MEETING AGENDA
City Council
REGULAR SESSION CITY COUNCIL
October 14, 2025

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, OCTOBER 14, 2025 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

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

Planning Month-October 2025 (Councilmember Macaluso)

National Manufacturing Month-October 2025 (Councilmember Guerrero)

Honoring Dean Weirtz-Dedication to Preserving History of Schertz (Mayor Pro Tem Brown)

Employee Introductions

- 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)
- 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** – 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)

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)

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)

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)

Public Hearings

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

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)

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)

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

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

Workshops

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

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
- 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, 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 THE 7TH DAY OF OCTOBER 2025 AT 5:00 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.

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.

COUNCIL COMMITTEE AND LIAISON ASSIGNMENTS

Mayor Gutierrez Member Audit Committee Investment Advisory Committee Main Street Committee TIRZ II Board Liaison Board of Adjustments Senior Center Advisory Board-Alternate	**Councilmember Davis– Place 1** Member Interview Committee Main Street Committee - Chair TIRZ II Board Liaison Parks & Recreation Advisory Board Schertz Housing Authority Board Transportation Safety Advisory Board
Councilmember Watson – Place 2 Member Audit Committee Liaison Library Advisory Board Senior Center Advisory Board Cibolo Valley Local Government Corporation-Ex-Officio	**Councilmember Macaluso – Place 3** Member Interview Committee Hal Baldwin Scholarship Committee TIRZ II Board Liaison Animal Services Advisory Committee
Councilmember Guerrero – Place 4 Member Hal Baldwin Scholarship Committee Investment Advisory Committee Liaison Schertz Historical Preservation Committee	**Councilmember Westbrook – Place 5** Liaison Schertz-Seguin Local Government Corporation (SSLGC) Planning and Zoning Commission Schertz Historical Preservation Committee Cibolo Valley Local Government Corporation (CVLGC)-Alternate

Councilmember Heyward – Place 6 Member Animal Services Advisory Committee Audit Committee Interview Committee-Chair Investment Advisory Committee Main Street Committee Liaison Building and Standards Commission Economic Development Corporation - Alternate Senior Center Advisory Board	**Councilmember Brown – Place 7** Member Main Street Committee Schertz-Seguin Local Government Corporation (SSLGC) Liaison Economic Development Corporation

Agenda No.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**City Secretary**
Subject:	**Hill Country Night Sky Month-October 2025 (Councilmember Heyward)**

Attachments

Hill Country Night Sky Month 2025

City of Schertz

Proclamation

"Hill Country Night Sky Month"

October 2025

WHEREAS, the aesthetic beauty and wonder of star-filled skies are the heritage of all humankind and locally to the inhabitants of Schertz and are therefore worthy of celebration; and

WHEREAS, the experience of standing beneath a star-filled night sky inspires feelings of wonder and awe, and may encourage interest in science and nature especially among young people; and

WHEREAS, the opportunity to view star-filled skies attracts tourists to our region and therefore economic benefit to Schertz; and

WHEREAS, preserving the rich historic heritage and starry night skies of Schertz is important to its residents; and

WHEREAS, "light pollution," which is wasted light that performs no function or task and artificial light that goes where it is not supposed to go, is created by glare, light trespass, sky glow, and overlighting; and

WHEREAS, light pollution wastes natural resources amounting to at least $3.3 billion per year and contributes to diminished American energy independence; and

WHEREAS, the historical view of the night skies has been eroding in many nearby areas and generations are growing up with limited, if any, view of the wonders of the universe; and

WHEREAS, the influx of people into the Texas Hill Country region and the accompanying light pollution from area lighting fixtures has been steadily on the rise; and

WHEREAS, solving the problem of light pollution involves making better use of outdoor lighting to direct light down to where it is needed instead of upward into the sky, putting outdoor lights on timers and using outdoor lighting only where necessary; and

WHEREAS, Hill Country communities are increasingly dedicated to the preservation of the region's night skies, as evidenced by the frequent educational activities conducted in our region and by the increasing number of places in our region: Order No. 367 Order Amending Order No. 199 For Regulation Of Outdoor Lighting In The Unincorporated Areas of Comal County, Texas Within 3 Miles Of The Camp Bullis Boundary, Guadalupe River State Park Star Parties in partnership with San Antonio Astronomical Association, New Braunfels Astronomy Club Star Parties, Comal County Friends of the Night Sky, Bracken Cave Preserve, and the Comal County Dark Sky Resolution No. 2018-26; and

WHEREAS, this regional effort and the preservation and celebration of our night skies is worthy of a monthlong celebration.

NOW, THEREFORE be it resolved that I, Ralph Gutierrez, Mayor of the City of Schertz, recognizes

October 2025 Hill Country Night Sky Month

and I urge the citizens of this community to enjoy the night sky and to participate in the Schertz, Comal County and Hill County regional events and programs celebrating the night sky and promoting the ways in which communities are working to preserve it. I also encourage citizens to learn about light pollution and why it matters, night sky friendly lighting, and lighting regulations, and to implement practices and lighting improvements that will reduce light pollution, thereby preserving our night skies.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Schertz to be affixed on this the 16th day of September 2025.

_____

Agenda No.

CITY COUNCIL MEMORANDUM

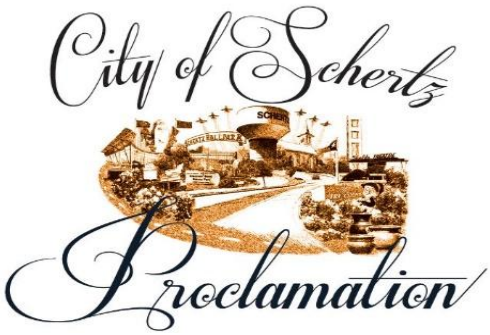
City Council Meeting:	**October 14, 2025**
Department:	**City Secretary**
Subject:	**Planning Month-October 2025 (Councilmember Macaluso)**

BACKGROUND

The City Council held a Regular City Council meeting on _____.

Attachments

Community Planning Month 2025



COMMUNITY PLANNING MONTH-OCTOBER 2025

WHEREAS, change is constant and affects all cities, towns, suburbs, counties, boroughs, townships, rural areas, and other places; and

WHEREAS, planners can help navigate this change with data-driven insights and expertise that provide better choices for how people work and live; and

WHEREAS, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

WHEREAS, the full benefits of planning require public elected and appointed officials who understand, support, and demand excellence in planning and plan implementation; and

WHEREAS, the month of October is designated as National Community Planning Month throughout the United States of America and its territories, and

WHEREAS, the American Planning Association endorses National Community Planning Month as an opportunity to highlight how planning is essential to every community, and how planners are uniquely positioned to identify solutions to communities' most difficult housing, transportation, and land use questions, and

WHEREAS, the celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of appointed planning commission members who have contributed their time and expertise to the improvement of the City of Schertz, Texas: and

WHEREAS, we recognize the many valuable contributions made by the professional community and regional planners of the City of Schertz, Texas and extend our heartfelt thanks for the continued commitment to public service by these professionals.

NOW, THEREFORE, **BE IT RESOLVED THAT** I, Ralph Gutierrez, Mayor of the City of Schertz designate the month of **October 2025 Community Planning Month** in the City of Schertz in conjunction with the celebration of National Community Planning Month.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Schertz to be affixed on this the 14th day of October 2025.

_____

Ralph Gutierrez, Mayor

Agenda No.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**City Secretary**
Subject:	**National Manufacturing Month-October 2025 (Councilmember Guerrero)**

Attachments

National Manufacturing Month-October 2025

City of Schertz

Proclamation

NATIONAL MANUFACTURING MONTH

October 2025

WHEREAS, Manufacturing month is a celebration of modern manufacturing that aims to inspire the next generation of manufacturers and increase awareness of the importance of this industry; and

WHEREAS, the City of Schertz is proud to support a diverse range of over 40 manufacturing businesses that create high-quality jobs, invest in local infrastructure, and contribute significantly to the economic well-being of our community; the manufacturing industry is a vital part of our local, state, and national economy, driving innovation, productivity, and economic prosperity; and

WHEREAS, October 2025 Manufacturing Month provides a dedicated time to recognize the contributions of local manufacturers, showcase career pathways in modern manufacturing, and highlight the importance of workforce development and training initiatives; and

WHEREAS, the Schertz Economic Development Corporation is committed to fostering a business-friendly environment, supporting industrial growth, and promoting partnerships that strengthen the talent pipeline for our region's manufacturing sector; and

WHEREAS, we recognize the continued resilience, innovation, and impact of manufacturers in Schertz, particularly as they adapt to evolving technologies and global challenges.

NOW, THEREFORE, I, Ralph Gutierrez, Mayor of the City of Schertz,
along with the Schertz Economic Development Corporation hereby proclaims

October 2025 as Manufacturing Month

in Schertz to show appreciation and recognition to our local manufacturers
and commend their positive contributions to our community,
and the opportunities they create for the City of Schertz.
Let us honor and support the people and companies that build our products,
our economy, and our future.

IN WHITNESS THEREOF, I have hereunto set my hand and caused the Seal of the City of Schertz to be affixed this 14h day of October 2025.

_____

Ralph Gutierrez, Mayor

Agenda No.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**City Secretary**
Subject:	**Honoring Dean Weirtz-Dedication to Preserving History of Schertz (Mayor Pro Tem Brown)**

Attachments

Honoring Mr. Dean Weirtz

City of Schertz

Proclamation

Honoring Dean Weirtz
Dedication to Preserving History of Schertz

WHEREAS, the City of Schertz recognizes the importance of preserving its rich history, heritage, and cultural identity for present and future generations; and

WHEREAS, Mr. Dean Weirtz has been a dedicated steward of history, devoting countless hours to researching, collecting, and safeguarding artifacts that tell the story of Schertz's past; and

WHEREAS, Mr. Weirtz's efforts in preserving photographs, documents, and historical objects have provided our community with invaluable resources that connect citizens to the legacy of those who came before us; and

WHEREAS, he has worked in close partnership with both city and county leadership to ensure these artifacts and photographs are appropriately displayed, bringing history to life for residents and visitors alike; and

WHEREAS, through his vision and tireless dedication, Mr. Dean Weirtz has strengthened our community's appreciation of its history, inspired future generations to value their roots, and ensured that Schertz's story will be remembered with honor and pride;

NOW, THEREFORE, I, Ralph Gutierrez, Mayor of the City of Schertz, Texas, on behalf of the City Council and our citizens, do hereby recognize and commend

DEAN WEIRTZ

for his outstanding contributions to the preservation and promotion of Schertz's history and heritage.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Schertz to be affixed on this the 14th day of October 2025.

_____

Ralph Gutierrez, Mayor

Agenda No. 1.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**City Secretary**
Subject:	**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)**

Attachments

09-16-2025 Draft Workshop Minutes
Draft Minutes 09-16-2025 Regular Meeting
Draft Minutes 09-23-2025 Special Meeting

D R A F T

MINUTES
SPECIAL WORKSHOP MEETING
September 16, 2025

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on September 16, 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; Councilmember Paul Macaluso; Councilmember Michelle Watson; Councilmember Robert Westbrook; Councilmember Allison Heyward; Mayor Pro Tem Tim Brown
Absent:	Councilmember Mark Davis
Staff present:	City Manager Steve Williams; Deputy City Manager Brian James; City Attorney Daniel Santee; Assistant City Manager Sarah Gonzalez; City Secretary Sheila Edmondson; Deputy City Secretary Sheree Courney

Call to Order

Hearing of Residents

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No one signed up to speak.

Discussion and Action Items

1. **Join the American Flood Coalition** (Councilmember Heyward)

Councilmember Heyward spoke about joining the American Flood Coalition and the membership is free. The American Flood Coalition is a nonprofit organization and funded through philanthropy.
When flooding occurs, the American Flood Coalition reaches out to the area affected and can help find resources for grants. They are looking at ways to teach cities how to mitigate some of the flooding.
Individuals can join as well as sign up as a city for membership. They are working not only in the State of Texas, but nationally as well.

Councilmember Watson agreed with joining. With no cost of membership and additional resources before and after flooding, it is a great idea.
Mayor Pro Tem Brown agreed with Councilmember Watson about signing up as a city.
City Manager Williams will have staff reach out to the American Flood Coalition and sign up.

2. **Join Coalition Against Bigger Truck** (Councilmember Heyward)

Councilmember Heyward presented information about the Coalition Against Bigger Trucks. This organization lobbies the federal government against trucks carrying more than 80,000 lbs. of cargo.
Companies are carrying 90,000 lbs. of weight are transporting with two trailers. Studies show that it is dangerous to have companies carry more than 80,000 lbs. It also costs the cities' money to repair roads that are damaged by larger loads. There is no membership for this Coalition, and they ask that when they go before the federal government, the cities provide letters or resolutions saying they are against bigger trucks on the road.

Councilmember Macaluso states it is unnecessary for the city to join. There are standard weight limits and special permits are needed for larger loads. He knows that there is legislation to increase the weight of trucks hauling cargo, but it does not have alot of support. Councilmember Macaluso explained that the railroad industry supports this coalition. Railroad industries want to keep trucks off the street because it takes freight away from them. Councilmember Macaluso recommends that we pass on this organization.

Mayor Gutierrez added that most of the big trucks are on state roads and very few go into neighborhoods. We have not had too many complaints regarding the bigger trucks on our city streets.
There are regulations on who drives, how long they can drive and weight limitations.

Council will not take action on this topic and will wait until it becomes necessary

in the future.

Adjournment

Mayor Gutierrez adjourned the meeting at 5:16 p.m.

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

D R A F T

MINUTES
REGULAR MEETING
September 16, 2025

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on September 16, 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; Deputy City Manager Brian James; City Attorney Daniel Santee; 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. (Mayor Pro Tem Brown)
Mayor Pro Tem Tim Brown provided the opening prayer and led the Pledges of Allegiance to the Flags of the United States and State of Texas.

Proclamations

National Finance and Accounting Appreciation Week-September 15-21, 2025 (Mayor Pro Tem Brown)
Mayor Pro Tem Tim Brown presented the National Finance and Accounting Appreciation Week — September 15–21, 2025, to Finance Director James Walters and members of the Finance team.

National I.T. Professionals Day-September 16, 2025 (Councilmember Watson)
Councilmember Michelle Watson presented the National I.T. Professionals Day — September 16, 2025, Proclamation to IT Director Jack Bluebird and members of the I.T. team.

Human Resources (H.R.) Professional Day-September 26, 2025 (Councilmember Macaluso)
"HumanifyAI" is the theme 2025
Councilmember Paul Macaluso presented the Human Resources (H.R.) Professional Day — September 26, 2025, Proclamation to HR and Purchasing Director Jessica Kurz and HR Manager Leanne Latham. This year's theme is "HumanifyAI".

Fire Prevention Week October 5-11, 2025 (Councilmember Westbrook)
Councilmember Allison Heyward presented the Fire Prevention Week — October 5–11, 2025, Proclamation to Fire Chief Greg Rodgers and the Fire Department team.

City Events and Announcements

- Announcements of upcoming City Events (B. James/S. Gonzalez)
  Assistant City Manager Sarah Gonzalez provided the announcements of upcoming city events.

- Announcements and recognitions by the City Manager (S. Williams)
  City Manager Steve Williams provided the following announcements:
  - In celebration of National Police Woman Day, September 12, 2025, he recognized and thanked Lt. Kallies, Detective Lafitte, Detective Apgar, Officer Kraft, Officer Almanza, Officer Sterling, and Officer Meyers for their service to the City of Schertz.
  - In recognition of First Responders on September 11, Schertz Funeral Home, John Paul II Catholic High School, Tropical Smoothie, HEB, and members of the community brought treats to the Police and Fire Departments to express their appreciation and support.

- Announcements and recognitions by the Mayor (R. Gutierrez**)**
  Mayor Gutierrez provided the following announcements and recognitions:
  - Congratulations to Deputy City Secretary Sheree Courney on receiving her City Secretary certification.
  - Thanks to Congressman Henry Cuellar for providing funds for new police cruisers and to the Commissioner's Court for allocating two of the cruisers to the City of Schertz.

Hearing of Residents

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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:

D.J. Thomson, thanked the mayor and city council for all they do for the city, the community, and individuals helping create a better city.

Mark and Kathy Penshorn, 8320 Trainer Hale Rd., spoke about extending FM 3009 across FM 78 and the need to ensure the bridge be built at the hundred-year flood elevation. Dr. Penshorn provided historical facts regarding flooding to that area and his concerns if the bridge were not built at an appropriate elevation. He cited examples of recent devastation, high water rescues, and loss of life due to the floods in our area, San Antonio, and Kerrville.

Daniel Jameson, 1000 FM 78, provided an update on the VFW and reminded council of their monthly breakfast fundraiser.

Michele Tereletsky, 705 Marilyn Dr., reminded Council and the City Manager on the importance of transparency, communication, and feedback.

Maggie Titterington, 1730 Schertz Parkway, provided updates on The Chamber activities and legislative updates affecting small businesses. She reminded Council that the "Meet the Candidates" would be held on October 8th at the Schertz Civic Center from 6:00 p.m. - 7:30 p.m.

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 Meeting on September 2, 2025 (S.Edmondson/S.Courney)

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

<u>Appointments</u>
Parks and Recreation Board
Jason Hernandez
Rodricus Harvey

<u>Re-appointments</u>
Economic Development Corporation (EDC)
Eryn McElroy
Reynaldo Chavez

Parks and Recreation Board
Robert Sheridan
Reginna Agee
Elizabeth Wiley
Building and Standards Commission
Glen Outlaw
Andrew Buratowski

3. **Resolution 25-R-120** - Authorizing an Interlocal Agreement for EMS billing services with the City of Alamo Heights (S.Williams/J.Mabbitt)

4. **Resolution 25-R-117** - Authorizing expenditures with Medic Built, Frazer, and Tellus Equipment Solutions for the FY 25/26 Vehicle Replacement Program (B.James/D.Hardin/M.Chappell)

5. **Resolution 25-R-119** - Authorizing an Interlocal Agreement with the Schertz Housing Authority for Cooperative Purchasing Services (S.Gonzalez/J.Kurz/D.Ellenburg)

6. **Resolution 25-R-122** - Authorizing the EMS, Utility Billing, Schertz Magazine, and Library debt revenue adjustments (S.Gonzalez/J.Walters)

7. **Resolution 25-R-126** - Authorizing a Schertz Main Street Area Preservation Incentive Program Grant for 420 Curtiss (S.Williams/B.James)

8. **Resolution 25-R-135** - Authorizing an Interlocal Agreement with Guadalupe County for parking lot striping (S.Williams/B.James)

9. **Resolution 25-R-131** Reappointment of Brian Edgington to Board of Directors Place D-4 of Cibolo Local Government Corporation (Mayor/S.Edmondson)

10. **Resolution 25-R-130** - Appointment of Dan Swart to Cibolo Valley Local Government Corporation (Mayor/S.Edmondson)

Mayor Gutierrez asked if either item needed to be removed for separate action. Councilmember Davis requested Item number 7 be removed for separate action. Mayor Gutierrez asked for a motion to approve Consent Agenda Items #1-6 and #8-10.

Moved by Councilmember Michelle Watson, 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
Passed

Mayor Gutierrez recognized Councilmember Allison Heyward who introduced Mr.

Rodricus Harvey, thanking him for coming to the meeting and welcoming him to the Parks and Recreation Advisory Board.

Mayor Gutierrez recognized Councilmember Mark Davis to address concerns regarding consent agenda item #7. Councilmember Davis stated he had concerns about the way Resolution 25-R-126 was stated on the agenda. He cited previous discussion and action related to the Main Street Preservation Incentive Program Grant and asked for clarification on the carport since it didn't appear to play into the historic nature required for the grant. Mr. James explained that the "carport" was built at the same time and is part of the original structure (house) which meets the historic nature requirement for this grant.

After brief discussion, Councilmember Mark Davis made the motion to approve Consent Agenda Item #7, 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

Discussion and Action Items

11. Ordinance 25-T-038 - Authorizing an amendment to the Fiscal Year 2024-2025 Budget (S.Gonzalez/J.Walters)

Mayor Gutierrez recognized Finance Director James Walters who presented the required amendments to Fiscal Year 2024-2025 Budget necessary to close out the fiscal year.

Mayor Gutierrez opened the floor to council for discussion.
No discussion occurred.
Mayor Gutierrez asked for a motion to approve Ordinance 25-T-038.

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

12. **Resolution 25-R-125** - Amending the Main Street Area Preservation Incentive Program and the Main Street Local Flavor Economic Development Program (S.Williams/B.James)

Mayor Gutierrez recognized Deputy City Manager Brian James who presented Resolution 25-R-125. Mr. James explained the current criteria for the Main Street Area Preservation Incentive Program and the Main Street Local Flavor Economic Development Program and the absence of direction in dealing with landmark properties that don't have structures and multi-family structures for which these amendments are being requested. He brought forth a recommendation from the Schertz Historical Preservation Committee to amend the Preservation grant to include a grant category similar to the Flat Work Grant in the Local Flavor for consideration.

Mayor Gutierrez opened the floor to council for discussion.
No discussion occurred.
Mayor Gutierrez asked for a motion to approve Resolution 25-R-125.

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

13. **Resolution 25-R-127** - Approving a Schertz Main Street Local Flavor Economic Development Grant for 534 Main (S.Williams/B.James)

Mayor Gutierrez recognized Deputy City Manager Brian James who introduced Resolution 25-R-127. Mr. James stated that this grant was for Sue's Stitch and Sew. The building has commercial on the first floor and residential on the second floor, which qualifies it for the Local Flavor grant.

Mayor Gutierrez opened the floor to council for discussion.
No discussion occurred.
Mayor Gutierrez asked for a motion to approve Resolution 25-R-127.

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

14. **Resolution 25-R-129** - Authorizing a contract with the Cibolo Creek Municipal Authority (CCMA) for the expansion of the South Wastewater Treatment Plant (S.Williams/B.James)

Mayor Gutierrez recognized Deputy City Manager Brian James who introduced Resolution 25-R-129 authorizing a contract with the CCMA for the expansion of the South Wastewater Treatment Plant. Mr. James explained the need for the expansion and that the use of the sewer impact fees would help offset some of the cost. The remainder of the cost would require debt issuance.

Mayor Gutierrez opened the floor to council for discussion.
No discussion occurred.
Mayor Gutierrez asked for a motion to approve Resolution 25-R-129.

Moved by Mayor Pro Tem Tim Brown, 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

15. **Resolution 25-R-132 -**Selection of a Candidate for the TML Region 7 Director Election (Mayor/S.Edmondson)

Mayor Gutierrez recognized City Secretary Sheila Edmondson who introduced Resolution 25-R-132 and provided the names of the candidates seeking to serve as TML Region 7 Director.

Mayor Gutierrez stated two options for Council to consider. (1) Council could select a candidate this evening, and he would cast the vote accordingly; or (2) Council could allow the Mayor to cast all 13 votes allocated to the City of Schertz at the Northeast Partnership meeting based on the consensus of the cities represented there. Council consensus was option 2. The Mayor will cast the votes at the Northeast Partnership meeting.

Public Hearings

16. **Resolution 25-R-101** - Conduct a public hearing regarding annexation vs. land use regulation related to Resolution 25-R-101 Special Election for properties within a five-mile boundary of JBSA-Randolph (Mayor/B.James/S.Edmondson)
Following the Public Hearing, there will be a 45-minute Workshop Session for open dialogue between Residents, Council and Staff to address questions or concerns.

Mayor Gutierrez recognized City Secretary Sheila Edmondson, who introduced Resolution 25-R-101 and provided details regarding election processes to include the options put forth for voter consideration and a map outlining the subject properties. Following her presentation, Ms. Edmondson ceded the floor to Deputy City Manager Brian James, who provided details related to annexation vs. land use regulation. Mr. James stated that land use regulation would be based on the 2015 Joint Land Use Study adopted by Council in 2015, which is available on the website, and he encouraged all affected residents to review it.

Mayor Gutierrez opened the public hearing at 7:12 p.m.
The following residents spoke:

- Jared Duke, 9028 Weir Road
- Steve Slate, 8600 Quailwood Run
- Rod Ellison, 12762 Woman Hollering Road

Mayor Gutierrez closed the public hearing at 7:21 p.m.

Mayor Gutierrez opened the Workshop session at 7:22 p.m.
Several residents came forward with questions and concerns that were addressed by Council and Deputy City Manager Brian James.
Mayor Gutierrez closed the Workshop session at 8:07 p.m.

No further action was taken on agenda item #16.

Mayor Gutierrez recessed to Closed Session at 8:08 p.m.

Closed Session

17. The City Council will meet in closed session under Section 551.087 of the Texas Government Code, Deliberation Regarding Economic Development Negotiations; Closed Meeting. The governmental body is not required to conduct an open meeting (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect.

- Project E-107

Mayor Gutierrez stated that discussion regarding Project E-107 began at 8:20 p.m. and ended at 8:45 p.m.

18. 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.

Mayor Gutierrez stated that discussion regarding the annual evaluation of the City

Secretary, Ms. Sheila Edmondson, began at 8:50 p.m. and ended at 9:33 p.m.

Reconvene into Regular Session

Mayor Gutierrez reconvened Regular Session at 9:53 p.m.

19. Take any action based on discussion held in Closed Session under Agenda Item # 17.

Mayor Gutierrez read Resolution 25-R-124 into the record and asked for a motion to approve.

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

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

Mayor Gutierrez brought forth action to increase the City Secretary's annual compensation to $106,000 effective October 1, 2025, and asked for a motion to approve.

Moved by Councilmember Ben Guerrero, seconded by Councilmember Allison Heyward

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

NAY: Councilmember Mark Davis

Passed

Information available in City Council Packets - NO DISCUSSION TO OCCUR

21. Comal Appraisal District Board of Director Election Information

22. Guadalupe Appraisal District Board of Directors Election Information

Requests and Announcements

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

  No requests were made 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

  Councilmember Macaluso requested a workshop presentation regarding the 4th of July Jubilee events planned for the 250th birthday.

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

  Councilmember Watson attended the ribbon cutting for My Urgent Care and the NEP luncheon.
  Councilmember Macaluso attended the Interview Committee meeting.
  Councilmember Guerrero reminded everyone of the VFW monthly breakfast.
  Councilmember Westbrook attended the Northeast Partnership and Chamber luncheons.
  Councilmember Heyward attended the ribbon cutting for My Urgent Care, Hogwild, and the Interview Committee meeting.

Adjournment
Mayor Gutierrez adjourned the meeting at 9:57 p.m.

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

D R A F T

MINUTES
SPECIAL MEETING
September 23, 2025

A Special Meeting was held by the Schertz City Council of the City of Schertz, Texas, on September 23, 2025, at 6:30 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; Deputy City Manager Brian James; City Attorney Daniel Santee; 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 6:30 p.m.

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.

No residents signed up to be heard.

Discussion and Action Items

1. Discussion on the Schertz Young Leaders Program's application process (Mayor Gutierrez)

Mayor Gutierrez opened the discussion by stating that the Schertz Young Leaders Program is one of the most valuable ways of preparing our next generation of leaders and was not being canceled. The success of this program has been extraordinary. The discussion slated for this meeting was to identify who the program should primarily serve and to ensure it fulfills its primary purpose. This program not only carries our city's name, it reflects our city's values and is designed to give young people the tools and experiences to become tomorrow's leaders. There are a total of 12 seats available for this program. This year there are 24 applications, 9 of which are for students who do not live in Schertz. The question for council is, do we ensure the investment continues to prioritize Schertz students, giving them the opportunity they deserve, or do we open more seats to other communities at their expense? I believe Schertz youth should come first.

After brief discussion, everyone recognized the importance of, and need for, leadership training. Council consensus was not to make any changes to the application and/or selection process for the current year. Changes to the program should be considered prior to opening the application process in future years. Most councilmembers agreed that students residing in Schertz should have priority since the program is funded by Schertz taxpayers.

Councilmember Heyward reminded Council that this program was created as a partnership with SCUCISD, so all students within SCUCISD should have the same consideration. She stated that although the funding comes from Schertz taxpayers, the tax impact to fund the program is only 75 cents per resident.

Councilmember Macaluso clarified that although SCUCISD is a partner, there is not a requirement that students be from an SCUCISD school to participate.

According to Parks and Recreation Director Lauren Shrum, who stated she couldn't speak for the school district, but in 2022, when the program was presented, SCUCISD agreed they would provide curricular excused absences and transportation for students in their schools. That is their contribution to the program.

Ms. Shrum stated that historically, the city of Schertz has had an "open to all" mindset for its programs, citing the Senior Center as one example. She added that students from Davenport High School (Comal ISD) can participate, but they have to work with their principal for curricular excused absences and/or transportation.

Ms. Shrum closed her comments with a suggestion of adding percentage points based on Schertz residency to the Rubik for selection of participants to give them an edge.

Mayor Gutierrez closed the discussion by indicating that staff had been given direction by Council on proceeding as scheduled and bringing it back to council.

Adjournment
Mayor Gutierrez adjourned the meeting at 6:56 p.m.

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Agenda No. 3.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Emergency Medical Services**
Subject:	**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)**

BACKGROUND

The EMS Department currently has a fleet of thirteen (13) ambulances, eight (8) of these ambulances are "front-line" or are in-service at any given time, which leaves a reserve fleet of five (5) ambulances. A goal is to have five (5) reserve ambulances to allow our fleet department time to "down" each ambulance for preventative and safety checks. As of September 1, mileage for these ambulances ranges from 16,000 to over 200,000 miles:

Unit #	Year	Mileage
274	2013	229,838
275	2013	229,578
276-B	2024	95,879
277-B	2024	47,015
278-B	2020	90,271
279-B	2022	64,044
280-B	2024	16,682
281	2017	172,842
282	2020	179,747
283	2021	104,819
284	2022	121,912
285	2022	83,101
286	2023	51,746

After coordination with the Fleet Department and inline with our vehicle replacement program, it was decided to purchase this ambulance from Frazer through Sterling McCall Ford (for the chassis). Frazer is a HGACBuy Purchasing Cooperative program participant, and the ambulances are built here in Texas. Like our previous ambulances, this ambulance will be mounted on a Ford chassis.

Due to COVID-19, ambulance manufacturers have lengthened their build times (mainly due to chassis delays) and to have our ambulance built in FY27 we need to have a Purchase Agreement signed to save a chassis for the build. Final purchase will be dependent on final approval

of the FY27 budget.

GOAL

Authorizing the City Manager to sign a Purchase Agreement with Sterling McCall Ford for the intent to purchase one (1) new ambulance for FY27.

COMMUNITY BENEFIT

The items purchased from Frazer are in support of EMS response to the communities served.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approving the attached resolution authorizing the City Manager to sign a Purchase Agreement with Sterling McCall Ford for the purchase of one (1) new ambulance for FY27.

FISCAL IMPACT

This ambulance will be purchased in FY27 contingent on approval of the FY27 budget. The total amount quoted for this ambulance is $333,550.00. Staff will return for approval of the funds once the budget is approved.

RECOMMENDATION

Staff recommends approval of Resolution No. 25-R-121

Attachments

Resolution 25-R-121 with attachments

RESOLUTION 25-R-121

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A PURCHASE AGREEMENT WITH STERLING MCCALL FORD FOR THE PURCHASE OF ONE (1) NEW AMBULANCE FOR FISCAL YEAR 2026/2027.

WHEREAS, the Schertz EMS Department has chosen Sterling McCall Ford and Frazer, a HGACBuy Purchasing Cooperative vendor, for the purchase of one (1) Ford Ambulance; and

WHEREAS, the total cost of one ambulance will be no more than $333,550.00; and

WHEREAS, this purchase will be funded with budgeted operating costs from the FY27 approved budget; and

WHEREAS, HGACBuy Purchasing Cooperative is a national online purchasing cooperative, developed to comply with state laws which require government entities to make purchases through a competitive procurement process; and

WHEREAS, HGACBuy Purchasing Cooperative gives public entities the advantage of leveraging the cooperative's ability to obtain bulk discounts, combined with the ease of online, web-based shopping and ordering; and

WHEREAS, purchases under the cooperative programs meet the requirements under the Texas Local Government Purchasing Code.

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 sign a Purchase Agreement with Sterling McCall Ford attached in Exhibit A for one ambulance**.**

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 APPROVED on the _____ day of _____, 2025.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit A – Purchase Agreement

Purchase Agreement

This PURCHASE AGREEMENT made this 25th day of August, 2025 between ("Vendor")
Sterling McCall Ford located at 6445 Southwest Freeway Houston, TX 77074 and City of Schertz EMS located at 1400 Schertz Pkwy, Bldg 7 Schertz TX 78154 ("Customer"). WHEREAS, Vendor desires to sell and Customer desires to purchase certain products, and/or services more specifically described in Q4403-1 dated 8/25/25 for the total amount of $333,550.00 (hereafter "Products"),

Chassis details

- **Chassis Make: Ford**
- **Chassis Model: F-450**
- **Qty ordered: 1**
- **Quoted chassis price (each): $73,250.00**

NOW THEREFORE, the parties hereto, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, do hereby agree as follows:

1. Vendor agrees to sell and schedule pickup/delivery as described in Q4403-1 dated 8/25/25 and Customer shall purchase from Vendor, the Products for the prices as set forth in detail on Q4403-1 dated 8/25/25

2. The sale of the Products is governed by the terms and conditions set forth on Exhibit A, which is attached hereto and made a part hereof.

3. The Term of this Agreement shall commence on 8/25/25 and expire 1 year from execution date or upon unit completion and acceptance, whichever is later.

4. If the parties have entered into any additional covenants, promises, terms and conditions not otherwise specified herein or in any schedule or Exhibit hereto, said special provisions shall be set forth in Exhibit A. If there shall be any conflict within the provisions of this Agreement, the following order of priority shall apply: this PURCHASE AGREEMENT, Exhibit A, Customer's purchase order, Vendor's invoice.

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

Title Information
Enter Exactly as it needs to appear

Owner		**Lien Holder** *(If Applicable)*	
Name:	_____	Name:	_____
Address:	_____	Address:	_____
	_____		_____
	_____		_____

Purchase Agreement Signature Page

City of Schertz EMS

Sign: _____

Print: _____

Title: _____

Date: _____

Insert Vendor Name (if applicable)

Sign: _____

Print: _____

Title: _____

Date: _____

Frazer, Ltd.

Sign: 

Print: Adam Fischer

Title: Vice President, Sales & Marketing

Date: _____

LIST OF EXHIBITS:
EXHIBIT A: Standard Terms and Conditions
EXHIBIT A

Standard Terms and Conditions

INVOICING AND PAYMENT TERMS: Vendor shall submit one (1) original invoice per payment due. The invoice(s) shall include the items listed in accordance with the quote mentioned in the Sale Agreement with reference to the Customer's Purchase Order Number.

If the Sale Agreement provides for any progress (or advance) payments based on specific milestones or activities, Vendor's invoice shall certify to the accomplishment or performance by Vendor of said milestone or activity, and that Customer has obtained a security interest in such Products to the extent of such payment.

Payment shall be due upon receipt of the invoice and delivery of the unit to the Customer unless previously negotiated.

CANCELLATION POLICY: Cancellation of orders must be submitted in writing to sales@frazerbilt.com at least 180 days before the projected production completion date. Failure to adhere to this timeline may result in the application of a cancellation fee amounting to 25% of the total purchase order price.

NON-APPROPRIATION:
The Customer's obligation to make payment is contingent upon the availability and appropriation of funds by the local county government (or other authorized governmental funding authority). In the event the Customer does not receive sufficient funds, if funds are de-appropriated, or if the Customer does not receive legal authority to expend funds for this agreement, then the Customer shall have no obligation and this agreement shall be deemed terminated without penalty, liability, or further obligation on the part of the Customer, effective immediately upon written notice to Frazer.

CHASSIS PAYMENT CONSIDERATION: Please note that payment for the chassis may have been issued prior to the 180-day cancellation window. Therefore, cancellation requests or refunds pertaining to the chassis will be at the discretion of the respective dealerships.

DELIVERY TERMS: The products listed in the estimate are to be delivered Free On Board (FOB) Destination to Houston,TX. Customer representative(s) will pick up the unit at upfitter location, 7219 Rampart St., Houston, TX 77081 and transport it to their final destination at customer expense unless otherwise specified in the Vendor quote.

TERMINATION FOR CAUSE: Customer may terminate this Sale Agreement and any corresponding Purchase Order, or any part thereof, for cause including, but not limited to the following Vendor actions: (1) any default or breach of any of the terms and conditions of the Sale Agreement, (2) failure to provide Customer, upon request, a reasonable assurance of future performance, or (3) bankruptcy, dissolution, or suspension of payments by judicial decree. If Vendor does not cure such failure within a period of five (5) days or such a longer period as Customer may authorize in writing after the date such notice is sent to Vendor, then termination may proceed.

Vendor may also terminate this Sale Agreement and any corresponding Purchase Order for cause, and Vendor will not be in breach of same, in the event any supplier to Vendor fails to deliver Products and/or component parts in a timely fashion and Vendor cannot make alternate accommodations in order to comply with the Parties' agreed upon completion and delivery dates.

CHANGE ORDERS: Vendor has the right to modify the Purchase Order requirements and conditions as needed and will advise Customer in writing of such requested changes. Vendor shall not proceed with any changes without Customer's written authorization. Any request by Customer to change the terms or conditions of the Purchase Order, including product specifications, options, and price, must be made in advance of the production job order release. Any changes made after the release of the production job order will incur a $350 fee per change order made in a 24 hour period and will be included on a secondary invoice. Vendor reserves the right to refuse changes requested by the Customer.

MARKET VOLATILITY AND FEATURE AVAILABILITY: Frazer strives to maintain transparency and proactive communication with its customers. Due to market volatility, supply chain disruptions, or other unforeseen circumstances, certain options, brand names, materials, or features may become unavailable during the production process. In such instances, Frazer will notify the customer promptly and work collaboratively to identify and implement suitable alternatives that uphold the functionality, quality, and design standards of the product. Frazer appreciates the customer's understanding as it navigates these challenges and remains committed to delivering products that meet or exceed customer expectations.

IMPORT DUTIES AND TARIFF DISCLAIMER:
The pricing provided in this estimate is based on current market conditions as of the date of issuance and does not account for potential import duties, tariffs, or other fees that may be imposed on goods imported from non-U.S. countries. Should such charges come into effect prior to the fulfillment of the order, these additional costs may be reflected in the final pricing. Frazer will provide timely notice of any such changes, including a detailed explanation of the impact, and will work in good faith with the customer to minimize any adverse effects. Frazer values its relationship with the customer and encourages open communication to address any questions or concerns that may arise.

PROPRIETARY INFORMATION, CONFIDENTIALITY AND ADVERTISING: All commercial, financial or technical information in any form that Vendor provides to Customer shall be deemed proprietary and confidential and Customer shall not disclose such information to third parties without Vendor's written consent. Termination of the Sale Agreement shall not relieve the Customer of this confidentiality obligation. Upon Vendor's request**,** Customer shall return all confidential information to Vendor along with any reproductions, in whole or in part. The confidentiality obligation does not apply to information that is in the public domain through no fault of Customer or to information lawfully within Customer's possession prior to the date of the Purchase Order, as evidenced by Customer's written records.

INDEMNIFICATION: To the extent permitted by the laws and constitution of the State of Texas, Customer shall fully release, indemnify, defend and hold harmless Vendor, its co-venturers, its contractors, and their respective affiliates, and Vendor's and their respective directors, officers and employees (including agency personnel) ("Vendor Group") from and against any and all claims arising out of the Customer's purchase, use, sale or incorporation of any Products purchased from Vendor into Customer's products or equipment wherein it is claimed or alleged that Vendor's Products are defective or violate any warranty, standard of care, industry standard or governmental regulation or term or condition of any Purchase Order without regard to any allegation of negligence on the part of the Vendor Group as it pertains to Vendor's Products.

Vendor shall fully release, indemnify, defend and hold harmless Customer, its co-venturers, its contractors, and their respective affiliates, and the Customer's and their respective directors, officers and

employees (including agency personnel) ("Customer Group") from and against any and all claims arising out of the Customer's purchase, use, sale or incorporation of any Products purchased from Vendor into Customer's products or equipment wherein it is claimed or alleged that Vendor's Products are defective or violate any warranty, standard of care, industry standard or governmental regulation or term or condition of any Purchase Order without regard to any allegation of negligence on the part of the Customer Group as it pertains to Vendor's Products.

Customer Initials: _____

LIMITATIONS ON DAMAGES: In the event of any dispute, disagreement or breach alleged by Customer on the part of Vendor, Customer's exclusive and sole remedy shall be repair or replacement, if practical, of the module, or component part, by Vendor. If Vendor is not able to effectuate a repair, replacement, or cure that brings the module, or component part, into compliance with the Parties' agreement, then Vendor shall refund the sale price to Customer. In no event shall Vendor be liable to Customer, or to any third-party acting through Customer, for any additional, consequential or punitive damages, or damages for lost sales, revenue or profits claimed by Customer or any third-party acting through Customer.

FORCE MAJEURE: A force majeure delay shall mean any delay or other unforeseeable causes beyond the reasonable control of the party affected, provided that any such delay is not caused, in whole or in part, by the acts or omissions of the party so delayed and further provided that such party is unable to make up for such delay with reasonable diligence and speed. If any such cause delays Vendor's performance, the delivery date or time for completion may be extended by a period of time reasonably necessary to overcome the effect of such delay; however, Vendor shall take all reasonable measures to mitigate the effects of the force majeure event and to minimize such delay. A party affected by a force majeure event shall notify the other party of such force majeure event within forty-eight (48) hours of its knowledge of such event for the event to be considered a bona fide force majeure event.

TITLE AND RISK OF LOSS: Title to the Products shall transfer to Customer upon receipt of Products by Customer or its agent unless otherwise stated in the Sale Agreement. Notwithstanding the above, risk of loss of the Products shall remain with Vendor until delivered to Customer.

WAIVER: Vendor's failure to exercise or enforce any right in the Purchase Order, or any other right or privilege under law, or Vendor's waiver of any breach by Customer shall not constitute a waiver or modification of any terms, conditions, privileges or rights whether of the same or similar type, unless Vendor gives such waiver in writing.

LIENS: Vendor waives and relinquishes all existing and future liens and claims (statutory or otherwise) for the Products specified in the Purchase Order, and warrants that the Products will be free and clear of all liens, claims or encumbrances of any kind.

INSPECTION, REVIEW AND WITNESSING: Customer and/or the ultimate owner of the Products have the right to inspect and attend testing of the Products at Vendor's premises (or its supplier's or subcontractor's premises) with reasonable advance notice. If any inspection is made on the premises of Vendor or its supplier, Vendor, without additional charge, shall provide all reasonable facilities and assistance for the safety and convenience of the inspectors in the performance of their duties.

APPLICABLE LAW AND VENUE: The Sale Agreement shall be governed and interpreted in accordance with the laws of the State of Texas, without reference to any principle of conflict of laws. Customer and Vendor expressly exclude the application of the Convention on International Sale of Goods to the Sale Agreement. Venue for all judicial, administrative, or regulatory proceedings shall be Guadalupe County, Texas.

OWNERSHIP OF DOCUMENTS: Title to all drawings, specifications, calculations, technical data and other documents that Customer submits in accordance with the Purchase Order shall vest with Vendor. Vendor shall have the right to use such documents for any purpose pertaining to the manufacture, assembly, and delivery of the Products.

Title to all drawings, specifications, calculations, technical data, and other documents that Vendor submits to the Customer shall vest with the Customer. Customer shall have the right to use such documents for any purpose pertaining to the installation, operation, and maintenance of the Products.

INSURANCE: Vendor shall comply with the project insurance requirements for which the Products are being provided. Customer shall provide specific reasonable levels required as soon as such levels are available, which shall not exceed $1,000,000 for any non-statutory category other than excess liability umbrella, which shall not exceed $4,000,000. When requested by Customer, Vendor shall provide certificates of insurance as proof of same.

SURVIVAL: The provisions of the following Paragraphs of these Terms and Conditions shall survive any cancellation or termination of the Purchase Order: (Proprietary Information, Confidentiality and Advertising), (Indemnification), (Liens), and (Applicable Law and Venue).

Agenda No. 4.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Emergency Medical Services**
Subject:	**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)**

BACKGROUND

Schertz Emergency Medical Services provides regional ambulance transportation to the communities of Schertz, Cibolo, Live Oak, Marion, Santa Clara, Selma and Universal City. We also serve the western portion of Guadalupe County, Comal County ESD # 6 (which includes the City of Garden Ridge, Bracken community and the areas along F.M. 3009 to State Highway 46) and JBSA-Randolph AFB.

Schertz EMS is also responsible for the Guadalupe County EMS Contract in which we cover the western portion of Guadalupe County and have Inter-Local Agreements in place with the City of Seguin, Caldwell County ESD#5, San Marcos Hays County EMS and Wilson County ESD#3 to cover the remaining County.

The city of New Berlin approached the city to request EMS coverage to New Berlin. They currently do not have EMS coverage. To keep response times lower, we plan to cover New Berlin along with Wilson County ESD#3 (see attached map).

Total calls for service for New Berlin average 30 calls annually.

GOAL

To approve the attached resolution to enter into an agreement with the city of New Berlin for ambulance services.

COMMUNITY BENEFIT

To continue to provide ambulance services to the cities in Guadalupe County.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval to authorize the City Manager to enter into an agreement with the city of New Berlin for ambulance services.

FISCAL IMPACT

The contract will generate the following annual payments from New Berlin:

Fiscal Year 2026 – $21,285.00
Fiscal Year 2027 – $22,347.00
Fiscal Year 2028 – $23,472.00

Schertz EMS will share EMS responses for this area with Wilson County ESD#3 and will pay them half of the contract amount.

This new service area will also generate about $7,500 annually for ambulance transports for Schertz.

Schertz' net new revenue annually is estimated to be:

Fiscal Year 2026 – $18,142.50
Fiscal Year 2027 – $18,673.50
Fiscal Year 2028 – $19,236.00

Staff believes the additional area and call response can be served by existing personnel, and will not require additional expenditures, making this contract a net benefit for the Schertz EMS.

RECOMMENDATION

Approve the resolution and authorize the City Manager to enter into an agreement with the City of New Berlin for ambulance services.

Attachments

Resolution 25-R-137 with attachments

Map

RESOLUTION 25-R-137

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN INTERLOCAL AGREEMENT WITH THE CITY OF NEW BERLIN FOR THE PROVISION OF EMERGENCY MEDICAL SERVICES

WHEREAS, the City has an emergency medical services department known as Schertz EMS which provides certain emergency medical services within the City and, by interlocal agreement, within other jurisdictions; and

WHEREAS, the City staff of the City of Schertz has recommended that the City enter into Interlocal Agreements with surrounding communities and emergency service districts relating to the provision of emergency medical services within those jurisdictions by the City; and

WHEREAS, the City of Schertz and the City of New Berlin have determined that the provision of certain emergency medical services is a public purpose and within their statutory powers of government; and

WHEREAS, the City Council has determined that it is in the best interest of the City to contract with surrounding communities and emergency service districts pursuant to the Interlocal Agreement attached hereto 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 execute and deliver the Agreement with the City of New Berlin set forth in 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 APPROVED on the _____ day of _____, 2025.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit A - Agreement

EMERGENCY MEDICAL SERVICES INTERLOCAL AGREEMENT

This Emergency Medical Services Interlocal Agreement, effective as of October 1, 2025 (this "Agreement"), is between the City of Schertz, Texas, a political subdivision of the State of Texas (the "City"), and the City of New Berlin, Texas, a political subdivision of the State of Texas (the "Contracting Jurisdiction").

WHEREAS, the City has an emergency medical services department known as Schertz EMS (the "Department") which provides certain emergency medical services within the City and, by interlocal agreement, within other jurisdictions;

WHEREAS, the Contracting Jurisdiction desires to contract with the City for the provision of certain emergency medical services within the Contracting Jurisdiction in order to preserve and protect the health and safety of persons within the Contracting Jurisdiction;

WHEREAS, the City and the Contracting Jurisdiction have determined to enter into this Agreement relating to the provision of certain emergency medical services within the Contracting Jurisdiction and to set out the terms, rights, duties, and responsibilities of the City and the Contracting Jurisdiction with respect thereto;

WHEREAS, the City and the Contracting Jurisdiction have determined that the provision of certain emergency medical services is a public purpose and within their statutory powers of government; and

WHEREAS, the City and the Contracting Jurisdiction are political subdivisions of the State of Texas and are authorized to execute this Agreement pursuant to Texas Government Code Chapter 791.001, as amended;

NOW, THEREFORE, THE CITY AND THE CONTRACTING JURISDICTION, ACTING BY AND THROUGH THEIR DULY AUTHORIZED OFFICERS, HEREBY COVENANT AND AGREE AS FOLLOWS:

Section 1. Purpose. (a) The City agrees that during the term of this Agreement the City shall respond to all calls for emergency medical assistance and emergency medical transport and advanced life support service with mobile intensive care unit capability (the "Emergency Medical Services") within the jurisdiction of the Contracting Jurisdiction (the "Service Area"). The Contracting Jurisdiction understands and agrees that timeliness of response is dependent on the level of demand throughout the Department's response area and that calls are answered on a next- available-ambulance basis.

(b) The Contracting Jurisdiction shall arrange for dispatch of requests for assistance directly to the Department by the Department's radio frequency or via telephone to the Department's primary dispatch agency (City of Schertz Police Department). Such dispatch services shall be initiated on the radio frequency specified and, in a manner, approved by the Department.

(c) The Department shall observe and comply with all applicable federal, state, county, and City laws, rules, ordinances, and regulations which in any manner affect the provision of the services described in this Agreement and shall perform such services in a professional manner in accordance with standard emergency medical services practice.

(d) The City agrees to permit the Contracting Jurisdiction to review the Department's run statistics maintained in the Department's offices. Due to patient privacy considerations, reports containing specific patient information shall not be made available to the Contracting Jurisdiction without the appropriate written consent of the patient or the patient's authorized representative or without a specific court order.

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, 2028, unless either party to this Agreement notifies the other party in writing that it wishes to terminate this Agreement. Such notice shall be provided at least one year prior to the desired end of this Agreement.

Section 3. Consideration. (a) In consideration of the City's provision of the Emergency Medical Services during the Term, the Contracting Jurisdiction agrees to pay the City in four equal installments on the first day of each quarter of the Contracting Jurisdiction's fiscal year as outlined below:

Fiscal Year 2026 – $21,285.00
Fiscal Year 2027 – $22,347.00
Fiscal Year 2028 – $23,472.00

(b) The Contracting Jurisdiction agrees that, in addition to the fee payable by the Contracting Jurisdiction to the City pursuant to Section 3(a), patients shall be billed by the City for all services rendered to them by the Department. The Contracting Jurisdiction agrees to assist the City in developing information to permit the City to collect such charges. In no event shall the City or the Contracting Jurisdiction be responsible for payment of such patient charges.

Section 4. Authorization. This Agreement inures to the benefit of and obligates only the Parties. No term or provision of this Agreement shall benefit or obligate any person or entity not a Party to the Agreement. The Parties shall cooperate fully in opposing any attempt by any third person or entity to claim any benefit, protection, release, or other consideration under this Agreement.

Section 5. Amendments. This Agreement shall bind and benefit the respective Parties and their legal successors, but shall not otherwise be assignable, in whole or in part, by either Party without first obtaining the written consent of the other Party.

Section 6. Governmental Functions; Liability; No Waiver of Immunity or Defenses.

(a) Notwithstanding any provision to the contrary herein, this Agreement is a contract for and with respect to the performance of governmental functions by governmental entities.

(b) The services provided for herein are governmental functions, and the City and the Contracting Entity shall be engaged in the conduct of a governmental function while providing and/or performing any service pursuant to this Agreement.

(c) The relationship of the Contracting Entity and the City shall, with respect to that part of any service or function undertaken as a result of or pursuant to this Agreement, be that of independent contractors.

(d) Nothing contained herein shall be deemed or construed by the Parties, or by any third party, as creating the relationship of principal and agent, partners, joint ventures, or any other similar such relationship between the Parties.

(e) Each Party reserves and does not waive any defense available to it at law or in equity as to any claim or cause of action whatsoever that may arise or result from or in connection with this Agreement. This Agreement shall not be interpreted nor construed to give to any third party the right to any claim or cause of action, and neither the City nor the Contracting Entity shall be held legally liable for any claim or cause of action arising pursuant to or in connection with this Agreement except as specifically provided herein or by law.

(f) Neither Party waives or relinquishes any immunity or defense on behalf of itself, its Commissioners, Councilmembers, officers, employees, and agents as a result of the execution of this Agreement and the performance of the covenants and agreements contained herein.

Section 7. Notices.
All correspondence and communications concerning this Agreement shall be directed to:

SCHERTZ: City of Schertz

1400 Schertz Parkway, Building #1

Schertz, Texas 78154

Attention: City Manager

NEW BERLIN: City of New Berlin

275 FM 2538

New Berlin, TX 78155

Attention: Mayor

Notices required hereunder shall be hand-delivered, sent by prepaid certified mail, return receipt requested, or electronically.

Section 8. **Severability**. If any provision of this Agreement shall be deemed void or invalid, such provision shall be severed from the remainder of this Agreement, which shall remain in force and effect to the extent that it does not destroy the benefit of the bargain.

Section 9. **Entire Agreement**. This Agreement is the entire agreement between the City and the Contracting Entity as to the subject matter hereof and supersedes any prior understanding or written or oral agreement relative to the subject matter hereof. This Agreement may be amended only by written instrument duly approved and executed by both Parties in accordance with the formalities of this Agreement.

Section 10. **Governing Law; Venue.** All Parties agree that this Agreement shall be construed under the laws of the State of Texas, and obligations under the Agreement shall be performed in the city limits of the City of New Berlin, in Guadalupe, Bexar, and Comal Counties of Texas. In the event that any legal proceeding is brought to enforce this Agreement or any provision hereof, the same shall be brought in the State Courts of Guadalupe County, Texas. The Parties agree to submit to the jurisdiction of said court.

INTERLOCAL COOPERATION AGREEMENT BETWEEN THE CITY OF SCHERTZ, TEXAS AND THE CITY OF NEW BERLIN, TEXAS

The Parties hereto have executed this Agreement as of the dates set forth below to be effective as of the Effective Date.

CITY OF SCHERTZ, TEXAS

By: _____

Steve Williams, City Manager

SIGNATURE PAGE TO

INTERLOCAL COOPERATION AGREEMENT BETWEEN THE CITY OF SCHERTZ, TEXAS AND THE CITY OF NEW BERLIN, TEXAS

CITY OF NEW BERLIN, TX

By: _____

Mayor Walt Williams

New Berlin EMS Response Proposal

EMS Responsibility

- Schertz
- Wilson County
- Calls

Guadalupe County

Bexar County

Wilson County

0 0.25 0.5 1 1.5 Miles

N

New Berlin EMS Response Proposal

Guadalupe County

Bexar County

Wilson County

EMS Responsibility

- Schertz
- Wilson County
- Calls

0 0.25 0.5 1 1.5 Miles

N

Agenda No. 5.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Engineering**
Subject:	**Resolution 25-R-123 - Authorizing a DEAGG funding application for the Lower Seguin Road Reconstruction Project (B.James/K.Woodlee/J.Nowak)**

BACKGROUND

Previously, Council authorized applying for a Defense Community Infrastructure Program (DCIP) grant to help fund construction of the Lower Seguin Road project. In late August, the City was notified that the DCIP grant application was unsuccessful. Since that notification, Staff and our consultant have been investigating other potential funding sources that could be used to help fund the project construction. Additionally, some Randolph military personnel reached out to us concerning the Defense Economic Adjustment Assistance Grant (DEAAG) program.

The DEAAG project provides for a smaller level of funding than the DCIP program. However, DEAAG funding can be used in conjunction with (to compliment) DCIP funding. By securing DEAAG funding for the project, we could reduce the amount requested from DCIP funding next year, which could increase the chances of securing DCIP funding.

DEAAG funding also allows for applying for funding over multiple years for the same project. This would allow for funding to be applied for certain elements of a project in one year, and other elements in another year. Staff and our consultant have identified key elements for the project, such as the undergrounding of overhead utilities in the "safety zone"; intersection improvements (including signalization) at the south gate; and drainage improvements to reduce ponding potential as being ideally suited for this funding source. In order to increase the chances of approval for this funding source, Staff is recommending that we apply for approximately $2 million for this year and another $2 million next year to fund these key elements.

Staff is recommending that Council authorize applying for DEAAG funding for the Lower Seguin Road project. With Council approval, a DEAAG funding application will be submitted this month for the Lower Seguin Road project. Staff will bring forward a similar request next year to apply for some additional DEAAG funding.

GOAL

The goal of Resolution 25-R-123 is Council authorization for the City Manager to sign and submit the DEAAG funding application for the Lower Seguin Road Reconstruction project.

COMMUNITY BENEFIT

The Lower Seguin Road Reconstruction project will widen the street to the secondary arterial roadway sections shown in the City's Master Thoroughfare Plan; provide a traffic signal and other improvements at the Randolph South Gate entrance; improve drainage; and provide a stronger pavement section capable of supporting the vehicle loading on the street. These improvements will provide a smoother driving surface and allow traffic to move more efficiently on Lower Seguin Road. The signalization and other improvements at the Randolph South Gate will provide improved access to the base and help support Randolph's mission. Securing DEAAG funding will significantly reduce the out-of-pocket costs of the project to the City and allow the improvements to be completed more quickly. The project directly supports the Strategic Goal of Infrastructure Investment and the objective of development and maintenance of transportation infrastructure.

SUMMARY OF RECOMMENDED ACTION

Staff recommends Council authorization for the City Manager to sign and submit the DEAAG funding application for the Lower Seguin Road Reconstruction project.

FISCAL IMPACT

The current estimated construction cost for the project is approximately $22,000,000. There isn't a specific local match identified for the DEAAG funding program. The DEAAG funding is intended to provide funding to "close a funding gap" for construction of a project. The maximum amount for this funding source is $5 million.

The Lower Seguin Road project is included in the Capital Improvement Plan (CIP). When the project was created in the CIP, it was assumed that there would need to be a local match for construction, that the City would need to fund the project design and environmental clearance, and need to fund right-of-way and easement acquisition. As a result, the City allocated Bond sale proceeds to fund the preliminary design and environmental clearance tasks and began work on the project. Subsequently, the City allocated additional Bond sale proceeds to the project to fund the final design, right-of-way and easement acquisition, and for a portion of the estimated construction costs. Currently the City has a total of $15,985,000 of funding available for the project.

Of that total, $985,000 was allocated for the preliminary design and environmental clearance and $2,700,000 was allocated for the final project design. This leaves $12,300,000 of funding available for the project. This available funding would be used for right-of-way and easement acquisition; construction cost overruns; and the "local match" for the DEAAG funding. Additionally, based on the earlier project estimate when creating the CIP, an additional portion of Bond sale proceeds in the FY 25-26 is planned to be allocated to this project. This additional amount is $3,200,000.

If the additional Bond amount is not needed for the project, those proceeds could be spent on other street projects. Any other excess City funding would be allocated to other, future street projects in the CIP.

RECOMMENDATION

Approve Resolution 25-R-123.

Attachments

Resolution 25-R-123 with attachments

RESOLUTION 25-R-123

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE CITY MANAGER SUBMIT A DEFENSE ECONOMIC ADJUSTMENT ASSISTANCE GRANT PROGRAM FUNDING APPLICATION FOR THE LOWER SEGUIN ROAD RECONSTRUCTION PROJECT, AND OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, City Staff identified the Defense Economic Adjustment Assistance Grant (DEAAG) as a potential funding source for construction of the Lower Seguin Road Reconstruction Project; and

WHEREAS, the City Council of the City of Schertz wishes to pursue securing DEAAG funding for the Lower Seguin Road Reconstruction Project; and

WHEREAS, the City Council of the City of Schertz previously approved and fully funded two Task Order agreements with Halff Associates, Inc. for the design, environmental clearance, and right-of-way acquisition for the Lower Seguin Road Reconstruction Project; and

WHEREAS, the City Council of the City of Schertz previously authorized the sale of Certificates of Obligations to provide funding for the Lower Seguin Road Reconstruction Project and the funding is currently available to fund project design, right-of-way acquisition, project construction, and any future cost increases; and

WHEREAS, the City Council of the City of Schertz wishes to proceed with construction of the Lower Seguin Road Reconstruction Project as soon as possible; and

WHEREAS, the project call for the DEAAG funding is scheduled for October 2025

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 the DEAAG funding application in substantially the same form as attached as Exhibit A and submit the application for consideration in the October 2025 DEAAG project call for the Lower Seguin Road Reconstruction Project**.**

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 APPROVED on the _____ day of _____, 2025.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

EXHIBIT A

DEAAG FUNDING APPLICATION

DRAFT 1

DEFENSE ECONOMIC ADJUSTMENT ASSISTANCE GRANT

OFFICE OF THE GOVERNOR
Texas Military Preparedness Commission

Fall 2025

(Fiscal Year 2026)

For TMPC Use Only
Date Received
Applicant
Project

Program Overview

The program is administered by the Texas Military Preparedness Commission (Commission) within the Office of the Governor. The Defense Economic Assistance Adjustment Grant (DEAAG) is codified in Texas Government Code Chapter 436 and in Subchapter B of Title 1, Chapter 4 of the Texas Administrative Code.

Eligible local governmental entities may be awarded a grant if the commission determines that the entity may be adversely or positively affected by an anticipated, planned, announced, or implemented action of the United States Department of Defense (DoD) to close, reduce, increase, or otherwise realign defense worker jobs or facilities.

To review Texas Government Code 436, visit
https://statutes.capitol.texas.gov/Docs/GV/htm/GV.436.htm.

To review the Texas Administrative Code, visit
https://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=5&ti=1&pt=1&ch=4&sch=B&rl=Y

All grant funds must be expended within two years of the award date. This grant follows the Texas Grant Management Standards.

A defense community is eligible for a grant from DEAAG if the commission determines that it satisfies one of the eligibility criteria as referenced in above in the Texas Government Code and Texas Administrative Code. The grant funds are administered on a reimbursement basis. Administrative costs will not be allowed for reimbursement. Please contact the Texas Military Preparedness Commission at **tmpc@gov.texas.gov** or (512) 475-1475 should you have any questions.

The grant will be scored on the following criteria: military value, project probability, relation to the National Defense Strategy, dual military/community benefit, resiliency, and efficiency.

Unauthorized changes to this application will render the application and any subsequent grant void.

An endorsement letter from the installation commander is required. Other support letters can be attached to application but are not part of the scoring process.

This application is limited to 50 pages.

Applications are due no later than 5:00 PM CT on Friday, October 17, 2025. Applications received after this time will be ineligible for consideration.

Applications are accepted via email (preferred) at tmpc@gov.texas.gov, in-person, or at the addresses below postmarked by the application deadline:

Mailing Address:
Texas Military Preparedness Commission
Commission Office of the Governor
P.O. Box 12428
Austin, TX 78711

Street Address:
Texas Military Preparedness
Office of the Governor
1100 San Jacinto
Austin, TX 78701

For additional information on DEAAG, please refer to http://www.gov.texas.gov/military/grants.

Applicant Information

Name of Applicant _____

Address _____

_____

Point of Contact _____

Point of Contact Phone _____

Point of Contact Email _____

1. Are all involved entities current on all obligations with the State of Texas?

☐ Yes ☐ No

If no, please explain. Attach additional pages as necessary as Attachment A.

2. Is there a pending claim or litigation against any entity involved with the project?

☐ Yes ☐ No

If yes, please explain. Attach additional pages as necessary as Attachment B.

3. Please provide documentation authorizing entity to participate in program. An example is a public hearing, ordinance, or resolution. Attach as Attachment C.

Project Summary

Project Name: _____

4. Provide a **short** summary of the project to be funded.

5.

Funding Source	Total Dollar Amount	Percentage Share of Project
A. Requested Amount of DEAAG		
B. Federal		
If DEAAG is being used towards matching a federal grant, please note the total amount of the federal grant.		
C. Local Community Funding (Note if funding is in-kind).		
D. Other Sources		
Total Project		

Eligibility

6. An entity is eligible for DEAAG if it satisfies one of the following; please select which qualification applies:

☐ Municipality or county that is a defense community as defined in Local Government Code 397.001.

☐ Regional planning commission that has a defense community within its boundaries.

☐ Public junior college district that is wholly or partly located in a defense community.

☐ Campus or extension center for education purposes of the Texas State Technical College System located in a defense community.

☐ Defense base development authority created under Local Government Code 379B.

☐ Political subdivision having the power of a defense base development authority created under Local Government Code 379B.

Eligibility of Adversely Affected Community

☐ This applicant is not adversely affected. Please proceed to question 8.

7. An entity is an adversely affected defense community if it has experienced:

☐ An anticipated, planned, announced, or implemented action of the Department of Defense to close, reduce, or otherwise realign defense worker jobs or facilities.

Eligibility of a Positively Affected Community

☐ This applicant is not positively affected. Please proceed to question 9.

8. An entity is a positively affected defense community if it has experienced:

☐ Increase in military missions, including personnel gains at a military installation, within a municipality or county as a result of a Department of Defense anticipated, planned, announced, or implemented action to increase or otherwise realign defense worker jobs or facilities.

Summary of Impact & Eligibility

9. Provide a Summary of Eligibility regarding status as positively or negatively affected community with documentation.

   Describe the impact of the change in mission or personnel in the military installation or defense facility and community or the gain that is predicted to occur. Describe the impact on housing, transportation, infrastructure, and security where applicable. Attach additional pages as necessary as Attachment D.

   DEAAG program consideration/eligibility is dependent on supporting documentation.

Project Description

10. Check all that apply:

- ☐ Construct New Facility / Infrastructure[1]
- ☐ Expand Existing Facility / Infrastructure[1]
- ☐ Renovate Facility / Infrastructure[1]
- ☐ Federal Grant Match[2]
- ☐ Property Purchase[3]
- ☐ Purchase of Insurance[4]
- ☐ Purchase Capital Equipment
- ☐ Purchase Training Equipment

1 New Construction, Expansion or Renovation of Facilities or Infrastructure – Describe the use of the facility or infrastructure to be constructed or replaced, expanded, or renovated.

2 Federal Match Grant – Summarize the use of the DEAAG funding in obtaining federal funding. A federal award letter, Memorandum of Understanding, or agreement must be provided before the release of state grant funds.

3 Property Purchase – Describe the real or personal property to be purchased. Include general description of buildings and a map of the property to be purchased accompanied by a copy of the conveyance documents or a summary of conveyance negotiations.

4 Purchase of Insurance – Describe the insurance to be purchased including the type of coverage limits.

11. Provide a description of the project in the space below including specific details and documentation of the applicable project description as noted above. Examples include anticipated costs, project timeline, military gifting timeline, etc. Attach additional pages as necessary as Attachment E.

12. Does the project add military value to a military installation or defense facility? How? Attach additional pages as necessary as Attachment F.

13. Is the project consistent with the most recent National Defense Strategy? How? Attach additional pages as necessary as Attachment G.

14. Does the project have dual community/military benefit? How? Attach additional pages as necessary as Attachment H.

15. Does the project add resiliency to the military installation? How? Attach additional pages as necessary as Attachment I.

16. Does the project help the military installation become more efficient or save resources or save money on costs such as utilities? How? Attach additional pages as necessary as Attachment J.

Projected Completion Date & Project Milestones

17. Complete the following applicable milestones:

Begin Construction _____

Complete Construction _____

Purchase Machinery & Equipment _____

Begin Operations _____

Fully Operational _____

18. Is construction on Department of Defense property?

☐ Yes ☐ No

19. Is construction on local, city, or county owned property?

☐ Yes ☐ No

20. Please provide limited and relevant information concerning your expenses for the project. For example, provide an overview of a budget as opposed to the full budget. Please provide as attachment K.

Administrative costs will not be reimbursed through this grant.

The Office of the Governor follows Texas Grant Management Standards as set by the State of Texas and the Federal Government. Please review these standards before submitting your projected expenses. ***For more information, visit***
https://comptroller.texas.gov/purchasing/grant-management/

Project Expense Estimate

Expense Estimates Schedule (Grant Funds Only)

Purchase of Property	
Professional & Consultant Services	
New Construction (Infrastructure)	
Rehabilitation & Renovation (Infrastructure)	
Capital Equipment [5]	
Facilities Insurance	
Training Equipment [6]	
Training Supplies [7]	
Total Cost (Grant Funds Only)	$ 0.00

Provide any clarification in the following space.

