



**SCHERTZ HISTORICAL PRESERVATION COMMITTEE
1400 SCHERTZ PARKWAY, BUILDING 1
BOB ANDREWS CONFERENCE ROOM
SCHERTZ, TEXAS 78154**

**AGENDA
WEDNESDAY, JULY 24, 2024 AT 6:00 PM**

Call to Order

Introduction of Guests

Discussion and/or Action Items

1. **Minutes** - Consideration and/or action regarding the minutes of the regular meeting of the May 22, 2024 meeting.

Attachments

May 2024 SHPC Draft Minutes

2. **SHPC Membership Update**

3. **Review of Financial Statements - through June 30, 2024.**

Attachments

May 2024 Financial Report

June 2024 Financial Report

4. **Update on Status of the July 26, 2024 Trivia Event**

5. **Update on Storage Unit**

- 6. **Discussion of Scavenger Hunt**
- 7. **Update on Photo Book Reprinting**

Requests and Announcements

Adjournment/Next Meeting Date

- Wednesday, August 21, 6:00 PM, Bob Andrews Conference Room

CERTIFICATION

I, BRIAN JAMES, DEPUTY CITY MANAGER, 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 19th DAY OF JULY, 2024 AT 4:00 PM at 1400 SCHERTZ PARKWAY, BUILDING #4 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.

Name Here

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.

MEMORANDUM

Schertz Historical Preservation Committee Meeting: 07/24/2024
Department: Executive Team
Subject: Minutes - Consideration and/or action regarding the minutes of the regular meeting of the May 22, 2024 meeting.

BACKGROUND

Attached are the draft minutes of the May 22, 2024 meeting.

RECOMMENDATION

Approval of the draft minutes.

Attachments

May 2024 SHPC Draft Minutes

SCHERTZ HISTORICAL PRESERVATION COMMITTEE
WEDNESDAY, MAY 22, 2024
6:00 PM
MEETING MINUTES

Committee Members in Attendance:

Maggie Titterington Christopher Hormel Lauren Dalton
Roz Wise Becki Babcock

Committee Members Absent:

Tricia Whitman Sophie Rodriguez

City Representatives in Attendance:

Brian James

Guests:

No Guests

CALL TO ORDER

Meeting called to order at **6:00 PM** by Chairperson Maggie Titterington.

INTRODUCTION OF GUESTS

- N/A

DISCUSSION AND/OR ACTION ITEMS

1. Minutes – Consideration and/or action regarding the approval of the minutes of the regular meeting of May 22, 2024.
 - Roz Wise asked about whether her absence from the last meeting was excused. Maggie explained that Roz sent notice in advance, and thus it is an excused absence. It was discussed that the practice for noting excused absences would be to list them in the minutes, as per the above.
 - Chris Hormel motioned and Lauren Dalton seconded to approve the minutes as written. *Motion passed unanimously.*
2. Review of Financial Statement
 - It was noted that there was only a slight difference (the encumbrance for the storage), but the total was unchanged. It was pointed out that there would be no car show going forward but that no change would be made this fiscal year. It was discussed that we would be going out for bid for storage facilities in July, but the move might be delayed until it was not so hot. Brian indicated that City staff could help, including providing a trailer or truck.

- Roz Wise motioned and Chris Hormel seconded to accept the financial statement. *Motion passed unanimously.*

3. SHPC Membership Updates

- Consideration of the membership application of Kathleen Samsey.
 - Maggie noted that she and Chris Hormel interviewed her, and she was fantastic. She just retired from the Army so is travelling and wrapping up things, so cannot start until October, but she would try to attend the June meeting. This would bring the membership total to 8.
 - Chris Hormel motioned and Lauren Dalton seconded to accept Kathleen Samsey's application for membership. *Motion passed unanimously.*

Updates

- Scavenger Hunt
 - Becki Babcock mentioned she was working on getting addresses for the locations. Whataburger would provide gift cards and a gift basket for trivia as well as money and a gift basket for the scavenger hunt, and that they were still going to do this even though ownership was changing. Maggie mentioned we would have t-shirts. Becki mentioned that A'nis Aesthetics MedSpa was going to provide gift cards as well. It was discussed that those would be for the scavenger hunt. One of the Whataburger Gift baskets would be the top prize for the trivia and gift cards (\$15-\$25) as smaller prizes. The other items would be for the scavenger hunt. It was discussed that gift cards for local businesses were preferred over cash prizes.
 - It was noted that we had 10 spots for the scavenger hunt as the decision was to stay near Main Street, except Crescent Bend at the end. Maggie offered to help with addresses to go with the map. Discussion occurred as to how much detail would be on the map – as participants are to use clues to find it. Becki will send the draft out to the members to test it out.
- Trivia Night – Lauren Dalton
 - Marc and the History Club worked on the questions and did a great job – coming up with six categories – Road and Rails, Pioneers, Landmarks, Military History, Mayors and Modern Schertz. The idea is to have a seventh category – Fun Facts. So seven rounds with ten questions each. Some categories they fleshed out very fully, others are a bit light. The idea was for a few of the Committee members would flesh out the rest using the Schertz History Book and review all of the questions and answers for accuracy. It was decided to use Quizzizz and Marc's speaker system. The goal is to finalize the questions in early June. Discussion occurred on the t-shirt wording and some suggestions the students had. Lauren also offered some ideas, one being "You're Cut Off" with an explanation on the back.
 - Brian James mentioned he had the HOA contact list for when the Committee needed it to advertise the Scavenger Hunt.

- New Business
 - Brian mentioned he had found the digital version of the book. It was discussed that we still needed an entirely new photo for the book. Maggie will send the different photo she found. It was noted that the Committee could ask on Facebook for photos.

It was noted that Angie Fain arrived at approximately 6:35 (she had gotten the time wrong).

- Chris Hormel and Lauren Dalton seconded to adjourn the meeting. *Motion passed unanimously.* Meeting adjourned at 6:45 PM by Maggie Titterington, Chairperson.

DRAFT

MEMORANDUM

**Schertz Historical Preservation
Committee Meeting:**

07/24/2024

Department:

Executive Team

Subject:

**Review of Financial Statements - through June
30, 2024.**

BACKGROUND

The May and June Financial Reports are being provided.

RECOMMENDATION

Accept the Financial Reports.

Attachments

May 2024 Financial Report

June 2024 Financial Report

Schertz Historic Preservation Committee

Financial Report as of May 31, 2024

FY 2023-24

Revenue	May 2024	Total
Sale of Merchandise	\$0.00	\$170.00
Misc/Car Show	\$93.47	\$93.47
Total	\$0.00	\$263.47

	May 2024	Total
Budget		\$11,750.00
Expenditures	\$170.00	\$2,173.88
Encumbered-Storage Fees		\$510.00
Remaining		\$9,066.12

Cash in Bank as of May 31, 2024: \$27,333.30

Revenues include a correction from an error in April 2023. The Historical Committee was accidentally shorted \$93.47 and these funds were returned.

Expenditures include June storage fees.



Schertz Historic Preservation Committee

Financial Report as of June 30, 2024

FY 2023-24

Revenue	June 2024	Total
Sale of Merchandise	\$0.00	\$170.00
Misc/Car Show	\$0.00	\$93.47
Total	\$0.00	\$263.47

	June 2024	Total
Budget		\$11,750.00
Expenditures	\$170.00	\$2,343.88
Encumbered-Storage Fees		\$340.00
Remaining		\$9,066.12

Cash in Bank as of June 3, 2024: \$27,163.30

Expenditures include July storage fees.

