366,251 |
| Supplies and Equipment | 3,152 | 1,428 | 1,500 | 1,500 |
| Operating Expenses | 2,063 | 1,752 | 3,500 | 5,660 |
| Professional Services | 41,404 | 59,061 | 66,000 | 66,000 |
| Repair and Maintenance | 2,714 | 2,022 | 2,500 | 2,500 |
| *Total* | *$372,394* | *$414,254* | *$436,772* | *$441,911* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget increased 1.2% from FY 2023-24 year-end estimates for the proposed wage adjustments.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 152 - Municipal Court** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-152-511110 | Regular | 207,658.15 | 223,543.15 | 237,588.00 | 193,406.86 | 229,752.00 | 237,560.00 |
| 101-152-511120 | Overtime | 218.46 | 1,210.67 | 958.00 | 92.77 | 1,000.00 | 958.00 |
| 101-152-511210 | Longevity | 8,739.00 | 9,635.00 | 10,247.00 | 10,298.00 | 10,298.00 | 10,223.00 |
| 101-152-511230 | Certification Allowance | 2,552.54 | 2,830.26 | 2,471.00 | 1,640.96 | 1,872.00 | 1,436.00 |
| 101-152-511310 | FICA - Employer | 15,875.75 | 17,440.68 | 19,115.00 | 15,130.00 | 18,584.00 | 19,032.00 |
| 101-152-511350 | TMRS-Employer | 35,971.86 | 38,802.75 | 41,907.00 | 32,765.84 | 40,835.00 | 41,982.00 |
| 101-152-511410 | Health-Employer | 48,364.51 | 50,711.24 | 52,184.00 | 49,037.29 | 53,431.00 | 47,751.00 |
| 101-152-511500 | Workers' Compensation | 302.54 | 565.14 | 411.00 | 599.66 | 600.00 | 409.00 |
| 101-152-511606 | Uniforms | 451.76 | 449.49 | 600.00 | 0.00 | 600.00 | 600.00 |
| 101-152-511610 | Memberships-Professional | 655.00 | 670.00 | 800.00 | 165.00 | 800.00 | 800.00 |
| 101-152-511611 | Publications | 353.27 | 468.11 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-152-511612 | Training/Travel | 1,453.00 | 2,744.83 | 4,000.00 | 2,400.44 | 4,000.00 | 4,000.00 |
| 101-152-511614 | Meeting Expenses | 465.39 | 920.93 | 1,500.00 | 672.79 | 1,500.00 | 1,500.00 |
| **ExpCategory: 511 - Personnel Services Total:** | | **323,061.23** | **349,992.25** | **371,781.00** | **306,209.61** | **363,272.00** | **366,251.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-152-521000 | Operating Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-152-521100 | Office Supplies | 1,261.32 | 1,427.82 | 1,500.00 | 838.02 | 1,500.00 | 1,500.00 |
| 101-152-521708 | Furniture & Fixtures | 1,890.91 | 0.00 | 4,500.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 521 - Supplies and Equipment Total:** | | **3,152.23** | **1,427.82** | **6,000.00** | **838.02** | **1,500.00** | **1,500.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-152-534007 | Special Events - Expenses | 233.87 | 664.05 | 1,000.00 | 0.00 | 500.00 | 1,000.00 |
| 101-152-534010 | Requested Expanded Programs | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-152-534029 | Printing & Binding | 1,565.12 | 331.49 | 1,012.00 | 1,011.73 | 1,500.00 | 2,000.00 |
| 101-152-534051 | Interpreter Services | 0.00 | 0.00 | 500.00 | 200.00 | 500.00 | 500.00 |
| 101-152-534055 | Court/Jury Cost | 264.00 | 756.00 | 2,160.00 | 0.00 | 1,000.00 | 2,160.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **2,062.99** | **1,751.54** | **4,672.00** | **1,211.73** | **3,500.00** | **5,660.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-152-541011 | Judges Services | 25,575.00 | 32,050.00 | 32,488.00 | 19,664.36 | 36,000.00 | 36,000.00 |
| 101-152-541018 | Prosecutor Services | 15,828.87 | 27,011.02 | 30,000.00 | 21,660.17 | 30,000.00 | 30,000.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **41,403.87** | **59,061.02** | **62,488.00** | **41,324.53** | **66,000.00** | **66,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **ExpCategory: 551 - Repairs and Maintenance** | | | | | | | |
| 101-152-551076 | Other Maintenance Agreements | 2,714.00 | 2,022.00 | 2,500.00 | 1,185.00 | 2,500.00 | 2,500.00 |
| **ExpCategory: 551 - Repairs and Maintenance Total:** | | **2,714.00** | **2,022.00** | **2,500.00** | **1,185.00** | **2,500.00** | **2,500.00** |
| **Department: 152 - Municipal Court Total:** | | **372,394.32** | **414,254.63** | **447,441.00** | **350,768.89** | **436,772.00** | **441,911.00** |

# DEPARTMENT: PUBLIC AFFAIRS
# DIVISION: 153 CUSTOMER RELATIONS/311
Fund: 101 General Fund

## DEPARTMENT DESCRIPTION

Under the umbrella of Public Affairs, 311 Customer Care connects callers with specially trained customer service representatives ready to assist with City service requests -- potholes, stray animals, streetlights out, trash collection, special events and all other City requests. This division is under the supervision of the Communications Manager.

## GOALS FOR FY 2024-25

### Strategic Plan Emphasis

- City Goal: Sense of Community
    - Increase easy public access to city services and information
    - Reduce or eliminate abandoned or misrouted calls or inquiries
    - Communicate consistent, accurate, and timely information about city services, programs, and events to all callers and online inquires
- City Goal: Safe and Livable Community
    - Provide an easy and quick way to report issues across the city to ensure public roads, sidewalks, parks, buildings, etc. are maintained and remain attractive and safe for residents/visitors.

### Project focus for FY 2024-25

- Continue to promote the Keep It Nice Schertz campaign to encourage residents to be the eyes and ears of the city and report any issues they may see across the city
- Develop and implement a program for text message communication to enhance customer service.
- Continue training and development for staff to strengthen knowledge on all government functions and leadership

### Accomplishments for FY 2023-24

- Updated the 311/Customer web page for ease of use and access for residents to ask questions and submit issue or complaint inquiries
- Updated and added to the Frequently Asked Questions page on the website to provide easier access to general information

## ORGANIZATIONAL CHART

| CUSTOMER RELATIONS/311 | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Customer Relations/311 Rep | 2 | 2 | 2 | 2 |
| Customer Relations/311 Rep (PT) | 1 | 1 | 1 | 1 |
| TOTAL POSITIONS | 3 | 3 | 3 | 3 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Work Orders (initiated for other depts.) | 554 | 566 | 550 | 600 |
| Customer Care Inquiries (online) | 1,762 | 1,579 | 1,650 | 1,700 |
| Calls Received | 16,395 | 12,153 | 14,555 | 16,000 |
| Calls Not Answered | 1,182 | 962 | 1,000 | 800 |
| Average Calls Per Day Received | 68 | 49 | 58 | 64 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel | $118,327 | $130,168 | $149,336 | $152,621 |
| Supplies and Equipment | 73 | 214 | 475 | 150 |
| *Total* | *$118,399* | *$130,382* | $149,811 | $152,771 |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget increases 2.0% from the FY 2023-24 year end estimates caused by the wage adjustments with no other changes to operation.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 153 - Customer Relations-311** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-153-511110 | Regular | 85,568.32 | 93,791.63 | 98,812.00 | 87,581.95 | 103,782.00 | 103,919.00 |
| 101-153-511120 | Overtime | 248.53 | 332.83 | 263.00 | 118.11 | 263.00 | 293.00 |
| 101-153-511210 | Longevity | 2,302.00 | 2,627.00 | 2,903.00 | 2,926.00 | 2,926.00 | 3,366.00 |
| 101-153-511230 | Certification Allowance | 0.00 | 150.00 | 0.00 | 0.00 | 0.00 | 1,149.00 |
| 101-153-511310 | FICA - Employer | 6,623.52 | 7,310.08 | 7,792.00 | 6,766.81 | 8,183.00 | 8,307.00 |
| 101-153-511350 | TMRS-Employer | 14,469.15 | 15,864.23 | 17,017.00 | 14,447.99 | 17,982.00 | 18,253.00 |
| 101-153-511410 | Health-Employer | 8,826.01 | 9,587.08 | 10,278.00 | 13,520.97 | 15,399.00 | 15,955.00 |
| 101-153-511500 | Workers' Compensation | 126.75 | 237.57 | 167.00 | 251.24 | 251.00 | 179.00 |
| 101-153-511606 | Uniforms | 162.25 | 0.00 | 200.00 | 79.98 | 200.00 | 200.00 |
| 101-153-511612 | Training/Travel | 0.00 | 267.50 | 350.00 | 0.00 | 350.00 | 1,000.00 |
| **ExpCategory: 511 - Personnel Services Total:** | | **118,326.53** | **130,167.92** | **137,782.00** | **125,693.05** | **149,336.00** | **152,621.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-153-521100 | Office Supplies | 72.86 | 214.23 | 125.00 | 29.74 | 125.00 | 150.00 |
| 101-153-521708 | Furniture & Fixtures | 0.00 | 0.00 | 350.00 | 350.00 | 350.00 | 0.00 |
| **ExpCategory: 521 - Supplies and Equipment Total:** | | **72.86** | **214.23** | **475.00** | **379.74** | **475.00** | **150.00** |
| **Department: 153 - Customer Relations-311 Total:** | | **118,399.39** | **130,382.15** | **138,257.00** | **126,072.79** | **149,811.00** | **152,771.00** |

# DEPARTMENT: PLANNING & COMMUNITY DEVELOPMENT
# DIVISION: 154 PLANNING & ZONING
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The Planning & Zoning Division ensures quality development within the City limits and the Extraterritorial Jurisdiction through an efficient, consistent, unbiased, and effective development review process. Division responsibilities include the review and processing of development projects, such as commercial site plans, plats, zone changes, specific use permits, and annexations. The Division also researches and develops long-range plans and goals to help guide the future of our city; and creates development codes to tailor our regulations around citizen, businesses, and developer needs and city goals for a high quality of life and attractive community. The Division frequently collaborates with other departments within the city, including Engineering, Fire, and Inspections, as well as other governmental agencies, in order to provide guidance and staff recommendations to the City Council, Planning and Zoning Commission, Board of Adjustment, and the Capital Improvements Advisory Committee to help them best serve the residents of Schertz.

## GOALS FOR FY2024-25

**Strategic Plan Emphasis**
**Operational Value: Service Oriented, Systems Management, Engaged Workforce, Innovative, Proactive**

- Continue to assist property owners, developers, and engineers through our development process through timely and thorough project review.
- Continue to do proactive updates to the website to provide improved customer service by updating flowcharts, providing information on current residential and commercial developments, providing information guides on how to apply for planning applications, and providing information on public hearing on the city's webpage.
- Continue to proactively provide regular updates to the website feature "What's Developing in Schertz" to ensure residents are provided information on current development projects within the city.
- Continue to improve CityView to assist applicants and staff in order to provide timely reviews and convey information clearly.
- Promote staff development including continued education, cross training, and department integration to provide outstanding customer service and provide staff with growth opportunities.

- Foster collaborations in regional planning efforts and increase participation in regional organizations/groups.

**Policy Value: Safe Community, High Quality of Life, Attractive Community**

- Continue to reevaluate and modify regulations within the Schertz Unified Development Code to accommodate the evolving needs of our residents, make the development process more efficient and effective and ensure a properly planned safe community.
- Implement the Joint Land Use Study Strategies to promote compatibility of land uses and development with the long-range goals of Randolph AFB.

**ACCOMPLISHMENTS**
**Operational Value: Service Oriented**

- Completed a redesign of the website feature, "What's Developing in Schertz", to provide information on active public hearings, new residential subdivisions and new commercial sites currently under construction to improve public relations and transparency, while providing useful, accessible information to the public.

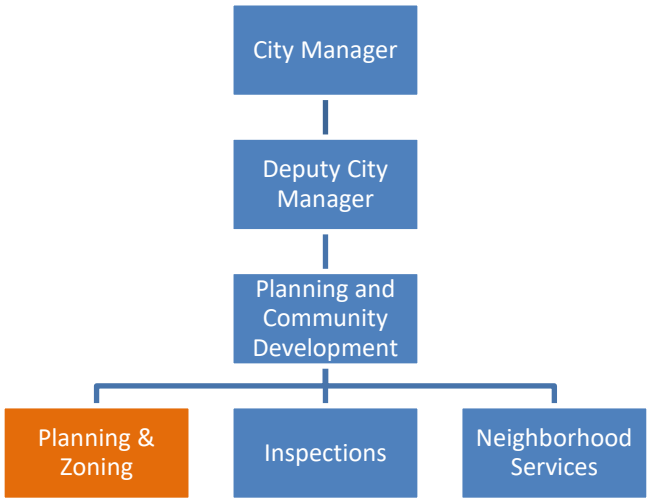
**Operational Value: Engaged Workforce**

- Through continued education and training, one Planner on staff became a member of the American Institute of Carried Planners, a professional certification earned through the American Planning Association.

**Policy Value: Safe Community, High Quality of Life, Attractive Community, Innovative, Proactive**

- Received the 2023 Certificate of Achievement for Planning Excellence by the American Planning Association – Texas Chapter which recognizes a commitment to professional planning by City Administration, Elected and Appointed Officials and exemplary professional standards demonstrated by the Planning Department for the tenth year in a row.
- Completed the Comprehensive Land Plan update for the City, which will shape the future of Schertz to meet the desires, goals and core service policy values of the residents
- Completed UDC amendments in relation to Article 3 Section 21.3.3 *Planning and Zoning Commission* Article 5 Section 21.5.2 *Zoning Districts Established,* Article 5 Section 21.5.4 *Zoning Change/Zoning Map Amendment,* Article 5 Section 21.5.5 *Statement of Purpose,* Article 5 Section 21.5.7 *Dimensional and Design Standards*, Article 5 Section 21.5.8 *Permitted Use Table,* Article 8 Section 21.8.4 *Home Occupations ,* Article 9 Section 21.9.7 *Landscaping*, Article 9 Section 21.9.9 *Tree Mitigation,* Article 14 Section 21.14.3 *Additional Design Standards,* and Article16 *Definitions*

## ORGANIZATIONAL CHART




| PLANNING AND ZONING | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Planning Manager | 1 | 1 | 1 | 1 |
| Senior Planner | 1 | 1 | 1 | 1 |
| Planner | 2 | 2 | 2 | 2 |
| TOTAL POSITIONS | 4 | 4 | 4 | 4 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Plats | 32 | 33 | 32 | 32 |
| Site Plans and Master Plan | 18 | 18 | 30 | 30 |
| Variances/Waivers | 5 | 4 | 2 | 5 |
| Zone Changes and Specific Use Permits | 15 | 14 | 23 | 23 |
| UDC/ Comp. Plan Revisions | 5 | 2 | 10 | 5 |
| Annexation | 4 | 0 | 1 | 4 |

| Budget - Revenue | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|

| | | | | |
|---|---|---|---|---|
| Platting Fees | $55,250 | $58,500 | $54,000 | $54,000 |
| Site Plan Fees | 23,000 | 28,000 | 40,000 | 40,000 |
| BOA/ Variance Fees | 3,500 | 3,500 | 1,000 | 2,500 |
| Specific Use/Zone Change Fee | 37,250 | 32,100 | 40,000 | 40,000 |
| Zoning Letter & Develop Rights | 4,800 | 3,450 | 2,550 | 2,550 |
| Total Revenue | $123,800 | $125,550 | $137,550 | $139,050 |

| Budget - Expenses | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $220,463 | $332,999 | $417,464 | $434,958 |
| Supplies and Equipment | 10,116 | 6,258 | 2,100 | 2,300 |
| Operating Expenses | 0 | 62 | 250 | 250 |
| Professional Services | 75 | -10 | 100 | 100 |
| Fund Charges/Transfers | 400,000 | 0 | 0 | 0 |
| Capital Outlay | 0 | 0 | 27,152 | 0 |
| *Total* | *$630,653* | *339,309* | *$447,066* | *$437,608* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget decreases by 2.1% from the FY 2023-24 year end estimate. Increase in personnel expenditures is offset by less capital outlay.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 154 - Planning & Zoning** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-154-511110 | Regular | 136,966.24 | 212,456.79 | 283,543.00 | 225,384.09 | 267,393.00 | 274,755.00 |
| 101-154-511120 | Overtime | 4,769.04 | 4,255.60 | 6,377.00 | 3,867.41 | 6,377.00 | 6,408.00 |
| 101-154-511210 | Longevity | 926.00 | 1,164.67 | 1,290.00 | 1,397.67 | 1,398.00 | 1,592.00 |
| 101-154-511230 | Certification Allowance | 0.00 | 1,505.00 | 2,241.00 | 2,520.00 | 2,880.00 | 2,241.00 |
| 101-154-511310 | FICA - Employer | 10,139.59 | 16,449.50 | 22,445.00 | 17,531.43 | 21,271.00 | 21,797.00 |
| 101-154-511350 | TMRS-Employer | 22,424.07 | 37,601.25 | 49,019.00 | 37,122.36 | 46,740.00 | 47,896.00 |
| 101-154-511410 | Health-Employer | 33,441.00 | 34,343.73 | 46,349.00 | 39,491.89 | 42,744.00 | 40,811.00 |
| 101-154-511500 | Workers' Compensation | 283.11 | 528.77 | 472.00 | 561.16 | 561.00 | 458.00 |
| 101-154-511606 | Uniforms | 625.50 | 826.25 | 850.00 | 448.00 | 850.00 | 850.00 |
| 101-154-511610 | Memberships-Professional | 1,320.00 | 1,543.00 | 2,550.00 | 1,468.93 | 2,550.00 | 2,950.00 |
| 101-154-511611 | Publications | 89.00 | 0.00 | 500.00 | 385.00 | 500.00 | 500.00 |
| 101-154-511612 | Training/Travel | 7,470.04 | 19,901.31 | 24,000.00 | 13,026.05 | 20,000.00 | 26,500.00 |
| 101-154-511613 | Training/Travel Commission | 1,552.66 | 1,933.22 | 7,500.00 | 1,514.56 | 3,500.00 | 7,500.00 |
| 101-154-511614 | Meeting Expenses | 456.31 | 489.84 | 700.00 | 525.13 | 700.00 | 700.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **220,462.56** | **332,998.93** | **447,836.00** | **345,243.68** | **417,464.00** | **434,958.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-154-521000 | Operating Supplies | 301.26 | 541.09 | 650.00 | 491.10 | 650.00 | 650.00 |
| 101-154-521100 | Office Supplies | 1,089.00 | 1,176.00 | 1,200.00 | 540.70 | 800.00 | 1,200.00 |
| 101-154-521600 | Equip Maint Supplies | 0.00 | 40.97 | 200.00 | 0.00 | 200.00 | 0.00 |
| 101-154-521701 | Computer Fees & Licenses | 7,500.00 | 4,200.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-154-521708 | Furniture & Fixtures | 1,225.47 | 299.97 | 450.00 | 78.00 | 450.00 | 450.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **10,115.73** | **6,258.03** | **2,500.00** | **1,109.80** | **2,100.00** | **2,300.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-154-534029 | Printing & Binding | 0.00 | 62.00 | 250.00 | 49.00 | 250.00 | 250.00 |
| | **ExpCategory: 534 - Operating Expenses Total:** | **0.00** | **62.00** | **250.00** | **49.00** | **250.00** | **250.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-154-541004 | Consulting Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-154-541019 | State/County Admin Fees | 75.00 | -10.00 | 100.00 | 0.00 | 100.00 | 100.00 |
| | **ExpCategory: 541 - Professional Services Total:** | **75.00** | **-10.00** | **100.00** | **0.00** | **100.00** | **100.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **ExpCategory: 548 - Fund Charges/Transfers** | | | | | | | |
| 101-154-548010 | Transfer Out - Capital Project | 400,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 548 - Fund Charges/Transfers Total:** | | **400,000.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-154-581012 | Vehicles & Accs Over $5,000 | 0.00 | 0.00 | 0.00 | 27,152.65 | 27,152.00 | 0.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **0.00** | **0.00** | **0.00** | **27,152.65** | **27,152.00** | **0.00** |
| **Department: 154 - Planning & Zoning Total:** | | **630,653.29** | **339,308.96** | **450,686.00** | **373,555.13** | **447,066.00** | **437,608.00** |

# DEPARTMENT: 155 LEGAL SERVICES
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The City Attorney is the legal advisor to the City Council and City Council's appointees, boards, commissions, committees, and staff. In addition, the City Attorney represents the City in all court cases where the City has an interest. Responsibilities of the City Attorney include providing legal advice to City Council, appointees, managers, boards, commissions, and committees in all legal matters; providing litigation and legal transaction services for the City and its enterprises; representing the City and its enterprises in employment matters; and reviewing, updating and maintaining the City Code.

## GOALS AND OBJECTIVES

- To provide expert legal counsel on proposed ordinances.
- To attend all city council meetings, planning and zoning, and other meetings as needed and provide timely legal advice on proposed ordinances and related items.
- To represent the City in litigation.
- Prepare legal documents for City contracts and agreements.
- To provide counsel on strategic issues that will be of the most benefit to the City.

## ORGANIZATIONAL CHART

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Operations Expenses | $11,341 | $9,821 | $10,000 | $10,000 |
| Professional Services | 99,376 | 59,412 | 100,000 | 80,000 |
| *Total* | *$110,717* | *$69,233* | *$110,000* | *$90,000* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget is $20K lower then the FY 2023-24 year end estimate. Staff has not needed to utilize legal services as much as past years and will continue to budget a downward trend if expenditures continue to fall.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 155 - Legal Services** | | | | | | | |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-155-534024 | Legal Notices | 11,341.38 | 9,821.06 | 10,000.00 | 4,293.24 | 10,000.00 | 10,000.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **11,341.38** | **9,821.06** | **10,000.00** | **4,293.24** | **10,000.00** | **10,000.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-155-541012 | Legal Services | 99,376.09 | 59,411.99 | 80,000.00 | 77,348.18 | 100,000.00 | 80,000.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **99,376.09** | **59,411.99** | **80,000.00** | **77,348.18** | **100,000.00** | **80,000.00** |
| **Department: 155 - Legal Services Total:** | | **110,717.47** | **69,233.05** | **90,000.00** | **81,641.42** | **110,000.00** | **90,000.00** |

# DEPARTMENT: 156 ECONOMIC DEVELOPMENT
FUND: 101 GENERAL FUND

**DEPARTMENT DESCRIPTION**

The Economic Development Corporation helps to provide a supportive tax base, generate investment and improve quality of life. The City and the Corporation share many of the same objectives with a focus on infrastructure and the Corporation's mission statement reflects their purpose to strategically strengthen the Schertz economy by attracting and retaining businesses, investing in infrastructure, and promoting and enhancing the quality of life for residents and businesses through innovative measures, creating a sustainable and vibrant community. The department consists of four personnel and assists with the needs of 1,100 businesses and stakeholders.

**GOALS FOR FY 2024-25**

- The Economic Development Corporation's goals have been established by the Board of Directors this year to reflect a new focus.

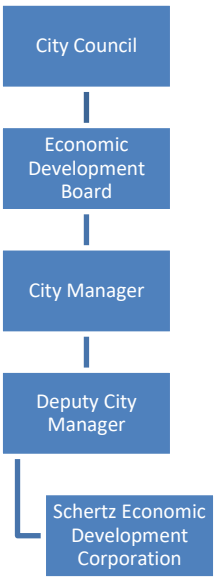
## Strategic Plan Emphasis

- Policy Value: Promote Economic Development
    - Provide supportive tax base to balance increasing residential growth.
    - Generate investments in undeveloped areas and improve quality of life.
    - Promote economic development opportunities for high valued employers of all sizes.
    - Conduct incentive application analysis and engage in business recruitment.

**Project focus for FY 2024-25**

- Improve Economic Prosperity through Quality Developments, providing jobs that provide a High Quality of Life.
- Endorse programs to benefit small business
- Participating in 2 infrastructure projects that will provide Essential Services.
- Lead a discussion by participating with businesses to explore innovative ways in which the company can conserve natural resources.
- Engage public utilities to assist business success.
- Participate in 6 events to attract new businesses to the city.

## ORGANIZATIONAL CHART




| ECONOMIC DEVELOPMENT | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Executive Director | 1 | 1 | 1 | 1 |
| Deputy Director | 1 | 1 | 1 | 1 |
| Business Engagement Manager | 1 | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| TOTAL POSITIONS | 4 | 4 | 4 | 4 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $0 | $0 | $367,056 | $524,639 |
| City Supported Services | 0 | 0 | 1,133,841 | 1,200,000 |
| *Total* | *$0* | *$0* | *$1,500,897* | *$1,724,639* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget increased 14.9% from FY 2023-24 year-end estimates for the proposed ECI wage adjustments and additional contributions to the TIRZ.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 156 - Economic Development** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-156-511110 | Regular | 0.00 | 0.00 | 367,466.00 | 245,443.23 | 292,190.00 | 386,304.00 |
| 101-156-511120 | Overtime | 0.00 | 0.00 | 0.00 | 1,360.31 | 1,600.00 | 0.00 |
| 101-156-511210 | Longevity | 0.00 | 0.00 | 370.00 | 160.00 | 160.00 | 540.00 |
| 101-156-511230 | Certification Allowance | 0.00 | 0.00 | 15,607.00 | 0.00 | 0.00 | 0.00 |
| 101-156-511310 | FICA - Employer | 0.00 | 0.00 | 29,333.00 | 18,600.81 | 22,365.00 | 29,594.00 |
| 101-156-511350 | TMRS-Employer | 0.00 | 0.00 | 64,064.00 | 39,606.09 | 49,144.00 | 65,028.00 |
| 101-156-511410 | Health-Employer | 0.00 | 0.00 | 20,588.00 | 0.00 | 993.00 | 42,564.00 |
| 101-156-511500 | Workers' Compensation | 0.00 | 0.00 | 604.00 | 0.00 | 604.00 | 609.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **0.00** | **0.00** | **498,032.00** | **305,170.44** | **367,056.00** | **524,639.00** |
| **ExpCategory: 532 - City Supported Services** | | | | | | | |
| 101-156-532005 | Main Street Local Program | 0.00 | 0.00 | 50,000.00 | 27,352.47 | 53,083.00 | 50,000.00 |
| 101-156-532008 | Tax Reimbursements/Abateme... | 0.00 | 0.00 | 1,000,000.00 | 1,080,758.12 | 1,080,758.00 | 1,150,000.00 |
| | **ExpCategory: 532 - City Supported Services Total:** | **0.00** | **0.00** | **1,050,000.00** | **1,108,110.59** | **1,133,841.00** | **1,200,000.00** |
| | **Department: 156 - Economic Development Total:** | **0.00** | **0.00** | **1,548,032.00** | **1,413,281.03** | **1,500,897.00** | **1,724,639.00** |

# DEPARTMENT: 164 CITY SECRETARY
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The position of City Secretary is a statutory position required by State law and the City Charter. The City Secretary's Office functions as a primary contact for citizens seeking information regarding the community, supports the City Council in the fulfillment of their duties and responsibilities as elected officials and provides daily assistance to all city administrative departments. The City Secretary serves as a member of the City Management Team and oversees the many functions of the City Secretary's Office, including election administration, alcohol beverage permits, record management and preservation and Council Services.

The City Secretary's Department supports, facilitates and strengthens the City of Schertz governmental process by recording all laws, resolutions, and ordinances approved by the City Council, preparing City Council agendas and giving notice of such meetings, countersigning or notarizing, as applicable, all contracts, commissions, and licenses, providing public information according to state guidelines, delivering continuity to the City of Schertz government by recording its legislative actions, both contemporary and archival, and serving as historian for the City, safeguarding and enriching the municipal election and records management processes, and assisting the City Council in fulfilling their goals.

## GOALS AND OBJECTIVES FOR FY 2024-2025

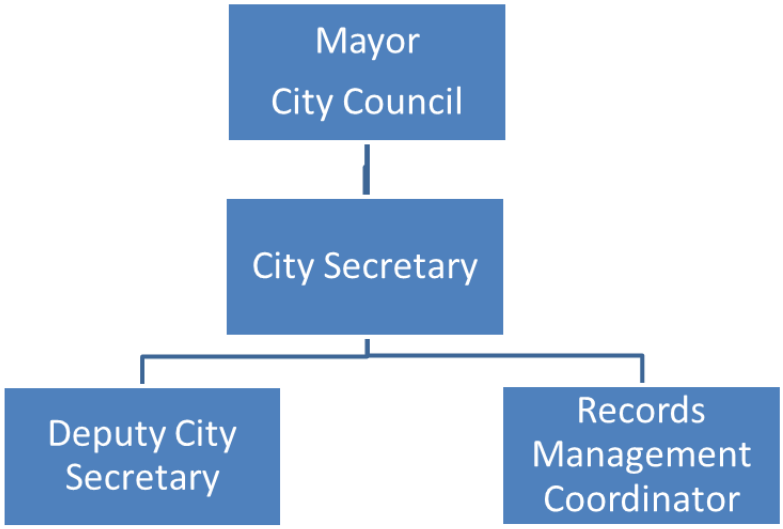
### Strategic Plan Emphasis

- Operational Value: Systems Management
    - The goals and objectives of the City Secretary's Department for the fiscal year 2024-2025 are to provide the following services with greater transparency and efficiency for the Mayor, City Council, City Staff, and the residents of Schertz.
- Operational Value: Innovative
    - Creating new processes for records governance to ensure minimum compliance with state statutes as they relate to records management and the Texas Public Information Act.
    - Creating a new system for the management and administration of Ordinances and Resolutions.
    - Creating new systems for managing alcohol permits and volunteers on boards, commissions, and committees.

**Project focus for FY 2024-2025**

- Work with the part-time Records Management Coordinator to create and implement standardized records management processes to meet standards set forth by state statute. This position will provide processes and related training for the identification, maintenance, retention, security, electronic storage, disposition, and preservation of City records. The role of this position is to ensure compliance, increase transparency, and mitigate legal risk for the City.
- Automate the Public Information requests using a new software platform. This will enhance transparency, increase efficiency for retrieving and compiling responsive documentation, tracking requests, and minimize legal risk by ensuring quality responses and maintaining compliance.
- Create a new database for better management of Ordinances and resolutions to ensure accurate assignment and description. This will greatly enhance the ability to research documented changes to city governance documents.
- Create new database for issuance and monitoring of Alcohol permits for businesses. This will greatly enhance the tracking of permits issued for businesses, provide an automated process for sending renewals and invoices, and ensure greater compliance.
- Create a new database for the management of the City of Schertz Boards and Commissions. This will provide the Board Bylaws, and Board Member documents such as application materials, training certificates, appointment and reappointment data, contact information.
- Document processes for Election administration to ensure transparency, compliance, and consistency across three counties.
- Create an On-Boarding Program for newly elected Councilmembers.

**ORGANIZATIONAL CHART**



| CITY SECRETARY | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| City Secretary | 1 | 1 | 1 | 1 |
| Deputy City Secretary | 1 | 1 | 1 | 1 |
| Records Management Coordinator (P/T) | 0 | 0 | 1 | 1 |
| TOTAL POSITIONS | 2 | 2 | 3 | 3 |

PERFORMANCE INDICATORS

| Workload | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimated | 2024-25 Budget |
|---|---|---|---|---|
| Ordinances Passed and Processed | 61 | 61 | 150 | 70 |
| Resolutions Passed and Processed | 130 | 142 | 140 | 150 |
| Council Meetings Attended | 39 | 39 | 30 | 25 |
| Open Records | 571 | 600 | 700 | 750 |

| Efficiency | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimated | 2024-25 Budget |
|---|---|---|---|---|
| Ordinances & Resolutions Executed within 72 hours of Council Meeting | 98% | 80% | 95% | 95% |
| Documents completed, signed, scanned within 48 hours of council approval | 98% | 85% | 95% | 95% |
| Council meeting minutes transcribed within 48 hours following Council meeting | 98% | 85% | 95 % | 95% |
| Agendas available to citizens within legally required timeframe - Posted on website | 100% | 100% | 100% | 100% |
| Alcohol permits processed within the month of expiration | 97% | 85% | 90% | 95% |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimated | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $214,531 | $195,205 | $219,390 | $235,291 |
| Supplies and Equipment | 1,347 | 1,947 | 3,040 | 2,870 |
| Operating Expenses | 5,248 | 1,848 | 30,320 | 31,954 |
| Total | *$221,126* | *$199,000* | *$252,750* | *$270,115* |

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget increases 6.9% from the FY 2023-24 year-end estimate from the anticipated wage adjustments and full year funding of the Classification & Compensation Study implementation results.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 164 - City Secretary** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-164-511110 | Regular | 153,531.98 | 141,651.57 | 171,386.00 | 132,404.08 | 160,163.00 | 173,620.00 |
| 101-164-511120 | Overtime | 0.00 | 85.23 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-164-511210 | Longevity | 2,072.00 | 2,158.00 | 600.00 | 620.00 | 620.00 | 840.00 |
| 101-164-511230 | Certification Allowance | 600.08 | 600.08 | 575.00 | 507.76 | 600.00 | 575.00 |
| 101-164-511310 | FICA - Employer | 11,697.54 | 10,499.56 | 13,199.00 | 10,098.74 | 12,346.00 | 13,387.00 |
| 101-164-511350 | TMRS-Employer | 25,652.53 | 20,540.71 | 28,826.00 | 21,324.47 | 27,128.00 | 29,417.00 |
| 101-164-511410 | Health-Employer | 17,730.83 | 10,702.35 | 11,113.00 | 10,050.32 | 11,515.00 | 9,664.00 |
| 101-164-511500 | Workers' Compensation | 210.94 | 395.05 | 284.00 | 418.12 | 418.00 | 288.00 |
| 101-164-511605 | Temporary Employee Svcs | 0.00 | 4,443.67 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-164-511606 | Uniforms | 0.00 | 351.16 | 500.00 | 87.96 | 500.00 | 700.00 |
| 101-164-511610 | Memberships-Professional | 712.95 | 310.00 | 1,400.00 | 620.00 | 700.00 | 1,400.00 |
| 101-164-511611 | Publications | 463.95 | 686.80 | 500.00 | 485.61 | 500.00 | 500.00 |
| 101-164-511612 | Training/Travel | 1,858.07 | 2,780.81 | 4,900.00 | 5,766.13 | 4,900.00 | 4,900.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **214,530.87** | **195,204.99** | **233,283.00** | **182,383.19** | **219,390.00** | **235,291.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-164-521100 | Office Supplies | 1,346.74 | 1,566.96 | 1,700.00 | 1,072.38 | 1,700.00 | 1,870.00 |
| 101-164-521708 | Furniture & Fixtures | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-164-521710 | Computer & Peripherals Under... | 0.00 | 379.99 | 1,034.00 | 1,033.35 | 1,340.00 | 1,000.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **1,346.74** | **1,946.95** | **2,734.00** | **2,105.73** | **3,040.00** | **2,870.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-164-534000 | Advertising | 0.00 | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-164-534029 | Printing & Binding | 138.95 | 129.00 | 150.00 | 0.00 | 150.00 | 150.00 |
| 101-164-534030 | Records Management | 5,109.11 | 1,619.39 | 31,804.00 | 23,599.23 | 30,170.00 | 31,804.00 |
| | **ExpCategory: 534 - Operating Expenses Total:** | **5,248.06** | **1,848.39** | **31,954.00** | **23,599.23** | **30,320.00** | **31,954.00** |
| | **Department: 164 - City Secretary Total:** | **221,125.67** | **199,000.33** | **267,971.00** | **208,088.15** | **252,750.00** | **270,115.00** |

# DEPARTMENT: 101 NON-DEPARTMENTAL
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

This department accounts for expenses and payments that are not specific to an individual function/department. Items in this department include city insurance, appraisal district contracts, contingency, and the emergency medical services contract.

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimated | 2024-25 Budget |
|---|---|---|---|---|
| Supplies and Equipment | $9,148 | $9,486 | $9,750 | $9,000 |
| City Support Services | 858,294 | 1,210,482 | 303,333 | 280,000 |
| Utility Services | 3,065 | 0 | 0 | 0 |
| Operating Expenses | 1,239,330 | 1,241,253 | 1,386,474 | 1,942,853 |
| Fund Charges/Transfers | 30,945 | 19,189 | 27,757 | 28,818 |
| Capital Outlay | 0 | 90,215 | 28,473 | 0 |
| *Total* | *$2,140,783* | *$2,570,624* | *$1,755,788* | *$2,260,671* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget increases 28.8% from the FY 2023-24 year-end estimate due to higher insurance policy rates and is offset by setting the contingency account to $180,000 total.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 101 - GENERAL FUND** | | | | | | | |
| **Department: 101 - Non Departmental** | | | | | | | |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-101-521702 | Postage | 9,148.39 | 9,485.61 | 9,000.00 | 13,640.81 | 9,750.00 | 9,000.00 |
| **ExpCategory: 521 - Supplies and Equipment Total:** | | **9,148.39** | **9,485.61** | **9,000.00** | **13,640.81** | **9,750.00** | **9,000.00** |
| **ExpCategory: 532 - City Supported Services** | | | | | | | |
| 101-101-532000 | County Appraisal District | 236,110.48 | 280,016.22 | 280,000.00 | 261,052.84 | 303,333.33 | 280,000.00 |
| 101-101-532005 | Main Street Local Program | 43,595.81 | 25,288.97 | 0.00 | 500.00 | 0.00 | 0.00 |
| 101-101-532008 | Tax Reimbursements/Abateme... | 578,587.63 | 905,177.30 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 532 - City Supported Services Total:** | | **858,293.92** | **1,210,482.49** | **280,000.00** | **261,552.84** | **303,333.33** | **280,000.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-101-533200 | Electric Utility Service | 3,065.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 533 - Utility Services Total:** | | **3,065.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-101-534005 | City Insurance-Commercial | 312,797.22 | 341,582.10 | 390,000.00 | 398,088.88 | 405,000.00 | 450,000.00 |
| 101-101-534011 | Contingencies | 27,555.81 | -19,439.07 | 50,123.00 | 4,363.45 | 0.00 | 180,000.00 |
| 101-101-534013 | Contingencies-Personnel | 0.00 | 0.00 | 300,000.00 | 0.00 | 0.00 | 300,000.00 |
| 101-101-534015 | Credit Card Service Fee | 65,762.30 | 60,284.11 | 95,000.00 | 13,849.43 | 65,000.00 | 75,000.00 |
| 101-101-534016 | Credit Cards Fees - AMEX | 16,781.41 | 4,042.58 | 12,000.00 | 1,805.28 | 9,750.00 | 11,000.00 |
| 101-101-534017 | Electronic Filing Services | 1,897.15 | 3,693.31 | 4,500.00 | 1,026.10 | 4,875.00 | 4,500.00 |
| 101-101-534021 | Equipment Maintenance - Copi... | 118,033.85 | 124,524.75 | 120,000.00 | 107,500.67 | 130,000.00 | 130,000.00 |
| 101-101-534046 | Medical Services-EMS Contract | 695,644.24 | 725,514.32 | 770,949.00 | 770,949.48 | 770,949.00 | 791,273.00 |
| 101-101-534052 | State/County Admin Fees | 35.00 | 35.00 | 100.00 | 0.00 | 100.00 | 100.00 |
| 101-101-534057 | Misc Bank Charges | 823.23 | 1,015.74 | 980.00 | -254.43 | 800.00 | 980.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **1,239,330.21** | **1,241,252.84** | **1,743,652.00** | **1,297,328.86** | **1,386,474.00** | **1,942,853.00** |
| **ExpCategory: 548 - Fund Charges/Transfers** | | | | | | | |
| 101-101-548008 | Transfer Out | 0.00 | 9,881.37 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-101-548011 | Transfer Out - Drainage | 17,229.00 | 0.00 | 17,222.00 | 0.00 | 17,222.00 | 18,283.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-101-548015 | Transfer Out - Hist. Committee | 13,863.11 | 9,160.82 | 10,535.00 | 0.00 | 10,535.00 | 10,535.00 |
| 101-101-548018 | Transfer Out - Special Events | -146.72 | 146.72 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 548 - Fund Charges/Transfers Total:** | | **30,945.39** | **19,188.91** | **27,757.00** | **0.00** | **27,757.00** | **28,818.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-101-581008 | Land/ROW/Easements Purchase | 0.00 | 90,214.56 | 0.00 | 31,485.66 | 28,473.25 | 0.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **0.00** | **90,214.56** | **0.00** | **31,485.66** | **28,473.25** | **0.00** |
| **Department: 101 - Non Departmental Total:** | | **2,140,782.91** | **2,570,624.41** | **2,060,409.00** | **1,604,008.17** | **1,755,787.58** | **2,260,671.00** |

# DEPARTMENT: 170 PUBLIC AFFAIRS
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The Public Affairs Department is responsible for establishing and maintaining internal and external communications with Schertz residents and city employees. Emphasis is placed on engaging with residents about city services, programs, and policies in a manner designed to build trust and understanding in local government. Public Affairs accomplishes this through Schertz Magazine, use of social media, advertising, production of city videos, media relations, City Headlines, and Schertz.com website. The department also captures photos/video of City events and activities, designs City marketing materials, social media/print graphics, logos, etc., and maintains the Schertz brand to ensure consistency and promote a positive public perception of the city.

Public Affairs publishes *Schertz Magazine* monthly with 16,000 copies printed; including 15,000+ direct mailed to households in Schertz and over 500 distributed to local businesses. The magazine is the number one source of information for Schertz residents according to the past three citizen surveys.

The department serves an internal audience of over 400 employees, elected and appointed officials, as well as an estimated city population of 44,000+.

Operations of 311/Customer Care are maintained under the umbrella of Public Affairs.

## GOALS FOR FY 2024-25

### Strategic Plan Emphasis

- City Goal: Sustainable Government
    - Implement initiatives to increase transparency in government processes and decision-making, ensuring that residents have access to accurate and timely information about city operations, policies, and initiatives.
    - Provide residents with accessible avenues to voice their concerns, suggestions, and feedback, and ensure timely responses and follow-up actions to demonstrate our commitment to listening and responsiveness.
- City Goal: Sense of Community
    - Develop and execute comprehensive engagement strategies to foster meaningful interactions between the city and its residents, promoting active participation in civic activities, events, and initiatives

**Project focus for FY 2024-25**

- Evaluate where and how the city's communications and engagement resources, processes, strategies and materials may need to be improved or enhanced for better community stakeholder awareness and engagement.
- Launch promotional Library video highlighting various services and programs happening yearly at Schertz Public Library.
- Implement new technology to increase awareness and foster community engagement.
- Implement the Strategic Communication Plan.
- Implement a comprehensive CIP campaign aimed at increasing awareness of city projects/improvements gaining favorable opinions towards the city.

**Accomplishments for FY 2023-24**

- Launched the newly redesigned Schertz.com website which aims to enhance resident awareness and understanding of city government activities.
- Executed the 2023 Citizen Satisfaction Survey.
- Implemented a comprehensive recruitment campaign in conjunction with HR which yielded a lower vacancy rate across the city.
- Launched new video series, "Now You Know", to share insights and a behind the scenes look at Schertz government operations.

**ORGANIZATIONAL CHART**

| PUBLIC AFFAIRS | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Public Affairs Director | 1 | 1 | 1 | 1 |
| Communications Manager | 1 | 1 | 1 | 1 |
| Marketing and Communications Specialist | 1 | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 0 | 0 |
| TOTAL POSITIONS | 4 | 4 | 3 | 3 |

## PERFORMANCE INDICATORS

| Workload/Output Measures | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| News Items Created | 158 | 75 | 125 | 150 |
| Marketing Materials Produced | 134 | 771 | 850 | 800 |
| Number of publications including e-newsletters produced | 67 | 67 | 68 | 68 |
| Social Media Posts (City accounts) | 1,080 | 914 | 975 | 975 |
| Social Media Posts (Parks account) | 386 | 595 | 675 | 0 |

| Effectiveness | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Schertz Magazine Ad revenue | 147,192 | 125,668 | 125,000 | 125,000 |
| City social media fans (Instagram/FB) | 14,797 | 16,252 | 17,800 | 19,500 |
| Facebook Reach (city account) | 92,800 | 252,100 | 400,000 | 400,000 |
| Instagram Reach (city account) | 93,300 | 56,900 | 30,000 | 50,000 |
| Schertz.com sessions | 737,251 | 566,111 | 700,000 | 700,000 |
| Percentage open rate for e-newsletter | 43% | 49% | 56% | 60% |
| Percentage click rate for e-newsletter | 2% | 2% | 3% | 4% |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $333,461 | $338,316 | $361,149 | $370,063 |
| Supplies and Equipment | 57,192 | 59,148 | 59,737 | 59,900 |
| Operating Expenses | 142,484 | 125,005 | 125,100 | 132,948 |
| Professional Services | 99,656 | 89,589 | 90,768 | 85,250 |
| *Total* | *$632,793* | *$612,058* | *$636.754* | *$648,161* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget increases 1.8% from the FY 2023-24 year-end estimates. The increase is caused by the anticipated wage adjustments.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 170 - Public Affairs** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-170-511110 | Regular | 231,921.88 | 232,590.29 | 266,952.00 | 206,881.07 | 246,208.00 | 258,027.00 |
| 101-170-511120 | Overtime | 553.67 | 679.39 | 1,035.00 | 1,087.24 | 1,500.00 | 1,266.00 |
| 101-170-511210 | Longevity | 5,236.67 | 5,323.67 | 5,789.00 | 2,722.00 | 2,722.00 | 2,955.00 |
| 101-170-511230 | Certification Allowance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-170-511310 | FICA - Employer | 17,523.25 | 17,589.53 | 20,925.00 | 15,578.31 | 19,158.00 | 20,052.00 |
| 101-170-511350 | TMRS-Employer | 39,059.67 | 38,365.42 | 45,700.00 | 33,533.97 | 42,097.00 | 44,063.00 |
| 101-170-511410 | Health-Employer | 35,302.24 | 32,444.38 | 36,488.00 | 33,585.22 | 37,553.00 | 32,221.00 |
| 101-170-511500 | Workers' Compensation | 340.47 | 917.66 | 448.00 | 674.86 | 675.00 | 429.00 |
| 101-170-511606 | Uniforms | 208.21 | 161.44 | 200.00 | 192.73 | 200.00 | 250.00 |
| 101-170-511610 | Memberships-Professional | 0.00 | 0.00 | 125.00 | 250.00 | 250.00 | 0.00 |
| 101-170-511611 | Publications | 60.32 | 0.00 | 50.00 | 0.00 | 50.00 | 50.00 |
| 101-170-511612 | Training/Travel | 2,969.50 | 9,572.44 | 11,325.00 | 8,812.98 | 10,136.00 | 10,050.00 |
| 101-170-511614 | Meeting Expenses | 285.49 | 671.42 | 630.00 | 557.13 | 600.00 | 700.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **333,461.37** | **338,315.64** | **389,667.00** | **303,875.51** | **361,149.00** | **370,063.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-170-521000 | Operating Supplies | 363.64 | 253.07 | 75.00 | 0.00 | 75.00 | 0.00 |
| 101-170-521100 | Office Supplies | 699.38 | 607.86 | 625.00 | 199.11 | 625.00 | 650.00 |
| 101-170-521702 | Postage | 9,210.84 | 11,733.52 | 15,470.00 | 3,909.61 | 10,000.00 | 10,000.00 |
| 101-170-521704 | Magazine-Postage | 46,118.33 | 45,125.29 | 48,000.00 | 47,856.29 | 48,000.00 | 48,000.00 |
| 101-170-521708 | Furniture & Fixtures | 99.89 | 1,235.64 | 300.00 | 299.99 | 299.00 | 500.00 |
| 101-170-521712 | Operating Equipment | 699.99 | 192.28 | 750.00 | 737.41 | 738.00 | 750.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **57,192.07** | **59,147.66** | **65,220.00** | **53,002.41** | **59,737.00** | **59,900.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-170-534000 | Advertising | 6,551.54 | 8,268.72 | 11,800.00 | 10,943.21 | 10,200.00 | 13,400.00 |
| 101-170-534002 | Business Meetings/Networking | 200.00 | 511.00 | 500.00 | 400.00 | 500.00 | 578.00 |
| 101-170-534027 | Memberships-City Use | 340.00 | 210.00 | 375.00 | 125.00 | 375.00 | 1,220.00 |
| 101-170-534028 | Magazine-Printing Services | 114,041.52 | 92,676.09 | 90,000.00 | 75,323.55 | 89,025.00 | 90,000.00 |
| 101-170-534029 | Printing & Binding | 20,822.80 | 23,339.52 | 26,250.00 | 23,585.97 | 25,000.00 | 26,750.00 |
| 101-170-534043 | Other Events - Expenses | 528.38 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| | **ExpCategory: 534 - Operating Expenses Total:** | **142,484.24** | **125,005.33** | **128,925.00** | **110,377.73** | **125,100.00** | **132,948.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-170-541005 | Design Services | 62,208.00 | 49,204.00 | 50,000.00 | 48,768.00 | 48,768.00 | 50,000.00 |
| 101-170-541016 | Prof Svcs-Writers/Photographer | 9,360.50 | 9,738.75 | 11,600.00 | 11,127.50 | 12,000.00 | 9,850.00 |
| 101-170-541017 | Professional Services | 28,087.11 | 30,646.49 | 29,500.00 | 28,166.91 | 30,000.00 | 25,400.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **99,655.61** | **89,589.24** | **91,100.00** | **88,062.41** | **90,768.00** | **85,250.00** |
| **Department: 170 - Public Affairs Total:** | | **632,793.29** | **612,057.87** | **674,912.00** | **555,318.06** | **636,754.00** | **648,161.00** |

# DEPARTMENT: 173 ENGINEERING
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The Engineering Department serves as technical advisor to the City Manager, City Council, Executive Staff, and other City departments. The Engineering Department collaborates with Public Works, Planning and Community Development, Economic Development, Parks and Recreation, and other departments, citizens, developers, and other governmental agencies in order to effectively plan and implement infrastructure improvement and development for the organized growth of the City. Engineering works with Public Works and Finance to develop and implement the City's Capital Improvement Programs for water, wastewater, streets, and drainage. That responsibility includes the development and maintenance of infrastructure master plans; the prioritization of projects; the identification and procurement of project funding; and the management of the design and construction of necessary infrastructure.

The Engineering Department reviews applications for public and private land development for conformance with adopted engineering standards, policies, codes, and infrastructure master plans. Engineering Inspectors ensure that the construction of public infrastructure – both privately and publicly constructed – follows appropriate standards and specifications. Ensuring compliance promotes a safe community in which the essential services of the provision of water, wastewater, transportation, and drainage are available and arranged for fiscal sustainability.

The Engineering Department creates and maintains standard construction details, technical specifications, and design guidelines.

The Transportation Safety Advisory Commission (TSAC) is staffed by the Engineering Department. TSAC is a Commission that hears input from citizens about traffic and transportation safety concerns; considers transportation issues; and makes recommendations to City Council regarding traffic and transportation safety and other related matters throughout the City.

## GOALS FOR FY 2024-25

### Strategic Plan Emphasis

- Policy Value: Essential Services and Safe Community
    - Assists with the updating of capital improvement plans and prioritizations of projects to plan for and accommodate future community needs.
    - Provides technical expertise to plan, prioritize, manage; and construct critical infrastructure projects for water, wastewater, drainage, and roadways to provide quality basic services for residents' current and future needs.
    - Create, maintain; and update as needed standard construction details, technical specifications, and design guidelines to create a well built and well-planned environment.
    - Inspect infrastructure projects to ensure compliance with the standard construction details, technical specifications, codes and design guidelines.

- Policy Value: Attractive Community and High Quality of Life
    - Create and update a Pavement Preservation Program (called "SPAM") to repair and maintain city roadways in good condition.
    - Provide technical assistance for implementing repairs and construction of new safety features like crosswalks for pedestrians.
    - Assist with the planning of new multi-use paths and hike and bike trails. Manage and inspect the construction of new multi-use paths and hike and bike trails.

### Project focus for FY 2024-25

- Update and improve standard construction details, technical specifications, and design guidelines.
- Support development and implementation of comprehensive Capital Improvement Program including water, wastewater, drainage, and roadway projects.
- Continue positive progression and completion of capital improvement projects.
- Complete update of roadway capital recover plan and fee update.
- Continue to provide efficient, clear review of construction plans and other development submittals.
- Continue promotion of efficacy of TSAC activities and actions.
- Continuing successful partnership with TxDOT for projects.

## ORGANIZATIONAL CHART

| ENGINEERING | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| City Engineer | 1 | 1 | 1 | 1 |
| Engineer | 3 | 3 | 4 | 4 |
| Senior Graduate Engineer | 1 | 1 | 1 | 1 |
| Graduate Engineer | 1 | 1 | 1 | 1 |
| Engineering Inspector | 2 | 2 | 3 | 3 |
| TOTAL POSITIONS | 8 | 8 | 10 | 10 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Capital Improvement Projects (number active includes design and/or construction contract) | 17 | 22 | 15 | 13 |
| Number of Non-Construction Plan Reviews (includes master plans, plats, site plans, etc.) | 50 | 51 | 62 | 62 |
| Residential Subdivision Construction – number of projects (completed projects) | 4 | 11 | 9 | 12 |
| Number of Miles of Public Infrastructure Added (residential) | 12.01 | 24.45 | 12.20 | 16.40 |
| Residential Subdivision Construction – dollar value of public improvements (completed projects, -- cost data no longer attainable per state law changes) | $6.0 million | $27.4 million | -- | -- |
| Commercial Subdivision Construction – number of projects (completed projects) | 2 | 7 | 8 | 10 |
| Number of Miles of Public Infrastructure Added (commercial) | 1.40 | 2.29 | 3.20 | 2.82 |
| Commercial Subdivision Construction – dollar value of public improvements (completed projects, -- cost data no longer attainable per state law changes) | $4.1 million | $2.7 million | -- | -- |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $858,403 | $995,485 | $1,034,609 | $1,245,933 |
| Supplies and Equipment | 2,691 | 12,175 | 5,800 | 5,700 |
| Utility Services | 6,286 | 7,528 | 8,000 | 8,500 |
| Operating Expenses | 31 | 62 | 945 | 800 |
| Professional Services | 36,885 | 49,865 | 50,000 | 50,000 |
| Capital Outlay | 0 | 0 | 75,414 | 56,000 |
| *Total* | *$904,296* | *$1,065115* | *$1,174,768* | *$1,366,933* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Engineering Budget increased 16.4% from the FY 2023-24 year end estimates for filling multiple position vacancies and planned wage increases.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 173 - Engineering** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-173-511110 | Regular | 603,450.39 | 670,305.71 | 885,167.00 | 577,241.44 | 686,575.00 | 858,016.00 |
| 101-173-511120 | Overtime | 724.63 | 1,766.23 | 750.00 | 2,252.38 | 3,500.00 | 3,900.00 |
| 101-173-511210 | Longevity | 6,114.00 | 8,827.42 | 11,941.00 | 7,084.00 | 7,084.00 | 7,751.00 |
| 101-173-511230 | Certification Allowance | 3,115.80 | 2,504.16 | 14,169.00 | 819.64 | 925.00 | 1,120.00 |
| 101-173-511310 | FICA - Employer | 45,229.53 | 50,178.46 | 69,841.00 | 42,977.06 | 53,403.00 | 66,577.00 |
| 101-173-511350 | TMRS-Employer | 100,984.59 | 113,496.30 | 152,531.00 | 93,182.22 | 117,348.00 | 146,296.00 |
| 101-173-511410 | Health-Employer | 86,644.07 | 111,627.70 | 150,534.00 | 120,954.91 | 134,491.00 | 139,550.00 |
| 101-173-511500 | Workers' Compensation | 3,336.27 | 6,246.54 | 3,183.00 | 6,612.85 | 6,613.00 | 3,023.00 |
| 101-173-511605 | Temporary Employee Svcs | 0.00 | 15,955.69 | 0.00 | 6,470.83 | 7,000.00 | 0.00 |
| 101-173-511606 | Uniforms | 2,604.84 | 3,350.75 | 4,220.00 | 3,090.62 | 4,220.00 | 4,500.00 |
| 101-173-511610 | Memberships-Professional | 2,103.34 | 2,409.00 | 2,500.00 | 2,031.28 | 2,500.00 | 3,100.00 |
| 101-173-511611 | Publications | 500.00 | 0.00 | 3,300.00 | 89.00 | 0.00 | 500.00 |
| 101-173-511612 | Training/Travel | 2,822.41 | 7,834.77 | 9,600.00 | 2,827.23 | 9,600.00 | 9,600.00 |
| 101-173-511614 | Meeting Expenses | 166.97 | 620.52 | 700.00 | 441.10 | 700.00 | 1,000.00 |
| 101-173-511616 | Professional Certification | 606.00 | 362.00 | 650.00 | 100.00 | 650.00 | 1,000.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **858,402.84** | **995,485.25** | **1,309,086.00** | **866,174.56** | **1,034,609.00** | **1,245,933.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-173-521000 | Operating Supplies | 154.27 | 2,308.41 | 1,000.00 | 955.38 | 1,000.00 | 1,000.00 |
| 101-173-521100 | Office Supplies | 1,082.87 | 814.73 | 1,000.00 | 999.55 | 1,250.00 | 1,750.00 |
| 101-173-521300 | Motor Vehicle Supplies | 39.75 | 548.59 | 1,400.00 | 1,966.91 | 2,500.00 | 1,400.00 |
| 101-173-521701 | Computer Fees & Licenses | 1,264.80 | 0.00 | 0.00 | 339.96 | 0.00 | 0.00 |
| 101-173-521702 | Postage | 30.81 | 36.29 | 50.00 | 24.33 | 50.00 | 50.00 |
| 101-173-521708 | Furniture & Fixtures | 118.95 | 6,937.83 | 500.00 | 479.98 | 500.00 | 500.00 |
| 101-173-521710 | Computer & Peripherals Under... | 0.00 | 1,528.77 | 500.00 | 339.98 | 500.00 | 1,000.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **2,691.45** | **12,174.62** | **4,450.00** | **5,106.09** | **5,800.00** | **5,700.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-173-533500 | Vehicle Fuel | 6,285.89 | 7,527.55 | 8,000.00 | 6,294.88 | 8,000.00 | 8,500.00 |
| | **ExpCategory: 533 - Utility Services Total:** | **6,285.89** | **7,527.55** | **8,000.00** | **6,294.88** | **8,000.00** | **8,500.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-173-534027 | Memberships-City Use | 0.00 | 0.00 | 0.00 | 45.00 | 45.00 | 100.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-173-534029 | Printing & Binding | 31.00 | 62.00 | 360.00 | 805.45 | 900.00 | 700.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **31.00** | **62.00** | **360.00** | **850.45** | **945.00** | **800.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-173-541006 | Engineering | 13,123.05 | 5,210.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-173-541017 | Professional Services | 23,761.50 | 44,655.25 | 50,000.00 | 27,312.50 | 50,000.00 | 50,000.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **36,884.55** | **49,865.25** | **50,000.00** | **27,312.50** | **50,000.00** | **50,000.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-173-581012 | Vehicles & Accs Over $5,000 | 0.00 | 0.00 | 0.00 | 75,413.90 | 75,414.00 | 56,000.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **0.00** | **0.00** | **0.00** | **75,413.90** | **75,414.00** | **56,000.00** |
| **Department: 173 - Engineering Total:** | | **904,295.73** | **1,065,114.67** | **1,371,896.00** | **981,152.38** | **1,174,768.00** | **1,366,933.00** |

# DEPARTMENT: 256 POLICE
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The Schertz Police Department oversees an area of approximately 32 square miles and provides services to the city across three counties. Annually, the communications division receives thousands of service calls, handling dispatch for Police, Fire, Emergency Medical Services, and Animal Services. Additionally, the department extends its dispatch services to the City of Cibolo for Police, Fire, and Animal Services. It handles Schertz Emergency Medical Service dispatch for Cibolo, Marion, Seguin, Santa Clara, and other county areas. The Patrol Division is dedicated to preventing and reducing crime, enhancing traffic safety, and promoting public safety through a visible presence in the community. Meanwhile, the Investigations Division manages incidents within the city, processes crime scenes, and sees cases through to prosecution in collaboration with the County and District Attorneys of all three counties. The records unit is responsible for receiving and preparing cases for submission to County and District Attorneys. The School Resource Program ensures a visible presence within schools to prevent and address crimes on campus. In addition, the Animal Services Division enforces state and city ordinances concerning the care and treatment of animals, as well as rabies control and public health through disease and population control. The Community Outreach Officer engages with Homeowner Associations, providing education and crime prevention programs to the community, and oversees the Citizens Police Academy and the Citizens on Patrol. Moreover, the Crime Victim Liaison safeguards crime victims' rights and assists in meeting their needs in Schertz and Live Oak.

## GOALS AND OBJECTIVES FOR FY 2024-25

### Strategic Plan Emphasis

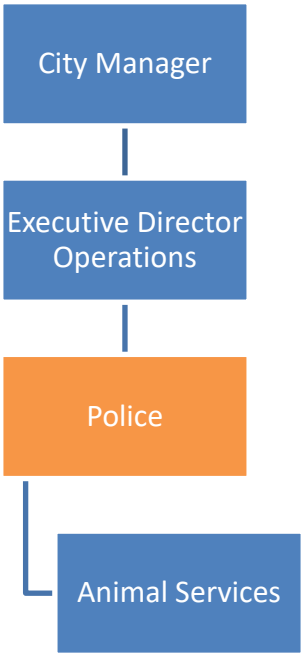
- Policy Value: Essential Services and Safe Community

Promoting a safe community through public education, community involvement, criminal investigations, enforcement action and other essential services.

- Enhance our citizens’ quality of life by promoting a feeling of safety for all citizens and visitors to the city, including neighborhoods, commercial areas, parks and public facilities.

- To increase department participation in community programs and increase citizen interest and participation in police department programs which lends to an attractive, safe community and promotes economic prosperity.
- To enhance the recruitment of high-quality officers/personnel to serve the citizens of Schertz and to retain those employees in which the city has already invested with an engaged workforce.

## ORGANIZATIONAL CHART



| POLICE | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Chief of Police | 1 | 1 | 1 | 1 |
| Assistant Chief of Police | 1 | 2 | 2 | 2 |
| Captain | 1 | 0 | 0 | 0 |
| Lieutenants | 4 | 4 | 4 | 4 |
| Sergeants | 7 | 12 | 12 | 12 |
| Corporals | 14 | 0 | 0 | 0 |
| Officers | 37 | 40 | 56 | 56 |
| Administrative Assistant | 2 | 2 | 2 | 2 |
| Records Manager | 1 | 1 | 1 | 1 |
| Records Clerk | 2 | 3 | 3 | 3 |
| Civilian Evidence Technician | 2 | 2 | 2 | 2 |
| Crime Victim Liaison | 1 | 1 | 1 | 1 |
| Animal Services Manager | 1 | 1 | 1 | 1 |
| Animal Services Officer | 4 | 4 | 4 | 4 |
| Animal Services Kennel Tech | 3 | 4 | 4 | 4 |
| Communications Manager | 1 | 1 | 1 | 1 |
| Communications Shift Supervisor | 4 | 4 | 4 | 4 |
| Communications Officer | 12 | 12 | 12 | 12 |
| P/T Communications Ofc (Irregular) | 3 | 3 | 3 | 3 |
| Crossing Guards (Part Time) | 16 | 16 | 16 | 16 |
| **TOTAL POSITIONS** | **118** | **122** | **129** | **129** |

| LAW ENFORCEMENT COMMISSIONS | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2023-24 Budget |
|---|---|---|---|---|
| Fire Dept. Law Enforcement Commission | 1 | 2 | 2 | 2 |
| **TOTAL COMMISSIONS** | **1** | **2** | **2** | **2** |

## PERFORMANCE INDICATORS

| Workload / Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Dispatch-911 Calls | 29,681 | 32,313 | 31,000 | 31,000 |
| Patrol-Citations/Warnings Issued | 10,768 | 5,943 | 8,356 | 8,356 |
| Inv-Criminal Cases Filed w/ Prosecutor | 75 | 202 | 150 | 150 |
| Inv-Cases Investigated per Investigator | 160 | 164 | 132 | 132 |
| Inv-Total Cases Cleared | 155 | 295 | 212 | 170 |
| Records-Total Active Alarm Permits | 166 | 160 | 195 | 195 |
| Records-Open Records Requests | 1,571 | 1,458 | 1,816 | 1,816 |
| Crime Victim Liaison-Assigned Cases | 200 | 266 | 270 | 270 |
| | | | | |
| Warrants Issued | 1650 | 1083 | 860 | 860 |
| Warrants Cleared | 1625 | 4237 | 1030 | 1030 |
| | | | | |
| Animal Services | | | | |
| Animals Taken In | 925 | 1217 | 1260 | 1260 |
| Adoptions | 325 | 419 | 360 | 360 |
| Return to Owner | 300 | 279 | 240 | 240 |
| Transferred Out | 110 | 202 | 330 | 330 |
| Wildlife Release | 75 | 63 | 90 | 90 |
| Euthanized | 55 | 138 | 175 | 175 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $9,214,610 | $9,667,983 | $10,909,015 | $11,530,414 |
| Supplies and Equipment | 347,252 | 445,134 | 687,805 | 471,059 |
| City Supported Services | 872 | 0 | 0 | 5,000 |
| Utility Services | 210,811 | 204,056 | 197,472 | 237,600 |
| Operating Expenses | 44,509 | 54,835 | 68,592 | 78,205 |
| Professional Services | 57,188 | 76,340 | 57,644 | 88,686 |
| Repairs and Maintenance | 59,149 | 53,773 | 80,816 | 76,147 |
| Rental/Leasing | 0 | 0 | 546,345 | 550,000 |
| Capital Outlay | 298,643 | 463,806 | 1,515,961 | 565,160 |
| *Total* | *$10,233,034* | *$10,965,927* | *$14,063,656* | *$13,602,271* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The fiscal year 2024-25 budget has experienced a decrease of 3.3% compared to the year-end estimates of fiscal year 2023-24. Within the fiscal year 2023-24, five (5) school resource officers were incorporated into the budget unfunded. We have added one position, but four still need to be funded. Upon the employment of these officers, an amendment will be made to the contract with Schertz-Cibolo-Universal City ISD, resulting in supplementary funds being allocated to the budget. The most significant reductions in the budget are attributable to capital outlay (-$950,801). Orders from previous fiscal years were delivered in FY 2023-24 resulting in higher-than-normal expenditures. The costs for vehicle replacement will remain consistent, with the police department scheduled to replace eight vehicles during fiscal year 2024-25.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 256 - Police** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-256-511110 | Regular | 5,741,341.59 | 5,993,595.73 | 6,747,673.00 | 5,763,830.38 | 6,698,302.00 | 7,322,377.00 |
| 101-256-511120 | Overtime - PD | 469,617.26 | 356,732.76 | 337,045.00 | 360,687.03 | 444,166.67 | 357,370.00 |
| 101-256-511210 | Longevity | 117,789.66 | 116,742.56 | 105,612.00 | 113,607.72 | 118,769.08 | 106,786.00 |
| 101-256-511220 | Clothing Allowance | 67,800.00 | 68,516.00 | 61,142.00 | 58,584.00 | 78,641.33 | 54,968.00 |
| 101-256-511230 | Certification Allowance | 46,487.50 | 44,960.00 | 99,187.00 | 39,577.50 | 48,750.00 | 103,046.00 |
| 101-256-511310 | FICA - Employer | 467,178.76 | 483,173.96 | 548,365.00 | 468,520.47 | 546,357.50 | 592,544.00 |
| 101-256-511350 | TMRS-Employer | 1,036,235.68 | 1,058,841.90 | 1,209,376.00 | 999,761.99 | 1,274,504.83 | 1,316,373.00 |
| 101-256-511410 | Health-Employer | 975,475.51 | 1,129,439.08 | 1,260,576.00 | 1,189,512.37 | 1,191,146.67 | 1,155,428.00 |
| 101-256-511500 | Workers' Compensation | 58,732.68 | 110,410.96 | 116,510.00 | 116,414.38 | 116,414.00 | 128,662.00 |
| 101-256-511605 | Temporary Employee Svcs | 12,832.05 | 1,800.00 | 4,500.00 | 1,100.00 | 4,875.00 | 0.00 |
| 101-256-511606 | Uniforms | 52,890.12 | 71,083.80 | 98,179.90 | 74,094.36 | 94,994.45 | 98,180.00 |
| 101-256-511607 | Awards | 5,349.31 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-256-511609 | Employee Recognition-Morale | 3,019.98 | 7,853.19 | 10,000.00 | 3,714.44 | 9,992.72 | 10,000.00 |
| 101-256-511610 | Memberships-Professional | 2,115.10 | 2,950.00 | 3,815.00 | 3,222.60 | 4,087.42 | 3,815.00 |
| 101-256-511611 | Publications | 390.06 | 126.00 | 265.00 | 96.43 | 136.50 | 265.00 |
| 101-256-511612 | Training/Travel | 89,449.85 | 131,369.24 | 133,567.50 | 114,970.75 | 179,695.90 | 217,000.00 |
| 101-256-511614 | Meeting Expenses | 1,699.76 | 2,468.01 | 4,000.00 | 2,582.01 | 3,931.45 | 4,000.00 |
| 101-256-511615 | T-Class Training - LEOSE | 0.00 | 18,401.12 | 0.00 | 0.00 | 24,916.67 | 5,000.00 |
| 101-256-511617 | Medical Services | 66,205.18 | 69,518.85 | 56,400.00 | 55,339.58 | 69,333.33 | 54,600.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **9,214,610.05** | **9,667,983.16** | **10,796,213.40** | **9,365,616.01** | **10,909,015.52** | **11,530,414.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-256-521000 | Operating Supplies | 29,136.85 | 40,894.06 | 71,585.00 | 36,576.00 | 56,967.27 | 71,585.00 |
| 101-256-521100 | Office Supplies | 5,544.67 | 7,138.77 | 7,500.00 | 3,210.07 | 7,352.12 | 7,500.00 |
| 101-256-521150 | Child Safety Supplies | 3,583.11 | 3,099.70 | 5,275.00 | 0.00 | 3,331.25 | 5,275.00 |
| 101-256-521200 | Chem/Med/Lab Supplies | 22,761.33 | 31,338.26 | 28,350.00 | 26,899.38 | 30,654.18 | 28,350.00 |
| 101-256-521300 | Motor Vehicle Supplies | 17,152.20 | 19,587.48 | 21,400.00 | 20,139.24 | 21,219.77 | 21,400.00 |
| 101-256-521708 | Furniture & Fixtures | 13,585.79 | 10,242.10 | 10,920.00 | 1,672.55 | 9,953.67 | 10,920.00 |
| 101-256-521709 | Vehicles & Accs Less $5,000 | 116,228.91 | 218,723.46 | 426,589.00 | 85,120.33 | 426,589.00 | 183,280.00 |
| 101-256-521710 | Computer & Peripherals Under... | 31,152.59 | 14,262.53 | 10,440.00 | 0.00 | 14,019.60 | 10,440.00 |
| 101-256-521712 | Operating Equipment CVE | 460.49 | 32.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-256-521716 | Equipment Under $5,000 | 107,646.30 | 99,815.18 | 132,309.16 | 83,987.70 | 117,718.27 | 132,309.00 |
| **ExpCategory: 521 - Supplies and Equipment Total:** | | **347,252.24** | **445,133.54** | **714,368.16** | **257,605.27** | **687,805.13** | **471,059.00** |
| **ExpCategory: 532 - City Supported Services** | | | | | | | |
| 101-256-532016 | Abatement/Lot Cleaning | 871.83 | 0.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 |
| **ExpCategory: 532 - City Supported Services Total:** | | **871.83** | **0.00** | **5,000.00** | **0.00** | **0.00** | **5,000.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-256-533200 | Electric Utility Service | 34,185.69 | 34,837.54 | 29,400.00 | 30,831.97 | 30,248.53 | 29,400.00 |
| 101-256-533410 | Water Utility Service | 6,026.49 | 7,684.69 | 15,000.00 | 5,724.73 | 14,766.42 | 15,000.00 |
| 101-256-533500 | Vehicle Fuel | 170,598.81 | 161,533.82 | 193,200.00 | 130,761.29 | 152,457.19 | 193,200.00 |
| **ExpCategory: 533 - Utility Services Total:** | | **210,810.99** | **204,056.05** | **237,600.00** | **167,317.99** | **197,472.14** | **237,600.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-256-534000 | Advertising | 30.50 | 4,201.18 | 4,500.00 | 1,107.10 | 4,003.23 | 4,500.00 |
| 101-256-534005 | City Insurance-Commercial | 33,969.74 | 36,436.50 | 34,500.00 | 50,378.44 | 49,379.00 | 55,000.00 |
| 101-256-534014 | Community Outreach | 7,466.01 | 9,339.93 | 10,100.00 | 3,025.20 | 10,215.28 | 10,100.00 |
| 101-256-534029 | Printing & Binding | 3,043.01 | 4,857.87 | 8,605.00 | 2,367.39 | 5,000.00 | 8,605.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **44,509.26** | **54,835.48** | **57,705.00** | **56,878.13** | **68,597.51** | **78,205.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-256-541013 | Microchip Service | 3,325.00 | 6,391.00 | 5,890.00 | 3,325.00 | 7,644.00 | 5,890.00 |
| 101-256-541017 | Professional Services | 53,863.11 | 69,949.49 | 132,419.00 | 51,660.67 | 50,000.00 | 82,796.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **57,188.11** | **76,340.49** | **138,309.00** | **54,985.67** | **57,644.00** | **88,686.00** |
| **ExpCategory: 551 - Repairs and Maintenance** | | | | | | | |
| 101-256-551026 | Cremation Services - Animal Sh... | 1,053.00 | 792.00 | 1,000.00 | 918.00 | 941.42 | 1,000.00 |
| 101-256-551074 | Maintenance Agrmt - Radios | 53,075.00 | 48,270.00 | 69,180.00 | 45,345.00 | 73,179.17 | 69,180.00 |
| 101-256-551075 | Minor & Other Equip Maint | 4,246.40 | 4,710.98 | 5,142.00 | 2,498.23 | 5,818.91 | 5,142.00 |
| 101-256-551076 | Other Maintenance Agreements | 775.00 | 0.00 | 825.00 | 0.00 | 876.42 | 825.00 |
| **ExpCategory: 551 - Repairs and Maintenance Total:** | | **59,149.40** | **53,772.98** | **76,147.00** | **48,761.23** | **80,815.92** | **76,147.00** |
| **ExpCategory: 561 - Rental/Leasing** | | | | | | | |
| 101-256-561200 | Lease/Purchase Payments | 0.00 | 0.00 | 550,000.00 | 546,344.80 | 546,345.00 | 550,000.00 |
| **ExpCategory: 561 - Rental/Leasing Total:** | | **0.00** | **0.00** | **550,000.00** | **546,344.80** | **546,345.00** | **550,000.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-256-581003 | Computer & Peripherals Over $... | 0.00 | 11,957.28 | 5,600.00 | 3,124.17 | 12,953.24 | 5,600.00 |
| 101-256-581005 | Equipment Over $5,000 | 5,390.00 | 174,500.08 | 144,896.00 | 34,458.86 | 174,369.82 | 127,560.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-256-581012 | Vehicles & Accs Over $5,000 | 293,252.52 | 277,348.21 | 1,178,788.00 | 898,448.85 | 1,328,638.00 | 432,000.00 |
| | **ExpCategory: 581 - Capital Outlay Total:** | **298,642.52** | **463,805.57** | **1,329,284.00** | **936,031.88** | **1,515,961.06** | **565,160.00** |
| | **Department: 256 - Police Total:** | **10,233,034.40** | **10,965,927.27** | **13,904,626.56** | **11,433,540.98** | **14,063,656.28** | **13,602,271.00** |

# DEPARTMENT: 257 FIRE RESCUE
FUND: 101 GENERAL FUND

## DEPARTMENTAL DESCRIPTION

Schertz Fire Department is a full service, life safety focused department committed to protecting the City of Schertz by providing outstanding emergency services delivery in conjunction with a comprehensive community risk reduction program, to include public education, fire inspections, and plans review. Our Fire department is presently served by 53 personnel that consists of 45 uniformed personnel in Operations and 8 staff positions filled by uniformed and civilian team members. We respond from 3 fire stations with a fourth station in process. Our emergency response force of apparatus includes engines, quints, ladder truck, NWCG typed wildland units and specialty operations assets. Additionally, we cross staff specialized equipment to serve response in the Special Operations areas of Hazardous Materials, Wildland, and Water Rescue.

All department members are certified as structural firefighters and emergency medical technicians through the Texas Commission on Fire Protection and the Texas Department of State Health Services, respectively. Schertz firefighters are highly trained with many holding advanced firefighter, medical, and multi-discipline specialized certifications. In addition, our services are also provided to our Automatic and Mutual Aid partners of Cibolo along with the contracted areas of Guadalupe, Comal, and Bexar Counties.

## GOALS FOR 2024-25

### Strategic Plan Emphasis

- Policy Value: Safe Community
    - Perform comprehensive and excellent customer service to all residents and visitors to the City of Schertz
    - Respond to 90% of the calls for service in the city limits within 5 minutes or less.
- Operational Value: Proactive
    - Institute cancer prevention best practices in all facilities and responses
    - All department members receive annual physical and cancer screening.
    - Perform fire pre-plans and inspections at 100% of commercial structures.

- Operational Value: Engaged Workforce
    - Improve training opportunities and encourage involvement in specialized operations.
    - Build upon area-wide technical rescue, hazardous materials, and wildland strike teams.
    - Encourage innovative and improved emergency medical training and service delivery

**Project Focus for FY 2024-25**

- Recurring Projects
    - Review and update policies and procedures to ensure conformance to current industry standards and best practices.
    - Analyze the performance of all fire equipment technology systems to ensure best for performance for service delivery
    - Develop comprehensive professional development program
    - Enhance Emergency Management platform for Schertz and Guadalupe County

- Specific Projects
    - Design and begin construction of fire station #4.
    - Continue Staffing initiative for fire station #4.
    - Implement an officer development program with an emphasis on leadership training.
    - Enhance department wellness initiative to improve long term physical and mental well being
    - Pursue Recognition from the Texas Fire Chief's Association's Best Practices program.

**ORGANIZATIONAL CHART**

| FIRE RESCUE | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Fire Chief | 1 | 1 | 1 | 1 |
| Assistant Chief | 1 | 1 | 1 | 1 |
| Emergency Management Coordinator | 1 | 1 | 1 | 1 |
| Division Chief of Prevention (Fire Marshal) | 1 | 1 | 1 | 1 |
| Deputy Fire Marshal | 1 | 1 | 1 | 1 |
| Fire Prevention Specialist | 0 | 0 | 1 | 1 |
| Division Chief of Training | 0 | 0 | 1 | 1 |
| Battalion Chief | 4 | 4 | 3 | 3 |
| Lieutenant | 9 | 9 | 9 | 9 |
| Fire Apparatus Operator | 9 | 9 | 9 | 9 |
| Firefighter | 18 | 18 | 21 | 21 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| TOTAL POSITIONS | 46 | 46 | 50 | 50 |

## PERFORMANCE INDICATORS

| Input | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Number of Commercial Occupancies | 1030 | 1297 | 1500 | 1650 |
| Total staffing | 46 | 46 | 50 | 53 |
| Suppression staffing | 39 | 39 | 42 | 45 |
| Prevention staffing | 2 | 2 | 3 | 3 |
| Support staffing (command/training/admin) | 5 | 5 | 5 | 5 |
| Number of fire stations | 3 | 3 | 3 | 3 |
| Number of full-time engine companies | 3 | 3 | 3 | 3 |

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Number of incidents | 4516 | 5112 | 5500 | 5900 |
| Unit Responses (# calls for all units responding to all emergencies) | 5700 | 5912 | 6180 | 6520 |
| Buildings preplan contacts | | | | |
| Community Contact (citizen contact) | 9850 | 10000 | 10750 | 11500 |
| Fire Inspections Conducted | 520 | 402 | 425 | 550 |
| Plan Reviews Completed | 260 | 260 | 340 | 400 |
| Training Hours Provided | 6144 | 6144 | 5320 | 6750 |

| Efficiency | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Average Drive Time (Minutes) | 5.70 | 5.70 | 5.23 | 5.00 |
| % Drive Time < 5 Minutes | 30% | 31% | 52% | 60% |
| % of Buildings Preplanned | 100% | 100% | 100% | 100% |
| % Prevention Contacts | 29% | 29% | 29% | 32% |
| Inspections per Inspector | 262/233 | 100/250 | 300/450 | 350/650 |
| Training Hours/Employee | 205 | 220 | 235 | 235 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $6,500,778 | $6,825,078 | $8,260,467 | $8,578,838 |
| Supplies and Equipment | 157,630 | 174,230 | 188,738 | 136,652 |
| Utility Services | 121,405 | 121,682 | 117,240 | 133,240 |
| Operating Expenses | 15,970 | 39,676 | 42,276 | 43,026 |
| Professional Services | 43,634 | 61,191 | 50,000 | 70,000 |
| Repairs and Maintenance | 56,492 | 62,792 | 95,250 | 95,250 |
| Rental/Leasing | 38,745 | 28,055 | 26,720 | 26,900 |
| Capital Outlay | 94,755 | 443,838 | 414,500 | 1,001,500 |
| *Total* | *$7,029,410* | *$7,756,540* | *$9,195,191* | *$10,085,401* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget will increase 8.8% from the FY 2023-24 year-end estimate. This increase comes from adding 3 new captain positions, promoting 3 Firefighters to Fire Apparatus Operators (FAO) and from anticipated wage adjustments.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 257 - Fire Rescue** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-257-511110 | Regular | 4,018,192.90 | 3,857,382.78 | 4,558,806.00 | 3,951,720.97 | 4,695,728.00 | 5,182,373.00 |
| 101-257-511120 | Overtime | 526,826.93 | 854,033.98 | 448,925.00 | 870,971.61 | 1,000,497.00 | 722,571.00 |
| 101-257-511210 | Longevity | 79,490.49 | 68,326.76 | 71,631.00 | 72,930.40 | 76,266.00 | 78,975.00 |
| 101-257-511220 | Clothing Allowance | 13,968.00 | 13,890.00 | 13,443.00 | 13,008.00 | 15,312.00 | 13,145.00 |
| 101-257-511230 | Certification Allowance | 20,595.00 | 23,925.00 | 55,439.00 | 17,340.00 | 20,425.00 | 56,435.00 |
| 101-257-511310 | FICA - Employer | 337,664.84 | 348,548.98 | 391,955.00 | 361,677.53 | 444,329.00 | 460,288.00 |
| 101-257-511350 | TMRS-Employer | 759,114.24 | 783,517.86 | 856,025.00 | 778,579.17 | 976,363.00 | 1,011,431.00 |
| 101-257-511410 | Health-Employer | 549,182.48 | 617,796.09 | 706,575.00 | 679,088.12 | 758,731.00 | 686,477.00 |
| 101-257-511500 | Workers' Compensation | 33,768.91 | 63,367.45 | 100,912.00 | 66,933.55 | 66,934.00 | 115,669.00 |
| 101-257-511606 | Uniforms | 72,326.37 | 106,658.88 | 125,000.00 | 52,116.24 | 100,000.00 | 125,000.00 |
| 101-257-511609 | Employee Recognition-Morale | 5,658.17 | 4,600.09 | 7,500.00 | 3,792.57 | 6,500.00 | 7,500.00 |
| 101-257-511610 | Memberships-Professional | 1,396.49 | 3,176.13 | 3,724.00 | 4,281.98 | 3,782.00 | 3,724.00 |
| 101-257-511611 | Publications | 2,965.72 | 287.43 | 2,450.00 | 106.99 | 2,600.00 | 2,750.00 |
| 101-257-511612 | Training/Travel | 72,760.93 | 65,661.54 | 91,500.00 | 65,589.43 | 80,000.00 | 97,500.00 |
| 101-257-511614 | Meeting Expenses | 2,854.42 | 2,935.15 | 5,000.00 | 1,557.62 | 3,000.00 | 5,000.00 |
| 101-257-511616 | Professional Certification | 4,012.55 | 10,969.61 | 10,000.00 | 9,559.04 | 10,000.00 | 10,000.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **6,500,778.44** | **6,825,077.73** | **7,448,885.00** | **6,949,253.22** | **8,260,467.00** | **8,578,838.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-257-521000 | Operating Supplies | 9,121.42 | 6,483.33 | 7,000.00 | 6,053.85 | 7,041.67 | 7,000.00 |
| 101-257-521100 | Office Supplies | 1,947.69 | 3,190.36 | 4,000.00 | 3,051.92 | 4,000.00 | 5,000.00 |
| 101-257-521200 | Chem/Med/Lab Supplies | 9,484.08 | 3,105.83 | 10,736.00 | 7,578.43 | 10,291.67 | 10,736.00 |
| 101-257-521300 | Motor Vehicle Supplies | 275.87 | 919.80 | 1,500.00 | 987.12 | 1,500.00 | 1,500.00 |
| 101-257-521600 | Equip Maint Supplies | 1,120.56 | 862.26 | 1,176.00 | 745.18 | 1,176.00 | 1,176.00 |
| 101-257-521706 | Deployment-Reimb-STRAC | 0.00 | 0.00 | 0.00 | 388.81 | 389.00 | 0.00 |
| 101-257-521707 | Deployment-Reimb-TIFMAS | 66,977.24 | 91,167.50 | 10,000.00 | 70,232.72 | 65,000.00 | 10,000.00 |
| 101-257-521708 | Furniture & Fixtures | 6,902.67 | 7,195.52 | 15,000.00 | 1,259.63 | 15,000.00 | 15,000.00 |
| 101-257-521709 | Vehicles & Accs Less $5,000 | 10,645.01 | 14,620.15 | 9,800.00 | 322.34 | 9,800.00 | 9,800.00 |
| 101-257-521710 | Computer & Peripherals Under... | 4,059.14 | 2,427.58 | 7,840.00 | 1,571.56 | 7,840.00 | 7,840.00 |
| 101-257-521711 | Communication Equip Less $5,... | 8,560.74 | 3,677.93 | 9,800.00 | 5,003.42 | 9,800.00 | 9,800.00 |
| 101-257-521714 | Donation-Expense | -2,136.88 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-257-521715 | Police/Fire/Medical Equipment | 28,855.19 | 37,513.01 | 53,900.00 | 20,684.99 | 53,900.00 | 53,900.00 |
| 101-257-521716 | Equipment Under $5,000 | 11,817.76 | 3,066.38 | 4,900.00 | 275.97 | 3,000.00 | 4,900.00 |
| **ExpCategory: 521 - Supplies and Equipment Total:** | | **157,630.49** | **174,229.65** | **135,652.00** | **118,155.94** | **188,738.34** | **136,652.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-257-533100 | Gas Utility Service | 5,243.16 | 3,732.57 | 6,860.00 | 2,950.86 | 6,860.00 | 6,860.00 |
| 101-257-533200 | Electric Utility Service | 29,946.15 | 29,124.30 | 28,000.00 | 19,430.38 | 28,000.00 | 28,000.00 |
| 101-257-533320 | Telephone/Air Cards | 493.88 | 2,523.30 | 5,880.00 | 5,033.70 | 5,880.00 | 5,880.00 |
| 101-257-533330 | Telephone/Internet | 5,485.87 | 3,543.40 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-533410 | Water Utility Service | 9,408.14 | 10,594.96 | 11,500.00 | 10,436.15 | 11,500.00 | 12,500.00 |
| 101-257-533500 | Vehicle Fuel | 70,827.80 | 72,163.18 | 80,000.00 | 57,142.97 | 65,000.00 | 80,000.00 |
| **ExpCategory: 533 - Utility Services Total:** | | **121,405.00** | **121,681.71** | **132,240.00** | **94,994.06** | **117,240.00** | **133,240.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-257-534014 | Community Outreach | 9,198.02 | 36,393.98 | 30,000.00 | 5,392.27 | 30,000.00 | 30,750.00 |
| 101-257-534029 | Printing & Binding | 2,352.26 | 193.00 | 4,436.00 | 227.42 | 4,436.00 | 4,436.00 |
| 101-257-534033 | Computer Software | 4,420.00 | 3,089.20 | 7,840.00 | 5,223.76 | 7,840.00 | 7,840.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **15,970.28** | **39,676.18** | **42,276.00** | **10,843.45** | **42,276.00** | **43,026.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-257-541017 | Professional Services | 43,633.82 | 61,190.87 | 70,000.00 | 46,072.35 | 50,000.00 | 70,000.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **43,633.82** | **61,190.87** | **70,000.00** | **46,072.35** | **50,000.00** | **70,000.00** |
| **ExpCategory: 551 - Repairs and Maintenance** | | | | | | | |
| 101-257-551074 | Maintenance Agrmt - Radios | 13,020.00 | 16,900.00 | 18,698.00 | 18,502.50 | 18,700.00 | 21,500.00 |
| 101-257-551075 | Minor & Other Equip Maint | 0.00 | 267.51 | 750.00 | 695.00 | 750.00 | 750.00 |
| 101-257-551076 | Other Maintenance Agreements | 43,471.72 | 45,624.16 | 75,795.00 | 28,504.99 | 75,800.00 | 72,995.00 |
| **ExpCategory: 551 - Repairs and Maintenance Total:** | | **56,491.72** | **62,791.67** | **95,243.00** | **47,702.49** | **95,250.00** | **95,245.00** |
| **ExpCategory: 561 - Rental/Leasing** | | | | | | | |
| 101-257-561200 | Lease/Purchase Payments | 38,744.86 | 28,055.01 | 26,720.00 | 26,719.06 | 26,720.00 | 26,900.00 |
| **ExpCategory: 561 - Rental/Leasing Total:** | | **38,744.86** | **28,055.01** | **26,720.00** | **26,719.06** | **26,720.00** | **26,900.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-257-581002 | Communication Equip Over $5,... | 0.00 | 57,304.93 | 55,000.00 | 2,044.00 | 50,000.00 | 55,000.00 |
| 101-257-581005 | Equipment Over $5,000 | 0.00 | 89,088.50 | 30,000.00 | 22,649.76 | 30,000.00 | 30,000.00 |
| 101-257-581012 | Vehicles & Accs Over $5,000 | 94,384.00 | 286,131.94 | 324,500.00 | 58,627.00 | 324,500.00 | 892,000.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-257-581013 | Construction | 370.99 | 11,312.30 | 24,500.00 | 0.00 | 10,000.00 | 24,500.00 |
| | **ExpCategory: 581 - Capital Outlay Total:** | **94,754.99** | **443,837.67** | **434,000.00** | **83,320.76** | **414,500.00** | **1,001,500.00** |
| | **Department: 257 - Fire Rescue Total:** | **7,029,409.60** | **7,756,540.49** | **8,385,016.00** | **7,377,061.33** | **9,195,191.34** | **10,085,401.00** |

# DEPARTMENT: PLANNING AND COMMUNITY DEVELOPMENT
# DIVISION: 258 BUILDING INSPECTIONS
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The Building Inspections Division assists customers seeking permits and inspections for various residential and commercial construction projects. The Division is responsible for maintaining health, safety, and welfare through professional review of building plans, permits and performing inspections to ensure a safe community and consistency of the City's adopted building codes and ordinances. Staff works closely with citizens, contractors, builders, developers, and other City Departments to assist in creating an attractive and safe community.

## GOALS FOR FY2024-25

**Strategic Plan Emphasis**
**Operational Value: Service Oriented, Systems Management, Engaged Workforce, Innovative**

- Strive to provide superior customer service through courteous and professional relationships with the community.
- Promote and educate contractors and citizens on the CityView land management software which has streamlined the process and provides transparency on construction projects.
- Continue to proactively make website improvements to help educate the public on the permitting process, inspection process and online payment process to meet customer needs.
- Continue to provide a high level of professional services to the varied stakeholders served, including builders, developers, landowners, neighborhood groups, business owners, appointed officials and Council members, and citizens of the community.
- Promote continuous staff development and cross training to improve efficiency and customer service while providing staff with growth opportunities.

**Policy Value: Safe Community, High Quality of Life**

- Raise public awareness of Building Safety Month through education and activities to promote a safe community.

## ACCOMPLISHMENTS

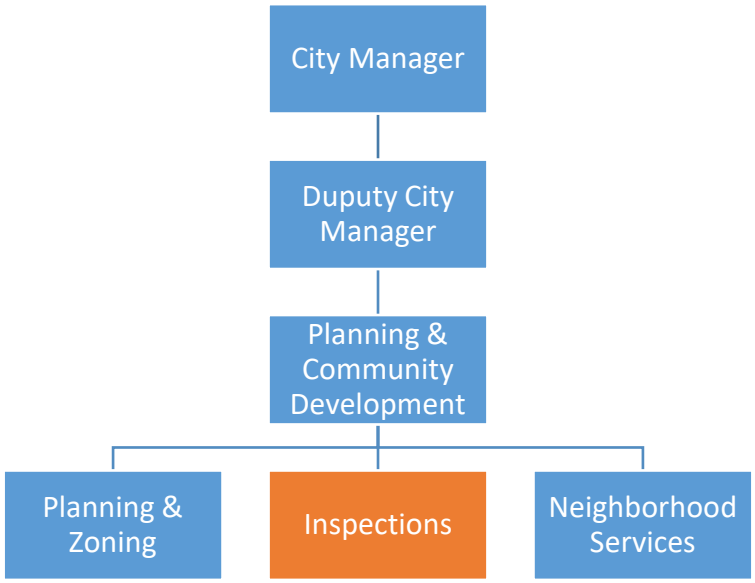
**Operational Value: Service Oriented, System Management, Innovative**

- Continued making improvements on CityView, the permitting, planning, and Code Enforcement software, which has improved the service to customers, transparency, and efficiency on all development projects.
- Refreshed and enhanced the customer portal, a one-stop shop for contractor and citizen communications, including submitting permits, making payments, and requesting online inspections.
- Maintaining our commitment to flexibility by offering a variety of meeting types. Whether in-person or virtual meetings through Microsoft Teams, we're ensuring that our daily business with contractors and developers continues to support a service-oriented culture.
- Increased the use of the Virtual Inspection Program, which allows residents, contractors, and city inspectors the ability to conduct virtual inspections on specific building projects. This process improves the timeliness of certain inspections while still providing and storing visual records.

**Policy Value: Safe Community, High Quality of Life**

- Promoted the yearly program to raise awareness for Building Safety Month, which included safety tips on the city social media site, including new reals and an article in the Schertz Magazine, as well as meet and greets with citizens and contractors at Lowe's.
- Updated all Citizen Information brochures to reflect current adopted codes.

## ORGANIZATIONAL CHART



| INSPECTIONS | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Dir. of Planning & Comm. Dev. | 1 | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| Chief Building Official | 1 | 1 | 1 | 1 |
| Plans Examiner | 1 | 2 | 2 | 2 |
| Building Inspector | 5 | 5 | 5 | 5 |
| Permit Technician | 2 | 3 | 3 | 3 |
| Development Specialist | 1 | 1 | 1 | 1 |
| TOTAL POSITIONS | 12 | 14 | 14 | 14 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Estimate |
|---|---|---|---|---|
| New Residential Construction | 186 | 164 | 375 | 300 |
| New Commercial Construction | 23 | 28 | 48 | 40 |
| Mechanical Permits | 566 | 620 | 800 | 700 |
| Electric Permits | 378 | 670 | 750 | 600 |
| Plumbing Permits | 437 | 1188 | 1,300 | 1,200 |
| Other Permits | 1,919 | 1,822 | 2,000 | 2,000 |
| Total Permit/License/Fee Revenue | $2,542,670 | $2,495,600 | $3,067,425 | $2,453,450 |

| Effectiveness | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Estimate |
|---|---|---|---|---|
| Standard Inspections (i.e. framing) and Re-Inspections | 10,809 | 12,405 | 14,000 | 18,000 |

| Budget | 2021-22 Actual | 2021-22 Actual | 2022-23 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $944,443 | $1,056,532 | $1,255,799 | $1,356,829 |
| Supplies and Equipment | 2,687 | 9,486 | 9,004 | 5,460 |
| Utility Services | 6,385 | 8,118 | 8,500 | 7,200 |
| Operating Expenses | 31 | 248 | 850 | 850 |
| Professional Services | 57,900 | 20,250 | 30,000 | 70,000 |
| Capital Outlay | 0 | 46,612 | 0 | 49,000 |
| *Total* | *$1,011,446* | *$1,141,246* | *$1,304,153* | *$1,489,339* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget increases 12.4% from the FY 2023-24 year-end estimate with the anticipated wage adjustments.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 258 - Inspections** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-258-511110 | Regular | 629,928.06 | 690,867.91 | 847,516.00 | 691,268.13 | 824,054.00 | 913,608.00 |
| 101-258-511120 | Overtime | 12,110.92 | 10,226.40 | 13,312.00 | 7,947.47 | 13,312.00 | 13,717.00 |
| 101-258-511210 | Longevity | 11,691.84 | 11,888.00 | 13,075.00 | 13,101.08 | 13,101.00 | 11,340.00 |
| 101-258-511230 | Certification Allowance | 2,700.40 | 3,135.00 | 2,738.00 | 1,960.00 | 2,300.00 | 0.00 |
| 101-258-511310 | FICA - Employer | 48,098.35 | 52,812.17 | 67,021.00 | 52,915.14 | 65,237.00 | 71,771.00 |
| 101-258-511350 | TMRS-Employer | 105,599.79 | 116,715.28 | 146,372.00 | 112,648.10 | 143,350.00 | 157,708.00 |
| 101-258-511410 | Health-Employer | 111,534.29 | 120,759.82 | 145,728.00 | 131,775.61 | 147,426.00 | 137,348.00 |
| 101-258-511500 | Workers' Compensation | 2,015.09 | 3,769.68 | 2,114.00 | 3,994.12 | 3,994.00 | 2,312.00 |
| 101-258-511605 | Temporary Employee Svcs | 0.00 | 9,080.25 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-258-511606 | Uniforms | 4,674.82 | 6,780.63 | 11,000.00 | 4,053.98 | 11,000.00 | 11,000.00 |
| 101-258-511610 | Memberships-Professional | 280.00 | 210.00 | 725.00 | 675.80 | 725.00 | 725.00 |
| 101-258-511611 | Publications | 2,127.89 | 2,303.45 | 2,400.00 | 427.26 | 2,400.00 | 2,400.00 |
| 101-258-511612 | Training/Travel | 9,717.90 | 23,196.17 | 33,000.00 | 23,364.92 | 27,000.00 | 33,000.00 |
| 101-258-511614 | Meeting Expenses | 1,867.67 | 1,157.49 | 1,900.00 | 1,046.88 | 1,900.00 | 1,900.00 |
| 101-258-511616 | Professional Certification | 2,096.00 | 3,629.87 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **944,443.02** | **1,056,532.12** | **1,286,901.00** | **1,045,178.49** | **1,255,799.00** | **1,356,829.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-258-521000 | Operating Supplies | 813.35 | 1,135.20 | 1,000.00 | 781.38 | 1,000.00 | 1,000.00 |
| 101-258-521100 | Office Supplies | 819.57 | 314.13 | 2,400.00 | 1,864.31 | 2,400.00 | 2,400.00 |
| 101-258-521300 | Motor Vehicle Supplies | 241.40 | 245.24 | 660.00 | 461.04 | 660.00 | 660.00 |
| 101-258-521600 | Equip Maint Supplies | 241.73 | 486.91 | 500.00 | 275.15 | 500.00 | 500.00 |
| 101-258-521708 | Furniture & Fixtures | 570.94 | 7,004.60 | 900.00 | 900.00 | 1,194.00 | 900.00 |
| 101-258-521710 | Computer & Peripherals Under... | 0.00 | 299.96 | 0.00 | 0.00 | 3,250.00 | 0.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **2,686.99** | **9,486.04** | **5,460.00** | **4,281.88** | **9,004.00** | **5,460.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-258-533500 | Vehicle Fuel | 6,384.92 | 8,118.25 | 7,200.00 | 7,578.18 | 8,500.00 | 7,200.00 |
| | **ExpCategory: 533 - Utility Services Total:** | **6,384.92** | **8,118.25** | **7,200.00** | **7,578.18** | **8,500.00** | **7,200.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-258-534029 | Printing & Binding | 31.00 | 248.00 | 850.00 | 284.12 | 850.00 | 850.00 |
| | **ExpCategory: 534 - Operating Expenses Total:** | **31.00** | **248.00** | **850.00** | **284.12** | **850.00** | **850.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-258-541017 | Professional Services | 57,900.00 | 20,250.00 | 70,000.00 | 8,250.00 | 30,000.00 | 70,000.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **57,900.00** | **20,250.00** | **70,000.00** | **8,250.00** | **30,000.00** | **70,000.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-258-581012 | Vehicles & Accs Over $5,000 | 0.00 | 46,612.00 | 0.00 | 0.00 | 0.00 | 49,000.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **0.00** | **46,612.00** | **0.00** | **0.00** | **0.00** | **49,000.00** |
| **Department: 258 - Inspections Total:** | | **1,011,445.93** | **1,141,246.41** | **1,370,411.00** | **1,065,572.67** | **1,304,153.00** | **1,489,339.00** |

# DEPARTMENT: PLANNING AND COMMUNITY DEVELOPMENT
# DIVISION: 259 Neighborhood Services
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The Neighborhood Services Division works with the community to engage, educate, protect and promote health, safety and keep Schertz a safe and attractive place to live. The Division is committed to providing outstanding service in order to help revitalize and enhance the community by performing inspections and providing services to create a sense of community and by promoting regular maintenance on residential and commercial properties.

The Neighborhood Services Division – Environmental Health focuses on inspection services to promote public health and uses health safety best practices to ensure compliance with state and local health codes to include, but not limited to, food establishments, all public and semi-public aquatic facilities, and responds to complaints and concerns.

## GOALS FOR FY2024-25

### Strategic Plan Emphasis
### Operational Value: Service Oriented, Systems Management

- Fostering collaborative partnerships between neighbors through our Good Neighbor Program and practices.
- Provide and seek interdepartmental assistance to support the community needs working alongside Planning, Building Inspections, Public Works, Parks, Police and Library.

### Policy Value: Safe Community, High Quality of Life, Attractive Community, Fiscally Sustainable

- Build a sense of community by closing gaps between needs and resources.
- Help increase a feeling of safety through proactive property maintenance inspections and engagement to achieve an attractive community.
- Work hand-in-hand with community stakeholders to increase and maintain a high quality of life by increasing our property maintenance program.
- Seek grant opportunities to support community programs to support an attractive community and high quality of life.

- Continue to promote safety and community service programs through social media, community events and attending HOA meetings.

## ACCOMPLISHMENTS

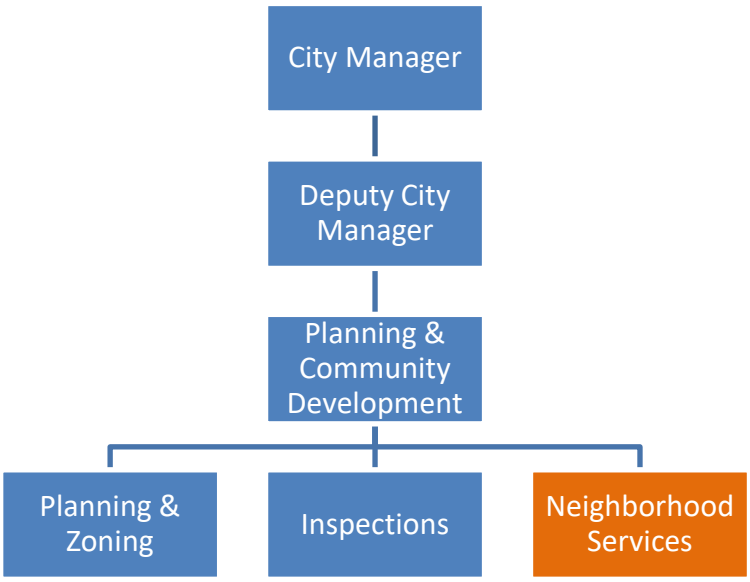
### Operational Value: Service Oriented, Systems Management

- Increased division presence in the community earning trust and improving our accessibility to support residents in property maintenance projects.
- Worked with Public Affairs to improve the division brand and use social media to provide information about city programs to support residents with the property maintenance needs.
- Increased awareness and improved the community tool shed to assist with resident property maintenance needs.

### Policy Value: Safe Community, High Quality of Life, Attractive Community, Fiscally Sustainable

- Successfully worked with the Love Where You Live volunteers to help over 100 residents to remediate code violations.
- Connected residents with community resources for a major home repair.
- Sponsored the 2nd Annual “Clean the Creek” which was an event in conjunction with other government entities and volunteers removing over 2 tons of trash and debris from the Cibolo Creek watershed within our community.
- Successfully administered the Graffiti Abatement Program (GAP) to promote awareness and increase education on the impacts in the community.
- Continue to collaborate with city departments on events to ensure the health and safety of food vendors.

## ORGANIZATIONAL CHART




| NEIGHBORHOOD SERVICES | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Neighborhood Services Manager | 1 | 1 | 1 | 1 |
| Neighborhood Services Specialist | 0 | 1 | 1 | 0 |
| Code Enforcement Officer | 3 | 3 | 3 | 3 |
| Sanitarian | 1 | 1 | 1 | 2 |
| TOTAL POSITIONS | 5 | 6 | 6 | 6 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Estimate |
|---|---|---|---|---|
| Code Enforcement Activities | 3,002 | 5546 | 7493 | 8500 |
| Other Permit (food/foster/pool) | 215 | 236 | 224 | 250 |
| Health Inspections | 265 | 247 | 436 | 500 |

| Budget | 2021-22 Budget | 2022-23 Budget | 2023-24 Budget | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $340,282 | $423,553 | $505,377 | $499,429 |
| Supplies and Equipment | 5,728 | 14,249 | 10,000 | 10,400 |
| Utility Services | 4,853 | 5,687 | 4,575 | 6,500 |
| Operating Expenses | 31 | 155 | 500 | 1,200 |
| Professional Services | 0 | 0 | 2,450 | 3,000 |
| Repairs and Maintenance | 9,025 | 12,681 | 30,000 | 30,000 |
| *Total* | *$359,918* | *$456,325* | *$552,902* | $550,529 |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget decreases 0.4% from the FY 2023-24 year-end estimate. Fewer capital purchases almost offset the anticipated wage adjustments.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 259 - Neighborhood Services** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-259-511110 | Regular | 229,017.97 | 277,976.67 | 305,443.00 | 272,710.38 | 322,974.00 | 326,267.00 |
| 101-259-511120 | Overtime | 2,534.88 | 5,427.81 | 7,778.00 | 6,961.35 | 7,778.00 | 9,016.00 |
| 101-259-511210 | Longevity | 1,480.00 | 2,145.00 | 1,896.00 | 2,348.00 | 2,348.00 | 2,387.00 |
| 101-259-511220 | Clothing Allowance | 1,468.80 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-259-511230 | Certification Allowance | 2,025.00 | 2,150.00 | 1,445.00 | 1,650.00 | 1,950.00 | 1,445.00 |
| 101-259-511310 | FICA - Employer | 17,386.50 | 21,200.43 | 24,173.00 | 21,032.69 | 25,631.00 | 25,892.00 |
| 101-259-511350 | TMRS-Employer | 41,502.21 | 47,035.62 | 52,794.00 | 45,112.56 | 56,322.00 | 56,894.00 |
| 101-259-511410 | Health-Employer | 29,505.54 | 41,171.60 | 49,677.00 | 47,121.40 | 52,678.00 | 43,325.00 |
| 101-259-511500 | Workers' Compensation | 1,310.09 | 2,191.62 | 1,032.00 | 2,596.73 | 2,596.00 | 1,103.00 |
| 101-259-511606 | Uniforms | 5,052.59 | 4,827.09 | 7,300.00 | 4,159.81 | 7,300.00 | 7,300.00 |
| 101-259-511610 | Memberships-Professional | 275.00 | 441.00 | 1,100.00 | 647.60 | 1,100.00 | 1,100.00 |
| 101-259-511611 | Publications | 0.00 | 449.77 | 1,200.00 | 247.26 | 1,200.00 | 1,200.00 |
| 101-259-511612 | Training/Travel | 6,817.93 | 16,143.74 | 22,500.00 | 14,660.18 | 22,500.00 | 22,500.00 |
| 101-259-511614 | Meeting Expenses | 947.16 | 815.98 | 1,000.00 | 487.67 | 1,000.00 | 1,000.00 |
| 101-259-511616 | Professional Certification | 958.00 | 1,576.85 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **340,281.67** | **423,553.18** | **477,338.00** | **419,735.63** | **505,377.00** | **499,429.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-259-521000 | Operating Supplies | 1,026.61 | 863.96 | 1,300.00 | 1,218.24 | 1,300.00 | 1,300.00 |
| 101-259-521040 | Operating Supplies-Creek Clean | 0.00 | 5,342.68 | 5,500.00 | 5,041.49 | 5,500.00 | 5,500.00 |
| 101-259-521100 | Office Supplies | 976.29 | 834.30 | 1,200.00 | 215.52 | 1,200.00 | 1,200.00 |
| 101-259-521300 | Motor Vehicle Supplies | 447.42 | 148.50 | 850.00 | 348.50 | 450.00 | 850.00 |
| 101-259-521600 | Equip Maint Supplies | 2,118.01 | 603.08 | 1,100.00 | 713.88 | 1,100.00 | 1,100.00 |
| 101-259-521708 | Furniture & Fixtures | 285.47 | 2,921.84 | 450.00 | 0.00 | 450.00 | 450.00 |
| 101-259-521710 | Computer & Peripherals Under... | 0.00 | 3,534.34 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-259-521716 | Equipment Under $5,000 | 873.98 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **5,727.78** | **14,248.70** | **10,400.00** | **7,537.63** | **10,000.00** | **10,400.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-259-533500 | Vehicle Fuel | 4,852.56 | 5,687.09 | 6,500.00 | 3,651.04 | 4,575.00 | 6,500.00 |
| | **ExpCategory: 533 - Utility Services Total:** | **4,852.56** | **5,687.09** | **6,500.00** | **3,651.04** | **4,575.00** | **6,500.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-259-534029 | Printing & Binding | 31.00 | 155.00 | 1,700.00 | 214.49 | 500.00 | 1,200.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **31.00** | **155.00** | **1,700.00** | **214.49** | **500.00** | **1,200.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-259-541017 | Professional Services | 0.00 | 0.00 | 2,450.00 | 1,825.00 | 2,450.00 | 3,000.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **0.00** | **0.00** | **2,450.00** | **1,825.00** | **2,450.00** | **3,000.00** |
| **ExpCategory: 551 - Repairs and Maintenance** | | | | | | | |
| 101-259-551001 | Abatement/Graffiti | 0.00 | 8,142.00 | 15,000.00 | 5,215.00 | 15,000.00 | 15,000.00 |
| 101-259-551002 | Abatement/Lot Cleaning | 9,025.00 | 4,539.46 | 15,000.00 | 8,137.00 | 15,000.00 | 15,000.00 |
| **ExpCategory: 551 - Repairs and Maintenance Total:** | | **9,025.00** | **12,681.46** | **30,000.00** | **13,352.00** | **30,000.00** | **30,000.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-259-581012 | Vehicles & Accs Over $5,000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** |
| **Department: 259 - Neighborhood Services Total:** | | **359,918.01** | **456,325.43** | **528,388.00** | **446,315.79** | **552,902.00** | **550,529.00** |

# DEPARTMENT: PUBLIC WORKS
# DIVISION: 359 STREETS
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The Street Division provides high quality essential services in design, construction, inspection, and renovation of streets to provide safe and sustainable transportation infrastructure. The Streets division's service-oriented focus is to offer innovative customer service while being fiscally sustainable. The division evaluates affordable and efficient options for providing street maintenance service including support for community service opportunities.

## GOALS FOR FY 2024-25

### Strategic Plan Emphasis

- Policy Values: Essential Services and Fiscally Sustainable
    - Apply preventative maintenance strategies to extend the life of City streets and reduce unscheduled maintenance.

- Policy Values: Essential Services and Attractive Community
    - Plan, design, construct, inspect, operate, and maintain traffic functions including traffic control devices, crosswalk signals, street resurfacing and rehabilitation, streetlights, street signs, street sweeping and street pavement markings.

- Policy Value: Safe Community
    - Emphasize safety to reduce preventable accidents.

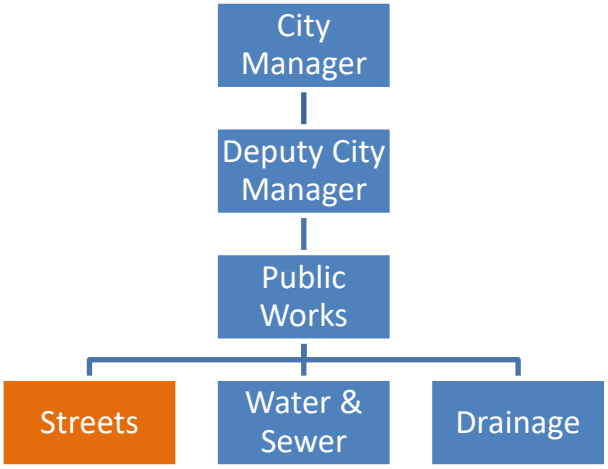
- Policy Value: Safe Community
    - Provide proactive services such as traffic counts and speed information on specific streets as requested to improve community traffic conditions and safety.

- Operational Value: Systems Management
    - Develop and execute a systems management approach to street maintenance plans, pothole patching, crack sealing, and sidewalk repair/construction.

**Project focus for FY 2024-25**

- Utilizing newly acquired equipment, provide necessary training, prioritize and schedule crack sealing and pothole repair program consistent with the Pavement Condition Index (PCI)recommendations and goals.
- Implement and evaluate a revised street sweeping schedule based on industry standards, community expectations and resource allocation.
- Continue to track streets maintenance tasks with GIS dashboard.
- Identify areas with missing sidewalk sections and work on creation of map and plans to address these areas.

**ORGANIZATIONAL CHART**




| STREETS | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Assistant Director | 1 | 0 | 0 | 1 |
| Streets/Drainage Superintendent | 1 | 1 | 1 | 0 |
| Streets Maintenance Supervisor | 1 | 1 | 1 | 1 |
| Street Maintenance Crew Leader | 1 | 1 | 1 | 1 |
| Street Worker II | 5 | 5 | 5 | 5 |
| Street Worker I | 7 | 7 | 7 | 7 |
| Sign and Signal Technician II | 0 | 0 | 0 | 0 |
| Signal & Sign Technician | 2 | 2 | 2 | 2 |
| TOTAL POSITIONS | 18 | 17 | 17 | 17 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Street Sweeping hours | 1624 | 2321 | 2500 | 2500 |
| Number of signs produced | 1100 | 1251 | 1750 | 2000 |
| Quantity of asphalt purchased (tons) | 1565 | 570 | 600 | 900 |
| Special projects (Hours) | 692 | 930 | 1000 | 750 |
| Street centerline miles | 172 | 187 | 190 | 193 |

| Efficiency | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Annual cost to operate street sweepers (operators and fuel) | 120,500 | 135,000 | 150,000 | 175,000 |
| Cost per ton of asphalt | 45 | 65 | 65 | 75 |
| Approved daily budget expenditures for operation | 5,278 | 6,242 | 8,869 | 8,838 |

| Effectiveness | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Hours spent on roadway maintenance | 3788 | 2974 | 5000 | 5000 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $995,265 | $996,132 | $1,055,579 | $1,278,626 |
| Supplies and Equipment | 134,443 | 155,472 | 168,200 | 233,095 |
| Utility Services | 230,811 | 221,263 | 238,000 | 262,500 |
| Repairs and Maintenance | 401,753 | 409,093 | 1,406,628 | 776,130 |
| Rental/Leasing | 4,285 | 848 | 800 | 6,000 |
| Capital Outlay | 160,045 | 495,424 | 300,000 | 562,000 |
| *Total* | *$1,926,603* | *$2,278,233* | *$3,169,207* | *$3,118,351* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget will decrease 1.6% from the FY 2023-24 year-end estimate. Personnel increases with anticipated wage adjustments while staff has engaged contractors to resurface streets for the next year. Overall repairs and maintenance 2024-25 budget has decreased from FY 2023-24 estimate back towards base budget.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 359 - Streets** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-359-511110 | Regular | 619,433.41 | 609,231.86 | 757,045.00 | 530,767.56 | 625,256.00 | 825,631.00 |
| 101-359-511120 | Overtime | 16,292.30 | 15,695.43 | 18,717.00 | 15,448.06 | 18,717.00 | 21,887.00 |
| 101-359-511210 | Longevity | 18,070.08 | 19,979.33 | 14,068.00 | 13,694.00 | 13,694.00 | 15,328.00 |
| 101-359-511230 | Certification Allowance | 3,115.80 | 2,761.96 | 1,724.00 | 830.88 | 831.00 | 0.00 |
| 101-359-511310 | FICA - Employer | 48,988.04 | 48,785.05 | 59,273.00 | 41,627.16 | 50,375.00 | 64,498.00 |
| 101-359-511350 | TMRS-Employer | 107,865.40 | 105,511.00 | 132,016.00 | 88,686.34 | 110,693.00 | 144,778.00 |
| 101-359-511410 | Health-Employer | 130,197.30 | 132,356.86 | 167,787.00 | 146,307.70 | 160,703.00 | 153,691.00 |
| 101-359-511500 | Workers' Compensation | 23,540.81 | 44,047.10 | 22,596.00 | 46,660.38 | 46,660.00 | 24,588.00 |
| 101-359-511603 | Employee Appreciation Events -.. | 3,771.53 | 3,262.24 | 6,500.00 | 5,195.40 | 6,250.00 | 6,000.00 |
| 101-359-511606 | Uniforms | 12,841.35 | 8,447.21 | 11,400.00 | 9,274.41 | 11,400.00 | 11,225.00 |
| 101-359-511612 | Training/Travel | 10,735.70 | 6,054.12 | 10,500.00 | 8,943.26 | 10,500.00 | 10,500.00 |
| 101-359-511614 | Meeting Expenses | 413.56 | 0.00 | 500.00 | 400.26 | 500.00 | 500.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **995,265.28** | **996,132.16** | **1,202,126.00** | **907,835.41** | **1,055,579.00** | **1,278,626.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-359-521000 | Operating Supplies | 3,649.54 | 3,412.81 | 3,900.00 | 3,334.78 | 3,900.00 | 4,000.00 |
| 101-359-521050 | Operating Supplies-Sign | 47,360.81 | 52,790.83 | 85,000.00 | 40,442.89 | 50,000.00 | 85,000.00 |
| 101-359-521052 | Operating Supplies-Dept Sign | 4,990.54 | 2,154.73 | 10,780.00 | 5,070.96 | 7,000.00 | 10,870.00 |
| 101-359-521055 | Operating Supplies-StreetMaint | 66,131.25 | 79,674.76 | 105,750.00 | 70,838.28 | 87,000.00 | 105,750.00 |
| 101-359-521100 | Office Supplies | 818.41 | 2,018.61 | 3,675.00 | 2,217.36 | 1,500.00 | 3,675.00 |
| 101-359-521200 | Chem/Med/Lab Supplies | 1,725.31 | 2,964.04 | 6,900.00 | 5,409.03 | 6,900.00 | 6,900.00 |
| 101-359-521300 | Motor Vehicle Supplies | 2,557.03 | 7,913.68 | 10,000.00 | 5,829.01 | 5,000.00 | 10,000.00 |
| 101-359-521708 | Furniture & Fixtures | 112.04 | 0.00 | 2,000.00 | 1,408.31 | 2,000.00 | 2,000.00 |
| 101-359-521716 | Equipment Under $5,000 | 7,098.39 | 4,542.98 | 4,900.00 | 1,128.00 | 4,900.00 | 4,900.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **134,443.32** | **155,472.44** | **232,905.00** | **135,678.62** | **168,200.00** | **233,095.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-359-533200 | Electric Utility Service | 174,544.60 | 173,504.72 | 192,500.00 | 155,930.58 | 192,500.00 | 202,500.00 |
| 101-359-533410 | Water Utility Service | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-359-533500 | Vehicle Fuel | 56,266.70 | 47,758.15 | 60,000.00 | 38,074.76 | 45,500.00 | 60,000.00 |
| | **ExpCategory: 533 - Utility Services Total:** | **230,811.30** | **221,262.87** | **252,500.00** | **194,005.34** | **238,000.00** | **262,500.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **ExpCategory: 551 - Repairs and Maintenance** | | | | | | | |
| 101-359-551026 | Contractual Services | 49,231.85 | 26,366.30 | 30,380.00 | 7,678.50 | 30,380.00 | 30,380.00 |
| 101-359-551075 | Minor & Other Equip Maint | 0.00 | 46.95 | 1,250.00 | 892.78 | 1,250.00 | 1,250.00 |
| 101-359-551079 | Outsourced Street Maintenance | 238,256.21 | 325,629.04 | 1,291,498.00 | 896,915.15 | 1,291,498.00 | 650,000.00 |
| 101-359-551106 | Sidewalk Maintenance | 85,928.00 | 57,050.30 | 102,192.00 | 69,142.36 | 83,500.00 | 94,500.00 |
| 101-359-551110 | Street Crossing Minor Imprvmnt | 28,337.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 551 - Repairs and Maintenance Total:** | | **401,753.06** | **409,092.59** | **1,425,320.00** | **974,628.79** | **1,406,628.00** | **776,130.00** |
| **ExpCategory: 561 - Rental/Leasing** | | | | | | | |
| 101-359-561100 | Rental-Equipment | 4,285.00 | 848.23 | 6,000.00 | 417.98 | 800.00 | 6,000.00 |
| **ExpCategory: 561 - Rental/Leasing Total:** | | **4,285.00** | **848.23** | **6,000.00** | **417.98** | **800.00** | **6,000.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-359-581005 | Equipment Over $5,000 | 160,045.23 | 443,245.41 | 255,000.00 | 297,182.00 | 300,000.00 | 562,000.00 |
| 101-359-581012 | Vehicles & Accs Over $5,000 | 0.00 | 52,179.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **160,045.23** | **495,424.41** | **255,000.00** | **297,182.00** | **300,000.00** | **562,000.00** |
| **Department: 359 - Streets Total:** | | **1,926,603.19** | **2,278,232.70** | **3,373,851.00** | **2,509,748.14** | **3,169,207.00** | **3,118,351.00** |

# DEPARTMENT: 460 PARKS, RECREATION AND COMMUNITY SERVICES

FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The Parks, Recreation, and Community Services department oversees the maintenance and management of approximately 438 acres of park land, to include the maintenance of municipal facilities, creek ways, swimming pools, park irrigation systems, trails, restrooms, pavilions, open space, playground equipment, benches, picnic tables, lighting, mowing contracts oversight, campus formal bed maintenance contracts, and oversight of athletic field maintenance by sports associations (Buffalo Valley Youth Association and Schertz Youth Soccer Alliance). It conducts community-wide tree planting and beautification programs. Acquires, designs, constructs, and renovates existing and additional park land and facilities. It provides citizen input and communication venues utilizing the Parks and Recreation Advisory Board, community surveys, and community meetings. It plans and implements over 50 special events, recreation programs, and parades. The Director of Parks, Recreation, and Community Services oversees the budgets for Parks, Swimming Pools, Tree Mitigation, Parkland Dedication, and the Special Events Fund. In addition, the Director oversees and manages the contracts with the YMCA of Greater San Antonio for the staffing and programming of the Recreation Center, the Schertz Area Senior Center, the Schertz Aquatics Center, and the outdoor pool at Pickrell Park.

## GOALS FOR FY 2024-25

### Strategic Plan Emphasis

- Policy Value: High Quality of Life
    - Develop a system of parks, open space, recreational facilities, trails, and leisure services that will meet the needs of an expanding community.
    - Provide recreational and leisure opportunities to City of Schertz residents of all ages through youth sports, adult social leagues, special events, parades, programs, and nature education.
- Policy Value: Attractive Community
    - Continue the development of trails and greenbelts to improve connectivity among parks, neighborhoods, churches, schools, public facilities, and municipal buildings and maintain a visually attractive community.
- Policy Value: Fiscally Sustainable
- Operational Value: Service Oriented

## Project focus for FY 2024-25

- Coordinate with consultants to develop an updated Parks and Open Space Master Plan to keep pace with the needs of an expanding community.
- Coordinate with consultants to develop a Master Development Plan for Crescent Bend Nature Park to set the vision for the next 10 years.
- Manage construction projects for irrigation storage at Schertz Soccer Complex; additional segments of the Great Northern Trail construction; and parking, lighting, and accessibility at Thulemeyer Park.
- Install site amenities at various parks across the system including picnic tables, BBQ pits, benches, dog waste stations, water fountains, irrigation backflow covers and cages, and trail signage.
- Organize and launch a volunteer Trail Watch Program for the Schertz Trails System.
- Plan and implement various special events, parades, park grand openings, marketing campaigns, nature education programs, and youth and adult sports.

## ORGANIZATIONAL CHART

| PARKS, RECREATION & COMMUNITY SERVICES | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Director of Parks, Recreation & Community Services | 1 | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| Parks Superintendent | 1 | 1 | 1 | 1 |
| Parks Supervisor | 1 | 1 | 1 | 1 |
| Park Maintenance Technician | 5 | 8 | 8 | 8 |
| Park Maintenance Technician (P/T) | 1 | 1 | 1 | 1 |
| Seasonal Park Worker | 1 | 1 | 0 | 0 |
| Recreation Manager | 1 | 1 | 1 | 1 |
| Recreation Coordinator | 0 | 1 | 1 | 1 |
| Recreation Specialist | 1 | 1 | 1 | 1 |
| Seasonal Rec Instructor | 0 | 0 | 1 | 1 |
| TOTAL POSITIONS | 13 | 13 | 17 | 17 |

## PERFORMANCE INDICATORS

| Workload/Outputs | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Total Acres of Park Land Managed | 425.31 | 438.97 | 448 | 475 |
| Total Acres of City Campuses Managed | 36.03 | 36.03 | 36.03 | 36.03 |
| Total Acres of Land Managed Per FTE | 76.89 | 76.89 | 79.17 | 79.17 |
| Total Miles of Trails Managed | 25 | 25 | 25.6 | 25.6 |
| Special Events, Programs & Parades | 49 | 84 | 150 | 200 |

| Efficiency | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Acres of Contractual Mowing | 123.09 | 123.09 | 123.09 | 194.54 |
| Acres of Athletic Association Maintenance | 70.02 | 70.02 | 70.02 | 70.02 |
| Hours of Volunteer Service | 500 | 543 | 500 | 500 |
| Hours of Athletic Association Service | 1,200 | 1,200 | 1,200 | 1,200 |

| Effectiveness | 2021-22 Actual | 2022-23 actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Cost Benefit for Athletic Association Field Maintenance | $550,000 | $550,000 | $550,000 | $550,000 |
| Cost Benefit for Volunteer Hours | $12,000 | $12,000 | $12,000 | $12,000 |
| Special Event Attendance | 23,000 | 26,776 | 28,000 | 28,000 |
| Program Participants | 370 | 1,238 | 1,500 | 1,500 |
| League Participants | 320 | 510 | 550 | 550 |
| Youth Sports Registrations (BVYA & SYSA) | 3,800 | 3,800 | 3,800 | 3,800 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $748,289 | $1,035,693 | $1,309,399 | $1,237,618 |
| Supplies and Equipment | 107,734 | 117,568 | 149,705 | 128,000 |
| Utility Services | 246,900 | 345,701 | 284,000 | 271,000 |
| Operating Expenses | 168,594 | 195,178 | 189,491 | 201,500 |
| Professional Services | 11,606 | 22,694 | 17,000 | 20,000 |
| Repairs and Maintenance | 175,014 | 177,813 | 332,978 | 320,100 |
| Rental/Leasing | 7,007 | 15,533 | 11,790 | 10,000 |
| Capital Outlay | 128,377 | 154,043 | 297,979 | 314,000 |
| *Total* | *$1,593,522* | *$2,064,223* | *$2,592,342* | *$2,502,218* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget will decrease 3.6% from the FY 2023-24 year-end estimate. Personnel increases from the anticipated wage adjustment is offset by fewer park improvements with the completion of existing projects.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 460 - Parks** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-460-511110 | Regular | 478,242.43 | 657,486.37 | 718,635.00 | 679,057.34 | 812,053.00 | 800,127.00 |
| 101-460-511120 | Overtime | 22,928.79 | 29,755.67 | 28,495.00 | 36,147.07 | 43,981.00 | 34,967.00 |
| 101-460-511210 | Longevity | 5,140.00 | 3,559.67 | 3,662.00 | 4,485.00 | 4,485.00 | 5,126.00 |
| 101-460-511230 | Certification Allowance | 6,242.80 | 4,864.28 | 6,291.00 | 2,250.48 | 2,530.00 | 1,743.00 |
| 101-460-511310 | FICA - Employer | 37,932.28 | 51,589.01 | 57,905.00 | 53,467.46 | 66,023.00 | 64,394.00 |
| 101-460-511350 | TMRS-Employer | 83,668.55 | 113,323.78 | 123,776.00 | 111,611.77 | 145,079.00 | 139,260.00 |
| 101-460-511410 | Health-Employer | 89,582.45 | 139,650.52 | 165,332.00 | 167,843.13 | 186,261.00 | 154,476.00 |
| 101-460-511500 | Workers' Compensation | 5,400.40 | 10,075.88 | 8,164.00 | 10,704.16 | 10,704.00 | 9,247.00 |
| 101-460-511605 | Temporary Employee Svcs | 213.15 | 255.78 | 0.00 | 11,773.08 | 11,773.08 | 1,000.00 |
| 101-460-511606 | Uniforms | 6,983.46 | 7,304.10 | 9,565.00 | 7,424.52 | 9,565.00 | 10,007.50 |
| 101-460-511610 | Memberships-Professional | 1,913.31 | 2,418.96 | 1,632.14 | 1,954.40 | 1,945.00 | 2,420.80 |
| 101-460-511612 | Training/Travel | 9,002.62 | 13,632.24 | 13,121.88 | 12,436.20 | 13,500.00 | 13,100.00 |
| 101-460-511614 | Meeting Expenses | 1,038.85 | 1,776.36 | 1,500.00 | 846.36 | 1,500.00 | 1,750.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **748,289.09** | **1,035,692.62** | **1,138,079.02** | **1,100,000.97** | **1,309,399.08** | **1,237,618.30** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-460-521000 | Operating Supplies | 33,037.14 | 45,423.62 | 34,000.00 | 54,280.99 | 47,000.00 | 40,000.00 |
| 101-460-521100 | Office Supplies | 2,078.39 | 2,648.21 | 3,000.00 | 2,824.43 | 3,000.00 | 3,000.00 |
| 101-460-521200 | Chem/Med/Lab Supplies | 6,194.12 | 5,100.40 | 6,500.00 | 10,644.60 | 9,000.00 | 6,500.00 |
| 101-460-521300 | Motor Vehicle Supplies | 1,380.83 | 1,060.85 | 1,500.00 | 1,674.51 | 1,600.00 | 1,500.00 |
| 101-460-521310 | Landscaping Supplies-Parks | 21,886.89 | 26,605.05 | 26,180.00 | 27,513.01 | 26,605.00 | 28,000.00 |
| 101-460-521315 | Landscaping Supplies-Campus | 28,327.96 | 21,295.13 | 14,000.00 | 14,061.58 | 21,000.00 | 22,000.00 |
| 101-460-521400 | Plumbing Supplies | 5,007.10 | 6,170.59 | 9,000.00 | 28,761.82 | 31,000.00 | 10,000.00 |
| 101-460-521610 | Building Maintenance Supplies | 396.97 | 301.78 | 500.00 | 549.36 | 500.00 | 500.00 |
| 101-460-521716 | Equipment Under $5,000 | 9,424.78 | 8,962.21 | 15,000.00 | 16,745.85 | 10,000.00 | 16,500.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **107,734.18** | **117,567.84** | **109,680.00** | **157,056.15** | **149,705.00** | **128,000.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-460-533200 | Electric Utility Service | 86,562.02 | 92,701.93 | 76,000.00 | 72,479.26 | 89,000.00 | 76,000.00 |
| 101-460-533410 | Water Utility Service | 137,701.72 | 228,779.74 | 175,000.00 | 164,711.50 | 175,000.00 | 175,000.00 |
| 101-460-533500 | Vehicle Fuel | 22,636.69 | 24,219.23 | 25,000.00 | 20,041.99 | 20,000.00 | 20,000.00 |
| | **ExpCategory: 533 - Utility Services Total:** | **246,900.43** | **345,700.90** | **276,000.00** | **257,232.75** | **284,000.00** | **271,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-460-534000 | Advertising | 831.25 | 980.00 | 1,000.00 | 993.33 | 1,000.00 | 2,500.00 |
| 101-460-534008 | Schertz Young Leaders | 7,411.23 | 7,063.38 | 10,000.00 | 10,473.25 | 10,473.25 | 12,000.00 |
| 101-460-534009 | Sweetheart Scholarships | 4,500.00 | 5,500.00 | 3,000.00 | 6,000.00 | 6,000.00 | 0.00 |
| 101-460-534027 | Memberships-City Use | 0.00 | 0.00 | 0.00 | 35.80 | 0.00 | 0.00 |
| 101-460-534038 | Holidazzle - Expenses | 34,136.96 | 35,435.13 | 36,000.00 | 36,018.00 | 36,018.00 | 38,000.00 |
| 101-460-534040 | 4th of July Jubilee -Expenses | 42,444.55 | 45,744.66 | 45,000.00 | 43,295.38 | 45,000.00 | 47,000.00 |
| 101-460-534041 | Music & Movies in the Park - E... | 2,880.00 | 9,186.63 | 10,000.00 | 9,150.80 | 10,000.00 | 10,000.00 |
| 101-460-534043 | Other Events - Expenses | 65,871.72 | 79,347.78 | 78,000.00 | 81,181.61 | 78,000.00 | 92,000.00 |
| 101-460-534045 | Moving on Main - Expenses | 10,518.66 | 11,920.21 | 12,300.00 | 14,986.63 | 15,000.00 | 0.00 |
| | **ExpCategory: 534 - Operating Expenses Total:** | **168,594.37** | **195,177.79** | **195,300.00** | **202,134.80** | **201,491.25** | **201,500.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-460-541017 | Professional Services | 11,605.66 | 22,694.00 | 5,880.00 | 12,911.00 | 17,000.00 | 20,000.00 |
| | **ExpCategory: 541 - Professional Services Total:** | **11,605.66** | **22,694.00** | **5,880.00** | **12,911.00** | **17,000.00** | **20,000.00** |
| **ExpCategory: 551 - Repairs and Maintenance** | | | | | | | |
| 101-460-551000 | Building Maintenance | 2,366.45 | 2,330.42 | 2,500.00 | 2,271.55 | 2,500.00 | 2,500.00 |
| 101-460-551026 | Contractual Services | 137,661.35 | 114,126.52 | 189,107.00 | 189,473.66 | 256,415.00 | 240,000.00 |
| 101-460-551072 | Improvements under $5,000 | 24,367.59 | 49,992.72 | 58,015.00 | 53,436.72 | 58,018.00 | 60,000.00 |
| 101-460-551073 | Landscaping | 2,746.42 | 2,495.00 | 2,500.00 | 1,797.00 | 2,500.00 | 3,000.00 |
| 101-460-551075 | Minor & Other Equip Maint | 4,673.90 | 4,964.50 | 5,000.00 | 2,285.94 | 5,000.00 | 5,000.00 |
| 101-460-551112 | Veteran's Memorial Maint. | 3,198.61 | 3,904.18 | 7,400.00 | 7,724.86 | 8,544.86 | 9,600.00 |
| | **ExpCategory: 551 - Repairs and Maintenance Total:** | **175,014.32** | **177,813.34** | **264,522.00** | **256,989.73** | **332,977.86** | **320,100.00** |
| **ExpCategory: 561 - Rental/Leasing** | | | | | | | |
| 101-460-561100 | Rental-Equipment | 7,006.81 | 15,533.20 | 10,000.00 | 12,400.32 | 11,790.00 | 10,000.00 |
| | **ExpCategory: 561 - Rental/Leasing Total:** | **7,006.81** | **15,533.20** | **10,000.00** | **12,400.32** | **11,790.00** | **10,000.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-460-581005 | Equipment Over $5,000 | 10,030.00 | 15,538.98 | 15,000.00 | 0.00 | 14,978.72 | 15,000.00 |
| 101-460-581007 | Improvements Over $5,000 | 118,346.94 | 86,449.01 | 250,000.00 | 109,215.62 | 150,000.00 | 250,000.00 |
| 101-460-581012 | Vehicles & Accs Over $5,000 | 0.00 | 52,054.90 | 120,000.00 | 133,167.44 | 133,000.00 | 49,000.00 |
| | **ExpCategory: 581 - Capital Outlay Total:** | **128,376.94** | **154,042.89** | **385,000.00** | **242,383.06** | **297,978.72** | **314,000.00** |
| | **Department: 460 - Parks Total:** | **1,593,521.80** | **2,064,222.58** | **2,384,461.02** | **2,241,108.78** | **2,604,341.91** | **2,502,218.30** |

# DEPARTMENT: PARKS, RECREATION, AND COMMUNITY SERVICES
# DIVISION: 463 POOLS
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The management and maintenance of two (2) outdoor pools and one splash pad including the maintenance of swimming facilities, pumping systems, and related aquatic programs designed to encourage safe use and professional management of these facilities. Provide contractual oversight of the management, programming, and maintenance of the Schertz Aquatics Center. Provide citizen input and communication venues utilizing the Parks and Recreation Advisory Board, surveys, and community meetings.

## GOALS FOR FY 2024-25

### Strategic Plan Emphasis

- Policy Value: High Quality of Life
    - Maintain and develop aquatic programs designed to educate our citizens and to meet the needs of our expanding community.
    - Maintain a high quality of pool maintenance while providing excellent aquatic recreation and leisure service programs.
    - Continue management oversight of the Schertz Aquatics Center in order to expand the availability of recreational and health/well-being programming and provide year-round access to same.
- Operational Value: Innovative
    - Manage and maintain the operations of the new Wendy Swan Memorial Park Splashpad that was developed on the site of an old residential size swimming pool.

Project focus for FY 2024-25

- Close the splashpad for the winter season and successfully open the splash pad up for the new season the Friday before Spring Break week.

## ORGANIZATIONAL CHART

## PERFORMANCE INDICATORS

| Workload/Outputs | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Revenue per year Outdoor Pools | $25,000 | $25,000 | $25,000 | $28,500 |
| Days open per year Outdoor Pools | 72 | 72 | 72 | 72 |
| Daily Admissions Pickrell Pool | $22,024 | $22,024 | $22,024 | $22,000 |
| Total Attendance Pickrell Pool | 11,651 | 11,651 | 11,651 | 11,000 |
| Season Pool Pass Sales | $6,495 | $6,495 | $6,495 | $4,000 |
| Total Attendance Schertz Aquatics Ctr | 78,000 | 78,000 | 78,000 | 78,000 |

| Efficiency | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Cost per resident for Pool Operations (Includes Schertz Aquatics Center | $14.25 | $14.25 | $14.25 | $13.16 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Supplies and Equipment | $27,389 | $13,337 | $34,500 | $33,000 |
| Utility Services | 24,788 | 40,316 | 45,000 | 35,000 |
| Repairs and Maintenance | 537,096 | 508,412 | 542,052 | 597,023 |
| *Total* | *$589,274* | *$562,064* | *$621,552* | *$665,023* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget increased 6.5% from FY 2023-24 year-end estimates for the proposed wage adjustments.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 463 - Swim Pool** | | | | | | | |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-463-521000 | Operating Supplies | 5,491.31 | 4,175.94 | 5,000.00 | 4,251.90 | 5,000.00 | 5,000.00 |
| 101-463-521200 | Chem/Med/Lab Supplies | 20,092.28 | 7,893.27 | 19,000.00 | 25,279.34 | 26,000.00 | 25,000.00 |
| 101-463-521600 | Equip Maint Supplies | 1,805.10 | 1,267.45 | 3,000.00 | 0.00 | 3,500.00 | 3,000.00 |
| **ExpCategory: 521 - Supplies and Equipment Total:** | | **27,388.69** | **13,336.66** | **27,000.00** | **29,531.24** | **34,500.00** | **33,000.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-463-533200 | Electric Utility Service | 17,093.19 | 13,496.09 | 18,000.00 | 17,593.34 | 20,000.00 | 20,000.00 |
| 101-463-533410 | Water Utility Service | 7,695.28 | 26,819.48 | 7,500.00 | 29,117.32 | 25,000.00 | 15,000.00 |
| **ExpCategory: 533 - Utility Services Total:** | | **24,788.47** | **40,315.57** | **25,500.00** | **46,710.66** | **45,000.00** | **35,000.00** |
| **ExpCategory: 551 - Repairs and Maintenance** | | | | | | | |
| 101-463-551025 | Contract Maintenance | 529,807.42 | 498,990.69 | 532,252.00 | 497,734.80 | 532,252.00 | 587,223.00 |
| 101-463-551075 | Minor & Other Equip Maint | 7,288.94 | 9,421.16 | 9,800.00 | 0.00 | 9,800.00 | 9,800.00 |
| **ExpCategory: 551 - Repairs and Maintenance Total:** | | **537,096.36** | **508,411.85** | **542,052.00** | **497,734.80** | **542,052.00** | **597,023.00** |
| **Department: 463 - Swim Pool Total:** | | **589,273.52** | **562,064.08** | **594,552.00** | **573,976.70** | **621,552.00** | **665,023.00** |

# DEPARTMENT: PARKS AND RECREATION
# DIVISION: 464 EVENT FACILITIES
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

Under the umbrella of Parks and Recreation, Event Facilities provides a place where guests can celebrate life events such as social or cultural activities. The Event Facilities are centrally located in Schertz for businesses and other organizations to hold meetings, training, and/or other specialized events. This department handles all aspects of event rental, and in cooperation with other department's plans, coordinates and executes each event from start to finish (initial deposit to event feedback).

## GOALS FOR FY 2024-25

### Strategic Plan Emphasis

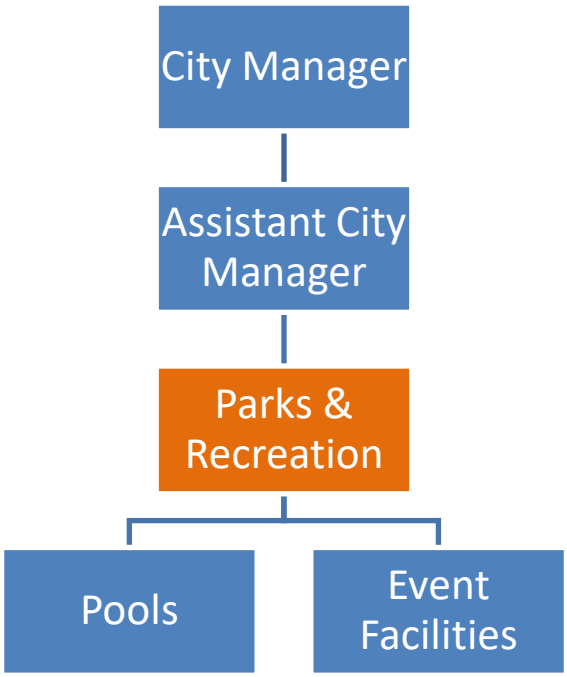
- Policy Value: High Quality of Life
    - Promotes community involvement by attracting public events such as fundraisers, tradeshows/conventions, and performing arts events.
    - Promotes high quality of life for residents and other customers by providing an affordable, friendly, and safe gathering place for special events.
- Policy Value: Service Oriented
    - Promotes relationships with surrounding cities, businesses, organizations, and citizens by offering audio/video capabilities and attractive, flexible and diverse use of venue space through upgrades in technology and building improvements.

### Project focus for FY 2024-25

- Continue to implement new event management software to increase operational efficiency and provide better customer service.

- Implement a maintenance week closure into the operating schedule to provide for deep cleaning, preventative maintenance, and minor repairs to occur without interruption for increased efficiency.