5 Per TxGMS, "Equipment" means an article of nonexpendable, tangible personal property having a useful life of more than one year and a per unit acquisition cost of $5,000 or more.
6 *Id.*
7 Per TxGMS, items of equipment with a per unit acquisition cost of less than $5,000 are considered supplies.

Project Funding Sources

Funding Schedule

21. Please complete the following where applicable:

Funding Type	Source	Amount of Funding
Federal		
State		
	DEAAG TMPC	
Other State/Entity		
Local		
Other		
Total		

Other Financial Partners

22. Is DEAAG the sole source of project funding? If no, please provide additional information in the section below.

☐ Yes ☐ No

Provide a description explaining the funding types and sources identified in the funding schedule. Include a description of any ongoing efforts to acquire funding from other sources including federal agencies and other financial partners. Attach additional pages as necessary as Attachment L.

Request for Exceptional Funding

☐ Applicant is **not** requesting exceptional funding.

If requesting more than 50% of the project funds from the TMPC, the following information is needed. Only 50% of the request can be granted without the required justification.

23. Establish and provide justification if requesting greater than 50 percent grant match under Texas Government Code §436.202 and 1 TAC § 4.34; provide explanation and documentation that local community budget and resources are not adequate or available. Justification should include information on the lack of revenue and resources prompting this request. Provide specific information on local efforts to secure adequate funding. A*ttach additional pages as necessary as Attachment M*.

Additional Information

If additional information specific to this project is needed, please attach pages as Attachment N.

Applications are limited to 50 pages.

Certification of Application

Grantee Governing Body Representative (Required)

Prefix _____

First Name _____

Last Name _____

Title _____

Organization _____

Mailing Address _____

Phone Number _____

Fax Number _____

Email Address _____

To the best of my knowledge and belief, the information contained in this Defense Economic Adjustment Assistance Grant Application is true and correct, as evidence by my signature below. Furthermore, I affirm the authorized representative, the applicant author, or contact person and the project administrator have read chapter 436 of the Texas Government Code and the program administrative rules may be found in Subchapter B of Title 1, Chapter 4 of the Texas Administrative Code and are familiar with the provisions contained therein.

Signature _____ Date _____

(*Governing Body Representative*)

Participating Legal Counsel (Optional)

☐ No legal counsel involved in the project.

This page may be discarded from application package if not used.

Prefix _____

First Name _____

Last Name _____

Title _____

Organization _____

Mailing Address _____

Phone Number _____

Fax Number _____

Email Address _____

I confirm that the above-named legal counsel has been retained to participate in this application process as outlined above.

Signature _____ Date _____

(*Governing Body Representative*)

Printed Name _____ Title _____

To the best of my knowledge and belief, the information in this Defense Economic Adjustment Assistance Grant Application is true and correct.

Signature _____ Date _____

(*Participating Legal Counsel*)

Printed Name _____ Title _____

Participating Grant Administrator (Optional)

☐ No grant administrator involved in the project.

This page may be discarded from application package if not used.

Prefix _____

First Name _____

Last Name _____

Title _____

Organization _____

Mailing Address _____

Phone Number _____

Fax Number _____

Email Address _____

Please provide a brief description of grant administrator's role with this application:

I confirm that the above-named grant administrator has been retained to participate in this application process as outlined above.

Signature _____ Date _____

(*Governing Body Representative*)

Printed Name _____ Title _____

To the best of my knowledge and belief, the information in this Defense Economic Adjustment Assistance Grant Application is true and correct.

Signature _____ Date _____

(*Participating Grant Administrator*)

Printed Name _____ Title _____

Agenda No. 6.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Engineering**
Subject:	**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)**

BACKGROUND

The Texas Department of Transportation (TxDOT) is working on a project to improve the railroad crossing on Schertz Parkway near FM 78. This is part of their Off-System Rail Highway Safety Program. They are requesting that the City participate in the project by funding the sidewalks as Union Pacific Railroad has indicated that current sidewalks in the railroad right of way are not licensed.

GOAL

The goal of Resolution 25-R-142 is to authorize an AFA with the State of Texas for the railroad crossing improvements on Schertz Parkway at FM 78.

COMMUNITY BENEFIT

The agreement will allow TxDOT to construct sidewalks along with other roadway improvements at the railroad crossing near Schertz Parkway and FM 78. This supports the City's Strategic goals of a Safe and Livable Community and Infrastructure Investment.

SUMMARY OF RECOMMENDED ACTION

Staff recommends City Council approve Resolution 25-R-142, authorizing an AFA with the State of Texas for railroad crossing improvements on Schertz Parkway at FM 78.

FISCAL IMPACT

The City’s local participation is budgeted at $50,000, but will be based on actual costs. Funding will be from the Streets Operating Expenses FY 25-26.

RECOMMENDATION

Approve Resolution 25-R-142.

Attachments

Resolution 25-R-142 w attachment

RESOLUTION 25-R-142

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN ADVANCE FUNDING AGREEMENT WITH THE STATE OF TEXAS FOR RAIL HIGHWAY SAFETY PROGRAM OFF-SYSTEM

WHEREAS, the Texas Department of Transportation (TxDOT) is undertaking a project to improve the railroad crossing on Schertz Parkway near FM 78; and

WHEREAS, the Union Pacific Railroad (UPRR) has indicted that current sidewalks in their property are not licensed; and

WHEREAS, TxDOT has requested that the City participate in the project by funding proposed sidewalk improvements; and

WHEREAS, City Staff has recommended that the City enter into an Advance Funding Agreement (AFA) with the State of Texas for the railroad crossing improvements.

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 the TxDOT Advance Funding Agreement in substantially the form set forth 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 APPORVED on the _____ day of _____, 2025.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit "A"

TxDOT Advance Funding Agreement

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-048	AFA ID			CFDA No.	20.205
AFA CSJs	0915-46-048				CFDA Title	Highway Planning and Construction
District #	12	Code Chart 64#				
Project Name	Schertz Parkway at FM 78				*AFA Not Used For Research & Development*	

rSTATE OF TEXAS §

COUNTY OF TRAVIS §

ADVANCE FUNDING AGREEMENT
For
Rail Highway Safety Program
Off-System

THIS AGREEMENT (Agreement) is made by and between the State of Texas, acting by and through the **Texas Department of Transportation** called the "State", and the **City of ~~Houston,~~** Schertz acting by and through its duly authorized officials, called the "Local Government". The State and Local Government shall be collectively referred to as "the parties" hereinafter.

WITNESSETH

WHEREAS, federal law establishes federally funded programs for transportation improvements to implement its public purposes, and

WHEREAS, the Texas Transportation Code, Section 201.103 establishes that the State shall design, construct and operate a system of highways in cooperation with local governments, and Section 222.052 authorizes the Texas Transportation Commission to accept contributions from political subdivisions for development and construction of public roads and the state highway system within the political subdivision, and

WHEREAS, federal and state laws require local governments to meet certain contract standards relating to the management and administration of State and federal funds, and

WHEREAS, the Texas Transportation Commission has codified 43 TAC, Rules 15.50-15.56 that describe federal, state, and local responsibilities for cost participation in highway improvement and other transportation projects, and

WHEREAS, the Texas Transportation Commission passed Minute Order Number 116522 authorizing the State to undertake and complete a highway improvement or other transportation project generally described as **railroad crossing improvements on Schertz Parkway at FM 78 identified as UPRR Railway DOT #742 634V.** The portion of the project work covered by this Agreement is identified in the Agreement, Article 3, Scope of Work (Project), and

WHEREAS, the Texas Transportation Commission has not authorized funding for the construction of the highway improvement or other transportation project and the project is not currently listed and approved for construction in the Unified Transportation Program (UTP) or Statewide Transportation Improvement Program (STIP). This Agreement does not represent a commitment to future project funding for any project elements, including construction, not specifically outlined in the Agreement. Costs not specifically identified as reimbursable under this Agreement will not be requested or reimbursed.

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-048	AFA ID			CFDA No.	20.205
AFA CSJs	0915-46-048				CFDA Title	Highway Planning and Construction
District #	12	Code Chart 64#				
Project Name	Schertz Parkway at FM 78				*AFA Not Used For Research & Development*	

WHEREAS, the Governing Body of the Local Government has approved entering into this Agreement by resolution, ordinance, or commissioners court order dated **{Enter Date of Resolution}**, which is attached to and made a part of this Agreement as Attachment C, Resolution, Ordinance, or Commissioners Court Order (Attachment C). A map showing the Project location appears in Attachment A, Location Map Showing Project (Attachment A), which is attached to and made a part of this Agreement.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties, to be by them respectively kept and performed as set forth in this Agreement, it is agreed as follows:

AGREEMENT

1. Responsible Parties:
For the Project covered by this Agreement, the parties shall be responsible for the following work as stated in the article of the Agreement referenced in the table below:

1	**Local Government***	Utilities	Article 8
2.	**State**	Environmental Assessment and Mitigation	Article 9
3.	**State**	Architectural and Engineering Services	Article 11
4.	**State**	Construction Responsibilities	Article 12
5.	**N/A**	Right of Way and Real Property	Article 14

An asterisk next to the party responsible for specific work in the above table indicates that the associated specific work is not anticipated as part of the Project and is therefore not included in the budget; however, the party indicated will be responsible for that specific work if that work is not the subject of another agreement and the State determines that the specific work has become necessary to successful completion of the Project.

2. Period of the Agreement
This Agreement becomes effective when signed by the last party whose signing makes the Agreement fully executed. This Agreement shall remain in effect until the Project is completed or unless terminated as provided below.

3. Scope of Work
The scope of work for the Project consists of railroad crossing safety improvements including the construction of medians improvements,sidewalk pavement, curb work, preemption and striping on Schertz Parkway at the UPRR Railroad grade crossing as shown on Attachment A. The State will construct these improvements.

4. Project Sources and Uses of Funds

The total estimated cost of the Project is shown in Attachment B, Project Budget (Attachment B) which is attached to and made a part of this Agreement.

A. If the Local Government will perform any work under this Agreement for which reimbursement will be provided by or through the State, the Local Government must complete training. If federal funds are being used, the training must be completed before federal spending authority is obligated. Training is complete when at least one individual who is working actively and directly on the Project successfully completes and receives a certificate for the course entitled "Local Government Project Procedures and Qualification for the Texas Department of Transportation" and retains qualification in accordance with applicable TxDOT procedures. Upon request, the Local Government shall provide the certificate of qualification to the State. The individual who receives the training certificate may be an employee of the Local Government or an employee of a firm that has been contracted by the Local Government to perform oversight of the Project. The State in its discretion may deny reimbursement if the Local Government has not continuously designated in writing a qualified individual to work actively on or to directly oversee the Project.

B. The expected cash contributions from the federal government, the State, the Local Government, or other parties are shown in Attachment B. The State will pay for only those Project costs that have been approved by the Texas Transportation Commission. For projects with federal funds, the State and the federal government will not reimburse the Local Government for any work performed before the federal spending authority is formally obligated to the Project by the Federal Highway Administration (FHWA). After federal funds have been obligated, the State will send to the Local Government a copy of the formal documentation showing the obligation of funds including federal award information. The Local Government is responsible for 100% of the cost of any work performed under its direction or control before the federal spending authority is formally obligated.

C. Attachment B shows, by major cost categories, the cost estimates and the party responsible for performing the work for each category. These categories may include but are not limited to: (1) costs of real property; (2) costs of utility work; (3) costs of environmental assessment and remediation; (4) cost of preliminary engineering and design; (5) cost of construction and construction management; and (6) any other local project costs.

D. The State will be responsible for securing the federal and State share of the funding required for the development and construction of the local Project. If the Local Government is due funds for expenses incurred, these funds will be reimbursed to the Local Government on a cost basis.

E. The Local Government will be responsible for all non-federal or non-State participation costs associated with the Project, unless otherwise provided for in this Agreement or approved otherwise in an amendment to this Agreement. For items of work subject to specified percentage funding, the Local Government shall only in those instances be responsible for all Project costs that are greater than the maximum State and federal participation specified in Attachment B and for overruns in excess of the amount specified in Attachment B to be paid by the Local Government.

F. The budget in Attachment B will clearly state all items subject to fixed price funding, specified percentage funding, and the periodic payment schedule, when periodic payments have been approved by the State.

G. When the Local Government bears the responsibility for paying cost overruns, the Local Government shall make payment to the State within thirty (30) days from the receipt of the State's written notification of additional funds being due.

H. When fixed price funding is used, the Local Government is responsible for the fixed price amount specified in Attachment B. Fixed prices are not subject to adjustment unless (1) differing site conditions are encountered; (2) further definition of the Local Government's requested scope of work identifies greatly differing costs from those estimated; (3) work requested by the Local Government is determined to be ineligible for federal participation; or (4) the adjustment is mutually agreed to by the State and the Local Government.

I. Prior to the performance of any engineering review work by the State, the Local Government will pay to the State the amount specified in Attachment B. At a minimum, this amount shall equal the Local Government's funding share for the estimated cost of preliminary engineering performed or reviewed by the State for the Project. At least sixty (60) days prior to the date set for receipt of the construction bids, the Local Government shall remit its remaining financial share for the State's estimated construction oversight and construction cost.

J. The State will not execute the contract for the construction of the Project until the required funding has been made available by the Local Government in accordance with this Agreement.

K. Whenever funds are paid by the Local Government to the State under this Agreement, the Local Government shall remit a check or warrant made payable to the "Texas Department of Transportation" or may use the State's Automated Clearing House (ACH) system for electronic transfer of funds in accordance with instructions provided by TxDOT's Finance Division. The funds shall be deposited and managed by the State and may only be applied by the State to the Project.

L. The State will not pay interest on any funds provided by the Local Government.

M. If a waiver for the collection of indirect costs for a service project has been granted under 43 TAC §15.56, the State will not charge the Local Government for the indirect costs the State incurs on the Project, unless this Agreement is terminated at the request of the Local Government prior to completion of the Project.

N. If the Local Government is an Economically Disadvantaged County (EDC) and if the State has approved adjustments to the standard financing arrangement, this Agreement reflects those adjustments.

O. Where the Local Government is authorized to perform services under this Agreement and be reimbursed by the State, the Local Government is authorized to submit requests for reimbursement by submitting the original of an itemized invoice, in a form and containing all items required by the State, no more frequently than monthly and no later than ninety (90) days after costs are incurred. If the Local Government submits invoices more than ninety (90) days after the costs are incurred and if federal funding is reduced as a result, the State shall have no responsibility to reimburse the Local Government for those costs.

P. Upon completion of the Project, the State will perform a final accounting of the Project costs for all items of work with specified percentage funding. Any funds due by the Local Government, the State, or the federal government for these work items will be promptly paid by the owing party.

Q. The state auditor may conduct an audit or investigation of any entity receiving funds from the State directly under this Agreement or indirectly through a subcontract under this Agreement. Acceptance of funds directly under this Agreement or indirectly through a subcontract under this Agreement acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. An entity that is the subject of an audit or investigation must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

R. Payment under this Agreement beyond the end of the current fiscal biennium is subject to availability of appropriated funds. If funds are not appropriated, this Agreement shall be terminated immediately with no liability to either party.

5. Termination of This Agreement

This Agreement shall remain in effect until the Project is completed and accepted by all parties, unless:

A. The Agreement is terminated in writing with the mutual consent of the parties;

B. The Agreement is terminated by one party because of a breach, in which case any costs incurred because of the breach shall be paid by the breaching party;

C. The Local Government elects not to provide funding after the completion of preliminary engineering, specifications, and estimates (PS&E) and the Project does not proceed because of insufficient funds, in which case the Local Government agrees to reimburse the State for its reasonable actual costs incurred during the Project; or

D. The Agreement is terminated by the State because the parties are not able to execute a mutually agreeable amendment when the costs for Local Government requested items increase significantly due to differing site conditions, determination that Local government requested work is ineligible for federal or state cost participation, or a more thorough definition of the Local Government's proposed work scope identifies greatly differing costs from those estimated. The State will reimburse Local Government remaining funds to the Local Government within ninety (90) days of termination; or

E. The Project is inactive for thirty-six (36) consecutive months or longer and no expenditures have been charged against federal funds, in which case the State may in its discretion terminate this Agreement.

6. Amendments

Amendments to this Agreement due to changes in the character of the work, terms of the Agreement, or responsibilities of the parties relating to the Project may be enacted through a mutually agreed upon, written amendment.

7. Remedies

This Agreement shall not be considered as specifying the exclusive remedy for any agreement default, but all remedies existing at law and in equity may be availed of by either party to this Agreement and shall be cumulative.

8. Utilities

The party named in Article 1, Responsible Parties, under AGREEMENT shall be responsible for the adjustment, removal, or relocation of utility facilities in accordance with applicable state laws, regulations, rules, policies, and procedures, including any cost to the State of a delay resulting from the Local Government's failure to ensure that utility facilities are adjusted, removed, or relocated before the scheduled beginning of construction. The Local Government will not be reimbursed with federal or State funds for the cost of required utility work. The Local Government must obtain advance approval for any variance from established procedures. Before a construction contract is let, the Local Government shall provide, at the State's request, a certification stating that the Local Government has completed the adjustment of all utilities that must be adjusted before construction is commenced.

9. Environmental Assessment and Mitigation

Development of a transportation project must comply with the National Environmental Policy Act and the National Historic Preservation Act of 1966, which require environmental clearance of federal-aid projects. The party named in Article 1, Responsible Parties, under AGREEMENT is responsible for the following:

A. The identification and assessment of any environmental problems associated with the development of a local project governed by this Agreement.
B. The cost of any environmental problem's mitigation and remediation.
C. Providing any public meetings or public hearings required for the environmental assessment process. Public hearings will not be held prior to the approval of the Project schematic.
D. The preparation of the NEPA documents required for the environmental clearance of this Project.

If the Local Government is responsible for the environmental assessment and mitigation, before the advertisement for bids, the Local Government shall provide to the State written documentation from the appropriate regulatory agency or agencies that all environmental clearances have been obtained.

10. Compliance with Accessibility Standards

All parties to this Agreement shall ensure that the plans for and the construction of all projects subject to this Agreement are in compliance with standards issued or approved by the Texas Department of Licensing and Regulation (TDLR) as meeting or consistent with minimum accessibility requirements of the Americans with Disabilities Act (P.L. 101-336) (ADA).

11. Architectural and Engineering Services

The party named in Article 1, Responsible Parties, under AGREEMENT has responsibility for the performance of architectural and engineering services. The

engineering plans shall be developed in accordance with the applicable State's *Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges* and the special specifications and special provisions related to it. For projects on the State highway system, the design shall, at a minimum conform to applicable State manuals. For projects not on the State highway system, the design shall, at a minimum, conform to applicable American Association of State Highway and Transportation Officials (AASHTO) design standards.

In procuring professional services, the parties to this Agreement must comply with federal requirements cited in 23 CFR Part 172 if the Project is federally funded and with Texas Government Code 2254, Subchapter A, in all cases. Professional contracts for federally funded projects must conform to federal requirements, specifically including the provision for participation by Disadvantaged Business Enterprises (DBEs), ADA, and environmental matters. If the Local Government is the responsible party, the Local Government shall submit its procurement selection process for prior approval by the State. All professional services contracts must be reviewed and approved by the State prior to execution by the Local Government.

12. Construction Responsibilities

The party named in Article 1, Responsible Parties, under AGREEMENT is responsible for the following:

A. Advertise for construction bids, issue bid proposals, receive and tabulate the bids, and award and administer the contract for construction of the Project. Administration of the contract includes the responsibility for construction engineering and for issuance of any change orders, supplemental agreements, amendments, or additional work orders that may become necessary subsequent to the award of the construction contract. In order to ensure federal funding eligibility, projects must be authorized by the State prior to advertising for construction.

B. If the State is the responsible party, the State will use its approved contract letting and award procedures to let and award the construction contract.

C. If the Local Government is the responsible party, the Local Government shall submit its contract letting and award procedures to the State for review and approval prior to letting.

D. If the Local Government is the responsible party, the State must concur with the low bidder selection before the Local Government can enter into a contract with the vendor.

E. If the Local Government is the responsible party, the State must review and approve change orders.

F. Upon completion of the Project, the party responsible for constructing the Project will issue and sign a "Notification of Completion" acknowledging the Project's construction completion and submit certification(s) sealed by a professional engineer(s) licensed in the State of Texas.

G. For federally funded contracts, the parties to this Agreement will comply with federal construction requirements cited in 23 CFR Part 635 and with requirements cited in 23 CFR Part 633, and shall include the latest version of Form "FHWA-1273" in the contract bidding documents. If force account work will

be performed, a finding of cost effectiveness shall be made in compliance with 23 CFR 635, Subpart B.

13. Project Maintenance

The Local Government shall be responsible for maintenance of locally owned roads and locally owned facilities after completion of the work. The State shall be responsible for maintenance of the State highway system after completion of the work if the work was on the State highway system, unless otherwise provided for in existing maintenance agreements with the Local Government.

14. Right of Way and Real Property

The party named in Article 1, Responsible Parties, under AGREEMENT is responsible for the provision and acquisition of any needed right of way or real property.

The Local Government shall be responsible for the following:

A. Right of way and real property acquisition shall be the responsibility of the Local Government. Title to right of way and other related real property must be acceptable to the State before funds may be expended for the improvement of the right of way or real property.

B. If the Local Government is the owner of any part of the Project site under this Agreement, the Local Government shall permit the State or its authorized representative access to occupy the site to perform all activities required to execute the work.

C. All parties to this Agreement will comply with and assume the costs for compliance with all the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Title 42 U.S.C.A. Section 4601 et seq., including those provisions relating to incidental expenses incurred by the property owners in conveying the real property to the Local Government and benefits applicable to the relocation of any displaced person as defined in 49 CFR Section 24.2(g). Documentation to support such compliance must be maintained and made available to the State and its representatives for review and inspection.

D. The Local Government shall assume all costs and perform necessary requirements to provide any necessary evidence of title or right of use in the name of the Local Government to the real property required for development of the Project. The evidence of title or rights shall be acceptable to the State, and be free and clear of all encroachments. The Local Government shall secure and provide easements and any needed rights of entry over any other land needed to develop the Project according to the approved Project plans. The Local Government shall be responsible for securing any additional real property required for completion of the Project.

E. In the event real property is donated to the Local Government after the date of the State's authorization, the Local Government will provide all documentation to the State regarding fair market value of the acquired property. The State will review the Local Government's appraisal, determine the fair market value and credit that amount towards the Local Government's financial share. If donated property is to be used as a funding match, it may not be provided by the Local

Government. The State will not reimburse the Local Government for any real property acquired before execution of this Agreement and the obligation of federal spending authority.

F. The Local Government shall prepare real property maps, property descriptions, and other data as needed to properly describe the real property and submit them to the State for approval prior to the Local Government acquiring the real property. Tracings of the maps shall be retained by the Local Government for a permanent record.

G. The Local Government agrees to make a determination of property values for each real property parcel by methods acceptable to the State and to submit to the State a tabulation of the values so determined, signed by the appropriate Local Government representative. The tabulations shall list the parcel numbers, ownership, acreage and recommended compensation. Compensation shall be shown in the component parts of land acquired, itemization of improvements acquired, damages (if any) and the amounts by which the total compensation will be reduced if the owner retains improvements. This tabulation shall be accompanied by an explanation to support the determined values, together with a copy of information or reports used in calculating all determined values. Expenses incurred by the Local Government in performing this work may be eligible for reimbursement after the Local Government has received written authorization by the State to proceed with determination of real property values. The State will review the data submitted and may base its reimbursement for parcel acquisitions on these values.

H. Reimbursement for real property costs will be made to the Local Government for real property purchased in an amount not to exceed eighty percent (80%) of the cost of the real property purchased in accordance with the terms and provisions of this Agreement. Reimbursement will be in an amount not to exceed eighty percent (80%) of the State's predetermined value of each parcel, or the net cost of the parcel, whichever is less. In addition, reimbursement will be made to the Local Government for necessary payments to appraisers, expenses incurred in order to assure good title, and costs associated with the relocation of displaced persons and personal property as well as incidental expenses.

I. If the Project requires the use of real property to which the Local Government will not hold title, a separate agreement between the owners of the real property and the Local Government must be executed prior to execution of this Agreement. The separate agreement must establish that the Project will be dedicated for public use for a period of not less than 10 (ten) years after completion. The separate agreement must define the responsibilities of the parties as to the use of the real property and operation and maintenance of the Project after completion. The separate agreement must be approved by the State prior to its execution. A copy of the executed agreement shall be provided to the State.

15. Insurance

If this Agreement authorizes the Local Government or its contractor to perform any work on State right of way, before beginning work, the entity performing the work shall provide the State with a fully executed copy of the State's Form 1560 Certificate of Insurance verifying the existence of coverage in the amounts and types specified on the Certificate

of Insurance for all persons and entities working on State right of way. This coverage shall be maintained until all work on the State right of way is complete. If coverage is not maintained, all work on State right of way shall cease immediately, and the State may recover damages and all costs of completing the work.

16. Notices

All notices to either party shall be delivered personally or sent by certified or U.S. mail, postage prepaid, addressed to that party at the following address:

Local Government:	State:
City of Schertz ATTN: Director, Public Works 1400 Schertz Parkway Schertz, TX 78154	Texas Department of Transportation ATTN: Director of Contract Services 125 E. 11th Street Austin, TX 78701

All notices shall be deemed given on the date delivered in person or deposited in the mail, unless otherwise provided by this Agreement. Either party may change the above address by sending written notice of the change to the other party. Either party may request in writing that notices shall be delivered personally or by certified U.S. mail, and that request shall be carried out by the other party.

17. Legal Construction

If one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions and this Agreement shall be construed as if it did not contain the invalid, illegal, or unenforceable provision.

18. Responsibilities of the Parties

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party, and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

19. Ownership of Documents

Upon completion or termination of this Agreement, all documents prepared by the State shall remain the property of the State. All data and information prepared under this Agreement shall be made available to the State without restriction or limitation on their further use. All documents produced or approved or otherwise created by the Local Government shall be transmitted to the State, in the format directed by the State, on a monthly basis or as required by the State. The originals shall remain the property of the Local Government. .

20. Compliance with Laws

The parties to this Agreement shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or

administrative bodies or tribunals in any manner affecting the performance of this Agreement. When required, the Local Government shall furnish the State with satisfactory proof of this compliance.

21. Sole Agreement

This Agreement constitutes the sole and only agreement between the parties and supersedes any prior understandings or written or oral agreements respecting the Agreement's subject matter.

22. Cost Principles

In order to be reimbursed with federal funds, the parties shall comply with the cost principles established in 2 CFR 200 that specify that all reimbursed costs are allowable, reasonable, and allocable to the Project.

23. Procurement and Property Management Standards

The parties to this Agreement shall adhere to the procurement and property management standards established in 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and to the Texas Uniform Grant Management Standards. The State must pre-approve the Local Government's procurement procedures for purchases to be eligible for state or federal funds.

24. Inspection of Books and Records

The parties to this Agreement shall maintain all books, documents, papers, accounting records, and other documentation relating to costs incurred under this Agreement and shall make such materials available to the State, the Local Government, and, if federally funded, the FHWA and the U.S. Office of the Inspector General or their duly authorized representatives for review and inspection at its office during the Agreement period and for seven (7) years from the date of final reimbursement by FHWA under this Agreement or until any impending litigation or claims are resolved. Additionally, the State, the Local Government, and the FHWA and their duly authorized representatives shall have access to all the governmental records that are directly applicable to this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

25. Civil Rights Compliance

The parties to this Agreement are responsible for the following:

A. Compliance with Regulations: Both parties will comply with the Acts and the Regulations relative to Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (USDOT), the Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made part of this Agreement.

B. Nondiscrimination: The Local Government, with regard to the work performed by it during the Agreement, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The Local Government will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the Agreement

covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.

C. Solicitations for Subcontracts, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the Local Government for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier will be notified by the Local Government of the Local Government's obligations under this Agreement and the Acts and Regulations relative to Nondiscrimination on the grounds of race, color, or national origin.

D. Information and Reports: The Local Government will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and facilities as may be determined by the State or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations or directives. Where any information required of the Local Government is in the exclusive possession of another who fails or refuses to furnish this information, the Local Government will so certify to the State or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.

E. Sanctions for Noncompliance: In the event of the Local Government's noncompliance with the Nondiscrimination provisions of this Agreement, the State will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
1. withholding of payments to the Local Government under the Agreement until the Local Government complies and/or
2. cancelling, terminating, or suspending of the Agreement, in whole or in part.

F. Incorporation of Provisions: The Local Government will include the provisions of paragraphs (A) through (F) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Local Government will take such action with respect to any subcontract or procurement as the State or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Local Government becomes involved in, or is threatened with, litigation with a subcontractor or supplier because of such direction, the Local Government may request the State to enter into such litigation to protect the interests of the State. In addition, the Local Government may request the United States to enter into such litigation to protect the interests of the United States.

26. Pertinent Non-Discrimination Authorities

During the performance of this Agreement, each party, for itself, its assignees, and successors in interest agree to comply with the following nondiscrimination statutes and authorities; including but not limited to:

A. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (pro-hibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.

B. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or

whose property has been acquired because of federal or federal-aid programs and projects).

C. Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), as amended, (prohibits discrimination on the basis of sex).

D. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.) as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27.

E. The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age).

F. Airport and Airway Improvement Act of 1982, (49 U.S.C. Chapter 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex).

G. The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the federal-aid recipients, subrecipients and contractors, whether such programs or activities are federally funded or not).

H. Titles II and III of the Americans with Disabilities Act, which prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38.

I. The Federal Aviation Administration's Nondiscrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex).

J. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations.

K. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, the parties must take reasonable steps to ensure that LEP persons have meaningful access to the programs (70 Fed. Reg. at 74087 to 74100).

L. Title IX of the Education Amendments of 1972, as amended, which prohibits the parties from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq.).

27. Disadvantaged Business Enterprise (DBE) Program Requirements

If federal funds are used:

A. The parties shall comply with the Disadvantaged Business Enterprise Program requirements established in 49 CFR Part 26.

B. The Local Government shall adopt, in its totality, the State's federally approved DBE program.

C. The Local Government shall incorporate into its contracts with subproviders an appropriate DBE goal consistent with the State's DBE guidelines and in consideration of the local market, project size, and nature of the goods or services to be acquired. The Local Government shall submit its proposed scope of services and quantity estimates to the State to allow the State to establish a DBE goal for each Local Government contract with a subprovider. The Local Government shall be responsible for documenting its actions.

D. The Local Government shall follow all other parts of the State's DBE program referenced in TxDOT Form 2395, Memorandum of Understanding Regarding the Adoption of the Texas Department of Transportation's Federally-Approved Disadvantaged Business Enterprise by Entity, and attachments found at web address http://ftp.dot.state.tx.us/pub/txdot-info/bop/dbe/mou/mou_attachments.pdf.

E. The Local Government shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any U.S. Department of Transportation (DOT)-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Local Government shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-discrimination in award and administration of DOT-assisted contracts. The State's DBE program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this Agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the Local Government of its failure to carry out its approved program, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

F. Each contract the Local Government signs with a contractor (and each subcontract the prime contractor signs with a sub-contractor) must include the following assurance: *The contractor, sub-recipient, or sub-contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this Agreement, which may result in the termination of this Agreement or such other remedy as the recipient deems appropriate.*

28. Debarment Certifications

If federal funds are used, the parties are prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, "Debarment and Suspension." By executing this Agreement, the Local Government certifies that it and its principals are not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549 and further certifies that it will not do business with any party, to include principals, that is currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this

Agreement shall require any party to a subcontract or purchase order awarded under this Agreement to certify its eligibility to receive federal funds and, when requested by the State, to furnish a copy of the certification.

If state funds are used, the parties are prohibited from making any award to any party that is debarred under the Texas Administrative Code, Title 34, Part 1, Chapter 20, Subchapter G, Rule §20.585 and the Texas Administrative Code, Title 43, Part 1, Chapter 9, Subchapter G.

29. Lobbying Certification

If federal funds are used, in executing this Agreement, each signatory certifies to the best of that signatory's knowledge and belief, that:

A. No federal appropriated funds have been paid or will be paid by or on behalf of the parties to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with federal contracts, grants, loans, or cooperative agreements, the signatory for the Local Government shall complete and submit the Federal Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

C. The parties shall require that the language of this certification shall be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and all sub-recipients shall certify and disclose accordingly. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Title 31 U.S.C. §1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

30. Federal Funding Accountability and Transparency Act Requirements

If federal funds are used, the following requirements apply:

A. Any recipient of funds under this Agreement agrees to comply with the Federal Funding Accountability and Transparency Act (FFATA) and implementing regulations at 2 CFR Part 170, including Appendix A. This Agreement is subject to the following award terms: http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22705.pdf and http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22706.pdf.

B. The Local Government agrees that it shall:

1. Obtain and provide to the State a System for Award Management (SAM) number (Federal Acquisition Regulation, Part 4, Sub-part 4.11) if this award

provides more than $25,000 in federal funding. The SAM number may be obtained by visiting the SAM website whose address is: https://www.sam.gov/portal/public/SAM/

2. Obtain and provide to the State a Data Universal Numbering System (DUNS) number, a unique nine-character number that allows federal government to track the distribution of federal money. The DUNS may be requested free of charge for all businesses and entities required to do so by visiting the Dun & Bradstreet (D&B) on-line registration website http://fedgov.dnb.com/webform; and
3. Report the total compensation and names of its top five executives to the State if:
   i. More than 80% of annual gross revenues are from the federal government, and those revenues are greater than $25,000,000; and
   ii. The compensation information is not already available through reporting to the U.S. Securities and Exchange Commission.

31. Single Audit Report

If federal funds are used:

A. The parties shall comply with the single audit report requirements stipulated in 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

B. If threshold expenditures of $750,000 or more are met during the fiscal year, the Local Government must submit a Single Audit Report and Management Letter (if applicable) to TxDOT's Compliance Division, 125 East 11th Street, Austin, TX 78701 or contact TxDOT's Compliance Division by email at singleaudits@txdot.gov.

C. If expenditures are less than the threshold during the Local Government's fiscal year, the Local Government must submit a statement to TxDOT's Compliance Division as follows: "We did not meet the $_____ expenditure threshold and therefore, are not required to have a single audit performed for FY _____."

D. For each year the Project remains open for federal funding expenditures, the Local Government will be responsible for filing a report or statement as described above. The required annual filing shall extend throughout the life of the Agreement, unless otherwise amended or the Project has been formally closed out and no charges have been incurred within the current fiscal year.

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-048	AFA ID			CFDA No.	20.205
AFA CSJs	0915-46-048				CFDA Title	Highway Planning and Construction
District #	12	Code Chart 64#				
Project Name	Schertz Parkway at FM 78				*AFA Not Used For Research & Development*	

32. Signatory Warranty

Each signatory warrants that the signatory has necessary authority to execute this Agreement on behalf of the entity represented.

Each party is signing this Agreement on the date stated under that party's signature.

THE STATE OF TEXAS	THE LOCAL GOVERNMENT
Signature	Signature
Typed or Printed Name	Typed or Printed Name
Typed or Printed Title	Typed or Printed Title
Date	Date

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-048	AFA ID			CFDA No.	20.205
AFA CSJs	0915-46-048				CFDA Title	Highway Planning and Construction
District #	15	Code Chart 64#				
Project Name	Schertz Parkway at FM 78				*AFA Not Used For Research & Development*	

ATTACHMENT A
LOCATION MAP SHOWING PROJECT

DOT: 742 634V



TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-048	AFA ID			CFDA No.	20.205
AFA CSJs	0915-46-048				CFDA Title	Highway Planning and Construction
District #	12	Code Chart 64#				
Project Name	Schertz Parkway at FM 78				*AFA Not Used For Research & Development*	

ATTACHMENT B
PROJECT BUDGET

Costs will be allocated based on 100% State Government funding until the local funding reaches the maximum obligated amount. The State Government will then be responsible for 100% of the costs.

Description	Total Estimated Cost	Federal Participation		State Participation		Local Participation	
		%	Cost	%	Cost	%	Cost
Engineering (by Local Government)	$0	0%	$0	0%	$0	0%	$0
Construction (by Local Government)	$0	0%	$10	0%	$0	0%	$0
Subtotal	$0		$0		$0		$0
Engineering Direct State Costs	$0	0%	$0	0%	$0	0%	$0
Construction Direct State Costs	$175,000	100%	$125,000	0%	$0	100%	$50,000
Indirect State Costs	$575,000	100%	$575,000	0%	$0	0%	$0
TOTAL	$750,000		$0		$0		$0

Commented [AC1]: City to pay for side walk txdot to construct.

Initial payment by the Local Government to the State: $0.00
Payment by the Local Government to the State before construction: $0.00.
Estimated total payment by the Local Government to the State $0.00This is an estimate. The final amount of Local Government participation will be based on actual costs.

TxDOT:					Federal Highway Administration:	
CCSJ #	0915-46-048	AFA ID			CFDA No.	20.205
AFA CSJs	0915-46-048				CFDA Title	Highway Planning and Construction
District #	15	Code Chart 64#				
Project Name		Schertz Parkway at FM 78			*AFA Not Used For Research & Development*	

ATTACHMENT C
RESOLUTION, ORDINANCE, OR COMMISSIONERS COURT ORDER

FED. RD. DIV. NO.	PROJECT NO.		SHEET NO.
--			1
STATE	STATE DIST.	COUNTY	
TEXAS	SAT	GUADALUPE	
CONT.	SECT.	JOB	HIGHWAY NO.
0915	46	048	SCHERTZ PKWY

STATE OF TEXAS
DEPARTMENT OF TRANSPORTATION

PLANS OF PROPOSED
STATE HIGHWAY IMPROVEMENT

CSJ: 0915 46 048

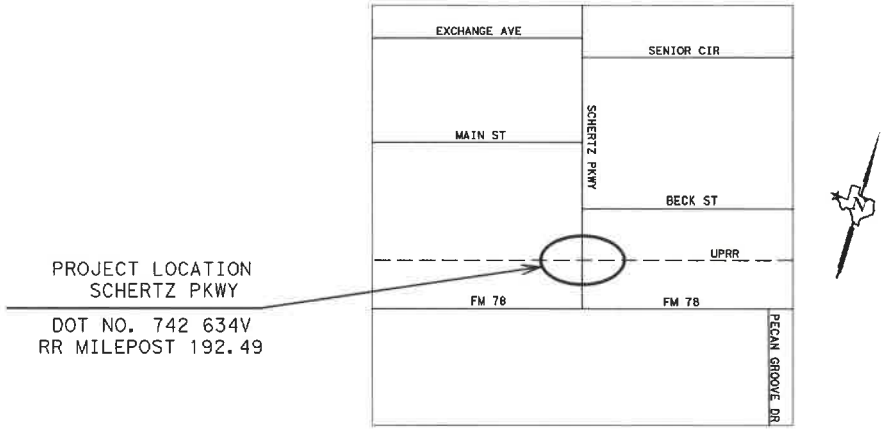
UNION PACIFIC RAILROAD COMPANY
GRADE CROSSING SAFETY UPGRADES
SCHERTZ PKWY IN CITY OF SCHERTZ

GUADALUPE COUNTY SAN ANTONIO DISTRICT

Go ahead while addressing the other comments from RR turn this to PS and E packet providing the summery of quantity and bid items from the new spec book.

INDEX OF SHEETS

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	PLAN LAYOUT
3	PLANKING LAYOUT
4	GENERAL AND PREEMPTION NOTES
5	RCD(1)-22
6	RCD(2)-22
7	TCP(1-1)-18
8	TCP(1-4)-18
9	TCP(2-4)-18
10	PM(1)-22
11	CCCG-22
12-15	PED-18



PROJECT LOCATION MAP
N.T.S.

STATE OF TEXAS
BRENT R. KYLER
77841
LICENSED PROFESSIONAL ENGINEER

7/1/2025

Texas Department of Transportation

© 2025 BY TEXAS DEPARTMENT OF TRANSPORTATION
ALL RIGHTS RESERVED

NOTE:

THE STATE'S CONTRACTOR SHALL ERECT AND MAINTAIN SUCH BARRICADES AND WARNINGS SIGNS OR USE SUCH PRECAUTIONS AS MIGHT BE NECESSARY IN THE OPINION OF THE TEXAS DEPARTMENT OF TRANSPORTATION ENGINEER TO ENSURE AND SAFEGUARD THE NORMAL USE OF THE HIGHWAY DURING THE INSTALLATION OF THE PROJECT.

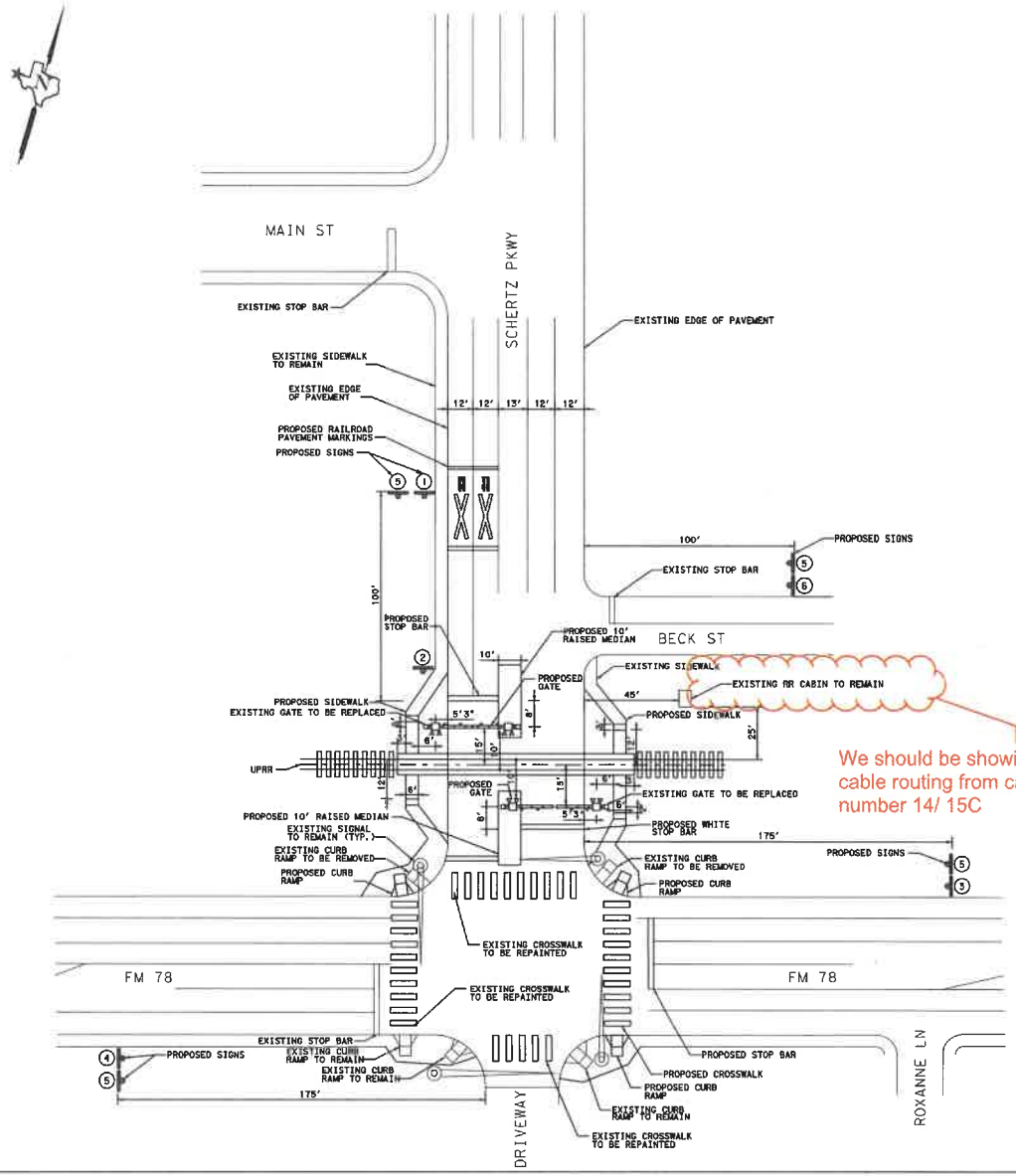
AMERICAN RAILWAY ENGINEERING AND MAINTENANCE-OF-WAY ASSOCIATION (AREMA) COMMUNICATIONS & SIGNALS MANUAL SPECIFICATIONS SHALL GOVERN THIS PROJECT.

RECOMMENDED FOR APPROVAL: _____
CITY OF SCHERTZ

RECOMMENDED FOR APPROVAL: _____
DISTRICT TRAFFIC ENGINEER

APPROVED FOR CONSTRUCTION: _____
RAIL DIVISION GRADE CROSSING SECTION DIRECTOR

RECOMMENDED FOR APPROVAL: _____
DISTRICT ENGINEER



We should be showing the preemption cable routing from cab to cab. Cable number 14/ 15C

STATE OF TEXAS
BRENT R. KYLER
77841
LICENSED PROFESSIONAL ENGINEER

7/1/2025

NOTES:
1. FINAL RAILROAD SIGNAL PLACEMENT TO BE DETERMINED BY THE RAILROAD COMPANY.
2. THE RAILROAD SIGNAL CIRCUITS AND FINAL DESIGN LOCATION WERE NOT DESIGNED BY THE UNDERSIGNED ENGINEER.
3. SEE RCD(1) AND RCD(2) FOR DETAILS ON SIGNING AND STRIPING.





(1) W10-1 36" DIA.

(2) R8-8 24"X30"



(3) W10-3R 36"X36"



(4) W10-3L 36"X36"



W10-5 36"X36"



(5) LOW GROUND CLEARANCE W10-5P 30"X24"

(6) W10-4L 36"X36"

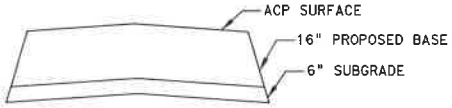
Texas Department of Transportation

PLAN LAYOUT
UNION PACIFIC RAILROAD COMPANY
GRADE CROSSING SAFETY UPGRADES
SCHERTZ PKWY IN
CITY OF SCHERTZ, TX
RR DOT # 742 634V
RRMP 192.49

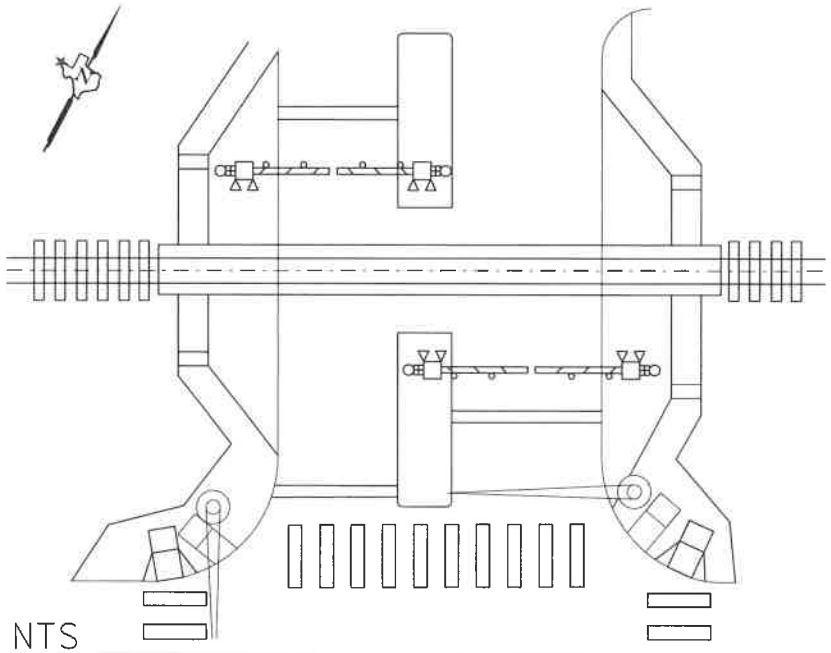
© TxDOT 2025

REVISIONS

Dsn TXDOT	Ck: TXDOT	Dwn TXDOT	Ck: TXDOT
CONT	SECT	JOB	HIGHWAY
0915	46	048	SCHERTZ PKWY
DIST	COUNTY		SHEET NO.
SAT	GUADALUPE		2



TYPICAL
ROADWAY SECTION NEAR CROSSING



NTS

ROADWAY PLAN VIEW

GENERAL NOTES

1. 25 TRAINS/DAY AT 60 MPH
2. AVERAGE DAILY TRAFFIC (ADT): 9935(2024)
3. EXISTING 72' CONCRETE SURFACE.
4. FULL WIDTH ROADWAY CLOSURE WITH DETOUR REQUIRED FOR REPLANKING PROJECT.
5. ALL PANELS SHALL EXTEND AT LEAST 3' BEYOND EDGE OF PAVEMENT, CURB OR SIDEWALK.

WORK TO BE DONE BY THE RAILROAD:

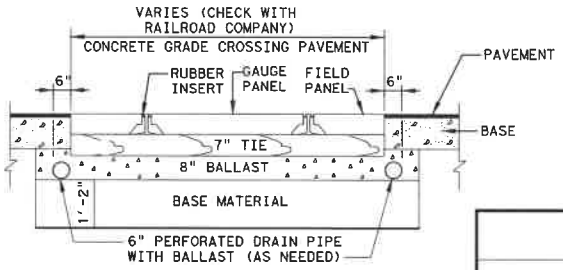
1. REPLACE 72' EXISTING SURFACE WITH NEW 104' CONCRETE SURFACE.
2. MAKE TRACK ADJUSTMENTS AND WELD THRU CROSSING AS NEEDED.
3. FURNISH AND INSTALL BALLAST, TIES, PERFORATED DRAINAGE PIPE, RAIL, AND FILTER FABRIC AS NEEDED.
4. PERFORM TRAFFIC CONTROL, PROVIDE TRAFFIC CONTROL PLAN, ASPHALT AND DETOURS.
5. INSTALL NEW BASE MATERIAL AT CROSSING.
6. REMOVE AND REPLACE ROADWAY APPROACHES WITH APPROVED ASPHALT MATERIAL, MINIMUM OF 10'.
7. INSTALL NEW CROSSING GATES.

WORK TO BE DONE BY CITY:

1. REPLACE STOP BARS AND LANE STRIPING AS NEEDED.
2. COMPLETE MEDIAN, SIDEWALK, AND/OR CURB WORK SHOWN ON THE LAYOUT.
3. PERFORM JOINT INSPECTION WITH RAILROAD COMPANY.

WORK TO BE DONE BY STATE OR ITS CONTRACTOR:

1. FURNISH, INSTALL, AND/OR REPLACE SIGNS IN ACCORDANCE WITH TMUTCD.



PROPOSED
TYPICAL SECTION

STATE OF TEXAS
BRENT R. KYLER
77841
LICENSED PROFESSIONAL ENGINEER

Brent R. Kyler

7/1/2025

Texas Department of Transportation

PLANKING LAYOUT
UNION PACIFIC RAILROAD COMPANY
GRADE CROSSING SAFETY UPGRADES
SCHERTZ PKWY IN
CITY OF SCHERTZ, TX
RR DOT # 742 634V
RRMP 192.49

© TxDOT 2025

REVISIONS

Dsn: TXDOT	Ck: TXDOT	Dsn: TXDOT	Ck: TXDOT
CONT	SECT	JOB	HIGHWAY
0915	46	048	SCHERTZ PKWY
DIST	COUNTY		SHEET NO.
SAT	GUADALUPE		3

GENERAL NOTES

1. SIGNAL CIRCUITS ARE DESIGNED TO GIVE 20 SECONDS MINIMUM WARNING TIME PRIOR TO THE ARRIVAL OF THE FASTEST TRAIN AT THIS CROSSING. AN ADDITIONAL 25 SECONDS OF ADVANCE TRAFFIC SIGNAL PREEMPTION TIME IS REQUIRED. REFER TO ATTACHED RAILROAD PROVIDED SIGNAL CIRCUIT LAYOUT FOR TOTAL APPROACH TIME.

2. THE RAILROAD COMPANY OR ITS CONTRACTOR WILL REMOVE THE EXISTING CROSS BUCKS, GATES, AND MAST FLASHERS AND DISPOSE OF THE FOUNDATIONS.

3. THE STATE OR ITS CONTRACTOR WILL FURNISH, INSTALL, AND/OR REPLACE THE APPROPRIATE PAVEMENT MARKINGS AS OUTLINED ON THE ATTACHED LAYOUT AND STANDARD SHEET AND IN ACCORDANCE WITH THE GUIDELINES IN THE TEXAS MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.

4. THE STATE OR ITS CONTRACTOR WILL FURNISH, INSTALL, AND/OR REPLACE THE FOLLOWING SIGNS IN ACCORDANCE WITH THE GUIDELINES IN THE TEXAS MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (TMUTCD) AND THE STANDARD HIGHWAY SIGN DESIGNS MANUAL FOR TEXAS (SHSD): 1 EA. (R8-8), 1 EA. (W10-1), 2 EA. (W10-3), 1 EA. (W10-4L), 4 EA. (W10-5), 4 EA. (W10-5P)

5. THE STATE AND CITY AGREE TO MAINTAIN THE PAVEMENT MARKINGS AND ADVANCE WARNING SIGNS PLACED ALONG THE ROADWAYS UNDER THEIR JURISDICTION IN ACCORDANCE WITH THE GUIDELINES IN THE TEXAS MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AND AS SHOWN ON THE LAYOUT AND STANDARD SHEETS AS ACKNOWLEDGED ON THE TITLE SHEET.

6. THE RAILROAD COMPANY OR ITS CONTRACTOR SHALL FURNISH, INSTALL, AND MAINTAIN CROSSBUCKS SIGNS (R15-1), NUMBER OF TRACKS SIGNS (R15-2P), EMERGENCY NOTIFICATION SIGNS (ENS) (I-13), AND SIGN MOUNTING BRACKETS.

7. THE STATE AND CITY AGREE TO TRIM AND MAINTAIN TREES AND VEGETATION ALONG ROADWAY APPROACHES FOR ADEQUATE VISIBILITY OF THE CROSSING SIGNALS AND ADVANCE WARNING SIGNS AS ACKNOWLEDGED ON THE TITLE SHEET.

8. THE RAILROAD COMPANY OR ITS CONTRACTOR WILL PROVIDE TRAFFIC CONTROL IN ACCORDANCE WITH THE GUIDELINES IN THE TEXAS MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AND THE ATTACHED STANDARD SHEETS, FOR THE INSTALLATION OF RAILROAD WARNING DEVICES.

9. THE RAILROAD AGREES TO INSTALL A 104 FOOT CONCRETE CROSSING AS SHOWN ON THE RE-SURFACE LAYOUT, AT A 100% COST SHARE WITH THE STATE.

10. THE STATE WILL COORDINATE UTILITY RELOCATION TO ACCOMMODATE THE WARNING DEVICES.

11. THE ~~CITY~~ WILL COMPLETE MEDIAN, SIDEWALK, AND/OR CURB WORK AS SHOWN ON THE LAYOUT.

12. THE CITY WILL PROVIDE TRAFFIC CONTROL IN ACCORDANCE WITH THE GUIDELINES IN THE TEXAS MANUAL ON THE UNIFORM TRAFFIC CONTROL DEVICES AND THE ATTACHED STANDARD SHEET(S) FOR THE INSTALLATION OF SIDEWALKS, CURB RAMPS, AND PAVEMENT MARKINGS.

Make these both the state we are going to convert this to a state wide let and have an AFA so we can just have it all done by one contractor.

PREEMPTION SPECIFIC GENERAL NOTES

1. THE RAILROAD OR ITS CONTRACTOR WILL FURNISH AND INSTALL A RELAY TO PROVIDE ADVANCE PREEMPTION TO EXISTING TRAFFIC SIGNAL AND OTHER CIRCUITS AS REQUESTED BY THE STATE.

2. THE STATE AGREES TO BORE UNDER THE TRACKS AT THE STATE'S EXPENSE.

3. THE STATE AGREES TO PLACE CONDUIT AND JUNCTION/PULL BOX AS SHOWN ON THE PLANS AT THE STATE'S EXPENSE.

4. THE STATE AGREES TO INSTALL THE PREEMPTION CONDUCTOR WIRE FURNISHED BY THE STATE AT THE STATE'S EXPENSE.

5. THE RAILROAD AGREES TO CONNECT THE PREEMPTION CONDUCTOR WIRE INTO THE RAIL SIGNAL SYSTEM.

6. THE STATE AGREES TO CONNECT THE PREEMPTION CONDUCTOR WIRE INTO THE HIGHWAY SIGNAL SYSTEM.

7. THE STATE AGREES TO MAINTAIN THE TRAFFIC SIGNAL PREEMPTION COMPONENTS, WIRING AND TIMING AT THEIR EXPENSE.

GENERAL NOTES ON UPRR FSP PROJECTS WITH LOCAL GOVERNMENTS

BY SIGNATURE OF THE TITLE SHEET, THE LOCAL GOVERNMENT AGREES TO:

1. COMPLETE THE WORK SHOWN TO BE DONE BY THE LOCAL GOVERNMENT IN THIS EXHIBIT.

2. RELOCATE ANY UTILITIES NECESSARY FOR THE INSTALLATION OF THIS PROJECT NOT ON RAILROAD RIGHT-OF-WAY.

3. NOT CROSS THE RAILROAD COMPANY'S TRACKS EXCEPT AT EXISTING, OPEN, AND PUBLIC CROSSINGS FOR PROJECT CONSTRUCTION.

4. CONTACT THE RAILROAD COMPANY AT WWW.UP.COM/CBUD TO DETERMINE IF FIBER OPTIC CABLE IS LOCATED ANYWHERE ON THE RAILROAD COMPANY'S PREMISES. IF FIBER OPTIC CABLE IS LOCATED ON THE RAILROAD COMPANY'S PREMISES, THE LOCAL GOVERNMENT SHALL MAKE ANY NECESSARY ARRANGEMENTS FOR RELOCATION OF THE FIBER OPTIC CABLE.

5. REQUIRE ANY CONTRACTORS WORKING ON RAILROAD RIGHT-OF-WAY, BOTH DURING CONSTRUCTION OF THIS PROJECT AND FOR FUTURE MAINTENANCE, TO PROVIDE RAILROAD INSURANCES AND ENTER INTO A RIGHT-OF-ENTRY AGREEMENT WITH THE RAILROAD COMPANY.

6. ALLOW THE RAILROAD COMPANY TO PERFORM ROUTINE MAINTENANCE THAT WILL NOT IMPACT WARNING TIME OF ANY ACTIVE WARNING SYSTEMS SHOWN IN THIS EXHIBIT WITHOUT NOTIFYING THE LOCAL GOVERNMENT.

7. NOT HOLD THE RAILROAD COMPANY LIABLE FOR FAILURE OF ANY ADJACENT TRAFFIC SIGNALS MAINTAINED BY THE LOCAL GOVERNMENT TO OPERATE PROPERLY.

8. TAKE SUITABLE PRECAUTIONS TO PREVENT INTERFERENCE OF ANY COMMUNICATION LINES MAINTAINED BY THE LOCAL GOVERNMENT FROM INTERFERING WITH THE RAILROAD COMPANY'S GRADE CROSSING ACTIVE WARNING SYSTEM.

9. CONTINUE ROADWAY MAINTENANCE AT THIS CROSSING LOCATION UPON COMPLETION OF THE PROJECT.

STATE OF TEXAS
BRENT R. KYLER
77841
LICENSED PROFESSIONAL ENGINEER

Brent R. Kyler

7/1/2025

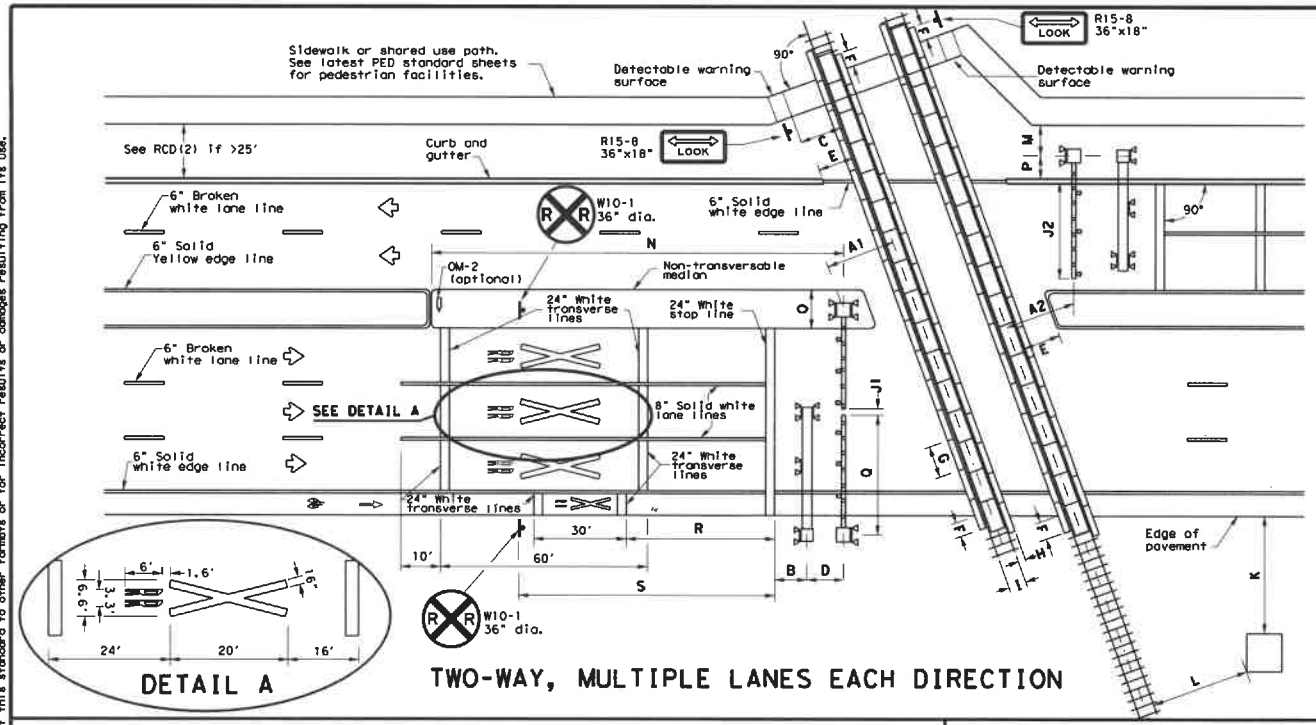
Texas Department of Transportation

GENERAL AND PREEMPTION NOTES
UNION PACIFIC RAILROAD COMPANY
GRADE CROSSING SAFETY UPGRADES
SCHERTZ PKWY IN
CITY OF SCHERTZ, TX
RR DOT # 742 634V
RRMP 192.49

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REVISIONS

Dsn TXDOT	Ck: TXDOT	Dw: TXDOT	Ck: TXDOT
CONT	SECT	JOB	HIGHWAY
0915	46	048	SCHERTZ PKWY
DIST	COUNTY		SHEET NO.
SAT	GUADALUPE		4



NOTES

A1: Center of RR mast to center of rail: 12' minimum, 15' typical.

A2: Tip of gate to center of rail: 12' minimum, 15' typical.

B: Center of mast (cantilever, gate, or mast flasher) of nearest active traffic control device to stop line: 8' (NOTE: Stop line may be moved as needed, but should be at least 8' back from gates, if present).

C: Near edge of detectable warning surface to nearest rail: 12' minimum.

D: Center of gate mast to center of cantilever mast: 6' typical.
NOTE: Cantilever may be located in front or behind gates.

E: Edge of median or curb to nearest rail: 10' typical.
NOTE: Design median edge to be parallel with rail.

F: Edge of planking panel from edge of pavement or sidewalk: 3' minimum.
NOTE: Field panels need not be in line with gauge panels.

G: Length of panels along rail: 8' typical.

H: Width of field panel: 2' typical (check with railroad company).

I: Distance between rails: 4' - 8 1/2".

J1: Tip of gate to tip of gate: 2' maximum.

J2: 90% of traveled roadway to be covered by gate.

K: Nearest edge of RR cabinet from edge of pavement: 30' typical.
NOTE: Cabinet not required to be parallel to edge of pavement.

L: Nearest edge of RR cabinet from nearest rail: 25' typical.

M: Center of RR mast to edge of sidewalk: 6' minimum.

N: Center of gate mast to leading edge of non-traversable median: 100' minimum to qualify as a Quiet Zone SSM. NOTE: 60' will suffice if there is a street intersection within the 100' and all street intersections within 60' are closed.

O: Width of median for RR gate assembly: 8'-6" minimum, 10' typical when using median gates. NOTE: Center of gate mast minimum 4'-3" from face of curb.

P: Center of RR mast to face of curb: 5'-3" minimum.
Center of RR mast to edge of pavement (with shoulder): 7' minimum.
Center of RR mast to edge of pavement (no shoulder): 9'-3" minimum.
NOTE: Final location determined by the railroad company.

Q: Gate length: 28' or less typical, but railroad company may allow up to 32' under special circumstances.

R: Stop line to first RR Crossing transverse line (bike lane): 50' typical.

S: Stop line to GRADE CROSSING ADVANCE WARNING (W10-1) sign and adjacent RR Crossing pavement markings. See Table 1. See RCD(2) for other signs.

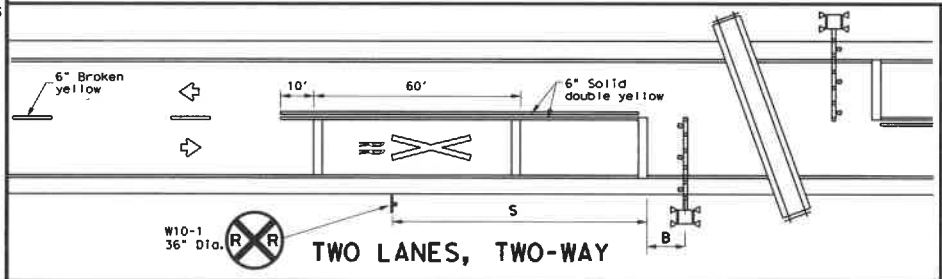
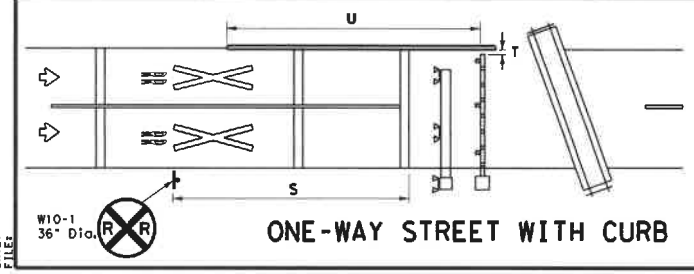


TABLE 1	
Approach Speed (mph)	Desirable Placement (feet)
20	100
25	100
30	100
35	100
40	125
45	175
50	250
55	325
60	400
65	475
70	550
75	650

LEGEND	
	Sign
	Object Marker
	Traffic Flow
	Cantilever
	Gate Assembly
	Mast Flasher Pair

GENERAL NOTES

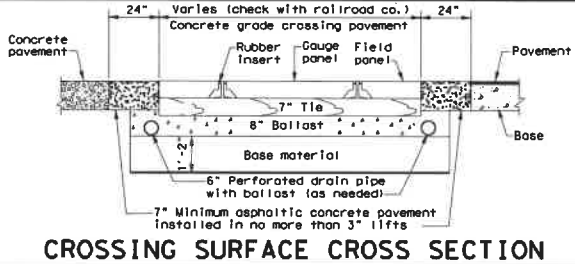
1. Medians and curbs must be non-traversable to qualify as a Quiet Zone Supplementary Safety Measure (SSM). Non-traversable curbs in Quiet Zones are 6" tall minimum and used on roadways where speed does not exceed 40 mph.
2. Raised pavement markers may be used to supplement striping. See PM(2) and PM(3) standard sheets.
3. Medians preferred whenever possible to prevent vehicles from driving around gates.
4. Longitudinal edge striping may be continued thru crossing as needed. Illumination may also be considered for nighttime visibility.
5. See SMD standard sheets for sign mounting details.
6. See the Standard Highway Sign Design for Texas (SHSD) manual for sign and pavement marking details.



NOTES

T: Tip of gate to edge of curb: 1' maximum for Quiet Zone SSM, 90% of traveled way covered by gates for all other locations.

U: Non-traversable curb length from gate: 100' minimum for a Quiet Zone SSM, 10' minimum for all other locations.



