

MINUTES  
REGULAR MEETING  
October 14, 2025

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on October 14, 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 Natalie Thamm; 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 Davis)**

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

**Special Announcement**

Mayor Gutierrez announced that information regarding the Special election, Annexation vs. Land-use Regulation, was not on the agenda for this meeting. He referred residents to the website for any information.

**Proclamations**

**Hill Country Night Sky Month-October 2025 (Councilmember Heyward)**

Councilmember Allison Heyward presented the Hill Country Night Sky Month - October 2025 proclamation to Ms. Susan Fisher, Comal County Friends of the Night Sky.

**Planning Month-October 2025 (Councilmember Macaluso)**

Councilmember Paul Macaluso presented the Planning Month - October 2025 proclamation to Planning Manager Emily Delgado, Sr. Planner Daisy Marquez, and Planner Will Willingham.

**National Manufacturing Month-October 2025 (Councilmember Guerrero)**  
Councilmember Ben Guerrero presented the National Manufacturing Month - October 2025 proclamation to the Schertz Economic Development Corporation team, Executive Director Scott Wayman, Deputy Director Amy Madison, Business Engagement Manager Ashley Ritchey, and Administrative Assistant Kari Baker.

**Honoring Dean Weirtz-Dedication to Preserving History of Schertz (Mayor Pro Tem Brown)**  
Mayor Pro Tem Tim Brown presented a proclamation posthumously honoring Dean Weirtz for his years of service and dedication to preserving the history of Schertz to Mr. Weirtz's daughter, Ms. Shannon Schulz.

### **Employee Introductions**

Mayor Gutierrez recognized City Department Heads who introduced the following new staff:

- EDC-Kari Baker-Administrative Assistant
- Fire: Colby Cooke-Firefighter; Carson Draehn-Firefighter; Joaquin Garcia-Firefighter; Josiah Rodriguez-Firefighter
- Library: Ashley Phipps-Library Assistant
- Public Affairs: Victoria Garza-Communications Coordinator; Krystal Haynes-Director of Public Affairs
- Police: Ariana Lamothe-Public Safety Communications Officer

### **City Events and Announcements**

- Announcements of upcoming City Events (B.James/S.Gonzalez)  
Assistant City Manager Sarah Gonzalez provided the announcement of upcoming city events.
- Announcements and recognitions by the City Manager (S.Williams)  
City Manager Steve Williams congratulated Daisy Marquez on her promotion to Senior Planner.
- Announcements and recognitions by the Mayor (R.Gutierrez)  
Mayor Gutierrez also congratulated Ms. Marquez on her promotion.

### **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:

**Armando Cruz**, 6070 Covers Cove, who stated his frustration with the developer submitting and withdrawing applications for the Golf Course property. Mr. Cruz indicated these actions cause a lot of residents unnecessary stress.

**John Carbon**, 3541 Woodland Farms, stated he is a candidate for City Council Place 2 in the upcoming election and provided some background information for residents.

**Miguel Vazquez**, 9320 Benson Way, provided an update on the Schertz-Cibolo Cemetery improvements and upcoming events to include a celebration on Saturday which will include the dedication as an historic landmark. This will give the cemetery the historic landmark designation from the city, county, and state.

**Ralph Rodriguez**, 729 Mesa Verde, stated he is a candidate for Mayor in the November 4, 2025, election. Mr. Rodriguez promised residents transparency and communication.

**Ed Paquette**, 9858 Mulhouse, informed council of an ongoing issue in his subdivision with power outages for the past several months. He has contacted CPS on multiple occasions to no avail. Mr. Paquette stated that the city is responsible for ensuring infrastructure is in place before development occurs.

**Barbara Palomo**, 700 Maple Drive, addressed issues with the Schertz Parkway Trail. She stated that the trail is not being maintained and provided details to Council.

**Walt Aldridge**, 9852 Mulhouse, stated he resides in Rhine Valley and has experienced multiple power outages. Each time he has to reset all of his breakers. He has suffered financial loss because of the outages and asks Council to intervene with CPS on behalf of the residents.

### **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 Workshop Meeting on September 16, 2025, the City Council Meeting on September 16, 2025, and the Special Workshop on September 23, 2025 (S.Edmondson/S.Courney)

2. **Appointments, Re-appointments, and Resignations - City of Schertz Boards, Commissions and Committees**