## ORGANIZATIONAL CHART




| EVENT FACILITIES | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Civic Center Manager | 1 | 1 | 1 | 1 |
| Civic and Community Center Coordinator | 1 | 1 | 1 | 1 |
| Event Attendant | 2 | 2 | 4 | 4 |
| Event Attendant (P/T) | 2 | 2 | 1 | 1 |
| TOTAL POSITIONS | 6 | 6 | 7 | 7 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Number of events booked | 808 | 1020 | 1097 | 1100 |
| Number of events cancelled | 137 | 200 | 225 | 200 |
| Number of facility tours | 300 | 300 | 325 | 350 |
| Number of web inquiries answered | 209 | 300 | 925 | 1000 |

| Efficiency | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Revenue | 422,262 | 390,000 | 302,363 | 440,589 |
| Comp'd Value | 123,000 | 38,000 | 75,000 | 75,000 |

| Effectiveness | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Tradeshows/conventions | 11 | 15 | 48 | 50 |
| Customer satisfaction Rating | 95% | 90% | 97% | 100% |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $325,069 | $440,490 | $519,399 | $535,263 |
| Supplies and Equipment | 16,892 | 8,037 | 15,080 | 27,100 |
| Utility Services | 47,276 | 74,998 | 74,427 | 77,964 |
| Operating Expenses | 1,591 | 62 | 1,825 | 1,850 |
| Repairs and Maintenance | 4,173 | 0 | 2,450 | 2,500 |
| Capital Outlay | 0 | 0 | 65,404 | 0 |
| *Total* | *$395,000* | *$523,587* | *$678,585* | *$644,677* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget will decrease 5.3% from the FY 2023-24 year-end estimate due to lower Capital Outlay costs in 2024-25.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 464 - Event Facilities** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-464-511110 | Regular | 222,924.11 | 287,814.11 | 291,357.00 | 289,827.83 | 344,062.00 | 369,271.00 |
| 101-464-511120 | Overtime | 5,584.89 | 5,384.05 | 5,884.00 | 4,270.42 | 4,500.00 | 6,923.00 |
| 101-464-511210 | Longevity | 3,979.00 | 7,033.00 | 6,472.00 | 9,868.50 | 9,869.00 | 10,132.00 |
| 101-464-511230 | Certification Allowance | 0.00 | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-464-511310 | FICA - Employer | 17,430.33 | 22,704.76 | 23,215.00 | 22,957.10 | 27,420.00 | 29,531.00 |
| 101-464-511350 | TMRS-Employer | 37,836.31 | 58,586.36 | 50,701.00 | 51,637.22 | 60,252.00 | 64,892.00 |
| 101-464-511410 | Health-Employer | 32,929.18 | 39,792.54 | 39,882.00 | 47,331.44 | 53,919.00 | 43,652.00 |
| 101-464-511500 | Workers' Compensation | 291.44 | 548.24 | 4,070.00 | 577.66 | 577.00 | 4,562.00 |
| 101-464-511605 | Temporary Employee Svcs | 1,198.97 | 14,953.31 | 5,000.00 | 19,437.79 | 12,800.00 | 0.00 |
| 101-464-511606 | Uniforms | 1,039.12 | 1,782.13 | 1,500.00 | 2,153.94 | 2,200.00 | 2,000.00 |
| 101-464-511610 | Memberships-Professional | 249.00 | 294.28 | 500.00 | 350.00 | 500.00 | 500.00 |
| 101-464-511612 | Training/Travel | 1,450.44 | 1,378.78 | 2,891.00 | 2,301.20 | 3,000.00 | 3,500.00 |
| 101-464-511614 | Meeting Expenses | 155.88 | 168.13 | 300.00 | 171.32 | 300.00 | 300.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **325,068.67** | **440,489.69** | **431,772.00** | **450,884.42** | **519,399.00** | **535,263.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-464-521000 | Operating Supplies | 3,418.63 | 1,679.37 | 3,136.00 | 4,026.40 | 3,500.00 | 14,000.00 |
| 101-464-521041 | Ancillary Products | 375.00 | 435.00 | 490.00 | 0.00 | 0.00 | 500.00 |
| 101-464-521100 | Office Supplies | 567.26 | 885.66 | 784.00 | 528.94 | 800.00 | 800.00 |
| 101-464-521708 | Furniture & Fixtures | 1,682.21 | 525.97 | 980.00 | 957.83 | 980.00 | 2,000.00 |
| 101-464-521712 | Operating Equipment | 10,849.38 | 4,510.66 | 9,800.00 | 9,328.95 | 9,800.00 | 9,800.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **16,892.48** | **8,036.66** | **15,190.00** | **14,842.12** | **15,080.00** | **27,100.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-464-533100 | Gas Utility Service | 1,208.85 | 1,254.18 | 1,058.00 | 827.44 | 1,510.17 | 1,164.00 |
| 101-464-533200 | Electric Utility Service | 40,168.55 | 63,190.23 | 55,000.00 | 50,416.00 | 60,000.00 | 66,000.00 |
| 101-464-533410 | Water Utility Service | 4,799.65 | 9,504.98 | 8,721.00 | 7,019.86 | 11,916.67 | 9,600.00 |
| 101-464-533500 | Vehicle Fuel | 1,098.74 | 1,048.82 | 1,000.00 | 586.70 | 1,000.00 | 1,200.00 |
| | **ExpCategory: 533 - Utility Services Total:** | **47,275.79** | **74,998.21** | **65,779.00** | **58,850.00** | **74,426.84** | **77,964.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-464-534000 | Advertising | 1,408.79 | 0.00 | 1,000.00 | 500.00 | 1,000.00 | 1,000.00 |
| 101-464-534002 | Business Meetings/Networking | 0.00 | 0.00 | 150.00 | 0.00 | 150.00 | 150.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-464-534027 | Memberships-City Use | 0.00 | 0.00 | 0.00 | 161.60 | 175.00 | 0.00 |
| 101-464-534029 | Printing & Binding | 181.72 | 62.00 | 500.00 | 189.23 | 500.00 | 700.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **1,590.51** | **62.00** | **1,650.00** | **850.83** | **1,825.00** | **1,850.00** |
| **ExpCategory: 551 - Repairs and Maintenance** | | | | | | | |
| 101-464-551076 | Other Maintenance Agreements | 4,172.77 | 0.00 | 2,450.00 | 0.00 | 2,450.00 | 2,500.00 |
| **ExpCategory: 551 - Repairs and Maintenance Total:** | | **4,172.77** | **0.00** | **2,450.00** | **0.00** | **2,450.00** | **2,500.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-464-581005 | Equipment Over $5,000 | 0.00 | 0.00 | 0.00 | 5,404.00 | 5,404.00 | 0.00 |
| 101-464-581012 | Vehicles & Accs Over $5,000 | 0.00 | 0.00 | 60,000.00 | 0.00 | 60,000.00 | 0.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **0.00** | **0.00** | **60,000.00** | **5,404.00** | **65,404.00** | **0.00** |
| **Department: 464 - Event Facilities Total:** | | **395,000.22** | **523,586.56** | **576,841.00** | **530,831.37** | **678,584.84** | **644,677.00** |

# DEPARTMENT: 665 LIBRARY
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The Schertz Public Library supports life-long learning, literacy and recreation for library materials in print, audiovisual and digital formats for users of all ages. It encourages the love of reading and learning by providing story time, special event programs, and various other literacy-based programs for infants, children and teens, and enriches the lives of adults by providing instructional and recreational programming in high-interest areas such as technology, health and fitness, financial planning, and crafts. The library acts as a community hub by providing meeting and study spaces to individuals and community groups, and provides public access to technology including computers, the Internet, wi-fi and printers, as well as to online employment, business and educational resources. The library's primary service area includes more than 123,000 people in the Cities of Schertz, Cibolo and Selma, and Guadalupe County.

## GOALS FOR 2024-25

### Strategic Plan Emphasis

- Policy Value: High Quality of Life
    - Provide all community members access to a wide variety of engaging materials, services and programs that support life-long learning, literacy, and recreation.
    - Provide welcoming spaces for meetings, quiet individual activities and studying, and group activities.
    - Provide digital literacy skills and access to computers, Internet service, and other technology devices such as mobile hotspots to close the digital divide due to socioeconomic status and service gaps in rural areas.
- Operational Value: Service Oriented
    - Provide outreach services and activities outside of the library building to community members, schools, and community organizations to bring library services to those who can't visit the building.
    - Partner with city departments, local governments, schools, businesses, and organizations to provide programming opportunities beyond regular library programming.
    - Provide high quality, customer-focused service by focusing on the City's core values and investing in on-going staff training in customer service principles, policy and procedures, technology training, and library best practices.

## Project Focus for FY 2024-25

- Recurring projects:
    - Improve the collection and acceptable items-to-customer ratio by adding titles in a variety of formats. Focus continues to be on collections with high turnover rates, e.g., bestsellers, graphic novels, beginning readers, etc., with an additional focus in FY25 on increasing the number of items in our newest circulating collections—games, activity kits, and read-along audiobooks.
    - Maintain weeding and replacement schedule to enhance and update collections.
    - Review and update policies and procedures with the aims of providing excellent customer-focused service, inclusion, equitable access, and efficiency in service delivery.
    - Pursue Texas Municipal Library Directors 2024 Achievement in Excellence Award by demonstrating consistent excellence and outstanding contributions to public library services within our community.
- Specific projects:
    - Purchase additional mobile hot spots to expand hot spot circulation program.
    - Add a multi-week adult program series aimed at improving digital literacy skills for beginners.
    - Revise online subject guides using LibGuides to promote library content and connect library users to online instruction and resources.
    - Complete full implementation of in-house laptop circulation program.
    - Conduct Edge technology survey and community interest survey.
    - Investigate feasibility of and implement, if need is found, outreach programming to all areas of service area.
    - Reorganize library spaces by relocating various collections to different parts of the library to accommodate collection growth, including Adult and Youth Spanish materials, the Juvenile Graphic Novel collection, and various other collections.
    - Add additional fitness and wellness, or other high interest classes to the adult programming schedule.
    - Explore opportunities for workforce development programming.
    - Add additional ESL courses throughout the year.
    - Establish more volunteer opportunities for adult and teen volunteers.

## ORGANIZATION CHART

| LIBRARY | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Library Director | 1 | 1 | 1 | 1 |
| Librarian | 3 | 3 | 3 | 3 |
| Library Technician | 2 | 2 | 2 | 2 |
| Library Assistant | 3 | 3 | 4 | 4 |
| Library Assistant (20 hours) | 7 | 9 | 7 | 7 |
| Library Assistant (10 hours) | 4 | 2 | 2 | 2 |
| Programming Specialist (20 hours) | 1 | 2 | 2 | 2 |
| Temp Part-time Library Assistant (Unfunded) | 1 | 1 | 1 | 1 |
| TOTAL POSITIONS | 22 | 23 | 22 | 22 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Service population (determined by TSLAC) | 121,698 | 121,698 | 123,167 | 125,000 |
| Registered Borrowers | 29,612 | 28,734 | 30,600 | 31,000 |
| Total Materials Collection | 155,715 | 159,256 | 166,000 | 172,000 |
| Total Circulation | 359,425 | 396,794 | 400,000 | 410,000 |
| Total Library Visits | 157,428 | 194,260 | 210,000 | 213,000 |
| Total Program Attendance | 3,448 | 14,700 | 16,500 | 17,000 |

| Efficiency | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Cost per Person Served | $9.41 | $10.50 | $11.50 | $11.93 |
| Cost per Circulation | $3.18 | $3.22 | $3.54 | $3.64 |
| Circulation per Circulation FTE | 39,936 | 41,768 | 42,105 | 41,158 |

| Effectiveness | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Percentage of Population with Library Cards | 24.33% | 23.61% | 24.84% | 24.80% |
| Materials Expenditures/Capita | $1.07 | $1.27 | $1.35 | $1.33 |
| Materials Expenditures as a Percentage of Operating Budget (striving for 15% min.) | 11.35% | 12.07% | 11.72% | 11.13% |
| Items/Capita (striving to meet 1.53 items/capita standard) | 1.28 | 1.31 | 1.35 | 1.38 |
| Circulation/Capita | 2.95 | 3.26 | 3.25 | 3.28 |
| Library Visits/Capita | 1.29 | 1.6 | 1.71 | 1.70 |
| Program Attendance/Capita | 0.03 | 0.12 | 0.13 | 0.14 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $918,237 | $1,001,807 | $1,137,593 | $1,209,372 |
| Supplies and Equipment | 158,429 | 201,130 | 200,100 | 199,100 |
| Utility Services | 63,622 | 71,955 | 74,000 | 68,000 |
| Operating Expenses | 4,396 | 2,934 | 4,910 | 5,300 |
| *Total* | *$1,144,684* | *$1,277,826* | *$1,416,603* | *$1,481,772* |

**PROGRAM JUSTIFICATION AND ANALYSIS**

The Library FY 2024-25 Budget increases 4.4% from the FY 2023-24 year-end estimate with the anticipated wage increase.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 665 - Library** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-665-511110 | Regular | 643,372.70 | 700,395.83 | 786,060.00 | 656,873.42 | 779,378.00 | 859,739.00 |
| 101-665-511120 | Overtime | 292.88 | 595.36 | 1,053.00 | 1,018.14 | 1,350.00 | 1,053.00 |
| 101-665-511210 | Longevity | 16,817.00 | 18,067.33 | 18,180.00 | 17,273.00 | 17,273.00 | 19,452.00 |
| 101-665-511230 | Certification Allowance | 2,310.20 | 2,541.76 | 2,471.00 | 1,906.32 | 2,165.00 | 2,471.00 |
| 101-665-511310 | FICA - Employer | 48,770.04 | 53,774.02 | 61,735.00 | 50,690.13 | 61,213.00 | 67,464.00 |
| 101-665-511350 | TMRS-Employer | 100,722.57 | 110,730.28 | 125,385.00 | 109,306.75 | 134,508.00 | 138,334.00 |
| 101-665-511410 | Health-Employer | 98,795.12 | 107,874.65 | 104,801.00 | 111,800.26 | 124,757.00 | 105,471.00 |
| 101-665-511500 | Workers' Compensation | 907.62 | 1,694.44 | 1,693.00 | 1,799.00 | 1,799.00 | 1,858.00 |
| 101-665-511606 | Uniforms | 21.00 | 0.00 | 440.00 | 0.00 | 100.00 | 200.00 |
| 101-665-511607 | Awards | 171.95 | 158.85 | 300.00 | 207.31 | 300.00 | 300.00 |
| 101-665-511610 | Memberships-Professional | 1,336.40 | 1,393.24 | 2,000.00 | 1,688.35 | 1,750.00 | 1,895.00 |
| 101-665-511612 | Training/Travel | 4,700.00 | 4,312.60 | 12,700.00 | 12,206.32 | 12,700.00 | 10,735.00 |
| 101-665-511614 | Meeting Expenses | 19.81 | 268.70 | 300.00 | 285.75 | 300.00 | 400.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **918,237.29** | **1,001,807.06** | **1,117,118.00** | **965,054.75** | **1,137,593.00** | **1,209,372.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-665-521000 | Operating Supplies | 9,587.35 | 13,740.32 | 19,500.00 | 17,093.64 | 19,500.00 | 19,500.00 |
| 101-665-521100 | Office Supplies | 1,617.32 | 2,442.19 | 3,000.00 | 1,341.39 | 3,000.00 | 2,000.00 |
| 101-665-521702 | Postage | 2,541.66 | 2,623.88 | 3,000.00 | 2,599.86 | 3,000.00 | 3,000.00 |
| 101-665-521708 | Furniture & Fixtures | 14,730.34 | 25,984.34 | 3,600.00 | 0.00 | 3,600.00 | 3,600.00 |
| 101-665-521714 | Donation-Expense | 0.00 | 2,080.83 | 5,000.00 | 5,765.79 | 5,000.00 | 5,000.00 |
| 101-665-521718 | Library Materials Less $5,000 | 129,952.00 | 154,258.53 | 166,000.00 | 145,710.84 | 166,000.00 | 166,000.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **158,428.67** | **201,130.09** | **200,100.00** | **172,511.52** | **200,100.00** | **199,100.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-665-533100 | Gas Utility Service | 2,551.73 | 2,801.01 | 3,000.00 | 2,364.87 | 3,000.00 | 3,000.00 |
| 101-665-533200 | Electric Utility Service | 45,398.41 | 53,885.02 | 40,000.00 | 41,679.03 | 50,000.00 | 50,000.00 |
| 101-665-533410 | Water Utility Service | 15,672.21 | 15,268.72 | 21,000.00 | 15,043.21 | 21,000.00 | 15,000.00 |
| | **ExpCategory: 533 - Utility Services Total:** | **63,622.35** | **71,954.75** | **64,000.00** | **59,087.11** | **74,000.00** | **68,000.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-665-534010 | Requested Expanded Programs | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-665-534027 | Memberships-City Use | 0.00 | 0.00 | 0.00 | 35.80 | 36.00 | 0.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-665-534029 | Printing & Binding | 2,266.58 | 740.30 | 2,700.00 | 2,515.00 | 2,700.00 | 3,000.00 |
| 101-665-534048 | Courier/Delivery Services | 2,129.00 | 2,194.00 | 2,300.00 | 2,174.00 | 2,174.00 | 2,300.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **4,395.58** | **2,934.30** | **5,000.00** | **4,724.80** | **4,910.00** | **5,300.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-665-541017 | Professional Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-665-581009 | Library Materials Over $5,000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** |
| **Department: 665 - Library Total:** | | **1,144,683.89** | **1,277,826.20** | **1,386,218.00** | **1,201,378.18** | **1,416,603.00** | **1,481,772.00** |

# DEPARTMENT: INTERNAL SERVICES
# DIVISION: 853 INFORMATION TECHNOLOGIES (IT)
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The Information Technologies Dept. is charged with maintaining, operating, and securing the City's information assets. These assets form the foundation upon which many of the City's core operations depend. Therefore, this foundation must be reliable, resilient, and responsive. To meet these expectations, the department focuses daily on customer service, education, and planning.

The IT department increases the business return on technology investments by creating and managing hardware and software through dedicated planning and alignment. IT is also dedicated to ensuring a great end user experience by designing, implementing, managing, and continually improving our processes.

IT is also tasked to protect the organization and its ability to perform its mission. We accomplish this through a comprehensive security program, managing our data, ensuring efficiency, effectiveness, and compliancy. We also strive to deploy programs designed to engage our staff and citizens in easy and convenient ways.

The City of Schertz uses a Geographic Information System (GIS) to create maps, analyze information, and visually examine the geographic features of our region. Many functions of City government have a geographic dimension and the successful execution of GIS Services can substantially increase efficiency, collaboration and empowerment in the decision-making process.

## GOALS FOR FY 24-25

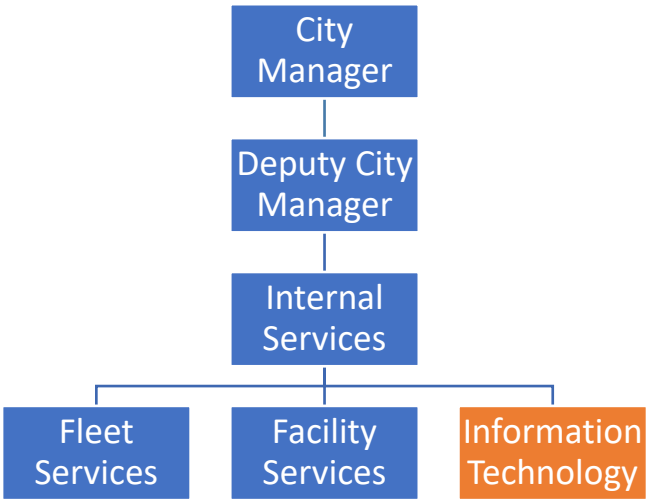
### Strategic Plan Emphasis

- Policy Value: Essential Services
    - Improve efficiency, productivity, workflows, and collaborations
    - Mobilize the city by choosing cloud-base services to improve communication sharing between city departments
    - Improve fiber connection between all city buildings
- Policy Value: Attractive Community
    - Provide excellent customer service
    - Safeguard the city's network and the data shared within

### Project focus for FY 24-25

- Improve fiber communication between buildings at 10 Commercial Place
- Install firewall redundancy throughout the City's network system

## ORGANIZATIONAL CHART




| INFORMATION TECHNOLOGY | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Director | 1 | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| Senior Systems Administrator | 1 | 1 | 1 | 1 |
| Computer Systems Support Engineer | 1 | 1 | 1 | 1 |
| IT Support Specialist | 3 | 3 | 3 | 3 |
| Public Safety Administrator | 1 | 1 | 1 | 1 |
| GIS Administrator | 1 | 1 | 1 | 1 |
| GIS Specialist | 1 | 1 | 2 | 2 |
| TOTAL POSITIONS | 10 | 10 | 11 | 11 |

| Workload | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Average Annual Work Orders Completed | 2,550 | 3,084 | 3,200 | 3,200 |
| Average Monthly Hours to Complete Work Orders | 1.25 | 1.5 | 1.25 | 1.25 |
| Total Projects | 45 | 62 | 67 | 67 |
| Average Monthly Project Hours | 620 | 620 | 750 | 750 |
| Total Emails Received | 1,122,550 | 1,116,600 | 1,239,530 | 1,239,530 |
| Total Sent Good Email | 452,550 | 454,875 | 475,000 | 475,000 |
| Total Teams Meetings | 1,675 | 1,452 | 1,575 | 1,575 |
| Total Teams Interoffice Chats | 14,500 | 23,450 | 25,000 | 25,000 |

| Efficiency | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| % Work Orders Completed 0-1 Day | 46% | 46% | 45% | 55% |
| % Work Orders Completed 2-3 Days | 8% | 8% | 12% | 15% |
| % Work Orders Completed 4-6 Days | 11% | 11% | 11% | 10% |
| % Work Orders Completed 7-10 Days | 7% | 7% | 9% | 5% |
| %Work Orders Completed >11 Days | 28% | 28% | 23% | 15% |
| Average Number of Days to Work Orders | | | | |
| % Time on GIS Specific Projects | 52% | 52% | 53% | 55% |
| % Time on GIS Customer Assistance | 8% | 8% | 9% | 17% |
| % Time on Training/Conferences | 0% | 0% | 8% | 8% |
| % Time on Non-Department Projects | 20% | 20% | 16% | 8% |
| % Time on Administrative Overhead | 20% | 20% | 14% | 12% |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $995,922 | $1,147,821 | $1,321,410 | $1,339,410 |
| Supplies and Equipment | 287,006 | 211,283 | 250,843 | 494,650 |
| Utility Services | 367,727 | 393,771 | 471,000 | 516,000 |
| Operating Expenses | 998,027 | 974,499 | 1,133,042 | 1,465,525 |
| Professional Services | 1,406 | 103,799 | 45,253 | 20,000 |
| Repairs and Maintenance | 0 | 0 | 3,800 | 3,800 |
| Rental/Leasing | 3,346 | 1,295 | 3,875 | 0 |
| Capital Outlay | 0 | 51,696 | 140,000 | 0 |
| *Total* | *$2,653,434* | *$2,884,164* | *$3,369,223* | *$3,839,385* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The Information Technology FY 2024-25 Budget increases 12.2% from the FY 2023-24 year-end estimate. The increase is due to the anticipated wage adjustments, contractual software increases, and new server purchases for police officers' virtual terminals.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 853 - Information Technology** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-853-511110 | Regular | 631,166.18 | 739,670.14 | 787,825.00 | 708,312.87 | 835,839.00 | 871,689.00 |
| 101-853-511120 | Overtime | 44,900.91 | 53,627.98 | 40,004.00 | 47,832.51 | 46,000.00 | 49,645.00 |
| 101-853-511210 | Longevity | 8,414.33 | 10,347.00 | 9,243.00 | 9,433.00 | 9,433.00 | 10,432.00 |
| 101-853-511230 | Certification Allowance | 600.00 | 150.00 | 0.00 | 390.00 | 510.00 | 747.00 |
| 101-853-511310 | FICA - Employer | 50,263.03 | 59,831.28 | 64,006.00 | 56,804.51 | 68,221.00 | 71,303.00 |
| 101-853-511350 | TMRS-Employer | 122,699.54 | 121,514.71 | 139,788.00 | 121,271.25 | 149,909.00 | 156,681.00 |
| 101-853-511410 | Health-Employer | 93,459.89 | 108,547.85 | 123,430.00 | 128,168.16 | 142,997.00 | 110,203.00 |
| 101-853-511500 | Workers' Compensation | 1,211.09 | 2,266.66 | 1,358.00 | 2,400.50 | 2,401.00 | 1,510.00 |
| 101-853-511606 | Uniforms | 1,350.53 | 1,415.83 | 2,700.00 | 2,654.62 | 2,700.00 | 3,300.00 |
| 101-853-511610 | Memberships-Professional | 165.00 | 467.14 | 1,400.00 | 576.10 | 1,400.00 | 1,900.00 |
| 101-853-511612 | Training/Travel | 41,691.38 | 49,982.57 | 62,000.00 | 47,251.92 | 62,000.00 | 62,000.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **995,921.88** | **1,147,821.16** | **1,231,754.00** | **1,125,095.44** | **1,321,410.00** | **1,339,410.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-853-521100 | Office Supplies | 4,136.09 | 5,875.29 | 5,700.00 | 3,760.99 | 3,715.83 | 8,800.00 |
| 101-853-521300 | Motor Vehicle Supplies | 13.00 | 527.70 | 400.00 | 0.00 | 583.92 | 0.00 |
| 101-853-521600 | Equip Maint Supplies | 3,470.72 | 4,052.94 | 4,700.00 | 2,044.51 | 5,042.92 | 0.00 |
| 101-853-521701 | Computer Fees & Licenses | 10,499.97 | 7,493.92 | 5,000.00 | 1,635.87 | 5,000.00 | 6,000.00 |
| 101-853-521708 | Furniture & Fixtures | 1,163.33 | 2,088.12 | 1,500.00 | 856.54 | 1,500.00 | 2,000.00 |
| 101-853-521710 | Computer & Peripherals Under... | 229,095.32 | 170,430.60 | 237,000.00 | 130,838.07 | 200,000.00 | 153,600.00 |
| 101-853-521711 | Communication Equip Less $5,... | 38,627.64 | 5,784.35 | 40,000.00 | 84.97 | 20,000.00 | 55,050.00 |
| 101-853-521716 | Equipment Under $5,000 | 0.00 | 15,030.25 | 15,000.00 | 13,890.81 | 15,000.00 | 269,200.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **287,006.07** | **211,283.17** | **309,300.00** | **153,111.76** | **250,842.67** | **494,650.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-853-533300 | Telephone/Land Line | 59,094.95 | 74,673.03 | 70,000.00 | 62,889.83 | 70,000.00 | 75,000.00 |
| 101-853-533310 | Telephone/Cell Phones | 106,964.64 | 124,571.96 | 125,000.00 | 103,328.22 | 142,000.00 | 150,000.00 |
| 101-853-533320 | Telephone/Air Cards | 100,306.06 | 100,838.95 | 101,000.00 | 82,670.47 | 108,000.00 | 115,000.00 |
| 101-853-533330 | Telephone/Internet | 100,562.51 | 92,648.94 | 125,000.00 | 126,613.88 | 150,000.00 | 175,000.00 |
| 101-853-533500 | Vehicle Fuel | 798.34 | 1,038.00 | 1,000.00 | 735.52 | 1,000.00 | 1,000.00 |
| | **ExpCategory: 533 - Utility Services Total:** | **367,726.50** | **393,770.88** | **422,000.00** | **376,237.92** | **471,000.00** | **516,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 | 2024-25 |
|---|---|---|---|---|---|---|---|
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-853-534010 | Requested Expanded Programs | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-853-534027 | Memberships-City Use | 0.00 | 0.00 | 0.00 | 71.60 | 72.00 | 0.00 |
| 101-853-534034 | Software Maint-City Wide | 513,111.44 | 508,713.78 | 688,739.00 | 531,998.16 | 575,000.00 | 820,749.40 |
| 101-853-534035 | Software Maint-Dept Specific | 475,276.57 | 420,942.25 | 546,525.00 | 469,818.09 | 550,000.00 | 644,775.67 |
| 101-853-534036 | Software Maintenance | 0.00 | 32,760.00 | 0.00 | 8,472.74 | 7,970.00 | 0.00 |
| 101-853-534037 | Computer Maintenance | 9,639.41 | 12,082.71 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **998,027.42** | **974,498.74** | **1,235,264.00** | **1,010,360.59** | **1,133,042.00** | **1,465,525.07** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-853-541003 | Computer Consulting | 0.00 | 4,130.15 | 5,000.00 | 335.00 | 4,333.33 | 5,000.00 |
| 101-853-541010 | IT Services-Web Design/Maint | 0.00 | 93,113.68 | 0.00 | 25,920.22 | 25,920.00 | 0.00 |
| 101-853-541017 | Professional Services | 1,406.25 | 6,554.97 | 13,000.00 | 7,862.31 | 15,000.00 | 15,000.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **1,406.25** | **103,798.80** | **18,000.00** | **34,117.53** | **45,253.33** | **20,000.00** |
| **ExpCategory: 551 - Repairs and Maintenance** | | | | | | | |
| 101-853-551022 | Other Maintenance Agreements | 0.00 | 0.00 | 3,800.00 | 55.88 | 3,800.00 | 3,800.00 |
| **ExpCategory: 551 - Repairs and Maintenance Total:** | | **0.00** | **0.00** | **3,800.00** | **55.88** | **3,800.00** | **3,800.00** |
| **ExpCategory: 561 - Rental/Leasing** | | | | | | | |
| 101-853-561200 | Lease/Purchase Payments | 3,345.98 | 1,294.74 | 0.00 | 0.00 | 3,875.08 | 0.00 |
| **ExpCategory: 561 - Rental/Leasing Total:** | | **3,345.98** | **1,294.74** | **0.00** | **0.00** | **3,875.08** | **0.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-853-581003 | Computer & Peripherals Over $... | 0.00 | 31,118.64 | 162,000.00 | 97,263.36 | 140,000.00 | 0.00 |
| 101-853-581005 | Equipment Over $5,000 | 0.00 | 20,577.81 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **0.00** | **51,696.45** | **162,000.00** | **97,263.36** | **140,000.00** | **0.00** |
| **Department: 853 - Information Technology Total:** | | **2,653,434.10** | **2,884,163.94** | **3,382,118.00** | **2,796,242.48** | **3,369,223.08** | **3,839,385.07** |

# DEPARTMENT: 866 HUMAN RESOURCES

FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The Human Resources Department provides services and support in the areas of recruitment, selection, staffing, benefits administration, labor law compliance, performance management, employee development and relations, health and wellness, and policy administration.

## STRATEGIC GOALS AND OBJECTIVES

### Operational Value – Service Oriented

*In an organization that has a Service Oriented culture, there is the focus on meeting and exceeding current and future customer needs.*

- Deliver HR services, programs, and communications that add value for our prospective employees and current employees.

### Operational Value – Engaged Workforce

*Valuing people is the framework for building and sustaining an Engaged Workforce, who in turn are committed to serving customers and making a positive difference in their lives.*

- Improve employee retention by leading efforts for adoption of strategies which promote a diverse workforce and create a great work climate.
- Support the talent development of our employees through professional and career development.
- Administer HR policy and programs effectively and efficiently, while maintaining internal customer satisfaction and meeting budget constraints.

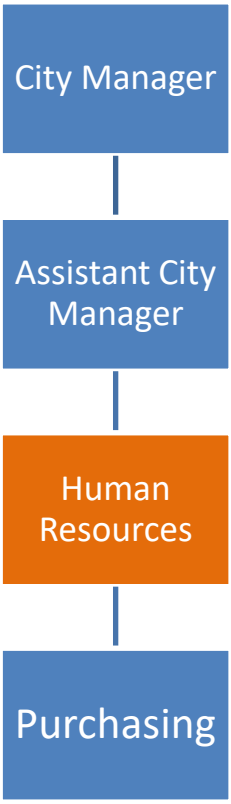
### Operational Value – Proactive

*Proactive means initiating change by anticipating future situations in order to make things happen.*

- Compete for top talent with effective recruitment strategies and an efficient recruitment process.

- Ensure our compensation and performance management processes are designed and executed to align and maximize our people's performance with the goals of the organization.

## ORGANIZATIONAL CHART




| HUMAN RESOURCES | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Director | 1 | 1 | 1 | 1 |
| HR Manger | 1 | 1 | 1 | 1 |
| Senior HR Generalist | 1 | 1 | 1 | 1 |
| HR Generalist | 1 | 1 | 1 | 1 |
| Human Resources Assistant | 1 | 1 | 1 | 1 |
| TOTAL POSITIONS | 5 | 5 | 5 | 5 |

## PERFORMANCE INDICATORS

| Workload/Output Measures | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Total No. of Employees (Avg.) | 430 | 430 | 430 | 460 |
| # Full Time Employees (Avg.) | 395 | 395 | 380 | 410 |
| Job Announcements Posted | 84 | 84 | 110 | 110 |
| # Applications received | 5,288 | 5,288 | 5,000 | 1000 - 3,216 ADP `19 |
| # Full Time Positions Filled | 77 | 77 | 80 | 80 |
| # Part Time Positions Filled | 11 | 11 | 10 | 10 |
| # Total Turnover | 88 | 88 | 85 | 80 |
| # Full Time Turnover | 81 | 81 | 75 | 80 |
| # Part Time Turnover | 7 | 7 | 10 | 10 |
| # Retirements | 6 | 6 | 10 | 12 |
| # FMLA Claims | 37 | 37 | 40 | 17 (or request - 30) |
| # General Training Courses | 15 | 15 | 15 | 15 |
| # of tuition reimbursements | 24 | 24 | 20 | 20 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $548,678 | $643,659 | $702,602 | $754,180 |
| Supplies and Equipment | 1,197 | 1,588 | 3,775 | 4,200 |
| Operating Expenses | 100,568 | 104,574 | 105,223 | 123,450 |
| Professional Services | 4,126 | 520 | 64,500 | 4,500 |
| *Total* | *$654,569* | *$750,340* | *$876,100* | *$886,330* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget will increase 1.2% from the FY 2023-24 year-end estimate with the anticipated wage increase.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 866 - Human Resources** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-866-511110 | Regular | 297,548.88 | 364,622.98 | 386,498.00 | 339,602.95 | 402,669.00 | 411,828.00 |
| 101-866-511120 | Overtime | 481.14 | 541.62 | 337.00 | 765.03 | 1,000.00 | 973.00 |
| 101-866-511210 | Longevity | 4,872.00 | 5,482.00 | 6,142.00 | 6,197.00 | 6,197.00 | 6,926.00 |
| 101-866-511230 | Certification Allowance | 3,015.00 | 3,140.00 | 2,863.00 | 2,530.00 | 2,990.00 | 2,863.00 |
| 101-866-511310 | FICA - Employer | 22,629.84 | 27,742.01 | 30,262.00 | 25,988.87 | 31,583.00 | 32,306.00 |
| 101-866-511350 | TMRS-Employer | 50,480.12 | 61,391.08 | 66,091.00 | 54,974.29 | 69,401.00 | 70,988.00 |
| 101-866-511410 | Health-Employer | 49,289.07 | 59,853.48 | 63,927.00 | 60,306.66 | 67,185.00 | 57,653.00 |
| 101-866-511500 | Workers' Compensation | 472.78 | 885.09 | 650.00 | 937.09 | 938.00 | 693.00 |
| 101-866-511600 | Unemployment Compensation | 14,854.73 | 436.00 | 20,000.00 | 8,490.64 | 5,000.00 | 20,000.00 |
| 101-866-511601 | Tuition Reimbursement | 15,263.64 | 21,339.27 | 18,000.00 | 27,444.89 | 25,689.00 | 20,000.00 |
| 101-866-511602 | Employee Wellness Program | 8,115.87 | 15,632.96 | 40,000.00 | 5,959.24 | 15,000.00 | 40,000.00 |
| 101-866-511606 | Uniforms | 360.49 | 296.72 | 500.00 | 290.50 | 500.00 | 500.00 |
| 101-866-511608 | Training Classes | 36,322.91 | 21,877.94 | 20,000.00 | 14,445.29 | 21,000.00 | 21,000.00 |
| 101-866-511609 | Employee Recognition-Morale | 24,362.82 | 33,386.79 | 40,000.00 | 27,118.62 | 30,000.00 | 42,000.00 |
| 101-866-511610 | Memberships-Professional | 1,217.00 | 1,130.14 | 2,450.00 | 1,236.00 | 2,450.00 | 2,450.00 |
| 101-866-511612 | Training/Travel | 433.35 | 7,790.50 | 8,000.00 | 2,071.71 | 5,000.00 | 8,000.00 |
| 101-866-511614 | Meeting Expenses | 0.00 | 0.00 | 1,000.00 | 178.10 | 1,000.00 | 1,000.00 |
| 101-866-511617 | Medical Services | 18,958.00 | 18,110.00 | 15,000.00 | 14,245.00 | 15,000.00 | 15,000.00 |
| **ExpCategory: 511 - Personnel Services Total:** | | **548,677.64** | **643,658.58** | **721,720.00** | **592,781.88** | **702,602.00** | **754,180.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-866-521000 | Operating Supplies | 499.71 | 938.88 | 3,160.00 | 1,953.88 | 2,500.00 | 3,000.00 |
| 101-866-521100 | Office Supplies | 697.47 | 567.76 | 700.00 | 730.34 | 775.00 | 700.00 |
| 101-866-521708 | Furniture & Fixtures | 0.00 | 81.25 | 500.00 | 500.00 | 500.00 | 500.00 |
| **ExpCategory: 521 - Supplies and Equipment Total:** | | **1,197.18** | **1,587.89** | **4,360.00** | **3,184.22** | **3,775.00** | **4,200.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-866-534000 | Advertising | 1,938.00 | 6,520.89 | 19,450.00 | 5,295.54 | 4,000.00 | 19,450.00 |
| 101-866-534006 | COBRA FSA/HSA Adm Services | 6,090.30 | 8,927.71 | 8,400.00 | 6,014.30 | 7,000.00 | 8,500.00 |
| 101-866-534018 | Employee Assistance | 9,420.64 | 7,608.24 | 10,000.00 | 16,943.76 | 10,500.00 | 10,000.00 |
| 101-866-534023 | Interview Expenses | 1,831.45 | 49.00 | 2,450.00 | 779.34 | 1,500.00 | 1,500.00 |
| 101-866-534025 | Pre-employment Check | 2,598.25 | 4,537.20 | 3,000.00 | 2,470.75 | 2,700.00 | 3,000.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-866-534026 | Medical Co-pay | 2,330.00 | 540.00 | 3,000.00 | 1,595.00 | 1,925.00 | 3,000.00 |
| 101-866-534027 | Memberships-City Use | 0.00 | 0.00 | 0.00 | 71.60 | 72.00 | 0.00 |
| 101-866-534029 | Printing & Binding | 1,359.84 | 1,390.84 | 3,000.00 | 1,616.32 | 2,525.72 | 3,000.00 |
| 101-866-534053 | Broker Services | 75,000.00 | 75,000.00 | 75,000.00 | 68,750.00 | 75,000.00 | 75,000.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **100,568.48** | **104,573.88** | **124,300.00** | **103,536.61** | **105,222.72** | **123,450.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-866-541017 | Professional Services | 4,126.05 | 520.00 | 64,500.00 | 63,222.01 | 64,500.00 | 4,500.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **4,126.05** | **520.00** | **64,500.00** | **63,222.01** | **64,500.00** | **4,500.00** |
| **Department: 866 - Human Resources Total:** | | **654,569.35** | **750,340.35** | **914,880.00** | **762,724.72** | **876,099.72** | **886,330.00** |

# DEPARTMENT: 868 FINANCE
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

Prepare monthly financial reports for the City Manager, City Council and City departments. Process all accounts payable and receivable in a timely manner, prepare 1099s, and prepare monthly bank reconciliations. Maintain and process payroll for all city employees. Finance handles unclaimed property and its subsequent disbursements to the individuals or the State. Adopt and update an Investment Policy and strategy annually that follows the Public Funds Investment Act that outlines oversight of investment funds and states the types of investments the city can use. Manage debt service and fixed assets annually. Complete the annual budget, facilitate annual audit, Annual Comprehensive Financial Report and Popular Annual Financial Report. Perform financial forecasting to make better, more informed operational decisions. The Finance Director also oversees the Utility Billing and Municipal Court Divisions.

## GOALS FOR FY 2024-25

### Strategic Plan Emphasis

### Policy Value: Financially Sustainable

- Provide timely and accurate financial information and reports to the City Manager, City Council, other City departments, citizens, and other agencies so they have the information they need to make operational decisions to keep the city financially sustainable. Reports should be delivered within 20 days of the prior month's end.
- Receive the Government Finance Officers Association Certification of Excellence in Financial Reporting for the 38th consecutive year.
- Improve the 5-year budgeting and forecasting plan for operations and debt management. These tools help maintain the fiscal sustainability of the City.
- Maintain a 10-year budgeting plan for Construction in Progress (CIP) project for the city.

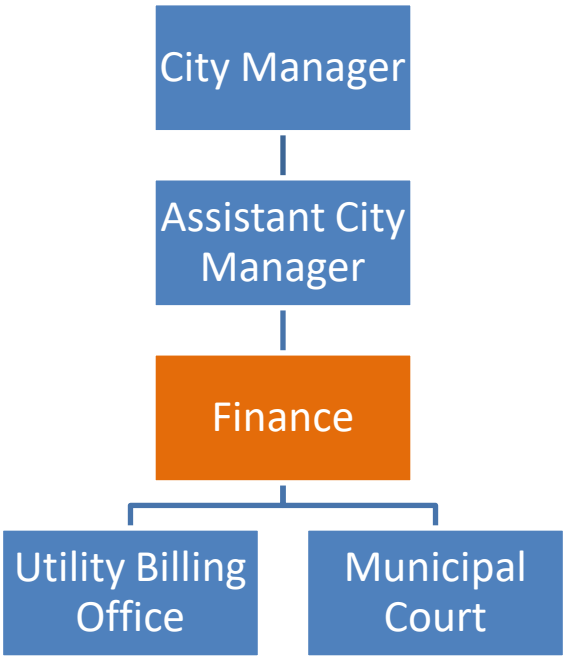
**Operational Value: Systems Management**

- With the new financial software going live on April 1, 2024, Finance is teaching departments new procedures to best utilize new financial software. With the new software, departments will be able to run more useful reports. These reports can be run daily to show any changes to the revenues and expenses for the department. These reports will also help maintain the fiscal year budget. The goal is that departments will be able to easily understand how the department financial operations run on a day-to-day basis. With the new software, ERP also has the City starting the process of going paperless.

**Project Focus for FY 2024-25**

- Refine internal processes and systems to be more effective and efficient.
- Go paperless in office, less cost for physical storage & documents always at hand and less postage/paper as payments sent in electronically.
- Submit for financial transparency awards, i.e. Transparency Star for Economic Development, Budget Award

**ORGANIZATIONAL CHART**



| ACCOUNTING | 2020-21 Actual | 2021-22 Actual | 2022-23 Estimate | 2023-24 Budget | 2024-25 Budget |
|---|---|---|---|---|---|
| Finance Director | 1 | 1 | 1 | 1 | 1 |
| Assistant Director | 1 | 1 | 1 | 1 | 1 |
| Senior Accountant | 1 | 1 | 1 | 0 | 0 |
| Financial Analyst | 1 | 1 | 1 | 1 | 1 |
| Accountant | 1 | 1 | 1 | 2 | 2 |
| Accounts Payable Coordinator | 1 | 1 | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 | 1 | 1 |
| TOTAL POSITIONS | 7 | 7 | 7 | 7 | 7 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Accounts payable checks | 6,269 | 6,125 | 6,200 | 6,500 |
| Accounts payable EFT | 0 | 0 | 50 | 100 |
| Number of Purchase Orders Processed | 7,322 | 8,215 | 8,500 | 5,000 |
| Active Vendors to manage | | | | 1,500 |

| Effectiveness | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Certificate of Achievement for Excellence in Financial Reporting, Accumulative | 36 | 37 | 38 | 39 |
| Quarterly Financials completed within 30 days | 0 | 0 | 1 | 2 |
| Popular Annual Financial Report | 0 | 0 | 1 | 2 |
| COA Award | 36 | 37 | 38 | 39 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $673,128 | $696,232 | $716,565 | $790,326 |
| Supplies and Equipment | 2,901 | 3,805 | 3,195 | 3,100 |
| Operating Expenses | 3,586 | 4,253 | 5,000 | 4,300 |
| Professional Services | 48,727 | 24,949 | 43,200 | 42,500 |
| *Total* | *$728,341* | *$729,239* | *$767,960* | *$840,226* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget will increase 8.6% from the FY 2023-24 year-end estimate. This increase is due to increased costs for services and goods. Also, with anticipated wage increase from Class and Comp study.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 868 - Finance** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-868-511110 | Regular | 456,877.38 | 467,487.13 | 498,174.00 | 398,611.08 | 483,301.00 | 547,738.00 |
| 101-868-511120 | Overtime | 1,595.53 | 2,152.53 | 936.00 | 1,992.28 | 2,250.00 | 980.00 |
| 101-868-511210 | Longevity | 12,116.50 | 14,497.00 | 11,207.00 | 10,698.00 | 10,698.00 | 11,489.00 |
| 101-868-511230 | Certification Allowance | 2,430.00 | 2,540.00 | 2,528.00 | 1,980.00 | 2,340.00 | 2,528.00 |
| 101-868-511310 | FICA - Employer | 34,558.08 | 35,791.40 | 39,196.00 | 30,958.58 | 38,142.00 | 43,012.00 |
| 101-868-511350 | TMRS-Employer | 77,748.90 | 79,754.98 | 85,604.00 | 66,093.30 | 83,813.00 | 94,514.00 |
| 101-868-511410 | Health-Employer | 82,785.33 | 88,586.72 | 94,783.00 | 78,435.05 | 87,993.00 | 81,192.00 |
| 101-868-511500 | Workers' Compensation | 669.84 | 1,251.86 | 841.00 | 1,327.69 | 1,328.00 | 923.00 |
| 101-868-511606 | Uniforms | 353.52 | 401.00 | 0.00 | 0.00 | 700.00 | 350.00 |
| 101-868-511610 | Memberships-Professional | 1,010.00 | 1,035.00 | 1,160.00 | 995.00 | 1,000.00 | 1,100.00 |
| 101-868-511612 | Training/Travel | 2,983.24 | 2,734.19 | 3,000.00 | 5,393.15 | 5,000.00 | 6,500.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **673,128.32** | **696,231.81** | **737,429.00** | **596,484.13** | **716,565.00** | **790,326.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-868-521000 | Operating Supplies | 1,961.31 | 1,938.61 | 2,000.00 | 2,635.79 | 2,250.00 | 2,000.00 |
| 101-868-521100 | Office Supplies | 659.52 | 678.86 | 700.00 | 487.48 | 600.00 | 700.00 |
| 101-868-521708 | Furniture & Fixtures | 279.99 | 1,187.93 | 300.00 | 345.18 | 345.18 | 400.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **2,900.82** | **3,805.40** | **3,000.00** | **3,468.45** | **3,195.18** | **3,100.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-868-534000 | Advertising | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-868-534058 | Investment Management Fee | 3,585.78 | 4,253.18 | 4,000.00 | 5,000.00 | 5,000.00 | 4,300.00 |
| | **ExpCategory: 534 - Operating Expenses Total:** | **3,585.78** | **4,253.18** | **4,000.00** | **5,000.00** | **5,000.00** | **4,300.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-868-541000 | Auditor/Accounting Service | 22,000.00 | 10,000.00 | 26,500.00 | 25,200.00 | 25,200.00 | 26,500.00 |
| 101-868-541017 | Professional Services | 26,726.50 | 14,948.50 | 22,000.00 | 14,620.00 | 18,000.00 | 16,000.00 |
| | **ExpCategory: 541 - Professional Services Total:** | **48,726.50** | **24,948.50** | **48,500.00** | **39,820.00** | **43,200.00** | **42,500.00** |
| | **Department: 868 - Finance Total:** | **728,341.42** | **729,238.89** | **792,929.00** | **644,772.58** | **767,960.18** | **840,226.00** |

# DEPARTMENT: HUMAN RESOURCES
# DIVISION: 872 PURCHASING
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The Purchasing Department is responsible for managing the Purchasing, Inventory, Property Disposal, Contracts, Grants, Real Property Acquisitions, Risk Management, Worker's Compensation, Property Insurance, and Safety functions for the City.

Purchasing manages all bids, quotes, contracts and agreements, City purchases, warehouse inventory, City property disposal, auctions, grants, fleet vehicle registration and titles, and Real Property acquisitions.

The department is also responsible for the City's Risk Management and Safety program. It Maintains the City Capital and Fixed Assets inventory, property and liability insurance schedules, processes all insurance claims, insurance litigation, and workers compensation, monitors all safety aspects of City functions, schedules employee safety training, evaluates loss runs to identify trends and mitigate risk.

## STRATEGIC GOALS AND OBJECTIVES

### Core Value – Do the Right Thing

- Maintain the highest levels of ethical practices for all department functions.

### Economic Policy Value – Fiscally Sustainable

- Procure quality goods and services for all City departments, from appropriate sources, using the most efficient and economical means at the best possible price and make them available at the right place and time.
- Use supply contracts and co-ops in order to improve delivery time of particular items and to take advantage of quantity discounts.

**Operational Value – Service Oriented**

*In an organization that has a Service Oriented culture, there is the focus on meeting and exceeding current and future customer needs.*

- All City departments receive their orders in a timely manner to effectively perform their job functions in an efficient manner.
- Maintain a professional relationship with all City departments and vendors, insuring open communication.

**Operational Value – Systems Management**

*Systems Management aligns and integrates all components of the organization as a unified whole to achieve the mission, ongoing success and performance excellence.*

- Maintain the City Purchasing Manual, combining State and Local Purchasing Legislation.
- Manage, review, and track City contracts and agreements. Notify departments when contracts are expiring.
- Manage the real property acquisition process to include routing of offers for property purchases and overseeing the offer to closing processes.
- Manage procedures for Capital and Fixed asset inventory and accountability and conduct physical surveys of City property.
- Manage disposal and auction activities for surplus, excess, and damaged City property.
- Manage insurance and Workers Compensation claims and accident/incident reports with immediate response. Gather all information for all incidents involving City property regardless of repair costs. Retain claims, reports and litigation according to the Texas State Records Retention Schedules.

**Operational Value – Proactive**

*Proactive means initiating change by anticipating future situations in order to make things happen.*

- Develop and oversee Purchasing training for employees to ensure compliance with City Policy, State and Local Purchasing Legislation.
- Develop and oversee safety training for employees to minimize accidents and incidents and mitigate risk. Develop and Maintain the City Safety Policy.

## ORGANIZATIONAL CHART

| PURCHASING | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Purchasing Manager | 1 | 1 | 1 | 1 |
| Purchasing Specialist | 1 | 1 | 1 | 1 |
| Risk & Safety Specialist | 1 | 1 | 1 | 1 |
| TOTAL POSITIONS | 3 | 3 | 3 | 3 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Bids and Proposals Drafted | 44 | 24 | 20 | 30 |
| Bids and Proposals Responses | 127 | 57 | 38 | 100 |
| Contracts Reviewed | 211 | 97 | 75 | 100 |
| Meetings with Vendors | 42 | 22 | 20 | 30 |
| Research Requests | 135 | 71 | 45 | 100 |
| Workers Comp Claims Processed | 84 | 144 | 39 | 100 |
| Accident and Incident Investigated | 309 | 217 | 150 | 200 |
| Training Classes Held | 6 | 16 | 20 | 20 |
| Vehicles Processed (Titles, Gas Cards, Plates) | 422 | 247 | 150 | 300 |
| Fixed Asset Modifications | 350 | 163 | 150 | 175 |
| GovDeals Items Processed | 148 | 98 | 65 | 75 |
| GovDeals Total Sales | $333,459.74 | $25,186.52 | $100,000.00 | $10,000.00 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $269,711 | $267,811 | $237,474 | $307,823 |
| Supplies and Equipment | 2,115 | 7,845 | 5,300 | 5,640 |
| Utility Services | 0 | 793 | 0 | 0 |
| Operating Expenses | 6,033 | 6,245 | 6,100 | 5,600 |
| Professional Services | 0 | 241 | 0 | 0 |
| *Total* | *$277,858* | *$282,935* | *$248,874* | *$319,063* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget reflects an increase of 22% from the FY 2023-24 year-end estimate to account for training related to new staff certifications and anticipated wage increases.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 872 - Purchasing & Asset Mgt** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-872-511110 | Regular | 185,530.42 | 175,177.57 | 202,403.00 | 117,843.67 | 148,600.00 | 200,753.00 |
| 101-872-511120 | Overtime | 172.51 | 53.91 | 72.00 | 271.60 | 500.00 | 287.00 |
| 101-872-511210 | Longevity | 4,418.00 | 5,451.08 | 3,285.00 | 2,593.00 | 2,593.00 | 2,906.00 |
| 101-872-511230 | Certification Allowance | 1,215.00 | 955.00 | 1,120.00 | 315.00 | 495.00 | 1,120.00 |
| 101-872-511310 | FICA - Employer | 14,552.30 | 13,464.39 | 15,816.00 | 8,711.50 | 11,642.00 | 15,678.00 |
| 101-872-511350 | TMRS-Employer | 30,883.78 | 29,749.35 | 34,541.00 | 18,924.57 | 25,583.00 | 34,451.00 |
| 101-872-511410 | Health-Employer | 23,747.85 | 33,488.96 | 40,334.00 | 32,766.55 | 36,928.00 | 37,966.00 |
| 101-872-511500 | Workers' Compensation | 256.29 | 479.80 | 340.00 | 507.97 | 508.00 | 337.00 |
| 101-872-511606 | Uniforms | 161.08 | 274.88 | 325.00 | 0.00 | 325.00 | 325.00 |
| 101-872-511610 | Memberships-Professional | 1,069.00 | 1,469.27 | 2,000.00 | 745.00 | 2,000.00 | 2,000.00 |
| 101-872-511612 | Training/Travel | 5,556.31 | 6,035.10 | 12,000.00 | 1,153.01 | 6,000.00 | 10,000.00 |
| 101-872-511614 | Meeting Expenses | 40.00 | 166.98 | 500.00 | 116.23 | 500.00 | 350.00 |
| 101-872-511617 | Medical Services | 2,108.00 | 1,044.98 | 1,490.00 | 1,950.00 | 1,800.00 | 1,650.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **269,710.54** | **267,811.27** | **314,226.00** | **185,898.10** | **237,474.00** | **307,823.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-872-521000 | Operating Supplies | 249.13 | 305.33 | 450.00 | 194.70 | 200.00 | 450.00 |
| 101-872-521005 | Inspections-Registration Fees | 2,026.63 | 2,760.19 | 3,000.00 | 2,874.75 | 3,000.00 | 3,000.00 |
| 101-872-521100 | Office Supplies | -661.12 | 1,079.36 | 450.00 | 461.72 | 500.00 | 450.00 |
| 101-872-521300 | Motor Vehicle Supplies | 0.00 | 0.00 | 240.00 | 0.00 | 100.00 | 240.00 |
| 101-872-521708 | Furniture & Fixtures | 499.97 | 2,610.00 | 2,000.00 | 643.81 | 1,500.00 | 1,000.00 |
| 101-872-521710 | Computer & Peripherals Under... | 0.00 | 1,090.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-872-521712 | Operating Equipment Under $5... | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **2,114.61** | **7,844.88** | **6,640.00** | **4,174.98** | **5,300.00** | **5,640.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-872-533320 | Telephone/Air Cards | 0.00 | 793.37 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **ExpCategory: 533 - Utility Services Total:** | **0.00** | **793.37** | **0.00** | **0.00** | **0.00** | **0.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-872-534000 | Advertising | 4,236.25 | 4,209.53 | 5,500.00 | 4,612.75 | 4,000.00 | 3,500.00 |
| 101-872-534027 | Memberships-City Use | 1,299.00 | 1,504.00 | 2,000.00 | 1,505.60 | 2,000.00 | 2,000.00 |
| 101-872-534029 | Printing & Binding | 0.00 | 31.00 | 100.00 | 8.56 | 100.00 | 100.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-872-534032 | Service Fees - GovDeals | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-872-534036 | Software Maintenance | 498.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **6,033.25** | **6,244.53** | **7,600.00** | **6,126.91** | **6,100.00** | **5,600.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 101-872-541017 | Professional Services | 0.00 | 240.50 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **0.00** | **240.50** | **0.00** | **0.00** | **0.00** | **0.00** |
| **Department: 872 - Purchasing & Asset Mgt Total:** | | **277,858.40** | **282,934.55** | **328,466.00** | **196,199.99** | **248,874.00** | **319,063.00** |

# DEPARTMENT: INTERNAL SERVICES
# DIVISION: 877 FLEET SERVICES
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

Fleet Services provides maintenance, repair, upgrade and outfitting services for all City owned vehicles and equipment totaling nearly 400 units. The list of services includes P.M. services, fluid and filter changes, state inspections, tire services, troubleshooting, diagnosis, and repair of mechanical and electrical systems. Fleet Services also maintains motor pool services, vehicle and equipment replacement schedules, vehicle specifications and standardization throughout the fleet.

## GOALS FOR FY 24-25

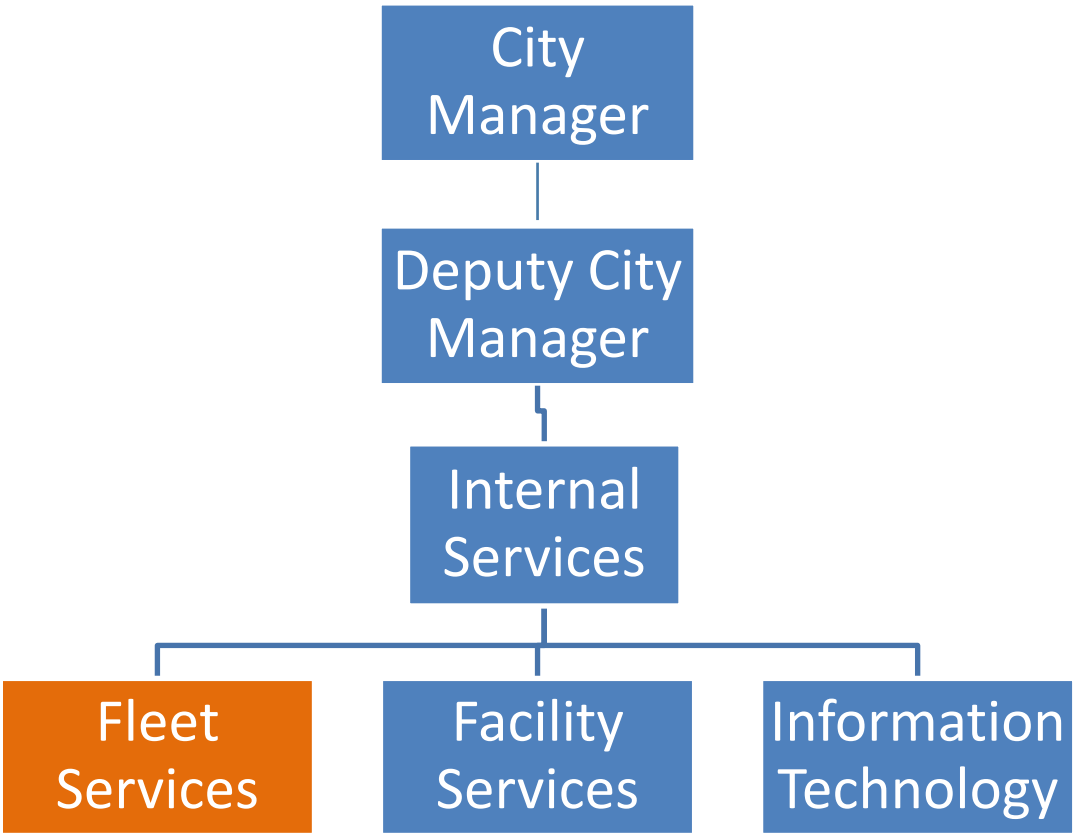
### Strategic Plan Emphasis

- Policy Value: Essential Services
    - Maintain and repair vehicles and equipment to increase their lifespan.
    - Optimize fleet availability with minimal turn-around times.
    - Develop and implement fleet utilization guidelines and procedures.
    - Maintain and improve vehicle and equipment safety
- Policy Value: Attractive Community
    - Enhancing safety for city employees

### Project focus for FY 24-25

- Improve current vehicle replacement program
- Improve current generator maintenance program to included specified trainings

## ORGANIZATIONAL CHART




| FLEET MAINTENANCE | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Internal Services Director | 0 | 0 | 1 | 1 |
| Assistant Director | 1 | 1 | 0 | 0 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| Fleet Superintendent | 1 | 1 | 1 | 1 |
| Fleet Supervisor | 1 | 1 | 1 | 1 |
| Fleet Mechanic | 4 | 4 | 4 | 4 |
| Inventory Parks Clerk | 0 | 0 | 1 | 1 |
| TOTAL POSITIONS | 8 | 8 | 9 | 9 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Work Orders: | | | | |
| -Police Department vehicles and equipment | 450 | 583 | 585 | 590 |
| -EMS vehicles and equipment | 425 | 446 | 450 | 455 |
| -Streets vehicles and equipment | 200 | 242 | 245 | 250 |
| -Administration vehicles | 8 | 3 | 3 | 3 |
| -Animal Control vehicles | 35 | 67 | 70 | 75 |
| -Facilities Services vehicles | 80 | 73 | 75 | 75 |
| -Fire vehicles and equipment | 215 | 219 | 225 | 230 |
| -Fleet Service vehicles | 25 | 104 | 111 | 115 |
| -I.T. | 15 | 18 | 18 | 18 |
| -Planning/Inspection/Comm Dev vehicles | 0 | 75 | 80 | 80 |
| -Parks vehicles and equipment | 120 | 162 | 170 | 170 |
| -Water & Sewer vehicles and equipment | 185 | 306 | 310 | 320 |
| -Utility Billing vehicles | 40 | 15 | 17 | 17 |
| -Drainage vehicles and equipment | 205 | 199 | 200 | 200 |
| -Economic Development vehicles | 7 | 6 | 4 | 4 |
| Engineering vehicles | 25 | 31 | 49 | 45 |
| -Purchasing vehicles | 2 | 0 | 0 | |
| -Operations (non-asset specific) | 15 | 0 | 8 | 15 |
| -Motor Pool vehicles | 80 | 98 | 80 | 80 |
| Work Orders(in-house) | | 0 | 0 | 0 |
| Work Orders (outside vendors) | | 0 | 0 | 0 |
| *Total Work Orders Issued* | 2,132 | 2,659 | 2,700 | 2742 |

| Efficiency | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Hours Worked | | | | |
| Public Safety | 2300 | 2195 | 1917 | 2200 |
| Public Works | 2000 | 979 | 7669 | 7700 |
| Administration Vehicles | 5 | 2 | 2 | 2 |
| Facilities Services Vehicles | 70 | 52 | 25 | 45 |
| Fleet Service Vehicles | 35 | 224 | 235 | 240 |
| I.T | 10 | 9 | 4 | 5 |
| Planning/Inspection/Comm | 0 | | | |
| Dev vehicles | | 79 | 107 | 93 |
| Parks vehicles and equipment | 165 | 196 | 209 | 202 |
| Economic Development vehicles | 5 | 7 | 4 | 5 |
| Engineering vehicles | 50 | 31 | 32 | 35 |
| Purchasing vehicles | 7 | 0 | 0 | 0 |
| Motor Pool vehicles | 70 | 28 | 24 | 30 |
| Fleet Operations | 220 | 0 | 0 | 0 |
| *Total Hours Worked* | 4937 | 3918 | 10,299 | 10,557 |

| Effectiveness | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| % of all vehicles and equipment issues resolved without recall | 97% | 97% | 98% | 98% |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $571,550 | $694,010 | $886,459 | $890,021 |
| Supplies and Equipment | 260,681 | 119,146 | 316,700 | 266,050 |
| Utility Services | 9,420 | 11,363 | 12,000 | 12,500 |
| Repairs and Maintenance | 230,124 | 316,166 | 345,000 | 308,000 |
| Capital Outlay | 145,545 | 72,133 | 88,774 | 0 |
| *Total* | *$1,217,320* | *$1,212,819* | *$1,648,933* | *$1,476571* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget will decrease 11.7% from the FY 2023-24 year-end estimate. Supplies and Equipment and Capital Outlay costs are lower for 2024-25 budget compared to estimated 2023-24 costs.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 877 - Fleet Service** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-877-511110 | Regular | 341,685.99 | 455,958.66 | 554,675.00 | 487,218.74 | 576,394.00 | 580,312.00 |
| 101-877-511120 | Overtime | 10,233.52 | 10,357.18 | 21,121.00 | 7,008.78 | 8,000.00 | 10,964.00 |
| 101-877-511210 | Longevity | 2,812.33 | 3,317.00 | 4,328.00 | 4,135.00 | 4,135.00 | 5,318.00 |
| 101-877-511230 | Certification Allowance | 1,927.50 | 3,170.00 | 2,365.00 | 3,480.00 | 4,140.00 | 2,365.00 |
| 101-877-511310 | FICA - Employer | 25,878.83 | 35,043.59 | 44,546.00 | 37,317.21 | 45,339.00 | 45,803.00 |
| 101-877-511350 | TMRS-Employer | 57,194.43 | 76,236.71 | 97,289.00 | 82,823.89 | 99,628.00 | 100,647.00 |
| 101-877-511410 | Health-Employer | 67,831.35 | 73,652.81 | 95,998.00 | 90,662.56 | 101,418.00 | 98,302.00 |
| 101-877-511500 | Workers' Compensation | 4,972.03 | 9,293.00 | 8,754.00 | 9,855.09 | 9,855.00 | 9,110.00 |
| 101-877-511605 | Temporary Employee Svcs | 30,299.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-877-511606 | Uniforms | 4,493.65 | 5,423.27 | 6,600.00 | 7,109.99 | 7,500.00 | 8,000.00 |
| 101-877-511607 | Awards | 482.47 | 1,692.97 | 300.00 | 377.27 | 300.00 | 500.00 |
| 101-877-511612 | Training/Travel | 23,722.02 | 19,465.29 | 28,900.00 | 23,087.51 | 29,000.00 | 28,000.00 |
| 101-877-511614 | Meeting Expenses | 16.08 | 399.48 | 1,000.00 | 660.12 | 750.00 | 700.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **571,550.07** | **694,009.96** | **865,876.00** | **753,736.16** | **886,459.00** | **890,021.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-877-521000 | Operating Supplies | 9,539.17 | 12,900.81 | 12,000.00 | 13,475.65 | 14,000.00 | 0.00 |
| 101-877-521005 | Supplies-Inspections | 0.00 | 0.00 | 850.00 | 247.00 | 850.00 | 850.00 |
| 101-877-521100 | Office Supplies | 689.56 | 486.40 | 500.00 | 737.05 | 850.00 | 700.00 |
| 101-877-521201 | Oil/Lube/Chemical Supplies | 18,500.66 | 19,678.92 | 19,000.00 | 19,370.45 | 19,000.00 | 22,000.00 |
| 101-877-521300 | Motor Vehicle Supplies | 204,211.30 | 62,045.73 | 205,000.00 | 287,199.64 | 240,000.00 | 205,000.00 |
| 101-877-521600 | Equip Maint Supplies | 2,141.81 | 635.05 | 5,000.00 | 1,339.70 | 5,000.00 | 7,500.00 |
| 101-877-521701 | Computer Fees & Licenses | 4,689.34 | 8,418.54 | 7,000.00 | 4,872.17 | 7,000.00 | 7,000.00 |
| 101-877-521709 | Vehicles & Accs Less $5,000 | 10,221.78 | 11,658.83 | 10,000.00 | 16,867.74 | 19,000.00 | 12,000.00 |
| 101-877-521712 | Operating Equipment | 10,687.37 | 3,321.74 | 11,000.00 | 13,950.33 | 11,000.00 | 11,000.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **260,680.99** | **119,146.02** | **270,350.00** | **358,059.73** | **316,700.00** | **266,050.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-877-533500 | Vehicle Fuel | 9,420.03 | 11,363.41 | 12,000.00 | 11,707.35 | 12,000.00 | 12,500.00 |
| | **ExpCategory: 533 - Utility Services Total:** | **9,420.03** | **11,363.41** | **12,000.00** | **11,707.35** | **12,000.00** | **12,500.00** |
| **ExpCategory: 551 - Repairs and Maintenance** | | | | | | | |
| 101-877-551076 | Other Maintenance Agreements | 12,744.02 | 21,316.74 | 25,000.00 | 64,035.02 | 45,000.00 | 50,000.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-877-551077 | Outside Collision Repair | 30,144.06 | 49,629.60 | 33,000.00 | 45,711.11 | 50,000.00 | 50,000.00 |
| 101-877-551078 | Outside Fleet Repair | 187,235.54 | 245,220.13 | 250,000.00 | 207,844.44 | 250,000.00 | 208,000.00 |
| **ExpCategory: 551 - Repairs and Maintenance Total:** | | **230,123.62** | **316,166.47** | **308,000.00** | **317,590.57** | **345,000.00** | **308,000.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-877-581005 | Equipment Over $5,000 | 88,116.93 | 0.00 | 29,774.00 | 5,091.66 | 29,774.00 | 0.00 |
| 101-877-581012 | Vehicles & Accs Over $5,000 | 57,428.00 | 72,132.90 | 0.00 | 50,843.25 | 59,000.00 | 0.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **145,544.93** | **72,132.90** | **29,774.00** | **55,934.91** | **88,774.00** | **0.00** |
| **Department: 877 - Fleet Service Total:** | | **1,217,319.64** | **1,212,818.76** | **1,486,000.00** | **1,497,028.72** | **1,648,933.00** | **1,476,571.00** |

# DEPARTMENT: INTERNAL SERVICES
# DIVISION: 878 Facility Services
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

Facility Services supports and maintains 27 City facilities totaling 301.656 square feet. The City buildings include City Hall, Administration Building, Police, Emergency Services Buildings, Community Center Central, Community Center North, City Council Chambers, Civic Center, Public Library, Visitor Center (Kramer House), YMCA, Senior Center, Purchasing building, Public Works facility, Animal Control, Aquatic Center, various offices, meeting/training rooms, and storage areas. In addition, Facility Services provides set up for events such as Parks Events (Jubilee, Christmas Tree lighting, parades), Employee Memorial Ceremony, City Council, Planning and Zoning, various Boards and Commissions, Department meetings, Municipal Court, training seminars, elections, groundbreaking ceremonies, and other special events.

## GOALS FOR FY 24-25

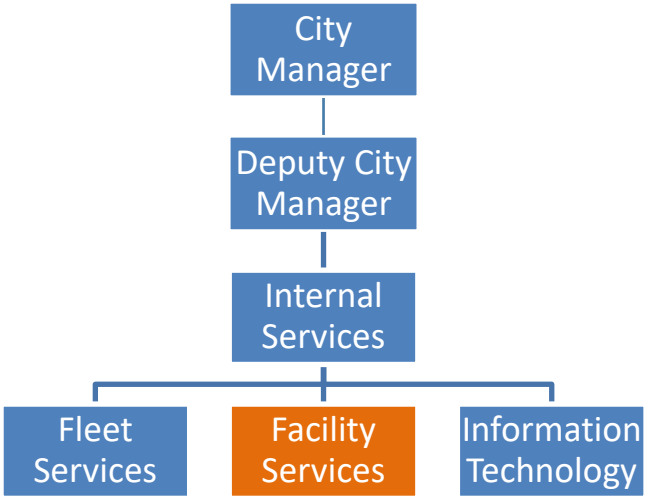
### Strategic Plan Emphasis

- Policy Value: Essential Services
    - Deliver exceptional customer services
    - Creating a comprehensive maintenance schedule through preventative maintenance to extend the life of facilities and specified equipment.
    - Increase safety and security by enhancing access control systems, conducting regular safety inspections, implementing emergency response protocols, and training staff members on handling critical situations
    - Establishing an energy efficiency goal by implementing energy-efficient practices to help reduce energy consumption
    - Space utilization goal to help foster growth, innovation, and eliminate wasted areas
- Policy Value: Attractive Community
    - Maintain safe and clean facilities.

**Project focus for FY 24-25**

- Replace HVAC systems around City campuses
- Perform preventative maintenance to the interior of buildings
- Assess building functionality and spatial utilization throughout the City campuses
- Upgrade some features within each building

## ORGANIZATION CHART




| FACILITY SERVICES | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Facility Maintenance Superintendent | 1 | 1 | 1 | 1 |
| Facility Maintenance Supervisor | 1 | 1 | 1 | 1 |
| Facilities Maintenance Crew Leader | 1 | 1 | 1 | 1 |
| Facilities Maintenance Technician | 4 | 1 | 1 | 2 |
| Grounds Maintenance Technician | 1 | 1 | 1 | 0 |
| HVAC Technician | 1 | 1 | 1 | 1 |
| HVAC Apprentice | 1 | 1 | 1 | 1 |
| Master Electrician | 1 | 1 | 1 | 1 |
| Journeyman Electrician | 0 | 1 | 1 | 1 |
| Master Plumber | 0 | 1 | 1 | 1 |
| Plumber Apprentice | 0 | 1 | 1 | 1 |
| TOTAL POSITIONS | 11 | 11 | 11 | 11 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Square footage maintained | 301,656 | 301,656 | 301,656 | 301,656 |
| City Buildings Maintained | 27 | 27 | 27 | 27 |
| Completed work orders | 238 | 1560 | 1800 | 1800 |
| Internal Pest Control Services | 22 | 35 | 41 | 41 |

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Electrical Repairs | 22 | 154 | 178 | 166 |
| Plumbing Repairs | 31 | 165 | 190 | 177 |
| HVAC Repairs | 27 | 93 | 107 | 100 |
| Carpentry | 17 | 161 | 188 | 175 |
| Misc. / other | 119 | 952 | 1095 | 1024 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $771,489 | $897,424 | $1,077,402 | $1,012,978 |
| Supplies and Equipment | 120,852 | 140,321 | 135,435 | 155,350 |
| Utility Services | 193,501 | 211,969 | 217,100 | 220,000 |
| Operating Expenses | 0 | 0 | 45 | 0 |
| Repairs and Maintenance | 516,001 | 697,915 | 446,090 | 462,000 |
| Rental/Leasing | 0 | 0 | 490 | 490 |
| Capital Outlay | 36,557 | 52,658 | 306,665 | 260,000 |
| *Total* | *$1,638,400* | *$2,000,288* | *$2,183,227* | *$2,110,818* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget decreases 3.4% from the FY 2023-24 year-end estimates. The building maintenance funds were moved from Maintenance Services to Capital Outlay to better track emergency repairs and routine maintenance versus building renovations and large repair projects.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 878 - Building Maintenance** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 101-878-511110 | Regular | 474,535.00 | 544,833.62 | 600,888.00 | 529,171.62 | 623,485.00 | 607,785.00 |
| 101-878-511120 | Overtime | 10,762.53 | 12,458.25 | 29,320.00 | 21,414.53 | 27,000.00 | 31,458.00 |
| 101-878-511210 | Longevity | 14,425.00 | 12,512.33 | 13,113.00 | 13,875.50 | 13,875.00 | 13,132.00 |
| 101-878-511230 | Certification Allowance | 2,538.20 | 2,255.08 | 2,633.00 | 1,114.28 | 1,234.00 | 2,059.00 |
| 101-878-511310 | FICA - Employer | 35,002.23 | 40,625.47 | 49,416.00 | 39,894.66 | 50,918.00 | 50,064.00 |
| 101-878-511350 | TMRS-Employer | 82,909.10 | 97,288.45 | 107,923.00 | 94,640.70 | 111,886.00 | 110,010.00 |
| 101-878-511410 | Health-Employer | 125,933.55 | 155,509.48 | 174,522.00 | 188,660.04 | 207,082.00 | 158,364.00 |
| 101-878-511500 | Workers' Compensation | 7,931.74 | 14,912.25 | 12,972.00 | 15,721.56 | 15,722.00 | 13,106.00 |
| 101-878-511606 | Uniforms | 8,093.94 | 6,802.94 | 10,000.00 | 9,955.89 | 10,000.00 | 12,000.00 |
| 101-878-511607 | Awards | 2,765.99 | 5,686.72 | 7,000.00 | 5,922.70 | 7,000.00 | 7,000.00 |
| 101-878-511612 | Training/Travel | 5,917.24 | 4,539.57 | 9,200.00 | 9,415.72 | 9,200.00 | 8,000.00 |
| 101-878-511614 | Meeting Expenses | 674.03 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 511 - Personnel Services Total:** | | **771,488.55** | **897,424.16** | **1,016,987.00** | **929,787.20** | **1,077,402.00** | **1,012,978.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-878-521000 | Operating Supplies | 101,374.00 | 112,016.24 | 104,500.00 | 89,259.58 | 100,000.00 | 115,000.00 |
| 101-878-521100 | Office Supplies | 743.03 | 728.79 | 735.00 | 439.66 | 735.00 | 850.00 |
| 101-878-521200 | Chem/Med/Lab Supplies | 3,174.79 | 11,758.60 | 14,000.00 | 13,784.99 | 14,200.00 | 14,000.00 |
| 101-878-521300 | Motor Vehicle Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-521315 | Landscaping Supplies-Campus | 13,856.05 | 14,396.93 | 22,000.00 | 9,876.75 | 15,000.00 | 22,000.00 |
| 101-878-521600 | Equip Maint Supplies | 0.00 | 74.88 | 1,500.00 | 549.99 | 1,500.00 | 0.00 |
| 101-878-521701 | Computer Fees & Licenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-521715 | Police/Fire/Medical Equipment | 1,704.00 | 1,346.00 | 3,430.00 | 5,490.74 | 4,000.00 | 3,500.00 |
| 101-878-521716 | Equipment Under $5,000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 521 - Supplies and Equipment Total:** | | **120,851.87** | **140,321.44** | **146,165.00** | **119,401.71** | **135,435.00** | **155,350.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 101-878-533100 | Gas Utility Service | 9,422.08 | 14,984.85 | 16,000.00 | 13,540.20 | 15,000.00 | 18,000.00 |
| 101-878-533200 | Electric Utility Service | 134,760.13 | 138,600.19 | 134,000.00 | 111,360.67 | 140,600.00 | 134,000.00 |
| 101-878-533410 | Water Utility Service | 35,002.85 | 45,813.29 | 50,000.00 | 28,993.21 | 50,000.00 | 55,000.00 |
| 101-878-533500 | Vehicle Fuel | 14,315.64 | 12,571.15 | 13,000.00 | 9,731.23 | 11,500.00 | 13,000.00 |
| **ExpCategory: 533 - Utility Services Total:** | | **193,500.70** | **211,969.48** | **213,000.00** | **163,625.31** | **217,100.00** | **220,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-878-534027 | Memberships-City Use | 0.00 | 0.00 | 0.00 | 45.00 | 45.00 | 0.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **0.00** | **0.00** | **0.00** | **45.00** | **45.00** | **0.00** |
| **ExpCategory: 551 - Repairs and Maintenance** | | | | | | | |
| 101-878-551000 | Building Maintenance | 5,289.91 | 219,729.10 | 83,000.00 | 87,549.94 | 90,000.00 | 75,000.00 |
| 101-878-551003 | Building Maint Misc - 11CP | 150.00 | 0.00 | 0.00 | 89.24 | 90.00 | 0.00 |
| 101-878-551005 | Building Maint Misc - ADM | 36,195.61 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551006 | Building Maint Misc - BORGFELD | 605.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551007 | Building Maint Misc - CH | 824.00 | 395.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551008 | Building Maint Misc - Civic Cen... | 740.38 | 760.00 | 11,000.00 | 5,360.99 | 5,000.00 | 0.00 |
| 101-878-551009 | Building Maint Misc - COMM C... | 513.80 | 346.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551010 | Building Maint Misc - EMS1 | 0.00 | 355.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551011 | Building Maint Misc - FD1 | 0.00 | 6,475.50 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551012 | Building Maint Misc - FD2 | 0.00 | 649.50 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551013 | Building Maint Misc - FD3 | 0.00 | 565.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551014 | Building Maint Misc - LIB | 4,542.28 | 305.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551015 | Building Maint Misc - PD | 0.00 | 2,362.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551016 | Building Maint Misc - PW | 0.00 | 355.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551017 | Building Maint Misc - SR Cntr | 0.00 | 346.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551018 | Building Maint Misc -F&F/PARKS | 4,928.00 | 30,822.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551019 | Building Maint Misc-CHAMBER... | 0.00 | 3,483.59 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551020 | Building Maint Misc-PICKRELL P | 0.00 | 355.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551026 | Contractual Services | 148,080.12 | 152,574.52 | 225,000.00 | 224,480.10 | 225,000.00 | 252,000.00 |
| 101-878-551028 | Electric - 11CP | 0.00 | 150.26 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551029 | Electric - 27CP | 1,181.40 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551030 | Electric - AAC | 1,284.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551031 | Electric - ADM | 133.36 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551032 | Electric - C CHAMBERS | 234.72 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551033 | Electric - CH | 167.79 | 41.99 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551034 | Electric - CIVIC C | 1,325.20 | 883.91 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551035 | Electric - COMM CTR | 0.00 | 5.50 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551036 | Electric - EMS1 | 1,252.76 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-878-551037 | Electric - EMS4 | 3,032.28 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551038 | Electric - F&F/PARKS | 227.67 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551039 | Electric - FD1 | 1,236.67 | 908.95 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551040 | Electric - FD2 | 485.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551041 | Electric - FD3 | 643.76 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551042 | Electric - LIB | 253.26 | 37.95 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551043 | Electric - Misc. | 3,010.49 | 19,638.51 | 30,000.00 | 27,707.95 | 30,000.00 | 35,000.00 |
| 101-878-551044 | Electric - PD | 242.00 | 459.37 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551045 | Electric - Pickrell Park | 419.18 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551046 | Electric - PW | 1,867.25 | 5,457.44 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551047 | Electric - S PLAYSCPE | 0.00 | 0.00 | 0.00 | 40.68 | 0.00 | 0.00 |
| 101-878-551048 | Electric - YMCA | 76.83 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551049 | Finishes - ADM | 4,815.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551050 | Finishes - C CHAMBERS | 24,417.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551051 | Finishes - CHAMBER CM | 21.80 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551052 | Finishes - CIVIC C | 3,058.26 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551053 | Finishes - LIB | 2,073.65 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551054 | Finishes - PD | 1,228.61 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551055 | Finishes - PW | 51.67 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551056 | HVAC - AQUATIC C | 0.00 | 38,280.67 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551057 | HVAC - C CHAMBERS | 191.74 | 1,622.09 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551058 | HVAC - CH | 679.73 | 155.89 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551059 | HVAC - CIVIC C | 0.00 | 1,112.18 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551060 | HVAC - COMM CTR | 40,630.46 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551061 | HVAC - EMS1 | 499.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551062 | HVAC - FD1 | 65.78 | 229.72 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551063 | HVAC - FD2 | 8,472.23 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551064 | HVAC - FD3 | 4,931.93 | 1,343.28 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551065 | HVAC - LIB | 1,351.39 | 46,947.24 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551066 | HVAC - Misc. | 9,397.62 | 45,200.90 | 40,000.00 | 39,276.89 | 45,000.00 | 45,000.00 |
| 101-878-551067 | HVAC - NORTH C | 15,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-878-551068 | HVAC - PD | 10,953.86 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551069 | HVAC - PW | 0.00 | 12,667.90 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551070 | HVAC - SENIOR C | 15,080.24 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551075 | Minor & Other Equip Maint | 319.66 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551076 | Other Maintenance Agreements | 38,113.60 | 38,232.74 | 0.00 | 3,097.50 | 1,000.00 | 0.00 |
| 101-878-551080 | Plumbing - 11CP | 152.01 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551081 | Plumbing - 27CP | 2,350.00 | 36.51 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551082 | Plumbing - AAC | 2,751.86 | 253.20 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551083 | Plumbing - ADM | 242.65 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551084 | Plumbing - CH | 9,458.27 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551085 | Plumbing - CIVIC C | 715.65 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551086 | Plumbing - COMM CTR | 1,574.48 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551087 | Plumbing - EMS/PURCH | 0.00 | 808.52 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551088 | Plumbing - EMS1 | 851.06 | 3,669.66 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551089 | Plumbing - EMS4 | 522.21 | 77.80 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551090 | Plumbing - FD1 | 3,905.06 | 569.83 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551091 | Plumbing - FD2 | 8,535.29 | 350.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551092 | Plumbing - FD3 | 411.74 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551093 | Plumbing - LIB | 1,163.32 | 487.09 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551094 | Plumbing - Misc. | 889.41 | 32,924.86 | 40,000.00 | 38,939.27 | 50,000.00 | 55,000.00 |
| 101-878-551095 | Plumbing - PD | 763.58 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551096 | Plumbing - Pickrell Park | 411.15 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551097 | Plumbing - PW | 228.03 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551098 | Plumbing - Senior Center | 845.31 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551099 | Roofing - CIVIC C | 0.00 | 688.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551100 | Roofing - EMS4 | 425.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551101 | Roofing - FD1 | 0.00 | 2,265.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551102 | Roofing - SENIOR C | 0.00 | 962.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551103 | Roofing - YMCA | 2,650.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551107 | Sitework - AAC | 40,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551109 | Sitework - YMCA | 1,174.05 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 101-878-551115 | Windows, Doors - 11CP | 0.00 | 146.30 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551116 | Windows, Doors - 27CP | 80.74 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551117 | Windows, Doors - AAC | 256.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551118 | Windows, Doors - CH | 0.00 | 277.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551119 | Windows, Doors - CIVIC C | 614.60 | 1,532.70 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551120 | Windows, Doors - COMM CTR | 0.00 | 2,505.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551122 | Windows, Doors - EMS1 | 3,861.33 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551123 | Windows, Doors - EMS4 | 0.00 | 1,703.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551124 | Windows, Doors - F&F/PARKS | 327.95 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551125 | Windows, Doors - FD1 | 6,030.44 | 1,310.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551126 | Windows, Doors - FD2 | 8,921.28 | 216.45 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551127 | Windows, Doors - FD3 | 2,324.85 | 1,691.03 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551128 | Windows, Doors - LIB | 6,380.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551129 | Windows, Doors - Misc. | 1,407.50 | 449.77 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551131 | Windows, Doors - PD | 4,978.52 | 3,731.20 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551132 | Windows, Doors - PW | 0.00 | 4,608.45 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551153 | Sitework - CHAMBER CM | 0.00 | 402.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-878-551159 | Windows, Doors - NORTHC C | 0.00 | 2,995.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 551 - Repairs and Maintenance Total:** | | **516,001.04** | **697,915.07** | **429,000.00** | **426,542.56** | **446,090.00** | **462,000.00** |
| **ExpCategory: 561 - Rental/Leasing** | | | | | | | |
| 101-878-561100 | Rental-Equipment | 0.00 | 0.00 | 490.00 | 474.60 | 490.00 | 490.00 |
| **ExpCategory: 561 - Rental/Leasing Total:** | | **0.00** | **0.00** | **490.00** | **474.60** | **490.00** | **490.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 101-878-581005 | Equipment Over $5,000 | 10,523.83 | 0.00 | 22,500.00 | 22,451.00 | 22,451.00 | 0.00 |
| 101-878-581007 | Improvements Over $5,000 | 0.00 | 0.00 | 234,500.00 | 127,657.55 | 244,500.00 | 260,000.00 |
| 101-878-581012 | Vehicles & Accs Over $5,000 | 26,033.00 | 52,658.00 | 0.00 | 39,713.79 | 39,714.00 | 0.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **36,556.83** | **52,658.00** | **257,000.00** | **189,822.34** | **306,665.00** | **260,000.00** |
| **Department: 878 - Building Maintenance Total:** | | **1,638,398.99** | **2,000,288.15** | **2,062,642.00** | **1,829,698.72** | **2,183,227.00** | **2,110,818.00** |

# DEPARTMENT: 901 CITY ASSISTANCE
FUND: 101 GENERAL FUND

## DEPARTMENTAL DESCRIPTION

The Senior Center is supported by contracting with the YMCA for programing and a vendor to support the meal program. The Senior Center provides a social environment for the local area seniors and a hot meal for them to enjoy.

The Patient Assistance program is an Interlocal Agreement between the City of Schertz and Guadalupe Valley Hospital. The Hospital agrees to provide prescription medication free of charge or at a low cost to citizens of Schertz who qualify for assistance under established guidelines. The Hospital agrees to maintain a part-time intake and information office in Schertz. Prescriptions will be filled and administered at the Hospital's Seguin facility. The City agrees to pay the hospital an agreed upon amount under the yearly contract. The Hospital agrees to provide written reports to the City and to provide the City with the complete budget for the Hospital's drug program. This contract is for $5,000.

The City of Schertz also provides assistance to the Guadalupe Children's Advocacy Center. The Center provides a warm, homelike environment for children who visit to be interviewed about physical or sexual abuse. The Children's Advocacy Center's primary emphasis is placed on the well-being of the child to prevent further trauma. This agreement is for $5,000

Transportation Assistance is provided through Alamo Regional Transit for senior citizens.

Starting in 2016-17 the City has entered into a support agreement with the Schertz Housing Authority to provide assistance in their mission of helping those in need find suitable living spaces.

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Supplies and Equipment | $0 | $5,288 | $18,270 | $10,000 |
| City Supported Services | 52,666 | 47,666 | 67,666 | 57,666 |
| *Total* | *$282,518* | *$288,081* | *$335,936* | *$322,666* |

**PROGRAM JUSTIFICATION & ANALYSIS**

The FY 2024-25 Budget will decrease $13,270 from the FY 2023-24 year-end estimate.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 901 - City's Assistance** | | | | | | | |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-901-521714 | Donation-Expense | 0.00 | 5,287.54 | 10,000.00 | 0.00 | 18,269.77 | 10,000.00 |
| **ExpCategory: 521 - Supplies and Equipment Total:** | | **0.00** | **5,287.54** | **10,000.00** | **0.00** | **18,269.77** | **10,000.00** |
| **ExpCategory: 532 - City Supported Services** | | | | | | | |
| 101-901-532006 | Patient Assistance | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 101-901-532007 | Transportation Assistance | 42,666.00 | 42,666.00 | 42,666.00 | 0.00 | 42,666.00 | 42,666.00 |
| 101-901-532009 | Children's Advocacy Assistance | 5,000.00 | 0.00 | 5,000.00 | 0.00 | 5,000.00 | 5,000.00 |
| 101-901-532010 | Schertz Housing Authority | 0.00 | 0.00 | 5,000.00 | 15,000.00 | 15,000.00 | 5,000.00 |
| **ExpCategory: 532 - City Supported Services Total:** | | **52,666.00** | **47,666.00** | **57,666.00** | **20,000.00** | **67,666.00** | **57,666.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-901-534047 | Senior Citizens Program | 229,852.25 | 235,127.00 | 250,000.00 | 215,986.22 | 250,000.00 | 255,000.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **229,852.25** | **235,127.00** | **250,000.00** | **215,986.22** | **250,000.00** | **255,000.00** |
| **Department: 901 - City's Assistance Total:** | | **282,518.25** | **288,080.54** | **317,666.00** | **235,986.22** | **335,935.77** | **322,666.00** |

# DEPARTMENT: 910 COURT RESTRICTED FUNDS
FUND: 101 GENERAL FUND

## DEPARTMENT DESCRIPTION

The court security fee and court technology fees are revenues that are restricted on use. The court technology must only be used to purchase new or replacement devices to improve or maintain the efficiency of the Municipal Court. Approved purchases are computers, servers where court files are stored and computerized ticket writers. The court security fee can only be used to add or enhance security measures to the court room for the safety of staff and citizens.

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Supplies and Equipment | $5,985 | $521 | $2,000 | $84,000 |
| Operating Expenses | 0 | 0 | 0 | 9,000 |
| *Total* | *$5,985* | *$521* | *$2,000* | *$93,000* |

## PROGRAM JUSTIFICAITON & ANALYSIS

The FY 2024-25 Budget will increase $91,000 from the FY 2023-24 estimate to match the projected revenue for 2024-25.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 910 - Court-restricted Funds** | | | | | | | |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 101-910-521713 | Court Technology Expenditure | 5,985.00 | 521.00 | 2,000.00 | 1,380.00 | 2,000.00 | 84,000.00 |
| **ExpCategory: 521 - Supplies and Equipment Total:** | | **5,985.00** | **521.00** | **2,000.00** | **1,380.00** | **2,000.00** | **84,000.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 101-910-534096 | Court Security Fee Expenditure | 0.00 | 0.00 | 8,000.00 | 0.00 | 0.00 | 9,000.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **0.00** | **0.00** | **8,000.00** | **0.00** | **0.00** | **9,000.00** |
| **Department: 910 - Court-restricted Funds Total:** | | **5,985.00** | **521.00** | **10,000.00** | **1,380.00** | **2,000.00** | **93,000.00** |
| **Fund: 101 - GENERAL FUND Total:** | | **40,244,841.82** | **42,815,983.95** | **51,243,494.58** | **39,447,182.46** | **51,020,185.11** | **53,111,130.37** |
| **Report Total:** | | **40,244,841.82** | **42,815,983.95** | **51,243,494.58** | **39,447,182.46** | **51,020,185.11** | **53,111,130.37** |

# FUND: 505 INTEREST & SINKING FUND

## DESCRIPTION

This fund is used to account for the accumulation of resources for and the payment of general long term debt principal and interest on city debt. The Interest & Sinking (I&S) portion of the property taxes are directly deposited by the County Tax Assessor's Office into this fund.

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Taxes | $7,182,900 | $7,710,299 | $8,450,000 | $9,505,920 |
| Fund Charges/Transfers | 2,737 | 3 | 104,407 | 0 |
| Investment Income | 565,058 | 105,397 | 117,000 | 105,000 |
| Miscellaneous | 4,142,000 | 181,935 | 197,096 | 100,000 |
| *Total* | *$11,895,694* | *$7,997,634* | *$8,868,503* | *$9,710,920* |
| *Expenses* | | | | |
| Professional Services | $90,626 | $4,200 | $4,117 | $4,200 |
| Debt Service | 6,584,155 | 8,473,985 | 9,472,652 | 10,188,820 |
| Refund Debt | 4,443,881 | 0 | 0 | 0 |
| *Total* | *$11,118,662* | *$8,748,185* | *$9,476,768* | *$10,193,020* |
| *Over/-Under* | *$777,032* | *-$750,751* | *-$712,672* | *-$482,100* |

## PROGRAM JUSTIFICATION AND ANALYSIS

**Revenues:** Revenues for FY 2024-25 Budget increased 9.5% from the FY 2023-24 estimate with higher property values and an increase in the I&S tax rate.

**Expenses:** The FY 2024-25 Budget will increase 7.6% from the FY 2023-24 year-end estimate following the existing debt payment schedule.

| 3ExpDepartment;3RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 505 - TAX I & S** | | | | | | |
| **Revenue** | | | | | | |
| 411 - Taxes | 7,182,899.57 | 7,710,298.77 | 9,050,000.00 | 8,945,762.75 | 8,450,000.00 | 9,505,920.00 |
| 480 - Fund Charges/Transfers | 2,737.08 | 3.42 | 0.00 | 104,406.82 | 0.00 | 0.00 |
| 491 - Investment Income | 565,057.83 | 105,396.85 | 185,000.00 | 105,444.22 | 117,000.00 | 105,000.00 |
| 497 - Miscellaneous | 4,144,999.75 | 181,934.88 | 100,000.00 | 100,000.00 | 197,096.25 | 100,000.00 |
| **Revenue Total:** | **11,895,694.23** | **7,997,633.92** | **9,335,000.00** | **9,255,613.79** | **8,764,096.25** | **9,710,920.00** |
| **Expense** | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 285,000.00 |
| **3ExpFunction: 1 - General Government** | | | | | | |
| 101 - Non Departmental | 11,118,662.26 | 8,748,184.65 | 8,602,744.78 | 8,522,060.74 | 9,476,768.17 | 9,908,020.00 |
| **3ExpFunction: 1 - General Government Total:** | **11,118,662.26** | **8,748,184.65** | **8,602,744.78** | **8,522,060.74** | **9,476,768.17** | **9,908,020.00** |
| **Expense Total:** | **11,118,662.26** | **8,748,184.65** | **8,602,744.78** | **8,522,060.74** | **9,476,768.17** | **10,193,020.00** |
| **Fund: 505 - TAX I & S Surplus (Deficit):** | **777,031.97** | **-750,550.73** | **732,255.22** | **733,553.05** | **-712,671.92** | **-482,100.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 505 - TAX I & S** | | | | | | | |
| **RevCategory: 411 - Taxes** | | | | | | | |
| 505-101-411900 | Property Tax Revenue | 7,182,899.57 | 7,710,298.77 | 9,050,000.00 | 8,945,762.75 | 8,450,000.00 | 9,505,920.00 |
| | **RevCategory: 411 - Taxes Total:** | **7,182,899.57** | **7,710,298.77** | **9,050,000.00** | **8,945,762.75** | **8,450,000.00** | **9,505,920.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 480 - Fund Charges/Transfers** | | | | | | | |
| 505-101-480000 | Transfer In | 0.00 | 3.42 | 0.00 | 0.00 | 0.00 | 0.00 |
| 505-101-480002 | Transfer In - Reserves | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 505-101-480401 | Transfer In - Bond Project | 2,737.08 | 0.00 | 0.00 | 104,406.82 | 0.00 | 0.00 |
| **RevCategory: 480 - Fund Charges/Transfers Total:** | | **2,737.08** | **3.42** | **0.00** | **104,406.82** | **0.00** | **0.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 505-101-491000 | Interest Earned | 363.39 | 4,814.22 | 10,000.00 | 1,532.67 | 8,666.67 | 5,000.00 |
| 505-101-491200 | Investment Income | 143,062.44 | 100,582.63 | 175,000.00 | 103,911.55 | 108,333.33 | 100,000.00 |
| 505-101-491300 | Bond Payable-Long Term | 421,632.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **RevCategory: 491 - Investment Income Total:** | | **565,057.83** | **105,396.85** | **185,000.00** | **105,444.22** | **117,000.00** | **105,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 497 - Miscellaneous** | | | | | | | |
| 505-101-497000 | Miscellaneous Income | 0.00 | 56,934.88 | 0.00 | 0.00 | 61,679.58 | 0.00 |
| 505-101-497013 | Proceeds From Refunding Debt | 4,069,999.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 505-101-497018 | Contribution From YMCA | 75,000.00 | 125,000.00 | 100,000.00 | 100,000.00 | 135,416.67 | 100,000.00 |
| | **RevCategory: 497 - Miscellaneous Total:** | **4,144,999.75** | **181,934.88** | **100,000.00** | **100,000.00** | **197,096.25** | **100,000.00** |
| | **Fund: 505 - TAX I & S Total:** | **11,895,694.23** | **7,997,633.92** | **9,335,000.00** | **9,255,613.79** | **8,764,096.25** | **9,710,920.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 505 - TAX I & S** | | | | | | | |
| 505-101-555000 | Bond-CO 2018-Principal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 285,000.00 |
| 505-101-555001 | Bond-CO 2018-Interest | 163,887.50 | 151,262.50 | 138,012.50 | 0.00 | 163,868.25 | 124,138.00 |
| 505-101-555002 | Bond-CO 2019-Interest | 114,900.00 | 106,800.00 | 95,675.00 | 95,675.00 | 115,700.00 | 82,875.00 |
| 505-101-555003 | Bond-CO 2019-Principal | 265,000.00 | 275,000.00 | 280,000.00 | 280,000.00 | 297,916.67 | 290,000.00 |
| 505-101-555004 | Bond-CO 2022A-Interest | 0.00 | 364,225.00 | 350,725.00 | 350,725.00 | 394,577.08 | 337,100.00 |
| 505-101-555005 | Bond-CO 2022A-Principal | 0.00 | 275,000.00 | 265,000.00 | 265,000.00 | 297,916.67 | 280,000.00 |
| 505-101-555006 | Bond-CO 2022-Interest | 99,691.67 | 166,525.00 | 157,650.00 | 157,650.01 | 180,402.08 | 148,400.00 |
| 505-101-555007 | Bond-CO 2022-Principal | 0.00 | 175,000.00 | 180,000.00 | 180,000.00 | 189,583.33 | 190,000.00 |
| 505-101-555008 | Bond-CO SR2017-Interest | 112,700.00 | 103,400.00 | 93,800.00 | 93,800.00 | 112,016.67 | 86,150.00 |
| 505-101-555009 | Bond-CO SR2017-Principal | 305,000.00 | 315,000.00 | 325,000.00 | 325,000.00 | 341,250.00 | 185,000.00 |
| 505-101-555010 | Bond-CO SR2018-Principal | 245,000.00 | 260,000.00 | 270,000.00 | 0.00 | 281,666.67 | 0.00 |
| 505-101-555011 | Bond-GO 2007 - Interest | 85,151.18 | 70,561.37 | 56,369.50 | 56,285.84 | 76,441.08 | 41,005.00 |
| 505-101-555012 | Bond-GO 2007 - Principal | 340,000.00 | 355,000.00 | 370,000.00 | 370,000.00 | 384,583.33 | 385,000.00 |
| 505-101-555013 | Bond-GO 2012 - Interest | 4,218.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 505-101-555014 | Bond-GO 2012 - Principal | 375,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 505-101-555015 | Bond-GO 2014 Refund-Interest | 268,025.00 | 245,150.00 | 219,525.00 | 219,525.00 | 265,579.17 | 191,000.00 |
| 505-101-555016 | Bond-GO 2014 Refund-Principal | 750,000.00 | 775,000.00 | 800,000.00 | 800,000.00 | 839,583.33 | 830,000.00 |
| 505-101-555017 | Bond-GO 2018 Refund - Interest | 86,125.00 | 73,617.00 | 60,844.00 | 60,844.00 | 79,751.75 | 148,569.00 |
| 505-101-555018 | Bond-GO 2018 Refund- Principal | 585,000.00 | 595,000.00 | 610,000.00 | 610,000.00 | 644,583.33 | 235,000.00 |
| 505-101-555019 | Bond-GO 2020 - Interest | 211,962.50 | 174,062.50 | 135,462.50 | 135,462.50 | 188,568.25 | 109,463.00 |
| 505-101-555020 | Bond-GO 2020 - Principal | 935,000.00 | 960,000.00 | 970,000.00 | 970,000.00 | 1,040,000.00 | 330,000.00 |
| 505-101-555021 | Bond-GO 2021 Refund - Interest | 98,850.00 | 124,800.00 | 110,600.00 | 110,600.00 | 135,200.00 | 96,000.00 |
| 505-101-555022 | Bond-GO 2021 Refund- Principal | 0.00 | 350,000.00 | 360,000.00 | 360,000.00 | 379,166.67 | 370,000.00 |
| 505-101-555023 | Bond-GO 2022 - Interest | 0.00 | 816,975.00 | 786,725.00 | 786,725.00 | 885,056.25 | 756,225.00 |
| 505-101-555024 | Bond-GO 2022 - Principal | 0.00 | 615,000.00 | 595,000.00 | 595,000.00 | 666,250.00 | 625,000.00 |
| 505-101-555025 | Bond-GO Refund - 2015-Interest | 37,050.00 | 37,050.00 | 37,050.00 | 37,050.00 | 40,137.50 | 37,050.00 |
| 505-101-555026 | Bond-GO SR2016 - Interest | 131,606.26 | 121,606.13 | 111,206.26 | 111,206.26 | 68,632.42 | 100,406.00 |
| 505-101-555027 | Bond-GO SR2016 - Principal | 245,000.00 | 255,000.13 | 265,000.00 | 265,000.00 | 339,357.42 | 275,000.00 |
| 505-101-555028 | Bond-GO SR2017 - Interest | 100,050.00 | 95,025.00 | 89,850.00 | 89,850.00 | 102,943.75 | 84,525.00 |
| 505-101-555029 | Bond-GO SR2017 - Principal | 165,000.00 | 170,000.00 | 175,000.00 | 175,000.00 | 184,166.67 | 180,000.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 505-101-555030 | Bond-NonTax CO SR2016-Inter... | 40,468.76 | 32,468.76 | 27,318.76 | 27,318.38 | 35,174.75 | 25,144.00 |
| 505-101-555031 | Bond-NonTaxA CO SR2016-Prin... | 195,000.00 | 205,000.00 | 70,000.00 | 70,000.00 | 222,083.33 | 75,000.00 |
| 505-101-555032 | Bond-Taxable CO SR2016-Inter... | 40,262.50 | 38,387.50 | 36,437.50 | 36,437.50 | 41,587.00 | 34,413.00 |
| 505-101-555033 | Bond-TaxableB CO SR2016-Prin... | 60,000.00 | 65,000.00 | 65,000.00 | 65,000.00 | 70,416.67 | 70,000.00 |
| 505-101-555037 | Payment To Refund Debt | 4,443,881.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 505-101-555038 | Tax Note - SR2015A - Interest | 2,387.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 505-101-555039 | Tax Note - SR2015A - Principal | 154,999.99 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 505-101-555040 | Cost of Bond Issuance | 86,826.39 | 0.00 | 80,000.00 | 0.00 | 0.00 | 0.00 |
| 505-101-555041 | Paying Agent | 3,800.00 | 4,200.00 | 4,800.00 | 4,200.00 | 4,116.67 | 4,200.00 |
| 505-101-555063 | Bond-GO 2018 Refund- Principal | 185,000.00 | 205,000.00 | 250,000.00 | 520,000.00 | 222,083.33 | 625,000.00 |
| 505-101-555064 | Bond-GO 2018 Refund - Interest | 181,818.76 | 172,068.76 | 160,693.76 | 298,706.25 | 186,408.08 | 47,753.00 |
| 505-101-555065 | Bond-CO 2024- Principal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,608,604.00 |
| 505-101-555066 | Bond-CO 2024- Interest | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 900,000.00 |
| | **Fund: 505 - TAX I & S Total:** | **11,118,662.26** | **8,748,184.65** | **8,602,744.78** | **8,522,060.74** | **9,476,768.17** | **10,193,020.00** |

# FUND: 202 WATER & SEWER

## DESCRIPTION

The Water & Sewer Fund tracks revenue and expenses for the City's water, sewer, and solid waste functions and is managed by the Public Works Department. Staff is responsible for the planning, operation, and maintenance of the water and wastewater service and infrastructure. This includes the water distribution system, wastewater collection system, and utility billing office. The City's wholesaler for water production and transport is the Schertz-Seguin Local Government Corporation. Wastewater treatment is handled by the Cibolo Creek Municipal Authority. Garbage collection is handled by Republic Services.

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenues* | | | | |
| Franchises | $360,419 | $283,440 | $378,845 | $350,000 |
| Fees | 28,981,667 | 30,414,475 | 30,392,492 | 31,549,500 |
| Fund Charges/Transfers | 439,670 | 152,593 | 157,500 | 180,000 |
| Investment Income | 95,873 | 416,995 | 612,000 | 520,000 |
| Miscellaneous | 6,738,988 | 13,615,421 | 278,108 | 260,915 |
| *Total* | *$36,616,618* | *$44,882,924* | *$31,818,945* | *$32,860,415* |
| | | | | |
| *Expenses* | | | | |
| Business Office | $1,065,851 | $1,307,450 | $1,361,544 | $1,546,654 |
| W&S Administration | 27,026,148 | 28,876,131 | 29,895,136 | 30,464,679 |
| Projects | 5,000,000 | 326,181 | 353,911 | 3,000,000 |
| *Total* | *$33,092,000* | *$30,509,762* | *$31,610,591* | *$35,011,333* |
| | | | | |
| *Over/-Under* | *$3,666,564* | *$14,373,162* | *$208,354* | *-$2,150,918* |

## PROGRAM JUSTIFICATION AND ANALYSIS

**Revenue:** Revenues for FY 2024-25 Budget are expected to increase 3.3% from the FY 2023-24 year-end estimate due to account growth and fee increases.

**Expenses:** The FY 2024-25 Budget increased 10.8% from the FY 2023-24 year-end estimate due to anticipated wage adjustments and the purchase of a replacement Combo Vac Truck, system monitoring upgrades and easement acquisition for future infrastructure.

| 3ExpDepartment;3RevCategor… | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 202 - WATER & SEWER** | | | | | | |
| **Revenue** | | | | | | |
| 421 - Franchises | 360,419.37 | 283,440.47 | 320,000.00 | 474,755.00 | 378,845.00 | 350,000.00 |
| 432 - Fees | 28,981,667.20 | 30,414,474.71 | 30,303,800.00 | 25,246,791.09 | 30,392,491.66 | 31,549,500.00 |
| 480 - Fund Charges/Transfers | 439,669.70 | 152,593.46 | 157,500.00 | 144,375.00 | 157,500.00 | 180,000.00 |
| 491 - Investment Income | 95,873.44 | 416,994.54 | 366,000.00 | 509,813.89 | 612,000.00 | 520,000.00 |
| 497 - Miscellaneous | 6,738,987.88 | 13,615,421.24 | 357,500.00 | 140,197.18 | 278,108.33 | 260,915.00 |
| **Revenue Total:** | **36,616,617.59** | **44,882,924.42** | **31,504,800.00** | **26,515,932.16** | **31,818,944.99** | **32,860,415.00** |
| **Expense** | | | | | | |
| | 0.00 | 0.00 | 0.00 | 45.00 | 0.00 | 0.00 |
| **3ExpFunction: 1 - General Government** | | | | | | |
| 176 - Business Office | 1,065,851.19 | 1,307,450.42 | 1,393,245.00 | 930,719.54 | 1,361,544.00 | 1,546,654.00 |
| **3ExpFunction: 1 - General Government Total:** | **1,065,851.19** | **1,307,450.42** | **1,393,245.00** | **930,719.54** | **1,361,544.00** | **1,546,654.00** |
| **3ExpFunction: 5 - Public Works** | | | | | | |
| 575 - W & S Administration | 26,884,202.77 | 28,876,130.75 | 29,848,656.00 | 20,498,256.98 | 29,895,136.34 | 30,464,679.00 |
| **3ExpFunction: 5 - Public Works Total:** | **26,884,202.77** | **28,876,130.75** | **29,848,656.00** | **20,498,256.98** | **29,895,136.34** | **30,464,679.00** |
| **3ExpFunction: 9 - Misc & Projects** | | | | | | |
| 900 - Projects | 5,000,000.00 | 326,181.00 | 0.00 | 0.00 | 353,910.92 | 3,000,000.00 |
| **3ExpFunction: 9 - Misc & Projects Total:** | **5,000,000.00** | **326,181.00** | **0.00** | **0.00** | **353,910.92** | **3,000,000.00** |
| **Expense Total:** | **32,950,053.96** | **30,509,762.17** | **31,241,901.00** | **21,429,021.52** | **31,610,591.26** | **35,011,333.00** |
| **Fund: 202 - WATER & SEWER Surplus (Deficit):** | **3,666,563.63** | **14,373,162.25** | **262,899.00** | **5,086,910.64** | **208,353.73** | **-2,150,918.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 202 - WATER & SEWER** | | | | | | | |
| **RevCategory: 421 - Franchises** | | | | | | | |
| 202-575-421490 | Cell Tower Leasing | 360,419.37 | 283,440.47 | 320,000.00 | 474,755.00 | 378,845.00 | 350,000.00 |
| | **RevCategory: 421 - Franchises Total:** | **360,419.37** | **283,440.47** | **320,000.00** | **474,755.00** | **378,845.00** | **350,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 432 - Fees** | | | | | | | |
| 202-575-432023 | Garbage Collection Fee | 5,673,337.05 | 5,921,639.27 | 6,018,000.00 | 4,969,019.51 | 6,100,000.00 | 6,200,000.00 |
| 202-575-432024 | Fire Line Fees | 0.00 | 0.00 | 22,000.00 | 0.00 | 0.00 | 0.00 |
| 202-575-432025 | Recycle Fee Revenue | 348,489.59 | 351,910.36 | 346,800.00 | 295,930.16 | 355,000.00 | 355,000.00 |
| 202-575-432026 | W&S Line Constructn Reimbur | 11,541.00 | 1,560.00 | 0.00 | 1,500.00 | 1,450.00 | 1,500.00 |
| 202-575-432047 | Sale of Water | 13,249,624.06 | 14,124,123.66 | 14,000,000.00 | 11,502,389.34 | 13,700,000.00 | 14,500,000.00 |
| 202-575-432048 | Edwards Water Lease | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-575-432049 | Water Transfer Charge-Selma | 0.00 | 0.00 | 40,000.00 | 0.00 | 0.00 | 0.00 |
| 202-575-432050 | Water Transfer Charge-UC | 0.00 | 0.00 | 20,000.00 | 0.00 | 0.00 | 0.00 |
| 202-575-432051 | Sale of Meters | 116,855.13 | 68,287.15 | 100,000.00 | 110,523.10 | 108,333.33 | 100,000.00 |
| 202-575-432052 | Sewer Charges | 9,256,697.32 | 9,619,273.64 | 9,500,000.00 | 8,127,002.41 | 9,800,000.00 | 10,088,000.00 |
| 202-575-432053 | Water Penalties | 322,373.05 | 325,180.63 | 252,000.00 | 238,251.57 | 325,000.00 | 300,000.00 |
| 202-575-432058 | Sale of Merchandise - GovDeals | 0.00 | 0.00 | 2,500.00 | 0.00 | 0.00 | 2,500.00 |
| 202-575-432089 | NSF Check Fee | 2,750.00 | 2,500.00 | 2,500.00 | 2,175.00 | 2,708.33 | 2,500.00 |
| | **RevCategory: 432 - Fees Total:** | **28,981,667.20** | **30,414,474.71** | **30,303,800.00** | **25,246,791.09** | **30,392,491.66** | **31,549,500.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 480 - Fund Charges/Transfers** | | | | | | | |
| 202-101-480000 | Transfer In | 0.00 | 2,593.46 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-101-480001 | Transfer In - Public Imprvmnt | 0.36 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-101-480002 | Transfer In - Reserves | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-101-480005 | Transfer In | 4,669.34 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-101-480101 | Transfer In - General Fund | 285,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-101-480704 | Interfund Charges-Drainage | 150,000.00 | 150,000.00 | 157,500.00 | 144,375.00 | 157,500.00 | 180,000.00 |
| **RevCategory: 480 - Fund Charges/Transfers Total:** | | **439,669.70** | **152,593.46** | **157,500.00** | **144,375.00** | **157,500.00** | **180,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 202-101-491000 | Interest Earned | 20,570.55 | 12,787.44 | 16,000.00 | 15,835.10 | 22,000.00 | 20,000.00 |
| 202-101-491200 | Investment Income | 75,302.89 | 404,207.10 | 350,000.00 | 493,978.79 | 590,000.00 | 500,000.00 |
| **RevCategory: 491 - Investment Income Total:** | | **95,873.44** | **416,994.54** | **366,000.00** | **509,813.89** | **612,000.00** | **520,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 497 - Miscellaneous** | | | | | | | |
| 202-575-497000 | Miscellaneous Income | 4,379.46 | 10,750.32 | 18,000.00 | -4,552.71 | 27,083.33 | 10,000.00 |
| 202-575-497011 | Distribution- GSE Bond Settlnm | -0.15 | 0.00 | 0.00 | -1.70 | 0.00 | 0.00 |
| 202-575-497012 | Change In Equity | 1,438,934.00 | 1,412,676.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-575-497017 | Capital Contribution-W&S | 4,940,032.20 | 11,927,754.45 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-575-497020 | Water Construction Reserve Acc | 0.00 | 1.00 | 0.00 | 1.00 | 0.00 | 0.00 |
| 202-575-497028 | Reimbursements | 0.00 | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-575-497032 | Reimbursement-SSLGC Salary | 340,912.86 | 252,623.47 | 326,000.00 | 135,688.59 | 236,400.00 | 236,415.00 |
| 202-575-497035 | Credit Card Service Fees | 14,729.51 | 11,615.00 | 13,500.00 | 9,062.00 | 14,625.00 | 14,500.00 |
| | **RevCategory: 497 - Miscellaneous Total:** | **6,738,987.88** | **13,615,421.24** | **357,500.00** | **140,197.18** | **278,108.33** | **260,915.00** |
| | **Fund: 202 - WATER & SEWER Total:** | **36,616,617.59** | **44,882,924.42** | **31,504,800.00** | **26,515,932.16** | **31,818,944.99** | **32,860,415.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 202 - WATER & SEWER** | | | | | | | |
| 202-176-511110 | Regular | 331,810.73 | 350,951.38 | 446,248.00 | 328,053.02 | 409,821.00 | 500,452.00 |
| 202-176-511120 | Overtime | 6,590.91 | 5,643.99 | 7,579.00 | 3,492.24 | 7,000.00 | 7,189.00 |
| 202-176-511210 | Longevity | 7,905.67 | 6,678.66 | 6,102.00 | 6,803.00 | 6,803.00 | 7,463.00 |
| 202-176-511220 | Clothing Allowance | 0.00 | 112.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-176-511230 | Certification Allowance | 3,575.16 | 1,390.00 | 780.00 | 75.00 | 20.00 | 622.00 |
| 202-176-511310 | FICA - Employer | 26,188.81 | 26,429.35 | 35,244.00 | 25,386.63 | 32,423.00 | 39,453.00 |
| 202-176-511350 | TMRS-Employer | -45,320.56 | 115,899.43 | 76,973.00 | 50,630.48 | 71,245.00 | 86,694.00 |
| 202-176-511410 | Health-Employer | 92,899.89 | 85,657.25 | 104,756.00 | 84,096.40 | 100,440.00 | 110,884.00 |
| 202-176-511500 | Workers' Compensation | 2,092.80 | 3,907.16 | 2,163.00 | 4,148.16 | 4,148.00 | 2,297.00 |
| 202-176-511606 | Uniforms | 2,178.43 | 2,560.05 | 3,200.00 | 1,562.56 | 3,200.00 | 3,200.00 |
| 202-176-511607 | Awards | 200.00 | 650.26 | 1,000.00 | 0.00 | 1,000.00 | 1,000.00 |
| 202-176-511610 | Memberships-Professional | 70.00 | 0.00 | 500.00 | 0.00 | 500.00 | 500.00 |
| 202-176-511612 | Training/Travel | 2,636.50 | 1,621.00 | 3,500.00 | 1,373.00 | 3,500.00 | 3,500.00 |
| 202-176-511614 | Meeting Expenses | 238.03 | 212.59 | 500.00 | 264.25 | 500.00 | 500.00 |
| 202-176-521000 | Operating Supplies | 2,082.91 | 2,974.57 | 2,500.00 | 1,369.09 | 2,500.00 | 2,500.00 |
| 202-176-521100 | Office Supplies | 2,113.29 | 1,774.50 | 2,100.00 | 385.26 | 2,100.00 | 2,100.00 |
| 202-176-521405 | Water Meters-New | 145,552.05 | 206,899.26 | 208,000.00 | 122,322.18 | 208,000.00 | 208,000.00 |
| 202-176-521702 | Postage | 73,046.46 | 100,526.36 | 95,000.00 | 75,869.85 | 98,000.00 | 98,000.00 |
| 202-176-521708 | Furniture & Fixtures | 0.00 | 2,180.71 | 781.00 | 780.60 | 800.00 | 800.00 |
| 202-176-521710 | Computer & Peripherals Under... | 0.00 | 0.00 | 1,044.00 | 1,044.00 | 1,044.00 | 0.00 |
| 202-176-533310 | Telephone/Cell Phones | 556.08 | 0.00 | 3,000.00 | 0.00 | 3,000.00 | 3,000.00 |
| 202-176-533500 | Vehicle Fuel | 10,776.68 | 9,181.90 | 10,000.00 | 6,610.81 | 10,000.00 | 10,000.00 |
| 202-176-534011 | Contingencies | 1,197.00 | 0.00 | 3,775.00 | 3,637.80 | 5,000.00 | 5,000.00 |
| 202-176-534015 | Credit Card Service Fee | 309,508.08 | 309,648.87 | 302,000.00 | 148,055.85 | 302,000.00 | 320,000.00 |
| 202-176-534016 | Credit Cards Fees - AMEX | 1,954.01 | 2,472.72 | 3,500.00 | 0.00 | 3,500.00 | 3,500.00 |
| 202-176-534021 | Equipment Maintenance-Copier | 6,241.20 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-176-534029 | Printing & Binding | 41,072.37 | 24,000.05 | 25,000.00 | 16,075.36 | 30,000.00 | 30,000.00 |
| 202-176-534036 | Software Maintenance | 36,064.69 | 46,078.36 | 48,000.00 | 48,684.00 | 55,000.00 | 55,000.00 |
| 202-176-551076 | Other Maintenance Agreements | 4,620.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-176-581012 | Vehicles & Accs Over $5,000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 45,000.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 202-575-511110 | Regular | 1,171,386.45 | 1,206,363.72 | 1,472,343.00 | 1,060,885.92 | 1,472,343.00 | 1,728,501.00 |
| 202-575-511120 | Overtime | 82,164.85 | 73,350.50 | 72,173.00 | 60,557.96 | 85,000.00 | 90,675.00 |
| 202-575-511210 | Longevity | 11,801.00 | 10,030.00 | 11,705.00 | 13,910.34 | 13,725.34 | 13,754.00 |
| 202-575-511230 | Certification Allowance | 16,782.58 | 15,329.72 | 10,851.00 | 6,127.68 | 6,500.00 | 0.00 |
| 202-575-511240 | Allowances | 865.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-575-511310 | FICA - Employer | 94,928.15 | 92,664.70 | 119,579.00 | 83,660.62 | 119,579.00 | 140,224.00 |
| 202-575-511350 | TMRS-Employer | 210,831.04 | 208,735.70 | 261,159.00 | 179,589.57 | 261,159.00 | 308,126.00 |
| 202-575-511410 | Health-Employer | 219,572.79 | 280,511.94 | 316,229.00 | 271,492.48 | 316,229.00 | 371,743.00 |
| 202-575-511500 | Workers' Compensation | 13,474.63 | 24,947.27 | 23,417.00 | 26,708.13 | 26,709.00 | 25,464.00 |
| 202-575-511603 | Employee Appreciation Events -.. | 2,054.94 | 3,389.16 | 3,750.00 | 3,207.21 | 3,750.00 | 8,100.00 |
| 202-575-511606 | Uniforms | 13,959.85 | 11,684.66 | 17,450.00 | 11,741.57 | 17,450.00 | 23,700.00 |
| 202-575-511612 | Training/Travel | 20,545.15 | 15,701.96 | 23,000.00 | 11,962.45 | 23,000.00 | 23,250.00 |
| 202-575-511614 | Meeting Expenses | 1,283.12 | 0.00 | 1,000.00 | 737.49 | 1,000.00 | 1,000.00 |
| 202-575-521000 | Operating Supplies | 11,550.80 | 15,659.16 | 15,000.00 | 12,368.06 | 15,000.00 | 18,000.00 |
| 202-575-521100 | Office Supplies | 1,564.56 | 868.59 | 2,000.00 | 1,172.65 | 2,000.00 | 2,500.00 |
| 202-575-521200 | Chem/Med/Lab Supplies | 1,457.46 | 2,181.74 | 5,980.00 | 3,433.04 | 5,980.00 | 6,750.00 |
| 202-575-521400 | Plumbing Supplies | 29,712.63 | 18,435.75 | 85,000.00 | 20,635.03 | 85,000.00 | 95,000.00 |
| 202-575-521600 | Equip Maint Supplies | 0.00 | 0.00 | 1,500.00 | 500.54 | 1,500.00 | 2,000.00 |
| 202-575-521701 | Computer Fees & Licenses | 0.00 | 0.00 | 4,000.00 | 3,894.45 | 4,000.00 | 4,500.00 |
| 202-575-521702 | Postage | 272.39 | 91.33 | 350.00 | 95.60 | 325.00 | 350.00 |
| 202-575-521705 | Street Maintenance Materials | 16,332.83 | 22,648.67 | 87,500.00 | 20,135.34 | 87,500.00 | 96,250.00 |
| 202-575-521708 | Furniture & Fixtures | 3,951.67 | 1,435.08 | 6,000.00 | 3,981.18 | 6,000.00 | 6,000.00 |
| 202-575-521710 | Computer & Peripherals Under… | 0.00 | 0.00 | 108,500.00 | 3,843.96 | 108,500.00 | 108,750.00 |
| 202-575-521716 | Equipment Under $5,000 | 4,249.24 | 5,742.68 | 10,000.00 | 7,959.91 | 10,000.00 | 10,000.00 |
| 202-575-521719 | Water Purchase | 3,415,885.46 | 3,775,620.04 | 3,700,000.00 | 1,558,500.25 | 3,800,000.00 | 4,200,000.00 |
| 202-575-532014 | Low Flow Rebate Program | 100.00 | 0.00 | 100.00 | 100.00 | 100.00 | 100.00 |
| 202-575-533100 | Gas Utility Service | 2,820.34 | 2,421.13 | 4,000.00 | 2,681.72 | 4,000.00 | 4,500.00 |
| 202-575-533200 | Electric Utility Service | 403,065.41 | 437,480.82 | 450,000.00 | 289,044.89 | 475,000.00 | 472,500.00 |
| 202-575-533310 | Telephone/Cell Phones | 81.18 | 24.88 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-575-533410 | Water Utility Service | 2,075.15 | 2,782.21 | 2,750.00 | 1,758.17 | 2,750.00 | 3,000.00 |
| 202-575-533500 | Vehicle Fuel | 66,524.17 | 69,716.62 | 67,000.00 | 50,405.23 | 67,000.00 | 70,000.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 202-575-534000 | Advertising | 0.00 | 506.00 | 3,000.00 | 0.00 | 3,000.00 | 3,000.00 |
| 202-575-534005 | City Insurance-Commercial | 70,562.39 | 86,058.92 | 97,000.00 | 102,849.87 | 102,336.00 | 110,000.00 |
| 202-575-534011 | Contingencies | 0.00 | 0.00 | 115,000.00 | 0.00 | 115,000.00 | 125,000.00 |
| 202-575-534021 | Equipment Maintenance - Copi... | 6,938.70 | 5,565.80 | 6,500.00 | 4,452.64 | 6,500.00 | 7,000.00 |
| 202-575-534027 | Memberships-City Use | 0.00 | 0.00 | 0.00 | 45.00 | 0.00 | 0.00 |
| 202-575-534029 | Printing & Binding | 179.00 | 74.00 | 250.00 | 0.00 | 250.00 | 250.00 |
| 202-575-534037 | Computer Maintenance | 14,647.03 | 7,961.22 | 17,500.00 | 41.98 | 17,500.00 | 17,500.00 |
| 202-575-534050 | Waste Contractor Expense | 5,452,509.45 | 5,418,725.94 | 5,582,100.00 | 4,279,538.99 | 5,582,100.00 | 5,625,000.00 |
| 202-575-534054 | State Water Fees-TCEQ | 36,615.93 | 36,705.45 | 40,000.00 | 39,849.25 | 40,000.00 | 42,500.00 |
| 202-575-534059 | Sewer Treatment-CCMA/MUD | 5,286,445.05 | 5,432,816.32 | 5,720,000.00 | 3,837,901.69 | 6,000,000.00 | 5,900,000.00 |
| 202-575-541000 | Auditor/Accounting Service | 24,000.00 | 24,000.00 | 25,000.00 | 25,000.00 | 25,000.00 | 25,000.00 |
| 202-575-541001 | Cell Tower Management Fees | 108,127.81 | 92,560.62 | 96,000.00 | 95,271.59 | 96,000.00 | 96,000.00 |
| 202-575-541012 | Legal Services | 113,914.94 | 154,455.41 | 125,000.00 | 3,007.00 | 125,000.00 | 125,000.00 |
| 202-575-541017 | Professional Services | 45,587.09 | 2,197.53 | 145,000.00 | 30,744.14 | 145,000.00 | 150,000.00 |
| 202-575-542000 | Depreciation Expense | 2,358,891.85 | 2,509,976.63 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-575-542001 | Bad Debt Expense | 0.00 | 297,165.07 | 0.00 | 0.00 | 0.00 | 300,000.00 |
| 202-575-548004 | Interfund Charges-Fleet | 163,596.00 | 150,684.00 | 169,213.00 | 155,111.92 | 169,213.00 | 193,380.00 |
| 202-575-548006 | Interfund Charges-Admin | 1,478,230.00 | 1,493,620.00 | 1,540,372.00 | 1,412,007.67 | 1,540,372.00 | 1,585,682.00 |
| 202-575-548014 | Transfer Out - General Fund | 0.00 | 0.00 | 4,000.00 | 0.00 | 4,000.00 | 4,000.00 |
| 202-575-551000 | Building Maintenance | 2,907.98 | 134.00 | 10,000.00 | 0.00 | 10,000.00 | 15,000.00 |
| 202-575-551071 | I&I Maintenance | 7,298.75 | 11,561.87 | 50,000.00 | 5,911.00 | 50,000.00 | 50,000.00 |
| 202-575-551075 | Minor & Other Equip Maint | 3,302.35 | 4,609.45 | 5,100.00 | 412.49 | 5,100.00 | 5,250.00 |
| 202-575-551076 | Other Maintenance Agreements | 220.00 | 700.00 | 200.00 | 1,080.00 | 1,500.00 | 2,500.00 |
| 202-575-551104 | Sewer Maintenance | 78,156.80 | 95,422.92 | 120,000.00 | 72,134.66 | 120,000.00 | 140,000.00 |
| 202-575-551114 | Water Maintenance | 132,339.59 | 175,692.04 | 280,000.00 | 73,775.01 | 280,000.00 | 300,000.00 |
| 202-575-555034 | Debt Service | 0.00 | 208,713.00 | 1,630,000.00 | 1,630,000.00 | 1,630,000.00 | 1,700,000.00 |
| 202-575-555035 | Interest Expense | 637,021.94 | 1,017,794.14 | 967,184.00 | 967,136.76 | 967,184.00 | 891,412.00 |
| 202-575-555041 | Paying Agent | 797.04 | 1,000.00 | 1,400.00 | 1,000.00 | 1,400.00 | 1,000.00 |
| 202-575-555053 | Contribution to CCMA | 716,245.00 | 716,050.00 | 715,050.00 | 212,525.00 | 715,050.00 | 357,025.00 |
| 202-575-555054 | Contribution To CVLGC | 300,000.00 | 400,000.00 | 300,000.00 | 200,000.00 | 300,000.00 | 300,000.00 |
| 202-575-555055 | Contribution to SSLG | 3,913,109.50 | 4,128,160.78 | 4,065,751.00 | 3,341,428.43 | 4,065,751.00 | 3,381,751.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 202-575-561000 | Rental-Building & Land | 3,132.24 | 3,401.61 | 3,700.00 | 3,545.46 | 3,546.00 | 3,900.00 |
| 202-575-561100 | Rental-Equipment | 8,133.00 | 0.00 | 6,000.00 | 0.00 | 6,000.00 | 6,000.00 |
| 202-575-561200 | Lease/Purchase Payments | 102,000.00 | 102,000.00 | 150,792.00 | 184,792.00 | 110,500.00 | 99,792.00 |
| 202-575-581005 | Equipment Over $5,000 | 0.00 | 0.00 | 625,208.00 | 11,090.00 | 200,000.00 | 432,000.00 |
| 202-575-581008 | Land/ROW/Easements Purchase | 0.00 | 0.00 | 100,000.00 | 0.00 | 100,000.00 | 100,000.00 |
| 202-575-581012 | Vehicles & Accs Over $5,000 | 0.00 | 0.00 | 0.00 | 86,734.00 | 86,735.00 | 285,000.00 |
| 202-575-581016 | Major Projects | 0.00 | 0.00 | 250,000.00 | 9,823.99 | 250,000.00 | 250,000.00 |
| 202-900-534000 | Advertising | 0.00 | 0.00 | 0.00 | 0.00 | 548.17 | 0.00 |
| 202-900-548017 | Transfer Out - Public Imprvmnt | 5,000,000.00 | 326,181.00 | 0.00 | 0.00 | 353,362.75 | 3,000,000.00 |
| 202-900-581013 | Construction | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Fund: 202 - WATER & SEWER Total:** | **32,950,053.96** | **30,509,762.17** | **31,241,901.00** | **21,429,021.52** | **31,610,591.26** | **35,011,333.00** |

# DEPARTMENT: FINANCE
# DIVISION: 176 WATER AND SEWER UTILITY BILLING
FUND: 202 WATER AND SEWER

## DEPARTMENT DESCRIPTION

The Utility Department is entrusted with several essential responsibilities, which are fundamental to the provision of utility services. Among these duties are the precise measurement of utility usage through meter reading, the creation and delivery of utility invoices, the processing of customer payments, the establishment of new customer accounts, the annual conduct of sewer averaging, the management of debt collection on a quarterly basis, the resolution of customer complaints in a prompt and equitable manner, and the acceptance of payments on behalf of other city departments. These tasks are performed with the utmost professionalism and expertise, ensuring that utility services are delivered efficiently and effectively to all customers.

In addition to these responsibilities, the department provides customer service with education to help improve customers' understanding of their utility bills. This education is designed to ensure that customers have the necessary knowledge to grasp their billing statements fully and to address any questions or concerns that may arise. By providing these services, the utility department plays a vital role in ensuring the efficient and effective delivery of utility services to customers

## GOALS FOR FY 2024-25

### Strategic Plan Emphasis

- Policy Value: Essential Services
    - Our topmost priority is to ensure that our customers always receive prompt and courteous service.
    - We strive to consistently maintain the highest standards of professionalism and quality in our services.
    - Our commitment to excellence is a priority, and we are dedicated to meeting the needs of our customers with the utmost respect and efficiency.
    - We believe that by offering exceptional service, we can establish a strong relationship with our customers and maintain their trust and loyalty.

- Policy Value: Quality of life
    - Our goal is to encourage and enlighten our customers on the advantages of opting for the delivery of email-based statements.
    - We believe that this not only simplifies the process of record-keeping but also enhances the overall experience of our customers.
    - We strongly encourage our customers to make the switch to email statement delivery, and we stand ready to assist them in any way possible.
    - Our organization endeavors to educate our customers to make timely payments of their utility bills through our city's automated draft payment system, online web payments, payment kiosk, and electronic services offered by their respective financial institutions.
    - We believe that opting for these safe, secure, and hassle-free payment methods will ensure the uninterrupted provision of essential services and save valuable time and resources.

- Policy Value: Safe Community
    - To ensure the safe, reliable, and efficient reading of water meters.
    - It is imperative to adopt a method that is both dependable and effective.
    - This will enable the process to be carried out with minimal disruption and maximum precision.
    - To achieve this goal, it is important to employ a well-structured approach that is tailored to meet the specific needs of the task at hand.
    - By doing so, we can guarantee that the process is performed with the utmost professionalism and efficiency while also ensuring the safety of those involved.

- Our primary objective is to provide our customers with accurate and expedited utility billing statements.
    - Our team strives to ensure that billing information is precise and delivered promptly to avoid any delays or confusion.
    - We understand the importance of efficient and reliable billing statements, and our commitment to providing exceptional service is unwavering.

**Project focus for FY 2024-25**

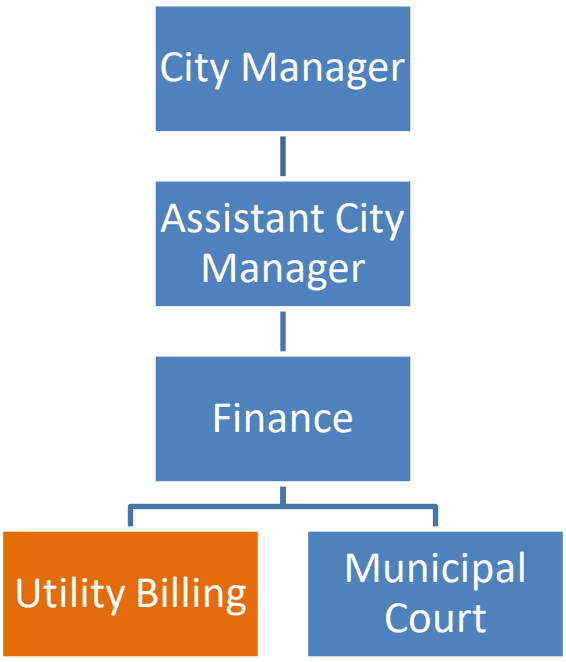
- The objective is to foster community engagement and raise awareness among residents about utility services in the city of Schertz.
    - This initiative seeks to inform and educate the customers on various utility services: water, sewer, and solid waste management. By promoting such knowledge, customers can make informed decisions about their utility usage and contribute towards the overall sustainability of the city.

- To maintain a highly skilled and professional workforce, it is important to establish clear performance standards, provide regular feedback and coaching, and recognize and reward exceptional performance.
    - The utility department can create a culture of excellence that motivates employees to achieve their full potential and deliver exceptional results.

- We propose to enhance the proficiency of the Utility Department.
    - This initiative aims to increase the knowledge and skills of the department's personnel, thereby improving their ability to carry out their duties effectively and efficiently.
    - We believe this will result in better service delivery and increased customer satisfaction.

- The Harmony Meter system is an instrumental tool for keeping all residents informed of any leaks, regardless of their leak level.
    - Our current practice involves utilizing Harmony's leak alerts to inform residents about both minor leaks and leaks that exceed 100 gallons per hour on a daily basis.
    - This information is critical for allowing customers to be notified of leaks early and proactively take measures to prevent increased utility bills.

## ORGANIZATIONAL CHART




| UTILITY BILLING | 2021-22 Actual | 2022-23 Actual | 2023-24 Budget | 2024-25 Budget |
|---|---|---|---|---|
| Utility Billing Manager | 1 | 1 | 1 | 1 |
| Utility Billing Asst. Manager | 1 | 0 | 0 | 0 |
| Senior Utility Billing Specialist | 0 | 1 | 2 | 2 |
| Utility Billing Specialist | 5 | 5 | 5 | 5 |
| Meter Tech | 2 | 2 | 2 | 2 |
| TOTAL POSITIONS | 9 | 9 | 10 | 10 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $431,066 | $601,713 | $640,600 | $763,754 |
| Supplies and Equipment | 222,795 | 314,355 | 312,444 | 311,400 |
| Utility Services | 11,333 | 9,182 | 13,000 | 13,000 |
| Operating Expenses | 396,037 | 382,200 | 395,500 | 413,500 |
| Repairs and Maintenance | 4,620 | 0 | 0 | 0 |
| Capital Outlay | 0 | 0 | 0 | 45,000 |
| *Total* | *$1,065,851* | *$1,307,450* | *$1,361,544* | *$1,546,654* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget increases 13.6% from the FY 2023-24 year-end estimate due to anticipated wage adjustments and the addition of a Lead Clerk position and higher credit card fees as more customers pay by phone or online.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 202 - WATER & SEWER** | | | | | | | |
| **Department: 176 - Business Office** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 202-176-511110 | Regular | 331,810.73 | 350,951.38 | 446,248.00 | 328,053.02 | 409,821.00 | 500,452.00 |
| 202-176-511120 | Overtime | 6,590.91 | 5,643.99 | 7,579.00 | 3,492.24 | 7,000.00 | 7,189.00 |
| 202-176-511210 | Longevity | 7,905.67 | 6,678.66 | 6,102.00 | 6,803.00 | 6,803.00 | 7,463.00 |
| 202-176-511220 | Clothing Allowance | 0.00 | 112.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-176-511230 | Certification Allowance | 3,575.16 | 1,390.00 | 780.00 | 75.00 | 20.00 | 622.00 |
| 202-176-511310 | FICA - Employer | 26,188.81 | 26,429.35 | 35,244.00 | 25,386.63 | 32,423.00 | 39,453.00 |
| 202-176-511350 | TMRS-Employer | -45,320.56 | 115,899.43 | 76,973.00 | 50,630.48 | 71,245.00 | 86,694.00 |
| 202-176-511410 | Health-Employer | 92,899.89 | 85,657.25 | 104,756.00 | 84,096.40 | 100,440.00 | 110,884.00 |
| 202-176-511500 | Workers' Compensation | 2,092.80 | 3,907.16 | 2,163.00 | 4,148.16 | 4,148.00 | 2,297.00 |
| 202-176-511606 | Uniforms | 2,178.43 | 2,560.05 | 3,200.00 | 1,562.56 | 3,200.00 | 3,200.00 |
| 202-176-511607 | Awards | 200.00 | 650.26 | 1,000.00 | 0.00 | 1,000.00 | 1,000.00 |
| 202-176-511610 | Memberships-Professional | 70.00 | 0.00 | 500.00 | 0.00 | 500.00 | 500.00 |
| 202-176-511612 | Training/Travel | 2,636.50 | 1,621.00 | 3,500.00 | 1,373.00 | 3,500.00 | 3,500.00 |
| 202-176-511614 | Meeting Expenses | 238.03 | 212.59 | 500.00 | 264.25 | 500.00 | 500.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **431,066.37** | **601,713.12** | **688,545.00** | **505,884.74** | **640,600.00** | **763,754.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 202-176-521000 | Operating Supplies | 2,082.91 | 2,974.57 | 2,500.00 | 1,369.09 | 2,500.00 | 2,500.00 |
| 202-176-521100 | Office Supplies | 2,113.29 | 1,774.50 | 2,100.00 | 385.26 | 2,100.00 | 2,100.00 |
| 202-176-521405 | Water Meters-New | 145,552.05 | 206,899.26 | 208,000.00 | 122,322.18 | 208,000.00 | 208,000.00 |
| 202-176-521702 | Postage | 73,046.46 | 100,526.36 | 95,000.00 | 75,869.85 | 98,000.00 | 98,000.00 |
| 202-176-521708 | Furniture & Fixtures | 0.00 | 2,180.71 | 781.00 | 780.60 | 800.00 | 800.00 |
| 202-176-521710 | Computer & Peripherals Under... | 0.00 | 0.00 | 1,044.00 | 1,044.00 | 1,044.00 | 0.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **222,794.71** | **314,355.40** | **309,425.00** | **201,770.98** | **312,444.00** | **311,400.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 202-176-533310 | Telephone/Cell Phones | 556.08 | 0.00 | 3,000.00 | 0.00 | 3,000.00 | 3,000.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 202-176-533500 | Vehicle Fuel | 10,776.68 | 9,181.90 | 10,000.00 | 6,610.81 | 10,000.00 | 10,000.00 |
| **ExpCategory: 533 - Utility Services Total:** | | **11,332.76** | **9,181.90** | **13,000.00** | **6,610.81** | **13,000.00** | **13,000.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 202-176-534011 | Contingencies | 1,197.00 | 0.00 | 3,775.00 | 3,637.80 | 5,000.00 | 5,000.00 |
| 202-176-534015 | Credit Card Service Fee | 309,508.08 | 309,648.87 | 302,000.00 | 148,055.85 | 302,000.00 | 320,000.00 |
| 202-176-534016 | Credit Cards Fees - AMEX | 1,954.01 | 2,472.72 | 3,500.00 | 0.00 | 3,500.00 | 3,500.00 |
| 202-176-534021 | Equipment Maintenance-Copier | 6,241.20 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-176-534029 | Printing & Binding | 41,072.37 | 24,000.05 | 25,000.00 | 16,075.36 | 30,000.00 | 30,000.00 |
| 202-176-534036 | Software Maintenance | 36,064.69 | 46,078.36 | 48,000.00 | 48,684.00 | 55,000.00 | 55,000.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **396,037.35** | **382,200.00** | **382,275.00** | **216,453.01** | **395,500.00** | **413,500.00** |
| **ExpCategory: 551 - Repairs and Maintenance** | | | | | | | |
| 202-176-551076 | Other Maintenance Agreements | 4,620.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **ExpCategory: 551 - Repairs and Maintenance Total:** | | **4,620.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 202-176-581012 | Vehicles & Accs Over $5,000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 45,000.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **45,000.00** |
| **Department: 176 - Business Office Total:** | | **1,065,851.19** | **1,307,450.42** | **1,393,245.00** | **930,719.54** | **1,361,544.00** | **1,546,654.00** |
| **Fund: 202 - WATER & SEWER Total:** | | **1,065,851.19** | **1,307,450.42** | **1,393,245.00** | **930,719.54** | **1,361,544.00** | **1,546,654.00** |
| **Report Total:** | | **1,065,851.19** | **1,307,450.42** | **1,393,245.00** | **930,719.54** | **1,361,544.00** | **1,546,654.00** |

# Group Summary

| ExpCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 202 - WATER & SEWER** | | | | | | |
| **Department: 176 - Business Office** | | | | | | |
| 511 - Personnel Services | 431,066.37 | 601,713.12 | 688,545.00 | 505,884.74 | 640,600.00 | 763,754.00 |
| 521 - Supplies and Equipment | 222,794.71 | 314,355.40 | 309,425.00 | 201,770.98 | 312,444.00 | 311,400.00 |
| 533 - Utility Services | 11,332.76 | 9,181.90 | 13,000.00 | 6,610.81 | 13,000.00 | 13,000.00 |
| 534 - Operating Expenses | 396,037.35 | 382,200.00 | 382,275.00 | 216,453.01 | 395,500.00 | 413,500.00 |
| 551 - Repairs and Maintenance | 4,620.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 581 - Capital Outlay | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 45,000.00 |
| **Department: 176 - Business Office Total:** | **1,065,851.19** | **1,307,450.42** | **1,393,245.00** | **930,719.54** | **1,361,544.00** | **1,546,654.00** |
| **Fund: 202 - WATER & SEWER Total:** | **1,065,851.19** | **1,307,450.42** | **1,393,245.00** | **930,719.54** | **1,361,544.00** | **1,546,654.00** |
| **Report Total:** | **1,065,851.19** | **1,307,450.42** | **1,393,245.00** | **930,719.54** | **1,361,544.00** | **1,546,654.00** |

# DEPARTMENT: PUBLIC WORKS
# DIVISION: 575 WATER & SEWER ADMINISTRATION
FUND: 202 WATER AND SEWER

## DEPARTMENT DESCRIPTION

The Water and Wastewater division of Public Works provides essential services to the Schertz community through maintenance, repair, strategic planning, inspection of infrastructure, and the expansion of water and wastewater services. To contribute to a higher quality of life and a safer community that is sustainable and financially sound, our employees offer excellent customer service, participate in community events, provide a weekly chipping service, meet with developers and utility providers, review plat and subdivision plans, as well as review water and wastewater construction plans. In addition, the Water and Wastewater division oversees the drought and water conservation plans/ordinance, provides letters of availability and Certificates of Convenience and Necessity, assists other departments, and conducts department training, education, and planning.