Texas Department of Transportation

Traffic Safety Division Standard

RAILROAD CROSSING DETAILS SIGNING, STRIPING, AND DEVICE PLACEMENT

RCD(1)-22

FILE: rcd1-22.dgn	DN: TxDOT	CK: TxDOT	DW: TxDOT	CK: TxDOT
©TxDOT November 2022	CONT	SECT	JOB	HIGHWAY
REVISIONS	0915	46	048	SCHERTZ PKWY
2-16	DIST	COUNTY		SHEET NO.
11-22	SAT	GUADALUPE		5

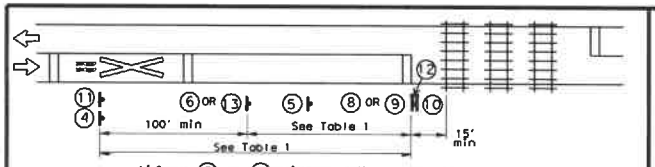
14

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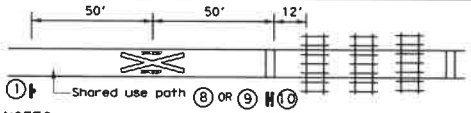
DATE:
FILE:



PASSIVE CROSSING

NOTES

1. STOP or YIELD sign may also be installed to the left of the crossbuck sign, rather than below it.
2. A 2" white retroreflective strip shall be installed on front and back of crossbuck sign post.
3. See the Crossbuck Assemblies with YIELD or STOP Signs at Passive Grade Crossings section of the TMUTCD for further details about sign mounting arrangements.



NOTES

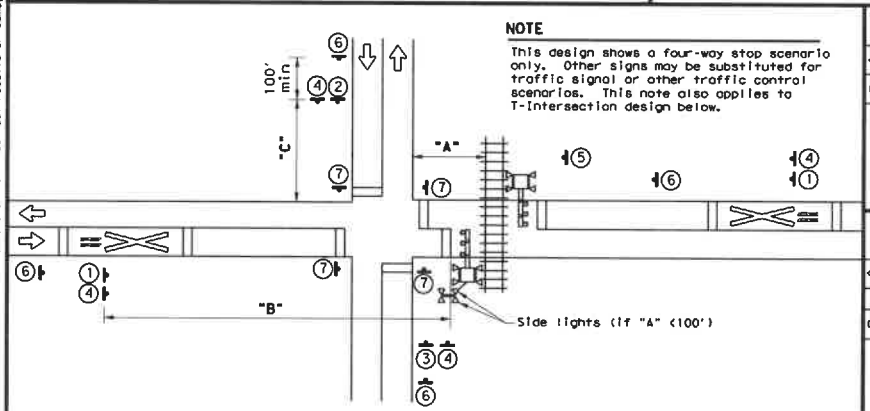
1. A shared use path is considered a separate pathway crossing when more than 25' from traveled way of adjacent roadway.
2. Detectable warning used at stop bar.
3. Smaller signs preferred. See the Design of Bicycle Signs section within the TMUTCD for sizing details.

PATHWAY CROSSING

TABLE 1	
Approach Speed (mph)	Desirable Placement (feet)
20	100
25	100
30	100
35	100
40	125
45	175
50	250
55	325
60	400
65	475
70	550
75	650

GENERAL NOTES

1. Railroad company to provide active traffic control devices, CROSSBUCK (R15-1), NUMBER OF TRACKS (R15-2P) plaque (if more than 1 track), and EMERGENCY NOTIFICATION (I-13) signs.
2. LOW GROUND CLEARANCE (W10-5) signs may be relocated further upstream of crossing to provide advance warning of alternate route.
3. GRADE CROSSING AND INTERSECTION ADVANCE WARNING (W10-2) signs may be modified as needed to fit roadway geometry.
4. Table 1 placement distances may vary per the Placement of Warning Signs section of the TMUTCD.
5. See Table 1 to determine placement of STOP AHEAD (W3-1) and YIELD AHEAD (W3-2) signs unless shown otherwise.
6. DO NOT STOP ON TRACKS (R8-8) signs installed when potential for vehicles stopping on tracks is significant as determined by scaling engineer. Install so sign does not block view of RR mast.
7. See the Standard Highway Sign Design for Texas (SHSD) manual for sign and pavement marking details.

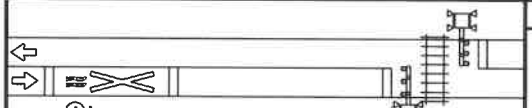


NOTE

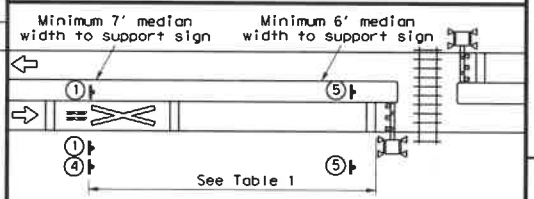
This design shows a four-way stop scenario only. Other signs may be substituted for traffic signal or other traffic control scenarios. This note also applies to T-Intersection design below.

	"A" <100'	"A" ≥100'
"B"	See Table 1. Place pavement markings and signs on opposite side of intersection from rail if spacing from Table 1 would put markings within intersection.	See Table 1. Place pavement markings and signs between rail and intersection if spacing from Table 1 would put markings within intersection.
"C"	See Table 1.	GRADE CROSSING AND INTERSECTION ADVANCE WARNING (W10-2, W10-3, W10-4) signs should only be installed if W10-1 sign is not between intersection and railroad crossing. If needed, see Table 1.

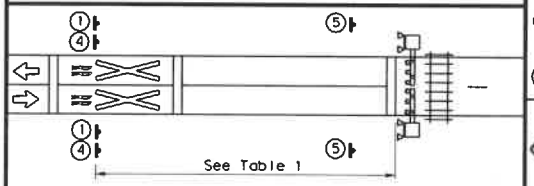
GRADE CROSSING NEAR A PARALLEL STREET



TWO-WAY

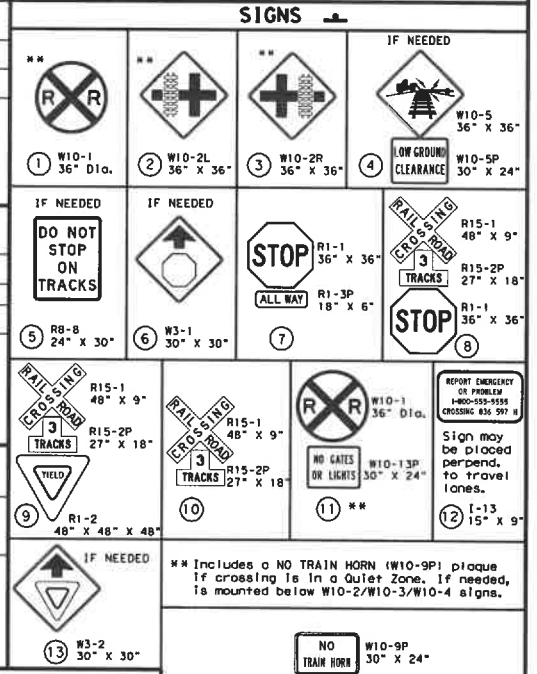


TWO-WAY WITH MEDIAN



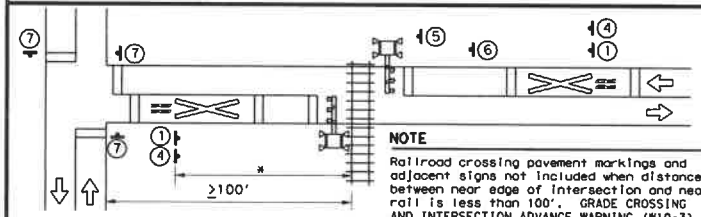
ONE-WAY

SIGNS



** Includes a NO TRAIN HORN (W10-9P) plaque if crossing is in a Quiet Zone. If needed, is mounted below W10-2/W10-3/W10-4 signs.

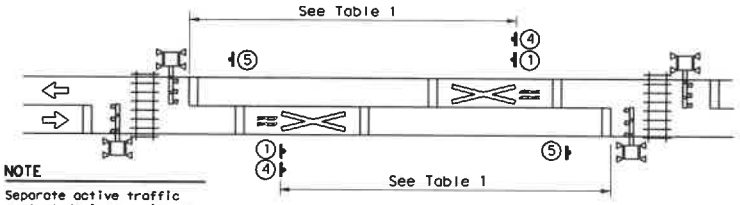
NO TRAIN HORN W10-9P 30" X 24"



NOTE

Railroad crossing pavement markings and adjacent signs not included when distance between near edge of intersection and near rail is less than 100'. GRADE CROSSING AND INTERSECTION ADVANCE WARNING (W10-3) signs installed on roadway parallel with rail in this case.

T-INTERSECTION



NOTE

Separate active traffic control devices, railroad crossing pavement markings, and adjacent signs required when tracks are more than 100' apart.

TWO ADJACENT CROSSINGS

Texas Department of Transportation

Traffic Safety Division Standard

RAILROAD CROSSING DETAILS SIGNING & STRIPING

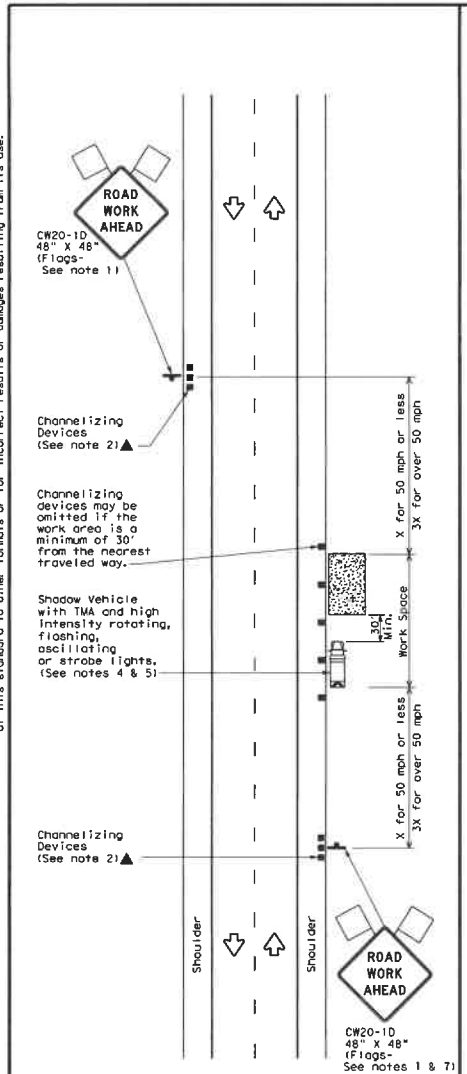
RCD(2)-22

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©TxDOT November 2022	CONT	SECT	JOB	HIGHWAY
REVISIONS	0915	46	048	SCHERTZ PKWY
2-16	DIST	COUNTY		SHEET NO.
11-22	SAT	GUADALUPE		8

15

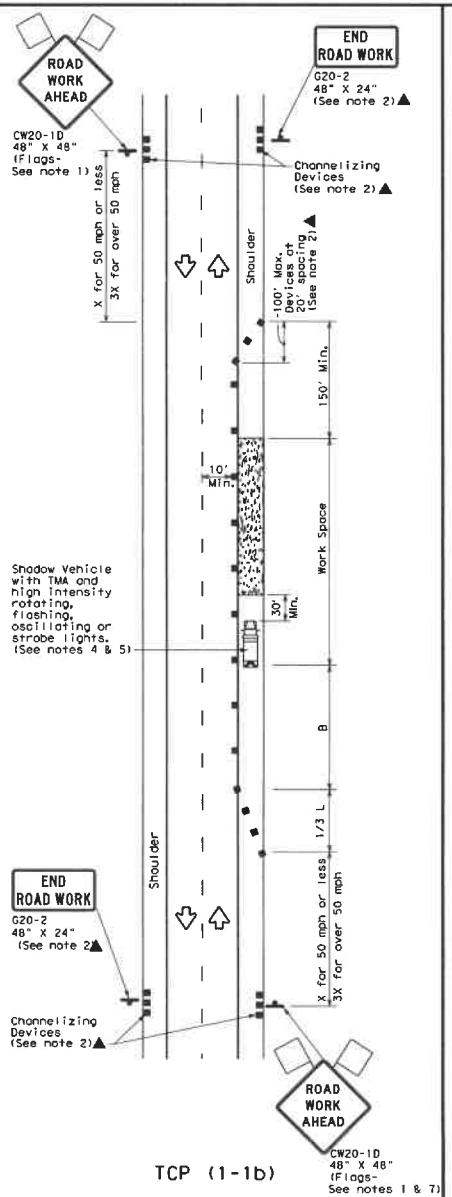
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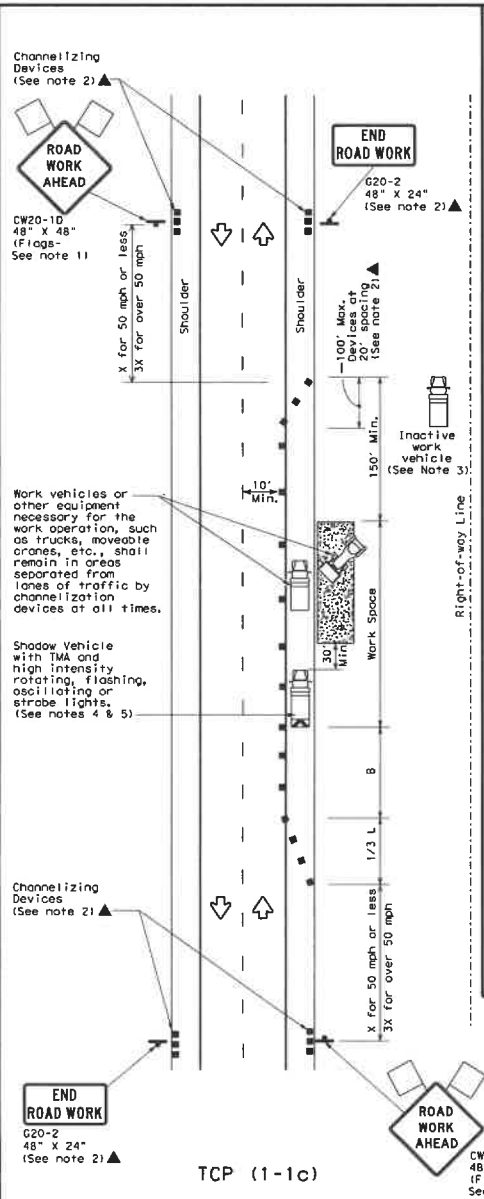
TCP (1-1a)

WORK SPACE NEAR SHOULDER
Conventional Roads



TCP (1-1b)

WORK SPACE ON SHOULDER
Conventional Roads



TCP (1-1c)

WORK VEHICLES ON SHOULDER
Conventional Roads

LEGEND			
	Type 3 Barricade		Channelizing Devices
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board	M	Portable Changeable Message Sign (PCMS)
	Sign		Traffic Flow
	Flag		Flagger

Posted Speed *	Formula	Minimum Desirable Taper Lengths ** 10' Offset	11' Offset	12' Offset	Suggested Maximum Spacing of Channelizing Devices On a Taper	On a Tangent	Minimum Sign Spacing "X" Distance	Suggested Longitudinal Buffer Space "B"
30	$L=\frac{WS^2}{60}$	150'	165'	180'	30'	60'	120'	90'
35		205'	225'	245'	35'	70'	160'	120'
40		265'	295'	320'	40'	80'	240'	155'
45	L=WS	450'	495'	540'	45'	90'	320'	195'
50		500'	550'	600'	50'	100'	400'	240'
55		550'	605'	660'	55'	110'	500'	295'
60		600'	660'	720'	60'	120'	600'	350'
65		650'	715'	780'	65'	130'	700'	410'
70		700'	770'	840'	70'	140'	800'	475'
75		750'	825'	900'	75'	150'	900'	540'

* Conventional Roads Only
** Taper lengths have been rounded off.
L=Length of Taper(FT) W=Width of Offset(FT) S=Posted Speed(MPH)

TYPICAL USAGE				
MOBILE	SHORT DURATION	SHORT TERM STATIONARY	INTERMEDIATE TERM STATIONARY	LONG TERM STATIONARY
	✓	✓		

GENERAL NOTES

1. Flags attached to signs where shown are REQUIRED.
2. All traffic control devices illustrated are REQUIRED, except those denoted with the triangle symbol may be omitted when stated elsewhere in the plans, or for routine maintenance work, when approved by the Engineer.
3. Inactive work vehicles or other equipment should be parked near the right-of-way line and not parked on the paved shoulder.
4. A Shadow Vehicle with a TMA should be used anytime it can be positioned 30 to 100 feet in advance of the area of crew exposure without adversely affecting the performance or quality of the work. If workers are no longer present but road or work conditions require the traffic control to remain in place, Type 3 Barricades or other channelizing devices may be substituted for the Shadow Vehicle and TMA.
5. Additional Shadow Vehicles with TMAs may be positioned off the paved surface, next to those shown in order to protect wider work spaces.
6. See TCP(5-1) for shoulder work on divided highways, expressways and freeways.
7. CW21-5 "SHOULDER WORK" signs may be used in place of CW20-1D "ROAD WORK AHEAD" signs for shoulder work on conventional roadways.

Texas Department of Transportation — Traffic Operations Division Standard

TRAFFIC CONTROL PLAN CONVENTIONAL ROAD SHOULDER WORK

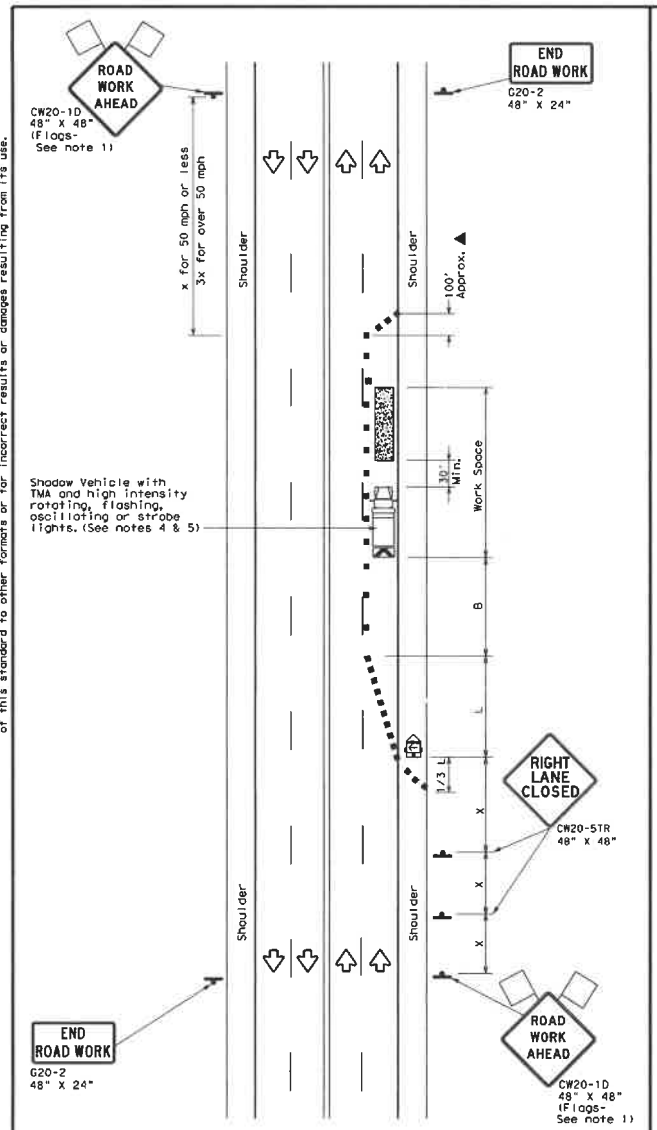
TCP(1-1)-18

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TxDOT December 1985	CONT	SECT	JOB	HIGHWAY
REVISIONS 2-94 4-98	0915	46	048	SCHERTZ PKWY
8-95 2-12	DIST	COUNTY		SHEET NO.
1-97 2-18	SAT	GUADALUPE		7

TST

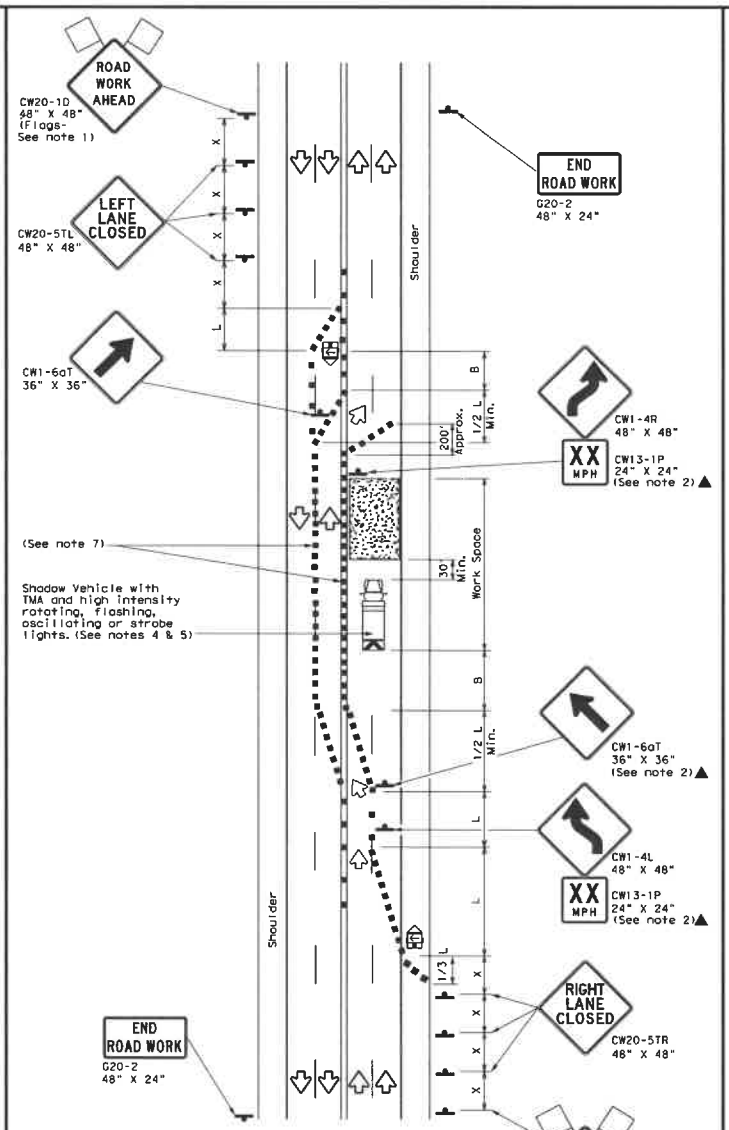
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FILE:



TCP (1-4a)

ONE LANE CLOSED



TCP (1-4b)

TWO LANES CLOSED

LEGEND			
	Type 3 Barricade		Channelizing Devices
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board		Portable Changeable Message Sign (PCMS)
	Sign		Traffic Flow
	Flag		Flagger

Posted Speed *	Formula	Minimum Desirable Taper Lengths ** 10' Offset	11' Offset	12' Offset	Suggested Maximum Spacing of Channelizing Devices On a Taper	On a Tangent	Minimum Sign Spacing "X" Distance	Suggested Longitudinal Buffer Space "B"
30	$L=\frac{WS^2}{60}$	150'	165'	180'	30'	60'	120'	90'
35		205'	225'	245'	35'	70'	160'	120'
40		265'	295'	320'	40'	80'	240'	155'
45	L=WS	450'	495'	540'	45'	90'	320'	195'
50		500'	550'	600'	50'	100'	400'	240'
55		550'	605'	660'	55'	110'	500'	295'
60		600'	660'	720'	60'	120'	600'	350'
65		650'	715'	780'	65'	130'	700'	410'
70		700'	770'	840'	70'	140'	800'	475'
75		750'	825'	900'	75'	150'	900'	540'

* Conventional Roads Only
** Taper lengths have been rounded off.
L=Length of Taper(FT) W=Width of Offset(FT) S=Posted Speed(MPH)

TYPICAL USAGE				
MOBILE	SHORT DURATION	SHORT TERM STATIONARY	INTERMEDIATE TERM STATIONARY	LONG TERM STATIONARY
	✓	✓		

GENERAL NOTES

1. Flags attached to signs where shown are REQUIRED.
2. All traffic control devices illustrated are REQUIRED, except those denoted with the triangle symbol may be omitted when stated elsewhere in the plans, or for routine maintenance work, when approved by the Engineer.
3. The CW20-1D "ROAD WORK AHEAD" sign may be repeated if the visibility of the work zone is less than 1500 feet.
4. A Shadow Vehicle with a TMA should be used anytime it can be positioned 30 to 100 feet in advance of the area of crew exposure without adversely affecting the performance or quality of the work. If workers are no longer present but road or work conditions require the traffic control to remain in place, Type 3 Barricades or other channelizing devices may be substituted for the Shadow Vehicle and TMA.
5. Additional Shadow Vehicles with TMAs may be positioned off the paved surface, next to those shown in order to protect wider work spaces.

TCP (1-4a)

6. If this TCP is used for a left lane closure , CW20-5TL "LEFT LANE CLOSED" signs shall be used and channelizing devices shall be placed on the centerline where needed to protect the work space from opposing traffic with the arrow panel placed in the closed lane near the end of the merging taper.

TCP (1-4b)

7. Where traffic is directed over a yellow centerline, channelizing devices which separate two-way traffic should be spaced on tapers at 20' or 15' if posted speeds are 35 mph or slower, and for tangent sections, at 1/2S where S is the speed in mph. This tighter device spacing is intended for the areas of conflicting markings, not the entire work zone.

Texas Department of Transportation

Traffic Operations Division Standard

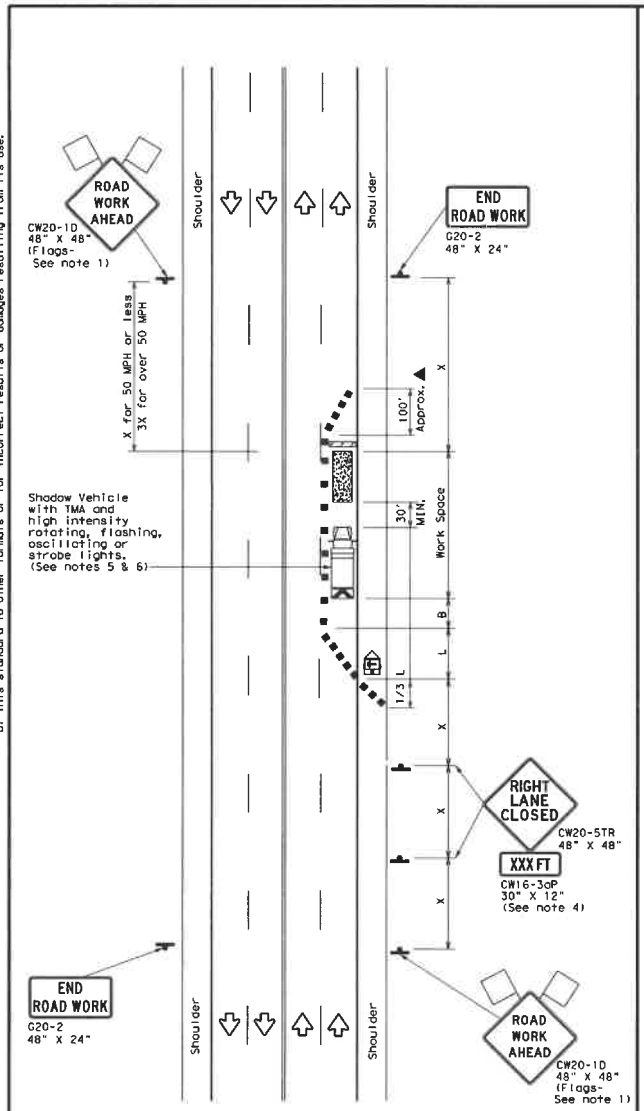
TRAFFIC CONTROL PLAN LANE CLOSURES ON MULTILANE CONVENTIONAL ROADS

TCP(1-4)-18

FILE: tcp1-4-18.dgn	DN:	CK:	DW:	CK:
©TxDOT December 1985	CONT	SECT	JOB	HIGHWAY
REVISIONS 2-94 4-98 8-95 2-12 1-97 2-18	0915	46	048	SCHERTZ PKWY
	DIST	COUNTY		SHEET NO.
	SAT	GUADALUPE		8

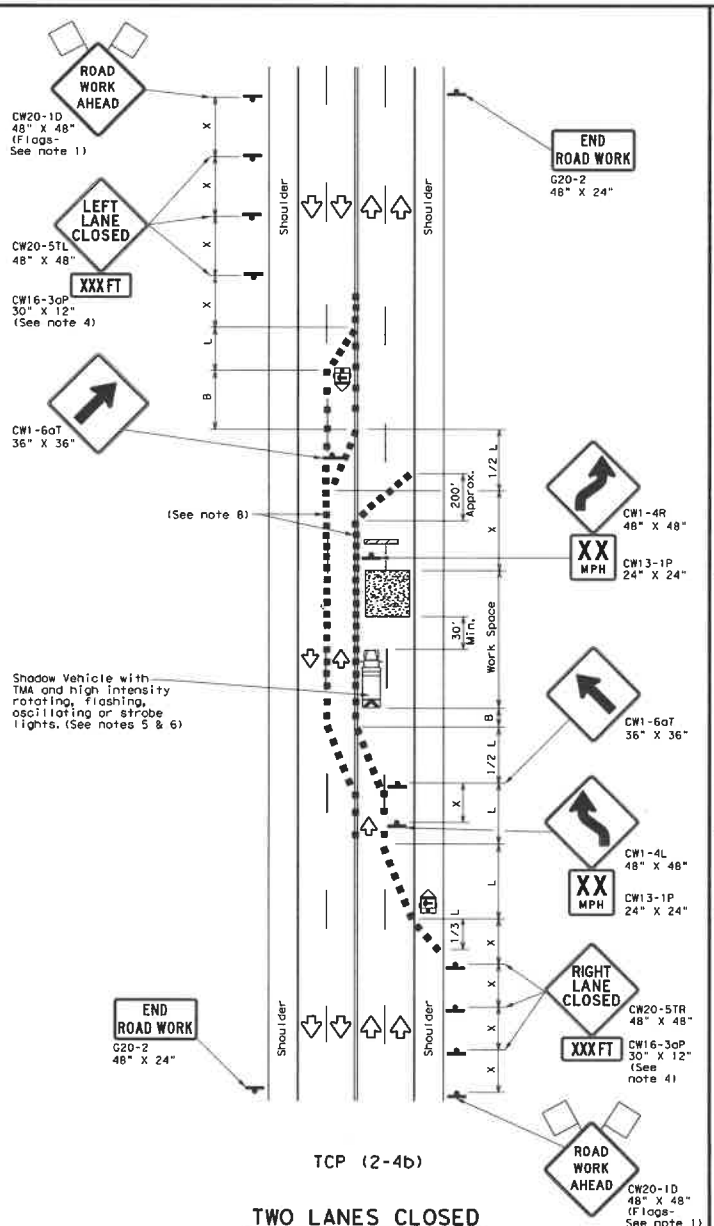
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DATE:
FILE:



TCP (2-4a)

ONE LANE CLOSED



TCP (2-4b)

TWO LANES CLOSED

LEGEND

	Type 3 Barricade		Channelizing Devices
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board	M	Portable Changeable Message Sign (PCMS)
	Sign		Traffic Flow
	Flag		Flagger

Posted Speed *	Formula	Minimum Desirable Taper Lengths ** 10' Offset	11' Offset	12' Offset	Suggested Maximum Spacing of Channelizing Devices On a Taper	On a Tangent	Minimum Sign Spacing "X" Distance	Suggested Longitudinal Buffer Space "B"
30	$L=\frac{WS^2}{60}$	150'	165'	180'	30'	60'	120'	90'
35		205'	225'	245'	35'	70'	160'	120'
40		265'	295'	320'	40'	80'	240'	155'
45	L=WS	450'	495'	540'	45'	90'	320'	195'
50		500'	550'	600'	50'	100'	400'	240'
55		550'	605'	660'	55'	110'	500'	295'
60		600'	660'	720'	60'	120'	600'	350'
65		650'	715'	780'	65'	130'	700'	410'
70		700'	770'	840'	70'	140'	800'	475'
75		750'	825'	900'	75'	150'	900'	540'

* Conventional Roads Only

** Taper lengths have been rounded off.
L=Length of Taper(FT) W=Width of Offset(FT) S=Posted Speed(MPH)

TYPICAL USAGE

MOBILE	SHORT DURATION	SHORT TERM STATIONARY	INTERMEDIATE TERM STATIONARY	LONG TERM STATIONARY
		✓	✓	

GENERAL NOTES

1. Flags attached to signs where shown, are REQUIRED.
2. All traffic control devices illustrated are REQUIRED, except those denoted with the triangle symbol may be omitted when stated elsewhere in the plans, or for routine maintenance work, when approved by the Engineer.
3. The downstream taper is optional. When used, it should be 100 feet minimum length per lane.
4. For short term applications, when post mounted signs are not used, the distance legend may be shown on the sign face rather than on a CW16-3aP supplemental plaque.
5. A Shadow Vehicle with a TMA should be used anytime it can be positioned 30 to 100 feet in advance of the area of crew exposure without adversely affecting the performance or quality of the work. If workers are no longer present but road or work conditions require the traffic control to remain in place, Type 3 Barricades or other channelizing devices may be substituted for the Shadow Vehicle and TMA.
6. Additional Shadow Vehicles with TMAs may be positioned in each closed lane, on the shoulder or off the paved surface, next to those shown in order to protect a wider work space.

TCP (2-4a)

7. If this TCP is used for a left lane closure, CW20-5TL "LEFT LANE CLOSED" signs shall be used and channelizing devices shall be placed on the centerline to protect the work space from opposing traffic with the arrow board placed in the closed lane near the end of the merging taper.

TCP (2-4b)

8. For shorter durations where traffic is directed over a yellow centerline, channelizing devices which separate two-way traffic should be spaced on tapers at 20' or 15' if posted speeds are 35 mph or slower, and for tangent sections, at 1/2[S] where S is the speed in mph. This tighter devices spacing is intended for the area of conflicting markings, not the entire work zone.

Texas Department of Transportation

Traffic Operations Division Standard

TRAFFIC CONTROL PLAN LANE CLOSURES ON MULTILANE CONVENTIONAL ROADS

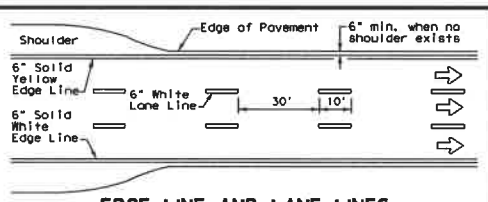
TCP(2-4)-18

FILE: tcp2-4-18.dgn	DN:	CK:	DW:	CK:
© TxDOT December 1985	CONT	SECT	JOB	HIGHWAY
REVISIONS 8-95 3-03	0915	46	048	SCHERTZ PKWY
1-97 2-12	DIST	COUNTY		SHEET NO.
4-98 2-18	SAT	GUADALUPE		9

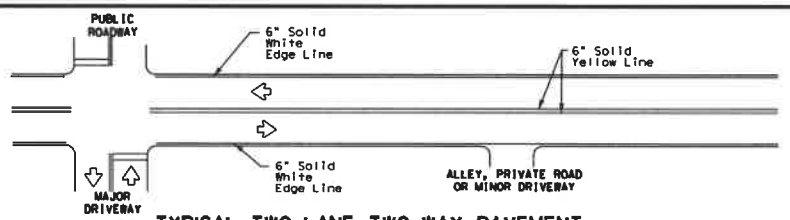
164

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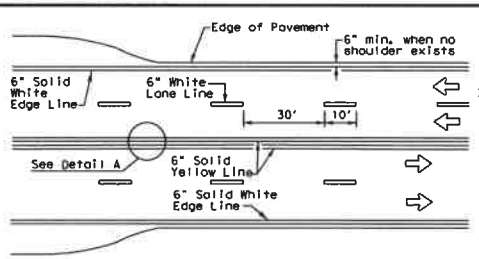
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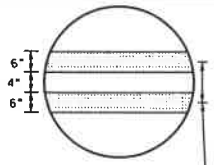


EDGE LINE AND LANE LINES ONE-WAY ROADWAY WITH OR WITHOUT SHOULDERS



TYPICAL TWO-LANE, TWO-WAY PAVEMENT MARKINGS THROUGH INTERSECTIONS





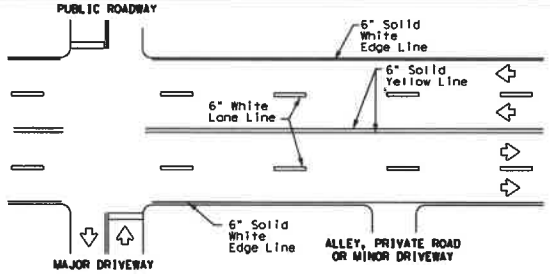
DETAIL "A"

9"** min. - 10" typ. (18" max. for traveled way greater than 48' only)

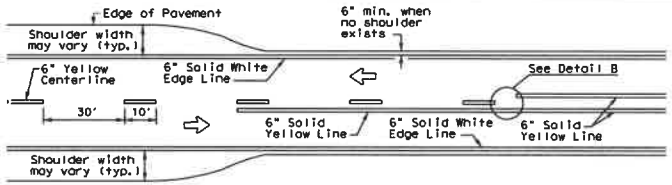
CENTERLINE AND LANE LINES FOUR LANE TWO-WAY ROADWAY WITH OR WITHOUT SHOULDERS

* 2" minimum for restripe projects when approved by the Engineer.

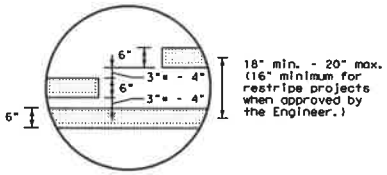
** 8" minimum for restripe projects when approved by the Engineer.



TYPICAL MULTI-LANE, TWO-WAY PAVEMENT MARKINGS THROUGH INTERSECTIONS

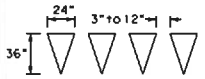


TWO LANE TWO-WAY ROADWAY WITH OR WITHOUT SHOULDERS



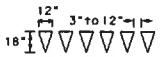
DETAIL "B"

* 2" minimum for restripe projects when approved by the Engineer.

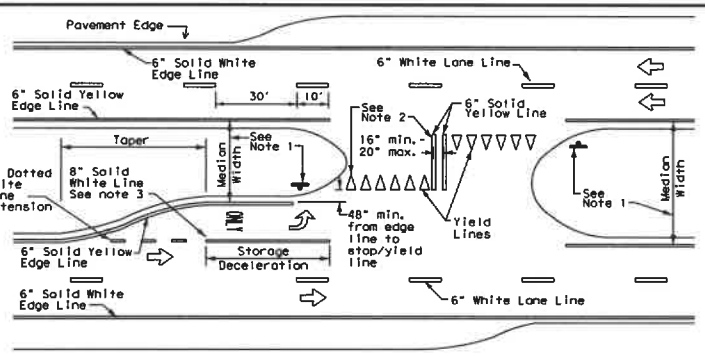


For posted speed on road being marked equal to or greater than 45 MPH.

YIELD LINES



For posted speed on road being marked equal to or less than 40 MPH.



FOUR LANE DIVIDED ROADWAY CROSSOVERS

NOTES

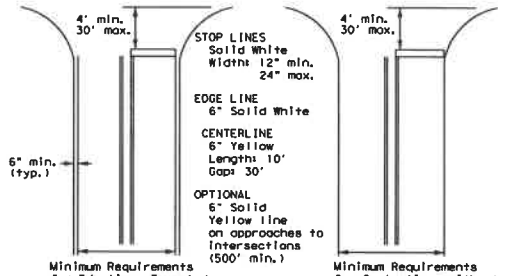
1. Where divided highways are separated by median widths at the median opening itself of 30 feet or more, median openings shall be signed as two separate intersections. Each median opening has two width measurements, with one measurement for each approach. The narrow median width will be the controlling width to determine if signs are required. Yield signs are the typical intersection control. Stop signs and stop bars are optional as determined by the Engineer.
2. Install median striping (double yellow centerlines and stop lines/yield lines) when a 50' or greater median centerline can be placed. Stop lines shall only be used with stop signs. Yield lines shall only be used with yield signs.
3. Length of turn bays, including taper, deceleration, and storage lengths shall be as shown on the plans or as directed by the Engineer.

GENERAL NOTES

1. Edge line striping shall be as shown in the plans or as directed by the Engineer. The edge line should not be placed less than 6 inches from the edge of pavement. This distance may vary due to pavement raveling or other conditions. Edge lines are not required in curb and gutter sections of roadways.
2. The traveled way includes only that portion of the roadway used for vehicular travel. It does not include the parking lanes, sidewalks, berms and shoulders. The traveled ways shall be measured from the center of edge line to the center of edge line of a two lane roadway.

MATERIAL SPECIFICATIONS	
PAVEMENT MARKERS (REFLECTORIZED)	DMS-4200
EPOXY AND ADHESIVES	DMS-6100
BITUMINOUS ADHESIVE FOR PAVEMENT MARKERS	DMS-6130
TRAFFIC PAINT	DMS-8200
HOT APPLIED THERMOPLASTIC	DMS-8220
PERMANENT PREFABRICATED PAVEMENT MARKINGS	DMS-8240

All pavement marking materials shall meet the required Departmental Material Specifications as specified by the plans.



NOTE: Traveled way is exclusive of shoulder widths. Refer to General Note 2 for additional details.

GUIDE FOR PLACEMENT OF STOP LINES, EDGE LINE & CENTERLINE

Based on Traveled Way and Pavement Widths for Undivided Roadways

Texas Department of Transportation

Traffic Safety Division Standard

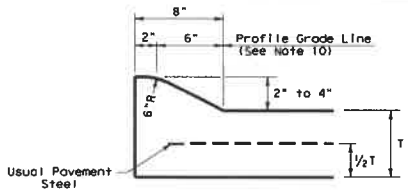
TYPICAL STANDARD PAVEMENT MARKINGS

PM(1)-22

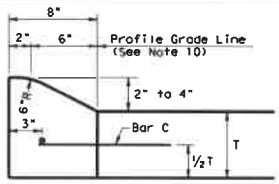
FILE: pm1-22.dgn	DN:	CK:	DW:	CK:
© TxDOT December 2022	CONT	SECT	JOB	HIGHWAY
REVISIONS 11-78 8-00 6-20 8-95 3-03 12-22 5-00 2-12	0915	46	048	SCHERTZ PKWY
	DIST	COUNTY		SHEET NO.
	SAT	GUADALUPE		10

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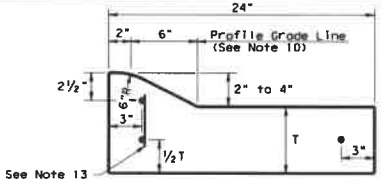
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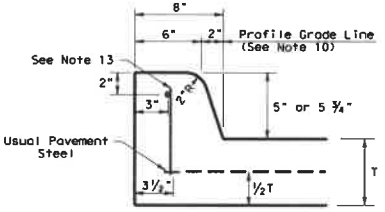
TYPE I CURB (MONOLITHIC)
2" - 4" HEIGHT



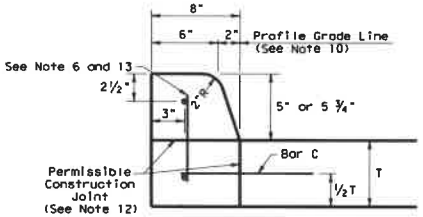
TYPE I CURB
2" - 4" HEIGHT



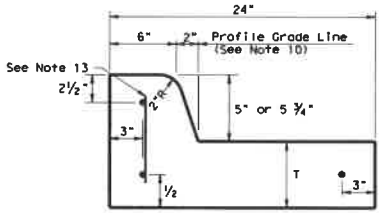
TYPE I CURB AND GUTTER
2" - 4" HEIGHT



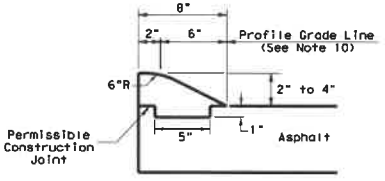
TYPE II CURB (MONOLITHIC)
5" - 5 ¾" HEIGHT



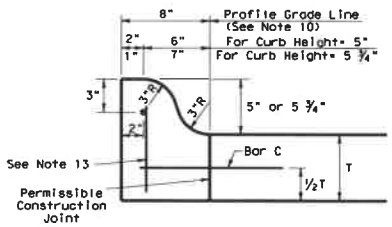
TYPE II CURB
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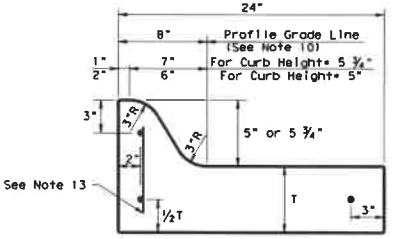
TYPE II CURB AND GUTTER
5" - 5 ¾" HEIGHT



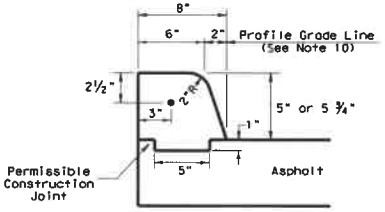
TYPE III CURB (KEYED)
2" - 4" HEIGHT



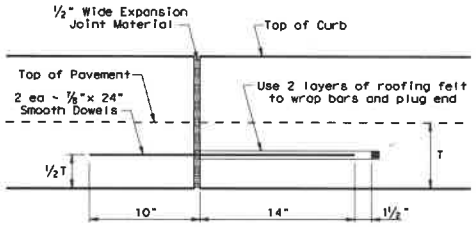
TYPE IIa CURB
5" - 5 ¾" HEIGHT



TYPE IIa CURB AND GUTTER
5" - 5 ¾" HEIGHT

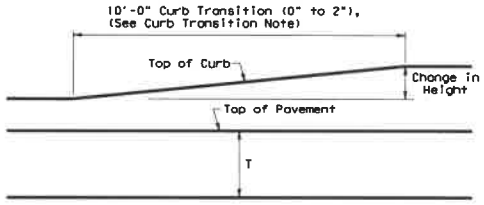


TYPE IV CURB (KEYED)
5" - 5 ¾" HEIGHT



EXPANSION JOINT DETAIL

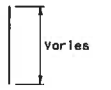
CURB TRANSITION NOTE:
Field conditions may require a longer or shorter transition, and shall be shown elsewhere in the plans, or as directed by the Engineer.



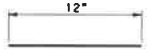
CURB TRANSITION
Note: To be paid for as Highest Curb

GENERAL NOTES

1. All materials and construction shall be in accordance with Item 529, "Concrete Curb, Gutter, and Combined Curb and Gutter."
2. Concrete shall be Class A.
3. When reinforcing bars are used, they shall be No. 4 unless otherwise shown. The use of fiber reinforced concrete in lieu of reinforcing steel is acceptable. Use fibers meeting the requirements of DMS 4550, "Fibers for Concrete," and dose fibers in accordance with Material Producers List (MPL) "Fibers for Class A and B Concrete Applications."
4. Round exposed sharp edges with a rounding tool, to a minimum radius of ¼ inch.
5. All existing curbs and driveways to be removed shall be sawed or removed at existing joints.
6. Where concrete curb is to be placed on existing concrete pavement, Bar B may be drilled and grouted in place, or may be inserted into fresh concrete.
7. Expansion and contraction joints shall be constructed to match pavement joints in all curbs and curb and gutter adjacent to jointed concrete pavement. Where placement of curb or curb and gutter is not adjacent to concrete pavement, expansion joints shall be provided at structures, curb returns at streets, and at locations directed by The Engineer.
8. Vertical and horizontal dowel bars and transverse reinforcing bars shall be placed at four feet C-C.
9. Dimension 'T' shown is the thickness of concrete pavement. When curb is installed adjacent to flexible pavement dimension 'T' is 8" maximum.
10. Usual profile grade line. Refer to typical sections and plan-profile sheets for exact locations.
11. One-half inch expansion joint material shall be provided where curb or curb and gutter is adjacent to sidewalk or riprap.
12. When horizontal permissible construction joints are used, the longitudinal pavement steel shall be placed in accordance with pavement details shown elsewhere in the plans. Reinforcing steel for curb section shall then conform to that required for concrete curb.
13. Bar B placement as needed (typically at four ft. C-C) to support curb reinforcing steel during concrete placement.



BAR B



BAR C

Texas Department of Transportation

Design Division Standard

CONCRETE CURB AND CURB AND GUTTER

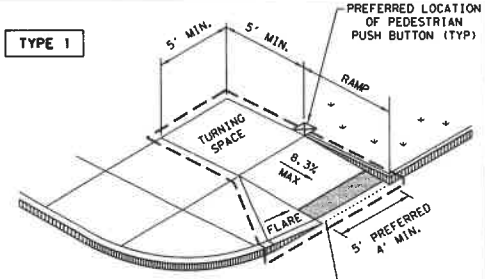
CCCG-22

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© TxDOT: JUNE 2022	CONT	SECT	JOB	HIGHWAY
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	DIST	COUNTY		SHEET NO.
	SAT	GUADALUPE		11

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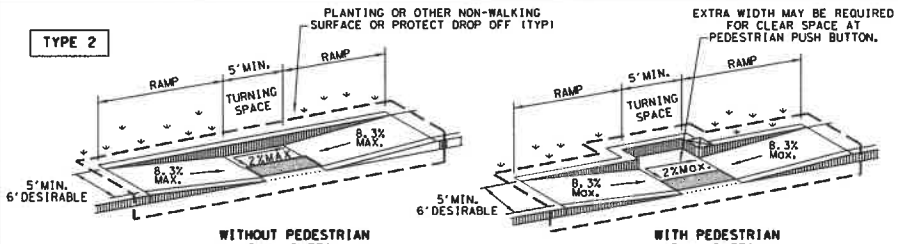
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TYPE 1



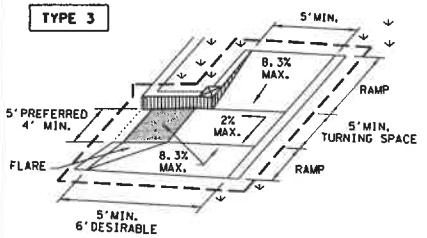
PERPENDICULAR CURB RAMP

TYPE 2

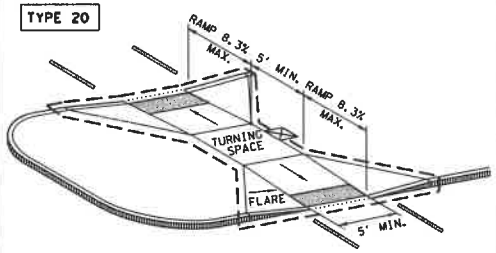


PARALLEL CURB RAMP

TYPE 3

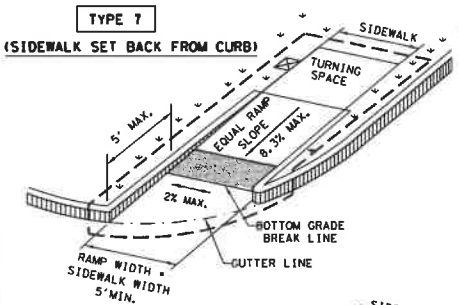


TYPE 20

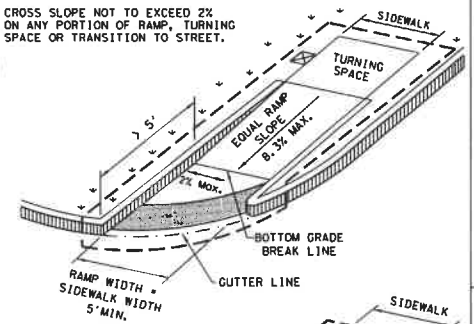


CURB RAMPS AT MEDIAN ISLANDS

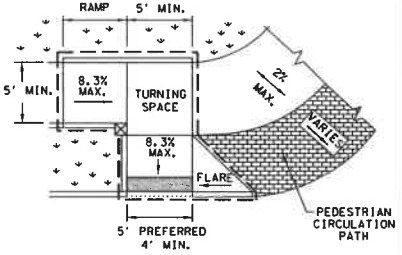
TYPE 7
(SIDEWALK SET BACK FROM CURB)



CROSS SLOPE NOT TO EXCEED 2% ON ANY PORTION OF RAMP, TURNING SPACE OR TRANSITION TO STREET.

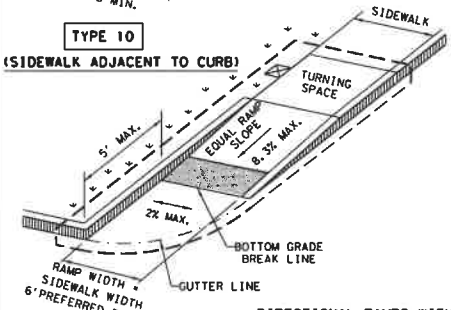


TYPE 6

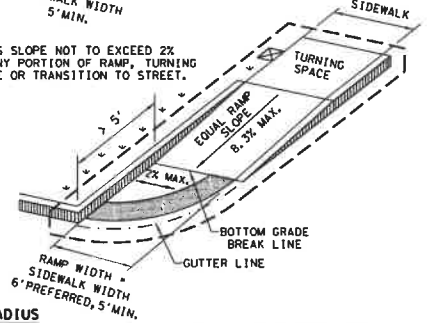


COMBINATION CURB RAMPS

TYPE 10
(SIDEWALK ADJACENT TO CURB)

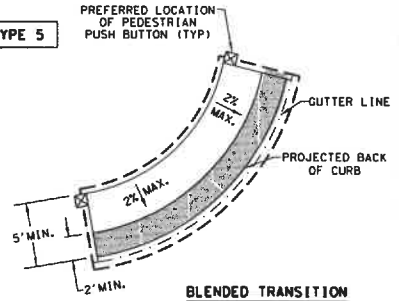


CROSS SLOPE NOT TO EXCEED 2% ON ANY PORTION OF RAMP, TURNING SPACE OR TRANSITION TO STREET.



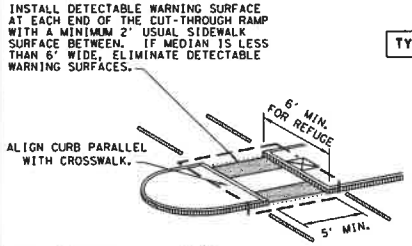
DIRECTIONAL RAMPS WITHIN RADIUS

TYPE 5



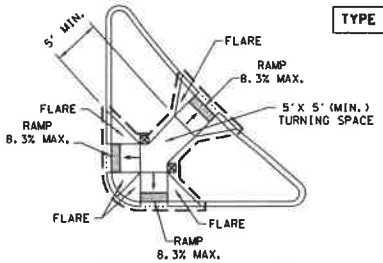
BLENDED TRANSITION
(FLUSH LANDING)

TYPE 21

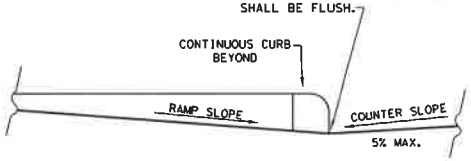


NOTE: CURB DETAILS ARE SHOWN ELSEWHERE IN THE PLANS.

TYPE 22



COMBINATION ISLAND RAMPS



TYPICAL SECTION OF PERPENDICULAR CURB RAMP AT CONNECTION TO ROADWAY

NOTES / LEGEND:

SEE GENERAL NOTES ON SHEET 2 OF 4 FOR MORE INFORMATION.

DENOTES PLANTING OR NON-WALKING SURFACE NOT PART OF PEDESTRIAN CIRCULATION PATH.

DETECTABLE WARNING SURFACE

DENOTES PREFERRED LOCATION OF PEDESTRIAN PUSH BUTTON IF APPLICABLE.

GUTTER LINE

GRADE BREAK

RAMP LIMITS OF PAYMENT

SHEET 1 OF 4

Texas Department of Transportation — Design Division Standard

PEDESTRIAN FACILITIES CURB RAMPS

PED-18

FILE: ped18	DN: TxDOT	CK: VP	CK: KM	CK: PK & JG
© TxDOT: MARCH, 2002	CONT	SECT	JOB	HIGHWAY
REVISIONS	0915	46	048	SCHERTZ PKWY
REVISED 08, 2005 REVISED 08, 2012 REVISED 01, 2018	DIST	COUNTY		SHEET NO.
	SAT	GUADALUPE		12

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DATE:
FILE:

GENERAL NOTES

CURB RAMPS

Flared sides shall b.
Returned curbs may be used only where pedestrians would not normally walk across the ramp, either because the adjacent surface is planted, substantially obstructed, or otherwise protected.

8. Additional information on curb ramp location, design, light reflective value and texture may be found in the latest draft of the Proposed Guidelines for Pedestrian Facilities in the Public Right of Way (PROWAG) as published by the U.S. Architectural and Transportation Barriers Compliance Board (Access Board).

9. To serve as a pedestrian refuge area, the median should be a minimum of 6' wide, measured from back of curbs. Medians should be designed to provide accessible passage over or through them.

10. Small channelization islands, which do not provide a minimum 5'x 5' landing at the top of curb ramps, shall be cut through level with the surface of the street.

11. Crosswalk dimensions, crosswalk markings and stop bar locations shall be as shown elsewhere in the plans. At intersections where crosswalk markings are not required, curb ramps shall align with theoretical crosswalks unless otherwise directed.

12. Provide curb ramps to connect the pedestrian access route at each pedestrian street crossing. Handrails are not required on curb ramps.

13. Curb ramps and landings shall be constructed and paid for in accordance with Item 531 "Sidewalks".

14. Place concrete at a minimum depth of 5" for ramps, flares and landings, unless otherwise directed.

15. Furnish and install No. 3 reinforcing steel bars at 18" o.c. both ways, unless otherwise directed.

16. Provide a smooth transition where the curb ramps connect to the street.

17. Curbs shown on sheet 1 within the limits of payment are considered part of the curb ramp for payment, whether it is concrete curb, gutter, or combined curb and gutter.

18. Existing features that comply with applicable standards may remain in place unless otherwise shown on the plans.

DETECTABLE WARNING MATERIAL

is at the back of cur
back of curb. Detectable warning surfaces may be curved along the corner radius.

24. Shaded areas on Sheet 1 of 4 indicate the approximate location for the detectable warning surface for each curb ramp type.

DETECTABLE WARNING PAVERS (IF USED)

25. Furnish detectable warning paver units meeting all requirements of ASTM C-936, C-33. Lay in a two by two unit basket weave pattern or as directed.

26. Lay full-size units first followed by closure units consisting of at least 25 percent (25%) of a full unit. Cut detectable warning paver units using a power saw.

SIDEWALKS

27. Provide clear ground space at operable parts, including pedestrian push buttons. Operable parts shall be placed within unobstructed reach range specified in PROWAG section R406.

28. Place traffic signal or illumination poles, ground boxes, controller boxes, signs, drainage facilities and other items so as not to obstruct the pedestrian access route or clear ground space.

29. Street grades and cross slopes shall be as shown elsewhere in the plans.

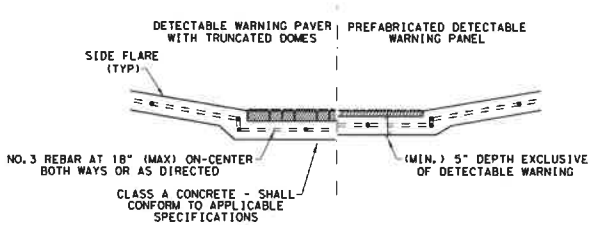
30. Changes in level greater than 1/4 inch are not permitted.

31. The least possible grade should be used to maximize accessibility. The running slope of sidewalks and crosswalks within the public right of way may follow the grade of the parallel roadway. Where a continuous grade greater than five percent (5%) must be provided, handrails may be desirable to improve accessibility. Handrails may also be needed to protect pedestrians from potentially hazardous conditions. If provided, handrails shall comply with PROWAG R409.

32. Handrail extensions shall not protrude into the usable landing area or into intersecting pedestrian routes.

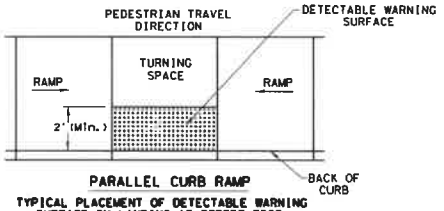
33. Driveways and turnouts shall be constructed and paid for in accordance with Item "Intersections, Driveways and Turnouts". Sidewalks shall be constructed and paid for in accordance with Item, "Sidewalks".

34. Sidewalk details are shown elsewhere in the plans.

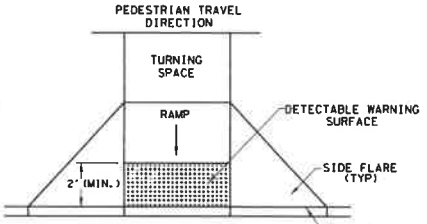


SECTION VIEW DETAIL
CURB RAMP AT DETECTIBLE WARNINGS

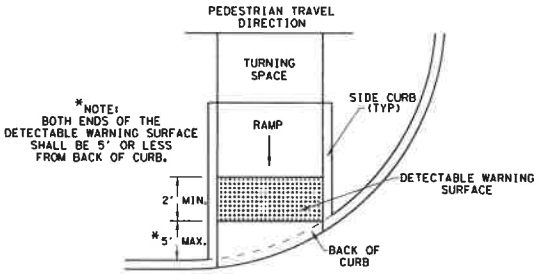
DETECTABLE WARNING SURFACE DETAILS



PARALLEL CURB RAMP
TYPICAL PLACEMENT OF DETECTABLE WARNING SURFACE ON LANDING AT STREET EDGE.



PERPENDICULAR CURB RAMP
TYPICAL PLACEMENT OF DETECTABLE WARNING SURFACE ON SLOPING RAMP RUN.



DIRECTIONAL CURB RAMP
TYPICAL PLACEMENT OF DETECTABLE WARNING SURFACE ON SLOPING RAMP RUN.

Texas Department of Transportation — Design Division Standard

PEDESTRIAN FACILITIES
CURB RAMPS

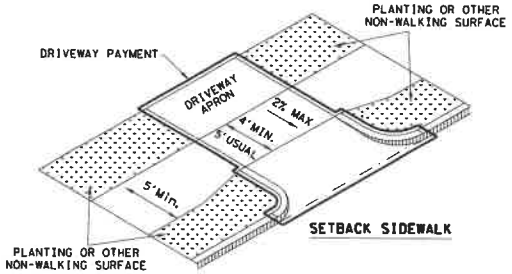
PED-18

FILE: ped18	DN: TxDOT	CK: VP	CK: EM	CK: PK & JG
© TxDOT: MARCH, 2002	CONT	SECT	JOB	HIGHWAY
REVISIONS	0915	46	048	SCHERTZ PKWY
REVISED 08, 2005	DIST	COUNTY		SHEET NO.
REVISED 06, 2012	SAT	GUADALUPE		13
REVISED 01, 2018				

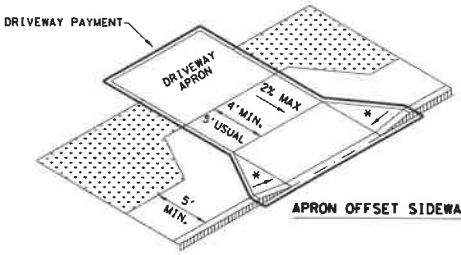
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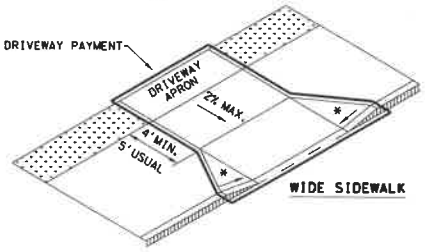
SIDEWALK TREATMENT AT DRIVEWAYS



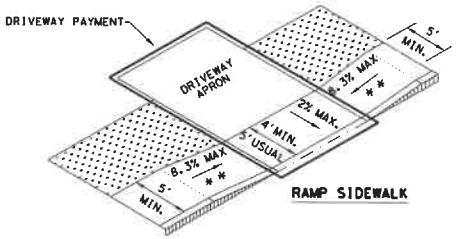
SETBACK SIDEWALK



APRON OFFSET SIDEWALK



WIDE SIDEWALK

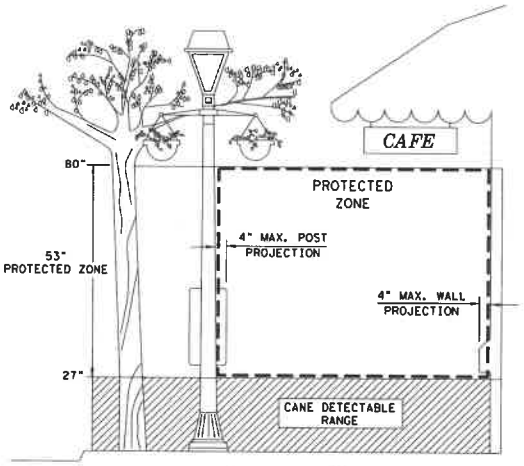


RAMP SIDEWALK

NOTES:

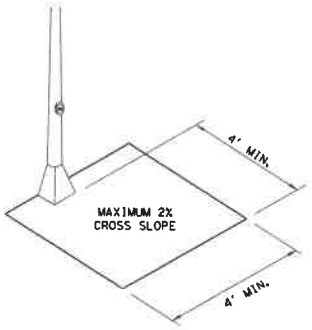
* WHERE DRIVEWAYS CROSS THE PEDESTRIAN ROUTE, SIDES SHALL BE FLARED AT 10% MAX SLOPE.

** IF CURB HEIGHT IS GREATER THAN 6 INCHES, USE GRADE LESS THAN OR EQUAL TO 5%. HANDRAIL AND DETECTABLE WARNING ARE NOT REQUIRED.

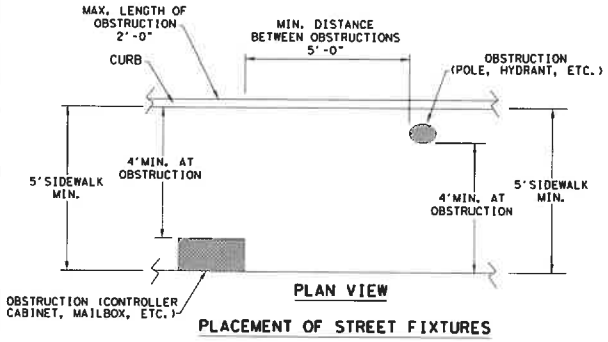


PROTECTED ZONE

NOTE: IN PEDESTRIAN CIRCULATION AREA, MAXIMUM 4" PROJECTION FOR POST OR WALL MOUNTED OBJECTS BETWEEN 27" AND 80" ABOVE THE SURFACE.



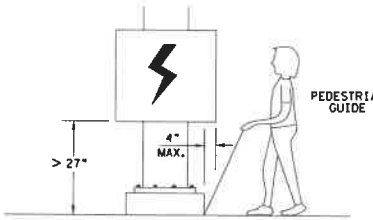
CLEAR SPACE ADJACENT TO PEDESTRIAN PUSH BUTTON



PLAN VIEW

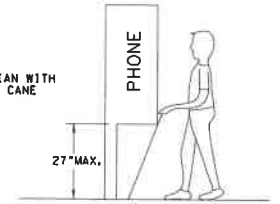
PLACEMENT OF STREET FIXTURES

NOTE: ITEMS NOT INTENDED FOR PUBLIC USE. MINIMUM 4' X 4' CLEAR GROUND SPACE REQUIRED AT PUBLIC USE FIXTURES.



PEDESTRIAN WITH GUIDE CANE

WHEN AN OBSTRUCTION OF A HEIGHT GREATER THAN 27" FROM THE SURFACE WOULD CREATE A PROTRUSION OF MORE THAN 4" INTO THE PEDESTRIAN CIRCULATION AREA, CONSTRUCT ADDITIONAL CURB OR FOUNDATION AT THE BOTTOM TO PROVIDE A MAXIMUM 4" OVERHANG.



PROTRUDING OBJECTS OF A HEIGHT ≤27" ARE DETECTABLE BY CANE AND DO NOT REQUIRE ADDITIONAL TREATMENT.

