

DRAFT

MINUTES REGULAR MEETING August 19, 2025

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on August 19, 2025, at 6:00 p.m. in the Hal Baldwin Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas. The following members present to-wit:

Present: Mayor Ralph Gutierrez; Mayor Pro Tem Tim Brown; Councilmember Mark Davis; Councilmember Michelle Watson; Councilmember Paul Macaluso; Councilmember Ben Guerrero; Councilmember Robert Westbrook; Councilmember Allison Heyward

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

Call to Order

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

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

Councilmember Westbrook provided the opening prayer and led the Pledges of Allegiance to the Flags of the United States and State of Texas.

Proclamations

National Emergency Management Awareness Month - August 2025
(Councilmember Westbrook)

Councilmember Westbrook presented the National Emergency Management Awareness Month proclamation to Mr. Brandon High, Schertz Emergency Management Coordinator.

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 provided no announcements or recognitions.
- Announcements and recognitions by the Mayor (R.Gutierrez)

Mayor Gutierrez provided no announcements or recognitions.

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 Tim Brown recognized the following residents:

- **Dee Santa Cruz**, provided information supporting GRAYSA's oversight of the Schertz Soccer Complex.
- **Robert Sheridan**, 1024 Keanna Pl, provided information supporting GRAYSA's oversight of the Schertz Soccer Complex.
- **Henry Fahnert**, spoke on behalf of the Schertz Police Association, supporting a moderate tax increase to allow ECI increases for city staff noting the benefits provided by competitive pay rates.
- **Richard Kunz**, 2960 Red Tip, encouraged Council to consider a tax rate increase and supported ECI increases for city staff.
- **Robert Fishback**, 140 Dew Fall Trail, Cibolo, provided background information related to his previous employment at the Senior Center under the YMCA, and asked to be considered for appointment to Director when the city resumes control of the center.
- **Bob Jameson**, 4504 Brush Creek, provided Council with issues he is enduring due to the development occurring behind his home, which he stated has been reported to city staff and told nothing can be done.
- **Karen Jameson**, 4504 Brush Creek, explained the impact the development behind her home is having on her daily life - noise, dust, house shaking, etc.

Presentations

Workshop on the Schertz Historical Preservation Committee's Heritage Neighborhood street sign project (S.Williams/B.James/M.Titterington)

Mayor Gutierrez recognized Ms. Maggie Titterington, Chair of the Schertz Historical Preservation Committee, who presented renderings of a new style street sign with a topper denoting historic neighborhood. Council expressed appreciation, and thanks for the efforts employed by the Committee. The council's consensus was that the

appearance of the new signs is aligned with the vision of the Main Street Project.

Ms. Titterington also presented longtime SHPC member Rosalyn "Roz" Wise with a certificate for her dedication and hard work since 2017.

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** – Approval of the minutes from the City Council/Staff Budget Meeting on August 1, 2025, and City Council Regular Meeting on August 5, 2025 (S.Edmondson/S.Courney)
2. **Resolution 25-R-085** - Authorizing Amendment Number 1 to the EMS Interlocal Agreements with multiple governmental entities for the provision of Emergency Medical Services (S.Williams/J.Mabbitt)
3. **Resolution 25-R-109** - Authorizing a Lease Agreement with Guadalupe County for Lease Use of County Facility (S.Williams/J.Lowery)
4. **Resolution 25-R-104** – Authorizing a Task Order with Unintech Consulting Engineers, Inc. for Preliminary Engineering Services related to the Pickrell Park and FM 1518 Drainage Improvements (B.James/K.Woodlee/E.Schulze)
5. **Resolution 25-R-105** – Authorizing a Task Order with Unintech Consulting Engineers, Inc. for Professional Engineering Design Services related to the Wendy Swan Memorial Park Drainage Improvements (B.James/K.Woodlee/E.Schulze)
6. **Resolution 25-R-107** – Authorizing a Task Order with Unintech Consulting Engineers, Inc. for Professional Engineering Design Services related to the IH 35 Ground Storage Tank and Pump Station Project (B.James/K.Woodlee/E.Schulze)
7. **Resolution 25-R-103** – Authorizing a Wastewater Easement Agreement for the easement along Parcel 5 of the IH 35NEX Sewer Relocation Project (B.James/K.Woodlee/E.Schulze)
8. **Resolution 25-R-108** – Authorizing a Task Order with Unintech Consulting Engineers, Inc. for Professional Engineering Design Services related to the FM 3009 18 inch Transmission Line Replacement Project (B.James/K.Woodlee/E.Schulze)