## GOALS FOR FY 2024-25

### Strategic Plan Emphasis

- Policy Values: Safe Community and Essential Services
    - Provides a safe potable water system that maintains adequate pressure and meets all the State rules and regulations.

- Policy Values: Safe Community and Essential Services
    - Provides a safe, sanitary, and reliable wastewater system that meets all State rules and regulations.

- Policy and Operational Values: Essential Services, Fiscally Sustainable, and Proactive
    - Ensure an adequate future water supply, through innovative conservation practices and proactively developing new resources.

- Operational Value: Proactive
    - Proactively engage and empower personnel to strengthen their ability to respond promptly to daily and emergency events.

- Operational Value: Engaged Workforce

- Emphasize safety to reduce preventable accidents.

- Operational Value: Engaged Workforce
  - Service oriented in delivering quality services and providing accurate and timely responses to customer requests and concerns.

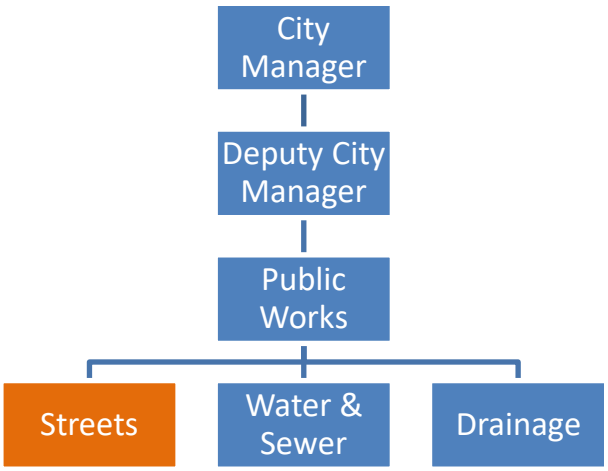
**Project focus for FY 2024-25**

- Construction focus on continuing to improve redundancies in the system.

- Focus on improving staff training and retention.

- Assist the Engineering Department in updating the Design Manual system models and development standards that impact the water and sewer system.

**ORGANIZATION CHART**



| WATER & SEWER ADMINISTRATION | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Director | 1 | 1 | 1 | 1 |
| Water/WW Superintendent | 1 | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 | 2 |
| Service Representative | 1 | 1 | 1 | 0 |
| SCADA Administrator | 0 | 1 | 1 | 0 |
| Industrial Controls Electrician | 0 | 0 | 0 | 1 |
| Schertz-Seguin Local Government Corp Gen Mgr. | 1 | 1 | 1 | 1 |
| Schertz-Seguin Local Government Corp Assistant Gen Mgr. | 1 | 1 | 0 | 1 |
| Schertz-Seguin Local Government Corp Electrical Journeyman | 0 | 0 | 1 | 0 |
| Water/WW Supervisor | 1 | 1 | 1 | 1 |
| Water/WW Crew Leader | 1 | 2 | 2 | 2 |
| Service Worker II | 5 | 5 | 5 | 5 |
| Service Worker I | 10 | 10 | 10 | 15 |
| TOTAL POSITIONS | 24 | 25 | 25 | 30 |

**PERFORMANCE INDICATORS**

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Water Connections | 16031 | 17336 | 17683 | 18215 |
| Miles of Water Main | 236 | 247 | 250 | 255 |
| Miles of Sewer Main | 124 | 134 | 138 | 144 |

| Efficiency | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Gallons Pumped (Edwards), acre feet | 324 | 235 | 375 | 400 |
| Gallons Received (SSLGC), acre feet | 6694 | 6810 | 6800 | 6900 |
| Gallons Distributed, acre feet | 5282 | 6269 | 6500 | 6750 |

| Effectiveness | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| New Meter Installed | 276 | 421 | 450 | 450 |
| New Service Taps | 3 | 3 | 2 | 2 |
| Water Service Calls | 1820 | 2229 | 2275 | 2400 |
| Water Main Break, Service Repair Calls | 1611 | 1657 | 1650 | 1650 |
| Sewer Backup and Repair Calls | 792 | 904 | 750 | 775 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Personnel Services | $1,859,690 | $1,942,709 | $2,346,444 | $2,734,537 |
| Supplies and Equipment | 3,484,977 | 3,842,683 | 4,125,805 | 4,550,100 |
| City Support Services | 100 | 0 | 100 | 100 |
| Utility Services | 474,566 | 512,426 | 548,750 | 550,000 |
| Operating Expenses | 10,867,898 | 10,988,414 | 11,866,686 | 11,830,250 |
| Professional Services | 292,427 | 274,214 | 392,400 | 397,000 |
| Non-Operating | 2,358,892 | 2,807,142 | 0 | 300,000 |
| Fund Charges/Transfers | 1,641,826 | 1,644,304 | 1,713,585 | 1,783,062 |
| Repairs and Maintenance | 224,225 | 228,120 | 466,600 | 512,750 |
| Debt Services | 5,708,282 | 6,470,718 | 7,677,985 | 6,630,188 |
| Rental/Leasing | 113,265 | 105,402 | 120,046 | 109,692 |
| Capital Outlay | 0 | 0 | 636,735 | 1,067,000 |
| *Total* | *$27,026,148* | *$28,876,131* | *$29,895,136* | *$30,464,679* |
| Projects | $5,000,000 | $326,181 | $353,911 | $3,000,000 |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget will increase 1.9% from the FY 2023-24 year-end estimate due to anticipated wage adjustments and the purchase of a replacement Combo Vac Truck, system monitoring upgrades and easement acquisition for future infrastructure.

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 202 - WATER & SEWER** | | | | | | | |
| **Department: 575 - W & S Administration** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 202-575-511110 | Regular | 1,171,386.45 | 1,206,363.72 | 1,472,343.00 | 1,060,885.92 | 1,472,343.00 | 1,728,501.00 |
| 202-575-511120 | Overtime | 82,164.85 | 73,350.50 | 72,173.00 | 60,557.96 | 85,000.00 | 90,675.00 |
| 202-575-511210 | Longevity | 11,801.00 | 10,030.00 | 11,705.00 | 13,910.34 | 13,725.34 | 13,754.00 |
| 202-575-511230 | Certification Allowance | 16,782.58 | 15,329.72 | 10,851.00 | 6,127.68 | 6,500.00 | 0.00 |
| 202-575-511240 | Allowances | 865.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-575-511310 | FICA - Employer | 94,928.15 | 92,664.70 | 119,579.00 | 83,660.62 | 119,579.00 | 140,224.00 |
| 202-575-511350 | TMRS-Employer | 210,831.04 | 208,735.70 | 261,159.00 | 179,589.57 | 261,159.00 | 308,126.00 |
| 202-575-511410 | Health-Employer | 219,572.79 | 280,511.94 | 316,229.00 | 271,492.48 | 316,229.00 | 371,743.00 |
| 202-575-511500 | Workers' Compensation | 13,474.63 | 24,947.27 | 23,417.00 | 26,708.13 | 26,709.00 | 25,464.00 |
| 202-575-511603 | Employee Appreciation Events -.. | 2,054.94 | 3,389.16 | 3,750.00 | 3,207.21 | 3,750.00 | 8,100.00 |
| 202-575-511606 | Uniforms | 13,959.85 | 11,684.66 | 17,450.00 | 11,741.57 | 17,450.00 | 23,700.00 |
| 202-575-511612 | Training/Travel | 20,545.15 | 15,701.96 | 23,000.00 | 11,962.45 | 23,000.00 | 23,250.00 |
| 202-575-511614 | Meeting Expenses | 1,283.12 | 0.00 | 1,000.00 | 737.49 | 1,000.00 | 1,000.00 |
| 202-575-511617 | Medical Services | 40.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **1,859,690.05** | **1,942,709.33** | **2,332,656.00** | **1,730,581.42** | **2,346,444.34** | **2,734,537.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 202-575-521000 | Operating Supplies | 11,550.80 | 15,659.16 | 15,000.00 | 12,368.06 | 15,000.00 | 18,000.00 |
| 202-575-521100 | Office Supplies | 1,564.56 | 868.59 | 2,000.00 | 1,172.65 | 2,000.00 | 2,500.00 |
| 202-575-521200 | Chem/Med/Lab Supplies | 1,457.46 | 2,181.74 | 5,980.00 | 3,433.04 | 5,980.00 | 6,750.00 |
| 202-575-521400 | Plumbing Supplies | 29,712.63 | 18,435.75 | 85,000.00 | 20,635.03 | 85,000.00 | 95,000.00 |
| 202-575-521600 | Equip Maint Supplies | 0.00 | 0.00 | 1,500.00 | 500.54 | 1,500.00 | 2,000.00 |
| 202-575-521701 | Computer Fees & Licenses | 0.00 | 0.00 | 4,000.00 | 3,894.45 | 4,000.00 | 4,500.00 |
| 202-575-521702 | Postage | 272.39 | 91.33 | 350.00 | 95.60 | 325.00 | 350.00 |
| 202-575-521705 | Street Maintenance Materials | 16,332.83 | 22,648.67 | 87,500.00 | 20,135.34 | 87,500.00 | 96,250.00 |
| 202-575-521708 | Furniture & Fixtures | 3,951.67 | 1,435.08 | 6,000.00 | 3,981.18 | 6,000.00 | 6,000.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 202-575-521710 | Computer & Peripherals Under... | 0.00 | 0.00 | 108,500.00 | 3,843.96 | 108,500.00 | 108,750.00 |
| 202-575-521716 | Equipment Under $5,000 | 4,249.24 | 5,742.68 | 10,000.00 | 7,959.91 | 10,000.00 | 10,000.00 |
| 202-575-521719 | Water Purchase | 3,415,885.46 | 3,775,620.04 | 3,700,000.00 | 1,558,500.25 | 3,800,000.00 | 4,200,000.00 |
| **ExpCategory: 521 - Supplies and Equipment Total:** | | **3,484,977.04** | **3,842,683.04** | **4,025,830.00** | **1,636,520.01** | **4,125,805.00** | **4,550,100.00** |
| **ExpCategory: 532 - City Supported Services** | | | | | | | |
| 202-575-532014 | Low Flow Rebate Program | 100.00 | 0.00 | 100.00 | 100.00 | 100.00 | 100.00 |
| **ExpCategory: 532 - City Supported Services Total:** | | **100.00** | **0.00** | **100.00** | **100.00** | **100.00** | **100.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 202-575-533100 | Gas Utility Service | 2,820.34 | 2,421.13 | 4,000.00 | 2,681.72 | 4,000.00 | 4,500.00 |
| 202-575-533200 | Electric Utility Service | 403,065.41 | 437,480.82 | 450,000.00 | 289,044.89 | 475,000.00 | 472,500.00 |
| 202-575-533310 | Telephone/Cell Phones | 81.18 | 24.88 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-575-533320 | Telephone/Air Cards | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-575-533410 | Water Utility Service | 2,075.15 | 2,782.21 | 2,750.00 | 1,758.17 | 2,750.00 | 3,000.00 |
| 202-575-533500 | Vehicle Fuel | 66,524.17 | 69,716.62 | 67,000.00 | 50,405.23 | 67,000.00 | 70,000.00 |
| **ExpCategory: 533 - Utility Services Total:** | | **474,566.25** | **512,425.66** | **523,750.00** | **343,890.01** | **548,750.00** | **550,000.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 202-575-534000 | Advertising | 0.00 | 506.00 | 3,000.00 | 0.00 | 3,000.00 | 3,000.00 |
| 202-575-534005 | City Insurance-Commercial | 70,562.39 | 86,058.92 | 97,000.00 | 102,849.87 | 102,336.00 | 110,000.00 |
| 202-575-534011 | Contingencies | 0.00 | 0.00 | 115,000.00 | 0.00 | 115,000.00 | 125,000.00 |
| 202-575-534021 | Equipment Maintenance - Copi... | 6,938.70 | 5,565.80 | 6,500.00 | 4,452.64 | 6,500.00 | 7,000.00 |
| 202-575-534027 | Memberships-City Use | 0.00 | 0.00 | 0.00 | 45.00 | 0.00 | 0.00 |
| 202-575-534029 | Printing & Binding | 179.00 | 74.00 | 250.00 | 0.00 | 250.00 | 250.00 |
| 202-575-534037 | Computer Maintenance | 14,647.03 | 7,961.22 | 17,500.00 | 41.98 | 17,500.00 | 17,500.00 |
| 202-575-534050 | Waste Contractor Expense | 5,452,509.45 | 5,418,725.94 | 5,582,100.00 | 4,279,538.99 | 5,582,100.00 | 5,625,000.00 |
| 202-575-534054 | State Water Fees-TCEQ | 36,615.93 | 36,705.45 | 40,000.00 | 39,849.25 | 40,000.00 | 42,500.00 |
| 202-575-534059 | Sewer Treatment-CCMA/MUD | 5,286,445.05 | 5,432,816.32 | 5,720,000.00 | 3,837,901.69 | 6,000,000.00 | 5,900,000.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **10,867,897.55** | **10,988,413.65** | **11,581,350.00** | **8,264,679.42** | **11,866,686.00** | **11,830,250.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 202-575-541000 | Auditor/Accounting Service | 24,000.00 | 24,000.00 | 25,000.00 | 25,000.00 | 25,000.00 | 25,000.00 |
| 202-575-541001 | Cell Tower Management Fees | 108,127.81 | 92,560.62 | 96,000.00 | 95,271.59 | 96,000.00 | 96,000.00 |
| 202-575-541012 | Legal Services | 113,914.94 | 154,455.41 | 125,000.00 | 3,007.00 | 125,000.00 | 125,000.00 |
| 202-575-541017 | Professional Services | 45,587.09 | 2,197.53 | 145,000.00 | 30,744.14 | 145,000.00 | 150,000.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 202-575-555041 | Paying Agent | 797.04 | 1,000.00 | 1,400.00 | 1,000.00 | 1,400.00 | 1,000.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **292,426.88** | **274,213.56** | **392,400.00** | **155,022.73** | **392,400.00** | **397,000.00** |
| **ExpCategory: 542 - Non-Operating Expenses** | | | | | | | |
| 202-575-542000 | Depreciation Expense | 2,358,891.85 | 2,509,976.63 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-575-542001 | Bad Debt Expense | 0.00 | 297,165.07 | 0.00 | 0.00 | 0.00 | 300,000.00 |
| **ExpCategory: 542 - Non-Operating Expenses Total:** | | **2,358,891.85** | **2,807,141.70** | **0.00** | **0.00** | **0.00** | **300,000.00** |
| **ExpCategory: 548 - Fund Charges/Transfers** | | | | | | | |
| 202-575-548004 | Interfund Charges-Fleet | 163,596.00 | 150,684.00 | 169,213.00 | 155,111.92 | 169,213.00 | 193,380.00 |
| 202-575-548006 | Interfund Charges-Admin | 1,478,230.00 | 1,493,620.00 | 1,540,372.00 | 1,412,007.67 | 1,540,372.00 | 1,585,682.00 |
| 202-575-548014 | Transfer Out - General Fund | 0.00 | 0.00 | 4,000.00 | 0.00 | 4,000.00 | 4,000.00 |
| **ExpCategory: 548 - Fund Charges/Transfers Total:** | | **1,641,826.00** | **1,644,304.00** | **1,713,585.00** | **1,567,119.59** | **1,713,585.00** | **1,783,062.00** |
| **ExpCategory: 551 - Repairs and Maintenance** | | | | | | | |
| 202-575-551000 | Building Maintenance | 2,907.98 | 134.00 | 10,000.00 | 0.00 | 10,000.00 | 15,000.00 |
| 202-575-551071 | I&I Maintenance | 7,298.75 | 11,561.87 | 50,000.00 | 5,911.00 | 50,000.00 | 50,000.00 |
| 202-575-551075 | Minor & Other Equip Maint | 3,302.35 | 4,609.45 | 5,100.00 | 412.49 | 5,100.00 | 5,250.00 |
| 202-575-551076 | Other Maintenance Agreements | 220.00 | 700.00 | 200.00 | 1,080.00 | 1,500.00 | 2,500.00 |
| 202-575-551104 | Sewer Maintenance | 78,156.80 | 95,422.92 | 120,000.00 | 72,134.66 | 120,000.00 | 140,000.00 |
| 202-575-551114 | Water Maintenance | 132,339.59 | 175,692.04 | 280,000.00 | 73,775.01 | 280,000.00 | 300,000.00 |
| **ExpCategory: 551 - Repairs and Maintenance Total:** | | **224,225.47** | **288,120.28** | **465,300.00** | **153,313.16** | **466,600.00** | **512,750.00** |
| **ExpCategory: 555 - Debt Services** | | | | | | | |
| 202-575-555034 | Debt Service | 0.00 | 208,713.00 | 1,630,000.00 | 1,630,000.00 | 1,630,000.00 | 1,700,000.00 |
| 202-575-555035 | Interest Expense | 637,021.94 | 1,017,794.14 | 967,184.00 | 967,136.76 | 967,184.00 | 891,412.00 |
| 202-575-555036 | Issuance Costs | 57,094.83 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-575-555040 | Cost of Bond Issuance | 84,810.83 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202-575-555053 | Contribution to CCMA | 716,245.00 | 716,050.00 | 715,050.00 | 212,525.00 | 715,050.00 | 357,025.00 |
| 202-575-555054 | Contribution To CVLGC | 300,000.00 | 400,000.00 | 300,000.00 | 200,000.00 | 300,000.00 | 300,000.00 |
| 202-575-555055 | Contribution to SSLG | 3,913,109.50 | 4,128,160.78 | 4,065,751.00 | 3,341,428.43 | 4,065,751.00 | 3,381,751.00 |
| **ExpCategory: 555 - Debt Services Total:** | | **5,708,282.10** | **6,470,717.92** | **7,677,985.00** | **6,351,090.19** | **7,677,985.00** | **6,630,188.00** |
| **ExpCategory: 561 - Rental/Leasing** | | | | | | | |
| 202-575-561000 | Rental-Building & Land | 3,132.24 | 3,401.61 | 3,700.00 | 3,545.46 | 3,546.00 | 3,900.00 |
| 202-575-561100 | Rental-Equipment | 8,133.00 | 0.00 | 6,000.00 | 0.00 | 6,000.00 | 6,000.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 202-575-561200 | Lease/Purchase Payments | 102,000.00 | 102,000.00 | 150,792.00 | 184,792.00 | 110,500.00 | 99,792.00 |
| **ExpCategory: 561 - Rental/Leasing Total:** | | **113,265.24** | **105,401.61** | **160,492.00** | **188,337.46** | **120,046.00** | **109,692.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 202-575-581005 | Equipment Over $5,000 | 0.00 | 0.00 | 625,208.00 | 11,090.00 | 200,000.00 | 432,000.00 |
| 202-575-581008 | Land/ROW/Easements Purchase | 0.00 | 0.00 | 100,000.00 | 0.00 | 100,000.00 | 100,000.00 |
| 202-575-581012 | Vehicles & Accs Over $5,000 | 0.00 | 0.00 | 0.00 | 86,734.00 | 86,735.00 | 285,000.00 |
| 202-575-581016 | Major Projects | 0.00 | 0.00 | 250,000.00 | 9,823.99 | 250,000.00 | 250,000.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **0.00** | **0.00** | **975,208.00** | **107,647.99** | **636,735.00** | **1,067,000.00** |
| **Department: 575 - W & S Administration Total:** | | **27,026,148.43** | **28,876,130.75** | **29,848,656.00** | **20,498,301.98** | **29,895,136.34** | **30,464,679.00** |
| **Fund: 202 - WATER & SEWER Total:** | | **27,026,148.43** | **28,876,130.75** | **29,848,656.00** | **20,498,301.98** | **29,895,136.34** | **30,464,679.00** |
| **Report Total:** | | **27,026,148.43** | **28,876,130.75** | **29,848,656.00** | **20,498,301.98** | **29,895,136.34** | **30,464,679.00** |

# FUND: 411 CAPITAL RECOVERY FUND WATER
(Water & Sewer)

## DESCRIPTION

The Capital Recovery program is designated to support future growth of population and commercial water and wastewater demands without an impact on existing customers while keeping bond supported programs to a minimum. Capital Recovery projects are based on the number of connections sold to increase pumping, storage and transmission water lines, and wastewater programs. Impact funds (Capital Recovery) must be used within ten years of collection date. All water and wastewater improvements are constructed to meet State Board of Insurance and Texas Commission on Environmental Quality rules and regulations.

## GOALS AND OBJECTIVES

- Ensure the Texas Commission of Environmental Quality (TCEQ) rules and regulations are met for future growth.
- Continue to improve and provide an efficient and reliable water and wastewater system that meets all the State rules and regulations and future growth in the community.
- Provide citizens with quality projects completed on time and on budget.
- Design a 3-million-gallon ground storage and booster station
- State law mandates that the Water/Wastewater Capital Recovery plan be updated at least every five years. The last study was 2011.

## PERFORMANCE INDICATORS

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Fees | $832,664 | $675,207 | $1,049,105 | $1,000,000 |
| Investment Income | 65,208 | 257,693 | 241,847 | 226,400 |
| *Total* | *$897,871* | *$932,900* | *$1,290,952* | *$1,226,400* |
| | | | | |
| *Expenses* | | | | |
| Supplies and Equipment | $0 | $0 | $12,727 | $0 |
| Professional Services | 37,234 | 11,175 | 47,667 | 19,000 |
| Projects | 4,230,819 | 455,556 | 0 | 0 |
| *Total* | *$4,268,052* | *$466,731* | *$60,394* | *$19,000* |
| | | | | |
| *Over/-Under* | *-$3,370,181* | *$466,169* | *$1,230,558* | *$1,207,400* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget will be set at $19,000 for any professional services or studies that need to be completed.

| 3ExpDepartment;3RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 411 - CAPITAL RECOVERY - WATER** | | | | | | |
| **Revenue** | | | | | | |
| 432 - Fees | 832,663.76 | 675,206.80 | 1,000,000.00 | 1,049,105.00 | 975,000.00 | 1,000,000.00 |
| 491 - Investment Income | 65,207.57 | 257,693.12 | 222,000.00 | 241,847.33 | 229,450.00 | 226,400.00 |
| **Revenue Total:** | **897,871.33** | **932,899.92** | **1,222,000.00** | **1,290,952.33** | **1,204,450.00** | **1,226,400.00** |
| **Expense** | | | | | | |
| **3ExpFunction: 1 - General Government** | | | | | | |
| 101 - Non Departmental | 37,233.55 | 11,175.25 | 55,748.00 | 23,028.10 | 60,393.66 | 19,000.00 |
| **3ExpFunction: 1 - General Government Total:** | **37,233.55** | **11,175.25** | **55,748.00** | **23,028.10** | **60,393.66** | **19,000.00** |
| **3ExpFunction: 9 - Misc & Projects** | | | | | | |
| 900 - Projects | 4,230,818.70 | 455,555.79 | 0.00 | 0.00 | 0.00 | 0.00 |
| **3ExpFunction: 9 - Misc & Projects Total:** | **4,230,818.70** | **455,555.79** | **0.00** | **0.00** | **0.00** | **0.00** |
| **Expense Total:** | **4,268,052.25** | **466,731.04** | **55,748.00** | **23,028.10** | **60,393.66** | **19,000.00** |
| **Fund: 411 - CAPITAL RECOVERY - WATER Surplus (Deficit):** | **-3,370,180.92** | **466,168.88** | **1,166,252.00** | **1,267,924.23** | **1,144,056.34** | **1,207,400.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 411 - CAPITAL RECOVERY - WATER** | | | | | | | |
| **RevCategory: 432 - Fees** | | | | | | | |
| 411-575-432027 | Cap Rcvry-Water | 832,663.76 | 675,206.80 | 1,000,000.00 | 1,049,105.00 | 975,000.00 | 1,000,000.00 |
| | **RevCategory: 432 - Fees Total:** | **832,663.76** | **675,206.80** | **1,000,000.00** | **1,049,105.00** | **975,000.00** | **1,000,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 411-101-491000 | Interest Earned | 754.20 | 1,697.12 | 2,000.00 | 1,139.91 | 1,950.00 | 1,400.00 |
| 411-101-491200 | Investment Income | 64,453.37 | 255,996.00 | 220,000.00 | 240,707.42 | 227,500.00 | 225,000.00 |
| | **RevCategory: 491 - Investment Income Total:** | **65,207.57** | **257,693.12** | **222,000.00** | **241,847.33** | **229,450.00** | **226,400.00** |
| | **Fund: 411 - CAPITAL RECOVERY - WATER Total:** | **897,871.33** | **932,899.92** | **1,222,000.00** | **1,290,952.33** | **1,204,450.00** | **1,226,400.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 411 - CAPITAL RECOVERY - WATER** | | | | | | | |
| 411-101-521701 | Computer Fees & Licenses | 0.00 | 0.00 | 11,748.00 | 5,640.00 | 12,727.00 | 0.00 |
| 411-101-541000 | Auditor/Accounting Service | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,083.33 | 1,000.00 |
| 411-101-541017 | Professional Services | 36,233.55 | 10,175.25 | 43,000.00 | 16,388.10 | 46,583.33 | 18,000.00 |
| 411-900-548017 | Transfer Out - Public Imprvmnt | 4,230,818.70 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 411-900-581013 | Construction | 0.00 | 455,555.79 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Fund: 411 - CAPITAL RECOVERY - WATER Total:** | **4,268,052.25** | **466,731.04** | **55,748.00** | **23,028.10** | **60,393.66** | **19,000.00** |

# FUND: 421 CAPITAL RECOVERY FUND SEWER

(Water & Sewer)

## DESCRIPTION

The Capital Recovery program is designated to support future growth of population and commercial water and wastewater demands without an impact on existing customers while keeping bond supported programs to a minimum. Capital Recovery projects are based on the number of connections sold to increase pumping, storage and transmission water lines, and wastewater programs. Impact funds (Capital Recovery) must be used within ten years of collection date. All water and wastewater improvements are constructed to meet State Board of Insurance and Texas Commission on Environmental Quality rules and regulations.

## GOALS AND OBJECTIVES

- Ensure the Texas Commission of Environmental Quality (TCEQ) rules and regulations are met for future growth.

- Continue to improve and provide an efficient and reliable water and wastewater system that meets all the State rules and regulations and future growth in the community.

- Preliminary engineering and land acquisition for a wastewater treatment plant for South Schertz. Initiate plans for the Southeast Quad Pump Station and the Ground Storage and Distribution Main for South Schertz. State law mandates that the Water/Wastewater Capital Recovery Plan be updated at least every five years. Last study was in 2011. Currently the Sedona WWTP serves the Crossvine Subdivision area but will be eliminated when the new CCMA WWTP comes online. A sewer line and lift-station will be needed to accomplish this project.

- Provide citizens with quality projects completed on time and on budget.

## PERFORMANCE INDICATORS

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Fees | $371,261 | $523,142 | $433,333 | $600,000 |
| Investment Income | 59,887 | 262,199 | 265,417 | 201,000 |
| *Total* | *$431,148* | *$785,341* | *$698,750* | *$801,000* |
| | | | | |
| *Expenses* | | | | |
| Non-Departmental | $21,382 | $19,073 | $72,852 | $33,000 |
| *Total* | *$21,382* | *$19,073* | *$72,852* | *$33,000* |
| | | | | |
| *Over/-Under* | *$409,766* | *$766,268* | *$625,898* | *$768,000* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget will be set at $33,000 for any professional services or studies that need to be completed.

| 3ExpDepartment;3RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 421 - CAPITAL RECOVERY - SEWER** | | | | | | |
| **Revenue** | | | | | | |
| 432 - Fees | 371,261.32 | 523,142.18 | 500,000.00 | 937,618.28 | 433,333.33 | 600,000.00 |
| 491 - Investment Income | 59,886.70 | 262,198.52 | 200,000.00 | 205,651.32 | 265,416.66 | 201,000.00 |
| **Revenue Total:** | **431,148.02** | **785,340.70** | **700,000.00** | **1,143,269.60** | **698,749.99** | **801,000.00** |
| **Expense** | | | | | | |
| **3ExpFunction: 1 - General Government** | | | | | | |
| 101 - Non Departmental | 21,382.14 | 19,073.22 | 67,248.00 | 58,768.40 | 72,852.00 | 33,000.00 |
| **3ExpFunction: 1 - General Government Total:** | **21,382.14** | **19,073.22** | **67,248.00** | **58,768.40** | **72,852.00** | **33,000.00** |
| **Expense Total:** | **21,382.14** | **19,073.22** | **67,248.00** | **58,768.40** | **72,852.00** | **33,000.00** |
| **Fund: 421 - CAPITAL RECOVERY - SEWER Surplus (Deficit):** | **409,765.88** | **766,267.48** | **632,752.00** | **1,084,501.20** | **625,897.99** | **768,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 421 - CAPITAL RECOVERY - SEWER** | | | | | | | |
| **RevCategory: 432 - Fees** | | | | | | | |
| 421-575-432028 | Cap Rcvry-Waste Water | 371,261.32 | 523,142.18 | 500,000.00 | 937,618.28 | 433,333.33 | 600,000.00 |
| | **RevCategory: 432 - Fees Total:** | **371,261.32** | **523,142.18** | **500,000.00** | **937,618.28** | **433,333.33** | **600,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 421-101-491000 | Interest Earned | 6,414.51 | 20,447.69 | 25,000.00 | 1,021.09 | 27,083.33 | 1,000.00 |
| 421-101-491200 | Investment Income | 63,417.67 | 241,599.89 | 175,000.00 | 204,630.23 | 238,333.33 | 200,000.00 |
| 421-101-491302 | Unrealized Gain/Loss-CapOne | -9,945.48 | 150.94 | 0.00 | 0.00 | 0.00 | 0.00 |
| **RevCategory: 491 - Investment Income Total:** | | **59,886.70** | **262,198.52** | **200,000.00** | **205,651.32** | **265,416.66** | **201,000.00** |
| **Fund: 421 - CAPITAL RECOVERY - SEWER Total:** | | **431,148.02** | **785,340.70** | **700,000.00** | **1,143,269.60** | **698,749.99** | **801,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 421 - CAPITAL RECOVERY - SEWER** | | | | | | | |
| 421-101-521701 | Computer Fees & Licenses | 0.00 | 0.00 | 11,748.00 | 5,640.00 | 12,727.00 | 0.00 |
| 421-101-541000 | Auditor/Accounting Service | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,083.33 | 1,000.00 |
| 421-101-541017 | Professional Services | 15,815.73 | 16,515.50 | 50,000.00 | 52,128.40 | 54,166.67 | 32,000.00 |
| 421-101-555052 | Investment Management Fee | 4,566.41 | 1,557.72 | 4,500.00 | 0.00 | 4,875.00 | 0.00 |
| **Fund: 421 - CAPITAL RECOVERY - SEWER Total:** | | **21,382.14** | **19,073.22** | **67,248.00** | **58,768.40** | **72,852.00** | **33,000.00** |

# FUND: 204 DRAINAGE FUND

## DEPARTMENT DESCRIPTION

The Public Works Drainage Division provides essential services that contributes to a safer and more attractive community through the maintenance and management of drainage channels, storm water inlets, floodways, road right-of-way, alleys, and compliance with regulations, as well as reviewing subdivision plans and the issuance of permits for development that potentially affects drainage infrastructure. The revenues come from a fee charged to “users”. A “user” is any citizen or business that owns impervious surfaces and/or any man-made structure, such as buildings, parking lots, or driveways.

## GOALS FOR FY 2024-25

### Strategic Plan Emphasis

- Policy Value: Safe Community
    - Protect lives and property.

- Policy and Operational Values: Essential Services and Proactive
    - Adhere to best management practices in the maintenance of natural creek waterways and earthen channels to ensure water quality, reduce erosion, and increase conveyance.

- Policy and Operational Values: Safe Community and Systems Management
    - Support for technical review and issuance of floodplain permits, flood insurance rate map revision, floodplain violation identification, coordination and mitigation support.

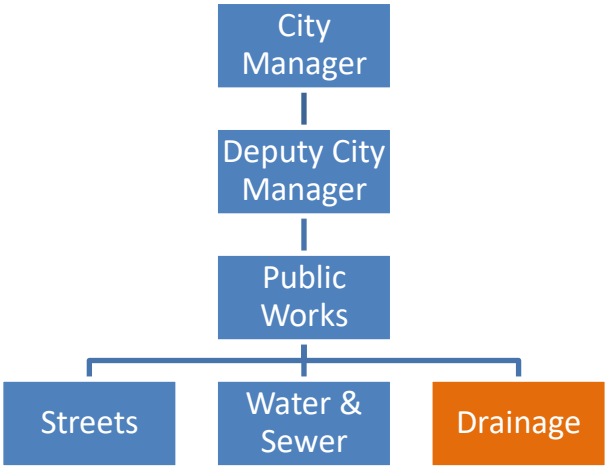
- Policy Value: Fiscally Sustainable
    - Continue to evaluate, consider, and pursue all available resources for innovative management of the drainage infrastructure.

### Project focus for FY 2024-25

- Finish updating and evaluate drainage fee for all applicable properties.

- Evaluate most cost-effective means of maintaining drainage-ways that meets community expectations.

## ORGANIZATIONAL CHART




| DRAINAGE | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Drainage Supervisor | 1 | 1 | 1 | 1 |
| Drainage Worker II | 2 | 2 | 2 | 2 |
| Drainage Worker I | 5 | 5 | 5 | 5 |
| TOTAL POSITIONS | 8 | 8 | 8 | 8 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Acres of Alleys Maintained | 5.15 | 5.15 | 8.68 | 8.68 |
| Acres of Rights-of-Way (ROW), In-town Easements Maintained | 66.46 | 66.46 | 90.11 | 90.11 |
| Acres of Drainage Ditches Maintained | 220 | 220 | 220 | 220 |

| Efficiency | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Monthly Operating Expenditures | 87,284 | 127,899 | 124,517 | 126,614 |

| Effectiveness | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| ROW Maintenance & Mowing, Hours | 4320 | 4510 | 4850 | 4850 |
| Drainage Mowing, Hours | 1340 | 1395 | 1600 | 1600 |
| Drainage Structure Maintenance, Hours | 2151 | 2080 | 2300 | 2300 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Permits & Licenses | $9,650 | $16,400 | $10,200 | $6,000 |
| Fees | 1,258,899 | 1,269,022 | 1,363,517 | 1,510,000 |
| Fund Transfers | 19,166 | 0 | 19,037 | 18,283 |
| Investment Income | 3,938 | 29,158 | 29,792 | 32,000 |
| Miscellaneous | 0 | 0 | 0 | 0 |
| *Total* | *$1,291,653* | *$1,314,580* | *$1,422,546* | *$1,566,283* |
| | | | | |
| *Expenses* | | | | |
| Personnel Services | $295,730 | $634,081 | $589,584 | $595,192 |
| Supplies and Equipment | 13,448 | 7,101 | 10,237 | 18,150 |
| Utility Services | 26,436 | 33,967 | 33,475 | 35,000 |
| Operating Expenses | 3,610 | 88,645 | 14,383 | 19,250 |
| Professional Services | 1,500 | 1,500 | 2,708 | 2,500 |
| Non-Operating Expenses | 108,382 | 122,243 | 0 | 10,000 |
| Fund Transfers | 573,817 | 574,443 | 623,397 | 580,770 |
| Repairs and Maintenance | 24,488 | 68,927 | 162,500 | 175,000 |
| Capital Outlay | 0 | 3,877 | 178,750 | 100,000 |
| *Total* | *$1,047,411* | *$1,534,783* | *$1,615,035* | *$1,535,862* |
| | | | | |
| *Over/-Under* | *$244,241* | *-$220,204* | *-$192,489* | *$30,421* |

## PROGRAM JUSTIFICATION AND ANALYSIS

**Revenue:** The FY 2024-25 Budget increased 10.1% from the FY 2023-24 year-end estimate from anticipated service additions.

**Expenses:** The FY 2024-25 Budget will decrease 4.9% from the FY 2023-24 year-end estimate.

| 3ExpDepartment;3RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 204 - DRAINAGE** | | | | | | |
| **Revenue** | | | | | | |
| 431 - Permits & Licenses | 9,650.00 | 16,400.00 | 10,200.00 | 12,600.00 | 10,200.00 | 6,000.00 |
| 432 - Fees | 1,258,898.99 | 1,269,021.93 | 1,321,850.00 | 1,123,048.74 | 1,363,516.67 | 1,510,000.00 |
| 480 - Fund Charges/Transfers | 19,165.69 | 0.00 | 17,573.00 | 0.00 | 19,037.42 | 18,283.00 |
| 491 - Investment Income | 3,938.20 | 29,157.63 | 27,000.00 | 30,133.87 | 29,791.67 | 32,000.00 |
| 497 - Miscellaneous | 0.00 | 0.00 | 0.00 | 1,384.10 | 0.00 | 0.00 |
| **Revenue Total:** | **1,291,652.88** | **1,314,579.56** | **1,376,623.00** | **1,167,166.71** | **1,422,545.76** | **1,566,283.00** |
| **Expense** | | | | | | |
| **3ExpFunction: 5 - Public Works** | | | | | | |
| 579 - Drainage | 1,047,411.49 | 1,534,783.31 | 1,494,207.00 | 1,080,586.50 | 1,615,035.14 | 1,535,862.00 |
| **3ExpFunction: 5 - Public Works Total:** | **1,047,411.49** | **1,534,783.31** | **1,494,207.00** | **1,080,586.50** | **1,615,035.14** | **1,535,862.00** |
| **3ExpFunction: 9 - Misc & Projects** | | | | | | |
| 900 - Projects | 0.00 | 0.00 | 100,000.00 | 0.00 | 0.00 | 100,000.00 |
| **3ExpFunction: 9 - Misc & Projects Total:** | **0.00** | **0.00** | **100,000.00** | **0.00** | **0.00** | **100,000.00** |
| **Expense Total:** | **1,047,411.49** | **1,534,783.31** | **1,594,207.00** | **1,080,586.50** | **1,615,035.14** | **1,635,862.00** |
| **Fund: 204 - DRAINAGE Surplus (Deficit):** | **244,241.39** | **-220,203.75** | **-217,584.00** | **86,580.21** | **-192,489.38** | **-69,579.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 204 - DRAINAGE** | | | | | | | |
| **RevCategory: 431 - Permits & Licenses** | | | | | | | |
| 204-579-431116 | Floodplain Permit | 9,650.00 | 16,400.00 | 10,200.00 | 12,600.00 | 10,200.00 | 6,000.00 |
| **RevCategory: 431 - Permits & Licenses Total:** | | **9,650.00** | **16,400.00** | **10,200.00** | **12,600.00** | **10,200.00** | **6,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 432 - Fees** | | | | | | | |
| 204-579-432054 | Drainage Penalties | 9,880.78 | 10,507.12 | 9,350.00 | 7,229.22 | 9,350.00 | 10,000.00 |
| 204-579-432055 | Drainage Fee | 1,249,018.21 | 1,258,514.81 | 1,312,500.00 | 1,115,819.52 | 1,354,166.67 | 1,500,000.00 |
| | **RevCategory: 432 - Fees Total:** | **1,258,898.99** | **1,269,021.93** | **1,321,850.00** | **1,123,048.74** | **1,363,516.67** | **1,510,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 480 - Fund Charges/Transfers** | | | | | | | |
| 204-579-480000 | Transfer In | 19,165.69 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 204-579-480002 | Transfer In - Reserves | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 204-579-480101 | Transfer In - General Fund | 0.00 | 0.00 | 17,573.00 | 0.00 | 19,037.42 | 18,283.00 |
| **RevCategory: 480 - Fund Charges/Transfers Total:** | | **19,165.69** | **0.00** | **17,573.00** | **0.00** | **19,037.42** | **18,283.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 204-579-491000 | Interest Earned | 710.43 | 3,588.69 | 4,000.00 | 1,524.80 | 4,875.00 | 2,000.00 |
| 204-579-491200 | Investment Income | 3,227.77 | 25,568.94 | 23,000.00 | 28,609.07 | 24,916.67 | 30,000.00 |
| | **RevCategory: 491 - Investment Income Total:** | **3,938.20** | **29,157.63** | **27,000.00** | **30,133.87** | **29,791.67** | **32,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 497 - Miscellaneous** | | | | | | | |
| 204-579-497000 | Miscellaneous Income | 0.00 | 0.00 | 0.00 | 1,384.10 | 0.00 | 0.00 |
| | **RevCategory: 497 - Miscellaneous Total:** | **0.00** | **0.00** | **0.00** | **1,384.10** | **0.00** | **0.00** |
| | **Fund: 204 - DRAINAGE Total:** | **1,291,652.88** | **1,314,579.56** | **1,376,623.00** | **1,167,166.71** | **1,422,545.76** | **1,566,283.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 204 - DRAINAGE** | | | | | | | |
| 204-579-511110 | Regular | 202,262.19 | 338,044.45 | 368,504.00 | 286,895.02 | 359,023.17 | 371,620.00 |
| 204-579-511120 | Overtime | 3,538.51 | 5,617.16 | 8,265.00 | 7,421.03 | 8,265.00 | 8,551.00 |
| 204-579-511210 | Longevity | 10,151.17 | 12,801.50 | 13,145.00 | 14,445.33 | 14,445.33 | 10,379.00 |
| 204-579-511230 | Certification Allowance | 2,352.20 | 3,150.40 | 2,873.00 | 1,177.08 | 1,177.08 | 0.00 |
| 204-579-511310 | FICA - Employer | 16,857.88 | 26,259.70 | 30,021.00 | 22,790.23 | 29,346.42 | 29,849.00 |
| 204-579-511350 | TMRS-Employer | -13,709.22 | 143,222.17 | 65,566.00 | 46,560.37 | 61,435.83 | 65,590.00 |
| 204-579-511410 | Health-Employer | 57,391.74 | 86,958.73 | 94,154.00 | 93,903.98 | 88,969.83 | 78,709.00 |
| 204-579-511500 | Workers' Compensation | 4,694.47 | 8,691.60 | 6,939.00 | 9,304.94 | 9,305.00 | 6,894.00 |
| 204-579-511603 | Employee Appreciation Events -.. | 979.91 | 1,674.14 | 2,500.00 | 1,909.43 | 2,500.00 | 3,000.00 |
| 204-579-511606 | Uniforms | 5,263.24 | 4,816.62 | 6,300.00 | 5,103.04 | 6,300.00 | 9,650.00 |
| 204-579-511610 | Memberships-Professional | 0.00 | 0.00 | 600.00 | 0.00 | 600.00 | 600.00 |
| 204-579-511612 | Training/Travel | 5,874.79 | 2,844.19 | 7,500.00 | 684.44 | 7,500.00 | 8,250.00 |
| 204-579-511614 | Meeting Expenses | 33.31 | 0.00 | 500.00 | 245.33 | 500.00 | 500.00 |
| 204-579-511616 | Professional Certification | 0.00 | 0.00 | 544.00 | 97.00 | 0.00 | 1,350.00 |
| 204-579-511617 | Medical Services | 40.00 | 0.00 | 200.00 | 0.00 | 216.67 | 250.00 |
| 204-579-521000 | Operating Supplies | 10,097.93 | 2,172.10 | 3,000.00 | 2,456.26 | 2,708.33 | 3,250.00 |
| 204-579-521100 | Office Supplies | 110.93 | 112.79 | 600.00 | 309.23 | 270.83 | 700.00 |
| 204-579-521200 | Chem/Med/Lab Supplies | 780.42 | 2,413.54 | 4,000.00 | 898.58 | 4,333.33 | 4,500.00 |
| 204-579-521300 | Motor Vehicle Supplies | 0.00 | 0.00 | 200.00 | 39.10 | 216.67 | 250.00 |
| 204-579-521710 | Computer & Peripherals Under... | 0.00 | 0.00 | 5,100.00 | 111.98 | 0.00 | 5,100.00 |
| 204-579-521712 | Equipment under $5,000 | 2,458.58 | 2,402.25 | 4,350.00 | 1,574.65 | 2,708.33 | 4,350.00 |
| 204-579-533310 | Telephone/Cell Phones | 383.31 | 0.00 | 0.00 | 0.00 | 975.00 | 0.00 |
| 204-579-533500 | Vehicle Fuel | 26,052.45 | 33,966.94 | 30,000.00 | 26,105.64 | 32,500.00 | 35,000.00 |
| 204-579-534005 | City Insurance-Commercial | 3,111.39 | 3,172.46 | 3,500.00 | 3,415.74 | 3,436.33 | 3,750.00 |
| 204-579-534011 | Contingencies | 399.00 | 85,367.36 | 11,000.00 | 0.00 | 10,833.33 | 15,000.00 |
| 204-579-534029 | Printing & Binding | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 204-579-534056 | State Storm Water Fee-TCEQ | 100.00 | 105.00 | 100.00 | 100.00 | 113.75 | 500.00 |
| 204-579-541000 | Auditor/Accounting Service | 1,500.00 | 1,500.00 | 0.00 | 0.00 | 1,625.00 | 1,500.00 |
| 204-579-541012 | Legal Services | 0.00 | 0.00 | 1,000.00 | 0.00 | 1,083.33 | 1,000.00 |
| 204-579-542000 | Depreciation Expense | 108,382.02 | 115,765.73 | 0.00 | 0.00 | 0.00 | 0.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 204-579-542001 | Bad Debt Expense | 0.00 | 6,477.53 | 0.00 | 0.00 | 0.00 | 10,000.00 |
| 204-579-548004 | Interfund Charges-Fleet | 115,807.00 | 104,370.00 | 105,621.00 | 96,819.25 | 113,067.50 | 124,770.00 |
| 204-579-548006 | Interfund Charges-Admin | 308,010.00 | 320,073.00 | 265,625.00 | 243,489.58 | 346,745.75 | 275,000.00 |
| 204-579-548007 | Interfund Charges-Water | 150,000.00 | 150,000.00 | 157,500.00 | 144,375.00 | 162,500.00 | 180,000.00 |
| 204-579-548014 | Transfer Out - General Fund | 0.00 | 0.00 | 0.00 | 0.00 | 1,083.33 | 1,000.00 |
| 204-579-551026 | Contractual Services | 14,724.68 | 39,095.12 | 15,000.00 | -28,165.00 | 81,250.00 | 20,000.00 |
| 204-579-551027 | Drainage Channel Maintenance | 9,763.59 | 29,832.31 | 149,837.00 | 14,285.05 | 81,250.00 | 155,000.00 |
| 204-579-581008 | Land/ROW/Easements Purchase | 0.00 | 0.00 | 100,000.00 | 0.00 | 0.00 | 100,000.00 |
| 204-579-581010 | Machinery & Equipment | 0.00 | 0.00 | 24,000.00 | 18,156.72 | 0.00 | 0.00 |
| 204-579-581012 | Vehicles & Accs Over $5,000 | 0.00 | 3,876.52 | 6,163.00 | 66,077.50 | 178,750.00 | 0.00 |
| 204-900-541006 | Engineering | 0.00 | 0.00 | 100,000.00 | 0.00 | 0.00 | 100,000.00 |
| 204-900-581013 | Construction | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Fund: 204 - DRAINAGE Total:** | **1,047,411.49** | **1,534,783.31** | **1,594,207.00** | **1,080,586.50** | **1,615,035.14** | **1,635,862.00** |

# FUND: 203 EMERGENCY MEDICAL SERVICES (EMS)

**DEPARTMENTAL DESCRIPTION**

Schertz Emergency Medical Services responds to 911 requests for ambulance service across a 230 square mile service area that includes the municipalities of Schertz, Cibolo, Live Oak, Marion, Santa Clara, Selma, Universal City, western Guadalupe County, Comal County Emergency Services District (ESD) #6 (about 25% of Comal County including the City of Garden Ridge) and JBSA Randolph. We also work with individual at-risk patients to ensure they have the best access to primary healthcare and that their medical needs are being met before an emergency occurs. We educate our employees by providing over fifty hours of Continuing Education annually and over thirty hours for our first responders. We provide ambulance demonstrations and stand-by event coverage to further the knowledge of Emergency Medical Services and injury/illness prevention and preparedness.

**GOALS FOR FY 2024-25**

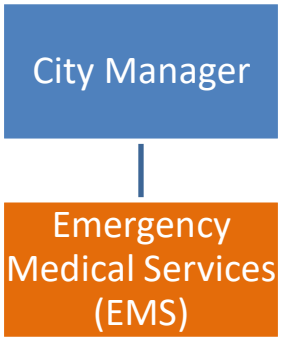
**Strategic Plan Emphasis**

- Policy Value: Essential Services
  - Provide efficient pre-hospital healthcare services to the communities that we serve.
  - Integrate the care that we provide with the rest of the healthcare system to reduce demand for 911 services while elevating access to care and appropriate destination management for the citizens we serve.
  - Be the preferred employer for pre-hospital healthcare providers in the State of Texas
  - Be thoroughly prepared for man-made and natural disasters in our jurisdiction, region, and statewide.
  - Meet the needs of our customers and solidify relationships and agreements with all eight cities, three counties and one Emergency Services District for which we provide service.
- Policy Value: Safe Community
  - Provide appropriate and timely education and training to our employees and our first responders to ensure the best and most current standard of care is provided.

- Provide high quality pre-hospital training and community education for the communities we serve and the region as a whole.

- Provide education and assistance to the community to prevent and prepare them for medical emergencies through community education, demonstrations, immunizations, and CPR and Automatic External Defibrillator training programs.

**ORGANIZATIONAL CHART**




| EMS | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Chief | 1 | 1 | 1 | 1 |
| Assistant Chief - Operations | 1 | 1 | 1 | 1 |
| Assistant Chief - Clinical | 1 | 1 | 1 | 1 |
| Community Health Coordinator | 1 | 1 | 1 | 1 |
| Training Coordinator | 1 | 1 | 1 | 1 |
| Office Manager | 1 | 1 | 1 | 1 |
| Instructor | 1 | 1 | 1 | 1 |
| Administrative Asst. | 1 | 1 | 1 | 1 |
| Billing Specialist | 3 | 3 | 3 | 3 |
| EMS Battalion Chief | 3 | 3 | 3 | 4 |
| Field Training Officer | 3 | 3 | 3 | 0 |
| Lieutenant | 3 | 3 | 3 | 6 |
| MIH Paramedic | 1 | 1 | 1 | 1 |
| Paramedic | 30 | 30 | 32 | 36 |
| EMT | 6 | 6 | 12 | 10 |
| P/T Paramedics | 15 | 15 | 15 | 15 |
| P/T EMT | 5 | 5 | 5 | 5 |
| P/T Supply Coordinator | 1 | 1 | 1 | 1 |
| TOTAL POSITIONS | 78 | 78 | 86 | 89 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Requests for EMS Service | 13,520 | 14,495 | 14,824 | 15,565 |
| Transports to Hospitals | 8,332 | 9,154 | 9,385 | 9,854 |
| Hospital to Hospital Transports | 913 | 849 | 875 | 900 |
| Collections per Transport | $538 | $525.87 | $550 | $600 |
| Students Enrolled in EMT Certification Classes | 154 | 147 | 150 | 160 |
| Trips billed for Alamo Heights | 623 | 691 | 700 | 725 |
| Members of EMS Passport | 417 | 401 | 425 | 450 |

| Efficiency | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Response Time 90% Reliability | 13:59 | 13:59 | 13:59 | 13:00 |
| Total Time on Task (Minutes) | 58:30 | 59:50 | 58:00 | 57:00 |
| Transport Percentage | 61% | 63% | 62% | 62% |
| Days Sales Outstanding | 45.78 | 33.72 | 35 | 35 |
| Mutual Aid Requested | 28 | 14 | 15 | 10 |
| Students Graduated from EMT Certification Classes | 63 | 69 | 70 | 80 |

| Effectiveness | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Critical Failures / 100,000 miles | 7.0 | 3.6 | 4 | 4 |
| Fleet Accidents / 100,000 miles | 5.0 | 3.4 | 3 | 2 |
| Cardiac Arrest Save % | 7.1% | 7.4% | 8% | 10% |
| Correct recognition of STEMI | 64.6% | 49% | 60% | 70% |
| EMT Class Certification Pass Rate | 85.7% | 86.34% | 90% | 94% |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Fees | $7,780,595 | $8,632,267 | $8,897,681 | $10,511,704 |
| Inter-Jurisdictional | 4,133,931 | 3,865,287 | 4,208,658 | 4,383,740 |
| Fund Transfers | 7,381 | 0 | 0 | 0 |
| Investment Income | 7,058 | 42,750 | 31,500 | 33,500 |
| Miscellaneous | 74,182 | 189,790 | 130,200 | 142,000 |
| *Total* | *$12,003,147* | *$12,730,095* | *$13,268,039* | *$15,070,944* |
| | | | | |
| *Expenses* | | | | |
| Personnel | $5,818,006 | $7,602,824 | $8,361,680 | $9,312,982 |
| Supplies and Equipment | 484,602 | 583,287 | 563,500 | 540,900 |
| Utility Services | 186,237 | 187,731 | 124,500 | 151,000 |
| Operating Expenses | 754,383 | 759,122 | 921,854 | 956,893 |
| Professional Services | 128,168 | 93,557 | 103,500 | 110,000 |
| Non-Operating | 2,853,615 | 3,403,131 | 2,900,000 | 2,966,054 |
| Fund Charges/Transfers | 438,846 | 475,756 | 485,272 | 609,686 |
| Repairs and Maintenance | 10,440 | 9,320 | 13,000 | 13,000 |
| Rental/Leasing | -6,633 | -3,412 | 120,000 | 136,307 |
| Capital Outlay | 17,240 | 22,295 | 635,000 | 575,000 |
| *Total* | *$10,684,903* | *$13,133,611* | *$14,228,306* | *$15,371,822* |
| | | | | |
| *Over/-Under* | *$1,318,244* | *-$403,516* | *-$960,267* | *-$300,878* |

## PROGRAM JUSTIFICATION AND ANALYSIS

**Revenue:** Revenues for FY 2024-25 Budget are expected to increase 13.6% from FY 2023-24 year-end estimates from an increase in transports and new service contracts with customer cities.

**Expenses:** The FY 2024-25 Budget will increase 8.0% from the FY 2023-24 year-end estimate due to anticipated wage adjustments and the addition of 4 EMT positions.

| 3ExpDepartment;3RevCategor… | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 203 - EMS** | | | | | | |
| **Revenue** | | | | | | |
| 432 - Fees | 7,780,594.93 | 8,632,266.80 | 8,486,771.20 | 5,902,920.52 | 8,897,680.92 | 10,511,704.00 |
| 473 - Inter-Jurisdictional | 4,133,931.29 | 3,865,287.47 | 4,207,451.81 | 4,009,556.78 | 4,208,658.01 | 4,383,739.89 |
| 480 - Fund Charges/Transfers | 7,380.53 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 491 - Investment Income | 7,058.48 | 42,750.42 | 34,000.00 | 24,022.73 | 31,500.00 | 33,500.00 |
| 497 - Miscellaneous | 74,181.99 | 189,789.96 | 132,000.00 | 136,328.86 | 130,200.00 | 142,000.00 |
| **Revenue Total:** | **12,003,147.22** | **12,730,094.65** | **12,860,223.01** | **10,072,828.89** | **13,268,038.93** | **15,070,943.89** |
| **Expense** | | | | | | |
| **3ExpFunction: 2 - Public Safety** | | | | | | |
| 280 - Schertz EMS | 10,684,903.47 | 13,133,610.69 | 13,640,835.49 | 11,051,155.20 | 14,228,306.01 | 15,371,821.98 |
| **3ExpFunction: 2 - Public Safety Total:** | **10,684,903.47** | **13,133,610.69** | **13,640,835.49** | **11,051,155.20** | **14,228,306.01** | **15,371,821.98** |
| **Expense Total:** | **10,684,903.47** | **13,133,610.69** | **13,640,835.49** | **11,051,155.20** | **14,228,306.01** | **15,371,821.98** |
| **Fund: 203 - EMS Surplus (Deficit):** | **1,318,243.75** | **-403,516.04** | **-780,612.48** | **-978,326.31** | **-960,267.08** | **-300,878.09** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 203 - EMS** | | | | | | | |
| **RevCategory: 432 - Fees** | | | | | | | |
| 203-280-432034 | Ambulance/Mileage Transport ... | 7,400,892.24 | 8,252,577.81 | 8,107,771.20 | 5,694,497.75 | 8,582,680.92 | 10,110,204.00 |
| 203-280-432036 | Passport Membership Fees | 26,660.00 | 25,590.00 | 26,000.00 | 23,780.00 | 26,000.00 | 30,000.00 |
| 203-280-432038 | CE Class - Fees | 18,523.20 | 20,691.35 | 20,000.00 | 31,679.88 | 22,000.00 | 22,000.00 |
| 203-280-432039 | EMT Class - Fees | 170,975.00 | 163,765.00 | 150,000.00 | 33,700.00 | 100,000.00 | 162,500.00 |
| 203-280-432040 | Immunization Fees | 2,266.16 | 1,936.83 | 3,000.00 | 1,280.00 | 2,000.00 | 3,000.00 |
| 203-280-432041 | Billing Fees-External | 23,383.14 | 31,288.59 | 30,000.00 | 24,014.02 | 33,000.00 | 34,000.00 |
| 203-280-432042 | Standby Fees | 53,638.60 | 49,815.10 | 50,000.00 | 40,484.25 | 52,000.00 | 50,000.00 |
| 203-280-432043 | Community Services Support | 42,061.59 | 49,537.12 | 50,000.00 | 26,444.62 | 40,000.00 | 50,000.00 |
| 203-280-432044 | MIH Services | 42,145.00 | 37,065.00 | 50,000.00 | 27,040.00 | 40,000.00 | 50,000.00 |
| 203-280-432089 | NSF Check Fee | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **RevCategory: 432 - Fees Total:** | **7,780,594.93** | **8,632,266.80** | **8,486,771.20** | **5,902,920.52** | **8,897,680.92** | **10,511,704.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 473 - Inter-Jurisdictional** | | | | | | | |
| 203-280-473103 | Seguin/Guadalupe Co Support | 850,607.01 | 927,934.92 | 1,020,728.38 | 935,667.70 | 1,020,728.38 | 1,051,350.23 |
| 203-280-473106 | JBSA Support | 582,130.94 | 653,788.45 | 674,421.11 | 560,380.56 | 674,421.11 | 694,653.74 |
| 203-280-473107 | Cibolo Support | 529,043.96 | 557,333.72 | 637,649.85 | 637,649.84 | 637,649.85 | 662,028.24 |
| 203-280-473114 | Comal Co ESD #6 | 200,905.18 | 104,509.14 | 154,309.31 | 154,309.31 | 154,309.31 | 163,496.64 |
| 203-280-473115 | Live Oak Support | 259,350.75 | 273,764.40 | 282,952.32 | 282,952.32 | 282,952.32 | 290,411.52 |
| 203-280-473116 | Universal City Support | 335,884.88 | 345,554.32 | 342,714.39 | 342,714.40 | 342,714.39 | 356,549.52 |
| 203-280-473117 | Selma Support | 180,290.24 | 186,132.12 | 214,655.25 | 205,386.24 | 205,386.24 | 213,095.76 |
| 203-280-473118 | Schertz Support | 695,644.24 | 725,514.32 | 770,949.48 | 770,949.48 | 770,949.48 | 791,273.28 |
| 203-280-473119 | Santa Clara Support | 11,953.04 | 12,236.00 | 12,887.85 | 13,775.48 | 13,775.49 | 14,138.64 |
| 203-280-473120 | Marion Support | 21,363.88 | 22,684.92 | 21,183.87 | 21,183.88 | 21,183.87 | 21,742.32 |
| 203-280-473121 | TASPP Program | 466,757.17 | 55,835.16 | 75,000.00 | 84,587.57 | 84,587.57 | 125,000.00 |
| | **RevCategory: 473 - Inter-Jurisdictional Total:** | **4,133,931.29** | **3,865,287.47** | **4,207,451.81** | **4,009,556.78** | **4,208,658.01** | **4,383,739.89** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 480 - Fund Charges/Transfers** | | | | | | | |
| 203-101-480002 | Transfer In - Reserves | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 203-280-480000 | Transfer In | 7,380.53 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **RevCategory: 480 - Fund Charges/Transfers Total:** | | **7,380.53** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 203-280-491000 | Interest Earned | 1,163.96 | 12,059.90 | 10,000.00 | 3,285.71 | 6,500.00 | 7,500.00 |
| 203-280-491200 | Investment Income | 5,894.52 | 30,690.52 | 24,000.00 | 20,737.02 | 25,000.00 | 26,000.00 |
| | **RevCategory: 491 - Investment Income Total:** | **7,058.48** | **42,750.42** | **34,000.00** | **24,022.73** | **31,500.00** | **33,500.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 497 - Miscellaneous** | | | | | | | |
| 203-280-497000 | Miscellaneous Income | 28,161.99 | 123,618.98 | 60,000.00 | 38,916.83 | 50,000.00 | 60,000.00 |
| 203-280-497002 | Donations-EMS | 1,500.00 | 1,215.00 | 2,000.00 | 220.00 | 200.00 | 2,000.00 |
| 203-280-497022 | Collection Agency-Bad Debt | 31,617.12 | 50,292.68 | 50,000.00 | 82,366.83 | 60,000.00 | 60,000.00 |
| 203-280-497023 | Recovery of Bad Debt | 12,902.88 | 14,663.30 | 20,000.00 | 14,825.20 | 20,000.00 | 20,000.00 |
| | **RevCategory: 497 - Miscellaneous Total:** | **74,181.99** | **189,789.96** | **132,000.00** | **136,328.86** | **130,200.00** | **142,000.00** |
| | **Fund: 203 - EMS Total:** | **12,003,147.22** | **12,730,094.65** | **12,860,223.01** | **10,072,828.89** | **13,268,038.93** | **15,070,943.89** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 203 - EMS** | | | | | | | |
| 203-280-511110 | Regular | 3,206,232.51 | 3,841,152.65 | 4,178,571.00 | 3,714,168.17 | 4,579,079.00 | 5,298,431.00 |
| 203-280-511120 | Overtime | 1,094,358.86 | 1,054,879.65 | 1,185,414.00 | 978,083.67 | 1,162,498.56 | 1,226,506.00 |
| 203-280-511210 | Longevity | 37,929.00 | 46,097.33 | 49,293.00 | 49,702.54 | 49,702.00 | 57,063.00 |
| 203-280-511220 | Clothing Allowance | 17,824.00 | 18,024.00 | 19,344.00 | 15,024.00 | 18,684.00 | 12,005.00 |
| 203-280-511230 | Certification Allowance | 16,730.00 | 18,820.00 | 21,320.00 | 18,405.00 | 22,805.00 | 26,190.00 |
| 203-280-511310 | FICA - Employer | 318,077.98 | 360,328.28 | 410,428.00 | 353,010.93 | 446,207.00 | 506,445.00 |
| 203-280-511350 | TMRS-Employer | 363,551.07 | 1,244,937.45 | 898,451.00 | 683,352.83 | 980,488.00 | 1,031,981.00 |
| 203-280-511410 | Health-Employer | 633,799.41 | 796,032.38 | 898,414.00 | 800,724.59 | 891,655.00 | 919,182.00 |
| 203-280-511500 | Workers' Compensation | 59,715.24 | 114,745.64 | 117,417.00 | 118,361.92 | 118,361.92 | 132,679.00 |
| 203-280-511606 | Uniforms | 23,990.85 | 22,541.23 | 30,000.00 | 29,081.81 | 40,000.00 | 40,000.00 |
| 203-280-511609 | Employee Recognition-Morale | 4,548.92 | 6,340.56 | 6,500.00 | 8,658.27 | 7,200.00 | 7,000.00 |
| 203-280-511610 | Memberships-Professional | 40.00 | 0.00 | 0.00 | 690.00 | 0.00 | 0.00 |
| 203-280-511611 | Publications | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 |
| 203-280-511612 | Training/Travel | 37,520.76 | 74,480.13 | 48,000.00 | 37,786.43 | 40,000.00 | 50,000.00 |
| 203-280-511614 | Meeting Expenses | 2,675.68 | 3,943.78 | 3,000.00 | 2,221.93 | 3,000.00 | 3,000.00 |
| 203-280-511617 | Medical Services | 1,012.00 | 501.00 | 2,000.00 | 173.00 | 2,000.00 | 2,000.00 |
| 203-280-521000 | Operating Supplies | 1,870.29 | 221.70 | 2,000.00 | 961.76 | 1,500.00 | 2,000.00 |
| 203-280-521010 | Operating Supplies-EMT Class | 39,944.09 | 31,975.72 | 30,000.00 | 21,551.67 | 30,000.00 | 25,000.00 |
| 203-280-521020 | Operating Supplies-CE Class | 526.27 | 10,220.26 | 9,925.00 | 203.46 | 10,000.00 | 7,500.00 |
| 203-280-521025 | Community Support Supplies | 34,258.17 | 23,349.32 | 25,000.00 | 20,022.84 | 20,000.00 | 25,000.00 |
| 203-280-521030 | Operating Supplies-MIH | 173.58 | 1,368.65 | 2,000.00 | 398.98 | 1,000.00 | 2,000.00 |
| 203-280-521100 | Office Supplies | 3,274.48 | 3,555.28 | 4,000.00 | 3,141.42 | 3,000.00 | 4,000.00 |
| 203-280-521200 | Chem/Med/Lab Supplies | 355,917.02 | 414,052.46 | 350,000.00 | 395,378.06 | 425,000.00 | 400,000.00 |
| 203-280-521250 | Immunization Supplies | 3,059.91 | 13,882.99 | 14,000.00 | 5,232.84 | 11,000.00 | 12,000.00 |
| 203-280-521300 | Motor Vehicle Supplies | 2,764.78 | 1,703.71 | 2,500.00 | 0.00 | 1,000.00 | 2,500.00 |
| 203-280-521600 | Equip Maint Supplies | 135.98 | 1,516.82 | 1,000.00 | 3,540.54 | 1,000.00 | 1,000.00 |
| 203-280-521702 | Postage | 5,019.22 | 5,352.21 | 6,500.00 | 6,683.22 | 7,500.00 | 7,000.00 |
| 203-280-521708 | Furniture & Fixtures | 6,399.40 | 1,162.80 | 5,000.00 | 1,012.12 | 5,000.00 | 5,000.00 |
| 203-280-521709 | Vehicles & Accs Less $5,000 | 1,780.29 | 897.18 | 4,500.00 | 976.91 | 3,500.00 | 4,500.00 |
| 203-280-521710 | Computer & Peripherals Under... | 11,562.89 | 21,437.00 | 15,000.00 | 6,514.71 | 12,000.00 | 18,400.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 203-280-521711 | Communication Equip Less $5,... | 3,029.46 | 13,579.31 | 4,000.00 | 1,753.00 | 4,000.00 | 5,000.00 |
| 203-280-521716 | Equipment Under $5,000 | 14,886.65 | 39,011.81 | 30,000.00 | 19,339.19 | 28,000.00 | 20,000.00 |
| 203-280-533100 | Gas Utility Service | 6,776.72 | 7,127.43 | 7,000.00 | 2,455.14 | 4,500.00 | 6,000.00 |
| 203-280-533200 | Electric Utility Service | 9,733.59 | 9,607.36 | 12,000.00 | 6,711.36 | 8,000.00 | 10,000.00 |
| 203-280-533410 | Water Utility Service | 4,711.54 | 2,885.84 | 7,000.00 | 2,008.34 | 2,000.00 | 5,000.00 |
| 203-280-533500 | Vehicle Fuel | 165,014.65 | 168,110.07 | 150,000.00 | 115,840.86 | 110,000.00 | 130,000.00 |
| 203-280-534004 | CE Class - Instructors | 0.00 | 880.00 | 2,400.00 | 0.00 | 2,000.00 | 2,500.00 |
| 203-280-534005 | City Insurance-Commercial | 31,429.58 | 38,468.96 | 43,000.00 | 42,788.00 | 42,788.00 | 43,000.00 |
| 203-280-534011 | Contingencies | 798.00 | 0.00 | 50,000.00 | 0.00 | 50,000.00 | 50,000.00 |
| 203-280-534014 | Community Outreach | 4,021.15 | 3,730.71 | 7,000.00 | 3,056.00 | 7,000.00 | 5,000.00 |
| 203-280-534015 | Credit Card Service Fee | 21,505.26 | 22,179.42 | 20,000.00 | 9,809.44 | 10,000.00 | 20,000.00 |
| 203-280-534019 | EMS Outsourcing | 618,489.00 | 618,489.00 | 680,565.59 | 510,424.20 | 680,565.59 | 700,892.56 |
| 203-280-534020 | EMT Class - Instructors | 15,520.00 | 12,400.00 | 10,000.00 | 13,300.00 | 9,500.00 | 10,000.00 |
| 203-280-534021 | Equipment Maintenance - Copi... | 4,828.46 | 3,873.10 | 5,000.00 | 3,097.24 | 3,500.00 | 5,000.00 |
| 203-280-534027 | Memberships-City Use | 3,815.00 | 4,115.00 | 4,500.00 | 4,360.80 | 4,500.00 | 4,500.00 |
| 203-280-534029 | Printing & Binding | 2,514.06 | 2,854.70 | 3,000.00 | 1,419.61 | 3,000.00 | 3,000.00 |
| 203-280-534036 | Software Maintenance | 49,382.01 | 49,970.73 | 106,200.00 | 107,215.67 | 106,000.00 | 110,000.00 |
| 203-280-534044 | Community Support Instructors | 2,080.00 | 2,160.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 203-280-541000 | Auditor/Accounting Service | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 203-280-541012 | Legal Services | 1,066.50 | 1,035.00 | 5,000.00 | 0.00 | 500.00 | 5,000.00 |
| 203-280-541017 | Professional Services | 124,101.85 | 89,522.48 | 100,000.00 | 89,003.51 | 100,000.00 | 102,000.00 |
| 203-280-542000 | Depreciation Expense | 402,142.52 | 446,463.78 | 0.00 | 0.00 | 0.00 | 0.00 |
| 203-280-542001 | Bad Debt Expense | 2,451,472.17 | 2,956,666.97 | 2,794,821.20 | 2,034,342.59 | 2,900,000.00 | 2,966,054.00 |
| 203-280-548004 | Interfund Charges-Admin Fleet | 226,106.00 | 258,762.00 | 263,937.00 | 241,942.25 | 263,937.24 | 373,286.00 |
| 203-280-548006 | Interfund Charges-Admin | 212,740.00 | 216,994.00 | 221,334.70 | 202,890.14 | 221,334.70 | 232,400.00 |
| 203-280-548014 | Transfer Out - General Fund | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,000.00 |
| 203-280-551074 | Maintenance Agrmt - Radios | 10,440.00 | 9,320.00 | 13,000.00 | 9,240.00 | 13,000.00 | 13,000.00 |
| 203-280-561200 | Lease/Purchase Payments | -6,633.35 | -3,411.83 | 120,000.00 | 78,509.17 | 120,000.00 | 136,307.42 |
| 203-280-581005 | Equipment Over $5,000 | 6,789.00 | 8,085.55 | 125,000.00 | 35,198.89 | 125,000.00 | 90,000.00 |
| 203-280-581012 | Vehicles & Accs Over $5,000 | 10,451.00 | 14,209.12 | 510,000.00 | 235,386.18 | 510,000.00 | 485,000.00 |
| | **Fund: 203 - EMS Total:** | **10,684,903.47** | **13,133,610.69** | **13,640,835.49** | **11,051,155.20** | **14,228,306.01** | **15,371,821.98** |

# DEPARTMENT: ECONOMIC DEVELOPMENT CORPORATION

FUND: 620 CITY OF SCHERTZ ECONOMIC DEVELOPMENT CORPORATION

## DEPARTMENT DESCRIPTION

The Economic Development Corporation helps to provide a supportive tax base, generate investment and improve quality of life. The City and the Corporation share many of the same objectives with a focus on infrastructure and the Corporation's mission statement reflects their purpose to strategically strengthen the Schertz economy by attracting and retaining businesses, investing in infrastructure, and promoting and enhancing the quality of life for residents and businesses through innovative measures, creating a sustainable and vibrant community. The department consists of four personnel and assists with the needs of 1,100 businesses and stakeholders.

## GOALS FOR FY 2024-25

- The Economic Development Corporation's goals have been established by the Board of Directors this year to reflect a new focus.

### Strategic Plan Emphasis

- Strategic Plan Emphasis
- Policy Value: Promote Economic Development
- Invest in ways to optimize the Talent Pipeline for residents and businesses.
- Promote economic development opportunities that expand the city's base of targeted and desired industries.
- Generate investments in undeveloped areas and existing parks to improve quality of life.
- Prioritize real estate assets and strategies that identify needed infrastructure.

### Project Focus for FY 2024-25

- Improve Economic Prosperity through Quality Developments, providing jobs that provide a High Quality of Life.
- Endorse programs to benefit small business
- Participating in 2 infrastructure projects that will provide Essential Services.

- Lead a discussion by participating with businesses to explore innovative ways in which the company can conserve natural resources.
- Engage public utilities to assist business success.
- Participate in 6 events to attract new businesses to the city.

## ORGANIZATIONAL CHART

| ECONOMIC DEVELOPMENT | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Executive Director | 1 | 1 | 1 | 1 |
| Deputy Director | 0 | 1 | 1 | 1 |
| Business Engagement Manager | 1 | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| TOTAL POSITIONS | 4 | 4 | 4 | 4 |

## PERFORMANCE INDICATORS

| Workload/Output | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Number of inquiries | 94 | 121 | 155 | 164 |
| Number of Schertz BRE visits | 7 | 18 | 40 | 21 |
| Number of recruitment events | 6 | 8 | 12 | 14 |
| Number of new prospects | 15 | 35 | 45 | 43 |
| Number of active performance agreements | 14 | 15 | 18 | 17 |

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Taxes | $6,025,703 | $6,548,941 | $6,778,100 | $7,083,000 |
| Investment Income | 201,279 | 1,262,347 | 1,811,500 | 1,260,000 |
| Miscellaneous | 0 | 0 | 1,100 | 0 |
| *Total* | *$6,226,982* | *$7,811,288* | *$8,590,700* | *$8,343,000* |
| *Expenses* | | | | |
| Non-Departmental | $1,240,000 | $81,944 | $600,000 | $15,299,100 |
| Personnel Services | 21,350 | 17,693 | 6,600 | 24,575 |
| Supplies and Equipment | 50,931 | 43,921 | 5,100 | 61,175 |
| City Supported Services | 5,850 | 55,992 | 24,700 | 214,500 |
| Utility Services | 2,212 | 180 | 650 | 975 |
| Operating Expenses | 142,005 | 71,305 | 116,710 | 398,135 |
| Professional Services | 20,752 | 45,328 | 40,200 | 61,300 |
| Fund Charges/Transfers | 506,984 | 542,221 | 546,883 | 609,080 |
| *Total Schertz Economic Development* | *$1,990,084* | *$858,584* | *$793,960* | *$16,668,840* |
| *Over/-Under* | *$4,236,898* | *$6,952,704* | *$7,796,740* | *($8,325,840)* |

## PROGRAM JUSTIFICATION AND ANALYSIS

**Revenues:** The SEDC receives one-half of one percent of all sales and use tax generated within the City of Schertz. The revenue for FY 2024-25 budget is projected to decrease by 2.9% from the FY 2023-24 year-end estimate. The decrease is due to the expected lowering of the Federal Funds Rate which the City's investment income closely follows, as well as having less funds invested overall.

**Expenses:** The SEDC funds are restricted to those expenses authorized by the Texas Local Government Code sections 501 and 505. The expenses for FY 2024-25 are projected to increase $15,874,880 to fund approved incentive payments and contributions to the City. The City contributions will go toward Lookout Road improvements and additional field lighting at the Schertz Soccer Complex. City Support Services increase from year end estimates to utilize the maximum allowed Marketing and Promotion dollars. Unspent Marketing and Promotion dollars may be carried forward per State statute for Marketing and Promotion purposes.

**Project Expenses:** The SEDC is funding improvements to Lookout Rd, signalization, and lighting additional fields at the Schertz Soccer Complex.

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City of Schertz, TX

# Budget Worksheet Condensed

## Account Summary

For Fiscal: 2023-24 Period Ending: 06/30/2024

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 620 - SED CORPORATION** | | | | | | | |
| **RevCategory: 411 - Taxes** | | | | | | | |
| 620-101-411500 | Sales Tax Revenue | 6,025,703.00 | 6,548,940.92 | 7,092,000.00 | 5,113,783.76 | 6,778,100.00 | 7,083,000.00 |
| | **RevCategory: 411 - Taxes Total:** | **6,025,703.00** | **6,548,940.92** | **7,092,000.00** | **5,113,783.76** | **6,778,100.00** | **7,083,000.00** |
| **RevCategory: 480 - Fund Charges/Transfers** | | | | | | | |
| 620-101-480000 | Transfer In | 0.00 | 0.00 | 0.00 | 190,391.66 | 0.00 | 0.00 |
| 620-101-480002 | Transfer In - Reserves | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **RevCategory: 480 - Fund Charges/Transfers Total:** | **0.00** | **0.00** | **0.00** | **190,391.66** | **0.00** | **0.00** |
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 620-101-491000 | Interest Earned | 1,438.01 | 11,319.42 | 15,000.00 | 9,139.01 | 11,500.00 | 10,000.00 |
| 620-101-491200 | Investment Income | 199,841.16 | 1,251,027.36 | 1,300,000.00 | 1,375,002.01 | 1,800,000.00 | 1,250,000.00 |
| | **RevCategory: 491 - Investment Income Total:** | **201,279.17** | **1,262,346.78** | **1,315,000.00** | **1,384,141.02** | **1,811,500.00** | **1,260,000.00** |
| **RevCategory: 497 - Miscellaneous** | | | | | | | |
| 620-101-497000 | Miscellaneous Income | 0.00 | 0.00 | 0.00 | 0.00 | 1,100.00 | 0.00 |
| | **RevCategory: 497 - Miscellaneous Total:** | **0.00** | **0.00** | **0.00** | **0.00** | **1,100.00** | **0.00** |
| | **Fund: 620 - SED CORPORATION Total:** | **6,226,982.17** | **7,811,287.70** | **8,407,000.00** | **6,688,316.44** | **8,590,700.00** | **8,343,000.00** |
| | **Report Total:** | **6,226,982.17** | **7,811,287.70** | **8,407,000.00** | **6,688,316.44** | **8,590,700.00** | **8,343,000.00** |

# Group Summary

| RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 620 - SED CORPORATION** | | | | | | |
| 411 - Taxes | 6,025,703.00 | 6,548,940.92 | 7,092,000.00 | 5,113,783.76 | 6,778,100.00 | 7,083,000.00 |
| 480 - Fund Charges/Transfers | 0.00 | 0.00 | 0.00 | 190,391.66 | 0.00 | 0.00 |
| 491 - Investment Income | 201,279.17 | 1,262,346.78 | 1,315,000.00 | 1,384,141.02 | 1,811,500.00 | 1,260,000.00 |
| 497 - Miscellaneous | 0.00 | 0.00 | 0.00 | 0.00 | 1,100.00 | 0.00 |
| **Fund: 620 - SED CORPORATION Total:** | **6,226,982.17** | **7,811,287.70** | **8,407,000.00** | **6,688,316.44** | **8,590,700.00** | **8,343,000.00** |
| **Report Total:** | **6,226,982.17** | **7,811,287.70** | **8,407,000.00** | **6,688,316.44** | **8,590,700.00** | **8,343,000.00** |

# Fund Summary

| Fund | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| 620 - SED CORPORATION | 6,226,982.17 | 7,811,287.70 | 8,407,000.00 | 6,688,316.44 | 8,590,700.00 | 8,343,000.00 |
| **Report Total:** | **6,226,982.17** | **7,811,287.70** | **8,407,000.00** | **6,688,316.44** | **8,590,700.00** | **8,343,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 620 - SED CORPORATION** | | | | | | | |
| **Department: 101 - Non Departmental** | | | | | | | |
| **ExpCategory: 532 - City Supported Services** | | | | | | | |
| 620-101-532011 | Development Incentive Fund | 0.00 | 81,944.29 | 3,027,510.00 | 58,984.70 | 100,000.00 | 8,479,100.00 |
| 620-101-532015 | Contributions | 1,240,000.00 | 0.00 | 8,650,000.00 | 0.00 | 500,000.00 | 6,820,000.00 |
| **ExpCategory: 532 - City Supported Services Total:** | | **1,240,000.00** | **81,944.29** | **11,677,510.00** | **58,984.70** | **600,000.00** | **15,299,100.00** |
| **Department: 101 - Non Departmental Total:** | | **1,240,000.00** | **81,944.29** | **11,677,510.00** | **58,984.70** | **600,000.00** | **15,299,100.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 966 - Economic Development** | | | | | | | |
| **ExpCategory: 511 - Personnel Services** | | | | | | | |
| 620-966-511606 | Uniforms | 676.31 | 364.71 | 800.00 | 170.13 | 100.00 | 800.00 |
| 620-966-511609 | Employee Recognition-Morale | 546.95 | 895.94 | 600.00 | 0.00 | 300.00 | 600.00 |
| 620-966-511610 | Memberships-Professional | 0.00 | 1,775.00 | 2,525.00 | 2,269.50 | 350.00 | 2,525.00 |
| 620-966-511611 | Publications | 0.00 | 43.25 | 800.00 | 0.00 | 800.00 | 800.00 |
| 620-966-511612 | Training/Travel | 16,268.90 | 9,971.23 | 12,000.00 | 9,660.36 | 50.00 | 12,000.00 |
| 620-966-511614 | Meeting Expenses | 3,858.21 | 4,642.71 | 7,850.00 | 2,210.55 | 5,000.00 | 7,850.00 |
| | **ExpCategory: 511 - Personnel Services Total:** | **21,350.37** | **17,692.84** | **24,575.00** | **14,310.54** | **6,600.00** | **24,575.00** |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 620-966-521100 | Office Supplies | 1,011.27 | 559.95 | 1,000.00 | 396.02 | 300.00 | 1,000.00 |
| 620-966-521701 | Computer Fees & Licenses | 45,801.56 | 42,696.87 | 54,675.00 | 25,559.40 | 1,000.00 | 54,675.00 |
| 620-966-521702 | Postage | 71.47 | 49.32 | 500.00 | 133.45 | 300.00 | 500.00 |
| 620-966-521708 | Furniture & Fixtures | 2,179.94 | 537.40 | 2,500.00 | 542.88 | 1,000.00 | 2,500.00 |
| 620-966-521710 | Computer & Peripherals Under... | 1,866.73 | 77.87 | 2,500.00 | 0.00 | 2,500.00 | 2,500.00 |
| | **ExpCategory: 521 - Supplies and Equipment Total:** | **50,930.97** | **43,921.41** | **61,175.00** | **26,631.75** | **5,100.00** | **61,175.00** |
| **ExpCategory: 532 - City Supported Services** | | | | | | | |
| 620-966-532002 | Promotional Events - Expenses | 5,850.35 | 10,350.78 | 9,500.00 | 3,381.28 | 0.00 | 9,500.00 |
| 620-966-532012 | Grant Fund | 0.00 | 40,000.00 | 200,000.00 | 0.00 | 20,000.00 | 200,000.00 |
| 620-966-532013 | Prospect Services | 0.00 | 5,640.94 | 5,000.00 | 64.96 | 4,700.00 | 5,000.00 |
| | **ExpCategory: 532 - City Supported Services Total:** | **5,850.35** | **55,991.72** | **214,500.00** | **3,446.24** | **24,700.00** | **214,500.00** |
| **ExpCategory: 533 - Utility Services** | | | | | | | |
| 620-966-533310 | Telephone/Cell Phones | 1,779.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 620-966-533500 | Vehicle Fuel | 431.83 | 130.69 | 750.00 | 359.57 | 550.00 | 750.00 |
| 620-966-533550 | Vehicle Maintenance | 0.00 | 49.00 | 225.00 | 14.00 | 100.00 | 225.00 |
| | **ExpCategory: 533 - Utility Services Total:** | **2,211.58** | **179.69** | **975.00** | **373.57** | **650.00** | **975.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 620-966-534000 | Advertising | 77,075.73 | 42,613.97 | 315,850.00 | 161,471.33 | 100,000.00 | 315,850.00 |
| 620-966-534005 | City Insurance-Commercial | 1,460.68 | 1,534.34 | 1,700.00 | 1,589.71 | 110.29 | 1,700.00 |
| 620-966-534011 | Contingencies | 0.00 | -27,013.00 | 10,000.00 | 0.00 | 10,000.00 | 10,000.00 |
| 620-966-534021 | Equipment Maintenance - Copi... | 3,447.66 | 2,765.50 | 3,500.00 | 2,488.99 | 100.00 | 3,500.00 |
| 620-966-534022 | Goodwill | 1,794.59 | 1,696.30 | 1,750.00 | 662.35 | 0.00 | 1,750.00 |
| 620-966-534027 | Memberships-City Use | 29,385.00 | 23,625.00 | 28,835.00 | 27,935.00 | 5,000.00 | 28,835.00 |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| 620-966-534029 | Printing & Binding | 878.16 | 91.50 | 1,500.00 | 0.00 | 1,500.00 | 1,500.00 |
| 620-966-534031 | Recruitment Events | 27,963.25 | 25,991.81 | 35,000.00 | 25,748.91 | 0.00 | 35,000.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **142,005.07** | **71,305.42** | **398,135.00** | **219,896.29** | **116,710.29** | **398,135.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 620-966-541000 | Auditor/Accounting Service | 6,000.00 | 6,000.00 | 6,300.00 | 6,300.00 | 0.00 | 6,300.00 |
| 620-966-541004 | Consulting Services | 4,981.97 | 31,300.00 | 40,000.00 | 0.00 | 40,000.00 | 40,000.00 |
| 620-966-541012 | Legal Services | 9,769.75 | 8,027.50 | 15,000.00 | 2,681.00 | 200.00 | 15,000.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **20,751.72** | **45,327.50** | **61,300.00** | **8,981.00** | **40,200.00** | **61,300.00** |
| **ExpCategory: 548 - Fund Charges/Transfers** | | | | | | | |
| 620-966-548006 | Interfund Charges-Admin | 506,984.00 | 542,221.00 | 546,883.00 | 546,883.00 | 0.00 | 609,080.00 |
| **ExpCategory: 548 - Fund Charges/Transfers Total:** | | **506,984.00** | **542,221.00** | **546,883.00** | **546,883.00** | **0.00** | **609,080.00** |
| **Department: 966 - Economic Development Total:** | | **750,084.06** | **776,639.58** | **1,307,543.00** | **820,522.39** | **193,960.29** | **1,369,740.00** |
| **Fund: 620 - SED CORPORATION Total:** | | **1,990,084.06** | **858,583.87** | **12,985,053.00** | **879,507.09** | **793,960.29** | **16,668,840.00** |
| **Report Total:** | | **43,708,737.82** | **43,857,406.09** | **64,489,412.58** | **43,224,618.00** | **52,102,712.83** | **69,467,340.37** |

# FUND: 106 SPECIAL EVENTS

## DESCRIPTION

The Special Events Fund is designated to monitor and manage funds appropriated to host community events, sponsored or co-sponsored, by the City of Schertz. Events include Kick Cancer/Walk for Life and the Hal Baldwin Scholarship Program.

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenues* | | | | |
| Fund Charges/Transfers | -$147 | $147 | $0 | $0 |
| Investment Income | 147 | 891 | 0 | 0 |
| Kick Cancer | 9,595 | 22,194 | 24,190 | 20,000 |
| Hal Baldwin Scholarship | 37,846 | 40,020 | 39,401 | 35,000 |
| *Total* | *$47,442* | *$63,253* | *$63,591* | *$55,000* |
| *Expenses* | | | | |
| Kick Cancer | $9,849 | $22,195 | $24,190 | $20,000 |
| Hal Baldwin Scholarship | 19,719 | 25,555 | 20,000 | 35,000 |
| *Total* | *$29,568* | *$47,749* | *$44,190* | *$55,000* |

## PROGRAM JUSTIFICATION AND ANALYSIS

**Revenue:** Revenue budget has decreased and it is now set at $55,000 each year and any additional covers event expenses.

**Expenses:** The Special Events Fund FY 2023-24 Budget is set at $55,000 with no change in operations.

| 3ExpDepartment;3RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 106 - SPECIAL EVENTS FUND** | | | | | | |
| **Revenue** | | | | | | |
| 480 - Fund Charges/Transfers | -146.72 | 146.72 | 0.00 | 0.00 | 0.00 | 0.00 |
| 491 - Investment Income | 147.24 | 891.43 | 0.00 | 802.84 | 0.00 | 0.00 |
| 497 - Miscellaneous | 47,441.34 | 62,214.63 | 45,000.00 | 62,151.23 | 63,591.23 | 55,000.00 |
| **Revenue Total:** | **47,441.86** | **63,252.78** | **45,000.00** | **62,954.07** | **63,591.23** | **55,000.00** |
| **Expense** | | | | | | |
| **3ExpFunction: 6 - Cultural** | | | | | | |
| 608 - Kick Cancer | 9,848.94 | 22,194.63 | 15,000.00 | 22,761.88 | 24,189.97 | 20,000.00 |
| 621 - Hal Baldwin Scholarship | 19,719.28 | 25,554.70 | 30,000.00 | 30,214.04 | 20,000.00 | 35,000.00 |
| **3ExpFunction: 6 - Cultural Total:** | **29,568.22** | **47,749.33** | **45,000.00** | **52,975.92** | **44,189.97** | **55,000.00** |
| **Expense Total:** | **29,568.22** | **47,749.33** | **45,000.00** | **52,975.92** | **44,189.97** | **55,000.00** |
| **Fund: 106 - SPECIAL EVENTS FUND Surplus (Deficit):** | **17,873.64** | **15,503.45** | **0.00** | **9,978.15** | **19,401.26** | **0.00** |

City of Schertz, TX

# Budget Worksheet Condensed

## Account Summary

For Fiscal: 2023-24 Period Ending: 08/31/2024

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 106 - SPECIAL EVENTS FUND** | | | | | | | |
| **RevCategory: 480 - Fund Charges/Transfers** | | | | | | | |
| 106-101-480101 | Transfer In - General Fund | -146.72 | 146.72 | 0.00 | 0.00 | 0.00 | 0.00 |
| **RevCategory: 480 - Fund Charges/Transfers Total:** | | **-146.72** | **146.72** | **0.00** | **0.00** | **0.00** | **0.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 106-101-491200 | Investment Income | 147.24 | 891.43 | 0.00 | 802.84 | 0.00 | 0.00 |
| | **RevCategory: 491 - Investment Income Total:** | **147.24** | **891.43** | **0.00** | **802.84** | **0.00** | **0.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 497 - Miscellaneous** | | | | | | | |
| 106-608-497001 | Kick Cancer - Proceeds | 9,595.00 | 22,194.63 | 15,000.00 | 24,189.97 | 24,189.97 | 20,000.00 |
| 106-621-497010 | Hal Baldwin Scholarship - Proc… | 37,846.34 | 40,020.00 | 30,000.00 | 37,961.26 | 39,401.26 | 35,000.00 |
| | **RevCategory: 497 - Miscellaneous Total:** | **47,441.34** | **62,214.63** | **45,000.00** | **62,151.23** | **63,591.23** | **55,000.00** |
| | **Fund: 106 - SPECIAL EVENTS FUND Total:** | **47,441.86** | **63,252.78** | **45,000.00** | **62,954.07** | **63,591.23** | **55,000.00** |

City of Schertz, TX

# Budget Worksheet Condensed

## Account Summary

For Fiscal: 2023-24 Period Ending: 08/31/2024

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 106 - SPECIAL EVENTS FUND** | | | | | | | |
| 106-608-534039 | Kick Cancer - Expenses | 9,848.94 | 22,194.63 | 15,000.00 | 22,761.88 | 24,189.97 | 20,000.00 |
| 106-621-532001 | Golf Tournament - Expenses | 14,706.88 | 17,014.50 | 30,000.00 | 19,329.90 | 20,000.00 | 20,000.00 |
| 106-621-532004 | Hal Baldwin Scholarship - Expe... | 5,012.40 | 8,540.20 | 0.00 | 10,884.14 | 0.00 | 15,000.00 |
| | **Fund: 106 - SPECIAL EVENTS FUND Total:** | **29,568.22** | **47,749.33** | **45,000.00** | **52,975.92** | **44,189.97** | **55,000.00** |

# FUND: 110 Public, Educational, and Government (PEG) Access Fund

## DESCRIPTION

The PEG Fund is dedicated to providing communication infrastructure in the City. This will allow the City to better reach the citizens with necessary information. This fund is commonly used for public access television and institutional network capacity. Currently the level of funding from the collected fees is not great enough to warrant a public access channel but could be used so in the future.

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| Revenues | | | | |
| Franchises | $79,403 | $74,016 | $83,407 | $64,000 |
| *Total* | *$79,403* | *$74,016* | *$83,417* | *$64,000* |
| | | | | |
| *Expenses* | | | | |
| Misc & Projects | $162,751 | $821,654 | $991,001 | $64,000 |
| *Total* | *$162,751* | $821,654 | *$991,001* | *$64,000* |

## PROGRAM JUSTIFICATION AND ANALYSIS

**Revenue:** Revenues for FY 2024-25 Budget are expected to decrease by $19,417 from the FY 2023-24 year-end estimates as the community moves away from cable.

**Expenses:** The PEG Fund FY 2024-25 Budget decreased to $64,000 with the continued implementation of the communication master plan.

| 3ExpDepartment;3RevCategor… | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 110 - PUBLIC, EDU, GOVMNT FEE** | | | | | | |
| **Revenue** | | | | | | |
| 421 - Franchises | 79,402.59 | 74,016.18 | 67,000.00 | 48,699.91 | 83,416.67 | 64,000.00 |
| 480 - Fund Charges/Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| **Revenue Total:** | **79,402.59** | **74,016.18** | **67,000.00** | **48,699.91** | **83,416.67** | **64,000.00** |
| **Expense** | | | | | | |
| **3ExpFunction: 9 - Misc & Projects** | | | | | | |
| 900 - Projects | 162,751.41 | 821,653.76 | 67,000.00 | 65,285.88 | 991,000.83 | 64,000.00 |
| **3ExpFunction: 9 - Misc & Projects Total:** | **162,751.41** | **821,653.76** | **67,000.00** | **65,285.88** | **991,000.83** | **64,000.00** |
| **Expense Total:** | **162,751.41** | **821,653.76** | **67,000.00** | **65,285.88** | **991,000.83** | **64,000.00** |
| **Fund: 110 - PUBLIC, EDU, GOVMNT FEE Surplus (Deficit):** | **-83,348.82** | **-747,637.58** | **0.00** | **-16,585.97** | **-907,584.16** | **0.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 110 - PUBLIC, EDU, GOVMNT FEE** | | | | | | | |
| **RevCategory: 421 - Franchises** | | | | | | | |
| 110-101-421350 | Spectrum-PEG Fee | 62,326.97 | 60,304.11 | 55,000.00 | 39,920.08 | 68,250.00 | 52,000.00 |
| 110-101-421465 | Direct TV PEG Fee | 17,075.62 | 13,712.07 | 12,000.00 | 8,779.83 | 15,166.67 | 12,000.00 |
| | **RevCategory: 421 - Franchises Total:** | **79,402.59** | **74,016.18** | **67,000.00** | **48,699.91** | **83,416.67** | **64,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 110 - PUBLIC, EDU, GOVMNT FEE** | | | | | | | |
| 110-900-521711 | Communication Equip Less $5,... | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 110-900-541002 | Communication Plan | 0.00 | 0.00 | 67,000.00 | 0.00 | 65,000.00 | 64,000.00 |
| 110-900-581002 | Communication Equip Over $5,... | 162,751.41 | 821,653.76 | 0.00 | 65,285.88 | 926,000.83 | 0.00 |
| | **Fund: 110 - PUBLIC, EDU, GOVMNT FEE Total:** | **162,751.41** | **821,653.76** | **67,000.00** | **65,285.88** | **991,000.83** | **64,000.00** |

# FUND: 314 HOTEL/MOTEL OCCUPANCY TAX

## DESCRIPTION

Revenues for the Hotel/Motel Fund are derived from a 7% tax on rooms rented in the City. There are five hotels in Schertz: Best Western Plus with 61 rooms, Hampton Inn with 98 rooms, La Quinta with 81 rooms and Fairfield Inn with 118 rooms and Candlewood Suites with 80 rooms. These revenues are used to support Schertz as a destination location. Advertising campaigns to increase awareness of all Schertz has to offer to reach citizens across the State and beyond.

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Taxes | $804,132 | $1,059,809 | $1,083,333 | $1,100,000 |
| Investment Income | 14,582 | 92,825 | 81,1667 | 126,500 |
| *Total* | *$818,715* | *$1,152,634* | *$1,163,500* | *$1,226,500* |
| | | | | |
| *Expenses* | | | | |
| Supplies and Equipment | $42,388 | $0 | $1,067 | $0 |
| Operating Expenses | 84,763 | 82,488 | 89,917 | 104,322 |
| Professional Services | 3,832 | 21,429 | 5,065 | 1,000 |
| Fund Charges/Transfers | 74,443 | 69,915 | 75,741 | 0 |
| Repairs and Maintenance | 54,677 | 2,300 | 54,167 | 25,000 |
| Capital Outlay | 28,200 | 5,266 | 5,705 | 0 |
| Projects | 1,185,510 | 1,440 | 45,973 | 78,400 |
| *Total* | *$1,473,813* | *$182,838* | *$276,567* | *$208,722* |

## PROGRAM JUSTIFICATION AND ANALYSIS

**Revenue:** Revenue for FY 2024-25 Budget is expected to increase 5.4% from the FY 2023-24 year end estimates.

**Expenses:** The Hotel Motel Tax Fund FY 2024-25 Budget decreases 32.5% from FY 2023-24 year-end estimate. The change for this year expenses is caused by the sign replacement.

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City of Schertz, TX

# Budget Worksheet Condensed

## Account Summary

For Fiscal: 2023-24 Period Ending: 08/31/2024

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 314 - HOTEL TAX** | | | | | | | |
| **RevCategory: 411 - Taxes** | | | | | | | |
| 314-101-411800 | Hotel Occupancy Tax | 804,132.41 | 1,059,808.63 | 800,000.00 | 721,120.28 | 1,083,333.33 | 1,100,000.00 |
| | **RevCategory: 411 - Taxes Total:** | **804,132.41** | **1,059,808.63** | **800,000.00** | **721,120.28** | **1,083,333.33** | **1,100,000.00** |
| **RevCategory: 480 - Fund Charges/Transfers** | | | | | | | |
| 314-101-480002 | Transfer In - Reserves | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **RevCategory: 480 - Fund Charges/Transfers Total:** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** |
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 314-101-491000 | Interest Earned | 167.73 | 1,440.07 | 1,500.00 | 1,690.24 | 1,083.33 | 1,500.00 |
| 314-101-491200 | Investment Income | 14,414.74 | 91,385.25 | 100,000.00 | 125,194.75 | 79,083.33 | 125,000.00 |
| | **RevCategory: 491 - Investment Income Total:** | **14,582.47** | **92,825.32** | **101,500.00** | **126,884.99** | **80,166.66** | **126,500.00** |
| **RevCategory: 497 - Miscellaneous** | | | | | | | |
| 314-101-497000 | Misc Income | 0.00 | -0.62 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **RevCategory: 497 - Miscellaneous Total:** | **0.00** | **-0.62** | **0.00** | **0.00** | **0.00** | **0.00** |
| | **Fund: 314 - HOTEL TAX Total:** | **818,714.88** | **1,152,633.33** | **901,500.00** | **848,005.27** | **1,163,499.99** | **1,226,500.00** |
| | **Report Total:** | **818,714.88** | **1,152,633.33** | **901,500.00** | **848,005.27** | **1,163,499.99** | **1,226,500.00** |

# Group Summary

| RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 314 - HOTEL TAX** | | | | | | |
| 411 - Taxes | 804,132.41 | 1,059,808.63 | 800,000.00 | 721,120.28 | 1,083,333.33 | 1,100,000.00 |
| 480 - Fund Charges/Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 491 - Investment Income | 14,582.47 | 92,825.32 | 101,500.00 | 126,884.99 | 80,166.66 | 126,500.00 |
| 497 - Miscellaneous | 0.00 | -0.62 | 0.00 | 0.00 | 0.00 | 0.00 |
| **Fund: 314 - HOTEL TAX Total:** | **818,714.88** | **1,152,633.33** | **901,500.00** | **848,005.27** | **1,163,499.99** | **1,226,500.00** |
| **Report Total:** | **818,714.88** | **1,152,633.33** | **901,500.00** | **848,005.27** | **1,163,499.99** | **1,226,500.00** |

# Fund Summary

| Fund | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| 314 - HOTEL TAX | 818,714.88 | 1,152,633.33 | 901,500.00 | 848,005.27 | 1,163,499.99 | 1,226,500.00 |
| **Report Total:** | **818,714.88** | **1,152,633.33** | **901,500.00** | **848,005.27** | **1,163,499.99** | **1,226,500.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 314 - HOTEL TAX** | | | | | | | |
| **Department: 101 - Non Departmental** | | | | | | | |
| **ExpCategory: 521 - Supplies and Equipment** | | | | | | | |
| 314-101-521712 | Operating Equipment | 42,387.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 314-101-521717 | Event Banners | 0.00 | 0.00 | 0.00 | 1,067.00 | 0.00 | 0.00 |
| **ExpCategory: 521 - Supplies and Equipment Total:** | | **42,387.50** | **0.00** | **0.00** | **1,067.00** | **0.00** | **0.00** |
| **ExpCategory: 534 - Operating Expenses** | | | | | | | |
| 314-101-534000 | Advertising | 3,895.00 | 8,045.00 | 18,600.00 | 0.00 | 0.00 | 15,000.00 |
| 314-101-534001 | Billboards | 15,166.10 | 13,231.80 | 16,000.00 | 4,289.95 | 16,250.00 | 15,000.00 |
| 314-101-534007 | Special Events - Expenses | 65,701.90 | 61,211.48 | 40,000.00 | 36,727.62 | 73,666.67 | 0.00 |
| 314-101-534042 | Community Programs | 0.00 | 0.00 | 50,000.00 | 0.00 | 0.00 | 50,000.00 |
| 314-101-534062 | Operating Expense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 24,322.00 |
| **ExpCategory: 534 - Operating Expenses Total:** | | **84,763.00** | **82,488.28** | **124,600.00** | **41,017.57** | **89,916.67** | **104,322.00** |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 314-101-541000 | Auditor/Accounting Service | 3,000.00 | 3,500.00 | 1,000.00 | 1,000.00 | 3,791.67 | 1,000.00 |
| 314-101-541012 | Legal Services | 0.00 | 0.00 | 0.00 | 42.00 | 0.00 | 0.00 |
| 314-101-541017 | Professional Services | 831.79 | 17,928.99 | 0.00 | 720.00 | 1,272.92 | 0.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **3,831.79** | **21,428.99** | **1,000.00** | **1,762.00** | **5,064.59** | **1,000.00** |
| **ExpCategory: 548 - Fund Charges/Transfers** | | | | | | | |
| 314-101-548016 | Transfer Out | 74,443.00 | 69,915.00 | 80,265.00 | 73,576.25 | 75,741.25 | 0.00 |
| **ExpCategory: 548 - Fund Charges/Transfers Total:** | | **74,443.00** | **69,915.00** | **80,265.00** | **73,576.25** | **75,741.25** | **0.00** |
| **ExpCategory: 551 - Repairs and Maintenance** | | | | | | | |
| 314-101-551000 | Building Maintenance | 54,676.81 | 2,300.00 | 12,000.00 | 0.00 | 54,166.67 | 25,000.00 |
| **ExpCategory: 551 - Repairs and Maintenance Total:** | | **54,676.81** | **2,300.00** | **12,000.00** | **0.00** | **54,166.67** | **25,000.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 314-101-581001 | Civic Center Improvements | 28,200.00 | 5,266.00 | 43,000.00 | 48,071.42 | 5,704.83 | 0.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **28,200.00** | **5,266.00** | **43,000.00** | **48,071.42** | **5,704.83** | **0.00** |
| **Department: 101 - Non Departmental Total:** | | **288,302.10** | **181,398.27** | **260,865.00** | **165,494.24** | **230,594.01** | **130,322.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Department: 900 - Projects** | | | | | | | |
| **ExpCategory: 541 - Professional Services** | | | | | | | |
| 314-900-541006 | Engineering | 57,214.83 | 1,440.00 | 0.00 | 0.00 | 1,560.00 | 0.00 |
| **ExpCategory: 541 - Professional Services Total:** | | **57,214.83** | **1,440.00** | **0.00** | **0.00** | **1,560.00** | **0.00** |
| **ExpCategory: 581 - Capital Outlay** | | | | | | | |
| 314-900-581013 | Construction | 1,128,295.01 | 0.00 | 0.00 | 0.00 | 44,413.42 | 78,400.00 |
| **ExpCategory: 581 - Capital Outlay Total:** | | **1,128,295.01** | **0.00** | **0.00** | **0.00** | **44,413.42** | **78,400.00** |
| **Department: 900 - Projects Total:** | | **1,185,509.84** | **1,440.00** | **0.00** | **0.00** | **45,973.42** | **78,400.00** |
| **Fund: 314 - HOTEL TAX Total:** | | **1,473,811.94** | **182,838.27** | **260,865.00** | **165,494.24** | **276,567.43** | **208,722.00** |

# FUND: 317 PARK FUND

## DESCRIPTION

The Park Fund is a special fund designated to monitor and manage funds for the management of the City of Schertz Urban Forest and capital improvements of the City of Schertz Park System. The Fund is composed of parkland dedication revenues. Revenues are derived from developer fees (in lieu of parkland dedication), local citizen groups, state, local nonprofit neighborhood associations, homeowners' associations (HOA's), regional non-profit grants, and donations.

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Fees | $0 | $203,500 | $54,167 | $150,000 |
| Investment Income | 2,195 | 9,058 | 13,163 | 4,750 |
| *Total* | *$2,195* | *$212,558* | *$67,329* | *$154,750* |
| | | | | |
| *Expenses* | | | | |
| Professional Services | $10,040 | $0 | $0 | $0 |
| Capital Outlay | 17,650 | 387,069 | 419,325 | 100,000 |
| *Total* | *$27,690* | *$387,069* | *$419,325* | *$100,000* |
| | | | | |
| *Over/-Under* | *-$25,495* | *-$174,511* | *-$351,996* | *$54,750* |

## PROGRAM JUSTIFICATION AND ANALYSIS

**Revenue:** The revenue for FY 2024-25 Budget is expected to be $154,750 in anticipation of a new development which will pay into the fund.

**Expenses:** The FY 2024-25 Budget is set at $100,000 to utilize incoming funds for park improvements.

| 3ExpDepartment;3RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 317 - PARK FUND** | | | | | | |
| **Revenue** | | | | | | |
| 432 - Fees | 0.00 | 203,500.00 | 100,000.00 | 207,000.00 | 54,166.67 | 150,000.00 |
| 480 - Fund Charges/Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 491 - Investment Income | 2,194.71 | 9,057.67 | 0.00 | 4,699.26 | 13,162.50 | 4,750.00 |
| **Revenue Total:** | **2,194.71** | **212,557.67** | **100,000.00** | **211,699.26** | **67,329.17** | **154,750.00** |
| **Expense** | | | | | | |
| **3ExpFunction: 3 - Public Environment** | | | | | | |
| 301 - Parkland Dedication | 27,690.02 | 387,069.00 | 100,000.00 | 0.00 | 419,324.75 | 100,000.00 |
| **3ExpFunction: 3 - Public Environment Total:** | **27,690.02** | **387,069.00** | **100,000.00** | **0.00** | **419,324.75** | **100,000.00** |
| **Expense Total:** | **27,690.02** | **387,069.00** | **100,000.00** | **0.00** | **419,324.75** | **100,000.00** |
| **Fund: 317 - PARK FUND Surplus (Deficit):** | **-25,495.31** | **-174,511.33** | **0.00** | **211,699.26** | **-351,995.58** | **54,750.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 317 - PARK FUND** | | | | | | | |
| **RevCategory: 432 - Fees** | | | | | | | |
| 317-301-432085 | Parkland Dedication | 0.00 | 203,500.00 | 100,000.00 | 207,000.00 | 54,166.67 | 150,000.00 |
| | **RevCategory: 432 - Fees Total:** | **0.00** | **203,500.00** | **100,000.00** | **207,000.00** | **54,166.67** | **150,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 317-101-491000 | Interest Earned | 32.49 | 118.31 | 0.00 | 790.85 | 162.50 | 750.00 |
| 317-101-491200 | Investment Income | 2,162.22 | 8,939.36 | 0.00 | 3,908.41 | 13,000.00 | 4,000.00 |
| | **RevCategory: 491 - Investment Income Total:** | **2,194.71** | **9,057.67** | **0.00** | **4,699.26** | **13,162.50** | **4,750.00** |
| | **Fund: 317 - PARK FUND Total:** | **2,194.71** | **212,557.67** | **100,000.00** | **211,699.26** | **67,329.17** | **154,750.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 317 - PARK FUND** | | | | | | | |
| 317-301-541017 | Professional Services | 10,040.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 317-301-581007 | Improvements Over $5,000 | 17,650.02 | 387,069.00 | 100,000.00 | 0.00 | 419,324.75 | 100,000.00 |
| 317-301-581008 | Land/ROW/Easements Purchase | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Fund: 317 - PARK FUND Total:** | **27,690.02** | **387,069.00** | **100,000.00** | **0.00** | **419,324.75** | **100,000.00** |

# FUND: 319 TREE MITIGATION

## DESCRIPTION

Tree mitigation fund is a special fund that is derived from revenue from permits for tree removal issued in connection with a building permit, subdivision plan, and site plan. These funds are used to replace trees on City Parks, City owned property, public lands, and SCUCISD school property.

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Fees | $136,950 | $48,065 | $75,833 | $100,000 |
| Investment Income | 5,324 | 35,599 | 33,150 | 49,250 |
| *Total* | *$142,274* | *$83,664* | *$108,983* | *$149,250* |
| | | | | |
| *Expenses* | | | | |
| Maintenance Services | $82,110 | $93,030 | $75,833 | $85,000 |
| *Total* | *$82,110* | *$93,030* | *$75,833* | *$85,000* |
| | | | | |
| *Over/-Under* | *$60,164* | *-$9,365* | *$33,150* | *$64,250* |

## PROGRAM JUSTIFICATION AND ANALYSIS

**Revenue:** The revenue for the FY 2024-25 Budget is expected to increase 36.9% from 2023-24 year-end estimate following the previous years' trends.

**Expenses:** The FY 2024-25 Budget increases 12.1% from FY 2023-24 year-end estimate for additional tree planting.

| 3ExpDepartment;3RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 319 - TREE MITIGATION** | | | | | | |
| **Revenue** | | | | | | |
| 432 - Fees | 136,950.00 | 48,065.00 | 50,000.00 | 554,580.00 | 75,833.33 | 100,000.00 |
| 491 - Investment Income | 5,324.04 | 35,599.36 | 35,750.00 | 45,476.90 | 33,150.00 | 49,250.00 |
| **Revenue Total:** | **142,274.04** | **83,664.36** | **85,750.00** | **600,056.90** | **108,983.33** | **149,250.00** |
| **Expense** | | | | | | |
| **3ExpFunction: 3 - Public Environment** | | | | | | |
| 302 - Tree Mitigation | 82,110.00 | 93,030.29 | 75,000.00 | 38,929.00 | 75,833.33 | 85,000.00 |
| **3ExpFunction: 3 - Public Environment Total:** | **82,110.00** | **93,030.29** | **75,000.00** | **38,929.00** | **75,833.33** | **85,000.00** |
| **Expense Total:** | **82,110.00** | **93,030.29** | **75,000.00** | **38,929.00** | **75,833.33** | **85,000.00** |
| **Fund: 319 - TREE MITIGATION Surplus (Deficit):** | **60,164.04** | **-9,365.93** | **10,750.00** | **561,127.90** | **33,150.00** | **64,250.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 319 - TREE MITIGATION** | | | | | | | |
| **RevCategory: 432 - Fees** | | | | | | | |
| 319-302-432086 | Tree Mitigation | 136,950.00 | 48,065.00 | 50,000.00 | 554,580.00 | 75,833.33 | 100,000.00 |
| | **RevCategory: 432 - Fees Total:** | **136,950.00** | **48,065.00** | **50,000.00** | **554,580.00** | **75,833.33** | **100,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 319-101-491000 | Interest Earned | 38.88 | 589.77 | 750.00 | 1,523.56 | 650.00 | 1,250.00 |
| 319-101-491200 | Investment Income | 5,285.16 | 35,009.59 | 35,000.00 | 43,953.34 | 32,500.00 | 48,000.00 |
| **RevCategory: 491 - Investment Income Total:** | | **5,324.04** | **35,599.36** | **35,750.00** | **45,476.90** | **33,150.00** | **49,250.00** |
| **Fund: 319 - TREE MITIGATION Total:** | | **142,274.04** | **83,664.36** | **85,750.00** | **600,056.90** | **108,983.33** | **149,250.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 319 - TREE MITIGATION** | | | | | | | |
| 319-302-551111 | Trees | 82,110.00 | 93,030.29 | 75,000.00 | 38,929.00 | 75,833.33 | 85,000.00 |
| | **Fund: 319 - TREE MITIGATION Total:** | **82,110.00** | **93,030.29** | **75,000.00** | **38,929.00** | **75,833.33** | **85,000.00** |

# FUND: 431 ROADWAY IMPACT FEE AREA 1

## DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up into 4 separate roadway zones.

## PERFORMANCE INDICATORS

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Fees | $252,872 | $301,561 | $297,917 | $300,000 |
| Investment Income | 6,035 | 42,128 | 38,106 | 55,300 |
| *Total* | *$258,907* | *$343,689* | *$336,023* | *$355,300* |
| | | | | |
| *Expenses* | | | | |
| Professional Services | $1,358 | $0 | $5,417 | $5,000 |
| Projects | 0 | 88,173 | 113,589 | 0 |
| *Total* | *$1,358* | *$88,173* | *$119,005* | *$5,000* |
| | | | | |
| *Over/-Under* | *$257,549* | *$255,516* | *$217,018* | *$350,300* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget will be set at $5,000 for any professional services or studies that need to be completed.

| 3ExpDepartment;3RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 431 - CAP RCVRY-RDWYS AREA 1** | | | | | | |
| **Revenue** | | | | | | |
| 432 - Fees | 252,871.82 | 301,561.43 | 275,000.00 | 315,054.59 | 297,916.67 | 300,000.00 |
| 480 - Fund Charges/Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 491 - Investment Income | 6,035.39 | 42,128.00 | 50,175.00 | 48,242.41 | 38,106.25 | 55,300.00 |
| **Revenue Total:** | **258,907.21** | **343,689.43** | **325,175.00** | **363,297.00** | **336,022.92** | **355,300.00** |
| **Expense** | | | | | | |
| **3ExpFunction: 1 - General Government** | | | | | | |
| 101 - Non Departmental | 1,358.50 | 0.00 | 0.00 | 0.00 | 5,416.67 | 5,000.00 |
| **3ExpFunction: 1 - General Government Total:** | **1,358.50** | **0.00** | **0.00** | **0.00** | **5,416.67** | **5,000.00** |
| **3ExpFunction: 9 - Misc & Projects** | | | | | | |
| 900 - Projects | 0.00 | 88,172.99 | 5,000.00 | 0.00 | 113,588.58 | 0.00 |
| **3ExpFunction: 9 - Misc & Projects Total:** | **0.00** | **88,172.99** | **5,000.00** | **0.00** | **113,588.58** | **0.00** |
| **Expense Total:** | **1,358.50** | **88,172.99** | **5,000.00** | **0.00** | **119,005.25** | **5,000.00** |
| **Fund: 431 - CAP RCVRY-RDWYS AREA 1 Surplus (Deficit):** | **257,548.71** | **255,516.44** | **320,175.00** | **363,297.00** | **217,017.67** | **350,300.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 431 - CAP RCVRY-RDWYS AREA 1** | | | | | | | |
| **RevCategory: 432 - Fees** | | | | | | | |
| 431-173-432030 | Cap Rcvry-RoadwaysSrvArea 1 | 252,871.82 | 301,561.43 | 275,000.00 | 315,054.59 | 297,916.67 | 300,000.00 |
| | **RevCategory: 432 - Fees Total:** | **252,871.82** | **301,561.43** | **275,000.00** | **315,054.59** | **297,916.67** | **300,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 431-101-491000 | Interest Earned | 32.80 | 594.73 | 175.00 | 292.33 | 189.58 | 300.00 |
| 431-101-491200 | Investment Income | 6,002.59 | 41,533.27 | 50,000.00 | 47,950.08 | 37,916.67 | 55,000.00 |
| | **RevCategory: 491 - Investment Income Total:** | **6,035.39** | **42,128.00** | **50,175.00** | **48,242.41** | **38,106.25** | **55,300.00** |
| | **Fund: 431 - CAP RCVRY-RDWYS AREA 1 Total:** | **258,907.21** | **343,689.43** | **325,175.00** | **363,297.00** | **336,022.92** | **355,300.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 431 - CAP RCVRY-RDWYS AREA 1** | | | | | | | |
| 431-101-541017 | Professional Services | 1,358.50 | 0.00 | 0.00 | 0.00 | 5,416.67 | 5,000.00 |
| 431-900-534011 | Contingencies | 0.00 | 0.00 | 0.00 | 0.00 | 18,067.83 | 0.00 |
| 431-900-541017 | Professional Services | 0.00 | 0.00 | 5,000.00 | 0.00 | 0.00 | 0.00 |
| 431-900-581013 | Construction | 0.00 | 88,172.99 | 0.00 | 0.00 | 95,520.75 | 0.00 |
| **Fund: 431 - CAP RCVRY-RDWYS AREA 1 Total:** | | **1,358.50** | **88,172.99** | **5,000.00** | **0.00** | **119,005.25** | **5,000.00** |

# FUND: 432 ROADWAY IMPACT FEE AREA 2

## DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up into 4 separate roadway zones.

## PERFORMANCE INDICATORS

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Fees | $341,650 | $191,018 | $238,333 | $200,000 |
| Investment Income | 4,087 | 28,498 | 25,621 | 27,650 |
| *Total* | *$345,737* | *$219,516* | *$263,954* | *$227,650* |
| | | | | |
| *Expenses* | | | | |
| City Supported Services | $49,147 | $102,495 | $111,036 | $100,000 |
| Professional Services | 3,338 | 0 | 5,417 | 5,000 |
| *Total* | *$52,484* | *$102,495* | *$116,453* | *$105,000* |
| | | | | |
| *Over/-Under* | *$293,252* | *$117,020* | *$147,501* | *$122,650* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget will be set at $105,000 for any professional services or studies that need to be completed and to reimburse developers for road construction.

| 3ExpDepartment;3RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 432 - CAP RCVRY-RDWYS AREA 2** | | | | | | |
| **Revenue** | | | | | | |
| 432 - Fees | 341,649.60 | 191,017.49 | 220,000.00 | 142,098.33 | 238,333.33 | 200,000.00 |
| 491 - Investment Income | 4,087.07 | 28,497.71 | 25,650.00 | 30,122.58 | 25,620.84 | 27,650.00 |
| **Revenue Total:** | **345,736.67** | **219,515.20** | **245,650.00** | **172,220.91** | **263,954.17** | **227,650.00** |
| **Expense** | | | | | | |
| **3ExpFunction: 1 - General Government** | | | | | | |
| 101 - Non Departmental | 52,484.37 | 102,494.88 | 85,000.00 | 57,305.25 | 116,452.92 | 105,000.00 |
| **3ExpFunction: 1 - General Government Total:** | **52,484.37** | **102,494.88** | **85,000.00** | **57,305.25** | **116,452.92** | **105,000.00** |
| **Expense Total:** | **52,484.37** | **102,494.88** | **85,000.00** | **57,305.25** | **116,452.92** | **105,000.00** |
| **Fund: 432 - CAP RCVRY-RDWYS AREA 2 Surplus (Deficit):** | **293,252.30** | **117,020.32** | **160,650.00** | **114,915.66** | **147,501.25** | **122,650.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 432 - CAP RCVRY-RDWYS AREA 2** | | | | | | | |
| **RevCategory: 432 - Fees** | | | | | | | |
| 432-173-432031 | Cap Rcvry-RoadwaysSrvArea 2 | 341,649.60 | 191,017.49 | 220,000.00 | 142,098.33 | 238,333.33 | 200,000.00 |
| | **RevCategory: 432 - Fees Total:** | **341,649.60** | **191,017.49** | **220,000.00** | **142,098.33** | **238,333.33** | **200,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 432-101-491000 | Interest Earned | 52.25 | 622.06 | 650.00 | 99.55 | 704.17 | 150.00 |
| 432-101-491200 | Investment Income | 4,034.82 | 27,875.65 | 25,000.00 | 30,023.03 | 24,916.67 | 27,500.00 |
| | **RevCategory: 491 - Investment Income Total:** | **4,087.07** | **28,497.71** | **25,650.00** | **30,122.58** | **25,620.84** | **27,650.00** |
| | **Fund: 432 - CAP RCVRY-RDWYS AREA 2 Total:** | **345,736.67** | **219,515.20** | **245,650.00** | **172,220.91** | **263,954.17** | **227,650.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 432 - CAP RCVRY-RDWYS AREA 2** | | | | | | | |
| 432-101-532011 | Development Incentive Fund | 49,146.87 | 102,494.88 | 80,000.00 | 57,305.25 | 111,036.25 | 100,000.00 |
| 432-101-541017 | Professional Services | 3,337.50 | 0.00 | 5,000.00 | 0.00 | 5,416.67 | 5,000.00 |
| | **Fund: 432 - CAP RCVRY-RDWYS AREA 2 Total:** | **52,484.37** | **102,494.88** | **85,000.00** | **57,305.25** | **116,452.92** | **105,000.00** |

# FUND: 433 ROADWAY IMPACT FEE AREA 3

## DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up into 4 separate roadway zones.

## PERFORMANCE INDICATORS

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Fees | $204,433 | $168,500 | $335,833 | $350,000 |
| Investment Income | 9,675 | 62,942 | 54,492 | 75,250 |
| *Total* | *$214,108* | *$231,442* | *$390,325* | *$425,250* |
| | | | | |
| *Expenses* | | | | |
| Professional Services | $3,338 | $0 | $5,417 | $5,000 |
| Projects | 0 | 152,021 | 164,689 | 0 |
| *Total* | *$3,338* | *$152,021* | *$170,106* | *$5,000* |
| | | | | |
| *Over/-Under* | *$210,770* | *$79,421* | *$220,219* | *$420,250* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget will be set at $5,000 for any professional services or studies that need to be completed.

| 3ExpDepartment;3RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 433 - CAP RCVRY-RDWYS AREA 3** | | | | | | |
| **Revenue** | | | | | | |
| 432 - Fees | 204,433.00 | 168,500.00 | 300,000.00 | 812,857.50 | 335,833.33 | 350,000.00 |
| 480 - Fund Charges/Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 491 - Investment Income | 9,675.43 | 62,942.13 | 50,250.00 | 78,985.49 | 54,491.67 | 75,250.00 |
| **Revenue Total:** | **214,108.43** | **231,442.13** | **350,250.00** | **891,842.99** | **390,325.00** | **425,250.00** |
| **Expense** | | | | | | |
| **3ExpFunction: 1 - General Government** | | | | | | |
| 101 - Non Departmental | 3,337.50 | 0.00 | 5,000.00 | 0.00 | 5,416.67 | 5,000.00 |
| **3ExpFunction: 1 - General Government Total:** | **3,337.50** | **0.00** | **5,000.00** | **0.00** | **5,416.67** | **5,000.00** |
| **3ExpFunction: 9 - Misc & Projects** | | | | | | |
| 900 - Projects | 0.00 | 152,020.75 | 0.00 | 0.00 | 164,689.42 | 0.00 |
| **3ExpFunction: 9 - Misc & Projects Total:** | **0.00** | **152,020.75** | **0.00** | **0.00** | **164,689.42** | **0.00** |
| **Expense Total:** | **3,337.50** | **152,020.75** | **5,000.00** | **0.00** | **170,106.09** | **5,000.00** |
| **Fund: 433 - CAP RCVRY-RDWYS AREA 3 Surplus (Deficit):** | **210,770.93** | **79,421.38** | **345,250.00** | **891,842.99** | **220,218.91** | **420,250.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 433 - CAP RCVRY-RDWYS AREA 3** | | | | | | | |
| **RevCategory: 432 - Fees** | | | | | | | |
| 433-173-432032 | Cap Rcvry-RoadwaysSrvArea 3 | 204,433.00 | 168,500.00 | 300,000.00 | 812,857.50 | 335,833.33 | 350,000.00 |
| | **RevCategory: 432 - Fees Total:** | **204,433.00** | **168,500.00** | **300,000.00** | **812,857.50** | **335,833.33** | **350,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 433-101-491000 | Interest Earned | 30.59 | 191.91 | 250.00 | 214.23 | 325.00 | 250.00 |
| 433-101-491200 | Investment Income | 9,644.84 | 62,750.22 | 50,000.00 | 78,771.26 | 54,166.67 | 75,000.00 |
| | **RevCategory: 491 - Investment Income Total:** | **9,675.43** | **62,942.13** | **50,250.00** | **78,985.49** | **54,491.67** | **75,250.00** |
| | **Fund: 433 - CAP RCVRY-RDWYS AREA 3 Total:** | **214,108.43** | **231,442.13** | **350,250.00** | **891,842.99** | **390,325.00** | **425,250.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 433 - CAP RCVRY-RDWYS AREA 3** | | | | | | | |
| 433-101-541017 | Professional Services | 3,337.50 | 0.00 | 5,000.00 | 0.00 | 5,416.67 | 5,000.00 |
| 433-900-581008 | Land/ROW/Easements Purchase | 0.00 | 152,020.75 | 0.00 | 0.00 | 164,689.42 | 0.00 |
| **Fund: 433 - CAP RCVRY-RDWYS AREA 3 Total:** | | **3,337.50** | **152,020.75** | **5,000.00** | **0.00** | **170,106.09** | **5,000.00** |

# FUND: 434 ROADWAY IMPACT FEE AREA 4

## DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up into 4 separate roadway zones.

## PERFORMANCE INDICATORS

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Fees | $0 | $0 | $0 | $3,000 |
| Investment Income | 79 | 350 | 390 | 315 |
| *Total* | *$79* | *$350* | *$390* | *$3,315* |
| | | | | |
| *Expenses* | | | | |
| Professional Services | $3,338 | $0 | $3,250 | $3,000 |
| *Total* | *$3,338* | *$0* | *$3,250* | *$3,000* |
| | | | | |
| *Over/-Under* | *-$3,259* | *$350* | *-$2,860* | *$315* |

## PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2024-25 Budget will be set at $3,000 for any professional services or studies that need to be completed.

| 3ExpDepartment;3RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 434 - CAP RCVRY-RDWYS AREA 4** | | | | | | |
| **Revenue** | | | | | | |
| 432 - Fees | 0.00 | 0.00 | 3,000.00 | 0.00 | 0.00 | 3,000.00 |
| 491 - Investment Income | 79.23 | 349.85 | 360.00 | 270.99 | 390.00 | 315.00 |
| **Revenue Total:** | **79.23** | **349.85** | **3,360.00** | **270.99** | **390.00** | **3,315.00** |
| **Expense** | | | | | | |
| **3ExpFunction: 1 - General Government** | | | | | | |
| 101 - Non Departmental | 3,337.50 | 0.00 | 3,000.00 | 0.00 | 3,250.00 | 3,000.00 |
| **3ExpFunction: 1 - General Government Total:** | **3,337.50** | **0.00** | **3,000.00** | **0.00** | **3,250.00** | **3,000.00** |
| **Expense Total:** | **3,337.50** | **0.00** | **3,000.00** | **0.00** | **3,250.00** | **3,000.00** |
| **Fund: 434 - CAP RCVRY-RDWYS AREA 4 Surplus (Deficit):** | **-3,258.27** | **349.85** | **360.00** | **270.99** | **-2,860.00** | **315.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 434 - CAP RCVRY-RDWYS AREA 4** | | | | | | | |
| **RevCategory: 432 - Fees** | | | | | | | |
| 434-359-432033 | Cap Rcvry-RoadwaysSrvArea 4 | 0.00 | 0.00 | 3,000.00 | 0.00 | 0.00 | 3,000.00 |
| | **RevCategory: 432 - Fees Total:** | **0.00** | **0.00** | **3,000.00** | **0.00** | **0.00** | **3,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 434-101-491000 | Interest Earned | 2.76 | 2.38 | 10.00 | 0.07 | 10.83 | 15.00 |
| 434-101-491200 | Investment Income | 76.47 | 347.47 | 350.00 | 270.92 | 379.17 | 300.00 |
| | **RevCategory: 491 - Investment Income Total:** | **79.23** | **349.85** | **360.00** | **270.99** | **390.00** | **315.00** |
| | **Fund: 434 - CAP RCVRY-RDWYS AREA 4 Total:** | **79.23** | **349.85** | **3,360.00** | **270.99** | **390.00** | **3,315.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 434 - CAP RCVRY-RDWYS AREA 4** | | | | | | | |
| 434-101-541017 | Professional Services | 3,337.50 | 0.00 | 3,000.00 | 0.00 | 3,250.00 | 3,000.00 |
| **Fund: 434 - CAP RCVRY-RDWYS AREA 4 Total:** | | **3,337.50** | **0.00** | **3,000.00** | **0.00** | **3,250.00** | **3,000.00** |

# FUND: 609 LIBRARY FUND

## DESCRIPTION

The purpose of the Library Advisory Board is to provide citizen input to the City of Schertz on Library policy and operation and to raise community awareness of the library and its services. The Library Advisory Board oversees various fund-raising activities including the operation of the Read Before Bookstore and book consignment sales with all proceeds providing supplementary funding for library materials, programs, projects and building enhancements.

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Fees | $18,292 | $20,318 | $20,000 | $20,000 |
| Fund Transfers | 0 | 0 | 4,800 | 0 |
| Investment Income | 545 | 3,464 | 2,200 | 1,500 |
| Miscellaneous | 507 | 8 | 3 | 0 |
| *Total* | *$19,344* | *$23,789* | *$27,003* | *$21,500* |
| | | | | |
| *Expenses* | | | | |
| Supplies and Equipment | $5,457 | $9,498 | $6,200 | $3,500 |
| Operating Expenses | 8,883 | 7,625 | 14,000 | 18,000 |
| Capital Outlay | 0 | 0 | 6,585 | 0 |
| *Total* | *$14,340* | *$17,123* | *$26,785* | *$21,500* |
| | | | | |
| *Over/-Under* | *$5,004* | *$6,666* | *$218* | *$0* |

## PROGRAM JUSTIFICATION AND ANALYSIS

**Revenues:** Revenue for FY 2024-25 is expected to decrease $5,503 from the FY 2023-24 estimate with a withdraw from their fund balance.

**Expenses:** The Library Fund's FY 2024-25 Budget will decrease $5,285 from the FY 2023-24 year-end estimate.

| 3ExpDepartment;3RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 609 - LIBRARY BOARD** | | | | | | |
| **Revenue** | | | | | | |
| 432 - Fees | 18,292.10 | 20,317.69 | 20,000.00 | 14,718.81 | 20,000.00 | 20,000.00 |
| 480 - Fund Charges/Transfers | 0.00 | 0.00 | 8,000.00 | 0.00 | 4,800.00 | 0.00 |
| 491 - Investment Income | 545.26 | 3,463.73 | 1,200.00 | 3,123.14 | 2,200.00 | 1,500.00 |
| 497 - Miscellaneous | 506.94 | 7.67 | 0.00 | 15.81 | 3.20 | 0.00 |
| **Revenue Total:** | **19,344.30** | **23,789.09** | **29,200.00** | **17,857.76** | **27,003.20** | **21,500.00** |
| **Expense** | | | | | | |
| **3ExpFunction: 1 - General Government** | | | | | | |
| 101 - Non Departmental | 14,339.89 | 17,123.12 | 29,200.00 | 22,720.29 | 26,785.00 | 21,500.00 |
| **3ExpFunction: 1 - General Government Total:** | **14,339.89** | **17,123.12** | **29,200.00** | **22,720.29** | **26,785.00** | **21,500.00** |
| **Expense Total:** | **14,339.89** | **17,123.12** | **29,200.00** | **22,720.29** | **26,785.00** | **21,500.00** |
| **Fund: 609 - LIBRARY BOARD Surplus (Deficit):** | **5,004.41** | **6,665.97** | **0.00** | **-4,862.53** | **218.20** | **0.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 609 - LIBRARY BOARD** | | | | | | | |
| **RevCategory: 432 - Fees** | | | | | | | |
| 609-101-432057 | Sale of Merchandise | 18,292.10 | 20,317.69 | 20,000.00 | 14,718.81 | 20,000.00 | 20,000.00 |
| | **RevCategory: 432 - Fees Total:** | **18,292.10** | **20,317.69** | **20,000.00** | **14,718.81** | **20,000.00** | **20,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 480 - Fund Charges/Transfers** | | | | | | | |
| 609-101-480002 | Transfer In - Reserves | 0.00 | 0.00 | 8,000.00 | 0.00 | 4,800.00 | 0.00 |
| **RevCategory: 480 - Fund Charges/Transfers Total:** | | **0.00** | **0.00** | **8,000.00** | **0.00** | **4,800.00** | **0.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 491 - Investment Income** | | | | | | | |
| 609-101-491000 | Interest Earned | 151.63 | 1,081.37 | 300.00 | 977.54 | 700.00 | 500.00 |
| 609-101-491200 | Investment Income | 393.63 | 2,382.36 | 900.00 | 2,145.60 | 1,500.00 | 1,000.00 |
| | **RevCategory: 491 - Investment Income Total:** | **545.26** | **3,463.73** | **1,200.00** | **3,123.14** | **2,200.00** | **1,500.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 497 - Miscellaneous** | | | | | | | |
| 609-101-497000 | Miscellaneous Income | 6.94 | 7.67 | 0.00 | 15.81 | 3.20 | 0.00 |
| 609-101-497002 | Donations | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **RevCategory: 497 - Miscellaneous Total:** | **506.94** | **7.67** | **0.00** | **15.81** | **3.20** | **0.00** |
| | **Fund: 609 - LIBRARY BOARD Total:** | **19,344.30** | **23,789.09** | **29,200.00** | **17,857.76** | **27,003.20** | **21,500.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 609 - LIBRARY BOARD** | | | | | | | |
| 609-101-521000 | Operating Supplies | 132.76 | 176.78 | 200.00 | 0.00 | 200.00 | 500.00 |
| 609-101-521708 | Furniture & Fixtures | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 609-101-521718 | Library Materials Less $5,000 | 5,324.20 | 9,321.28 | 8,000.00 | 4,500.00 | 6,000.00 | 2,500.00 |
| 609-101-534007 | Special Events - Expenses | 8,882.93 | 7,625.06 | 14,000.00 | 11,635.29 | 14,000.00 | 18,000.00 |
| 609-101-581007 | Improvements Over $5,000 | 0.00 | 0.00 | 7,000.00 | 6,585.00 | 6,585.00 | 0.00 |
| | **Fund: 609 - LIBRARY BOARD Total:** | **14,339.89** | **17,123.12** | **29,200.00** | **22,720.29** | **26,785.00** | **21,500.00** |

# FUND: 615 HISTORICAL COMMITTEE

## MISSION STATEMENT

To gather, preserve, and make available to the public historical information regarding people, places, and events that have contributed to the development of the City of Schertz.