**Appointments:**

EDC: John Faubush III

Parks & Recreation Advisory: Janet Sanchez

3. **Resolution 25-R-121** - Authorizing a Purchase Agreement with Sterling McCall Ford for one new ambulance for Fiscal Year 2026/2027 (S.Williams/J.Mabbitt)
4. **Resolution 25-R-137** - Authorizing an Interlocal Agreement with the City of New Berlin for the provision of Emergency Medical Services (S.Williams/J.Mabbitt)
5. **Resolution 25-R-123** - Authorizing a DEAGG funding application for the Lower Seguin Road Reconstruction Project (B.James/K.Woodlee/J.Nowak)
6. **Resolution 25-R-142** - Authorizing an Advance Funding Agreement with the State of Texas for Rail Highway Safety Program Off-System (B.James/K.Woodlee/E.Schulze)
7. **Resolution 25-R-141** - Authorizing an Interlocal Agreement with Guadalupe County for Library Services (S.Gonzalez/E.Bertoia)
8. **Resolution 25-R-143** – Authorizing a task order agreement with Kimley-Horn and Associates, Inc., for professional engineering-related services for the 2026 SPAM Resurfacing; Savannah Drive Resurfacing; and Crosswalk Improvements Projects (B.James/K.Woodlee/J.Nowak)
9. **Resolution 25-R-144** – Resolution authorizing a Personal Services Agreement with Charmain Sanchez, dba Terreno Services. (B.James/L.Busch/N.Ferris)
10. **Resolution 25-R-133** - Authorizing the City Manager to reject all bids received for the IH 35 NEX Non-Joint Bid Wastewater Project (B.James/K.Woodlee/E.Schulze)
11. **Resolution 25-R-134** - Authorizing a Subdivision Improvement Agreement with the EastGroup Properties, LLC for the BNSF Schertz Business Park property. (S.Williams/B.James)
12. **Resolution 25-R-147** - Authorizing a Schertz Main Street Area Preservation Incentive Program Grant for Schertz-Cibolo Cemetery located at 93 Bubbling Springs Road (S.Williams/B.James)

Mayor Gutierrez asked if any item needed to be removed from Consent for separate action.

Councilmember Westbrook requested Item number 9, Resolution 25-R-144, be

removed for separate action.

Mayor Gutierrez asked for a motion to approve Consent Agenda Items #1–8 and #10–12.

Moved by Councilmember Michelle Watson, 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

Mayor Gutierrez recognized Councilmember Allison Heyward who introduced Mr. John Faubush III, thanking him for coming to the meeting and welcoming him to the Economic Development Corporation Board of Directors.

Mayor Gutierrez recognized Deputy City Manager Brian James who addressed a list of questions provided by Councilmember Westbrook regarding the subject contract of Resolution 25-R-144. Mr. James stated that the subject contract with Ms. Sanchez dba Terreno Services was to renew the current contract that has been in place for ten years. He explained the unique service that Ms. Sanchez provides and the benefits to the City.

After brief discussion, Councilmember Westbrook made the motion to approve Consent Agenda Item #9, 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

- 13. Resolution 25-R-146** - Authorizing the power of eminent domain for the acquisition of permanent and temporary water line easements necessary for the construction and maintenance of a water supply main between Eckhardt and Schwab Roads (B.James/K.Woodlee)

Mayor Gutierrez recognized City Engineer Kathy Woodlee who provided a brief explanation regarding the request to invoke the power of eminent domain for the acquisition of permanent and temporary water line easements necessary for construction and maintenance of a water supply main between Eckhardt and Schwab Roads.

Mayor Gutierrez opened the floor to council for discussion.

No discussion occurred.

Mayor Gutierrez asked for a motion to approve Resolution 25-R-146.

Moved by Mayor Pro Tem Tim Brown, 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

- 14. Resolution 25-R-138**-Nominating candidates for the Guadalupe County Appraisal Board of Directors to be appointed for the 2025 term. (Mayor/S.Edmondson)

Mayor Gutierrez asked Council for candidate nominations for the Guadalupe County Appraisal Board of Directors.

No nominations were received.

No further action was taken.

- 15. Resolution 25-R-139**-Nominating candidates for the Comal County Appraisal Board of Directors to be appointed for the 2026 term. (Mayor/S.Edmondson)

Mayor Gutierrez asked Council for candidate nominations for the Comal County Appraisal Board of Directors.

No nominations were received.

No further action was taken.

## Public Hearings

- 16. Ordinance 25-M-045** - Conduct a public hearing to consider adjusting the Drainage Fee (B.James/J.Walters)

Mayor Gutierrez recognized Finance Director James Walters, who introduced Ordinance 25-M-045. Mr. Walters provided a synopsis of the Drainage Fee study done by Willdan and the need to increase the rate from \$5.20/month/LUE for all customers to \$8.00/month/LUE for all customers with additional increases proposed in future years. Mr. Walters stated that staff recommends adopting only the current year's rate increase and reviewing the need for future years at a later date.

Mayor Gutierrez opened the Public Hearing at 7:20 p.m.

The following resident came forward to speak:

Mr. Bob Jameson, 4504 Brush Creek Drive, asked why the fee needed to be increased

given the current drought. Citizens should not be responsible for the runoff that is created by developers. He asked why they aren't being required to pay for it.