Mayor Gutierrez asked if any items needed to be removed for separate action.

No items were removed.

Mayor Gutierrez asked for a motion to approve Consent Agenda Items #1 - 8.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Mayor Pro Tem Tim Brown, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Paul Macaluso, Councilmember Ben Guerrero, Councilmember Robert Westbrook, Councilmember Allison Heyward

Passed

Public Hearings

9. **Resolution 25-R-112-** Conduct a public hearing and consider a resolution accepting a petition for voluntary annexation of approximately 4.7 acres, Bexar County Property Identification Numbers 310108 and 1061511, Bexar County, Texas (B.James/L.Wood/D.Marquez)

Mayor Gutierrez recognized Planning Manager Emily Delgado who introduced Resolution 25-R-112 to accept a petition for voluntary annexation.

Mayor Gutierrez stated this item is on the agenda as a public hearing.

Public Hearing opened at 6:45 p.m.
No public came forward to speak.
Public Hearing closed at 6:45 p.m.

Mayor Gutierrez opened the floor to Council for discussion.
No discussion occurred.

Mayor Gutierrez asked for a motion to approve Resolution 25-R-112.

Moved by Mayor Pro Tem Tim Brown, seconded by Councilmember Allison Heyward

AYE: Mayor Pro Tem Tim Brown, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Paul Macaluso, Councilmember Ben Guerrero, Councilmember Robert Westbrook, Councilmember Allison Heyward

Passed

Discussion and Action Items

10. **Resolution 25-R-077 -** Authorizing an Agreement for the Rumpf Property for drainage ROW and easement acquisition and reimbursement and to acquire drainage ROW easements from SCUCISD (S.Williams/B.James)

Mayor Gutierrez recognized Deputy City Manager Brian James who introduced

Resolution 25-R-077 authorizing an agreement with the developer for the Rumpf Property for drainage ROW and easement acquisition from SCUCISD. No cost to the city as the developer will reimburse all costs to the city.

Mayor Gutierrez opened the floor to council for discussion.
No discussion occurred.

Mayor Gutierrez asked for a motion to approve Resolution 25-R-077.

Moved by Councilmember Paul Macaluso, seconded by Councilmember Ben Guerrero

AYE: Mayor Pro Tem Tim Brown, Councilmember Mark Davis,
Councilmember Michelle Watson, Councilmember Paul Macaluso,
Councilmember Ben Guerrero, Councilmember Robert Westbrook,
Councilmember Allison Heyward

Passed

11. **Resolution 25-R-100** - Authorizing a lease agreement with the Guadalupe County Children's Advocacy Center (GCCAC) for an approximately 1.1 acre tract at 1049 Live Oak Road (S.Williams/B.James)

Mayor Gutierrez recognized Deputy City Manager Brian James, who introduced Resolution 25-R-100 authorizing a lease agreement with the Guadalupe County Children's Advocacy Center. The lease is for \$10 for up to 50 years, provided GCCAC pulls a building permit by 2030, and a Certificate of Occupancy (CofO) within two years following.

Mayor Gutierrez opened the floor to Council for discussion.
After brief discussion, a motion to approve Resolution 25-R-100 was made.

