



**CITY COUNCIL WORKSHOP AGENDA**  
**January 7, 2025**  
**5:00 P.M.**

**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, JANUARY 7, 2025 at 5:00 p.m.**

**Call to Order**

**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.*

**Discussion and Action Items**

1. Workshop on the National League of Cities Membership (A.Heyward)
2. Workshop to discuss Christmas Decorations for Entry Sign and City Hall Lights (R. Gutierrez/P. Macaluso)

## Adjournment

### CERTIFICATION

I, SHEILA EDMONDSON, CITY SECRETARY OF THE CITY OF SCHERTZ, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS PREPARED AND POSTED ON THE OFFICIAL BULLETIN BOARDS ON THIS 2ND DAY OF JANUARY 2025 AT 11:30A.M., WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.

SHEILA EDMONDSON

**I CERTIFY THAT THE ATTACHED NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE CITY COUNCIL WAS REMOVED BY ME FROM THE OFFICIAL BULLETIN BOARD ON \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.**

**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.

**CITY COUNCIL MEMORANDUM**

**City Council Meeting: January 07, 2025**

**Department: City Secretary**

**Subject: Workshop on the National League of Cities Membership (A.Heyward)**

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**BACKGROUND**

National League of Cities website: <https://www.nlc.org>

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**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** January 07, 2025  
**Department:** Executive Team  
**Subject:** Workshop to discuss Christmas Decorations for Entry Sign and City Hall Lights (R. Gutierrez/P. Macaluso)

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**BACKGROUND**

City Council will discuss and give direction to staff regarding decorations for the City of Schertz entry sign located at the southwest corner of I-35 and Schertz Pkwy. There will also be a discussion about the City Hall lighting, Christmas Tree, and Menorah.

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**Attachments**

Christmas Decorations and Lighting Emails

Entrance Sign Emails

Entrance Sign Emails-2

**From:** [Steve Williams](#)  
**To:** [Zinnia Reed](#)  
**Cc:** [Sarah Gonzalez](#)  
**Subject:** FW: Issue with Lights at the Municipal Complex  
**Date:** Thursday, December 26, 2024 3:22:51 PM

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Zii,

Please add this to the list under the Mayor and assigned to Sarah. Thanks.

## **Steve Williams, ICMA-CM, MPA, CGFO**

City Manager  
1400 Schertz Parkway  
Schertz, Tx 78154  
Office: 210.619.1000  
Mobile: 210.906.3128  
[Schertz.com](http://Schertz.com)

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**From:** Sarah Gonzalez <SGonzalez@schertz.com>  
**Sent:** Thursday, December 26, 2024 2:53 PM  
**Cc:** Steve Williams <steve.williams@schertz.com>; Brian James <bjames@schertz.com>; Dawniecia Hardin <dhardin@schertz.com>; Cassandra Paddock <cpaddock@schertz.com>; Lauren M. Shrum <LShrum@schertz.com>; Jared Montney <JMontney@schertz.com>  
**Subject:** Issue with Lights at the Municipal Complex

Mayor/Council (Bcc),

I wanted to provide an update on the lighting at the complex, as we have continued to experience issues with it not staying lit consistently.

Parks and Internal Services staff went out first thing this morning to take a look and evaluate. Building 1 needed a breaker flipped, which our electrician did so and got the lights working. The contractor that installed the lights has said that rain/water shouldn't effect the LED's, but we are thinking that if it senses water, the GFI's will trip. Cassie had the contractor come out to thoroughly inspect each connection to ensure everything is secure and nothing is exposed that could be causing the GFI's to trip. I just received an update from her that they have finished doing so. They wrapped all the outlets, which will hopefully prevent this issue with the water we think may be the cause.

On a different note, we did receive a comment about the Menorah. There was a replacement part we were waiting on that was not delivered until today. Good news is that it came in and the crew is putting the finishing touches on it right now, so it will be back up and working today. Each morning, a Parks member comes in and "lights" it daily. Cassie said that there were 2 candles "lit", but it looks like they all show a slight glow, but 2 are much brighter than the others.

I apologize about the glitchy-ness we have experienced this year and appreciate everyone's patience as we work through this. Hopefully now, all is good.

Hope everyone had a great Christmas!

**Sarah Gonzalez**

Assistant City Manager

City of Schertz

1400 Schertz Parkway, Bldg 2

Schertz, TX 78154

Office: (210) 619-1015

Mobile: (210) 612-2057

Schertz.com

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**From:** [Steve Williams](#)  
**To:** [Zinnia Reed](#)  
**Subject:** FW: Xmas lights/welcome entrance  
**Date:** Wednesday, December 18, 2024 9:10:43 AM

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Zii,

Please add this to the list. Thanks.

**Steve Williams, ICMA-CM, MPA, CGFO**

City Manager  
1400 Schertz Parkway  
Schertz, Tx 78154  
Office: 210.619.1000  
Mobile: 210.906.3128  
[Schertz.com](http://Schertz.com)

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**From:** Steve Williams  
**Sent:** Wednesday, December 18, 2024 9:10 AM  
**To:** Sarah Gonzalez <[SGonzalez@schertz.com](mailto:SGonzalez@schertz.com)>; Lauren M. Shrum <[LShrum@schertz.com](mailto:LShrum@schertz.com)>  
**Subject:** FW: Xmas lights/welcome entrance

Sarah/Lauren,

Will you please look into this and provide a response. Thanks. Steve

**Steve Williams, ICMA-CM, MPA, CGFO**

City Manager  
1400 Schertz Parkway  
Schertz, Tx 78154  
Office: 210.619.1000  
Mobile: 210.906.3128  
[Schertz.com](http://Schertz.com)

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**From:** Ralph Gutierrez <[RalphGutierrez@schertz.com](mailto:RalphGutierrez@schertz.com)>  
**Sent:** Wednesday, December 18, 2024 8:41 AM  
**To:** Steve Williams <[steve.williams@schertz.com](mailto:steve.williams@schertz.com)>  
**Subject:** Xmas lights/welcome entrance

Just some quick feedback and reminder regarding Xmas effort.