DETECTION BARRIER FOR VERTICAL CLEARANCE < 80"

Texas Department of Transportation — Design Division Standard

PEDESTRIAN FACILITIES
CURB RAMPS

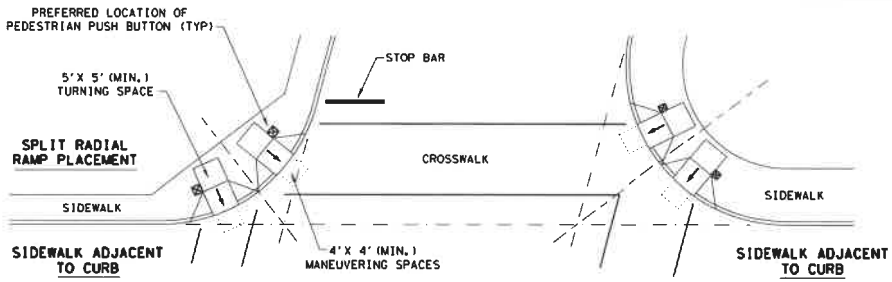
PED-18

FILE: ped18	DN: TxDOT	CK: VP	CK: KM	CK: PK & JG
© TxDOT: MARCH, 2002	CONT	SECT	JOB	HIGHWAY
REVISIONS: REVISED 08,2005 REVISED 06,2012 REVISED 01,2016	0915	46	048	SCHERTZ PKWY
	DIST	COUNTY		SHEET NO.
	SAT	GUADALUPE		14

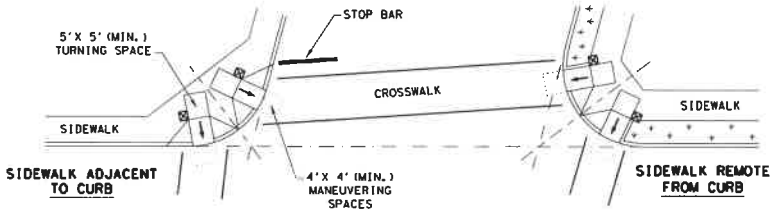
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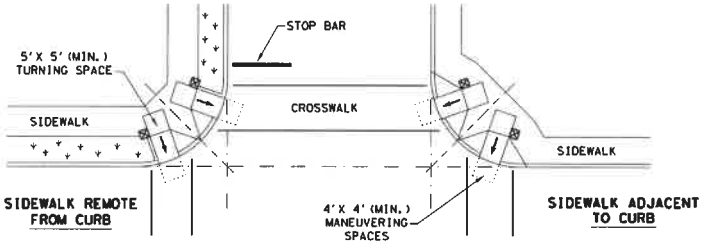
TYPICAL CROSSING LAYOUTS
SEE SHEET 1 OF 4 FOR DETAILS AND DIMENSIONS



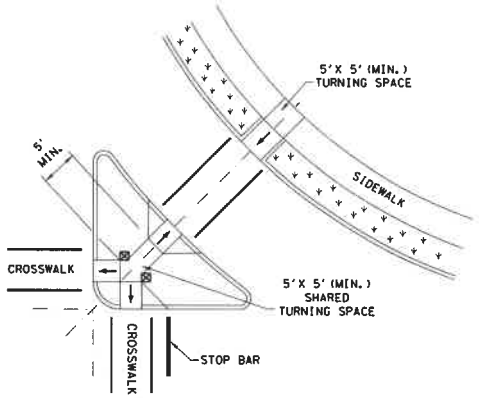
SKEWED INTERSECTION WITH "LARGE" RADIUS



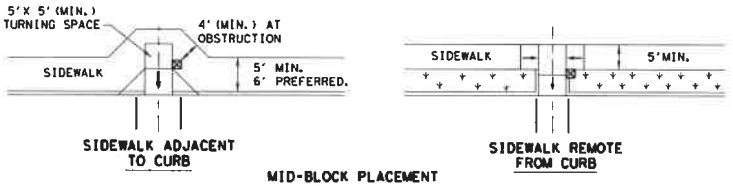
SKEWED INTERSECTION WITH "SMALL" RADIUS



NORMAL INTERSECTION WITH "SMALL" RADIUS



AT INTERSECTION
W/FREE RIGHT TURN & ISLAND



MID-BLOCK PLACEMENT
PERPENDICULAR RAMPS

LEGEND:

SHOWS DOWNWARD SLOPE. →

DENOTES PREFERRED LOCATION OF PEDESTRIAN PUSH BUTTON (IF APPLICABLE). ⊠

DENOTES PLANTING OR NON-WALKING SURFACE NOT PART OF PEDESTRIAN CIRCULATION PATH.

Texas Department of Transportation | Design Division Standard

PEDESTRIAN FACILITIES
CURB RAMPS
PED-18

FILE: ped18	DN: TxDOT	CK: VP	DW: KM	CK: PK & JG	
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REVISIONS	0915	46	048	SCHERTZ PKWY	
REVISED 08,2005 REVISED 04,2012 REVISED 01,2018	DIST	COUNTY		SHEET NO.	
	SAT	GUADALUPE		15	

Agenda No. 7.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Library**
Subject:	**Resolution 25-R-141 - Authorizing an Interlocal Agreement with Guadalupe County for Library Services (S.Gonzalez/E.Bertoia)**

BACKGROUND

The City of Schertz and Guadalupe County have had an interlocal agreement regarding the provision of library service to County residents since 1981. The Commissioners' Court has long held the view that library services are beneficial to all County residents and has entered into agreements with each of the three public libraries in the County to provide library service to all its residents for many years. The proposed Interlocal Agreement is for one fiscal year, from October 14, 2025 through September 30, 2026, with an option to renew each successive year. The agreement can be terminated by either party with written notice not less than 30 days prior to the agreement's end.

Note - the City of Cibolo has also provided funding for the Schertz Library since the late 1990s. The FY 2026 agreement is in the amount of $40,000. The City of Selma has provided funding since 2009 and the FY 2026 agreement will provide approximately $25,000 in the upcoming fiscal year. A recent look at cardholder statistics shows that 69% of the library's cardholders live in Guadalupe County. The majority of them live within the limits of the Cities of Schertz, Cibolo, and Selma and are entitled to use the Schertz Public Library as a result of Schertz resident status, or agreements with other cities. Only 5% of the library's Guadalupe County cardholders live in other parts of Guadalupe County.

One other item to note - it is the Schertz Public Library's practice to allow residents of the State of Texas to use the library free of charge. Out-of-state residents pay $15.00 per person per year to have full access to all resources the library offers. The Texas State Library has a program called Texshare in which Schertz participates. This program allows Schertz Library cardholders to have access to resources, though often on a limited basis, at other participating libraries, including the San Antonio Public Library System, Seguin Library, and the New Braunfels Library System.

GOAL

The goal is to eliminate digital divide and provide educational opportunities for all County residents by providing access to library services without duplication of effort on the County's part. Contracting with existing library service providers is an efficient way to provide service, while at the same time, it helps offset our own operational costs.

COMMUNITY BENEFIT

The Schertz Public Library fills a significant community need by providing quality of life opportunities for area families and individuals. Services include circulation of books and other media, access to digital content, public computers and Internet, educational programs, and reference services. The Interlocal Agreement is mutually advantageous to both the County and the City. It allows the County to efficiently and economically provide library service to its residents who would not otherwise have it, and the City receives funds that help offset operating costs for its residents. It also allows Schertz residents to use the libraries in Seguin and Marion free-of-charge.

SUMMARY OF RECOMMENDED ACTION

Staff recommends re-authorizing the Public Library Interlocal Agreement with Guadalupe County as it is mutually beneficial.

FISCAL IMPACT

The County will pay the City $243,009.96 in monthly installments of $20,250.83 for Library Services as outlined in the ILA under section III, Consideration, which is a 2.1% increase over last fiscal year. The Schertz Library budget is $1,548,160 for FY26.

RECOMMENDATION

Staff recommends approval of Resolution 25-R-141 and re-authorizing the Public Library Interlocal Agreement with Guadalupe County as it is mutually beneficial to both entities.

Attachments

Resolution 25-R-141 with attachments

RESOLUTION NO. 25-R-141

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A PUBLIC LIBRARY INTERLOCAL AGREEMENT WITH GUADALUPE COUNTY, TEXAS, AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the City Council (the "City Council") of the City of Schertz (the "City") has determined that it is in the best interest of the City to enter into a Public Library Interlocal Agreement with the Guadalupe County, Texas (the "County"), permitting the citizens of the County to utilize the services of the City's public library; 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 and deliver the Public Library Interlocal Agreement with Guadalupe County 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 ____ day of _____, 2025

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmonson, City Secretary

(CITY SEAL)

Exhibit “A”
Interlocal Agreement

STATE OF TEXAS §
§ **100-630-800.4945**
COUNTY OF GUADALUPE §

PUBLIC LIBRARY INTERLOCAL AGREEMENT BETWEEN GUADALUPE COUNTY AND THE CITY OF SCHERTZ

This Public Library InterLocal Agreement, effective as of the date of final execution (hereinafter referred to as "Agreement"), is between Guadalupe County (hereinafter referred to as "County"), Texas, and the City of Schertz, (hereinafter referred to as "City"), Texas.

WHEREAS, the City has an established public library and has for several years provided free public library services to all citizens of the County residing in or near the City by informal agreement with the County; and

WHEREAS, the County and the City have determined to enter into this Agreement relating to the provision of free public library services (hereinafter referred to as "Library Services"), to the citizens of the County, and to set out the purposes, terms, rights, objectives, duties, and responsibilities of the County and the City with respect thereto; and

WHEREAS, the County and the City have determined that the provision of the Library Services is a public purpose and within their statutory powers of government; and

WHEREAS, the County and City are political subdivisions of the State of Texas, and are authorized to execute this Agreement pursuant to *Texas Government Code* 791.001 et. seq. as amended, and *Local Government Code* Section 323, as amended (the "Act").

NOW, THEREFORE, the County and the City, acting by and through their duly authorized officers, hereby covenant and agree as follows:

I. Purpose

1. The City agrees that the established library of the City shall assume the functions of a county library within the County, all as permitted by the Act.
2. The Librarian of the City's established library holds a county librarian's certificate from the Texas Library and Archives Commission, as required by the Act.
3. All public library facilities, books, reading material, and other equipment in the possession of the City's library shall be equally accessible to all residents of the County during the term of this Agreement.
4. All public library facilities, books, reading material, and other equipment currently owned by the City of acquired for use in its established public library during the term of this Agreement shall remain the property of the City.

II. Term and Renewal

This agreement shall be for a term commencing with effective date of this Agreement through and including October 14, 2025 to September 30, 2026 (the "Initial Term"), unless either party to this Agreement notifies the other party in writing that it wishes to terminate this Agreement. Such notice shall

be provided not less than thirty (30) days prior to the end of the Initial Term or any Renewal Term.

III. Consideration

1. In consideration of the City's provision of the Library Services during the Initial Term, the county agrees to pay the City a monthly sum of $20,250.83 (Twenty Thousand, Two Hundred Fifty Dollars and 83/100) on the 15th day of each month following the effective date of this Agreement.
2. The County and the City agree that the monthly amount payable by the County to the City shall be determined by good faith negotiations between the County and City and that such amount shall be determined not less than thirty (30) days before the end of the Initial Term and each Renewal Term.

IV. Authorization

The governing bodies of the County and the City have duly authorized this Agreement.

V. Severability

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

VI. Amendments

This agreement represents the complete understanding of the County and the City with respect to the matters described herein, and this Agreement may not be amended or altered without the written consent of both parties.

IN WITNESS WHEREOF, the undersigned have entered into the Public Library InterLocal Agreement, effective as stated herein.

GUADALUPE COUNTY, TEXAS

By: _____
Kyle Kutscher
Guadalupe County Judge

ATTEST

By: _____
Teresa Kiel
Guadalupe County Clerk
Date:_____

CITY OF SCHERTZ, TEXAS

By: _____
Steve Williams
City Manager

ATTEST

By: _____
Sheila Edmondson
City Secretary

Date:_____

Agenda No. 8.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Engineering**
Subject:	**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)**

BACKGROUND

The proposed project is largely a continuation of the City's pavement preservation program. The proposed Professional Services Task order includes the design and bid package preparation for two CIP projects, the 2026 SPAM Resurfacing and the Savannah Drive Resurfacing projects, plus some crosswalk improvements. These projects are bundled together into a single Task Order and construction contract because they contain similar work items. By combining them, costs for design and bid package creation can be reduced and economies of scale will be realized, thus reducing construction costs.

The 2026 SPAM Resurfacing project will resurface (apply a slurry seal) in the Fairway Ridge, Woodland Oaks, and Horseshoe Oaks Subdivisions. The project includes the typical "prep work" (localized concrete repairs, base repairs, asphalt level up, crack seal, etc.) before application of the slurry seal. The Savannah Drive Mill and Overlay project has been modified to a micro-surfacing project. Micro-surfacing is similar to slurry seal, it just has slightly larger aggregate in it and is applied in a thicker layer. This is the same type of surface that was applied last Summer to Schertz Parkway between I-35 and Woodland Oaks. Similar "prep work" will be done before the micro-surfacing is applied.

In response to citizen concerns and evaluations of the situations, the Transportation Safety Advisory Commission (TSAC) recommended the installation of several new crosswalks. The adopted FY 25-26 budget includes a one-time funding allocation of General Funds to support implementing TSAC recommended improvements. This project effort will install a crosswalk on Savannah near Willows Ranch and two crosswalks on Homestead Parkway in the vicinity of the Homestead Amenity Center. Installation of the crosswalks will include concrete improvements and pavement striping and signage.

The crosswalk improvements work represents fairly small quantities of similar work involved in the 2026 SPAM and Savannah resurfacing projects. By combining these relatively small quantities of work with the street projects, the City can expect to receive lower unit prices for the crosswalk work. Additionally, having this work be part of a single contract will also save the expense and effort of creating and administering an additional contract.

GOAL

The goal of Resolution 25-R-143 is to approve and authorize the City Manager to execute a Task Order with Kimley-Horn and Associates, Inc., for professional services for the 2026 SPAM Resurfacing; Savannah Drive Resurfacing; and Crosswalk Improvements Projects.

COMMUNITY BENEFIT

The resurfacing of streets represents preservation of the existing streets. The new surface being applied (a slurry seal) will seal the surface; help rejuvenate the existing pavement; and provide a new driving, or wearing, surface. By resurfacing the streets in the project area now, the streets' overall condition will be reset to a high Pavement Condition Index (PCI) score. By doing this resurfacing now, it will cost less overall than if the streets were allowed to fully deteriorate and then need to be reconstructed. The City's SPAM projects directly address the Strategic Goal of Infrastructure Investment and the specific objective of development and maintenance of roadways. The crosswalk improvements represent citizen requested improvements that have been reviewed and recommended for approval by TSAC. These improvements will provide for safe pedestrian crossings at some key locations. Appropriately located, designed, and constructed crosswalks contribute to a Safe and Livable Community.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of the Task Order for Kimley-Horn and Associates, Inc., for an aggregate amount of $395,315 and a not to exceed amount of $440,000 for the 2026 SPAM Resurfacing; Savannah Drive Resurfacing; and Crosswalks Improvements Projects.

FISCAL IMPACT

Funding for the Task Order is available from CO Street Bond Funds allocated for this purpose; General Funds from the Outsourced Street Maintenance line item in Public Works' budget; and General Funds from a one-time allocation approved by City Council in the FY 25-26 budget for implementation of TSAC recommended items.

The not to exceed funding breakdown for each component of the Task Order is as follows:

Project	Not to Exceed Amount
2026 SPAM Resurfacing	$220,000
Savannah Drive Resurfacing	$170,000
Crosswalk Improvements	$50,000
Total:	$440,000

RECOMMENDATION

Approve Resolution 25-R-143.

Attachments

Resolution 25-R-143 w attachment

CIP Project Sheets

RESOLUTION 25-R-143

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING EXPEDITURES WITH KIMLEY-HORN AND ASSOCIATES, INC., FOR PROFESSIONAL ENGINEERING RELATED SERVICES ON THE 2026 SPAM RESURFACING; SAVANNAH DRIVE RESURFACING; AND CROSSWALK IMPROVEMENTS PROJECTS.

WHEREAS, the City staff of the City of Schertz (the "City") has determined that the City requires professional services relating to engineering and design for the 2026 SPAM Resurfacing; Savannah Drive Resurfacing; and Crosswalk Improvements projects; and

WHEREAS, City staff has determined that Kimley-Horn and Associates, Inc. is uniquely qualified to provide such services for the City; and

WHEREAS, Kimley-Horn and Associates, Inc. is an approved On-Call Engineering Firm for the City of Schertz; and

WHEREAS, pursuant to Section 252.022(a)(4), the City is not required to seek bids or proposals with respect to a procurement for personal, professional, or planning purposes; and

WHEREAS, the City Council has determined that it is in the best interest of the City to contract with Kimley-Horn and Associates, Inc. pursuant to the On-Call Task Order Agreement for the 2026 SPAM Resurfacing, Savannah Drive Resurfacing and crosswalk improvement projects.

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 and deliver the Task Order Agreement with Kimley-Horn and Associates, Inc. in accordance with their approved Master Agreement in substantially the form set forth on Exhibit A in the amount of $395,315 and authorize the City Manager to execute and deliver the Task Order in a not to exceed total aggregate amount of $440,000.

Section 2. The City Council hereby amends the Comprehensive Capital Improvement Plan Project Sheet for the project to reflect the increased amount for professional services and include an increased budget for construction and overall contingency.

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 Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 4. 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 5. This Resolution 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 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 7. 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 8. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND APPROVED on the _____ day of _____, 2025.

CITY OF SCHERTZ, TEXAS

_____

Ralph Gutierrez, Mayor

ATTEST:

_____

Sheila Edmondson, City Secretary

EXHIBIT A

TASK ORDER NO. 7 SERVICES AGREEMENT

TASK ORDER NO. [7]

This is Task Order No. [7], consisting of 34 pages.

In accordance with Paragraph 1.01, Main Agreement, of the Agreement Between Owner and Engineer for Professional Services—Task Order Edition dated **[March 6, 2025]**, Owner and Engineer agree as follows:

1. TASK ORDER DATA

a.	Effective Date of Task Order:	
b.	Owner:	**City of Schertz, TX**
c.	Engineer:	**Kimley-Horn and Associates, Inc.**
d.	Specific Project (title)	***2026 Roadway Improvements – SPAM Resurfacing Projects (Task A)*** ***Savannah Drive Roadway Improvements (2026 SPAM) (Task B)*** ***Savannah Drive and Homestead Parkway Pedestrian Crossings (Task C)***
e.	Specific Project (description):	**Reference scope and fee proposals dated September 26, 2025 for additional information**
f.	Related Task Orders Supplemented by this Task Order: Superseded by this Task Order:	**Primary task order for this project** **N/A** **N/A**

2. BASELINE INFORMATION

Baseline Information. Owner has furnished the following Specific Project information to Engineer as of the Effective Date of the Task Order. Engineer's scope of services has been developed based on this information. As the Specific Project moves forward, some of the information may change or be refined, and additional information will become known, resulting in the possible need to change, refine, or supplement the scope of services.

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Specific Project Title:	2026 Roadway Improvements – SPAM Resurfacing Projects (Task A) Savannah Drive Roadway Improvements (2026 SPAM) (Task B) Savannah Drive & Homestead Parkway Pedestrian Crossings (Task C)
Type and Size of Facility:	Existing neighborhood streets and collector (Savannah Drive)
Description of Improvements:	Reference scope and fee proposals dated September 26, 2025 for additional information
Expected Construction Start:	March 2026
Prior Studies, Reports, Plans:	N/A
Facility Location(s):	Fairway Ridge, Woodland Oaks, Horseshoe Oaks, and Jonas Wood neighborhoods; Savannah Drive; Homestead Parkway
Current Specific Project Budget:	Task A: $1,780,400 (Design and Construction) Task B: $1,460,000 (Design and Construction) Task C: Unknown
Funding Sources:	Unknown
Known Design Standards:	City of Schertz, supplemented by Texas Department of Transportation and City of San Antonio
Known Specific Project Limitations:	Reference scope and fee proposals dated September 26, 2025 for additional information
Specific Project Assumptions:	Reference scope and fee proposals dated September 26, 2025 for additional information
Other Pertinent Information:	Reference scope and fee proposals dated September 26, 2025 for additional information

3. SERVICES OF ENGINEER ("SCOPE")

A. The specific Basic Services to be provided or furnished by Engineer under this Task Order are:

☐ Exhibit A to Task Order, "Engineer's Services for Task Order," as attached to this specific Task Order. **[Reference scope and fee proposals dated September 26, 2025 for detailed scope of base services.]**

B. All the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order, with the exception of Resident Project Representative Services, if any, which are compensated separately.

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C. Resident Project Representative (RPR) Services: **[RPR services excluded from scope of work]**

1. If the Scope established in Paragraph 2.A above includes RPR services, then Exhibit D to Task Order is expressly incorporated in this Task Order by reference.

D. Additional Services: Services not expressly set forth as Basic Services in Paragraph 3.A above, and necessary services listed as not requiring Owner's written authorization, or requiring additional effort in an immediate, expeditious, or accelerated manner as a result of unanticipated construction events or Specific Project conditions, are Additional Services, and will be compensated by the method indicated for Additional Services in this Task Order. All other Additional Services require mutual agreement and may be authorized by amending the Task Order as set forth in Paragraph 8.05.B.2 of the Main Agreement, with compensation for such other Additional Services as set forth in the amending instrument.

4. DELIVERABLES SCHEDULE

A. In submitting required Documents and taking other related actions, Engineer and Owner will comply with Exhibit B to Task Order, attached to this specific Task Order.

5. ADDITIONS TO OWNER'S RESPONSIBILITIES

A. Owner shall have those responsibilities set forth in Article 2 of the Main Agreement, and the following supplemental responsibilities that are specific to this Task Order: **[Reference scope and fee proposals dated September 26, 2025.]**

6. TASK ORDER SCHEDULE

A. In addition to any schedule provisions provided in Exhibit B or elsewhere, the parties shall meet the following schedule: **[Also, Reference scope and fee proposals dated September 26, 2025.]**

- Field Evaluation, Design, and Initial OPCC Development
- Develop 70% Plans and Contract Documents
- Finalize Construction Drawings & Contract Documents
- Bid Phase
- Construction Phase

7. ENGINEER'S COMPENSATION

A. The terms of payment are set forth in Article 4 of the Main Agreement.

B. Owner shall pay Engineer for services rendered under this Task Order as follows:

- Task A: $199,365
- Task B: $153,135
- Task C: $42,815
- **Total Task Order No. 7: $395,315**

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Task	Description of Service	Amount	Basis of Compensation
	Task A		
	2026 Roadway Improvements - SPAM Resurfacing Projects		
	BASIC SERVICES		
1A	Project Management	$ 19,210.00	[Lump Sum]
2A	Field Evaluation and Initial OPCC Development	$ 77,990.00	[Lump Sum]
3A	Street Preservation Plans (70% Design)	$ 46,150.00	[Lump Sum]
4A	Final Plans, Contract Documents and Bid Phase Services	$ 23,785.00	[Lump Sum]
5A	Construction Phase Services	$ 29,980.00	[Lump Sum]
6A	Reimbursable Project Expenses	$ 2,250.00	[Lump Sum]
	Total (Basic Services)	**$ 199,365.00**	
	TOTAL COMPENSATION	**$ 199,365.00**	

Task	Description of Service	Amount	Basis of Compensation
	Task B		
	Savannah Drive Improvements		
	BASIC SERVICES		
1B	Project Management	$ 16,700.00	[Lump Sum]
2B	Geotechnical Engineering Services	$ 29,190.00	[Lump Sum/T&M]
3B	Field Evaluation and Initial OPCC Development	$ 46,005.00	[Lump Sum]
4B	Street Preservation Plans (70% Design)	$ 27,980.00	[Lump Sum]
5B	Final Plans, Contract Documents and Bid Phase Services	$ 12,660.00	[Lump Sum]
6B	Construction Phase Services	$ 20,000.00	[Lump Sum]
7B	Reimbursable Project Expenses	$ 600.00	[Lump Sum]
	Total (Basic Services)	**$ 153,135.00**	
	TOTAL COMPENSATION	**$ 153,135.00**	

Task	Description of Service	Amount	Basis of Compensation
	Task C		
	Savannah Drive and Homestead Parkway Pedestrian Crossings		
	BASIC SERVICES		
1C	Project Management	$ 4,105.00	[Lump Sum]
2C	70% Design	$ 22,110.00	[Lump Sum]
3C	Final Design	$ 10,770.00	[Lump Sum]
4C	Bid Phase Services	$ 1,020.00	[Lump Sum]
5C	Construction Phase Services	$ 4,560.00	[Lump Sum]
6C	Reimbursable Project Expenses	$ 250.00	[Lump Sum]
	Total (Basic Services)	**$ 42,815.00**	
	TOTAL COMPENSATION	**$ 42,815.00**	

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C. Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Subconsultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

8. ENGINEER'S PRIMARY SUBCONSULTANTS FOR TASK ORDER, AS OF THE EFFECTIVE DATE OF THE TASK ORDER:

A. **HVJ South Central Texas – M&J, Inc. (Task B – Savannah Drive Roadway Improvements, Geotechnical Engineering Services)**

9. EXHIBITS AND ATTACHMENTS:

A. Exhibit A to Task Order—Engineer's scope and fee proposals dated September 26, 2025

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Execution of this Task Order by Owner and Engineer makes it subject to the terms and conditions of the Main Agreement and its exhibits and appendices, which Main Agreement, exhibits, and appendices are incorporated by this reference.

OWNER:	ENGINEER:
By: _____	By: _____ Sept 26, 2025
Print Name: _____	Print Name: Jeff Farnsworth, PE
Title: _____	Title: Vice President
	Engineer's License or Firm's Certificate No. (if required): 80190
	State of: Texas
DESIGNATED REPRESENTATIVE FOR TASK ORDER:	DESIGNATED REPRESENTATIVE FOR TASK ORDER:
Name: John Nowak, PE	Name: Chance Dyess, PE
Title: Assistant City Engineer	Title: Project Manager
Address: 11 Commercial Place Schertz, TX 78154	Address: 10101 Reunion Place, Suite 400 San Antonio, TX 78216

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E-Mail Address:	jnowak@schertz.com	E-Mail Address:	chance.dyess@kimley-horn.com
Phone:	210-619-1825	Phone:	210-728-6947
Date:		Date:	September 26, 2025

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Kimley»Horn

September 26, 2025

John Nowak, PE
Assistant City Engineer
City of Schertz - Engineering
11 Commercial Place
Schertz, Texas 78154

RE: ***2026 Roadway Improvements – SPAM Resurfacing Projects (Task A)***
Scope and Fee Proposal

Dear Mr. Nowak:

Kimley-Horn is pleased to submit this scope and fee proposal for professional services for the 2026 Roadway Improvements project, which consists of street resurfacing projects associated with the Street Preservation & Maintenance (SPAM) Program in the Fairway Ridge, Woodland Oaks, Horseshoe Oaks, and Jonas Wood neighborhoods. This task order will be performed consistent with the terms and conditions of the On-Call Engineering Services Contract fully executed on March 6, 2025. Our project understanding, scope of services, schedule and fee are presented below.

PROJECT UNDERSTANDING

Per correspondence between the City and Kimley-Horn, the goal of this project is to use slurry seal to resurface several streets within the City. There are currently 49 confirmed streets planned for slurry seal in the Fairway Ridge, Woodland Oaks, Horseshoe Oaks neighborhoods, totaling almost 38,000 linear feet or over 7 miles.

In addition to these 3 neighborhoods, the City intends to include the remaining streets from the Jonas Wood neighborhood that were originally part of the 2025 SPAM Resurfacing project. The field evaluations and plans have already been completed for this neighborhood; they will only need to be added to the plans and contract documents for this project.

This project will be bid utilizing the lowest qualified bidder contract method. Kimley-Horn will provide bidding and construction phase administration services to assist the City with overall project support.

SCOPE OF SERVICES

The slurry seal application will be utilized for street preservation and will include the completion of necessary structural pavement repairs (base repairs) in advance of placement of the seal application. Based on previous experience with street preservation projects and the current condition of streets included in this program, Kimley-Horn anticipates some flatwork (concrete curb, sidewalks, and driveways) will require replacement.

The following tasks outline the detailed scope of services to be completed by Kimley-Horn for this project. Also attached to this proposal is a project work plan that details the tasks to be performed and the required level of effort for the proposed scope of services.

Task 1A: Project Management

1. Daily project management/design team coordination

2. Monthly financials and project invoicing, based on an estimated 10-month total project schedule
3. Internal project kickoff meeting
4. General coordination with City Project Manager

Task 2A: Field Evaluation and Initial OPCC Development

1. Conduct field evaluation of 49 streets to document existing conditions and obtain field measurements of needed pavement repairs.
   - This task includes the preparation of schematic sheets to be used for field work and the ultimate design drawings
2. Download site visit photos & documentation
3. Prepare quantity takeoffs for each street
4. Develop Opinion of Probable Construction Cost (OPCC) for each street to assist with budgeting purposes
5. Develop pavement repair exhibits
   - Exhibits will be aerial schematic based at 11" x 17" plan and 1" to 50' scale. Pavement repair and proposed flatwork replacement limits and dimensions will be included
   - Improvements shown on exhibits will be approximate with dimensions listed and will provide a general idea of the proposed location. The contractor will be responsible for confirming actual locations with Engineer and City PM prior to construction
6. QA/QC repair areas and OPCC for each street
7. Prepare submittal package of draft repair exhibits and OPCCs and submit to City
8. Conduct site visits with City Project Manager to review recommended pavement and flatwork repairs

Task 3A: Street Preservation Plans (70% Design)

1. Conduct site visits to finalize repair areas. Will include review of City comments
2. Finalize schematic exhibits for pavement and concrete repairs
3. Update quantities and OPCC for each street
4. Develop cover sheet/index of sheets
5. Develop general and supplemental notes sheets for preservation projects
   - The intent of this task is to utilize notes completed under the 2024 and 2025 SPAM Resurfacing projects and make minor adjustments to fit this proposed contract.
6. Develop master quantity summary sheet
7. Develop subdivision street list and location sheets (3 subdivisions)
8. Develop individual subdivision quantity summary sheets (3 subdivisions)
9. Incorporate remaining sheets from 2025 SPAM Resurfacing project (schematic exhibits, subdivision street list and location, and subdivision quantity summary)
10. Develop base repair details and sheets
11. Incorporate relevant construction details and standards
12. Internal QC/QA 70% submittal
13. Prepare 70% submittal package to include plans and specifications and submit to the City for review

Task 4A: Final Plans and Bid Phase Services

1. Finalize plans addressing the City's final comments

- It is assumed that comments will be limited to the general notes, subdivision maps, quantity sheets and construction standards. Pavement repair schematics and quantities will be finalized at the conclusion of the 70% design phase

2. Prepare bid alternatives in the instance the Engineer's OPCC exceeds the City's construction budget
3. Coordinate with Purchasing Department for contract development
4. Prepare table of contents and invitation to bidders document
5. Prepare bid schedule
6. Prepare supplement conditions (includes governing specs, special specs, supplemental specs & special provisions)
7. Prepare Owner and Contractor agreement
8. Assemble contract documents & specifications
9. Assist City with project advertising
10. Prepare agenda and attend pre-bid meeting
11. Prepare pre-bid meeting notes
12. Prepare and issue addenda
13. Attend bid opening
14. Review Contractor qualifications and evaluate submitted bids
15. Prepare bid tabulation and low bid comparison with Engineer's OPCC
16. Assist City with bid negotiations as needed
17. Prepare contract award recommendation letter

Task 5A: Construction Phase Services

1. Attend pre-construction meeting
2. Material submittal reviews
3. Mark pavement repairs
   - Kimley-Horn will complete a single site visit to each street in advance of the Contractor's mobilization to mark proposed pavement repairs represented in the schematic exhibits
4. Conduct construction site visits (est. 6 months, two x monthly)
5. Review and respond to Contractor change order proposal (est. 2 proposals)
6. Attend substantial completion walk and issue punch list

Construction phase services proposed are based on durations identified in the Assumptions section below. Should construction exceed the identified durations due to conditions beyond our control, Kimley-Horn will coordinate with the City to develop a path forward and submit any necessary additional service proposals to continue to support the City during the construction phase.

Task 6A: Reimbursable Project Expenses

1. Field review & design/construction site visits*
2. Marking paint and measuring equipment (design phase)

*Mileage to be reimbursed based on the 2025 standard business mileage rate of 70 cents per mile.

ASSUMPTIONS AND EXCLUSIONS

The following items list assumptions made and exclusions that serve as a basis for development of the above-mentioned scope of work and proposed fee included in the attached project work plan:

ASSUMPTIONS

- TxDOT permits will not be required for this project
- Contractor will provide necessary SWPPP and TCP design drawings, if required by a permitting agency
- Material testing and inspection services will be completed by the City
- A total project schedule of 10 months is anticipated, inclusive of a 4-month design schedule and 6-month construction schedule
- RFI responses for preservation operations will be coordinated during bi-weekly site visits
- Repair areas for preservation schematics will be finalized during the 70% design phase
- One bid phase is proposed for 2026 Roadway Improvements, Savannah Drive Roadway Improvements, and Savannah Drive and Homestead Parkway Pedestrian Crossings
- 2026 Roadway Improvements construction contract to be included with Savannah Drive Roadway Improvements and Savannah Drive and Homestead Parkway Pedestrian Crossings

EXCLUSIONS

The following tasks have been excluded from the basic scope of services and requested design fee but can be completed by Kimley-Horn as an additional service should the City need that service.

- Data collection
- Detailed design drawings. It is assumed that any necessary repairs will be coordinated with the City and the Contractor during construction. In the event substantial repairs are required, Kimley-Horn will notify the City and coordinate a proposed solution
- Design milestones in addition to what is proposed for this project
- Additional round of comments to what is specified
- Monthly project meetings during construction phase
- Resident Project Representative (RPR)
- Any other services not listed in the basic scope of services or project work plan

Relating to construction phase services, Kimley-Horn will make site visits in accordance with proposed basic scope of work to observe the progress of the work. Such observations will not be exhaustive or extend to every aspect of Contractor's work. Observations will be limited to spot checking, selective measurement, and similar methods of general observation. Based on information obtained during site visits, Kimley-Horn will evaluate whether Contractor's work is generally proceeding in accordance with the Contract Documents. Kimley-Horn will keep the City informed of the general progress of the work.

Additionally, Kimley-Horn will not supervise, direct, or have control over Contractor's work, nor shall Kimley-Horn have authority to stop the Work or have responsibility for the means, methods, techniques, equipment choice and usage, schedules, or procedures of construction selected by Contractor, for safety programs incident to Contractor's work, or for any failure of Contractor to comply with any laws. Kimley-Horn does not guarantee the performance of any Contractor and has no responsibility for Contractor's failure to perform its work in accordance with the Contract Documents.

SCHEDULE

Upon approval by the City staff and Council, Kimley-Horn will prepare and submit a design schedule with an emphasis on the City's desirable construction period. Kimley-Horn will also coordinate with the City to determine an approximate bid date. Kimley-Horn estimates the total duration for field effort and completion of design phase to be approximately 4 months.

FEE AND BILLING

In accordance with the below fee summary table, Kimley-Horn will perform the above outlined scope of services, including project expenses, for a lump sum fee not to exceed **$199,365.** As noted above, a project work plan is included with this proposal, documenting the proposed tasks to be completed and the planned level of effort.

Task	Description of Service	Amount	Basis of Compensation
	Task A		
	2026 Roadway Improvements - SPAM Resurfacing Projects		
	BASIC SERVICES		
1A	Project Management	$ 19,210.00	[Lump Sum]
2A	Field Evaluation and Initial OPCC Development	$ 77,990.00	[Lump Sum]
3A	Street Preservation Plans (70% Design)	$ 46,150.00	[Lump Sum]
4A	Final Plans, Contract Documents and Bid Phase Services	$ 23,785.00	[Lump Sum]
5A	Construction Phase Services	$ 29,980.00	[Lump Sum]
6A	Reimbursable Project Expenses	$ 2,250.00	[Lump Sum]
	Total (Basic Services)	**$ 199,365.00**	
	TOTAL COMPENSATION	**$ 199,365.00**	

Kimley-Horn will submit invoices to the City on a monthly basis for services performed. Each invoice will include a progress report and work completed for the corresponding month.

We appreciate the opportunity to be of service to the City and look forward to successfully completing this project for you. Please don't hesitate to contact us at Chance.Dyess@kimley-horn.com (210.728.6947) or Stephen.Aniol@kimley-horn.com (210.321.3404) should you have any questions on the proposed scope and fee.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.
TBPE# 928

Chance Dyess

By: Chance Dyess, P.E.
Project Manager

Stephen Aniol, P.E.
QC/QA Manager

Attachments
1 – Project Work Plan
2 – Project Location Maps

CITY OF SCHERTZ

Fee/Price Proposal Breakdown for Professional Services

Project Name:	**2026 Roadway Improvements - SPAM Resurfacing Projects (TASK A)**
Design Firm:	Kimley-Horn and Associates, Inc.
Date Proposal Submitted:	9/26/2025
City of Schertz Project Manager:	John Nowak, PE
Kimley-Horn Project Manager:	Chance Dyess, PE

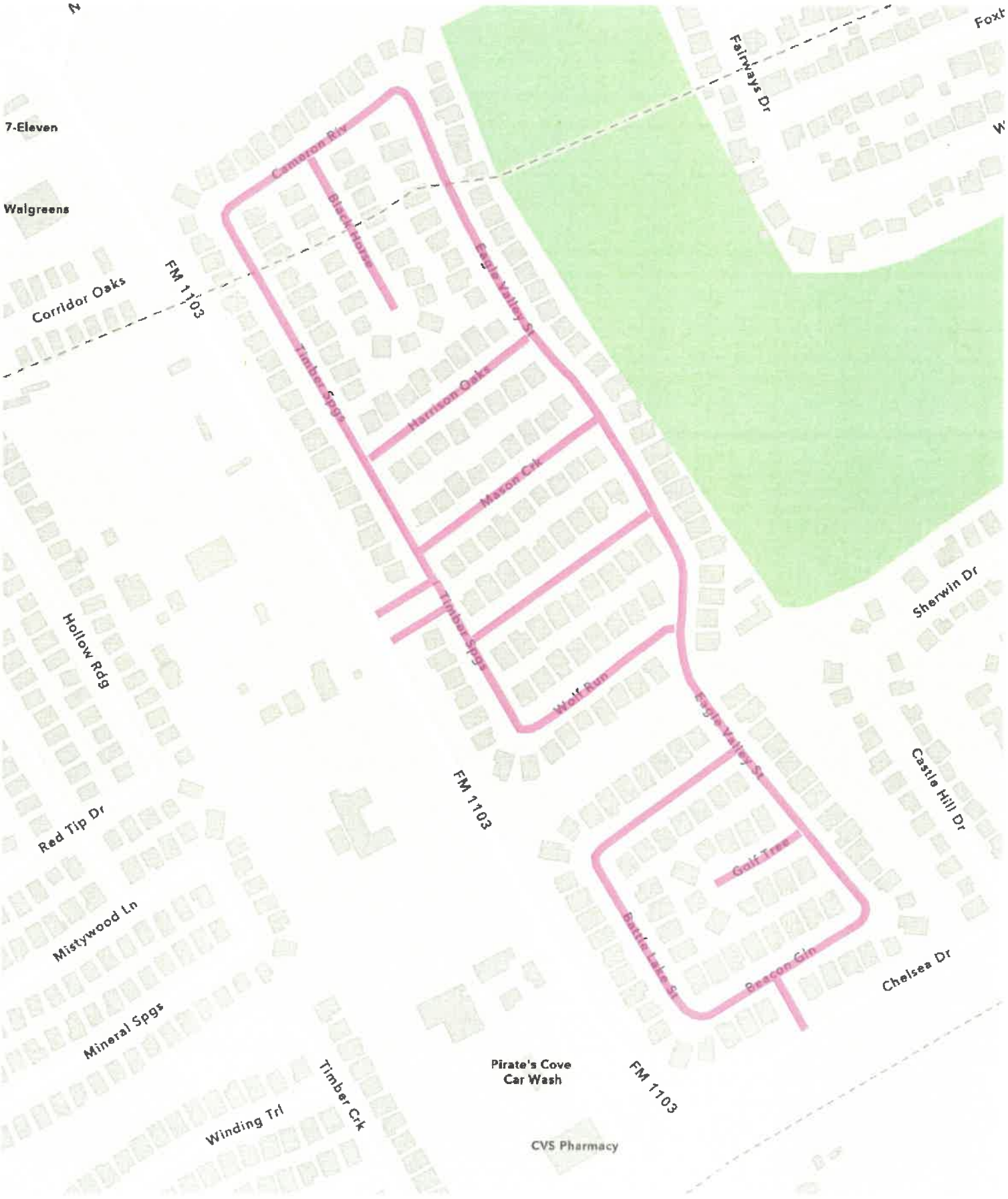
	Position/Personnel Title	QA/QC Manager	Project Manager	Civil Engineer	Staff Engineer II	Design Technician	Accountant	Admin		Consultant Fee Total
	Contract Approved Rates	$ 305.00	$ 230.00	$ 190.00	$ 150.00	$ 105.00	$ 150.00	$ 115.00		
	Task to be performed/Phase Description (including Sub-consultant work)								Total Hours	
	BASIC SERVICES									
1A	**Project Management**	**17**	**46**	**1**	**11**	**1**	**10**	**0**	**86**	**$ 19,210.00**
1.1A	Daily Project Management/Design Team Coordination	8	16						24	$ 6,120.00
1.2A	Monthly Financials and Project Invoicing (Est. 10 Months)		10		10		10		30	$ 5,300.00
1.3A	Internal Project Kickoff Meeting	1	4	1	1	1			8	$ 1,670.00
1.4A	General Coordination with City Project Manager	8	16						24	$ 6,120.00
2A	**Field Evaluation and Initial OPCC Development**	**34**	**60**	**60**	**196**	**124**	**0**	**0**	**474**	**$ 77,990.00**
2.1A	Site Visits to Review Streets (49 Preservation Streets)	6	20	60	60	40			186	$ 31,030.00
2.2A	Download Site Visit Photos & Documentation				16				16	$ 2,400.00
2.3A	Quantity Takeoff per Street		16		60				76	$ 12,680.00
2.4A	Develop OPCC per Street	2	4		24				30	$ 5,130.00
2.5A	Develop Pavement Repair Exhibits	2	10		24	80			116	$ 14,910.00
2.6A	QA/QC Repair Areas and OPCC per Street	20							20	$ 6,100.00
2.7A	Draft Repair Exhibits and OPCCs Submittal to City		2		4	4			10	$ 1,480.00
2.8A	Site Visits with City Project Manager to Review Repairs	4	8		8				20	$ 4,260.00
3A	**Street Preservation Plans (70% Design)**	**16**	**34**	**30**	**108**	**110**	**0**	**0**	**298**	**$ 46,150.00**
3.1A	Finalize Repair Areas per City Comments (Site Visits)	6	8	30	30				74	$ 13,870.00
3.2A	Finalize Pavement Repair Exhibits		4		16	40			60	$ 7,520.00
3.3A	Update Quantities and OPCC per Street		8		36				44	$ 7,240.00
3.4A	Develop Cover Sheet/Index of Sheets				1	3			4	$ 465.00
3.5A	Develop General and Supplemental Notes Sheets for Preservation Projects	1	2		6	8			17	$ 2,505.00
3.6A	Develop Master Quantity Summary Sheet				1	1			2	$ 255.00
3.7A	Develop Subdivision Street List and Location Sheets (3 Subdivisions)		2		4	16			22	$ 2,740.00
3.8A	Develop Individual Subdivision Quantity Summary Sheets (3 Subdivisions)		2			10			12	$ 1,510.00
3.9A	Incorporate Remaining Sheets from 2025 SPAM Resurfacing Project		2		4	20			26	$ 3,160.00
3.10A	Develop Base Repair Details and Sheets		1		4	6			11	$ 1,460.00
3.11A	Incorporate Relevant Construction Details and Standards		1		2	2			5	$ 740.00
3.12A	QC/QA 70% Submittal	8	2						10	$ 2,900.00
3.13A	70% Submittal	1	2		4	4			11	$ 1,785.00

CITY OF SCHERTZ

Fee/Price Proposal Breakdown for Professional Services

Project Name:	**2026 Roadway Improvements - SPAM Resurfacing Projects (TASK A)**
Design Firm:	Kimley-Horn and Associates, Inc.
Date Proposal Submitted:	9/26/2025
City of Schertz Project Manager:	John Nowak, PE
Kimley-Horn Project Manager:	Chance Dyess, PE

	Position/Personnel Title	QA/QC Manager	Project Manager	Civil Engineer	Staff Engineer II	Design Technician	Accountant	Admin		Consultant Fee Total
	Contract Approved Rates	$ 305.00	$ 230.00	$ 190.00	$ 150.00	$ 105.00	$ 150.00	$ 115.00		
	Task to be performed/Phase Description (including Sub-consultant work)								Total Hours	
4A	**Final Plans, Contract Documents and Bid Phase Services**	**9**	**36**	**0**	**56**	**24**	**0**	**16**	**141**	**$ 23,785.00**
4.1A	Finalize Plans	2	2		16	16			36	$ 5,150.00
4.2A	Prepare Bid Alternatives		1		4	8			13	$ 1,670.00
4.3A	Coordination with Purchasing Department for Contract Development		2						2	$ 460.00
4.4A	Prepare Table of Contents and Invitation to Bidders Document		1		4				5	$ 830.00
4.5A	Prepare Bid Schedule		2		4				6	$ 1,060.00
4.6A	Prepare Supplement Conditions (Includes Governing Specs, Special Specs, Supp Specs & Special Provisions)	2	4		8				14	$ 2,730.00
4.7A	Prepare Owner and Contractor Agreement		1		1				2	$ 380.00
4.8A	Assemble Contract Documents & Specifications	1	2		6			8	17	$ 2,585.00
4.9A	Assist City with Project Advertising		2					2	4	$ 690.00
4.10A	Prepare Agenda and Attend Pre-Bid Meeting	3	3		3				9	$ 2,055.00
4.11A	Prepare Pre-Bid Meeting Notes		1		2				3	$ 530.00
4.12A	Prepare and Issue Addenda	1	4		4				9	$ 1,825.00
4.13A	Attend Bid Opening		3						3	$ 690.00
4.14A	Contractor Qualification and Bid Evaluation		1		2				3	$ 530.00
4.15A	Prepare Bid Tabulation		4					6	10	$ 1,610.00
4.16A	Assist City with Bid Negotiations		2						2	$ 460.00
4.17A	Prepare Contract Award Recommendation Letter		1		2				3	$ 530.00
5A	**Construction Phase Services**	**12**	**44**	**0**	**108**	**0**	**0**	**0**	**164**	**$ 29,980.00**
5.1A	Attend Pre-Construction Meeting	2	2		2				6	$ 1,370.00
5.2A	Material Submittal Reviews	1	4		4				9	$ 1,825.00
5.3A	Mark Pavement Repairs		6		48				54	$ 8,580.00
5.4A	Construction Site Visits (Est. 6 Months, Two x Monthly)	8	24		40				72	$ 13,960.00
5.5A	Review and Respond to Contractor Change Order Proposal (Est. 2 Proposals)	1	2		6				9	$ 1,665.00
5.6A	Attend Substantial Completion Walk and Issue Punch List		6		8				14	$ 2,580.00
6A	**Reimbursable Project Expenses**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$ 2,250.00**
6.1A	Mileage for Field Review & Design/Construction Site Visits									$ 1,750.00
6.2A	Marking Paint and Measuring Equipment (Design Phase)									$ 500.00
	Total Hours (Basic Services):	88	220	91	479	259	10	16	1163	
	Total Fee (Basic Services):									**$ 199,365.00**


7-Eleven
Walgreens
Corridor Oaks
FM 1103
Fairways Dr
Cameron Riv
Black Horse
Eagle Valley St
Timber Spgs
Harrison Oaks
Mason Crk
Timber Spgs
Wolf Run
Eagle Valley St
Hollow Rdg
Red Tip Dr
Mistywood Ln
Mineral Spgs
FM 1103
Sherwin Dr
Castle Hill Dr
Golf Tree
Battle Lake Dr
Beacon Gln
Chelsea Dr
Pirate's Cove
Car Wash
FM 1103
Winding Trl
Timber Crk
CVS Pharmacy


Woodbridge Way
Cove Trl
Cove Brk
Fresno Pl
Baldwin Park
Davenport
Ashley Park
Windway Crk
Broadleaf
Twin Br
Cove Crst
Crested Hts
Crested Hts
Ashley Oak Dr
Wooded Trl
Grove Park
Sycamore
Grove Park
Woodland Oaks Park
Tree Br
Sycamore
Smokey Crk
Cotton King
Woodland Oaks Dr
Star Light Ln
Star Light Ln
Berry Patch
Berry Trce
Berry Way
Cedar Ln
Cedar Ln
Water Oak
Woodland Oaks Dr
Berry Creek Dr
Berry Park
Kline Cir
Kline Cir
Kline Cir
Twin Ln
Kingfisher Cir
Berry Creek Dr
Daylan Hts
Nursing
Ridge Trl
Ridge Trl
Ridge Trl

Kimley»Horn

September 26, 2025

John Nowak, PE
Assistant City Engineer
City of Schertz - Engineering
11 Commercial Place
Schertz, Texas 78154

RE: ***Savannah Drive Roadway Improvements (2026 SPAM) (Task B)***
Scope and Fee Proposal

Dear Mr. Nowak:

Kimley-Horn is pleased to submit this scope and fee proposal for professional services for the Savannah Drive Improvements project, which consists of pavement repairs, street resurfacing, and restriping along Savannah Drive from FM 3009/Roy Richard Drive to the City of Schertz/City of Selma city limits. This task order will be performed consistent with the terms and conditions of the On-Call Engineering Services Contract fully executed on March 6, 2025. Our project understanding, scope of services, schedule and fee are presented below.

PROJECT UNDERSTANDING

Per correspondence between the City and Kimley-Horn, the goal of this project is to use slurry seal to resurface Savannah Drive from FM 3009/Roy Richard Drive to the City of Schertz/City of Selma city limits. This segment totals approximately 9,600 linear feet or just under 2 miles. This project will be bid utilizing the lowest qualified bidder contract method. Kimley-Horn will prepare limited design drawings to included a detailed striping plan and provide bidding and construction phase administration services to assist the City with overall project support.

SCOPE OF SERVICES

The intent of this project is to utilize a slurry seal application for street preservation including the completion of necessary structural pavement repairs (base repairs) and/or mill and overlay in advance of placement of the seal application. Based on previous experience with street preservation projects and the current condition of Savannah Drive, Kimley-Horn anticipates major pavement repairs from FM 3009 to Schertz Parkway and some flatwork (concrete curb, sidewalks, and driveways) will require replacement. This segment will be reviewed in depth and a determination will be made for whether a slurry seal application is acceptable or if another maintenance method is needed.

The following tasks outline the detailed scope of services to be completed by Kimley-Horn for this project. Also attached to this proposal is a project work plan that details the tasks to be performed and the required level of effort for the proposed scope of services.

Task 1B: Project Management

1. Daily project management/design team coordination
2. Monthly financials and project invoicing, based on an estimated 7-month project schedule
3. Internal project kickoff meeting
4. General coordination with City Project Manager

Task 2B: Geotechnical Engineering Services

1. Geotechnical Engineering Services (HVJ)
   - Geotechnical engineering services are limited to the FM 3009 to Schertz Parkway segment
   - Field exploration including up to twenty (20) pavement cores of the full pavement section
   - Falling-Weight Deflectometer (FWD) testing
   - Geotechnical report
2. Subcontract management
3. Coordinate pavement coring plan and operations
4. Review pavement cores and report

Task 3B: Field Evaluation and Initial OPCC Development

1. Conduct Savannah Drive field evaluation to document existing conditions and obtain field measurements of needed pavement repairs
   - This task includes the preparation of schematic sheets to be used for field work and the ultimate design drawings
2. Review geotechnical data for FM 3009 to Schertz Parkway segment and make recommendations for proposed street application
3. Prepare Savannah Drive quantity takeoff
4. Develop Savannah Drive OPCC
5. Develop pavement repair exhibits
   - Exhibits will be aerial schematic based at 11" x 17" plan and 1" to 50' scale. Pavement repair and necessary flatwork replacement limits and dimensions will be included
   - Improvements shown on exhibits will be approximate with dimensions listed and will provide a general idea of the proposed location. The contractor will be responsible for confirming actual locations with Engineer and City PM prior to construction
6. QA/QC repair areas and OPCC
7. Prepare submittal package of draft repair exhibits and OPCC and submit to City
8. Conduct site visits with City Project Manager to review recommended pavement and concrete repairs

Task 4B: Street Preservation Plans (70% Design)

1. Conduct site visits to finalize repair areas. Will include review of City comments
2. Finalize schematic exhibits for pavement and concrete repairs
3. Prepare pavement details for FM 3009 to Schertz Parkway limits
4. Develop striping plans
5. Update quantities and OPCC
6. Develop cover sheet/index of sheets
7. Develop project layout sheet
8. Develop general and supplemental notes sheets for preservation projects
   - The intent of this task is to utilize notes completed under the 2024 and 2025 SPAM Resurfacing projects and make minor adjustments to fit this proposed contract.
9. Develop quantity summary sheet
10. Develop base repair details and sheets
11. Incorporate relevant construction details and standards
12. Internal QC/QA 70% submittal
13. Prepare 70% submittal package to include plans and specifications and submit to the City for review

Task 5B: Final Plans and Bid Phase Services

1. Finalize plans and specifications addressing the City's final comments
    - It is assumed that comments will be limited to the general notes, location sheet, striping plans, quantity sheets and construction standards. Pavement repair schematics will be finalized at the conclusion of the 70% design phase
2. Prepare bid schedule
3. Prepare supplement conditions (includes governing specs, special specs, supplemental specs & special provisions)

Task 6B: Construction Phase Services

1. Attend pre-construction meeting
2. Material submittal reviews
3. Mark pavement repairs
    - Kimley-Horn will complete a single site visit to each segment of Savannah Drive in advance of the Contractor's mobilization to mark proposed pavement repairs represented in the schematic exhibits
4. Conduct construction site visits (est. 3 months, two x monthly)
5. Review and respond to Contractor change order proposal (est. 2 proposals)
6. Attend substantial completion walk and issue punch list

Construction phase services proposed are based on durations identified in the Assumptions section above. Should construction exceed the identified durations due to conditions beyond our control, Kimley-Horn will coordinate with the City to develop a path forward and submit any necessary additional service proposals to continue to support the City during the construction phase.

Task 7B: Reimbursable Project Expenses

1. Field review & design/construction site visits*
2. Marking paint and measuring equipment (design phase)

*Mileage to be reimbursed based on the 2025 standard business mileage rate of 70 cents per mile.

ASSUMPTIONS AND EXCLUSIONS

The following items list assumptions made and exclusions that serve as a basis for development of the above-mentioned scope of work and proposed fee included in the attached project work plan:

ASSUMPTIONS

- TxDOT permits will not be required for this project
- Contractor will provide necessary SWPPP and TCP design drawings, if required by a permitting agency
- Material testing and inspection services will be completed by the City
- A total project schedule of 7 months is anticipated, inclusive of a 4-month design schedule and 3-month construction schedule
- RFI responses for preservation operations will be coordinated during bi-weekly site visits
- Repair areas for schematics will be finalized during the 70% design phase
- One bid phase is proposed for Savannah Drive Roadway Improvements, 2026 Roadway Improvements, and Savannah Drive and Homestead Parkway Pedestrian Crossings
- Savannah Drive Roadway Improvements construction contract to be included with 2026 Roadway Improvements and Savannah Drive and Homestead Parkway Pedestrian Crossings

EXCLUSIONS

The following tasks have been excluded from the basic scope of services and requested design fee but can be completed by Kimley-Horn as an additional service should the City need that service.

- Data collection other than what is specified in the geotechnical engineering task
- Soil borings
- Detailed design drawings. It is assumed that any necessary repairs will be coordinated with the City and the Contractor during construction. In the event substantial repairs are required, Kimley-Horn will notify the City and coordinate a proposed solution
- Design milestones in addition to what is proposed for this project
- Additional round of comments to what is specified
- Monthly project meetings during construction phase
- Resident Project Representative (RPR)
- Any other services not listed in the basic scope of services or project work plan

Relating to construction phase services, Kimley-Horn will make site visits in accordance with proposed basic scope of work to observe the progress of the work. Such observations will not be exhaustive or extend to every aspect of Contractor's work. Observations will be limited to spot checking, selective measurement, and similar methods of general observation. Based on information obtained during site visits, Kimley-Horn will evaluate whether Contractor's work is generally proceeding in accordance with the Contract Documents. Kimley-Horn will keep the City informed of the general progress of the work.

Additionally, Kimley-Horn will not supervise, direct, or have control over Contractor's work, nor shall Kimley-Horn have authority to stop the Work or have responsibility for the means, methods, techniques, equipment choice and usage, schedules, or procedures of construction selected by Contractor, for safety programs incident to Contractor's work, or for any failure of Contractor to comply with any laws. Kimley-Horn does not guarantee the performance of any Contractor and has no responsibility for Contractor's failure to perform its work in accordance with the Contract Documents.

SCHEDULE

Upon approval by the City staff and Council, Kimley-Horn will prepare and submit a design schedule with an emphasis on the City's desirable construction period. Kimley-Horn will also coordinate with the City to determine an approximate bid date. Kimley-Horn estimates the total duration for field effort and completion of design phase to be approximately 4 months.

FEE AND BILLING

In accordance with the below fee summary table, Kimley-Horn will perform the above outlined scope of services, including project expenses, for a lump sum fee not to exceed **$153,135.** As noted above, a project work plan is included with this proposal, documenting the proposed tasks to be completed and the planned level of effort.

Task	Description of Service	Amount	Basis of Compensation
	Task B		
	Savannah Drive Improvements		
	BASIC SERVICES		
1B	Project Management	$ 16,700.00	[Lump Sum]
2B	Geotechnical Engineering Services	$ 29,190.00	[Lump Sum/T&M]
3B	Field Evaluation and Initial OPCC Development	$ 46,005.00	[Lump Sum]
4B	Street Preservation Plans (70% Design)	$ 27,980.00	[Lump Sum]
5B	Final Plans, Contract Documents and Bid Phase Services	$ 12,660.00	[Lump Sum]
6B	Construction Phase Services	$ 20,000.00	[Lump Sum]
7B	Reimbursable Project Expenses	$ 600.00	[Lump Sum]
	Total (Basic Services)	**$ 153,135.00**	
	TOTAL COMPENSATION	**$ 153,135.00**	

Kimley-Horn will submit invoices to the City on a monthly basis for services performed. Each invoice will include a progress report and work completed for the corresponding month.

We appreciate the opportunity to be of service to the City and look forward to successfully completing this project for you. Please don't hesitate to contact us at Chance.Dyess@kimley-horn.com (210.728.6947) or Stephen.Aniol@kimley-horn.com (210.321.3404) should you have any questions on the proposed scope and fee.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.
TBPE# 928

By: Chance Dyess, P.E.
Project Manager

Stephen Aniol, P.E.
QC/QA Manager

Attachments
1 – Project Work Plan
2 – HVJ Geotechnical Engineering Proposal

CITY OF SCHERTZ

Fee/Price Proposal Breakdown for Professional Services

Project Name:	**Savannah Drive Roadway Improvements (2026 SPAM) (Task B)**
Design Firm:	Kimley-Horn and Associates, Inc.
Date Proposal Submitted:	9/26/2025
City of Schertz Project Manager:	John Nowak, PE
Kimley-Horn Project Manager:	Chance Dyess, PE

	Position/Personnel Title	QA/QC Manager	Project Manager	Civil Engineer	Staff Engineer II	Design Technician	Accountant	Admin		Consultant Fee Total	Sub-Consultant Fee Total	Fee Total
	Contract Approved Rates	$ 305.00	$ 230.00	$ 190.00	$ 150.00	$ 105.00	$ 150.00	$ 115.00				
	Task to be performed/Phase Description (including Sub-consultant work)								Total Hours			
	BASIC SERVICES											
1B	**Project Management**	**17**	**39**	**1**	**8**	**1**	**7**	**0**	**73**	**$ 16,700.00**	**$ -**	**$ 16,700.00**
1.1B	Daily Project Management/Design Team Coordination	8	16						24	$ 6,120.00		
1.2B	Monthly Financials and Project Invoicing (Est. 7 Months)		7		7		7		21	$ 3,710.00		
1.3B	Internal Project Kickoff Meeting	1	4	1	1	1			8	$ 1,670.00		
1.4B	General Coordination with City Project Manager	8	12						20	$ 5,200.00		
2B	**Geotechnical Engineering Services**	**6**	**12**	**0**	**2**	**0**	**0**	**2**	**22**	**$ 5,120.00**	**$ 24,070.00**	**$ 29,190.00**
2.1B	Geotechnical Engineering Services								0	$ -	$ 24,070.00	
2.2B	Subcontract Management	2	2					2	6	$ 1,300.00		
2.3B	Coordinate Pavement Coring Plan and Operations		2		2				4	$ 760.00		
2.4B	Review Pavement Cores and Report	4	8						12	$ 3,060.00		
3B	**Field Evaluation and Initial OPCC Development**	**35**	**44**	**40**	**88**	**42**	**0**	**0**	**249**	**$ 46,005.00**	**$ -**	**$ 46,005.00**
3.1B	Savannah Drive Field Evaluation & Documentation	8	16	40	40	16			120	$ 21,400.00		
3.2B	Review Geotechnical Data and Recommend Street Application	2	4						6	$ 1,530.00		
3.3B	Savannah Drive Quantity Takeoff		8		20				28	$ 4,840.00		
3.4B	Savannah Drive OPCC		4		8	4			16	$ 2,540.00		
3.5B	Develop Pavement Repair Exhibits	1	4		8	16			29	$ 4,105.00		
3.6B	QA/QC Repair Areas and OPCC	20							20	$ 6,100.00		
3.7B	Draft Repair Exhibits and OPCC Submittal to City		2		6	6			14	$ 1,990.00		
3.8B	Site Visits with City Project Manager to Review Repairs	4	6		6				16	$ 3,500.00		
4B	**Street Preservation Plans (70% Design)**	**8**	**28**	**8**	**57**	**86**	**0**	**0**	**187**	**$ 27,980.00**	**$ -**	**$ 27,980.00**
4.1B	Finalize Repair Areas per City Comments (Site Visits)	2	4	8	8				22	$ 4,250.00		
4.2B	Finalize Pavement Repair Exhibits		2		4	8			14	$ 1,900.00		
4.3B	Develop Pavement Details		1		2	4			7	$ 950.00		
4.4B	Develop Striping Plans		4		20	40			64	$ 8,120.00		
4.5B	Update Quantities and OPCC		2		8	8			18	$ 2,500.00		
4.6B	Develop Cover Sheet/Index of Sheets				1	3			4	$ 465.00		
4.7B	Develop Project Layout Sheet		1		1	4			6	$ 800.00		
4.8B	Develop General and Supplemental Notes Sheets for Preservation Projects	1	2		4	4			11	$ 1,785.00		
4.9B	Develop Quantity Summary Sheet				1	1			2	$ 255.00		
4.10B	Develop Base Repair Details and Sheets		1		2	4			7	$ 950.00		
4.11B	Incorporate Relevant Construction Details and Standards		1		2	2			5	$ 740.00		
4.12B	QC/QA 70% Submittal	4	8						12	$ 3,060.00		
4.13B	70% Submittal	1	2		4	8			15	$ 2,205.00		

CITY OF SCHERTZ

Fee/Price Proposal Breakdown for Professional Services

Project Name:	**Savannah Drive Roadway Improvements (2026 SPAM) (Task B)**
Design Firm:	Kimley-Horn and Associates, Inc.
Date Proposal Submitted:	9/26/2025
City of Schertz Project Manager:	John Nowak, PE
Kimley-Horn Project Manager:	Chance Dyess, PE

	Position/Personnel Title	QA/QC Manager	Project Manager	Civil Engineer	Staff Engineer II	Design Technician	Accountant	Admin		Consultant Fee Total	Sub-Consultant Fee Total	Fee Total
	Contract Approved Rates	$ 305.00	$ 230.00	$ 190.00	$ 150.00	$ 105.00	$ 150.00	$ 115.00				
	Task to be performed/Phase Description (including Sub-consultant work)								Total Hours			
5B	**Final Plans, Contract Documents and Bid Phase Services**	**4**	**8**	**0**	**36**	**40**	**0**	**0**	**88**	**$ 12,660.00**	**$ -**	**$ 12,660.00**
5.1B	Finalize Plans and Specs	2	4		24	40			70	$ 9,330.00		
5.2B	Prepare Bid Schedule		2		4				6	$ 1,060.00		
5.3B	Prepare Supplement Conditions (Includes Governing Specs, Special Specs, Supp Specs & Special Provisions)	2	2		8				12	$ 2,270.00		
6B	**Construction Phase Services**	**8**	**32**	**0**	**68**	**0**	**0**	**0**	**108**	**$ 20,000.00**	**$ -**	**$ 20,000.00**
6.1B	Attend Pre-Construction Meeting	2	2		2				6	$ 1,370.00		
6.2B	Material Submittal Reviews	1	4		8				13	$ 2,425.00		
6.3B	Mark Pavement Repairs		4		24				28	$ 4,520.00		
6.4B	Construction Site Visits (Est. 3 Months, Two x Monthly)	4	16		24				44	$ 8,500.00		
6.5B	Review and Respond to Contractor Change Order Proposal (Est. 2 Proposals)	1	2		6				9	$ 1,665.00		
6.6B	Attend Substantial Completion Walk and Issue Punch List		4		4				8	$ 1,520.00		
7B	**Reimbursable Project Expenses**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$ 600.00**	**$ -**	**$ 600.00**
7.1B	Field Review & Design/Construction Site Visits									$ 500.00	$ -	
7.2B	Marking Paint and Measuring Equipment (Design Phase)									$ 100.00	$ -	
	Total Hours (Basic Services):	78	163	49	259	169	7	2	727			
	Total Fee (Basic Services):									**$ 129,065.00**	**$ 24,070.00**	**$ 153,135.00**

HVJ ASSOCIATES

4201 Freidrich Lane, Suite 110
Austin, Texas 78744
512.447.9081 Ph
512.443.3442 Fax
www.hvj.com

September 19, 2025

Mr. Stephen Aniol, P.E.
Kimley-Horn and Associates, Inc.
10101 Reunion Place, Suite 400
San Antonio, TX 78216

Re: Pavement Coring and Engineering
City of Schertz Savannah Drive Resurfacing/Repair
From FM 3009/Roy Richard Drive to Schertz/Selma city limits
Schertz, Texas
Owner: City of Schertz
HVJ Proposal No. SGT 24 1077.2

Dear Mr. Aniol,

HVJ South Central Texas, M&J Inc. (HVJSCTx) is pleased to submit this proposal to provide pavement coring and design services for the above referenced project. Our scope work, as outlined in this proposal, provides the necessary and appropriate level of pavement engineering support required for the design.

Project Description
The project involves Savannah Drive resurfacing from FM 3009/Roy Richard Drive to the Schertz/Selma city limits. The total length of this segment is approximately 5,000 LF. Based on the information provided to us, we understand that the city wants to place a micro surface on the full limits. However, roadway segment between FM 3009 and Schertz Parkway may require base repair contingent upon pavement investigation.

This proposal will encompass a pavement engineering study to aid in the development of pavement design for the above referenced street.

Pavement Design
HVJSCTx will perform a geotechnical investigation. Utilizing the subsurface information from that study, HVJSCTx will design two HMAC pavement base repair alternatives to achieve a 20-year design life. Following the base repair at selected locations, the entire surface of the street is expected to receive a microsurfacing treatment to rejuvenate and seal the pavement surface to extend and preserve the pavement service life.

TxDOT flexible base repair involves removing failing, localized portions of an existing asphalt pavement structure, including the base, and replacing them with new, specified flexible base material to a depth and with properties conforming to the project plans and specifications, such as Item 247 (Flexible Base) or Item 351 (Flexible Pavement Structure Repair). The repair also includes shaping the base, ensuring proper mixing if new material is combined with existing material, and achieving the required density and moisture content before placing a new surface layer. We understand that

the city is planning to use 3 to 4 inches HMAC, Type B material for base repair, if appropriate for the project.