Mayor Gutierrez closed the Public Hearing at 7:22 p.m.

Mayor Gutierrez opened the floor to Council for discussion.

Councilmembers Guerrero and Macaluso questioned the need for such a large increase since the average rate across the state is \$5.15. Mr. Williams stated that some of these costs are absorbed through the general fund by other cities.

Mayor Pro Tem Brown reminded Council and staff that much of Schertz falls within the flood plain, so drainage will continue to be an issue. However, he would like to keep the cost down as much as possible for the residents. Mayor Gutierrez added that all the debris in Schertz from the 4th of July floods was removed within 48 hours. Debris contributes to drainage issues that ultimately can cause flooding.

Councilmember Heyward stated that this increase gets us where we need to be.

Mayor Gutierrez asked for a motion to approve Ordinance 25-M-045.

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

- 17. Ordinance 25-A-039** - Conduct a public hearing and consider a request 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 Senior Planner Daisy Marquez who introduced Ordinance 25-A-039. She reminded Council of the public hearing that was held on August 19, 2025, when the petition to voluntarily annex was proposed. This was the first step in the process. Resolution 25-R-112 was unanimously approved, so this is the second step in the process.

Mayor Gutierrez opened the Public Hearing at 7:35 p.m.

No residents came forward to speak.

Mayor Gutierrez closed the Public Hearing at 7:35 p.m.

Mayor Gutierrez opened the floor to Council for discussion.

No discussion occurred.

Mayor Gutierrez asked for a motion to approve Ordinance 25-A-039.

Moved by Councilmember Michelle Watson, seconded by Councilmember Paul Macaluso

Councilmember Allison Heyward was not on the dais during this action.

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

Passed

- 18. Ordinance 25-S-040** - Conduct a public hearing and consider a request to zone approximately 4.7 acres of land to Public Use District (PUB), known as 8890 E Fm 1518 N, more specifically known as Bexar County Property Identification Numbers 310108 and 1061511, Bexar County, Texas (B.James/L.Wood/D.Marquez)

Mayor Gutierrez recognized Senior Planner Daisy Marquez who introduced Ordinance 25-S-040, a request to zone approximately 4.7 acres of land to Public Use District (PUB). Ms. Marquez provided a map outlining the subject property which was annexed under Ordinance 25-A-039. She explained the allowable uses under the PUB designation. She stated 15 public notices were sent on August 21, 2025, with only one response in favor received to date, and a public hearing notice was placed in the San Antonio Express on September 24, 2025. A sign was placed on the property by the applicant. The Planning and Zoning Commission met on September 3, 2025, and recommended approval with a unanimous vote. Due to the compatibility of the proposed zone designation with the Comprehensive Land Use Plan—Future Land Use Map and existing uses in the immediate area, Staff recommended approval of Ordinance 25-S-040.

Mayor Gutierrez opened the Public Hearing at 7:41 p.m.

No residents came forward to speak.

Mayor Gutierrez closed the Public Hearing at 7:41 p.m.

Mayor Gutierrez opened the floor to Council for discussion.

No discussion occurred.

Mayor Gutierrez asked for a motion to approve Ordinance 25-S-040.

Moved by Councilmember Mark Davis, seconded by Councilmember Paul Macaluso

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

19. **Ordinance 25-S-043** - Conduct a public hearing and consider a request to rezone approximately 24 acres of land from Pre-Development District (PRE) and General Business District (GB) to Apartment / Multi-family Residential District (R-4), known as Guadalupe County Property Identification Numbers 63835, 72500, and 72501, City of Schertz, Guadalupe County, Texas and Comal County Property Identification Number 81292, 121896, and a portion of Comal County Property Identification Number 75381, City of Schertz, Comal County, Texas. (B.James/L.Wood/E.Delgado)

WITHDRAWN BY APPLICANT - Public Hearing will be held / No Action will be taken by City Council

Mayor Gutierrez recognized Planning Manager Emily Delgado who provided background information. She gave a brief description of the proposed zoning designation and stated 75 public notices had been sent on August 16, 2025. As of October 1, 2025, 14 in opposition had been received, 0 in favor, and 0 neutral. A public hearing notice was published in the San Antonio Express on September 24, 2025, for October 1 and October 14, 2025. Therefore, the public hearings are required to be held. Additionally, notification signs placed on the subject property by the applicant will be removed following the public hearing. Applicant's withdrawal of the application occurred on September 26, 2025.

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

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

Mayor Gutierrez reiterated that the application had been withdrawn, so no action would be taken by Council.