## DESCRIPTION

This function is funded from the Special Events Fund by a transfer. The Historical Committee reviews locations for possible historic value and distributes books about the history of Schertz.

| Budget | 2021-22 Actual | 2022-23 Actual | 2023-24 Estimate | 2024-25 Budget |
|---|---|---|---|---|
| *Revenue* | | | | |
| Fees | $1,943 | $199 | $217 | $1,000 |
| Fund Transfers | 13,863 | 9,161 | 11,646 | 10,750 |
| Miscellaneous | 0 | 2,244 | 3,250 | 2,500 |
| *Total* | *$15,806* | *$11,603* | *$15,113* | *$14,250* |
| | | | | |
| *Expenses* | | | | |
| Personnel Services | $1,721 | $3,558 | $4,550 | $6,350 |
| Supplies and Equipment | 1,393 | 3,680 | 3,618 | 7,000 |
| Operating Expenses | 0 | 423 | 542 | 500 |
| Professional Services | 0 | 1,500 | 1,733 | 400 |
| *Total* | *$3,113* | *$9,161* | *$10,443* | *$14,250* |
| | | | | |
| *Over/-Under* | *$12,693* | *$2,442* | *$4,670* | *$0* |

## PROGRAM JUSTIFICATION AND ANALYSIS

**Revenues:** Revenue for FY 2024-25 will remain at the same funding allocation as FY 2023-24.

**Expenses:** The Historical Committee's FY 2024-25 Budget will increase slightly the FY 2023-24 estimate.

| 3ExpDepartment;3RevCategor... | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|
| **Fund: 615 - HISTORICAL COMMITTEE** | | | | | | |
| **Revenue** | | | | | | |
| 432 - Fees | 1,942.61 | 198.58 | 1,000.00 | 0.00 | 216.67 | 1,000.00 |
| 480 - Fund Charges/Transfers | 13,863.11 | 9,160.82 | 10,750.00 | 0.00 | 11,645.83 | 10,750.00 |
| 497 - Miscellaneous | 0.03 | 2,243.58 | 2,500.00 | -93.47 | 3,250.00 | 2,500.00 |
| **Revenue Total:** | **15,805.75** | **11,602.98** | **14,250.00** | **-93.47** | **15,112.50** | **14,250.00** |
| **Expense** | | | | | | |
| **3ExpFunction: 6 - Cultural** | | | | | | |
| 609 - Historical Committee | 3,113.11 | 9,160.82 | 11,750.00 | 2,513.88 | 10,443.33 | 14,250.00 |
| **3ExpFunction: 6 - Cultural Total:** | **3,113.11** | **9,160.82** | **11,750.00** | **2,513.88** | **10,443.33** | **14,250.00** |
| **Expense Total:** | **3,113.11** | **9,160.82** | **11,750.00** | **2,513.88** | **10,443.33** | **14,250.00** |
| **Fund: 615 - HISTORICAL COMMITTEE Surplus (Deficit):** | **12,692.64** | **2,442.16** | **2,500.00** | **-2,607.35** | **4,669.17** | **0.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 615 - HISTORICAL COMMITTEE** | | | | | | | |
| **RevCategory: 432 - Fees** | | | | | | | |
| 615-609-432057 | Sale of Merchandise | 1,942.61 | 198.58 | 1,000.00 | 0.00 | 216.67 | 1,000.00 |
| | **RevCategory: 432 - Fees Total:** | **1,942.61** | **198.58** | **1,000.00** | **0.00** | **216.67** | **1,000.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 480 - Fund Charges/Transfers** | | | | | | | |
| 615-101-480101 | Transfer In - General Fund | 10,750.00 | 0.00 | 10,750.00 | 0.00 | 11,645.83 | 10,750.00 |
| 615-101-480106 | Transfer In - Special Events | 3,113.11 | 9,160.82 | 0.00 | 0.00 | 0.00 | 0.00 |
| **RevCategory: 480 - Fund Charges/Transfers Total:** | | **13,863.11** | **9,160.82** | **10,750.00** | **0.00** | **11,645.83** | **10,750.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **RevCategory: 497 - Miscellaneous** | | | | | | | |
| 615-609-497000 | Miscellaneous Income | 0.03 | 2,243.58 | 2,500.00 | -93.47 | 3,250.00 | 2,500.00 |
| | **RevCategory: 497 - Miscellaneous Total:** | **0.03** | **2,243.58** | **2,500.00** | **-93.47** | **3,250.00** | **2,500.00** |
| | **Fund: 615 - HISTORICAL COMMITTEE Total:** | **15,805.75** | **11,602.98** | **14,250.00** | **-93.47** | **15,112.50** | **14,250.00** |

| | | 2021-22 Total Activity | 2022-23 Total Activity | 2023-24 Total Budget | 2023-24 YTD Activity | 2023-24 Projected | 2024-25 Proposed Budget |
|---|---|---|---|---|---|---|---|
| **Fund: 615 - HISTORICAL COMMITTEE** | | | | | | | |
| 615-609-511607 | Awards | 1,720.60 | 2,000.00 | 2,200.00 | 0.00 | 2,383.33 | 2,200.00 |
| 615-609-511610 | Memberships-Professional | 0.00 | 0.00 | 150.00 | 0.00 | 0.00 | 150.00 |
| 615-609-511612 | Training/Travel | 0.00 | 1,558.32 | 2,800.00 | 0.00 | 2,166.67 | 4,000.00 |
| 615-609-521000 | Operating Supplies | 1,392.51 | 3,679.74 | 1,500.00 | 2,513.88 | 3,618.33 | 4,000.00 |
| 615-609-521717 | Event Banners | 0.00 | 0.00 | 3,000.00 | 0.00 | 0.00 | 3,000.00 |
| 615-609-534029 | Printing & Binding | 0.00 | 422.76 | 500.00 | 0.00 | 541.67 | 500.00 |
| 615-609-541014 | Other Counsel/Prof Services | 0.00 | 1,500.00 | 1,600.00 | 0.00 | 1,733.33 | 400.00 |
| **Fund: 615 - HISTORICAL COMMITTEE Total:** | | **3,113.11** | **9,160.82** | **11,750.00** | **2,513.88** | **10,443.33** | **14,250.00** |

## Glossary

| | |
|---|---|
| Account | A designation assigned to an accounting entry where a running total of all entries is kept. It is a grouping of assets, liabilities, reserves, retained earnings, revenues, or expenses. |
| Accounting Standards | The generally accepted accounting principles (GAAP) set by the Governmental Accounting Standards Board (GASB) that guide the recording and reporting of financial information. |
| Accounts Payable | A short term liability (less than one year) showing the amounts currently owed for goods and services received by the City. |
| Accounts Receivable | A short term asset (less than one year) showing the amount currently due to the City for goods and services provided. |
| Accrual Accounting | An accounting method in which revenues and expenses are recorded at the time they occur, rather than when cash is traded hands. Used for financial reports |
| Ad Valorem Taxes | Commonly referred to as property taxes. The charges levied on all real and certain personal property according to the property's assessed value and the tax rate. Used to support the General Fund and pay general obligation debt. |
| Adopted Budget | The budget as approved by the City Council. It sets the legal spending limits and funding sources for the fiscal year. |
| Assessed Value | A value set upon real estate or other property as a basis for levying property taxes. For the City of Schertz, the Appraisal Districts of Bexar, Comal, and Guadalupe Counties are responsible for assessing property values. |
| Asset | Resources of the City that cover liability obligations. |
| Bad Debt Expense | This expense is used to recognize the City's estimated amount of uncollectable revenue. |
| Balanced Budget | A budget where current revenues meet or exceed current expenses resulting in a positive fund balance at the end of the fiscal year. |
| Bond | Are a long term debt issued by the City to pay for large capital projects such as buildings, streets, and water/sewer system improvements. |
| Budget Calendar | The schedule of key dates used as a guide to complete various steps of the budget preparation and adoption processes. |

## Glossary

| | |
|---|---|
| Capital Improvements | Expenditures for the construction, purchase, or renovation of City facilities or property. |
| Capital Outlay | Purchase of property or equipment greater than $5,000 which will be added to the City's fixed assets. |
| Cash | Currency on hand with the bank. |
| Cash Basis | An accounting method that recognizes revenues and expenses when cash enters or leaves the bank instead of when services are provided. |
| Certificates of Obligation | Tax supported bonds similar to general obligation bonds and can be issued after meeting strict publication requirements and council approval. |
| Charter | A document that establishes the city's governmental structure and provides distribution of powers and duties. In order to be implemented or changed it must be approved with a vote by the people |
| City Council | The elected governing body of the City, consisting of the Mayor and five (5) council members acting as the legislative and policy-making bod of the City. |
| CRM | Client Resource Management - a type of software for tracking dates, events, and clients. |
| Debt Service | Payments on debt made up of principle and interest following a set schedule. |
| Delinquent Taxes | Property taxes remaining unpaid after the due date. Delinquent taxes incur penalties and interest at rates specified by law. |
| Department | A functional group of the City with related activities aimed at accomplishing a major City service or program. |
| Depreciation | In accounting, this is a noncash expense that reduces the value of a capital asset over its expected useful life. |
| Effective Tax Rate | The rate that would produce the same amount of property taxes from the properties on the previous year's tax rolls. |
| Enterprise Fund | See Proprietary Fund. |
| Expenditure | Any payment made by the City. |

## Glossary

| | |
|---|---|
| Expense | Any reduction in Fund Balance. |
| Fiscal Year | The time period designated by the City signifying the beginning and ending period for recording the financial transactions of the City. The City of Schertz' fiscal year begins each October 1st and ends the following September 30th. |
| Fixed Assets | Assets of a long-term character which are intended to be held or used, such as land, buildings, machinery, furniture, and equipment. |
| FTE | Full Time Equivalent (FTE) is a measure of employment of a position based on the total hours worked in a week versus the expected 40 hours of a full time employee. |
| Fund | A fiscal and accounting entity established to record receipt and disbursement of income from sources set aside to support specific activities or to attain certain objectives. Each fund is treated as a distinct fiscal entity where assets equal liabilities plus fund balances. |
| Fund Balance | The difference between fund assets and fund liabilities of governmental and trust funds. |
| Fund Equity | The difference between assets and liabilities of any fund. |
| General Fund | The major fund in most governmental entities. It contains many activities associated with municipal government, such as police and fire rescue, libraries, parks and recreation. |
| General Obligation Bonds | A municipal bond backed by property taxes |
| Goals | Department/Division objectives intended to be accomplished or begun within the coming fiscal year. |
| Governmental Fund | Funds, or specific groups of revenues and expenses, including the General Fund, Special Revenue Funds, Capital Project Funds, and Debt Service Funds. |
| Home Rule City | Cities which have over 5,000 in population and have adopted home rule charters. |
| I&S | Interest and Sinking - The portion of the property tax that goes to pay debt issued by the City |
| Interest & Sinking Fund | See Debt Service Fund. |

## Glossary

| | |
|---|---|
| Interfund Transfers | Transfer made from one City fund to another City Fund for the purpose of reimbursement of expenditures, general and administrative services, payments-in-lieu of taxes, or debt service. |
| Intergovernmental Revenues | Revenues from other governments in the form of grants, entitlements, shared revenues, or payments-in-lieu of taxes. Service contracts? |
| Liability | Debt or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date. The term does not include encumbrances. |
| LUE's | Living Unit Equivalent, the amount of water in gallons per year that an average household would produce |
| M&O | Acronym for "maintenance and operations". (1) The recurring costs associated with a department or activity; (2) the portion of the tax rate that is applied to the General Fund. |
| Mission | The basic purpose of a department/division - the reason for its existence. |
| Mixed Beverage Tax | A tax imposed on the gross receipts of a licensee for the sale, preparation, or serving of mixed beverages. |
| Modified Accrual basis | Method of governmental accounting recognizes revenues when they are measurable and available and expenditures when goods or services are received with the exception of principal and interest on long term debt. |
| Operating Budget | Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing activities of the City are controlled. |
| Operating Expenses | Proprietary Fund expenses related directly to the Fund's primary activity. |
| Ordinance | A formal legislative enactment by City Council. |
| Payment-in-lieu of Taxes | A payment made to the City in lieu of taxes. These payments are generally made by tax exempt entities for which the City provides specific services. For example, the City's Water & Sewer Fund provides this payment to the City's General Fund because of the Water & Sewer Fund's exemption from property taxation. |

## Glossary

| | |
|---|---|
| Proprietary Fund | Also referred to as Enterprise Fund. A governmental accounting fund in which services are provided, such as water and sewer service, are financed and operated similarly to those in a private business. The intent is that the costs of providing these services be recovered through user charges. |
| Resolution | A special or temporary order of the City Council. Requires less formality than an ordinance. |
| Retained Earnings | An equity account reflecting the accumulated earnings of a proprietary fund. |
| Revenue Bonds | Bonds whose principal and interest are payable exclusively from earnings of a proprietary fund. |
| Special Revenue Fund | Accounts for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes. |
| Tax Base | The total net taxable value after exemptions of all real and personal property in the City. |
| Tax Levy | The result of multiplying the ad valorem property tax rate per one hundred dollars times the tax base. |
| Tax Rate | The rate applied to all taxable property to general revenue. The City's tax rate is comprised of two components; the debt service rate, and the maintenance and operations (M&O) rate. |
| Tax Roll | The official list showing the amount of taxes levied against each taxpayer or property. See also Tax Base. |
| Taxes | Compulsory charges levied by a government to finance services performed for a common benefit. |
| TMRS | The Texas Municipal Retirement System provides retirement plans to its member cities. Each city selects its own plan and its contributions are computed on each individual city's plan and actuarial information. |
| Transmittal Letter | A general discussion and overview of the proposed budget as presented in writing by the City Manager to the City Council |
| Unencumbered Balance | The amount of an appropriation that is not expended or encumbered. It is essentially the amount of money still available for future purchases. |

## Glossary

| | |
|---|---|
| User Charges | The payment of a fee for direct receipt of a public service by the party who benefits from the service. |
| Utility Fund | See Proprietary Fund. |
| Vision | The desired optiumum state or ultimate goal of the City or Department. |

# CITY OF SCHERTZ

# CAPITAL IMPROVEMENT PROJECTS

*FY 2024-25*

SCHERTZ

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# LEADERSHIP

## CITY COUNCIL

**MAYOR**
Ralph Gutierrez

**MAYOR PRO-TEM**
Michelle Watson

**COUNCILMEMBER**
Mark Davis

**COUNCILMEMBER**
Paul Macaluso

**COUNCILMEMBER**
Tiffany Gibson

**COUNCILMEMBER**
Robert Westbrook

**COUNCILMEMBER**
Allison Heyward

**COUNCILMEMBER**
Tim Brown

**CITY SECRETARY**
Sheila Edmondson

## EXECUTIVE MANAGEMENT

**CITY MANAGER**
Steve Williams

**DEPUTY CITY MANAGER**
Brian James

**ASSISTANT CITY MANAGER**
Sarah Gonzalez

**POLICE CHIEF**
James Lowery

**FIRE CHIEF**
Greg Rodgers

**EMS CHIEF**
Jason Mabbit

## DEPARTMENT HEADS

**DIRECTOR OF ECONOMIC DEVELOPMENT**
Scott Wayman

**DIRECTOR OF ENGINEERING**
Kathy Woodlee

**DIRECTOR OF FINANCE**
James Walters

**DIRECTOR OF HUMAN RESOURCES**
Jessica Kurz

**DIRECTOR OF INTERNAL SERVICES**
Dawniecia Hardin

**DIRECTOR OF LIBRARY SERVICES**
Melissa Uhlhorn

**DIRECTOR OF PARKS AND RECREATION**
Lauren Shrum

**DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT**
Lesa Wood

**DIRECTOR OF PUBLIC AFFAIRS**
Linda Klepper

**DIRECTOR OF PUBLIC WORKS**
Larry Busch

# CAPITAL IMPROVEMENT PROJECT SUMMARY SHEETS

# CITY OF SCHERTZ

## CAPITAL IMPROVEMENT PROJECT SUMMARY - WATER AND SEWER

**WATER**

| Projects | Funding Source | Prior Expenditure | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 | Total |
|---|---|---|---|---|---|---|---|---|---|
| Corbett Ground Storage Tank | 3/15 | $ 1,056,599 | $ 4,743,941 | $ 3,218,914 | $ 100,000 | | | | $ 9,119,454 |
| FM 1518 Utility Relocations | 1/5/6 | $ 10,078,885 | $ 89,109 | $ 4,339,423 | | | | | $ 14,507,417 |
| Elevated Storage Tank Pipe Replacement | 6 | | | $ 1,100,000 | | | | | $ 1,100,000 |
| Ware Seguin Lower Seguin/Graytown/Pfeil Loop Lines | 3/6 | $ 121,265 | $ 48,323 | $ 2,239,837 | $ 2,231,877 | | | | $ 4,641,302 |
| Buffalo Valley South Utility Replacement and Rehabilitation | 1/11 | | $ 405,000 | $ 5,572,000 | | | | | $ 5,977,000 |
| Schertz Parkway 16" Replacement Waterline | 6 | | | $ 100,000 | $ 900,000 | | | | $ 1,000,000 |
| Elevated and Ground Storage Water Tank Painting | 5 | | | $ 1,500,000 | | $ 1,500,000 | | $ 3,000,000 | $ 6,000,000 |
| IH I35 NEX Utility Relocations - North Section | 5/11 | | $ 1,300,000 | $ 5,255,719 | $ 4,000,000 | $ 1,000,000 | | | $ 11,555,719 |
| Schwab Rd to Eckhardt Rd 12" Water Line installation | 2 | | | | | $ 420,000 | $ 520,000 | $ 680,000 | $ 1,620,000 |
| Scenic Hills Water/Wastewater Line Replacements | 6 | | | | $ 400,000 | $ 6,375,000 | | | $ 6,775,000 |
| River Road 6" Water Line Replacement | 5 | | | | | | | $ 2,325,000 | $ 2,325,000 |
| FM 3009 Replacement of 18' Transmission Line | 5 | | | $ 45,000 | $ 4,450,000 | | | | $ 4,495,000 |
| IH I35 Ground Storage Tank and Pumping Station | 5/6/15 | | | $ 3,000,000 | $ 21,600,000 | | | | $ 24,600,000 |
| Moonlight Meadow Drive & Lost Meadow Dr Water Line Replacement | 3 | | | $ 600,000 | $ 2,400,000 | | | | $ 3,000,000 |
| Robin Hood Way Water Line Replacement | 3 | | | $ 4,650,000 | | | | | $ 4,650,000 |
| FM 78 Water Line Replacement | 3 | | | | | $ 700,000 | $ 175,000 | | $ 875,000 |
| Greenshire Subdivison Water Main Replacement | 5 | | | $ 2,130,000 | $ 1,075,000 | $ 95,000 | | | $ 3,300,000 |
| Northcliffe Country Club Estates Water/Wastewater Main Replacement | 6 | | | | | | $ 400,000 | $ 3,600,000 | $ 4,000,000 |
| IH 35 Dedicated Water Transmission Main | 5/6 | $ 1,327,060 | | $ 6,873,072 | $ 6,687,308 | $ 185,765 | | | $ 15,073,205 |
| Ray Corbett to Lower Seguin 8" Water Line Loop | 3 | | | | | | | $ 3,688,000 | $ 3,688,000 |
| Ware Seguin Pump Station Expansion Phase 1 | 3 | | | | | | | $ 5,213,000 | $ 5,213,000 |
| Trainer Hale Road 2" Water Line Replacement & 8" Water Line Improvements | 3/6 | | | | | | | $ 9,850,000 | $ 9,850,000 |
| Raf Burnette Rd 12" Water Line Improvements | 3 | | | | | | | $ 1,438,000 | $ 1,438,000 |
| TriCounty Drive to Cibolo Valley Drive 12" Water line Extension | 3/6 | | | | | | | $ 4,788,000 | $ 4,788,000 |
| Boenig Drive S - 6" Water Line Replacement & 8" Water Line Improvement | 3 | | | | | | | $ 6,388,000 | $ 6,388,000 |
| IH 10 8" Water Line Improvements | 3 | | | | | | | $ 6,063,000 | $ 6,063,000 |
| Northcliffe Tank - Expand Capacity | 5 | | | | | | $ 1,500,000 | | $ 1,500,000 |
| | | **$ 12,583,809** | **$ 6,586,373** | **$ 40,623,965** | **$ 43,844,185** | **$ 10,275,765** | **$ 2,595,000** | **$ 47,033,000** | **$ 163,542,097** |

# CITY OF SCHERTZ

## CAPITAL IMPROVEMENT PROJECT SUMMARY - WATER AND SEWER

**SEWER**

| Projects | Funding Source | Prior Expenditure | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 | Total |
|---|---|---|---|---|---|---|---|---|---|
| Woman Hollering Creek Wastewater Interceptor Main and Lift Station | 2/6 | $ 10,549,431 | $ 1,104,580 | $ 1,595,778 | | | | | $ 13,249,789 |
| Riata Lift Station Relocation | 9 | | $ 1,911,763 | $ 955,842 | | | | | $ 2,867,605 |
| CCMA South Plant Expansion | 2 | | | | | | | $ 20,000,000 | $ 20,000,000 |
| Town Creek Installation of Wastewater Gravity Line Phase IV Section 1 | 2 | | | | | $ 500,000 | $ 3,500,000 | $ 2,875,000 | $ 6,875,000 |
| Town Creek Installation of Wastewater Gravity Line Phase IV Section 2 | 2 | | | | | $ 300,000 | $ 1,440,000 | $ 1,185,000 | $ 2,925,000 |
| Northcliffe Lift Station Upgrade | 2 | | | | | | | $ 7,838,000 | $ 7,838,000 |
| Decommission Corbett Lift Station | 2 | | | $ 1,100,000 | $ 400,000 | | | | $ 1,500,000 |
| Cibolo W installation of Wastewater Trunk Main | 2 | | | $ 1,081,000 | $ 1,081,000 | $ 1,081,000 | $ 12,970,000 | | $ 16,213,000 |
| Town Creek Installation of Wastewater Gravity Line Phase V | 2 | | | | | $ 6,000,000 | $ 4,425,000 | | $ 10,425,000 |
| Aviation Heights Wastewater Replacement Phases 1-4 | 5 | | | | | | $ 2,000,000 | $ 1,000,000 | $ 3,000,000 |
| Bell North Drive Gravity Sewer Main Construction | 5 | | | $ 1,000,000 | | | | | $ 1,000,000 |
| Hope Lane 8" Gravity Line Installation | 2 | | | | | | | $ 2,025,000 | $ 2,025,000 |
| Cibolo Crossing Wastewater line Upsize | 2/6 | | | | | | | $ 1,288,000 | $ 1,288,000 |
| Old Wiederstein Wastewater line Upsize | 2/6 | | | | | | | $ 5,050,000 | $ 5,050,000 |
| Decommission of Pickrell Park Lift Station | 2 | | | | | | | $ 3,663,000 | $ 3,663,000 |
| Aviation Heights Wastewater Replacement Phases 5-9 | 5 | | | | | | | $ 3,000,000 | $ 3,000,000 |
| Old Wiederstein Road 8" Gravity Line Installation | 2 | | | | | | | $ 1,338,000 | $ 1,338,000 |
| Wiederstein Road 8" Gravity Line Installation | 2 | | | | | | | $ 1,663,000 | $ 1,663,000 |
| IH 10 8" Gravity Line Installation Section 1 | 2 | | | | | | | $ 2,713,000 | $ 2,713,000 |
| Ware Seguin Road 8" Gravity Line Installation | 2 | | | | | | | $ 3,113,000 | $ 3,113,000 |
| Fairlawn Wastewater Line Upsize | 2/6 | | | | | | | $ 1,375,000 | $ 1,375,000 |
| Friesenhahn W Wastewater Line Upsize | 2/6 | | | | | | | $ 8,175,000 | $ 8,175,000 |
| N Graytown Road 8" Gravity Line Installation | 2 | | | | | | | $ 1,275,000 | $ 1,275,000 |
| Boenig Drive 8" Gravity Line Installation | 2 | | | | | | | $ 2,963,000 | $ 2,963,000 |
| Trainer Hale Rd 10" Gravity Line Installation | 2 | | | | | | | $ 1,038,000 | $ 1,038,000 |
| Weir Rd 10" Gravity Line Installation | 2 | | | | | | | $ 2,525,000 | $ 2,525,000 |
| Schaefer Road 8" Gravity Line Installation - Section 1 | 2 | | | | | | | $ 4,913,000 | $ 4,913,000 |
| Schaefer Road 8" Gravity Line Installation - Section 2 | 2 | | | | | | | $ 1,938,000 | $ 1,938,000 |
| Union Pacific Railroad 8"Gravity Line Installation - Section 1 | 2 | | | | | | | $ 2,563,000 | $ 2,563,000 |
| | | **$ 10,549,431** | **$ 3,016,343** | **$ 5,732,620** | **$ 1,481,000** | **$ 7,881,000** | **$ 24,335,000** | **$ 83,516,000** | **$ 136,511,394** |
| Water/Sewer Total | | **$ 23,133,240** | **$ 9,602,716** | **$ 46,356,585** | **$ 45,325,185** | **$ 18,156,765** | **$ 26,930,000** | **$ 130,549,000** | **$ 300,053,491** |

Funding Source

| | | | |
|---|---|---|---|
| 1. ARP | 5. Water/Sewer Reserves | 9. Reimbursable | 13. Drainage/Streets |
| 2. Sewer impact Fees | 6. Bonds | 10. Grant Fund | 14. Combined 50% Bonds/50% Grants |
| 3. Water Impact Fees | 7. EDC Grant | 11. General Fund | 15. Other |
| 4. Water Reserves | 8. TxDOT | 12. Drainage | |

# CITY OF SCHERTZ

## CAPITAL IMPROVEMENT PROJECT SUMMARY - WATER AND SEWER

| **Funding Summary** | Prior Funding | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 | Total |
|---|---|---|---|---|---|---|---|---|
| ARP | $ - | $ 245,000 | $ 7,775,076 | $ - | $ - | $ - | $ - | $ 8,020,076 |
| Sewer Impact Fees | $ 7,879,305 | $ 789,706 | $ 3,776,778 | $ 1,481,000 | $ 7,881,000 | $ 42,335,000 | $ 46,553,000 | $ 110,695,789 |
| Water Impact Fees | $ 4,742,819 | $ 1,057,721 | $ 5,242,914 | $ 100,000 | $ 570,000 | $ 520,000 | $ 37,245,000 | $ 49,478,454 |
| W/S Reserves | $ 3,319,341 | $ 2,800,000 | $ 2,500,000 | $ - | $ 1,500,000 | $ 3,500,000 | $ 9,325,000 | $ 22,944,341 |
| Bond | $ 20,032,925 | $ 68,000 | $ 29,224,924 | $ 32,150,377 | $ 7,100,000 | $ 400,000 | $ 21,426,000 | $ 110,402,226 |
| Grant | $ - | $ 1,911,763 | $ 955,842 | $ - | $ - | $ - | $ - | $ 2,867,605 |
| General Fund | $ - | $ 160,000 | $ 1,485,000 | $ - | $ - | $ - | $ - | $ 1,645,000 |
| Total Annual Funding | **$ 35,974,390** | **$ 7,032,190** | **$ 50,960,534** | **$ 33,731,377** | **$ 17,051,000** | **$ 46,755,000** | **$ 114,549,000** | **$ 306,053,491** |
| Balance | **$ 12,841,150** | **$ 10,270,624** | **$ 14,874,573** | **$ 3,280,765** | **$ 2,175,000** | **$ 22,000,000** | **$ 6,000,000** | **$ 6,000,000** |

# CITY OF SCHERTZ

## CAPITAL IMPROVEMENT PROJECT SUMMARY - DRAINAGE

### Drainage

| Projects | Funding Source | Prior Expenditure | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 | Total |
|---|---|---|---|---|---|---|---|---|---|
| Wendy Swan Drainage Improvements | Drainage | | $ 100,000 | $ 1,000,000 | | | | | $ 1,100,000 |
| Woodbridge Drainage Improvements | Drainage | | | | | | | $ 1,100,000 | $ 1,100,000 |
| FM 1518 - City Park Underground Drainage Upgrade | Drainage | | | | | | | $ 4,500,000 | $ 4,500,000 |
| Kramer Farms Drainage Improvements | Drainage | | | | | | | $ 1,000,000 | $ 1,000,000 |
| Portage Lane Culvert Replacement and Channel Rehabilitation | Drainage/Streets | | | | | | | $ 825,000 | $ 825,000 |
| Morning Drive Culvert Replacement and Channel Rehabilitation | Drainage/Streets | | | | | | | $ 1,000,000 | $ 1,000,000 |
| W Dietz Creek Drainage Improvements: Schertz Pkwy to Elbel RD | Drainage | | | | | | | $ 5,000,000 | $ 5,000,000 |
| W Dietz Creek Drainage Improvements: Elbel Road to City Limits | Drainage | | | | | | | $ 6,000,000 | $ 6,000,000 |
| Lazar Parkway Drainage Improvements | Drainage | | | | | | | $ 2,500,000 | $ 2,500,000 |
| Northcliffe II Drainage Improvements | Drainage | | | | | | | $ 1,050,000 | $ 1,050,000 |
| W Dietz Creek Drainage Improvements: Maske to Schertz Pkwy | Drainage | | | | | | | $ 4,000,000 | $ 4,000,000 |
| W Dietz Creek Drainage Improvements: Savannah Dr to Maske | Drainage | | | | | | | $ 5,000,000 | $ 5,000,000 |
| W Dietz Creek Drainage Improvements - City Limits near Wiederstein to Savannah Dr | Drainage | | | | | | | $ 5,000,000 | $ 5,000,000 |
| | | | | | | | | | $ - |
| | Drainage Total | **$ -** | **$ 100,000** | **$ 1,000,000** | **$ -** | **$ -** | **$ -** | **$ 36,975,000** | **$ 38,075,000** |

| Funding Summary | Prior Funding | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 | Total |
|---|---|---|---|---|---|---|---|---|
| Drainage Reserves | $ - | $ 100,000 | $ - | $ - | $ - | $ - | $ 36,975,000 | $ 37,075,000 |
| Bonds | $ - | $ - | $ 1,000,000 | $ - | $ - | $ - | $ - | $ 1,000,000 |
| | **$ -** | **$ 100,000** | **$ 1,000,000** | **$ -** | **$ -** | **$ -** | **$ 36,975,000** | **$ 38,075,000** |
| | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# CITY OF SCHERTZ

## CAPITAL IMPROVEMENT PROJECT SUMMARY - STREETS, PARKS, AND FACILITIES

### STREETS

| Projects | Funding Source | Prior Expenditure | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 | Total |
|---|---|---|---|---|---|---|---|---|---|
| 2024 Street Preservation & Maintenance (SPAM) Rehabilitation | 11 | | $ 1,225,000 | | | | | | $ 1,225,000 |
| 2024 Street Preservation & Maintenance (SPAM) Resurfacing | 6 | | | $ 2,154,000 | | | | | $ 2,154,000 |
| Lookout Road Reconstruction | 7/15 | 291397 | $ 351,601 | $ 6,666,094 | | | | | $ 7,309,092 |
| Main Street Improvements | 6/7/15 | $ 1,480,893 | $ 6,036,375 | $ 3,563,625 | $ 14,800,000 | | | | $ 25,880,893 |
| 2025 Street Preservation & Maintenance (SPAM) Projects | 6 | | | $ 3,962,000 | | | | | $ 3,962,000 |
| Kramer Farm Subdivision Rehabilitation | 6 | | | $ 1,395,062 | | | | | $ 1,395,062 |
| Aviation Heights (northern half) subdivision Rehabilitation | 6 | | | $ 2,500,000 | | | | | $ 2,500,000 |
| Boenig Road Reconstruction | 6 | | | $ 1,600,000 | | | | | $ 1,600,000 |
| 2026 Street Preservation & Maintenance (SPAM) Projects | 6 | | | | $ 3,182,000 | | | | $ 3,182,000 |
| Savannah Drive Mill and Overlay Rehabilitation | 6 | | | | $ 1,460,000 | | | | $ 1,460,000 |
| Lower Seguin Rd, FM 1518 to City Limit Reconstruction | 6 | | $ 985,000 | $ 1,200,000 | $ 16,015,000 | | | | $ 18,200,000 |
| 2027 Street Preservation & Maintenance (SPAM) Projects | 6 | | | | | | $ 1,042,000 | | $ 1,042,000 |
| Aviation Heights (southern half) Subdivision Rehabilitation | 6 | | | | | $ 2,500,000 | | | $ 2,500,000 |
| 2028 Street Preservation & Maintenance (SPAM) Projects | 11 | | | | | | $ 861,000 | | $ 861,000 |
| County Club Blvd Reconstruction | 6 | | | | | | $ 100,000 | $ 2,580,000 | $ 2,680,000 |
| 2029 Street Preservation & Maintenance (SPAM) Projects | 6 | | | | | | | $ 4,939,500 | $ 4,939,500 |
| Northcliffe East Subdivision Rehabilitation | 6 | | | | | | | $ 2,800,000 | $ 2,800,000 |
| Guada Coma Reconstruction | 6 | | | | | | | $ 2,400,000 | $ 2,400,000 |
| Schertz Parkway Reconstruction | 6 | | | | | | | $ 2,450,000 | $ 2,450,000 |
| Doerr Lane Reconstruction | 6 | | | | | | | $ 3,250,000 | $ 3,250,000 |
| 2030 Street Preservation & Maintenance (SPAM) Projects | 6 | | | | | | | $ 1,835,000 | $ 1,835,000 |
| Red Iron Reconstruction | 6 | | | | | | | $ 1,000,000 | $ 1,000,000 |
| 2031 Street Preservation & Maintenance (SPAM) Projects | 6 | | | | | | | $ 1,500,000 | $ 1,500,000 |
| Corridor Parkway Reconstruction | 6 | | | | | | | $ 1,900,000 | $ 1,900,000 |
| FM 3009 Extension Construction | 6/10/16 | | | | | | | $ 47,600,000 | $ 47,600,000 |
| Graytown Rd Improvements | 6/10/16 | | | | | | | $ 4,400,000 | $ 4,400,000 |
| Live Oak Extension & Maske Road Improvements | 6/10/16 | | | | | | | $ 8,005,000 | $ 8,005,000 |
| FM 1518, North of FM 78 Improvements | 6/10/16 | | | | | | | $ 40,100,000 | $ 40,100,000 |
| Old Wiederstein Rd Extension & Improvements | 6/10/16 | | | | | | | $ 16,900,000 | $ 16,900,000 |
| Pfeil Rd Improvements | 6/10/16 | | | | | | | $ 1,600,000 | $ 1,600,000 |
| Eckhardt Rd Improvements | 6/10/16 | | | | | | | $ 6,600,000 | $ 6,600,000 |
| Schwab Rd Improvements | 6/10/16 | | | | | | | $ 19,500,000 | $ 19,500,000 |
| | | | | | | | | | $ - |
| | | **$ 1,772,290** | **$ 8,597,976** | **$ 23,040,781** | **$ 35,457,000** | **$ 2,500,000** | **$ 2,003,000** | **$ 169,359,500** | **$ 242,730,547** |

### PARKS

| Projects | Funding Source | Prior Expenditure | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-20233 | Total |
|---|---|---|---|---|---|---|---|---|---|
| Hilltop/Homestead Park Development (Hilltop) | 10/7/15 | | $ 70,000 | $ 513,900 | $ 687,075 | $ 329,025 | | | $ 1,600,000 |
| Community Circle Park Development(Includes Skate Park) | 7 | | | | $ 4,705,500 | $ 5,646,600 | | | $ 10,352,100 |
| W Dietz Creek Trail | 10/11 | | | | | $ 1,250,000 | | | $ 1,250,000 |
| Pickrell Park Pool Renovation | 6/10 | | | | | | | $ 2,000,000 | $ 2,000,000 |
| Schertz Soccer Complex Field Lighting | 7 | | | $ 1,700,000 | | | | | $ 1,700,000 |
| Crescent Bend Nature Park Phase II | 11 | | | | | | | $ 2,000,000 | $ 2,000,000 |
| | | | | | | | | | $ - |
| | | **$ -** | **$ 70,000** | **$ 2,213,900** | **$ 5,392,575** | **$ 7,225,625** | **$ -** | **$ 4,000,000** | **$ 18,902,100** |

# CITY OF SCHERTZ

## CAPITAL IMPROVEMENT PROJECT SUMMARY - STREETS, PARKS, AND FACILITIES

### FACILITIES

| Projects | Funding Source | Prior Expenditure | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 | Total |
|---|---|---|---|---|---|---|---|---|---|
| Firestation 4 | 6 | $ 2,099,192 | $ 1,900,000 | $ 10,267,864 | | | | | $ 14,267,056 |
| Police Department building remodel | 11 | | | $ 100,000 | | | | | $ 100,000 |
| Library Retention Wall (Renovation Construction) | 11 | | | $ 150,000 | | | | | $ 150,000 |
| Pave grassy parking areas | 6/11 | $ 31,891 | $ 26,138 | $ 391,971 | | | | | $ 450,000 |
| Generator replacement at East Live Oak | 6 | | | $ 400,000 | | | | | $ 400,000 |
| Generator replacement at Communtiy Center/Bldg 1 | 6 | | | | $ 300,000 | | | | $ 300,000 |
| Mass Communication Plan Phase VI | 11 | | | | $ 300,000 | | | | $ 300,000 |
| Generator replacement at Public Safety Complex | 6 | | | | $ 600,000 | | | | $ 600,000 |
| FM 78 Build Out PD CID Property Room | 11 | | | $ 400,000 | | | | | $ 400,000 |
| Building 1 remodel | 11 | | | | | $ 500,000 | | | $ 500,000 |
| Generator at Library | 6 | | | | | $ 300,000 | | | $ 300,000 |
| Parks Building 10 Remodel | 11 | | | | | $ 750,000 | | | $ 750,000 |
| North Center Building Remodel | 11 | | | | | $ 800,000 | | | $ 800,000 |
| Generator at Commercial Place Public Works/Fleet | 6 | | | | | | $ 600,000 | | $ 600,000 |
| New Information Technology Data Center | 11 | | | | | | $ 1,000,000 | | $ 1,000,000 |
| Public Safety Complex (Design/Construction) | 6 | | | | | $ 1,000,000 | $ 4,000,000 | $ 25,000,000 | $ 30,000,000 |
| Public Safety Complex (Renovation Design/Construction) | 6 | | | | | | | $ 5,000,000 | $ 5,000,000 |
| Firestation 5 | 6 | | | | | | | $ 15,000,000 | $ 15,000,000 |
| Firestation 6 | 6 | | | | | | | $ 9,000,000 | $ 9,000,000 |
| | | | | | | | | | $ - |
| | | **$ 2,131,083** | **$ 1,926,138** | **$ 11,709,835** | **$ 1,200,000** | **$ 3,350,000** | **$ 5,600,000** | **$ 54,000,000** | **$ 79,917,056** |
| | General Fund Total | **$ 3,903,373** | **$ 10,594,114** | **$ 36,964,516** | **$ 42,049,575** | **$ 13,075,625** | **$ 7,603,000** | **$ 227,359,500** | **$ 341,549,703** |

Funding Source

| | | | |
|---|---|---|---|
| 1. ARP | 5. Water/Sewer Reserve | 9. Reimbursable | 13. Drainage/Streets |
| 2. Sewer impact Fees | 6. Bonds | 10. Grant | 14. Operating Budget |
| 3. Water Impact Fees | 7. EDC Grant | 11. General Fund | 15. Other |
| 4. Water Reserves | 8. TxDOT | 12. Drainage | 16. Street Impact Fees |

| **Funding Summary** | Prior Funding | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 |
|---|---|---|---|---|---|---|---|
| 5 Water/Sewer Reserves | $ - | $ - | $ - | $ - | $ - | $ 300,000 | $ - |
| 6 Bond | $ 18,517,056 | $ 20,000,000 | $ 13,951,326 | $ 23,542,000 | $ 8,530,000 | $ 6,342,000 | $ 132,459,600 |
| 7 SEDC Contribution | $ 500,000 | $ 622,998 | $ 8,366,094 | $ 4,946,600 | $ 5,646,600 | $ - | $ - |
| 10 Grant | $ - | $ - | $ 750,000 | $ - | $ 1,000,000 | $ - | $ 60,384,700 |
| 11 General Fund Allocation | $ 200,000 | $ 1,225,000 | $ 250,000 | $ 150,000 | $ 250,000 | $ 861,000 | $ 2,000,000 |
| 14 Operating Budget | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 15 Other | $ 60,629 | $ - | $ 493,900 | $ 165,000 | $ 100,000 | $ - | $ 1,500,000 |
| 16 Street Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 28,435,200 |
| Total Annual Funding | **$ 19,277,685** | **$ 21,847,998** | **$ 23,811,320** | **$ 28,803,600** | **$ 15,526,600** | **$ 7,503,000** | **$ 224,779,500** |
| Ending Project Balance | **$ 15,374,312** | **$ 26,628,196** | **$ 13,475,000** | **$ 229,025** | **$ 2,680,000** | **$ 2,580,000** | **$ (0)** |

# Change Memo
# For the 2022-23 Budget

| | Proposed Budget 8/6/2024 | Changes | Revised Proposed Budget 9/3/2024 | Reason For Change |
|---|---|---|---|---|
| **General Fund 101** | | | | |
| **REVENUES** | | | | |
| **Taxes** | 35,928,020 | (518,623) | 35,409,397 | Property Tax Rate of $0.4900 |
| **Franchises** | 2,630,000 | 0 | 2,630,000 | |
| **Permits** | 2,065,700 | 0 | 2,065,700 | |
| **Fees** | 2,006,139 | 0 | 2,006,139 | |
| **Fines** | 357,840 | 0 | 357,840 | |
| **Inter-Jurisdictional** | 1,900,510 | (56,977) | 1,843,533 | Updated amount for Cibolo Dispatch Costs |
| **Inter-Fund Transfers** | 3,485,520 | 0 | 3,485,520 | |
| **Investment Income** | 1,150,000 | 0 | 1,150,000 | |
| **Miscellaneous** | 1,045,500 | 0 | 1,045,500 | |
| **TOTAL Revenue** | **50,569,229** | **(575,600)** | **49,993,629** | |
| **EXPENSES** | | | | |
| **Non Departmental** | 2,385,671 | (125,000) | 2,260,671 | Removed Incentive Pay Update |
| **City Council** | 152,923 | (284) | 152,639 | Lowered ECI Pay Adjustment |
| **City Manager** | 1,017,302 | (612) | 1,016,690 | Lowered ECI Pay Adjustment, FIxed Error in Allowance |
| **Municipal Court** | 444,585 | (2,674) | 441,911 | Lowered ECI Pay Adjustment |
| **Customer Relations-311** | 153,930 | (1,159) | 152,771 | Lowered ECI Pay Adjustment |
| **Planning** | 441,626 | (4,018) | 437,608 | Lowered ECI Pay Adjustment |
| **Legal Services** | 90,000 | 0 | 90,000 | |
| **Economic Development** | 1,729,867 | (5,228) | 1,724,639 | Lowered ECI Pay Adjustment |
| **City Secretary** | 273,696 | (3,581) | 270,115 | Lowered ECI Pay Adjustment |
| **Public Affairs** | 651,185 | (3,024) | 648,161 | Lowered ECI Pay Adjustment |
| **Engineering** | 1,436,714 | (69,781) | 1,366,933 | Lowered ECI Pay Adjustment |
| **Police** | 13,720,613 | (118,342) | 13,602,271 | Lowered ECI Pay Adjustment |
| **Fire Rescue** | 10,151,293 | (65,892) | 10,085,401 | Lowered ECI Pay Adjustment |
| **Inspections** | 1,520,541 | (31,202) | 1,489,339 | Lowered ECI Pay Adjustment |
| **Neighborhood Services** | 555,084 | (4,555) | 550,529 | Lowered ECI Pay Adjustment |
| **Public Works-Streets** | 3,134,493 | (16,142) | 3,118,351 | Lowered ECI Pay Adjustment |
| **Parks** | 2,512,209 | (9,991) | 2,502,218 | Lowered ECI Pay Adjustment |
| **Pools** | 665,023 | 0 | 665,023 | |
| **Event Facilities** | 650,712 | (6,035) | 644,677 | Lowered ECI Pay Adjustment |
| **Library** | 1,491,818 | (10,046) | 1,481,772 | Lowered ECI Pay Adjustment |
| **Information Technology** | 3,851,926 | (12,541) | 3,839,385 | Lowered ECI Pay Adjustment |
| **Human Resources** | 890,912 | (4,582) | 886,330 | Lowered ECI Pay Adjustment |
| **Finance** | 847,281 | (7,055) | 840,226 | Lowered ECI Pay Adjustment |
| **Purchasing** | 321,317 | (2,254) | 319,063 | Lowered ECI Pay Adjustment |
| **Fleet Maintenance** | 1,484,086 | (7,515) | 1,476,571 | Lowered ECI Pay Adjustment |
| **Building Maintenance** | 2,120,657 | (9,839) | 2,110,818 | Lowered ECI Pay Adjustment |
| **City Assistance** | 322,666 | 0 | 322,666 | |
| **Court Restricted Funds** | 93,000 | 0 | 93,000 | |
| **TOTAL EXPENSES** | **53,111,130** | **(521,352)** | **52,589,778** | |
| ***Revenue over/(under) EXPENSES*** | **(2,541,901)** | **(54,248)** | **(2,596,149)** | |

# Change Memo
# For the 2022-23 Budget

| | Proposed Budget 8/6/2024 | Changes | Revised Proposed Budget 9/3/2024 | Reason For Change |
|---|---|---|---|---|
| **Hotel/Motel Tax Fund 314** | | | | |
| **REVENUES** | | | | |
| **Taxes** | 1,100,000 | 0 | 1,100,000 | |
| **Miscellaneous** | 126,500 | 0 | 126,500 | |
| **TOTAL Revenue** | **1,226,500** | **0** | **1,226,500** | |
| **EXPENSES** | | | | |
| **Non Departmental** | 130,322 | 78,400 | 208,722 | Replace Electronic Sign |
| **TOTAL EXPENSES** | **130,322** | **78,400** | **208,722** | |
| ***Revenue over/(under) EXPENSES*** | **1,096,178** | **(78,400)** | **1,017,778** | |
| **Economic Development Corporation 620** | | | | |
| **REVENUES** | | | | |
| **Taxes-Sales Tax** | 7,083,000 | 0 | 7,083,000 | |
| **Miscellaneous** | 1,260,000 | 0 | 1,260,000 | |
| **TOTAL Revenue** | **8,343,000** | **0** | **8,343,000** | |
| **EXPENSES** | | | | |
| **Projects** | 2,750,000 | 12,549,100 | 15,299,100 | Approved Incentive Payments and Contributions |
| **Economic Development** | 1,369,740 | 0 | 1,369,740 | |
| **TOTAL EXPENSES** | **4,119,740** | **12,549,100** | **16,668,840** | |
| ***Revenue over/(under) EXPENSES*** | **4,223,260** | **(12,549,100)** | **(8,325,840)** | |

| | | |
|---|---|---|
| ALL FUND REVENUES | **(575,600)** | Total Revenue Increase |
| ALL FUND EXPENSES | **12,106,148** | Total Expense Increase |
| ALL FUND OVER/(UNDER) | **(12,681,748)** | Total Change to All Fund Fund Balance |

# CITY OF SCHERTZ

# CAPITAL IMPROVEMENT PROJECTS

*FY 2024-25*

SCHERTZ

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# LEADERSHIP

## CITY COUNCIL

**MAYOR**
Ralph Gutierrez

**MAYOR PRO-TEM**
Michelle Watson

**COUNCILMEMBER**
Mark Davis

**COUNCILMEMBER**
Paul Macaluso

**COUNCILMEMBER**
Tiffany Gibson

**COUNCILMEMBER**
Robert Westbrook

**COUNCILMEMBER**
Allison Heyward

**COUNCILMEMBER**
Tim Brown

**CITY SECRETARY**
Sheila Edmondson

## EXECUTIVE MANAGEMENT

**CITY MANAGER**
Steve Williams

**DEPUTY CITY MANAGER**
Brian James

**ASSISTANT CITY MANAGER**
Sarah Gonzalez

**POLICE CHIEF**
James Lowery

**FIRE CHIEF**
Greg Rodgers

**EMS CHIEF**
Jason Mabbit

## DEPARTMENT HEADS

**DIRECTOR OF ECONOMIC DEVELOPMENT**
Scott Wayman

**DIRECTOR OF ENGINEERING**
Kathy Woodlee

**DIRECTOR OF FINANCE**
James Walters

**DIRECTOR OF HUMAN RESOURCES**
Jessica Kurz

**DIRECTOR OF INTERNAL SERVICES**
Dawniecia Hardin

**DIRECTOR OF LIBRARY SERVICES**
Melissa Uhlhorn

**DIRECTOR OF PARKS AND RECREATION**
Lauren Shrum

**DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT**
Lesa Wood

**DIRECTOR OF PUBLIC AFFAIRS**
Linda Klepper

**DIRECTOR OF PUBLIC WORKS**
Larry Busch

# CAPITAL IMPROVEMENT PROJECT SUMMARY SHEETS

# CITY OF SCHERTZ

## CAPITAL IMPROVEMENT PROJECT SUMMARY - WATER AND SEWER

**WATER**

| Projects | Funding Source | Prior Expenditure | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 | Total |
|---|---|---|---|---|---|---|---|---|---|
| Corbett Ground Storage Tank | 3/15 | $ 1,056,599 | $ 4,743,941 | $ 3,218,914 | $ 100,000 | | | | $ 9,119,454 |
| FM 1518 Utility Relocations | 1/5/6 | $ 10,078,885 | $ 89,109 | $ 4,339,423 | | | | | $ 14,507,417 |
| Elevated Storage Tank Pipe Replacement | 6 | | | $ 1,100,000 | | | | | $ 1,100,000 |
| Ware Seguin Lower Seguin/Graytown/Pfeil Loop Lines | 3/6 | $ 121,265 | $ 48,323 | $ 2,239,837 | $ 2,231,877 | | | | $ 4,641,302 |
| Buffalo Valley South Utility Replacement and Rehabilitation | 1/11 | | $ 405,000 | $ 5,572,000 | | | | | $ 5,977,000 |
| Schertz Parkway 16" Replacement Waterline | 6 | | | $ 100,000 | $ 900,000 | | | | $ 1,000,000 |
| Elevated and Ground Storage Water Tank Painting | 5 | | | $ 1,500,000 | | $ 1,500,000 | | $ 3,000,000 | $ 6,000,000 |
| IH I35 NEX Utility Relocations - North Section | 5/11 | | $ 1,300,000 | $ 5,255,719 | $ 4,000,000 | $ 1,000,000 | | | $ 11,555,719 |
| Schwab Rd to Eckhardt Rd 12" Water Line installation | 2 | | | | | $ 420,000 | $ 520,000 | $ 680,000 | $ 1,620,000 |
| Scenic Hills Water/Wastewater Line Replacements | 6 | | | | $ 400,000 | $ 6,375,000 | | | $ 6,775,000 |
| River Road 6" Water Line Replacement | 5 | | | | | | | $ 2,325,000 | $ 2,325,000 |
| FM 3009 Replacement of 18' Transmission Line | 5 | | | $ 45,000 | $ 4,450,000 | | | | $ 4,495,000 |
| IH I35 Ground Storage Tank and Pumping Station | 5/6/15 | | | $ 3,000,000 | $ 21,600,000 | | | | $ 24,600,000 |
| Moonlight Meadow Drive & Lost Meadow Dr Water Line Replacement | 3 | | | $ 600,000 | $ 2,400,000 | | | | $ 3,000,000 |
| Robin Hood Way Water Line Replacement | 3 | | | $ 4,650,000 | | | | | $ 4,650,000 |
| FM 78 Water Line Replacement | 3 | | | | | $ 700,000 | $ 175,000 | | $ 875,000 |
| Greenshire Subdivison Water Main Replacement | 5 | | | $ 2,130,000 | $ 1,075,000 | $ 95,000 | | | $ 3,300,000 |
| Northcliffe Country Club Estates Water/Wastewater Main Replacement | 6 | | | | | | $ 400,000 | $ 3,600,000 | $ 4,000,000 |
| IH 35 Dedicated Water Transmission Main | 5/6 | $ 1,327,060 | | $ 6,873,072 | $ 6,687,308 | $ 185,765 | | | $ 15,073,205 |
| Ray Corbett to Lower Seguin 8" Water Line Loop | 3 | | | | | | | $ 3,688,000 | $ 3,688,000 |
| Ware Seguin Pump Station Expansion Phase 1 | 3 | | | | | | | $ 5,213,000 | $ 5,213,000 |
| Trainer Hale Road 2" Water Line Replacement & 8" Water Line Improvements | 3/6 | | | | | | | $ 9,850,000 | $ 9,850,000 |
| Raf Burnette Rd 12" Water Line Improvements | 3 | | | | | | | $ 1,438,000 | $ 1,438,000 |
| TriCounty Drive to Cibolo Valley Drive 12" Water line Extension | 3/6 | | | | | | | $ 4,788,000 | $ 4,788,000 |
| Boenig Drive S - 6" Water Line Replacement & 8" Water Line Improvement | 3 | | | | | | | $ 6,388,000 | $ 6,388,000 |
| IH 10 8" Water Line Improvements | 3 | | | | | | | $ 6,063,000 | $ 6,063,000 |
| Northcliffe Tank - Expand Capacity | 5 | | | | | | $ 1,500,000 | | $ 1,500,000 |
| | | **$ 12,583,809** | **$ 6,586,373** | **$ 40,623,965** | **$ 43,844,185** | **$ 10,275,765** | **$ 2,595,000** | **$ 47,033,000** | **$ 163,542,097** |

# CITY OF SCHERTZ

## CAPITAL IMPROVEMENT PROJECT SUMMARY - WATER AND SEWER

**SEWER**

| Projects | Funding Source | Prior Expenditure | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 | Total |
|---|---|---|---|---|---|---|---|---|---|
| Woman Hollering Creek Wastewater Interceptor Main and Lift Station | 2/6 | $ 10,549,431 | $ 1,104,580 | $ 1,595,778 | | | | | $ 13,249,789 |
| Riata Lift Station Relocation | 9 | | $ 1,911,763 | $ 955,842 | | | | | $ 2,867,605 |
| CCMA South Plant Expansion | 2 | | | | | | | $ 20,000,000 | $ 20,000,000 |
| Town Creek Installation of Wastewater Gravity Line Phase IV Section 1 | 2 | | | | | $ 500,000 | $ 3,500,000 | $ 2,875,000 | $ 6,875,000 |
| Town Creek Installation of Wastewater Gravity Line Phase IV Section 2 | 2 | | | | | $ 300,000 | $ 1,440,000 | $ 1,185,000 | $ 2,925,000 |
| Northcliffe Lift Station Upgrade | 2 | | | | | | | $ 7,838,000 | $ 7,838,000 |
| Decommission Corbett Lift Station | 2 | | | $ 1,100,000 | $ 400,000 | | | | $ 1,500,000 |
| Cibolo W installation of Wastewater Trunk Main | 2 | | | $ 1,081,000 | $ 1,081,000 | $ 1,081,000 | $ 12,970,000 | | $ 16,213,000 |
| Town Creek Installation of Wastewater Gravity Line Phase V | 2 | | | | | $ 6,000,000 | $ 4,425,000 | | $ 10,425,000 |
| Aviation Heights Wastewater Replacement Phases 1-4 | 5 | | | | | | $ 2,000,000 | $ 1,000,000 | $ 3,000,000 |
| Bell North Drive Gravity Sewer Main Construction | 5 | | | $ 1,000,000 | | | | | $ 1,000,000 |
| Hope Lane 8" Gravity Line Installation | 2 | | | | | | | $ 2,025,000 | $ 2,025,000 |
| Cibolo Crossing Wastewater line Upsize | 2/6 | | | | | | | $ 1,288,000 | $ 1,288,000 |
| Old Wiederstein Wastewater line Upsize | 2/6 | | | | | | | $ 5,050,000 | $ 5,050,000 |
| Decommission of Pickrell Park Lift Station | 2 | | | | | | | $ 3,663,000 | $ 3,663,000 |
| Aviation Heights Wastewater Replacement Phases 5-9 | 5 | | | | | | | $ 3,000,000 | $ 3,000,000 |
| Old Wiederstein Road 8" Gravity Line Installation | 2 | | | | | | | $ 1,338,000 | $ 1,338,000 |
| Wiederstein Road 8" Gravity Line Installation | 2 | | | | | | | $ 1,663,000 | $ 1,663,000 |
| IH 10 8" Gravity Line Installation Section 1 | 2 | | | | | | | $ 2,713,000 | $ 2,713,000 |
| Ware Seguin Road 8" Gravity Line Installation | 2 | | | | | | | $ 3,113,000 | $ 3,113,000 |
| Fairlawn Wastewater Line Upsize | 2/6 | | | | | | | $ 1,375,000 | $ 1,375,000 |
| Friesenhahn W Wastewater Line Upsize | 2/6 | | | | | | | $ 8,175,000 | $ 8,175,000 |
| N Graytown Road 8" Gravity Line Installation | 2 | | | | | | | $ 1,275,000 | $ 1,275,000 |
| Boenig Drive 8" Gravity Line Installation | 2 | | | | | | | $ 2,963,000 | $ 2,963,000 |
| Trainer Hale Rd 10" Gravity Line Installation | 2 | | | | | | | $ 1,038,000 | $ 1,038,000 |
| Weir Rd 10" Gravity Line Installation | 2 | | | | | | | $ 2,525,000 | $ 2,525,000 |
| Schaefer Road 8" Gravity Line Installation - Section 1 | 2 | | | | | | | $ 4,913,000 | $ 4,913,000 |
| Schaefer Road 8" Gravity Line Installation - Section 2 | 2 | | | | | | | $ 1,938,000 | $ 1,938,000 |
| Union Pacific Railroad 8"Gravity Line Installation - Section 1 | 2 | | | | | | | $ 2,563,000 | $ 2,563,000 |
| | | **$ 10,549,431** | **$ 3,016,343** | **$ 5,732,620** | **$ 1,481,000** | **$ 7,881,000** | **$ 24,335,000** | **$ 83,516,000** | **$ 136,511,394** |
| Water/Sewer Total | | **$ 23,133,240** | **$ 9,602,716** | **$ 46,356,585** | **$ 45,325,185** | **$ 18,156,765** | **$ 26,930,000** | **$ 130,549,000** | **$ 300,053,491** |

Funding Source

| | | | |
|---|---|---|---|
| 1. ARP | 5. Water/Sewer Reserves | 9. Reimbursable | 13. Drainage/Streets |
| 2. Sewer impact Fees | 6. Bonds | 10. Grant Fund | 14. Combined 50% Bonds/50% Grants |
| 3. Water Impact Fees | 7. EDC Grant | 11. General Fund | 15. Other |
| 4. Water Reserves | 8. TxDOT | 12. Drainage | |

# CITY OF SCHERTZ

## CAPITAL IMPROVEMENT PROJECT SUMMARY - WATER AND SEWER

| **Funding Summary** | Prior Funding | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 | Total |
|---|---|---|---|---|---|---|---|---|
| ARP | $ - | $ 245,000 | $ 7,775,076 | $ - | $ - | $ - | $ - | $ 8,020,076 |
| Sewer Impact Fees | $ 7,879,305 | $ 789,706 | $ 3,776,778 | $ 1,481,000 | $ 7,881,000 | $ 42,335,000 | $ 46,553,000 | $ 110,695,789 |
| Water Impact Fees | $ 4,742,819 | $ 1,057,721 | $ 5,242,914 | $ 100,000 | $ 570,000 | $ 520,000 | $ 37,245,000 | $ 49,478,454 |
| W/S Reserves | $ 3,319,341 | $ 2,800,000 | $ 2,500,000 | $ - | $ 1,500,000 | $ 3,500,000 | $ 9,325,000 | $ 22,944,341 |
| Bond | $ 20,032,925 | $ 68,000 | $ 29,224,924 | $ 32,150,377 | $ 7,100,000 | $ 400,000 | $ 21,426,000 | $ 110,402,226 |
| Grant | $ - | $ 1,911,763 | $ 955,842 | $ - | $ - | $ - | $ - | $ 2,867,605 |
| General Fund | $ - | $ 160,000 | $ 1,485,000 | $ - | $ - | $ - | $ - | $ 1,645,000 |
| Total Annual Funding | **$ 35,974,390** | **$ 7,032,190** | **$ 50,960,534** | **$ 33,731,377** | **$ 17,051,000** | **$ 46,755,000** | **$ 114,549,000** | **$ 306,053,491** |
| Balance | **$ 12,841,150** | **$ 10,270,624** | **$ 14,874,573** | **$ 3,280,765** | **$ 2,175,000** | **$ 22,000,000** | **$ 6,000,000** | **$ 6,000,000** |

# CITY OF SCHERTZ

## CAPITAL IMPROVEMENT PROJECT SUMMARY - DRAINAGE

### Drainage

| Projects | Funding Source | Prior Expenditure | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 | Total |
|---|---|---|---|---|---|---|---|---|---|
| Wendy Swan Drainage Improvements | Drainage | | $ 100,000 | $ 1,000,000 | | | | | $ 1,100,000 |
| Woodbridge Drainage Improvements | Drainage | | | | | | | $ 1,100,000 | $ 1,100,000 |
| FM 1518 - City Park Underground Drainage Upgrade | Drainage | | | | | | | $ 4,500,000 | $ 4,500,000 |
| Kramer Farms Drainage Improvements | Drainage | | | | | | | $ 1,000,000 | $ 1,000,000 |
| Portage Lane Culvert Replacement and Channel Rehabilitation | Drainage/Streets | | | | | | | $ 825,000 | $ 825,000 |
| Morning Drive Culvert Replacement and Channel Rehabilitation | Drainage/Streets | | | | | | | $ 1,000,000 | $ 1,000,000 |
| W Dietz Creek Drainage Improvements: Schertz Pkwy to Elbel RD | Drainage | | | | | | | $ 5,000,000 | $ 5,000,000 |
| W Dietz Creek Drainage Improvements: Elbel Road to City Limits | Drainage | | | | | | | $ 6,000,000 | $ 6,000,000 |
| Lazar Parkway Drainage Improvements | Drainage | | | | | | | $ 2,500,000 | $ 2,500,000 |
| Northcliffe II Drainage Improvements | Drainage | | | | | | | $ 1,050,000 | $ 1,050,000 |
| W Dietz Creek Drainage Improvements: Maske to Schertz Pkwy | Drainage | | | | | | | $ 4,000,000 | $ 4,000,000 |
| W Dietz Creek Drainage Improvements: Savannah Dr to Maske | Drainage | | | | | | | $ 5,000,000 | $ 5,000,000 |
| W Dietz Creek Drainage Improvements - City Limits near Wiederstein to Savannah Dr | Drainage | | | | | | | $ 5,000,000 | $ 5,000,000 |
| | | | | | | | | | $ - |
| | Drainage Total | **$ -** | **$ 100,000** | **$ 1,000,000** | **$ -** | **$ -** | **$ -** | **$ 36,975,000** | **$ 38,075,000** |

| Funding Summary | Prior Funding | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 | Total |
|---|---|---|---|---|---|---|---|---|
| Drainage Reserves | $ - | $ 100,000 | $ - | $ - | $ - | $ - | $ 36,975,000 | $ 37,075,000 |
| Bonds | $ - | $ - | $ 1,000,000 | $ - | $ - | $ - | $ - | $ 1,000,000 |
| | **$ -** | **$ 100,000** | **$ 1,000,000** | **$ -** | **$ -** | **$ -** | **$ 36,975,000** | **$ 38,075,000** |
| | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# CITY OF SCHERTZ

## CAPITAL IMPROVEMENT PROJECT SUMMARY - STREETS, PARKS, AND FACILITIES

### STREETS

| Projects | Funding Source | Prior Expenditure | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 | Total |
|---|---|---|---|---|---|---|---|---|---|
| 2024 Street Preservation & Maintenance (SPAM) Rehabilitation | 11 | | $ 1,225,000 | | | | | | $ 1,225,000 |
| 2024 Street Preservation & Maintenance (SPAM) Resurfacing | 6 | | | $ 2,154,000 | | | | | $ 2,154,000 |
| Lookout Road Reconstruction | 7/15 | 291397 | $ 351,601 | $ 6,666,094 | | | | | $ 7,309,092 |
| Main Street Improvements | 6/7/15 | $ 1,480,893 | $ 6,036,375 | $ 3,563,625 | $ 14,800,000 | | | | $ 25,880,893 |
| 2025 Street Preservation & Maintenance (SPAM) Projects | 6 | | | $ 3,962,000 | | | | | $ 3,962,000 |
| Kramer Farm Subdivision Rehabilitation | 6 | | | $ 1,395,062 | | | | | $ 1,395,062 |
| Aviation Heights (northern half) subdivision Rehabilitation | 6 | | | $ 2,500,000 | | | | | $ 2,500,000 |
| Boenig Road Reconstruction | 6 | | | $ 1,600,000 | | | | | $ 1,600,000 |
| 2026 Street Preservation & Maintenance (SPAM) Projects | 6 | | | | $ 3,182,000 | | | | $ 3,182,000 |
| Savannah Drive Mill and Overlay Rehabilitation | 6 | | | | $ 1,460,000 | | | | $ 1,460,000 |
| Lower Seguin Rd, FM 1518 to City Limit Reconstruction | 6 | | $ 985,000 | $ 1,200,000 | $ 16,015,000 | | | | $ 18,200,000 |
| 2027 Street Preservation & Maintenance (SPAM) Projects | 6 | | | | | | $ 1,042,000 | | $ 1,042,000 |
| Aviation Heights (southern half) Subdivision Rehabilitation | 6 | | | | | $ 2,500,000 | | | $ 2,500,000 |
| 2028 Street Preservation & Maintenance (SPAM) Projects | 11 | | | | | | $ 861,000 | | $ 861,000 |
| County Club Blvd Reconstruction | 6 | | | | | | $ 100,000 | $ 2,580,000 | $ 2,680,000 |
| 2029 Street Preservation & Maintenance (SPAM) Projects | 6 | | | | | | | $ 4,939,500 | $ 4,939,500 |
| Northcliffe East Subdivision Rehabilitation | 6 | | | | | | | $ 2,800,000 | $ 2,800,000 |
| Guada Coma Reconstruction | 6 | | | | | | | $ 2,400,000 | $ 2,400,000 |
| Schertz Parkway Reconstruction | 6 | | | | | | | $ 2,450,000 | $ 2,450,000 |
| Doerr Lane Reconstruction | 6 | | | | | | | $ 3,250,000 | $ 3,250,000 |
| 2030 Street Preservation & Maintenance (SPAM) Projects | 6 | | | | | | | $ 1,835,000 | $ 1,835,000 |
| Red Iron Reconstruction | 6 | | | | | | | $ 1,000,000 | $ 1,000,000 |
| 2031 Street Preservation & Maintenance (SPAM) Projects | 6 | | | | | | | $ 1,500,000 | $ 1,500,000 |
| Corridor Parkway Reconstruction | 6 | | | | | | | $ 1,900,000 | $ 1,900,000 |
| FM 3009 Extension Construction | 6/10/16 | | | | | | | $ 47,600,000 | $ 47,600,000 |
| Graytown Rd Improvements | 6/10/16 | | | | | | | $ 4,400,000 | $ 4,400,000 |
| Live Oak Extension & Maske Road Improvements | 6/10/16 | | | | | | | $ 8,005,000 | $ 8,005,000 |
| FM 1518, North of FM 78 Improvements | 6/10/16 | | | | | | | $ 40,100,000 | $ 40,100,000 |
| Old Wiederstein Rd Extension & Improvements | 6/10/16 | | | | | | | $ 16,900,000 | $ 16,900,000 |
| Pfeil Rd Improvements | 6/10/16 | | | | | | | $ 1,600,000 | $ 1,600,000 |
| Eckhardt Rd Improvements | 6/10/16 | | | | | | | $ 6,600,000 | $ 6,600,000 |
| Schwab Rd Improvements | 6/10/16 | | | | | | | $ 19,500,000 | $ 19,500,000 |
| | | | | | | | | | $ - |
| | | **$ 1,772,290** | **$ 8,597,976** | **$ 23,040,781** | **$ 35,457,000** | **$ 2,500,000** | **$ 2,003,000** | **$ 169,359,500** | **$ 242,730,547** |

### PARKS

| Projects | Funding Source | Prior Expenditure | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-20233 | Total |
|---|---|---|---|---|---|---|---|---|---|
| Hilltop/Homestead Park Development (Hilltop) | 10/7/15 | | $ 70,000 | $ 513,900 | $ 687,075 | $ 329,025 | | | $ 1,600,000 |
| Community Circle Park Development(Includes Skate Park) | 7 | | | | $ 4,705,500 | $ 5,646,600 | | | $ 10,352,100 |
| W Dietz Creek Trail | 10/11 | | | | | $ 1,250,000 | | | $ 1,250,000 |
| Pickrell Park Pool Renovation | 6/10 | | | | | | | $ 2,000,000 | $ 2,000,000 |
| Schertz Soccer Complex Field Lighting | 7 | | | $ 1,700,000 | | | | | $ 1,700,000 |
| Crescent Bend Nature Park Phase II | 11 | | | | | | | $ 2,000,000 | $ 2,000,000 |
| | | | | | | | | | $ - |
| | | **$ -** | **$ 70,000** | **$ 2,213,900** | **$ 5,392,575** | **$ 7,225,625** | **$ -** | **$ 4,000,000** | **$ 18,902,100** |

# CITY OF SCHERTZ

## CAPITAL IMPROVEMENT PROJECT SUMMARY - STREETS, PARKS, AND FACILITIES

### FACILITIES

| Projects | Funding Source | Prior Expenditure | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 | Total |
|---|---|---|---|---|---|---|---|---|---|
| Firestation 4 | 6 | $ 2,099,192 | $ 1,900,000 | $ 10,267,864 | | | | | $ 14,267,056 |
| Police Department building remodel | 11 | | | $ 100,000 | | | | | $ 100,000 |
| Library Retention Wall (Renovation Construction) | 11 | | | $ 150,000 | | | | | $ 150,000 |
| Pave grassy parking areas | 6/11 | $ 31,891 | $ 26,138 | $ 391,971 | | | | | $ 450,000 |
| Generator replacement at East Live Oak | 6 | | | $ 400,000 | | | | | $ 400,000 |
| Generator replacement at Communtiy Center/Bldg 1 | 6 | | | | $ 300,000 | | | | $ 300,000 |
| Mass Communication Plan Phase VI | 11 | | | | $ 300,000 | | | | $ 300,000 |
| Generator replacement at Public Safety Complex | 6 | | | | $ 600,000 | | | | $ 600,000 |
| FM 78 Build Out PD CID Property Room | 11 | | | $ 400,000 | | | | | $ 400,000 |
| Building 1 remodel | 11 | | | | | $ 500,000 | | | $ 500,000 |
| Generator at Library | 6 | | | | | $ 300,000 | | | $ 300,000 |
| Parks Building 10 Remodel | 11 | | | | | $ 750,000 | | | $ 750,000 |
| North Center Building Remodel | 11 | | | | | $ 800,000 | | | $ 800,000 |
| Generator at Commercial Place Public Works/Fleet | 6 | | | | | | $ 600,000 | | $ 600,000 |
| New Information Technology Data Center | 11 | | | | | | $ 1,000,000 | | $ 1,000,000 |
| Public Safety Complex (Design/Construction) | 6 | | | | | $ 1,000,000 | $ 4,000,000 | $ 25,000,000 | $ 30,000,000 |
| Public Safety Complex (Renovation Design/Construction) | 6 | | | | | | | $ 5,000,000 | $ 5,000,000 |
| Firestation 5 | 6 | | | | | | | $ 15,000,000 | $ 15,000,000 |
| Firestation 6 | 6 | | | | | | | $ 9,000,000 | $ 9,000,000 |
| | | | | | | | | | $ - |
| | | **$ 2,131,083** | **$ 1,926,138** | **$ 11,709,835** | **$ 1,200,000** | **$ 3,350,000** | **$ 5,600,000** | **$ 54,000,000** | **$ 79,917,056** |
| | General Fund Total | **$ 3,903,373** | **$ 10,594,114** | **$ 36,964,516** | **$ 42,049,575** | **$ 13,075,625** | **$ 7,603,000** | **$ 227,359,500** | **$ 341,549,703** |

Funding Source

| | | | |
|---|---|---|---|
| 1. ARP | 5. Water/Sewer Reserve | 9. Reimbursable | 13. Drainage/Streets |
| 2. Sewer impact Fees | 6. Bonds | 10. Grant | 14. Operating Budget |
| 3. Water Impact Fees | 7. EDC Grant | 11. General Fund | 15. Other |
| 4. Water Reserves | 8. TxDOT | 12. Drainage | 16. Street Impact Fees |

| **Funding Summary** | Prior Funding | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-2033 |
|---|---|---|---|---|---|---|---|
| 5 Water/Sewer Reserves | $ - | $ - | $ - | $ - | $ - | $ 300,000 | $ - |
| 6 Bond | $ 18,517,056 | $ 20,000,000 | $ 13,951,326 | $ 23,542,000 | $ 8,530,000 | $ 6,342,000 | $ 132,459,600 |
| 7 SEDC Contribution | $ 500,000 | $ 622,998 | $ 8,366,094 | $ 4,946,600 | $ 5,646,600 | $ - | $ - |
| 10 Grant | $ - | $ - | $ 750,000 | $ - | $ 1,000,000 | $ - | $ 60,384,700 |
| 11 General Fund Allocation | $ 200,000 | $ 1,225,000 | $ 250,000 | $ 150,000 | $ 250,000 | $ 861,000 | $ 2,000,000 |
| 14 Operating Budget | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 15 Other | $ 60,629 | $ - | $ 493,900 | $ 165,000 | $ 100,000 | $ - | $ 1,500,000 |
| 16 Street Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 28,435,200 |
| Total Annual Funding | **$ 19,277,685** | **$ 21,847,998** | **$ 23,811,320** | **$ 28,803,600** | **$ 15,526,600** | **$ 7,503,000** | **$ 224,779,500** |
| Ending Project Balance | **$ 15,374,312** | **$ 26,628,196** | **$ 13,475,000** | **$ 229,025** | **$ 2,680,000** | **$ 2,580,000** | **$ (0)** |

# WATER AND SEWER

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** RL2

**Project Title:** Corbett Ground Storage Tank

**Project Manager:** Engineering

**Location Description:** 12191 Ray Corbett Drive (Southern Schertz)

**Project Summary:** Construction of a new 3-million-gallon Ground Storage Tank (GST). The GST will be used to fill the existing Corbett Elevated Storage Tank and provide additional water storage capacity. The new GST will receive water directly from the Schertz Seguin Local Government Corporation. NT-W2

**Start Date:** May-21

**Completion Date:** Dec-25

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water Impact Fees | $ 4,742,819 | $ 1,057,721 | $ 3,218,914 | $ 100,000 | $ - | $ - | $ - | $ 9,119,454 |
| Water/Sewer Reserves | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ 4,742,819 | $ 1,057,721 | $ 3,218,914 | $ 100,000 | $ - | $ - | $ - | $ 9,119,454 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ 454,234 | $ - | $ - | $ - | $ - | $ - | $ - | $ 454,234 |
| Construction | $ 602,365 | $ 4,743,941 | $ 3,218,914 | $ 100,000 | $ - | $ - | $ - | $ 8,665,220 |
| **Total Expenditure** | $ 1,056,599 | $ 4,743,941 | $ 3,218,914 | $ 100,000 | $ - | $ - | $ - | $ 9,119,454 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** RL2

**Project Title:** Corbett Ground Storage Tank

**Location:**

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N

CORBETT GROUND STORAGE TANK

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water/Wastewater **Project Code:** W23

**Project Title:** FM 1518 Utility Relocations

**Project Manager:** Engineering

**Location Description:** FM 1518 between FM 78 and IH 10

**Project Summary:** Relocation of water and sewer utilities to avoid conflicts as part of the TxDot FM 1518 Improvement Project. Includes water and wastewater relocations along FM 1518, relocation of a water line from FM 78, across Aztec Lane, back to FM 1518, and relocation of a backflow preventer for Randolph AFB.

**Start Date:** May-21

**Completion Date:** May-25

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| ARP | $ - | $ - | $ 3,688,076 | $ - | $ - | $ - | $ - | $ 3,688,076 |
| Water/Sewer Reserves | $ 819,341 | $ - | $ - | $ - | $ - | $ - | $ - | $ 819,341 |
| Bonds | $ 10,000,000 | $ - | $ - | $ - | $ - | $ - | $ - | $ 10,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ 10,819,341 | $ - | $ 3,688,076 | $ - | $ - | $ - | $ - | $ 14,507,417 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ 8,810 | $ - | $ - | $ - | $ - | $ - | $ 8,810 |
| Professional Services | $ 724,334 | $ 80,299 | $ 95,367 | $ - | $ - | $ - | $ - | $ 900,000 |
| Construction | $ 9,354,552 | $ - | $ 4,244,056 | $ - | $ - | $ - | $ - | $ 13,598,608 |
| **Total Expenditure** | $ 10,078,885 | $ 89,109 | $ 4,339,423 | $ - | $ - | $ - | $ - | $ 14,507,417 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water/Wastewater **Project Code:** W23

**Project Title:** FM 1518 Utility Relocations

**Location:**

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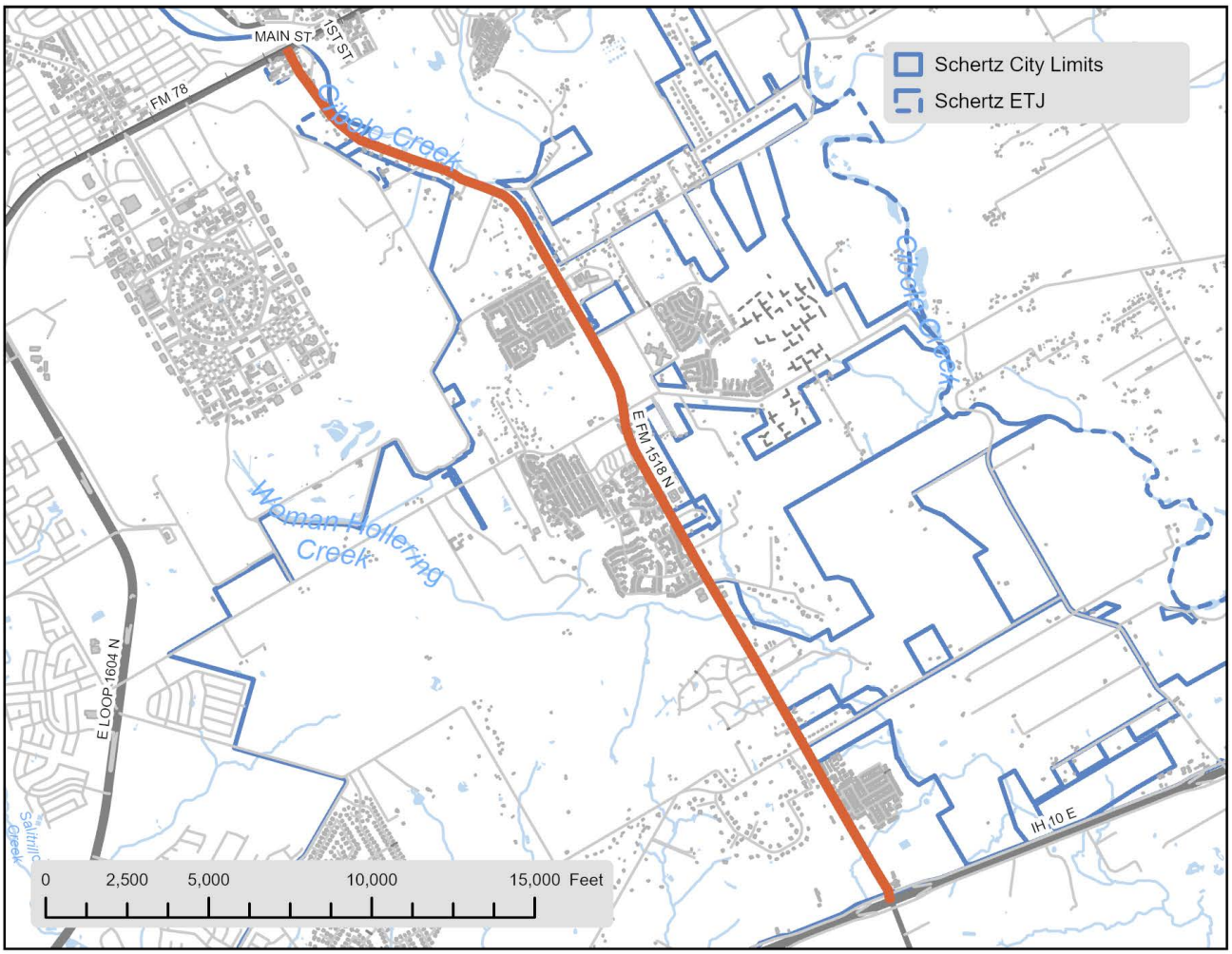


FM 1518 UTILITY RELOCATIONS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Elevated Storage Tank Pipe Replacement

**Project Manager:** Engineering

**Location Description:** East Live Oak Elevated Tank, I-35 Elevated Tank, Northcliffe Elevated Tank

**Project Summary:** Replace vertical fill line piping in these three elevated tanks due to increased signs of fatigue at the welded joints.

**Start Date:** Oct-24

**Completion Date:** Feb-25

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ 1,100,000 | $ - | $ - | $ - | $ - | $ 1,100,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 1,100,000 | $ - | $ - | $ - | $ - | $ 1,100,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 100,000 | $ - | $ - | $ - | $ - | $ 100,000 |
| Construction | $ - | $ - | $ 1,000,000 | $ - | $ - | $ - | $ - | $ 1,000,000 |
| **Total Expenditure** | $ - | $ - | $ 1,100,000 | $ - | $ - | $ - | $ - | $ 1,100,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** Elevated Storage Tank Pipe Replacement

**Location:**

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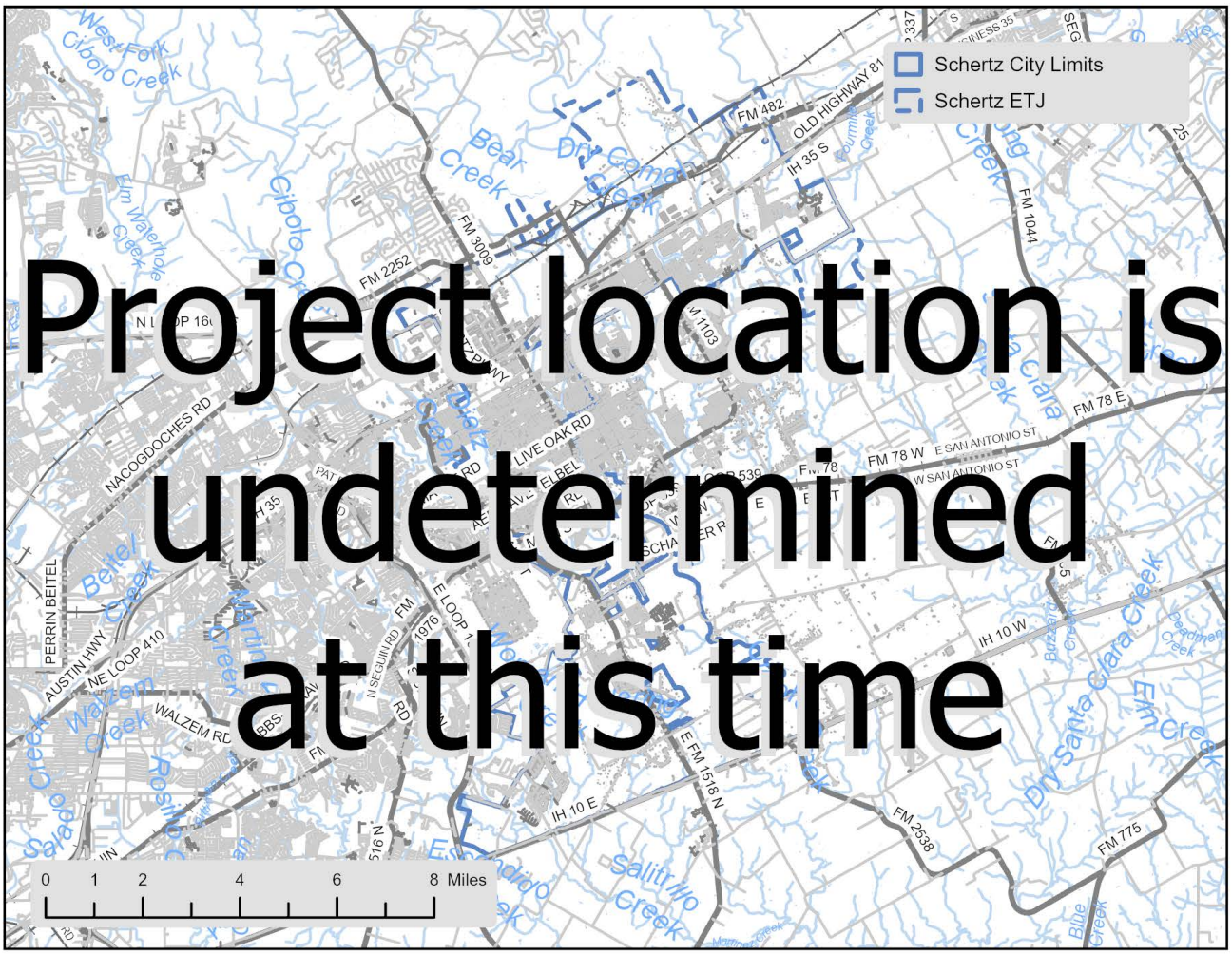


SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** WA1

**Project Title:** Ware Seguin/Lower Seguin/Graytown/Pfeil Loop Lines

**Project Manager:** Engineering

**Location Description:** Through new easements between Ware Seguin and Lower Seguin Rd, and along IH 10 between Pfeil & N. Graytown Rd

**Project Summary:** To include the design and construction of a looped water system between the dead-end mains along Ware Seguin, Lower Seguin, Pfeil, and N. Graytown Road.

**Start Date:** Aug-18

**Completion Date:** Jun-26

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water Impact Fees | $ - | $ - | $ 1,125,000 | $ - | $ - | $ - | $ - | $ 1,125,000 |
| Bonds | $ 1,047,925 | $ 68,000 | $ - | $ 2,400,377 | $ - | $ - | $ - | $ 3,516,302 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ 1,047,925 | $ 68,000 | $ 1,125,000 | $ 2,400,377 | $ - | $ - | $ - | $ 4,641,302 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ 42,500 | $ - | $ - | $ - | $ - | $ - | $ 42,500 |
| Professional Services | $ 121,265 | $ 5,823 | $ 40,436 | $ 32,476 | $ - | $ - | $ - | $ 200,000 |
| Construction | $ - | $ - | $ 2,199,401 | $ 2,199,401 | $ - | $ - | $ - | $ 4,398,802 |
| **Total Expenditure** | $ 121,265 | $ 48,323 | $ 2,239,837 | $ 2,231,877 | $ - | $ - | $ - | $ 4,641,302 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** WA1

**Project Title:** Ware Seguin/Lower Seguin/Graytown/Pfeil Loop Lines

**Location:**

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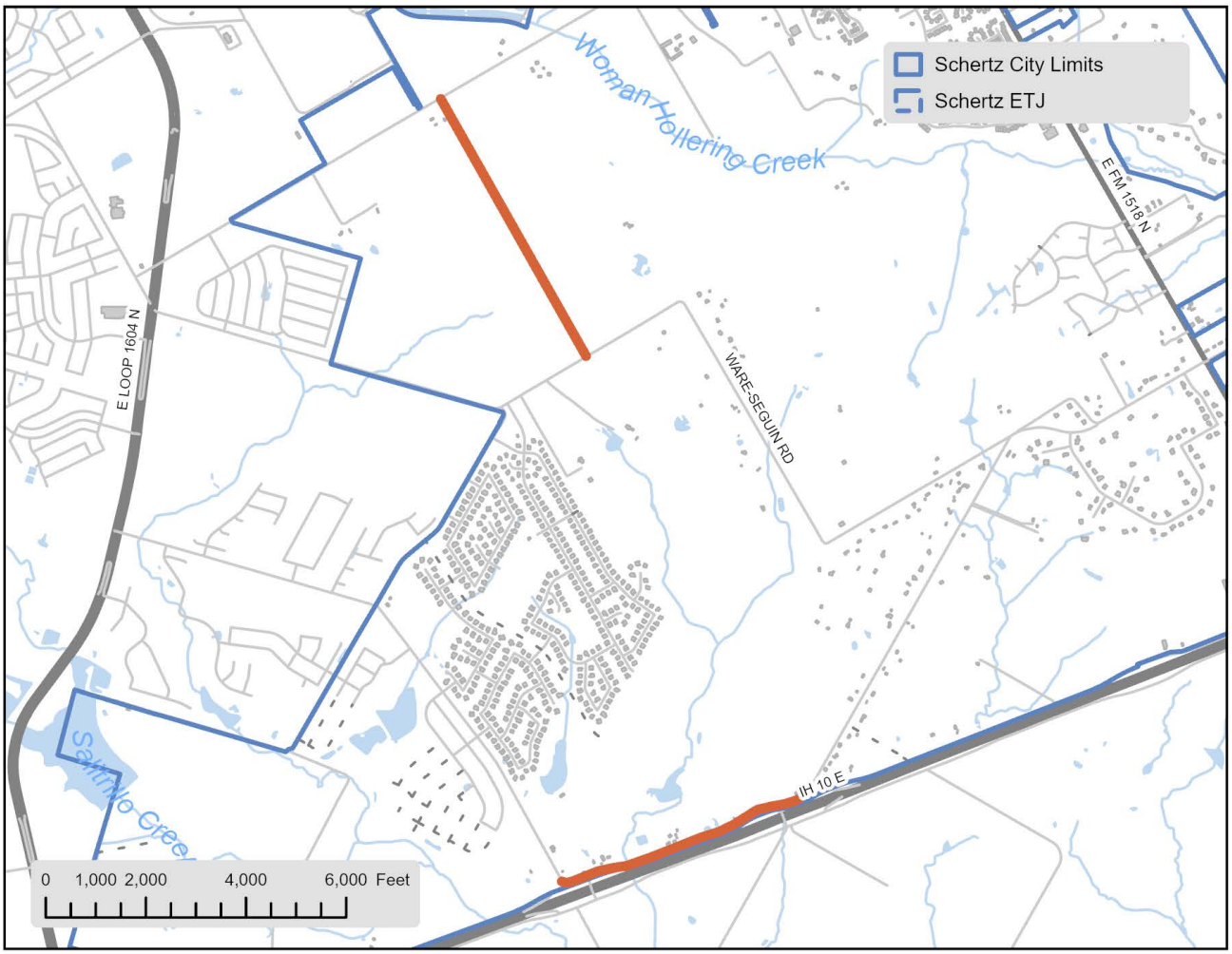


WARE SEGUIN/LOWER SEGUIN/GRAYTOWN/
PFEIL LOOP LINES

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation and Utility **Project Code:** APB

**Project Title:** Buffalo Valley South Utility Replacement and Rehabilitation

**Project Manager:** Engineering

**Location Description:** 1st Street area south of FM 78

**Project Summary:** Replacement of the water and sanitary sewer mains in the subdivision and rehabilitation of the streets. Rehabilitation: remove existing asphalt, stabilize the base underneath, and add a new asphalt layer on top.

**Start Date:** Jan-24

**Completion Date:** Fall 2025

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| General Fund | $ - | $ 160,000 | $ 1,485,000 | $ - | $ - | $ - | $ - | $ 1,645,000 |
| ARP | $ - | $ 245,000 | $ 4,087,000 | $ - | $ - | $ - | $ - | $ 4,332,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ 405,000 | $ 5,572,000 | $ - | $ - | $ - | $ - | $ 5,977,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ 405,000 | $ - | $ - | $ - | $ - | $ - | $ 405,000 |
| Construction | $ - | $ - | $ 5,572,000 | $ - | $ - | $ - | $ - | $ 5,572,000 |
| **Total Expenditure** | $ - | $ 405,000 | $ 5,572,000 | $ - | $ - | $ - | $ - | $ 5,977,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation and Utility **Project Code:** APB

**Project Title:** Buffalo Valley South Utility Replacement and Rehabilitation

**Location:**

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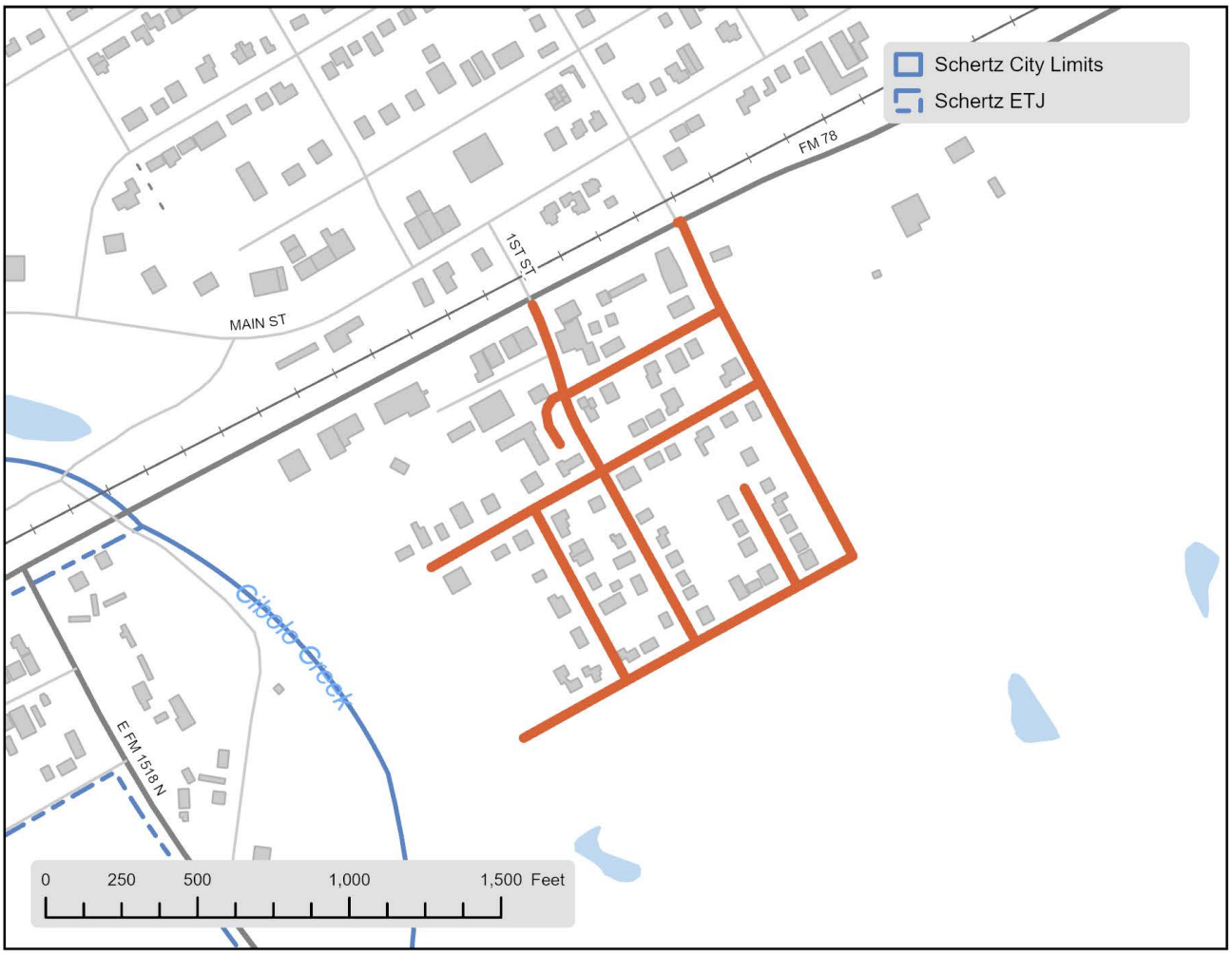


BUFFALO VALLEY SOUTH UTILITY
REPLACEMENT AND REHABILITATION

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Schertz Parkway 16-in Transmission Line Replacement

**Project Manager:** Engineering

**Location Description:** Schertz Parkway from Mare Way to Maske Road

**Project Summary:** Replacement of approximately 1200' of 16" main transmission line due to aging pipe and frequent emergency repairs. Additionally, this section of line does not have adequate valves for isolation and is inferior pipe for the application. Rock saw trench, easement recommended, and replaceement of Cla-Valve.

**Start Date:** 3/1/2025

**Completion Date:** Dec-26

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ 100,000 | $ 900,000 | $ - | $ - | $ - | $ 1,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 100,000 | $ 900,000 | $ - | $ - | $ - | $ 1,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ 50,000 | $ - | $ - | $ - | $ 50,000 |
| Professional Services | $ - | $ - | $ 100,000 | $ 25,000 | $ - | $ - | $ - | $ 125,000 |
| Construction | $ - | $ - | $ - | $ 825,000 | $ - | $ - | $ - | $ 825,000 |
| **Total Expenditure** | $ - | $ - | $ 100,000 | $ 900,000 | $ - | $ - | $ - | $ 1,000,000 |

**Funding Source**

1. **ARP**
2. **Sewer Impact Fees**
3. **Water Impact Fees**
4. **Water Reserves**
5. **W/Sewer Reserves**
6. **Bonds**
7. **EDC**
8. **TxDOT**
9. **Reimbursable**
10. **Grant Fund**
11. **General Fund**
12. **Drainage**
13. **Drainage/Streets**
14. **Combined 50% Bonds/50% Grants**
15. **Other**

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Schertz Parkway 16-in Transmission Line Replacement

**Location:**

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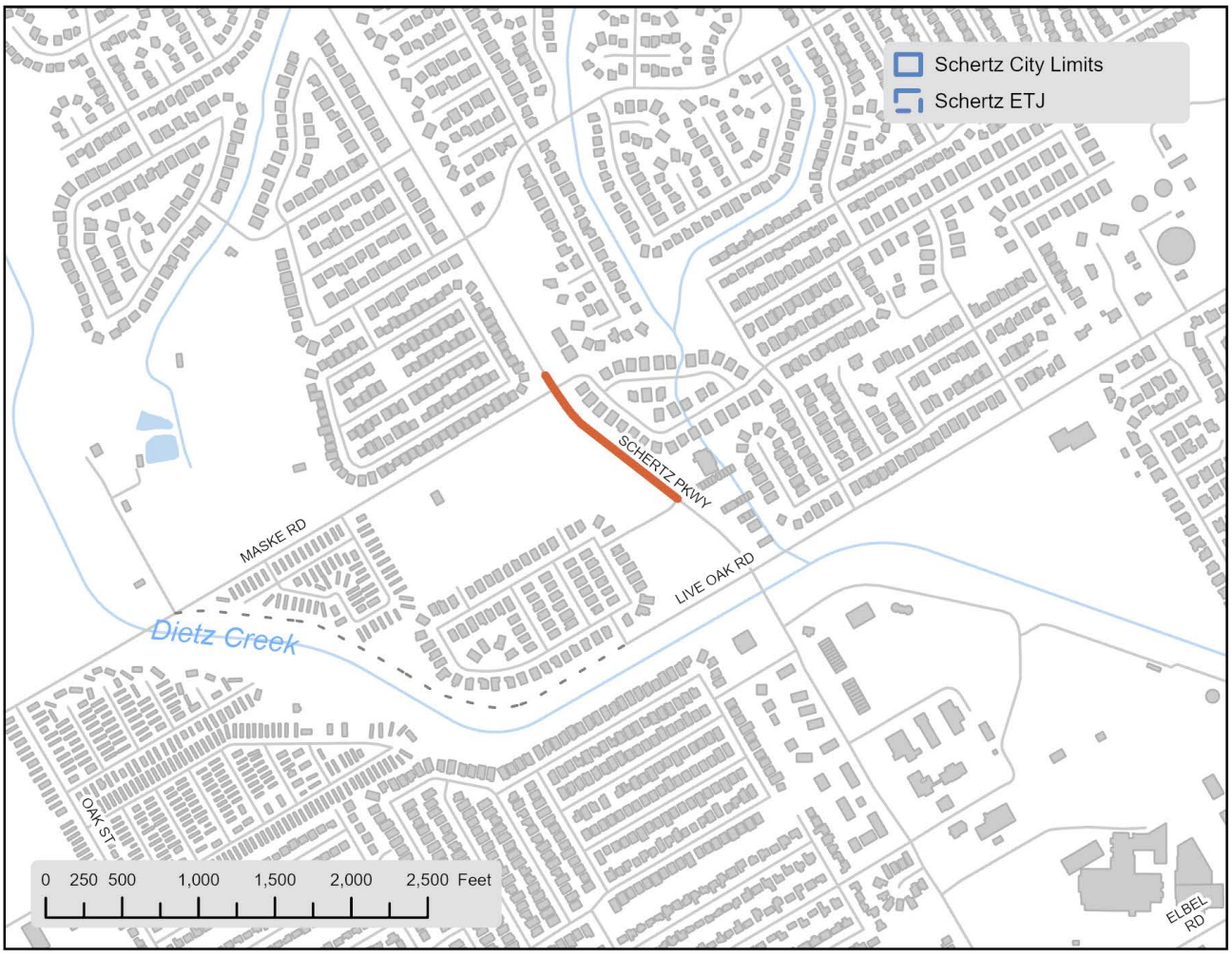


SCHERTZ PARKWAY 16"
TRANSMISSION LINE REPLACEMENT

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Elevated and Ground Storage Water Tank Painting

**Project Manager:** Engineering

**Location Description:** Elevated and Ground Storage Water Tanks

**Project Summary:** Every other year we will plan to take drain and paint our elevated and ground storage tanks as needed. Generally each tank will be painted atleast once every 10 years.

**Start Date:** Oct-24

**Completion Date:** Sep-33

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water/Sewer Reserves | $ - | $ - | $ 1,500,000 | $ - | $ 1,500,000 | $ - | $ 3,000,000 | $ 6,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 1,500,000 | $ - | $ 1,500,000 | $ - | $ 3,000,000 | $ 6,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Construction | $ - | $ - | $ 1,500,000 | $ - | $ 1,500,000 | $ - | $ 3,000,000 | $ 6,000,000 |
| **Total Expenditure** | $ - | $ - | $ 1,500,000 | $ - | $ 1,500,000 | $ - | $ 3,000,000 | $ 6,000,000 |

**Project Type:** Water **Project Code:** 0

**Project Title:** Elevated and Ground Storage Water Tank Painting

**Location:**

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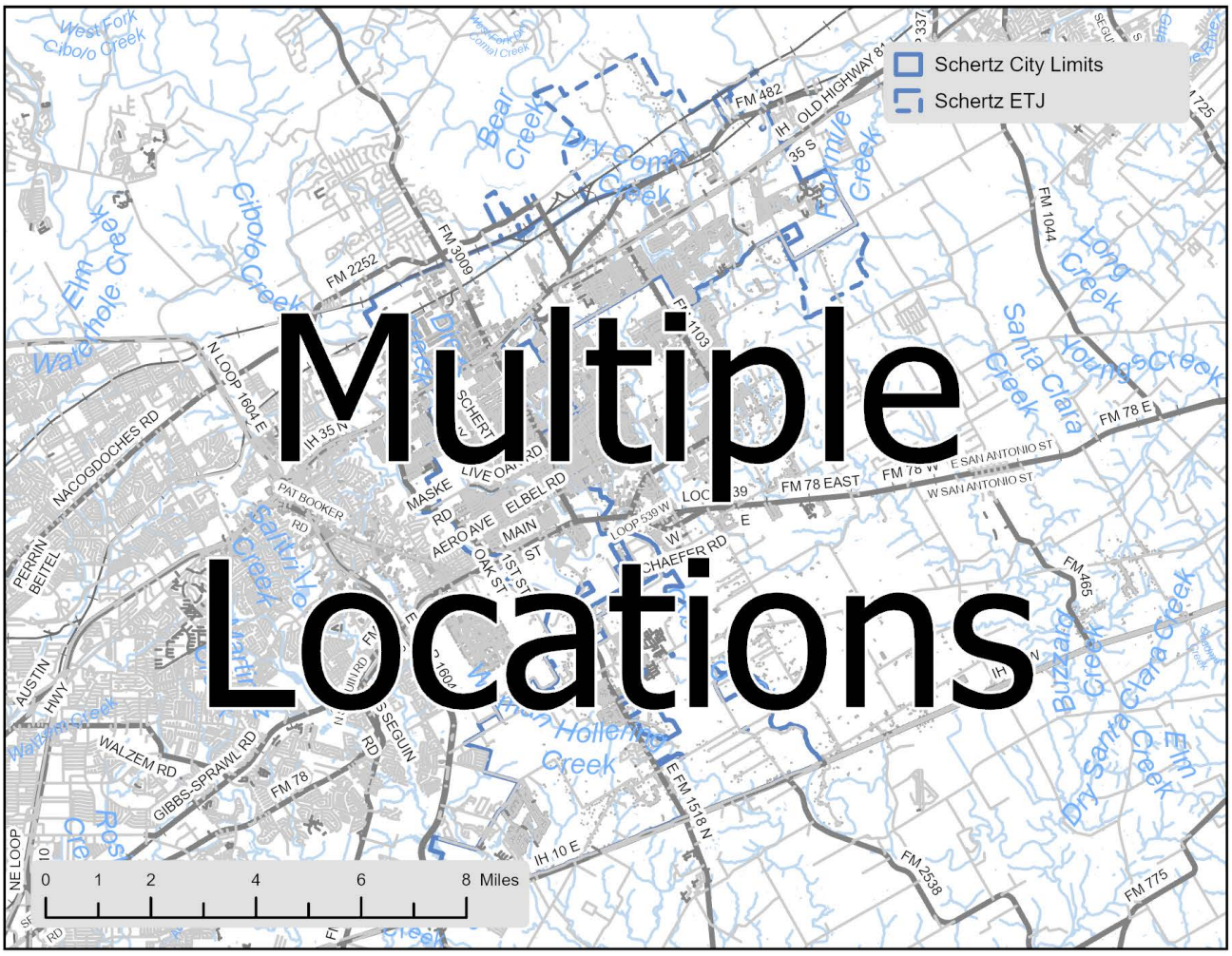


SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water/Wastewater **Project Code:** W25

**Project Title:** IH 35 NEX North Utility Relocations

**Project Manager:** Engineering

**Location Description:** IH 35 from Schertz Pkwy to Country Club Blvd

**Project Summary:** Relocation of water and sewer utilities to avoid conflicts as part of the TxDot IH 35 NEX project.

**Start Date:** Dec-23

**Completion Date:** Dec-26

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water/Sewer Reserves | $ - | $ 2,800,000 | $ - | $ - | $ - | $ - | $ - | $ 2,800,000 |
| Bonds | $ - | $ - | $ 8,755,719 | $ - | $ - | $ - | $ - | $ 8,755,719 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ 2,800,000 | $ 8,755,719 | $ - | $ - | $ - | $ - | $ 11,555,719 |
| **Expenditure** | | | | | | | | |
| Land Purchase | | $ 50,000 | $ - | $ - | $ - | $ - | $ - | $ 50,000 |
| Professional Services | $ - | $ 1,250,000 | $ - | $ - | $ - | $ - | $ - | $ 1,250,000 |
| Construction | $ - | $ - | $ 5,255,719 | $ 4,000,000 | $ 1,000,000 | $ - | $ - | $ 10,255,719 |
| **Total Expenditure** | $ - | $ 1,300,000 | $ 5,255,719 | $ 4,000,000 | $ 1,000,000 | $ - | $ - | $ 11,555,719 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water/Wastewater **Project Code:** W25

**Project Title:** IH 35 NEX North Utility Relocations

**Location:**

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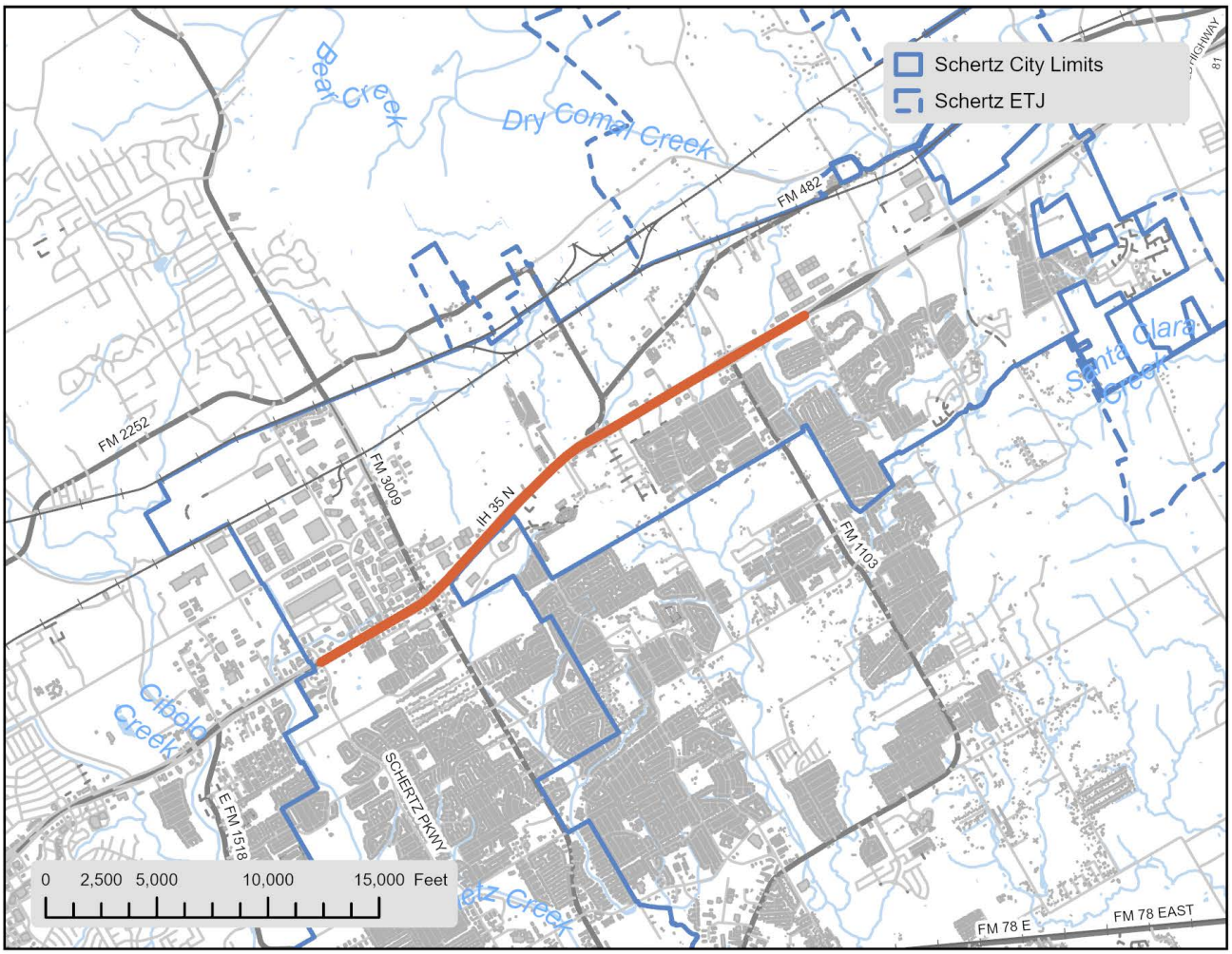


IH 35 NEX NORTH UTILITY RELOCATIONS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Schwab to Eckhardt Road 12" Water Line installation

**Project Manager:** Engineering

**Location Description:** Schwab Road to Eckhardt Road

**Project Summary:** Installation of approximately 5,400 LF of 12" water pipe from Schwab Road to Eckhardt Road. NT-W6

**Start Date:** Oct-26

**Completion Date:** Oct-29

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water Impact Fees | $ - | $ - | $ - | $ - | $ 420,000 | $ 520,000 | $ 680,000 | $ 1,620,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ 420,000 | $ 520,000 | $ 680,000 | $ 1,620,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ 120,000 | $ 120,000 | $ 100,000 | $ 340,000 |
| Construction | $ - | $ - | $ - | $ - | $ 300,000 | $ 400,000 | $ 580,000 | $ 1,280,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ 420,000 | $ 520,000 | $ 680,000 | $ 1,620,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** Schwab to Eckhardt Road 12" Water Line installation

**Location:**

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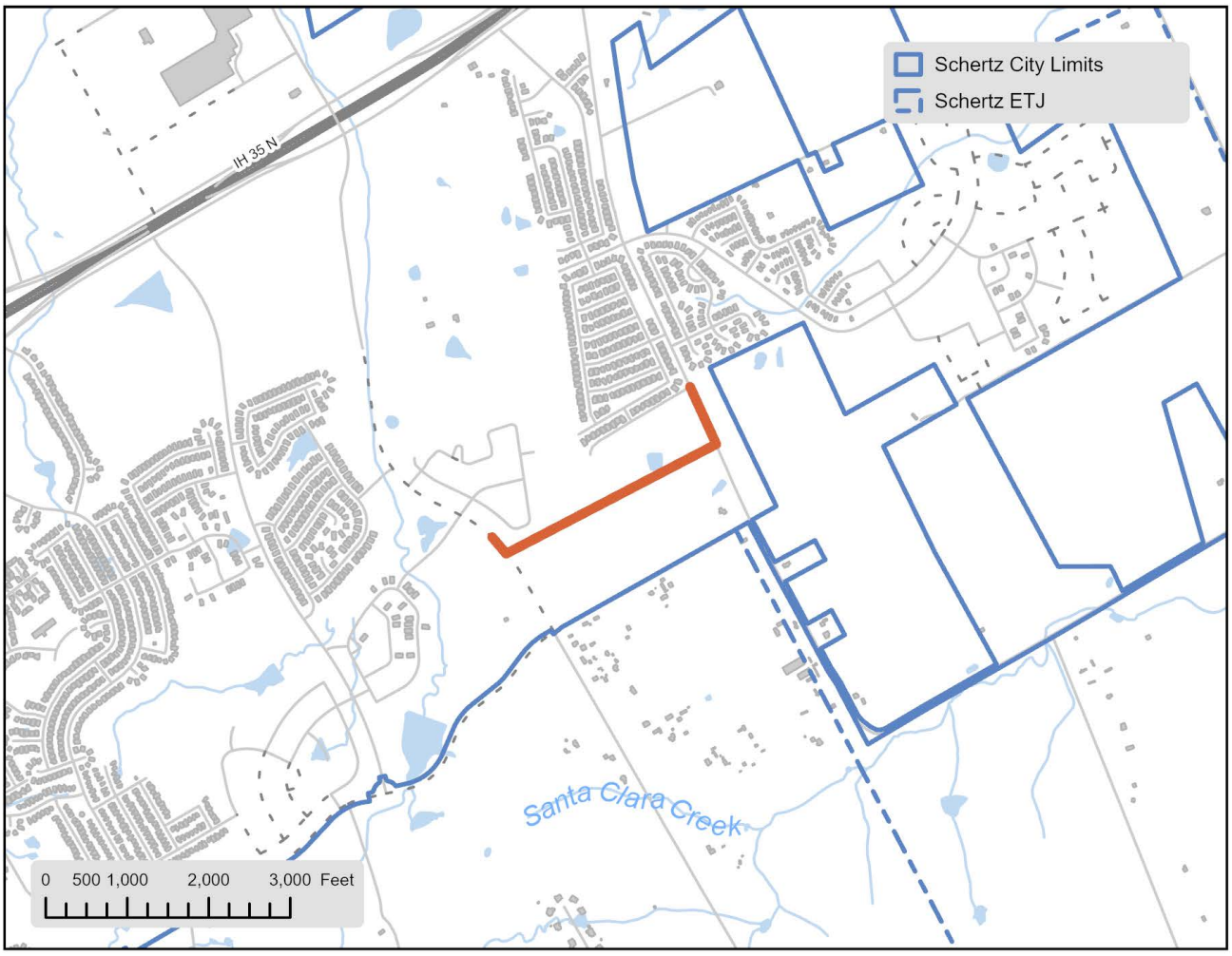



SCHWAB TO ECKHARDT ROAD 12" WATERLINE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water/Wastewater **Project Code:**

**Project Title:** Scenic Hills Water and Wastewater Main Replacements

**Project Manager:** Engineering

**Location Description:** Scenic Hills Subdivision

**Project Summary:** This project includes the replacement of approximately 10,300 linear feet of aging 6" and 8" water distribution mains throughout the subdivision with new, 8" water distribution mains to provide more reliable service and meet current standards. Aging sanitary sewer mains will also be replaced.

**Start Date:** 10/1/2026

**Completion Date:** 12/31/2027

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ 400,000 | $ 6,375,000 | $ - | $ - | $ 6,775,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ 400,000 | $ 6,375,000 | $ - | $ - | $ 6,775,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ 400,000 | $ - | $ - | $ - | $ 400,000 |
| Construction | $ - | $ - | $ - | $ - | $ 6,375,000 | $ - | $ - | $ 6,375,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ 400,000 | $ 6,375,000 | $ - | $ - | $ 6,775,000 |

**Funding Source**

1. **ARP**
2. **Sewer Impact Fees**
3. **Water Impact Fees**
4. **Water Reserves**
5. **W/Sewer Reserves**
6. **Bonds**
7. **EDC**
8. **TxDOT**
9. **Reimbursable**
10. **Grant Fund**
11. **General Fund**
12. **Drainage**
13. **Drainage/Streets**
14. **Combined 50% Bonds/50% Grants**
15. **Other**

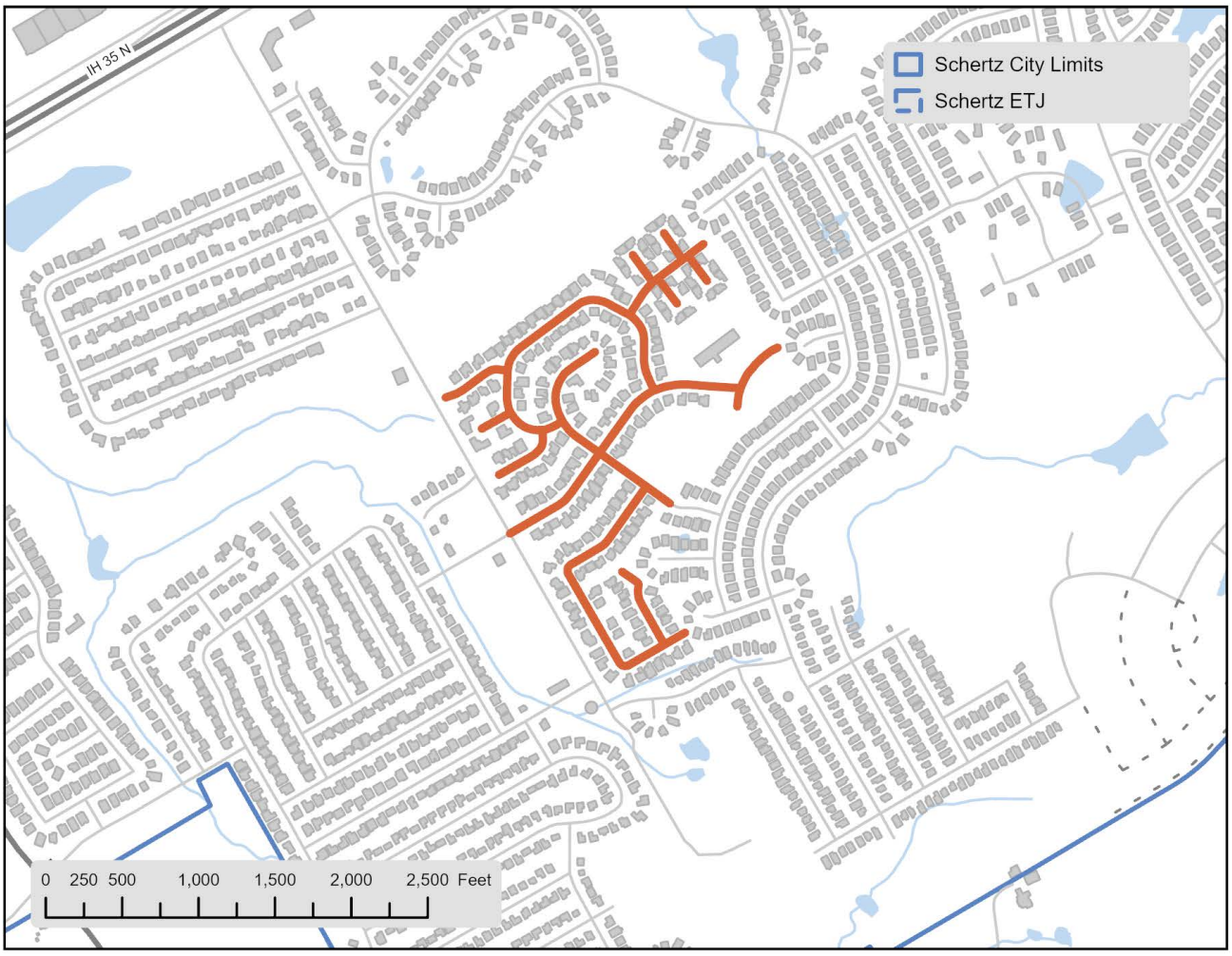
# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water/Wastewater **Project Code:**

**Project Title:** Scenic Hills Water and Wastewater Main Replacements

**Location:**

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.

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SCENIC HILLS WATER and
WASTEWATER MAIN REPLACEMENTS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** River Road 6" Waterline Upgrade

**Project Manager:** Engineering

**Location Description:** River Road from FM 78 to Bubbling Springs Road

**Project Summary:** Upsizing approximately 2,590 LF of existing 6" water line to 12" water line along River Road from FM 78 to Bubbling Springs Rd to remove bottleneck in the system. 2030-W10

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water/Sewer Reserves | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,325,000 | $ 2,325,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,325,000 | $ 2,325,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 465,000 | $ 465,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,860,000 | $ 1,860,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,325,000 | $ 2,325,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** River Road 6" Waterline Upgrade

**Location:**

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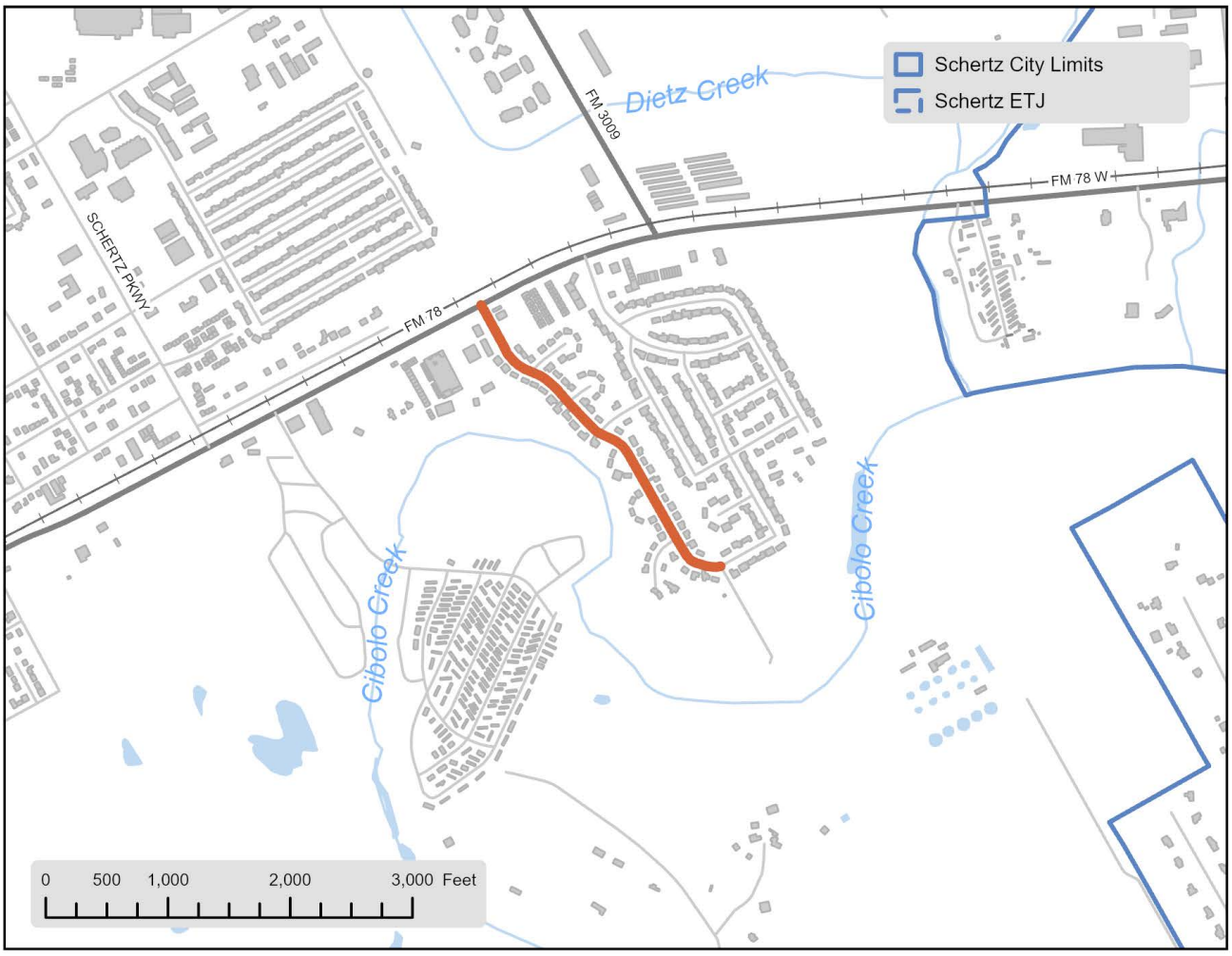


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RIVER ROAD 6" WATERLINE REPLACEMENT

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** FM 3009 replacement of 18" Transmission Line

**Project Manager:** Engineering

**Location Description:** FM 3009 West of IH 35 from just after Four Oaks Lane to just before FM 2252

**Project Summary:** Replacement of approximately 7600' of 18" main transmission line due to aging pipe and frequent emergency repairs. Additionally, most of the valves are beyond repair and we cannot find parts due to their age. When a repair is needed, may businesses experience a halt in their water service since we have to isolate a section for repair.

**Start Date:** Mar-25

**Completion Date:** Dec-26

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ 45,000 | $ 4,450,000 | $ - | $ - | $ - | $ 4,495,000 |
| | $ - | $ - | $ - | $ - | $ - | | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 45,000 | $ 4,450,000 | $ - | $ - | $ - | $ 4,495,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 4,500 | $ 400,000 | $ - | $ - | $ - | $ 404,500 |
| Construction | $ - | $ - | $ 40,500 | $ 4,050,000 | $ - | $ - | $ - | $ 4,090,500 |
| **Total Expenditure** | $ - | $ - | $ 45,000 | $ 4,450,000 | $ - | $ - | $ - | $ 4,495,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** FM 3009 replacement of 18" Transmission Line

**Location:**

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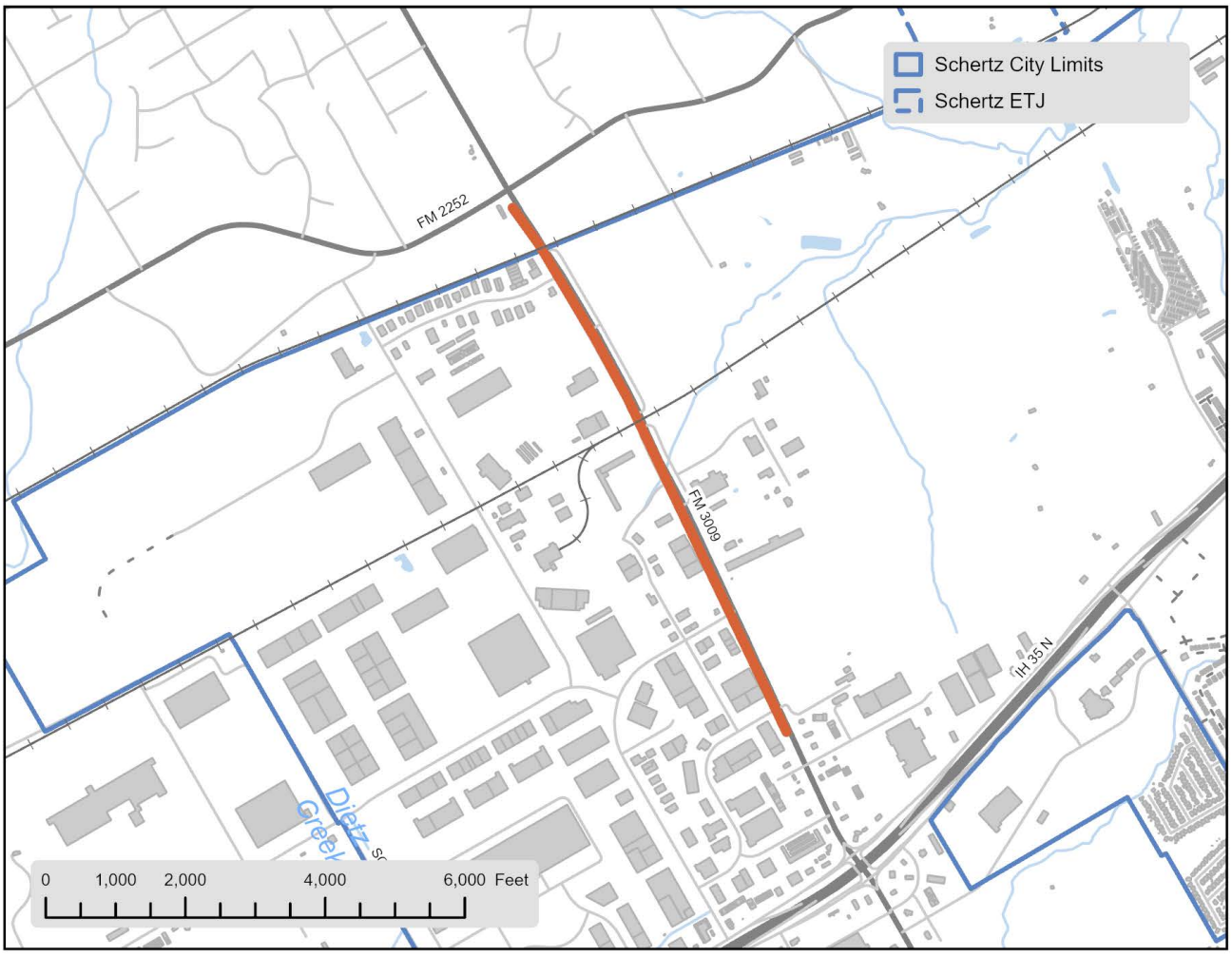


FM 3009 18" TRANSMISSION LINE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** IH I35 Ground Storage Tank and Pumping Station

**Project Manager:** Engineering

**Location Description:** I35 Water Plant

**Project Summary:** Construction of a new 3-million-gallon Ground Storage Tank (GST). The GST will be used to fill the existing I-35 Elevated Storage Tank and provide additional water storage capacity. The new GST will receive water from the East Live Oak Water Plant. This project will include addressing some access issues to the water pumping site.

**Start Date:** Jan-25

**Completion Date:** Dec-26

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water/Sewer Reserves | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Bonds | $ - | $ - | $ 3,000,000 | $ 21,600,000 | $ - | $ - | $ - | $ 24,600,000 |
| Other | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 3,000,000 | $ 21,600,000 | $ - | $ - | $ - | $ 24,600,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ 250,000 | $ - | $ - | $ - | $ - | $ 250,000 |
| Professional Services | $ - | $ - | $ 2,750,000 | $ 1,000,000 | $ - | $ - | $ - | $ 3,750,000 |
| Construction | $ - | $ - | $ - | $ 20,600,000 | $ - | $ - | $ - | $ 20,600,000 |
| **Total Expenditure** | $ - | $ - | $ 3,000,000 | $ 21,600,000 | $ - | $ - | $ - | $ 24,600,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** IH I35 Ground Storage Tank and Pumping Station

**Location:**

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I35 GROUND STORAGE TANK AND PUMPING STATION

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Moonlight Meadow Drive & Lost Meadow Dr Waterline Replacement

**Project Manager:** Engineering

**Location Description:** Moonlight Meadow Drive & Lost Meadow Dr north of Schaefer Rd

**Project Summary:** Upsizing approximately 4,970 LF of existing 4" water line to a 8" water line along Moonlight Meadow Dr and Lost Meadow Dr north of Schaefer Rd. Upgrades are needed for fire flow. NT-W9

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water Impact Fees | $ - | $ - | $ 237,000 | $ - | $ - | $ - | $ - | $ 237,000 |
| Bonds | $ - | $ - | $ 363,000 | $ 2,400,000 | $ - | $ - | $ - | $ 2,763,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 600,000 | $ 2,400,000 | $ - | $ - | $ - | $ 3,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 600,000 | $ - | $ - | $ - | $ - | $ 600,000 |
| Construction | $ - | $ - | $ - | $ 2,400,000 | $ - | $ - | $ - | $ 2,400,000 |
| **Total Expenditure** | $ - | $ - | $ 600,000 | $ 2,400,000 | $ - | $ - | $ - | $ 3,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** Moonlight Meadow Drive & Lost Meadow Dr Waterline Replacement

**Location:**

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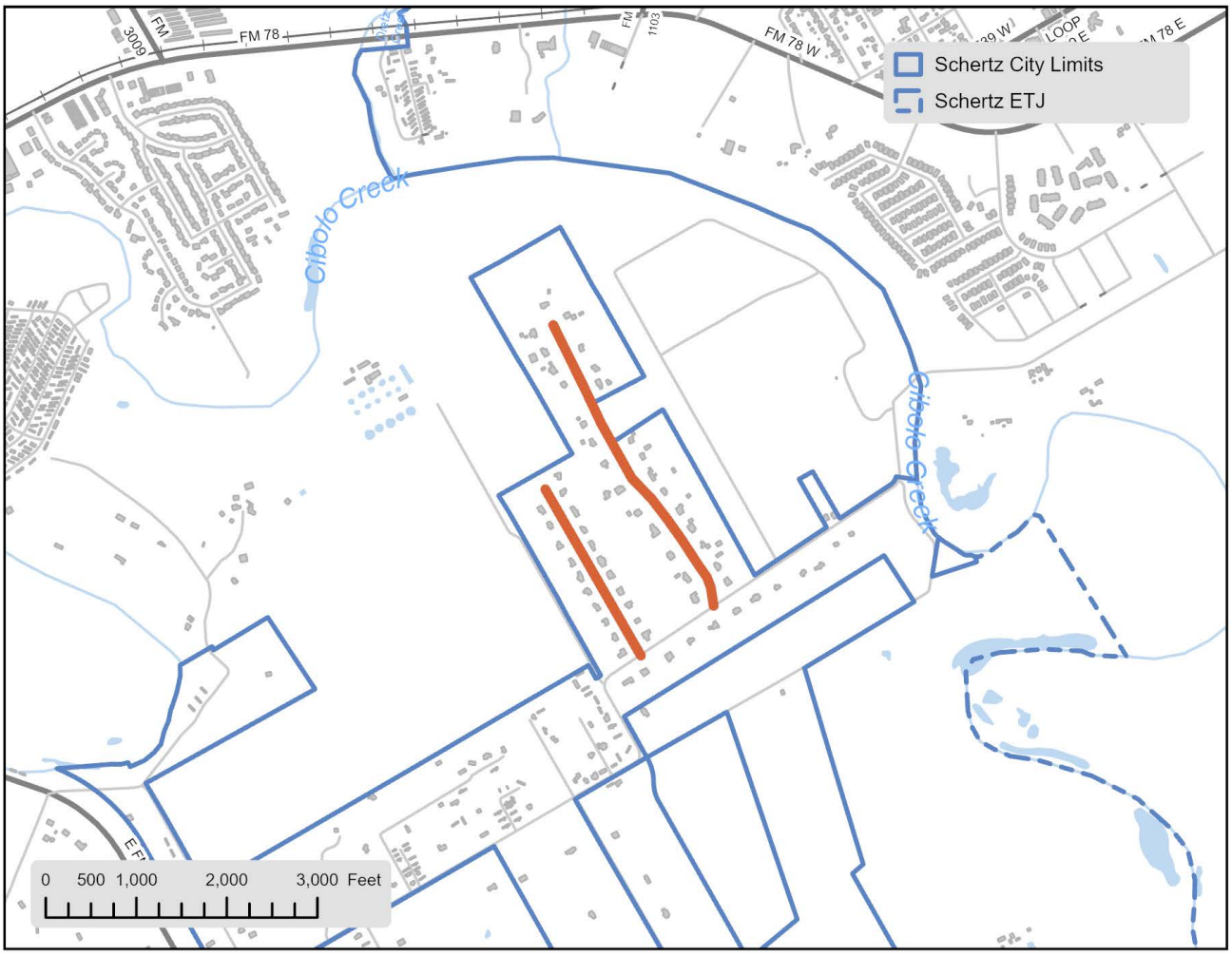


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MOONLIGHT MEADOW DRIVE & LOST MEADOW DRIVE WATERLINE REPLACEMENT

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Robin Hood Way Waterline Replacement

**Project Manager:** Engineering

**Location Description:** Robin Hood Way off E FM 1518 N

**Project Summary:** Upsizing approximately 6,670 LF of existing 8" water line to 12" water line along Robin Hood Way. Upgrades are needed for fire flow. NT-W10

**Start Date:** 10/1/2024

**Completion Date:** Apr-25

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water Impact Fees | $ - | $ - | $ 662,000 | $ - | $ - | $ - | $ - | $ 662,000 |
| Bonds | $ - | $ - | $ 3,988,000 | $ - | $ - | $ - | $ - | $ 3,988,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 4,650,000 | $ - | $ - | $ - | $ - | $ 4,650,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 930,000 | $ - | $ - | $ - | $ - | $ 930,000 |
| Construction | $ - | $ - | $ 3,720,000 | $ - | $ - | $ - | $ - | $ 3,720,000 |
| **Total Expenditure** | $ - | $ - | $ 4,650,000 | $ - | $ - | $ - | $ - | $ 4,650,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** Robin Hood Way Waterline Replacement

**Location:**

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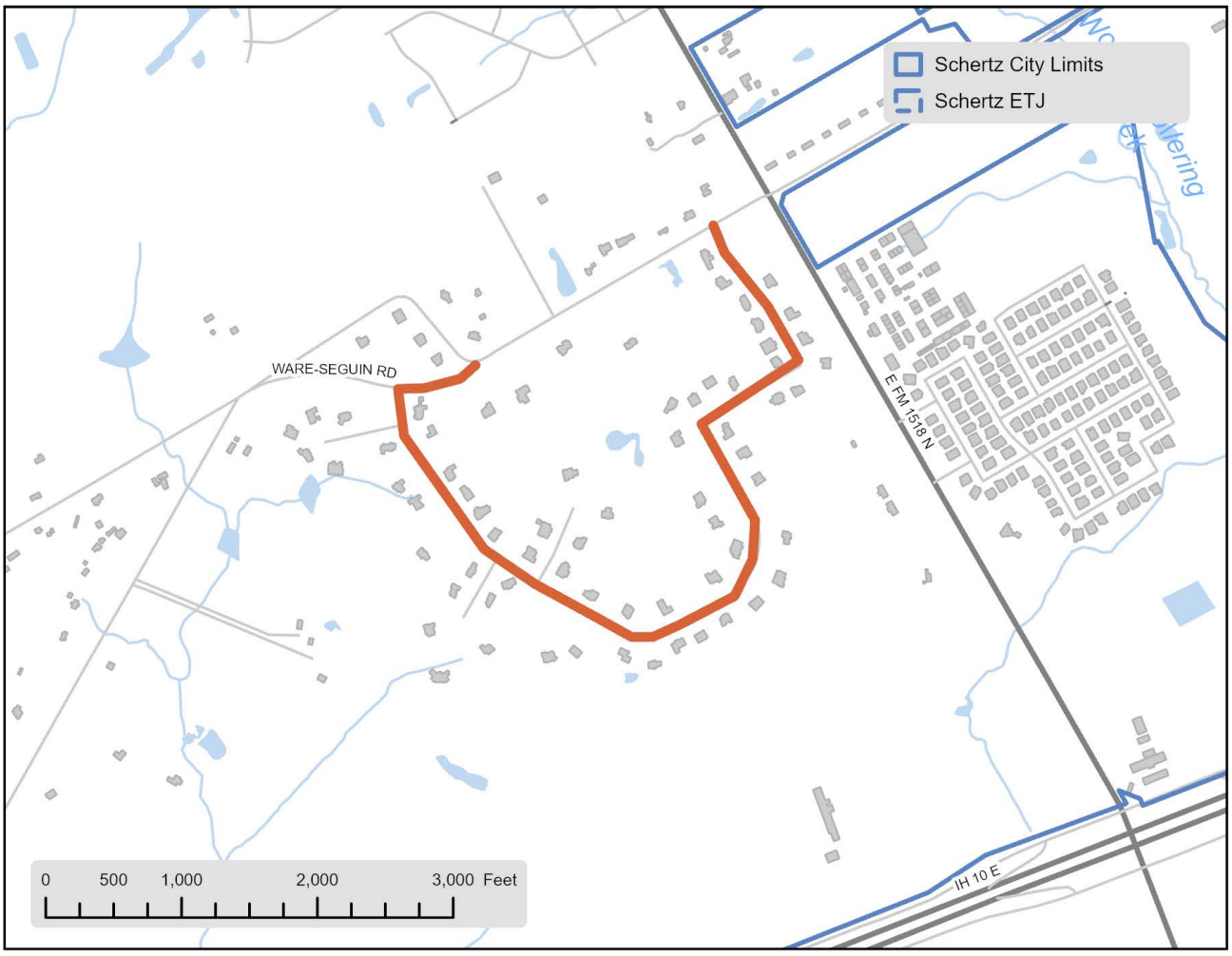


ROBIN HOOD WAY WATERLINE REPLACEMENT

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** FM 78 Water Line Replacement

**Project Manager:** Engineering

**Location Description:** FM 78 at the intersection of FM 3009

**Project Summary:** Upsizing approximately 2,300 LF of existing 8"/10" water line to 12" water line along FM 78 from east of Bubbling Springs Rd to the end of the dead-end line. Upgrades are needed for fire flow. NT-W8

**Start Date:** Jan-27

**Completion Date:** Dec-27

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water Impact Fees | $ - | $ - | $ - | $ - | $ 150,000 | $ - | $ - | $ 150,000 |
| Bonds | $ - | $ - | $ - | $ - | $ 725,000 | $ - | $ - | $ 725,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ 875,000 | $ - | $ - | $ 875,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ 100,000 | $ 75,000 | $ - | $ 175,000 |
| Construction | $ - | $ - | $ - | $ - | $ 600,000 | $ 100,000 | $ - | $ 700,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ 700,000 | $ 175,000 | $ - | $ 875,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** FM 78 Water Line Replacement

**Location:**

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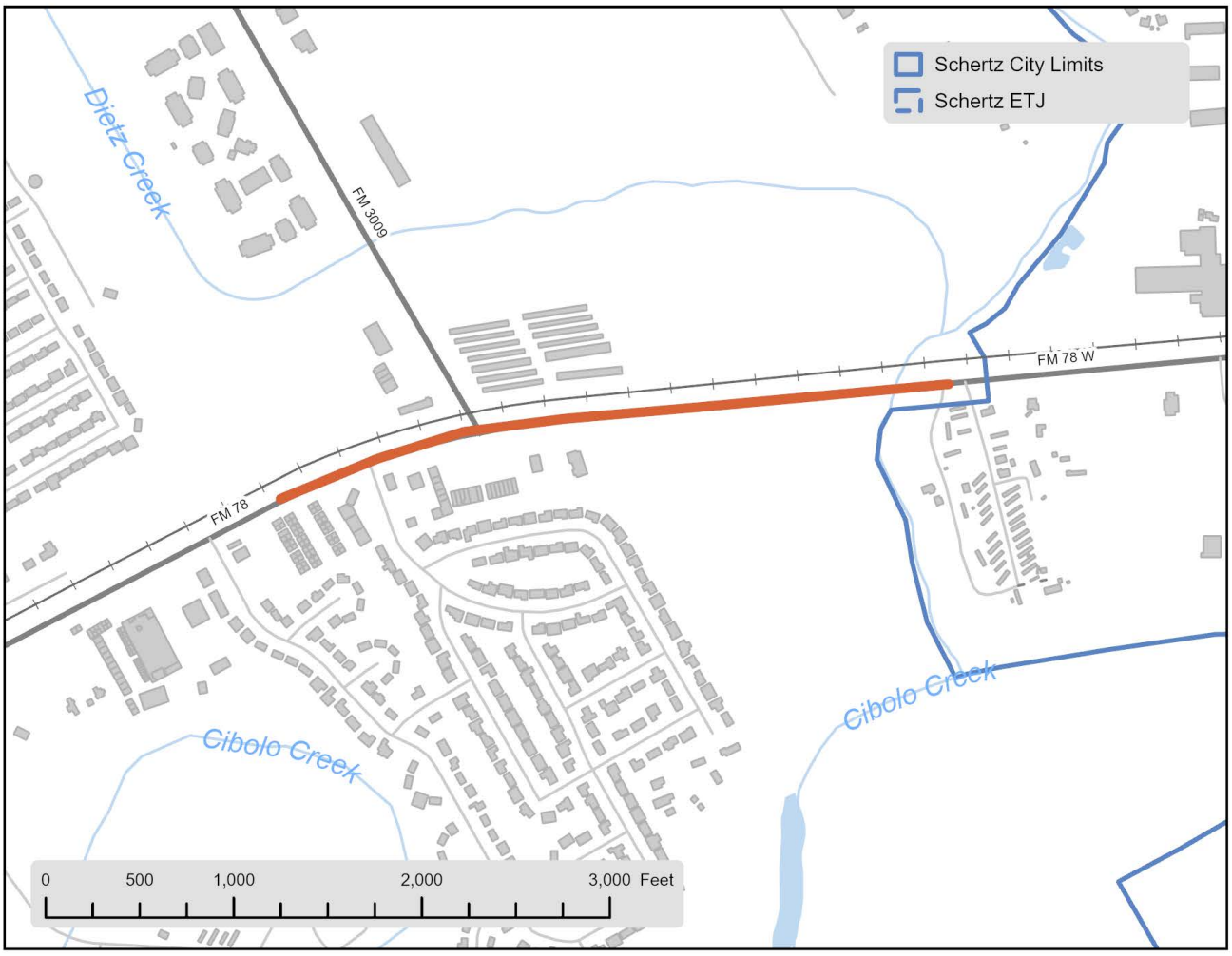


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FM 78 WATER LINE REPLACEMENT

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Greenshire Water Main Replacements

**Project Manager:** Engineering

**Location Description:** Greenshire Subdivision

**Project Summary:** This project is the replacement of approximately 23,600 linear feet of aging 6" and 8" water distribution mains throughout the Greenshire Subdivision.

**Start Date:** Oct-24

**Completion Date:** Sep-27

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ 3,300,000 | $ - | $ - | $ - | $ - | $ 3,300,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 3,300,000 | $ - | $ - | $ - | $ - | $ 3,300,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 213,000 | $ 107,500 | $ 9,500 | $ - | $ - | $ 330,000 |
| Construction | $ - | $ - | $ 1,917,000 | $ 967,500 | $ 85,500 | $ - | $ - | $ 2,970,000 |
| **Total Expenditure** | $ - | $ - | $ 2,130,000 | $ 1,075,000 | $ 95,000 | $ - | $ - | $ 3,300,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Greenshire Water Main Replacements

**Location:**

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GREENSHIRE WATER MAIN REPLACEMENTS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water/Wastewater **Project Code:** W24

**Project Title:** Northcliffe Country Club Estates Water and Wastewater Main Replacement

**Project Manager:** Engineering

**Location Description:** Northcliffe Country Club Estates Subdivision

**Project Summary:** This project is the replacement of approximately 7,450 linear feet of aging 6" and 8" water distribution mains and 8" wastewater collection mains throughout the Northcliffe Country Club Estates Subdivision.

**Start Date:** Oct-24

**Completion Date:** Sep-27

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ 2,000,000 | $ - | $ - | $ - | $ - | $ 400,000 | $ 1,600,000 | $ 4,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ 2,000,000 | $ - | $ - | $ - | $ - | $ 400,000 | $ 1,600,000 | $ 4,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ 400,000 | $ - | $ 400,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,600,000 | $ 3,600,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ 400,000 | $ 3,600,000 | $ 4,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

| | | | |
|---|---|---|---|
| **Project Type:** | Water/Wastewater | **Project Code:** | W24 |
| **Project Title:** | Northcliffe Country Club Estates Water and Wastewater Main Replacement | | |
| **Location:** | | | |

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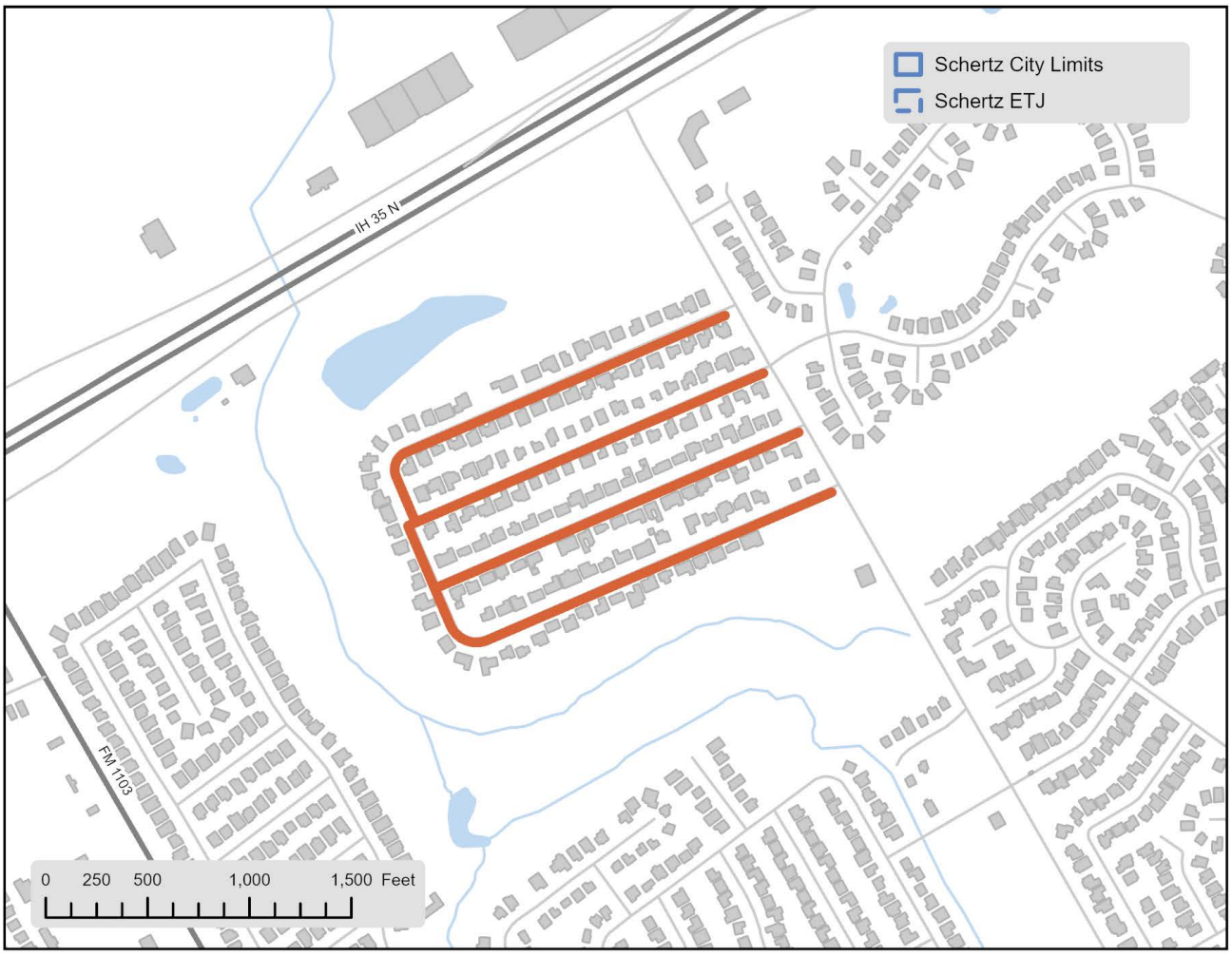


NORTHCLIFFE COUNTRY CLUB ESTATES SUBDIVISION

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** W22

**Project Title:** IH 35 Dedicated Water Transmission Main

**Project Manager:**

**Location Description:** East Live Oak Water Plant to IH 35 Elevated Water Tank

**Project Summary:** The project includes construction of a 24-inch dedicated water transmission main connecting the Live Oak Tank to the IH 35 Tank at Holly Lane. The main is needed to relieve pressure on the distribution network and provide a more reliable transmission of water between the two facilities.