For Savannah Drive the base repair of the existing cross section will consider two alternatives: 1) new HMAC surface and new flexible crushed stone base (FLEX) and 2) A new full depth HMAC base repair HVJSCTx will estimate the 20-year equivalent single axle wheel loads (ESALs) based on discussions with Kimley-Horn and City of Schertz . If City of Schertz does not have any guidelines, the ESAL and design values will be considered from Appendix 10-A ~ City of San Antonio Pavement Design Standards based on the functional classification of Savannah Drive. The flexible pavement base repair designs will be developed using the AASHTO 1993 Pavement Design software, DARWin – Design and Rehabilitation in Windows.

Scope of Work

For this project, HVJSCTx will conduct the following:

- Pavement Coring: To investigate pavement conditions and characterize base material at the project area, pavement coring will be performed. A total of twenty (20) pavement coring are proposed along the roadway segment between FM 3009 and Schertz Parkway. A portable wet rotary coring equipment will be used to core through asphalt and base layer. After coring, asphalt and base layer thicknesses will be measured, and visual classifications will be conducted on base material.

  Please note that geotechnical drilling, subgrade sampling and laboratory testing of any kind are not included in our scope of work.

- Falling-Weight Deflectometer (FWD) testing. The existing surface and subsurface layer stiffnesses will be estimated by the collection of surface deflections at several distances from a standard load. The collection device is trailer-mounted and stops for approximately one minute for each point. The collected deflections will be analyzed using the TxDOT MODULUS program and the thickness values obtained from the core.

The collected field and laboratory data will be interpreted and used to develop a report for the project. The report will include the following specific items:

- Site Vicinity/Topographic map,
- Plan of pavement coring locations,
- Photographs of asphalt cores, and
- Pavement Design Report (prepared by specialized pavement engineer).

Assumptions

The following assumptions were made in developing the scope and fee estimate for this project:

- HVJSCTx will coordinate with One-Call to locate underground utilities.
- HVJSCTx will coordinate with traffic control subcontractor to provide traffic control equipment set up during coring and FWD testing.
- Fees for Right-of-way permits will be waived.

- Kimley-Horn will provide an electronic site plan to develop a Plan of coring, if needed.
- As-built drawings and/or underground drainage locations available to Kimley-Horn at the time of borings and will be provided to HVJSCTx prior to marking coring locations.
- HVJSCTx will prepare two alternative flexible pavement base repair designs with an HMAC surface. Additional design sections will be considered additional services.
- City of Schertz standard construction specifications will be assumed and HVJSCTx is not providing nor writing any construction specifications, special specifications, or special provisions. HVJSCTx is not providing any AutoCAD drawings or cost estimates, or life cycle costs.
- No travel for site meetings or conferences are included and it is assumed that all communications can be via telephone conference calls or emails.
- No bid & Award Phase or Construction Phase Services are included in the estimate.

Fee
Based on the scope of work outlined, a **Lump Sum fee of $24,070.00** is proposed. A breakdown of the fee is included at the end of this proposal. Should the project configuration change significantly, additional work may be required. HVJSCTx will recommend such additional work when and if it is deemed necessary.

Schedule
We propose to initiate project scheduling and coordination, immediately upon receiving notice-to-proceed. We subsequently expect to complete the test borings approximately two (2) weeks after receiving notice to proceed. Laboratory testing, evaluation of test results, engineering analyses and report preparation will take approximately five (5) to seven (7) weeks after completion of the fieldwork. Work schedule may be altered if inclement weather occurs for an extended period.

Sample Retainage
Soil samples will be retained in our laboratory for 30 days after the geotechnical investigation.

Insurance
Insurance certificates verifying HVJSCTx general liability, auto, worker compensation, and errors and omissions insurance coverage will be provided upon request.

Invoices
Invoices will be submitted at the end of each month based on the work completed. Our credit terms are 30-day net.

Mr. Stephen Aniol, P.E.
City of Schertz Savannah Drive Resurfacing/Repair
September 19, 2025
SGT 24 1077.2

If this proposal meets with your approval, please sign and complete the indicated spaces below and forward a copy of the proposal to us. Thank you for this opportunity. We appreciate your business.

Sincerely,

HVJ SOUTH CENTRAL TEXAS – M&J INC.

Golam Kibria

Golam Kibria, Ph.D., PE
Vice President of Operations
GK/fc/mm

Agreed to this _____ day of _____, 20_____

By: _____

Title: _____

Firm: _____

Date to Start Work: _____

Mr. Stephen Aniol, P.E.
City of Schertz Savannah Drive Resurfacing/Repair
September 19, 2025
SGT 24 1077.2

Geotechnical Investigation
SGT 24 1077.2 City of Schertz - Savannah Drive
HVJ South Central Texas M&J, Inc.
HVJ SCTx Proposal No. SGT 24 1077.2

Field Investigation - Pavement Coring	**No.**		**Rate**	**Units**	**Total**
Mobilization/Demobilization of Coring Equipment	1	@	$600.00	per mobilization	$600.00
Standby time	2	@	$180.00	per hour	$360.00
Logging Coring	27	@	$85.00	per hour	$2,295.00
Pavement Coring	360	@	$12.00	per inch	$4,320.00
Core Repair/Patch Asphalt Cold Mix	20	@	$40.00	each	$800.00
Staking, Utility Clearance, permit Coordination	8	@	$85.00	per	$680.00
Traffic Control	4	@	$1,500.00	per day	$6,000.00
Support Truck	3	@	$100.00	each	$300.00
				Sub Total	**$15,355.00**
Pavement Data Review & Reporting					
Project Manager	1	@	$185.00	hr	$185.00
Professional Engineer	2	@	$140.00	hr	$280.00
Engineer In Training	10	@	$115.00	hr	$1,150.00
Administrative Assistant	2	@	$50.00	hr	$100.00
				Sub-Total	**$1,715.00**
Pavement Engineering & Reporting					
Senior Engineer	8	@	$185.00	hr	$1,480.00
Professional Engineer	1	@	$140.00	hr	$140.00
Engineer In Training	12	@	$115.00	hr	$1,380.00
				Sub-Total	**$3,000.00**
Non-Destructive Pavement Deflection Testing					
FWD Testing with Traffic Control	1	@	$4,000.00	day	$4,000.00
				Sub-Total	**$4,000.00**
				TOTAL	**$24,070.00**

Kimley»Horn

September 26, 2025

John Nowak, PE
Assistant City Engineer
City of Schertz - Engineering
11 Commercial Place
Schertz, Texas 78154

RE: ***Savannah Drive and Homestead Parkway Pedestrian Crossings (Task C)***
Scope and Fee Proposal

Dear Mr. Nowak:

Kimley-Horn is pleased to submit this scope and fee proposal for professional services for the Savannah Drive and Homestead Parkway Pedestrian Crossings project, which consists of the installation of new pedestrians crossings on Savannah Drive and Homestead Parkway. This task order will be performed consistent with the terms and conditions of the On-Call Engineering Services fully executed on March 6, 2025. Our project understanding, scope of services, schedule and fee are presented below.

PROJECT UNDERSTANDING

Per correspondence between the City and Kimley-Horn, the goal of this project is to install three new pedestrian crossings at the locations listed below. These pedestrian crossings will utilize proposed signage, striping, sidewalk, ramp improvements, and refuge islands.

- Savannah Drive, approximately between Willows Ranch Street and Big Horn Trail
- Homestead Parkway, approximately between Hockley Hill and Somervell (Two)

This project will be bid utilizing the lowest qualified bidder contract method. Kimley-Horn will provide bidding and construction phase administration services to assist the City with overall project support. This project will be included in the overall construction documents and contract package for 2026 SPAM and Savannah Drive Roadway Improvements.

SCOPE OF SERVICES

The following tasks outline the detailed scope of services to be completed by Kimley-Horn for this project. Also attached to this proposal is a project work plan that details the tasks to be performed and the expected level of effort.

Task 1C: Project Management

1. Daily project management/design team coordination
2. Monthly financials and project invoicing, based on an estimated 4-month project schedule

Task 2C: 70% Design

1. Conduct site visits to document existing conditions and obtain field measurements
2. Download site visit photos & documentation
3. Develop layout for pedestrian crossings at each crossing (3) within the existing right-of-way. Measures can include signing, striping, barrier-free ramps, sidewalks, and refuge islands
4. Update construction package cover sheet/index of sheets

5. Develop quantity summary sheet per location
6. Develop removal plan sheets for each crossing
7. Develop paving plan sheets for each crossing
8. Develop signing and striping plan sheets for each crossing
9. Incorporate relevant construction details and standards
10. Develop Opinion of Probable Construction Cost (OPCC) for each crossing
11. QA/QC design, plans, and OPCC for each crossing
12. Prepare submittal package of plans and OPCCs and submit to City
13. Conduct site visits with City Project Manager to review recommended layouts

Task 3C: Final Design

1. Conduct site visits to finalize layouts. Will include review of City comments.
2. Finalize layouts for pedestrian crossings
3. Finalize plans
4. Finalize quantities and OPCC for each crossing
5. Internal QC/QA final submittal
6. Prepare final submittal package to include plans and specifications and submit to the City

Task 4C: Bid Phase Services

1. Bid phase support with master construction contract

Task 5C: Construction Phase Services

1. Conduct construction site visits (est. 2 per site)
2. Attend final walk and distribute punch list

Construction phase services proposed are based on durations identified in the Assumptions section below. Per previous coordination with the City, daily coordination with the Contractor will be handled internally by City staff, so the expected services Kimley-Horn will provide during the construction phase are limited to the scope outlined above. Should construction exceed the identified durations due to conditions beyond our control, Kimley-Horn will coordinate with the City to develop a path forward and submit any necessary additional service proposals to continue to support the City during the construction phase.

Task 6C: Reimbursable Project Expenses

1. Field review & design/construction site visits*

*Mileage to be reimbursed based on the 2025 standard business mileage rate of 70 cents per mile.

ASSUMPTIONS AND EXCLUSIONS

The following items list assumptions made and exclusions that serve as a basis for development of the above-mentioned scope of work and proposed fee included in the attached project work plan:

ASSUMPTIONS

- Design to be based off aerial images. Quantities and dimensions to be based off approximate measurements obtained by Kimley-Horn during site visits.
- One round of combined City comments will be addressed for the 70% design phase. Additional review sets and submittals may be added to this task order by amendment
- TxDOT permits will not be required for this project

- Contractor will provide necessary SWPPP and TCP design drawings, if required by a permitting agency
- Material testing and inspection services will be completed by the City
- A total project schedule of 4 months is anticipated, inclusive of a 2-month construction schedule
- Savannah Drive and Homestead Parkway Pedestrian Crossings construction contract to be included with 2026 Roadway Improvements and Savannah Drive Roadway Improvements. A single bid phase will encompass all three projects.

EXCLUSIONS

The following tasks have been excluded from the basic scope of services and requested design fee but can be completed by Kimley-Horn as an additional service should the City need that service.

- Data collection
- Drainage and utility relocation design
- Design milestones in addition to what is proposed for this project
- Additional round of comments to what is specified
- Public outreach
- Monthly project meetings during construction phase
- Resident Project Representative (RPR)
- Any other services not listed in the basic scope of services or project work plan

Relating to construction phase services, Kimley-Horn will make site visits in accordance with proposed basic scope of work to observe the progress of the work. Such observations will not be exhaustive or extend to every aspect of Contractor's work. Observations will be limited to spot checking, selective measurement, and similar methods of general observation. Based on information obtained during site visits, Kimley-Horn will evaluate whether Contractor's work is generally proceeding in accordance with the Contract Documents. Kimley-Horn will keep the City informed of the general progress of the work.

Additionally, Kimley-Horn will not supervise, direct, or have control over Contractor's work, nor shall Kimley-Horn have authority to stop the Work or have responsibility for the means, methods, techniques, equipment choice and usage, schedules, or procedures of construction selected by Contractor, for safety programs incident to Contractor's work, or for any failure of Contractor to comply with any laws. Kimley-Horn does not guarantee the performance of any Contractor and has no responsibility for Contractor's failure to perform its work in accordance with the Contract Documents.

SCHEDULE

Upon approval by the City staff and Council, Kimley-Horn will prepare and submit a design schedule with an emphasis on the City's desirable construction period. Kimley-Horn will also coordinate with the City to determine an approximate bid date. Kimley-Horn estimates the total duration of the design phase to be approximately 2 months.

FEE AND BILLING

In accordance with the below fee summary table, Kimley-Horn will perform the above outlined scope of services, including project expenses, for a lump sum fee not to exceed **$42,815.** As noted above, a project work plan is included with this proposal, documenting the proposed tasks to be completed and the planned level of effort.

Task	Description of Service	Amount	Basis of Compensation
	Task C		
	Savannah Drive and Homestead Parkway Pedestrian Crossings		
	BASIC SERVICES		
1C	Project Management	$ 4,105.00	[Lump Sum]
2C	70% Design	$ 22,110.00	[Lump Sum]
3C	Final Design	$ 10,770.00	[Lump Sum]
4C	Bid Phase Services	$ 1,020.00	[Lump Sum]
5C	Construction Phase Services	$ 4,560.00	[Lump Sum]
6C	Reimbursable Project Expenses	$ 250.00	[Lump Sum]
	Total (Basic Services)	**$ 42,815.00**	
	TOTAL COMPENSATION	**$ 42,815.00**	

Kimley-Horn will submit invoices to the City on a monthly basis for services performed. Each invoice will include a progress report and work completed for the corresponding month.

We appreciate the opportunity to be of service to the City and look forward to successfully completing this project for you. Please don't hesitate to contact us at chance.dyess@kimley-horn.com, (210) 728-6947 or stephen.aniol@kimley-horn.com, (210) 321-3404 should you have any questions on the proposed scope and fee.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.
TBPE# 928

Chance Dyess

By: Chance Dyess, P.E.
Project Manager

Stephen Aniol

Stephen Aniol, P.E.
QC/QA Manager

Attachments
1 – Project Work Plan

Cc: Dawniele Metsker-Galarza, PE, PTOE

CITY OF SCHERTZ

Fee/Price Proposal Breakdown for Professional Services

Project Name:	**Savannah Drive and Homestead Parkway Pedestrian Crossings (Task C)**
Design Firm:	Kimley-Horn and Associates, Inc.
Date Proposal Submitted:	9/26/2025
City of Schertz Project Manager:	John Nowak, PE
Kimley-Horn Project Manager:	Chance Dyess, PE

	Position/Personnel Title	QA/QC Manager	Project Manager	Civil Engineer	Staff Engineer II	Design Technician	Accountant	Admin		Consultant Fee Total
	Contract Approved Rates	$ 305.00	$ 230.00	$ 190.00	$ 150.00	$ 105.00	$ 150.00	$ 115.00		
	Task to be performed/Phase Description (including Sub-consultant work)								Total Hours	
	BASIC SERVICES									
1C	**Project Management**	**1**	**8**	**4**	**4**	**0**	**4**	**0**	**21**	**$ 4,105.00**
1.1C	Daily Project Management/Design Team Coordination	1	4	4					9	$ 1,985.00
1.2C	Monthly Financials and Project Invoicing (Est. 4 Months)		4		4		4		12	$ 2,120.00
2C	**70% Design**	**1**	**11**	**15**	**64**	**65**	**0**	**0**	**156**	**$ 22,110.00**
2.1C	Site Visits (2 Sites)			4	4				8	$ 1,360.00
2.2C	Download Site Visit Photos & Documentation				2				2	$ 300.00
2.3C	Develop Layout (3 Crossings)		3	4	30	12			49	$ 7,210.00
2.4C	Update Construction Package Cover Sheet/Index of Sheets				1	2			3	$ 360.00
2.5C	Develop Quantity Summary Sheet			1	3	3			7	$ 955.00
2.6C	Develop Removal Plan Sheets (3 Crossings)			1	4	12			17	$ 2,050.00
2.7C	Develop Paving Plan Sheet (3 Crossings)		3		6	18			27	$ 3,480.00
2.8C	Develop Signing and Striping Plan Sheets (3 Crossings)			1	2	14			17	$ 1,960.00
2.9C	Incorporate Relevant Construction Details and Standards			1	2	2			5	$ 700.00
2.10C	Develop OPCC per Crossing			1	6				7	$ 1,090.00
2.11C	QA/QC design, plans, and OPCC per Crossing	1	2						3	$ 765.00
2.12C	Plans and OPCCs Submittal to City		1		2	2			5	$ 740.00
2.13C	Site Visits with City Project Manager to Review Recommended Layouts		2	2	2				6	$ 1,140.00
3C	**Final Design**	**0**	**5**	**11**	**32**	**26**	**0**	**0**	**74**	**$ 10,770.00**
3.1C	Site Visit to Finalize Designs			4	4				8	$ 1,360.00
3.2C	Finalize Designs		1	2	12	8			23	$ 3,250.00
3.3C	Finalize Plans		2	2	8	16			28	$ 3,720.00
3.4C	Finalize Quantities and OPCC per Crossing			2	6				8	$ 1,280.00
3.5C	QC/QA Final Submittal		1						1	$ 230.00
3.6C	Final Submittal		1	1	2	2			6	$ 930.00
4C	**Bid Phase Services**	**0**	**1**	**1**	**4**	**0**	**0**	**0**	**6**	**$ 1,020.00**
4.1C	Bid Phase Support with Master Construction Contract		1	1	4				6	$ 1,020.00
5C	**Construction Phase Services**	**0**	**12**	**0**	**12**	**0**	**0**	**0**	**24**	**$ 4,560.00**
5.1C	Construction Site Visits (Est. 2 per Site)		8		8				16	$ 3,040.00
5.2C	Attend Final Walk and Distribute Punch List		4		4				8	$ 1,520.00

CITY OF SCHERTZ

Fee/Price Proposal Breakdown for Professional Services

Project Name:	**Savannah Drive and Homestead Parkway Pedestrian Crossings (Task C)**
Design Firm:	Kimley-Horn and Associates, Inc.
Date Proposal Submitted:	9/26/2025
City of Schertz Project Manager:	John Nowak, PE
Kimley-Horn Project Manager:	Chance Dyess, PE

	Position/Personnel Title	QA/QC Manager	Project Manager	Civil Engineer	Staff Engineer II	Design Technician	Accountant	Admin		Consultant Fee Total
	Contract Approved Rates	$ 305.00	$ 230.00	$ 190.00	$ 150.00	$ 105.00	$ 150.00	$ 115.00		
	Task to be performed/Phase Description (including Sub-consultant work)								Total Hours	
6C	**Reimbursable Project Expenses**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$ 250.00**
6.1C	Field Review & Design/Construction Site Visits									$ 250.00
	Total Hours (Basic Services):	2	37	31	116	91	4	0	281	
	Total Fee (Basic Services):									**$ 42,815.00**

Project Type:	Transportation	**Project Code:**	TBD
Project Title:	Annual SPAM Project		
Project Manager:	Engineering		
Location Description:	Various subdivisions and streets in the City		
Project Summary:	This project is an on-going annual effort to improve and preserve the City streets. In other words, this is the City's Pavement Preservation Program. Generally, the proposed work falls into one of two categories: Resurfacing or Rehabilitation. Resurfacing involves performing localized concrete repairs; base repairs; asphalt leveling; and crack sealing of the existing street before a new surface is applied. This is commonly called the "prep work" for a resurfacing project. The new surface applied will be slurry seal, microsurfacing, or a mill and overlay. Slurry seal and microsurfacing represent applying a thick layer of oil and sand mixture onto the surface of the street after all the "prep work" is completed. Microsurfacing is essentially the same as a slurry seal, but the layer of oil and sand applied is thicker and the sand has larger particles. Microsurfacing is used on higher volume roadways than local, residential streets. A mill and overlay involves grinding off part of the existing pavement surface, then placing a new layer of pavement on top. Mill and Overlays are done on higher volume roadways with significant amounts of truck or		

Start Date:	Ongoing
Completion Date:	Ongoing

Project Forecast

Funding Source	**Prior Appropriation**	**2025-26**	**2026-27**	**2027-28**	**2028-29**	**2029-30**	**2031-2035**	**Total Cost**
Bonds	$ -	$ 1,480,400		$ 422,000	$ 1,930,000		$ 1,900,000	$ 5,732,400
GF (public works)	$ -	$ 300,000		$ 300,000	$ 300,000	$ 300,000	$ 1,500,000	$ 2,700,000
	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Funding Source	$ -	$ 1,780,400	$ -	$ 722,000	$ 2,230,000	$ 300,000	$ 3,400,000	$ 8,432,400

Expenditure	**Prior Expenditure**							
Land Acquisition	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Professional Services	$ -	$ 230,000	$ -	$ 122,000	$ 230,000	$ -	$ 510,000	$ 1,092,000
Construction	$ -	$ 1,550,400	$ -	$ 600,000	$ 2,000,000	$ 300,000	$ 2,890,000	$ 7,340,400
Total Expenditure	$ -	$ 1,780,400	$ -	$ 722,000	$ 2,230,000	$ 300,000	$ 3,400,000	$ 8,432,400

Project Type: Transportation

Project Code: TBD

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: Fall 2025

Completion Date: Fall 2026

Project Forecast

Funding Source	Prior Appropriation	2025-26	2026-27	2027-28	2028-29	2029-30	2031-2035	Total Cost
Bonds	$ -	$ 1,460,000	$ -	$ -	$ -	$ -	$ -	$ 1,460,000
	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Funding Source	$ -	$ 1,460,000	$ -	$ -	$ -	$ -	$ -	$ 1,460,000

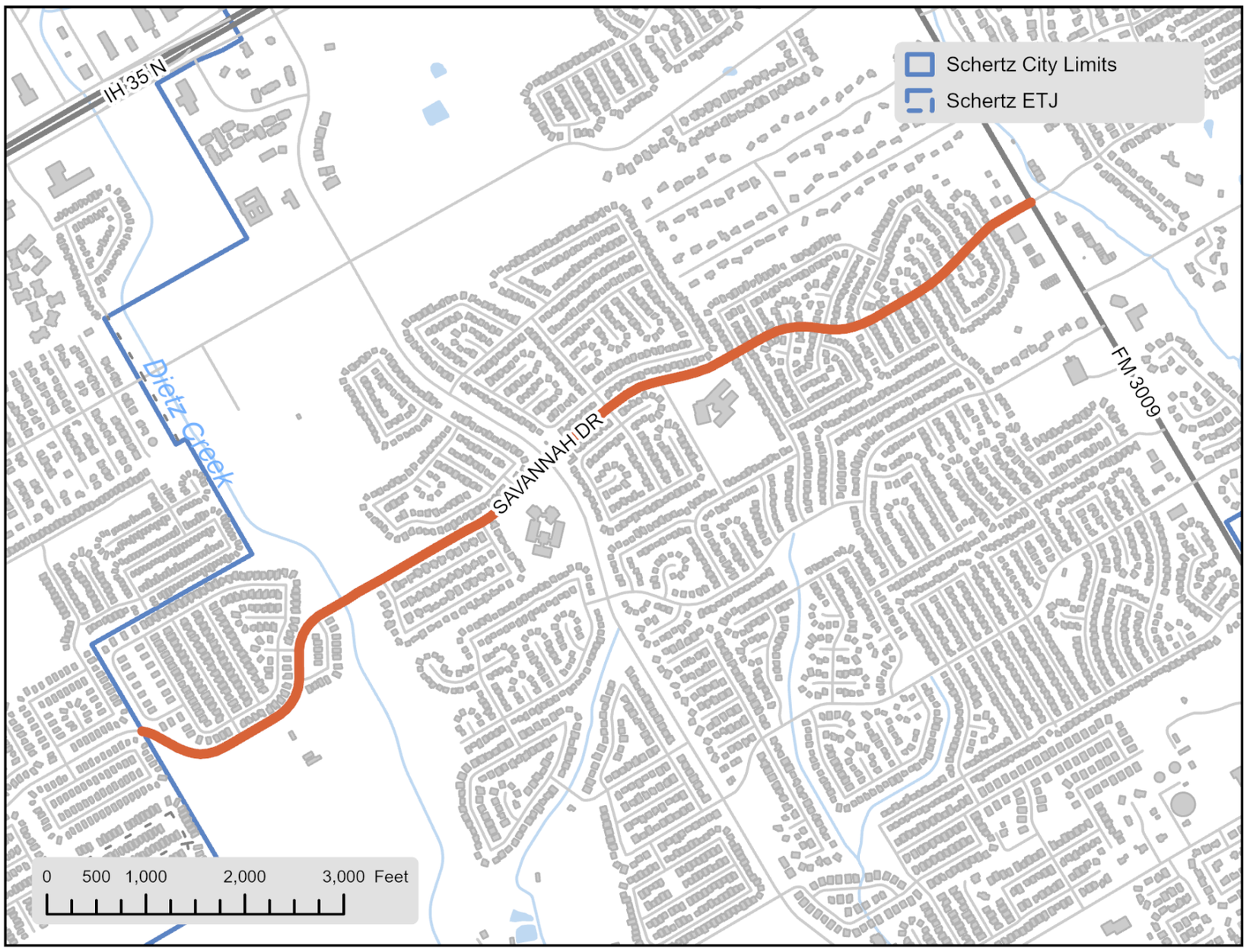
Expenditure	Prior Expenditure							
Land Acquisition	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Professional Services	$ -	$ 190,000	$ -	$ -	$ -	$ -	$ -	$ 190,000
Construction	$ -	$ 1,270,000	$ -	$ -	$ -	$ -	$ -	$ 1,270,000
Total Expenditure	$ -	$ 1,460,000	$ -	$ -	$ -	$ -	$ -	$ 1,460,000

Project Type: Transportation **Project Code:** TBD

Project Title: Savannah Drive Mill and Overlay 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.



N

SAVANNAH DRIVE

SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Agenda No. 9.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Public Works**
Subject:	**Resolution 25-R-144 – Resolution authorizing a Personal Services Agreement with Charmain Sanchez, dba Terreno Services. (B.James/L.Busch/N.Ferris)**

BACKGROUND

The City of Schertz is need of services to market, develop and manage telecommunication tenants on City-owned properties. Charmain Sanchez, dba Terreno Services (the Consultant), has been performing these services with contracts in 2013 and 2019. The City has identified that the consultant has the required knowledge of City property and procedures and is qualified to continue to provide the services needed.

GOAL

To authorize the City Manager to enter into a Personal Services Agreement with Charmain Sanchez, dba Torreno Services.

COMMUNITY BENEFIT

The continued services by the Consultant will ensure the City receives the best market value and management for its property while occupied by telecommunication tenants.

SUMMARY OF RECOMMENDED ACTION

Approval of this resolution will allow the execution of this Personal Services Agreement.

FISCAL IMPACT

The Consultant shall receive a Management Free equal to twenty-seven percent (27%) of the "Gross Receipts" collected by the City from lease or rental agreements executed during the term of the Original Agreement, the term of this Agreement and any renewal(s) hereof.

RECOMMENDATION

Approval of Resolution 25-R-144.

Attachments

Resolution 25-R-144 with attachment

RESOLUTION 25-R-144

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A PERSONAL SERVICES AGREEMENT WITH CHARMAIN SANCHEZ, DBA TERRENO SERVICES FOR SERVICES RELATED TO MARKETING AND DEVELOPING CERTAIN CITY PROPERTY FOR THE PURPOSE OF THE INSTALLATION AN OPERATION OF WIRELESS COMMUNICATIONS EQUIPMENT AND SYSTEMS AND THE CONTINUED MANAGEMENT OF THE CITY'S TELECOMMUNICATIONS TENANTS, AND OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the City staff of the City of Schertz (the "City") has determined that the City requires personal services relating to marketing and developing certain City property or the purpose of the installation and operation of wireless communications equipment and systems and the continued management of the City's telecommunications tenants; and

WHEREAS, City staff has determined that Charmain Sanchez is uniquely qualified to provide such services for the City; and

WHEREAS, pursuant to Section 252.022(a)(4), the City is not required to seek bids or proposals with respect to a procurement for personal, professional, or planning purposes; and

WHEREAS, the City Council has determined that it is in the best interest of the City to contract with Charmain Sanchez, dba Terreno Services, pursuant to the Personal Services Agreement attached hereto as Exhibit A (the "Agreement").

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

Section 1. The City Council hereby authorized the City Manager to execute and deliver the Agreement with Charmain Sanchez, dba Terreno Services, 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 the 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 the 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 hereof 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 APPROVED ON the _____ day of _____ 2025.

CITY OF SCHERTZ, TEXAS

_____

Ralph Gutierrez, Mayor

ATTEST:

_____

Sheila Edmondson, City Secretary

EXHIBIT A

PERSONAL SERVICES AGREEMENT

A-1

PERSONAL SERVICES AGREEMENT

This Personal Services Agreement (the "Agreement") dated to be effective as of October 1, 2025 (the "Effective Date") is between the City of Schertz, Texas, a Texas municipal corporation (the "City"), and Charmain Sanchez, dba Terreno Services (the "Consultant").

GENERAL RECITALS

WHEREAS, the City and the Consultant entered into that certain Personal Services Agreement dated as of October 1, 2019 (the "Original Agreement"), which Original Agreement through a series of extensions, terminated on September 30, 2025.

WHEREAS, the City and the Consultant desire to enter into this Agreement to allow for the Consultant to continue to provide personal services to the City as set forth herein.

WHEREAS, the City holds title to certain real properties described in Exhibit A attached hereto. Additional properties may be added to Exhibit A by way of amendments provided to the Consultant by the City. The properties and any additional properties that will be added to Exhibit A shall hereinafter be referred to as the "Property".

WHEREAS, the Consultant represents that she is experienced in the business of marketing real estate for telecommunication development and providing certain other real estate consulting services associated with the deployment of wireless communication equipment and systems.

WHEREAS, the City desires to continue to engage the services of the Consultant to market and develop the Property for the purposes of the installation and operation of wireless communications equipment and systems, and the continued management of telecommunications tenants and the Consultant desires to continue to provide such services pursuant to the terms and conditions included herein.

NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE FOLLOWING MUTUAL PROMISES AND THE MUTUAL BENEFITS TO BE DERIVED BY THE PARTIES HERETO, IT IS UNDERSTOOD, CONTRACTED AND AGREED AS FOLLOWS:

SECTION I
RELATIONSHIP OF PARTIES; STANDARD OF WORK; SERVICES GENERALLY

1.01 The City hereby contracts with the Consultant to negotiate on the City's behalf in the leasing of the Property for the sole purpose of telecommunications development and the installation on the Property and the operation of telecommunications equipment and systems owned by entities other than the City (the "Services"). The Services shall include, but not be limited to the services listed on the attached Exhibit B. The Consultant may, by separate written agreement with the City, provide various additional real estate services.

1.02 The City and the Consultant agree that the Consultant is an independent contractor and not an agent or employee of the City. The City and the Consultant agree that their relationship arising from this Agreement does not constitute a general agency, a joint venture, partnership, employment relationship, or franchise between them.

1.03 The Consultant acknowledges that she will control the conduct and means of performing the Services required of the Consultant under this Agreement. The Consultant will provide all the Services herself, and she will not utilize any employees or independent contractors. She promises to adhere to all appropriate professional standards, including the maintenance of all licenses and permits required by law for any of the Services to be performed, and to complete all work in a timely manner, consistent with generally accepted marketing and property management procedures and standards of the real estate industry.

1.04 This Agreement is non-exclusive. The Consultant acknowledges that the City may enter into agreements with other persons or entities to provide any or all the Services described in this Agreement.

SECTION II
TERM; EXTENSION; TERMINATION

2.01 Subject to Section 2.03, this Agreement shall be for a term effective the date of execution of this agreement and ending on September 30, 2030 (the "Initial Term"). At the expiration of the Initial Term of this Agreement, upon mutual agreement between the City and Consultant the agreement will be renewed annually, for up to five (5) option periods in one (1) year term increments.

2.02 The City and the Consultant may agree to further renewals hereof.

2.03 Either party shall have the right to terminate this Agreement for any or no reason, upon delivery of thirty (30) days' prior written notice to the other. Further, either party may terminate this Agreement at any time for cause or for failure of the other to comply with the terms, representations, and conditions of this Agreement. Such termination shall not affect the Consultant's right to receive any Management Fees relating to lease or rental agreements before the date of termination as described in Section 4.01.

SECTION III
LEASING OF PROPERTY; COLLECTION OF RENT AND OTHER FEES

3.01 The Consultant shall make reasonable efforts to negotiate for the lease of available space on the Property for wireless communications services by entities other than the City. The City shall identify whether space on any particular piece of the Property is "available". The Consultant shall be responsible for negotiations with prospective tenants and shall have the right to propose reasonable concessions aimed at inducing occupancy and use, subject to final approval by the City Manager. The Consultant shall not, without the prior written consent of the City council, propose any lease for a term of less than sixty (60) months or more than two hundred forty (240) months. The City Manager shall execute all lease and rental agreements on behalf of the City, before such agreements shall become effective and following approval by the City Council.

3.02 The Consultant shall not be responsible for the collection of any lease payments, planning zoning, or permit fees required by the City. These fees shall be paid directly to the City by the tenant or lessee and not to the Consultant.

3.03 All application fees, rents, and other income issuing from the Property shall be paid directly to the order of the City. Compensation due to the Consultant under Section IV shall be paid by the City to the Consultant after the corresponding Gross Receipts (as defined in Section 4.01) are received by the City from the tenant.

SECTION IV
COMPENSATION

4.01 For the continuation of Services under the Agreement, the Consultant shall receive a Management Fee equal to twenty-seven percent (27%) of the "Gross Receipts" collected by the City from lease or rental agreements executed during the term of the Original Agreement and for the term of this Agreement and any renewal(s) hereof. "Gross Receipts" means all revenues collected by the City from leases or rental agreements entered into by the City pursuant to the Original Agreement and this Agreement, less refundable deposits.

4.02 Unless otherwise provided for in this Agreement, the Management Fee provided in Section 4.01 includes all compensation receivable by the Consultant.

4.03 Unless otherwise agreed in writing by the City in advance, the Consultant shall be responsible for providing at her sole cost all equipment and supplies necessary or appropriate for performing the Services hereunder.

SECTION V
RECORDS AND REPORTS

5.01 The Consultant shall furnish the City, on a quarterly basis beginning December 2019, a detailed statement of all activities by the Consultant pursuant to this Agreement.

5.02 The Consultant shall report to the City promptly any conditions concerning the Property that, in the opinion of the Consultant, require the attention of the City.

SECTION VI
INDEMNIFICATION

6.01 The Consultant 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, judgements, liens and expenses (including attorney's fees, whether contractual 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 consultant—expressly including those arising through strict liability or under the Constitutions of the United States.

SECTION VII
GOVERNMENT REGULATIONS

7.01 The Consultant agrees to perform the Services hereunder in full compliance with all laws and regulations of any federal, state, county, or municipal authority having jurisdiction over the Property.

SECTION VIII
ASSIGNMENT; BINDING EFFECT

8.01 This Agreement and the rights, obligations and liabilities created hereunder shall be binding upon and inure to the benefit of the heirs, executors, administrators, legal representatives, successors, and assigns of each of the parties hereto, but no rights, obligations, or liabilities hereunder shall be assignable or delegable by the Consultant without the prior written consent of the City. The City may assign or delegate the rights, obligations, or liabilities created hereunder to its successor in interest without the consent of the Consultant.

8.02 All obligations by either party which expressly or by their nature survive the expiration or termination of this Agreement shall continue in full force and effect subsequent to and notwithstanding its expiration or termination and until they are satisfied in full or by their

nature or within one year of termination, provided however that any obligations regarding protecting confidential information shall continue in perpetuity.

SECTION IX
IMPOSSIBILITY OF PERFORMANCE

9.01 Neither the City nor the Consultant shall be liable for loss or damage or deemed to be in breach of this Agreement if its failure to perform its obligations results from (a) compliance with any law, ruling, order, regulation, requirement, or instruction of any federal, state, or municipal government or any department or agency thereof or court of competent jurisdiction; (b) acts of God; (c) acts or omissions of the other party; or (d) fires, strikes, embargoes, war, insurrection, or riot. Any delay resulting from any of said causes shall extend performance accordingly or excuse performance, in whole or in part, as may be reasonable.

SECTION X
SURVIVAL

10.01 The terms, provisions, representations, and warranties contained in this Agreement that by their sense and context are intended to survive the performance thereof by either or both parties hereunder shall so survive the completion of performances and termination of this Agreement, including the making of any and all payments due hereunder.

SECTION XI
CONFIDENTIAL INFORMATION

11.01 Any specifications, plans, drawings, sketches, models, samples, data, computer programs or documentation, or technical, or business information ("Information") furnished or disclosed by the City to the Consultant hereunder shall be deemed the exclusive property of the City, including title to copyright in all copyrightable material, and, when in tangible form, shall be returned to the City by the Consultant upon completion or termination of the related Services. Unless such information was previously known to the Consultant free of any obligation to the City to keep it confidential; or has been or is subsequently made public by the City, it shall be held in confidence by the Consultant, shall be used only for the purposes hereunder, and may be used for other purposes only upon such terms and conditions as may be mutually agreed upon in writing.

11.02 If the Consultant is served with process to obtain information, the Consultant shall immediately notify the City in writing, which shall have the right to seek to quash such process.

SECTION XII
INTEGRATION; MODIFICATION; SEVERABILITY; GOVERNING LAW

12.01 This Agreement embodies the entire understanding of the parties as to the subject matter hereof, and there are no further or other agreements or understandings, written or oral, in effect between the parties as to the subject matter hereof. The drafting, execution, and delivery of this Agreement by the parties have been induced by no representations, statements, warranties, or agreements other than those expressed in this Agreement, and except as expressly provided to the contrary, the provisions of this Agreement are for the benefit of the parties solely and not for the benefit of any other person(s) or entities.

12.02 A waiver, alteration, or modification of any of the provisions of this Agreement shall not be binding unless in writing and signed by authorized representatives of the parties to this Agreement.

12.03 A determination by a court of law with competent jurisdiction that a section or any part of a section of this Agreement is void, invalid, or unenforceable for any reason shall not render void, invalid, or unenforceable any other section or any part of any other section of this Agreement.

12.04 Nothing contained in this Agreement shall be deemed to create or shall be construed as creating in the Consultant any property interest in or to the Property.

12.05 Except to the extent governed by United States law that preempts state law, this Agreement shall be governed by and construed in accordance with the laws of the State of Texas. Proper venue for any dispute or litigation shall be only in Guadalupe County, Texas.

SECTION XIII
MEDIATION; ATTORNEY'S FEES

13.01 Each party agrees that it or she shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement or the reach thereof ("disputes") to an alternate dispute resolution process before filing a suit concerning this Agreement.

13.02 Each party shall have the right to collect from the other all damages, reasonable costs and expenses, including reasonable attorneys' fees, incurred by a successful party in exercising or enforcing any of its rights or remedies hereunder or in enforcing any of the terms, conditions, or provisions of this Agreement in a court of law.

SECTION XIV
NOTICE

14.01 All notices, requests, demands, or other communications affecting the terms of this Agreement shall be in writing and shall be deemed to have been duly given if delivered in person, by facsimile or within five (5) days after deposited in the United States mail, postage prepaid, certified, with return receipt requested. Notice shall be addressed to the parties as follows:

The City:
The City of Schertz
Attn: City Manager
1400 Schertz Parkway
Schertz, TX 78154
Telephone: (210) 619-1015
Facsimile: (210) 619-1029

With a contemporaneous copy to:

Daniel Santee
Attorney? Denton Navarro Rocha Bernal & Zech, P.C.
2517 N. Main Ave.
San Antonio, TX 78212
Telephone: (210) 227-3243

The Consultant:
Charmain Sanchez
5596 Copper Creek
New Braunfels, TX 78132
Telephone: (210) 844-1233

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

CITY OF SCHERTZ

By: _____
Steve Williams, City Manager

CHARMAIN SANCHEZ

By: _____
Charmain Sanchez

EXHIBIT A

The Property

The Property is comprised of those water tank locations noted as "Cell Capable" on the graphic on the following page.

City of Schertz

Water Tank Locations and Cell Tower Compatibility

Schertz Water Tanks

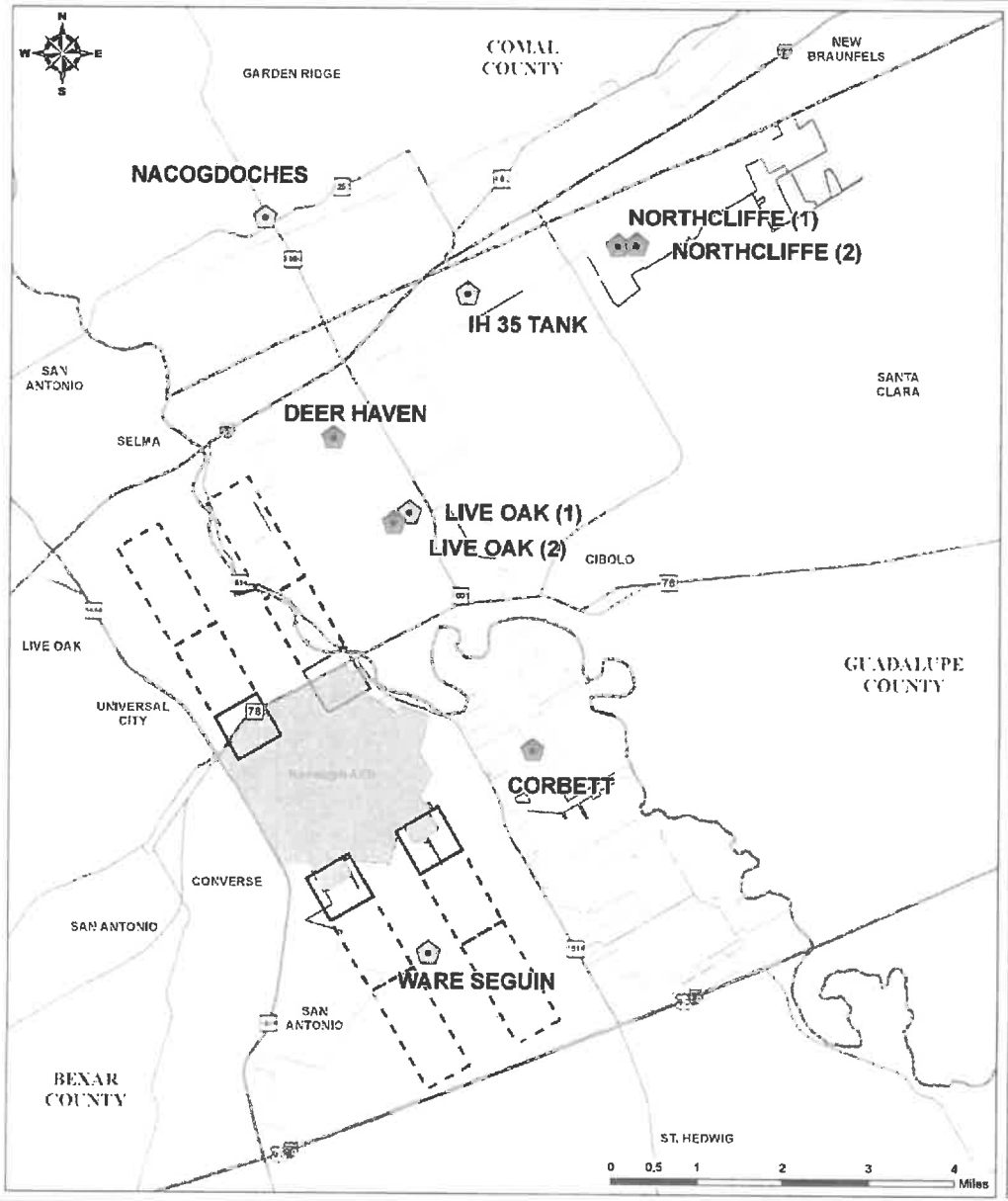
- Cell Capable
- Modification Required
- Not Cell Capable

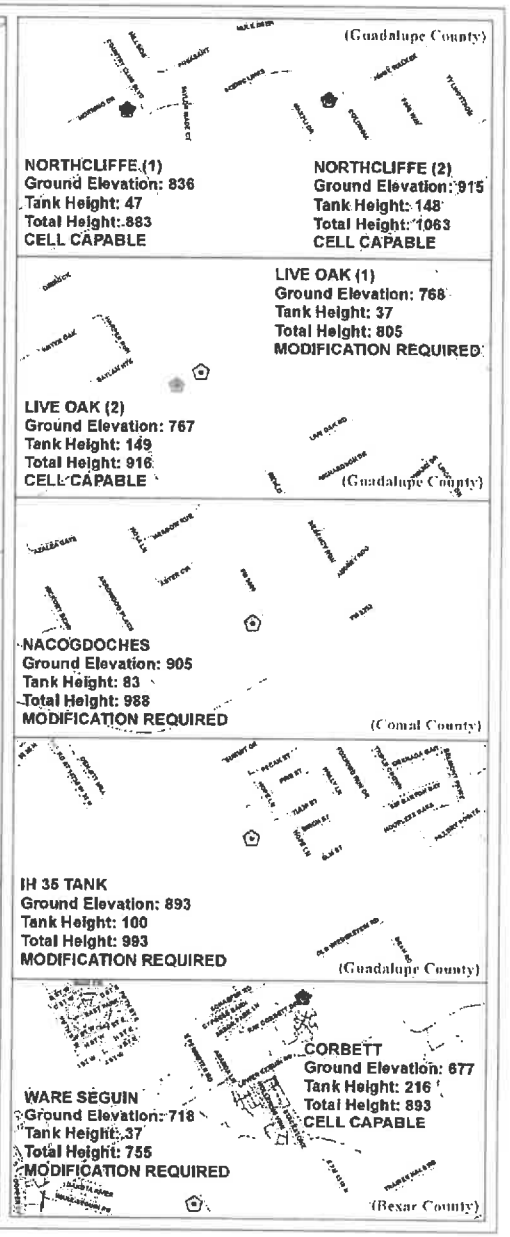
- Schertz Municipal Boundary
- Randolph AFB

Air Installation Compatible Use Zone

- APZ I
- APZ II
- Clear Zone

- Major Roads





SCHERTZ

COMMUNITY★SERVICE★OPPORTUNITY

Last Update: October 22, 2019

City of Schertz, GIS Coordinator: Tony McFalls, gis@schertz.com (210) 619-1184

"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 should be independently reviewed in accordance to requirements of users. Potential changes may be made and information may be added to this information format. The City of Schertz may make improvements and/or changes in the product(s) described herein at any time."

EXHIBIT B

The Services

1. The Consultant shall provide non-exclusive consulting services, advice, and assistance sufficient for the City as determined by other means suitable to accommodate wireless telecommunications facilities and/or switching buildings or towers on the Property, to an extent previously authorized by the City.

2. The Consultant shall obtain Entry and Testing Agreements signed by the prospective tenant and the City when appropriate for site access, to survey the proposed site, to have an E-911 address assigned to the site and any environmental testing when required or determined by the prospective tenant (at such tenant's expense).

3. Upon approval by the City of a Tower Site Application, the Consultant will enter into final negotiations with the prospective tenant. Leases will be negotiated by the Consultant with appropriate assistance and approval of the City Attorney, subject to final approval by the City Council.

4. The Consultant will submit to the City a lease package which shall include a Lease Summary Sheet identifying the lease terms and other pertinent data necessary for lease administration, the required number of executed originals by the tenant and the City of the Lease, and, if requested by the City, a Memorandum of Lease Agreement for signature. The lease package will also include related documents with the Lease that may include the following:

    - Lease Summary Sheet (to be completed when the Lease is ready to be signed by the City)
    - Entry and Testing Agreement (to be signed before/during lease negotiations)
    - Construction Drawings (the Consultant to coordinate the City's receipt of signed Construction Drawings for its records)

Agenda No. 10.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Engineering**
Subject:	**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)**

BACKGROUND

The City, as part of the Texas Department of Transportation (TxDOT) IH 35 NEX project, conducted a public bid opening on August 21, 2025. This project was for the relocation of wastewater facilities within the limits of the TxDOT project. The City only received one bid in the amount of $2,908,642.78. The design engineer's opinion of probable construction costs (OPCC) is $2,095,110.05 as outlined in the Standard Utility Agreement that the City has with TxDOT (Resolution 25-R-024). TxDOT has indicated that for the City to get reimbursed for amounts exceeding 125% of the agreement, that a separate supplemental agreement would need to be executed.

City Engineering and Purchasing Staff will work to rebid the project with the expectation of additional bidders and bid amounts more in line with the design engineer's OPCC.

GOAL

The goal of Resolution 25-R-133 is to reject the sole bid that was received on August 21, 2025 for the IH 35 NEX Non-Joint Bid Wastewater Project.

COMMUNITY BENEFIT

The proposed improvements are necessary to avoid conflict with the proposed TxDOT improvements as part of the IH 35 NEX Project. Rejecting of the single bid will allow the City to re-bid the project with the goal of receiving multiple competitive bids by qualified contractors.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of Resolution 25-R-133 authorizing the rejection of the bid received due to it exceeding 125% of the engineer's estimated construction cost.

RECOMMENDATION

Approve Resolution 25-R-133.

Attachments

RESOLUTION 25-R-133

RESOLUTION 25-R-133

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE CITY MANAGER TO REJECT ALL BIDS RECEIVED FOR THE IH 35 NEX NON-JOINT BID WASTEWATER PROJECT FROM THE AUGUST 21, 2025 BID OPENING

WHEREAS, the City staff of the City of Schertz (the "City") has recommended that the City reject all received bids for the IH 35 NEX Non-Joint Bid Wastewater Project from the August 21, 2025 bid opening; and

WHEREAS, City staff has received the sole bid submitted and determined that bid exceeds 25% of the engineer's estimated project cost; and

WHEREAS, the Texas Department of Transportation (TxDOT) would require entering into a supplemental agreement in order to award the bid and have costs remain eligible for reimbursement; and

WHEREAS, the City Council has determined that it is in the best interest of the City to reject all received bids for the IH 35 NEX Non-Joint Bid Wastewater Project from the August 21, 2025 bid opening.

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 reject all bids received for the IH 35 NEX Non-Joint Bid Wastewater Project from the August 21, 2025 Bid Opening.

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 APPROVED on the _____ day of _____, 2025.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Agenda No. 11.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Executive Team**
Subject:	**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)**

BACKGROUND

The EastGroup Properties, LLC owns approximately 80 acres on the east side of FM 3009 near the northern city limits. They want to replat the property but are required to extend sewer services to provide capacity for the development. They are requesting to defer construction of the sewer line from their property to approximately FM 2252 where another developer is about to construct the segment of sewer line from FM 2252 to the Friesenhahn lift station as part of an agreement with the Schertz Economic Development Corporation. The EastGroup is also requesting to be allowed to construct and utilize an onsite septic system until the connection to the sanitary sewer system is made.

GOAL

Provide for the orderly development of infrastructure within the City of Schertz.

COMMUNITY BENEFIT

Provide for development of infrastructure in a timely, cost-effective manner.

SUMMARY OF RECOMMENDED ACTION

Authorization of a Subdivision Improvement Agreement with the EastGroup Properties, LLC for the BNSF Schertz Business Park property to defer construction of the sanitary sewer system and allow use of an onsite septic system during that time.

RECOMMENDATION

Approval of Resolution 25-R-134

Attachments

Resolution 25-R-134 w attachment

RESOLUTION 25-R-134

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A SUBDIVISION IMPROVEMENT AGREEMENT WITH EASTGROUP PROPERTIES, L.P. FOR BNSF SCHERTZ BUSINESS PARK.

WHEREAS, the landowner desires to defer certain sewer public improvements obligations for BNSF Schertz Business Park; 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; and

WHEREAS, the City Council finds that it is in the best interest of the City to enter into the agreement with the landowner to defer the construction sewer improvements.

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 the Subdivision Improvement Agreement for BNSF Schertz Business Park Subdivision 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 APPROVED, this _____ day of _____, 2025.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit "A"

Subdivision Improvement Agreement for BNSF Schertz Business Park

After Recording, Please Return To:
City of Schertz
1400 Schertz Parkway
Schertz, Texas 78154
Attention: City Manager

STATE OF TEXAS §
§ KNOW ALL PERSONS BY THESE PRESENTS:
COUNTY OF GUADALUPE §

SUBDIVISION IMPROVEMENT AGREEMENT
EASTGROUP INDUSTRIAL PROJECT

This SUBDIVISION IMPROVEMENT AGREEMENT (the "Agreement") is made by and between EastGroup Properties, L.P., a Delaware limited partnership authorized to do business in Texas (hereinafter called "EastGroup" or "Developer" and the **CITY OF SCHERTZ**, a Texas municipal corporation (the "City"), and is effective upon the execution of this Agreement by both parties (the "Effective Date").

WHEREAS, Developer is pursuing the acquisition of approximately 79.497 acres located on FM 3009 near Thousand Oaks in Comal County and recorded by the Comal County Appraisal District as Parcel IDs 147738, 147739, 147740, 147741, Texas, more specifically described on Exhibit "A" (the "Property"); and

WHEREAS, Developer is constructing an industrial development on the Property (the "Project"); and

WHEREAS, the Developer has submitted a Replat Certification for the Property, Replat Establishing BNSF Schertz Business Park on July 1, 2025, a copy of such Replat Certification being attached hereto as Exhibit "B", and incorporated herein by reference; and

WHEREAS, the construction of certain public improvements (the "Sewer Improvements") are required in conjunction with the replatting of the Property (the "Subdivision"), such as the construction of a sanitary sewer line as shown on the attached Exhibit "C"; and

WHEREAS, the Sewer Improvements necessary to provide services to the project are not yet complete and will be constructed at a future time, as set forth hereinafter, but which will be after the recording of the final plat for the Subdivision; and

WHEREAS, pursuant to Section 21.4.15 of the City's Unified Development Code ("UDC"), the obligation to construct public improvements that serve a subdivision may be deferred if a subdivision improvement agreement is executed and if sufficient surety is provided to secure the obligation to construct the public improvements; and

WHEREAS, the Developer seeks to defer the construction of the Sewer Improvements associated with the Subdivision to after the recording of the final replat for the Subdivision in the Comal County Real Property Records (the "Final Replat Recordation") pursuant to UDC Section 21.4.15(F); and

WHEREAS, The City of Schertz Economic Development Corporation entered into an Economic Development Agreement with Boomerang Interests, LLC and L1Acquisitions, LLC on September 25, 2023 related to the construction of approximately 1.8 miles of sanitary sewer line (the "Eastern Sewer Section") that the Sewer Improvements must tie into as depicted on Exhibit "D" attached hereto; and

WHEREAS, the Developer seeks the ability to utilize an onsite septic system until the Sewer Improvements and Eastern Sewer Section have been constructed and accepted by the City of Schertz.

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

AGREEMENT

1. Development of the Property. Developer hereby represents and warrants that, as of the Effective Date, it is pursuing the acquisition of the Property. Developer understand that this Agreement is for its sole benefit, and does not extend to other parties, unless provided for otherwise herein.

2. Scope of Improvements. The public improvements addressed and contemplated by this Agreement to be completed subsequent to Final Replat Recordation consist of the Sewer Improvements to be undertaken by the Developer which are more specifically described in Exhibit "C".

3. Construction of Sewer Improvements; Covenants. The Developer and the City covenant and agree to the following:

(a) The Developer is obligated by UDC Section 21.12.10 to construct, or cause to be constructed, the Sewer Improvements shown on Exhibit "C", prior to filing the Final Replat of the Property.

(b) The Developer agrees that it will commence construction of the Sewer Improvements within four (4) years after the date Developer breaks ground on its development of the Property, and complete such construction in accordance with City design standards within twenty-four (24) months thereafter, subject to Force Majeure Delay.

(c) The cost of the Sewer Improvements is estimated to be Six Million, Eight Hundred Fifty-Eight Thousand, Five Hundred Thirty-One Dollars and NO cents ($6,858,531.00)) (the "Cost Estimate-Improvements"). The Developer and the City agree that the amount of the Cost Estimate-Improvements set forth herein is a commercially reasonable estimate of the cost of the Sewer Improvements.

(d) In lieu of the Developer's obligation to construct, or cause to be constructed, the Sewer Improvements at or before the Final RePlat Recordation, Developer shall provide to the City, prior to Final Plat Recordation, surety (the "Surety") in the form of a letter of credit in an aggregate amount equal to 110% of the Cost Estimate-

Improvements (the "Improvement Funds") and which Surety shall provide that it automatically renews in the event that it has not been released at the time of its expiration. The Surety shall be similar in the form to the letter of credit example included in Exhibit "D" but may vary provided the Surety is provided. As portions of the Improvements are constructed and accepted by the City, the Surety may be reduced by the, the cost of that particular portion.

(e) For the purpose of clarification, and in no way limiting Developer's obligations under UDC Section 21.4.15, the Parties agree that full completion of the Sewer Improvements shall not be deemed to have occurred until the City accepts such Sewer Improvements in the manner prescribed in UDC Section 21.4.15. D.

(f) In the event Developer fails to fully complete construction of the Sewer Improvements as required per Section 3(b) herein, the City may declare this Agreement to be in default and at the City's sole discretion,

(i) require that all Improvements as required per this Agreement be installed by Developer regardless of the extent of completion of the improvements on the Property at the time this Agreement is declared to be in default;

(ii) unilaterally draw from the Improvement Funds sufficient amount to complete the Improvements itself or through a third party; or

(iii) assign the Improvement Funds to any third party, including a subsequent owner of the Property, provided that such Improvements Funds shall only be assigned for the purpose of causing the completion of construction of the Improvements by such third party and for no other purpose and in exchange for the subsequent owner's agreement and posting of security to complete the Improvements.

(iv) If City proceeds under clauses (ii) or (iii) above, it, or its assigns, may only draw such amounts from the Improvement Funds as are needed to complete the Improvements, and City and any such assignee must account for, and refund to Developer, any part of the Improvement Funds drawn in excess of such amount.

(g) Within 30 days of the City's acceptance of all Improvements, the City shall release the Surety to Developer and the Parties shall have no further obligation to each other under this Agreement.

(h)

4. Onsite Septic System. Until such time as the Sewer Improvements and the Eastern Sewer Section have been completed and accepted by the City and are operational, the City agrees that Developer may construct and operate an onsite sanitary septic system on the Property to serve the Project, and the City agrees not to withhold Replat approval, any Certificate of Occupancy or

any other approval for the Project based on Developer's use of an onsite sanitary septic system at the Project.

5. Approval of Agreement. The City has approved the execution and delivery of this Agreement pursuant to UDC Section 21.4.15(F), and the Developer represents and warrants that it has taken all necessary action to authorize its execution and delivery of this Agreement.

6. 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.

7. Force Majeure. Developer shall be excused for the period of any delay and shall not be deemed in default with respect to the performance of any of its obligations when prevented from so doing by a cause beyond Developer's reasonable control, including, but not limited to, labor disputes, fire or casualty, inability to obtain materials or services, inability to obtain necessary right of way, acts of God, governmental preemption in connection with a national emergency, pandemics, epidemics or the conditions of supply and demand which have been or are affected by war or other emergency (each, a "Force Majeure Delay")

8. 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. Any obligations, benefits, or requirements of this Agreement shall automatically be assigned to subsequent owners of the Property following conveyance.

9. 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.

10. 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.

11. 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, or one (1) business day after such notice is deposited with a nationally recognized overnight courier, and in each case 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:
EastGroup Properties, L.P.
Attention: Matt Troutt
6565 N. MacArthur Blvd, Suite 255
Irving, Texas 75039

With copy to:
Butler Snow LLP
Attention: Craig D. Smith
1020 Highland Colony Parkway, Suite 1400
Ridgeland, Mississippi 39157

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

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

12. 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.

13. 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.

14. 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.

15. 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 a consent by suit by any party.

[Signatures and acknowledgments on the following pages]

Signature Page to
Subdivision Improvement Agreement

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

Developer:

EASTGROUP PROPERTIES, L.P., a Delaware limited partnership

By EastGroup Properties General Partners, Inc., a Delaware corporation, its general partner

By: _____
Name:
Title:

By: _____
Name:
Title:

THE STATE OF TEXAS §
§
COUNTY OF BEXAR §

This instrument was acknowledged before me on the ____ day of _____, 2025, by _____ and _____, the _____ and _____, respectively, of EastGroup Properties General Partners, Inc., a Delaware corporation, the sole general partner of EASTGROUP PROPERTIES, L.P., a Delaware limited partnership, on behalf of said corporation and limited partnership.

(SEAL)

_____
Notary Public in and for
The State of Texas

My Commission Expires: _____

Signature Page to
Subdivision Improvement Agreement

This Subdivision 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, its City Manager

Date: _____

THE STATE OF TEXAS §
§
COUNTY OF GUADALUPE §

This instrument was acknowledged before me on the ____ day of _____, 2026 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"

Legal Description - The Property

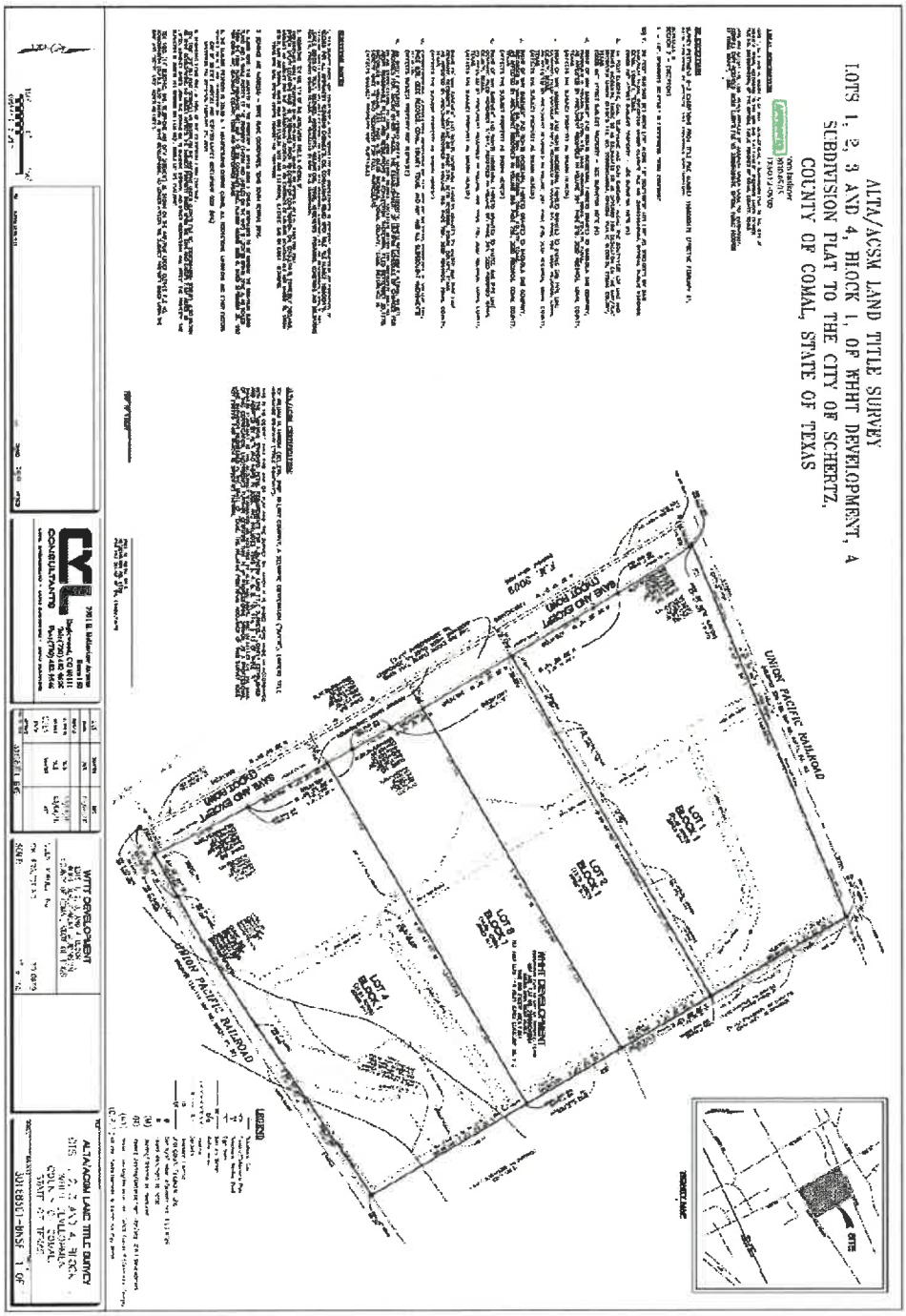


EXHIBIT "B"
Replat Certification BNSF Schertz Business Park

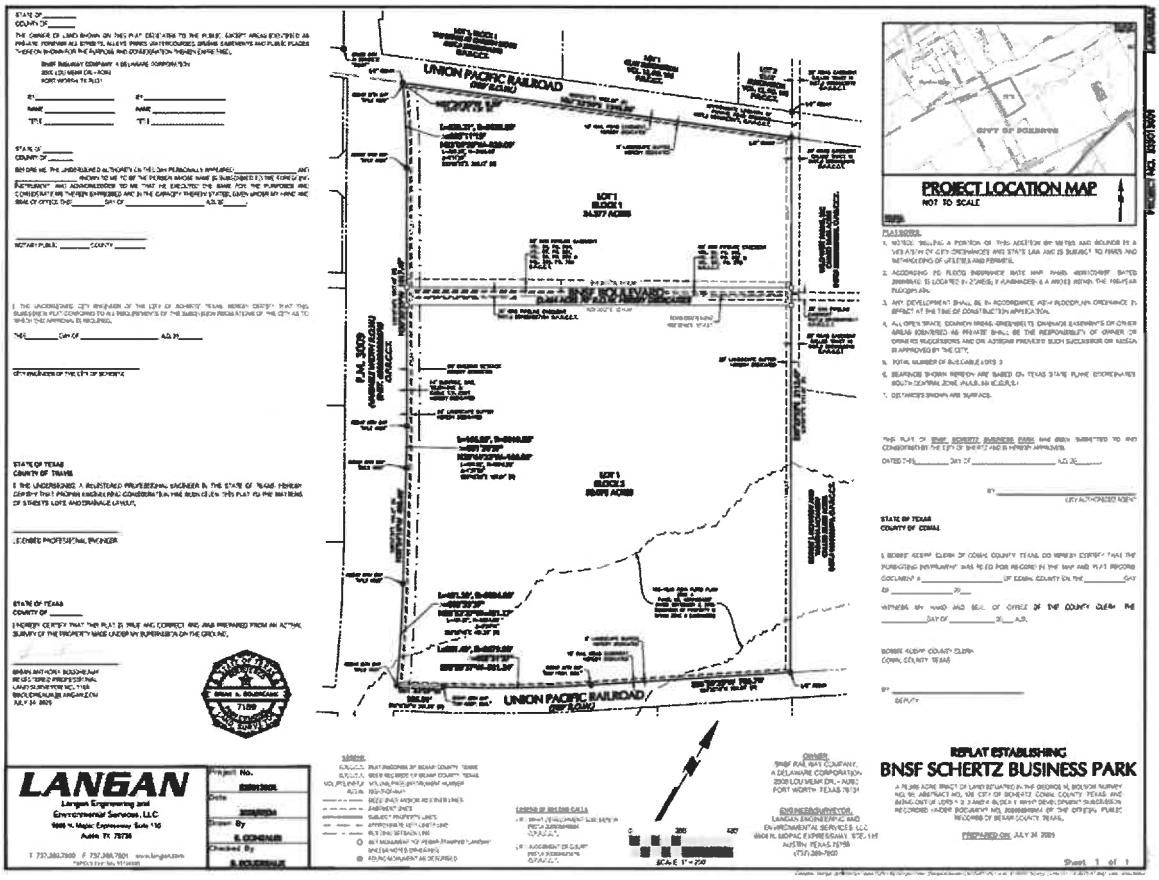
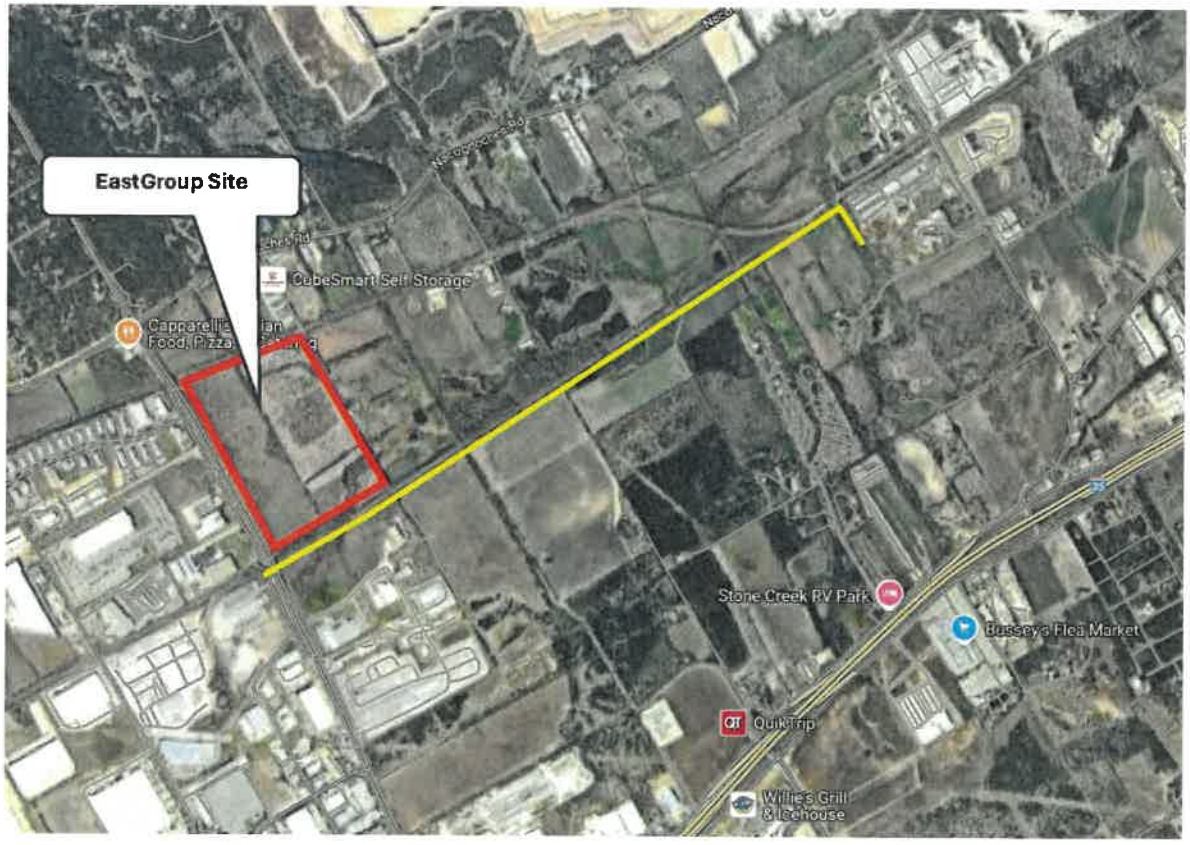


EXHIBIT "C"
Sewer Improvements

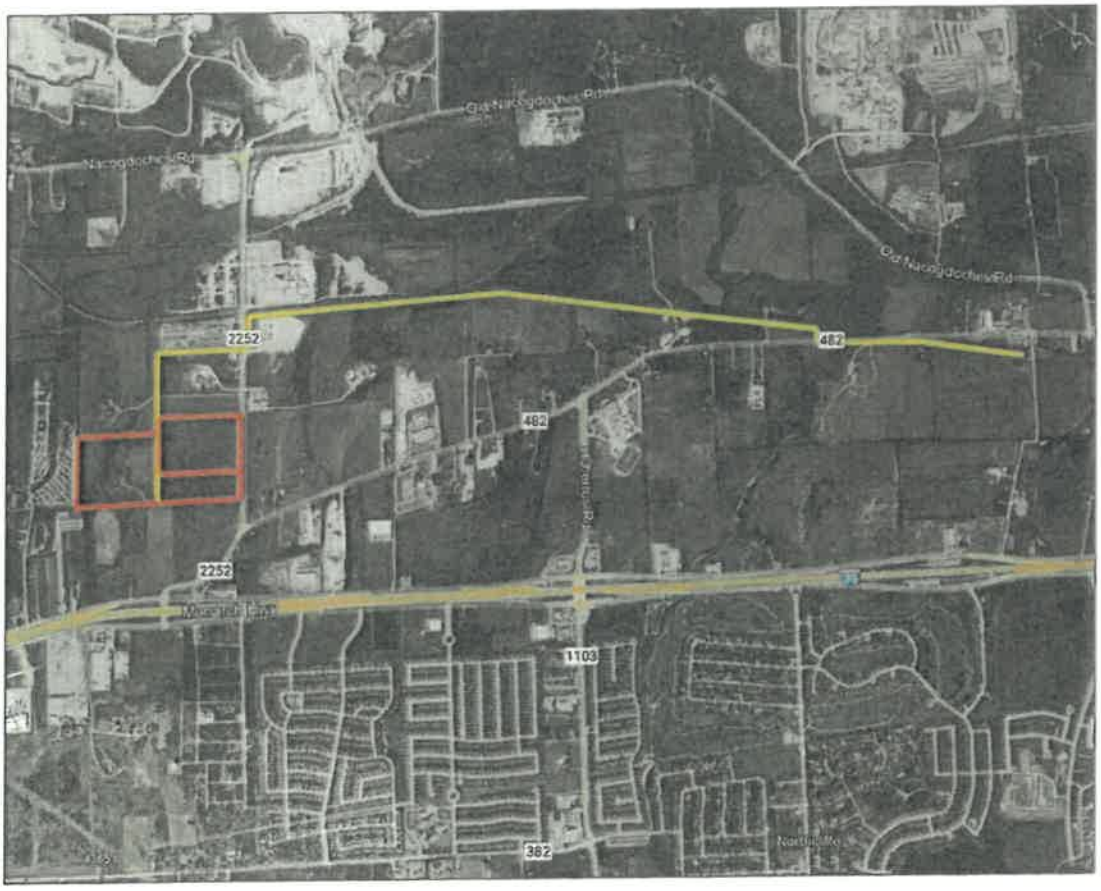
[insert cover page for approved Public Infrastructure plans]



(PROJECT COST ESTIMATE)

Item	Cost	LF	$/LF
RC Page Bid	$ 4,683,925	9,000	$ 520.44
Civil	$ 70,000		
ROW Surveying	$ 60,000		
ROW Acquisition	$ 720,000	9,000	$ 4.00
ROW Acq. Agent	$ 226,800		
Contingency	$ 288,036		
Construction Management	$ 302,438		
Construction Interest	$ 507,332		
Total	**$ 6,858,531**		

EXHIBIT "D"
Eastern Sewer Section



Agenda No. 12.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Executive Team**
Subject:	**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)**

BACKGROUND

The owner of the Schertz-Cibolo Cemetery at 93 Bubbling Springs Road is requesting a Schertz Main Street Area Preservation Incentive Grant for the property. The Schertz Main Street Area Preservation Incentive Grant is available for properties within the designated grant area or properties that have been designated as Landmark Properties, which this property has. Council recently added a flatwork grant category to the Schertz Main Street Area Preservation Incentive Grant for properties without structures. This allows 50/50 matching grants for up to $20,000.00. The property owner is seeking funds to install interpretive panels and a connecting paver walkway. The estimated cost of the work is just under $24,000.00, but staff is recommending the grant be for up to $12,500 (so total work cost of $25,000.00 to cover possible cost over runs). The SHPC recommended approval of this grant at their September meeting.