20. **Ordinance 25-S-044** - Conduct a public hearing and consider a request to rezone approximately 81 acres of land from Pre-Development District (PRE), General Business District (GB) and Single-Family Residential District (R-6) to Middle Density Residential District (R-5), generally located 1,900 feet south of the intersection of IH 35 and Country Club Blvd, also known as Guadalupe County Property Identification Numbers 63833, 63836, 63838, 34548, 34577, 34755 City of Schertz, Guadalupe County, Texas and Comal County Property Identification Number 377261, and a portion of Comal County Property Identification Number 75381, City of Schertz, Comal County, Texas. (B.James/L.Wood/E.Delgado)

WITHDRAWN BY APPLICANT- Public Hearing will be held / No Action will be taken by City Council

Mayor Gutierrez recognized Planning Manager Emily Delgado who provided background information and a map of the subject property. She gave a brief description of the proposed zoning designation and stated 292 public notices had been

sent on August 16, 2025. As of October 1, 2025, 88 in opposition had been received, 1 in favor, and 0 neutral. A public hearing notice was published in the San Antonio Express on September 24, 2025, for October 1 and October 14, 2025. Therefore, public hearings are required to be held. Additionally, notification signs placed on the subject property by the applicant will be removed following the public hearing. Applicant's withdrawal of the application occurred on September 26, 2025.

Mayor Gutierrez opened the Public Hearing opened at 7:49 p.m.

The following resident came forward to speak:

Jan Baldwin, 3401 Columbia Drive, representing several residents in the neighborhood who would like to see the property remain as green space. They certainly don't want to see anything come in that will increase the impervious surface, adding to the drainage issues.

Mayor Gutierrez closed the Public Hearing at 7:46 p.m.

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

Mayor Gutierrez reiterated that the application had been withdrawn, so no action would be taken by Council.

## **Workshops**

- 21.** Workshop on a potential amendment to the Interlocal Agreement with LCRA for communication towers (S.Williams/B.James)

Mayor Gutierrez recognized Deputy City Manager Brian James, who briefed council on a request to potentially amend an Interlocal agreement with the LCRA for communication towers. Current height restrictions would require LCRA to request either a PDD or a variance through the Board of Adjustments to build a 190' communication tower high. The height is needed to address the The property is owned by LCRA and serves as a utility substation.

Councilmember Davis asked if the height of the tower would interfere with the Randolph Air Force Base flight patterns. Mr. James responded that LCRA would still be required to get a letter of approval from Randolph to ensure there would be no interference with their mission.

Councilmember Macaluso stated he felt it would be suitable for an industrial area given its size. Mr. James responded that ordinarily he would agree, unfortunately, this is the necessary location to provide optimum coverage.

Councilmember Westbrook asked why it was needed. Mr. Eric Anderson, LCRA VP for Telecommunications, responded. It's needed for critical infrastructure communications including Public Safety. The tower is to extend wireless coverage for

the region necessary for grid modernization to enhance communication with CPS assets, LCRA assets, City water/wastewater, SSLGC, etc. Private wireless network that serves critical infrastructure.

Mayor Pro Tem Brown expressed that this is for public utility use even though the company is private.

Councilmember Watson asked if there was anything that could be done regarding the aesthetics. Unfortunately, because of the requirement to build in a lattice style for stability, there isn't.

Councilmembers Guerrero and Heyward agreed that moving forward with an amendment to the ILA would be the best solution.

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

22. Monthly Update - Major Projects in Progress/CIP (B.James/K.Woodlee)
23. Check Report - August 2025 (J.Walters/S.Gonzalez)
24. Quarterly Update-City Council Approved Zoning and Specific Use Permit Ordinances in relation to current development status (B.James/L.Wood/E.Delgado)

### **Requests and Announcements**

- Requests by Mayor and Councilmembers for updates or information from Staff

No requests by the Mayor or Councilmembers 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 by the Mayor or Councilmembers that items or presentations be placed on a future City Council agenda.

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

Councilmember Davis attended the TIRZ meeting.

Councilmember Watson attended National Night Out, the NEP luncheon, and the Tri-County Chamber of Commerce luncheon.

Councilmember Macaluso attended the TIRZ meeting and National Night Out.

Councilmember Guerrero attended National Night Out, Dunkin for Pumpkins, and the ribbon-cutting for the Aviation Apartments.

Councilmember Westbrook attended National Night Out and the ribbon-cutting at JonSan Home Health.

Councilmember Heyward attended ARCIT, Dunkin for Pumpkins, Fire Prevention Poster Judging, ribbon-cutting for Altaf Safri New York Life Partner, ribbon-cutting for JonSan Home Health, and ribbon-cutting for 1518. Ms. Heyward will be representing Texas at the Southern Municipal League in Virginia Beach and unable to attend the October 21, 2025, City Council meeting.

**Adjournment**

Mayor Gutierrez adjourned the meeting at 8:07 p.m.



Ralph Gutierrez, Mayor

ATTEST:



Sheila Edmondson, City Secretary