Several nights the Xmas lights have not been lit over Council chambers. Who is in charge to flip the switch?

Additionally, the feedback of the Welcome entrance on IH35/Schertz Parkway have been less than positive.

Could we make entrance more festive to reflect holiday spirit, in addition to trimming back the overgrowth, as well as ensuring all Xmas lights are lit.

Thanks

Sent from my Verizon, Samsung Galaxy smartphone  
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**From:** [Steve Williams](#)  
**To:** [Zinnia Reed](#)  
**Cc:** [Sarah Gonzalez](#); [Brian James](#)  
**Subject:** FW: Xmas lights/welcome entrance  
**Date:** Friday, December 20, 2024 10:38:32 AM

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Zii,  
Please put this on the Council list.

## **Steve Williams, ICMA-CM, MPA, CGFO**

City Manager  
1400 Schertz Parkway  
Schertz, Tx 78154  
Office: 210.619.1000  
Mobile: 210.906.3128  
[Schertz.com](http://Schertz.com)

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**From:** Steve Williams  
**Sent:** Friday, December 20, 2024 10:38 AM  
**To:** Ralph Gutierrez <[RalphGutierrez@schertz.com](mailto:RalphGutierrez@schertz.com)>; Paul Macaluso <[paulmacaluso@schertz.com](mailto:paulmacaluso@schertz.com)>  
**Subject:** RE: Xmas lights/welcome entrance

I will put this on the January 7<sup>th</sup> agenda as a Workshop item to get Council direction/ideas for next year. Based on the outcome (i.e., if what's desired includes a significant cost), we can include an expanded program request in the budget.

## **Steve Williams, ICMA-CM, MPA, CGFO**

City Manager  
1400 Schertz Parkway  
Schertz, Tx 78154  
Office: 210.619.1000  
Mobile: 210.906.3128  
[Schertz.com](http://Schertz.com)

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**From:** Ralph Gutierrez <[RalphGutierrez@schertz.com](mailto:RalphGutierrez@schertz.com)>  
**Sent:** Friday, December 20, 2024 10:31 AM  
**To:** Paul Macaluso <[paulmacaluso@schertz.com](mailto:paulmacaluso@schertz.com)>; Steve Williams <[steve.williams@schertz.com](mailto:steve.williams@schertz.com)>  
**Subject:** Re: Xmas lights/welcome entrance

Paul,

Appreciate your acknowledgment, placing poinsettias doesn't fix the problem. Schertz is not known for cutting corners, let's do this right. First impressions matter, we only get one opportunity to make a lasting and positive impact.

Ralph Gutierrez

Mayor, City of Schertz

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**From:** Paul Macaluso <[paulmacaluso@schertz.com](mailto:paulmacaluso@schertz.com)>

**Sent:** Thursday, December 19, 2024 11:37:02 AM

**To:** Ralph Gutierrez <[RalphGutierrez@schertz.com](mailto:RalphGutierrez@schertz.com)>; Steve Williams <[steve.williams@schertz.com](mailto:steve.williams@schertz.com)>

**Subject:** Fw: Xmas lights/welcome entrance

In my humble opinion, this entrance could really use a make over. It's small and very bland. It's an important entrance to the city and should show a bit more pride.

**Paul Macaluso**

City Councilman Place 3

1400 Schertz Parkway

Schertz, TX 78154

Mobile: (210) 419-4972

[Schertz.com](http://Schertz.com)

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*\*Use the following to link the City social media pages:*

- <https://www.facebook.com/CityofSchertz>, <https://www.instagram.com/cityofschertz/>, <https://www.youtube.com/user/CityofSchertz>.

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**From:** Sarah Gonzalez <[SGonzalez@schertz.com](mailto:SGonzalez@schertz.com)>

**Sent:** Wednesday, December 18, 2024 3:05:28 PM

**Cc:** Steve Williams <[steve.williams@schertz.com](mailto:steve.williams@schertz.com)>; Lauren M. Shrum <[LShrum@schertz.com](mailto:LShrum@schertz.com)>; Jared Montney <[JMontney@schertz.com](mailto:JMontney@schertz.com)>; Brian James <[bjames@schertz.com](mailto:bjames@schertz.com)>

**Subject:** Re: Xmas lights/welcome entrance

Good Afternoon (Mayor/Council Bcc),

Thank you for bring this to our attention. Parks staff has gone and cleaned up the welcome area and added some poinsettias and net lights to the bushes. Additionally, they have added this to their holiday to-do list so we can ensure it gets done when they are working on holiday preparation items.

With regards to the building lights on the Council Chambers, Jared is working with the contractor who put the lights up to see why they aren't working correctly. They have checked the lights and fixed some tripped breakers. For whatever reason, whenever it rains we seem to have issues. They will continue to troubleshoot to keep everything on track.

Thank you!

**Sarah Gonzalez**

Assistant City Manager

City of Schertz

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**From:** Ralph Gutierrez <[RalphGutierrez@schertz.com](mailto:RalphGutierrez@schertz.com)>

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