GOAL

Promote the history and culture of the City of Schertz to tourists and residents.

COMMUNITY BENEFIT

Recognize structures of significance to the community's past.

SUMMARY OF RECOMMENDED ACTION

Approval of Resolution 25-R-147 authorizing a Main Street Historic Preservation Grant for the property at 93 Bubbling Springs Road, the Schertz-Cibolo Cemetery for up to $12,500.00 (total cost estimated to be $25,000.00).

FISCAL IMPACT

Up to $12,500.00 from Hotel Occupancy Funds.

RECOMMENDATION

Approval of Resolution 25-R-147.

Attachments

Resolution 25-R-147 w attachment

RESOLUTION 25-R-147

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS APPROVING A REQUEST FOR A SCHERTZ MAIN STREET AREA PRESERVATION INCENTIVE GRANT FOR 93 BUBBLING SPRINGS ROAD – SCHERTZ-CIBOLO CEMETERY.

WHEREAS, The City of Schertz desires to protect, enhance, and preserve the historic resources and landmarks which represent distinctive elements of Schertz' historic, architectural, economic, cultural, and social heritage by providing property owners and incentive for protecting their property; and

WHEREAS, Stabilize and improve property values; and

WHEREAS, Foster civic pride in the beauty and accomplishments of the past, and to promote the use of the historic structures for the culture, education, and general welfare of residents; and

WHEREAS, Strengthen the economy of the city by protecting and enhancing the attractiveness of the Main Street area to residents and visitors, as well as provide support and stimulus to businesses; and

WHEREAS, the City Council approved the Historical Incentive Program for Main Street; and

WHEREAS, the Schertz Historic Preservation Committee is in support of this program and recommended approval of the grant request for 93 Bubbling Springs Road for up to $12,500.00 (work costing up to $25,000.00) at their September 24, 2025 meeting.

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

Section 1. The City Council hereby approves the Schertz Main Street Area Preservation Incentive Program grant request for 93 Bubbling Springs Road for up to **TWELVE THOUSAND FIVE HUNDRED AND NO/100** ($12,500.00) subject to the approved criteria of the program and execution of a funding agreement as outlined in 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 APPROVED on the _____ day of _____, 2025.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit "A"

Main Street Preservation Grant 93 Bubbling Springs Road

STATE OF TEXAS §
§
COUNTY OF BEXAR §

HOTEL TAX FUNDING AGREEMENT BETWEEN THE CITY OF SCHERTZ, TEXAS AND the Schertz-Cibolo Cemetery Association FOR EXPENDITURE OF HOTEL OCCUPANCY TAX FUNDS

This Hotel Tax Funding Agreement (AGREEMENT) is made and entered into by and between the City of Schertz, Texas (CITY) and the Schertz-Cibolo Cemetery Association, (ENTITY).

WHEREAS, the ENTITY has developed a proposal to add interpretive signage and a paved walkway at 93 Bubbling Springs Road (the "Project"); and

WHEREAS, the City collects Hotel Occupancy Taxes; and

WHEREAS, Hotel Occupancy Taxes may be used only to promote tourism and the convention and hotel industry as limited by the specific purposes as provided for in Texas Tax Code Section 351.101; and

WHEREAS, the City of Schertz finds that promoting the enhancement and perpetuation of structures of historical importance and significance are necessary to promote the economic, cultural, educational and general welfare of the public; and

WHEREAS, the area around Main Street in Schertz once served as commercial and social hub of the community; and

WHEREAS, the City seeks to improve the image of the area around Main Street through historic restoration and rehabilitation of structures in the Main Street area to serve as a commercial, social, cultural and tourism hub of the City; and

WHEREAS, in order to facilitate the preservation of historic structures to promote the economic vitality of the Main Street area as a tourist destination, the City of Schertz is offering incentives that will serve to improve existing properties and businesses within this area.; and

WHEREAS, the City Council hereby finds and determines that the Project to be funded herein promotes tourism and the convention and hotel industry through historical restoration and preservation; and

WHEREAS, the City Council of the City of Schertz desires to provide Hotel Occupancy Tax revenues to the Schertz-Cibolo Cemetery Association (ENTITY).

NOW, THEREFORE, it is mutually agreed by and between the CITY and ENTITY as follows:

GENERAL PROVISIONS

Section 1. Purpose. The purpose of this Agreement is to provide funding to the ENTITY for the project identified in the attached Exhibit "A" (the "Project"), the intent of which is to protect, enhance, and preserve the historic resources and landmarks which represent distinctive elements of the City of Schertz' historic, architectural, economic, cultural, and social heritage by providing property owners and incentive for protecting their property; stabilize and improve property values; foster civic pride in the beauty and accomplishments of the past, and to promote the use of the historic structures for the culture, education, and general welfare of residents, and strengthen the economy of the city by protecting and enhancing the attractiveness of the Main Street area to residents and visitors, as well as provide support and stimulus to businesses.

Section 2. Obligation of the ENTITY. The ENTITY shall use all of the awarded funds provided by the CITY in accordance with Chapter 351 of the Texas Tax Code, the ENTITY'S funding application, and the attached Exhibit "A".

Section 3. Reporting Requirements of the ENTITY. The ENTITY shall deliver a detailed accounting of the expenditures for the Project within thirty (30) days after completion of the Project (the "Post Event Report"). The Post Event Report shall include copies of receipts and other documents establishing the expenditures for the project. The CITY shall not make reimbursements for expenditures where no receipt or invoice is provided. Partial or incomplete reports will not be accepted.

Section 4. Authorization of Payment. Subject to the ENTITY'S satisfactory performance and compliance with the terms of this AGREEMENT, the CITY agrees to pay the ENTITY up to fifty percent (50%) of the Project, but not to exceed $12,500.00, which is estimated to cost a total of $25,000.00 from hotel occupancy tax funds. The PROJECT involves creation of interpretive signage and a paved walkway that falls under a flatwork grant. Payment will be made within forty-five (45) days of acceptance of the complete Post Event Report. Partial or incomplete reports will not be accepted. Only expenditures that meet Chapter 351 of the Tax Code and this AGREEMENT shall be reimbursed.

Section 5. Appeal Process. Any ENTITY wishing to appeal the decision of the CITY must present their appeal in writing within ten (10) business days of funding denial.

Section 6. Rights. The City of Schertz has the right, at any time, to inspect the books or records of the ENTITY that may relate to performance of this AGREEMENT. The CITY, at its sole expenses, has the right to conduct an audit of the ENTITY or Project.

Section 7. Term. The AGREEMENT shall become effective as of the date entered below. The AGREEMENT shall terminate one year from its effective date or once the terms have been met, whichever occurs first.

Section 8. Indemnification. The ENTITY agrees to defend, indemnify and hold harmless the CITY, its officers, agents and employees, against any and all claims, lawsuits, judgments, cause of action, costs and expenses for personal injury (including death), property damage or other harm for which recovery

of damages is sought, suffered by any person or persons, that may arise out of or be occasioned by the ENTITY's breach of any of the terms or provisions of this AGREEMENT, or by any negligent act or omission of the ENTITY, its officers, agents, servants, employees, contractors, or subcontractors, in the performance of this AGREEMENT; except that the indemnity provided for in this paragraph shall not apply to any liability resulting from the sole negligence of the CITY, its officers, agents, employees or separate contractors, and in the event of joint and concurrent negligence of both the ENTITY and the CITY under Texas law and without waiving any defenses of the parties under Texas law. The provisions of this paragraph are solely for the benefit of the parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity. Both parties expressly agree that this AGREEMENT does not assign any responsibility for civil liability to the City of Schertz that may arise by virtue of this AGREEMENT.

Section 9. Termination. A party may terminate this AGREEMENT in whole or in part if the other party fails to comply with a term of the AGREEMENT, including the inability of the ENTITY to conform to any change required by federal, state or local laws or regulations; or for the convenience of either party. The terminating party shall provide written notification to the other party of the decision to terminate this AGREEMENT within thirty (30) days before the effective date of termination. A party may terminate the AGREEMENT for breach of any provision of this AGREEMENT, upon written notice of the breach and the breaching party shall have ten (10) days after receipt of the written notice in which to cure the breach to the satisfaction of the non-breaching party.

Section 10. Notice. All notices required or permitted under this AGREEMENT shall be in writing and shall be delivered in person or mailed as follows:

to the CITY at:

City of Schertz
Attention: City Manager
1400 Schertz Parkway
Schertz, TX 78154
(210) 619-1000

To the ENTITY at:

Schertz-Cibolo Cemetery Association
Attention: Miguel Vazquez, President

MISCELLANEOUS

Section 11. Entire Agreement. This AGREEMENT constitutes the entire agreement of the parties regarding the subject matter contained herein. The parties may not modify or amend this AGREEMENT, except by written agreement approved by the governing bodies of each party and duly executed by both parties.

Section 12. Approval. This AGREEMENT has been duly and properly approved by each

party's governing body and constitutes a binding obligation on each party.

Section 13. Assignment. Except as otherwise provided in this AGREEMENT, a party may not assign this AGREEMENT or subcontract the performance of services without first obtaining the written consent of the other party.

Section 14. Non-Waiver. A party's failure or delay to exercise right or remedy does not constitute a waiver of the right or remedy. An exercise of a right or remedy under this AGREEMENT does not preclude the exercise of another right or remedy. Rights and remedies under this AGREEMENT are cumulative and are not exclusive of other rights or remedies provided by law.

Section 15. Paragraph Headings. The various paragraph headings are inserted for convenience of reference only, and shall not affect the meaning or interpretation of this AGREEMENT or any section thereof.

Section 16. Attorney fees. In any lawsuit concerning this AGREEMENT, the prevailing party shall be entitled to recover reasonable attorney's fees from the nonprevailing party, plus all out-of-pocket expense such as deposition costs, telephone, calls, travel expenses, expert witness fees, court costs, and their reasonable expenses, unless otherwise prohibited by law.

Section 17. Severability. The parties agree that in the event any provision of this AGREEMENT is declared invalid by a court of competent jurisdiction that part of the AGREEMENT is severable and the decree shall not affect the remainder of the AGREEMENT. The remainder of the AGREEMENT shall be in full force and effect.

Section 18. Venue. The parties agree that all disputes that arise of this AGREEMENT are governed by the laws of the State of Texas and venue for all purposes herewith shall be in Milam County, Texas.

Section 19. Certificate of Insurance. The ENTITY agrees to provide a certificate of insurance for liability and worker's compensation insurance or letter of self-insurance on its letterhead indicating its self-insured status before any event awarded funding under this AGREEMENT. The cost of the insurance herein mentioned to be secured and maintained by the ENTITY shall be borne solely by the ENTITY.

IN WITNESS HEREOF, the CITY and ENTITY make and execute this AGREEMENT to be effective this _____day of _____, 2025.

CITY OF SCHERTZ, TEXAS

_____

City Manager

ENTITY

_____

Miguel Vazquez, President

ATTEST:

_____

City Secretary

EXHIBIT "A"

Schertz-Cibolo Cemetery Association Project
-Interpretive Panels with connecting walkway

Five outdoor panels will be produced. Content development, graphic design, creation of original artwork will be done by Interpretive Insights of Houston, Tx.
Content development $65/hr x 55hrs $3575.00
Creation of original art work $65x12 $780.00
Graphic design $$65x55 $3575.00
Project coordination & mgmt $396.50 $396.50
$8326.50

-Fabrication of the panels made by Izone Imaging from Temple, Tx

Five panels including hardware, proofs, color samples, shipping and handling = $3089.73

-Connecting walkway will be 150ft x4 ft wide consisting of pavers.
Estimate for contractor, labor and materials $12,500

Total for project: 8326.50 + $3089.73+$12,500 = $23,916.23

Agenda No. 13.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Engineering**
Subject:	**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)**

BACKGROUND

The City of Schertz identified a capital improvement project to construct a 12-inch water supply main to connect mains between Fred Couples and Eckhardt Road. The main is an important piece of the City's water infrastructure in the northern part of the City on the southeast side of IH 35. It will provide a secondary feed to Cypress Point, The Parklands, The Parklands II, and Ackermann Subdivisions, and other development either in process or expected in the future – all of which are currently served by a single main on IH 35.

A portion of the needed redundant water main project was completed several years ago by the developer of the Homestead Subdivision (reimbursed by the City) from Fred Couples to Schwab Road. In accordance with Resolution 24-R-98, the City entered into a similar agreement with the developer of the Ackermann Subdivision (Mustang Oaks, LLC) for them to construct the remaining segment Schwab Road to Eckhardt Road and be reimbursed for that work. Part of that agreement stipulates that the City is responsible for acquisition of the easements necessary for construction and maintenance of the line.

City staff and the city's consultant contacted the owner of the property across which the main is proposed and were made aware that the property is currently under contract with a developer and the terms of the contract do not allow the owner to consider any transaction related to the property, including any offer for acquisition of an easement. A copy of the contract has not been made available to City staff or its agent. Staff has met and communicated with the property owner and potential developer several times over the past months to discuss and consider various alignments and have been unable to come to timely agreement on the specific location of the necessary easement.

To move forward to satisfy the City's agreement with Mustang Oaks and to have this important water supply main segment installed, it is necessary to acquire the easements. Staff has identified the least intrusive route through the property and requests authorization by City Council to use the City's power of eminent domain to condemn and acquire the permanent and temporary easement areas needed for the line.

GOAL

The goal of Resolution 25-R-146 is authorization to use the power of eminent domain, as necessary, to acquire easements needed to complete the water supply main between Eckhardt Road and Schwab Road. Staff will continue to make every effort possible to negotiate and acquire the easements without the need to initiate condemnation proceedings and will only exercise eminent domain powers if those efforts fail.

COMMUNITY BENEFIT

Currently a large area of the City including residential subdivisions Cypress Point, The Parklands, The Parklands II, and Ackermann are fed water from a single main along IH 35. Construction of the supply main will provide redundancy in the area and will reduce the likelihood of shutdown for over 1,000 single family customers. That is critical to the strategic objective of development and maintenance of the City's water infrastructure.

SUMMARY OF RECOMMENDED ACTION

Staff recommends that Council approve Resolution 25-R-146 authorizing the use of the power of eminent domain to acquire easements for a water line to complete a supply main from Eckhardt Road to Schwab Road.

FISCAL IMPACT

There is no direct fiscal impact of the authorization that is the subject of Resolution 25-R-146. The project has an amount of $60,000 budgeted for acquisition of the easement (including purchase price and fees, acquisition consultant, and legal fees). Legal fees will only be incurred if it does become necessary to initiate condemnation proceedings. The water line project is eligible to be funded with impact fees which will be the source of additional funds if the budgeted amount is exceeded.

RECOMMENDATION

Approve Resolution 25-R-146.

Attachments

Resolution 25-R-146 with attachments

CIP Sheet and Maps

RESOLUTION 25-R-146

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS, AUTHORIZING THE POWER OF EMINENT DOMAIN FOR THE ACQUISITION OF PERMANENT AND TEMPORARY WATER LINE EASEMENTS AND CERTAIN PROPERTY RIGHTS NECESSARY FOR THE ACCESS, CONSTRUCTION, ENLARGEMENT, AND MAINTENANCE OF A PIPELINE AND APPURTENANCES DESIGNED TO CARRY POTABLE WATER; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS TO INSTITUTE EMINENT DOMAIN PROCEEDINGS; AND AUTHORIZING THE CITY ATTORNEY TO INITIATE CONDEMNATION PROCEEDINGS

WHEREAS, the City Council has determined that there is a public necessity to construct a water supply main to complete the connection between Schwab Road and Eckhardt Road to provide a redundant water feed to that area of the City; and

WHEREAS, to facilitate the construction and maintenance of the water main for the determined public purpose, permanent and temporary construction easements are necessary; and

WHEREAS, the City is obligated by an agreement with Mustang Oaks, LLC, to acquire easements needed for the construction and maintenance of the supply main; and

WHEREAS, the City desires that the City Manager or his designee negotiate the purchase of the easement properties, and if unsuccessful in purchasing the needed property interests, institute condemnation proceedings to acquire the easement properties; and

WHEREAS, the City is authorized by Sections 251.001 and 552.011 of the Texas Local Government Code, as amended, to institute eminent domain proceedings to acquire an interest in certain real property for a public use; and

WHEREAS, eminent domain proceedings in the State of Texas are governed by Chapter 21 of the Texas Property Code; and

WHEREAS, under Chapter 21 of the Texas Property Code, a governmental entity exercising the power of eminent domain must first authorize the initiation of the condemnation proceeding at a public meeting by a record vote adopting a resolution, ordinance, or order; and

WHEREAS, the City is authorizing the use of its power of eminent domain to condemn the easement properties more particularly described in Exhibit A.

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

Section 1. Public necessity requires that the City acquire certain permanent and temporary water pipeline easements in connection therewith, over, across, upon, and under certain privately owned, by Schwab Credit Trust, real properties in Guadalupe County Texas known as Guadalupe Appraisal District Identification Numbers 64006 and 67959

more fully described in Exhibit A attached hereto and made a part hereof for all purposes, from said Landowner(s) or other persons who are determined to be the owner(s) of the easement properties, for the public purpose of constructing, operating, maintaining, repairing, relocating, replacing, enlarging, and removing a water pipeline system to be constructed as described herein. Public necessity also requires that the City acquire the rights of ingress and egress over and across such lands either through purchase or by the process of eminent domain and that the City take all other lawful action necessary and incidental to such purchases or eminent domain proceedings.

Section 2. The City Council hereby authorizes the City Manager or his designee, to negotiate with the landowner(s) to acquire the property rights for the City in the easement properties described above and in Exhibit A herein. However, if the City Manager or his designee determines that an agreement as to damages or compensation cannot be reached, then the City Manager or his designee, on behalf of the City, is authorized to condemn the above-referenced easement property interests and to sign and execute all necessary documents to institute eminent domain proceedings for the acquisition of the easement properties.

Section 3. The City Council authorizes and instructs the City Attorney, on behalf of the City, to initiate condemnation proceedings at such time as directed by the City Manager or his designee and take such other actions as are necessary to acquire the property interest in the easement properties described above and in Exhibit A herein, by the exercise of the power of eminent domain.

Section 4. If it is later determined that there are any errors in the descriptions contained herein or if later surveys contain more accurate revised descriptions, the City Attorney is authorized to have such errors corrected or revisions made without the necessity of obtaining a new resolution of the City Council authorizing the condemnation of the corrected or revised easement property.

Section 5. 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 6. 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 7. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 8. 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 9. 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 10. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND APPROVED on the _____ day of _____, 2025.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

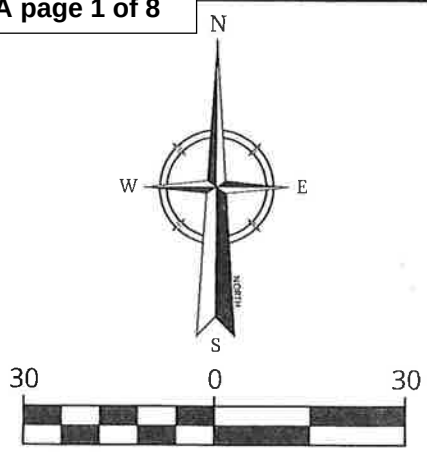
_____
Sheila Edmondson, City Secretary

Exhibit A

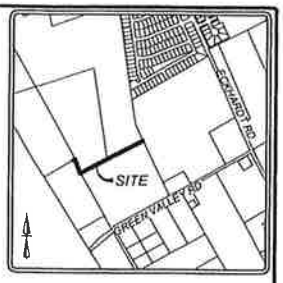
Easement Descriptions

NOTES:

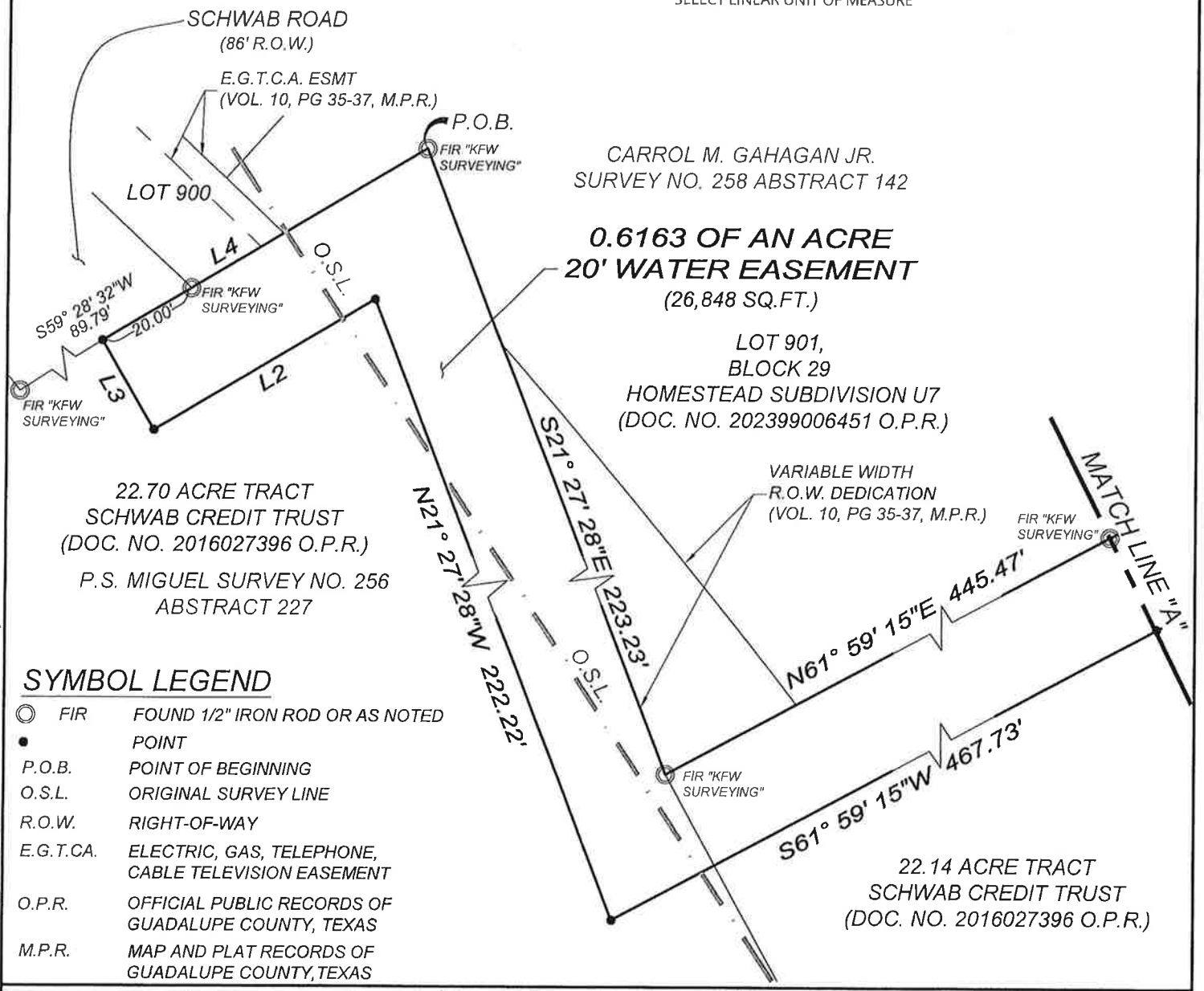
1. BEARINGS ARE BASED ON THE STATE PLANE COORDINATE SYSTEM ESTABLISHED FOR THE TEXAS SOUTH CENTRAL ZONE 4204, NORTH AMERICAN DATUM (NAD) OF 1983.
2. THE TRACT SHOWN HEREON IS SUBJECT TO ALL CITY OF SCHERTZ AND GUADALUPE COUNTY ORDINANCES AND RESTRICTIONS.
3. A METES AND BOUNDS DESCRIPTION WAS PREPARED FOR THIS EXHIBIT.
4. ADJOINING PROPERTY OWNERS SHOWN HEREON ARE PER CURRENT GUADALUPE COUNTY APPRAISAL DISTRICT RECORDS AND OFFICIAL PUBLIC RECORDS OF GUADALUPE COUNTY, TEXAS.
5. SIGNATURE APPLIES TO ALL SHEETS. SEE SHEET 2 FOR SIGNATURE AND LINE TABLE.



SCALE : 1" = 30'
SELECT LINEAR UNIT OF MEASURE



LOCATION MAP
NOT-TO-SCALE



SYMBOL LEGEND

FIR	FOUND 1/2" IRON ROD OR AS NOTED
•	POINT
P.O.B.	POINT OF BEGINNING
O.S.L.	ORIGINAL SURVEY LINE
R.O.W.	RIGHT-OF-WAY
E.G.T.CA.	ELECTRIC, GAS, TELEPHONE, CABLE TELEVISION EASEMENT
O.P.R.	OFFICIAL PUBLIC RECORDS OF GUADALUPE COUNTY, TEXAS
M.P.R.	MAP AND PLAT RECORDS OF GUADALUPE COUNTY, TEXAS

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20' WATER EASEMENT
EXHIBIT
FOR

MUSTANG OAKS, LLC

SCHERTZ
GUADALUPE COUNTY
TEXAS

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FOR STATE SPECIFIC DIRECT PHONE NUMBERS VISIT: WWW.CALL811.COM

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San Antonio, TX 78231
Phone: 210.979.8444
COLLIERS ENGINEERING & DESIGN, INC.
TBPE Firm # F-14023
TBPLS Firm # 10194650

EXHIBIT

SCALE:	DATE:	DRAWN BY:	CHECKED BY:
AS SHOWN	10/16/2024	CAR	RV

PROJECT NUMBER:	DRAWING NAME:
23001191A	23-038 ACKERMANN SUBD

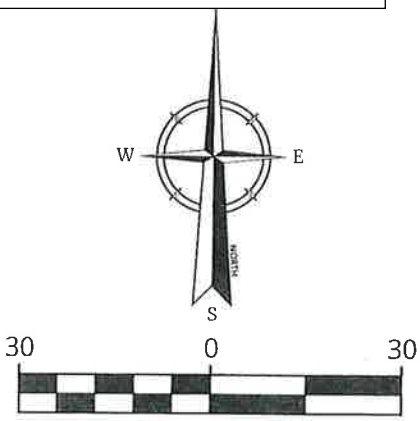
SHEET TITLE: 20' WATER EASEMENT

SHEET NUMBER: 1 of 2

ckermann Subdivision\23-038 ACKERMANN SUBD.dwg\20'WATER AND TEMP CONST ESMTS By: CHRIS.REYES

NOTES:

1. BEARINGS ARE BASED ON THE STATE PLANE COORDINATE SYSTEM ESTABLISHED FOR THE TEXAS SOUTH CENTRAL ZONE 4204, NORTH AMERICAN DATUM (NAD) OF 1983.
2. THE TRACT SHOWN HEREON IS SUBJECT TO ALL CITY OF SCHERTZ AND GUADALUPE COUNTY ORDINANCES AND RESTRICTIONS.
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SCALE : 1" = 30'
SELECT LINEAR UNIT OF MEASURE



LOCATION MAP
NOT-TO-SCALE

SYMBOL LEGEND

◎ FIR	FOUND 1/2" IRON ROD OR AS NOTED
O.P.R.	OFFICIAL PUBLIC RECORDS OF GUADALUPE COUNTY, TEXAS
•	POINT

Line Table		
LINE #	DIRECTION	LENGTH
L1	S25°24'38"E	20.01'
L2	S59°28'32"W	49.91'
L3	N30°31'28"W	20.00'
L4	N59°28'32"E	73.35'

95.34 ACRE TRACT
RBV2 LIMITED PARTNERSHIP
(VOL. 1654, PG 902, O.P.R.)

FIR "KFW SURVEYING"
N25° 24' 38"W 258.81'
FIR
L1

REMAINING PORTION OF A
44.332 ACRE TRACT
MUSTANG OAKS, LLC
(DOC. NO. 20239000734 O.P.R.)

N62° 55' 57"E 601.73'
0.6163 OF AN ACRE
20' WATER EASEMENT
(26,848 SQ.FT.)
S62° 55' 57"W 600.98'

CARROL M. GAHAGAN JR.
SURVEY NO. 258 ABSTRACT 142

FIR "KFW SURVEYING"
MATCH LINE "A"

22.14 ACRE TRACT
SCHWAB CREDIT TRUST
(DOC. NO. 2016027396 O.P.R.)

STATE OF TEXAS
REGISTERED
TERESA A SEIDEL
5672
PROFESSIONAL
LAND SURVEYOR

10/22/24

TERESA A. SEIDEL
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 5672
EMAIL:TERESA.SEIDEL@COLLIERSENG.COM
DATE OF SURVEY: 10/16/2024
PROJECT NO.: 23001191A

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20' WATER EASEMENT
EXHIBIT
FOR

MUSTANG OAKS, LLC

SCHERTZ
GUADALUPE COUNTY
TEXAS

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TBPLS Firm # 10194569

EXHIBIT

SCALE:	DATE:	DRAWN BY:	CHECKED BY:
AS SHOWN	10/16/2024	CAR	RV

PROJECT NUMBER:	DRAWING NAME:
23001191A	23-038 ACKERMANN SUBD

SHEET TITLE: 20' WATER EASEMENT

SHEET NUMBER: 2 of 2

ckermann Subdivision\23-038 ACKERMANN SUBD.dwg\20'WATER AND TEMP CONST ESMTS By: CHRIS.REYES

3421 Paesanos Pkwy, Ste. 103
San Antonio Texas 78231 US
Main: 877 627 3772

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METES AND BOUNDS DESCRIPTION
FOR 0.6163 OF AN ACRE
20-FOOT-WIDE WATER EASEMENT

Being a 20-Foot-Wide Water Easement, over and across the Carrol M. Gahagan Jr. Survey No. 258, Abstract 142, and the P.S. Miguel Survey No. 256, Abstract 227, Guadalupe County, Texas, a 22.14 acre tract and a 22.70 acre tract, as conveyed to Schwab Credit Trust of record in Document Number (Doc. No.) 2016027396 of the Official Public Records of Guadalupe County, Texas (O.P.R.) and being more particularly described by metes and bounds as follows:

BEGINNING at a found ½" iron rod stamped "KFW SURVEYING", for the northeast corner of the 22.70 acre tract, an interior corner of Lot 901, Block 29 of Homestead Subdivision Unit 7A of record in the O.P.R. and the easement described herein;

THENCE: Along and with the common line of the 22.70 acre tract, Lot 901 and the 22.14 acre tract, the following two (**2**) courses:

1. **S 21°27'28" E**, a distance of **223.23 feet** to a found ½" iron rod with a blue cap stamped "KFW SURVEYING", for the south corner of Lot 901, the northwest corner of the 22.14 acre tract, an angle point of the 22.70 acre tract and an interior corner of the easement described herein, and

2. **N 61°59'15" E**, a distance of **445.47 feet** to a found ½" iron rod with a blue cap stamped "KFW SURVEYING" on the north line of the 22.14 acre tract, for the common corner of Lot 901, a 95.34 acre tract, as conveyed to RBV2 Limited Partnership of record in Volume 1654, Page 902 of the O.P.R. and an angle point of the easement described herein;

THENCE: N 62°55'57" E, along and with the common line of the 95.34 acre tract and the 22.14 acre tract, a distance of **601.73 feet** to a found iron rod on the west line of a remaining portion of a 44.332 acre tract, as conveyed to Mustang Oaks LLC of record in Doc. No. 202399000734 of the O.P.R., for the southeast corner of the 95.34 acre tract, the northeast corner of the 22.14 acre tract and the northeast corner of the easement described herein, from which a found ½" iron rod with a blue plastic cap stamped "KFW SURVEYING", for a northwest corner of the 44.332 acre tract, bears, N 25°24'38" W, a distance of 258.81 feet;

THENCE: S 25°24'38" E, along and with the common line of the 44.332 acre tract and the 22.14 acre tract, a distance of **20.01 feet** to a point, for the southeast corner of the easement described herein;

THENCE: Over, across and 20 feet from and parallel to the north line of the 22.14 acre tract and the 22.70 acre tract, the following four (**4**) courses:

1. **S 62°55'57" W**, a distance of **600.98 feet** to a point, for an angle point of the easement described herein,

2. **S 61°59'15" W**, a distance of **467.73 feet** to a point, for the southern-most southwest corner of the easement described herein,

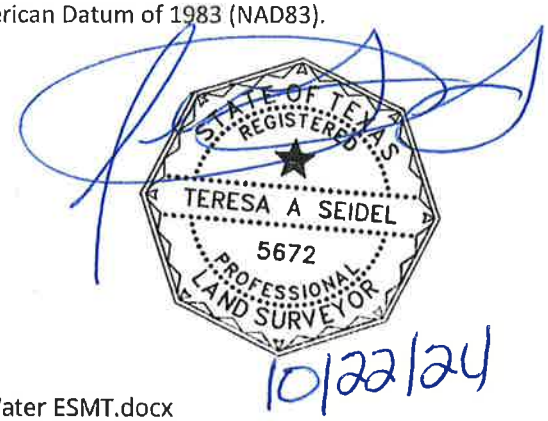
3. **N 21°27'28" W**, a distance of **222.22 feet** to a point, for an interior corner of the easement described herein, and

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4. **S 59°28'32" W**, a distance of **49.91 feet** to a point, for a west corner of the easement described herein;

THENCE: N 30°31'28" W, a distance of **20.00 feet** to a point on the southeast termination line of Schwab Road (86' wide right-of-way), the north line of the 22.70 acre tract and for the northwest corner of the easement described herein, from which a found ½" iron rod stamped "KFW SURVEYING" for the southwest termination corner of Schwab Road, bears S 59°28'32" W, a distance of 69.79 feet;

THENCE: N 59°28'32" E, along and with the common line of Schwab Road, the 22.70 acre tract, Lot 900 and Lot 901, Block 29 of Homestead Subdivision Unit 7A, at a distance of 20.00 feet passing a found ½" iron rod stamped "KFW SURVEYING", for the southeast termination corner of Schwab Road and the southwest corner of Lot 900, continuing for a total distance of **73.35 feet** to the **POINT OF BEGINNING,** containing **0.6163 of an acre** or 26,848 square feet, more or less in Guadalupe County, Texas and being described in accordance with a survey prepared by CED. Bearings are based on the Texas State Plane South Central Zone 4204, North American Datum of 1983 (NAD83).

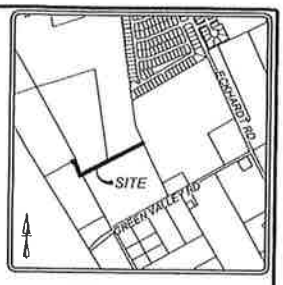


10/22/24

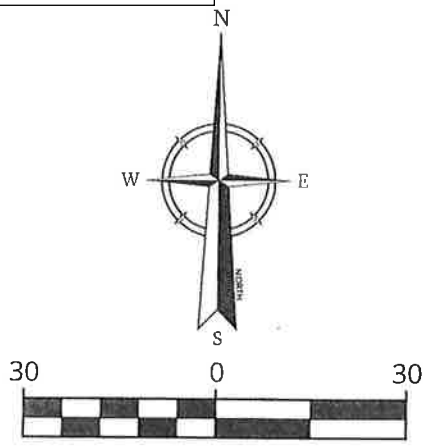
Job No.: 23001191A
Prepared by: CED
Date: October 16, 2024
File: S:\Draw 2023\23-038 Ackermann Subdivision\DOCS \23001191A 20FT Water ESMT.docx

NOTES:

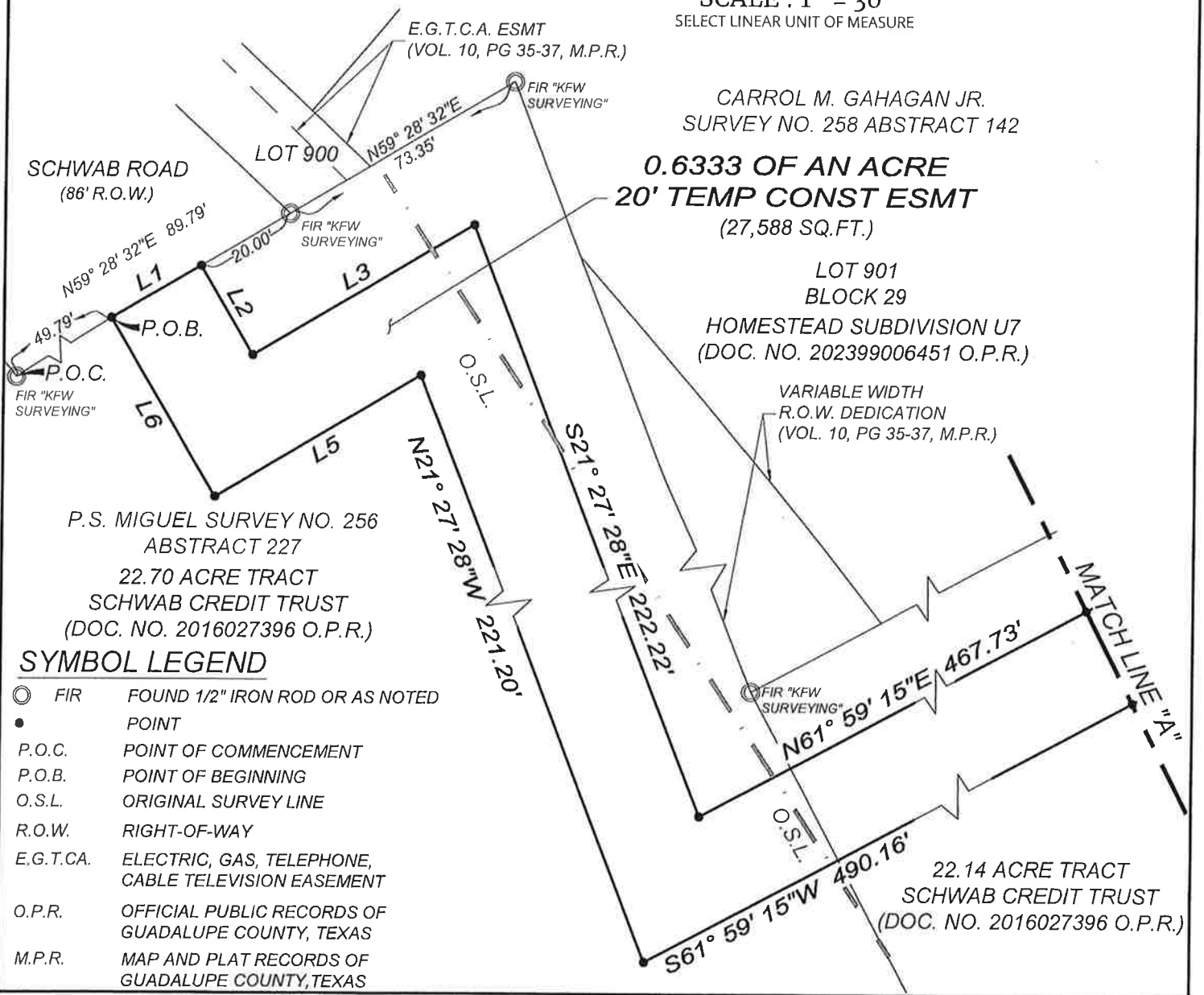
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LOCATION MAP
NOT-TO-SCALE



SCALE : 1" = 30'
SELECT LINEAR UNIT OF MEASURE



SYMBOL LEGEND

◎	FIR	FOUND 1/2" IRON ROD OR AS NOTED
•		POINT
P.O.C.		POINT OF COMMENCEMENT
P.O.B.		POINT OF BEGINNING
O.S.L.		ORIGINAL SURVEY LINE
R.O.W.		RIGHT-OF-WAY
E.G.T.CA.		ELECTRIC, GAS, TELEPHONE, CABLE TELEVISION EASEMENT
O.P.R.		OFFICIAL PUBLIC RECORDS OF GUADALUPE COUNTY, TEXAS
M.P.R.		MAP AND PLAT RECORDS OF GUADALUPE COUNTY, TEXAS

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20' TEMPORARY CONSTRUCTION EASEMENT EXHIBIT
FOR
MUSTANG OAKS, LLC
SCHERTZ
GUADALUPE COUNTY
TEXAS

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TBPE Firm #: F-14092
TBPLS Firm #: 10194150

EXHIBIT

SCALE:	DATE:	DRAWN BY:	CHECKED BY:
AS SHOWN	10/16/2024	CAR	RV

PROJECT NUMBER:	DRAWING NAME:
23001191A	23-038 ACKERMANN SUBD

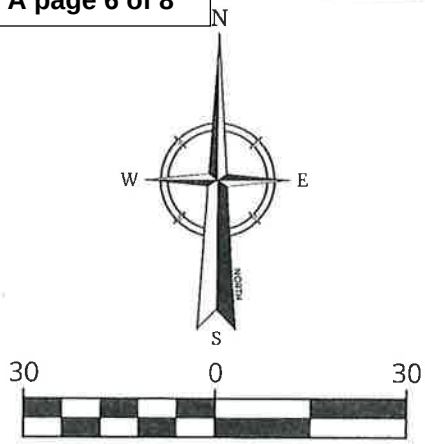
SHEET TITLE:
20' TEMPORARY CONSTRUCTION EASEMENT

SHEET NUMBER:
1 of 2

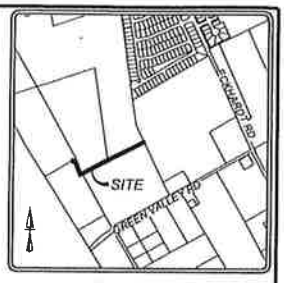
By: CHRIS.REYES
ckermann Subdivision\23-038 ACKERMANN SUBD.dwg\20'WATER AND TEMP CONST ESMTS

NOTES:

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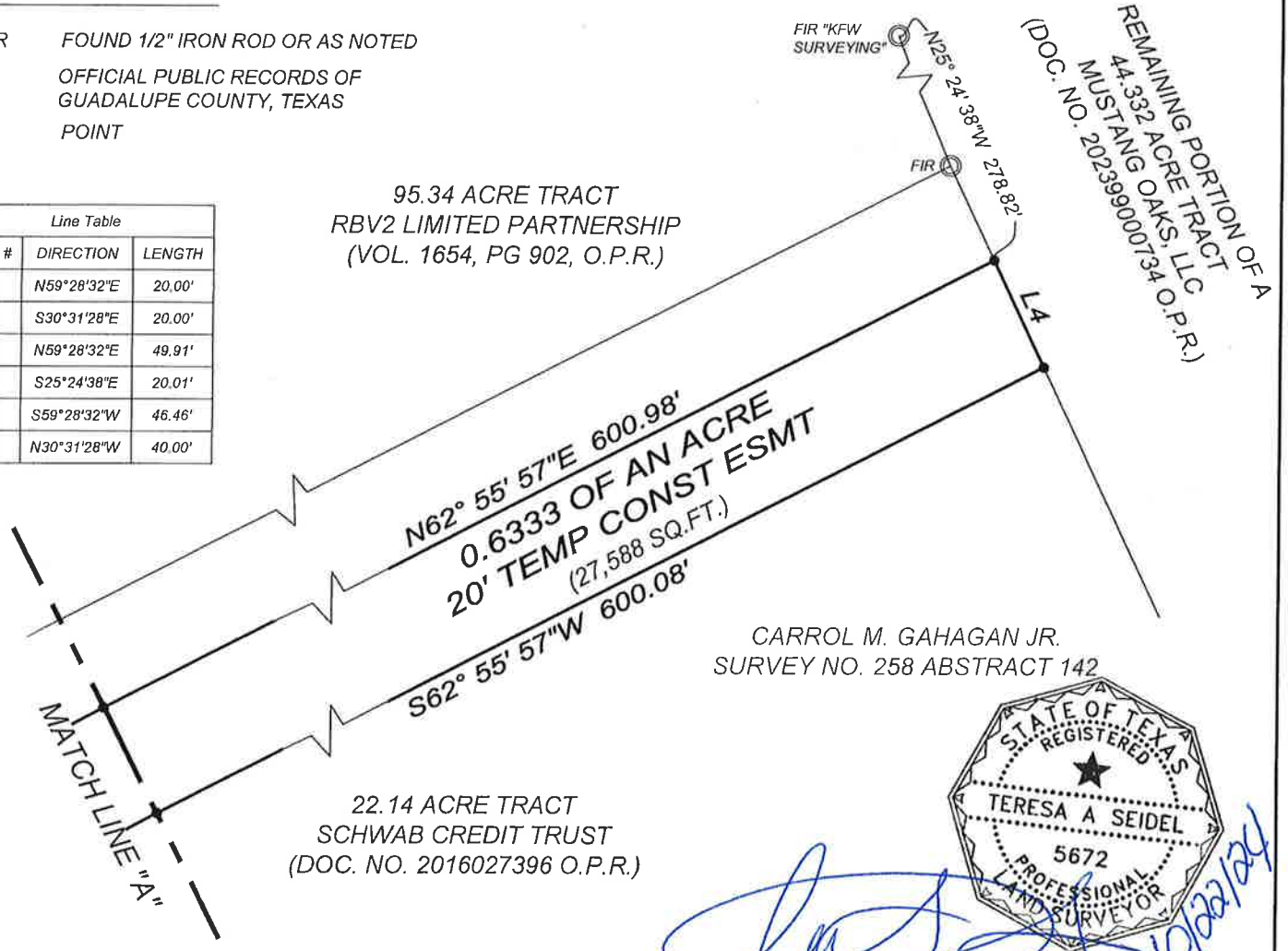


LOCATION MAP
NOT-TO-SCALE

SYMBOL LEGEND

◎	FIR	FOUND 1/2" IRON ROD OR AS NOTED
O.P.R.		OFFICIAL PUBLIC RECORDS OF GUADALUPE COUNTY, TEXAS
•		POINT

Line Table		
LINE #	DIRECTION	LENGTH
L1	N59°28'32"E	20.00'
L2	S30°31'28"E	20.00'
L3	N59°28'32"E	49.91'
L4	S25°24'38"E	20.01'
L5	S59°28'32"W	46.46'
L6	N30°31'28"W	40.00'



STATE OF TEXAS
REGISTERED
TERESA A SEIDEL
5672
PROFESSIONAL
LAND SURVEYOR

10/22/24

TERESA A. SEIDEL
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 5672
EMAIL:TERESA.SEIDEL@COLLIERSENG.COM
DATE OF SURVEY: 10/16/2024
PROJECT NO.: 23001191A

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20' TEMPORARY CONSTRUCTION EASEMENT EXHIBIT
FOR
MUSTANG OAKS, LLC
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TBPLS Firm # 10191550

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AS SHOWN	10/16/2024	CAR	RV

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SHEET TITLE:
20' TEMPORARY CONSTRUCTION EASEMENT

SHEET NUMBER:
2 of 2

By: CHRIS.REYES
ckermann Subdivision\23-038 ACKERMANN SUBD.dwg\20'WATER AND TEMP CONST ESMTS

3421 Paesanos Pkwy, Ste. 103
San Antonio Texas 78231 US
Main: 877 627 3772

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Engineering & Design

METES AND BOUNDS DESCRIPTION
FOR 0.6333 OF AN ACRE
20-FOOT-WIDE TEMPERARY CONSTRUCTION EASEMENT

Being a 20-Foot-Wide Temporary Construction Easement, over and across the Carrol M. Gahagan Jr. Survey No. 258, Abstract 142, and the P.S. Miguel Survey No. 256, Abstract 227, Guadalupe County, Texas, a 22.14 acre tract and a 22.70 acre tract, as conveyed to Schwab Credit Trust of record in Document Number (Doc. No.) 2016027396 of the Official Public Records of Guadalupe County, Texas (O.P.R.) and being more particularly described by metes and bounds as follows:

Commencing at a found ½" iron rod stamped "KFW SURVEYING" on the north line of the 22.70 acre tract, for the southwest termination corner of Schwab Road (86' wide right-of-way).

Thence: N 59°28'32" E, along and with the common line of Schwab Road and the 22.70 acre tract a distance of 49.79 feet to a point for the northwest corner and **THE POINT OF BEGINNING** of the easement described here.

THENCE: N 59°28'32" E, continuing along and with the common line of Schwab Road and the 22.70 acre tract a distance of **20.00 feet** to a point for the north corner of the easement described herein, from which a found ½" iron rod stamped "KFW SURVEYING", for an internal corner of Lot 901, Block 29 of Homestead Subdivision Unit 7A of record in Doc. No. 202399006451 and the northeast of the 22.70 acre tract, bears, N 59°28'32" E, a distance of 73.35 feet;

THENCE: Over and across the 22.70 acre tract and the 22.14 acre tract, along and with the west, southwest, south and southeast lines of a 20 foot water easement this day described the following five (**5**) courses:

1. **S 30°31'28" E**, a distance of **20.00 feet** to a point, for an interior corner of the easement described herein,

2. **N 59°28'32" E**, a distance of **49.91 feet** to a point, for an east corner of the easement described herein,

3. **S 21°27'28" E**, a distance of **222.22 feet** to a point, for an interior corner of the easement described herein,

4. **N 61°59'15" E**, a distance of **467.73 feet** to a point, for an angle point of the easement described herein, and

5. **N 62°55'57" E**, a distance of **600.98 feet** to a point on the west line of a remaining portion of a 44.332 acre tract, as conveyed to Mustang Oaks LLC of record in Doc. No. 202399000734 of the O.P.R., the east line of the 22.14 acre tract and for the easterly northeast corner of the easement described herein, from which a found ½" iron rod with a blue plastic cap stamped "KFW SURVEYING", for a northwest corner of the remaining portion of a 44.332 acre tract, bears, N 25°24'38" W, a distance of 278.82 feet;

THENCE: S 25°24'38" E, along and with the common line of the remaining portion of a 44.332 acre tract and the 22.14 acre tract, a distance of **20.01 feet**, for the southeast corner of the easement described herein,

THENCE: Over, across and 40 feet from and parallel to the north line of the 22.14 acre tract and the 22.70 acre tract, the following four (**4**) courses:

Colliers Engineering & Design

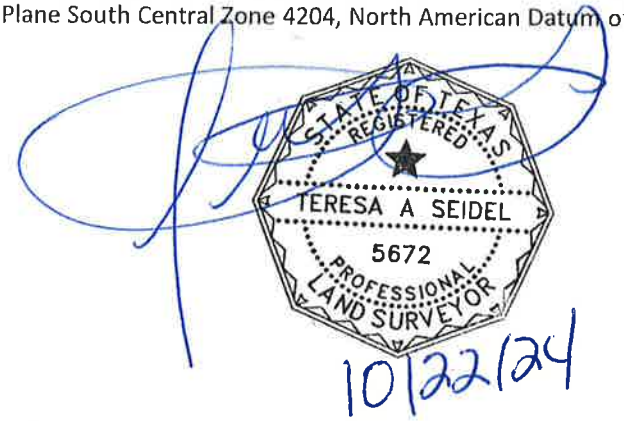
1. **S 62°55'57" W**, a distance of **600.08 feet** to a point, for an angle point of the easement described herein,

2. **S 61°59'15" W**, a distance of **490.16 feet** to a point, for the southern-most southwest corner of the easement described herein,

3. **N 21°27'28" W**, a distance of **221.20 feet** to a point, for an interior corner of the easement described herein, and

4. **S 59°28'32" W**, a distance of **46.46 feet** to a point, for a west corner of the easement described herein;

THENCE: N 30°31'28" W, a distance of **40.00 feet** to the **POINT OF BEGINNING,** containing **0.6333 of an acre** or 27,588 square feet, more or less in Guadalupe County, Texas and being described in accordance with a survey prepared by CED. Bearings are based on the Texas State Plane South Central Zone 4204, North American Datum of 1983 (NAD83).



10/22/24

Job No.: 23001191A
Prepared by: CED
Date: October 16, 2024
File: S:\Draw 2023\23-038 Ackermann Subdivision\DOCS \23001191A 20FT Temp Const ESMT.docx

CIP PROJECT SHEET

Project Type: Water **Project Code:** W28

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: Nov-24

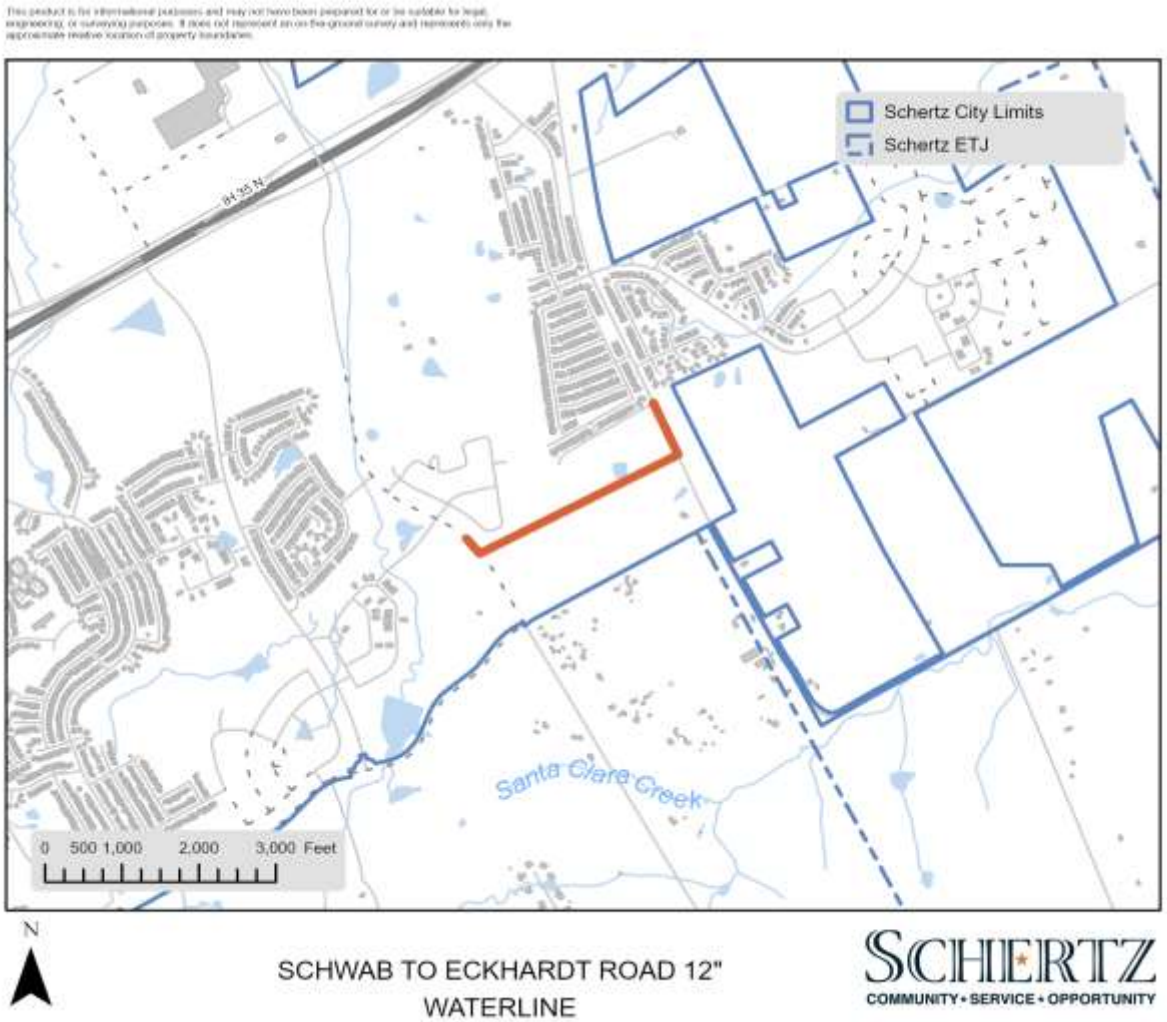
Completion Date: Dec-25

Project Forecast

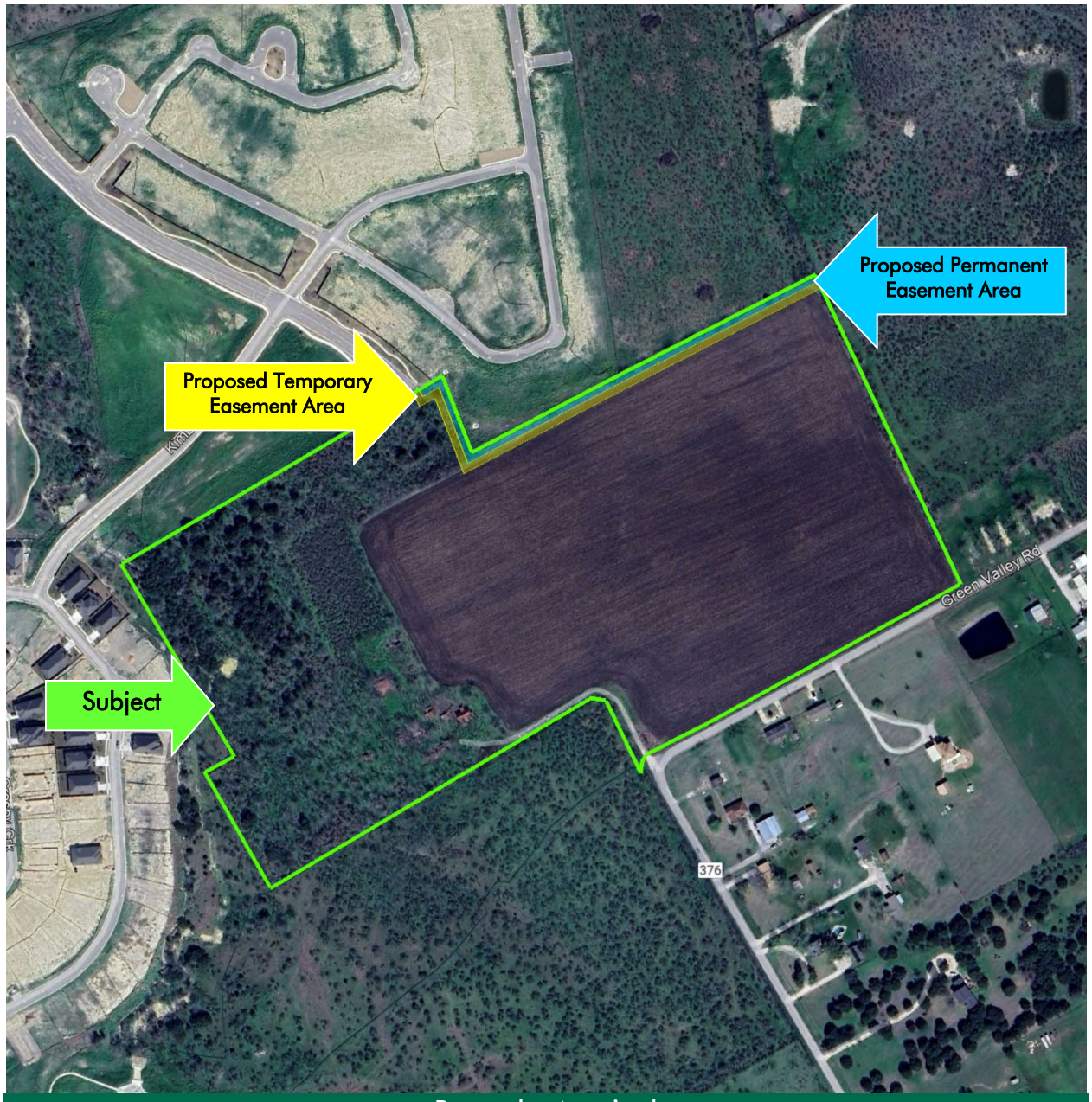
	Prior Appropriation	2025-26	2026-27	2027-28	2028-29	2029-30	2030-2035	Total Cost
Funding Source								
Water Impact Fees	$ 50,000	$ 1,570,000	$ -	$ -	$ -	$ -	$ -	$ 1,620,000
	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Funding Source	$ 50,000	$ 1,570,000	$ -	$ -	$ -	$ -		$ 1,620,000
Expenditure								
Land Purchase	$ -	$ 60,000	$ -	$ -	$ -	$ -	$ -	$ 60,000
Professional Services	$ 14,000	$ 276,000	$ -	$ -	$ -	$ -	$ -	$ 290,000
Construction	$ -	$ 1,270,000	$ -	$ -	$ -	$ -	$ -	$ 1,270,000
Total Expenditure	$ 14,000	$ 1,606,000	$ -	$ -	$ -	$ -		$ 1,620,000

Project Type:	Water	**Project Code:**	W28
Project Title:	Schwab to Eckhardt Road 12" Water Line installation		

Location:



Part to be Acquired



Part to be Acquired

The proposed permanent water line easement is noted in blue and the temporary easement is noted in yellow. The image and outlines above are presented to merely assist the reader in visualizing the subject. They are not a legal representation or considered to represent a survey of the subject.

Agenda No. 14.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**City Secretary**
Subject:	**Resolution 25-R-138-Nominating candidates for the Guadalupe County Appraisal Board of Directors to be appointed for the 2025 term. (Mayor/S.Edmondson)**

BACKGROUND

Pursuant to Senate Bill 2 (88th Legislative Session), effective July l, 2024, appraisal districts in counties with populations over 75,000 are governed by a nine-member board: five (5) directors appointed by taxing units, three (3) elected directors, and the county assessor-collector serving ex-officio. ***For the upcoming appointment cycle, two (2) of the five (5) appointed directorships are to be filled, with each appointee serving a four (4) year term commencing January l, 2026.*** This notice is provided to the representatives of the taxing units eligible to participate in the nomination and voting process. Following is a brief timeline of this process:

- The chief appraiser delivers notice of election and voting entitlement to the taxing units.
- Each taxing unit may nominate bv resolution one candidate for each directorship to be filled (2 directorships are to be filled).The Tax Assessor-Collector (TAC) is no longer required to participate in the appointment election with the passage of SB2. County TACs now serve as an ex officio voting director on appraisal district's board of directors. Nominations by way of resolution must be submitted to the chief appraiser no later than October 15, 2025.
- The chief appraiser will then prepare and deliver a ballot of all nominees to each taxing unit before October 30, 2025.
- The governing body of each taxing unit must determine their vote by resolution and submit it to the chief appraiser before December 15, 2025.
- The chief appraiser will tabulate the votes, declare the winners, and submit the results to the governing body of each taxing unit before December 31, 2025.