Moved by Councilmember Ben Guerrero, seconded by Councilmember Michelle Watson

AYE: Mayor Pro Tem Tim Brown, Councilmember Mark Davis,
Councilmember Michelle Watson, Councilmember Paul Macaluso,
Councilmember Ben Guerrero, Councilmember Robert Westbrook,
Councilmember Allison Heyward

Passed

12. **Resolution 25-R-111** - Authorizing the cancellation of the Public Facility License Agreement with the Schertz Youth Soccer Alliance (SYSA) and transitioning to city operations of the Schertz Soccer Complex (S.Gonzalez/L.Shrum)

Mayor Gutierrez recognized Parks and Recreation Director Lauren Shrum who introduced Resolution 25-R-111. Ms. Shrum provided background information related to the Schertz Soccer Complex and the Public Facility License Agreement with the

Schertz Youth Soccer Alliance (SYSA). Ms. Shrum recommended cancellation of the SYSA agreement and moving the Schertz Soccer Complex under City operations due to concerns with the administration and maintenance of the fields. The city has invested \$1.8 million in recent repairs and maintenance. She presented a plan for future operations if moved under the city's purview.

Mayor Gutierrez opened the floor to Council for discussion.

After a lengthy and contentious discussion, whereby councilmembers expressed concerns with the city's management of the program and responsibility under the SYSA agreement, Mayor Gutierrez asked for a motion to approve Resolution 25-R-111 dissolving the alliance and transition to city operations.

Moved by Councilmember Paul Macaluso, seconded by Councilmember Allison Heyward

AYE: Councilmember Paul Macaluso, Councilmember Ben Guerrero,
Councilmember Allison Heyward

NAY: Mayor Pro Tem Tim Brown, Councilmember Mark Davis,
Councilmember Michelle Watson, Councilmember Robert Westbrook

Failed

- 13. Ordinance 25-M-034** - Amend the City of Schertz Code of Ordinances and certain other ordinances by amending and establishing fees for certain licenses, permits, and other services (S.Gonzalez/J.Walters)

Mayor Gutierrez recognized Finance Director James Walters, who introduced Ordinance 25-M-034 amending and establishing fees for certain licenses, permits, and other services. He provided a listing of the proposed amendments and explained the justification. He then introduced Mr. Dan Jackson, Willdan Financial Services, who provided a presentation on the Water/Wastewater Drainage 5-year rate plan. He highlighted proposed increases, outlining the impact of the amendments on city operations.

Mayor Gutierrez asked questions regarding storm water management programs and projects, specifically Cibolo Creek, and the sharing of costs with neighboring communities, which were addressed by Public Works Director Larry Busch.

After brief Council discussion regarding the impact of the fee at \$8 and the increase over time to \$15, including the effect on the CIP, debt service, maintenance, etc., Mayor Gutierrez asked for a motion to approve Ordinance 25-M-034.

Moved by Councilmember Mark Davis, seconded by Councilmember Michelle Watson

AYE: Mayor Pro Tem Tim Brown, Councilmember Mark Davis,
Councilmember Michelle Watson, Councilmember Paul Macaluso,
Councilmember Ben Guerrero, Councilmember Robert Westbrook,
Councilmember Allison Heyward

Passed

Public Hearing

14. **Mayor Gutierrez called for a short recess at 8:29 p.m.**
Mayor Gutierrez reconvened open session at 8:46 p.m.

Ordinance 25-T-032 - Conduct a Public Hearing and Adopt a budget for the FY 2025-26 Annual Budget (S.Williams/S.Gonzalez/J.Walters)

Mayor Gutierrez recognized Finance Director James Walters, who introduced Ordinance 25-T-032 to adopt the FY 2025-26 Annual Budget, beginning October 1, 2025, and ending September 30, 2026. He highlighted each fund and showed the supplemental requests submitted by staff. City Manager Steve Williams provided four budget options related to the tax rate, ECI, merit increases, and streets/sidewalks funds.

Mayor Gutierrez stated this item is on the agenda as a public hearing.