**Start Date:** Jul-20

**Completion Date:** Dec-26

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water/Sewer Reserves | $ 2,500,000 | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,500,000 |
| Bonds | $ 4,000,000 | $ - | $ 8,573,205 | $ - | $ - | $ - | $ - | $ 12,573,205 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ 6,500,000 | $ - | $ 8,573,205 | $ - | $ - | $ - | $ - | $ 15,073,205 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ 1,327,060 | $ - | $ 687,308 | $ 687,308 | $ - | $ - | $ - | $ 2,701,676 |
| Construction | $ - | $ - | $ 6,185,764 | $ 6,000,000 | $ 185,765 | $ - | $ - | $ 12,371,529 |
| **Total Expenditure** | $ 1,327,060 | $ - | $ 6,873,072 | $ 6,687,308 | $ 185,765 | $ - | $ - | $ 15,073,205 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

| | | | |
|---|---|---|---|
| **Project Type:** | Water | **Project Code:** | W22 |
| **Project Title:** | IH 35 Dedicated Water Transmission Main | | |
| **Location:** | | | |

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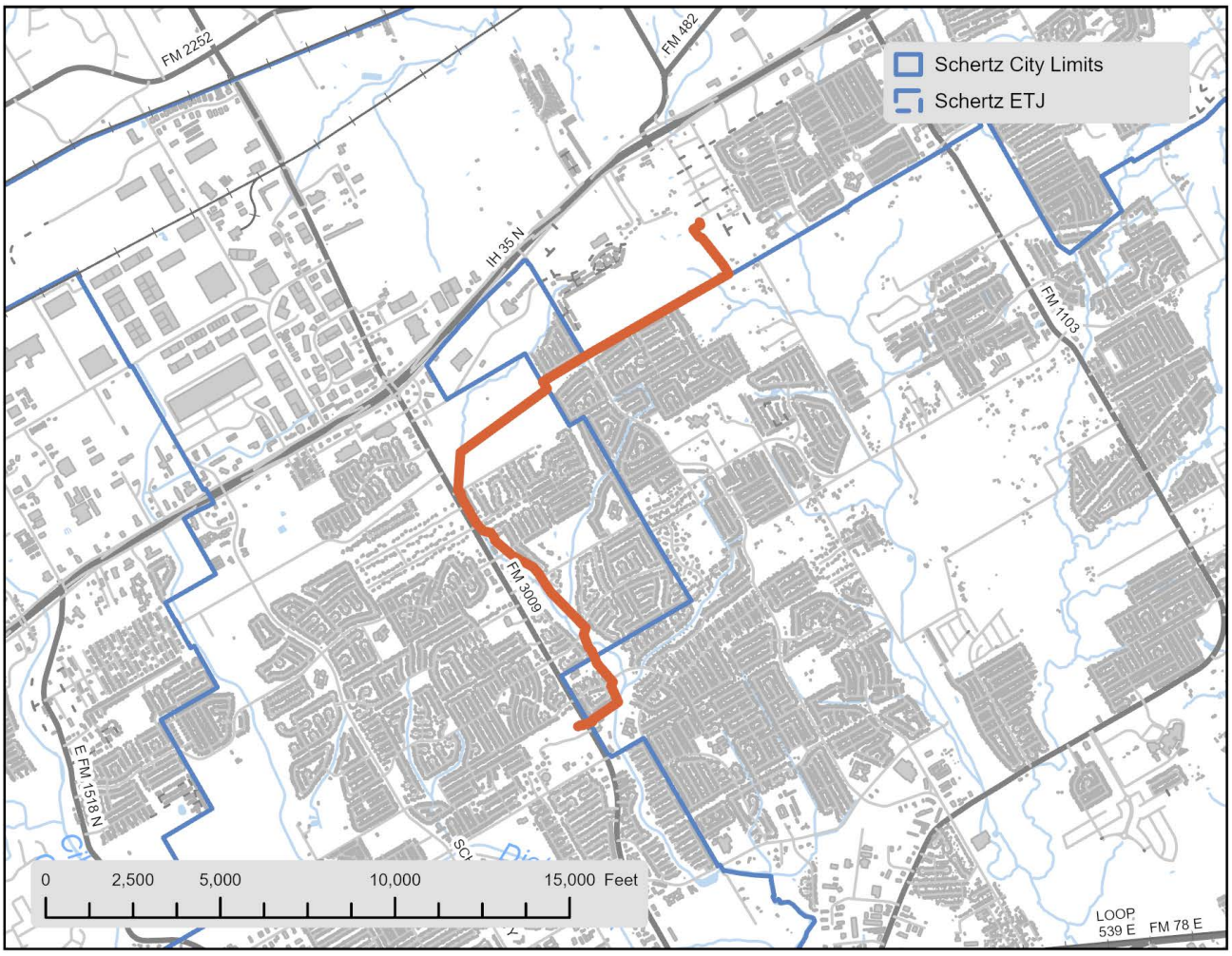


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IH 35 DEDICATED TRANSMISSION MAIN

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Ray Corbett Dr to Lower Seguin 8" Waterline Loop

**Project Manager:** Engineering

**Location Description:** North of Lower Seguin Rd, East of Ray Corbett Dr

**Project Summary:** Installation of approximately 5,590 LF of new 8" water line loop north of Lower Seguin Rd, East of Ray Corbett Drive. Needed to supply new service area. 2030-W3

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,688,000 | $ 3,688,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,688,000 | $ 3,688,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 738,000 | $ 738,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,950,000 | $ 2,950,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,688,000 | $ 3,688,000 |

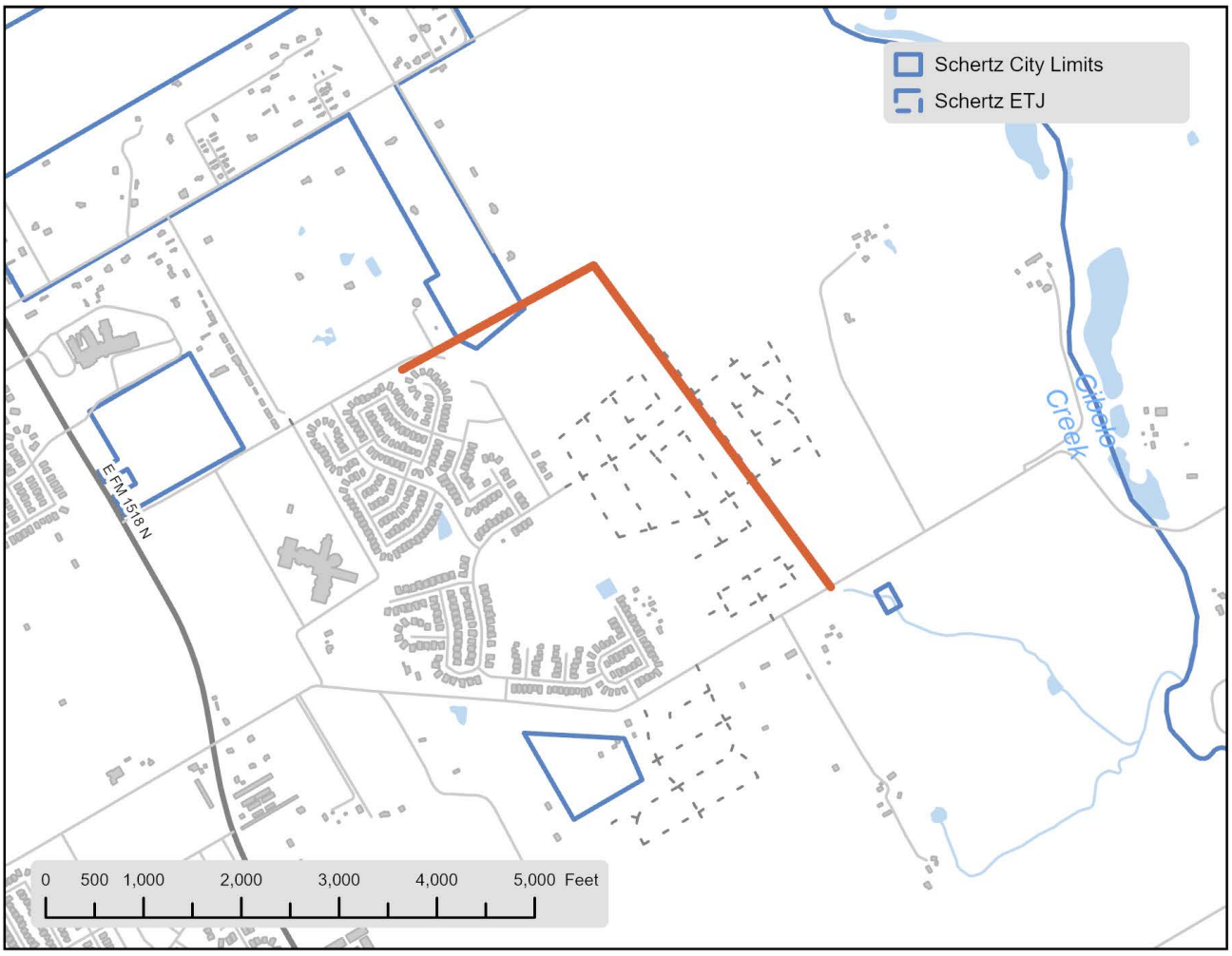
# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** Ray Corbett Dr to Lower Seguin 8" Waterline Loop

**Location:**

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.




N

RAY CORBETT DR to LOWER SEGUIN 8" WATERLINE LOOP

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Ware Seguin Pump Station Expansion Phase 1

**Project Manager:** Engineering

**Location Description:** Ware Seguin Pump Station

**Project Summary:** Expand Ware Seguin Pump Station to firm pumping capacity of 1,000 gpm, 105 TDH; and new groundwater well to provide supply to Ware Seguin. Needed to meet new growth in Ware Seguin area. 2030-W7

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,213,000 | $ 5,213,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,213,000 | $ 5,213,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,043,000 | $ 1,043,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,170,000 | $ 4,170,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,213,000 | $ 5,213,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** Ware Seguin Pump Station Expansion Phase 1

**Location:**

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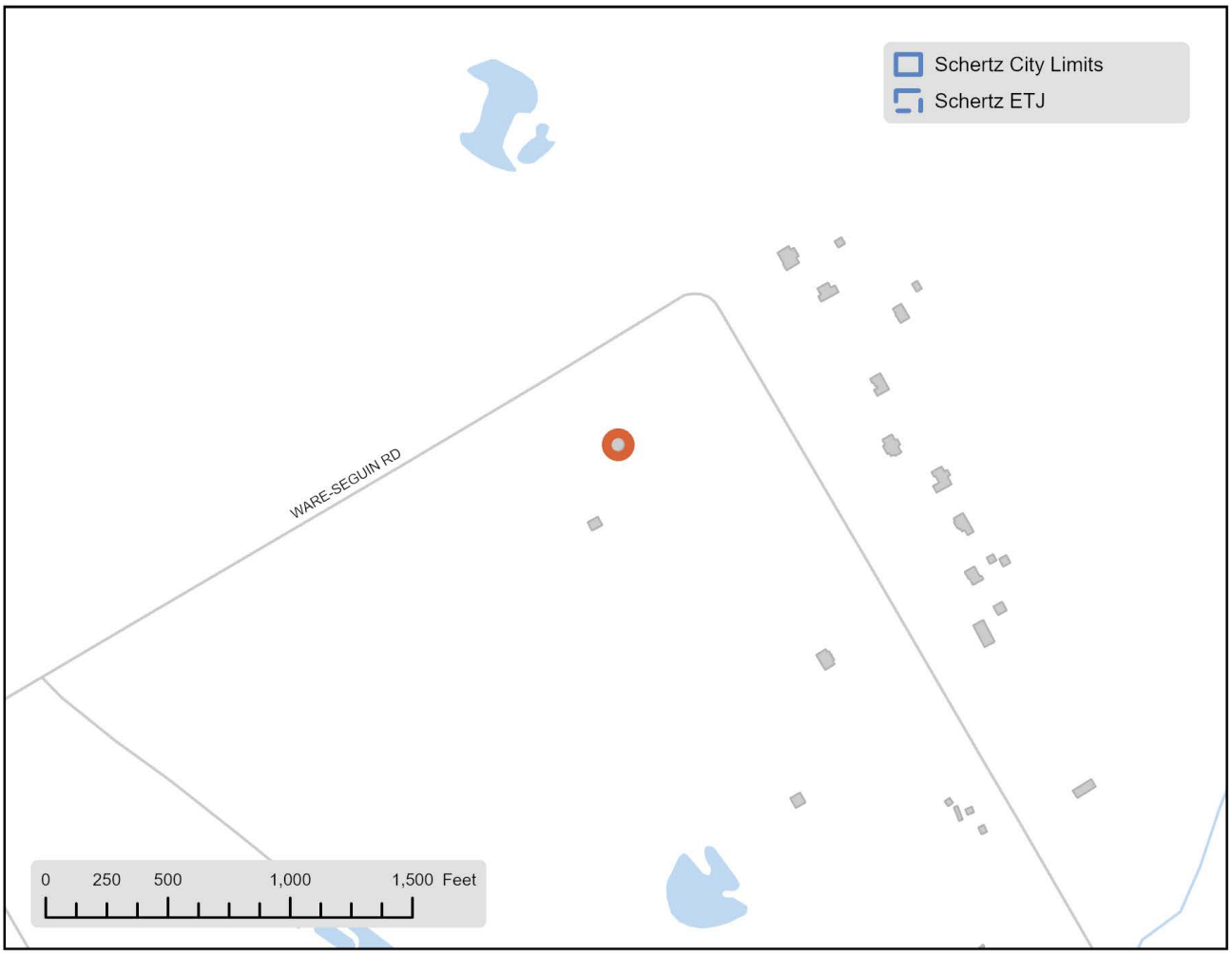


WARE SEGUIN PUMP STATION EXPANSION
PHASE 1

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Trainer Hale Road 2" Waterline Replacement & 8" Waterline Improvements

**Project Manager:** Engineering

**Location Description:** Trainer Hale Road East of FM 1518

**Project Summary:** Upsizing approximately 2,960 LF of 2" water line to 12" water line along Trainer Hale Rd, east of FM 1518. Installation of approximately 9,650 LF of new 8" water line loop north of Trainer Hale Rd, east of FM 1518. Upgrades needed to the distribution system to current minimum pipe size to supply new service area. 2030-W4

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 9,750,000 | $ 9,750,000 |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 100,000 | $ 100,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 9,850,000 | $ 9,850,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,970,000 | $ 1,970,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 7,880,000 | $ 7,880,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 9,850,000 | $ 9,850,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** Trainer Hale Road 2" Waterline Replacement & 8" Waterline Improvements

**Location:**

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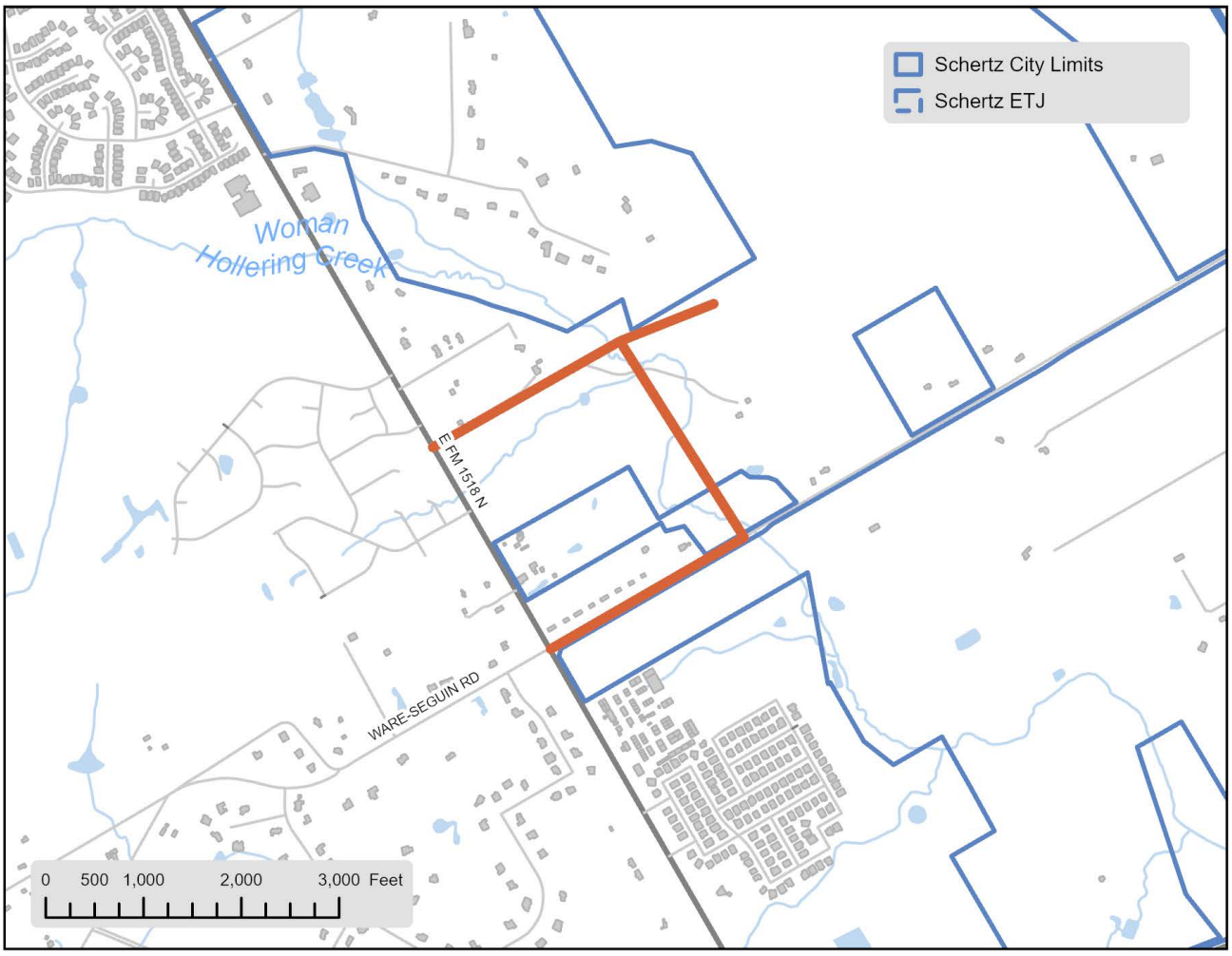


TRAINER HALE ROAD 2" WL REPLACEMENT
& 8" WL IMPROVEMENTS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Raf Burnette Rd 12" Waterline Improvements

**Project Manager:** Engineering

**Location Description:** Raf Burnette Rd east of Authority Lane

**Project Summary:** Installation of approximately 1,750 LF of new 12" waterline. Needed to supply new service area. 2030-W2

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,438,000 | $ 1,438,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,438,000 | $ 1,438,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 288,000 | $ 288,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,150,000 | $ 1,150,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,438,000 | $ 1,438,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** Raf Burnette Rd 12" Waterline Improvements

**Location:**

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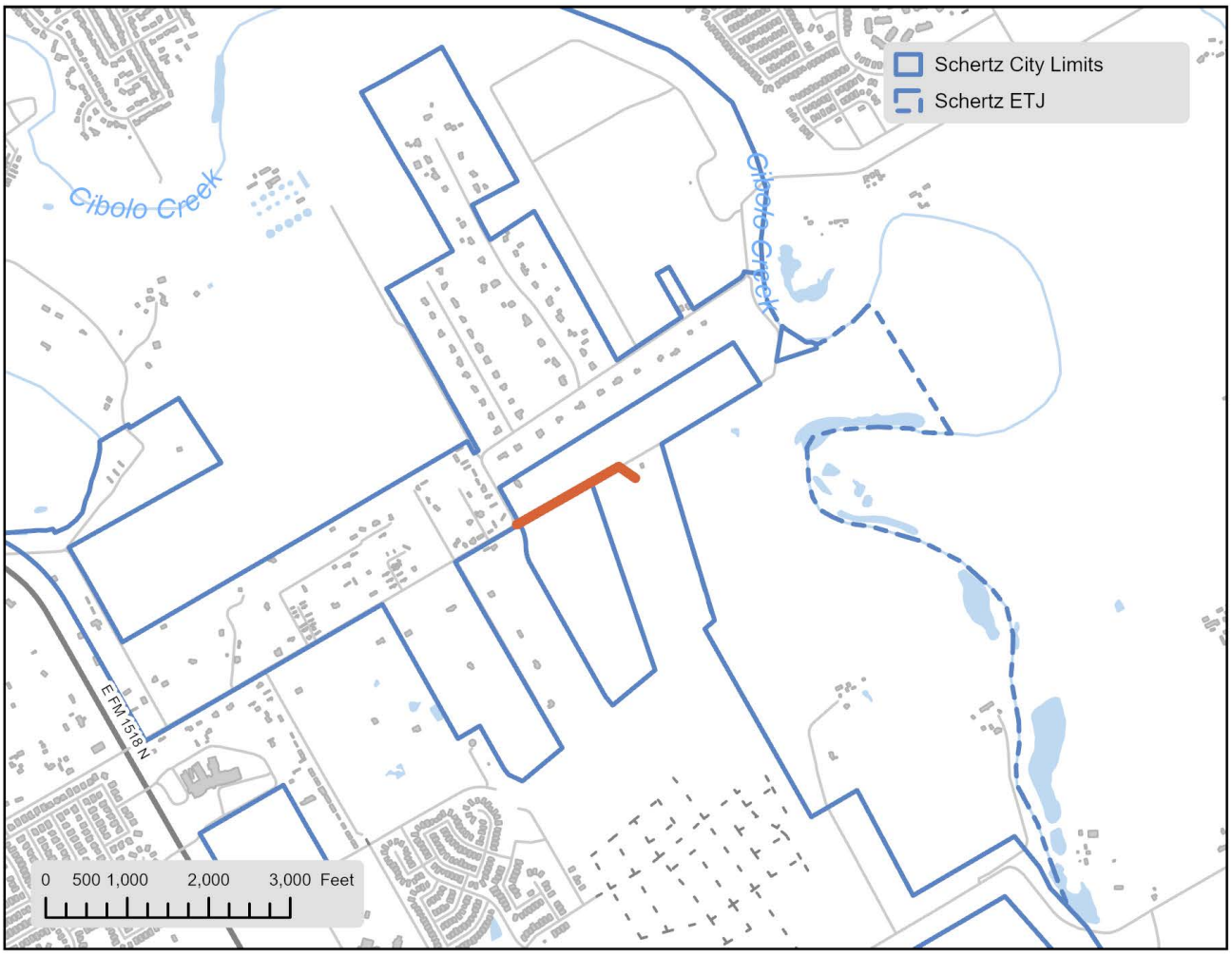


RAF BURNETTE RD 12" WATERLINE IMPROVEMENTS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** TriCounty Drive to Cibolo Valley Drive 12" Water line Extension

**Project Manager:** Engineering

**Location Description:** TriCounty Drive to Cibolo Valley Drive

**Project Summary:** Installation of approximately 6,060 LF of new 12" water line loop east of FM 3009, north of IH 35. Needed to supply new service area. 2030-W1

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,788,000 | $ 4,788,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,788,000 | $ 4,788,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 958,000 | $ 958,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,830,000 | $ 3,830,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,788,000 | $ 4,788,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** TriCounty Drive to Cibolo Valley Drive 12" Water line Extension

**Location:**

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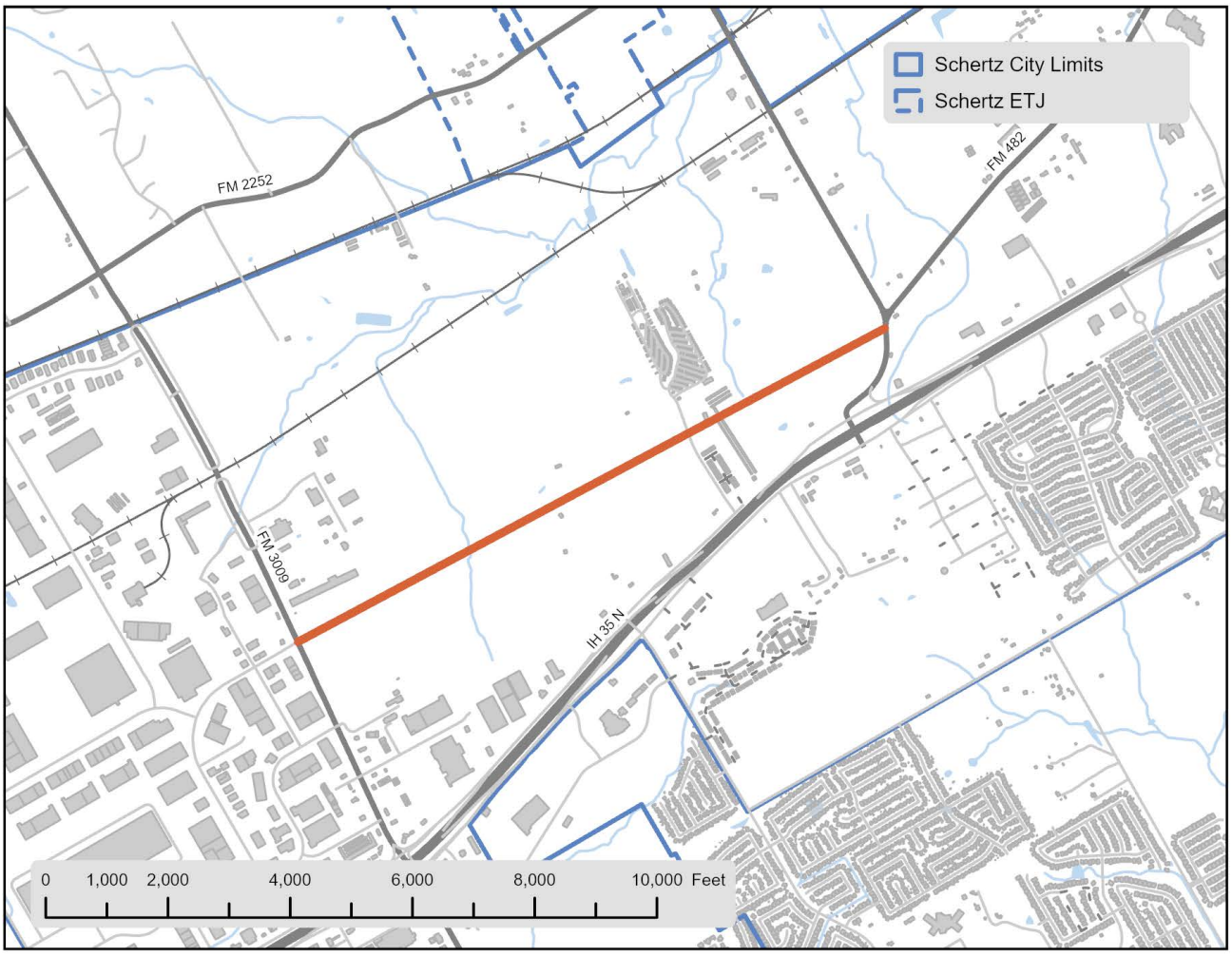


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TRICOUNTY DRIVE to CIBOLO VALLEY DRIVE 12" WATERLINE EXTENSION

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Boenig Drive S - 6" Waterline Replacement & 8" Waterline Improvement

**Project Manager:** Engineering

**Location Description:** Boenig Drive South of North Graytown Rd and along Future Binz-Engleman Rd

**Project Summary:** Upsizing approximately 5,300 LF of 6" water line to 8" water line along Boenig Drive South of North Graytown Rd. Needed to meet growth in this area and provide fire flow. 2030-W5

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,625,000 | $ 5,625,000 |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 763,000 | $ 763,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,388,000 | $ 6,388,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,278,000 | $ 1,278,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,110,000 | $ 5,110,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,388,000 | $ 6,388,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** Boenig Drive S - 6" Waterline Replacement & 8" Waterline Improvement

**Location:**

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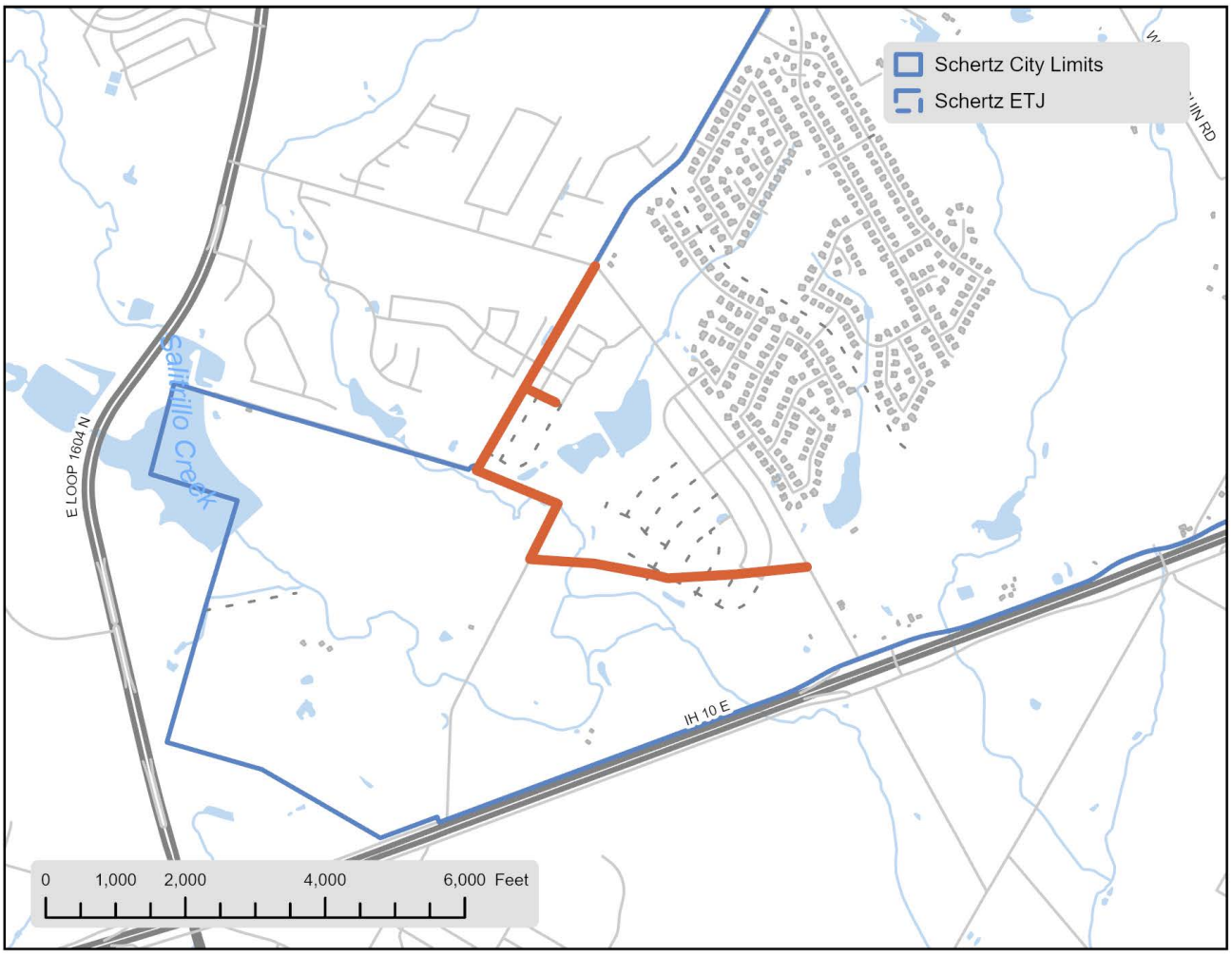


N

BOENIG DRIVE S-6" WATERLINE REPLACEMENT & 8" WATERLINE IMPROVEMENT

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** IH 10 8" Waterline Improvements

**Project Manager:** Engineering

**Location Description:** Along IH 10 and Scenic Lake Drive

**Project Summary:** Installation of approximately 4,300 LF of new 8" water line along IH 10 and Scenic Lake Drive. Needed to meet growth in this area. 2030-W8

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,063,000 | $ 6,063,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,063,000 | $ 6,063,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,213,000 | $ 1,213,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,850,000 | $ 4,850,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,063,000 | $ 6,063,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** IH 10 8" Waterline Improvements

**Location:**

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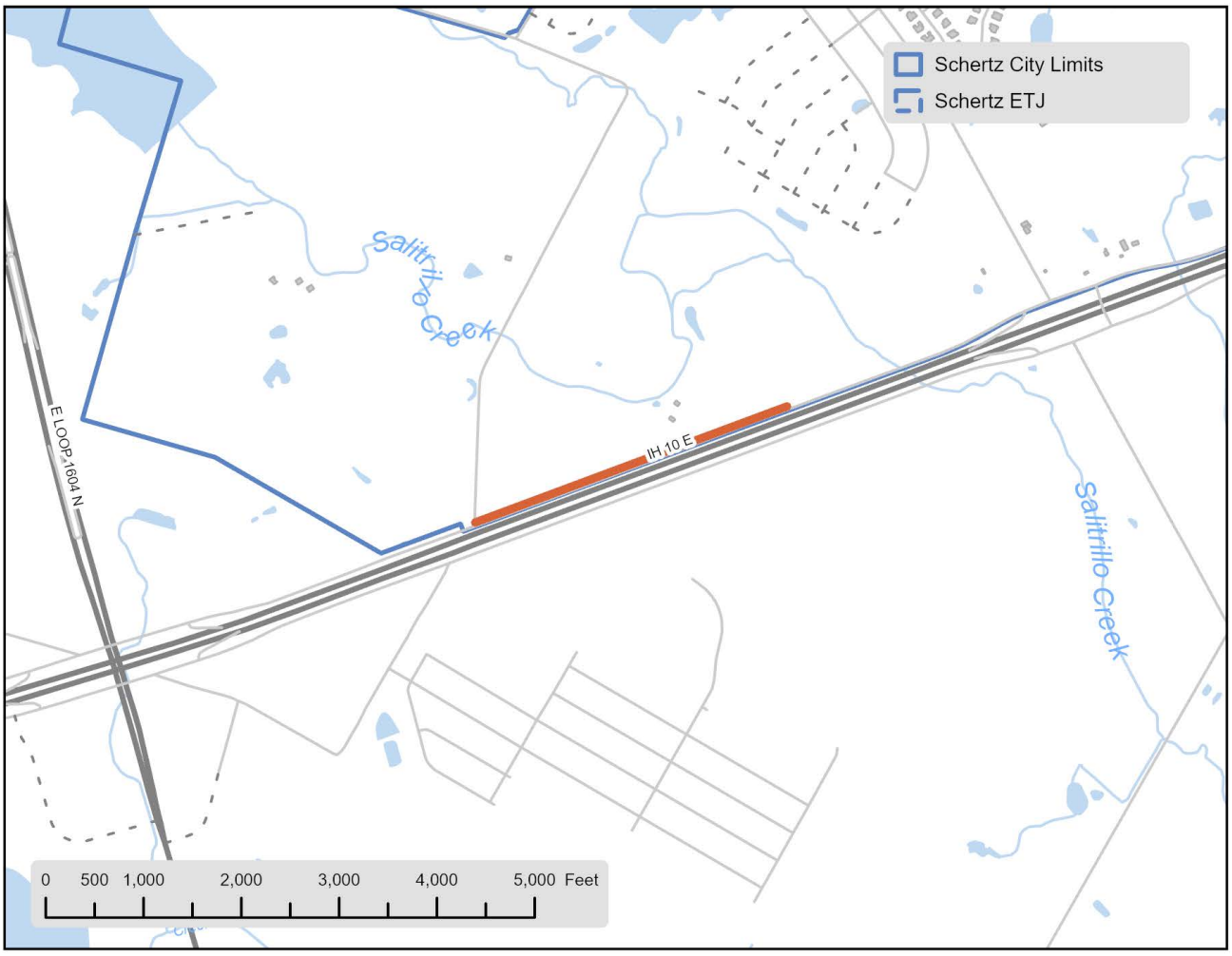


IH 10 8" WATERLINE IMPROVEMENTS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:**

**Project Title:** Northcliffe Tank - Expand Capacity

**Project Manager:** Engineering

**Location Description:**

**Project Summary:** Northcliffe Tank - Expand Capacity

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water/Sewer Reserves | $ - | $ - | $ - | $ - | $ - | $ 1,500,000 | $ - | $ 1,500,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ 1,500,000 | $ - | $ 1,500,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ 150,000 | $ - | $ 150,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ 1,350,000 | $ - | $ 1,350,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ 1,500,000 | $ - | $ 1,500,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Water **Project Code:** 0

**Project Title:** Northcliffe Tank - Expand Capacity

**Location:**

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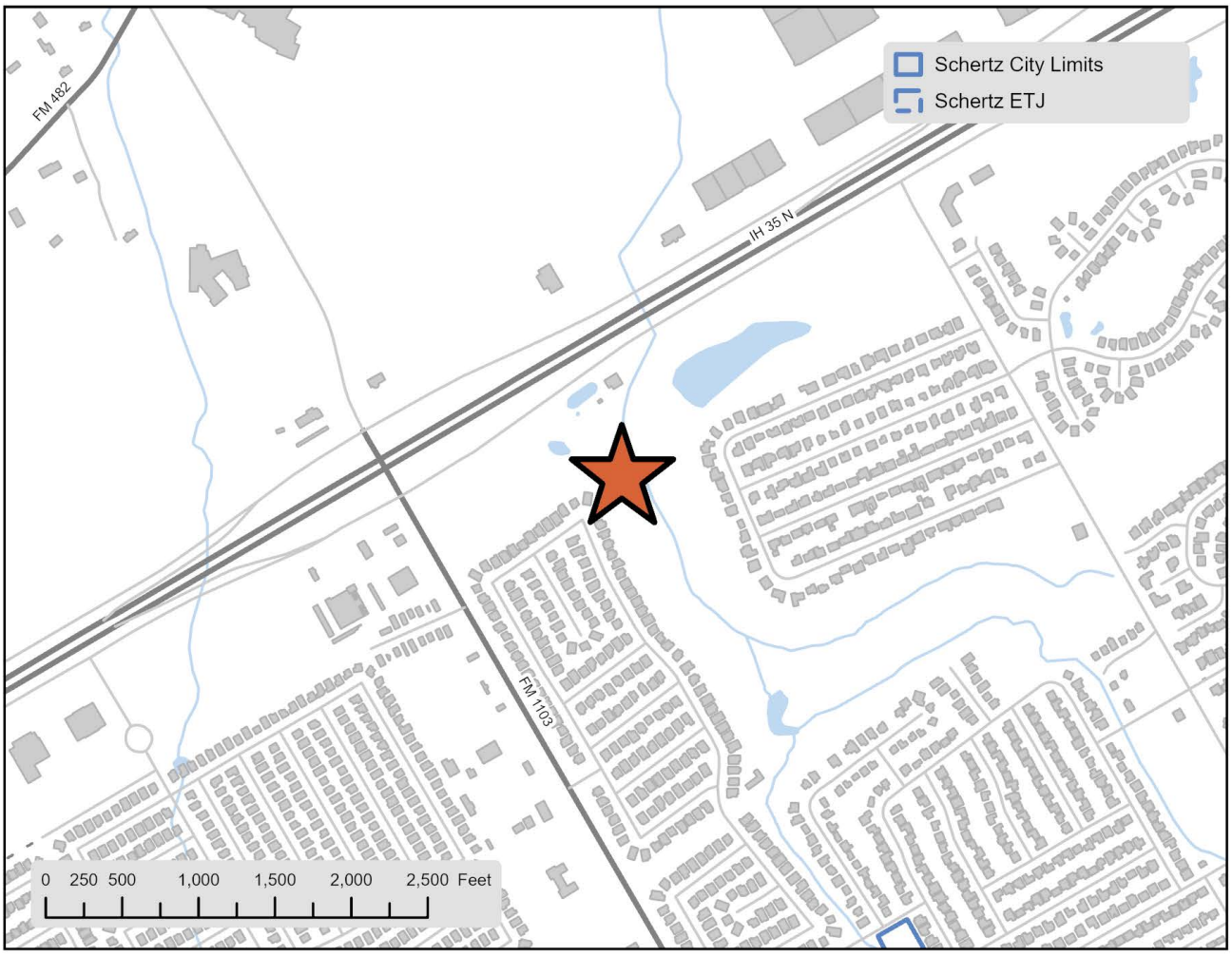


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NORTHCLIFFE TANK - EXPAND CAPACITY

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** QA2

**Project Title:** Woman Hollering Creek Wastewater Interceptor Main and Lift Station

**Project Manager:** Engineering

**Location Description:** FM 1518 near Woman Hollering Creek

**Project Summary:** Design and construction of a sanitary sewer system to collect and convey wastewater to the future CCMA water reclamation plant off Trainer Hale Road in Southern Schertz. The system will consist of approximately 19,000 linear feet of 30" gravity wastewater line running generally along Woman Hollering Creek from the existing Sedona Lift Station on FM 1518 to a new lift station on IH 10 and approximately 6,000 feet of force main from the lift station to the CCMA plant. It will also include an additional 18" gravity line approximately 1,500 feet in length that will first serve the Hallie's Cove subdivision. The system is necessary for the new CCMA plant to befin operation and allow the existing Woman Hollering Lift Station at Sedona to be taken out of service.

**Start Date:** Sep-13

**Completion Date:** Sep-24

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ 7,879,305 | $ 789,706 | $ 1,595,778 | $ - | $ - | $ - | $ - | $ 10,264,789 |
| Bonds | $ 2,985,000 | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,985,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ 10,864,305 | $ 789,706 | $ 1,595,778 | $ - | $ - | $ - | $ - | $ 13,249,789 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ 292,636 | $ - | $ - | $ - | $ - | $ - | $ - | $ 292,636 |
| Professional Services | $ 1,489,663 | $ 100,000 | $ - | $ - | $ - | $ - | $ - | $ 1,589,663 |
| Construction | $ 8,767,132 | $ 1,004,580 | $ 1,595,778 | $ - | $ - | $ - | $ - | $ 11,367,490 |
| **Total Expenditure** | $ 10,549,431 | $ 1,104,580 | $ 1,595,778 | $ - | $ - | $ - | $ - | $ 13,249,789 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** QA2

**Project Title:** Woman Hollering Creek Wastewater Interceptor Main and Lift Station

**Location:**

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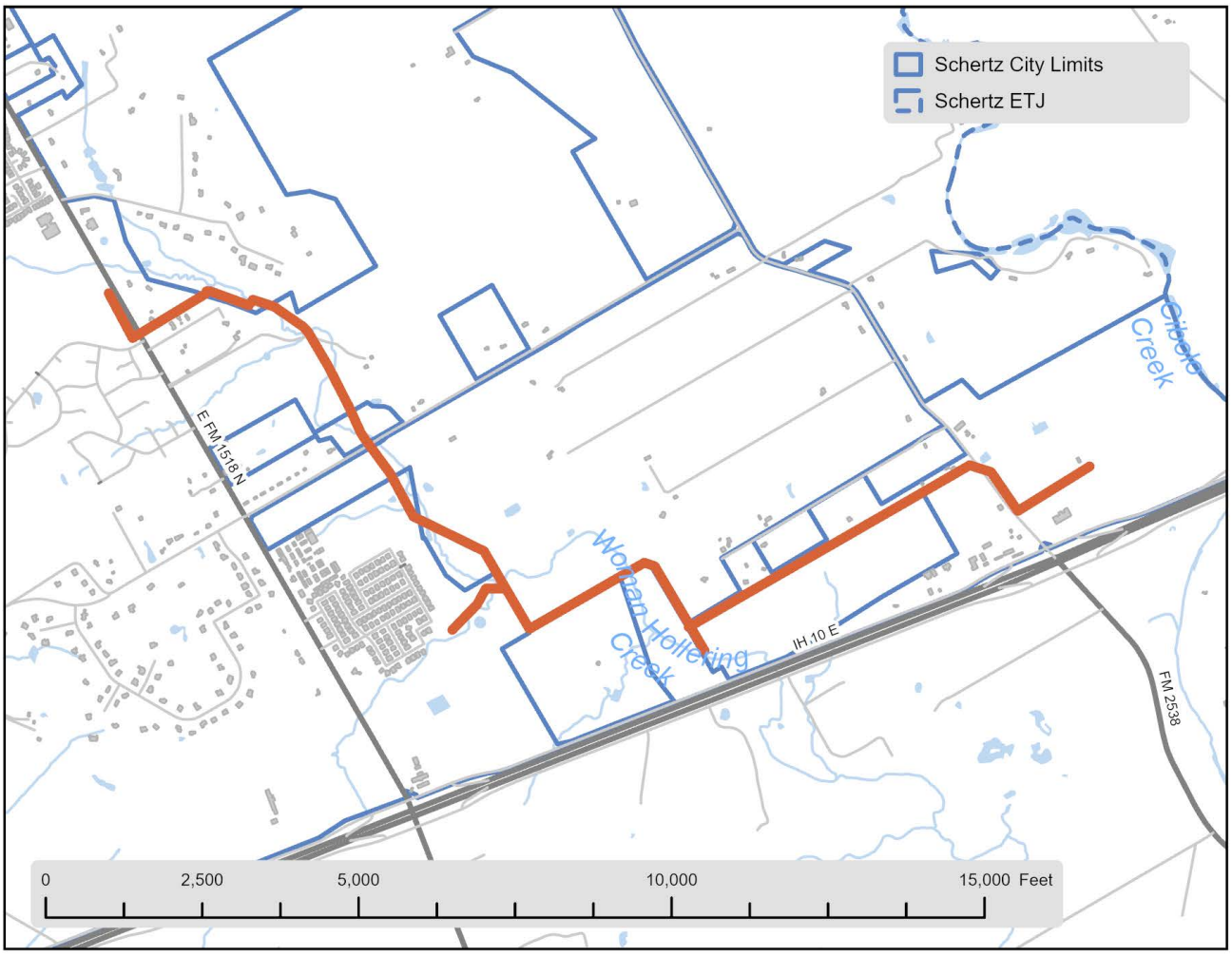


N

WOMAN HOLLERING CREEK WASTEWATER INTERCEPTOR MAIN AND LIFT STATION

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Riata Lift Station Utility Relocations

**Project Manager:** Engineering

**Location Description:** Along IH 35, just north of Fairlawn Ave.

**Project Summary:** Design, Construction, and Site Acquisition for the Relocation of the Riata Lift Station to avoid conflicts as part of the IH 35 NEX project

**Start Date:** 8/1/2020

**Completion Date:** Dec-25

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Reimbursable | $ - | $ 1,911,763 | $ 955,842 | $ - | $ - | $ - | $ - | $ 2,867,605 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ 1,911,763 | $ 955,842 | $ - | $ - | $ - | $ - | $ 2,867,605 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ 300,000 | $ - | $ - | $ - | $ - | $ - | $ 300,000 |
| Professional Services | $ - | $ 178,000 | $ - | $ - | $ - | $ - | $ - | $ 178,000 |
| Construction | $ - | $ 1,433,763 | $ 955,842 | $ - | $ - | $ - | $ - | $ 2,389,605 |
| **Total Expenditure** | $ - | $ 1,911,763 | $ 955,842 | $ - | $ - | $ - | $ - | $ 2,867,605 |

**Funding Source**

1. **ARP**
2. **Sewer Impact Fees**
3. **Water Impact Fees**
4. **Water Reserves**
5. **W/Sewer Reserves**
6. **Bonds**
7. **EDC**
8. **TxDOT**
9. **Reimbursable**
10. **Grant Fund**
11. **General Fund**
12. **Drainage**
13. **Drainage/Streets**
14. **Combined 50% Bonds/50% Grants**
15. **Other**

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Riata Lift Station Utility Relocations

**Location:**

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N

RIATA LIFT STATION UTILITY RELOCATIONS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** CCMA South Plant Expansion

**Project Manager:** Public Works

**Location Description:** 7720 Trainer Hale Road

**Project Summary:** City participation in expansion of CCMA South Water Reclamation Facility

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 20,000,000 | $ 20,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 20,000,000 | $ 20,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | | | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,000,000 | $ 2,000,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 18,000,000 | $ 18,000,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 20,000,000 | $ 20,000,000 |

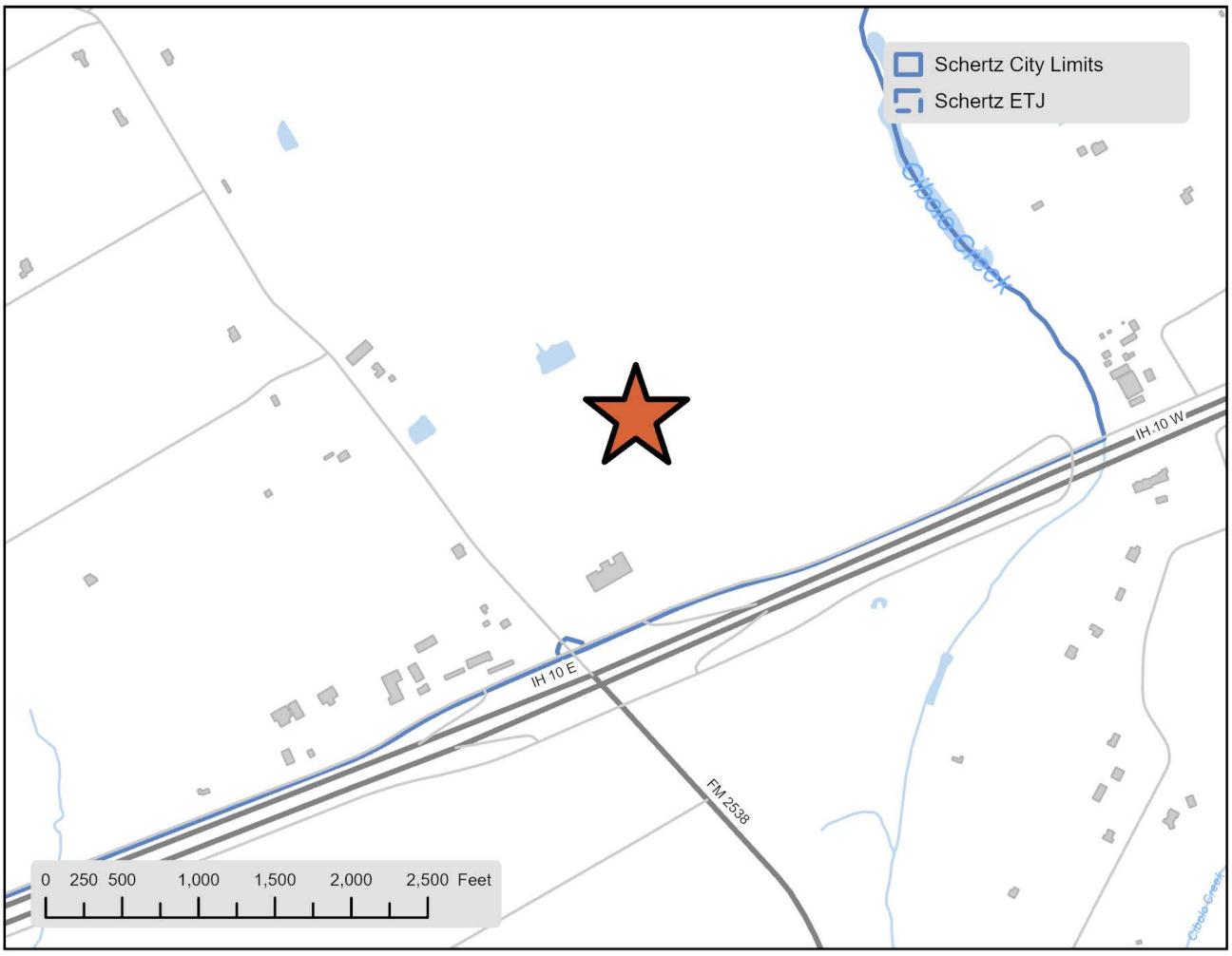
# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** CCMA South Plant Expansion

**Location:**

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.




CCMA SOUTH PLANT EXPANSION

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Town Creek Installaton of Wastewater Gravity Line Phase IV Section 1

**Project Manager:** Engineering

**Location Description:** Abbey Road to FM 2252

**Project Summary:** Installation of approximately 6,600 LF of new 24" wastewater gravity line. This main will provide collection of wastewater flows from a large, currently undeveloped commercial/industrial area of the City. Needed for ancipated growth base on the Land Use Plan. NT-S1

**Start Date:** Oct-26

**Completion Date:** Dec-28

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ 500,000 | $ 3,500,000 | $ 2,875,000 | $ 6,875,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ 500,000 | $ 3,500,000 | $ 2,875,000 | $ 6,875,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ 500,000 | $ 875,000 | $ 1,375,000 |
| Construction | $ - | $ - | $ - | $ - | $ 500,000 | $ 3,000,000 | $ 2,000,000 | $ 5,500,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ 500,000 | $ 3,500,000 | $ 2,875,000 | $ 6,875,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Town Creek Installaton of Wastewater Gravity Line Phase IV Section 1

**Location:**

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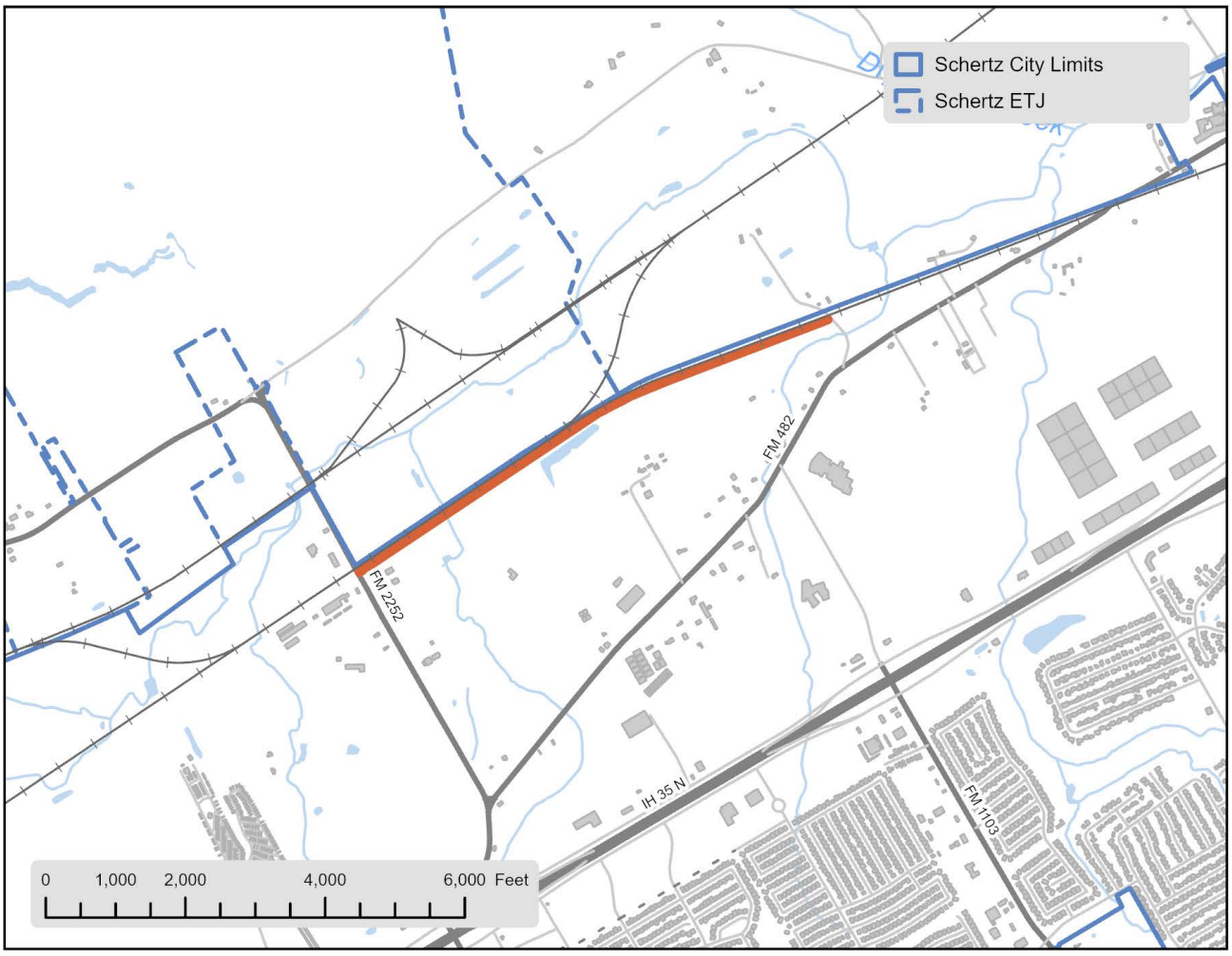


TOWN CREEK WASTEWATER TRUNK MAIN
PHASE IV SECTION 1

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Town Creek Installaton of Wastewater Gravity Line Phase IV Section 2

**Project Manager:** Engineering

**Location Description:**

**Project Summary:** Installation of approximately 4,470 LF of new 12" wastewater gravity line. This main will provide collection of wastewater flows from a large, currently undeveloped commercial/industrial area of the City. Needed for anticipated growth base on the Land Use Plan. NT-S2

**Start Date:** Oct-26

**Completion Date:** Dec-28

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ 300,000 | $ 1,440,000 | $ 1,185,000 | $ 2,925,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ 300,000 | $ 1,440,000 | $ 1,185,000 | $ 2,925,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ 300,000 | $ 100,000 | $ 185,000 | $ 585,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ 1,340,000 | $ 1,000,000 | $ 2,340,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ 300,000 | $ 1,440,000 | $ 1,185,000 | $ 2,925,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Town Creek Installaton of Wastewater Gravity Line Phase IV Section 2

**Location:**

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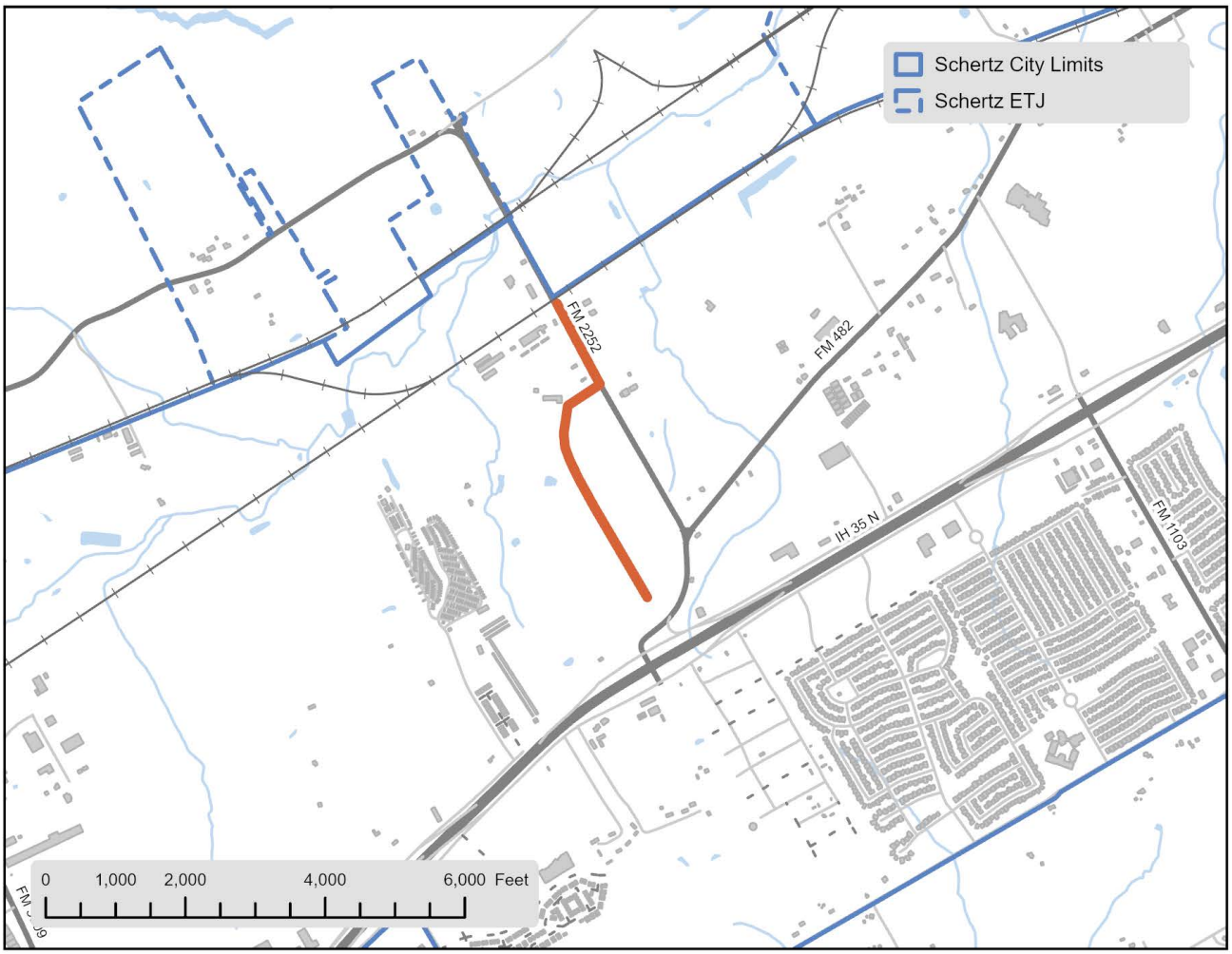



TOWN CREEK WASTEWATER TRUNK MAIN
PHASE IV SECTION 2

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Northcliffe Lift Station Upgrade

**Project Manager:** Engineering

**Location Description:** Northcliffe Lift Station

**Project Summary:** Northcliffe Lift Station upgrade to firm capacity of 4,500 gpm. Needed to follow TCEQ requirement of peak flow not to exceed firm capacity. This upgrade is based on buildout flow of 4,485 gpm. 2030 SI-6

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 7,838,000 | $ 7,838,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 7,838,000 | $ 7,838,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,568,000 | $ 1,568,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,270,000 | $ 6,270,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 7,838,000 | $ 7,838,000 |

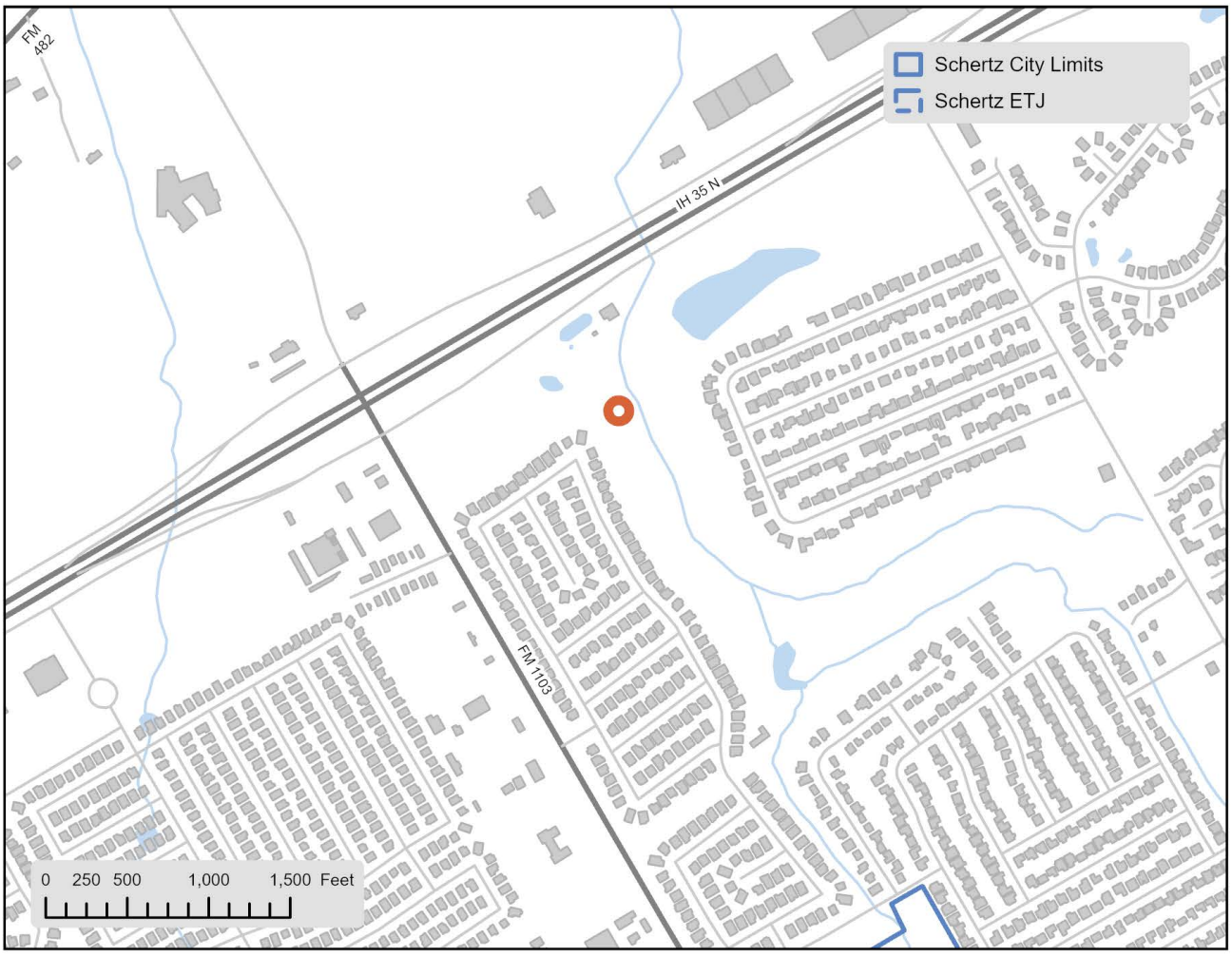
# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Northcliffe Lift Station Upgrade

**Location:**

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.




NORTHCLIFFE LIFT STATION UPGRADE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Decommission Corbett Lift Station

**Project Manager:** Engineering

**Location Description:**

**Project Summary:** Decommission Corbett Lift Station - installation of approximately 2,410 LF of 10" gravity line to connect to the existing system. Needed as part of the lift station elimination plan. NT SI-2

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ 1,100,000 | $ 400,000 | $ - | $ - | $ - | $ 1,500,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 1,100,000 | $ 400,000 | $ - | $ - | $ - | $ 1,500,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 300,000 | $ - | $ - | $ - | $ - | $ 300,000 |
| Construction | $ - | $ - | $ 800,000 | $ 400,000 | $ - | $ - | $ - | $ 1,200,000 |
| **Total Expenditure** | $ - | $ - | $ 1,100,000 | $ 400,000 | $ - | $ - | $ - | $ 1,500,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Decommission Corbett Lift Station

**Location:**

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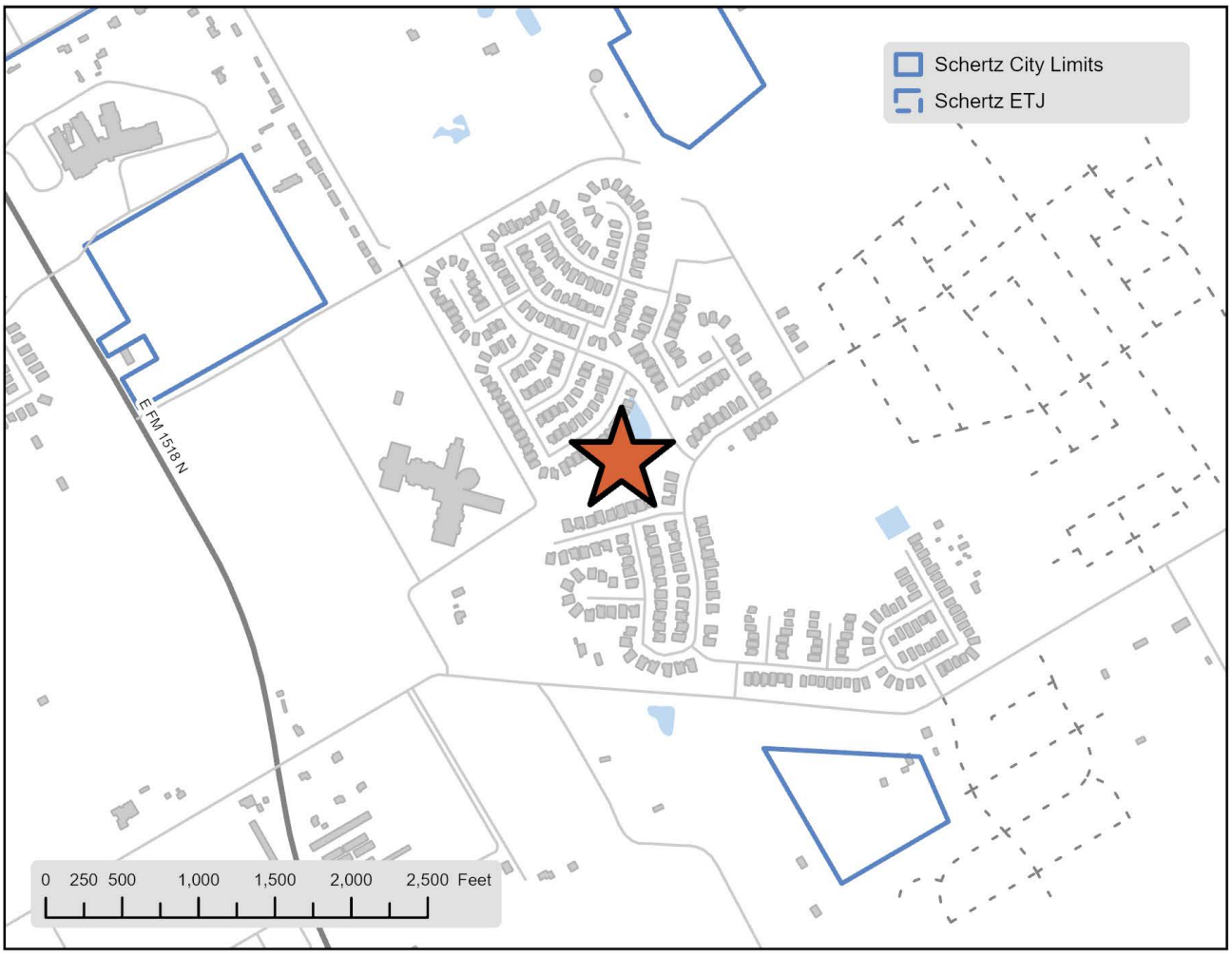


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DECOMMISSION CORBETT LIFT STATION

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Cibolo West Wastewater Trunk Main

**Project Manager:** Engineering

**Location Description:** Cibolo Creek Sewershed in Southern Schertz

**Project Summary:** Installation of approximately 21,680 LF of 18" gravity wastewater trunk main that will collect wastewater at the location of the Saddlebrook Wastewater Lift Station and convey flows south along a route including along Weir and Trainer Hale Roads and the west side of Cibolo Creek to the CCMA South Water Reclamation Plant. Having this line in place will allow the decomissioning of the Corbett and Saddlebrook Lift Stations. NT-S6

**Start Date:** Jan-25

**Completion Date:** Dec-29

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | | $ - | $ 1,081,000 | $ 1,081,000 | $ 1,081,000 | $ 12,970,000 | $ - | $ 16,213,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 1,081,000 | $ 1,081,000 | $ 1,081,000 | $ 12,970,000 | $ - | $ 16,213,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 1,081,000 | $ 1,081,000 | $ 1,081,000 | $ - | $ - | $ 3,243,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ 12,970,000 | $ - | $ 12,970,000 |
| **Total Expenditure** | $ - | $ - | $ 1,081,000 | $ 1,081,000 | $ 1,081,000 | $ 12,970,000 | $ - | $ 16,213,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Cibolo West Wastewater Trunk Main

**Location:**

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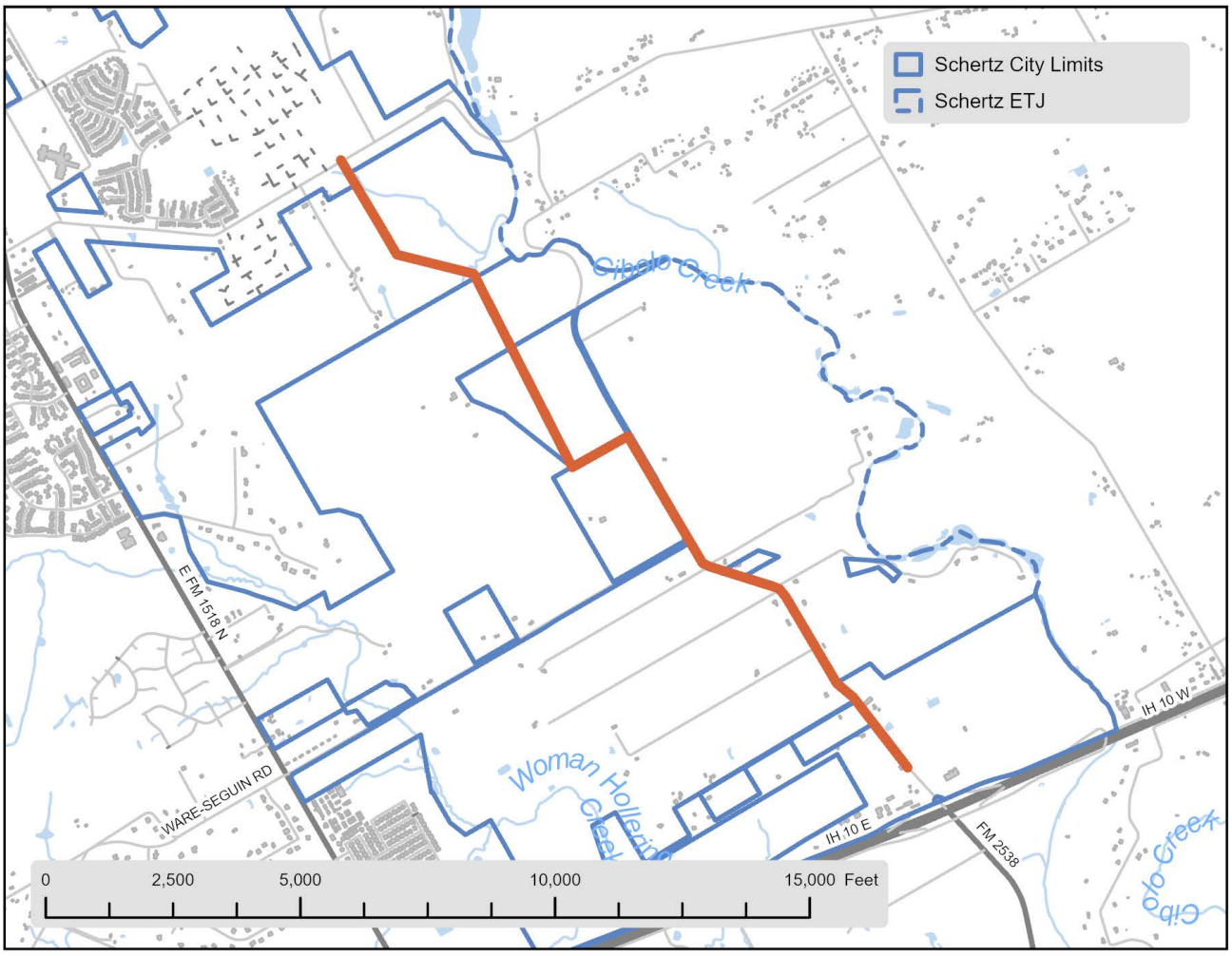


CIBOLO WEST WASTEWATER TRUNK MAIN

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Town Creek Installation of Wastewater Gravity Line Phase V

**Project Manager:** Engineering

**Location Description:** 21700 FM 2252 Southwest along RR to TriCounty Lift Station FM 3009

**Project Summary:** Installation of approximately 10,060 LF of new 24" wastewater gravity line from the rear of 21700 FM 2252, generally southwest generally along the railroad to FM 3009 . The trunk main will pick up wastewater that currently flows into the TriCounty Lift Station, allowing that facility to be taken off line. This main will provide collection of wastewater flows from a large, currently undeveloped commercial/industrial area of the City. Needed for ancipated growth base on the Land Use Plan. NT-S3

**Start Date:** Oct-26

**Completion Date:** Dec-28

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ 6,000,000 | $ 4,425,000 | $ - | $ 10,425,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ 6,000,000 | $ 4,425,000 | $ - | $ 10,425,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 1,085,000 | $ - | $ 2,085,000 |
| Construction | $ - | $ - | $ - | $ - | $ 5,000,000 | $ 3,340,000 | $ - | $ 8,340,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ 6,000,000 | $ 4,425,000 | $ - | $ 10,425,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Town Creek Installation of Wastewater Gravity Line Phase V

**Location:**

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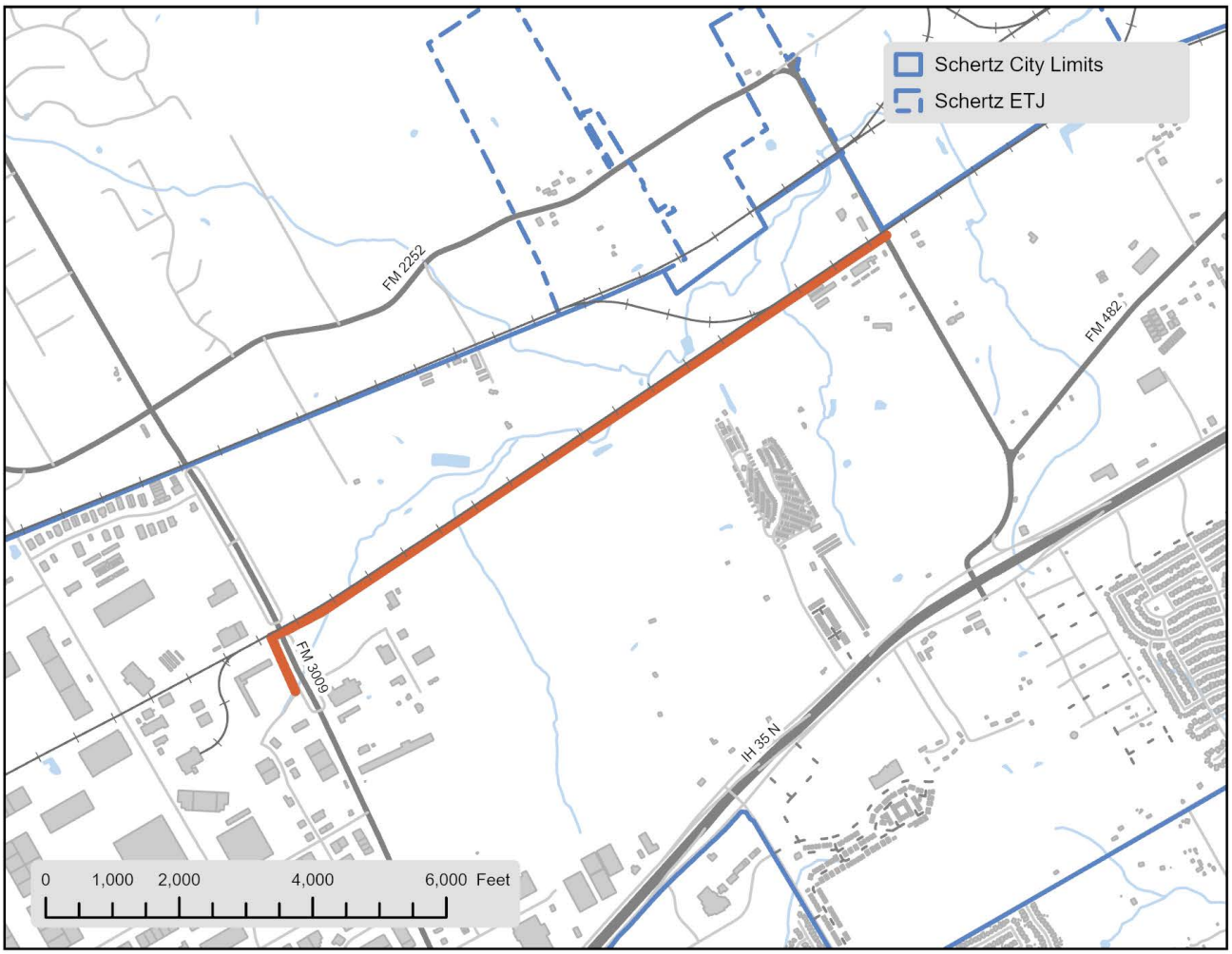


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TOWN CREEK WASTEWATER TRUNK MAIN
PHASE V

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Aviation Heights Wastewater Phases 1-4

**Project Manager:** Engineering

**Location Description:** Aviation Heights Subdivision

**Project Summary:** This is the replacement of approximately 14,190 linear feet of 6" and 8" vitrified clay sewer mains throughout the Aviation Heights Subdivision.

**Start Date:** Jan-28

**Completion Date:** Dec-30

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water/Sewer Reserves | $ - | $ - | $ - | $ - | $ - | $ 2,000,000 | $ 1,000,000 | $ 3,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ 2,000,000 | $ 1,000,000 | $ 3,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ 300,000 | $ - | $ 300,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ 1,700,000 | $ 1,000,000 | $ 2,700,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ 2,000,000 | $ 1,000,000 | $ 3,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Aviation Heights Wastewater Phases 1-4

**Location:**

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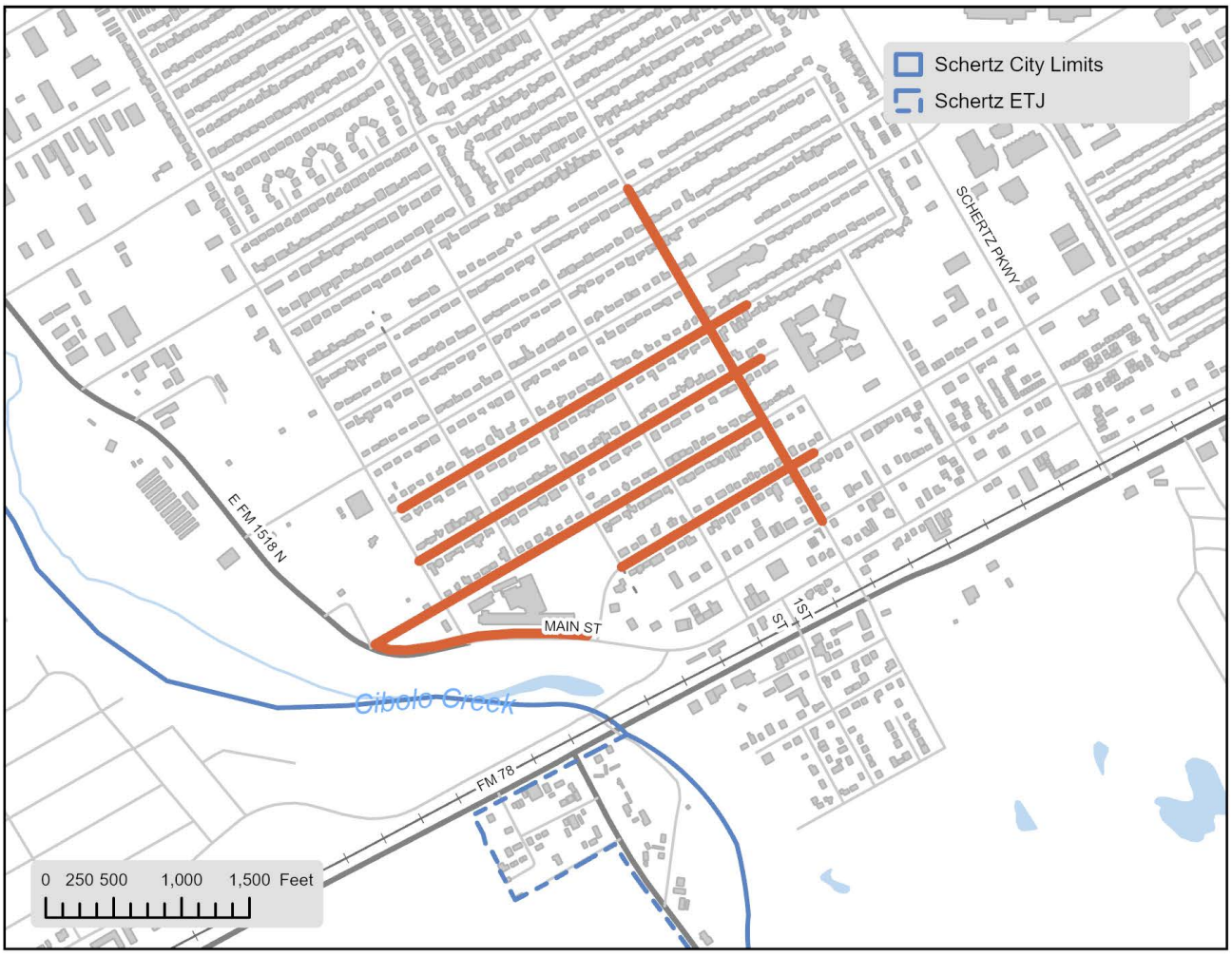


N

AVIATION HEIGHTS WASTEWATER
PHASES 1-4

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Bell North Drive Gravity Sewer Main Construction

**Project Manager:** Engineering

**Location Description:** Bell North Drive

**Project Summary:** Ten commercial properties on the west end of Bell North Drive are served by private grinder pumps that pump wastewater into a public wastewater force main that discharges into a manhole near 17316 Bell North Drive. This project is the construction of a gravity sewer main within Bell North Drive that will flow toward and discharge into the main on Doerr Lane.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water/Sewer Reserves | $ - | $ - | $ 1,000,000 | $ - | $ - | $ - | $ - | $ 1,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 1,000,000 | $ - | $ - | $ - | $ - | $ 1,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 100,000 | $ - | $ - | $ - | $ - | $ 100,000 |
| Construction | $ - | $ - | $ 900,000 | $ - | $ - | $ - | $ - | $ 900,000 |
| **Total Expenditure** | $ - | $ - | $ 1,000,000 | $ - | $ - | $ - | $ - | $ 1,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Bell North Drive Gravity Sewer Main Construction

**Location:**

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BELL NORTH SEWER

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Hope Lane 8" Gravity Line Installation

**Project Manager:** Engineering

**Location Description:** Old Wiederstein Road and along Hope Lane

**Project Summary:** Installation of approximately 2,950 LF of new 8" gravity line north of Old Wiederstein Rd and along Hope Lane. Needed for anticipated growth based on Land Use Plan. 2030-S1

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,025,000 | $ 2,025,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,025,000 | $ 2,025,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 405,000 | $ 405,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,620,000 | $ 1,620,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,025,000 | $ 2,025,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Hope Lane 8" Gravity Line Installation

**Location:**

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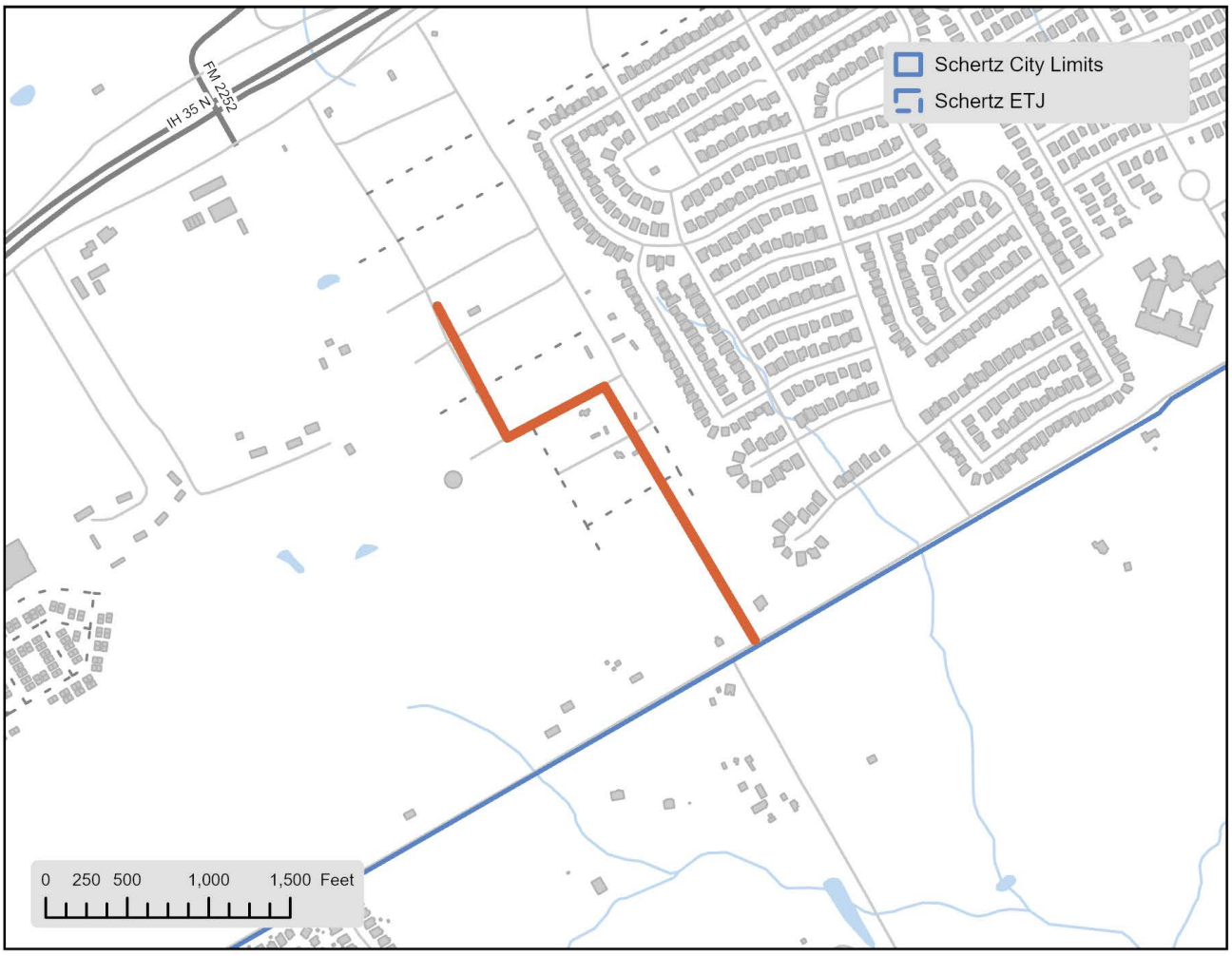



HOPE LANE 8" GRAVITY LINE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Cibolo Crossing Wastewater line Upsize

**Project Manager:** Engineering

**Location Description:** South of IH 35 N and East of Hampton Inn & Suites

**Project Summary:** Upsizing approximately 1,150 LF of existing 10" with 12" gravity line South of IH 35 N and East of Hampton Inn & Suites. Needed to resolve an SSO near IH 35 N. 2030 SI-3

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 113,000 | $ 113,000 |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,175,000 | $ 1,175,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,288,000 | $ 1,288,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 258,000 | $ 258,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,030,000 | $ 1,030,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,288,000 | $ 1,288,000 |

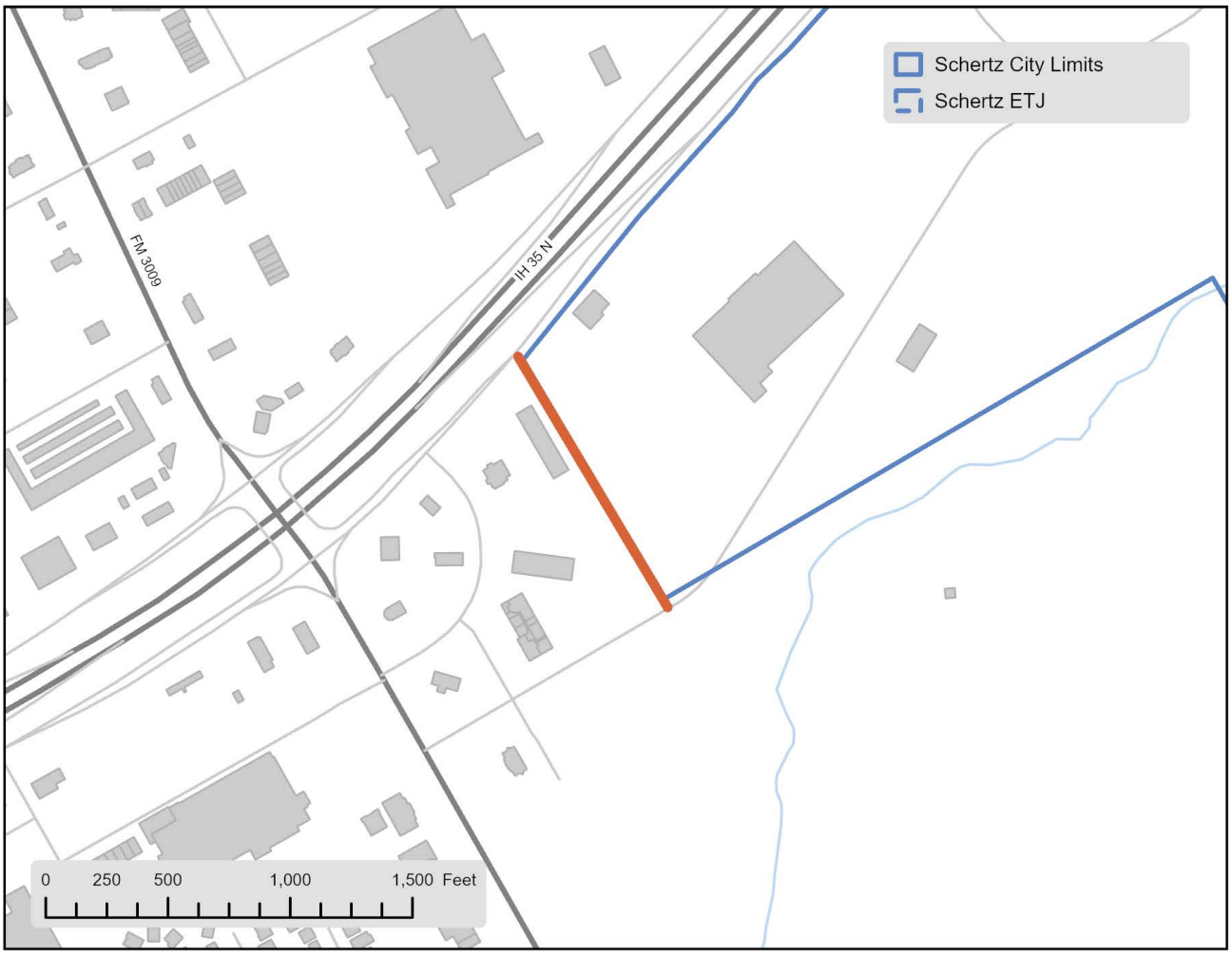
# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Cibolo Crossing Wastewater line Upsize

**Location:**

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.




N

CIBOLO CROSSING WW LINE UPSIZE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Old Wiederstein Wastewater Line Upsize

**Project Manager:** Engineering

**Location Description:** Old Wiederstein

**Project Summary:** Upsizing approximately 3,330 LF of existing 18" with 21" gravity line along Old Wiederstein. Needed to increase line capacity. 2030 SI-5

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 1,000,000 |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,050,000 | $ 4,050,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,050,000 | $ 5,050,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,010,000 | $ 1,010,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,040,000 | $ 4,040,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,050,000 | $ 5,050,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Old Wiederstein Wastewater Line Upsize

**Location:**

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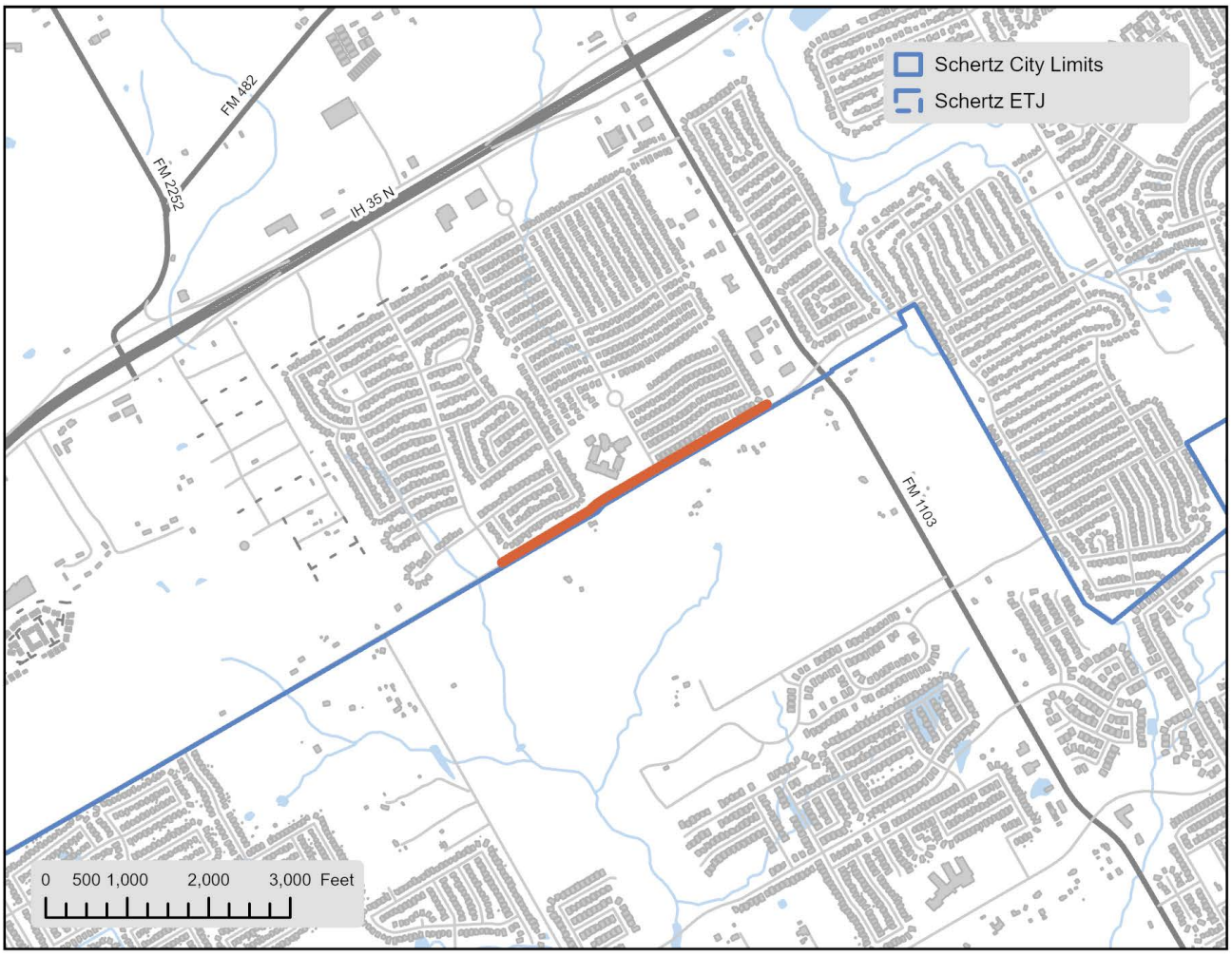


N

OLD WIEDERSTEIN WW LINE UPSIZE

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Decommission of Pickrell Park Lift Station

**Project Manager:** Engineering

**Location Description:** Pickrell Park Lift Station

**Project Summary:** Pickrell Park Lift Station to go offline. Installation of approximately 2,300 LF of 8"gravity lline to connect to the line along E Aviation Blvd. Needed to go offline per City's request. 2050 SI-3

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,663,000 | $ 3,663,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,663,000 | $ 3,663,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 733,000 | $ 733,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,930,000 | $ 2,930,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,663,000 | $ 3,663,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Decommission of Pickrell Park Lift Station

**Location:**

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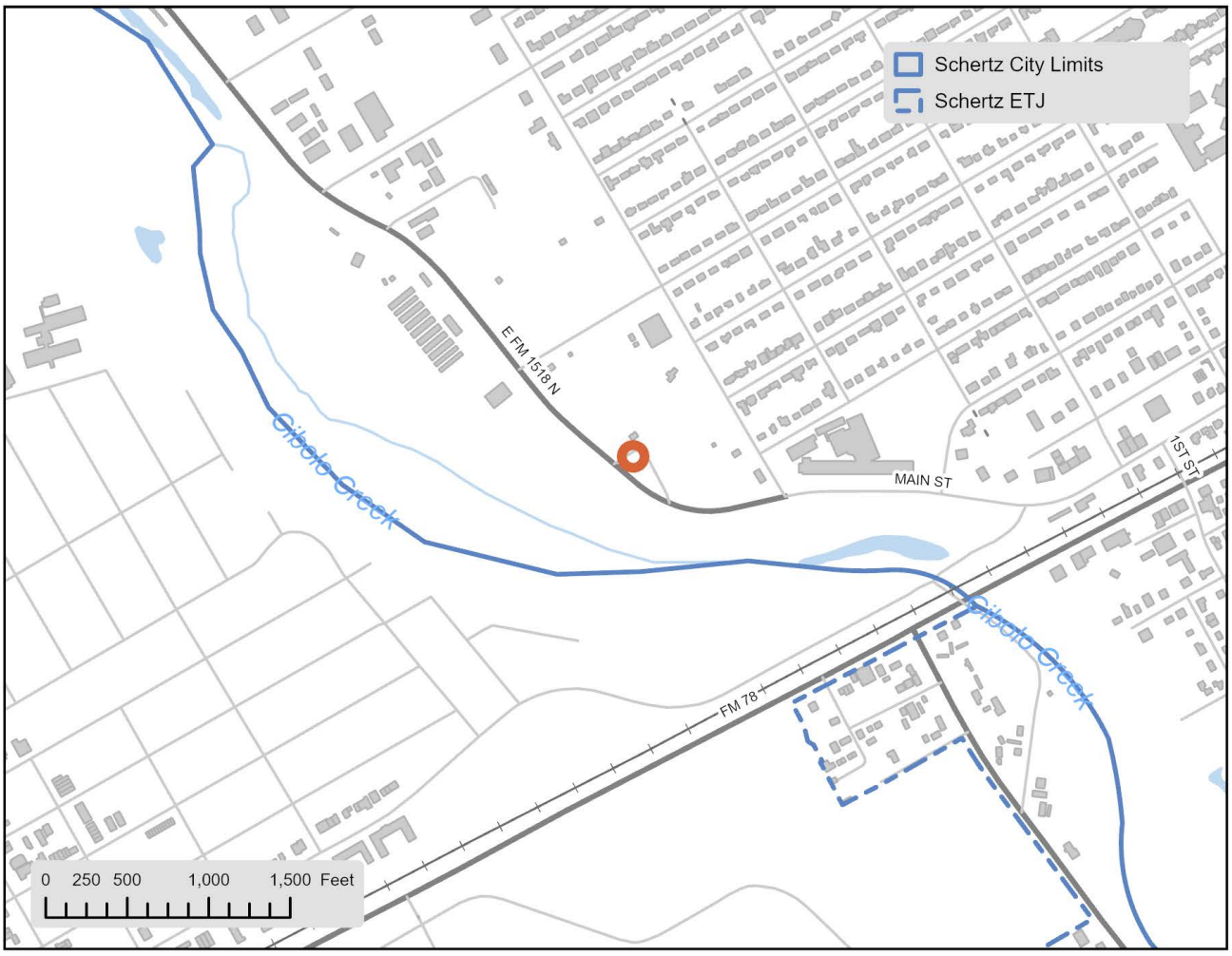


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DECOMMISSION OF PICKRELL PARK LIFT STATION

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Aviation Heights Wastewater Replacement Phases 5-9

**Project Manager:** Engineering

**Location Description:** Aviation Heights Subdivision

**Project Summary:** This is the replacement of approximately 14,540 linear feet of 6" and 8" vitrified clay sewer main throughout the Aviation Heights Subdivision.

**Start Date:** Jan-29

**Completion Date:** Dec-34

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Water/Sewer Reserves | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,000,000 | $ 3,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,000,000 | $ 3,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 300,000 | $ 300,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,700,000 | $ 2,700,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,000,000 | $ 3,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Aviation Heights Wastewater Replacement Phases 5-9

**Location:**

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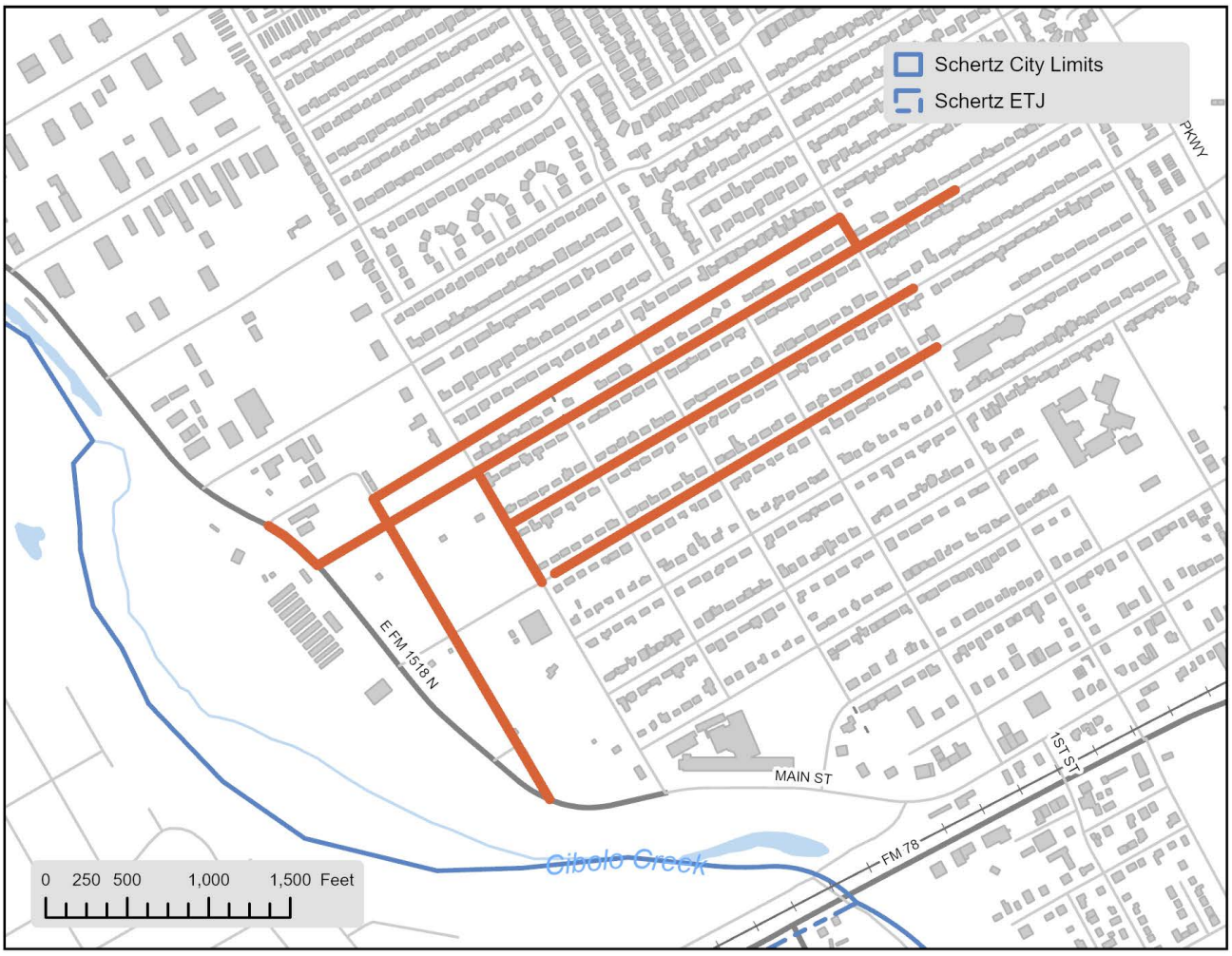


AVIATION HEIGHTS WASTEWATER
PHASES 5-9

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Old Wiederstein Road 8" Gravity Line

**Project Manager:** Engineering

**Location Description:** Old Wiederstein Road from Dean Rd to vicinity of Kaylee Chase

**Project Summary:** Installation of approximately 1,900 LF of new 8" gravity line along Old Wiederstein Rd from Dean Rd to vicinity of Kaylee Chase. Needed for anticipated growth based on Land Use Plan. 2030-S2

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,338,000 | $ 1,338,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,338,000 | $ 1,338,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 268,000 | $ 268,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,070,000 | $ 1,070,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,338,000 | $ 1,338,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Old Wiederstein Road 8" Gravity Line

**Location:**

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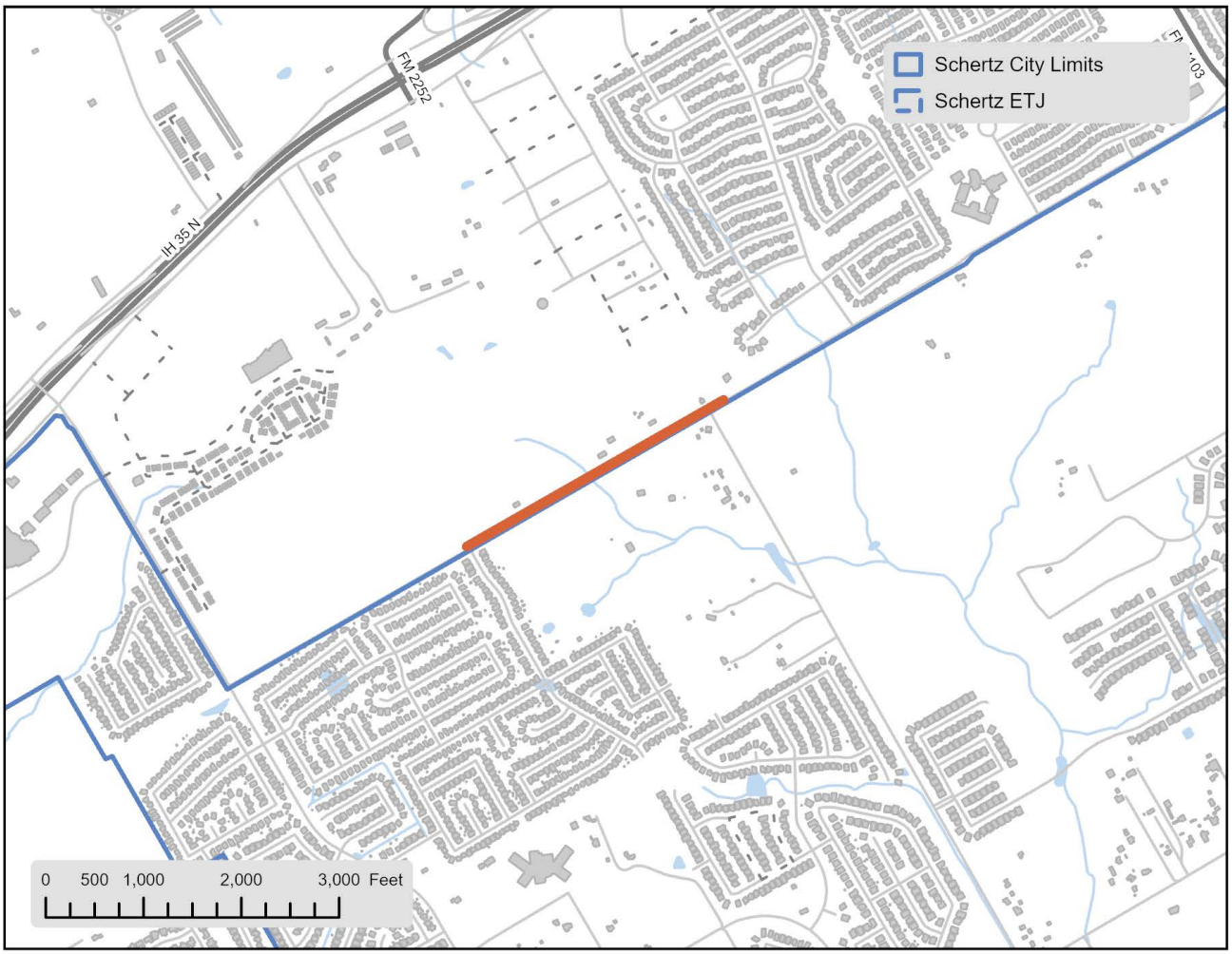


OLD WIEDERSTEIN ROAD 8" GRAVITY LINE

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Wiederstein Road 8" Gravity Line

**Project Manager:** Engineering

**Location Description:** Wiederstein Road between Jupe and Quail Lane

**Project Summary:** Installation of approximately 2,400 LF of new 8" gravity line along Wiederstein Rd between Jupe and Quail Lane. Needed for anticipated growth based on Land Use Plan. 2030-S5

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,663,000 | $ 1,663,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,663,000 | $ 1,663,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 333,000 | $ 333,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,330,000 | $ 1,330,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,663,000 | $ 1,663,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Wiederstein Road 8" Gravity Line

**Location:**

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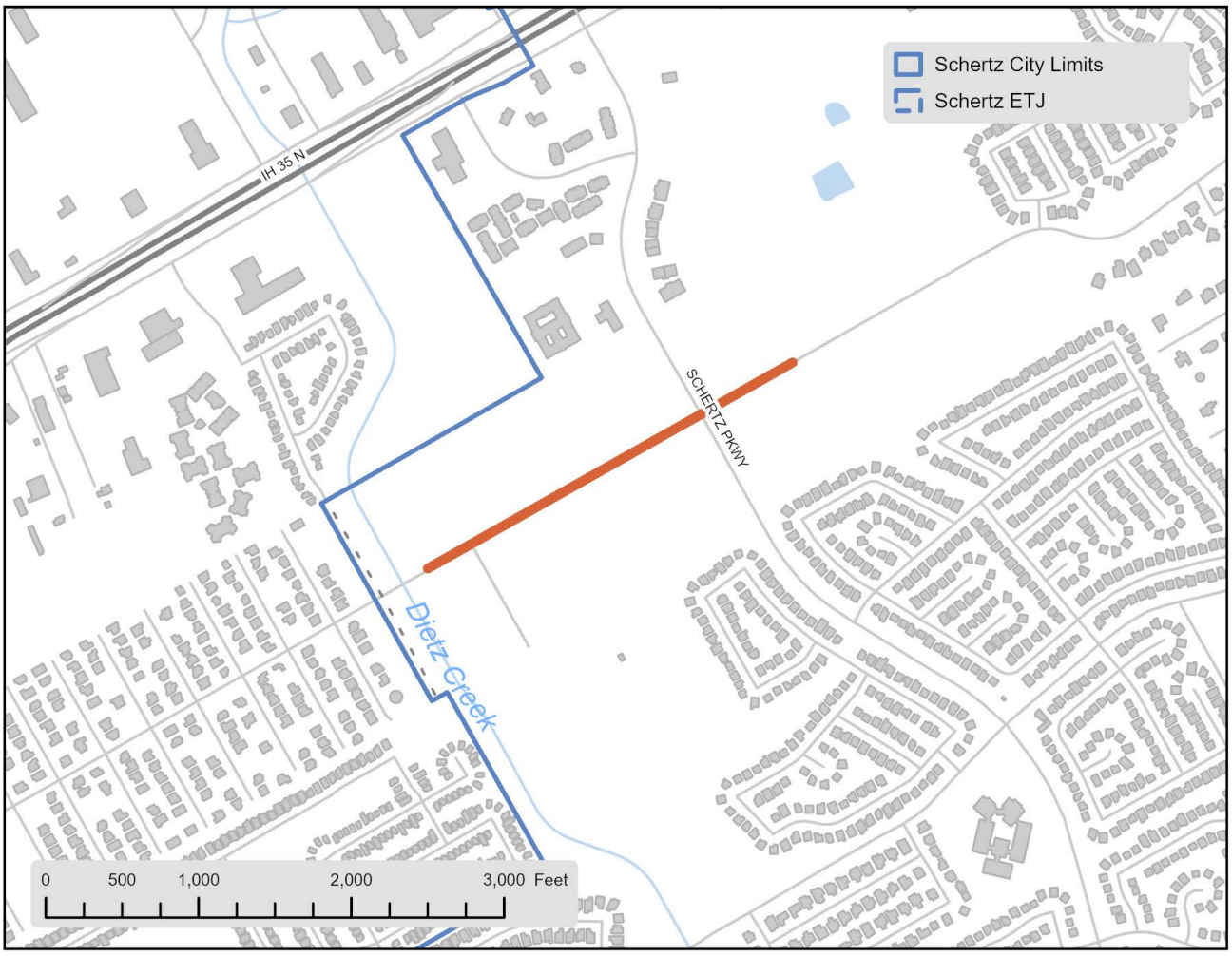


WIEDERSTEIN ROAD 8" GRAVITY LINE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** IH 10 8" Gravity Line Section 1

**Project Manager:** Engineering

**Location Description:** North of IH 10 E

**Project Summary:** Installation of approximately 4,000 LF of new 8" gravity line north of IH 10 E. Needed for anticipated growth based on Land Use Plan. 2030-S13

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,713,000 | $ 2,713,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,713,000 | $ 2,713,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 543,000 | $ 543,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,170,000 | $ 2,170,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,713,000 | $ 2,713,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** IH 10 8" Gravity Line Section 1

**Location:**

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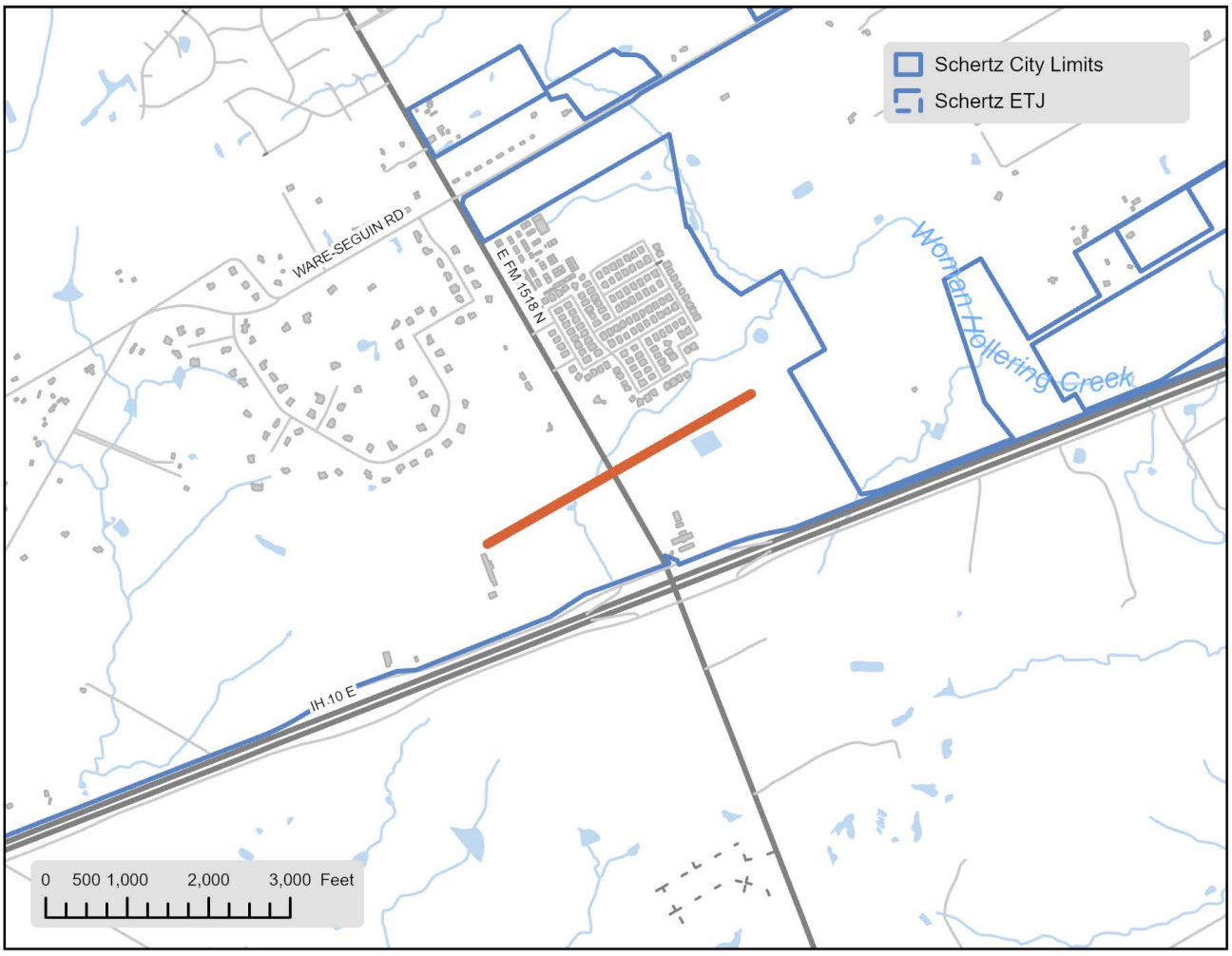


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IH 10 8" GRAVITY LINE SECTION 1

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Ware Seguin Road 8" Gravity Line Installation

**Project Manager:** Engineering

**Location Description:** Along Ware Seguin Rd west of FM 1518

**Project Summary:** Installation of approximately 4,550 LF of new 8" gravity line along Ware Seguin Road, west of FM 1518. Needed for anticipated growth based on Land Use Plan. 2030-S11

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,113,000 | $ 3,113,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,113,000 | $ 3,113,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 623,000 | $ 623,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,490,000 | $ 2,490,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,113,000 | $ 3,113,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Ware Seguin Road 8" Gravity Line Installation

**Location:**

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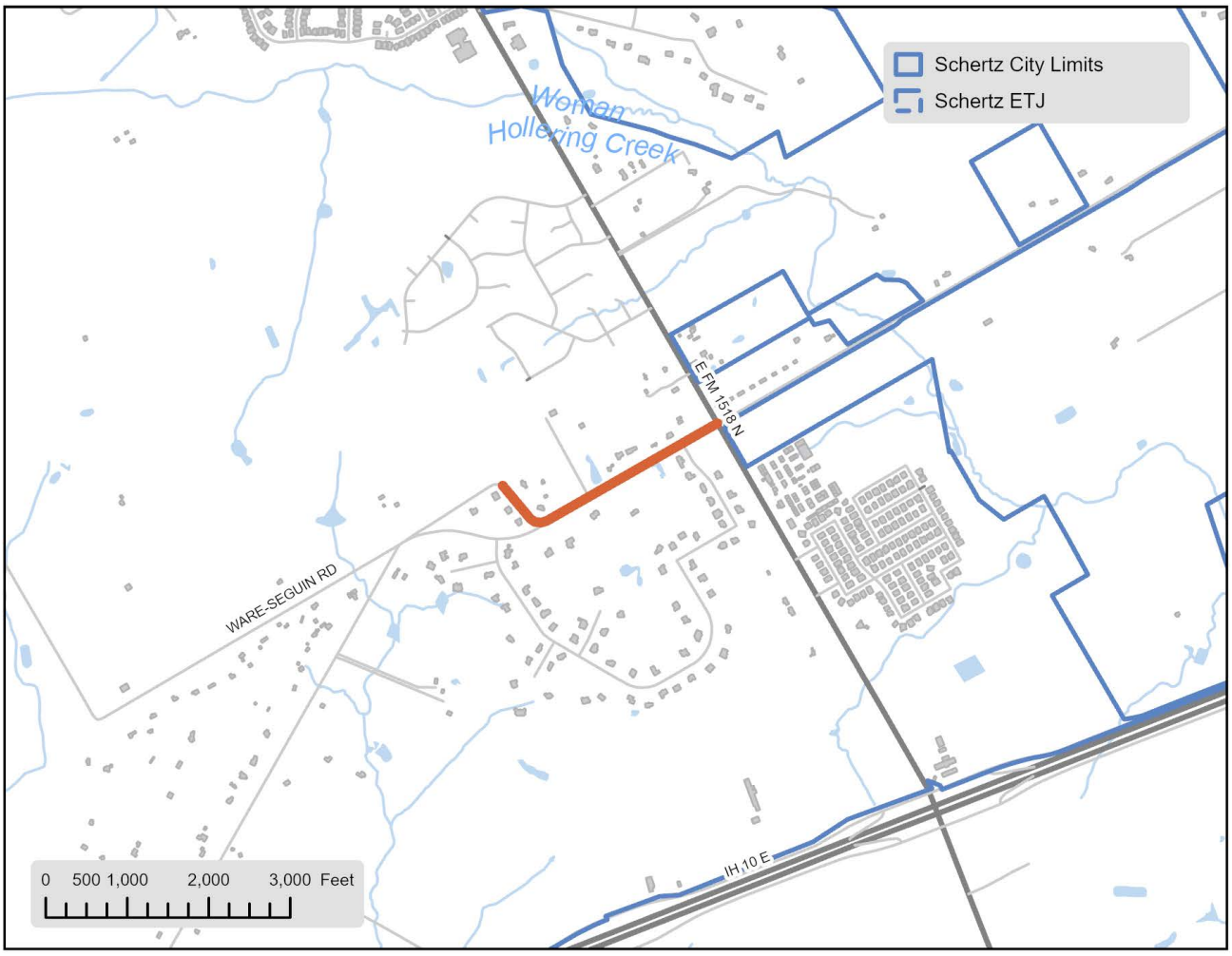


WARE SEGUIN ROAD 8" GRAVITY LINE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Fairlawn Wastewater Line Upsize

**Project Manager:** Engineering

**Location Description:** Fairlawn Ave from Ashwood Road to Riata Lift Station

**Project Summary:** Upsizing approximately 1,320 LF of existing 8" with 10" gravity line along Fairlawn Ave from Ashwood Rd to Riata Lift Station. Needed to resolve an SSO upstream of Riata Lift Station. 2030 SI-2

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 100,000 | $ 100,000 |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,275,000 | $ 1,275,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,375,000 | $ 1,375,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 275,000 | $ 275,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,100,000 | $ 1,100,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,375,000 | $ 1,375,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Fairlawn Wastewater Line Upsize

**Location:**

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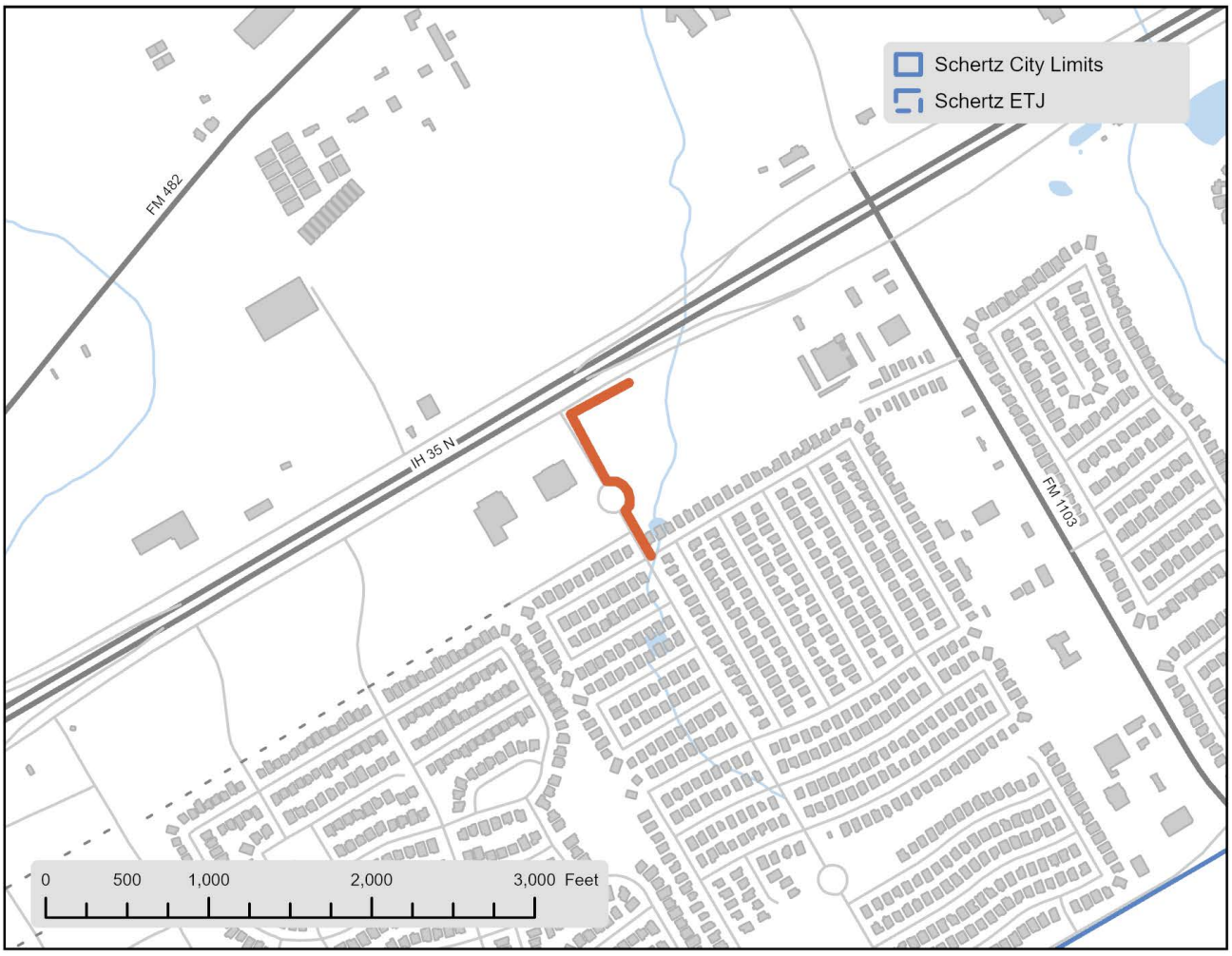


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FAIRLAWN WW LINE UPSIZE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Friesenhahn West Wastewater Line Upsize

**Project Manager:** Engineering

**Location Description:** Friesenhahn Lane-Friesenhahn Lift Station

**Project Summary:** Upsizing approximately 4,900 LF of existing 8" with 18" gravity line parallel to Friesenhahn Lane and upsizing approximately 1,600 LF of existing 12" with 18" gravity line immediately upstream of the Friesenhahn Lift Station. Needed To resolve 4 SSOs upstream of Friensenhahn Lift Station. 2030 SI-1

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,712,000 | $ 1,712,000 |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,463,000 | $ 6,463,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 8,175,000 | $ 8,175,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,635,000 | $ 1,635,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,540,000 | $ 6,540,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 8,175,000 | $ 8,175,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Friesenhahn West Wastewater Line Upsize

**Location:**

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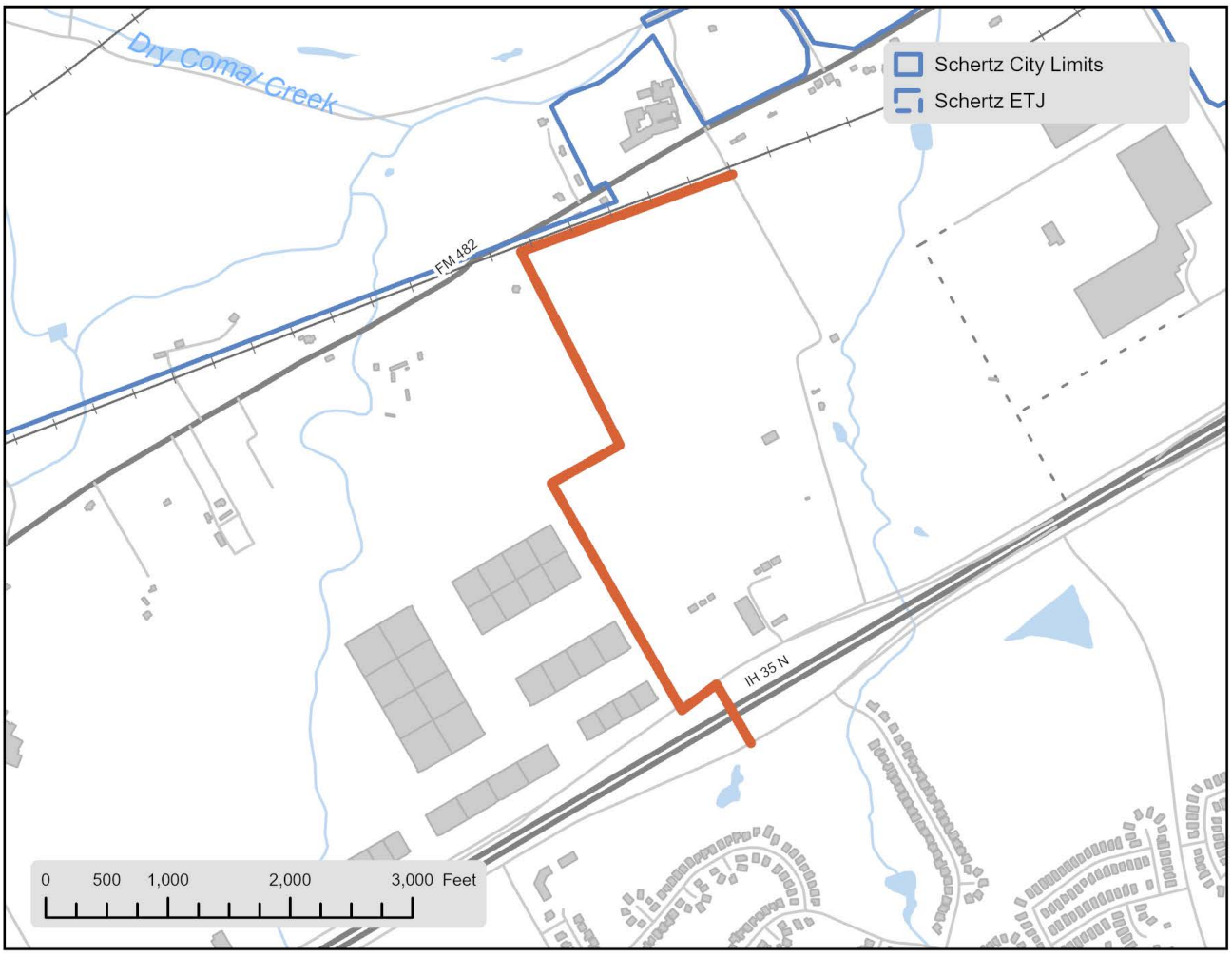


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FRIESENHAHN WEST WW LINE UPSIZE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** N Graytown Road 8" Gravity Line Installation

**Project Manager:** Engineering

**Location Description:** North of IH 10 E and along N Graytown Rd

**Project Summary:** Installation of approximately 1,800 LF of new 8" gravity line along North IH 10 E and along N Graytown Rd. Needed for anticipated growth based on Land Use Plan. 2030-S15

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,275,000 | $ 1,275,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,275,000 | $ 1,275,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 255,000 | $ 255,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,020,000 | $ 1,020,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,275,000 | $ 1,275,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** N Graytown Road 8" Gravity Line Installation

**Location:**

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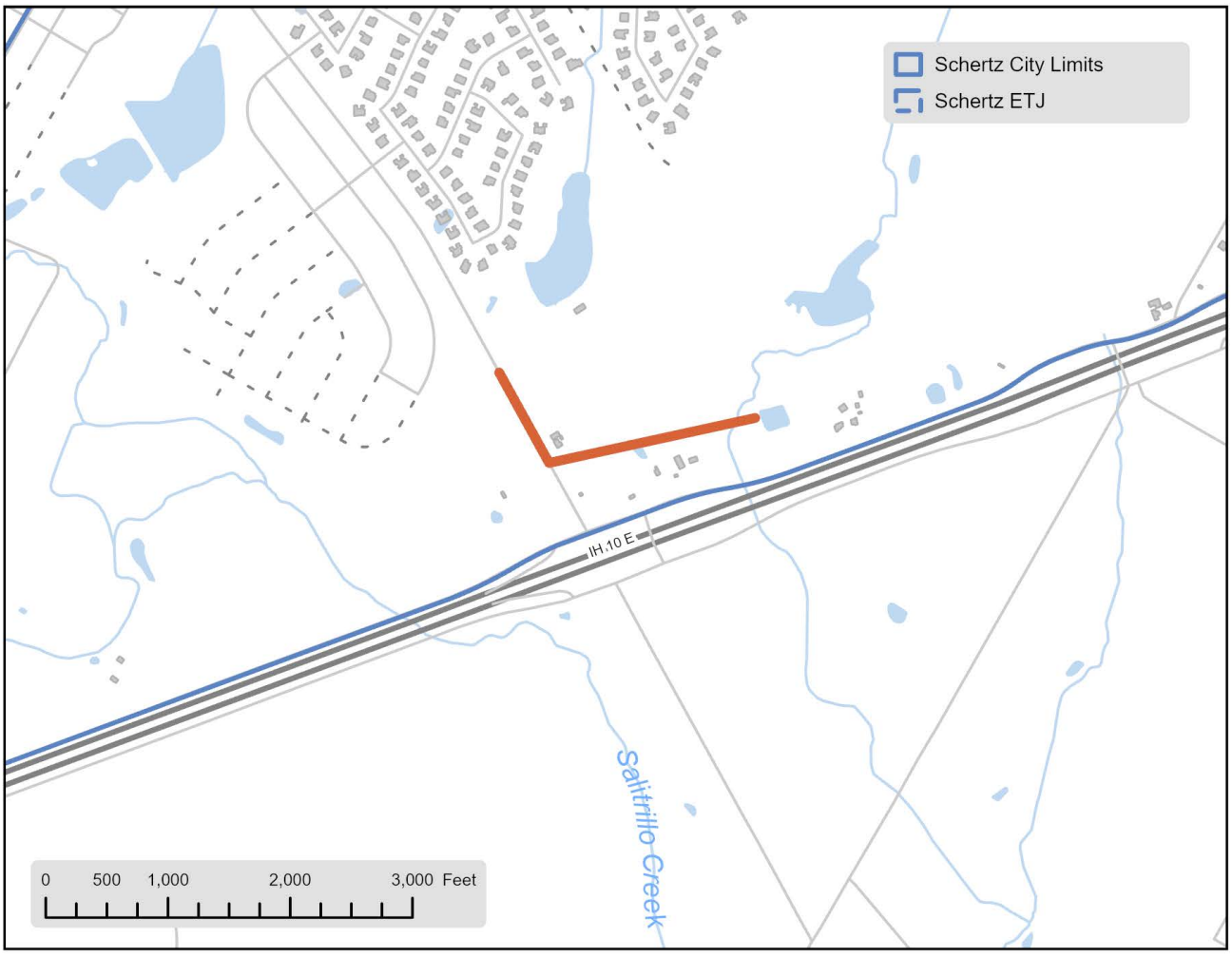


N GREYTOWN ROAD 8" GRAVITY LINE

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Boenig Drive 8" Gravity Line Installation

**Project Manager:** Engineering

**Location Description:** Boenig Drive and Ware Segion Rd going North

**Project Summary:** Installation of approximately 4,350 LF of new 8" gravity line along Boenig Drive and Ware Seguin Rd going North. Needed for anticipated growth based on Land Use Plan. 2030-S14

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,963,000 | $ 2,963,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,963,000 | $ 2,963,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 593,000 | $ 593,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,370,000 | $ 2,370,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,963,000 | $ 2,963,000 |

**Funding Source**

1. **ARP**
2. **Sewer Impact Fees**
3. **Water Impact Fees**
4. **Water Reserves**
5. **W/Sewer Reserves**
6. **Bonds**
7. **EDC**
8. **TxDOT**
9. **Reimbursable**
10. **Grant Fund**
11. **General Fund**
12. **Drainage**
13. **Drainage/Streets**
14. **Combined 50% Bonds/50% Grants**
15. **Other**

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Boenig Drive 8" Gravity Line Installation

**Location:**

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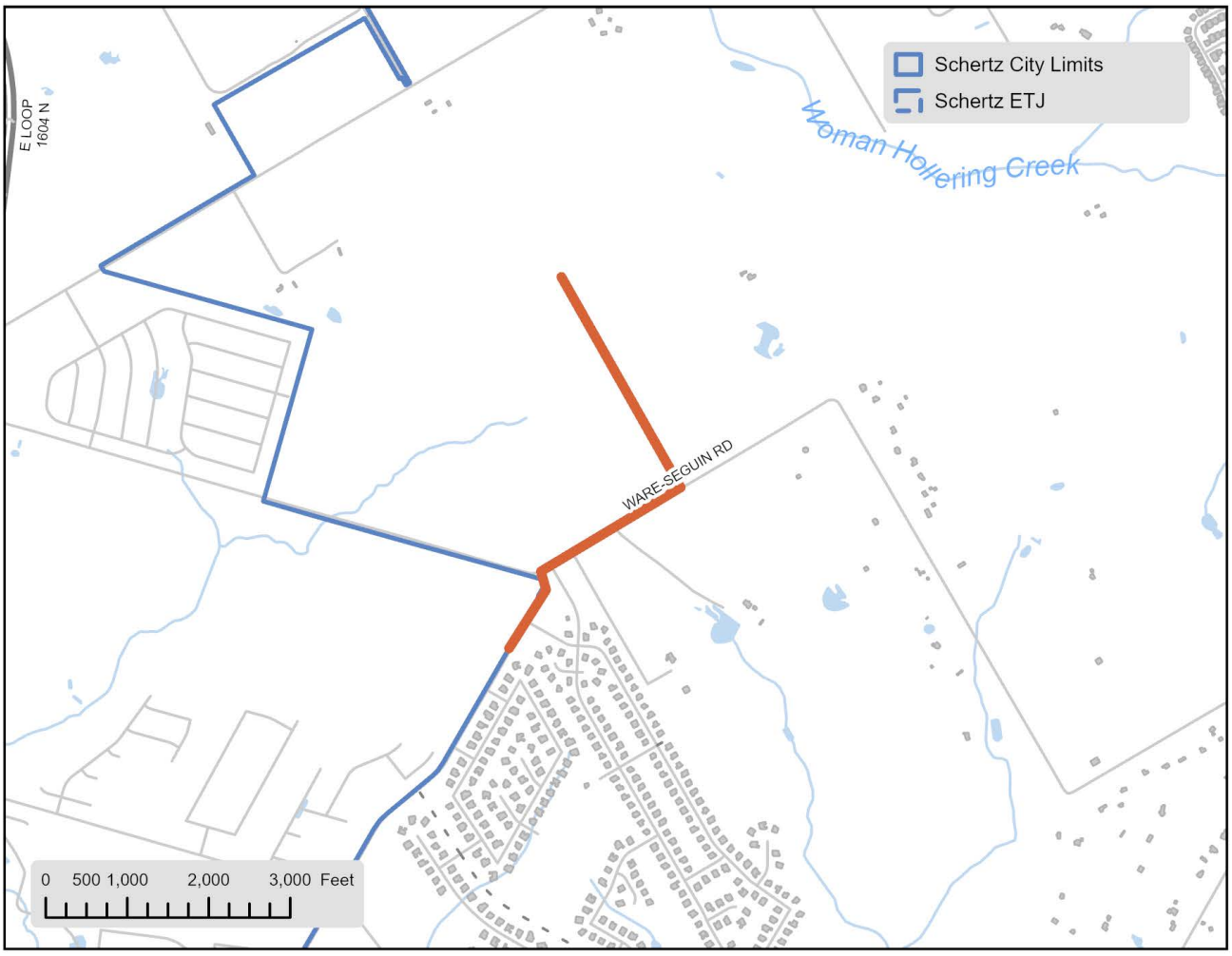


BOENIG DRIVE 8" GRAVITY LINE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Trainer Hale Road 10" Gravity Line Installation

**Project Manager:** Engineering

**Location Description:** Trainer Hale Rd east of E FM 1518 N

**Project Summary:** Installation of approximately 1,350 LF of new 10" gravity line along Trainer Hale Rd east of E FM 1518 N. Needed for anticipated growth based on Land Use Plan. 2030-S10

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,038,000 | $ 1,038,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,038,000 | $ 1,038,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 208,000 | $ 208,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 830,000 | $ 830,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,038,000 | $ 1,038,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Trainer Hale Road 10" Gravity Line Installation

**Location:**

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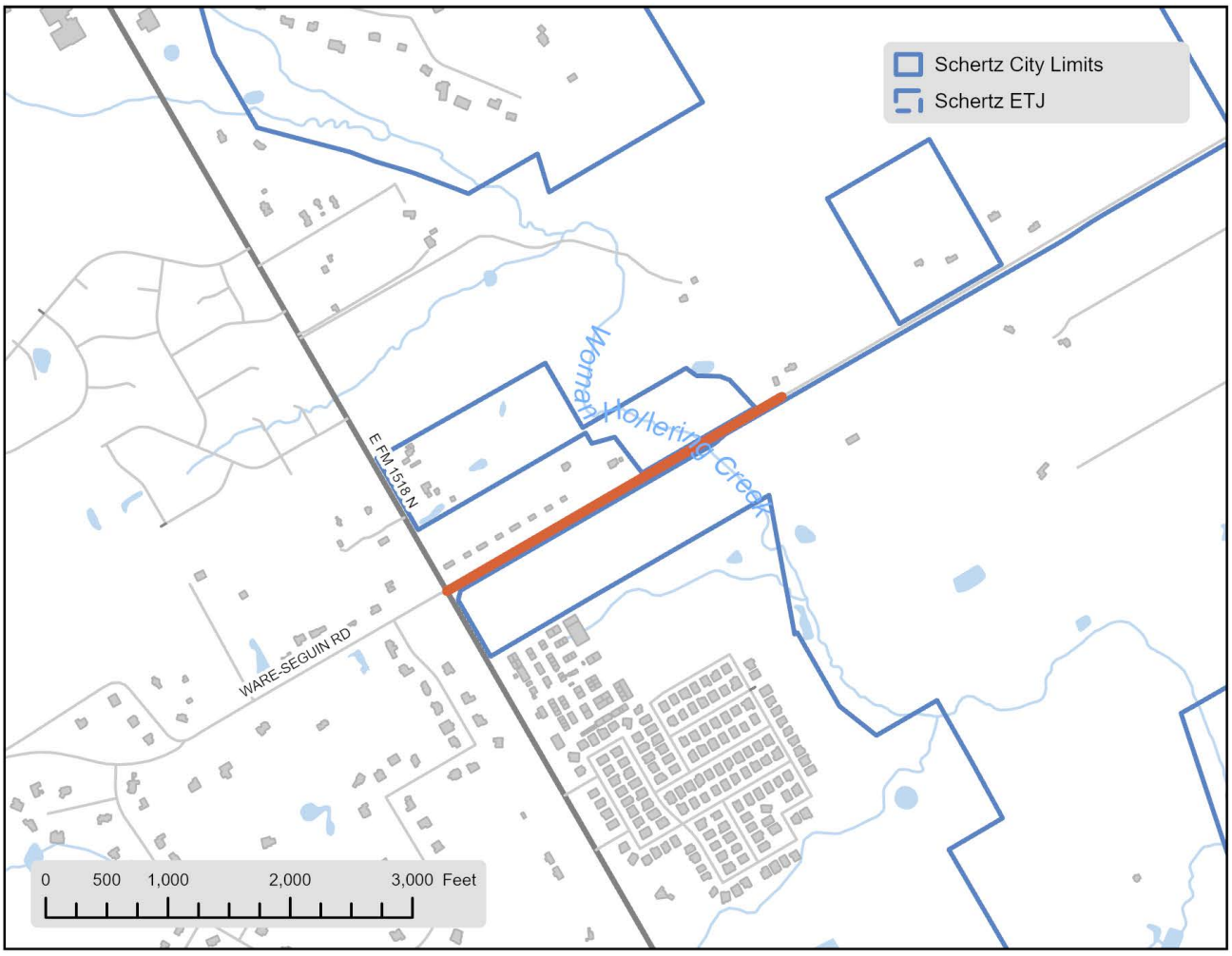