The summary of the voting entitlement of the taxing units participating in the nomination and election for the Guadalupe Appraisal District Board of Directors states that the City of Schertz will have ***256 votes*** to cast in this election process. Votes may be allocated to one nominee or votes may be distributed to more than one nominee. The nominees who receive the largest cumulative vote total are declared the directors who will begin serving a four-year term on January l, 2026.

Attachments

Guadalupe Appraisal Board of Director Election information

GUADALUPE APPRAISAL DISTRICT

Main Office
3000 N. Austin St.
Seguin, Texas 78155
(830) 303-3313
(830) 372-2874 (Fax)
cstiers@guadalupead.org

Schertz Substation
1052 FM 78, Ste. 103
Schertz, Texas 78154
(830) 303-3313 Option 0
(877) 254-0888 (Fax)

September 2, 2025

City of Schertz
Attn: Steve Williams, City Manager and City Council
1400 Schertz Pkwy.
Schertz, Texas 78154

Dear City Manager Williams and City Council,

Pursuant to Senate Bill 2 (88th Legislative Session), effective July 1, 2024, appraisal districts in counties with populations over 75,000 are governed by a nine-member board: five (5) directors appointed by taxing units, three (3) elected directors, and the county assessor-collector serving ex-officio. For the upcoming appointment cycle, two (2) of the five (5) appointed directorships are to be filled, with each appointee serving a four (4) year term commencing January 1, 2025. This notice is provided to the representatives of the taxing units eligible to participate in the nomination and voting process. Following is a brief timeline of this process:

- The chief appraiser delivers notice of election and voting entitlement to the taxing units.
- Each taxing unit may **nominate by resolution** one candidate for each directorship to be filled (2 directorships are to be filled). The Tax Assessor-Collector (TAC) is no longer required to participate in the appointment election with the passage of SB2. County TACs now serve as an ex officio voting director on appraisal district's board of directors. Nominations by way of resolution **must be submitted** to the chief appraiser no later than **October 15, 2025.**
- The chief appraiser will then prepare and deliver a ballot of all nominees to each taxing unit before **October 30, 2025**.
- The governing body of each taxing unit must determine their vote by resolution and submit it to the chief appraiser before **December 15, 2025.**
- The chief appraiser will tabulate the votes, declare the winners, and submit the results to the governing body of each taxing unit before **December 31, 2025.**

Nominee Qualifications

Under Section 6.03(d) of the Texas Tax Code, individuals are eligible to serve on the Guadalupe Appraisal District Board of Directors only if they are residents of the district and have resided within it for at least two years prior to taking office; Section 6.035 further disqualifies any individual who owns property with delinquent taxes owed for more than 60 days, unless those taxes are subject to a lawful installment agreement or deferral, with additional restrictions set out in Section 56.035. Beginning with terms starting January 1, 2026, HB 148 also requires all nominees to sign a written acknowledgment affirming their understanding of the statutory duties of service before being considered for appointment or candidacy, and mandates successful completion of annual training covering governance, ethics, budgeting, procurement, conflicts of interest, and other statutory responsibilities. Each nominee **must complete and return** the enclosed Candidate Qualifications and Acknowledgment Statement to the Guadalupe Appraisal District as part of the formal nomination process.

Voting Allocation

Enclosed, you will find a summary of the voting entitlement of the taxing units participating in the nomination and election for the Guadalupe Appraisal District Board of Directors. City of Schertz will have **256 votes** to cast in this election process. Votes may be allocated to one nominee or votes may be distributed to more than one nominee. The nominees who receive the largest cumulative vote total are declared the directors who will begin serving a four-year term on January 1, 2026.

Should you have any questions regarding this process, do not hesitate to contact Cherie Stiers in our office.

Sincerely,

Peter Snaddon, R.P.A., C.C.A.
Chief Appraiser

GUADALUPE APPRAISAL DISTRICT BOARD of DIRECTORS (APPOINTMENT) ELECTION
ENTITY VOTING ENTITLEMENTS
as of 8/27/2025

CAD	Taxing Unit ID	Taxing Unit Name	2025 Entity Levy		2025 Total Levy		Portion of Levy (%)		Total Number of Votes	Entity Votes[1]
094-Guadalupe	094-000-00	Guadalupe County	$75,906,881	÷	$363,337,266	=	0.208916	x	5,000	**1,045**
094-Guadalupe	094-902-02	Schertz-Cibolo UC ISD	$69,017,717	÷	$363,337,266	=	0.189955	x	5,000	**950**
094-Guadalupe	094-901-02	Seguin ISD	$57,702,685	÷	$363,337,266	=	0.158813	x	5,000	**794**
094-Guadalupe	094-103-03	City of Seguin	$23,569,335	÷	$363,337,266	=	0.064869	x	5,000	**324**
094-Guadalupe	094-903-02	Navarro ISD	$22,809,859	÷	$363,337,266	=	0.062779	x	5,000	**314**
094-Guadalupe	094-904-02	Marion ISD	$20,569,400	÷	$363,337,266	=	0.056612	x	5,000	**283**
094-Guadalupe	046-901-02	New Braunfels ISD	$18,774,399	÷	$363,337,266	=	0.051672	x	5,000	**258**
094-Guadalupe	094-104-03	City of Cibolo	$18,639,043	÷	$363,337,266	=	0.051300	x	5,000	**256**
094-Guadalupe	094-102-03	City of Schertz	$18,545,469	÷	$363,337,266	=	0.051042	x	5,000	**256**
094-Guadalupe	046-902-02	Comal ISD	$12,216,306	÷	$363,337,266	=	0.033622	x	5,000	**168**
094-Guadalupe	046-101-03	City of New Braunfels	$9,561,097	÷	$363,337,266	=	0.026315	x	5,000	**132**
094-Guadalupe	105-902-02	San Marcos ISD	$3,720,184	÷	$363,337,266	=	0.010239	x	5,000	**51**
094-Guadalupe	094-202-19	Lake McQueeney WCID #1	$2,406,459	÷	$363,337,266	=	0.006623	x	5,000	**33**
094-Guadalupe	094-201-19	Lake Placid WCID #1	$1,834,498	÷	$363,337,266	=	0.005049	x	5,000	**25**
094-Guadalupe	094-201-04	Lone Oak MUD	$1,450,186	÷	$363,337,266	=	0.003991	x	5,000	**20**
094-Guadalupe	247-903-02	LaVernia ISD	$1,389,739	÷	$363,337,266	=	0.003825	x	5,000	**19**
094-Guadalupe	015-120-03	City of Selma	$1,344,497	÷	$363,337,266	=	0.003700	x	5,000	**19**
094-Guadalupe	028-903-02	Luling ISD	$1,100,330	÷	$363,337,266	=	0.003028	x	5,000	**15**
094-Guadalupe	046-202-19	Lake Dunlap WCID	$697,073	÷	$363,337,266	=	0.001919	x	5,000	**10**
094-Guadalupe	094-101-03	City of Marion	$481,497	÷	$363,337,266	=	0.001325	x	5,000	**7**
094-Guadalupe	028-906-02	Prairie Lea ISD	$436,470	÷	$363,337,266	=	0.001201	x	5,000	**6**
094-Guadalupe	015-115-03	City of Universal City	$269,740	÷	$363,337,266	=	0.000742	x	5,000	**4**
094-Guadalupe	094-202-04	Guadalupe County MUD#4	$156,459	÷	$363,337,266	=	0.000431	x	5,000	**2**
094-Guadalupe	094-106-03	City of Santa Clara	$130,777	÷	$363,337,266	=	0.000360	x	5,000	**2**
094-Guadalupe	094-203-19	Meadow Lake WCID #1	$102,709	÷	$363,337,266	=	0.000283	x	5,000	**1**
094-Guadalupe	094-204-04	Guadalupe County MUD06	$96,617	÷	$363,337,266	=	0.000266	x	5,000	**1**
094-Guadalupe	094-209-04	Guadalupe County MUD #11	$74,183	÷	$363,337,266	=	0.000204	x	5,000	**1**
094-Guadalupe	089-903-02	Nixon-Smiley ISD	$72,115	÷	$363,337,266	=	0.000198	x	5,000	**1**
094-Guadalupe	094-211-04	Park Place MUD	$69,432	÷	$363,337,266	=	0.000191	x	5,000	**1**
094-Guadalupe	094-207-04	Sky Ranch MUD	$50,365	÷	$363,337,266	=	0.000139	x	5,000	**1**
094-Guadalupe	094-212-04	Steelwood Trail MUD	$46,446	÷	$363,337,266	=	0.000128	x	5,000	**1**
094-Guadalupe	028-102-03	City of Luling	$38,906	÷	$363,337,266	=	0.000107	x	5,000	**1**
094-Guadalupe	094-201-09	York Creek Water Dist.	$36,556	÷	$363,337,266	=	0.000101	x	5,000	**1**
094-Guadalupe	105-103-03	City of San Marcos	$15,651	÷	$363,337,266	=	0.000043	x	5,000	**0**
094-Guadalupe	094-213-04	Sedona MUD01	$1,803	÷	$363,337,266	=	0.000005	x	5,000	**0**
094-Guadalupe	094-210-04	Marion Oaks MUD	$1,515	÷	$363,337,266	=	0.000004	x	5,000	**0**
094-Guadalupe	094-214-04	Sedona MUD02	$669	÷	$363,337,266	=	0.000002	x	5,000	**0**
094-Guadalupe	094-205-04	Guadalupe County MUD10	$203	÷	$363,337,266	=	0.000001	x	5,000	**0**
									Total Votes	5,000

Source: 2025 Adjusted Certified Roll, as of Supplement 1.

Section 6.03 Board of Directors[1]

(d) 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 by 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.

Guadalupe Appraisal District
Board of Directors – Statement of Qualifications & Acknowledgment

Section One: Candidate Eligibility Requirements

Pursuant to Chapter 6 of the Texas Tax Code, as amended by SB 2 (88th Legislature) and HB 148 (89th Legislature):

1. Residency Requirement
    - A nominee must be a resident of the Guadalupe Appraisal District and must have resided within the district for at least two (2) years immediately preceding the date of taking office.
2. Tax Payment Requirement
    - A nominee is ineligible if they own property on which delinquent property taxes have been owed for more than 60 days, unless the taxes are subject to a lawful installment agreement or deferral.
3. Conflict of Interest / Ineligible Employment
    - A nominee may not be an employee of a taxing unit participating in the district unless they are also an elected official of such taxing unit.
    - A nominee may not have engaged in the business of appraising property for compensation or representing property owners for compensation in appraisal district proceedings at any time during the preceding five (5) years.
    - A nominee or business entity in which they hold a substantial interest may not contract with the appraisal district or with a participating taxing unit for activities governed by the Tax Code.
4. Relatives / Nepotism Restrictions
    - A nominee is ineligible if related within the second degree by consanguinity or affinity to an individual engaged in compensated appraisal or tax representation activity in the district.
5. HB 148 Requirements (*Effective for Terms Beginning January 1, 2026*)
    - Each candidate must sign a statutory Acknowledgment of Duties (see below).
    - Each appointed/elected director must complete the required training program within one (1) year of taking office and annually thereafter. Certificates must be filed with the district.

Guadalupe Appraisal District
Board of Directors – Statement of Qualifications & Acknowledgment

Section Two: Acknowledgment of Duties of Member of Appraisal District Board of Directors

I hereby acknowledge that I have read and understand the duties of a member of the board of directors of an appraisal district. I understand that the statutory responsibilities include:

1. Establishing the appraisal district office;
2. Hiring a chief appraiser;
3. Adopting the appraisal district's annual operating budget after filing notice and holding a public hearing;
4. Adopting a new budget if voting taxing units disapprove of the initial budget;
5. Determining whether to remove members of the appraisal review board if the board of directors of the appraisal district is the appointing authority and potential grounds for removal arise;
6. Notifying voting taxing units of any vacancy in an appointive position on the board and electing a replacement from submitted nominees;
7. Appointing a person to fill a vacancy in an elective position on the board;
8. Electing a chairman and a secretary of the board at the first meeting each year;
9. Holding board meetings at least quarterly;
10. Developing and implementing policies regarding reasonable access to the board;
11. Preparing information describing the board's functions and complaint procedures and making that information available to the public and to participating taxing units;
12. Notifying parties to a complaint filed with the board of the status of the complaint, unless otherwise provided;
13. In populous counties, appointing a taxpayer liaison officer and deputy taxpayer liaison officers;
14. Annually evaluating the performance of the taxpayer liaison officer and any deputy taxpayer liaison officers, including reviewing the timeliness of complaint resolution;
15. Referring matters investigated by a taxpayer liaison officer relating to the appraisal review board's conduct to the local administrative district judge with a recommendation;
16. Developing a biennial written plan for the periodic reappraisal of all property in the appraisal district, filing notice and holding a public hearing on the plan, approving the plan, and distributing copies of the plan to participating taxing units and the comptroller;
17. Making agreements with newly formed taxing units on an estimated budget allocation for that taxing unit;
18. Having an annual financial audit prepared by an independent certified public accountant, delivering a copy of the audit to each voting taxing unit, and making the audit available for inspection at the appraisal district office;
19. Designating the appraisal district depository biennially;
20. Receiving resolutions from voting taxing units disapproving of board actions;
21. Adhering to Local Government Code requirements for purchasing and entering into contracts;
22. Providing advice and consent to the chief appraiser concerning the appointment of an agricultural appraisal advisory board and determining the number of members of that advisory board;
23. Adhering to laws concerning the preservation, microfilming, destruction, or other disposition of records;
24. Adopting and implementing a policy for the temporary replacement of a member of an appraisal review board who violates ex parte communication requirements.

Guadalupe Appraisal District
Board of Directors – Statement of Qualifications & Acknowledgment

Furthermore, I recognize that the board **does not** appraise property or review the value of individual properties. I acknowledge that tax rates and tax burdens are determined by applicable taxing jurisdictions, not the appraisal district board of directors.

Nomination/ Eligibility Statement

I have reviewed the eligibility requirements above and affirm that I meet the qualifications to be nominated and serve as a member of the Board of Directors of the Guadalupe Appraisal District. I further acknowledge that I have read and understand the statutory duties of a member of the board of directors as outlined in the acknowledgment section below.

Signature of Nominee: _____ Date: _____

Printed Name of Nominee: _____

Contact Phone Number: _____

Street Address of Nominee's Residency: _____

City: _____ State: _____ ZIP: _____

Number of years at this residence? _____

Notary Acknowledgment

State of Texas
County of _____

Sworn to and subscribed before me this _____ day of _____, 2025.

_____
(Signature of Notary Public)

Printed Name: _____
Notary Public, State of Texas

My commission expires: _____

(Seal)

Agenda No. 15.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**City Secretary**
Subject:	**Resolution 25-R-139-Nominating candidates for the Comal County Appraisal Board of Directors to be appointed for the 2026 term. (Mayor/S.Edmondson)**

BACKGROUND

This letter is written notice to the presiding officer of each voting entity informing you of your right to nominate a candidate to serve on the Comal Appraisal District (CAD) Board of Directors. The City of Schertz has 69 eligible votes. The taxing units in the appraisal district that are eligible to vote will appoint two directors to the 2026 CAD Board of Directors for four-year terms beginning January 1, 2026. Each voting entity may nominate one candidate for each open 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.

" Two of the appointed directors on the CAD Board have terms that expire on December 31, 2025. The current CAD Board members are listed below.

Appointed Board members whose terms expire December 31, 2025, a
• John Tyler (not seeking re-appointment)
• James Long (not seeking re-appointment)

Appointed Board members whose terms expire December 31, 2027, are:
• Eric Couch
• Douglas Miller, II
• Robert Slupik

Elected Board members whose terms expire December 31, 2026, are:
• Robert Brown
• Deborah Hindman
• Rob Johnson

The above directors are joined on the board by Kristen Hoyt who serves as an ex-officio voting member as Comal County Tax Assessor/Collector.

The City of Schertz can nominate 2 candidates to the Comal Board of Directors for a 4-year term

from January 2026 to January 2030.

Attachments

Comal Board of Directors Appraisal District

Comal Board of Directors Appraisal District Election Qualification

Comal Board of Directors Appraisal District-Schertz votes

COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVENUE
NEW BRAUNFELS, TX 78130

Jeffrey J. Booker
CHIEF APPRAISER

August 27, 2025

REF: Nominations for Comal Appraisal District Board of Directors Election 2026

This letter is written notice to the presiding officer of each voting entity informing you of your right to nominate a candidate to serve on the Comal Appraisal District (CAD) Board of Directors. The taxing units in the appraisal district that are eligible to vote will appoint two directors to the 2026 CAD Board of Directors for four-year terms beginning January 1, 2026. Each voting entity may nominate one candidate for each open 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."*

Two of the appointed directors on the CAD Board have terms that expire on December 31, 2025. The current CAD Board members are listed below.

Appointed Board members whose terms expire December 31, 2025, are:

- John Tyler (not seeking re-appointment)
- James Long (not seeking re-appointment)

Appointed Board members whose terms expire December 31, 2027, are:

- Eric Couch
- Douglas Miller, II
- Robert Slupik

Elected Board members whose terms expire December 31, 2026, are:

- Robert Brown
- Deborah Hindman
- Rob Johnson

The above directors are joined on the board by Kristen Hoyt who serves as an ex-officio voting member as Comal County Tax Assessor/Collector.

Please submit the names of your nominee(s) to this office no later than October 15, 2025 so they may be placed on the official ballot. Please see the enclosed document for Board of Directors' eligibility requirements.

Sincerely,

Jeffrey J. Booker, RPA
Chief Appraiser

COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVENUE
NEW BRAUNFELS, TX 78130

Jeffrey J. Booker
CHIEF APPRAISER

Board of Director Eligibility Requirements

The appraisal district appraises all property in the county for ad valorem tax purposes. The board of directors is the governing body for the district.

The board employs the chief appraiser, sets general policies for the district, and adopts the budget for the district. By law, board members cannot communicate with the chief appraiser regarding appraisals, except in: (1) an open meeting of the appraisal district board of directors or another public forum; or (2) a closed meeting of the board of directors held to consult with the board's attorney about pending litigation, in accordance with Tax Code Section 6.15.

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 employee of a taxing unit that participates in the district is not eligible to serve on the board unless the individual is also a member of the governing body or an elected official of a participating taxing unit.

An individual is not eligible to be appointed or to serve on the Board of Directors of an appraisal district if the individual or business entity in which the individual has a substantial interest is a party to a contract with the appraisal district. An individual is not eligible to be appointed or serve on the Board of Directors if the individual or business entity in which the individual has a substantial interest 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. An individual is deemed to have a substantial interest in a business entity if the combined ownership of the individual and the individual's spouse is at least 10 percent of the voting stock or shares of the business entity, or the individual or the individual's spouse is a partner, limited partner, or officer of the business entity.

An individual is ineligible to serve on the Board of Directors and is disqualified from employment as Chief Appraiser if the individual 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.

An individual is ineligible to serve on the board of directors of an appraisal district if the individual 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).

An individual is ineligible to serve if they own 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.

Members of the board may not receive compensation for service on the board but are entitled to reimbursement for actual and necessary expenses incurred in their performance of duties and as provided by the budget adopted by the Board.

COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVENUE
NEW BRAUNFELS, TX 78130

JEFFREY J. BOOKER, RPA
CHIEF APPRAISER

September 9, 2025

Mayor Ralph Gutierrez
City of Schertz
1400 Schertz Parkway
Schertz, TX 78154

REF: Board of Directors Election

Section 6.03(e) of the Texas Property Tax Code states: *"The chief appraiser shall calculate the number of votes to which each taxing unit other than a conservation and reclamation district is entitled and shall deliver written notice to each of those units of its voting entitlement before October 1 of each odd-numbered year."*

Below is the voting calculation worksheet that indicates the number of votes you are eligible to submit in the upcoming election of the Board of Directors for Comal Appraisal District. The official ballot will be mailed to each entity no later than October 30, 2025.

BOARD OF DIRECTORS
ELECTIONS WORKSHEET
2025-2026

TAXING UNITS	2024 TAX LEVY	PERCENTAGE	VOTES
COMAL I.S.D.	$273,185,016.22	0.53515	2676
COMAL COUNTY	96,461,013.23	0.18896	945
NEW BRAUNFELS I.S.D.	73,162,187.80	0.14332	717
CITY OF NEW BRAUNFELS	50,497,945.80	0.09892	495
CITY OF GARDEN RIDGE	2,716,077.10	0.00532	27
CITY OF SCHERTZ	7,008,778.36	0.01373	69
BOERNE I.S.D.	1,824,597.21	0.00357	18
CITY OF BULVERDE	3,854,828.84	0.00755	38
CITY OF FAIR OAKS	1,078,488.74	0.00211	11
CITY OF SELMA	587,362.38	0.00115	6
CITY OF SPRING BRANCH	75,674.85	0.00015	1
WIMBERLEY I.S.D	29,399.08	0.00006	0
	$ 510,481,369.61	100.00000	5000

Sincerely,

Jeffrey J. Booker, RPA
Chief Appraiser

Agenda No. 16.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Finance**
Subject:	**Ordinance 25-M-045 - Conduct a public hearing to consider adjusting the Drainage Fee (B.James/J. Walters)**

BACKGROUND

Drainage Fees	2008	2009	2013	2025
Charge Per, LUE*	$2.10	$3.80	$5.20	$5.20

*LUE is living unit equivalent or the average impervious surface created by one residential home. Each home is 1 LUE and is charged $5.20 monthly and each business is charged a fee based on the amount of impervious surface they have.

Impervious surface is any improvement that would prevent natural run-off or absorption of rainwater and is commonly considered to be parking lots, sidewalks, foundation, and other concrete walkways or structures.

Improvements to properties that include concrete or asphalt or other materials that prevent natural absorption of rainwater can increase the hazards of flood events by concentrating additional runoff in low-elevation regions and creeks. The amount of additional water that enters those low areas, regions and creeks due to impervious surface improvements can threaten life and property to the point that Schertz and other communities have a dedicated revenue source used to improve drainage channels to accept and safely transport runoff during rain events. Since the 1998 Flood, the population of Schertz has more than doubled and many residents may not be aware of the potential impact of such an event.

This item is to review a proposal to update the Drainage Fee from $5.20 per LUE to $8.00 per LUE to increase the amount of revenue dedicated to maintaining and expanding the drainage channels to help protect against flood damages and loss of life. This fee has been at the $5.20 level since 2013 or the past 12 years. During that time, we have seen inflationary factors reduce the amount of maintenance and new drainage improvements the City is able to accomplish and has had to offset this fee with contributions from the General Fund, using tax revenue instead.

Staff engaged Willdan Financial Services to review residential and commercial account growth, drainage operating expenditure growth, and improvement projects in the Capital Improvements Plan to recommend a 5-year rate plan for drainage fees. Based on the results of the study, Willdan found the City would need a drainage rate of $15 by 2029 to meet all the operating and infrastructure goals in a 10-year window. This amount would put Schertz as one of the highest drainage fees in the State if Council made all the recommended adjustments in the 5-year time frame.

Tonight, staff is only recommending the first adjustment to bring the fee to $8.00 per LUE and will work to reduce the fee recommendation to be lower than $15.00 as stated in 2029 after considering project timelines and impacts. This first increase will be to bolster annual operating maintenance of existing drainage channels by funding additional personnel, including a Floodplain Manager and a

new Worker Crew, replace aging equipment and conduct an updated Master Drainage Plan. The plan will help prioritize those project impacts and timelines to help keep the recommended rate down while continuing to provide life and property safety to the community.

The adopted budget for FY 2025-26 did approve the additional staff and equipment that would be funded by the rate increase. If this change is not passed, staff will not make those hires or purchases to maintain a balanced financial position.

The City was required to post 3 notices in the paper on this fee change. Those notices ran on the 9/10, 9/17, and 9/24 publication dates.

GOAL

To review the Drainage Fee recommendation and funding for the Drainage Fund and associated projects.

COMMUNITY BENEFIT

The Drainage Funds directly supports public safety by reducing the hazards caused by flood events. Saving lives and property by properly planning and executing routine maintenance and expansion of drainage channels in Schertz.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of Ordinance 25-M-045.

FISCAL IMPACT

This fee update would generate an estimated $750,000.00 in annual revenue for the Drainage Fund.

The annual impact on a single family home would be $33.60.

Commercial properties' fees would range based on the amount of impervious surface the business generated. As examples: a fast-food restaurant could see an increase of $154.56 annually and an 8.6-acre industrial site with a 140,000 sq. ft. building and parking might see an annual increase of $1,536.00.

These fee changes would be effective November 1, 2025.

RECOMMENDATION

Staff recommends approval of Ordinance 25-M-045 to update the Drainage Fee to $8.00 per LUE effective November 1, 2025.

Attachments

Ordinance 25-M-045 with attachment

Drainage Fee Study Presentation

ORDINANCE NO. 25-M-045

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING THE CITY OF SCHERTZ CODE OF ORDINANCES AND CERTAIN OTHER ORDINANCES BY AMENDING AND ESTABLISHING FEES FOR CERTAIN LICENSES, PERMITS, AND OTHER SERVICES PROVIDED BY THE CITY OF SCHERTZ; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Schertz (the "City") has established by ordinances and resolutions for fees for licenses, permits, and services provided by the City; and

WHEREAS, the City Council has authorized a review and a consolidation of certain fees for licenses, permits, and services provided by the City; and

WHEREAS, Per Section 552.045 of the Local Government Code, the City published a notice of the public hearing on September 10, 2025, September 17, 2025 and September 24, 2025 the first notice being more than 30 days before the public hearing; and

WHEREAS, The City held a public hearing Per Section 552.045 of the Local Government Code on October 14, 2025 to consider the fee increase; and

WHEREAS, the Schedule of Fees attached as Exhibit A reflects revisions to certain fees, a restatement of certain fees not revised, and a consolidation of all such fees; and

WHEREAS, the City Council of the City of Schertz has determined that it is in the best interest of the City to adjust fees for services as more fully set forth in this Ordinance.

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

Section 1**.** All persons, firms, or corporations applying for licenses or permits or receiving other City services described on Exhibit A that require the payment of a fee incident to such application or service shall pay the fees as prescribed in the Fee Schedule attached hereto as Exhibit A and made a part of hereof. It shall be a violation of this Ordinance to conduct any activity or commence any use or receive any service for which payment of a fee described herein is required until such fee has been paid (if required to be paid in advance) or to fail to pay such fee when properly billed.

Section 2. This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Schertz, Texas as to the fees set forth on Exhibit A effect on the effective date of this Ordinance, 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 3. The City Council may, from time to time, by ordinance add to the fees set forth on Exhibit A, and the fees now or hereafter set forth on Exhibit A may be modified from time to time by resolution of the City Council.

Section 4. 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 5. Subject to the last sentence of this Section, any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of provisions of this Ordinance shall be fined not more than Five Hundred Dollars ($500.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense. If any other ordinance, including the Code of Ordinances, establishes a different penalty for the failure to pay any fee on Exhibit A, the provisions of such other ordinance or the Code of Ordinances shall control with respect to such penalty.

Section 6. All rights and remedies of the City are expressly saved as to any and all violations of the provisions of the Code of Ordinances in effect on the effective date of this Ordinance and modified by this Ordinance or any other ordinances in effect on the effective date of this Ordinance and modified by this Ordinance and requiring the payment of fees for licenses, permits, and other services provided by the City which have accrued on the effective date of this Ordinance; and any and all accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

Section 7. This Ordinance shall be in full force and effect from and after its final passage and any publication required by law.

PASSED AND APPROVED on the _____ day of _____ 2025.

CITY OF SCHERTZ, TEXAS

_____

Ralph Gutierrez, Mayor

ATTEST:

_____

Sheila Edmondson, City Secretary

EXHIBIT A

SCHEDULE OF FEES

City of Schertz

Schedule of Fees

Effective November 1, 2025

City of Schertz
Schedule of Fees

All Departments		2025-26
Records Requests		
Standard paper copy, per page (front and back is 2 pages)	$	0.10
Nonstandard-size copy:		
Oversize paper copy (11" X 17")	$	0.50
Specialty paper (Mylar, blueprint, blue line, map, photographic)		Actual
Certified Copy- Each Certification	$	5.00
Diskette	$	1.00
Magnetic tape - actual cost		Actual
Data cartridge -actual cost		Actual
Tape cartridge - actual cost		Actual
Rewritable CD (CD-RW)	$	1.00
Non-rewritable CD (CD-R)	$	1.00
Digital video disc (DVD)	$	3.00
JAZ drive - actual cost		Actual
Other electronic media - actual cost		Actual
Miscellaneous supplies - actual cost		Actual
Postage and shipping charge actual cost		Actual
Photographs - actual cost		Actual
Maps - actual cost		Actual
Labor charge:		
For locating, compiling, and reproducing, per hour (if documents are NOT located in the immediate area and over 50 pages)	$	15.00
Overhead charge - % of labor charge		20%
Remote document retrieval charge		Actual
No Sales Tax shall be applied to copies of public information.		
Notary Fees		
Acknowledgement, Certified Copies, Jurat's, Oaths and Affirmation	$	6.00
Protests- Per Document	$	5.00
Convenience Fees		
Credit Card Payment Over Phone	$	1.00
Return Check Fee	$	25.00

City of Schertz
Schedule of Fees

City Secretary	2025-26
Candidate Filing Fee	$ 25.00
Licenses	
Package Store Permit	$ 250.00
Wine and Malt Beverage Retailer's Permit - Bexar County	$ 500.00
Wine and Malt Beverage Retailer's Permit - Bexar County Renewal	$ 375.00
Wine and Malt Beverage Retailer's Permit - All Other Counties	$ 87.50
Wine and Malt Beverage Retailer's Off Premises Permit	$ 30.00
(Malt Beverage) Retail Dealer's On-Premise License - Bexar County	$ 500.00
(Malt Beverage) Retail Dealer's On-Premise License - Bexar County Renewal	$ 375.00
(Malt Beverage) Retail Dealer's On-Premise License - All Other Counties	$ 75.00
Wine-Only Package Store Permit	$ 37.50
Mixed Beverage Permit	$ 375.00
Wholesaler's Permit	$ 937.50
Branch's Distributor's License	$ 37.50
(Malt Beverage) Retail Dealer's Off-Premise License	$ 30.00
Local Distributor's Permit	$ 50.00
Winery Permit	$ 37.50

City of Schertz
Schedule of Fees

Library	2025-26
Non-Resident user fee- Library Card	$15.00
Meeting Room Fee- Non-Schertz residents, 4 hours	$50.00
Meeting Room Fee- After hour fee, per hour	$25.00
Meeting Room Cleaning Fee (Spot Cleaning)	$50.00
Meeting Room Cleaning Fee (Whole Room)	Actual
Additional Fee for After Hours Cleaning, per hour	$25.00
Inter-Library Loans Materials (ILL Materials)	
Lost or damaged ILL items - Cost of item as billed by the lending library	Actual
(may include additional fines or fees assessed by the lending library)	
Inter-Library Loan items per day (3 day grace period)	$ -
Max overdue amount per ILL item	$ -
Return Postage Fee--for ILL items never picked up by customer after arrival	$ 5.00
Overdue Fines (3 day grace period)	
All Items per day (except ILL items)	$ -
Max amount that can be charged	$ -
Replacement Library Card	$ 1.00
Copier, per standard page	
(2-sided copies are the same as 2 pages; oversized copies are the same as 2 pages)	
Black and White	$ 0.15
Color	$ 0.50
Printing, per standard page	
(2-sided copies are the same as 2 pages; oversized copies are the same as 2 pages)	
Black and White	$ 0.15
Color	$ 0.50
Outgoing Fax, 1st page	$ 1.00
Per each succeeding page	$ 0.25
Lost & Damaged Materials - Cost of item	
plus a processing fee	$ 5.00
Damaged DVD Case	$ 1.00
Damaged or Missing Barcode	$ 1.00
Damaged or Missing RFID Tag	$ 1.00
Damaged or Missing DVD/Video Cover	$ 3.00
(if replaceable) plus processing fee	
Game & Experience Kit totes and parts (if replaceable)	Actual
Toddler Tote Bag	$ 2.50
Juvenile Audiobook Bag	$ -
Materials Recovery Fee	$ 10.00
(per account sent to collections)	

City of Schertz
Schedule of Fees

Note: If an item is lost and paid for, any overdue fines assessed against the item are waived. If part of an item is lost and not replaceable, the item as a whole is considered lost and the full cost of the item is charged to the patron. Again, any overdue fines assessed against the item are waived if the item is paid for. Refunds for items that were paid for and subsequently found and returned to the library are available for up to 60 days after payment and require the original receipt. Processing fees are non-refundable. No refunds will be given after 60 days.

City of Schertz
Schedule of Fees

Schertz Magazine	2025-26
Display Ads:	
Eighth Page for 6 mo., per month	$ 325.00
Eighth Page for 12 mo., per month	$ 300.00
Quarter Page for 6 mo., per month	$ 600.00
Quarter Page for 12 mo., per month	$ 450.00
Half Page for 6 mo., per month	$1,100.00
Half Page for 12 mo., per month	$ 775.00
Full Page for 6 mo., per month	$1,650.00
Full Page for 12 mo., per month	$1,325.00
Special placement fee	$ 100.00
Artwork ownership fee	$ 95.00
Late payment fee	$ 25.00
Ad cancellation fee	$ 25.00
Contract termination fee	$ 50.00
Design Change Overage Fee, per hour	$ 120.00
Premium Placement:	
Back Cover for 6 mo., per month	$2,000.00
Back Cover for 12 mo., per month	$1,650.00

Churches, governmental entities, 501 (c) 3 and civic groups who provide a service to the residents of Schertz will receive a 25% discount on the above facility rental rates.

City of Schertz
Schedule of Fees

Event Facilities	2025-26
Vendor/Ancillary Fees	
Late Fee	$ 200.00
Ice, one bin (80lbs)	$ 20.00
Ice, unlimited	$ 50.00
Beverage Service (for 50 people)	$ 75.00
Beverage Linen per table	$ 6.00
Portable Bar	$ 150.00
Cocktail Tables (up to 5)	$ 50.00
Uplighting, per light	$ 20.00
Uplighting package, 10 lights	$ 150.00
Pipe for Back Drop	$ 25.00
Drape per linear ft.	$ 2.00
Cleaning Fee, kitchen	$ 150.00
Beverage Tub	$ 75.00
Private Suite	$ 150.00
Wireless Microphone	$50.00
Lapel Microphone	$75.00
Podium	$25.00
Easel - Decorative Iron	$25.00
Discount/Special Rates	
Non-Profits 25% discount - rent only	15%
Schertz Residents Renter only- 20% with proof of residency	20%
Military - 15% with ID	15%
All comp'd requests will require approval from City Manager	
H.O.A. Meeting Fee	$ 100.00
Funeral Reception Only in Bluebonnet Hall/Community Centers 3 hr maximum	$ 100.00
Gym Use Fee (Community Center/per hour)	$ 25.00
Facility Security	
Security Coordination Fee	$ 25.00
Regular- per officer, per hour (4 hour minimum)	$ 60.00
Holiday- per officer, per hour (4 hour minimum)	$ 100.00
Ancillary - Civic Center	
Small Stage (12'x16')	$ 200.00
Audio/Visual Services (upgraded)	$ 150.00
Audio/Visual Panel Access (for 2 screens/projectors)	$ 100.00
Cleaning Fee	$ 300.00
Civic Center - Grand Ballroom- (7,198 sq. ft)	
Regular Rentals (room only)	
Sunday, Full day	$ 1,050.00
Sunday, Half day	$ 600.00
Monday - Thursday, Full day	$ 750.00
Monday - Thursday, Half day	$ 400.00
Friday, Full Day	$ 1,900.00
Friday, Half Day	$ 1,200.00
Saturday, Full day (half day not available)	$ 2,200.00
Reservation Fee	$ 200.00
~~Early Open Fee (one hour only)~~ Additional Hours, per hour	$ 150.00

City of Schertz
Schedule of Fees

Event Facilities	2025-26
Banquet Package - includes hall and kitchen rental, easel, tables/chairs, dance floor, AV panel access, ice, private suite, portable bar, cocktail tables, uplighting package, beverage tub:	
Friday Full Day (half day not available)	$ 2,700.00
Saturday, Full day (half day not available)	$ 3,000.00
Sunday Full Day (half day not available)	$ 1,850.00
Civic Center Cut-Off Hall (Larger portion of Ballroom - (4,172 sq ft)	
Regular Rentals	
Sunday, Full day	$ 825.00
Monday - Thursday, Full day	$ 575.00
Monday - Thursday, Half day	$ 275.00
Friday, Full Day (half day not available)	$ 1,575.00
Saturday, Full day (half day not available)	$ 1,775.00
Reservation Fee	$ 200.00
Banquet Package - includes hall and kitchen rental, easel, tables/chairs, dance floor, AV panel access, ice, private suite, portable bar, cocktail tables, uplighting package, beverage tub:	
Friday/Sunday, Full day (half day not available)	$ 2,375.00
Saturday, Full day (half day not available)	$ 2,575.00
Civic Center Conference Hall (Smaller portion of Ballroom - (3,026 sq ft)	
Regular Rentals	
Friday/Sunday, Full day	$ 550.00
Monday - Thursday, Full day	$ 325.00
Monday - Thursday, Half day	$ 175.00
Reservation Fee, applied to event	$ 100.00
Civic Center - Bluebonnet Hall- (2,500 sq ft)	
Regular Rentals	
Friday/Sunday, Full day	$ 600.00
Friday/Sunday, Half day	$ 375.00
Monday - Thursday, Full day	$ 525.00
Monday - Thursday, Half day	$ 275.00
Saturday, Full day (half day not available)	$ 850.00
~~Early Open Fee (one hour only)~~ Additional Hours, per hour	$ 75.00
Reservation Fee	$ 100.00
Cleaning Fee	$ 150.00
Banquet Package - includes hall rental, kitchen, tables/chairs, AV panel access, ice, uplights, portable bar:	
Friday/Sunday, Full day	$ 1,050.00
Saturday, Full day (half day not available)	$ 1,400.00
Community Center North- 3501 Morning Dr- (2,006 sq ft)	
Sunday - Thursday per hour, 2 hour minimum	$ 25.00
Friday - Saturday per hour, 4 hour minimum	$ 50.00
Daily Maximum (up to 12 hours)	$ 375.00
Damage/Cancellation Deposit	$ 200.00
Community Center Central (2,940 sq ft)	
Sunday - Thursday per hour, 2 hour minimum	$ 50.00

City of Schertz
Schedule of Fees

Event Facilities		2025-26
Friday - Saturday per hour, 4 hour minimum	$	75.00
Daily Maximum (up to 12 hours)	$	475.00
Projector and Screen	$	75.00
Microphone and Speaker	$	75.00
Damage/Cancellation Deposit	$	200.00

City of Schertz
Schedule of Fees

Event Fee		2025-26
Daddy Daughter/Mother Son Dances		
Adult	$	18.00
Child (17 and under)	$	12.00
Kick Cancer 1k/5k		
1K Kids Run	$	20.00
5K Timed Run/Walk	$	35.00
5K Non-Timed Run/Walk		
Signs of Love	$	20.00
Jubilee		
Food Vendor	$	300.00
Carnival	$	6,000.00
Craft Vendor	$	50.00
Business Parade Entry	$	50.00
T-Shirt Decorating Contest		
Umpired Leagues (Softball)		
Individual	$	35.00
Late Fee Per Individual	$	10.00
Umpired Leagues (Kickball)		
Individual	$	25.00
Late Fee Per Individual	$	10.00
Non-Umpired Leagues (Pickleball, Cornhole)		
Individual	$	20.00
Late Fee Per Individual	$	10.00
Schertz Hometown Harvest		
Farmers/Ranchers/Produce Booth Fee	$	-
Booth Fee	$	35.00
Power Wheels Derby		
Per Entry	$	15.00
Holidazzle		
Food Vendor	$	50.00
Craft Vendor	$	50.00
Breakfast with Santa	$	10.00

City of Schertz
Schedule of Fees

Event Fee	2025-26
Murder Mystery Party Per Individual	$40.00
5 Day, 2 Hour Camps Per Individual	$ 60.00
5 Day, 3 Hour Camps Per couple	$ 70.00
Parent & Me Programs Per Couple	$ 10.00
Archery Month Series (Seniors/After School) Per Individual	$ 20.00
Archery 101 (1 Day) Per Individual	$ 20.00

City of Schertz
Schedule of Fees

Planning and Zoning	2025-26
Plat recording service:	
Fees assessed are due prior to recording:	
Plat recording fee is equal to the fee charged by the County Clerks Office	
Annexation Petition by Property Owner - Plus all related fees	$ 750.00
Zone Change	
Zone change for 0 to 2 acres	$ 650.00
Zone change for 2+ to 5 acres	$1,000.00
Zone change for 5+ to 20 acres	$2,000.00
Zone change for 20+ to 50 acres	$3,500.00
Zone change for 50+ to 100 acres	$4,000.00
Zone change for 100+ acres	$6,000.00
Specific Use Permit (SUP) - plus other applicable items (i.e. Site Plan)	
Specific Use Permit (SUP) for 0 to 2 acres	$ 650.00
Specific Use Permit (SUP) for 2+ to 5 acres	$ 1,000.00
Specific Use Permit (SUP) for 5+ to 20 acres	$ 2,000.00
Specific Use Permit (SUP) for 20+ to 50 acres	$ 3,500.00
Specific Use Permit (SUP) for 50+ to 100 acres	$ 4,000.00
Specific Use Permit (SUP) for 100+ acres	$ 6,000.00
Building addition of a current/legal SUP	$ 500.00
Master Development Plan	
All phased developments and PDD's	$ 1,500.00
Master Development Plan Amendment (minor revision)	$ 500.00
Preliminary Plat	
0 to 50 acres	$ 2,000.00
greater than 50 acres	$ 3,000.00
Final Record Plat or Re-plat	
0 to 50 acres	$ 1,500.00
greater than 50 acres	$ 2,000.00
Revised Final Plat (minor)	$ 500.00
Amended Plat	$ 1,500.00
Minor Plat	$ 1,500.00
Vacate Plat	$ 1,500.00
Plat Time Extension - plus all related fees	$ 250.00
Street and Subdivision Name Changes	$ 1,500.00

City of Schertz
Schedule of Fees

Planning and Zoning	2025-26
Site Plan	$ 1,500.00
Amended Site Plan (minor)	$ 500.00
Park Fees - Residential	
Land Dedication: one (1) acre per 100 dwelling unit	
Fee in Lieu of Land Dedication: per dwelling unit	$ 350.00
Park Development Fee: Per Dwelling unit	$ 650.00
Park Fees - Multi-Family	
Land Dedication: one (1) acre per 100 dwelling unit	
Fee in Lieu of Land Dedication; per dwelling unit:	$ 350.00
Park Development Fee: Per Dwelling unit	$ 650.00
Miscellaneous	
Tree Mitigation, inch of DBH - Plus all related fees	$ 100.00
Legal Review (i.e. Improvement Agreements)	Actual
Zoning Verification Letter - Single tract of land per Tract	$ 150.00
Certificate of Determination - Single Tract of Land per Tract	$ 150.00
Postponement of any Public Hearing by the Applicant	$ 350.00
Appeals and requests for amendments Considered by City Council, the Planning & Zoning Commission, the Building and Standards Commission, or the Board of Adjustment as allowed by the Unified Development Code, to include requested amendments to the Comprehensive Land Use Plan	$ 500.00
Floodplain Development Review Fee	$ 150.00
Variance and/or Waivers	
Unified Development Code, ea.	$ 500.00
Building Code, ea.	$ 500.00
Driveway width waiver requests will not be assessed with the waiver fee	
Copies, Plans, and Maps:	
Unified Development Code	$ 50.00
Public Works Specification Manual	$ 50.00
Staff Review - Application completeness review, internal SDR (staff) review & meeting with applicant to review application package. Fee included in all applications.	

City of Schertz
Schedule of Fees

Parks and Recreation	2025-26
Small Pavilion (Resident)	
Weekday Full Day (Mon-Thur)	$ 42.50
Weekend Half Day (Fri-Sun)	$ 55.00
Weekend Full Day (Fri-Sun)	$ 85.00
Small Pavilion (Non-Resident)	
Weekday Full Day (Mon-Thur)	$ 67.50
Weekend Half Day (Fri-Sun)	$ 90.00
Weekend Full Day (Fri-Sun)	$ 135.00
Large Pavilion (Resident)	
Weekday with facilities (Mon-Thur)	$ 125.00
Weekend with facilities (Fri-Sun)	$ 250.00
Large Pavilion (Non-Resident)	
Weekday with facilities (Mon-Thur)	$ 175.00
Weekend with facilities (Fri-Sun)	$ 350.00
Group Picnic Areas (Resident)	
Weekday Full Day (Mon-Thur)	$ 15.00
Weekend Half Day (Fri-Sun)	$ 20.00
Weekend Full Day (Fri-Sun)	$ 30.00
Group Picnic Areas (Non-Resident)	
Weekday Full Day (Mon-Thur)	$ 22.50
Weekend Half Day (Fri-Sun)	$ 35.00
Weekend Full Day (Fri-Sun)	$ 45.00
Spike ball	
Spike ball nets with balls	$ 15.00
Basketball	
Set of Half Dozen Basketballs	$ 15.00
Pickleball	
Pickleball Net (Paddles and Balls are Included)	$ 40.00
Veteran's Memorial Plaza Pavers	
Per Paver	$ 75.00
Senior Center Membership	
Per Person	$ 36.00
Per Couple	$ 65.00
Pools	
Daily Rates	
Per swimmer per entry	$ 2.00

City of Schertz
Schedule of Fees

Parks and Recreation	2025-26
Daily pass	$ 3.00
Admission is free for children under the age of 2 years.	
Float & Fireworks	$ 3.00
Paws in the Pool	$ 3.00
Watermelon Day	$ 3.00
Season Rates-Maximum per season pass is six (6) members	
Schertz Residents	
Individual rate	$ 40.00
2 member rate	$ 50.00
3 member rate	$ 60.00
4 member rate	$ 70.00
5 member rate	$ 80.00
6 member rate	$ 90.00
Non-Schertz Residents	
Individual rate	$ 70.00
2 member rate	$ 80.00
3 member rate	$ 90.00
4 member rate	$ 100.00
5 member rate	$ 110.00
6 member rate	$ 120.00
Regular Preschool/Child Care Center	
Teacher/Child Care Attendant and 5 students per pass.	
In City	$ 80.00
Out of City	$ 120.00

City of Schertz
Schedule of Fees

Parks and Recreation	2025-26

****THESE RATES NOW SET BY CONTRACTOR****

Swimming lessons rate	
Schertz Residents - per child	**
Non- Residents - per child	**
Pool Reservations	
Schertz Residents	
1 to 50 People	**
51 to 100 People	**
101 to 150 People	**
151 to 200 People	**
201 to 250 People	**
251 to 293 People	**
Non-Residents	
1 to 50 People	**
51 to 100 People	**
101 to 150 People	**
151 to 200 People	**
201 to 250 People	**
251 to 293 People	**
Northcliffe Pool	
Schertz Residents	
1 to 50 People (2 hours maximum)	**
50 to 100 People (2 hours maximum)	**
Non-Residents	
1 to 50 People (2 hours maximum)	**
50 to 100 People (2 hours maximum)	**

****THESE RATES NOW SET BY CONTRACTOR****

City of Schertz
Schedule of Fees

Animal Services	2025-26
Animal Adoption	
Dog	$ 60.00
Cat	$ 35.00
Adoption pricing may be discounted for adoption events or during special promotions	
Permits - A permit shall be issue after payment of application fee:	
Kennel authorized to house 10 or less dogs or cats	$ 75.00
Kennel authorized to house more than 10 but less than 50	$ 150.00
Kennel authorized to house 50 or more	$ 200.00
Pet Shop	$ 100.00
Grooming Shop	$ 30.00
Commercial Riding Stable 10 or less	$ 75.00
Commercial Riding Stable 11-50	$ 150.00
Commercial Riding Stable 51 or more	$ 200.00
Annual Crescent Bend Riding Permit, per horse	$ 100.00
Auction	$ 100.00
Zoological Park	$ 200.00
Animal Exhibition/Circus/Petting Zoo	$ 100.00
Guard Dog Training Center	$ 200.00
Obedience Training Center	$ 50.00
Commercial Establishment Using a Guard Dog	$ 75.00
Commercial Annual Sellers Permit	$ 150.00
Dangerous Dog Permit	$ 200.00
Temporary Permit* - not to exceed 7 days	$ 15.00
*Good for Crescent Bend Riding (per horse), Animal Exhibition/Circus/Petting Zoo, and Auction Permits	
Temporary Animal Sales Permit (Pet Expos), not to exceed 3 days	$ 30.00
Impoundment Fee: An impoundment fee must be paid for each captured animal	
Dog/Cat Impoundment	
Within a 1 year period	
1st Offense	
Neutered	$ 30.00
Un-neutered	$ 45.00
2nd Offense	
Neutered	$ 50.00
Un-neutered	$ 70.00
3rd Offense	
Neutered	$ 100.00
Un-neutered	$ 120.00
4th Offense	
Neutered	$ 150.00
Un-neutered	$ 170.00
Each Additional Offense	
Base- Neutered	$ 150.00
Base- Un-neutered	$ 170.00
Per Additional Offense	$ 50.00
Fowl or other small animal	$ 30.00
Livestock	$ 75.00
Zoological/Circus animal	$ 200.00

City of Schertz
Schedule of Fees

Animal Services	2025-26
Boarding Fee: A boarding fee must be paid for each animal	
Dog/Cat, per day	$ 15.00
Fowl or other small animal, per day	$ 10.00
Reptile, per day	$ 30.00
Livestock, per day	$ 50.00
Zoological/Circus animal, per day	$ 200.00
Surrender Fee: Charge per animal with proof of Schertz residency	
Fowl/Reptile/Small Animal	$ 10.00
Dog/Cat neutered/spayed /current rabies cert./heartworm negative	$ 35.00
Dog/Cat all other surrenders	$ 65.00
Small Livestock	$ 50.00
Large Livestock	$ 100.00
Zoological or Circus	$ 200.00
Litter Fee (3 or more animals under 2 months old)	$ 75.00
Quarantine Fee:	
Dog/Cat	$ 50.00
Plus Daily Charge per animal for boarding	$ 15.00
Micro Chipping	$ 15.00
Trap Rental Fee:	
Trap Deposit, refundable when trap is returned	$ 75.00
Trap Rental Fee, per day	$ 5.00

City of Schertz
Schedule of Fees

Neighborhood Service	2025-26
Health and Sanitation Division	
Food Establishment Fees (annual):	
Non-Profit Organizations (regardless of number of employees)	$ 100.00
1 - 10 Employees	$ 300.00
11 or more Employees	$ 773.00
Temporary Food and/or Beverage Establishment	$ 50.00
Temporary Food and/or Beverage Establishment - Multiple Events (annual)	$ 200.00
Re-inspection fees	$ 75.00
Mobile Vendors, registration	$ 250.00
Mobile Vendors, registration (existing permit from another government agency)	$ 25.00
Mobile Vendors registration and fees will expire July 1, 2026 at which time the State of Texas will start licensing mobile vendors in accordance with HB 2844.	
Sanitation Inspection Fees (annual)	
Public School Inspections - 2 Inspections per year	$ 250.00
Private School Permit/Renewal/Change of Ownership	$ 250.00
Daycare Inspections	$ 125.00
Public and HOA Swimming Pool License	$ 110.00
Foster Care	$ 50.00
Nuisance Abatement Administrative Fee	
First abatement	$ 100.00
Second abatement	$ 200.00
Third and subsequent abatements	$ 500.00

City of Schertz
Schedule of Fees

Police Department	2025-26
Alarm Permit Fees	
Residential - Annually	$ 10.00
Tier 1 Commercial	$ 25.00
Tier 2 Commercial site alarm system required under local, state or national code	$ 50.00
Alarm Service Fees: Other than Burglar Alarms	
4TH False Alarm within 12 Mo. Period	$ 100.00
5TH False Alarm within 12 Mo. Period	$ 150.00
6TH False Alarm within 12 Mo. Period	$ 200.00
7TH False Alarm within 12 Mo. Period	$ 250.00
8TH False Alarm within 12 Mo. Period	$ 500.00
Others After 8TH within 12 Mo. Period	$ 500.00
Burglar Alarm Service Fees:	
4TH False Alarm within 12 Mo. Period	$ 50.00
5TH False Alarm within 12 Mo. Period	$ 50.00
6TH False Alarm within 12 Mo. Period	$ 75.00
7TH False Alarm within 12 Mo. Period	$ 75.00
8TH False Alarm within 12 Mo. Period	$ 100.00
Others After 8TH within 12 Mo. Period	$ 100.00
Miscellaneous Fees	
Accident Reports, each	$ 6.00
Fingerprints, per set	$ 10.00
Solicitor/Peddler Permit	$ 50.00
Background Check Fee	$ 10.00
BODY CAM VIDEO ($1.00 per minute +$10.00)	$ 10.00

City of Schertz
Schedule of Fees

Fire Department and Haz-Mat Fees	2025-26
Licenses & Permits	
Certificate of Occupancy - Inspections (CO)	$ 50.00
License Inspections	N/A
Adult Daycare	$ 200.00
Licensed Nursing Care Center	$ 200.00
Licensed Hospital Inspection	$ 250.00
Licensed Institutional Inspection	$ 250.00
Licensed In-Home Facilities	$ 50.00
Emergency Responder Radio Coverage System	$ 500.00
High Piled/Rack Storage System	$ 400.00
Above Ground Storage Tanks (all sizes) - commercial	$ 250.00
Above Ground Storage Tanks (all sizes) - residential	$ 150.00
Below Ground Storage Tanks (per tank) - commercial	$ 250.00
Below Ground Storage Tanks (per tank) - residential	$ 150.00
Access Control Systems (per system)	$ 150.00
Limited Access Security Gates and Perimeter Fencing (per system)	$ 185.00
Solar	$ 250.00
Open or Control Burn - Commercial	$ 150.00
Open or Control Burn - Non-commercial	$ 25.00
Fireworks display permit	$ 450.00
Tents and Membranes (per event)	$ 75.00
Tents and Membranes (annually)	$ 400.00
Cutting and Welding	$ 50.00
Explosives	$ 50.00
Flammable Storage	$ 50.00
Carnivals and Fairs	$ 50.00
Food Booth (per booth, per event)	$ 25.00
Mobile Food Establistments (annual)	$ 25.00
Battery Systems	$ 50.00
Combustible Dust Product Options	$ 50.00
Cryogenic Fluids	$ 50.00
Haz-mat	$ 50.00
Lumberyards	$ 50.00
Spraying and Dipping	$ 50.00
Storage of Tires	$ 50.00
Short Term Rental Annual Inspection	$ 125.00
Fire Suppression System Permits	
Fire Sprinkler System (1-10 heads)	$ 200.00
Fire Sprinkler System (11-200 heads)	$ 250.00
Additional heads (beyond 200)	$ 1.00
Sprinkler System Modification (no heads involved)	$ 150.00
False Alarm, per occurance (after 2 in an annual period)	$ 50.00
Fire Alarms Installation (1-20 Devices)	$ 200.00
Fire Alarms Installation (21-200 Devices)	$ 250.00
Additional installation charge, per initiating or notification device (beyond 200)	$ 1.00
Fire Alarm Remodel (Less than 10 Devices)	$ 75.00
Fire Alarm Remodel (11-25 Devices)	$ 150.00
Fire Alarm Remodel (26-100 Devices)	$ 225.00
Fire Alarm Remodel (101-200 Devices)	$ 300.00
Fire Alarm Remodel (201+ Devices)	$ 375.00
Fire Alarm Panel Replacement (1-9 effected Devices)	$ 100.00
Fire Alarm panel Replacement (10+ effected Devices)	$ 200.00
Kitchen Hood Suppression System	$ 400.00

City of Schertz
Schedule of Fees

Fire Department and Haz-Mat Fees	2025-26
Underground Fire Line (per line)	$ 250.00
Fixed Pipe Systems (per system)	$ 150.00
Gaseous Suppression Systems (per system)	$ 300.00
Standpipe	$ 200.00
Additional Standpipes (beyond 1)	$ 150.00
Spray Paint Booth (per booth)	$ 300.00
Other Fire Systems	$ 100.00
Inspection & Plan Review	
Inspection Fees	
Re-Inspection, after the 1st	$ 150.00
After hours fee, per hour per inspector	$ 75.00
(beyond the hours of 8:00 a.m. to 5:00 p.m.)	
Plan Review Fees, per hour, minimum 2 hours	$ 100.00
Plan Review Rush, Outsource - Sent out by Fire Marshal	Cost
SFR After Hours Plan Review Rush (per hour, 2 hour minimum)	$ 200.00
Smoke Control System Plan (per system)	$ 400.00
Hazardous materials operations service fees.	
The current replacement cost shall be charged for the use of consumable haz-mat supplies and firefighting agents	ACTUAL
If any protective equipment or firefighting equipment is damaged or contaminated, the current replacement cost shall be charged.	ACTUAL
Fire Watch	$ 75.00
Fire Watch with Pumper Apparatus (per hour) - MInimum 2 hours	$ 150.00

City of Schertz
Schedule of Fees

EMS	2025-26
Response Services	
Aid Call	$ 250.00
Air Medical Assist Call	$ 800.00
Basic Life Support Non- Emergency	$ 1,340.00
Basic Life Support Emergency	$ 1,460.00
Advanced Life Support Non Emergency	$ 1,480.00
Advanced Life Support Emergency No Specialty Care	$ 1,690.00
Advanced Life Support Emergency W \ Specialty Care	$ 1,850.00
Mileage, per mile	$ 25.00
Other Services	
Ambulance Standby, per hour	$ 150.00
Gator Standby, per hour	$ 100.00
AED Supplies	Actual
CPR Class and Supplies	Actual
System Continuing Education	Actual
Vaccinations	Actual
EMT Class	$ 1,300.00
Passport to Care - Single (insured)	$ 50.00
Passport to Care - Family (insured)	$ 60.00
Passport to Care - Single (Not insured)	$ 65.00
Passport to Care - Family (Not insured)	$ 75.00

City of Schertz
Schedule of Fees

Inspections		2025-26
Residential Building Permit Fees		
Minimum permit fee		$ 50.00
New Single Family Residential (one & two family dwellings)	per square foot	$ 0.50
New Assessory structures	per square foot	$ 0.50
Flatwork/Deck		$ 100.00
Patio/Patio Cover		$ 225.00
Roof Replacement		$ 200.00
Window Replacement		$ 150.00
Foundation Repair		$ 225.00
No plan check fee applies to residential flatwork/deck permits		
A building permit is required for swimming pools greater than 24 inches (24") in depth.		
Swimming Pools - In ground		$ 500.00
Swimming Pools - Above Ground (where a permit is required)		$ 25.00
No permit required for prefabricated pools less than 24"		
A residential plan review fee of 50% of the building permit fee is assessed to all permits for the review of construction documents and plans associated with a permit.		50%
See trade permit and technology fees associated with residential permits below.		
Commercial Building Permit Fees		
Building Permit Fees		
New Construction - Commercial (see Cost table below)		Cost
Plan review fees for projects with a cost of $5,000 or greater, are assessed review fees based on a percentage (%) of Permit Fee		50%
Permit Fees:		
Cost of Construction (Cost)		
$0.00 to $1,000.00		$ 50.00
$1,001.00 to $15,000.00, for each additional $1,000 and fraction thereof		$ 8.00
$15,001.00 to $50,000.00, for each additional $1,000 and fraction thereof		$ 7.00
$50,001 and up, for each additional $1,000 and fraction thereof		$ 6.00
Following Use The Cost of Construction (Cost) Table above:		
Non - residential Flatwork/Deck		Cost
Non - residential Accessory Buildings		Cost
Non - residential Patio/Patio Cover		Cost
Non - residential Roof Replacement		Cost
Non - residential Window Replacement		Cost
Non - residential Swimming Pools in Ground		Cost
Non - residential Foundation Repair		Cost
Sign		Cost

City of Schertz
Schedule of Fees

Inspections	2025-26
All other permit fees (Residential & Commercial):	
Fence (New and Replacement)	$ 50.00
Siding/Fascia	$ 75.00
Temporary Building or Structure	$ 50.00
Moving Permit Fee	$ 100.00
Demolition Permit Fee	$ 60.00
Mobile Home Permit Fee (plus sub-trades as necessary)	$ 25.00
Certificate of Occupancy	$ 50.00
Pre Certificate of Occupancy Inspection	$ 200.00
Failure to Obtain Certificate of Occupancy	$ 200.00
Compliance Inspection, each trade	$ 50.00
Temporary Sign	$ 30.00
Development Sign	$ 100.00
Banner	$ 25.00
Street Span Banner	$ 25.00
Home Occupation Permit (annually)	$ 35.00
Construction beginning without permit, pay additional:	$ 200.00
Failure to Request Inspection, per trade	$ 100.00
Failure to Obtain Contractors License/Provide Insurance	$ 100.00
Electrical Permit Fees	
Electrical Repair/Replacement	$ 60.00
New Construction per building/unit	$ 100.00
Solar	$ 100.00
Mechanical Permit Fees	
Mechanical Repair/Replacement	$ 60.00
New Construction per building/unit	$ 100.00
Plumbing Permit Fees	
Plumbing Repair/Replacement	$ 60.00
New Construction per building/unit	$ 100.00
Irrigation Permit Fees	
Permit Fee	$ 60.00
plus per sprinkler head	$ 1.00
plus per backflow or RPZ	$ 3.00
subsequent to the installation of the piping or equipment served, each	
Re-Inspection Fees	
Each re-inspection, per trade	$ 75.00
Re-inspections after first, per trade	$ 150.00
Re-inspections after second and all subsequent, per trade	$ 500.00
No permit fees will be charged for sites located on Main St. (All departments)	
No permit fees will be charged to the Schertz Housing Authority (All departments)	
Technology Fees	
Commercial Construction (new, additions, remodels)	$ 25.00
New Residential Construction	$ 25.00
All other permits	$ 10.00

City of Schertz
Schedule of Fees

Inspections	2025-26
Licenses/Registrations:	
General Contractor (Initial and Renewal)	N/C
Master Electrician (Initial) State of Texas Issued	N/C
Apprentice/Wireman Electrician (Annually) State of Texas Issued	N/C
Electrical Contractor (Annually) State of Texas Issued	N/C
Mechanical Contractor (Annually) State of Texas Issued	N/C
Plumbing Contractor (Annually)* State of Texas Issued	N/C
Irrigation (Annually) State of Texas Issued	N/C
Backflow Tester - State of Texas Issued	N/C
Sign Contractor (Initial)	N/C
Sign Contractor (Renewal)	N/C
Electrical Sign Contractor (Initial) State of Texas Issued	N/C
Electric Sign Journeyman Electrician (Annually) State of Texas Issued	N/C
Electric Sign Apprentice/Wireman Electrician (Annually) State of Texas Issued	N/C
Utility Contractor (Annually)	N/C
Mobile Home Park (Annually)	N/C

*N/C - No Charge for license

City of Schertz
Schedule of Fees

Engineering	2025-26
Grading and Clearing Permit - Acreage	
For non-agricultural purposes	
Below 5 acres	$ 100.00
5 to 20 acres	$ 250.00
Per acre over 20, plus base charge for 20 acres	$ 3.00
Over 100 acres	$ 490.00
Grading and Clearing Permit Fees are waived for applicants representing Home Owner's Associations proposing maintenance activities in drainage easements.	
Public Improvement Permit Fees	
Construction Plan Review	
Base Fee	$ 1,065.00
Water, per 100 linear foot of main	$ 8.52
Wastewater, per 100 linear foot of main	$ 12.78
Street and Drainage, per 100 linear foot of street	$ 8.52
Drainage, per 100 linear feet of street + 100 linear feet of off-street facility	$ 12.78
Wastewater Lift Station	$ 2,130.00
OR	
Actual Cost of third party plan review	Actual
Construction Inspection	
Base Fee	$ 3,386.40
Water, per 100 linear foot of main	$ 67.73
Wastewater, per 100 linear foot of main	$ 84.66
Street and Drainage, per 100 linear foot of street	$ 67.73
Drainage, per 100 linear feet of street + 100 linear feet of off-street facility	$ 84.66
Wastewater Lift Station	$ 5,079.60
OR	
Actual Cost of third party inspection	Actual

City of Schertz
Schedule of Fees

Drainage Fees	2025-26
Charge Per Residence	$ 8.00
Commercial, per LUE	$ 8.00
Floodplain Permit, New Residential Structure	$ 50.00
Floodplain Permit, New Commercial Structure	$ 150.00

City of Schertz
Schedule of Fees

Garbage Collection Fees	2025-26
Residential	$ 19.20
Once a week pick up Garbage	
Every other week pick up Recycling	
Every other week pick up bulk items and brush	
Hazardous Waste pick up on request	
Extra Garbage Carts, each	$ 9.25
Extra Recycling Carts, each	$ 5.00
Unusual Accumulation Waste Collection	
Rate per hour	$ 100.00
Deposital fee per yard collected	$ 50.00
Commercial	
Small Commercial	
Once a week pick up	$ 45.00
Twice per week pick up	$ 90.00

Commercial Containers

CONTRACTOR will provide commercial containers to those customers who desire to use them in lieu of garbage cans. The use of such CONTRACTOR provided containers is required by this contract. Rates for containers and pickup will be based on the following table:

Frequency of Pickup	1	2	3	4	5	6	On Call Additional
Container Size:							
2 cu. Yard	$ 85.16	$ 145.01	$ 175.17	$ 200.25	$ 225.27	250.29	$ 75.00
3 cu. Yard	$ 102.64	$ 185.16	$ 255.31	$ 292.77	$ 330.38	$ 367.89	$ 75.00
4 cu. Yard	$ 127.58	$ 220.30	$ 330.32	$ 362.88	$ 425.51	$ 488.07	$ 75.00
6 cu. Yard	$ 180.27	$ 300.32	$ 412.99	$ 525.66	$ 638.16	$ 750.83	$ 75.00
8 cu. Yard	$ 212.77	$ 387.94	$ 538.05	$ 688.26	$ 839.50	$ 988.63	$ 75.00
10 cu. Yard	$ 232.77	$ 397.94	$ 548.05	$ 698.26	$ 839.50	998.63	$ 75.00
2 cu. Yard Recycle	$ 79.25	$ 134.94	$ 163.00	$ 186.34	$ 209.63	232.9	$ 75.00
4 cu. Yard Recycle	$ 95.51	$ 172.30	$ 237.58	$ 272.44	$ 307.43	342.34	$ 75.00
6 cu. Yard Recycle	$ 167.74	$ 279.46	$ 384.30	$ 489.14	$ 593.84	698.68	$ 75.00
8 cu. Yard Recycle	$ 197.99	$ 360.99	$ 500.67	$ 640.45	$ 781.19	919.96	$ 75.00

Roll-Off available in 20, 30, and 40 cubic yards	
Delivery	$ 150.00
Haul Rate	$ 390.00
Disposal, per ton	$ 59.94
Temporary, rate per day (not charged on permant placement)	$ 3.00

Compactors

Frequency of Pickup	1	2	3	4	5	6	On Call Additional
Container Size							
2 cu. Yard compactor	$ 255.48	$ 435.03	$ 525.51	$ 600.75	$ 675.81	$ 750.87	$ 300.00
4 cu. Yard compactor	$ 382.74	$ 660.90	$ 900.96	$ 1,088.64	$1,276.53	$1,464.21	$ 300.00

City of Schertz
Schedule of Fees

Garbage Collection Fees								2025-26
6 cu. Yard compactor	$ 540.81	$ 900.96	$ 1,238.97	$ 1,576.98	$1,914.48	$2,252.49	$ 300.00	
Compactor Rental, per month								$ 500.00
Casters, per month								$ 7.50
Locks,per collection								$ 2.50
Enclosures, per month								$ 5.00
Roll Off Compactor								
20 yard and 30 yard self contained								
Rental, per month								$ 750.00
Haul Rate								$ 470.00
Disposal, per ton								$ 59.94
40 Yard Receiving Container								
Rental								$ 250.00
Haul Rate								$ 470.00
Disposal, per ton								$ 59.94
Disaster management Rates								
Roll Off Truck and Container, per hour								$ 200.00
Grapple Truck, per hour								$ 200.00
Rear Load Truck and Crew, per hour								$ 325.00
Disposal, per ton								$ 59.94
Commercial Recycle Hauling Permit								$ 25.00

To address non standard requests, the solid waste contractor can negotiate a fee with the

The City franchise fee collected from the Solid Waste Provider 10%

City of Schertz
Schedule of Fees

Capital Recovery Impact Fees	2025-26

WATER IMPACT FEE

Meter Size	Meter Type	LUEs	
5/8"	MULTI-JET	1.0	$ 8,814.00
3/4"	MULTI-JET	1.3	$ 11,458.20
1"	MULTI-JET	2.0	$ 17,628.00
2"	ULTRASONIC	16.7	$ 147,193.80
3"	ULTRASONIC	33.3	$ 293,506.20
4"	ULTRASONIC	66.7	$ 587,893.80
6"	ULTRASONIC	106.7	$ 940,453.80
8"	ULTRASONIC	186.7	$ 1,645,573.80
10"	ULTRASONIC	366.7	$ 3,232,093.80
12"	ULTRASONIC	366.7	$ 3,232,093.80

SEWER COLLECTION IMPACT FEE

Meter Size	Meter Type		
5/8"	MULTI-JET	1.0	$ 5,556.00
3/4"	MULTI-JET	1.3	$ 7,222.80
1"	MULTI-JET	2.0	$ 11,112.00
2"	ULTRASONIC	16.7	$ 92,785.20
3"	ULTRASONIC	33.3	$ 185,014.80
4"	ULTRASONIC	66.7	$ 370,585.20
6"	ULTRASONIC	106.7	$ 592,825.20
8"	ULTRASONIC	186.7	$ 1,037,305.20
10"	ULTRASONIC	366.7	$ 2,037,385.20
12"	ULTRASONIC	366.7	$ 2,037,385.20

These are only City of Schertz impact fees.