Public Hearing opened at 8:57 p.m.

The following residents came forward to speak:

- **Sarah Dunlap**, speaking on behalf of Homestead Residential Master Association, located at 5853 Homestead Parkway. Currently, there are no crosswalks, and she is advocating for one at the amenity center as presented in the Traffic Safety package.
- **Todd Vician**, 8926 Green Grant, advocated for a no-new revenue tax rate, stating that property appraisals and tax increases are hurting renters as well homeowners.

Public Hearing closed at 9:01 p.m.

Mayor Gutierrez polled Council to get an idea on what tax rate each was proposing.
2 Councilmembers and Mayor supported no-new revenue rate of 50.64
2 Councilmembers supported 51.18
4 Councilmembers supported 51.90

Mayor Gutierrez stated that a vote of 5-2 is needed to pass the tax rate. He then opened the floor to Council for discussion.

After much discussion, Councilmembers came to a consensus to adopt a 51.18 tax rate with 1% COLA and one-time streets/sidewalk funds.

Mayor Gutierrez asked for a motion to approve Ordinance 25-T-032.

A motion to adopt ordinance 25-T-032 with a 1% COLA and one-time streets and sidewalks funds, was moved by Mayor Pro Tem Tim Brown, seconded by Councilmember Michelle Watson.

AYE: Mayor Pro Tem Tim Brown, Councilmember Michelle Watson,
Councilmember Ben Guerrero, Councilmember Robert Westbrook,
Councilmember Allison Heyward

NAY: Councilmember Mark Davis, Councilmember Paul Macaluso

Passed

Discussion and Action Items

15. Resolution 25-R-110 - Ratifying the property tax increase reflected in the Adopted Budget for FY 2025-26 (S.Gonzalez/J.Walters)

Mayor Gutierrez recognized Finance Director James Walters, who introduced Resolution 25-R-110 to ratify the property tax increase reflected in the Adopted Budget for FY 2025-26. With a \$0.5118 tax rate (1.1% increase), recurring funds of \$317,000 will be allocated as 1% COLA and one-time funds of \$315,000 will be allocated to Traffic Safety Projects and \$100,000 will be allocated to Sidewalk Repair and Installation.

Mayor Gutierrez opened the floor to Council for discussion.
No discussion occurred.

Councilmember Allison Heyward moved to approve Resolution 25-R-110 with the updated language: This budget will increase more total property taxes than previous year by \$1,597,093 or 5.8% increase and of that amount, \$1,205,226 is tax to be raised from new property added to the tax roll this year. Seconded by Councilmember Michelle Watson.

AYE: Mayor Pro Tem Tim Brown, Councilmember Michelle Watson,
Councilmember Ben Guerrero, Councilmember Robert Westbrook,
Councilmember Allison Heyward

NAY: Councilmember Mark Davis, Councilmember Paul Macaluso

Passed

Public Hearings

Ordinance 25-T-033 – 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 (S.Gonzalez/J.Walters)

Mayor Gutierrez recognized Finance Director James Walters, who introduced Ordinance 25-T-033. Mr. Walters stated that they discovered the notice on the website was not sufficient to meet state standards, so Council would not be able to adopt the tax rate at this meeting. Staff would republish the notice and adopt the rate at the next City Council meeting, September 2, 2025. Public hearing could still be held. He then explained the changes in tax revenue and foregone taxes.

Mayor Gutierrez stated this item is on the agenda as a public hearing.

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

Mayor Gutierrez opened the floor to Council for discussion.
No discussion occurred.

Mayor Gutierrez stated a second public hearing would be held at the City Council Meeting on September 2, 2025.