N

TRAINER HALE ROAD 10" GRAVITY LINE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Weir Road 10" Gravity Line Installation

**Project Manager:** Engineering

**Location Description:** Weir Road and north of Trainer Hale Rd

**Project Summary:** Installation of approximately 3,500 LF of new 10" gravity line west of Weir Rd and north of Trainer Hale Rd. Needed for anticipated growth based on Land Use Plan. 2030-S9

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,525,000 | $ 2,525,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,525,000 | $ 2,525,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 505,000 | $ 505,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,020,000 | $ 2,020,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,525,000 | $ 2,525,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Weir Road 10" Gravity Line Installation

**Location:**

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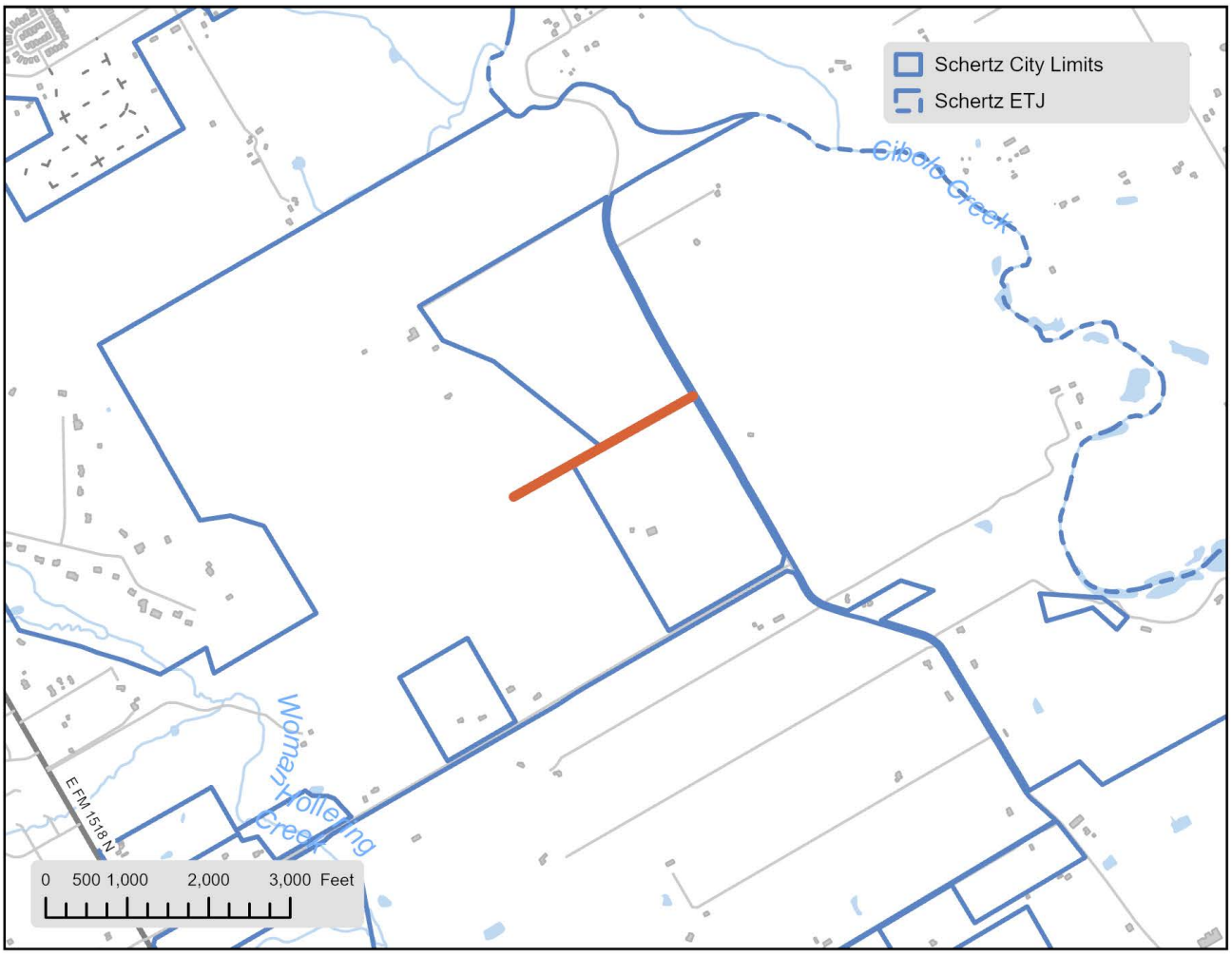


WEIR ROAD 10" GRAVITY LINE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

| | | | |
|---|---|---|---|
| **Project Type:** | Wastewater | **Project Code:** | |
| **Project Title:** | Schaefer Road 8" Gravity Line Installation - Section 1 | | |
| **Project Manager:** | Engineering | | |
| **Location Description:** | Schaefer Road, Lisa Meadows and Voges Pass | | |
| **Project Summary:** | Installation of approximately 7,300 LF of new 8" gravity line along Schaefer Rd, Lisa Meadows and Voges Pass. Needed for anticipated growth based on Land Use Plan. 2030-S6 | | |
| **Start Date:** | TBD | | |
| **Completion Date:** | TBD | | |

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,913,000 | $ 4,913,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,913,000 | $ 4,913,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 983,000 | $ 983,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,930,000 | $ 3,930,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,913,000 | $ 4,913,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Schaefer Road 8" Gravity Line Installation - Section 1

**Location:**

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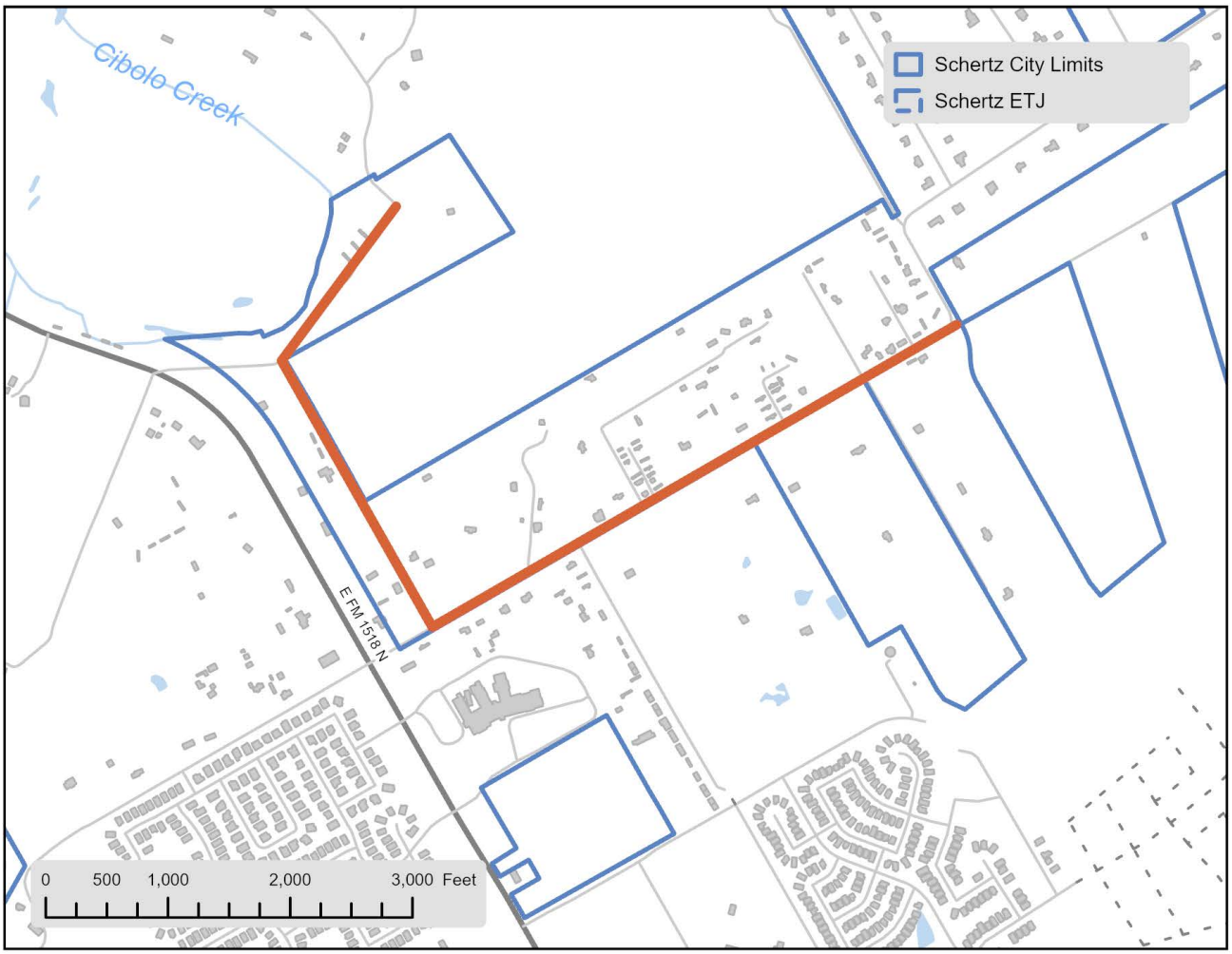


N

SCHAEFER ROAD 8" GRAVITY LINE - SECTION 1

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Schaefer Road 8" Gravity Line Installation - Section 2

**Project Manager:** Engineering

**Location Description:** Schaefer Road west of FM 1518

**Project Summary:** Installation of approximately 2,800 LF of new 8" gravity line along Schaefer Rd west of FM 1518. Needed for anticipated growth based on Land Use Plan. 2030-S7

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,938,000 | $ 1,938,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,938,000 | $ 1,938,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 388,000 | $ 388,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,550,000 | $ 1,550,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,938,000 | $ 1,938,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

| | | | |
|---|---|---|---|
| **Project Type:** | Wastewater | **Project Code:** | 0 |
| **Project Title:** | Schaefer Road 8" Gravity Line Installation - Section 2 | | |
| **Location:** | | | |

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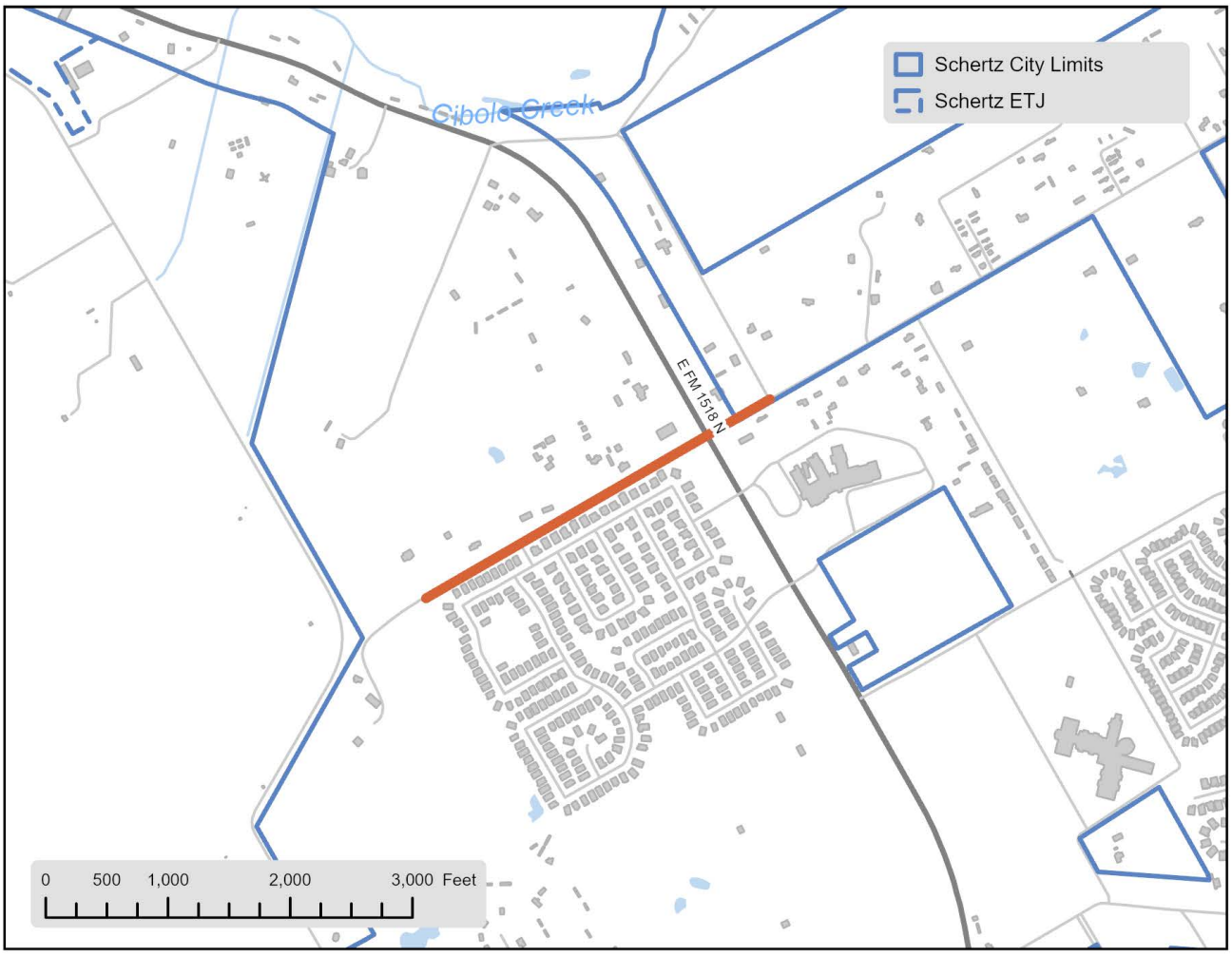


SCHAEFER ROAD 8" GRAVITY LINE - SECTION 2

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:**

**Project Title:** Union Pacific Railroad 8"Gravity Line Installation - Section 1

**Project Manager:** Engineering

**Location Description:**

**Project Summary:** Installation of approximately 3,750 LF of new 8" gravity line south of Union Pacific Rail Road. Needed for anticipated growth based on Land Use Plan. 2030-S3

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Sewer Impact Fees | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,563,000 | $ 2,563,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,563,000 | $ 2,563,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 513,000 | $ 513,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,050,000 | $ 2,050,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,563,000 | $ 2,563,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Wastewater **Project Code:** 0

**Project Title:** Union Pacific Railroad 8"Gravity Line Installation - Section 1

**Location:**

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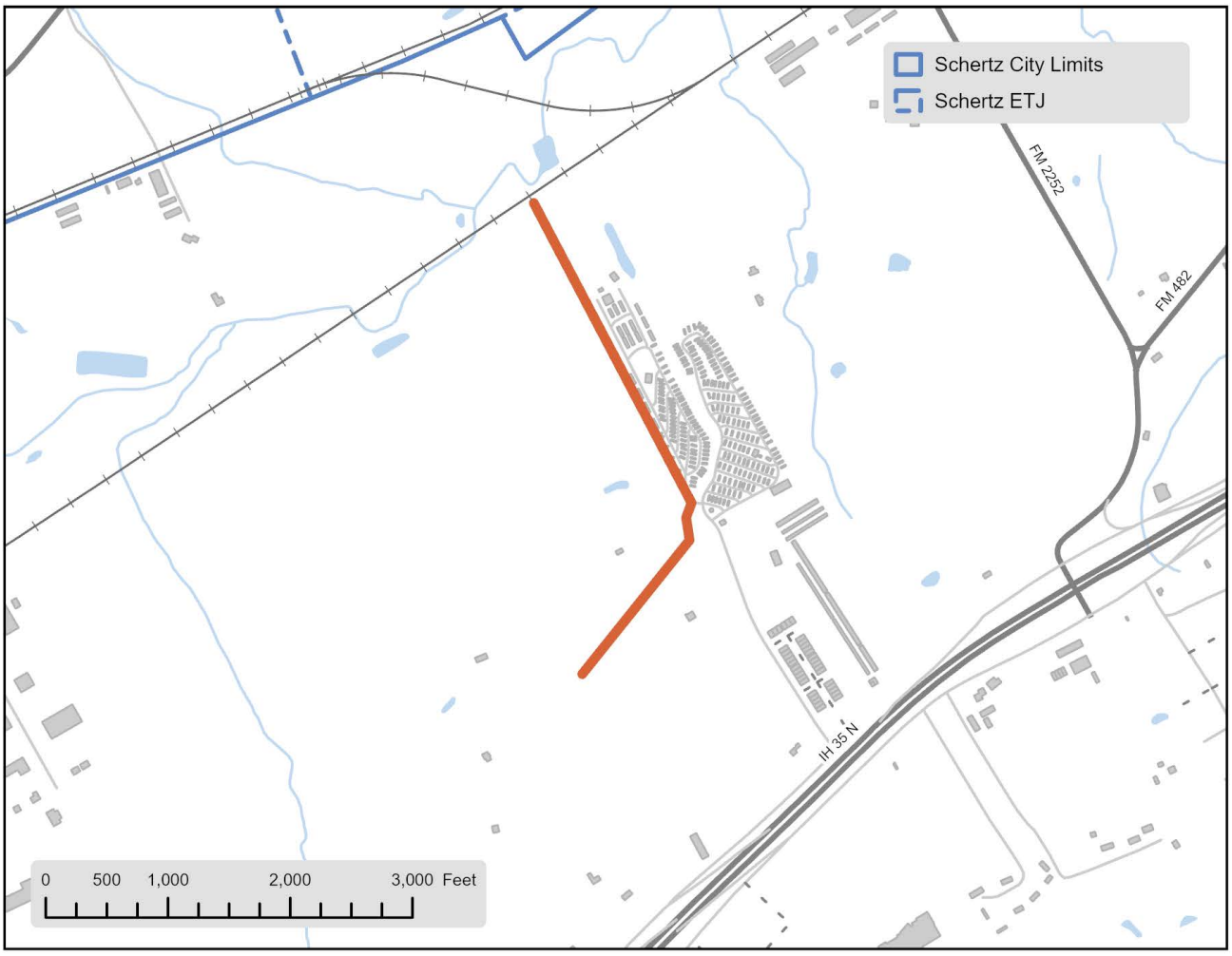


N

UNION PACIFIC RAILROAD 8" - SECTION 1

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# DRAINAGE

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

| | | | |
|---|---|---|---|
| **Project Type:** | Drainage | **Project Code:** | |
| **Project Title:** | Wendy Swan Drainage Improvements | | |
| **Project Manager:** | Engineering | | |
| **Location Description:** | Wendy Swan Park/Northcliffe | | |
| **Project Summary:** | Remove existing concrete retaining wall, install underground drainage and fill to grade with localized surface drainage. Including design and easement acquisition. | | |
| **Start Date:** | Jan-24 | | |
| **Completion Date:** | Dec-25 | | |

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Drainage Reserves | $ - | $ 100,000 | $ - | $ - | $ - | $ - | $ - | $ 100,000 |
| Bonds | $ - | $ - | $ 1,000,000 | $ - | $ - | $ - | $ - | $ 1,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ 100,000 | $ 1,000,000 | $ - | $ - | $ - | $ - | $ 1,100,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ 100,000 | $ - | $ - | $ - | $ - | $ - | $ 100,000 |
| Construction | $ - | $ - | $ 1,000,000 | $ - | $ - | $ - | $ - | $ 1,000,000 |
| **Total Expenditure** | $ - | $ 100,000 | $ 1,000,000 | $ - | $ - | $ - | $ - | $ 1,100,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:** 0

**Project Title:** Wendy Swan Drainage Improvements

**Location:**

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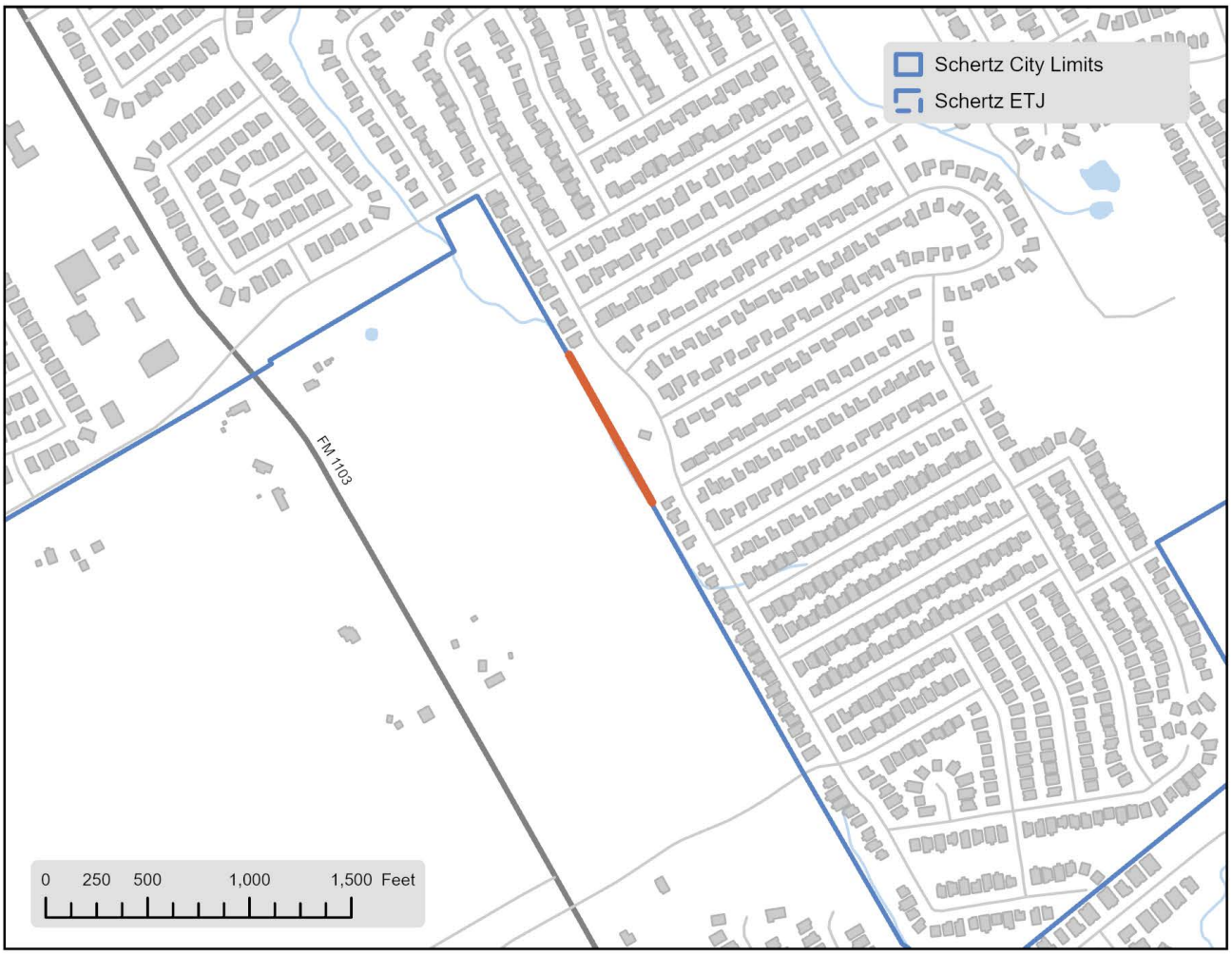


WENDY SWAN DRAINAGE IMPROVEMENTS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:**

**Project Title:** Woodbridge Drainage Improvements

**Project Manager:** Engineering

**Location Description:** Woodbridge Drainage Area (Ashley Park to Woodland Oaks Detention Pond)

**Project Summary:** Design and construction to include tree removal/trimming, silt removal, and concrete riprap placement.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,100,000 | $ 1,100,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,100,000 | $ 1,100,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 100,000 | $ 100,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 1,000,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,100,000 | $ 1,100,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:** 0

**Project Title:** Woodbridge Drainage Improvements

**Location:**

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N

WOODBRIDGE DRAINAGE IMPROVEMENTS

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:**

**Project Title:** FM 1518 - City Park Underground Drainage Upgrade

**Project Manager:** Engineering

**Location Description:** FM1518 at Pickerell/Cut-off Parks

**Project Summary:** Design and construction to install underground drainage, upgrade creek outfalls and provide localized surface drainage swales.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| | | $ - | $ - | $ - | $ - | $ - | $ 4,500,000 | $ 4,500,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,500,000 | $ 4,500,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | | | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 450,000 | $ 450,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,050,000 | $ 4,050,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,500,000 | $ 4,500,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:** 0

**Project Title:** FM 1518 - City Park Underground Drainage Upgrade

**Location:**

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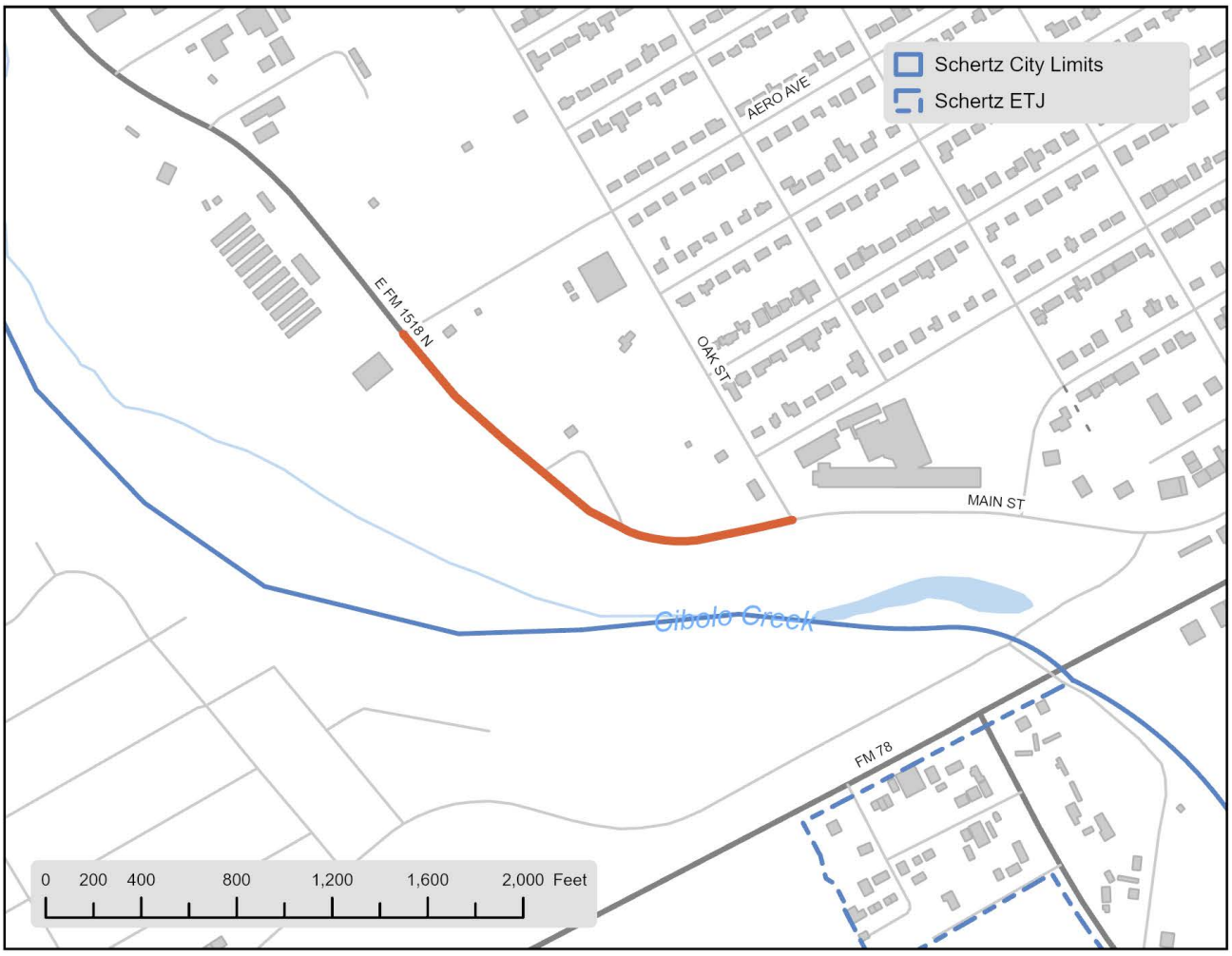


FM 1518 - CITY PARK UNDERGROUND DRAINAGE UPGRADE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:**

**Project Title:** Kramer Farms Drainage Improvements

**Project Manager:** Engineering

**Location Description:** Kramer Farms Channel from Red Barn Run to West Dietz Creek

**Project Summary:** Design and construction to include silt removal, re-shaping, concrete riprap placement, and maintenance access.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| | | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 1,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 1,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | | | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 100,000 | $ 100,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 900,000 | $ 900,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 1,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:** 0

**Project Title:** Kramer Farms Drainage Improvements

**Location:**

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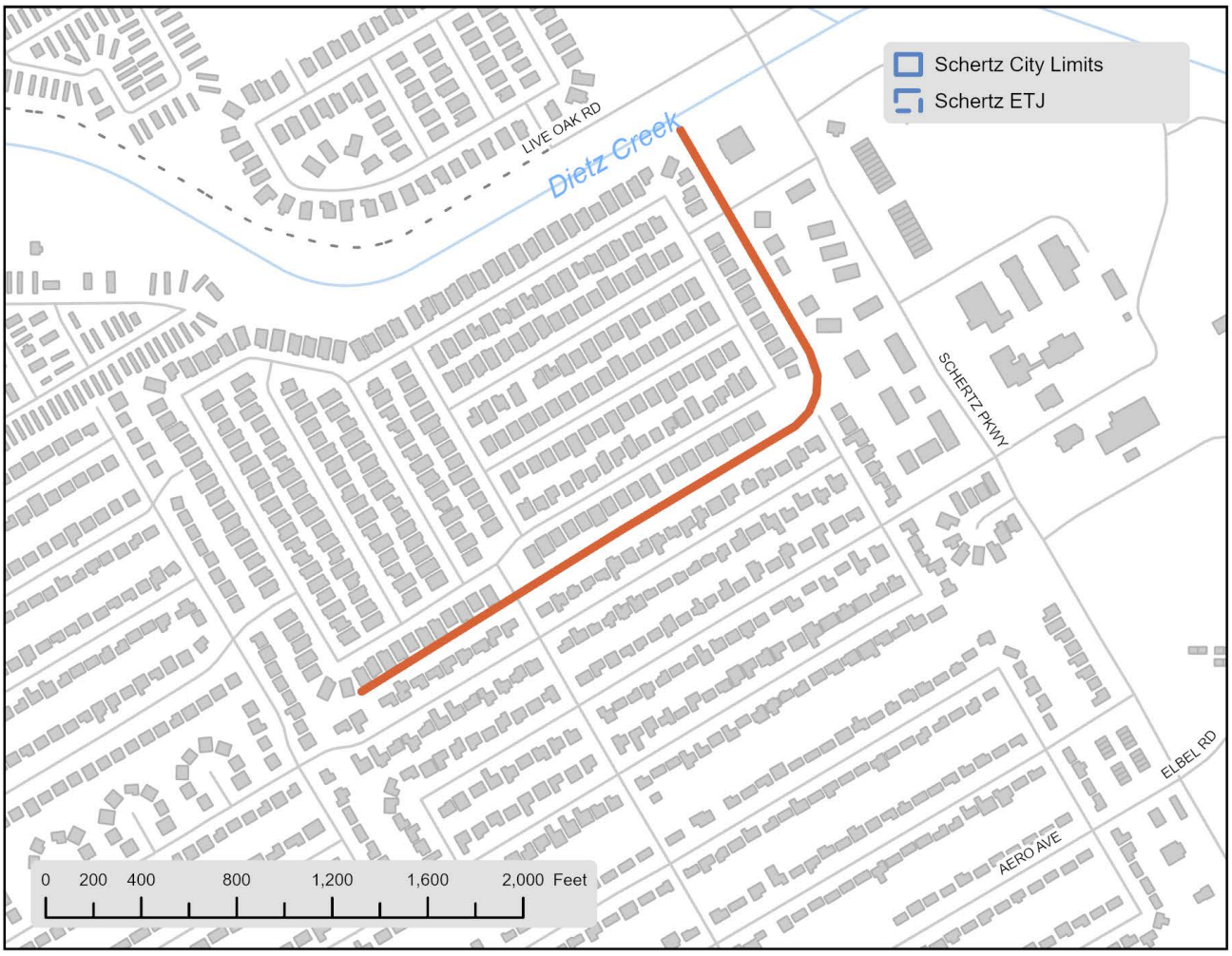


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KRAMER FARMS DRAINAGE IMPROVEMENTS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:**

**Project Title:** Portage Lane Culvert Replacement and Channel Rehabilitation

**Project Manager:** Engineering

**Location Description:** Portage Lane (Northcliffe) and Channel Improvements Downstream

**Project Summary:** Design and construction for culvert replacement, road reconstruction including sidewalk over culverts, as well as silt removal, concrete retaining walls, concrete riprap, and maintenance access.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ 825,000 | $ 825,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 825,000 | $ 825,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 82,500 | $ 82,500 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 742,500 | $ 742,500 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 825,000 | $ 825,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:** 0

**Project Title:** Portage Lane Culvert Replacement and Channel Rehabilitation

**Location:**

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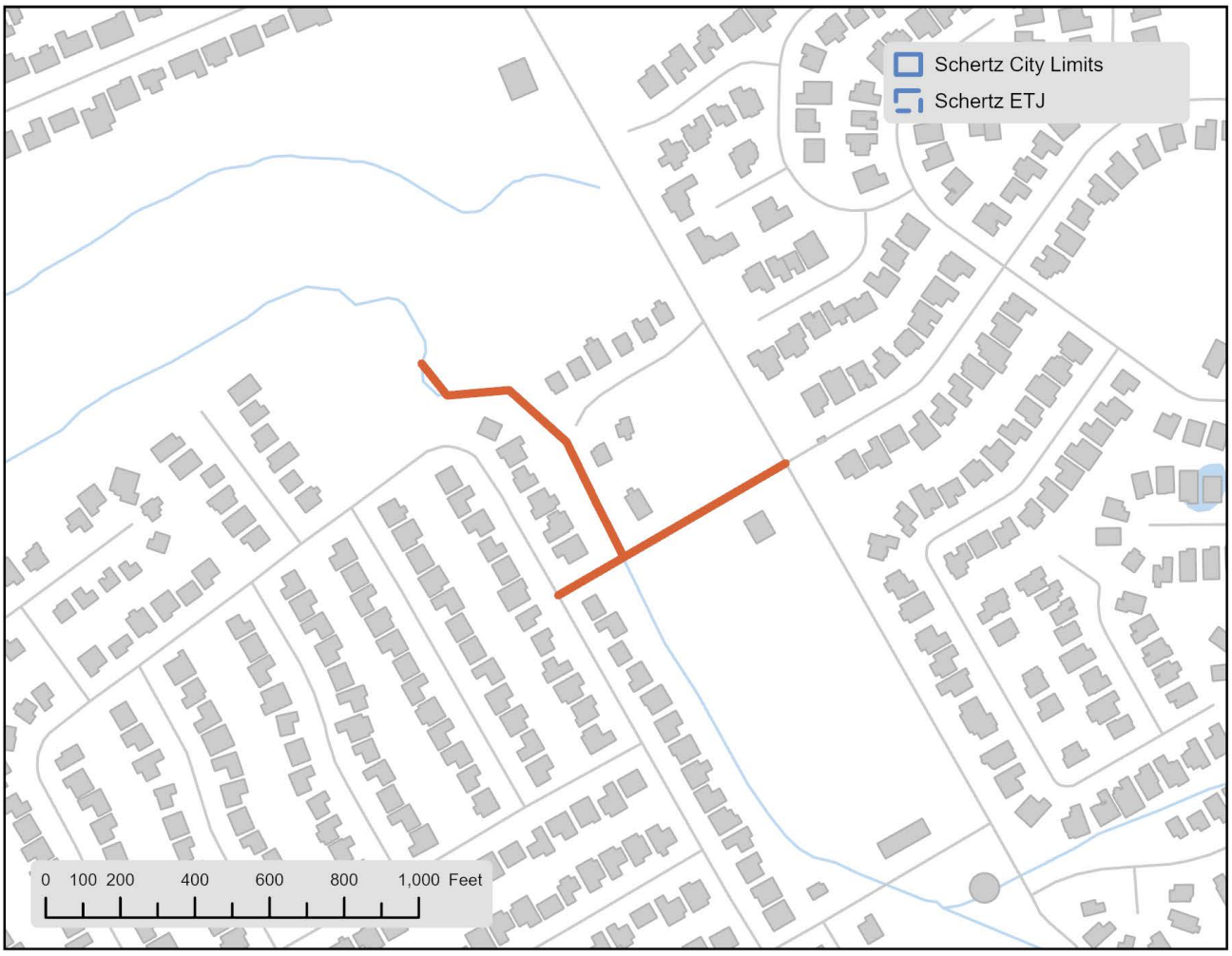


PORTAGE LANE CULVERT
REPLACEMENT AND CHANNEL
REHABILITATION

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:**

**Project Title:** Morning Drive Culvert Replacement and Channel Rehabilitation

**Project Manager:** Engineering

**Location Description:** Morning Drive (Northcliffe) and Channel Improvements from Morning Drive Water Facility to Portage Lane

**Project Summary:** Design and construction for culvert replacement, road reconstruction including sidewalk over culverts, as well as silt removal, concrete retaining walls, concrete riprap, and maintenance access.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| Funding Source | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 1,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 1,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 100,000 | $ 100,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 900,000 | $ 900,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 1,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:** 0

**Project Title:** Morning Drive Culvert Replacement and Channel Rehabilitation

**Location:**

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.

MORNING DRIVE CULVERT REPLACEMENT AND CHANNEL REHABILITATION

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:**

**Project Title:** West Dietz Creek Drainage Improvements: Schertz Parkway to Elbel Road

**Project Manager:** Engineering

**Location Description:** West Dietz Creek Drainage Improvements: Schertz Parkway to Elbel Road

**Project Summary:** Design and construction to include silt removal, re-shaping, and concrete riprap placement to facilitate maintenance.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,000,000 | $ 5,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,000,000 | $ 5,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 500,000 | $ 500,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,500,000 | $ 4,500,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,000,000 | $ 5,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:** 0

**Project Title:** West Dietz Creek Drainage Improvements: Schertz Parkway to Elbel Road

**Location:**

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.

WEST DIETZ CREEK DRAINAGE IMPROVEMENTS: SCHERTZ PARKWAY TO ELBEL ROAD

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:**

**Project Title:** West Dietz Creek Drainage Improvements: Elbel Road to City Limits

**Project Manager:** Engineering

**Location Description:** West Dietz Creek Drainage Improvements: Elbel Road to City Limits

**Project Summary:** Design and construction to include silt removal, re-shaping, and concrete riprap placement to facilitate maintenance.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,000,000 | $ 6,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,000,000 | $ 6,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 600,000 | $ 600,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,400,000 | $ 5,400,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,000,000 | $ 6,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:** 0

**Project Title:** West Dietz Creek Drainage Improvements: Elbel Road to City Limits

**Location:**

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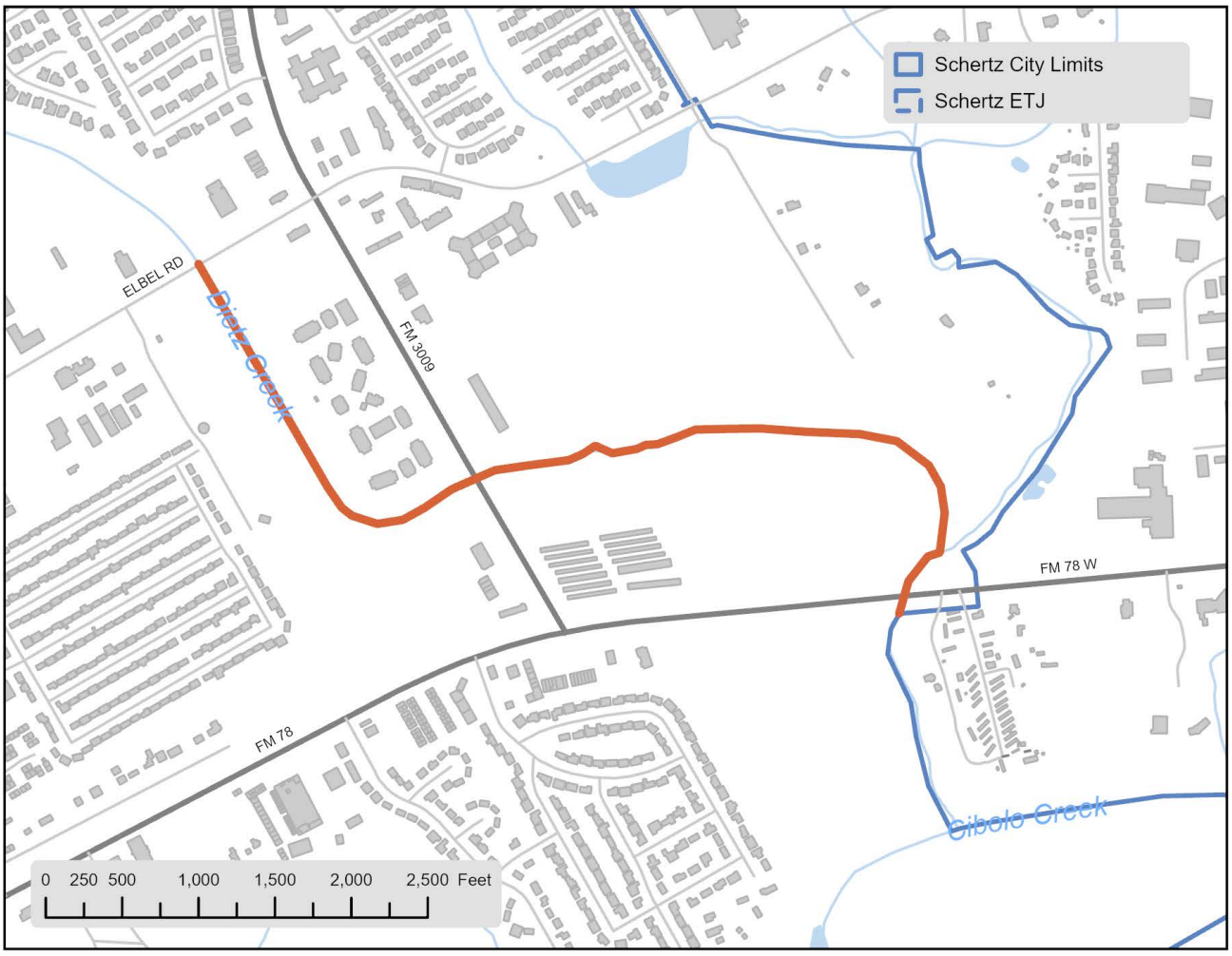


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WEST DIETZ CREEK DRAINAGE IMPROVEMENTS: ELBEL ROAD TO CITY LIMITS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:**

**Project Title:** Lazar Parkway Drainage Improvements

**Project Manager:** Engineering

**Location Description:** Lazar Parkway (Drainage Area adjacent to Ivy Pond in Reserve at Schertz)

**Project Summary:** Design, easement/land acquisition, and construction to include silt removal, re-shaping, concrete riprap placement, and maintenance access.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,500,000 | $ 2,500,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,500,000 | $ 2,500,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | | | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 250,000 | $ 250,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,250,000 | $ 2,250,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,500,000 | $ 2,500,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:** 0

**Project Title:** Lazar Parkway Drainage Improvements

**Location:**

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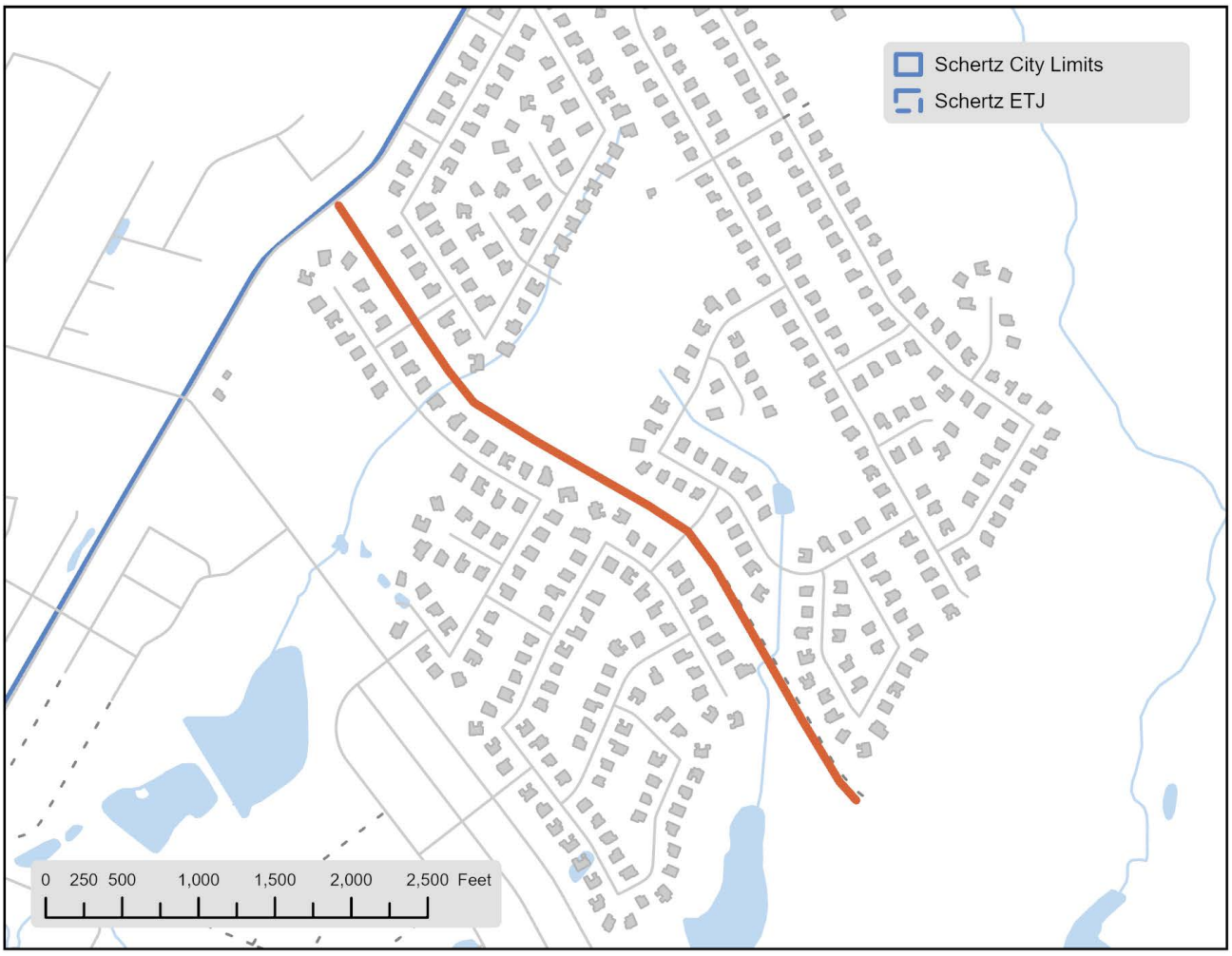


LAZAR PARKWAY DRAINAGE IMPROVEMENTS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:**

**Project Title:** Northcliffe II Drainage Improvements

**Project Manager:** Engineering

**Location Description:** Northcliffe II Drainage Area Connecting Whisper Trace, Whisper Point, and Whisper Branch

**Project Summary:** Design and construction to include silt removal, re-shaping, concrete riprap placement, outfall improvement and maintenance access.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,050,000 | $ 1,050,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,050,000 | $ 1,050,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 105,000 | $ 105,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 945,000 | $ 945,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,050,000 | $ 1,050,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:** 0

**Project Title:** Northcliffe II Drainage Improvements

**Location:**

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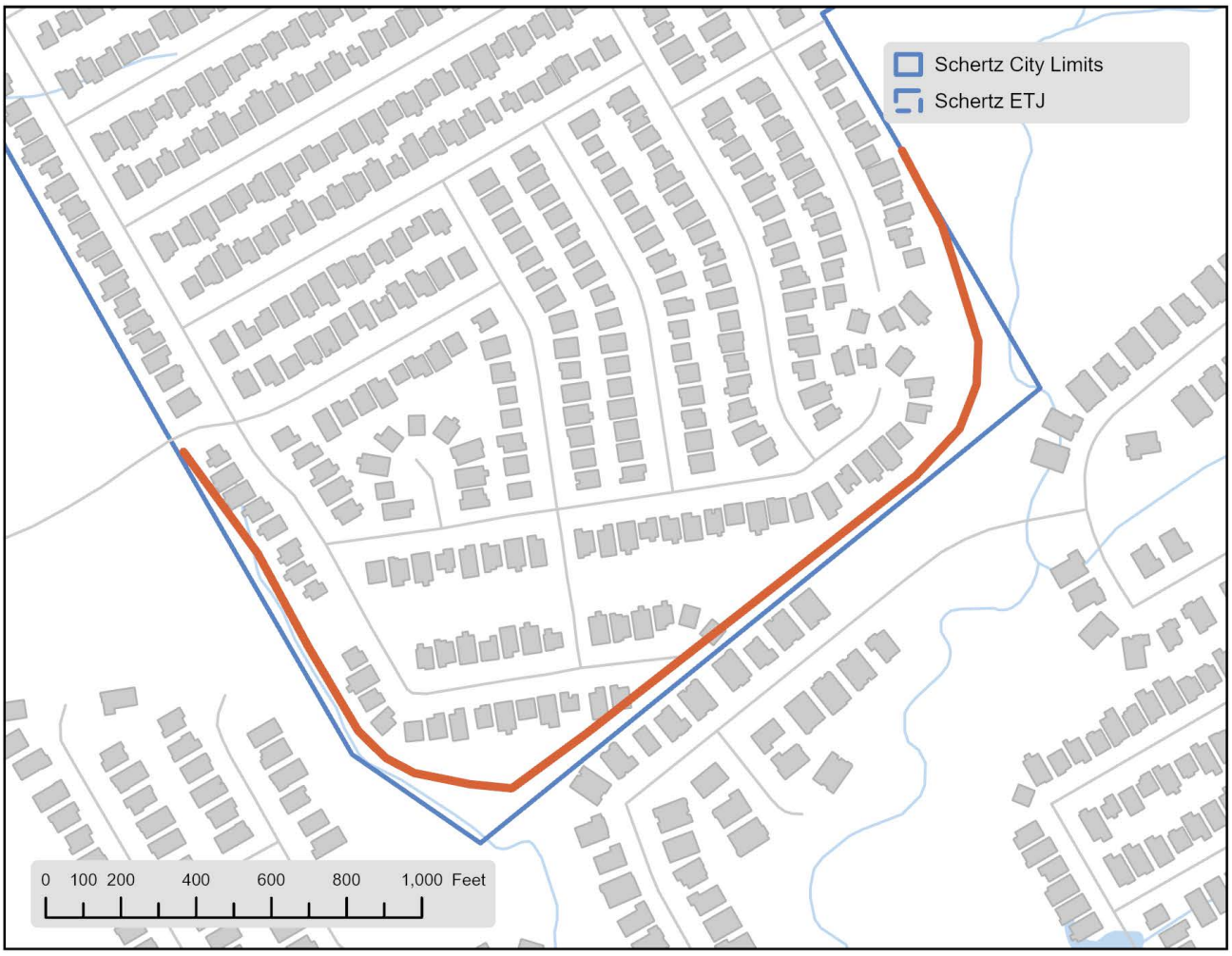


NORTHCLIFFE II DRAINAGE IMPROVEMENTS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:**

**Project Title:** West Dietz Creek Drainage Improvements: Maske to Schertz Parkway

**Project Manager:** Engineering

**Location Description:** West Dietz Creek Drainage Improvements: Maske to Schertz Parkway

**Project Summary:** Design and construction to include silt removal, re-shaping, and concrete riprap placement to facilitate maintenance.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,000,000 | $ 4,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,000,000 | $ 4,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 400,000 | $ 400,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,600,000 | $ 3,600,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,000,000 | $ 4,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:** 0

**Project Title:** West Dietz Creek Drainage Improvements: Maske to Schertz Parkway

**Location:**

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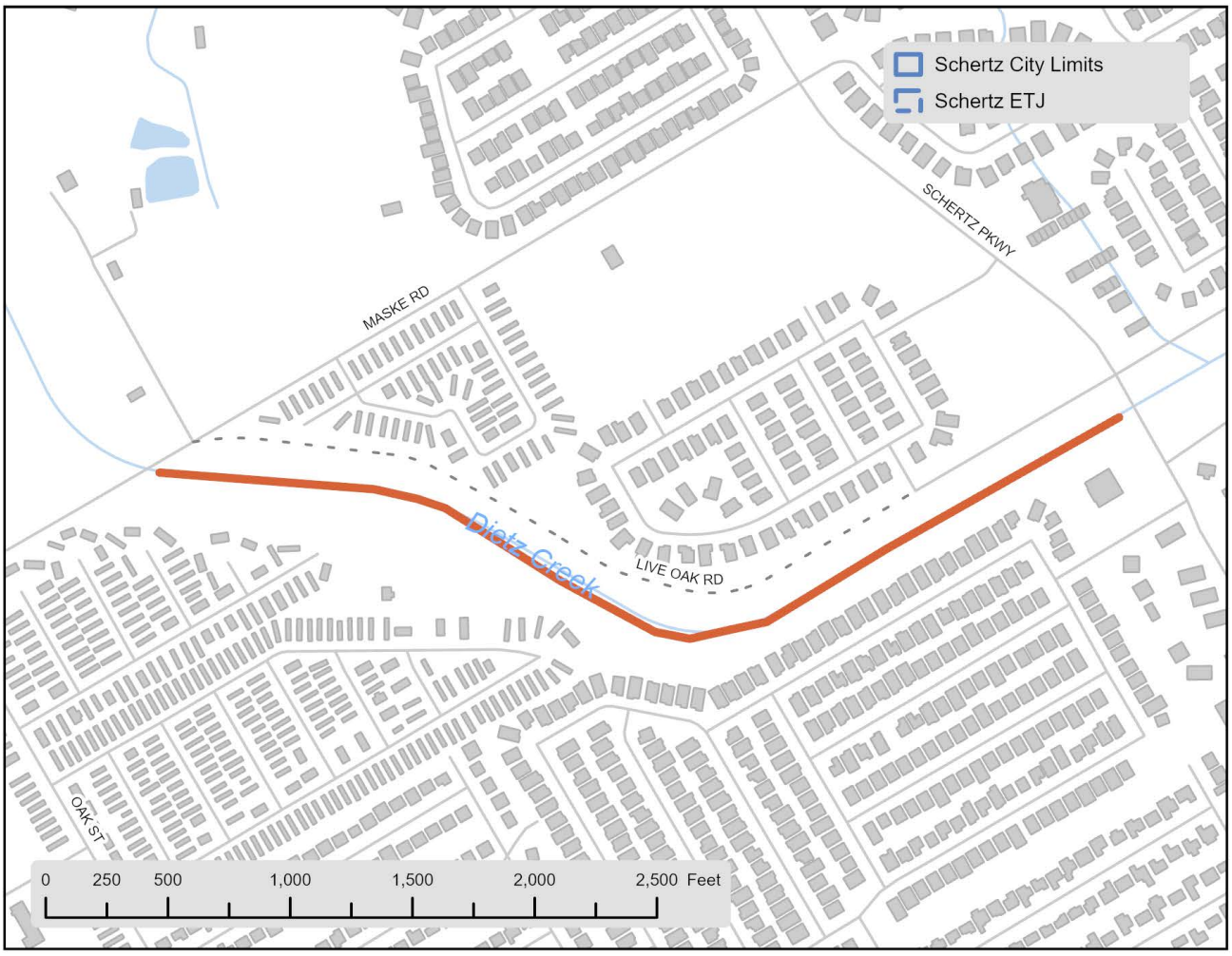


WEST DIETZ CREEK DRAINAGE IMPROVEMENTS: MASKE TO SCHERTZ PARKWAY

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:**

**Project Title:** West Dietz Creek Drainage Improvements: Savannah Drive to Maske

**Project Manager:** Engineering

**Location Description:** West Dietz Creek Drainage Improvements: Savannah Drive to Maske

**Project Summary:** Design and construction to include silt removal, re-shaping, and concrete riprap placement to facilitate maintenance.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,000,000 | $ 5,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,000,000 | $ 5,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 500,000 | $ 500,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,500,000 | $ 4,500,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,000,000 | $ 5,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:** 0

**Project Title:** West Dietz Creek Drainage Improvements: Savannah Drive to Maske

**Location:**

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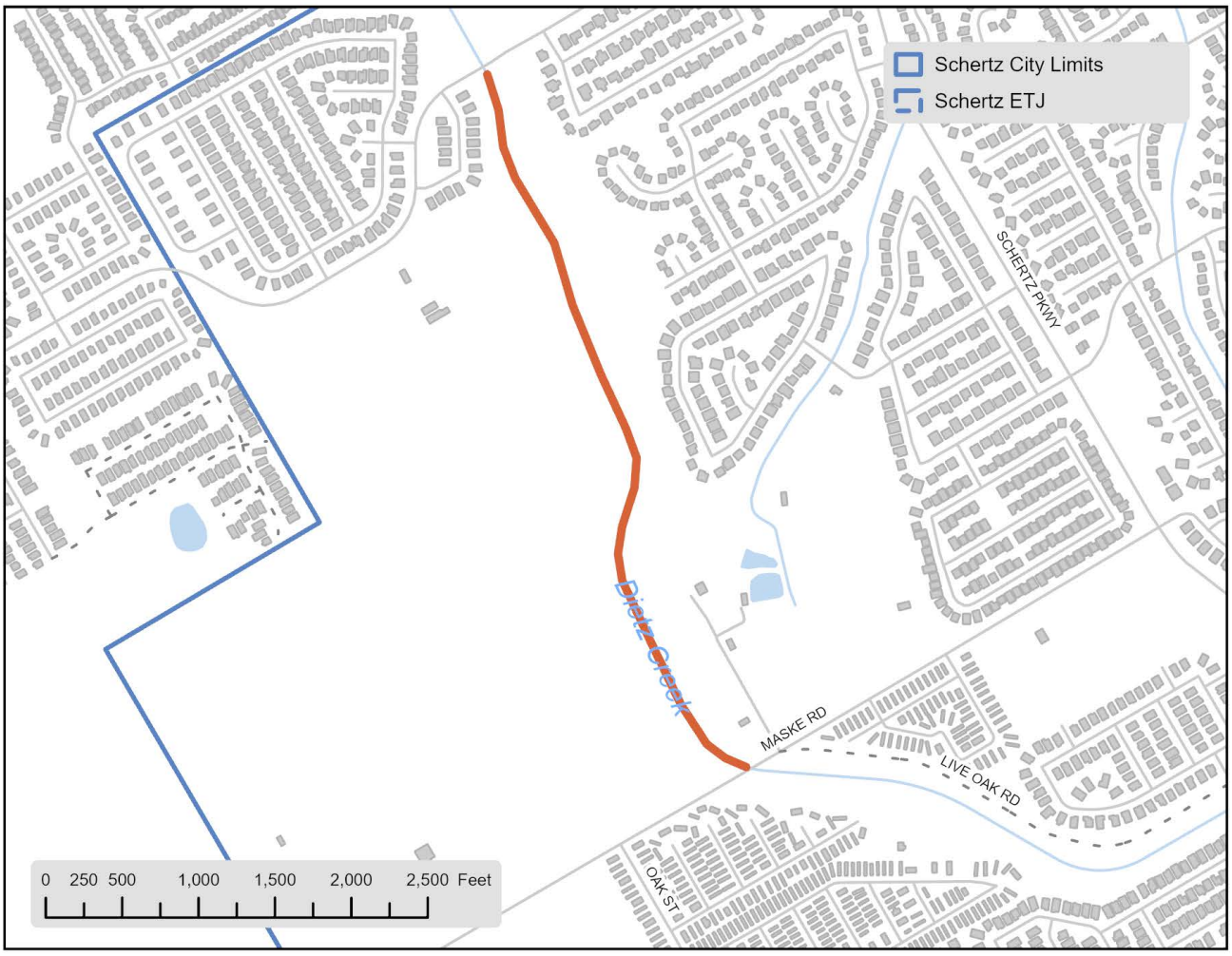


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WEST DIETZ CREEK DRAINAGE IMPROVEMENTS: SAVANNAH DRIVE TO MASKE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:**

**Project Title:** West Dietz Creek Drainage Improvements - City Limits near Wiederstein to Savannah Drive

**Project Manager:** Engineering

**Location Description:** West Dietz Creek Drainage Improvements - City Limits near Wiederstein to Savannah Drive

**Project Summary:** Design and construction to include silt removal, re-shaping, and concrete riprap placement to facilitate maintenance.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,000,000 | $ 5,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,000,000 | $ 5,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 500,000 | $ 500,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,500,000 | $ 4,500,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,000,000 | $ 5,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Drainage **Project Code:** 0

**Project Title:** West Dietz Creek Drainage Improvements - City Limits near Wiederstein to Savannah Drive

**Location:**

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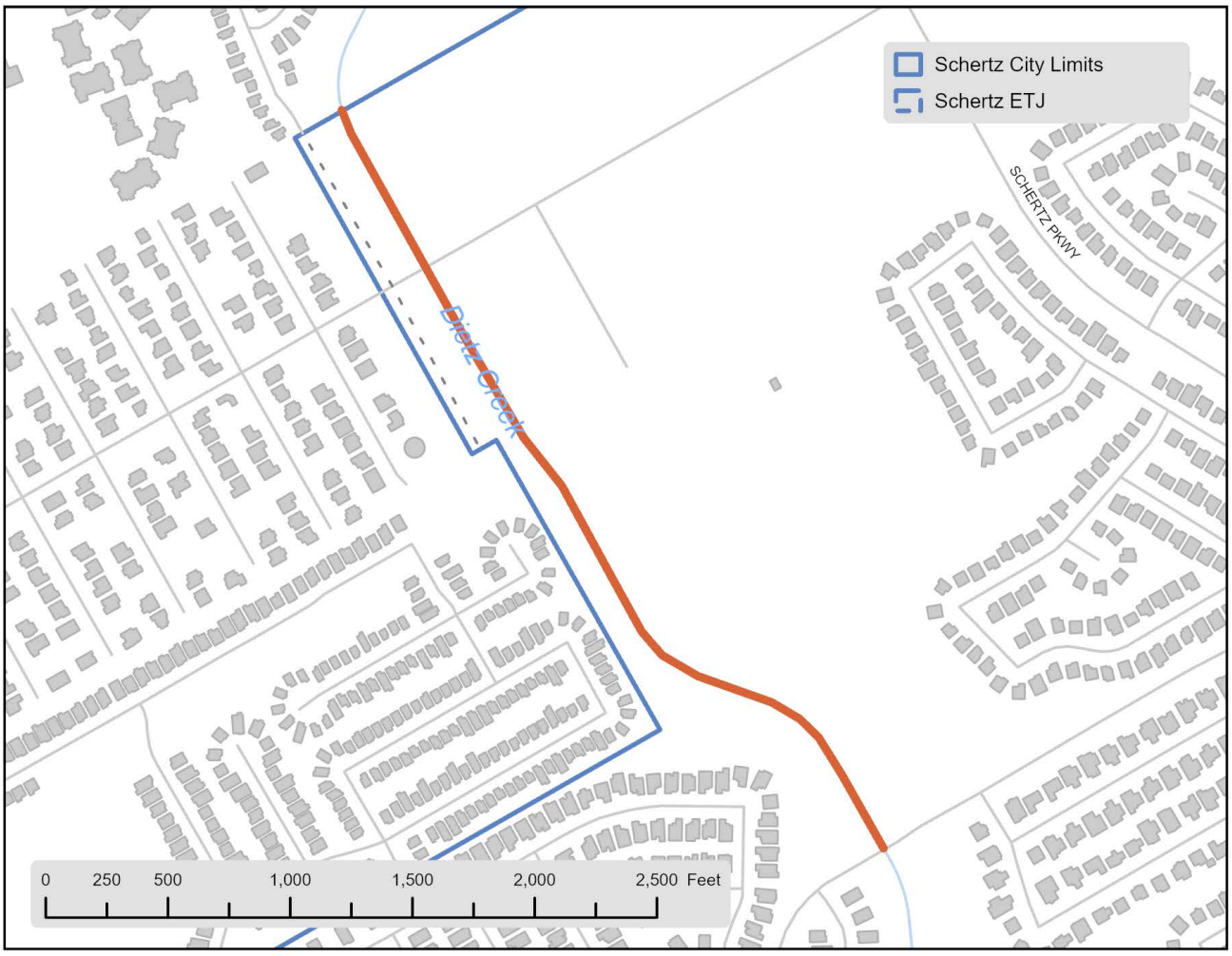


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WEST DIETZ CREEK DRAINAGE IMPROVEMENTS: CITY LIMITS NEAR WIEDERSTEIN TO SAVANNAH DRIVE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# STREETS

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** SC5

**Project Title:** 2024 SPAM Rehabilitation

**Project Manager:** Engineering

**Location Description:** Various subdivisions and streets in the City

**Project Summary:** Rehabilitation removes the exisiting asphalt, stabilizes the base material underneath, and adds a new asphalt layer on top. Areas include: Silvertree and part of Schertz Forest subdivision; and Maple Drive, and St Andrews streets.

**Start Date:** Jan-24

**Completion Date:** Fall 2024

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| General Fund | $ - | $ 1,225,000 | $ - | $ - | $ - | $ - | $ - | $ 1,225,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ 1,225,000 | $ - | $ - | $ - | $ - | $ - | $ 1,225,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ 125,000 | $ - | $ - | $ - | $ - | $ - | $ 125,000 |
| Construction | $ - | $ 1,100,000 | $ - | $ - | $ - | $ - | $ - | $ 1,100,000 |
| **Total Expenditure** | $ - | $ 1,225,000 | $ - | $ - | $ - | $ - | $ - | $ 1,225,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** SC5

**Project Title:** 2024 SPAM Rehabilitation

**Location:**

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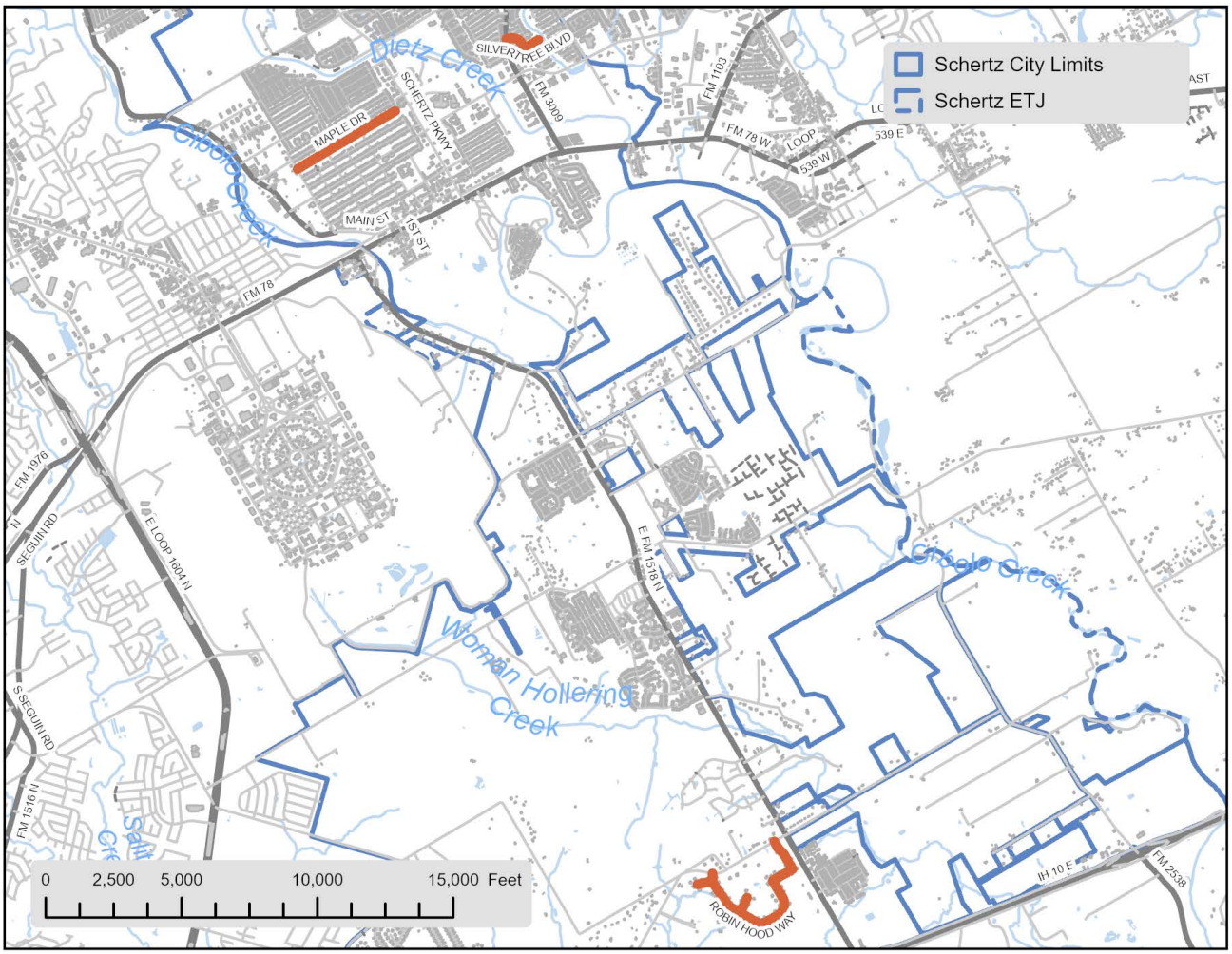



2024 SPAM REHABILITATION

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** SC5

**Project Title:** 2024 SPAM Resurfacing

**Project Manager:** Engineering

**Location Description:** Various subdivisions and streets in the City

**Project Summary:** Application of a slurry seal to the surface of various streets. A slurry seal is a thick layer of sand/oil mixture spread onto the surface of the street. This is to preserve the streets and increase the street's Pavement Condition Index to a high score. Areas include: Kensington Ranch, Savannah Bluff, The Ridge at Scenic Hills, Fairhaven, Mobile Villa Estates, and part of Schertz Forest subdivisions; and Schertz Parkway (Woodland Oaks Drive to IH-35), Inglewood, Aranda Lane, and Columbia (Covers Cove to Country Club) streets.

**Start Date:** Jan-24

**Completion Date:** Fall 2024

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ 2,154,000 | $ - | $ - | $ - | $ - | $ 2,154,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 2,154,000 | $ - | $ - | $ - | $ - | $ 2,154,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 215,400 | $ - | $ - | $ - | $ - | $ 215,400 |
| Construction | $ - | $ - | $ 1,938,600 | $ - | $ - | $ - | $ - | $ 1,938,600 |
| **Total Expenditure** | $ - | $ - | $ 2,154,000 | $ - | $ - | $ - | $ - | $ 2,154,000 |

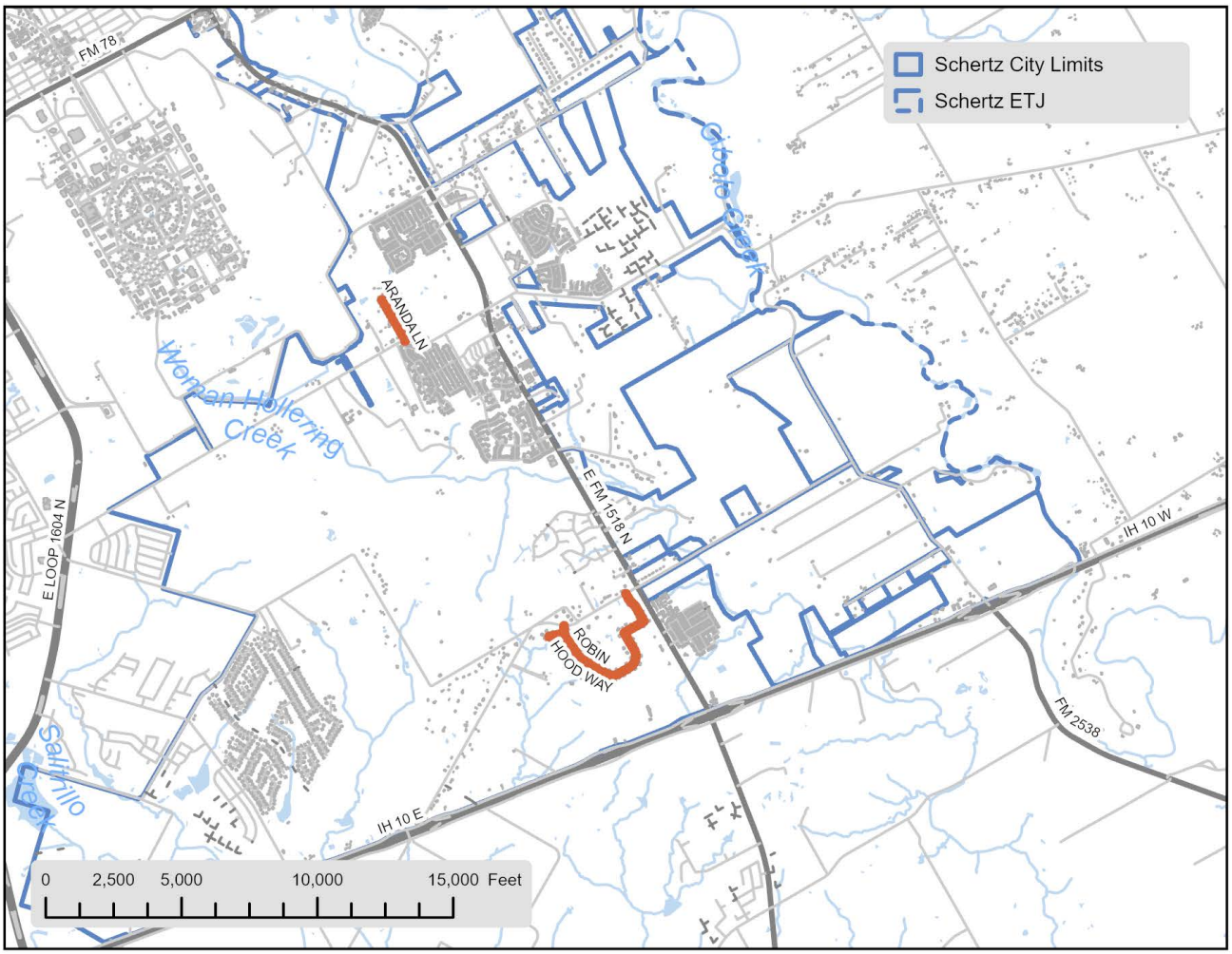
# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** SC5

**Project Title:** 2024 SPAM Resurfacing

**Location:**

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.




2024 SPAM RESURFACING

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation and Utility **Project Code:** E05

**Project Title:** Lookout Road Reconstruction

**Project Manager:** Engineering

**Location Description:** Lookout Road, Schertz Parkway to Doerr Lane

**Project Summary:** Reconstruction of Lookout Road and upsizing of sanitary sewer main form Doerr Lane to Schertz Parkway. A new traffic signal will also be installed at the Schertz Parkway and Lookout Road intersection.

**Start Date:** Winter 2023

**Completion Date:** Winter 2024

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| EDC | $ - | $ 622,998 | $ 6,666,094 | $ - | $ - | $ - | $ - | $ 7,289,092 |
| Other | $ 20,000 | $ - | $ - | $ - | $ - | $ - | $ - | $ 20,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ 20,000 | $ 622,998 | $ 6,666,094 | $ - | $ - | $ - | $ - | $ 7,309,092 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ 291,397 | $ 351,601 | $ - | $ - | $ - | $ - | $ - | $ 642,998 |
| Construction | $ - | $ - | $ 6,666,094 | $ - | $ - | $ - | $ - | $ 6,666,094 |
| **Total Expenditure** | $ 291,397 | $ 351,601 | $ 6,666,094 | $ - | $ - | $ - | $ - | $ 7,309,092 |

**Funding Source**

1. **ARP**
2. **Sewer Impact Fees**
3. **Water Impact Fees**
4. **Water Reserves**
5. **W/Sewer Reserves**
6. **Bonds**
7. **EDC**
8. **TxDOT**
9. **Reimbursable**
10. **Grant Fund**
11. **General Fund**
12. **Drainage**
13. **Drainage/Streets**
14. **Combined 50% Bonds/50% Grants**
15. **Other**

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

| | | | |
|---|---|---|---|
| **Project Type:** | Transportation and Utility | **Project Code:** | E05 |
| **Project Title:** | Lookout Road Reconstruction | | |
| **Location:** | | | |

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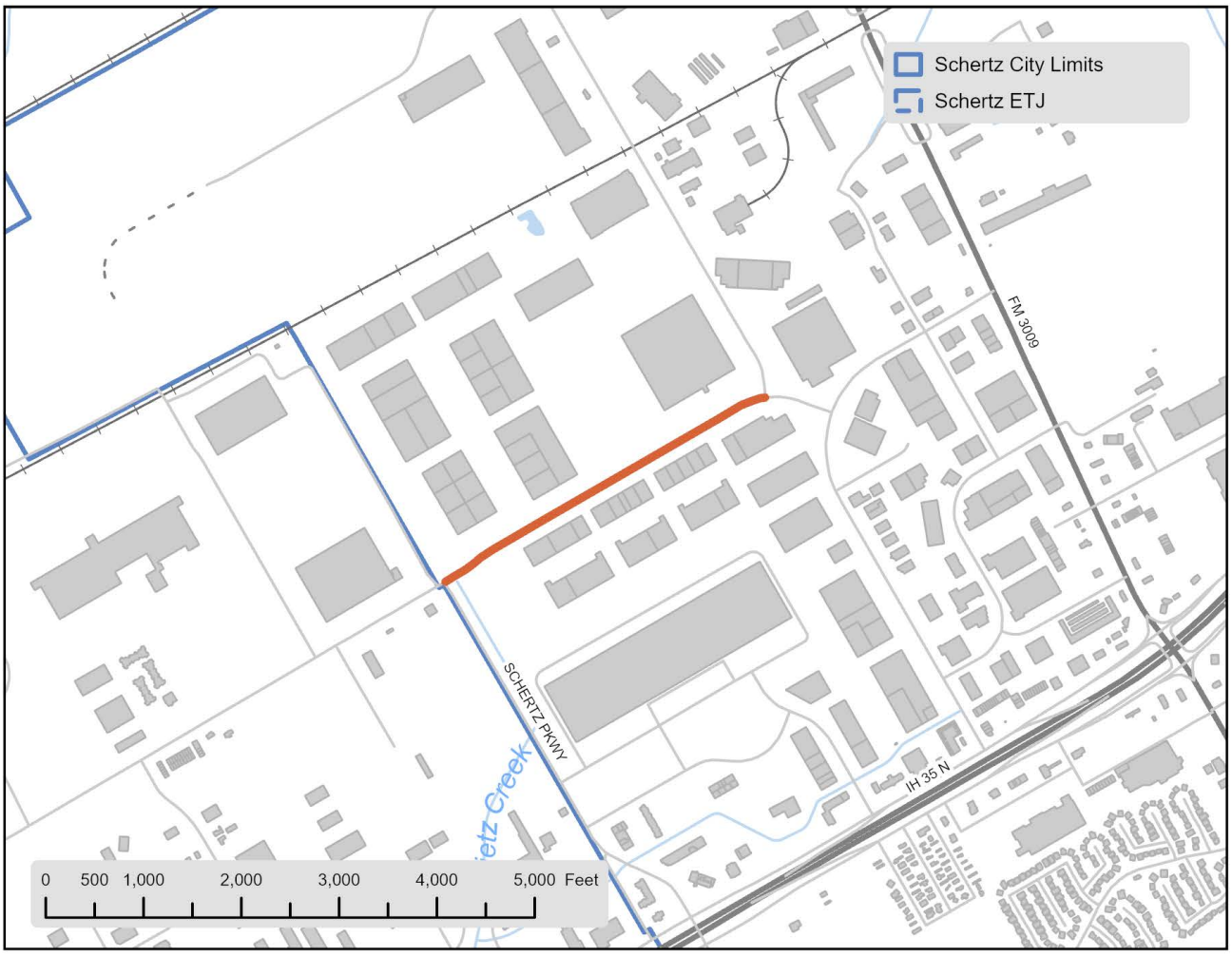


N

LOOKOUT ROAD RECONSTRUCTION

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** SC5

**Project Title:** 2024 SPAM Resurfacing

**Location:**

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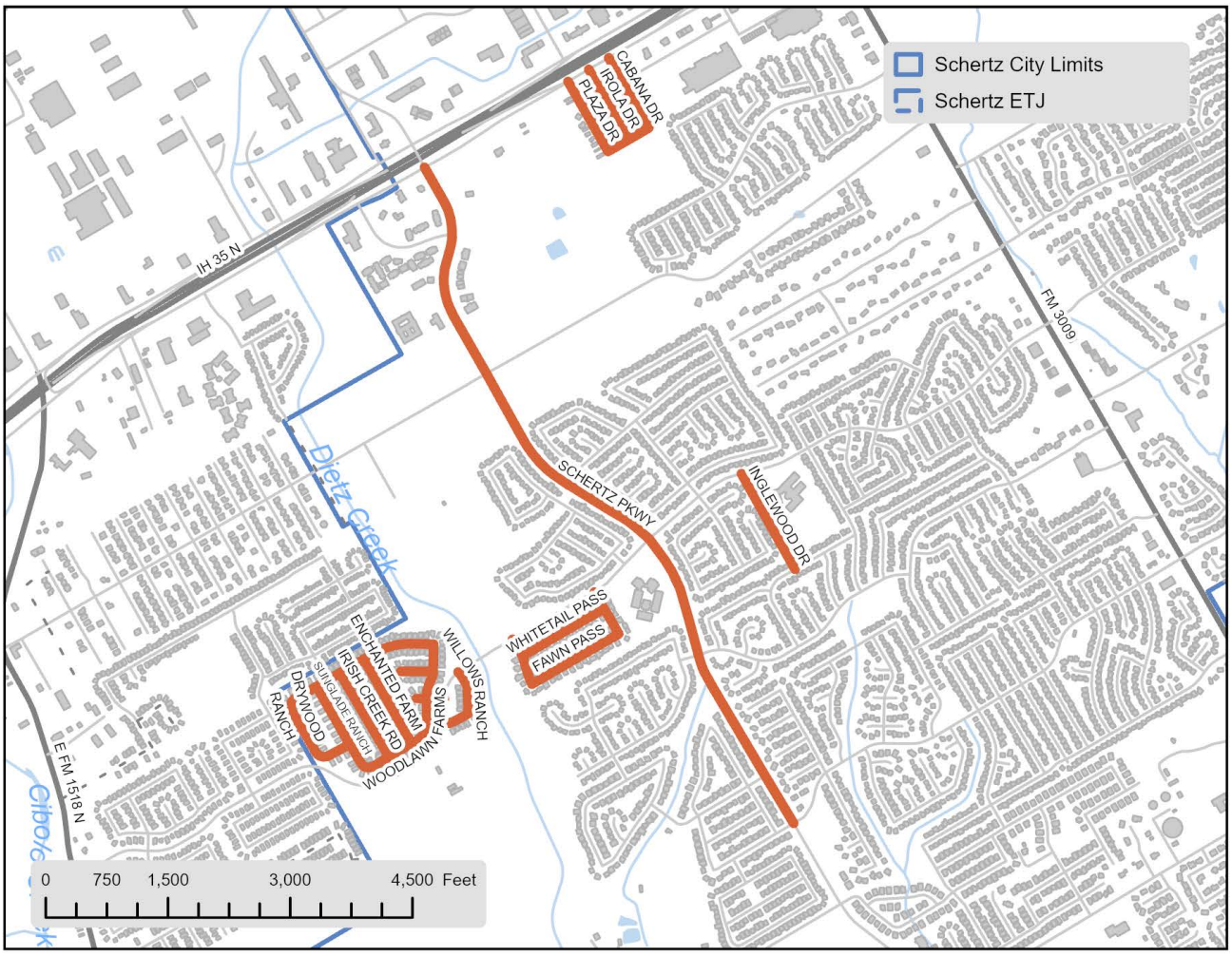


2024 SPAM RESURFACING

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** SC5

**Project Title:** 2024 SPAM Resurfacing

**Location:**

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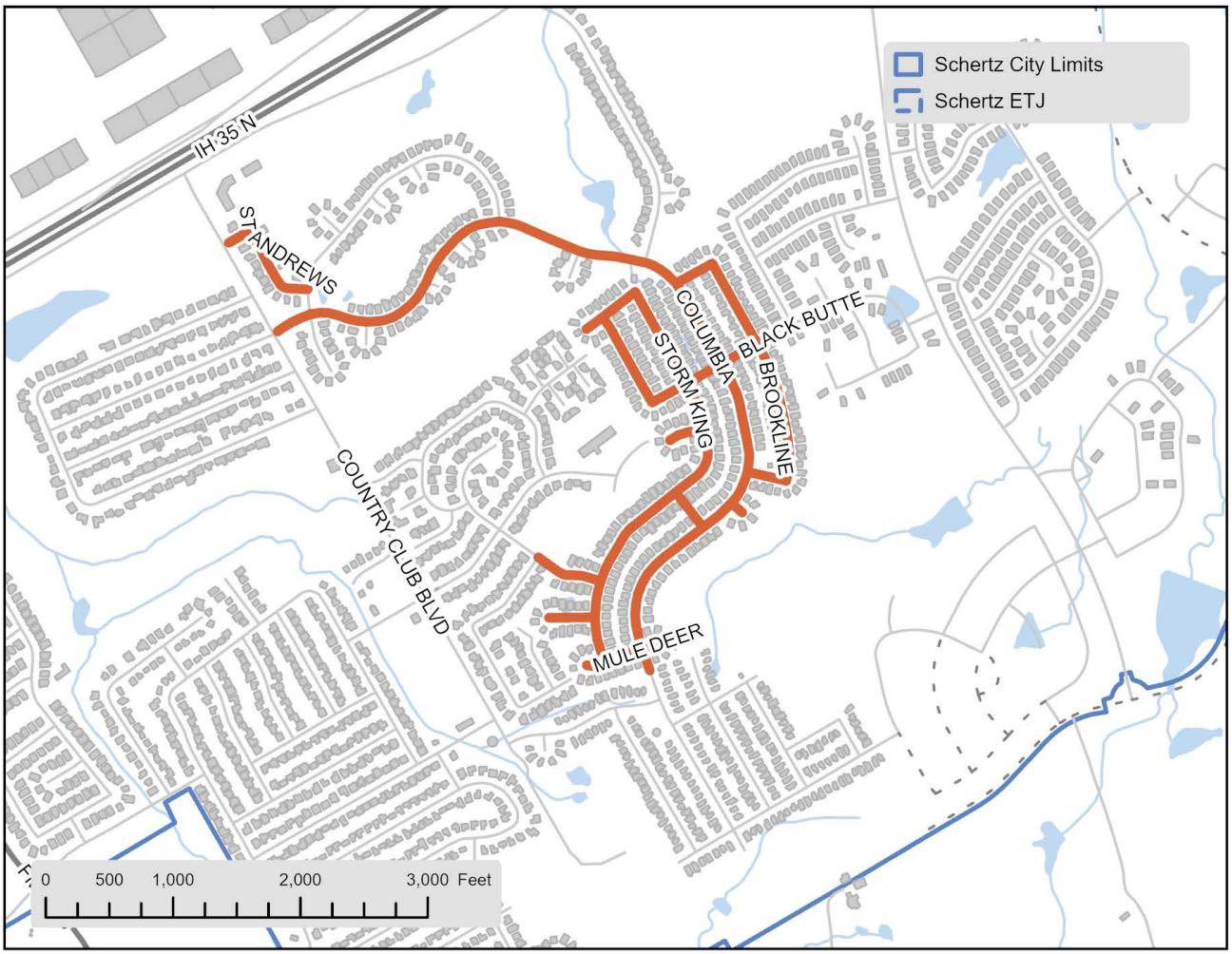


2024 SPAM RESURFACING

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation and Utility **Project Code:** GA7

**Project Title:** Main Street Improvements

**Project Manager:** Engineering

**Location Description:** Main Street, Curtiss to Schertz Parkway

**Project Summary:** The Main street project will improve sidewalks; provide street lighting; way-finding signage; landscaping; utility relocations; and architectural elements such as decorative concrete, decorative lighting, screening, and area signage. The project will also replace the aging water and sewer lines and rehabilitate the street. Additionally, Lindbergh between Main Street and Exchange Avenue will be reconstructed.

**Start Date:** Jun-17

**Completion Date:** Fall 2026

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ 4,250,000 | $ 5,000,000 | $ 1,290,264 | $ 14,800,000 | $ - | $ - | $ - | $ 25,340,264 |
| EDC Grant | $ 500,000 | $ - | | $ - | $ - | $ - | $ - | $ 500,000 |
| Other | $ 40,629 | $ - | $ - | $ - | $ - | $ - | $ - | $ 40,629 |
| **Total Funding Source** | $ 4,790,629 | $ 5,000,000 | $ 1,290,264 | $ 14,800,000 | $ - | $ - | $ - | $ 25,880,893 |
| **Expenditure** | | | | | | | | |
| Land | $ 212,356 | $ - | $ - | $ - | $ - | $ - | $ - | $ 212,356 |
| Professional Services | $ 1,052,587 | $ 1,672,519 | $ - | $ - | $ - | $ - | $ - | $ 2,725,106 |
| Construction | $ 215,950 | $ 4,363,856 | $ 3,563,625 | $ 14,800,000 | $ - | $ - | $ - | $ 22,943,431 |
| **Total Expenditure** | $ 1,480,893 | $ 6,036,375 | $ 3,563,625 | $ 14,800,000 | $ - | $ - | $ - | $ 25,880,893 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

| | | | |
|---|---|---|---|
| **Project Type:** | Transportation and Utility | **Project Code:** | GA7 |
| **Project Title:** | Main Street Improvements | | |
| **Location:** | | | |

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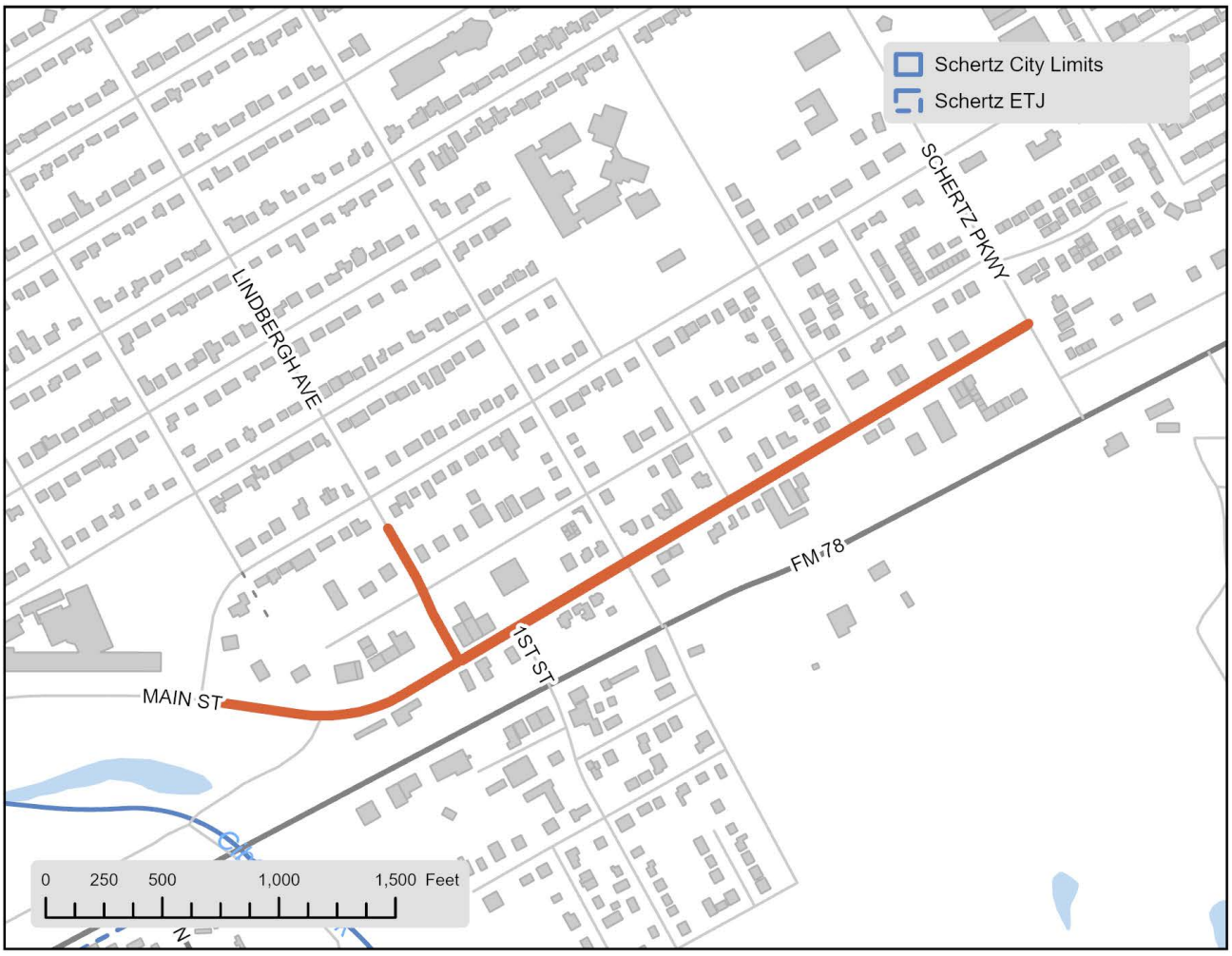


MAIN STREET IMPROVEMENTS

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** 2025 SPAM Projects

**Project Manager:** Engineering

**Location Description:** Various subdivisions and streets in the City

**Project Summary:** Some of the streets in the project area will be resurfaced, while others will be rehabiliatated. The streets getting resurfaced will receive either a slurry seal or a mill and overlay, depending on the usage of the street. Lower volume local streets will get a slurry seal, while higher volume streets (collectors and arterials) like Bell North and Wiederstein Rd between Schertz Parkway and FM 3009, will receive a mill and overlay. A slurry seal is a thick layer of sand/oil mixture spread onto the surface of the street. This is to preserve the streets and increase the street's Pavement Condition Index to a high score. A mill and overlay involves grinding off part of the apshalt surface and adding a new layer of asphalt to the surface. Some of the local streets in the project are in poorer conditon and require more work than just a slurry seal. Those streets will be rehabiliatated. Rehabilitation is removing the existing asphalt, stabilizing the base underneath, and adding a new asphalt layer on top. Areas include: Rio Vists, The Village, Jonas Woods, Woodbridge, adn Woodland Oaks subdivisions; Verde Enterprise Parkway, Mid Cities Parkway, Corridor Loop Road, Bell North, Baugh Lane, Four Oaks Lane, and Wiederstein Road (Schertz Parkway to FM

**Start Date:** Spring 2025

**Completion Date:** Fall 2025

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ 3,962,000 | $ - | $ - | $ - | $ - | $ 3,962,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 3,962,000 | $ - | $ - | $ - | $ - | $ 3,962,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 396,200 | $ - | $ - | $ - | $ - | $ 396,200 |
| Construction | $ - | $ - | $ 3,565,800 | $ - | $ - | $ - | $ - | $ 3,565,800 |
| **Total Expenditure** | $ - | $ - | $ 3,962,000 | $ - | $ - | $ - | $ - | $ 3,962,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** 2025 SPAM Projects

**Project Manager:** Engineering

**Location Description:** Various subdivisions and streets in the City

**Project Summary:** Some of the streets in the project area will be resurfaced, while others will be rehabilitated. The streets getting resurfaced will receive either a slurry seal or a mill and overlay, depending on the usage of the street. Lower volume local streets will get a slurry seal, while higher volume streets (collectors and arterials) like Bell North and Wiederstein Rd between Schertz Parkway and FM 3009, will receive a mill and overlay. A slurry seal is a thick layer of sand/oil mixture spread onto the surface of the street. This is to preserve the streets and increase the street's Pavement Condition Index to a high score. A mill and overlay involves grinding off part of the apshalt surface and adding a new layer of asphalt to the surface. Some of the local streets in the project are in poorer conditon and require more work than just a slurry seal. Those streets will be rehabilitated. Rehabilitation is removing the existing asphalt, stabilizing the base underneath, and adding a new asphalt layer on top. Areas include: Rio Vists, The Village, Jonas Woods, Woodbridge, adn Woodland Oaks subdivisions; Verde Enterprise Parkway, Mid Cities Parkway, Corridor Loop Road, Bell North, Baugh Lane, Four Oaks Lane, and Wiederstein Road (Schertz Parkway to FM

**Start Date:** Spring 2025

**Completion Date:** Fall 2025

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ 3,962,000 | $ - | $ - | $ - | $ - | $ 3,962,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 3,962,000 | $ - | $ - | $ - | $ - | $ 3,962,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 396,200 | $ - | $ - | $ - | $ - | $ 396,200 |
| Construction | $ - | $ - | $ 3,565,800 | $ - | $ - | $ - | $ - | $ 3,565,800 |
| **Total Expenditure** | $ - | $ - | $ 3,962,000 | $ - | $ - | $ - | $ - | $ 3,962,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2025 SPAM Projects

**Location:**

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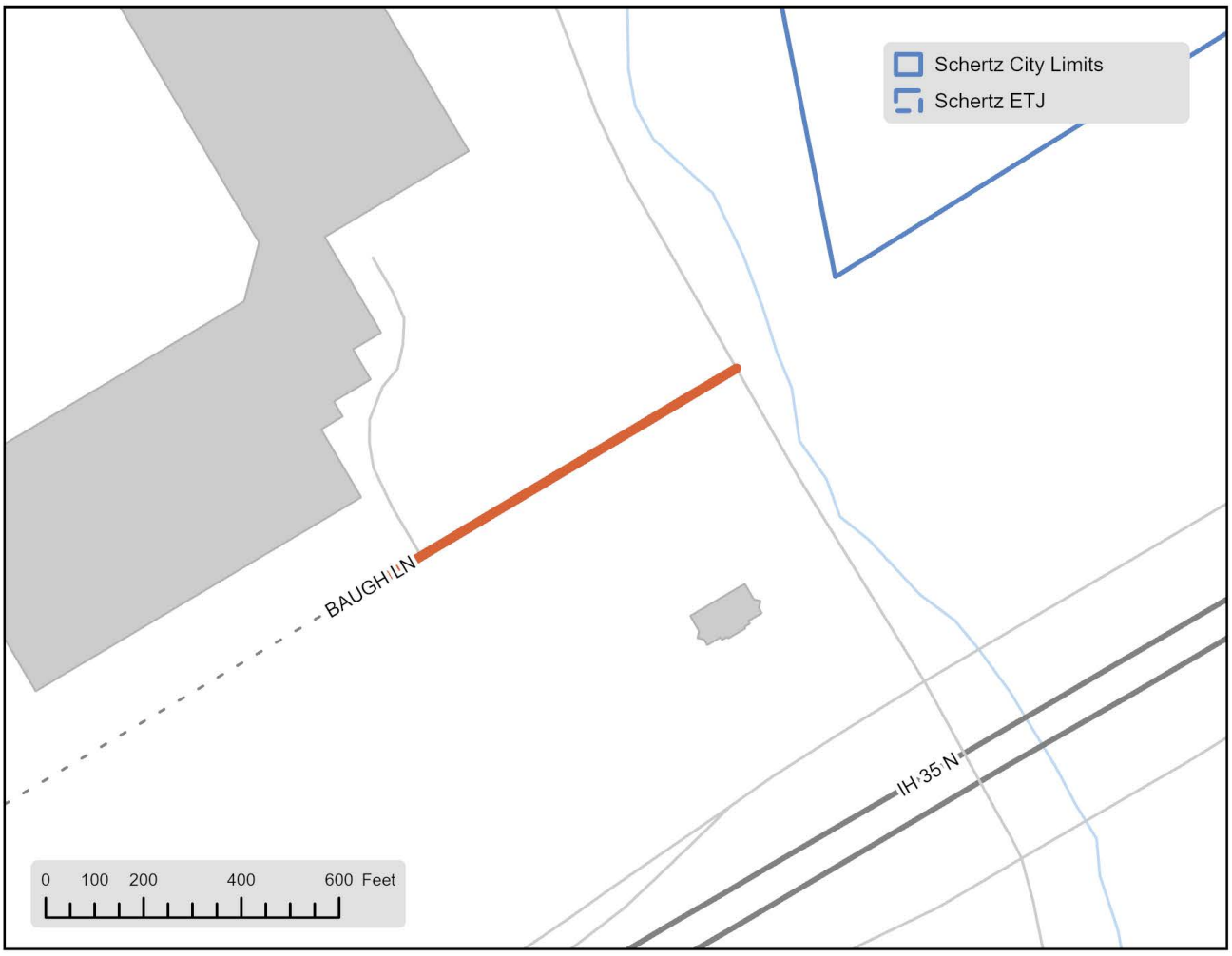


REST OF SPAM 2025

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2025 SPAM Projects

**Location:**

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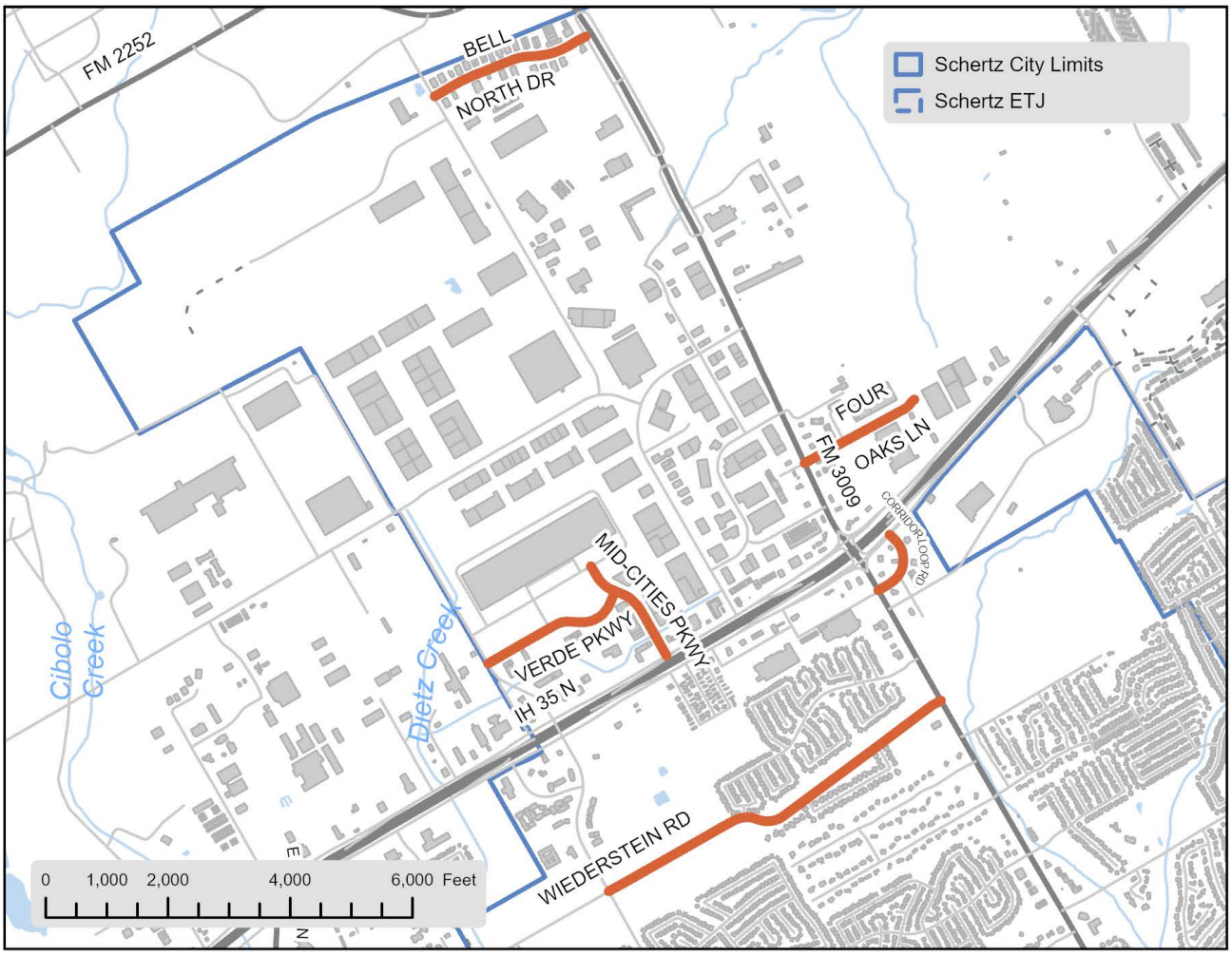


REST OF SPAM 2025

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2025 SPAM Projects

**Location:**

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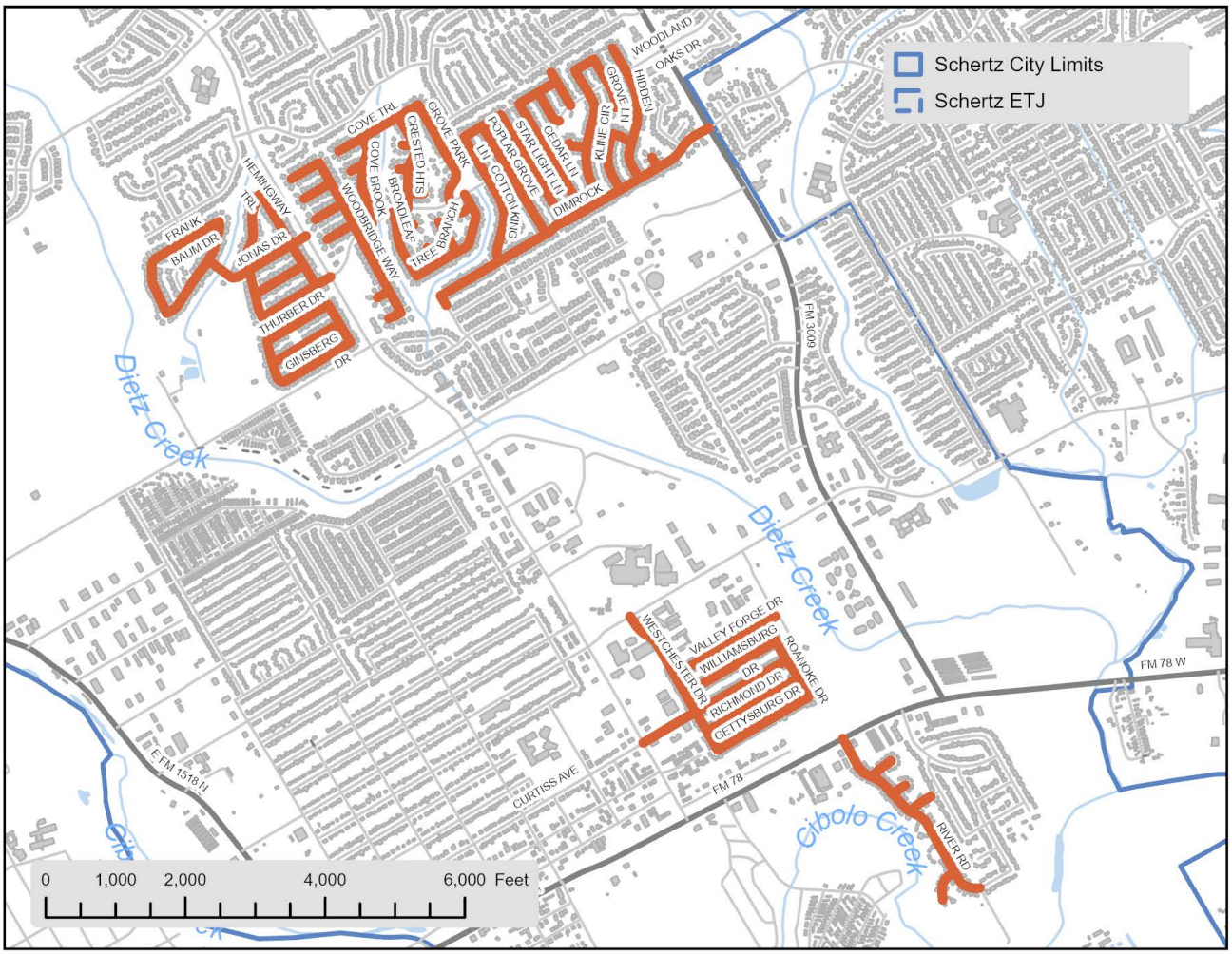


REST OF SPAM 2025

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Kramer Farm subdivision rehabilitation

**Project Manager:** Engineering

**Location Description:** Kramer Farms Subdivision

**Project Summary:** The streets in the subdivision will be rehabilitated. Rehabilitation is removing the existing asphalt, stabilizing the base underneath, and adding a new asphalt layer on top.

**Start Date:** Jan-25

**Completion Date:** Winter 2025

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ 1,395,062 | $ - | $ - | $ - | $ - | $ 1,395,062 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 1,395,062 | $ - | $ - | $ - | $ - | $ 1,395,062 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 139,500 | $ - | $ - | $ - | $ - | $ 139,500 |
| Construction | $ - | $ - | $ 1,255,562 | $ - | $ - | $ - | $ - | $ 1,255,562 |
| **Total Expenditure** | $ - | $ - | $ 1,395,062 | $ - | $ - | $ - | $ - | $ 1,395,062 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** Kramer Farm subdivision rehabilitation

**Location:**

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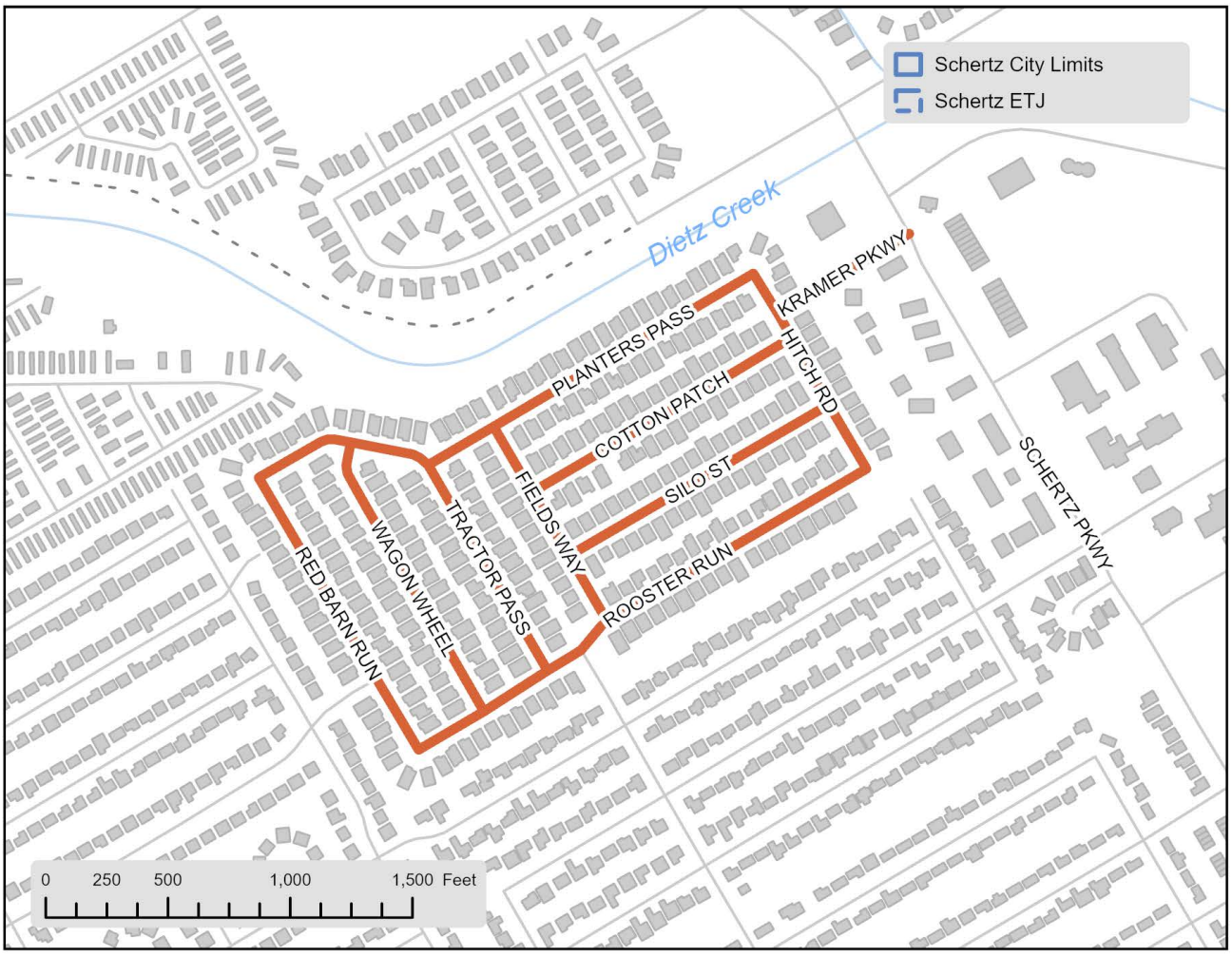


KRAMER FARM REHABILITATION

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Aviation Heights (Northern Half) subdivision rehabilitation

**Project Manager:** Engineering

**Location Description:** Aviation Heights Subdivision

**Project Summary:** The streets in the northern part of the subdivision (Aviation to and including Brooks) will be rehabilitated. Rehabilitation is removing the existing asphalt, stabilizing the base underneath, and adding a new asphalt layer on top.

**Start Date:** Jan. 2025

**Completion Date:** Fall 2025

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ 2,500,000 | $ - | $ - | $ - | $ - | $ 2,500,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 2,500,000 | $ - | $ - | $ - | $ - | $ 2,500,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 250,000 | $ - | $ - | $ - | $ - | $ 250,000 |
| Construction | $ - | $ - | $ 2,250,000 | $ - | $ - | $ - | $ - | $ 2,250,000 |
| **Total Expenditure** | $ - | $ - | $ 2,500,000 | $ - | $ - | $ - | $ - | $ 2,500,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** Aviation Heights Rehabilitation (Northern Half) subdivision rehabilitation

**Location:**

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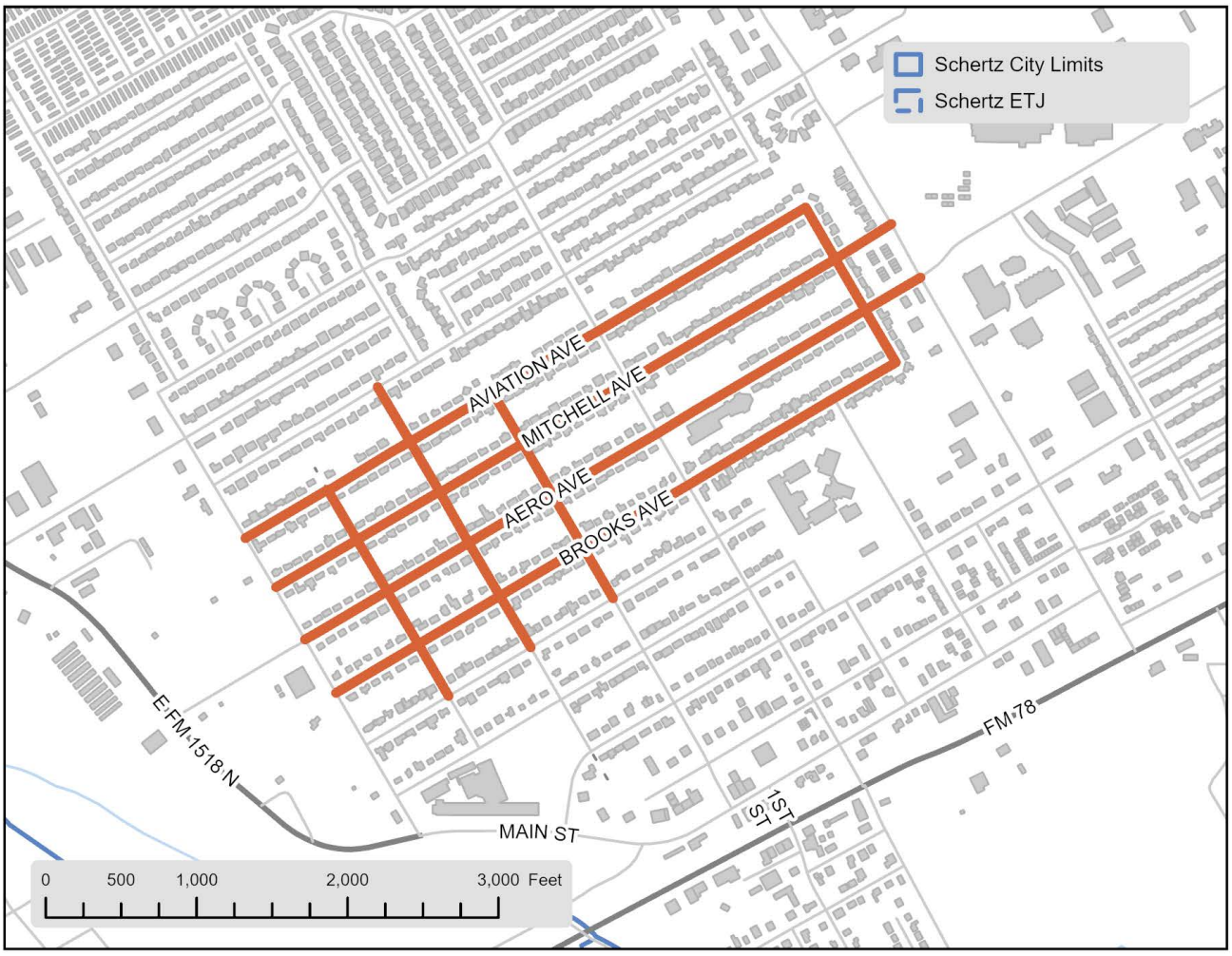


AVIATION HEIGHTS REHABILITATION
(NORTHERN HALF)

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Boenig Road Reconstruction

**Project Manager:** Engineering

**Location Description:** Boenig Road

**Project Summary:** The existing pavement section will be removed and replaced with a stronger pavement section capable of accommodating the existing and future traffic on the streets.

**Start Date:** Jan-25

**Completion Date:** Fall 2025

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ 1,600,000 | $ - | $ - | $ - | $ - | $ 1,600,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 1,600,000 | $ - | $ - | $ - | $ - | $ 1,600,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 160,000 | $ - | $ - | $ - | $ - | $ 160,000 |
| Construction | $ - | $ - | $ 1,440,000 | $ - | $ - | $ - | $ - | $ 1,440,000 |
| **Total Expenditure** | $ - | $ - | $ 1,600,000 | $ - | $ - | $ - | $ - | $ 1,600,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** Boenig Road Reconstruction

**Location:**

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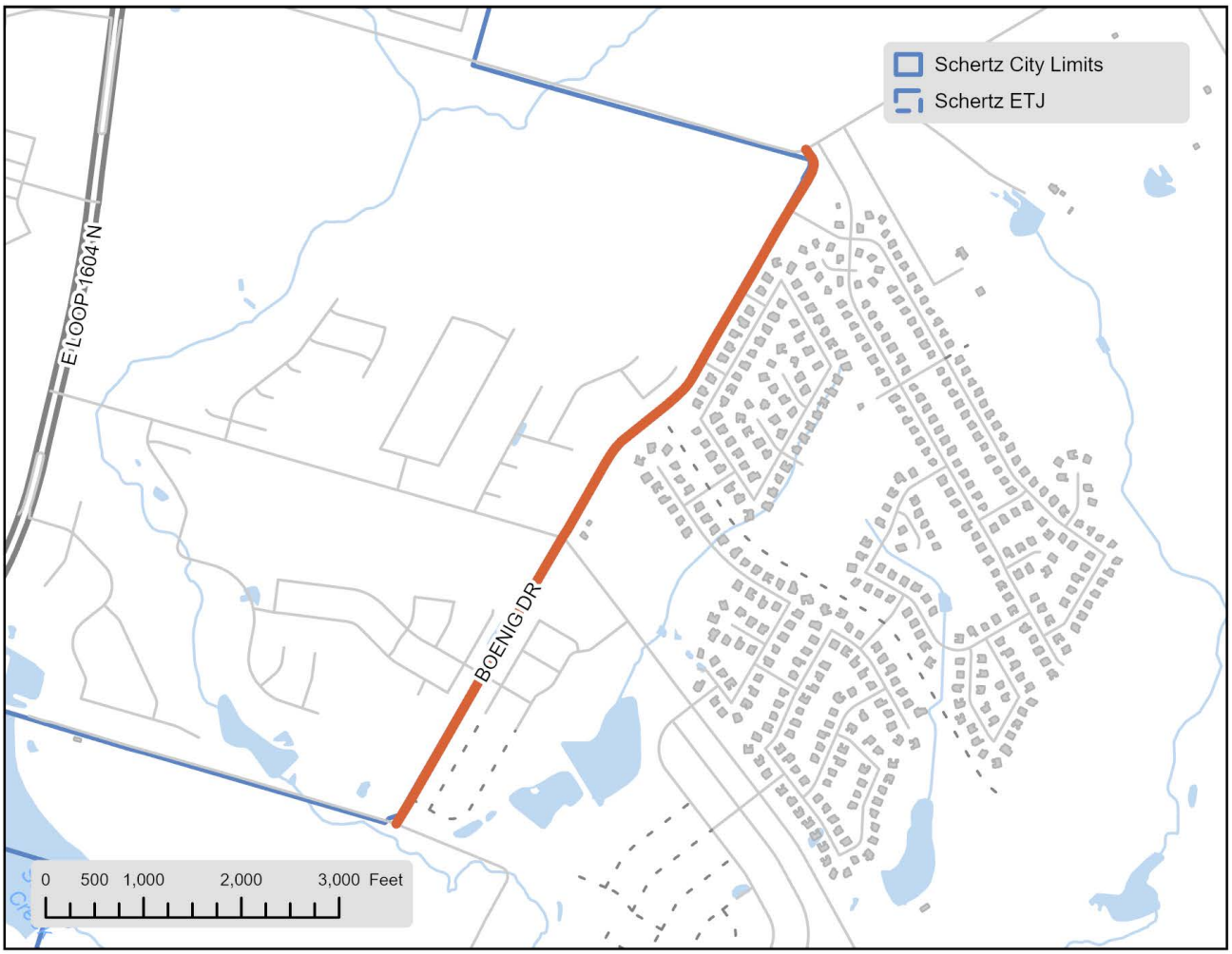



BOENIG RECONSTRUCTION

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** 2026 SPAM Projects

**Project Manager:** Engineering

**Location Description:** Various subdivisions and streets in the City

**Project Summary:** Some of the streets in the project area will be resurfaced, while others will be rehabilitated. The streets getting resurfaced will receive either a slurry seal or a mill and overlay, depending on the usage of the street. Lower volume local streets will get a slurry seal, while higher volume streets (collectors and arterials) like Oak Street, will receive a mill and overlay. A slurry seal is a thick layer of sand/oil mixture spread onto the surface of the street. This is to preserve the streets and increase the street's Pavement Condition Index to a high score. A mill and overlay involves grinding off part of the apshalt surface and adding a new layer of asphalt to the surface. Some of the local streets in the project are in poorer conditon and require more work than just a slurry seal. Those streets will be rehabilitated. Rehabilitation is removing the existing asphalt, stabilizing the base underneath, and adding a new asphalt layer on top. Areas include: The links at Scenic Hills, Riata, and Fairway Ridge subdivisions; and Oak Street and Nell Deane streets.

**Start Date:** Jan-26

**Completion Date:** Fall 2026

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ 3,182,000 | $ - | $ - | $ - | $ 3,182,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ 3,182,000 | $ - | $ - | $ - | $ 3,182,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ 318,200 | $ - | $ - | $ - | $ 318,200 |
| Construction | $ - | $ - | $ - | $ 2,863,800 | $ - | $ - | $ - | $ 2,863,800 |
| **Total Expenditure** | $ - | $ - | $ - | $ 3,182,000 | $ - | $ - | $ - | $ 3,182,000 |

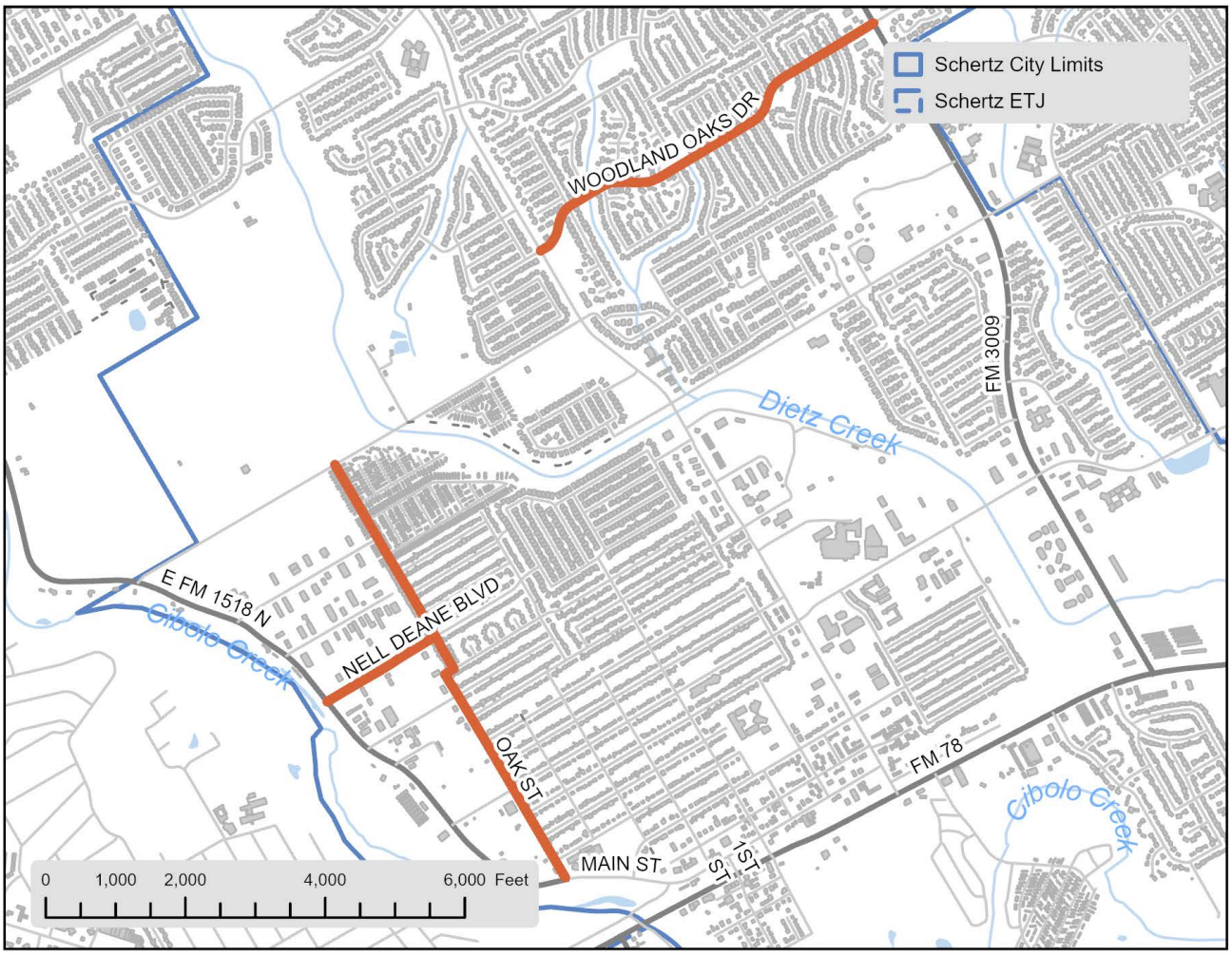
# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2026 SPAM Projects

**Location:**

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.




2026 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2026 SPAM Projects

**Location:**

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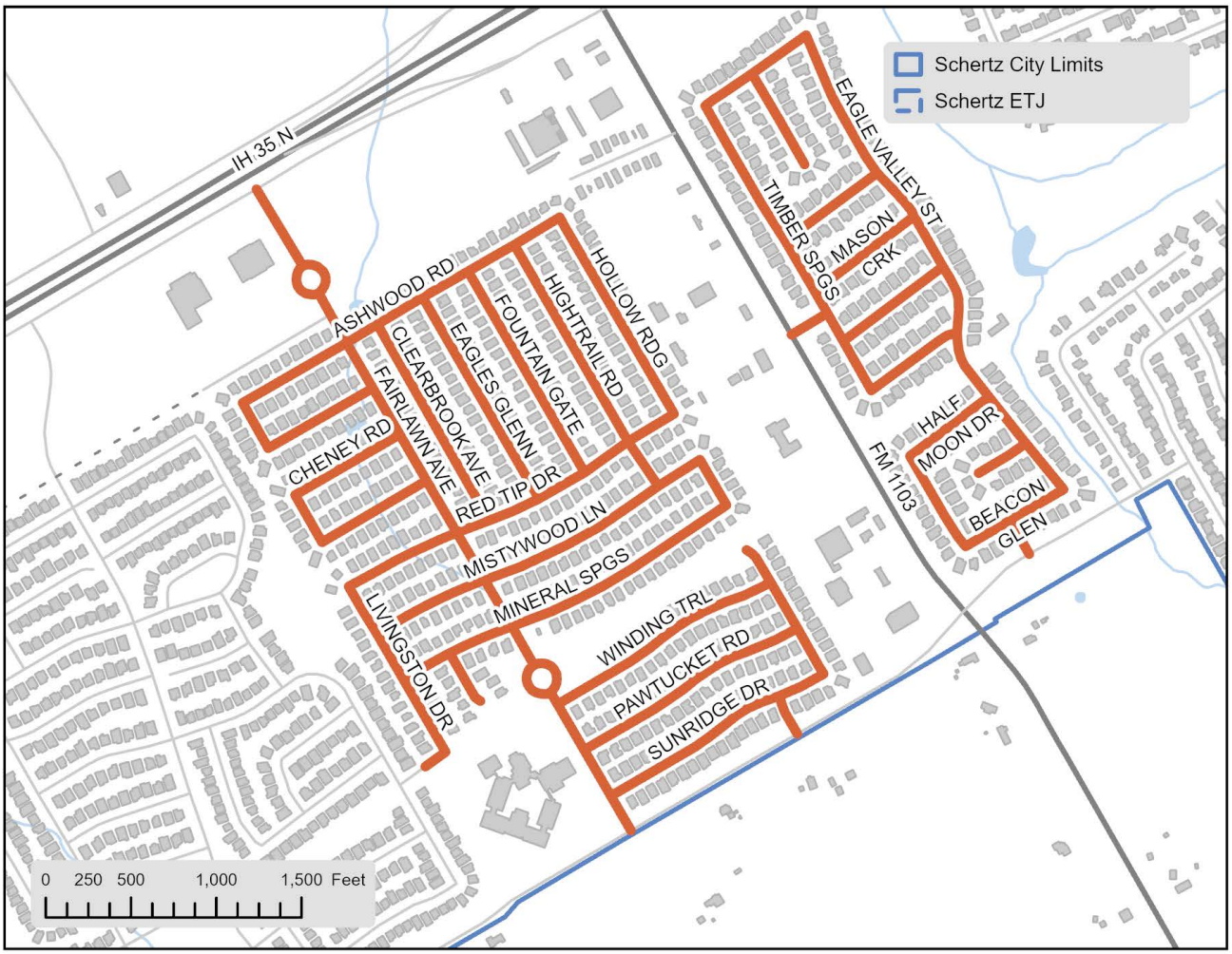



2026 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

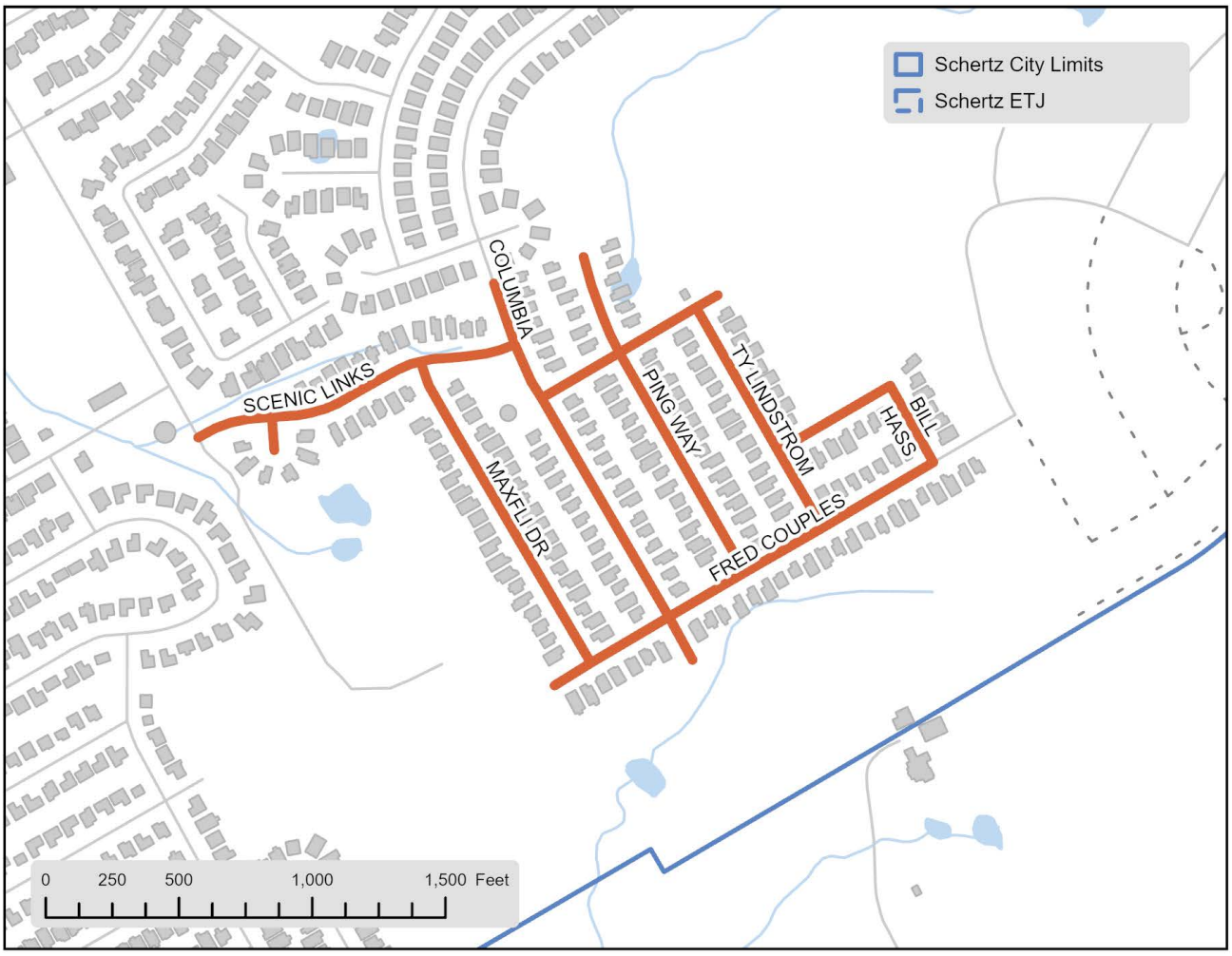
# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2026 SPAM Projects

**Location:**

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.




2026 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Savannah Drive Mill and Overlay Rehabilitation

**Project Manager:** Engineering

**Location Description:** Savannah Dr, City Limits to FM 3009

**Project Summary:** Perform base repairs and minor concrete repairs, then mill and overlay the surface with a new layer of pavement.

**Start Date:**

**Completion Date:**

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ 1,460,000 | $ - | $ - | $ - | $ 1,460,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ 1,460,000 | $ - | $ - | $ - | $ 1,460,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ 146,000 | $ - | $ - | $ - | $ 146,000 |
| Construction | $ - | $ - | $ - | $ 1,314,000 | $ - | $ - | $ - | $ 1,314,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ 1,460,000 | $ - | $ - | $ - | $ 1,460,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** Savannah Drive Mill and Overlay Rehabilitation

**Location:**

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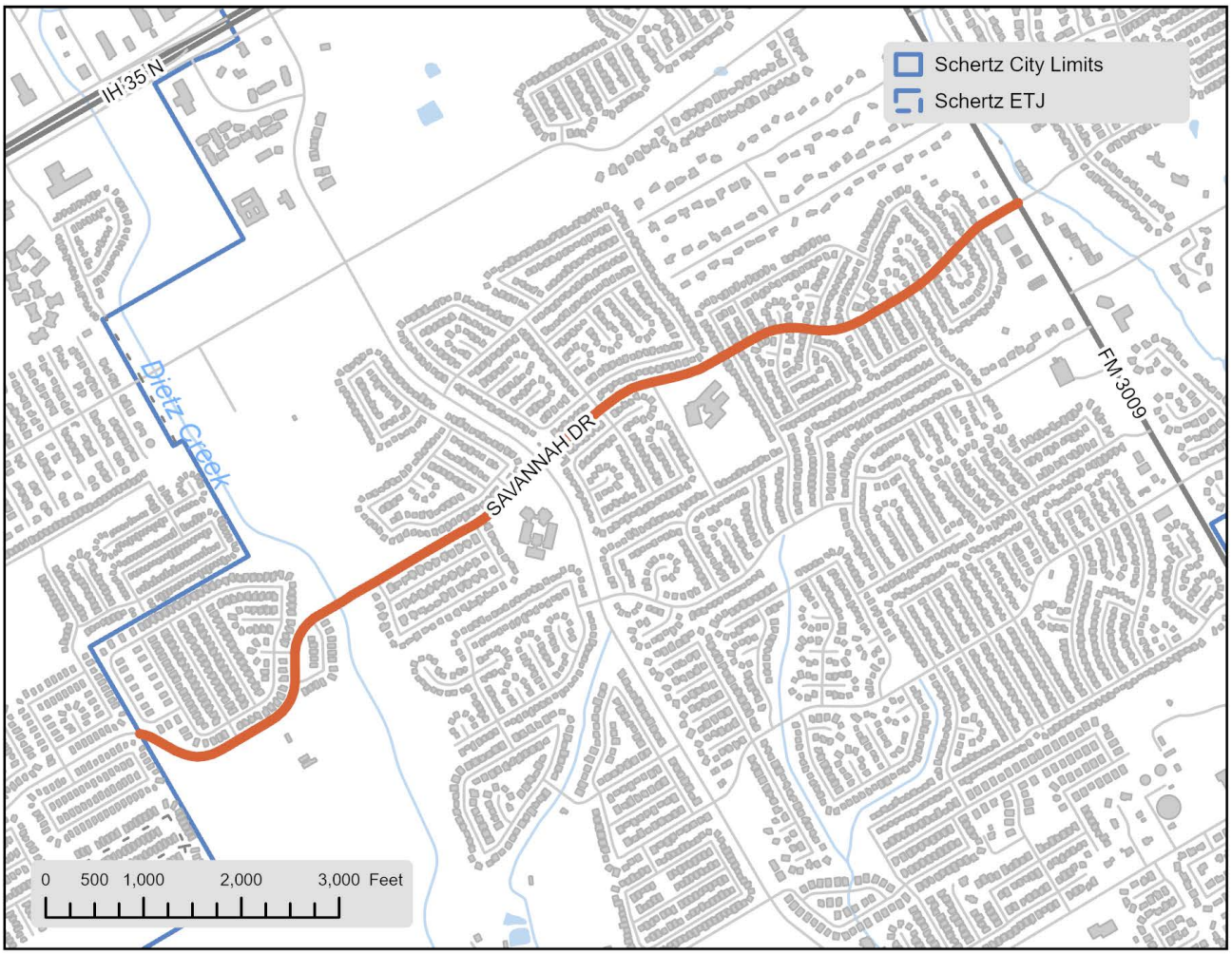


SAVANNAH DRIVE

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** SO2

**Project Title:** Lower Seguin Road Reconstruction

**Project Manager:** Engineering

**Location Description:** Lower Seguin Road, Loop 1604 to FM 1518

**Project Summary:** Reconstruct Lower Seguin Road between Loop 1604 and FM 1518 to the arterial street sections identified in the Master Thoroughfare Plan. The new pavement section will be stronger than the existing pavement to accommodate the existing and future traffic on the street.

**Start Date:** Jan-24

**Completion Date:** Fall 2026

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **ProposedFunding Source** | | | | | | | | |
| Bonds | $ - | $ 15,000,000 | $ - | $ 3,200,000 | $ - | $ - | $ - | $ 18,200,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ 15,000,000 | $ - | $ 3,200,000 | $ - | $ - | $ - | $ 18,200,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ 900,000 | $ - | $ - | $ - | $ - | $ 900,000 |
| Professional Services | $ - | $ 985,000 | $ 300,000 | $ - | $ - | $ - | $ - | $ 1,285,000 |
| Construction | $ - | $ - | $ - | $ 16,015,000 | $ - | $ - | $ - | $ 16,015,000 |
| **Total Expenditure** | $ - | $ 985,000 | $ 1,200,000 | $ 16,015,000 | $ - | $ - | $ - | $ 18,200,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** SO2

**Project Title:** Lower Seguin Road Reconstruction

**Location:**

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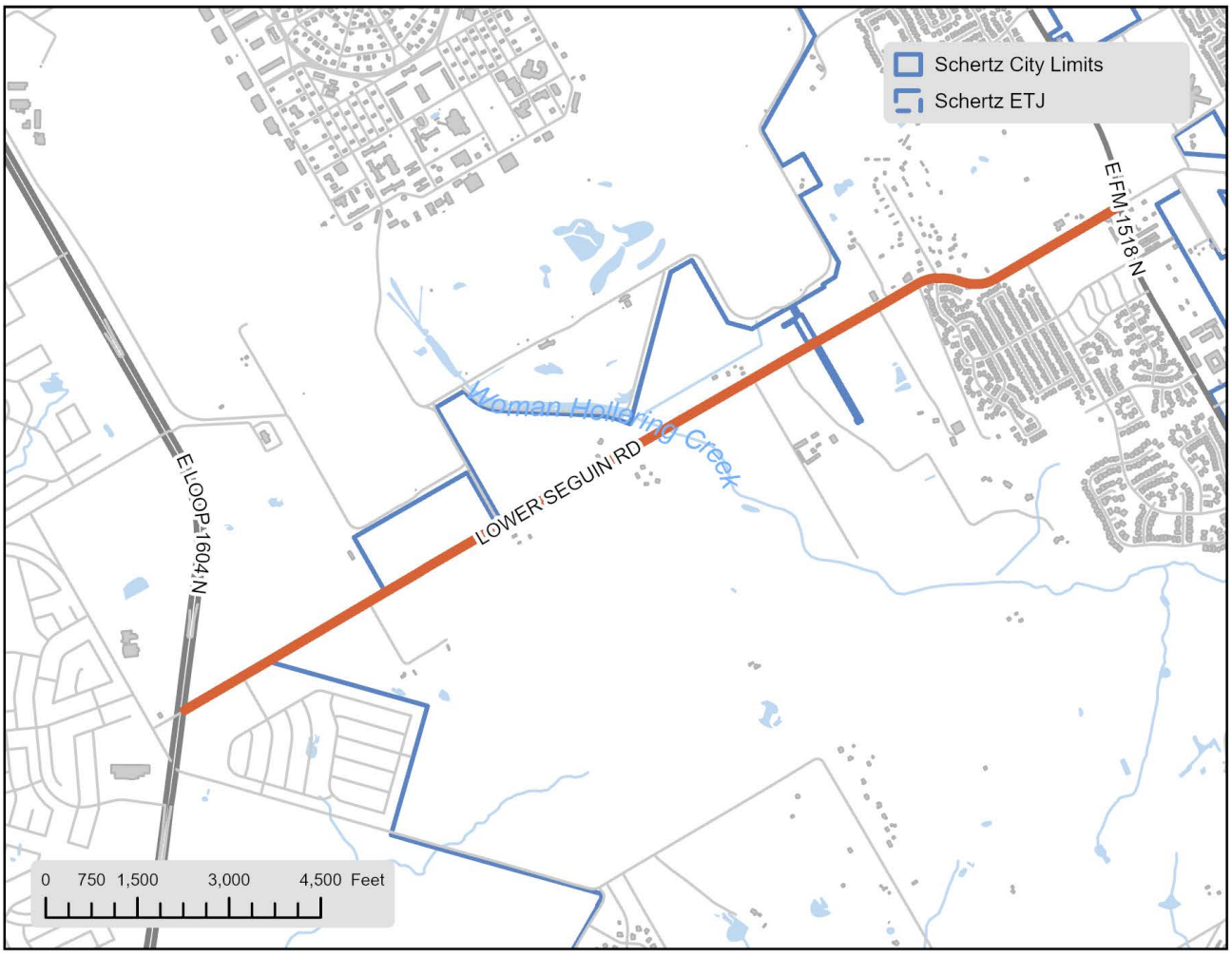


LOWER SEGUIN ROAD RECONSTRUCTION

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** 2027 SPAM Projects

**Project Manager:** Engineering

**Location Description:** Various subdivisions and streets in the City

**Project Summary:** Some of the streets in the project area will be resurfaced, while others will be rehabilitated. The streets getting resurfaced will receive either a slurry seal or a mill and overlay, depending on the usage of the street. Lower volume local streets will get a slurry seal, while higher volume streets (collectors and arterials) like Nell Deane, will receive a mill and overlay. A slurry seal is a thick layer of sand/oil mixture spread onto the surface of the street. This is to preserve the streets and increase the street's Pavement Condition Index to a high score. A mill and overlay involves grinding off part of the apshalt surface and adding a new layer of asphalt to the surface. Some of the local streets in the project are in poorer conditon and require more work than just a slurry seal. Those streets will be rehabilitated. Rehabilitation is removing the existing asphalt, stabilizing the base underneath, and adding a new asphalt layer on top.