Workshop

17. Discuss which land use regulations the Council desires to adopt and enforce via an ordinance given their authority to regulate land uses in the area in the manner recommended by the most recent joint land use study depending on the outcome of the November 5, 2025 Special Election (Mayor/S.Edmondson)

Mayor Gutierrez recognized City Secretary Sheila Edmondson who opened discussion on the land use regulations Council desires to adopt and enforce via ordinance following the November 5, 2025, Special Election. She stated there would be two public hearings regarding the special election. The first is to be held at the City Council Meeting on September 2, 2025, and the second one at the City Council Meeting on September 16, 2025. Notice of Special Election will be published in the San Antonio Express News on October 15, 2025. She then introduced Deputy City Manager Brian James, who explained the two options (full annexation or land use controls) being brought forward to voters. The options are based on the Joint Land Use Study (JLUS) done in July 2015. If voters opt for the land use regulations, Council will have to adopt an ordinance creating those regulations based on the JLUS.

Mayor Gutierrez recessed to closed session at 9:57 p.m.

Closed Session

18. The City Council will meet in Closed Session in accordance with Section 551.071 of the Texas Government Code to receive legal advice from its attorney regarding the impact of recent legislative changes to legal requirements associated with land use matters.

Mayor Gutierrez stated discussion with the city attorney regarding the impact of recent legislative changes to legal requirements associated with land use matters began at 10:05 p.m. and ended at 10:17 p.m.

19. 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.

Mayor Gutierrez stated that discussion regarding the annual evaluation of the City Manager, Mr. Steve Williams began at 10:20 p.m. and ended at 11:28 p.m.

Reconvene into Regular Session

Mayor Gutierrez reconvened Regular Session at 11:29 p.m.

20. Take any action based on discussion held in Closed Session under Agenda Item # 18.

No action was taken on Agenda Item #18.

21. Take any action based on discussion held in Closed Session under Agenda Item # 19.

Mayor Gutierrez stated there were three actions taken under Agenda Item #19.

Mayor Gutierrez asked for a motion to accept the new severance package.

Moved by Councilmember Michelle Watson, seconded by Councilmember Robert Westbrook.

AYE: Mayor Pro Tem Tim Brown, Councilmember Mark Davis,
Councilmember Michelle Watson, Councilmember Paul Macaluso,
Councilmember Ben Guerrero, Councilmember Robert Westbrook,
Councilmember Allison Heyward.

Passed

Mayor Gutierrez asked for motion to approve the new three-year contract for the city manager.

Moved by Councilmember Michelle Watson, seconded by Mayor Pro Tem Tim Brown.

AYE: Mayor Pro Tem Tim Brown, Councilmember Mark Davis,

Councilmember Michelle Watson, Councilmember Paul Macaluso,
Councilmember Ben Guerrero, Councilmember Robert Westbrook,
Councilmember Allison Heyward.

Passed

Mayor Gutierrez asked for motion to approve the 1% COLA increase for the city manager's compensation.

Moved by Councilmember Michelle Watson, seconded by Mayor Pro Tem Tim Brown.

AYE: Mayor Pro Tem Tim Brown, Councilmember Mark Davis,
Councilmember Michelle Watson, Councilmember Paul Macaluso,
Councilmember Ben Guerrero, Councilmember Robert Westbrook,
Councilmember Allison Heyward.

Passed

All motions have an August 19, 2025, effective date.

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 for staff were made.
- Requests by Mayor and Councilmembers that items or presentations be placed on a future City Council agenda
No requests for items or presentations to be placed on a future City Council agenda.
- City and Community Events attended and to be attended (Council)
Councilmember Mark Davis attended the Schertz Housing Authority meeting.
Councilmember Ben Guerrero attended the VFW breakfast.
Councilmember Robert Westbrook attended an opening for an orthopedic practice for The Chamber, and the Northeast Partnership Luncheon.
Councilmember Allison Heyward attended the Main Street Committee meeting, the Northeast Partnership Luncheon, The Chamber Luncheon.

Adjournment

Mayor Gutierrez adjourned the meeting at 11:32 p.m.

Ralph Gutierrez, Mayor

ATTEST:

Sheila Edmondson, City Secretary