**Start Date:** Winter 2027

**Completion Date:** Fall 2027

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ 1,042,000 | $ - | $ 1,042,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ 1,042,000 | $ - | $ 1,042,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ 104,200 | $ - | $ 104,200 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ 937,800 | $ - | $ 937,800 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ 1,042,000 | $ - | $ 1,042,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2027 SPAM Projects

**Location:**

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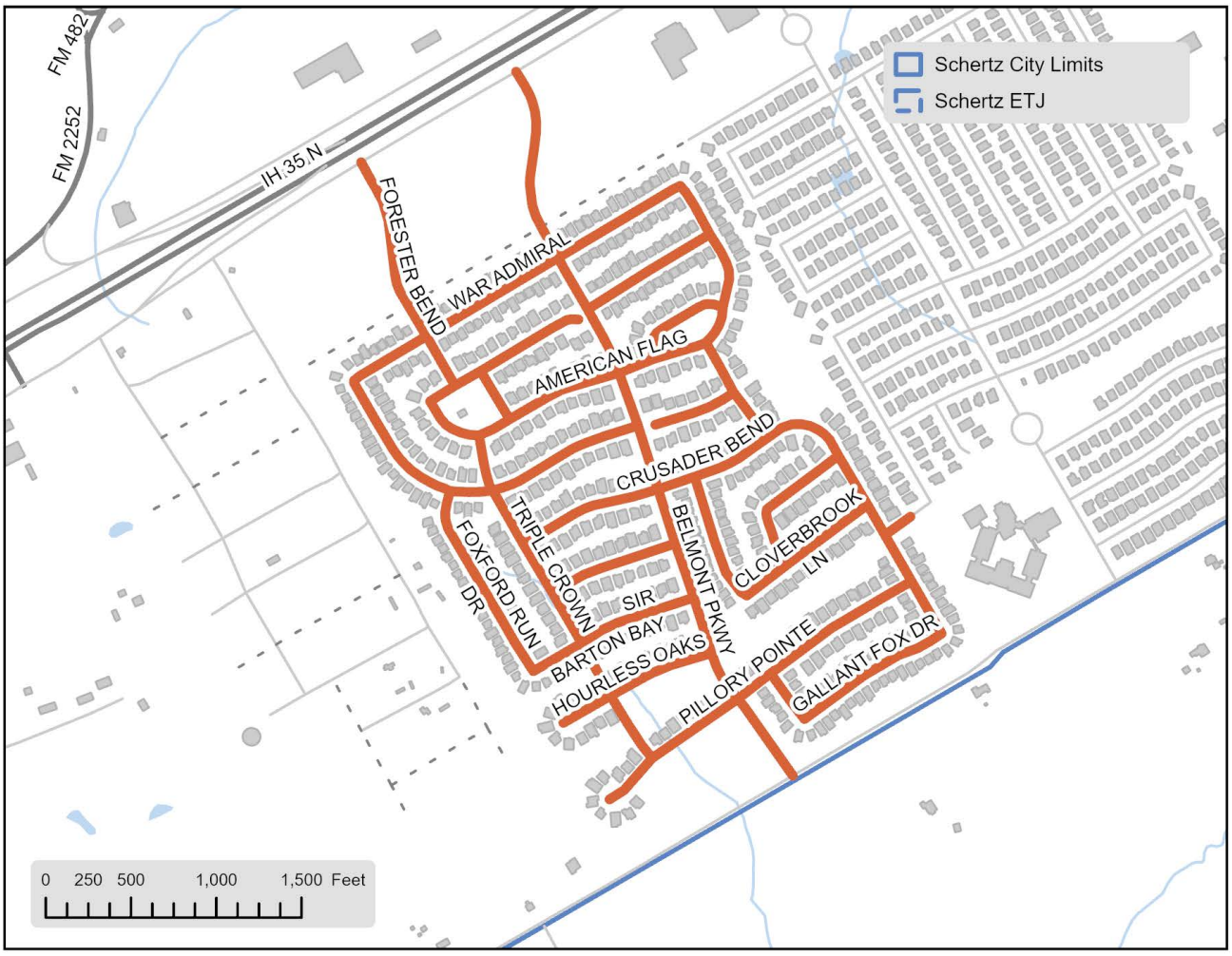


2027 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2027 SPAM Projects

**Location:**

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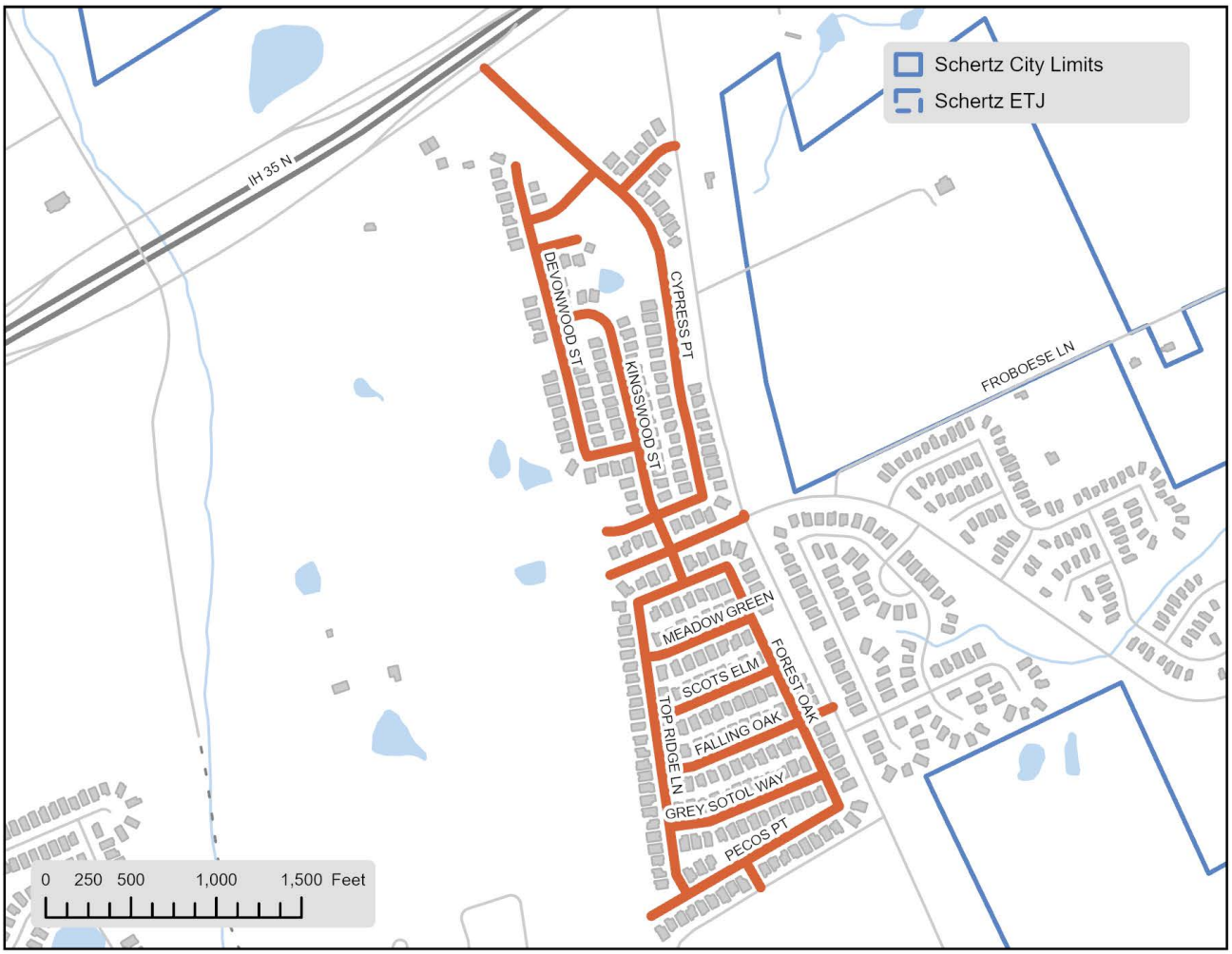


2027 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Aviation Heights (southern half) subdivision rehabilitation

**Project Manager:** Engineering

**Location Description:** Aviation Heights Subdivision

**Project Summary:** The streets in the northern part of the subdivision (Winburn Ave. to and including Exchange Ave.) will be rehabilitated. Rehabilitation is removing the existing asphalt, stabilizing the base underneath, and adding a new asphalt layer on top.

**Start Date:** Jan-27

**Completion Date:** Winter 2027

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | | $ - | $ - | $ - | $ 2,500,000 | $ - | $ - | $ 2,500,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ 2,500,000 | $ - | $ - | $ 2,500,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | | | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ 250,000 | $ - | $ - | $ 250,000 |
| Construction | $ - | $ - | $ - | $ - | $ 2,250,000 | $ - | $ - | $ 2,250,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ 2,500,000 | $ - | $ - | $ 2,500,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** Aviation Heights (southern half) subdivision rehabilitation

**Location:**

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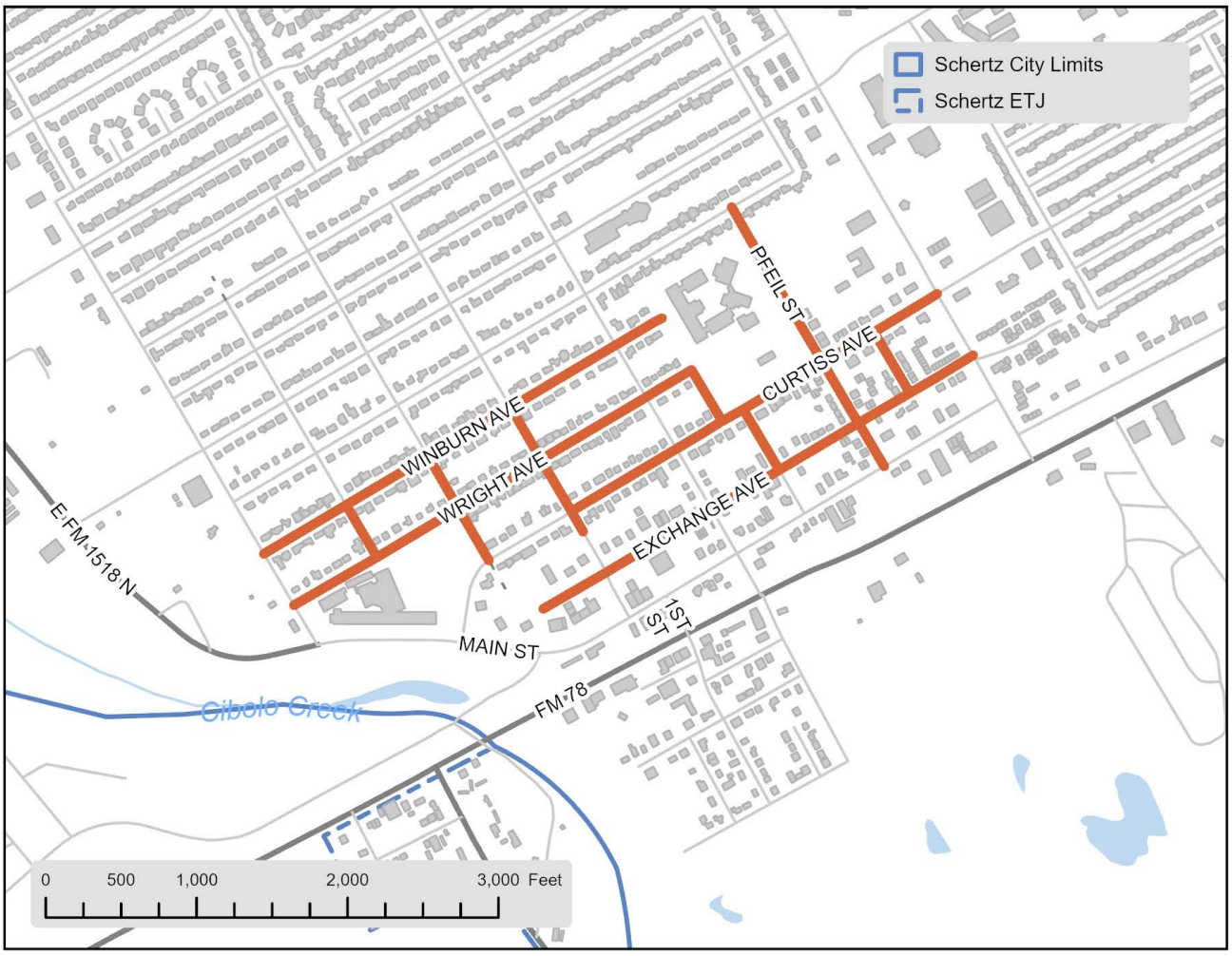


AVIATION HEIGHTS REHABILITATION
(SOUTHERN HALF)

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

| | | | |
|---|---|---|---|
| **Project Type:** | Transportation | **Project Code:** | |
| **Project Title:** | 2028 SPAM Projects | | |
| **Project Manager:** | Engineering | | |
| **Location Description:** | Various subdivisions and streets in the City | | |
| **Project Summary:** | Some of the streets in the project area will be resurfaced, while others will be reconstructed. The streets getting resurfaced will receive a slurry seal . A slurry seal is a thick layer of sand/oil mixture spread onto the surface of the street. This is to preserve the streets and increase the street's Pavement Condition Index to a high score. For reconstruction, the existing pavement section will be removed and replaced with a stronger pavement section capable of accommodating the existing and future traffic on the street. Areas include: Greenshire, Wynn Brook, and City Hall "roads"; and Green Valley Road (Fm 3009 to End), Woodland Oak Drive ( FM 3009 to End), and Journey's Way. | | |
| **Start Date:** | Jan-28 | | |
| **Completion Date:** | Winter 2028 | | |

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| General Fund | $ - | $ - | $ - | $ - | $ - | $ 861,000 | $ - | $ 861,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ 861,000 | $ - | $ 861,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ 86,100 | $ - | $ 86,100 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ 774,900 | $ - | $ 774,900 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ 861,000 | $ - | $ 861,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2028 SPAM Projects

**Location:**

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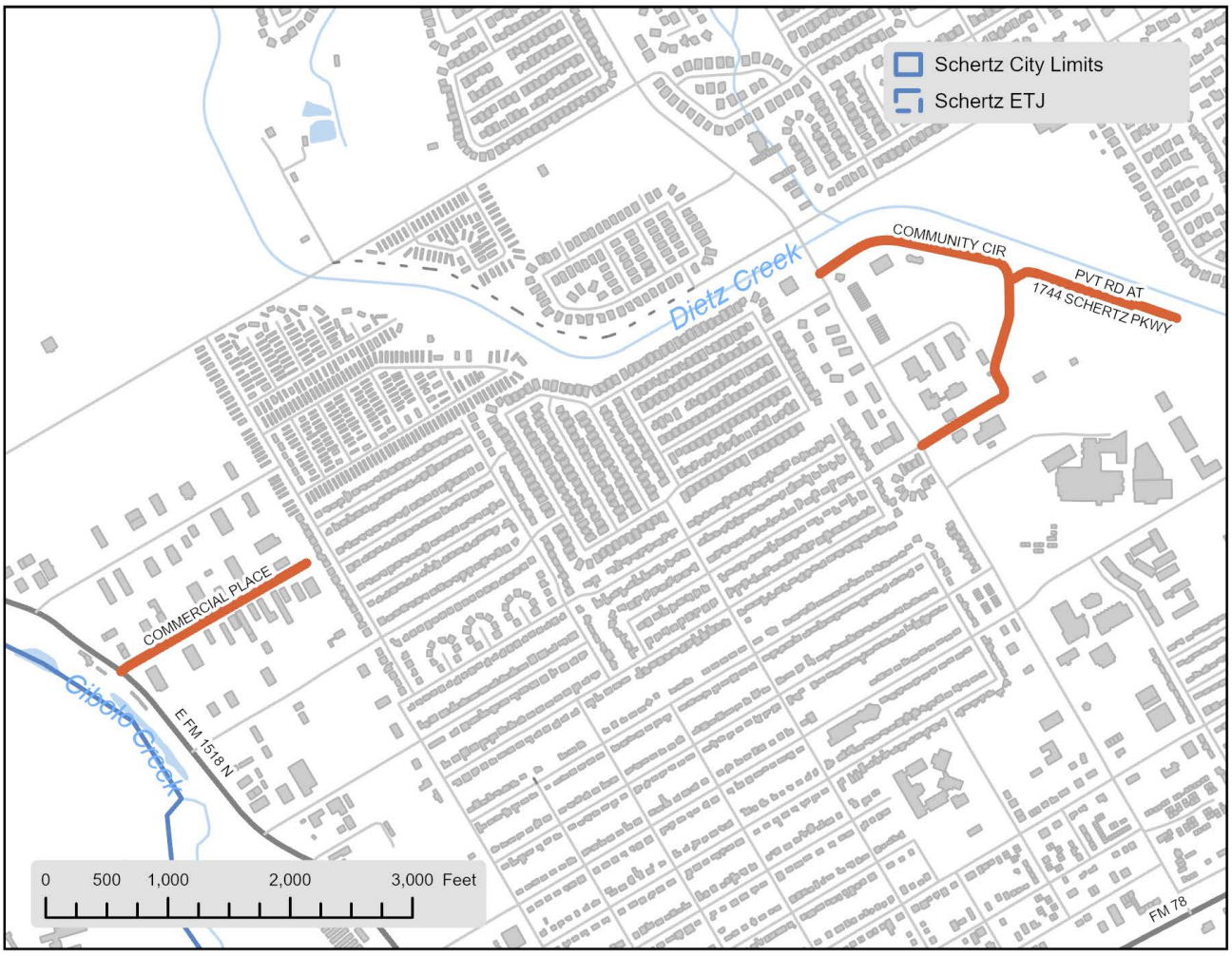


2028 SPAM Projects

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2028 SPAM Projects

**Location:**

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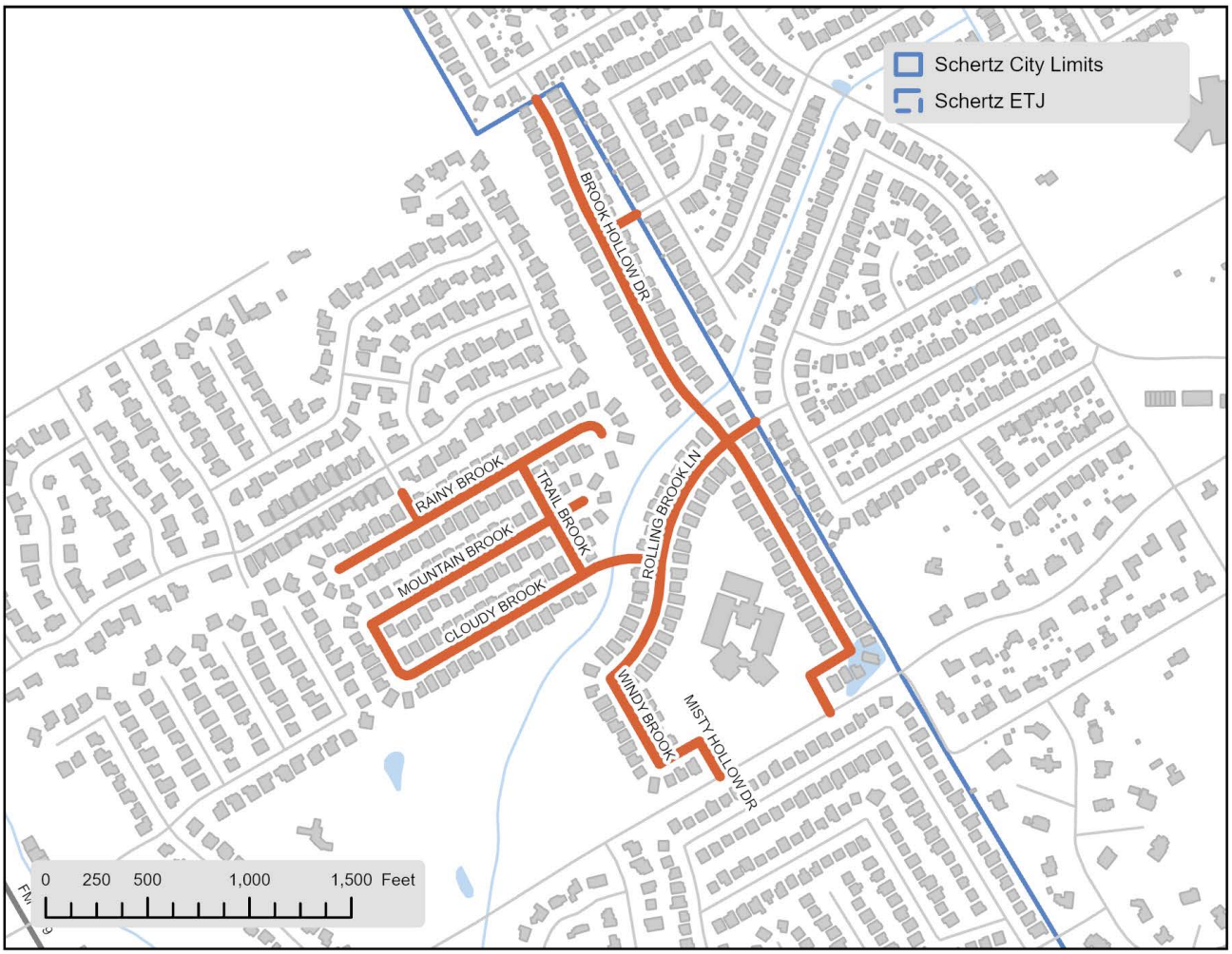


2028 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Country Club Reconstruction

**Project Manager:** Engineering

**Location Description:** Country Club, I-35 to end

**Project Summary:** The existing pavement section will be removed and replaced with a stronger pavement section capable of accommodating the existing and future traffic on the streets.

**Start Date:** Fall 2027

**Completion Date:** Fall 2028

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ 2,680,000 | $ - | $ 2,680,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ 2,680,000 | $ - | $ 2,680,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ 100,000 | $ 168,000 | $ 268,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,412,000 | $ 2,412,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ 100,000 | $ 2,580,000 | $ 2,680,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** Country Club Reconstruction

**Location:**

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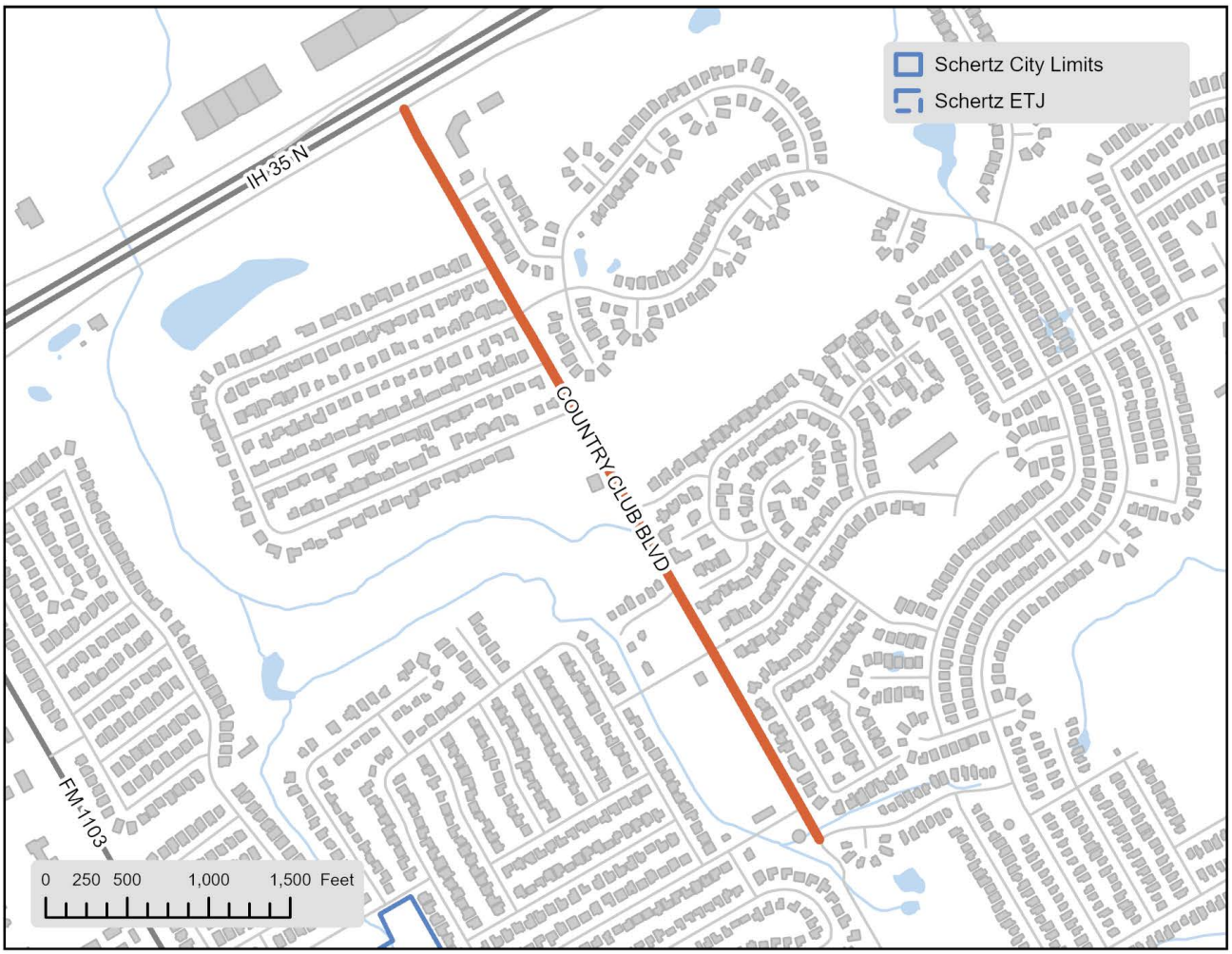


COUNTRY CLUB RECONSTRUCTION

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** 2029 SPAM Projects

**Project Manager:** Engineering

**Location Description:** Various subdivisions and streets in the City

**Project Summary:** Some of the streets in the project area will be resurfaced, while others will be rehabiliatated. The streets getting resurfaced will receive either a slurry seal or a mill and overlay, depending on the usage of the street. Lower volume local streets will get a slurry seal, while higher volume streets (collectors and arterials) like Nell Deane, will receive a mill and overlay. A slurry seal is a thick layer of sand/oil mixture spread onto the surface of the street. This is to preserve the streets and increase the street's Pavement Condition Index to a high score. A mill and overlay involves grinding off part of the apshalt surface and adding a new layer of asphalt to the surface. Some of the local streets in the project are in poorer conditon and require more work than just a slurry seal. Those streets will be rehabiliatated. Rehabilitation is removing the existing asphalt, stabilizing the base underneath, and adding a new asphalt layer on top. For recconstruction, the existing pavement section will be removed and replaced with a stronger pavement section capable of accommodating the existing and future traffic on the street. Areas include: Northcliffe Country Club Estates, Ivey Estates, Hunter Estates, Laura Heights, Rhine Valley (Units 1 and 4), Willow

**Start Date:** Winter 2029

**Completion Date:** Fall 2029

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,939,500 | $ 4,939,500 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,939,500 | $ 4,939,500 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 494,000 | $ 494,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,445,500 | $ 4,445,500 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,939,500 | $ 4,939,500 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2029 SPAM Projects

**Location:**

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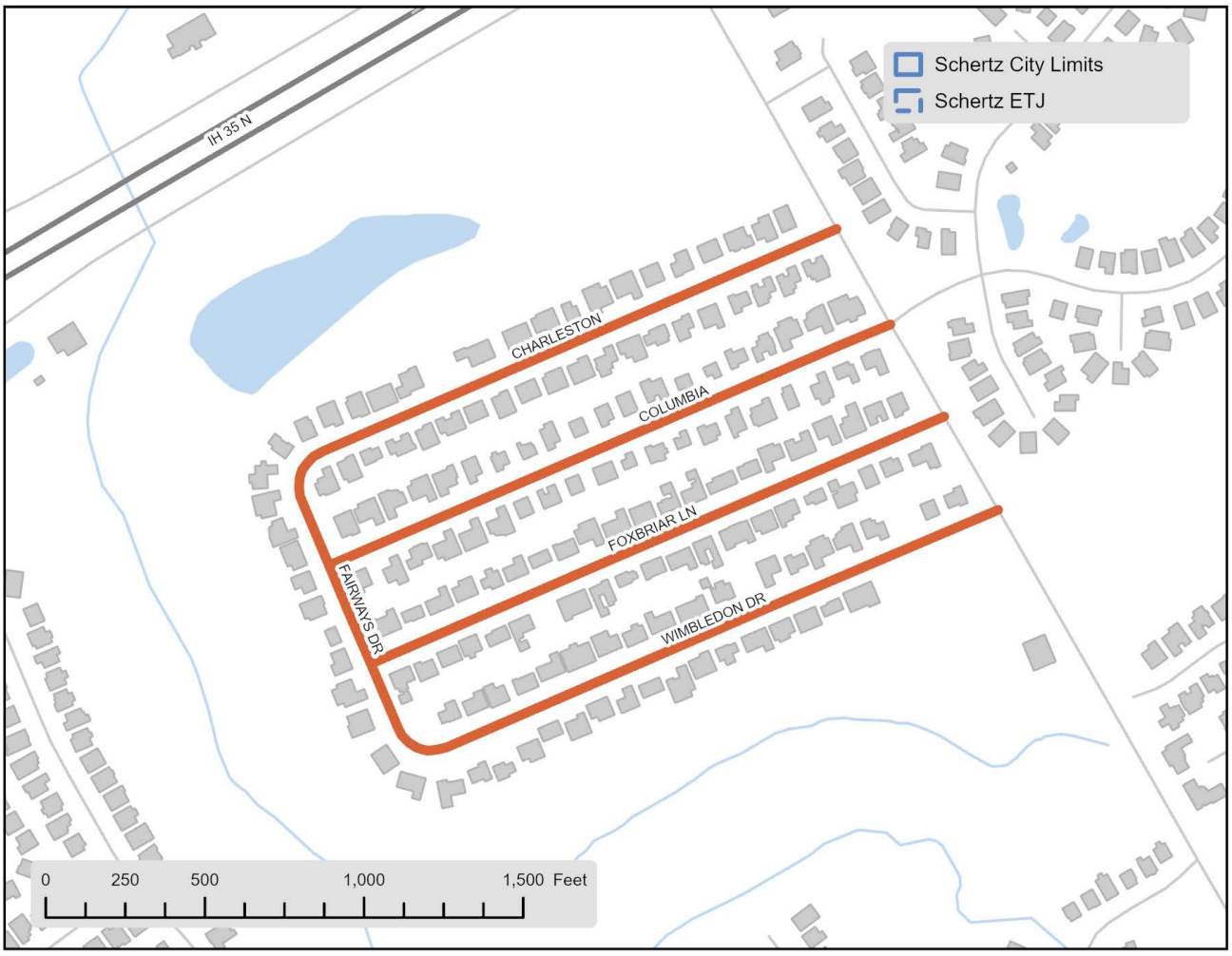


N

2029 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

| | | | |
|---|---|---|---|
| **Project Type:** | Transportation | **Project Code:** | 0 |
| **Project Title:** | 2029 SPAM Projects | | |
| **Location:** | | | |

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2029 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2029 SPAM Projects

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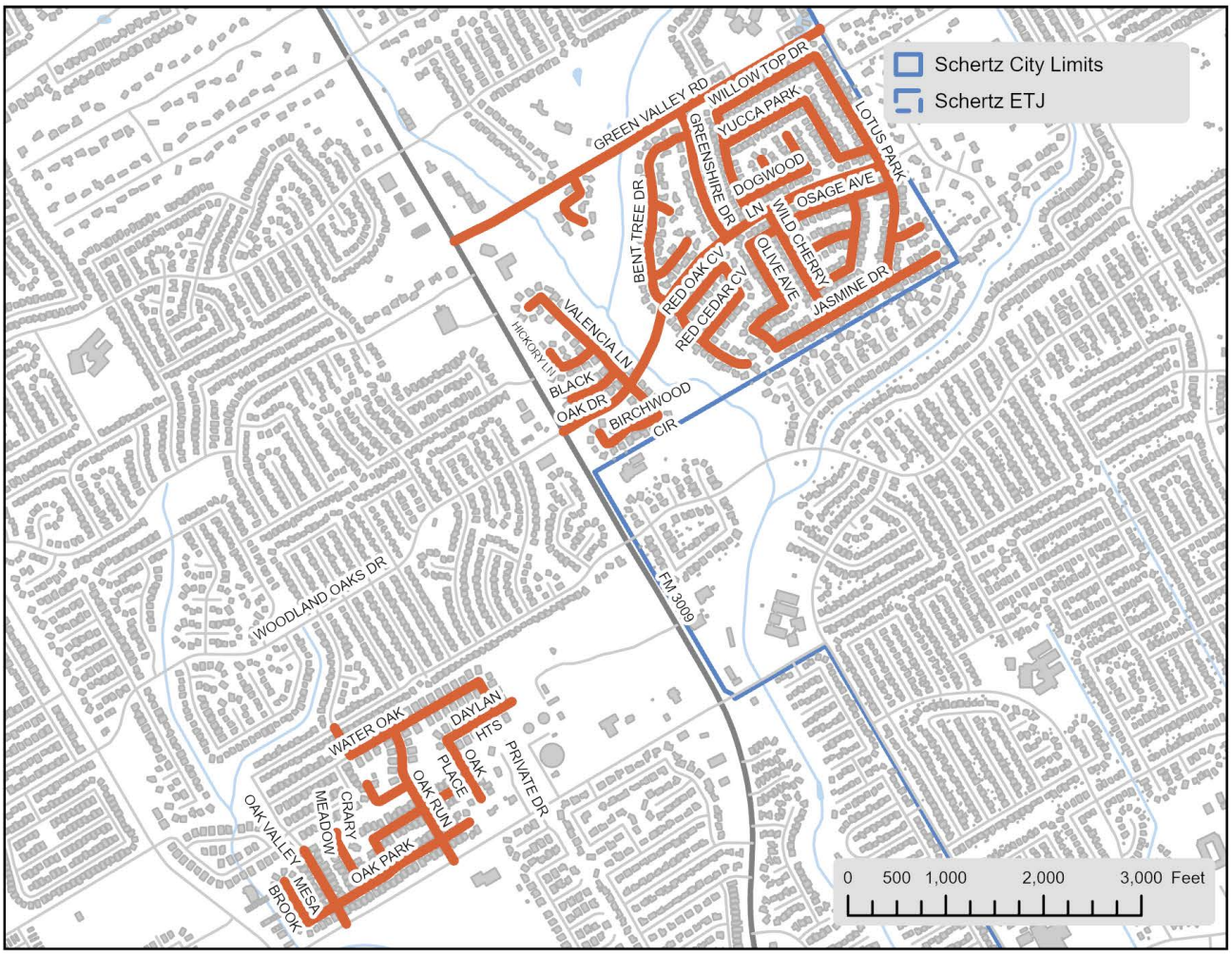


N

2029 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

| | | | |
|---|---|---|---|
| **Project Type:** | Transportation | **Project Code:** | 0 |
| **Project Title:** | 2029 SPAM Projects | | |
| **Location:** | | | |

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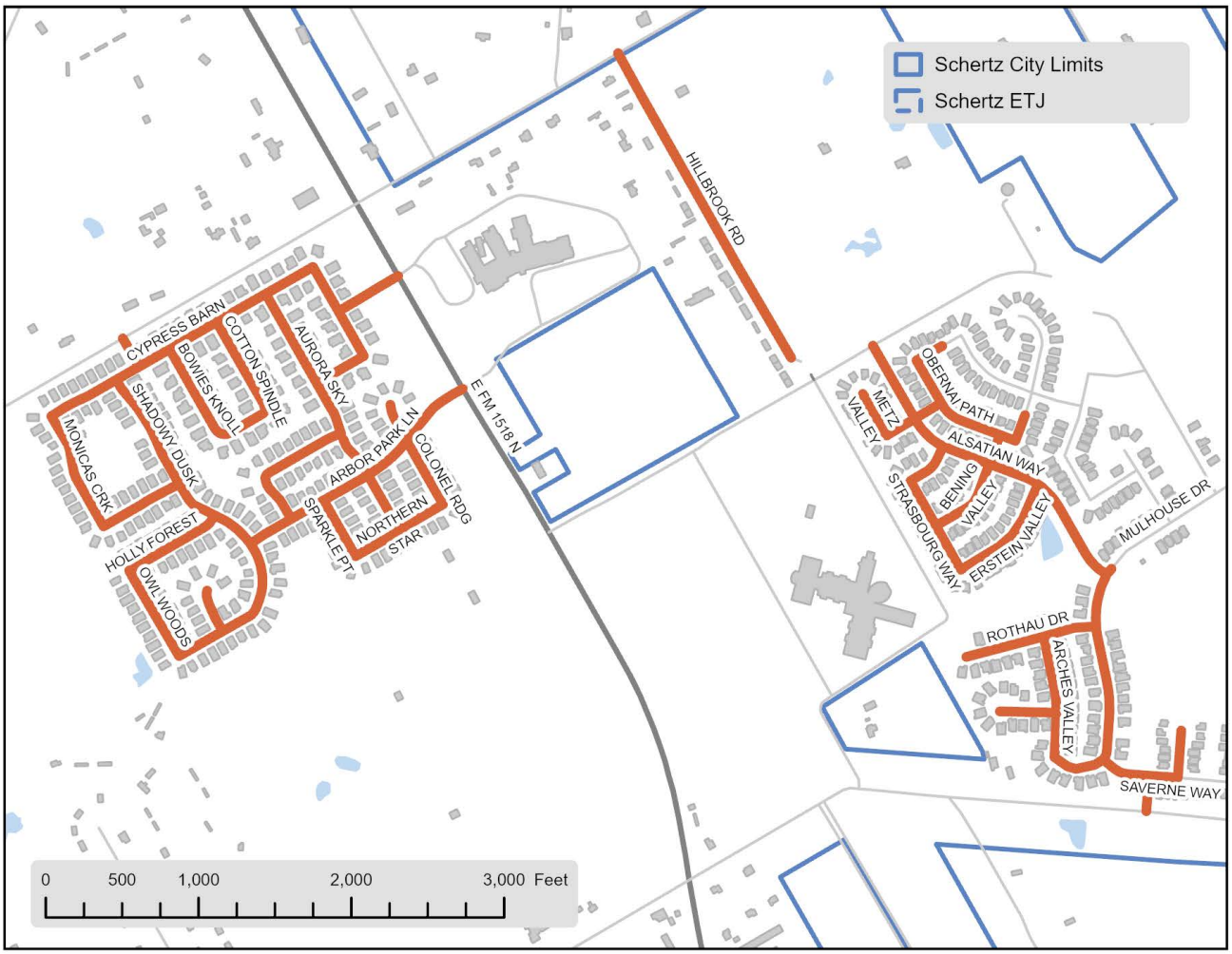



N

2029 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

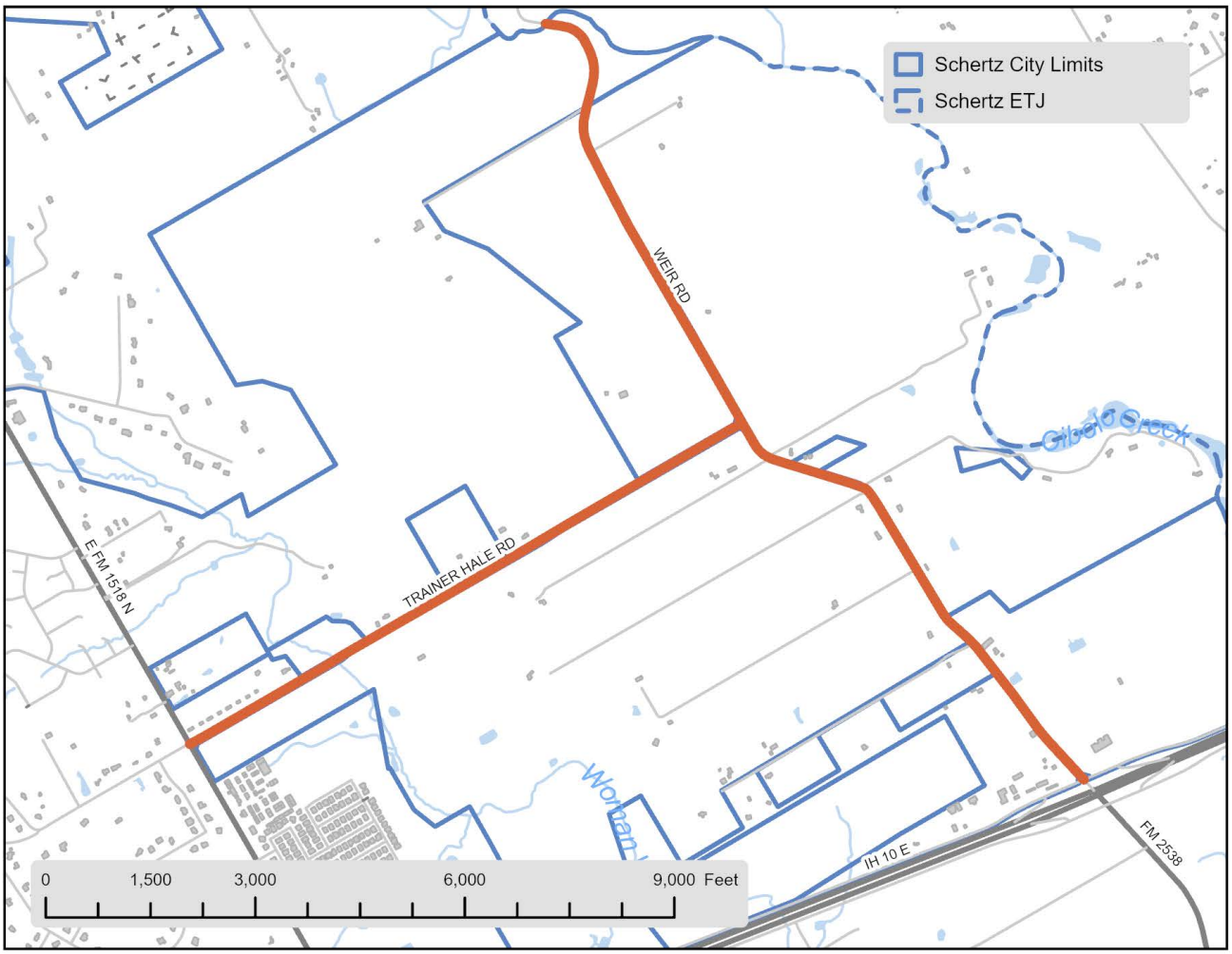
# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2029 SPAM Projects

**Location:**

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.




2029 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2029 SPAM Projects

**Location:**

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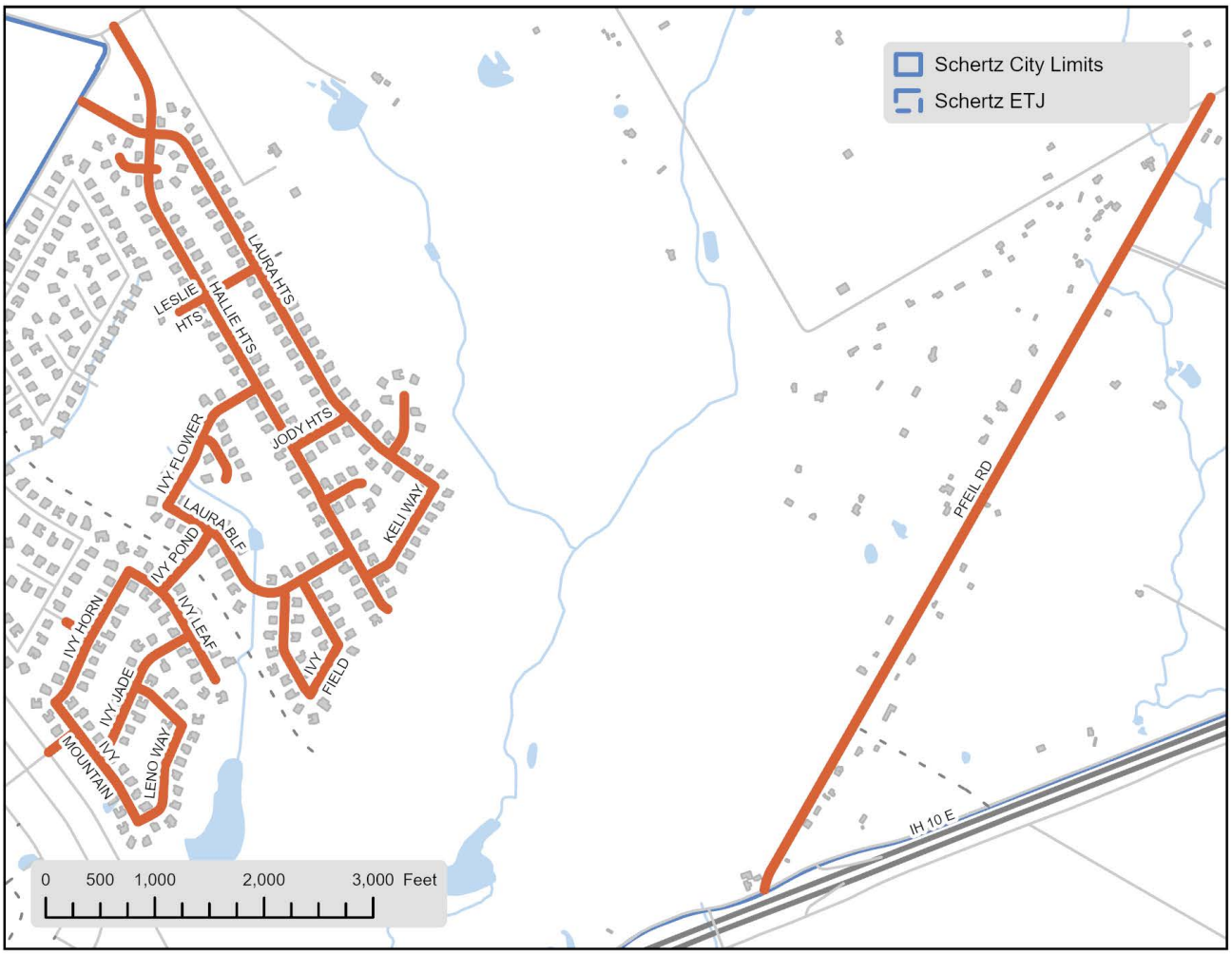


2029 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Northcliffe East Subdivision Rehabilitation

**Project Manager:** Engineering

**Location Description:** Northcliffe East Community Subdivision

**Project Summary:** Streets in the subdivision will be rehabilitated. Rehabilitation means remove the exisiting asphalt; stabilze the base underneath; and place a new asphalt layer on the surface of the street.

**Start Date:** Jan-29

**Completion Date:** Winter 2029

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,800,000 | $ 2,800,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,800,000 | $ 2,800,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 280,000 | $ 280,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,520,000 | $ 2,520,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,800,000 | $ 2,800,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** Northcliffe East Subdivision Rehabilitation

**Location:**

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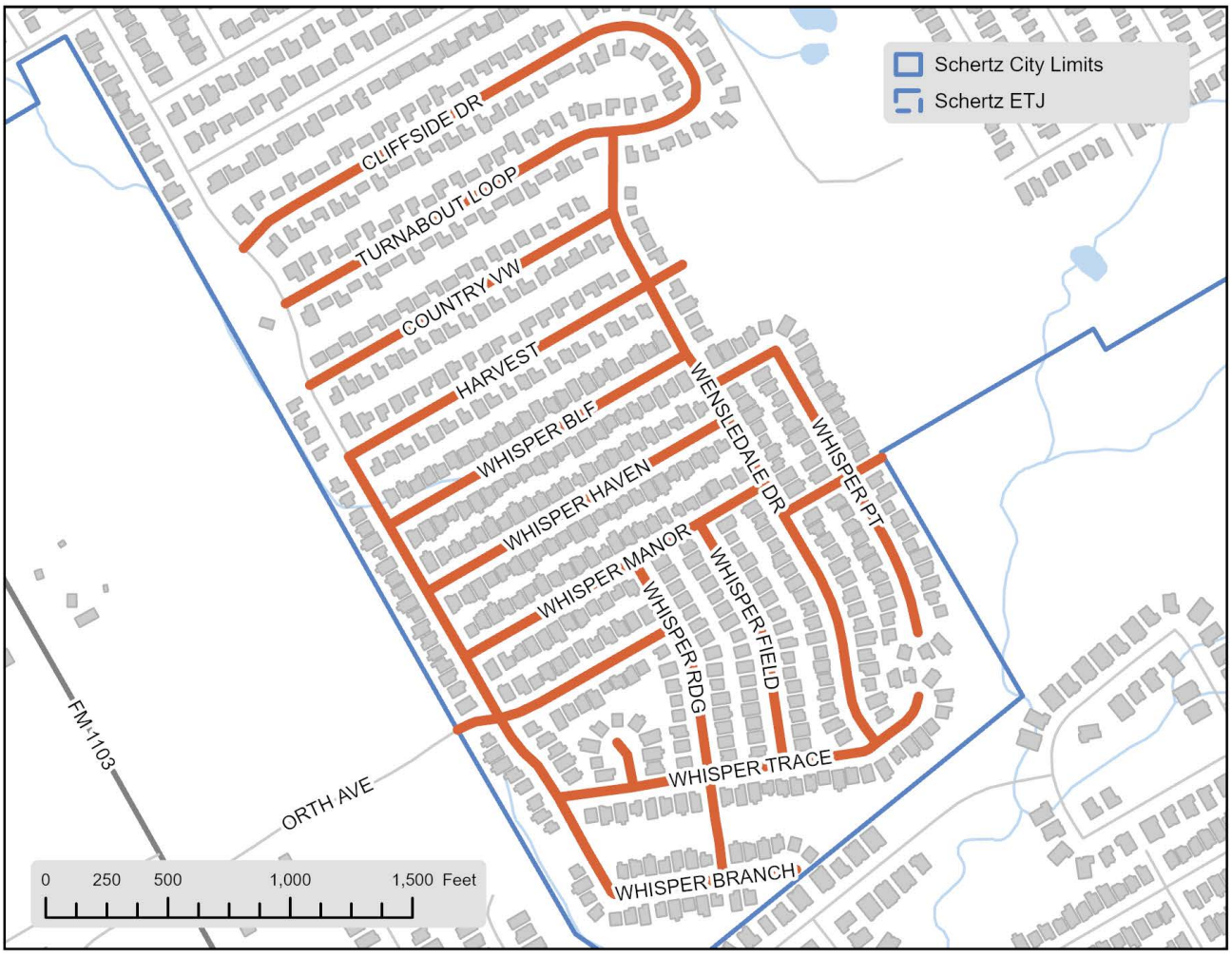


NORTHCLIFFE EAST COMMUNITY REHABILITATION

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Guada Coma Reconstruction

**Project Manager:** Engineering

**Location Description:** Guada Coma Drive, Corridor Parkway to College Drive

**Project Summary:** The existing pavement section will be removed and replaced with a stronger pavement section capable of accommodating the existing and future traffic on the street.

**Start Date:** Jan-29

**Completion Date:** Winter 2029

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,400,000 | $ 2,400,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,400,000 | $ 2,400,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 240,000 | $ 240,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,160,000 | $ 2,160,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,400,000 | $ 2,400,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** Guada Coma Reconstruction

**Location:**

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.

GUADA COMA RECONSTRUCTION

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Schertz Parkway Reconstruction

**Project Manager:** Engineering

**Location Description:** Schertz Parkway, Lookout to IH-35

**Project Summary:** The existing pavement section will be removed and replaced with a stronger pavement section capable of accommodating the existing and future traffic on the street.

**Start Date:** Jan-29

**Completion Date:** Winter 2029

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,450,000 | $ 2,450,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,450,000 | $ 2,450,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 245,000 | $ 245,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,205,000 | $ 2,205,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,450,000 | $ 2,450,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** Schertz Parkway Reconstruction

**Location:**

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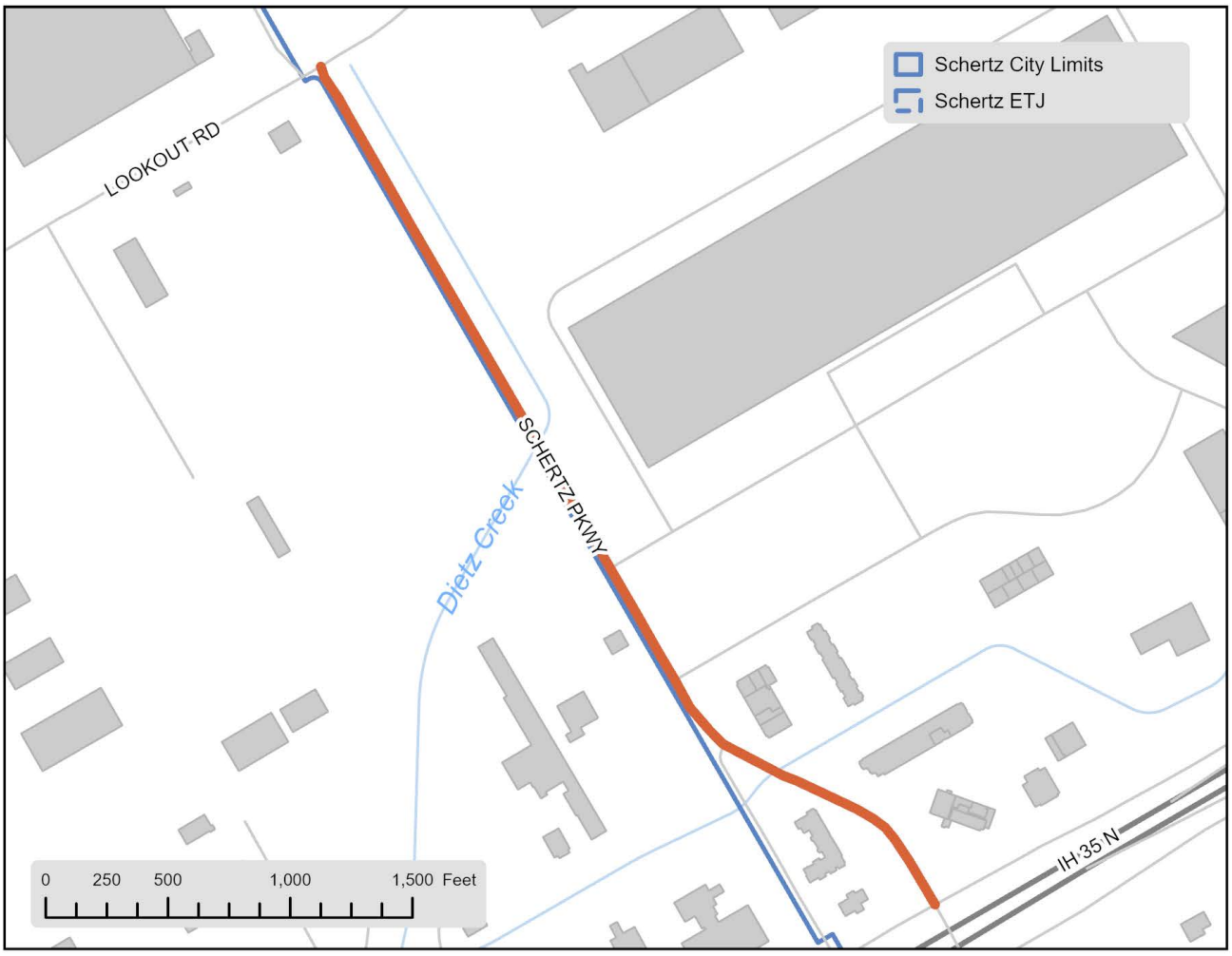


SCHERTZ PARKWAY RECONSTRUCTION

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Doerr Lane Reconstruction

**Project Manager:** Engineering

**Location Description:** Doerr Lane, Tri-County Parkway to City Limits

**Project Summary:** The existing pavement section will be removed and replaced with a stronger pavement section capable of accommodating the existing and future traffic on the street.

**Start Date:** Jan-29

**Completion Date:** Winter 2029

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,250,000 | $ 3,250,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,250,000 | $ 3,250,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 325,000 | $ 325,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,925,000 | $ 2,925,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,250,000 | $ 3,250,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

| | | | |
|---|---|---|---|
| **Project Type:** | Transportation | **Project Code:** | 0 |
| **Project Title:** | Doerr Lane Reconstruction | | |
| **Location:** | | | |

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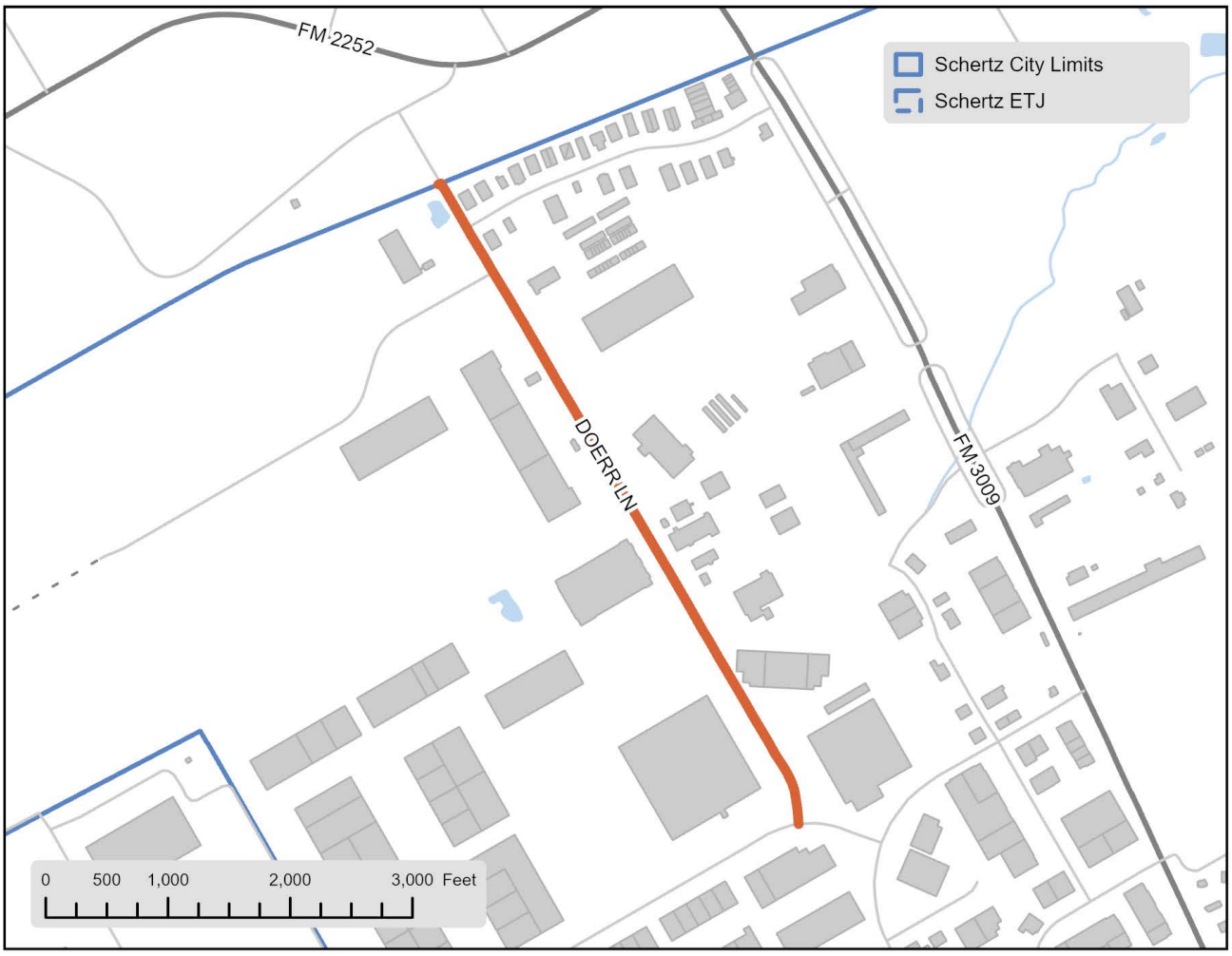


N

DOERR LANE

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** 2030 SPAM Projects

**Project Manager:** Engineering

**Location Description:** Various subdivisions and streets in the City

**Project Summary:** Some of the streets in the project area will be resurfaced, while others will be rehabilitated. The streets getting resurfaced will receive either a slurry seal or a mill and overlay, depending on the usage of the street. Lower volume local streets will get a slurry seal, while higher volume streets (collectors and arterials) like Nell Deane, will receive a mill and overlay. A slurry seal is a thick layer of sand/oil mixture spread onto the surface of the street. This is to preserve the streets and increase the street's Pavement Condition Index to a high score. A mill and overlay involves grinding off part of the apshalt surface and adding a new layer of asphalt to the surface. Some of the local streets in the project are in poorer conditon and require more work than just a slurry seal. Those streets will be rehabilitated. Rehabilitation is removing the existing asphalt, stabilizing the base underneath, and adding a new asphalt layer on top.

**Start Date:** Winter 2030

**Completion Date:** Fall 2030

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,835,000 | $ 1,835,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,835,000 | $ 1,835,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 183,500 | $ 183,500 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,651,500 | $ 1,651,500 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,835,000 | $ 1,835,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2030 SPAM Projects

**Location:**

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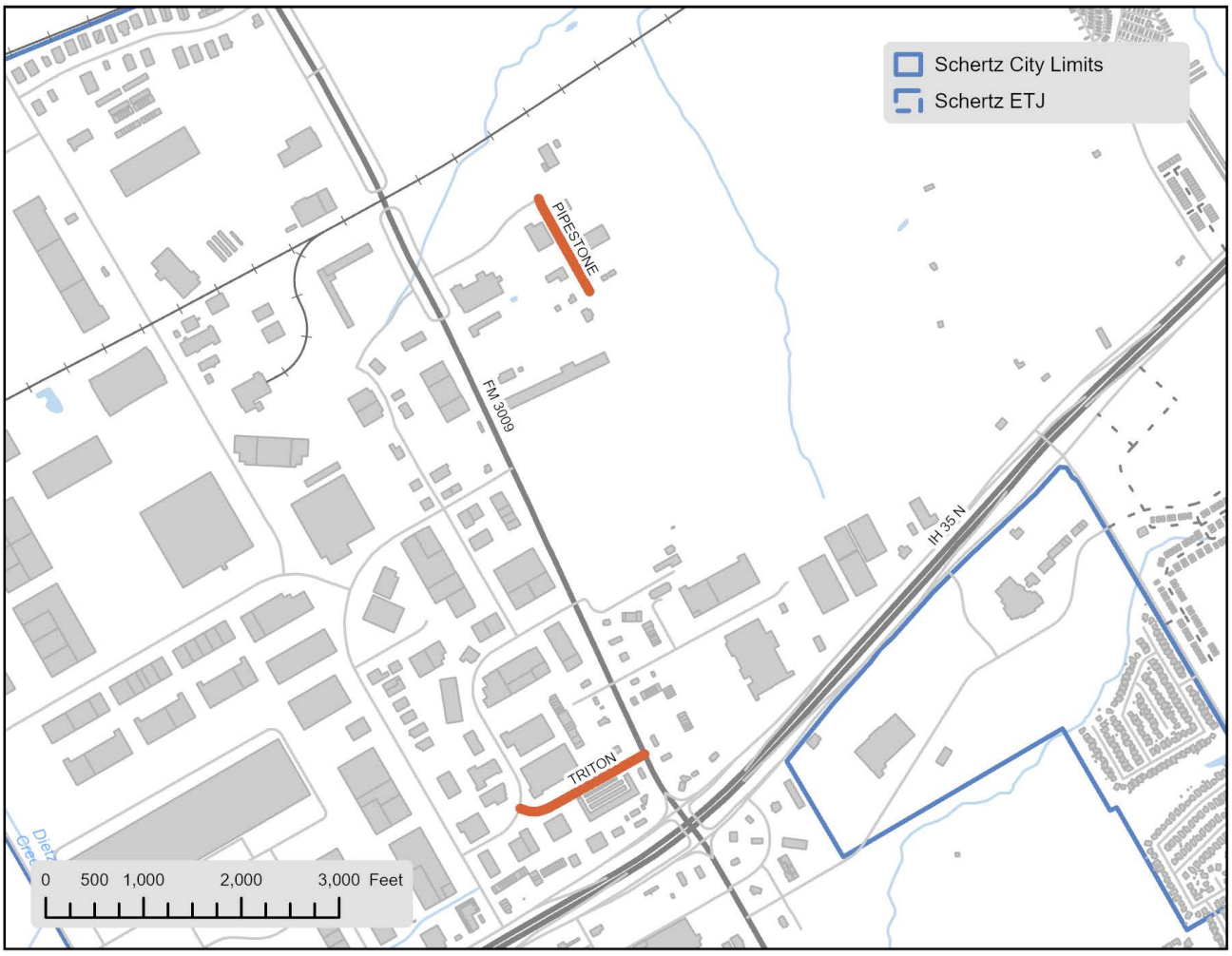


2030 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2030 SPAM Projects

**Location:**

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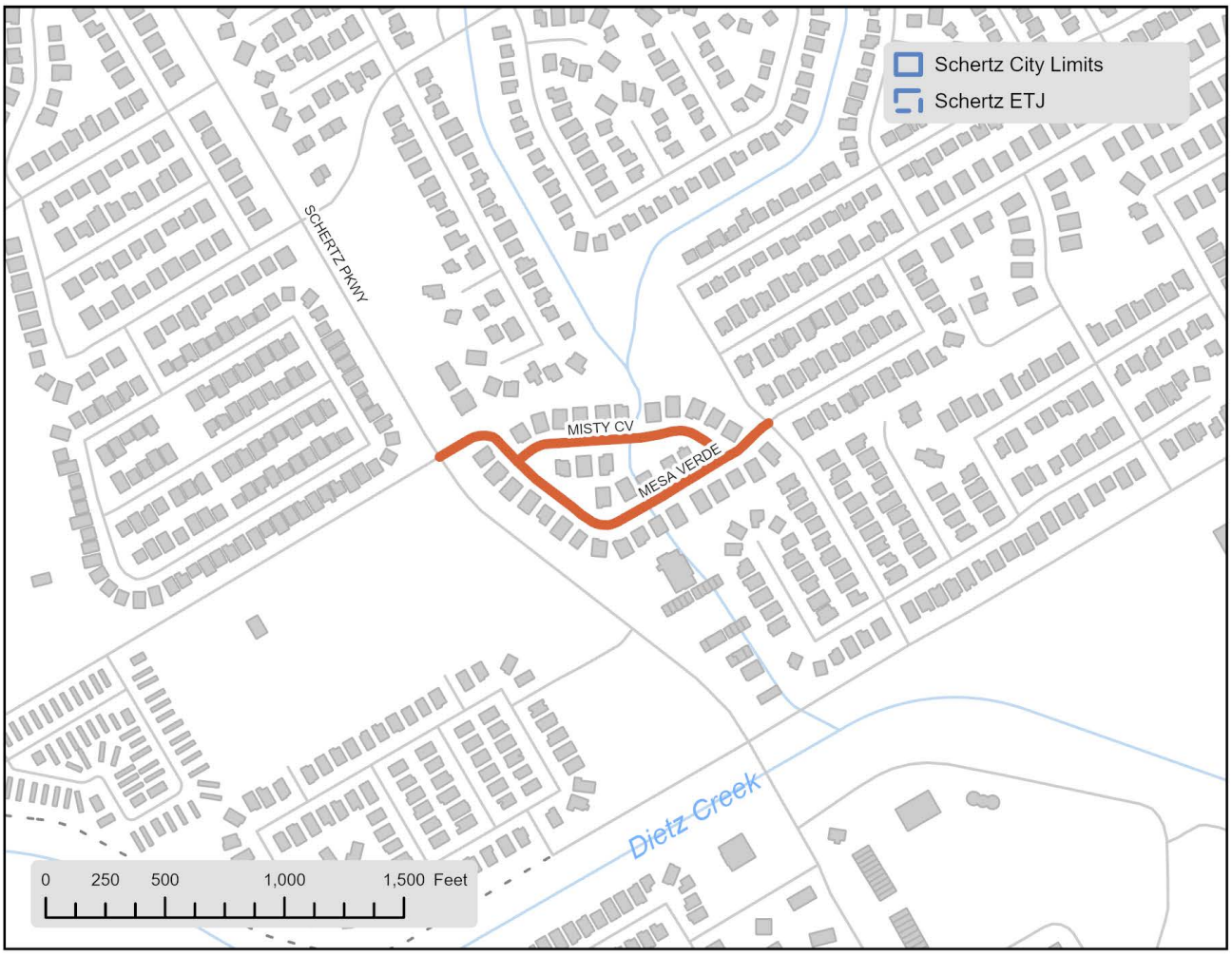


2030 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** 2030 SPAM Projects

**Location:**

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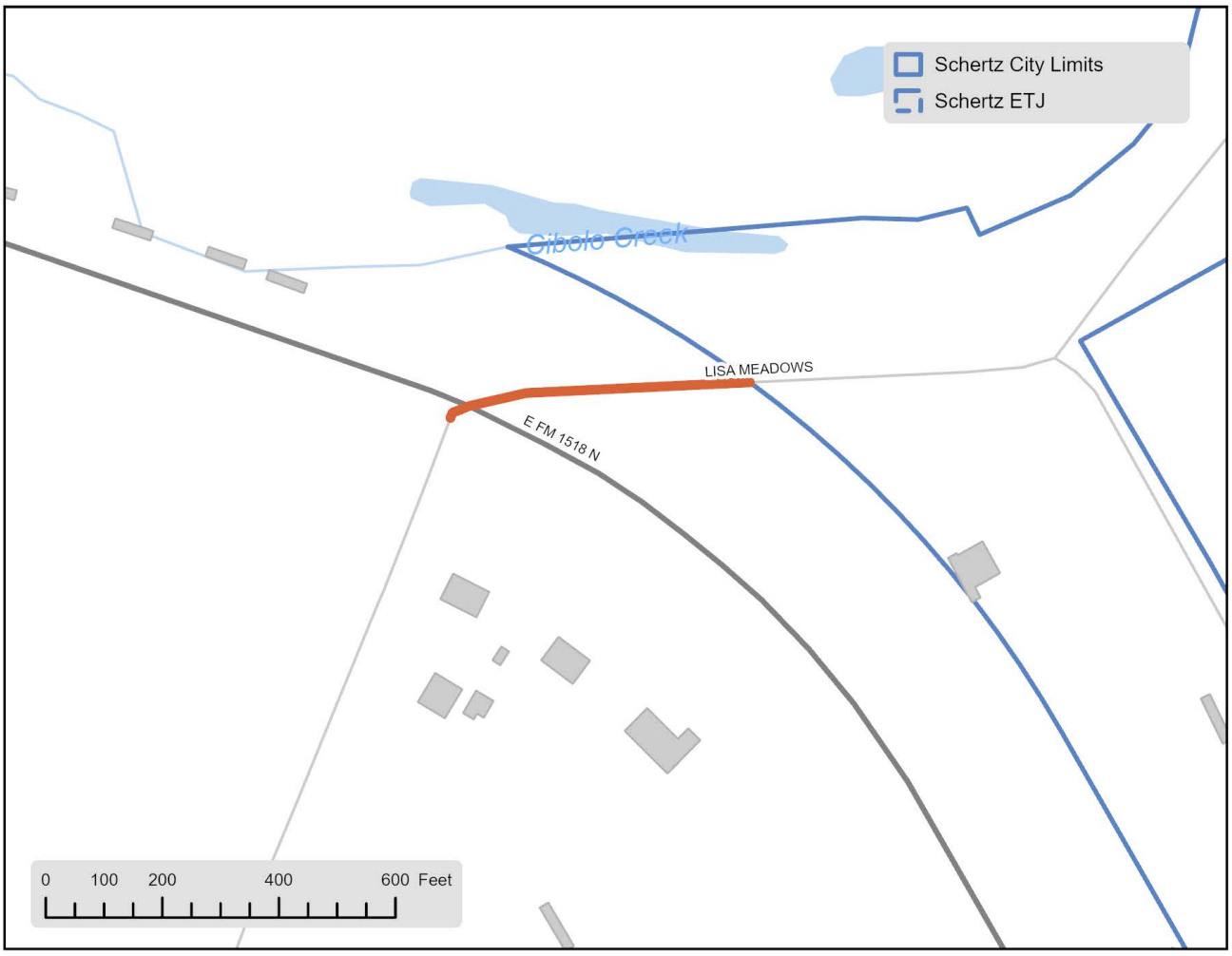


2030 SPAM Projects

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Red Iron Reconstruction

**Project Manager:** Engineering

**Location Description:** Red Iron, FM 3309 to Pipestone

**Project Summary:** The existing pavement section will be removed and replaced with a stronger pavement section capable of accommodating the existing and future traffic on the street.

**Start Date:** Jan-29

**Completion Date:** Winter 2029

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 1,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 1,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 100,000 | $ 100,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 900,000 | $ 900,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 1,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** Red Iron Reconstruction

**Location:**

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RED IRON

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** 2031 SPAM Projects

**Project Manager:** Engineering

**Location Description:** Various subdivisions and streets in the City

**Project Summary:** Some of the streets in the project area will be resurfaced, while others will be rehabilitated. The streets getting resurfaced will receive either a slurry seal or a mill and overlay, depending on the usage of the street. Lower volume local streets will get a slurry seal, while higher volume streets (collectors and arterials) like Nell Deane, will receive a mill and overlay. A slurry seal is a thick layer of sand/oil mixture spread onto the surface of the street. This is to preserve the streets and increase the street's Pavement Condition Index to a high score. A mill and overlay involves grinding off part of the apshalt surface and adding a new layer of asphalt to the surface. Some of the local streets in the project are in poorer conditon and require more work than just a slurry seal. Those streets will be rehabilitated. Rehabilitation is removing the existing asphalt, stabilizing the base underneath, and adding a new asphalt layer on top.

**Start Date:** Winter 2031

**Completion Date:** Fall 2031

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,500,000 | $ 1,500,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,500,000 | $ 1,500,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 150,000 | $ 150,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,350,000 | $ 1,350,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,500,000 | $ 1,500,000 |

| | | | |
|---|---|---|---|
| **Project Type:** | Transportation | **Project Code:** | 0 |
| **Project Title:** | 2031 SPAM Projects | | |

**Location:**

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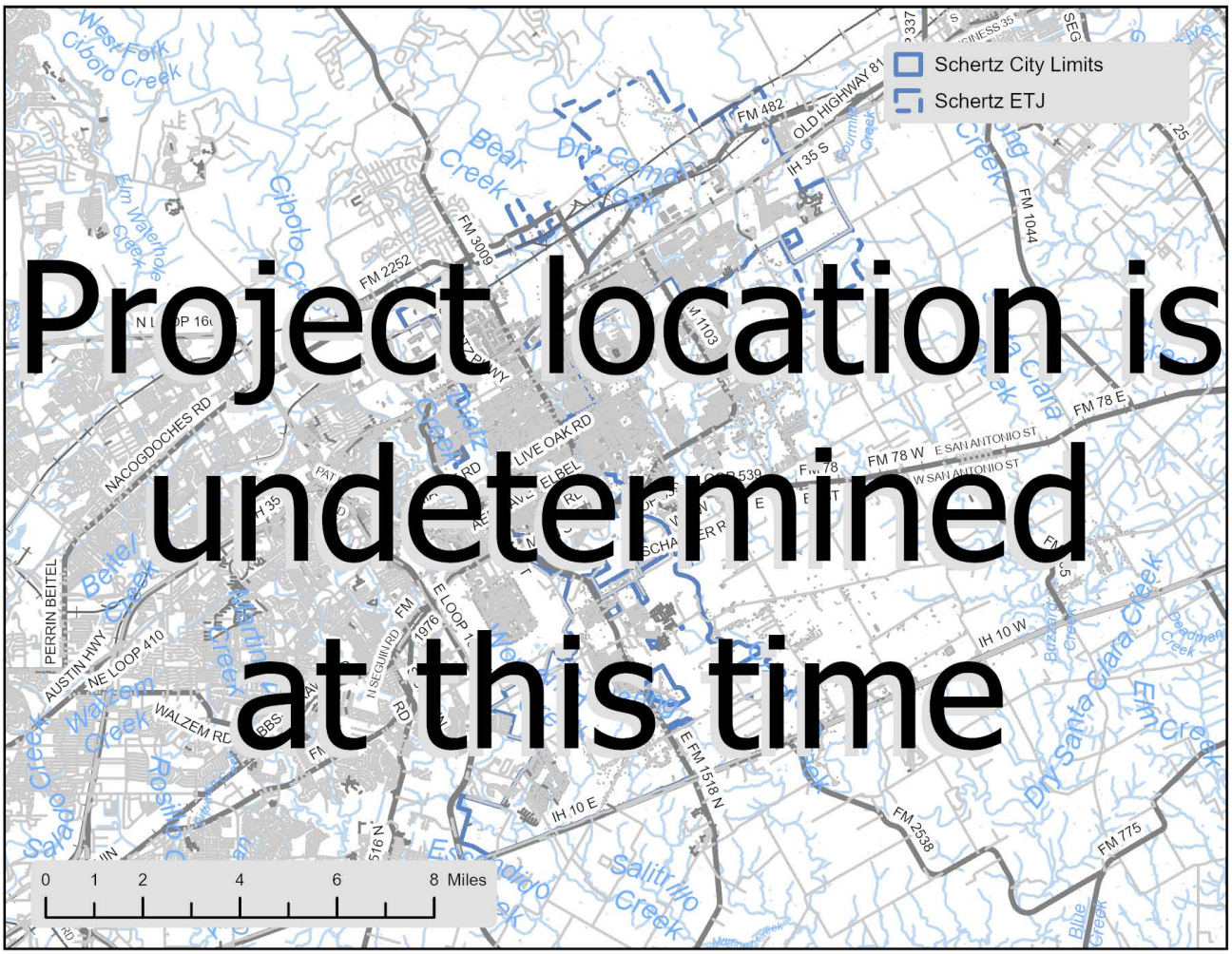


SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Corridor Parkway Reconstruction

**Project Manager:** Engineering

**Location Description:** Corridor Parkway, Tri-County Parkway to FM 3009

**Project Summary:** Reconstruction of the street.

**Start Date:** Jan-30

**Completion Date:** Winter 2030

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,900,000 | $ 1,900,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,900,000 | $ 1,900,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 190,000 | $ 190,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,710,000 | $ 1,710,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,900,000 | $ 1,900,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:** 0

**Project Title:** Corridor Parkway Reconstruction

**Location:**

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CORRIDOR PARKWAY RECONSTRUCTION

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** FM 3009 Extension Construction

**Project Manager:** Engineering

**Location Description:** FM 3009 From FM 78 to IH-10

**Project Summary:** Construct new roadway to extend FM 3009 between FM 78 and IH-10 as shown in the Master Thoroughfare Plan. Project anticipates using Capital Recovery and AAMPO funds for construction.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 16,055,000 | $ 16,055,000 |
| Grants | $ - | $ - | $ - | $ - | $ - | $ - | $ 19,920,000 | $ 19,920,000 |
| Impact Fees Area 2 | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,325,000 | $ 2,325,000 |
| Impact Fees Area 3 | $ - | $ - | $ - | $ - | $ - | $ - | $ 9,300,000 | $ 9,300,000 |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 47,600,000 | $ 47,600,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,760,000 | $ 4,760,000 |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,000,000 | $ 3,000,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 39,840,000 | $ 39,840,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 47,600,000 | $ 47,600,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** FM 3009 Extension Construction

**Location:**

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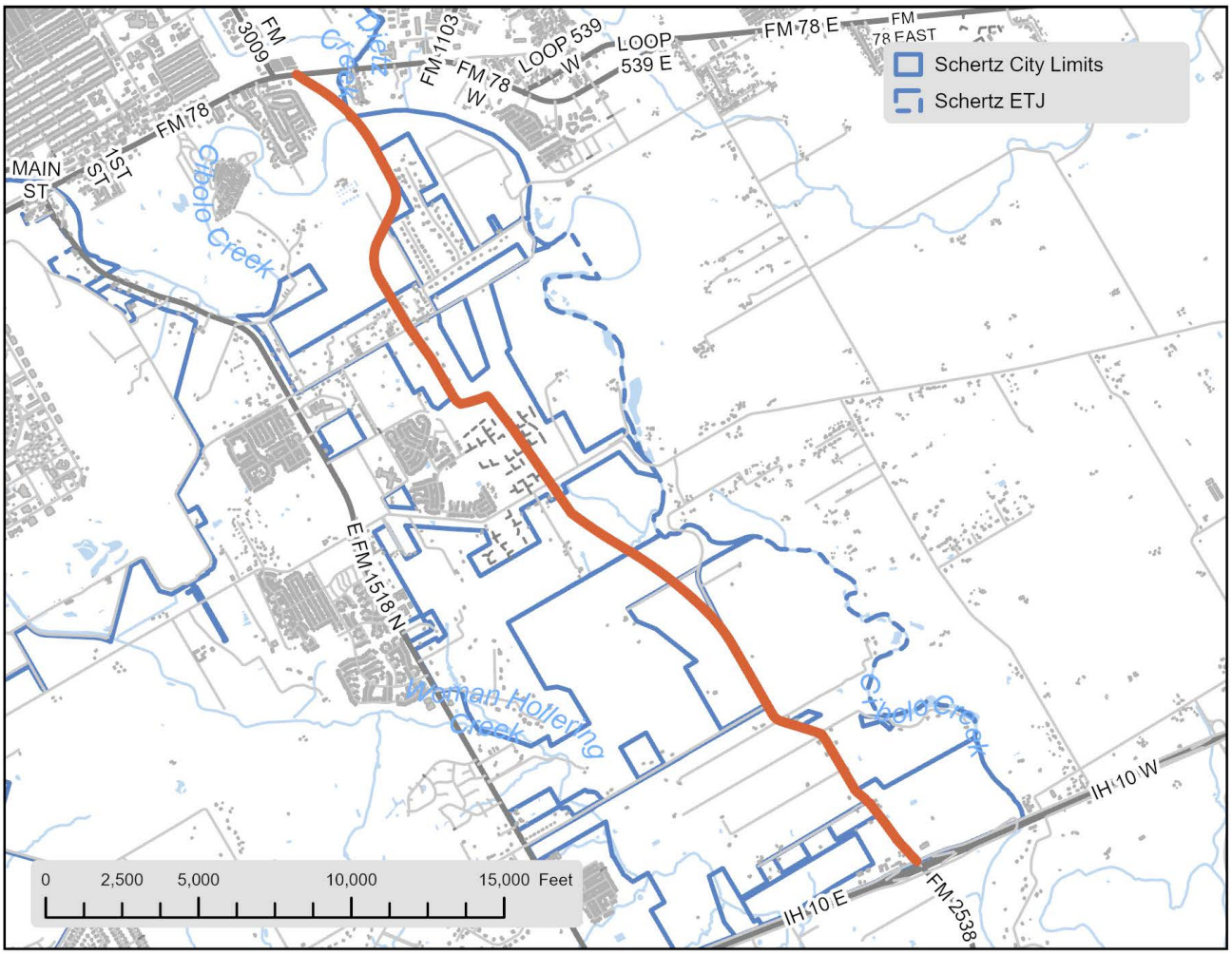



FM 3009 EXTENSION

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Graytown Road Improvements

**Project Manager:** Engineering

**Location Description:** Graytown Rd From Boenig to IH-10

**Project Summary:** Widen and improve Graytown Road between Boenig and IH-10 as shown in the Master Thoroughfare Plan. Project anticipates using Capital Recovery and AAMPO funds for construction.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,640,000 | $ 1,640,000 |
| Grants | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,580,000 | $ 1,580,000 |
| Impact Fee Area 3 | $ - | $ - | $ - | $ - | $ - | $ - | $ 590,000 | $ 590,000 |
| Impact Fee Area 4 | $ - | $ - | $ - | $ - | $ - | $ - | $ 590,000 | $ 590,000 |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,400,000 | $ 4,400,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ 210,000 | $ 210,000 |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 419,000 | $ 419,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,771,000 | $ 3,771,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,400,000 | $ 4,400,000 |

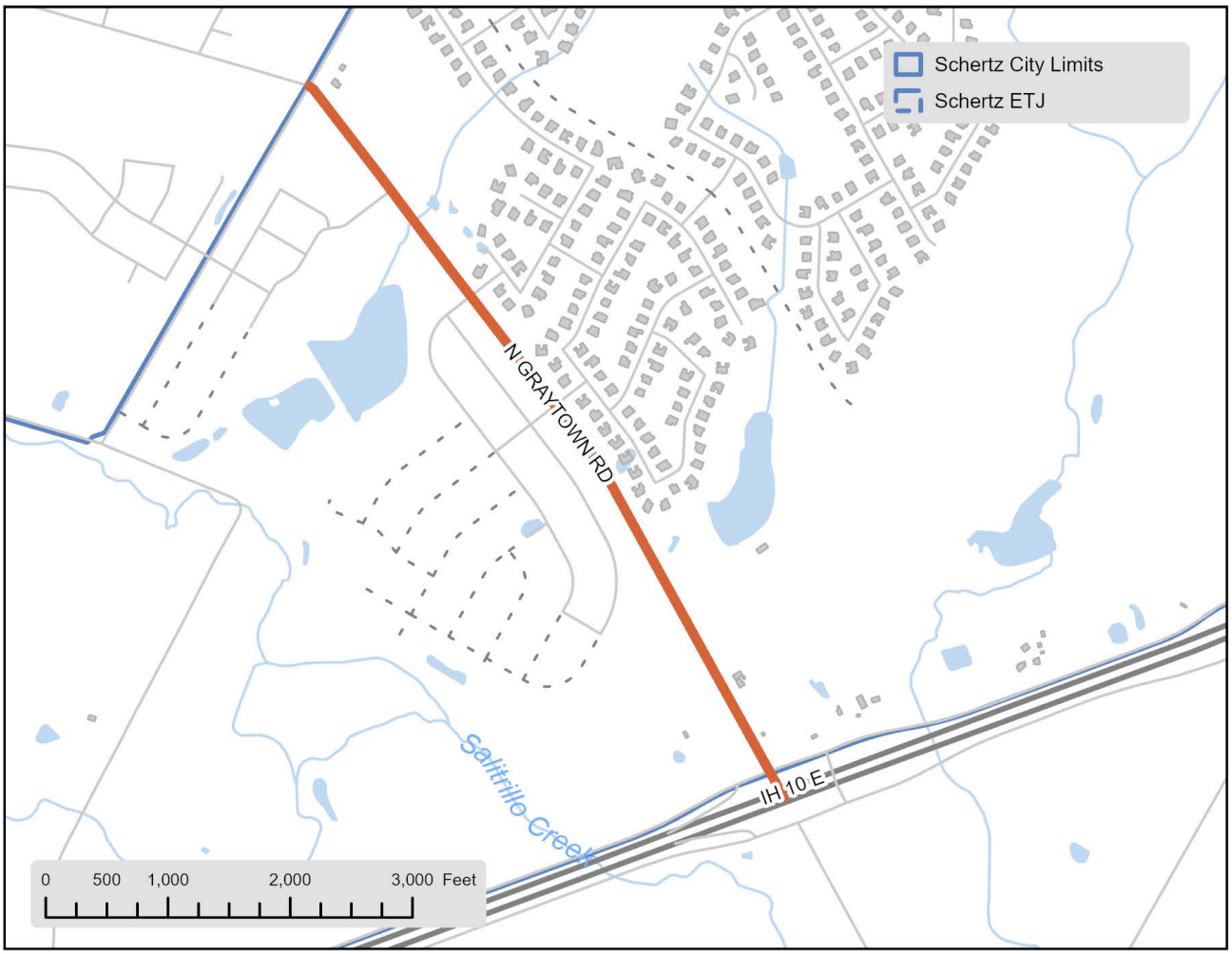
# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Graytown Road Improvements

**Location:**

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.




GRAYTOWN ROAD IMPROVEMENTS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Live Oak Extension and Maske Rd Improvements

**Project Manager:** Engineering

**Location Description:** Live Oak, Bindseil Creek to Maske Rd, and Maske Rd, FM 1518 to Schertz Parkway

**Project Summary:** Extend Live Oak between Bindseil Creek to Maske Rd and widen and reconstruct Maske Rd from Live Oak to FM 1518 as shown in the Master Thoroughfare Plan. This portion of the project anticipates using Capital Recovery and AAMPO funds for construction. Reconstruct Maske Rd between Live Oak to Schertz Parkway as a new, local residential street.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,395,750 | $ 3,395,750 |
| Grants | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,994,250 | $ 2,994,250 |
| Capital Recovery Area 2 | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,615,000 | $ 1,615,000 |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 8,005,000 | $ 8,005,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ 240,000 | $ 240,000 |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 776,500 | $ 776,500 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,988,500 | $ 6,988,500 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 8,005,000 | $ 8,005,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Live Oak Extension and Maske Rd Improvements

**Location:**

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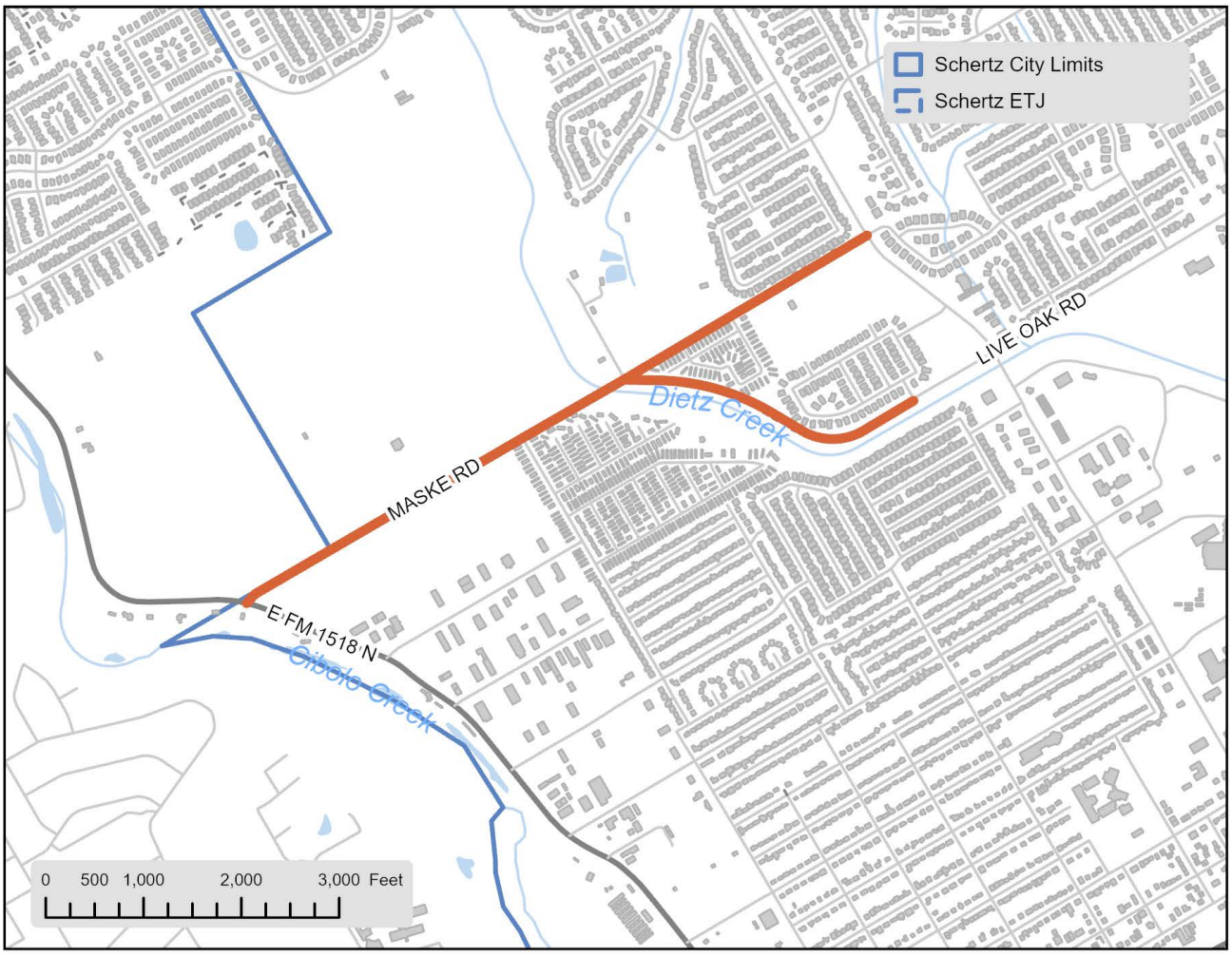


LIVE OAK EXTENSION AND MASKE RD IMPROVEMENTS

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** FM 1518 Improvements North of FM 78

**Project Manager:** Engineering

**Location Description:** FM 1518, FM 78 to IH-35

**Project Summary:** Widen FM 1518 to the arterial street section identifed in the Master Thoroughfare Plan and the grade separated crossing to connect to the section south of FM 78. The project anticipates using Capital Recovery and AAMPO funds for construction. Project will require a cooperative effort between TXDOT, Schertz, Universal City, and Selma.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 13,110,000 | $ 13,110,000 |
| Grants | $ - | $ - | $ - | $ - | $ - | $ - | $ 17,500,000 | $ 17,500,000 |
| Capital Recovery Area 2 | $ - | $ - | $ - | $ - | $ - | $ - | $ 9,490,000 | $ 9,490,000 |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 40,100,000 | $ 40,100,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,600,000 | $ 1,600,000 |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,500,000 | $ 3,500,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 35,000,000 | $ 35,000,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 40,100,000 | $ 40,100,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** FM 1518 Improvements North of FM 78

**Location:**

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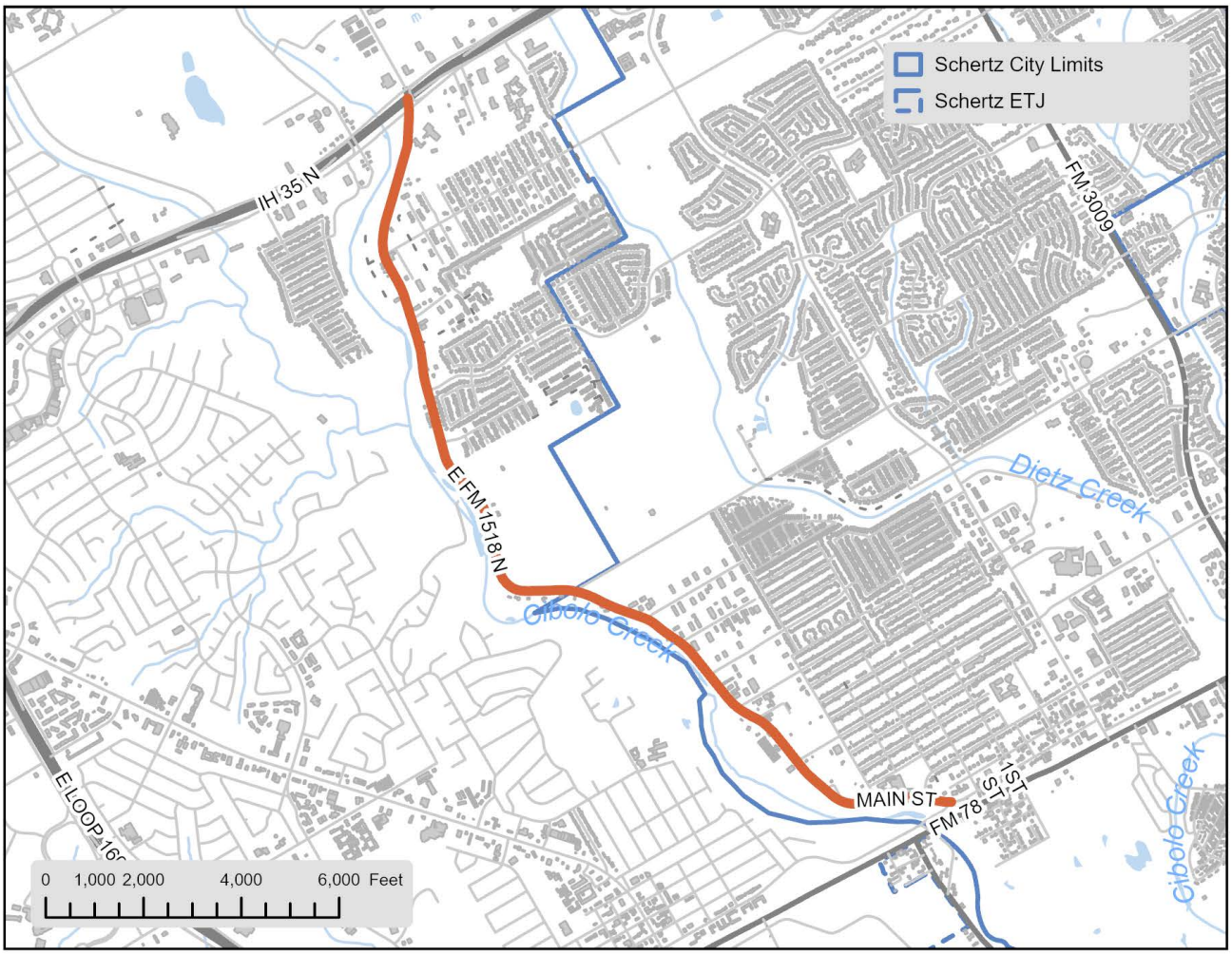


FM 1518 IMPROVEMENTS NORTH OF FM 78

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Wiederstein Rd Reconstruction and Extension

**Project Manager:** Engineering

**Location Description:** Wiederstein Rd, FM 3009 to FM 1103

**Project Summary:** Reconstruction of Old Wiederstein Rd between Cibolo Valley Drive and FM 1103 to the secondary arterial street section identifed in the Master Thoroughfare Plan. Extension of Wiederstein road from FM 3009 to Cibolo Valley Drive as shown in the Master Thoroughfare Plan. Project anticipates using Capital Recovery and AAMPO funds for construction.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,826,050 | $ 5,826,050 |
| Grants | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,855,750 | $ 6,855,750 |
| Impact Fee Area 1 | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,375,200 | $ 3,375,200 |
| Impact Fee Area 2 | $ - | $ - | $ - | $ - | $ - | $ - | $ 843,000 | $ 843,000 |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 16,900,000 | $ 16,900,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,665,000 | $ 1,665,000 |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,523,500 | $ 1,523,500 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 13,711,500 | $ 13,711,500 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 16,900,000 | $ 16,900,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Wiederstein Rd Reconstruction and Extension

**Location:**

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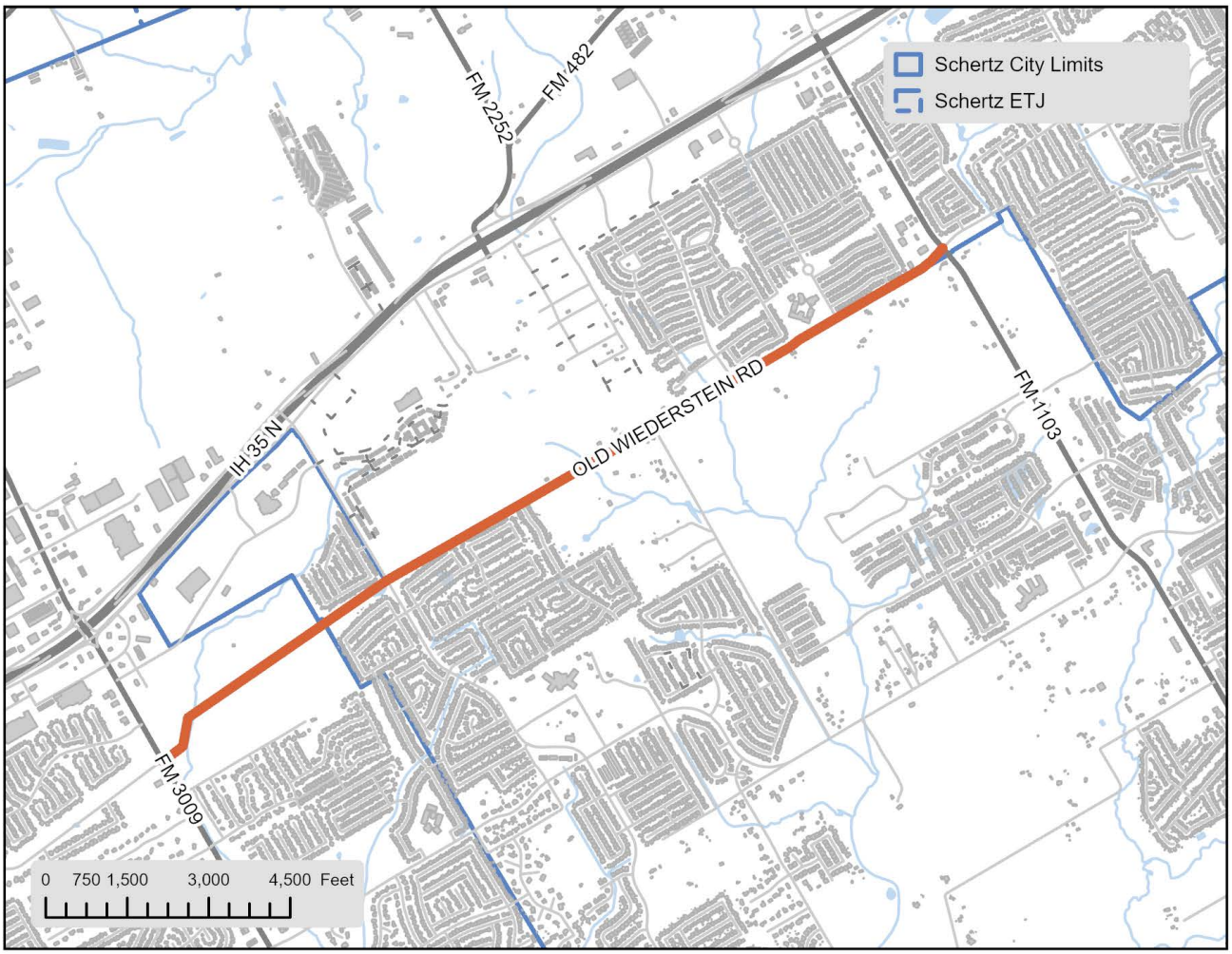


WIEDERSTEIN ROAD RECONSTRUCTION AND EXTENSION

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Pfeil Road Improvements

**Project Manager:** Engineering

**Location Description:** Pfeil Rd, IH-10 to 1,800 feet north of IH-10

**Project Summary:** Widen and reconstruct Pfeil Rd to the collector street section identifed in the Master Thoroughfare Plan. The project anticipates using Capital Recovery and AAMPO funds for construction.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 534,000 | $ 534,000 |
| Grants | $ - | $ - | $ - | $ - | $ - | $ - | $ 679,000 | $ 679,000 |
| Capital Recovery Area 3 | $ - | $ - | $ - | $ - | $ - | $ - | $ 387,000 | $ 387,000 |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,600,000 | $ 1,600,000 |
| | | | | | | | | |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ 91,000 | $ 91,000 |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 150,900 | $ 150,900 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,358,100 | $ 1,358,100 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,600,000 | $ 1,600,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Pfeil Road Improvements

**Location:**

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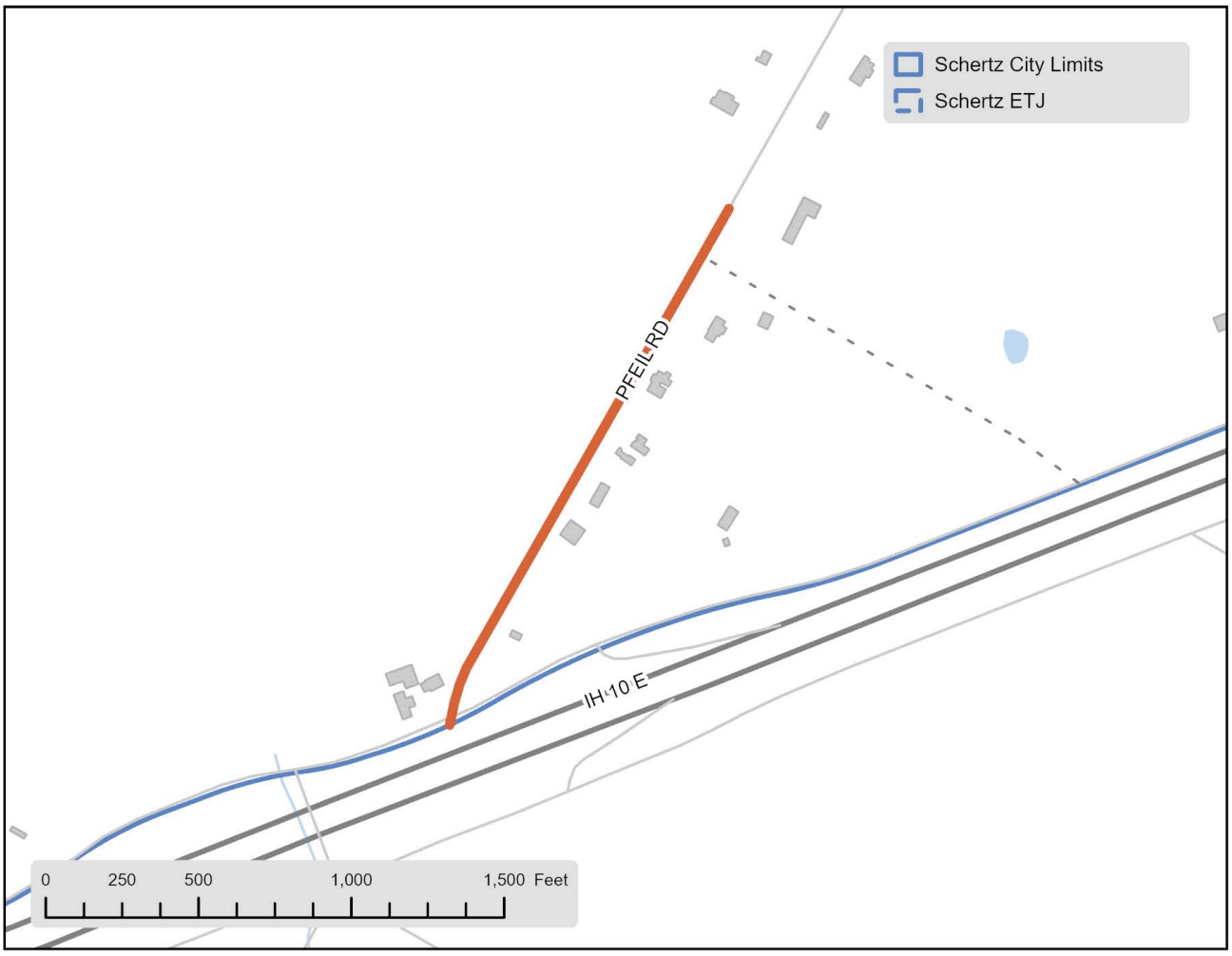


PFEIL ROAD IMPROVEMENTS

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Eckhardt Road Improvements

**Project Manager:** Engineering

**Location Description:** Eckhardt Road, IH-35 to Green Valley Road

**Project Summary:** Widen and reconstruct Eckhardt Rd to the collector street section identifed in the Master Thoroughfare Plan. The project anticipates using Capital Recovery and Capital Recovery and AAMPO funds for construction.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,184,300 | $ 2,184,300 |
| Grants | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,855,700 | $ 2,855,700 |
| Capital Recovery Area 1 | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,560,000 | $ 1,560,000 |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,600,000 | $ 6,600,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ 254,000 | $ 254,000 |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 634,600 | $ 634,600 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,711,400 | $ 5,711,400 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 6,600,000 | $ 6,600,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Eckhardt Road Improvements

**Location:**

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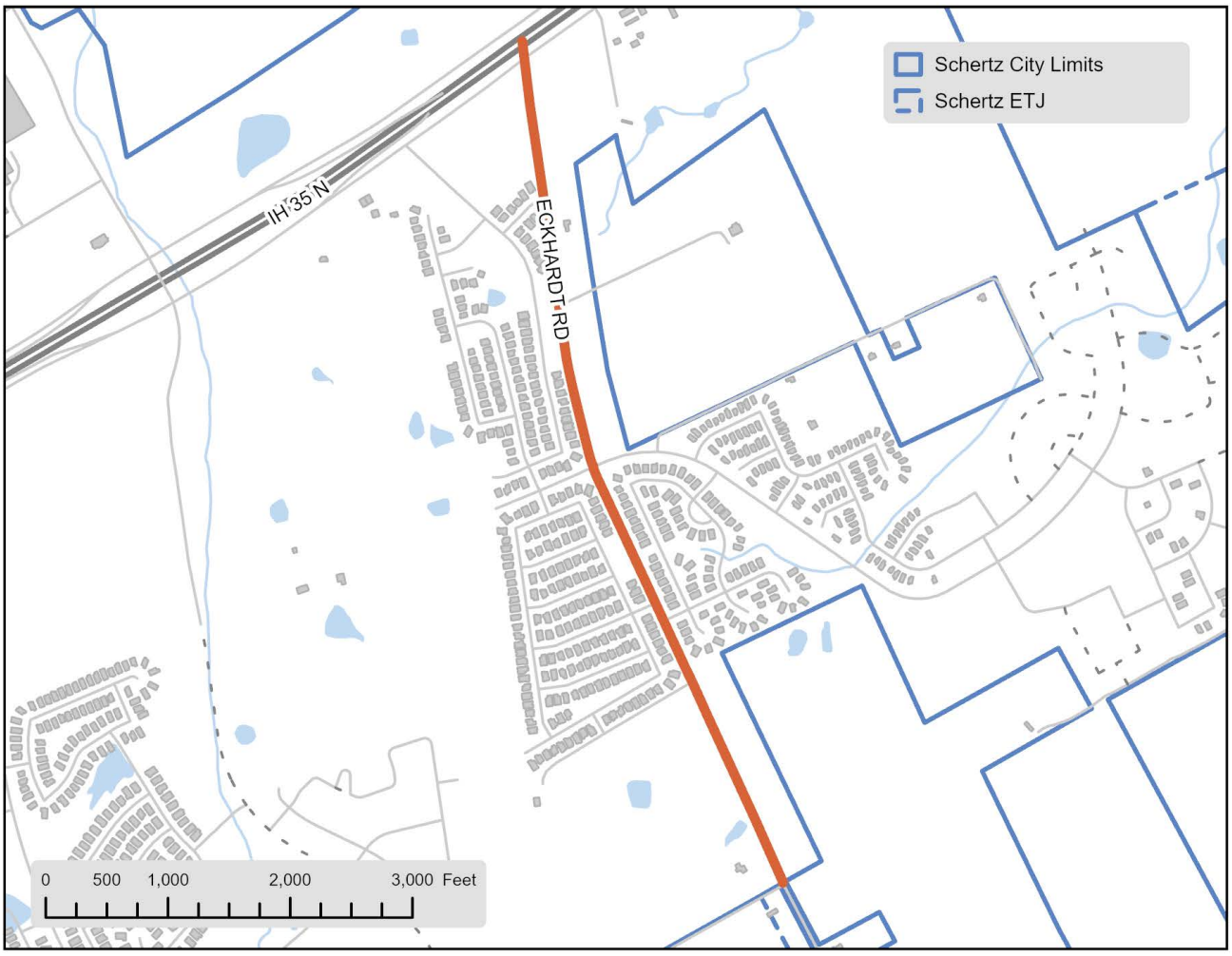


ECKHARDT ROAD IMPROVEMENTS

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Schwab Road Improvements

**Project Manager:** Engineering

**Location Description:** Schwab Road, IH-35 to City Limits

**Project Summary:** Expand Schwab Rd to principal arterial roadway section. The new roadway section will match up with the planned Comal County roadway project for the roadway to extend to State Highway 46. The project anticipates using Capital Recovery and AAMPO funds for construction.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 7,250,000 | $ 7,250,000 |
| Grants | $ - | $ - | $ - | $ - | $ - | $ - | $ 7,000,000 | $ 7,000,000 |
| Capital Recovery Area 1 | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,250,000 | $ 5,250,000 |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 19,500,000 | $ 19,500,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ 3,820,000 | $ 3,820,000 |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,680,000 | $ 1,680,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 14,000,000 | $ 14,000,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 19,500,000 | $ 19,500,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportation **Project Code:**

**Project Title:** Schwab Road Improvements

**Location:**

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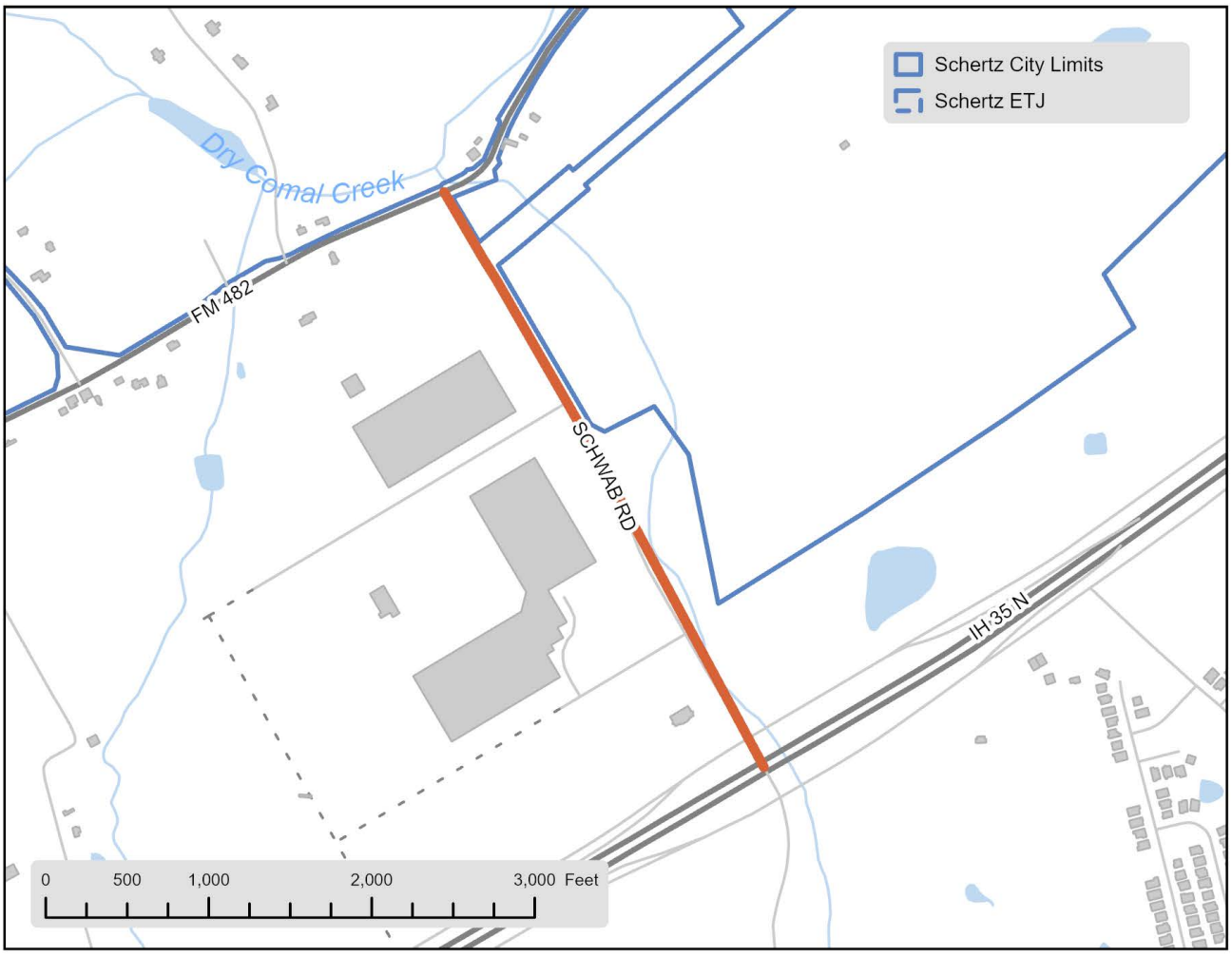


SCHWAB ROAD IMPROVEMENTS

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# PARK, RECREATION, AND COMMUNITY SERVICES

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Parks, Recreation, and Community Services **Project Code:**

**Project Title:** Hilltop/Homestead Park Development

**Project Manager:** Lauren Shrum

**Location Description:** Hilltop Park, 6300 Block of Jimmy Walker Dr

**Project Summary:** Construction has started on the 14-acre Homestead side of the park that was part of the parkland agreement with that development. That work will include an accessible loop trail system around the pond, a fishing pier, a parking lot off Homestead Parkway, and utility connections for a future restroom. The city has secured a $750,000 grant from the Texas Parks & Wildlife Department to develop the park further with a hilltop overlook/observation platform, additional walking trails, mountain-biking trails and bike skills course, a nature-based playscape, picnic pavilions, restrooms, and interpretive signage. The $750,000 value match from the City includes the value of the donated land from The Links at Scenic Hills HOA and the Fairhaven HOA ($493,900), cash from the EDC ($241,100), and volunteer labor from South Texas Off Road Mountain-Bikers (STORM) ($15,000.)

**Start Date:** Jun-24

**Completion Date:** Dec-27

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Grant Fund | $ - | $ - | $ 750,000 | $ - | $ - | $ - | $ - | $ 750,000 |
| EDC Grant | $ - | $ - | $ - | $ 241,100 | $ - | $ - | $ - | $ 241,100 |
| Other (In-Kind Donations) | $ - | $ - | $ 493,900 | $ 15,000 | $ 100,000 | $ - | $ - | $ 608,900 |
| **Total Funding Source** | $ - | $ - | $ 1,243,900 | $ 256,100 | $ 100,000 | $ - | $ - | $ 1,600,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | | $ 493,900 | $ - | $ - | $ - | $ - | $ 493,900 |
| Professional Services | $ - | $ - | $ 90,000 | | | $ - | $ - | $ 90,000 |
| Construction | $ - | $ - | | $ 687,075 | $ 329,025 | $ - | $ - | $ 1,016,100 |
| **Total Expenditure** | $ - | $ - | $ 583,900 | $ 687,075 | $ 329,025 | $ - | $ - | $ 1,600,000 |
| **Operating Budget Impact** | | | | | | | | |
| Personnel | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Equipment | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Capital | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Operating Impact** | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |

**Funding Source**

1. **ARP**
2. **Sewer Impact Fees**
3. **Water Impact Fees**
4. **Water Reserves**
5. **W/Sewer Reserves**
6. **Bonds**
7. **EDC**
8. **TxDOT**
9. **Reimbursable**
10. **Grant Fund**
11. **General Fund**
12. **Drainage**
13. **Drainage/Streets**
14. **Combined 50% Bonds/50% Grants**
15. **Other**

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Parks, Recreation, and Community Services **Project Code:**

**Project Title:** Hilltop/Homestead Park Development

**Location:**

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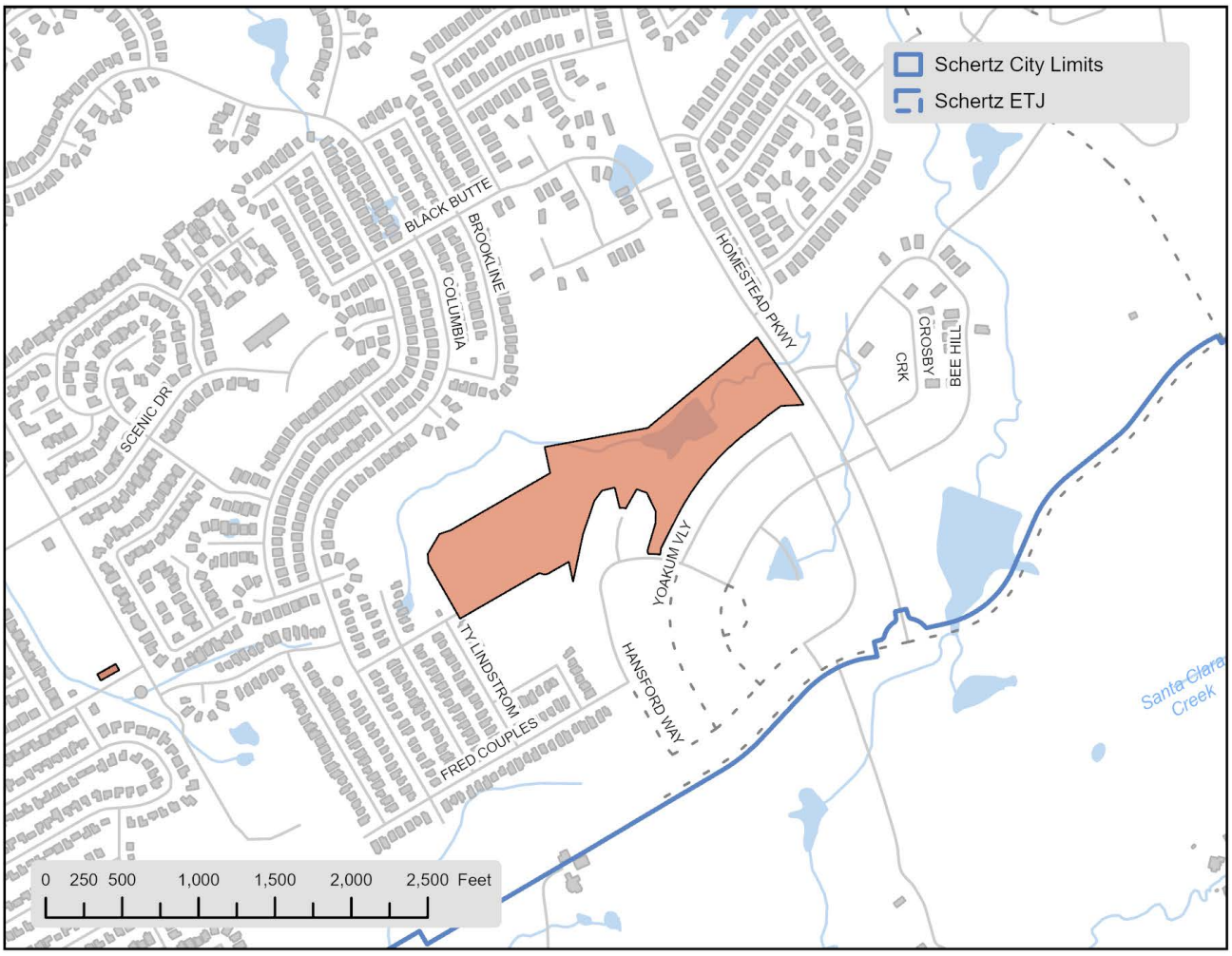


HILLTOP/HOMESTEAD PARK DEVELOPMENT

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Parks, Recreation, and Community Services **Project Code:**

**Project Title:** Community Circle Park Development

**Project Manager:** Lauren Shrum

**Location Description:** Community Circle Park, 820 Community Circle Drive (current Skate Park and Dog Park area)

**Project Summary:** This project is focused on developing a cohesive community park in the open space that is along Community Circle Drive between the Schertz Skate Park and the Schertz Dog Park. The area is currently open space and utilized as practice fields for baseball and softball. The goal is to build out the final Phases of the originally designed skate park and continue with the teen and young adult theme throughout the park to add sand volleyball courts, basketball courts, expanded dog park, rapelling/rock climbing tower, and "The Box" teen hangout with potential for concessionaire opportunities. The plan also includes much-needed parking throughout the complex to accomodate for all the shared uses (Civic Center, Community Center, Council Chambers, Municipal Court, Johnie McDow Sports Complex, Dog Park, and Skate Park.)

**Start Date:** Jan-26

**Completion Date:** Dec-28

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| EDC | $ - | $ - | $ - | $ 4,705,500 | $ 5,646,600 | $ - | $ - | $ 10,352,100 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ 4,705,500 | $ 5,646,600 | $ - | $ - | $ 10,352,100 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | | | | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ 941,100 | | | $ - | $ 941,100 |
| Construction | $ - | $ - | $ - | $ 3,764,400 | $ 5,646,600 | $ - | $ - | $ 9,411,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ 4,705,500 | $ 5,646,600 | $ - | $ - | $ 10,352,100 |
| **Operating Budget Impact** | | | | | | | | |
| Personnel | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Equipment | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Capital | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Operating Impact** | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |

**Funding Source**

1. **ARP**
2. **Sewer Impact Fees**
3. **Water Impact Fees**
4. **Water Reserves**
5. **W/Sewer Reserves**
6. **Bonds**
7. **EDC**
8. **TxDOT**
9. **Reimbursable**
10. **Grant Fund**
11. **General Fund**
12. **Drainage**
13. **Drainage/Streets**
14. **Combined 50% Bonds/50% Grants**
15. **Other**

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Parks, Recreation, and Community Services **Project Code:**

**Project Title:** Community Circle Park Development

**Location:**

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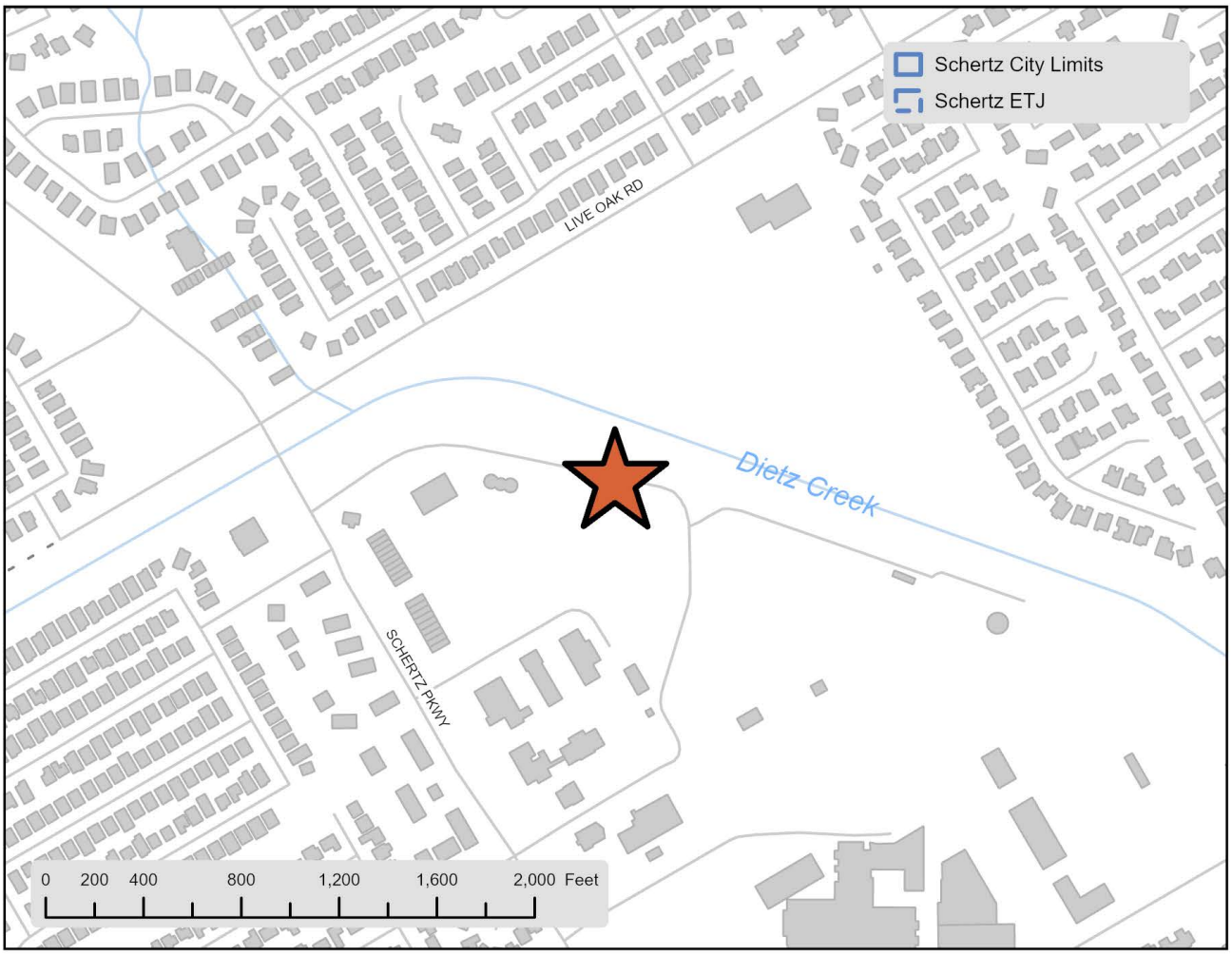


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COMMUNITY CIRCLE PARK DEVELOPMENT

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Parks, Recreation, and Community Services **Project Code:**

**Project Title:** West Dietz Creek Trail

**Project Manager:** Lauren Shrum

**Location Description:** West Dietz Creek from just south of Wiederstein Road, crossing Savannah Drive and Maske Road, to Schertz Parkway

**Project Summary:** The West Dietz Creek Trail is a 10-foot wide concret multi-use path planned for both sides of West Dietz Creek beginning at its crossing with Wiederstein Road, crossing Savannah Dr, crossing Maske Road, and ending at Schertz Parkway. Pedestrian crossing improvements are included for each road crossing as well as rest stations along the trail with benches, trash cans, and water fountains at key intersections.

**Start Date:** Oct-27

**Completion Date:** Sep-28

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Grant Fund | $ - | $ - | | $ - | $ 1,000,000 | $ - | $ - | $ 1,000,000 |
| General Fund | $ - | $ - | $ - | | $ 250,000 | $ - | $ - | $ 250,000 |
| | $ - | $ - | | | | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ 1,250,000 | $ - | $ - | $ 1,250,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | | | $ - | $ 51,823 | $ - | $ - | $ 51,823 |
| Professional Services | $ - | $ - | $ - | | $ 124,375 | $ - | $ - | $ 124,375 |
| Construction | $ - | $ - | | $ - | $ 1,073,802 | $ - | $ - | $ 1,073,802 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ 1,250,000 | $ - | $ - | $ 1,250,000 |
| **Operating Budget Impact** | | | | | | | | |
| Personnel | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Equipment | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Capital | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Operating Impact** | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |

**Funding Source**

1. **ARP**
2. **Sewer Impact Fees**
3. **Water Impact Fees**
4. **Water Reserves**
5. **W/Sewer Reserves**
6. **Bonds**
7. **EDC**
8. **TxDOT**
9. **Reimbursable**
10. **Grant Fund**
11. **General Fund**
12. **Drainage**
13. **Drainage/Streets**
14. **Combined 50% Bonds/50% Grants**
15. **Other**

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Parks, Recreation, and Community Services **Project Code:**

**Project Title:** West Dietz Creek Trail

**Location:**

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.

WEST DIETZ CREEK TRAIL

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Parks, Recreation, and Community Services **Project Code:**

**Project Title:** Pickrell Park Pool Renovation

**Project Manager:** Lauren Shrum

**Location Description:** Pickrell Park, 701 Oak Street

**Project Summary:** Pickrell Park Pool was built in 1974 and is in need of renovation. The restrooms are not ADA compliant and there are various issues with the pool deck that need to be remediated. The slide is nearing the end of its lifespan and will need to be replaced. The baby pool is an antiquated feature that needs to be converted into a splash feature or eliminated. Newer amenities such as shade structures also need to be incorporated.

**Start Date:** Oct-33

**Completion Date:** Dec-35

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Grant Fund | $ - | $ - | $ - | | | $ - | $ 1,000,000 | $ 1,000,000 |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 1,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,000,000 | $ 2,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | | | | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 200,000 | $ 200,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,800,000 | $ 1,800,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,000,000 | $ 2,000,000 |

**Funding Source**

1. **ARP**
2. **Sewer Impact Fees**
3. **Water Impact Fees**
4. **Water Reserves**
5. **W/Sewer Reserves**
6. **Bonds**
7. **EDC**
8. **TxDOT**
9. **Reimbursable**
10. **Grant Fund**
11. **General Fund**
12. **Drainage**
13. **Drainage/Streets**
14. **Combined 50% Bonds/50% Grants**
15. **Other**

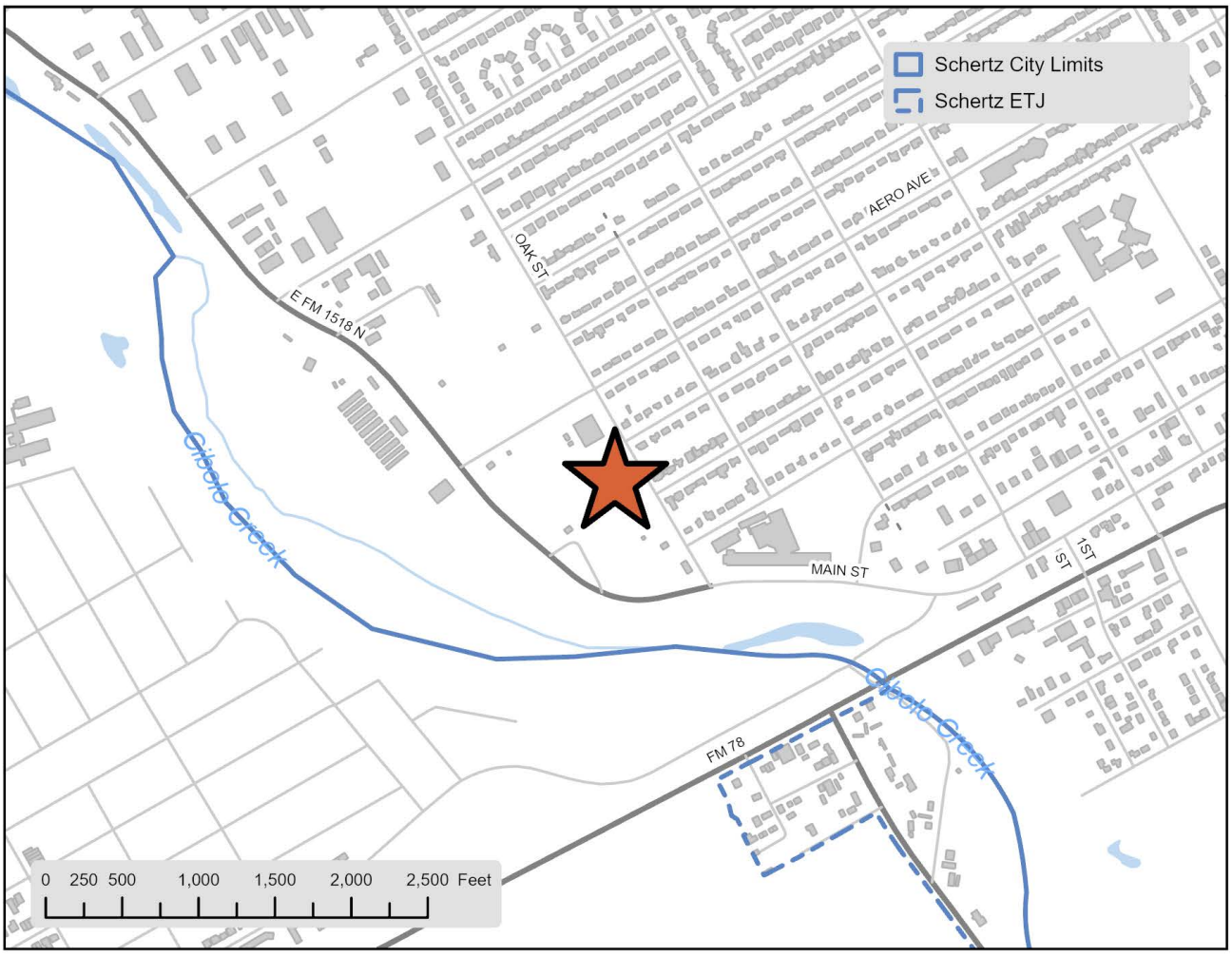
# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Parks, Recreation, and Community Services **Project Code:** 0

**Project Title:** Pickrell Park Pool Renovation

**Location:**

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.

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PICKRELL PARK POOL RENOVATION

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Parks, Recreation, and Community Services **Project Code:**

**Project Title:** Schertz Soccer Complex Lighting

**Project Manager:** Lauren Shrum

**Location Description:** 75 Maske Road

**Project Summary:** The Schertz Soccer Complex was built with only two lighted fields (#1 and #2). Conduit was installed for the future wiring at the time of construction. This project is to run electrical wiring and install MUSCO Lighting system for additional 10 fields to integrate with exisitng system.

**Start Date:** Oct-24

**Completion Date:** Jan-25

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| EDC Grant | $ - | $ - | $ 1,700,000 | | | $ - | $ - | $ 1,700,000 |
| | $ - | $ - | $ - | | $ - | $ - | $ - | $ - |
| | $ - | $ - | | | | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 1,700,000 | $ - | $ - | $ - | $ - | $ 1,700,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Construction | $ - | $ - | $ 1,700,000 | $ - | | $ - | $ - | $ 1,700,000 |
| **Total Expenditure** | $ - | $ - | $ 1,700,000 | $ - | $ - | $ - | $ - | $ 1,700,000 |

**Funding Source**

1. **ARP**
2. **Sewer Impact Fees**
3. **Water Impact Fees**
4. **Water Reserves**
5. **W/Sewer Reserves**
6. **Bonds**
7. **EDC**
8. **TxDOT**
9. **Reimbursable**
10. **Grant Fund**
11. **General Fund**
12. **Drainage**
13. **Drainage/Streets**
14. **Combined 50% Bonds/50% Grants**
15. **Other**

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Parks, Recreation, and Community Services **Project Code:**

**Project Title:** Schertz Soccer Complex Lighting

**Location:**

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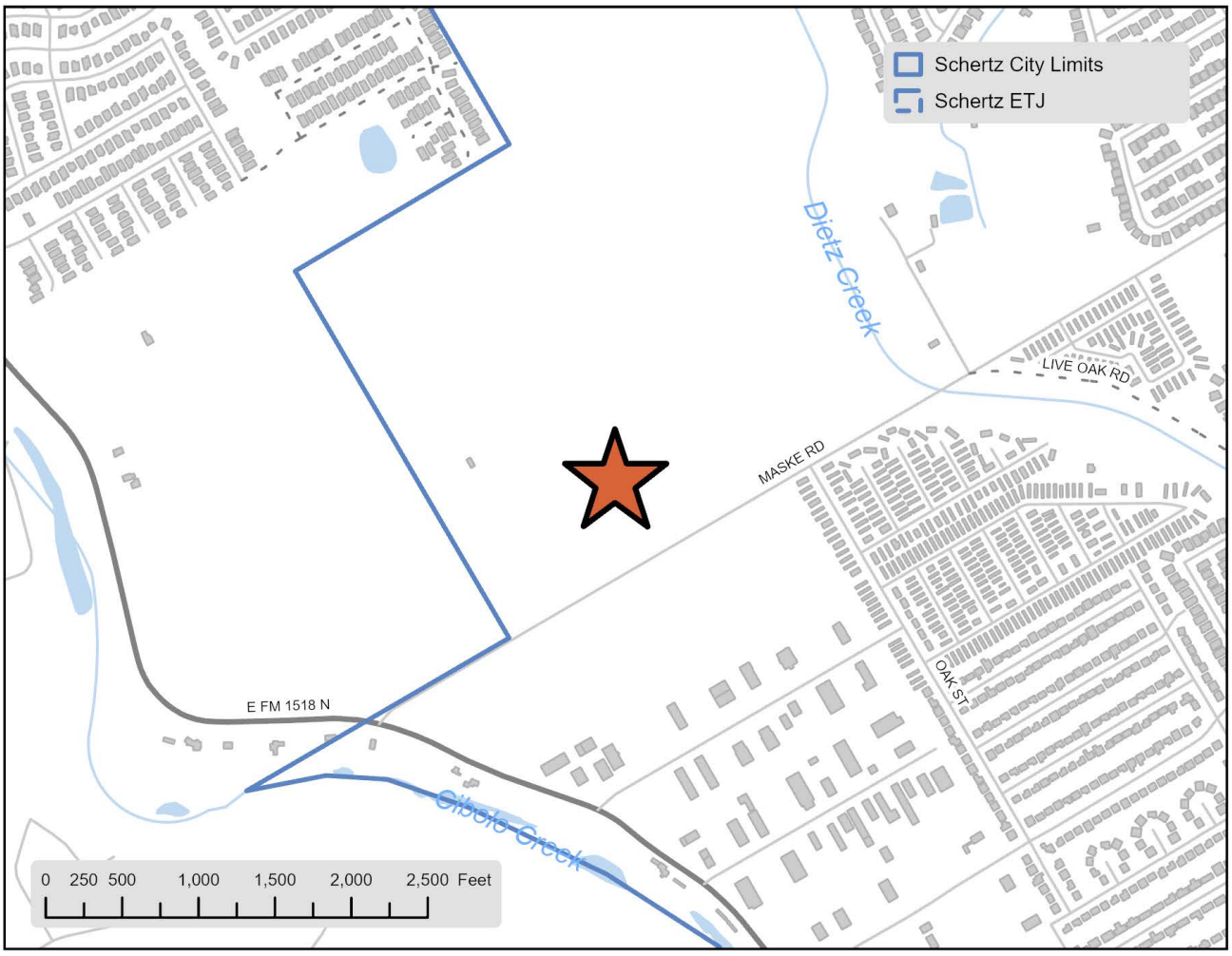


N

SCHERTZ SOCCER COMPLEX LIGHTING

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Parks, Recreation, and Community Services **Project Code:**

**Project Title:** Crescent Bend Nature Park Phase II

**Project Manager:** Lauren Shrum

**Location Description:** Crescent Bend Nature Park, 12805 Schaefer Rd

**Project Summary:** Crescent Bend has seen a significant increase in visitation over the last decade and the original amenities are not sufficient to sustain the amount of visitation the park receives. The project will likely include additional amenities such as restrooms, trails, parking, an outdoor education pavilion, fishing access to Cibolo Creek, a kayak boathouse, bird blinds, interpretive signage and public art.

**Start Date:** Oct-33

**Completion Date:** Dec-35

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Grant Fund | | $ - | $ - | | | $ - | $ 1,000,000 | $ 1,000,000 |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 1,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,000,000 | $ 2,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | | | $ - | | | | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 200,000 | $ 200,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,800,000 | $ 1,800,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,000,000 | $ 2,000,000 |

**Funding Source**

1. **ARP**
2. **Sewer Impact Fees**
3. **Water Impact Fees**
4. **Water Reserves**
5. **W/Sewer Reserves**
6. **Bonds**
7. **EDC**
8. **TxDOT**
9. **Reimbursable**
10. **Grant Fund**
11. **General Fund**
12. **Drainage**
13. **Drainage/Streets**
14. **Combined 50% Bonds/50% Grants**
15. **Other**

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Parks, Recreation, and Community Services **Project Code:** 0

**Project Title:** Crescent Bend Nature Park Phase II

**Location:**

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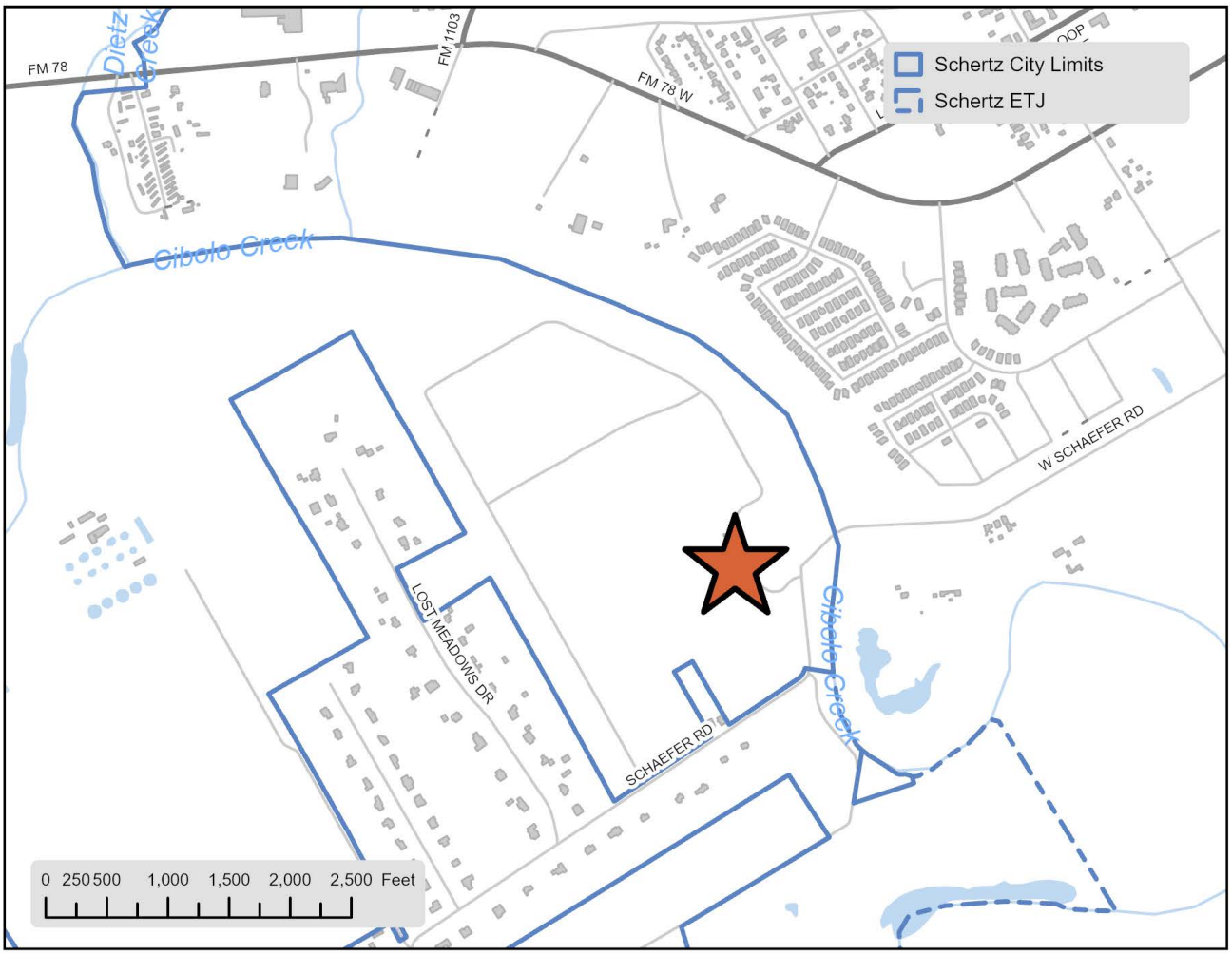


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CRESCENT BEND NATURE PARK PHASE II

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# FACILITIES

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Facility **Project Code:** GB0

**Project Title:** Fire Station 4

**Project Manager:** Greg Rodgers

**Location Description:** Weiderstein Road area East of Schertz Parkway

**Project Summary:** Land for this project has been secured at approx. 10 acres for the station property, 30+ acres were purchased in the area of Weiderstein and Schertz Parkway. Overall constructiuon would be less than 16,000 sq ft. Design process is underway and began in FY24. FY25 will be construction with anticipated opening in late FY25. Estimated cost: $15 million. Personnel for this facility are in process with 6 on board now and 6 more in FY25.

**Start Date:** 8/1/2022

**Completion Date:** FY26

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ 14,267,056 | | $ - | $ - | $ - | $ - | $ - | $ 14,267,056 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ 14,267,056 | | $ - | $ - | $ - | $ - | $ - | $ 14,267,056 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ 1,980,216 | $ - | $ - | $ - | $ - | $ - | | $ 1,980,216 |
| Professional Services | $ 118,976 | $ 1,900,000 | $ - | $ - | $ - | $ - | $ - | $ 2,018,976 |
| Construction | $ - | $ - | $ 10,267,864 | $ - | $ - | $ - | $ - | $ 10,267,864 |
| **Total Expenditure** | $ 2,099,192 | $ 1,900,000 | $ 10,267,864 | $ - | $ - | $ - | $ - | $ 14,267,056 |
| **Operating Impact** | | | | | | | | |
| Personnel | $ 400,000 | $ 900,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 6,300,000 |
| Equipment | $ 10,000 | $ 20,000 | $ - | $ - | $ - | $ - | $ 30,000 | $ 60,000 |
| Capital | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Operating Impact** | $ 410,000 | $ 1,900,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,030,000 | $ 6,360,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Facility **Project Code:** GB0

**Project Title:** Fire Station 4

**Location:**

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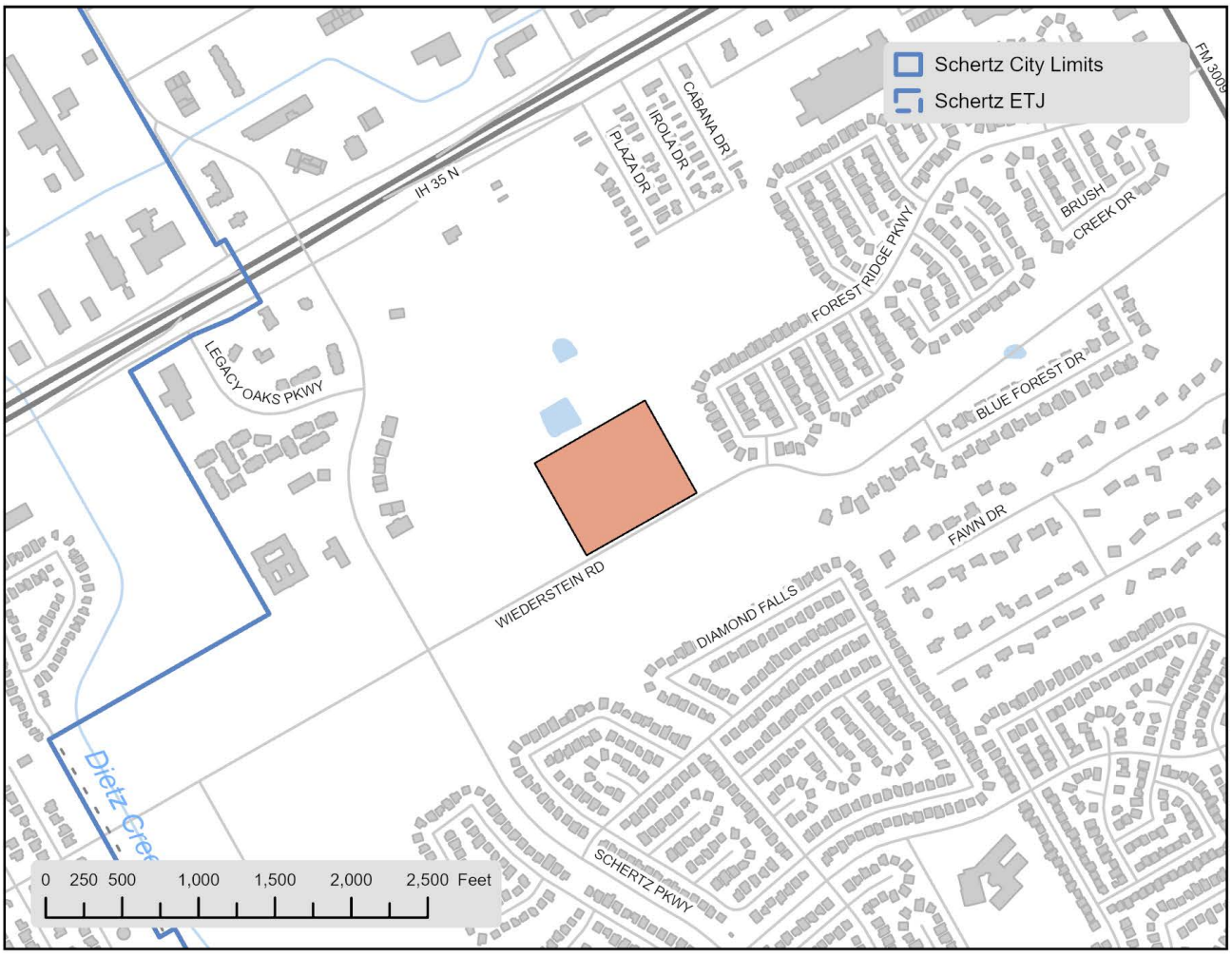


FIRE STATION 4

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Building **Project Code:**

**Project Title:** Remodeling PD 2024

**Project Manager:** Chad Lonsberry

**Location Description:** PD Building - 1400 Schertz Pkwy Bldg #6

**Project Summary:** Criminal Investigatins, Property Room, and the Crime Victims Liaison will be relocating to the Guadlupe Coutn Tax Officer on FM 78 to relieve over crowding spacing issues at the PD. Upon this move the newly vacant areas will need to be remodeled for operational use of remaining personnel and resources. This will include individua offices, shared worked areas, and Dispatch Services work area. Our hope is that this remodeling will assist in alleviating personnel and resource overcrowding until the new Public Safety Building is built.

**Start Date:** Jul-24

**Completion Date:** Jan-25

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| General Fund | $ - | $ - | $ 100,000 | $ - | $ - | $ - | $ - | $ 100,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 100,000 | $ - | $ - | $ - | $ - | $ 100,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Construction | $ - | $ - | $ 100,000 | $ - | $ - | $ - | $ - | $ 100,000 |
| **Total Expenditure** | $ - | $ - | $ 100,000 | $ - | $ - | $ - | $ - | $ 100,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Building **Project Code:** 0

**Project Title:** Remodeling PD 2024

**Location:**

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REMODELING PD 2024

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Building Renovation **Project Code:**

**Project Title:** Library Retaining Wall Renovation

**Project Manager:**

**Location Description:** 798 Schertz Parkway

**Project Summary:** The current structure is failing and is cause for concern. The damaged area is under the library.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| General Fund | | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Construction | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |
| **Total Expenditure** | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Building Renovation **Project Code:**

**Project Title:** Library Retaining Wall Renovation

**Location:**

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.

LIBRARY RETAINING WALL RENOVATION

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Transportatin **Project Code:** FA2

**Project Title:** Pave city-owned grassy areas

**Project Manager:**

**Location Description:** City owned - citywide

**Project Summary:** Pave in grassing fields between Fleet and Engineering

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| General Fund | $ 200,000 | $ - | $ - | $ - | $ - | $ - | $ - | $ 200,000 |
| Bonds | $ - | $ - | $ 250,000 | $ - | $ - | $ - | $ - | $ 250,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ 200,000 | $ - | $ 250,000 | $ - | $ - | $ - | $ - | $ 450,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Construction | $ 31,891 | $ 26,138 | $ 391,971 | $ - | $ - | $ - | $ - | $ 450,000 |
| **Total Expenditure** | $ 31,891 | $ 26,138 | $ 391,971 | $ - | $ - | $ - | $ - | $ 450,000 |

**Project Type:** Transportatin **Project Code:** FA2

**Project Title:** Pave city-owned grassy areas

**Location:**

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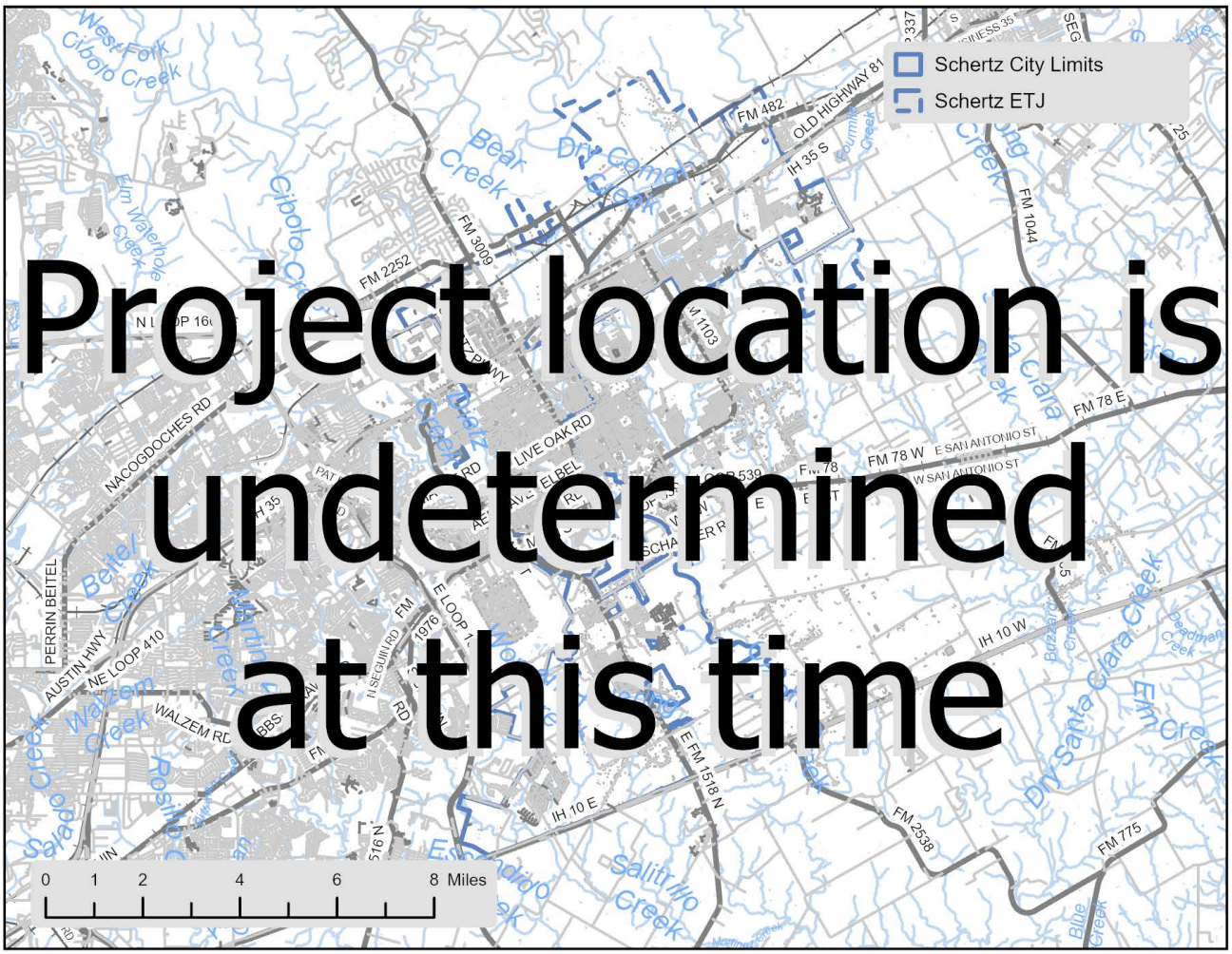


SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Generators **Project Code:**

**Project Title:** Replace generator at East Live Oak

**Project Manager:**

**Location Description:** 1057 East Live Oak Street

**Project Summary:** The generator is 18 years old and parts are obsolete. This generator services our IT network equipment and water supply.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $400,000 | $ - | $ - | $ - | $ - | $ 400,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 400,000 | $ - | $ - | $ - | $ - | $ 400,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ 400,000 | $ - | $ - | $ - | $ - | $ 400,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Expenditure** | $ - | $ - | $ 400,000 | $ - | $ - | $ - | $ - | $ 400,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Generators **Project Code:**

**Project Title:** Replace generator at East Live Oak

**Location:**

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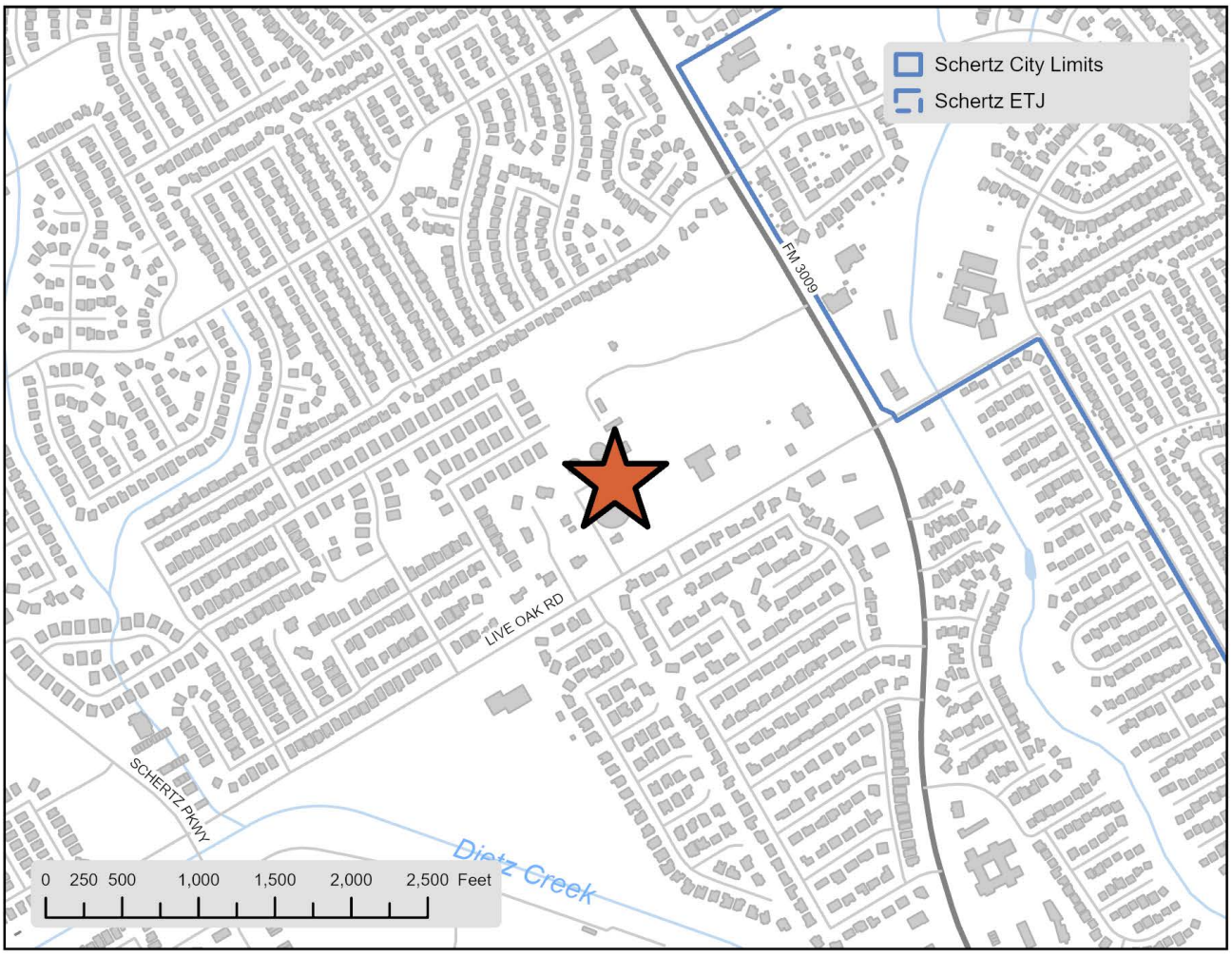


GENERATOR REPLACEMENT EAST
LIVE OAK

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Generator **Project Code:**

**Project Title:** Generator Replacement - Community Center/Building 1

**Project Manager:**

**Location Description:** 1400 Schertz Parkway -Community Center

**Project Summary:** This generator is over 20 years old and parts are no longer available for repair. An upgrade to the generator is needed to bring the equipment up to code and to provide for electricity services to City Hall.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | | $ - | $ - | $ 300,000 | $ - | $ - | $ - | $ 300,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ 300,000 | $ - | $ - | $ - | $ 300,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ 300,000 | $ - | $ - | $ - | $ 300,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Expenditure** | $ - | $ - | $ - | $ 300,000 | $ - | $ - | $ - | $ 300,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Generator **Project Code:**

**Project Title:** Generator Replacement - Community Center/Building 1

**Location:**

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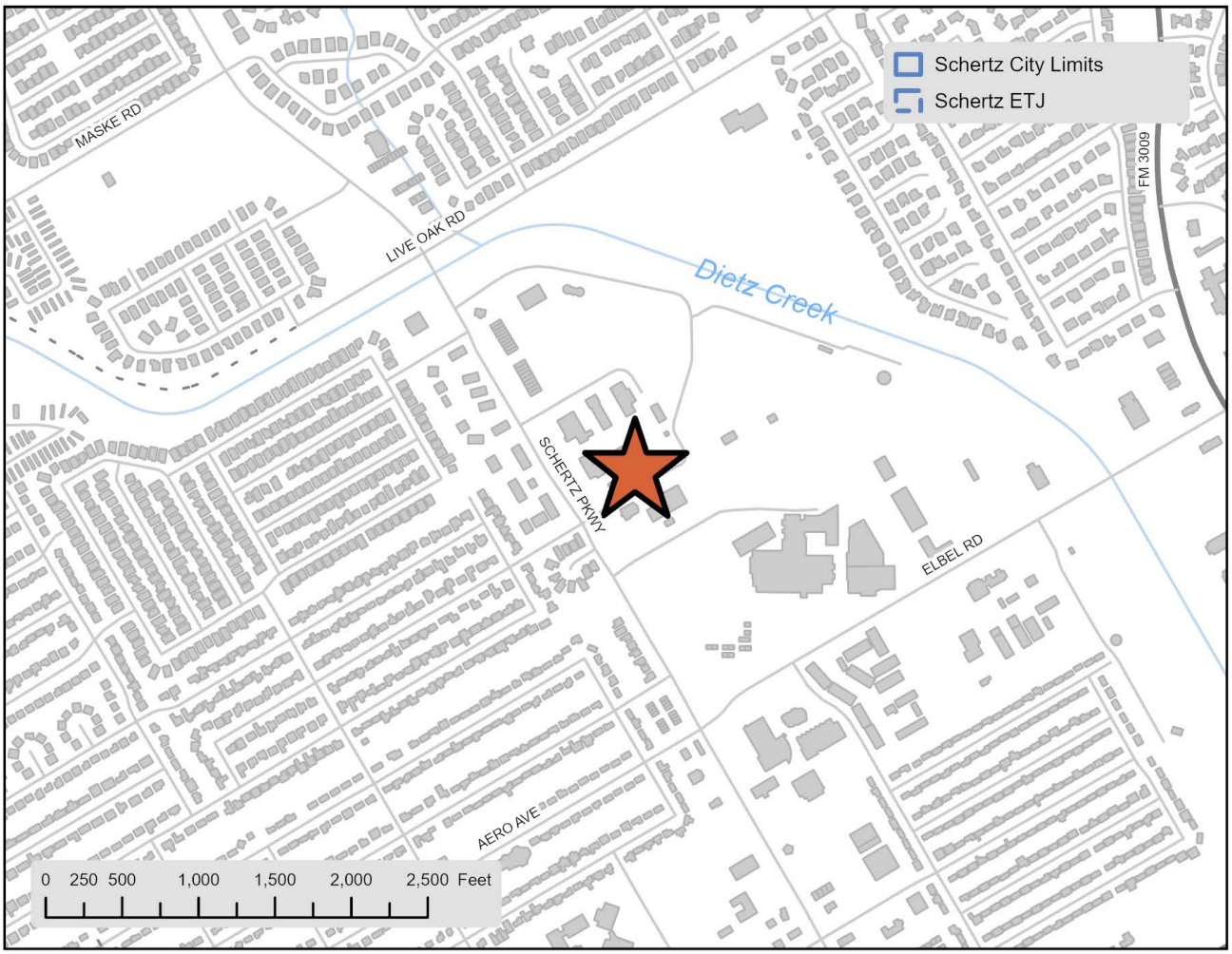


N

GENERATOR REPLACEMENT
COMMUNITY CENTER

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Technology **Project Code:**

**Project Title:** Mass Communication Plan Phase VI

**Project Manager:**

**Location Description:** Parks & Lift Stations citywide

**Project Summary:** Expanded the citites network connection and camera access to Parks and Lift Stations throughout the City of Schertz

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| General Fund | $ - | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ 150,000 |
| Other | $ - | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ 150,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ 300,000 | $ - | $ - | $ - | $ 300,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ 300,000 | $ - | $ - | $ - | $ 300,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Expenditure** | $ - | $ - | $ - | $ 300,000 | $ - | $ - | $ - | $ 300,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Technology **Project Code:**

**Project Title:** Mass Communication Plan Phase VI

**Location:**

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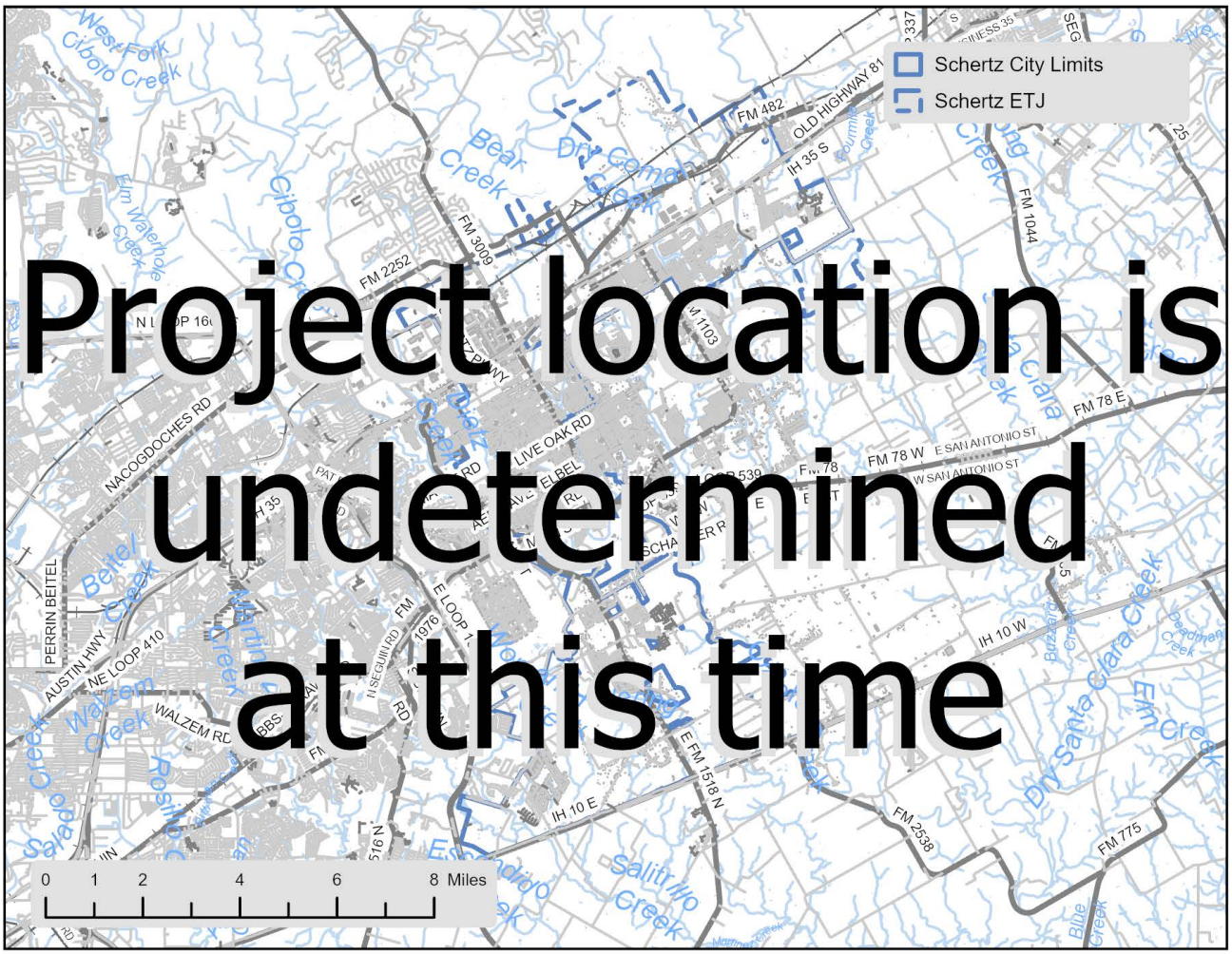


SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Generator **Project Code:**

**Project Title:** Generator Replacement - Public Safety

**Project Manager:**

**Location Description:** 1400 Schertz Parkway - Public Safety Area

**Project Summary:** This generator is 18 years old and parts are obsolete. This generator services our Public Safety Complex and dispatch services.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | | $ - | $ - | $600,000 | $ - | $ - | $ - | $ 600,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ 600,000 | $ - | $ - | $ - | $ 600,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ 600,000 | $ - | $ - | $ - | $ 600,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Expenditure** | $ - | $ - | $ - | $ 600,000 | $ - | $ - | $ - | $ 600,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Generator **Project Code:**

**Project Title:** Generator Replacement - Public Safety

**Location:**

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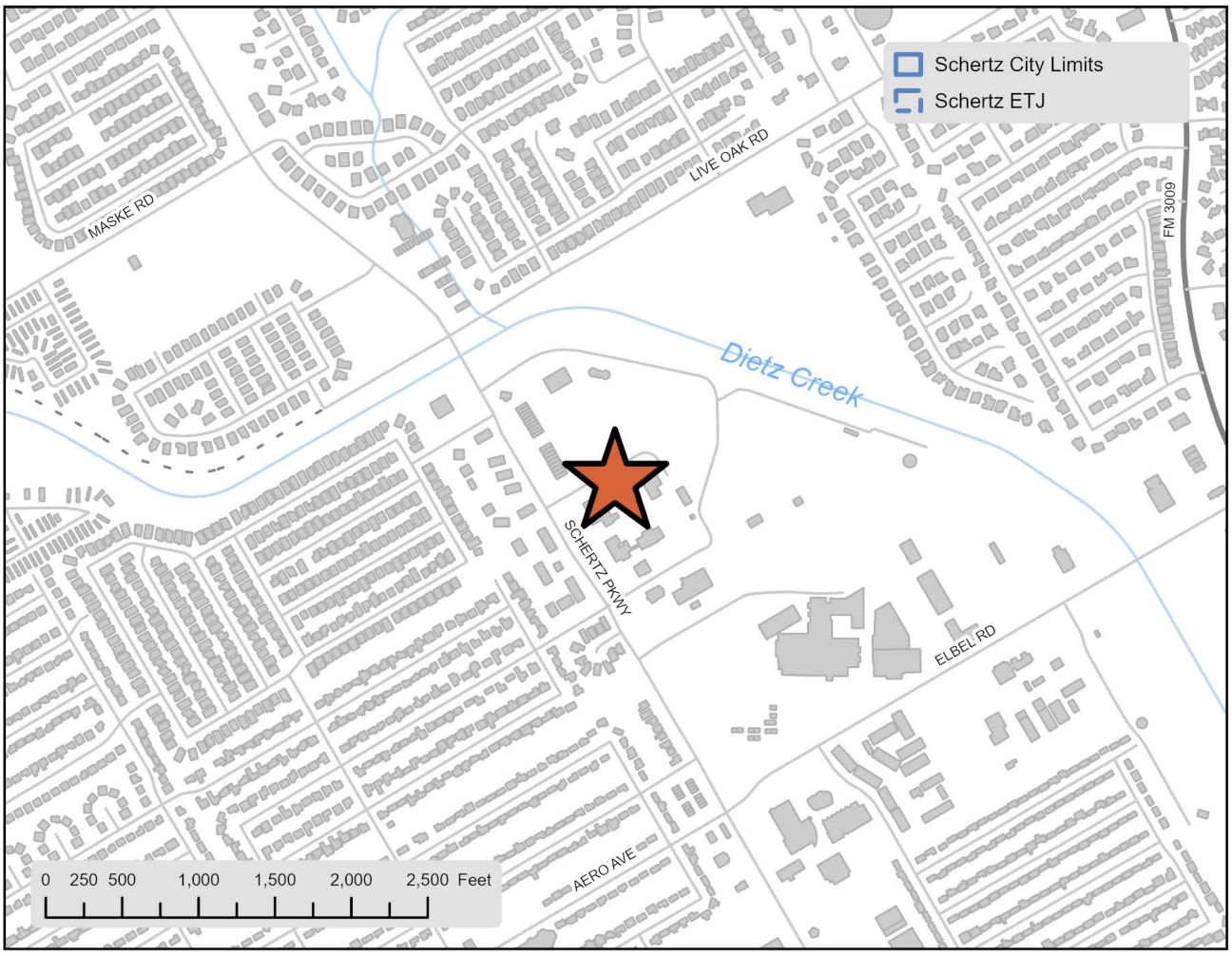



N

GENERATOR REPLACEMENT PUBLIC SAFETY

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Building **Project Code:**

**Project Title:** FM 78 Build Out PD CID/Property Room

**Project Manager:**

**Location Description:** Guadaplupe County / Schertz Tax Officer - 1052 FM 78

**Project Summary:** The Schertz PD has outgrown available space for current operations and our anticipated future growth. A new Public Safety Building is not projected to be completed withing the next eight to ten years. We must have a sustainable plan to house personnel and resources necessary to perform bae line operations for law enforcement services until a new Public Safety Building is built. Guadalupe County is willing to provide a section (estimated at 10,000 sqaure feet) of the Tax Office builiding for use by PD for the next ten years with little to no cost other than build out of the designated area. Criminal Investigtions, Property Room, and the Crime Victim's Liaison will relocate to this location. Thus freeing up space at the main PD that can be reutilzied to relief our current spacing issues. This build out will include office space and associated furniture for 11 empolyees, property room storage, property room evidence processing and accountabilit (bar coding), and enhanced security. The projected life of this project for oeprational growth is ten years.

**Start Date:** Jul-24

**Completion Date:** Jan-25

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ 400,000 | $ - | $ - | $ - | $ - | $ 400,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ 400,000 | $ - | $ - | $ - | $ - | $ 400,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | | | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Construction | $ - | $ - | $ 400,000 | $ - | $ - | $ - | $ - | $ 400,000 |
| **Total Expenditure** | $ - | $ - | $ 400,000 | $ - | $ - | $ - | $ - | $ 400,000 |

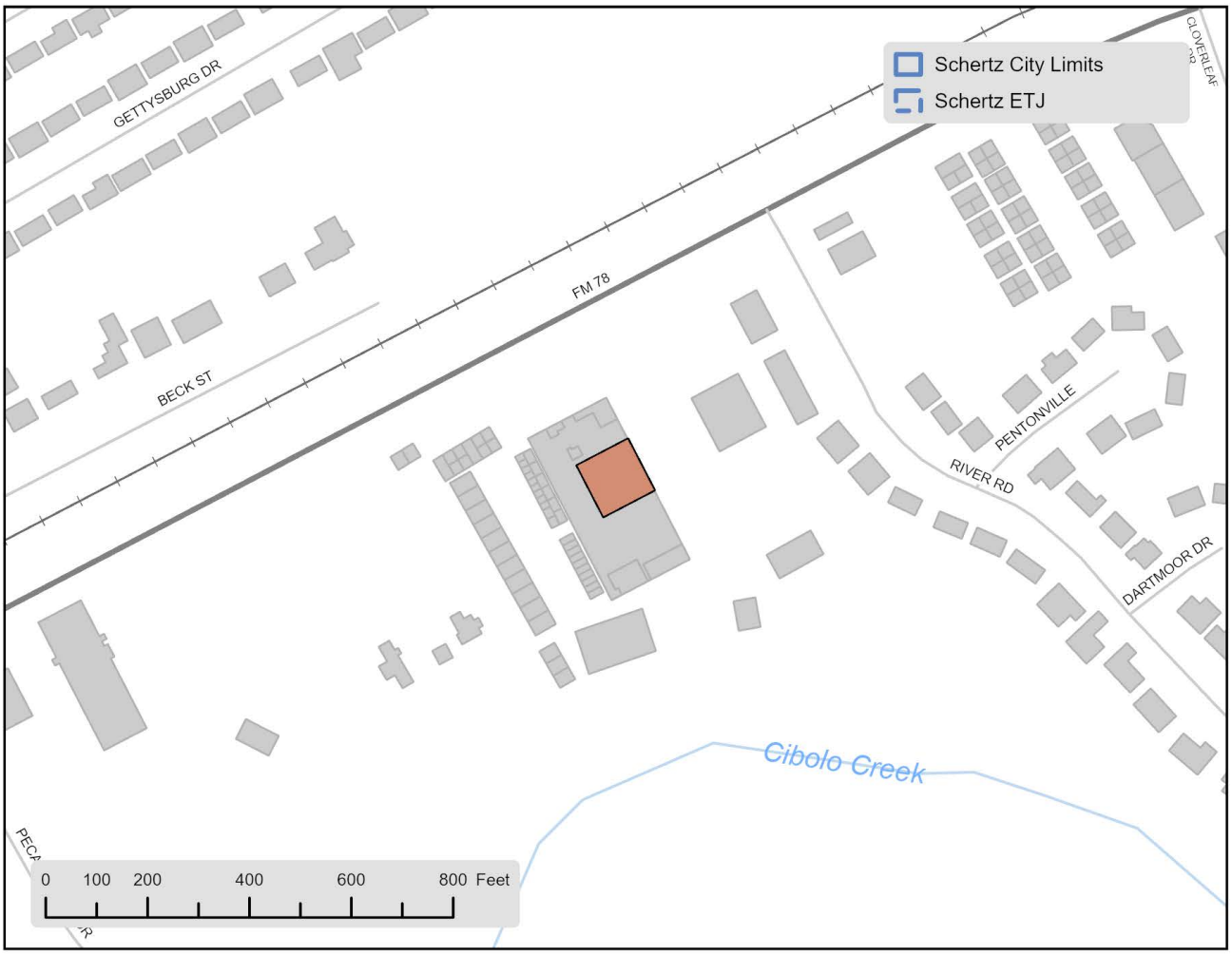
# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Building **Project Code:** 0

**Project Title:** FM 78 Build Out PD CID/Property Room

**Location:**

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.




N

FM 78 BUILD-OUT
PD/CID PROPERTY ROOM

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Renovation **Project Code:**

**Project Title:** Building Remodel

**Project Manager:**

**Location Description:** 1400 Schertz Parkway Bldg 1 (City Hall)

**Project Summary:** Remodel the countertops in front of the Utility Billing and Permit customer windows. Provide more office spaces by remodeling the court room. Update existing office spaces by giving a more modern office look and feel.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | | $ - | $ - | $ - | $ 500,000 | $ - | $ - | $ 500,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ 500,000 | $ - | $ - | $ 500,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Construction | $ - | $ - | $ - | $ - | $ 500,000 | $ - | $ - | $ 500,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ 500,000 | $ - | $ - | $ 500,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Renovation **Project Code:**

**Project Title:** Building Remodel

**Location:**

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BUILDING 1 REMODEL

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Generator **Project Code:**

**Project Title:** Generator Installation at the Library

**Project Manager:**

**Location Description:** 798 Schertz Parkway

**Project Summary:** The Library complex houses some IT network equipment, if power is loss there is a impact on city operations.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ 300,000 | $ - | $ - | $ 300,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ 300,000 | $ - | $ - | $ 300,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ 300,000 | $ - | $ - | $ 300,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ 300,000 | $ - | $ - | $ 300,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Generator **Project Code:**

**Project Title:** Generator Installation at the Library

**Location:**

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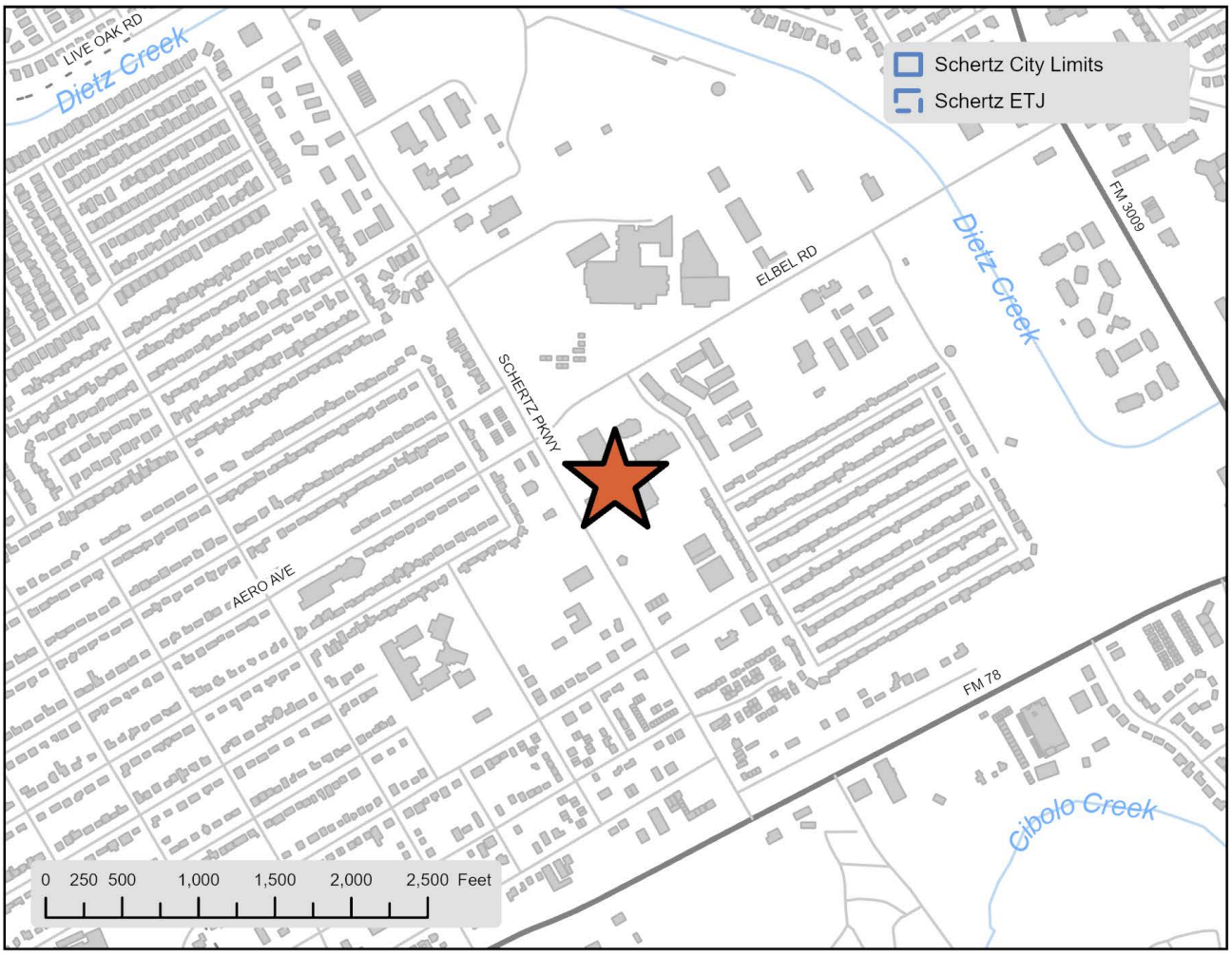


GENERATOR REPLACEMENT LIBRARY

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Building Remodel **Project Code:**

**Project Title:** Parks Building 10 Remodel

**Project Manager:**

**Location Description:** 10 Commercial Place

**Project Summary:** The current parks building is a few structual concerns and is currenlty not meeting the City's building codes. Parks has worked along side M&S Engineering services to get an accurate scope of work and redesign of the building. Looking to upgrade the inside office space and the bay areas.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ 750,000 | $ - | $ - | $ 750,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ 750,000 | $ - | $ - | $ 750,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ 75,000 | $ - | $ - | $ 75,000 |
| Construction | $ - | $ - | $ - | $ - | $ 675,000 | $ - | $ - | $ 675,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ 750,000 | $ - | $ - | $ 750,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Building Remodel **Project Code:**

**Project Title:** Parks Building 10 Remodel

**Location:**

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.

PARKS BUILDING 10 REMODEL

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Building Remodel **Project Code:**

**Project Title:** North Center Remodel

**Project Manager:**

**Location Description:** 3501 Morning Dr

**Project Summary:** The current builidng is a few structual concerns and is currently not meeting the city's building codes. The building has foundation issues and is shifting.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ 800,000 | $ - | $ - | $ 800,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ 800,000 | $ - | $ - | $ 800,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Construction | $ - | $ - | $ - | $ - | $ 800,000 | $ - | $ - | $ 800,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ 800,000 | $ - | $ - | $ 800,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Building Remodel **Project Code:**

**Project Title:** North Center Remodel

**Location:**

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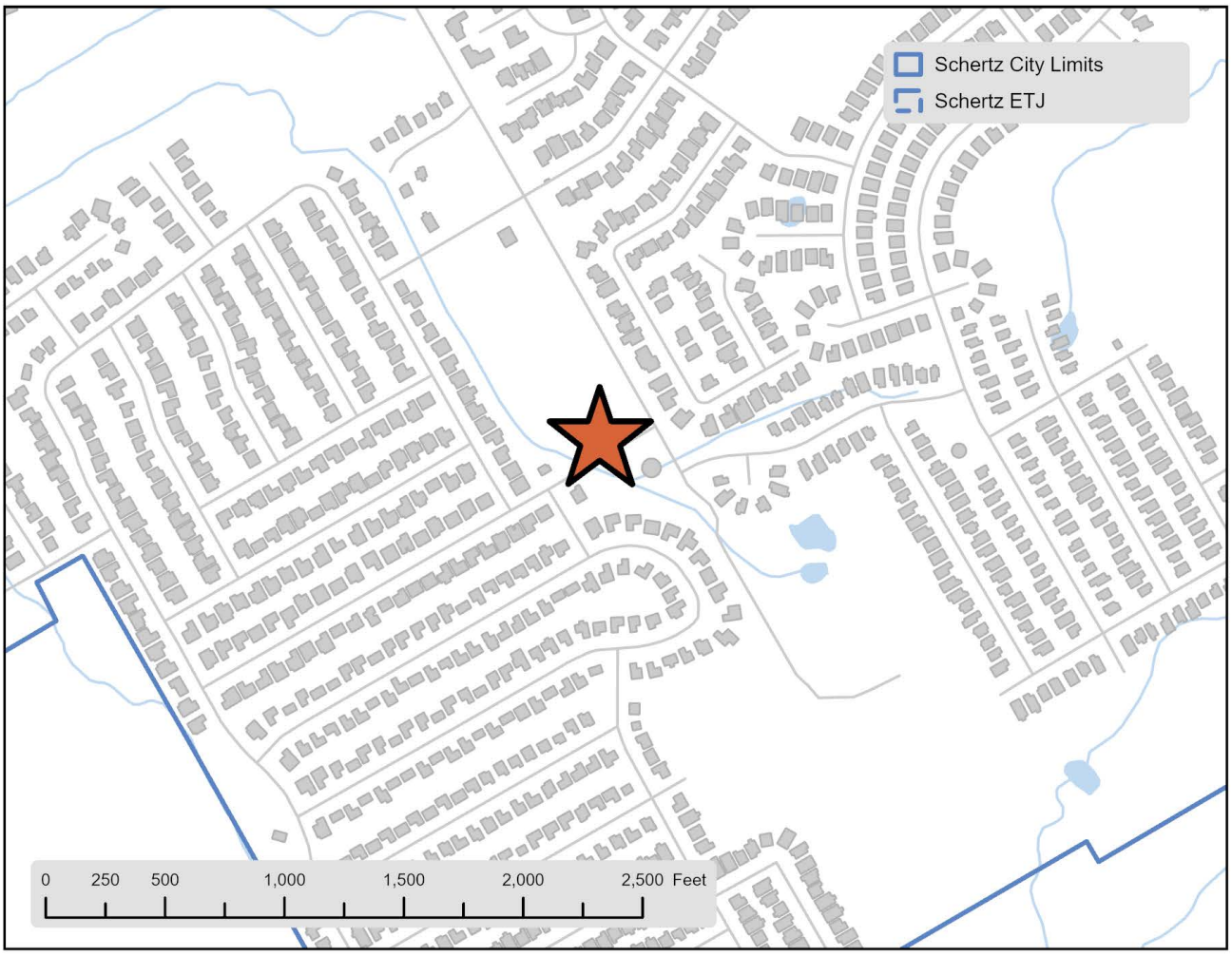


NORTH CENTER REMODEL

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Generator **Project Code:**

**Project Title:** Generator Installation at Commercial Place Complexes

**Project Manager:**

**Location Description:** Commercial Place Public Works and Fleet

**Project Summary:** The departments located at this complex do not have back up power. There is a need to have 2 generators one to service Parks and Public works, the other to service Engineering and Fleet.

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ 300,000 | $ - | $ 300,000 |
| Water/Sewer Reserves | $ - | $ - | $ - | $ - | $ - | $ 300,000 | $ - | $ 300,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ 600,000 | $ - | $ 600,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ 600,000 | $ - | $ 600,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ 600,000 | $ - | $ 600,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Generator **Project Code:**

**Project Title:** Generator Installation at Commercial Place Complexes

**Location:**

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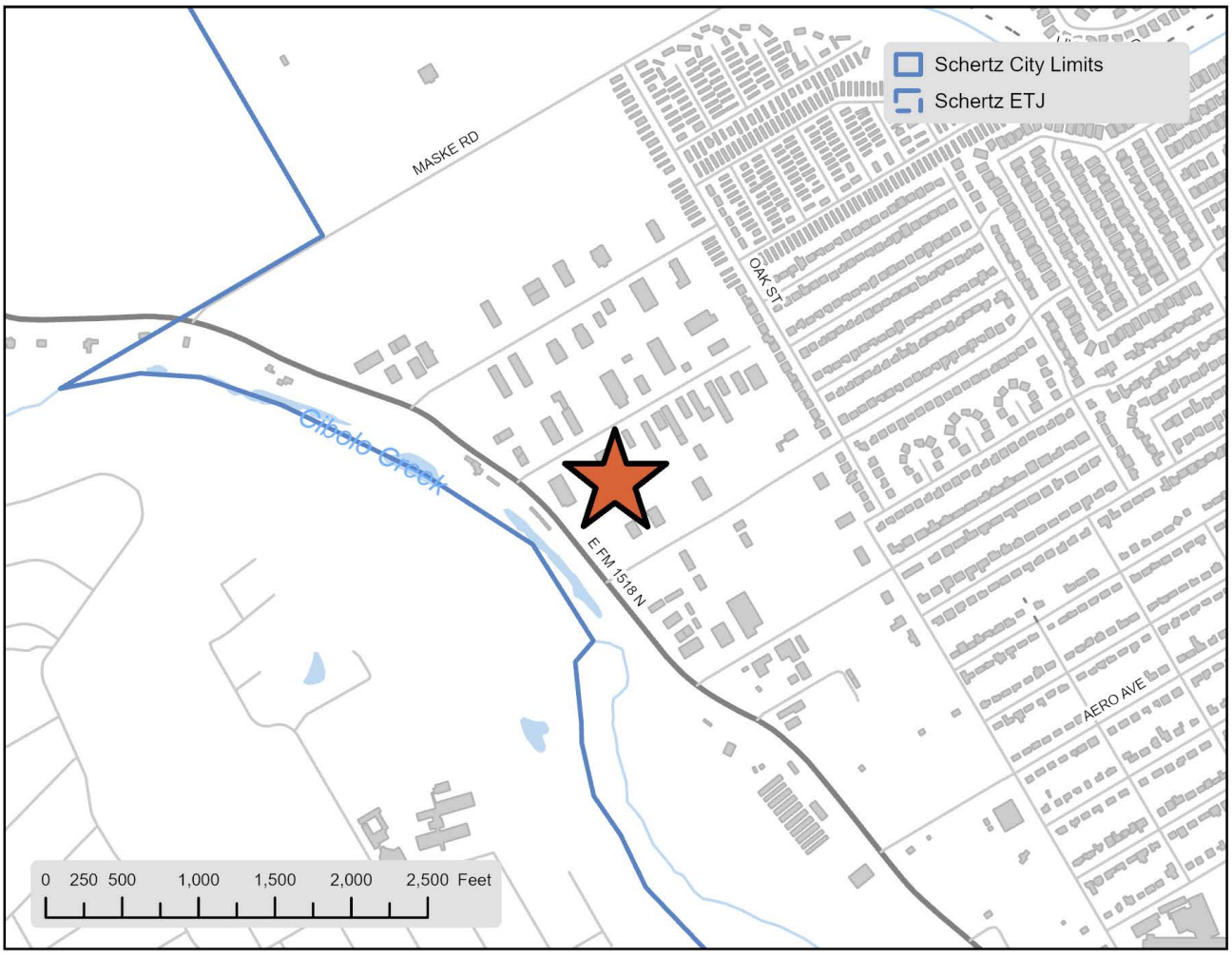


GENERATOR REPLACE COMMERCIAL PLACE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Construction **Project Code:**

**Project Title:** Information Technolog Data Center

**Project Manager:**

**Location Description:** 1049 Live Oak

**Project Summary:** Build a state of the art information technology center to house all of the city's networking equipment

**Start Date:** TBD

**Completion Date:** TBD

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | | $ - | $ - | $ - | $ - | $ 1,000,000 | $ - | $ 1,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ - | $ 1,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Construction | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ - | $ 1,000,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ 1,000,000 | $ - | $ 1,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Construction **Project Code:**

**Project Title:** Information Technolog Data Center

**Location:**

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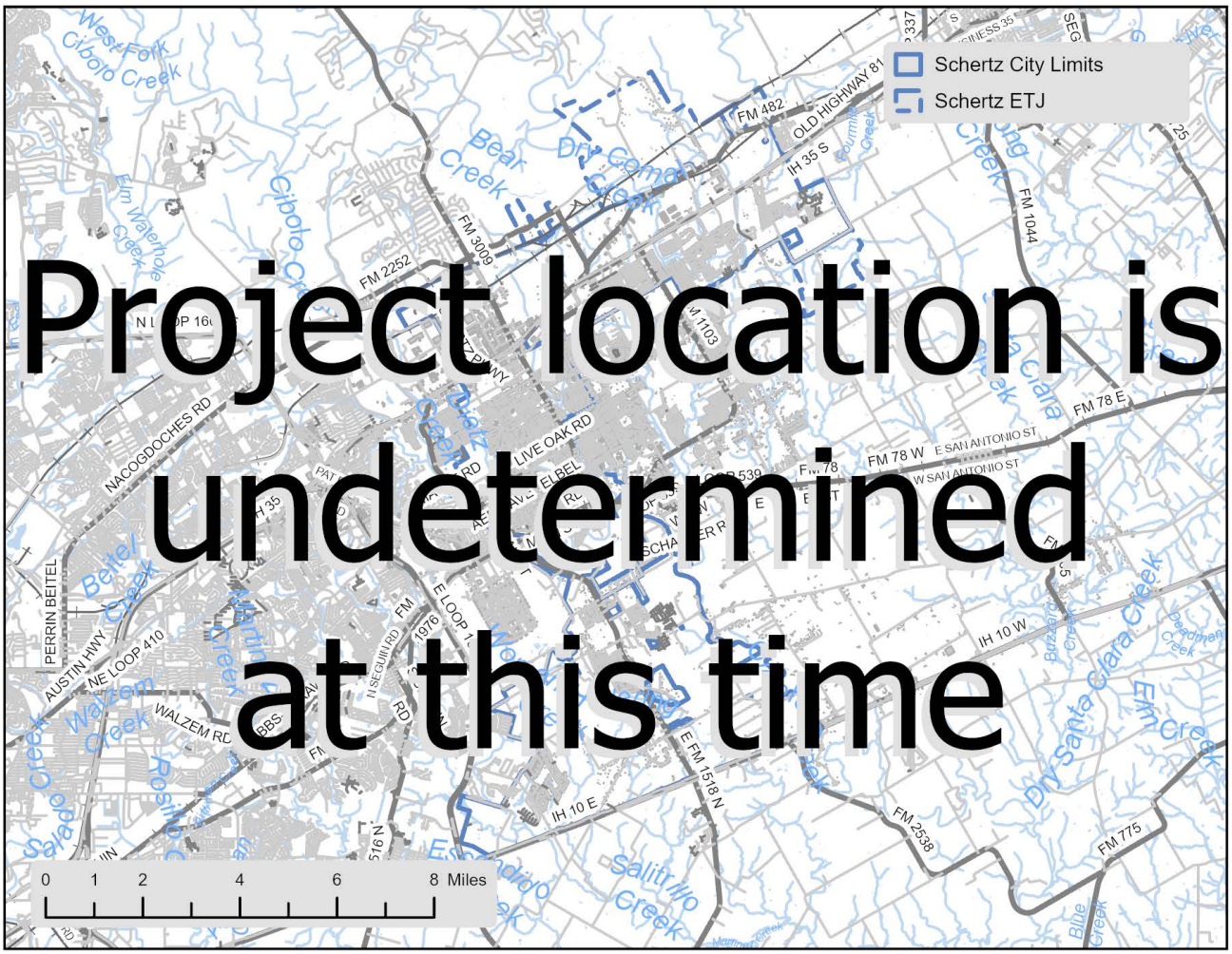



SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Facility **Project Code:**

**Project Title:** Public Safety Complex (Design/Construction)

**Project Manager:**

**Location Description:**

**Project Summary:** Construct a new Public Safety Complex for Police, Fire, and EMS

**Start Date:**

**Completion Date:**

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 4,000,000 | $ 25,000,000 | $ 30,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 4,000,000 | $ 25,000,000 | $ 30,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ 1,000,000 | $ - | $ - | $ 1,000,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ 4,000,000 | $ 25,000,000 | $ 29,000,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ 1,000,000 | $ 4,000,000 | $ 25,000,000 | $ 30,000,000 |

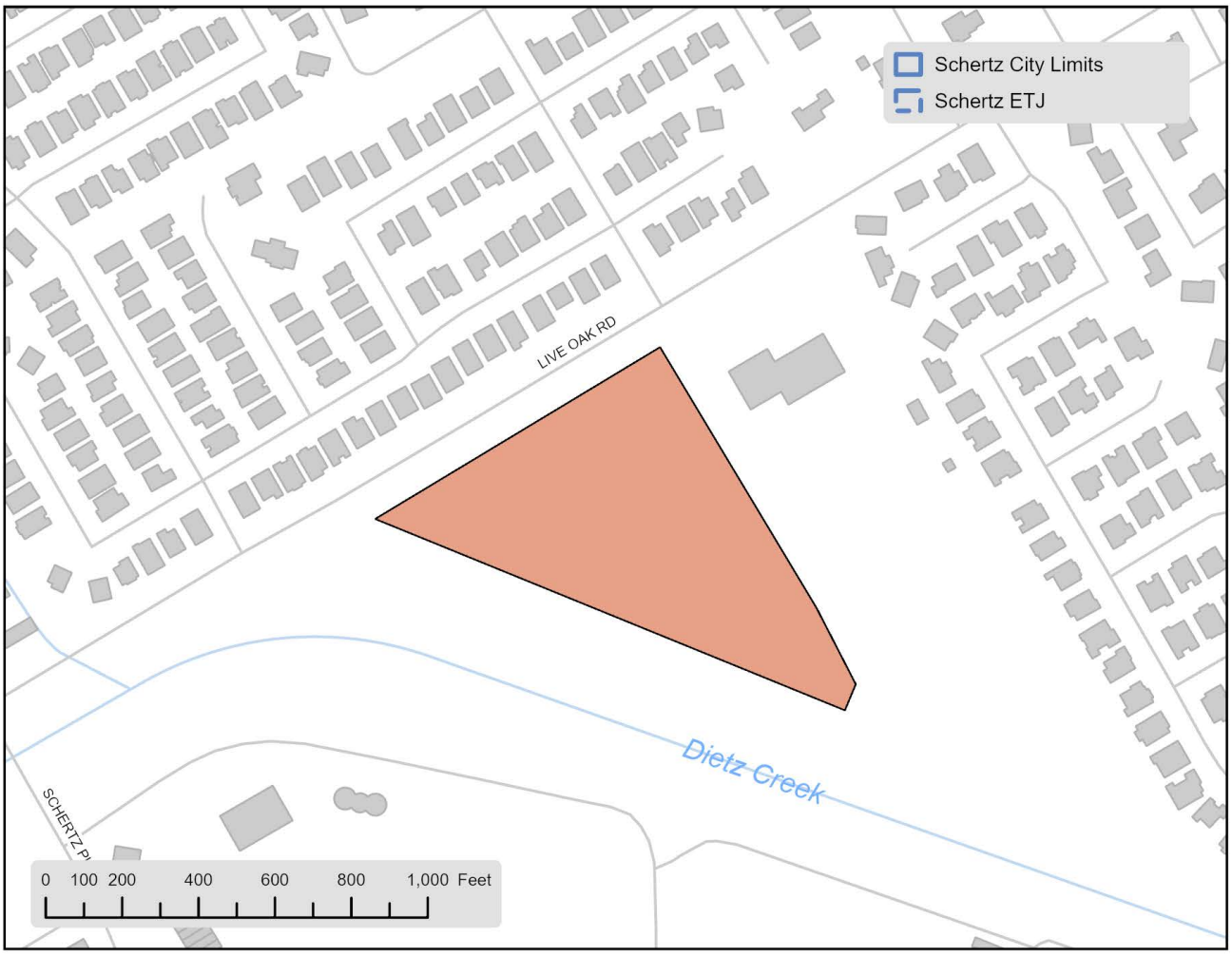
# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Facility **Project Code:**

**Project Title:** Public Safety Complex (Design/Construction)

**Location:**

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.




PUBLIC SAFETY COMPLEX
(DESIGN/CONSTRUCTION)

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Facility **Project Code:**

**Project Title:** Public Safety Complex (Renovation Design/Construction)

**Project Manager:**

**Location Description:** 1400 Schertz Parkway

**Project Summary:** Rennovate areas in the existing Public Safety Buildings at 1400 Schertz Parkway for use by other City Departments

**Start Date:**

**Completion Date:**

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,000,000 | $ 5,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,000,000 | $ 5,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ 500,000 | $ 500,000 |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,500,000 | $ 4,500,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 5,000,000 | $ 5,000,000 |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Facility **Project Code:**

**Project Title:** Public Safety Complex (Renovation Design/Construction)

**Location:**

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.

PUBLIC SAFETY COMPLEX
(RENOVATION DESIGN/
CONSTRUCTION)

SCHERTZ
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# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Facility **Project Code:**

**Project Title:** Fire Station 5

**Project Manager:** Greg Rodgers

**Location Description:** Pfiel Rd & Ware-Seguin

**Project Summary:** A new Fire Station to better serve the community

**Start Date:** FY29

**Completion Date:** FY31

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | $ - | | $ - | $ - | $ - | $ - | $ 15,000,000 | $ 15,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | | $ - | $ - | $ - | $ - | $ 15,000,000 | $ 15,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | | $ - | $ - | $ - | $ - | $ - | $ 1,900,000 | $ 1,900,000 |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 13,100,000 | $ 13,100,000 |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 15,000,000 | $ 15,000,000 |
| **Operating Budget Impact** | | | | | | | | |
| Personnel | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Equipment | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Capital | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |

# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Facility **Project Code:** 0

**Project Title:** Fire Station 5

**Location:**

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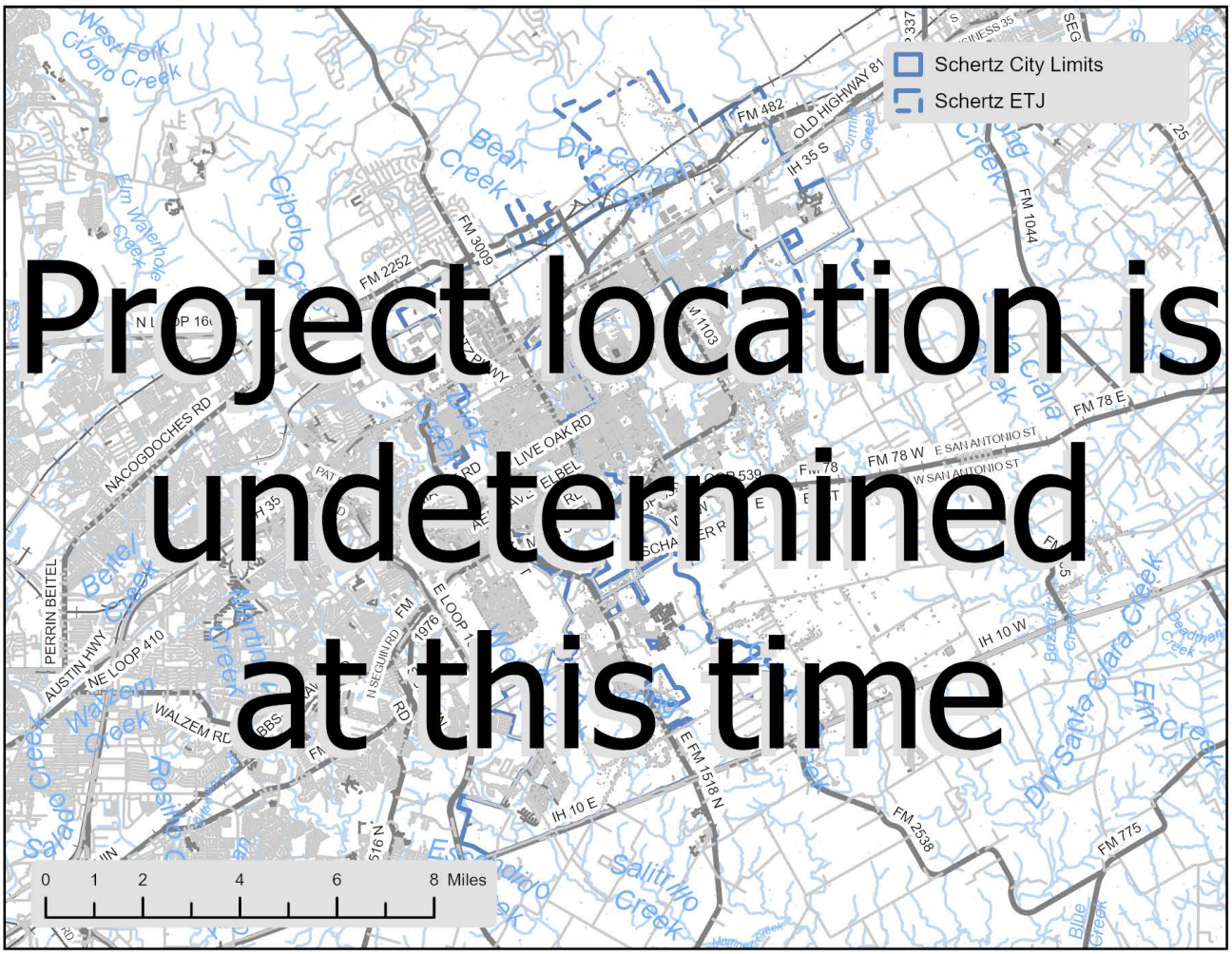


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# CITY OF SCHERTZ
## CAPITAL IMPROVEMENT PROJECT SHEET

**Project Type:** Facility **Project Code:**

**Project Title:** Fire Station 6

**Project Manager:** Greg Rodgers

**Location Description:** I-35 Feeder Road near Covers Cove/Homestead Pkwy

**Project Summary:** A new Fire Station to better serve the community

**Start Date:** FY30

**Completion Date:** FY32

**Project Forecast**

| | Prior Appropriation | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-33 | Total Cost |
|---|---|---|---|---|---|---|---|---|
| **Funding Source** | | | | | | | | |
| Bonds | | $ - | $ - | $ - | $ - | $ - | $ 9,000,000 | $ 9,000,000 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Funding Source** | $ - | $ - | $ - | $ - | $ - | $ - | $ 9,000,000 | $ 9,000,000 |
| **Expenditure** | | | | | | | | |
| Land Purchase | | | $ - | $ - | $ - | $ - | $ 9,000,000 | $ 9,000,000 |
| Professional Services | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Total Expenditure** | $ - | $ - | $ - | $ - | $ - | $ - | $ 9,000,000 | $ 9,000,000 |
| **Operating Budget Impact** | | | | | | | | |
| Personnel | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Equipment | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Capital | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |

**Project Type:** Facility **Project Code:** 0

**Project Title:** Fire Station 6

**Location:**

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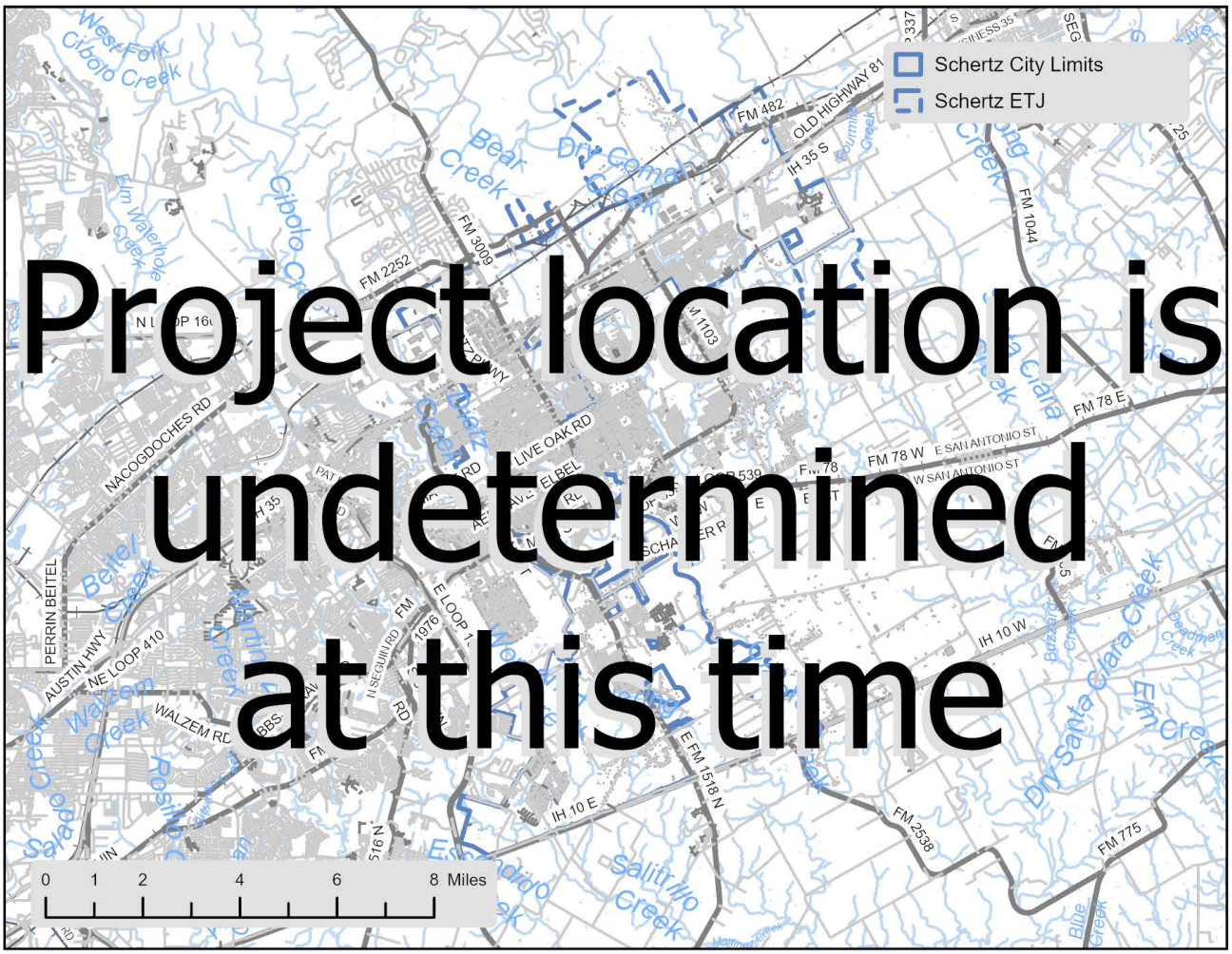


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# City Council Budget

**September 3, 2024**

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# Budget Priorities

Goal 1: Staff Compensation

Goal 2: Infrastructure (Street Maintenance & Repair)

Goal 3: Consolidated CIP Document

Goal 4: Increase Staffing Levels

Goal 5: New/Remodeled Facilities

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# Budget Updates

- General Fund
  - Updated ECI for 3.5%
  - Removed Proposed Expansion of Incentive Pay
- Hotel Occupancy Fund
  - Added budget to replace the electronic sign
- Schertz Economic Development Corporation
  - Updated Development Incentive Payments
  - Updated Contributions to the CIP

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# FY 2024-25

# Budget Highlights – All Funds

- Health Insurance savings
  - Changing all lines of coverage
    - 11% Decrease
    - Medical Savings - $681,462
    - All other savings (dental, vision, etc.) - $67,628
- Wage Adjustments
  - Maintain market position for compensation
    - ECI Adjustment (3.5%) effective October 2024
      - 5.1% ECI Published
    - Merit/Step program

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# GENERAL FUND - EXPENDITURES

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# FY 2024-25

# General Fund - Expenditures

- General Fund Proposed Budget $52,589,778
  - Increase of $1,346,283 or 2.6% from FY 2023-24 Adopted Budget
  - Non-Personnel Budgets decreased 1.9%. Supplies, Utilities, TIRZ Payments, Software maintenance were offset by less street maintenance that was temporarily funded in FY 2023-24
  - Personnel Budgets increased 7.5%. Caused by ECI adjustments, full year funding of positions starting midyear in 2024, full year funding of the Class & Comp Study, and higher deployment costs, but was slightly offset by lower insurance costs

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# FY 2024-25

# General Fund – Increases

- $699,535 in Non-Discretionary Items:
  - Property Liability Insurance Increases - $80,500
  - TIRZ Contribution - $150,000
  - Utility Increases - $137,685
  - IT Technology Increases - $331,350
    - PD RMS Software - $144,000
    - IT Computer Replacements (GTAC's to maintain CJIS compliance)+ - $187,350
- $1,342,788 in Expanded Programs:
  - ECI - $1,206,536
  - Merit/Step - $387,149
  - Insurance Adjustment - ($375,897)

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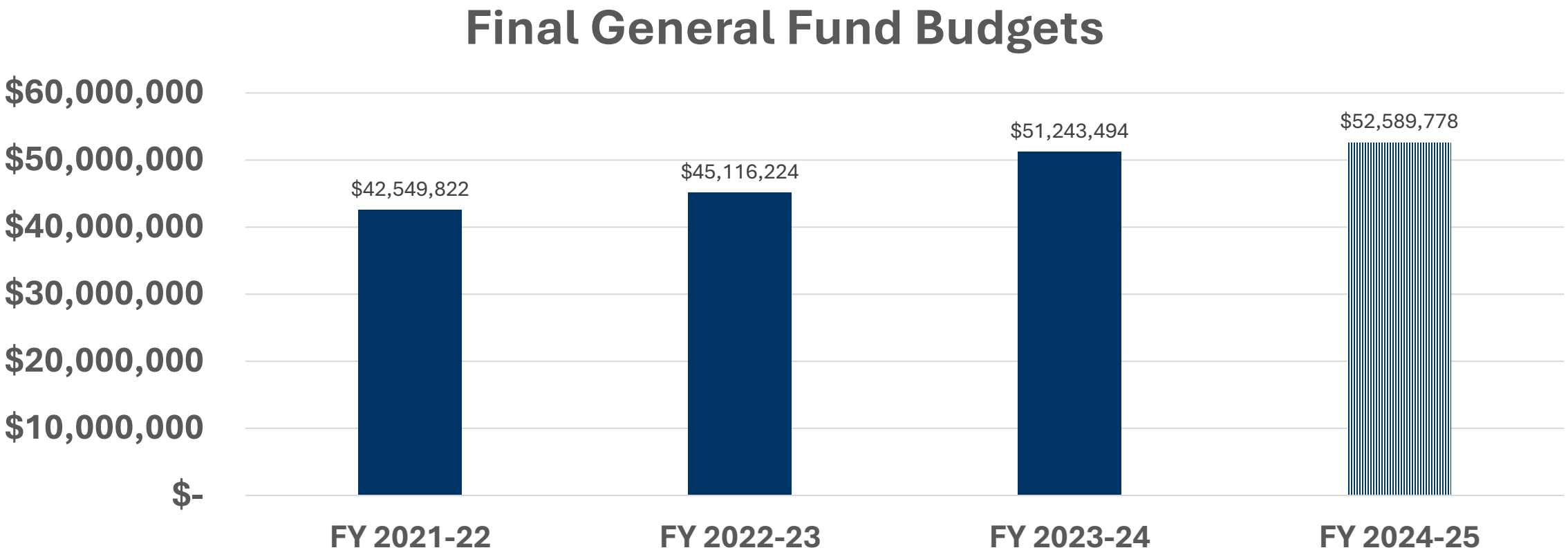
# General Fund - Total Budget

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# 5 Year Summary – I&S Fund

- At I&S Rate of $0.1574:

  Includes the following upcoming debt issuances:

  - FY 23/24 - $20,000,000
  - FY 24/25 - $13,900,000
  - FY 25/26 - $23,542,000
  - FY 27/28 - $14,872,000

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# Property Tax Rates

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# TAX RATE DEFINITIONS

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

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# TAX RATE

| | |
|---|---|
| Current | $0.4872 |
| No New Revenue | $0.4805 |
| Voter Approval | $0.4990 |
| | |
| Proposed Tax Rate | $0.4900 |
| $0.01 is equal to $564,500 revenue or $34.31 on the average home | |

Proposed Budget Assumes This Rate

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# TARGET TAX RATE

| TAX RATE | CURRENT | PROPOSED TAX RATE | |
|---|---|---|---|
| M&O | $0.3324 | $0.3326 | For day-to-day operations |
| I&S | $0.1548 | $0.1574 | To pay the City's debt |
| **TOTAL** | **$0.4872** | **$0.4900** | |

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# FY 2024-25 City Tax Rate

| Tax Rate Name | Tax Rate per $100 | Est. Tax Bill | Bill Increase | % Increase |
|---|---|---|---|---|
| No New Revenue | $0.4805 | $1,648.69 | -- | -- |
| Voter Approval | $0.4990 | $1,712.16 | $63.47 | 3.9% |
| Proposed | $0.4900 | $1,681.28 | $32.59 | 2.0% |
| Current | $0.4872 | $1,671.67 | $22.98 | 1.4% |

- **$63.47 is about $5.29 on the monthly escrow**
- **Tax bills are based on average taxable value of homes for 2024 of $343,118**
- **Estimated Tax Bills and Bill Increases are annual amounts**

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# Other Operating Funds

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# FY 2024-25

# Budget Highlights

Water & Sewer Fund

- Positions:
  - 5 – Water/Wastewater Worker 1
  - 1 - Meter Technician
  - Reclassify Customer Service Representative to Administrative Assistant
- Vehicles and Equipment:
  - SCADA Service Truck
  - Supervisor Truck
  - Well Route Truck
  - Mini Dump Truck
  - Backhoe
- Transfer to CIP Fund

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# FY 2024-25

# Budget Highlights

## EMS Fund

- Positions at Mid-year:
  - PT to FT Supply Coordinator
  - 12-hour Battalion Chiefs
  - Peak Hour Truck

- Fee increase adds $1.3 million in revenue

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# DISCUSSION

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**Agenda No. 21.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Finance** |
| **Subject:** | **Resolution 24-R-116 - Ratifying the property tax increase reflected in the Adopted Budget for FY 2024-25. (S.Gonzalez/J.Walters)** |

## BACKGROUND

In accordance with the Local Government Code Section 102.007(c), with the adoption of a budget that will require raising more revenue from property taxes than in the previous year, a separate vote must be taken to ratify the property tax increase reflected in the budget.

This vote must be separate from the vote to approve the budget or adopt the tax rate.

## GOAL

To be in compliance with state regulations and to ratify the property tax increase reflected in the Adopted Budget for FY 2024-25.

## COMMUNITY BENEFIT

To comply with state regulations.

## SUMMARY OF RECOMMENDED ACTION

Staff recommends City Council ratify the property tax increase as voted on and approved with the adoption of the FY 2024-25 Budget.

## FISCAL IMPACT

The City Council ratifying the budget will raise more total property taxes than last year's budget by $1,345,617 or 5.1% increase, and of that amount, $339,457 is tax revenue to be raised from new property added to the tax roll this year.

## RECOMMENDATION

Staff recommends City Council ratify the property tax increase as voted on and approved with the adoption of the FY 2024-25 Budget.

## Attachments

Resolution 24-R-116

**RESOLUTION NO. 24-R-116**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS RATIFYING THE PROPERTY TAX INCREASE REFLECTED IN THE ADOPTED BUDGET FOR FISCAL YEAR 2024-25.**

**WHEREAS**, the Local Government Code Section 102.007(c) states when a budget will require raising more property taxes than in the previous year a vote separate from adopting the budget or tax rate must be taken to ratify the property tax increase; and

**WHEREAS**, the City staff of the City of Schertz (the "City") has recommended that the City ratify the property tax increase in accordance with the Local Government Code; and

**WHEREAS**, the City Council has determined that it is in the best interest of the City to ratify the property tax increase.

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

Section 1. The City Council hereby ratifies the budget will raise more total property taxes than last year's budget by $1,345,617 or 5.1% increase, and of that amount, $339,457 is tax revenue to be raised from new property added to the tax roll this year.

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

(CITY SEAL)

**Agenda No. 22.**

# CITY COUNCIL MEMORANDUM

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **Finance** |
| **Subject:** | **Ordinance 24-T-151 – Conduct a Public Hearing and approve an Ordinance approving the appraisal roll; setting the tax rate; levying and assessing general and special ad valorem taxes for the use and support of the municipal government of the City of Schertz, Texas. *Final Reading* (S.Gonzalez/J.Walters)** |

## BACKGROUND

At the August 6, 2024, Council meeting, the City Council, by record vote, established a proposed preliminary maximum tax rate of $0.4990, per $100 of value, with the M&O rate at $0.3416 and the I&S portion of $0.1574. This rate was under the Voter-Approval rate but greater than the No-New-Revenue rate.

At the August 20, 2024, Council meeting, the first vote on the ordinance set the tax rate at $0.4900. The ordinance was updated to match the vote from this meeting.

In accordance with Chapter 26.05(d) of the State's Property Tax Code, a governing body must hold a public hearing on the tax rate if the proposed tax rate exceeds the lower of the No-New-Revenue or Voter-Approval Tax Rate. In this case a hearing is required as the proposed rate does exceed the No-New-Revenue rate.

The first public hearing was held on August 20, 2024 during the regular session of City Council. A second public hearing will be conducted on September 3, 2024.

During the tax rate adoption process Council can approve a lower rate, however they will not be able to approve a rate higher than this without republishing the notices and holding additional public hearings. Due to timing constraints set by the State Tax Code 26.05(a), the latest council could set a new preliminary rate is August 20, 2024, without calling special meetings or declaring an emergency.

Per Sec 26.05(b) of the Tax Code, the tax rate can only be adopted with more than 60% of the votes in favor of the proposed tax rate. Since Schertz has 7 voting councilmembers, 5 members must vote in favor of the tax rate for it to pass.

## GOAL

To adopt a tax rate in compliance with state statutes and the City Charter.

## COMMUNITY BENEFIT

The programs funded by this tax rate will provide additional benefits and service levels to the community.

## SUMMARY OF RECOMMENDED ACTION

Staff recommends adoption of the tax rate of $0.4900

**FISCAL IMPACT**

This tax rate will raise more total property taxes than last year by $1,345,617, or a 5.1% increase, and of that amount, $339,457 is tax revenue to be raised from new property added to the tax roll this year.

The current property tax rate is $0.4872 per $100 valuation. The proposed tax rate is be $0.4900 per $100 valuation. The M&O portion of the property tax rate will increase to $0.3326 from $0.3324 per $100 valuation. The I&S portion will increase to $0.1574 from $0.1548 per $100 valuation.

This tax rate will raise more taxes for Maintenance and Operations than last year's tax rate. The tax rate will effectively be raised 0.76% and will raise taxes for maintenance and operations on a $100,000 home by approximately $0.20.

**RECOMMENDATION**

Staff recommends that the City Council approve Ordinance No. 24-T-151 approving the Fiscal Year 2024-25 Proposed Tax Rate on first reading.

**MOTION LANGUAGE: "I move that the property tax rate be increased by the adoption of a tax rate of 0.4900, which is effectively a 2.0% increase in the tax rate."**

---

**Attachments**

Ordinance 24-T-151 Adopting a Tax Rate

Truth In Taxation Worksheet 2024

Tax Rate Presentation

**ORDINANCE NO. 24-T-151**

**AN ORDINANCE APPROVING THE APPRAISAL ROLL; SETTING THE TAX RATE; LEVYING AND ASSESSING GENERAL AND SPECIAL AD VALOREM TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF SCHERTZ, TEXAS; APPORTIONING THE LEVIES FOR SPECIFIC PURPOSES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS,** the City Manager of the City of Schertz submitted a tax rate proposal to the City Council prior to the beginning of the fiscal year, and in said tax rate proposal set forth the estimated necessary tax rate required to provide adequate revenues for the general use and support of the Municipal Government of the City of Schertz Texas; and

**WHEREAS,** the City Council finds that all provisions pertaining to the adoption of an ad valorem tax rate have been in all things complied with; and

**WHEREAS,** a Public hearing was held by the City Council of the City of Schertz on the 20th day of August 2024 and a second Public Hearing will held on the 3rd day of September 2024; and

**WHEREAS,** after a full and final consideration, the City Council is of the opinion the tax rate and ad valorem tax appraisal roll should be approved and adopted; and

**WHEREAS**, the taxes have been levied in accordance with the adopted 2024-25 budget as required by state law**;**

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

Section 1. The ad valorem tax appraisal roll and effective tax rate information as presented by the tax assessor for the tax year 2024, be and is hereby in all things approved and adopted.

Section 2. This tax rate will raise more taxes for Maintenance and Operations than last year's tax rate.

Section 3. The tax rate will effectively be raised by 0.76% and will raise taxes for maintenance and operations on a $100,000 home by approximately $0.20.

Section 4. There is hereby levied and assessed and there shall be collected for the tax year 2024 for the general use and support of the Municipal Government of the City of Schertz, Texas a total ad valorem tax of Forty-Nine ($0.4900) on each One Hundred Dollars ($100.00) of valuation of property – real and personal – within the corporate limits of the City of Schertz, Texas, subject to taxation. The assessment ratio shall be One Hundred percent (100%).

Section 5. The City Council of the City of Schertz, Texas, does hereby levy or adopt the tax rate on $100.00 valuation for this city for tax year 2024 as follows:

0.3326 for the purpose of maintenance and operation
0.1574 for the payment of principal and interest on debt
0.4900 total tax rate

Section 6. 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 the 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 7. This ordinance shall be in full force and effect from and after its passage, and it is so ordained.

Section 8. Ad valorem taxes for the year are due and payable on October 1, 2024 and shall become delinquent after January 31, 2025. A delinquent tax shall incur all penalty and interest authorized by state law, Section 33.01 of the Property Tax Code. Taxes that remain delinquent on and after July 1, 2025, incur an additional penalty of 15% of the amount of the taxes, penalty and interest due, such additional penalty to defray the cost of collection as authorized in Section 6.30 of the Property Tax Code. The City shall have available all rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

Section 9. Taxes are payable at the office of the counties of Comal, Bexar and Guadalupe.

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

# 2024 Tax Rate Calculation Worksheet
## Taxing Units Other Than School Districts or Water Districts

Form 50-856

Taxing Unit Name

Phone *(area code and number)*

Taxing Unit's Address, City, State, ZIP Code

Taxing Unit's Website Address

**GENERAL INFORMATION:** Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per $100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements.*

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet.*

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

## SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

| Line | No-New-Revenue Tax Rate Worksheet | Amount/Rate |
|---|---|---|
| 1. | **Prior year total taxable value.** Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17).[1] | $ _____ |
| 2. | **Prior year tax ceilings.** Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step.[2] | $ _____ |
| 3. | **Preliminary prior year adjusted taxable value.** Subtract Line 2 from Line 1. | $ _____ |
| 4. | **Prior year total adopted tax rate.** | $ _____/$100 |
| 5. | **Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value.**<br>**A. Original prior year ARB values:** ..... $ _____<br>**B. Prior year values resulting from final court decisions:** ..... - $ _____<br>**C. Prior year value loss.** Subtract B from A.[3] | $ _____ |
| 6. | **Prior year taxable value subject to an appeal under Chapter 42, as of July 25.**<br>**A. Prior year ARB certified value:** ..... $ _____<br>**B. Prior year disputed value:** ..... - $ _____<br>**C. Prior year undisputed value.** Subtract B from A.[4] | $ _____ |
| 7. | **Prior year Chapter 42 related adjusted values.** Add Line 5C and Line 6C. | $ _____ |

[1] Tex. Tax Code §26.012(14)
[2] Tex. Tax Code §26.012(14)
[3] Tex. Tax Code §26.012(13)
[4] Tex. Tax Code §26.012(13)

| Line | No-New-Revenue Tax Rate Worksheet | Amount/Rate |
|---|---|---|
| 8. | **Prior year taxable value, adjusted for actual and potential court-ordered adjustments.** Add Line 3 and Line 7. | $ _____ |
| 9. | **Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2024.** Enter the prior year value of property in deannexed territory.[5] | $ _____ |
| 10. | **Prior year taxable value lost because property first qualified for an exemption in the current year.** If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value.<br>**A. Absolute exemptions.** Use prior year market value: ..... $ _____<br>**B. Partial exemptions.** Current year exemption amount or current year percentage exemption times prior year value: ..... + $ _____<br>**C. Value loss.** Add A and B.[6] | $ _____ |
| 11. | **Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year.** Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year.<br>**A. Prior year market value:** ..... $ _____<br>**B. Current year productivity or special appraised value:** ..... - $ _____<br>**C. Value loss.** Subtract B from A.[7] | $ _____ |
| 12. | **Total adjustments for lost value.** Add Lines 9, 10C and 11C. | $ _____ |
| 13. | **Prior year captured value of property in a TIF.** Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund.[8] If the taxing unit has no captured appraised value in line 18D, enter 0. | $ _____ |
| 14. | **Prior year total value.** Subtract Line 12 and Line 13 from Line 8. | $ _____ |
| 15. | **Adjusted prior year total levy.** Multiply Line 4 by Line 14 and divide by $100. | $ _____ |
| 16. | **Taxes refunded for years preceding the prior tax year.** Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year.[9] | $ _____ |
| 17. | **Adjusted prior year levy with refunds and TIF adjustment.** Add Lines 15 and 16.[10] | $ _____ |
| 18. | **Total current year taxable value on the current year certified appraisal roll today.** This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled.[11]<br>**A. Certified values:** ..... $ _____<br>**B. Counties:** Include railroad rolling stock values certified by the Comptroller's office: ..... + $ _____<br>**C. Pollution control and energy storage system exemption:** Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: ..... - $ _____<br>**D. Tax increment financing:** Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below.[12] ..... - $ _____<br>**E. Total current year value.** Add A and B, then subtract C and D. | $ _____ |

[5] Tex. Tax Code §26.012(15)
[6] Tex. Tax Code §26.012(15)
[7] Tex. Tax Code §26.012(15)
[8] Tex. Tax Code §26.03(c)
[9] Tex. Tax Code §26.012(13)
[10] Tex. Tax Code §26.012(13)
[11] Tex. Tax Code §26.012, 26.04(c-2)
[12] Tex. Tax Code §26.03(c)

| Line | No-New-Revenue Tax Rate Worksheet | Amount/Rate |
|---|---|---|
| 19. | **Total value of properties under protest or not included on certified appraisal roll.** [13]<br>**A. Current year taxable value of properties under protest.** The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. [14] ..... $ _____<br>**B. Current year value of properties not under protest or included on certified appraisal roll.** The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. [15] ..... + $ _____<br>**C. Total value under protest or not certified.** Add A and B. | $ _____ |
| 20. | **Current year tax ceilings.** Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step.[16] | $ _____ |
| 21. | **Current year total taxable value.** Add Lines 18E and 19C. Subtract Line 20. [17] | $ _____ |
| 22. | **Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year.** Include both real and personal property. Enter the current year value of property in territory annexed. [18] | $ _____ |
| 23. | **Total current year taxable value of new improvements and new personal property located in new improvements.** New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements **do** include property on which a tax abatement agreement has expired for the current year. [19] | $ _____ |
| 24. | **Total adjustments to the current year taxable value.** Add Lines 22 and 23. | $ _____ |
| 25. | **Adjusted current year taxable value.** Subtract Line 24 from Line 21. | $ _____ |
| 26. | **Current year NNR tax rate.** Divide Line 17 by Line 25 and multiply by $100. [20] | $ _____/$100 |
| 27. | **COUNTIES ONLY.** Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. [21] | $ _____/$100 |

## SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

1. **Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
2. **Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

| Line | Voter-Approval Tax Rate Worksheet | Amount/Rate |
|---|---|---|
| 28. | **Prior year M&O tax rate.** Enter the prior year M&O tax rate. | $ _____/$100 |
| 29. | **Prior year taxable value, adjusted for actual and potential court-ordered adjustments.** Enter the amount in Line 8 of the *No-New-Revenue Tax Rate Worksheet.* | $ _____ |

[13] Tex. Tax Code §26.01(c) and (d)
[14] Tex. Tax Code §26.01(c)
[15] Tex. Tax Code §26.01(d)
[16] Tex. Tax Code §26.012(6)(B)
[17] Tex. Tax Code §26.012(6)
[18] Tex. Tax Code §26.012(17)
[19] Tex. Tax Code §26.012(17)
[20] Tex. Tax Code §26.04(c)
[21] Tex. Tax Code §26.04(d)

| Line | Voter-Approval Tax Rate Worksheet | Amount/Rate |
|---|---|---|
| 30. | **Total prior year M&O levy.** Multiply Line 28 by Line 29 and divide by $100 | $ _____ |
| 31. | **Adjusted prior year levy for calculating NNR M&O rate.**<br>**A.** **M&O taxes refunded for years preceding the prior tax year.** Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2023. This line applies only to tax years preceding the prior tax year. . . . . + $ _____<br>**B.** **Prior year taxes in TIF.** Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0. . . . . – $ _____<br>**C.** **Prior year transferred function.** If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. . . . . +/- $ _____<br>**D.** **Prior year M&O levy adjustments.** Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function. . . . . $ _____<br>**E.** Add Line 30 to 31D. | $ _____ |
| 32. | **Adjusted current year taxable value.** Enter the amount in Line 25 of the *No-New-Revenue Tax Rate Worksheet.* | $ _____ |
| 33. | **Current year NNR M&O rate (unadjusted).** Divide Line 31E by Line 32 and multiply by $100. | $ _____/$100 |
| 34. | **Rate adjustment for state criminal justice mandate.** [23]<br>**A.** **Current year state criminal justice mandate.** Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. $ _____<br>**B.** **Prior year state criminal justice mandate.** Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies. . . . . – $ _____<br>**C.** Subtract B from A and divide by Line 32 and multiply by $100. . . . . $ _____/$100<br>**D.** Enter the rate calculated in C. If not applicable, enter 0. | $ _____/$100 |
| 35. | **Rate adjustment for indigent health care expenditures.** [24]<br>**A.** **Current year indigent health care expenditures.** Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose. $ _____<br>**B.** **Prior year indigent health care expenditures.** Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state assistance received for the same purpose. . . . . – $ _____<br>**C.** Subtract B from A and divide by Line 32 and multiply by $100. . . . . $ _____/$100<br>**D.** Enter the rate calculated in C. If not applicable, enter 0. | $ _____/$100 |

[22] [Reserved for expansion]
[23] Tex. Tax Code §26.044
[24] Tex. Tax Code §26.0441

| Line | Voter-Approval Tax Rate Worksheet | Amount/Rate |
|---|---|---|
| 36. | **Rate adjustment for county indigent defense compensation.** [25]<br>**A.** **Current year indigent defense compensation expenditures.** Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30,of the current tax year, less any state grants received by the county for the same purpose. . . . . $ _____<br>**B.** **Prior year indigent defense compensation expenditures.** Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state grants received by the county for the same purpose. . . . . $ _____<br>**C.** Subtract B from A and divide by Line 32 and multiply by $100. . . . . $ _____/$100<br>**D.** Multiply B by 0.05 and divide by Line 32 and multiply by $100. . . . . $ _____/$100<br>**E.** Enter the lesser of C and D. If not applicable, enter 0. | $ _____/$100 |
| 37. | **Rate adjustment for county hospital expenditures.** [26]<br>**A.** **Current year eligible county hospital expenditures.** Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year. . . . . $ _____<br>**B.** **Prior year eligible county hospital expenditures.** Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023. . . . . $ _____<br>**C.** Subtract B from A and divide by Line 32 and multiply by $100. . . . . $ _____/$100<br>**D.** Multiply B by 0.08 and divide by Line 32 and multiply by $100. . . . . $ _____/$100<br>**E.** Enter the lesser of C and D, if applicable. If not applicable, enter 0. | $ _____/$100 |
| 38. | **Rate adjustment for defunding municipality.** This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.<br>**A.** **Amount appropriated for public safety in the prior year.** Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year . . . . . $ _____<br>**B.** **Expenditures for public safety in the prior year.** Enter the amount of money spent by the municipality for public safety during the preceding fiscal year . . . . . $ _____<br>**C.** Subtract B from A and divide by Line 32 and multiply by $100 . . . . . $ _____/$100<br>**D.** Enter the rate calculated in C. If not applicable, enter 0. | $ _____/$100 |
| 39. | **Adjusted current year NNR M&O rate.** Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D. | $ _____/$100 |
| 40. | **Adjustment for prior year sales tax specifically to reduce property taxes.** Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero.<br>**A.** Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent . . . . . $ _____<br>**B.** Divide Line 40A by Line 32 and multiply by $100 . . . . . $ _____/$100<br>**C.** Add Line 40B to Line 39. | $ _____/$100 |
| 41. | **Current year voter-approval M&O rate.** Enter the rate as calculated by the appropriate scenario below.<br>**Special Taxing Unit.** If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08.<br>**- or -**<br>**Other Taxing Unit.** If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035. | $ _____/$100 |

[25] Tex. Tax Code §26.0442
[26] Tex. Tax Code §26.0443

| Line | Voter-Approval Tax Rate Worksheet | Amount/Rate |
|---|---|---|
| **D41.** | ***Disaster Line 41 (D41):* Current year voter-approval M&O rate for taxing unit affected by disaster declaration.** If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of<br>1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, or<br>2) the third tax year after the tax year in which the disaster occurred<br>If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. [27] If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41). | $ _____/$100 |
| **42.** | **Total current year debt to be paid with property taxes and additional sales tax revenue.** Debt means the interest and principal that will be paid on debts that:<br>**(1)** are paid by property taxes,<br>**(2)** are secured by property taxes,<br>**(3)** are scheduled for payment over a period longer than one year, and<br>**(4)** are not classified in the taxing unit's budget as M&O expenses.<br>**A. Debt** also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. [28]<br>Enter debt amount ..... $ _____<br>**B.** Subtract **unencumbered fund amount** used to reduce total debt. ..... – $ _____<br>**C.** Subtract **certified amount spent from sales tax to reduce debt** (enter zero if none) ..... – $ _____<br>**D.** Subtract **amount paid** from other resources ..... – $ _____<br>**E. Adjusted debt.** Subtract B, C and D from A. | $ _____ |
| **43.** | **Certified prior year excess debt collections.** Enter the amount certified by the collector. [29] | $ _____ |
| **44.** | **Adjusted current year debt.** Subtract Line 43 from Line 42E. | $ _____ |
| **45.** | **Current year anticipated collection rate.**<br>**A.** Enter the current year anticipated collection rate certified by the collector. [30] ..... _____%<br>**B.** Enter the prior year actual collection rate. ..... _____%<br>**C.** Enter the 2022 actual collection rate. ..... _____%<br>**D.** Enter the 2021 actual collection rate. ..... _____%<br>**E.** If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. [31] | _____% |
| **46.** | **Current year debt adjusted for collections.** Divide Line 44 by Line 45E. | $ _____ |
| **47.** | **Current year total taxable value.** Enter the amount on Line 21 of the *No-New-Revenue Tax Rate Worksheet.* | $ _____ |
| **48.** | **Current year debt rate.** Divide Line 46 by Line 47 and multiply by $100. | $ _____/$100 |
| **49.** | **Current year voter-approval tax rate.** Add Lines 41 and 48. | $ _____/$100 |
| **D49.** | ***Disaster Line 49 (D49):* Current year voter-approval tax rate for taxing unit affected by disaster declaration.** Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41.<br>Add Line D41 and 48. | $ _____/$100 |

[27] Tex. Tax Code §26.042(a)
[28] Tex. Tax Code §26.012(7)
[29] Tex. Tax Code §26.012(10) and 26.04(b)
[30] Tex. Tax Code §26.04(b)
[31] Tex. Tax Code §§26.04(h), (h-1) and (h-2)

| Line | Voter-Approval Tax Rate Worksheet | Amount/Rate |
|---|---|---|
| 50. | **COUNTIES ONLY.** Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate. | $ _____/$100 |

## SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

| Line | Additional Sales and Use Tax Worksheet | Amount/Rate |
|---|---|---|
| 51. | **Taxable Sales.** For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. [32] Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage.<br>Taxing units that adopted the sales tax before November of the prior year, enter 0. | $ _____ |
| 52. | **Estimated sales tax revenue.** Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. [33]<br>**Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year.** Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. [34]<br>**- or -**<br>**Taxing units that adopted the sales tax before November of the prior year.** Enter the sales tax revenue for the previous four quarters. Do not multiply by .95. | $ _____ |
| 53. | **Current year total taxable value.** Enter the amount from Line 21 of the *No-New-Revenue Tax Rate Worksheet*. | $ _____ |
| 54. | **Sales tax adjustment rate.** Divide Line 52 by Line 53 and multiply by $100. | $ _____/$100 |
| 55. | **Current year NNR tax rate, unadjusted for sales tax.**[35] Enter the rate from Line 26 or 27, as applicable, on the *No-New-Revenue Tax Rate Worksheet*. | $ _____/$100 |
| 56. | **Current year NNR tax rate, adjusted for sales tax.**<br>**Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year.** Subtract Line 54 from Line 55. Skip to Line 57 if you<br>adopted the additional sales tax before November of the prior tax year. | $ _____/$100 |
| 57. | **Current year voter-approval tax rate, unadjusted for sales tax.**[36] Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the *Voter-Approval Tax Rate Worksheet*. | $ _____/$100 |
| 58. | **Current year voter-approval tax rate, adjusted for sales tax.** Subtract Line 54 from Line 57. | $ _____/$100 |

## SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

| Line | Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet | Amount/Rate |
|---|---|---|
| 59. | **Certified expenses from the Texas Commission on Environmental Quality (TCEQ).** Enter the amount certified in the determination letter from TCEQ. [37] The taxing unit shall provide its tax assessor-collector with a copy of the letter. [38] | $ _____ |
| 60. | **Current year total taxable value.** Enter the amount from Line 21 of the *No-New-Revenue Tax Rate Worksheet*. | $ _____ |
| 61. | **Additional rate for pollution control.** Divide Line 59 by Line 60 and multiply by $100. | $ _____/$100 |

[32] Tex. Tax Code §26.041(d)
[33] Tex. Tax Code §26.041(i)
[34] Tex. Tax Code §26.041(d)
[35] Tex. Tax Code §26.04(c)
[36] Tex. Tax Code §26.04(c)
[37] Tex. Tax Code §26.045(d)
[38] Tex. Tax Code §26.045(i)

| Line | Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet | Amount/Rate |
|---|---|---|
| 62. | **Current year voter-approval tax rate, adjusted for pollution control.** Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax). | $ _____/$100 |

## SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value. [39] The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value. [40] In a year where a taxing unit adopts a rate by applying any portion of the unused increment rate, the portion of the unused increment rate that was used must be backed out of the calculation for that year.

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042; [41]
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a); [42] or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval. [43]

Individual components can be negative, but the overall rate will be the greater of zero or the calculated rate.

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit. [44]

| Line | Unused Increment Rate Worksheet | Amount/Rate |
|---|---|---|
| 63. | **Year 3 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value**<br>A. Voter-approval tax rate (Line 67)<br>B. Unused increment rate (Line 66)<br>C. Subtract B from A<br>D. Adopted Tax Rate<br>E. Subtract D from C<br>F. 2023 Total Taxable Value (Line 60)<br>G. Multiply E by F and divide the results by $100 | $ _____/$100<br>$ _____/$100<br>$ _____/$100<br>$ _____/$100<br>$ _____/$100<br>$ _____<br>$ _____ |
| 64. | **Year 2 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value**<br>A. Voter-approval tax rate (Line 67)<br>B. Unused increment rate (Line 66)<br>C. Subtract B from A<br>D. Adopted Tax Rate<br>E. Subtract D from C<br>F. 2022 Total Taxable Value (Line 60)<br>G. Multiply E by F and divide the results by $100 | $ _____/$100<br>$ _____/$100<br>$ _____/$100<br>$ _____/$100<br>$ _____/$100<br>$ _____<br>$ _____ |
| 65. | **Year 1 Foregone Revenue Amount. Subtract the 2021 unused increment rate and 2021 actual tax rate from the 2021 voter-approval tax rate. Multiply the result by the 2021 current total value**<br>A. Voter-approval tax rate (Line 67)<br>B. Unused increment rate (Line 66)<br>C. Subtract B from A<br>D. Adopted Tax Rate<br>E. Subtract D from C<br>F. 2021 Total Taxable Value (Line 60)<br>G. Multiply E by F and divide the results by $100 | $ _____/$100<br>$ _____/$100<br>$ _____/$100<br>$ _____/$100<br>$ _____/$100<br>$ _____<br>$ _____ |
| 66. | **Total Foregone Revenue Amount.** Add Lines 63G, 64G and 65G | $ _____ |
| 67. | **2024 Unused Increment Rate.** Divide Line 66 by Line 21 of the *No-New-Revenue Rate Worksheet*. Multiply the result by 100 | $ _____/$100 |
| 68. | **Total 2024 voter-approval tax rate, including the unused increment rate.** Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution) | $ _____/$100 |

[39] Tex. Tax Code §26.013(b)
[40] Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)
[41] Tex. Tax Code §§26.04(c)(2)(A) and 26.042(a)
[42] Tex. Tax Code §§26.0501(a) and (c)
[43] Tex. Local Gov't Code §120.007(d)
[44] Tex. Local Gov't Code §120.007(d)

## SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise $500,000, and the current debt rate for a taxing unit. [44]

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. [45]

| Line | De Minimis Rate Worksheet | Amount/Rate |
|---|---|---|
| **69.** | **Adjusted current year NNR M&O tax rate.** Enter the rate from Line 39 of the *Voter-Approval Tax Rate Worksheet.* | |
| **70.** | **Current year total taxable value.** Enter the amount on Line 21 of the *No-New-Revenue Tax Rate Worksheet.* | $ _____ |
| **71.** | **Rate necessary to impose $500,000 in taxes.** Divide $500,000 by Line 70 and multiply by $100. | $ _____/$100 |
| **72.** | **Current year debt rate.** Enter the rate from Line 48 of the *Voter-Approval Tax Rate Worksheet.* | $ _____/$100 |
| **73.** | **De minimis rate.** Add Lines 69, 71 and 72. | $ _____/$100 |

## SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.[48]

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year. [49]

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago.This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

| Line | Emergency Revenue Rate Worksheet | Amount/Rate |
|---|---|---|
| **74.** | **2023 adopted tax rate.** Enter the rate in Line 4 of the *No-New-Revenue Tax Rate Worksheet.* | $ _____/$100 |
| **75.** | **Adjusted 2023 voter-approval tax rate.** Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line.<br>If a disaster occurred in 2023 and the taxing unit calculated its 2023 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2023 worksheet due to a disaster, complete the applicable sections or lines of *Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet.*<br>**- or -**<br>If a disaster occurred prior to 2023 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2023, complete form 50-856-a, *Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet* to recalculate the voter-approval tax rate the taxing unit would have calculated in 2023 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. [50] Enter the final adjusted 2023 voter-approval tax rate from the worksheet.<br>**- or -**<br>If the taxing unit adopted a tax rate above the 2023 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet. | $ _____/$100 |
| **76.** | **Increase in 2023 tax rate due to disaster.** Subtract Line 75 from Line 74. | $ _____/$100 |
| **77.** | **Adjusted 2023 taxable value.** Enter the amount in Line 14 of the *No-New-Revenue Tax Rate Worksheet.* | $ _____ |
| **78.** | **Emergency revenue.** Multiply Line 76 by Line 77 and divide by $100. | $ _____ |
| **79.** | **Adjusted 2023 taxable value.** Enter the amount in Line 25 of the *No-New-Revenue Tax Rate Worksheet.* | $ _____ |
| **80.** | **Emergency revenue rate.** Divide Line 78 by Line 79 and multiply by $100. [51] | $ _____/$100 |

[45] Tex. Tax Code §26.04(c)(2)(B)
[46] Tex. Tax Code §26.012(8-a)
[47] Tex. Tax Code §26.063(a)(1)
[48] Tex. Tax Code §26.042(b)
[49] Tex. Tax Code §26.042(f)
[50] Tex. Tax Code §§26.42(c)
[51] Tex. Tax Code §§26.42(b)

| Line | Emergency Revenue Rate Worksheet | Amount/Rate |
|---|---|---|
| 81. | **Current year voter-approval tax rate, adjusted for emergency revenue.** Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate). | $ _____/$100 |

## SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

**No-new-revenue tax rate.** ..... $ _____/$100
As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).
Indicate the line number used: _____

**Voter-approval tax rate** ..... $ _____/$100
As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).
Indicate the line number used: _____

**De minimis rate.** ..... $ _____/$100
If applicable, enter the current year de minimis rate from Line 73.

## SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code. [52]

print here ➧ _____
Printed Name of Taxing Unit Representative

sign here ➧ _____ _____
Taxing Unit Representative Date

[52] Tex. Tax Code §§26.04(c-2) and (d-2)

# City Council Tax Rate

**September 3, 2024**

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# Property Tax Rates

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

# TAX RATE DEFINITIONS

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

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# TAX RATE

| | |
|---|---|
| Current | $0.4872 |
| No New Revenue | $0.4805 |
| Voter Approval | $0.4990 |
| | |
| Proposed Tax Rate | $0.4900 |
| $0.01 is equal to $564,500 revenue or $34.31 on the average home | |

**Proposed Budget Assumes This Rate**

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# TARGET TAX RATE

| TAX RATE | CURRENT | PROPOSED TAX RATE | |
|---|---|---|---|
| M&O | $0.3324 | $0.3326 | For day-to-day operations |
| I&S | $0.1548 | $0.1574 | To pay the City's debt |
| **TOTAL** | **$0.4872** | **$0.4900** | |

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# FY 2024-25 City Tax Rate

| Tax Rate Name | Tax Rate per $100 | Est. Tax Bill | Bill Increase | % Increase |
|---|---|---|---|---|
| No New Revenue | $0.4805 | $1,648.69 | -- | -- |
| Voter Approval | $0.4990 | $1,712.16 | $63.47 | 3.9% |
| Proposed | $0.4900 | $1,681.28 | $32.59 | 2.0% |
| Current | $0.4872 | $1,671.67 | $22.98 | 1.4% |

- **$63.47 is about $5.29 on the monthly escrow**
- **Tax bills are based on average taxable value of homes for 2024 of $343,118**
- **Estimated Tax Bills and Bill Increases are annual amounts**

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# DISCUSSION

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**Agenda No. 27.**

**CITY COUNCIL MEMORANDUM**

**City Council Meeting: September 03, 2024**
**Department: Engineering**
**Subject: Monthly Update - Major Projects In Progress/CIP (B.James/K.Woodlee)**

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**BACKGROUND**

September 2024 Major Projects Update.

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**Attachments**

Council Update on in progress projects

Informational Only

# CITY COUNCIL MEMORANDUM

**City Council Meeting:** **September 3, 2024**

**Department:** **City Manager**

**Subject:** **Update on Major Projects in Progress**

## Background

This is the monthly update on large projects that are in progress or in the planning process. This update is being provided so Council will be up to date on the progress of these large projects. If Council desires more information on any project or on projects not on this list, please reach out to staff and that information will be provided.

### Facilities Projects:

1. **Demolish/Remove Unoccupied City Buildings Project**
   Project Description – Demolish unoccupied existing structures
   - Project Status: Researching contractors
   - Projected Completion: Unknown
   - Project Cost: Estimated $50,000
   - Contractor: To be determined

   Project Update: The request for proposal ended August 1. Evaluation team is currently reviewing the submittals, this closes on August 23rd.

2. **Fleet Building Parking Lot**
   Project Description – Pave the open grassy area located at 27 Commercial Place
   - Project Status: Site Plan Development and Construction Design
   - Projected Completion: To be determined
   - Consultant: Unintech Consulting Engineers, Inc.
   - Contractor: To be determined

   Project Update: Unitech Consulting Engineers, Inc., completed the replat of the property. Staff is processing a task order for the preparation of a Site Plan and civil construction plans for the project. Site Plan preparation is underway.

### Drainage Projects:

1. **FM 78 South Channel Silt Removal**
   Project Description – Silt removal for the existing FM 78 South Drainage channel to include permitting, easement acquisition and construction.
   - Project Status: Easement Acquisition
   - Projected Completion: Fall 2024
   - Project Cost: Design $32,100, Drainage Report $4,600, Construction $172,587 base bid, $268,545 alternate in lieu

- Consultant: Unintech Consulting Engineers, Inc.
- Contractor: TBD

Project Update: Unintech continues to work on acquiring necessary easements for the project.

**Water and Wastewater Projects:**

1. **Woman Hollering Creek Wastewater Interceptor Main and Lift Station**

   Project Description – Design and construction of a sanitary sewer system to collect and convey wastewater to the future CCMA water reclamation plant off Trainer Hale Road in Southern Schertz. The system will consist of approximately 19,000 linear feet of 30" gravity wastewater line running generally along Woman Hollering Creek from the existing Sedona lift station on FM 1518 to a new lift station on IH 10 and approximately 6,000 feet of force main from the lift station to CCMA plant. It will also include an additional 18" gravity line approximately 1,500 feet in length that will first serve the Hallie's Cove Subdivision. The system is necessary for the new CCMA plant to begin operation and to allow the existing Woman Hollering Lift Station at Sedona to be taken out of service.

   - Project Status: Construction
   - Projected Completion: Summer 2024
   - Project Cost: Engineering/Design $1,187,594, Land purchases, ROW, legal and advertising $700,810, Construction $11,100,000, totaling $12,988,404
   - Design Engineer: Cobb Fendley & Associates, Inc.
   - Owner's Representative: AGCM, Inc.
   - Contractor: Thalle Construction Co, Inc.

   Project Update: The project is nearing completion. Testing and startup of the new lift station was expected during August. At the time of preparation of this update, an issue had been encountered with one of the pumps and the contractor is waiting to get the repaired pump back from the supplier. It is not known exactly when the lift station will be up and running but every effort is made for that to happen soon. Staff is also exploring options for an interim operational plan in the event the pump issue lingers. Staff and the contractor are coordinating startup activities with CCMA.

2. **Riata Lift Station Relocation (Design Phase)**

   Project Description – Relocation of the Riata Lift Station ahead of TxDOT's IH 35 NEX project to remove it from conflict with the proposed highway improvements. The design phase included identification of a new site for the list station, design of new lift station and design of the abandonment of the existing lift station. Property and easement acquisitions were required. The new lift station is needed to maintain sewer services.

   - Project Status: Begin Construction 4th Quarter of 2024.
   - Projected Completion: Spring 2026
   - Project Cost: Design & Acquisition of easements and existing lift station $478,000; Construction: $2,545,375 (low bid)
   - Consultant: Utility Engineering Group, PLLC
   - Contractor: Keystone Construction (Pending Council Approval)
   - Project Update: Bids were received on August 15th. Keystone Construction was low bid at $2,545,375.

3. **FM 1518 Utility Relocations**
   Project Description – Relocation of water and sewer utilities to avoid conflicts as part of the TxDOT FM 1518 Improvement Project.
   - Project Status: Construction
   - Projected Completion: The City's utility relocation portion of the project is expected to be complete in the summer of 2025.
   - Project Cost: Design NTE $980,000, Construction Joint Bid $8,986,837/Aztec 16" Line $884,270
   - Consultant: Halff Associates
   - Contractor: SER Construction Partners (TxDOT's General Contractor)/Qro Mex Construction (Aztec 16" Line)

   Project Update: SER continues the installation of water and sewer as part of the joint bid work. Qro Mex has the alignment staked and is beginning to break ground on the 16" water line install.

4. **Corbett Ground Storage Tank**
   Project Description – Construction of a new 3-million-gallon Ground Storage Tank (GST). The GST will be used to fill the existing Corbett Elevated Storage Tank and provide additional water storage capacity. This new GST will receive water directly from the Schertz Seguin Local Government Corporation.
   - Project Status: Construction Phase
   - Projected Completion: May 2025
   - Project Cost: Design $466,265, Construction $7,360,054
   - Consultant: Unintech Consulting Engineers
   - Contractor: Pesado Construction Co.

   Project Update: Pesado is working to complete the conduit installation to the electrical building. They will proceed with the yard piping and pumps once this excavation is backfilled and stabilized.

5. **Water Loop Lines**
   Project Description – Install 12" water main lines to provide a looped distribution system from Ware Seguin to Lower Seguin and Pfeil Road to N Graytown Road.
   - Project Status: Design

- Projected Completion: Spring 2025
- Project Cost: Design NTE $200,000, Construction $4,400,000

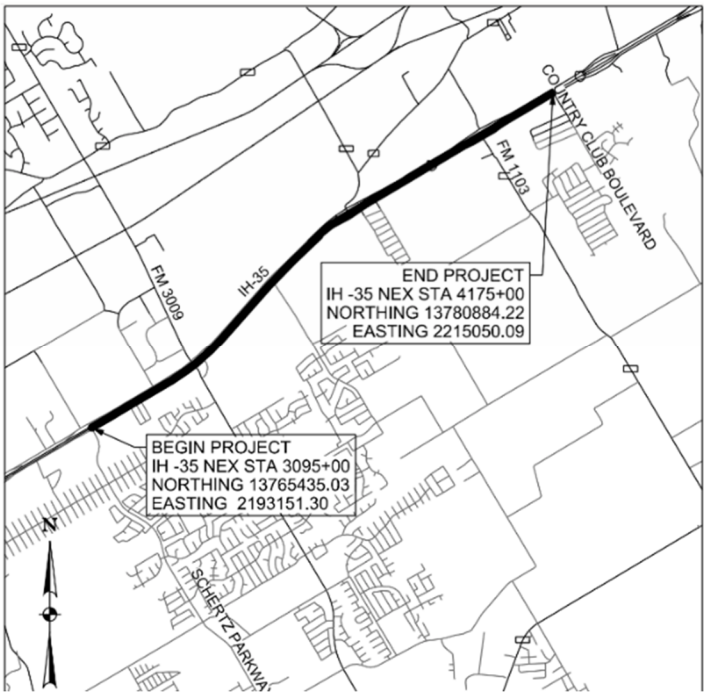
Project Update: Unintech continues to work on acquiring necessary easements for the project.

6. **IH 35 NEX-North Utility Relocations**

Project Description – Relocation of water and sewer utilities to avoid conflicts as part of the TxDOT IH 35 NEX project.

- Project Status: Design
- Projected Completion: Joint Bid Construction is planned for End of 2026
- Project Cost: Design & Easement Acquisition Services - $1,250,000
- Consultant: Halff Associates

Project Update: Halff is nearly complete with the design portion of the project and continues to work acquiring the necessary easements for the project. TXDOT has requested the work within easements be by a non-joint bid contractor. Staff is working with Halff to complete the contract documents and move this portion of the project to the bid phase.



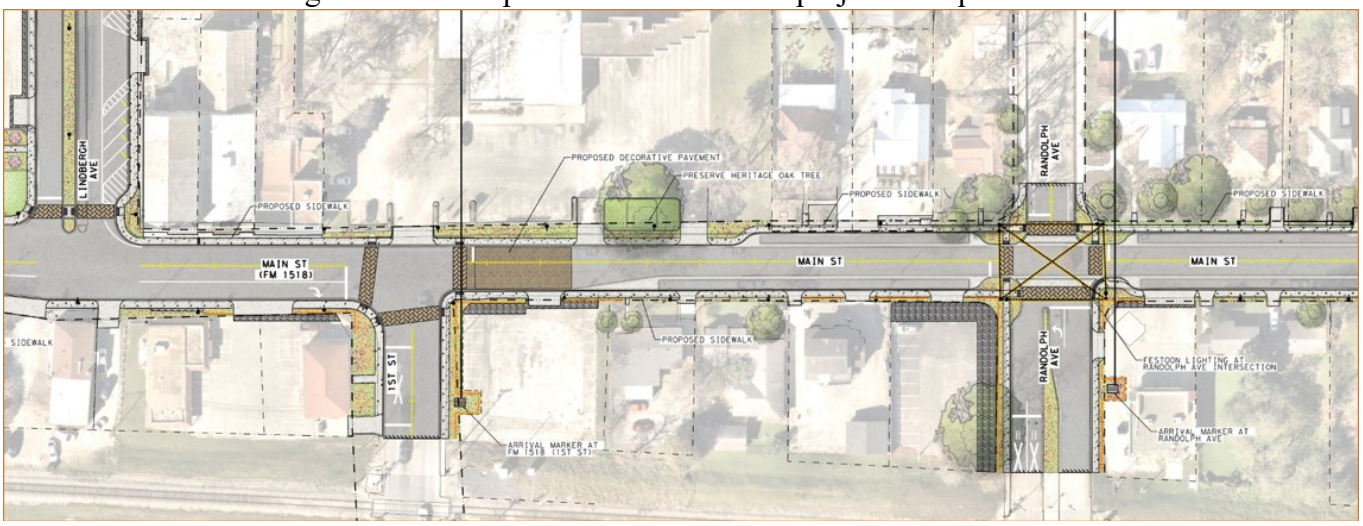

**<u>Street Projects:</u>**

1. **Main Street Improvements Project**

Project Description – The project will improve sidewalks, provide street lighting, way-finding signage, landscaping, utility relocations, and architectural elements such as decorative concrete, decorative lighting, screening, and area signage. This project will also replace aging water and sanitary sewer mains and reconstruct the street with a new, stronger pavement section. Additionally, Lindbergh between Main and Exchange will be reconstructed.

- Project Status: Design
- Projected Completion: Fall 2026
- Project Cost: Design NTE $2,173,905, Construction $24,600,000
- Consultant: Kimley- Horn Associates

Project Update: GVEC will have preliminary their preliminary relocation plans to us by September 9th. The plans will provide enough detail for us to be able to finalize the water and sewer line replacement plans. GVEC has also informed us that they will start working on the needed electrical modifications to the existing overhead lines along Exchange Ave to support the Main Street relocation in 2025. This puts their relocation effort a little ahead of schedule from originally thought. They will be coordinating their efforts with the City, so their planned work won't impact the water and sewer line replacement effort. Staff will be moving forward with public outreach on the project in September.




2. **Lookout Road Reconstruction**

Project Description – The project involves reconstruction of Lookout Road from Schertz Parkway to Doerr Lane. A traffic signal at the Lookout Road/Schertz Parkway intersection will also be installed. The project also includes the replacement and upsizing the existing sanitary sewer main in Lookout Road from Doerr Lane to Schertz Parkway.

- Project Status: Design
- Projected Completion: Fall 2024
- Project Cost: Design $571,000 ($20,000 from Selma), Construction estimate $6,738,092 ($100,000 from Selma)
- Design Consultant: Halff Associates

Project Update: CPS provided some feedback on our proposed right-of-way acquisitions at the Schertz Parkway and Doerr lane intersections. Our consultant has tweaked the proposed right-of-way lines based on this feedback and requested consideration of an adjustment of one pole location to reduce the potential impact of the right-of-way adjustment at one location. We're waiting for confirmation from CPS that this modification is acceptable to them.

3. **Lower Seguin Road Reconstruction**

Project Description – The project includes the development of a preliminary design and secure environmental clearance for a 2.9-mile segment of Lower Seguin Road to widen and improve the street to the section identified in the Master Thoroughfare Plan. The results of this project will be used to acquire needed right-of-way; develop final construction plans; and secure federal funding to assist with construction costs.

- Project Status: Design
- Projected Completion: Fall 2024
- Project Cost: Preliminary Design $985,000
- Consultant: Halff & Associates

Project Update: Staff met with the consultant to provide direction on the roadway section and some of the design elements for the new street. We made the decision to deviate from the section shown in the Master Thoroughfare Plan so we can provide the same number of travel lanes (the same traffic capacity) in a smaller right-of-way footprint. This will significantly reduce the amount of right-of-way we need to acquire, saving significant time to getting the project to a "shovel ready" status. The traffic analysis also identified that provided a dual exit lane form Randolph would be desirable. Staff will reach out to the base to see if they want to pursue this as it would require modifications on their property. Per the Finance Department, an upcoming bond sale will provide construction funding for the proposed project (our planned local match) and for right-of-way acquisition and final design. Because of this, we can expect to accelerate the planned completion of this project. Staff and our consultant will be meeting with the base representatives to discuss the project schedule and the dual exit lane concept. Staff anticipates bringing a final project design Task Order to Council the first meeting in October for approval. With that approval, our consultant will work on the final project design with a goal of being ready to apply for the DOD construction funding in June 2025.

**4. 2024 SPAM Resurfacing and Rehabilitation**

Project Description – The project includes the performance of prep work (base repairs, crack sealing, level up, etc.) and application of a slurry seal to the surface of various streets in the City. Work on other streets includes removal of existing asphalt surface; cement stabilization of base material; and application of a new layer of asphalt on street surface for other various City streets. PCI data was used to select the streets in the project.

- Project Status: Design
- Projected Completion: Fall 2024
- Project Cost: $3,220,000 (estimated total)
- Design Consultant: Kimley-Horn Associates

Project Update: The project is out to bid, and the bid opening is September 6th.

5. **Buffalo Valley South Resurfacing and Rehabilitation and Utility Replacements**

Project Description – Water and sanitary sewer main replacements and street rehabilitation of Buffalo Valley South, specifically Mill Street, 1st St, 2nd St, Bowman St, Lee St, Church St, Zuehl St, and Wuest. PCI data was used to select the streets in the project. Project will be funded with a combination of SPAM funding (for the street rehabilitation) and ARP funding for the utility replacement.

- Project Status: Design
- Projected Completion: Design Summer 2024; Construction Fall 2025
- Project Cost: $5,978,268 (estimated total)
- Design Consultant: Unintech Consulting Engineering

Project Update: Revised plans have been received and are under review by Staff. Staff expects to have their review completed shortly. Staff anticipates this will be the final round of comments on the plans. The project is on schedule to be ready to bid at the start of FY 24-25.

## Parks & Recreation Projects:

1. **Parks, Recreation, Open Space, and Trails Master Plan (PROST)**

Project Description – As a continuation of the Comprehensive Plan, staff and consultants are embarking on a planning process to create a 10-year vision for the parks & recreation system. The process includes inventory and analysis of the current system, public input via stakeholder meetings and social pinpoint feedback site, Parks & Recreation Advisory Board meetings check-ins, and a statistically valid survey.

- Project Status: Inventory stage
- Projected Completion: October 2024
- Project Cost: $85,000 (NTE)
- Contractor: Freese & Nichols

Project Update: The public survey portion is complete, and the consultants are analyzing results to incorporate into the Demand-Based Needs Assessment. The consultant team is still on track to bring the final plan for approval in October 2024.

2. **Building 10 Parks Renovation**
   Project Description – Improve the conditions of Building 10 Parks for city staff to work comfortably and provide more storage, correct code compliance and ADA accessibility issues, and build an adequate IT communication closet to provide internet services to all the city buildings located on Commercial Place.
   - Project Status: Design
   - Projected Completion: Unknown
   - Project Cost: estimated $750,000
   - Consultant: M&S Engineering

   Project Update: This project is not listed in the Capital Improvements Plan to be funded until FY 26-27, so this project is now on-hold.

3. **Wendy Swan Memorial Park Splashpad**
   Project Description – Demolition of existing residential sized pool and construction of a new splash pad.
   - Project Status: Warranty Work
   - Projected Completion: March 8, 2024
   - Project Cost: $297,350
   - Contractor: T.F. Harper & Associates

   Project Update: City staff are still working on minor corrections to the restroom based on the RAS report before this project can be closed out.

4. **Schertz Soccer Complex Irrigation Water Storage Project**
   Project Description – Upgrading electrical components, upsizing well pump and piping, and adding storage capacity for irrigation of the Schertz Soccer Complex.
   - Project Status: Bidding Phase III
   - Projected Completion: Fall 2024
   - Project Cost: $107,036.90
   - Consultant: Unintech Engineering
   - Contractor: TBD

   Project Update: City staff is preparing the Request for Bids for drilling the new well. Anticipating bringing the contract to council in October.

**TxDOT Roadway Projects:**
**Note: If links do not work, please contact engineering@schertz.com**

1. **FM 1103 Improvement Project:** Construction officially began in November 2022 and was originally expected to be complete in fall 2026. Minor progress is being made on the roadway while utility relocation continues. General project updates are available by signing up at this link: FM 1103 Construction Newsletter

2. **FM 1518 Improvement Project:** SER Construction, LLC, formally began construction on April 9, 2024. The contractor has leased property owned by the City on Schaefer Road to stage construction activities. The first few months of the project will be mainly underground utility construction and will mostly take place outside travel lanes. While there may be some delays, major traffic disruptions should not be experienced much during this phase of the project. The project is currently anticipated to be completed in 2028. Updates regarding the FM 1518 project are available by visiting and subscribing at the following link: FM 1518 Expansion

3. **IH-35 NEX (I-410 South to FM 1103):** The central segment of the I-35 Northeast Expansion project continues with Alamo NEX Construction handling the design-build project. The central section runs from 410 N to FM 3009. Utility coordination work for the northern segment of the project is underway. TxDOT consultants have met with Public Works and Engineering Staff to begin establishing relocation needs. The City will be reimbursed for the costs of all needed relocations except for any upsizing or improvements above current conditions. Updates about the project can be obtained by signing up at the following link: I 35 NEX Project Updates

4. **IH-10 Graytown Road to Guadalupe County Line:** Work for the widening of the main lanes and utility relocations continues. Work on the FM 1518 bridge over IH 10 continues and will involve numerous episodes of the rerouting of traffic including shifting lanes and detours as necessary. Updates regarding the IH 10 project are available by signing up at the following link: IH 10 Expansion Information

**Studies and Plans:**

1. **Water and Wastewater Master Plan Update and Impact Fee Study**
   Project Description – Collect, review data from the City and provide updated data for the Land Use Plan, Water and Wastewater System Model, Master Plan, CIP, Water/Wastewater Impact Fees, and Flow monitoring.
   - Project Status: Study
   - Projected Completion: Spring 2025
   - Project Cost: $500,000
   - Consultant: Lockwood, Andrews & Newnam
   - Project Update: Statutorily required meetings and hearings regarding the adoption of updated impact fees are scheduled to begin with a Capital Improvements Advisory Committee (CIAC) meeting on September 4, 2024. Two meetings are planned with the CIAC to review and recommend adoption of the Land Use Assumptions, Capital Improvement Plan, Land Use Equivalent Counts (growth), and Recommended impact fee rates. After that, City Council will be asked to pass a resolution setting a date for a public hearing of the plans and fees. At the subsequent public hearing, Council will consider adoption of the plans and rates. Because of timing required by Chapter 395, these meetings and the updated impact fee ordinance are planned to wrap up in March 2025.

**Agenda No. 28.**

**CITY COUNCIL MEMORANDUM**

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **City Secretary** |
| **Subject:** | **Bexar County Appraisal Board of Directors Nomination Process-2025 (Mayor/S.Edmondson)** |

**BACKGROUND**

Information about the Bexar County Appraisal Board of Directors Nomination process for 2025.

**Attachments**

Bexar Appraisal District Info.

# BEXAR APPRAISAL DISTRICT

BOARD OF DIRECTORS

DAVE GANNON
Chair
JON FISHER
Vice Chair
Dr. ADRIANA ROCHA GARCIA
Councilwoman, District 4
Secretary

411 N. Frio, P.O. Box 830248
San Antonio, TX 78283-0248
Phone (210) 224-8511
Fax (210) 242-2451
ROGELIO SANDOVAL, Chief Appraiser

BOARD OF DIRECTORS

Dr. RALPH E. BARKSDALE
Reverend
ROBERT BRUCE
ERIKA HIZEL
NAOMI MILLER
REBECCA RUIZ
ALBERT URESTI, MPA
Tax Assessor-Collector

August 5, 2024

VIA CERTIFIED MAILER
**9589 0710 5270 1528 1767 17**
The Honorable Ralph Gutierrez, Mayor
City of Schertz
1400 Schertz Parkway, Building #2
Schertz, TX 78154

RE: 2025 Bexar Appraisal District Board of Directors Appointments – Nomination Phase

Dear Mayor Gutierrez:

Added in SB2 of the second special session of the 88th legislature, Section 6.0301 of the Texas Property Tax Code applies to appraisal districts established in a county with a population of 75,000 or more and alters the make-up of the Bexar Appraisal District Board of Directors. Three members elected by majority vote in the May 2024 general election joined the five directors appointed by the taxing units that participate in the district in the manner prescribed by Section 6.03, Texas Property Tax Code.

To implement the necessary term changes and as required by Section 5.13(d), Texas Property Tax Code, members appointed in this cycle shall draw lots at the first meeting of 2025 to determine which two shall serve a term of one year, beginning January 1st, 2025 and expiring December 31st, 2025, and which three shall serve a term of three years, beginning January 1st, 2025 and expiring December 31st, 2027. After that, appointed members will serve in four-year terms.

To begin the appointment process, each taxing unit authorized to vote may nominate one candidate for each of the five positions on the Bexar Appraisal District Board of Directors **by resolution of its governing body** and submit the name(s) of the unit's nominee(s) to the Chief Appraiser **by October 15th.**

To serve as a member of the board of directors, your nominee:

- must be a resident of the district for at least two years immediately preceding the date they take office *(Section 6.03(a));*

- may not be an employee of a participating tax unit unless the individual is also a member of the governing body or an elected official *(Section 6.03(a))*;

- may not have engaged in the business of appraising property for compensation or has represented property owners for compensation in proceedings under this title in the appraisal district at any time during the preceding three years or be related within the second degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to an individual who is engaged in the business of appraising property for compensation or has represented property owners for compensation in proceedings under this title in the appraisal district *(Section 6.035(a)(1) & (a-1)(2) );*

- may not own property on which delinquent property taxes have been owed for more than 60 days after the date the person knew or should have known of the delinquency. This restriction does not apply if the person is paying the delinquent taxes or has deferred or abated a suit to collect delinquent taxes *(Section 6.035(a)(2) & 6.412(a)(2))*: or
- may not have served as a member of the board of directors for all or part of five terms unless the individual was the county assessor-collector at the time the individual served (Section *6.035(a-1)(A)).*

The number of votes each taxing unit is entitled to in this year's selection process has been calculated and enclosed. Before October 30th, the chief appraiser will mail a ballot to the presiding officer of each taxing unit. After receiving the ballot, each eligible taxing unit will cast its allotted votes by resolution of its governing body and submit the votes to me before December 15th.

Please note, Section 6.03, Texas Property Tax Code states that taxing units with at least 5% of the total votes in the election for Bexar Appraisal District Board of Directors must determine its vote by resolution adopted at the first or second open meeting of the governing body held after the date the chief appraiser delivers the ballot to the presiding officer of the governing body. The votes will be counted as soon as possible after December 15th, and the five candidates with the greatest number of votes will be declared elected. The chief appraiser will submit the results to the taxing units before December 31st.

If you have any questions about the process, please contact me or my Executive Assistant, Jimmy Saiz, at (210)242-2409.

Sincerely,

Rogelio Sandoval
Chief Appraiser

Enclosure

CC Via Regular Mail w/Enclosures:
Mr. Steve Williams, City Manager

| Taxing Unit | 2023 Tax Levy | Sum of Levies | Votes | % of Votes |
|---|---|---|---|---|
| ALAMO COMMUNITY COLLEGE DIST. | $352,556,080.00 | $4,005,118,459.00 | 440 | **8.80%** |
| CITY OF ALAMO HEIGHTS | $7,970,802.00 | $4,005,118,459.00 | 10 | 0.20% |
| ALAMO HEIGHTS ISD | $77,276,272.00 | $4,005,118,459.00 | 96 | 1.93% |
| CITY OF BALCONES HEIGHTS | $2,165,772.00 | $4,005,118,459.00 | 3 | 0.05% |
| BEXAR COUNTY | $603,025,605.00 | $4,005,118,459.00 | 753 | **15.06%** |
| BOERNE ISD | $31,171,310.00 | $4,005,118,459.00 | 39 | 0.78% |
| CITY OF CASTLE HILLS | $4,713,877.00 | $4,005,118,459.00 | 6 | 0.12% |
| CITY OF CHINA GROVE | $386,555.00 | $4,005,118,459.00 | 0 | 0.01% |
| COMAL ISD | $36,725,302.00 | $4,005,118,459.00 | 46 | 0.92% |
| CITY OF CONVERSE | $11,084,608.00 | $4,005,118,459.00 | 14 | 0.28% |
| EAST CENTRAL ISD | $64,845,037.00 | $4,005,118,459.00 | 81 | 1.62% |
| EDGEWOOD ISD | $22,898,510.00 | $4,005,118,459.00 | 29 | 0.57% |
| CITY OF ELMENDORF | $932,275.00 | $4,005,118,459.00 | 1 | 0.02% |
| CITY OF FAIR OAKS RANCH | $4,638,223.00 | $4,005,118,459.00 | 6 | 0.12% |
| FLORESVILLE ISD | $27,830.00 | $4,005,118,459.00 | 0 | 0.00% |
| CITY OF GREY FOREST | $63,881.00 | $4,005,118,459.00 | 0 | 0.00% |
| HARLANDALE ISD | $30,649,855.00 | $4,005,118,459.00 | 38 | 0.77% |
| CITY OF HELOTES | $4,823,311.00 | $4,005,118,459.00 | 6 | 0.12% |
| CITY OF HILL COUNTRY VILLAGE | $662,385.00 | $4,005,118,459.00 | 1 | 0.02% |
| TOWN OF HOLLYWOOD PARK | $3,481,288.00 | $4,005,118,459.00 | 4 | 0.09% |
| JUDSON ISD | $147,229,534.00 | $4,005,118,459.00 | 184 | 3.68% |
| CITY OF KIRBY | $3,268,327.00 | $4,005,118,459.00 | 4 | 0.08% |
| CITY OF LEON VALLEY | $6,206,190.00 | $4,005,118,459.00 | 8 | 0.15% |
| CITY OF LIVE OAK | $7,535,592.00 | $4,005,118,459.00 | 9 | 0.19% |
| CITY OF LYTLE | $5,533.00 | $4,005,118,459.00 | 0 | 0.00% |
| MEDINA VALLEY ISD | $30,991,304.00 | $4,005,118,459.00 | 39 | 0.77% |
| NORTH EAST ISD | $492,382,546.00 | $4,005,118,459.00 | 615 | **12.29%** |
| NORTHSIDE ISD IN BEXAR COUNTY | $742,072,266.00 | $4,005,118,459.00 | 926 | **18.53%** |
| CITY OF OLMOS PARK | $3,964,571.00 | $4,005,118,459.00 | 5 | 0.10% |
| CITY OF SAN ANTONIO | $808,814,725.00 | $4,005,118,459.00 | 1010 | **20.19%** |
| SAN ANTONIO ISD | $316,455,361.00 | $4,005,118,459.00 | 395 | **7.90%** |
| CITY OF SANDY OAKS | $568,543.00 | $4,005,118,459.00 | 1 | 0.01% |
| CITY OF SCHERTZ | $3,295,460.00 | $4,005,118,459.00 | 4 | 0.08% |
| SCHERTZ-CIBOLO ISD | $14,263,764.00 | $4,005,118,459.00 | 18 | 0.36% |
| CITY OF SELMA | $2,081,231.00 | $4,005,118,459.00 | 3 | 0.05% |
| CITY OF SHAVANO PARK | $4,835,316.00 | $4,005,118,459.00 | 6 | 0.12% |
| CITY OF SOMERSET | $999,660.00 | $4,005,118,459.00 | 1 | 0.02% |
| SOMERSET ISD IN BEXAR COUNTY | $6,155,122.00 | $4,005,118,459.00 | 8 | 0.15% |
| SOUTH SAN ISD | $30,061,876.00 | $4,005,118,459.00 | 38 | 0.75% |
| SOUTHSIDE ISD | $25,992,088.00 | $4,005,118,459.00 | 32 | 0.65% |
| SOUTHWEST ISD | $75,448,918.00 | $4,005,118,459.00 | 94 | 1.88% |
| CITY OF ST HEDWIG | $1,207,166.00 | $4,005,118,459.00 | 2 | 0.03% |
| CITY OF TERRELL HILLS | $6,948,578.00 | $4,005,118,459.00 | 9 | 0.17% |
| CITY OF UNIVERSAL CITY | $10,420,187.00 | $4,005,118,459.00 | 13 | 0.26% |
| CITY OF WINDCREST | $3,815,823.00 | $4,005,118,459.00 | 5 | 0.10% |
| **TOTAL** | $4,005,118,459.00 | | 5000 | 100% |

Texas Property Tax Code Sec. 6.03

"The voting entitlement of a taxing unit that is entitled to vote for directors is determined by dividing the total dollar amount of property taxes imposed in the district by the taxing unit for the preceding tax year by the sum of the total dollar amount of property taxes imposed in the district for that year by each taxing unit that is entitled to vote, by multiplying the quotient by 1,000, and rounding the product to the nearest whole number. That number is multiplied by the number of directorships to be filled. A taxing unit participating in two or more districts is entitled to vote in each district in which it participates, but only the taxes imposed in a district are used to calculate voting entitlement in that district."

***A recent amendment to Section 6.03, Texas Tax Code states *"A taxing unit with at least 5% of the total votes in the election for Bexar Appraisal District Board of Directors must determine its vote by resolution adopted at the first or second open meeting of the governing body that is held after the date the chief appraiser delivers the ballot to the presiding officer of the governing body."***

**Agenda No. 29.**

**CITY COUNCIL MEMORANDUM**

| | |
|---|---|
| **City Council Meeting:** | **September 03, 2024** |
| **Department:** | **City Secretary** |
| **Subject:** | **Comal County Appraisal Board of Directors Nomination Process-2025 (Mayor/S.Edmondson)** |

**BACKGROUND**

Information about the Comal County Appraisal Board of Directors Nomination process for 2025.

**Attachments**

Comal County Appraisal District Nomination Process

**COMAL APPRAISAL DISTRICT**
900 S. SEGUIN AVENUE
NEW BRAUNFELS, TX 78130

Jeffrey J. Booker
CHIEF APPRAISER

August 9, 2024

Mayor Ralph Gutierrez
City of Schertz
1400 Schertz Parkway
Schertz, TX 78154

REF: Board of Directors Election

It is time to begin the Comal Appraisal District (CAD) Board of Directors election process for the **2025 and the 2025-2027 terms**. Each voting entity may nominate candidates for each position by resolution as stated in the tax code quoted below:

Section 6.03(g) of the Texas Property Tax Code states *"Each taxing unit other than a conservation and reclamation district that is entitled to vote may nominate by resolution adopted by its governing body one candidate for each position to be filled on the board of directors. The presiding officer of the governing body of the unit shall submit the names of the unit's nominees to the chief appraiser before October 15."*

Due to the passing of Senate Bill 2 in 2023, section 5.13(d) states that the current appointed members of the Board of Directors term will end December 31, 2024. To facilitate the transition to four-year staggered terms, the CAD will hold an election this fall for five directors appointed by the entities where two members will serve a one-year term and three members will serve a three-year term.

When selecting your nominee, please note the eligibility requirements below and indicate the length of term that s/he is willing to serve.

To be eligible to serve on the Board of Directors, an individual must be:

- A resident of Comal County and must have resided in the county for at least two years immediately preceding the date the individual takes office.

An individual is <u>not</u> eligible to serve on the Board of Directors if s/he:

- Is an employee of a taxing unit that participates in the district unless the individual is also a member of the governing body or an elected official of a participating taxing unit.
- Has a substantial interest in or is party to a contract with the appraisal district.
- Has a substantial interest in or is a party to a contract with a taxing unit that participates in the appraisal district and the contract relates to the performance of an activity governed by the Texas Property Tax Code.
- Is related within the second degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to an individual who is engaged in the business of appraising property for compensation for use in proceedings under the Texas Property Tax Code or of representing owners for compensation in proceedings in the appraisal district.

**COMAL APPRAISAL DISTRICT**
900 S. SEGUIN AVENUE
NEW BRAUNFELS, TX 78130

Jeffrey J. Booker
CHIEF APPRAISER

- Has served as a member of the board of directors for all or part of five terms, unless the individual was the county assessor-collector at the time the individual served as a board member or has been an employee of the appraisal district at any time during the preceding three years, according to Tax Code Section 6.035(a-1).
- Owns property in which taxes are delinquent for more than 60 days unless there is a written installment agreement for payment of taxes and any penalty and interest or a suit to collect the delinquent taxes has been abated or deferred.

For your convenience we have attached a list of the current Board of Directors and whether or not the member is willing to serve again. **Please submit the names of your nominees to this office (including term length) no later than October 15, 2024 so they may be placed on the official ballot.**

Sincerely,

Jeffrey J. Booker, RPA
Chief Appraiser

# COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVENUE
NEW BRAUNFELS, TX 78130

**JEFFREY J. BOOKER, RPA**
CHIEF APPRAISER

## COMAL APPRAISAL DISTRICT
## BOARD OF DIRECTORS

## 2025 TERM
## and
## 2025-2027 TERM

| POSITION | MEMBER | NOMINATING ENTITY 2024 YEAR | WILLING TO SERVE 1-YEAR 2025 | 3-YEARS 2025-2027 |
|---|---|---|---|---|
| Chairman | John Tyler | Comal ISD<br>Comal County | Yes | No |
| Vice Chairman | Eric Couch | City of New Braunfels | Yes | Yes |
| Secretary | Bob Slupik | Comal ISD | Yes | Yes |
| Member | Douglas Miller II | Comal ISD | Yes | Yes |
| Member | James Long | Comal ISD | Yes | Maybe |