Other Utility Impact Fees

Cibolo Creek Municipal Authority (CCMA)

South Basin Impact Fee Per LUE:	$ 2,200.00
North Basin Impact Fee Per LUE:	$ 2,300.00

*Sewer based on LUE: LUE = 155 gallons per day
These are only CCMA impact fees.

Schertz Seguin Local Government Corporation (SSLGC)

Meter Size	Meter Type		
5/8"	SIMPLE	1.0	$ 1,607.24
3/4"	SIMPLE	1.5	$ 2,410.86
1"	SIMPLE	2.5	$ 4,018.10
1.5"	SIMPLE	5.0	$ 8,036.20
2"	SIMPLE	8.0	$ 12,857.92
2"	COMPOUND	8.0	$ 12,857.92
2"	TURBINE	10.0	$ 16,072.40
3"	COMPOUND	16.0	$ 25,715.84
3"	TURBINE	24.0	$ 38,573.76
4"	COMPOUND	25.0	$ 40,181.00
4"	TURBINE	42.0	$ 67,504.08
6"	COMPOUND	50.0	$ 80,362.00
6"	TURBINE	92.0	$ 147,866.08

City of Schertz
Schedule of Fees

Capital Recovery Impact Fees				2025-26
8"	COMPOUND	80.0	$	128,579.20
9"	TURBINE	160.0	$	257,158.40
10"	COMPOUND	115.0	$	184,832.60
10"	TURBINE	250.0	$	401,810.00
12"	TURBINE	330.0	$	530,389.20

ROADWAY IMAPACT FEE

Residential Home through 3/26/2021	$	2,696.00
Residential Home between 3/27/2021 and 3/26/2022	$	3,033.00
Residential Home after 3/26/2022	$	3,370.00
Nonresidential through 3/26/2021, per service unit*	$	100.00
Nonresidential after 3/26/2021, per service unit*	$	175.00

*The number of service units are based on the use of the property. A fee calculator is available on the City Website under the Engineering page

City of Schertz
Schedule of Fees

Utility Billing	2025-26
Water & Wastewater Deposit	
In City	$ 125.00
In City, with no water service	$ 75.00
Out of City	$ 150.00
Commercial	$ 100.00
or 2.5 times estimated monthly billing	2.5x
Disconnect Fee	$ 20.00
Extension Fee	$ 5.00
2 free extensions	
Transfer Fee	$ 10.00
Garbage Deposit	
Residential	$ 25.00
Commercial	$ 100.00
or 2 1/2 times estimated monthly billing	2.5x
Meter Flow Test	
After Hours Disconnect/Reconnect	$ 50.00
City Field Test	$ 10.00
City Meter Bench Flow Test	$ 25.00
Schertz Seguin Water Customers	$ 4.00
Non-Schertz Seguin Customer	$ 15.00
Extended Absence Charge	$ 10.00
Re-Installation Fee, per hour	$ 50.00
Fire Hydrant Fee	
Deposit	$ 200.00
Service Fee	$ 50.00

City of Schertz
Schedule of Fees

Public Works	2025-26
Permit Fees - All Right of Way Permits	$ 25.00
Fire Line Type Nos. 1 and 2 - (non-metered), in City per year	
4-inch service line connection or smaller	$ 175.00
6 inch	$ 235.00
8 inch	$ 290.00
10 inch	$ 340.00
12 inch	$ 405.00
Fire Line - (non-metered), Outside City per year	
4-inch service line connection or smaller	$ 225.00
6 inch	$ 305.00
8 inch	$ 375.00
10 inch	$ 440.00
12 inch	$ 525.00
Meter Installation Fees - Inside the City	
Meter Size	
5/8" X 3/4"	$ 330.00
3/4" X 3/4"	$ 345.00
1" X 1"	$ 450.00
2" X 2"	$ 1,940.00
*2" turbine	Cost + Labor
*3" or larger	Cost + Labor

City of Schertz
Schedule of Fees

Public Works	2025-26
Meter Installation Fees - Outside the City	
Meter Size	
5/8" X 3/4"	$ 340.00
3/4" X 3/4"	$ 355.00
1" X 1"	$ 460.00
2" X 2"	$ 1,950.00
*2" turbine	Cost + Labor
*3" or larger	Cost + Labor
Fire Hydrant Meter for Construction	
Deposit (refundable)	$ 200.00
Service Charge	$ 50.00
Bulk Water Sales - 10 Commercial Place	
Deposit (refundable)	$ 90.00
Service Charge	$ 50.00
Base Monthly fee - initial 10,000 gallons	$ 130.23
Usage fee - per thousand gallon after initial	$ 10.38
Wholesale Water Distribution Rate	
Base Rate, per month	
3 Inch Meter	$ 492.03
4 Inch Meter	$ 861.06
6 Inch Meter	$ 1,886.12
8 Inch Meter	$ 3,281.01
10 Inch Meter	$ 5,126.57
12 Inch Meter	$ 6,767.07

Available by agreement to distributors with a self-maintained water distribution service, Military Bases, and for temporary use until reuse water is made available in a particular area.

Network Nodes	
Application	$ 500.00
Additional for each node over 5 on the application (up to 30)	$ 100.00
Annual Public Right of Way	$ 250.00
Node Support Pole Application Fee	$ 1,000.00
Collection Fee for Network Nodes on City Service Poles, per pole, per	$ 20.00
Transport Facilities	
Application	$ 500.00
Additional for each node over 5 on the application (up to 30)	$ 100.00
Rental Fee for Transport Facilities, per device per month	$ 28.00
Annual Public Right of Way Fee	$ 250.00

Permit Fees will be due at the time of the permit submission.
Permit will not be accepted if the permit fee is not attached.
Other fees will be assessed at the time of permit approval

City of Schertz
Schedule of Fees

Sewer Rates	2025-26
Residential Rates (Single Family)	
Base Rate-per month	$ 16.40
Per 1,000 gal Charge, Per Month	
Per 1,000 gal charge Total- 12,000 gallons or less	$ 5.40
greater than 12,000 gallons	$ 12.38
Business and Multi-family Dwelling Units:	
Base Rate per month	$ 20.63
The base rate shall be assessed in terms of connection equivalents which shall be as follows: the customer's previous 12 month water consumption as determined at the annual re-rating in February divided by 365, with the results of such division then divided by 245 gallons. The figure arrived at by the second division shall be the customer's "connection equivalent". Each business shall be assessed a base rate.	
Per 1,000 gal Charge, Per Month	
Per 1,000 gal charge Total- 12,000 gallons or less	$ 5.53
greater than 12,000 gallons	$ 12.38
YMCA	
Per 1,000 gal Charge, Per Month	$ 3.64

City of Schertz
Schedule of Fees

Public Works - Water Rates Residential	2025-26
GALLONS SOLD BY METER SIZE (RESIDENTIAL & SMALL COMMERCI	

Base Monthly Fee, based on meter size

5/8 IN	$ 27.42
3/4 IN	$ 41.10
1.0 IN	$ 68.51
2 IN	$ 274.07
3 IN	$ 657.79
4 IN	$ 1,151.12
6 IN	$ 2,521.51
8 IN	$ 4,429.75
10 IN	$ 6,921.47
12 IN	$ 9,136.36

Usage Fee, rate per 1,000 gallons

-	6,000	$ 3.38
6,001	12,000	$ 3.79
12,001	18,000	$ 4.43
18,001	30,000	$ 5.41
30,001	Above	$ 6.88

City of Schertz
Schedule of Fees

Public Works - Water Rates Residential	2025-26

GALLONS SOLD BY METER SIZE (LARGE COMMERCIAL)

Base Monthly Fee, based on meter size

5/8 IN	$ 27.42
3/4 IN	$ 41.10
1.0 IN	$ 68.51
1 1/2 IN	$ 137.04
2IN (TURBINE)	$ 274.07
3 IN	$ 657.79
4 IN	$ 1,151.12
6 IN	$ 2,521.51
8 IN	$ 4,429.75
10 IN	$ 6,921.47
12 IN	$ 9,136.35

Usage Fee, rate per 1,000 gallons

-	18,000	$ 3.38
18,001	36,000	$ 3.79
36,001	54,000	$ 4.43
54,001	90,000	$ 5.41
90,001	Above	$ 6.88

Fire Hydrant Meter

Base Monthly Fee	$ 130.23
Usage Fee, per 1,000 gals	$ 10.38

Cibolo Wholesale Water Rate $ 3.47

City of Schertz
Schedule of Fees

Drought Contingency Surcharges	2025-26
For the first 1,000 gallons over allocation*	$ 2.00
For the second 1,000 gallons over allocation*	$ 3.00
For the third 1,000 gallons over allocation*	$ 4.00
For each additional 1,000 gallons over allocation*	$ 5.00
Drought Contingency Violation Fines, up to	$ 200.00

*Refer to the Conservation Ordinance for all allocations

City of Schertz

2025 Drainage Fee Study

City Council Presentation



August 2025

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WILLDAN

Updated: August 18 2025

Agenda

- Background on Stormwater Drainage Management and Utilities
- Drainage Fee Calculation Methodology
- Drainage Fee Plan Recommendation
- Presentation Summary



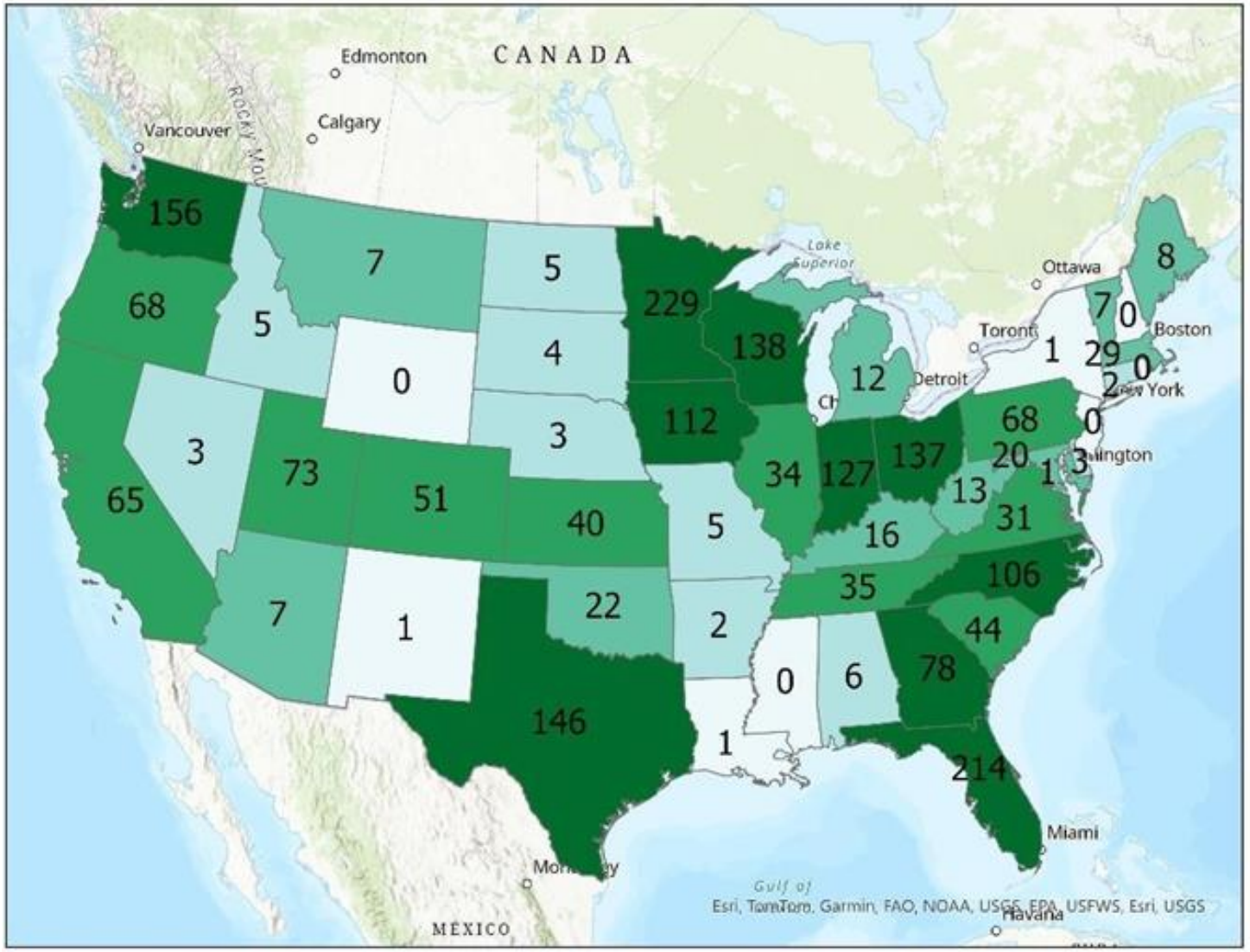
BACKGROUND ON STORMWATER UTILITIES

Facts about Stormwater Management

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- Urbanization and development had a significant impact on how water moves after storm events
- EPA has issued regulations requiring cities to create and implement comprehensive stormwater management plans
- These regulations and increasing urbanization have led to higher stormwater-related costs
- In past cities have mostly absorbed stormwater costs in utility and general funds
- As costs continue to rise, cities are increasingly establishing separate utilities to finance and manage stormwater operations

Number of SWUs by State

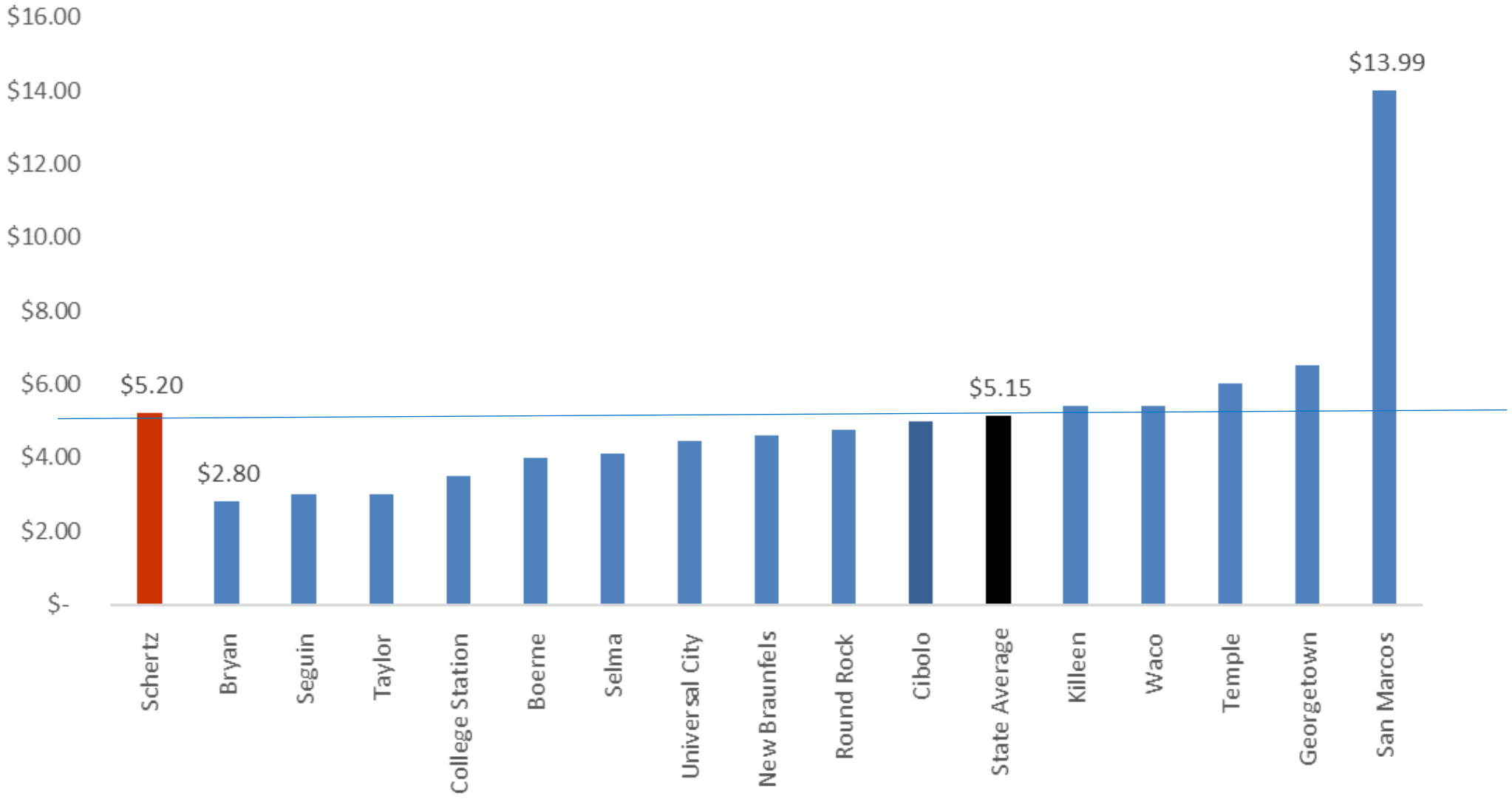


City of Schertz Stormwater Utility Background

- City charges a flat fee of $5.20/month per LUE for all customers
- Current fee is not collecting enough revenue to fund identified operating costs
- City has identified **$42** million of long-term unfunded drainage-related capital improvements
- City wants its drainage fund to become self-sufficient in the future
- Combination of above factors results in need to implement a new rate plan

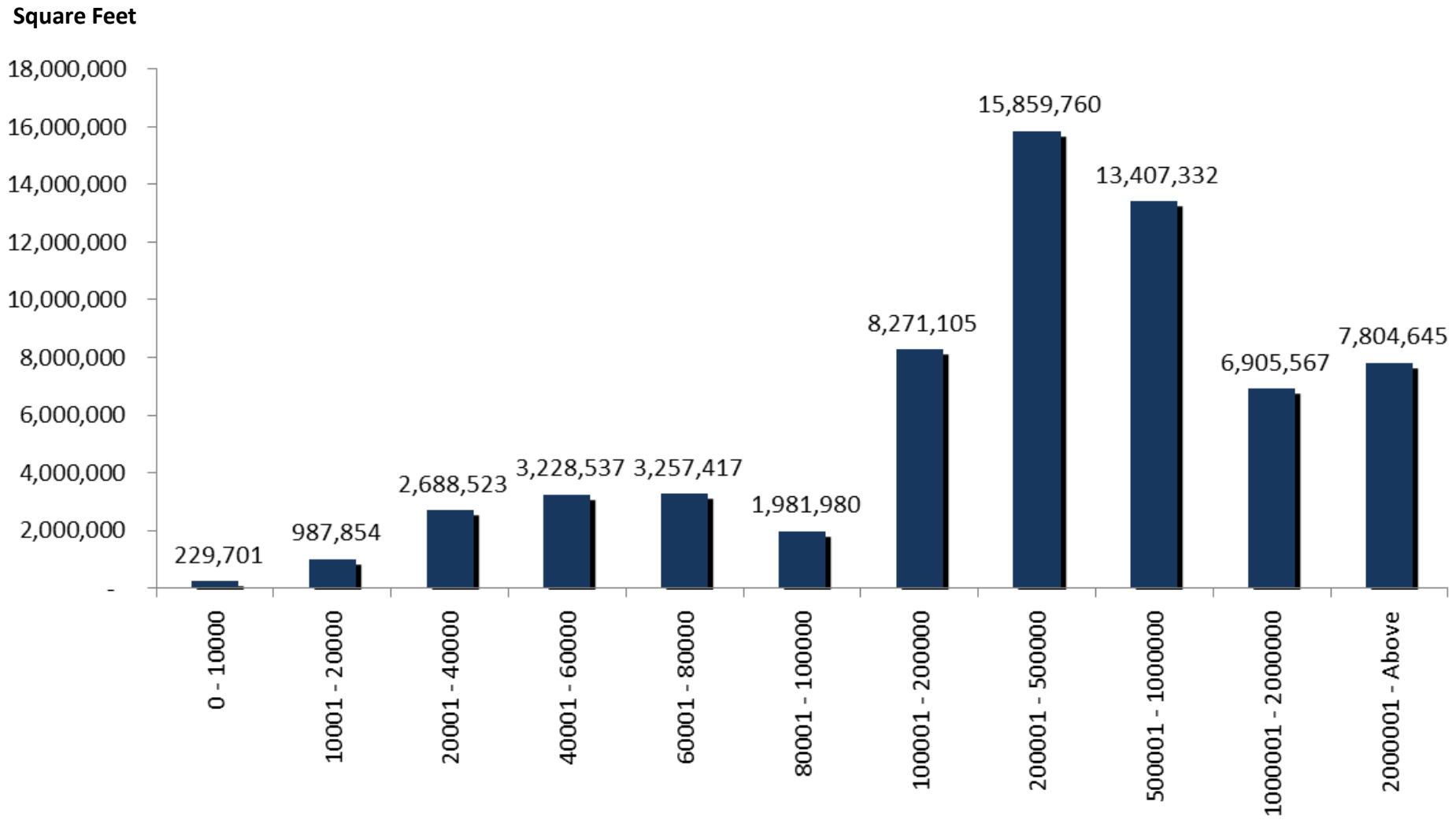


Current Monthly Stormwater/Drainage Charges – Central Texas



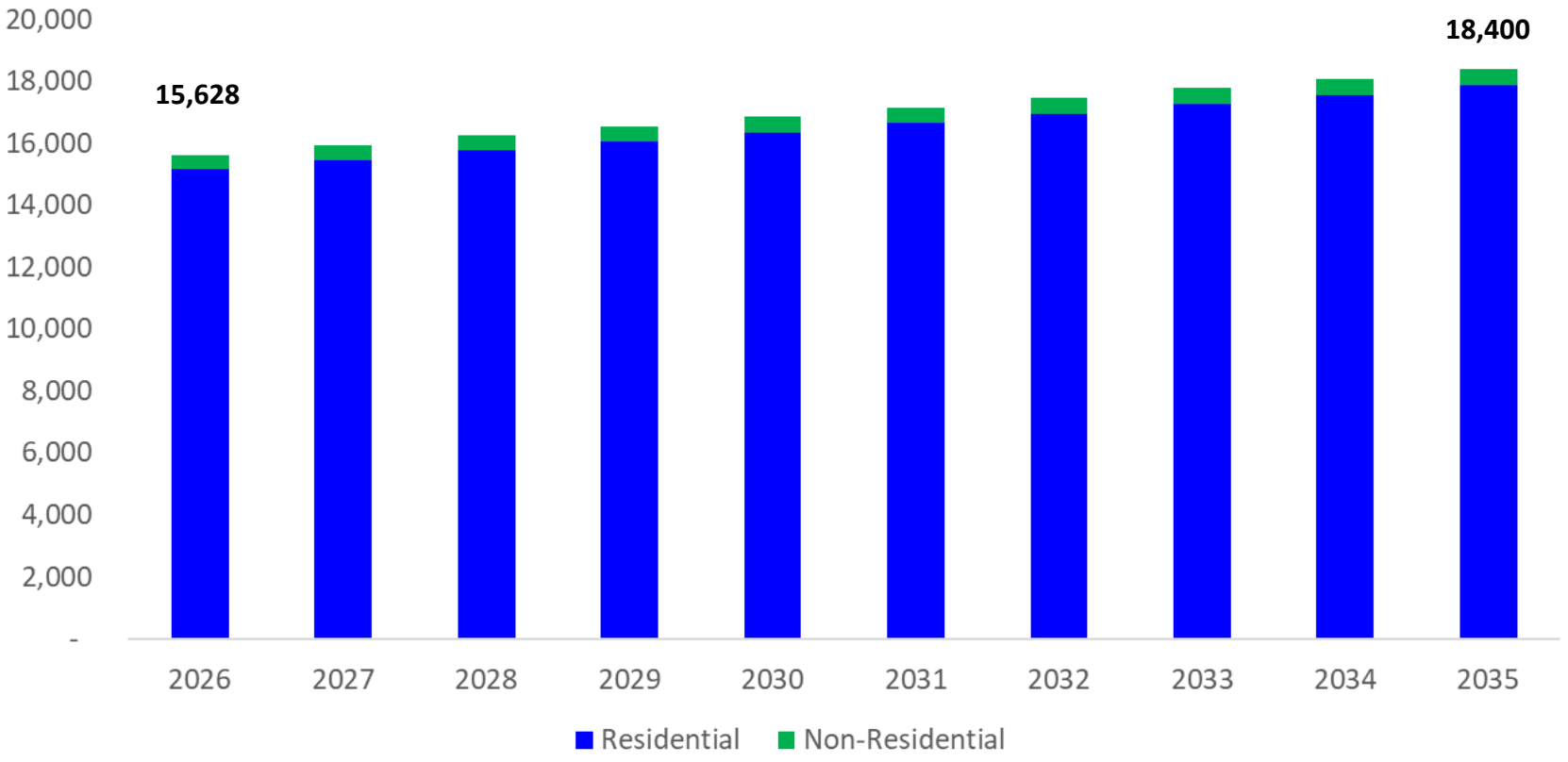
STUDY METHODOLOGY

Step 1: Impervious Surface Area (ISA)



Total Residential:	116,257,750
Total Non-Residential:	64,622,421
Total	180,880,171

Step 2: Forecast Drainage Accounts



Average annual growth rate is 1.7% or 308 new accounts per year:

- **300 residential**
- **8 non-residential**

Growth estimates closely mirror water accounts from rate study

Step 3: Current Year Cost of Service

		2026 Budget
OPERATING EXPENSE		
Drainage Fund		
Personnel		
Existing Personnel Budget	$	571,592
Drainage Worker I (3 FTE)		223,677
Drainage Worker II (1 FTE)		84,149
Crew Leader (1 FTE)		-
Drainage Worker (e FTE)		-
Floodplain and Stormw ater Mgr		100,104
Total		979,522
Operations		
Current O&M		271,000
Increase O&M -- Additional Personnel		100,000
MS4 Implementation		20,000
Non Op/Funds Transfers		593,270
Drainage Plan		125,000
Engineering Service		100,000
Drainage Rate Study		26,000
Total		1,235,270
TOTAL OPERATING EXPENSES		**2,214,792**
TOTAL CAPITAL OUTLAYS		**500,000**
TOTAL DEBT SERVICE		**-**
TOTAL COST OF SERVICE	**$**	**2,714,792**

Operating and personnel expenses are forecast to increase 3-5% per year

Certain expenses increase at a higher rate than others

New personnel added periodically over the next decade

Drainage Utility UNFUNDED CIP

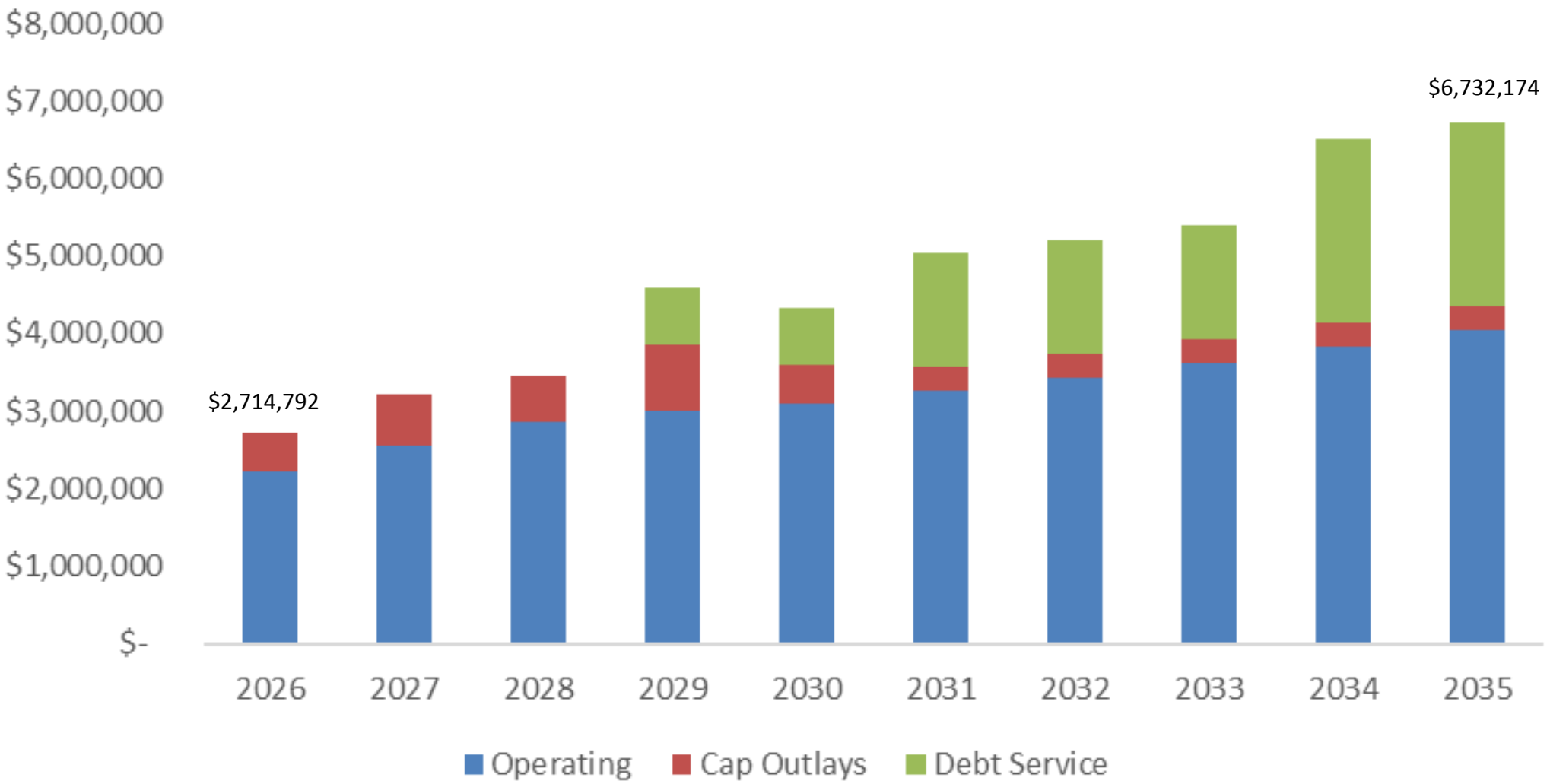
Wendy Swan Drainage Improvements	$	-
Kramer Farms Drainage Improvements		1,000,000
FM 1518 - City Park Underground Drainage Upgrade		4,500,000
Woodbridge Drainage Improvements		1,100,000
Portage Lane Culvert Replacement and Channel Rehabilitation		825,000
Morning Drive Culvert Replacement and Channel Rehabilitation		1,000,000
Oak Forest Channel Improvements		2,200,000
W. Dietz Creek from Lookout to Selma		3,000,000
W Dietz Creek Drainage Improvements: Elbel Road to City Limits		6,000,000
W Dietz Creek Drainage Improvements: Schertz Pkwy to Elbel RD		5,000,000
Northcliffe II Drainage Improvements		1,050,000
Lazar Parkway Drainage Improvements		2,500,000
Future Projects		-
TOTAL UNFUNDED		**42,175,000**

City assumed to issue following debt to fund CIP:

2028 -- $10.0M
2030 -- $10.0M
2033 -- $12.5M
2035 -- $10.0M

The bonds will have a 20-year term at 4.00% APR, fixed P&I

Step 3: Historical and Forecast Cost of Service



STORMWATER RATE PLAN SCENARIOS



Drainage Fee Recommendations

- Recommend implementing a new rate effective October 2025 based on current LUE methodology
- Review plan in one year to determine the need for future rate adjustments
- NOTE: will present an alternative approach based on Impervious Surface Area that Council may consider in upcoming years



Recommended Monthly Fees
Scenario I – Status Quo

Square Feet	Current	Proposed Oct-25	Forecast Oct-26	Oct-27	Oct-28	Oct-29
DRAINAGE Utility Monthly Charge -- Per LUE						
Residential	$ 5.20	**$ 8.00**	$ 11.00	$ 12.00	$ 15.00	$ 15.00
Non-Residential	5.20	**8.00**	11.00	12.00	15.00	15.00

Drainage Fee Based on Impervious Surface Area

- Recommend no changes in method for charging Drainage Fee at this time
- In future years as CIP and costs develop, Council may want to consider implementing charge by Impervious Surface Area (ISA)

Benefits

- Ties charge more directly to stormwater generation (ISA)
- Lesser increases on Residential accounts

Challenges

- Higher increases for commercial customers
- Requires conversion of billing system to new process

Recommended Monthly Fees
Scenario II – ISA Charge

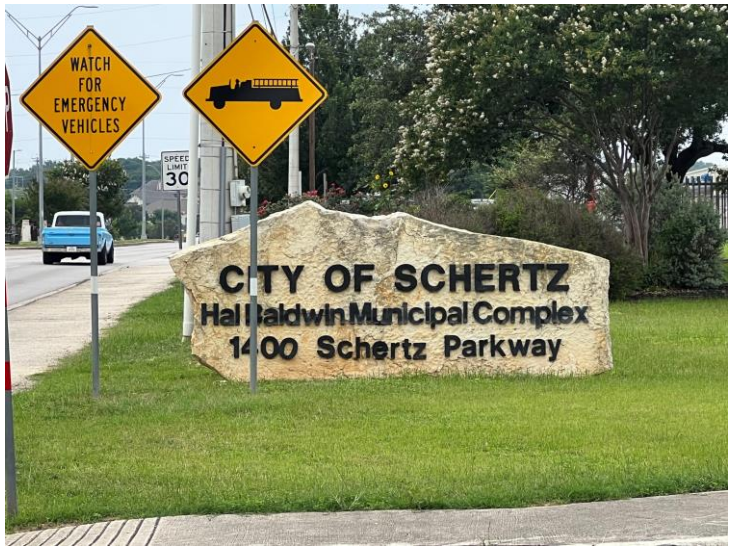
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Square Feet		Current	Proposed Oct-25	Forecast Oct-26	Oct-27	Oct-28	Oct-29
STORMWATER Utility Monthly Charge -- Scenario II -- ISA							
Residential		$ 5.20	**$ 7.00**	$ 9.00	$ 10.00	$ 12.00	$ 12.00
Non-Residential							
-	10,000	5.20	**7.00**	9.00	10.00	12.00	12.00
10,001	40,000	5.20	**35.00**	45.00	50.00	60.00	60.00
40,001	100,000	5.20	**98.00**	126.00	140.00	168.00	168.00
100,001	500,000	5.20	**420.00**	540.00	600.00	720.00	720.00
500,001	1,000,000	5.20	**1,050.00**	1,350.00	1,500.00	1,800.00	1,800.00
1,000,001	Above	5.20	**1,750.00**	2,250.00	2,500.00	3,000.00	3,000.00

SUMMARY

Presentation Summary

- Increasing drainage costs are a result of urbanization and EPA regulations
- Fee adjustment is required to ensure that drainage utility eventually recovers its cost of service
- Recommend re-evaluating fee next year to ensure it is collecting sufficient revenues



Disclosure

Willdan Financial Services ("Willdan") is registered as a "municipal advisor" pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the United States Securities and Exchange Commission ("SEC") and the Municipal Securities Rulemaking Board ("MSRB"). The MSRB has made available on its website (www.msrb.org) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority. As part of its SEC registration Willdan is required to disclose to the SEC information regarding criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving Willdan. Pursuant to MSRB Rule G-42, Willdan is required to disclose any legal or disciplinary event that is material to Client's evaluation of Willdan or the integrity of its management or advisory personnel. Willdan has determined that no such event exists. Copies of Willdan's filings with the United States Securities and Exchange Commission can currently be found by accessing the SEC's EDGAR system Company Search Page which is currently available at: https://www.sec.gov/edgar/searchedgar/companysearch.html and searching for either Willdan Financial Services or for our CIK number which is 0001782739.

For the avoidance of doubt and without limiting the foregoing, in connection with any revenue projections, cash-flow analyses, feasibility studies and/or other analyses Willdan may provide the municipality with respect to financial, economic or other matters relating to a prospective, new or existing issuance of municipal securities of the municipality, (A) any such projections, studies and analyses shall be based upon assumptions, opinions or views (including, without limitation, any assumptions related to revenue growth) established by the municipality, in conjunction with such of its municipal, financial, legal and other advisers as it deems appropriate; and (B) under no circumstances shall Willdan be asked to provide, nor shall it provide, any advice or recommendations or subjective assumptions, opinions or views with respect to the actual or proposed structure, terms, timing, pricing or other similar matters with respect to any municipal financial products or municipal securities issuances, unless formally engaged to provide such information.



QUESTIONS & DISCUSSION

Agenda No. 17.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Planning & Community Development**
Subject:	**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)**

BACKGROUND

Annexation of land into the City's corporate limits can be voluntary. The Texas Local Government Code (LGC) provides requirements and outlines the annexation process. The applicant submitted a petition for annexation into the City of Schertz corporate limits; thus, Chapter 43, subchapter C-3 applies. The City's Unified Development Code (UDC) Section 21.4.8 provides provisions for the processing of voluntary annexation requests.

The City Council approved Resolution 25-R-112 on August 19, 2025, to accept the petition of voluntary annexation and start the annexation process. The Planning and Zoning Commission held a public hearing for the associated zoning for the subject property on September 3, 2025. The Planning and Zoning Commission meeting can be viewed on the City's YouTube site.

A public hearing notice was published in the San Antonio Express for Ordinance 25-A-039 on October 1, 2025. A public hearing notice was posted on the City of Schertz website on October 1, 2025. Public entities were notified as per Texas Local Government Code Section 43.9051.

Under Texas Local Government Code Section 43.057, Staff finds that surrounding any area, but not including such area within the City limits through this annexation, is in the public’s interest.

GOAL

To continue the voluntary annexation process and annex the approximately 4.7 acres into the City of Schertz City Limits.

COMMUNITY BENEFIT

Promote the safe, orderly, efficient development and ensure compliance with the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of Ordinance 25-A-039 for voluntary annexation of approximately 4.7 acres of land known as Bexar County Property Identification Numbers 310108 and 1061511.

FISCAL IMPACT

In accordance with Texas Local Government Code (LGC) Chapter 43, the City must provide services to the land on the effective date of the annexation.

RECOMMENDATION

Approval of Ordinance 25-A-039.

Attachments

Ordinance 25-A-039 With Attachments

City Council Presentation Slides

ORDINANCE NO. 25-A-039

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS, PROVIDING FOR THE EXTENSION OF THE BOUNDARY LINES OF THE CITY OF SCHERTZ, TEXAS, BY THE ANNEXATION OF APPROXIMATELY 4.7-ACRES, KNOWN AS BEXAR COUNTY PROPERTY IDENTIFICATION NUMBERS 310108 AND 1061511, BEXAR COUNTY, TEXAS.

WHEREAS, the City Council of the City of Schertz (the "City") has determined that it should annex the territory described on Exhibit A attached hereto and made a part hereof (the "Annexed Land"); and

WHEREAS, the Annexed Land is located entirely within the extraterritorial jurisdiction of the City, is contiguous to the corporate boundaries of the City (or is deemed to be contiguous, pursuant to Section 43.0545 of the Texas Local Government Code, as amended), and may be annexed pursuant to Chapter 43 of the Texas Local Government Code, as amended; and

WHEREAS, Texas Local Government Code Section 43.0671 authorizes the City of Schertz to extend its City limit boundaries through the voluntary annexation of area adjacent to those boundaries upon petition of a landowner; and

WHEREAS, a public hearing notice was published in the San Antonio Express News on October 1, 2025 for the hearing on October 14, 2025; and

WHEREAS, on August 19, 2025, the City Council considered the request for voluntary annexation, and adopted Resolution 24-R-112 accepting a petition for voluntary annexation; and

WHEREAS, the City Council finds that surrounding any area, but not including such area within the City limits, through this annexation is in the public's interest pursuant to Texas Local Government Code section 43.057; and

WHEREAS, the City Council finds that the Annexed Land is suitable, and it is in the best interest of the City and the citizens and inhabitants thereof that the Annexed Land be annexed to and made a part of the City.

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

Section 1. The City hereby annexes the Land described in Exhibit A.

Section 2. The Annexed Land shall be included within the City's corporate limits effective on the effective date of this Ordinance, and all taxable property in the Annexed Land shall hereafter bear its pro rata part of the taxes levied by the City, subject to allowable exemptions.

Section 3. The land and territory more particularly described as that portion of the tract of land described in Exhibit A, attached hereto and incorporated herein by reference shall be part of the City of Schertz, Texas and inhabitants thereof shall be entitled to all of the rights and privileges as citizens and shall be bound by the acts, ordinances, resolutions, and regulations of the City of Schertz, Texas.

Section 4. A service plan outlining the provisions of necessary municipal service to the properties described in Exhibit A is hereby approved and the implementation of said plan is hereby authorized. Such plans are attached hereto and incorporated herein as Exhibit B.

Section 5. The City manager is hereby authorized and directed to take appropriate action to have the official map of the City revised to reflect the additions to the City's Corporate Limits and the City Secretary is hereby authorized and directed to provide appropriate notice to the State of Texas and the County of Guadalupe of this annexation.

Section 6. 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 7. 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 8. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 9. 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 10. 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 11. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 12. 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 AND APPROVED this _____day of _____ 2025.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit “A”: Legal Metes and Bounds

Exhibit "A": Legal Metes and Bounds

DESCRIPTION OF A 4.613 ACRE TRACT OF LAND
SITUATED IN THE JULIAN DIAZ SURVEY NO. 66, ABSTRACT NO. 187
BEXAR COUNTY, TEXAS

BEING a 4.613 acre tract of land situated in the Julian Diaz Survey No. 66, Abstract No. 187 of Bexar County, Texas, and being the remainder of a called 3.768 acre tract of land and all of a called 0.990 acre tract described in an instrument to The Society of Saint Pius X of San Antonio, Texas Inc., DBA St. Joseph's Roman Catholic Chapel recorded in Document No. 20210302824, Official Public Records of Bexar County, Texas (O.P.R.B.C.T.), Save & Except a called 0.0138 acre tract described in an instrument to the State of Texas recorded in Document No. 20200190994 and a called 0.1348 acre tract of land described in an instrument to the State of Texas recorded in Document No. 20190138025, O.P.R.B.C.T., said 4.613 acre tract of land described by metes and bounds as follows:

BEGINNING at a 1/2-inch iron rod with cap stamped "Pape Dawson" found on the Northeast right-of-way line of F.M. 1518 (120-foot right-of-way) described in instruments recorded in Document No. 20160231712, 20190138025 and 20200190994, O.P.R.B.C.T., being the Northwest corner of a called 4.000 acre tract of land described in an instrument to Brandon McGarrell recorded in Document No. 20180083710, O.P.R.B.C.T and being the Southwest corner of the remainder of said 3.768 acre tract and the Southwest corner of the herein described tract;

THENCE, North 30° 27' 54" West, along and with the Northeast right-of-way line of said F.M. 1518, at a distance of 293.49 feet passing a 1/2-inch iron rod with cap stamped "Pape Dawson" found on line, and continuing for **a total distance of 323.50 feet** to a 1/2-inch iron rod with cap stamped "Pape Dawson" found for the common South corner of said 3.768 acre tract and a called 3.245 acre tract of land described as Tract One in an instrument to Brandon McGarrell recorded in Document No. 20180075657, O.P.R.B.C.T., being the Northwest corner of the remainder of said 3.768 acre tract and the Northwest corner of the herein described tract;

THENCE, North 61° 03' 55" East, along and with the common line of said 3.768 acre tract and said 3.245 acre tract, at a distance of 607.85 feet passing a 1/2-inch iron rod with cap stamped "RKB 5409" found for the common North corner of said 3.768 acre tract and said 0.990 acre tract, and continuing along and with the common line of said 0.990 acre tract and said 3.245 acre tract, **a total distance of 642.20 feet** to a 1/2-inch iron rod with cap stamped "BLS Control" found for a Northwest corner of a called 5.716 acre tract of land described in an instrument to Adrian Alaniz and Erika Lynne Salazar Alaniz recorded in Document No. 20220122432, O.P.R.B.C.T., being the Northeast corner of said 0.990 acre tract and the herein described tract, from which a found 5/8-inch iron rod with cap stamped "Urban Surveying" found for the Southeast corner of said 3.245 acre tract bears North 61°03'55" East, a distance of 25.97 feet;

THENCE, South 29° 14' 35" East, along and with the common line of said 0.990 acre tract and said 5.716 acre tract, a distance of 305.71 feet to a 1/2-inch iron rod found on the North line of said 4.000 acre tract, and being a Southwest corner of said 5.716 acre tract and being the Southeast corner of said 0.990 acre tract and the herein described tract;

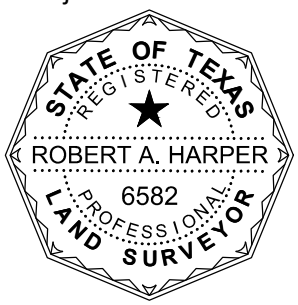
THENCE, South 59° 28' 15" West, along and with the common line of said 0.990 acre tract, said 3.768 acre tract and said 4.000 acre tract, a distance of 635.45 feet to **POINT OF BEGINNING** and containing 4.613 acres of land.

Exhibit "A": Legal Metes and Bounds

Notes:

1) Bearing orientation is based upon the Texas Coordinate System, South Central Zone 4204, North American Datum of 1983 (NAD 83), 2011 Adjustment, Epoch 2010.00.

2) This M&B description was prepared in conjunction with a survey exhibit of even date.



Robert A. Harper, RPLS No. 6582
Summit Geomatics, Inc.
4603 N Stahl Park Suite 103
San Antonio, Texas 78217
TBPELS Firm No. 10194657

SKETCH TO ACCOMPANY M&B DESCRIPTION

Exhibit "A": Legal Metes and Bounds

LEGEND

A	CALLED 0.0138 ACRE STATE OF TEXAS DOC. NO. 20200190994, O.P.R.B.C.T.
B	CALLED 0.1348 ACRE STATE OF TEXAS DOC. NO. 20190138025, O.P.R.B.C.T.
D	CALLED 0.1097 ACRE - PART 2 STATE OF TEXAS DOC. NO. 20190216518, O.P.R.B.C.T.

C.M.	CONTROLLING MONUMENT
D.P.R.B.C.T.	DEED AND PLAT RECORDS OF BEXAR COUNTY, TEXAS
DOC.	DOCUMENT
ESMT.	EASEMENT
I.	IRON
NO.	NUMBER
O.P.R.B.C.T.	OFFICIAL PUBLIC RECORDS OF BEXAR COUNTY, TEXAS
PG.	PAGE
P.O.B.	POINT OF BEGINNING
R.O.W.	RIGHT-OF-WAY
VOL.	VOLUME
●	FND. 1/2-INCH IRON ROD (UNLESS OTHERWISE NOTED)

N

1" = 100'

0' 50' 100'

FND. 5/8" I. ROD W/CAP "URBAN SURVEYING" (C.M.)

FND. 1/2" I. ROD W/CAP "BLS CONTROL" @607.85'

FND. 1/2" I. ROD W/CAP "RKB 5409"

N 61°03'55" E 25.97'

34.35'

CALLED 5.716 ACRES
ADRIAN ALANIZ & ERIKA LYNNE SALAZAR ALANIZ
DOC. NO. 20220122432, O.P.R.B.C.T.

S 29°14'35" E 305.71'

S 14°39'25" W 198.59'

EXXONMOBIL PIPELINE (NITROGEN)

FLINT HILLS PIPELINE (HIGH PRESSURE PETROLEUM)

TRACT ONE
CALLED 3.245 ACRES
BRANDON MCGARRELL
DOC. NO. 20180075657, O.P.R.B.C.T.

N 61°03'55" E 642.20'

CALLED 0.405 ACRE
30 FOOT STRIP
DOC. NO. 20110137197, O.P.R.B.C.T.

INGRESS/EGRESS ESMT.
GAIL DEELEY
DOC. NO. 20200105080, O.P.R.B.C.T.

TRACT TWO
CALLED 0.990 ACRE
THE SOCIETY OF SAINT PIUS X OF SAN ANTONIO, TEXAS INC., DBA ST. JOSEPH'S ROMAN CATHOLIC CHAPEL
DOC. NO. 20210302824, O.P.R.B.C.T.

(C.M.)

@ 99.95' FND. 1/2" I. ROD W/CAP "PAPE DAWSON"

4.613 ACRES

TRACT ONE CALLED 3.768 ACRES
THE SOCIETY OF SAINT PIUS X OF SAN ANTONIO, TEXAS INC., DBA ST. JOSEPH'S ROMAN CATHOLIC CHAPEL
DOC. NO. 20210302824, O.P.R.B.C.T.
AND ALL OF TRACT TWO CALLED 0.990 ACRE
THE SOCIETY OF SAINT PIUS X OF SAN ANTONIO, TEXAS INC., DBA ST. JOSEPH'S ROMAN CATHOLIC CHAPEL
DOC. NO. 20210302824, O.P.R.B.C.T.
SAVE AND EXCEPT A
CALLED 0.0138 ACRE TRACT
STATE OF TEXAS
DOC. NO. 20200190994, O.P.R.B.C.T.
AND A
CALLED 0.1348 ACRE TRACT
STATE OF TEXAS
DOC. NO. 20190138025, O.P.R.B.C.T.

S 29°04'08" E 166.67'

172.60'

A

@293.49
FND. 1/2" I. ROD W/CAP "PAPE DAWSON"

B

TRACT ONE
CALLED 3.768 ACRES
THE SOCIETY OF SAINT PIUS X OF SAN ANTONIO, TEXAS INC., DBA ST. JOSEPH'S ROMAN CATHOLIC CHAPEL
DOC. NO. 20210302824, O.P.R.B.C.T.

FND. 1/2" I. ROD FROM WHICH A FND.1/2" I. ROD W/CAP (ILLEGIBLE) BRS. S 37°10' W ~ 0.4'

40' INGRESS/EGRESS EASEMENT
VOL. 8332, PG. 840, O.P.R.B.C.T.

N 30°27'54" W 323.50'

F.M. 1518
120' R.O.W.
DOC. NO. 20160231712, D.P.R.B.C.T.
DOC. NO. 20190138025, O.P.R.B.C.T.
DOC. NO. 20200190994, O.P.R.B.C.T.

S 59°28'15" W 635.45'

TRACT ONE
CALLED 4.000 ACRES
BRANDON MCGARRELL
DOC. NO. 20180083710, O.P.R.B.C.T.

23' ELECTRIC EASEMENT AND R.O.W.
CITY OF SAN ANTONIO
VOL. 10318, PG. 1159, O.P.R.B.C.T.
VOL. 9229, PG. 1957, O.P.R.B.C.T.
VOL. 7601, PG. 1272, O.P.R.B.C.T.

P.O.B.
FND. 1/2" I. ROD W/CAP "PAPE DAWSON"
N = 13,735,627.07
E = 2,209,796.84

D

NOTES:

1. BEARING ORIENTATION IS BASED ON THE TEXAS COORDINATE SYSTEM OF 1983, SOUTH CENTRAL ZONE 4204. DISTANCES AND COORDINATES SHOWN HEREON ARE IN GRID. ELEVATIONS SHOWN HEREON ARE IN NAVD88.
2. THIS SKETCH WAS PREPARED IN CONJUNCTION WITH A METES & BOUNDS DESCRIPTION OF EVEN DATE.

SUMMIT GEOMATICS, INC.
4603 N STAHL PARK SUITE 103
SAN ANTONIO, TEXAS 78217
Tel: 210-971-4870 | summit-geomatics.com
TBPELS FIRM NO. 10194657

SKETCH OF

4.613 ACRES OF LAND SITUATED IN THE JULIAN DIAZ SURVEY NO. 66 ABSTRACT NO. 187 BEXAR COUNTY, TEXAS

SCALE:	JOB NO.:	DATE:	SHEET:
1"=100'	24.0288	05/07/2025	3 OF 3

X:\03_Summit_Projects\2024-Projects\24.0288_VillagomezEngineering_8890FM1518_Schertz\03_Finals\01_CAD\8890FM1518_BndyExhibit1(G).dwg, 5/08/2025 7:40 AM, rharper

Exhibit “B”: Service Plan

EXHIBIT B

SERVICE PLAN
CITY OF Schertz, TEXAS

SERVICE PLAN FOR ANNEXATION OF
Bexar County, Property Id: 310108 and 1061511

Upon annexation of the area identified above and as identified on Exhibit A, the City of Schertz will provide City services utilizing methods by which it extends services to any other equivalent area of the City.

SERVICES PROVIDED BY THE EFFECTIVE DATE OF ANNEXATION

1. **Police Protection**

The City of Schertz, Texas and its Police Department will provide police protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and population density as those found within the newly annexed areas. The Police Department will have the responsibility to respond to all dispatched calls for service or assistance within the newly annexed areas.

2. **Fire Protection and Emergency Medical Services**

The City of Schertz, Texas will provide fire protection to newly annexed areas at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

The City of Schertz, Texas will provide EMS services to newly annexed areas at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed areas.

3. **Maintenance of Water and Wastewater Facilities**

All water and wastewater facilities owned or maintained by the City of Schertz at the time of the proposed annexation shall continue to be maintained by the City of Schertz. All water and wastewater facilities which may be acquired subsequent to the annexation of the proposed areas shall be maintained by the City of Schertz to the extent of its ownership. The now existing water and wastewater mains at existing locations shall be available for the point of use extension based upon the City of Schertz standard extension policy now existing or as may be amended. Existing On-site sewerage systems may be maintained in accordance with the County's regulations.

4. **Solid Waste Collection**

Solid waste collection will be provided to citizens in the newly annexed areas at the same or similar level of service now being provided to other areas of the City with like topography, land use and density as those found within the newly annexed areas. The City may negotiate with annexed areas to allow continued services with an existing solid waste management provider. After the second anniversary of the annexation date, the City will impose fees and provide the service.

If areas with private roads and/or gates are arranged so that garbage may be collected without creating a safety hazard, the City, at its discretion, may collect the garbage provided proper indemnification is received from the community association or individual property owners. The City will then impose fees and provide the service. Garbage collection locations shall be subject to the approval of the Sanitation Manager. In the event the City does not collect garbage within the areas with private roads and/or gates, residents of these areas will not be billed for service after the two-year date.

5. **Maintenance of Roads and Streets**

Any and all public roads, streets or alleyways shall be maintained to the same degree and extent that other public roads, streets, and alleyways are maintained in areas of the City with like topography, land use and density as those found within the newly annexed areas. Private roads will remain under the ownership of the homeowners association and as such maintained by the association.

6. **Maintenance of Parks, Playgrounds, and Swimming Pools**

The City of Schertz, Texas is not aware of the existence of any publicly owned parks, playgrounds or swimming pools now located in the proposed areas of annexation. In the event any such parks, playgrounds, or swimming pools do exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas. Private facilities will remain under the ownership of the homeowners association and as such maintained by the association.

7. **Maintenance of any Publicly owned Facility, Building or Municipal Service**

The City of Schertz, Texas is not aware of the existence of any publicly owned facility, building, or other municipal service now located in the proposed areas of annexation. In the event any publicly owned facility, building, or other municipal service does exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed areas.

8. **Other Services**

The City of Schertz, Texas finds and determines that such services as planning, code enforcement, animal control, library, parks and recreation, court and general administration will be made available after the effective date of annexation at the same or similar level of service now being provided to other areas of the City with similar topography, land use and density as those found within the newly annexed areas.

CONSTRUCTION OF ANY CAPITAL IMPROVEMENTS TO BE COMPLETED WITHIN 2 ½ YEARS

1. **Police and Fire Protection and Solid Waste Collection**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas for the purpose of providing police protection, fire protection, emergency medical services or solid waste collection. The City finds and determines that it has at the present time adequate facilities and other resources to provide the same type, kind and level of service and protection which is presently being administered to other areas already incorporated in the City of Schertz, Texas with like topography, land use and population density as those found within the newly annexed areas.

2. **Water and Wastewater Facilities**

For the next 2 ½ years, the City of Schertz, Texas finds and determines that there is water and wastewater services available to the annexed areas pursuant to the City of Schertz extension policies.

3. **Roads and Streets**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas.

4. **Maintenance of Parks, Playgrounds, and Swimming Pools and Any Other Publicly Owned Facility, Building, or Service**

The City of Schertz, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed areas for the purpose of parks maintenance, playgrounds, swimming pools and other publicly owned facility, building or service.

SPECIFIC FINDINGS

The City of Schertz, Texas, finds and determines that this proposed service plan will not provide any fewer services and will not provide a lower level of service in the areas being considered for annexation that were in existence in the proposed areas at the time immediately preceding the annexation process. Given the proposed annexation areas' topography, land utilization and population density, the service levels to be provided in the newly annexed areas will be equivalent to those provided to other areas of the City with similar characteristics.

TERMS

This plan shall be valid for a term of ten (10) years. Renewal of the Service Plan is at the discretion of the City of Schertz.

LEVEL OF SERVICE

Nothing in this plan shall require the City to provide a uniform level of full municipal services to each area of the City, including the annexed areas, if different characteristics of topography, land use, and population density are considered a sufficient basis for providing different levels of service.

AMENDMENTS

The plan shall not be amended unless public hearings are held in accordance with Chapter 43 of the Texas Local Government Code.

Ord. 25-A-039

Annexation of 4.7 acres

Daisy Marquez | PLANNER

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.

Annexation Exhibit



SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.

Annexation

- Applicant submitted a voluntary annexation petition.
- Resolution 25-R-112 was approved on August 19, 2025
- Zoning Application to PUB is accompanied with the Annexation Application
- Per **LGC 43.057**, Staff finds that surrounding any area but not including such area within the City limits through this annexation is in the public's interest.

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.

Recommendation

Staff recommends approval of Ordinance 25-A-30.



SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.

Agenda No. 18.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Planning & Community Development**
Subject:	**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)**

BACKGROUND

The applicant is proposing to zone approximately 4.7 acres of land to Public Use District (PUB). The subject property is not platted and is currently a residence. The zone change application is accompanied by a petition for annexation. The resolution to accept the annexation petition went to City Council on August 19, 2025, and was approved. The ordinance for annexation will be heard at the October 14, 2025, City Council Meeting.

On August 21, 2025, fifteen (15) public hearing notices were mailed to the surrounding properties within a 200-foot notification boundary of the subject property. Staff received one (1) response in favor, zero(0) responses neutral, and zero (0) responses in opposition. The applicant posted a sign on the property on Thursday, August 21, 2025. The Planning and Zoning Commission held a public hearing for the item on September 3, 2025. A public hearing notice was published in the "San Antonio Express" on September 24, 2025.

Subject Property:

	Zoning	Land Use
Existing	Not Within City Limits	Residential and Undeveloped
Proposed	Public Use District (PUB)	Place of Worship

Adjacent Properties:

	Zoning	Land Use
North	Outside of City Limits	Undeveloped/ Pipeline Easement
South	Pre-Development District (PRE)	Residence
East	Agricultural District (AD) & Pre-Development District (PRE)	Residence and Agricultural
West	Right-of-Way	FM 1518

Table 21.5.7.B **Dimensional Requirements Non-Residential Zoning Districts**			

			Minimum Lot Size Requirements			Minimum Yard Setbacks			Miscellaneous Lot Requirements	
	Code	Zoning District	Area Sq. Ft.	Width Ft.	Depth Ft.	Front Ft.	Rear	Side	Max Height	Max Impervious Coverage
Proposed Zoning	**PUB**	Public Use District	10,000	100	100	25	0 Adj. Non-Res/ 15 Adj. to Res	0 Adj. Non-Res/ 25 Adj. to Res	N/A	70%

GOAL

The proposed zone change is for approximately 4.7 acres of land to Public Use District (PUB). Per the letter of intent, the applicant is proposing a Place of Worship.

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 considering 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 implements the policies of the adopted Comprehensive Land Plan, or any other applicable adopted plans

The proposed zone change to Public Use District (PUB) does implement the policies of the adopted Comprehensive Plan. The Comprehensive Plan - Future Land Use Map designates the subject property as Local Corridor. Local Corridor is intended for locally oriented commercial and entertainment along medium to high-volume collector roads. Uses in Local Corridor contain retail, small-scale mixed-use, multifamily, and residential uses that are of scale and intensity compatible with the existing residential neighborhoods. In the surrounding area, there are residential developments and rural land used for residential and agricultural. The proposed Public Use District (PUB) allows for uses that serve residential uses and the overall needs of the community.

The proposed Public Use District (PUB) and the uses allowed within the zoning district implement the policies of the Comprehensive Plan and meet the intent of the Local Corridor Land Use Designation by providing services to the local community and being compatible with the surrounding development.

2. Whether the proposed zoning change promotes the health, safety, and general welfare of the City.

As part of promoting health, safety, and welfare, the proposed zone change should implement the policies of the Comprehensive Plan and follow the Unified Development Code (UDC) rules and regulations. The Comprehensive Plan stipulates that public uses are appropriate to be located within all land use categories, with consideration for appropriate screening and buffering. Article 9- Site Design Standards of the Unified Development Code is in place to ensure proper screening and buffering is in place.

A Traffic Impact Analysis Determination form was submitted with the zone change and the Engineering Department found that the peak vehicle trips of 181 would occur on Sunday, when

normal traffic is light. A Traffic Impact Analysis will be required during the development process. The Engineering Department reviewed the Traffic Impact Analysis Determination Form and concluded that there would not be an adverse impact on the transportation system by the proposed zone change.

Due to the proposed zone change to Public Use District (PUB) allowing a restricted number of uses that serve the local community and Article 9 of the UDC requiring screening and buffering, the proposed zone change promotes the health, safety, and general welfare of the City.

3. Whether the uses permitted by the proposed change will be consistent and appropriate with existing uses in the immediate area

The uses allowed within Public Use District (PUB), as per UDC Section 21.5.8- Permitted Use Table, consist of places of worship, governmental facilities, municipal uses, public spaces, and schools. The permitted uses are consistent and appropriate with the existing land uses within the immediate area. The Crossvine residential development is to the west of the subject property, Aviation 1518 apartments to the north, and agriculture with residences to the south and east. The proposed Public Use District would allow for a use that is compatible with the existing residential and would provide a new service within Southern Schertz.

4. Whether other factors are deemed relevant and important in the consideration of the amendment

Staff has ensured the proposed zone change has met all UDC requirements. The zone change was sent to the City of Schertz Fire, EMS, and Police Departments for their review, and they have not provided objections to the specific zone change.

RECOMMENDATION

Staff Recommendation:

Due to the proposed zone change to Public Use District (PUB) being compatible with the Comprehensive Land Use Plan- Future Land Use Map and the existing uses within the immediate area, Staff recommends approval of Ordinance 25-S-040.

Planning and Zoning Commission Recommendation:

The Planning and Zoning Commission held a public hearing for the item on September 3, 2025, and made a recommendation of approval to City Council with a 5-0 vote.

Attachments

Ordinance 25-S-040 With Attachments

Aerial Exhibit

Notification Map

Public Hearing Responses

Zoning Exhibit

City Council Presentation Slides

ORDINANCE NO. 25-S-040

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS, TO REZONE APPROXIMATELY 4.7 ACRES OF LAND TO PUBLIC USE DISTRICT (PUB), KNOWN AS 8890 E FM 1518 N, BEXAR PROPERTY IDENTIFICATION NUMBERS 310108 AND 1061511, BEXAR COUNTY, TEXAS.

WHEREAS, an application to zone approximately 4.7 acres of land to Public Use District (PUB), also known as Bexar Property Identification Numbers 310108 and 1061511, 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 September 3, 2025, 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 October 14, 2025, 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, approximately 4.7 acres is hereby zoned to Public Use District (PUB).

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, APPROVED and ADOPTED on this ____day of _____ 2025.

CITY OF SCHERTZ, TEXAS

_____
Ralph Gutierrez, Mayor

ATTEST:

_____
Sheila Edmondson, City Secretary

Exhibit “A”
Property Description: Legal Metes and Bounds

Exhibit "A": Legal Metes and Bounds

DESCRIPTION OF A 4.613 ACRE TRACT OF LAND
SITUATED IN THE JULIAN DIAZ SURVEY NO. 66, ABSTRACT NO. 187
BEXAR COUNTY, TEXAS

BEING a 4.613 acre tract of land situated in the Julian Diaz Survey No. 66, Abstract No. 187 of Bexar County, Texas, and being the remainder of a called 3.768 acre tract of land and all of a called 0.990 acre tract described in an instrument to The Society of Saint Pius X of San Antonio, Texas Inc., DBA St. Joseph's Roman Catholic Chapel recorded in Document No. 20210302824, Official Public Records of Bexar County, Texas (O.P.R.B.C.T.), Save & Except a called 0.0138 acre tract described in an instrument to the State of Texas recorded in Document No. 20200190994 and a called 0.1348 acre tract of land described in an instrument to the State of Texas recorded in Document No. 20190138025, O.P.R.B.C.T., said 4.613 acre tract of land described by metes and bounds as follows:

BEGINNING at a 1/2-inch iron rod with cap stamped "Pape Dawson" found on the Northeast right-of-way line of F.M. 1518 (120-foot right-of-way) described in instruments recorded in Document No. 20160231712, 20190138025 and 20200190994, O.P.R.B.C.T., being the Northwest corner of a called 4.000 acre tract of land described in an instrument to Brandon McGarrell recorded in Document No. 20180083710, O.P.R.B.C.T and being the Southwest corner of the remainder of said 3.768 acre tract and the Southwest corner of the herein described tract;

THENCE, North 30° 27' 54" West, along and with the Northeast right-of-way line of said F.M. 1518, at a distance of 293.49 feet passing a 1/2-inch iron rod with cap stamped "Pape Dawson" found on line, and continuing for **a total distance of 323.50 feet** to a 1/2-inch iron rod with cap stamped "Pape Dawson" found for the common South corner of said 3.768 acre tract and a called 3.245 acre tract of land described as Tract One in an instrument to Brandon McGarrell recorded in Document No. 20180075657, O.P.R.B.C.T., being the Northwest corner of the remainder of said 3.768 acre tract and the Northwest corner of the herein described tract;

THENCE, North 61° 03' 55" East, along and with the common line of said 3.768 acre tract and said 3.245 acre tract, at a distance of 607.85 feet passing a 1/2-inch iron rod with cap stamped "RKB 5409" found for the common North corner of said 3.768 acre tract and said 0.990 acre tract, and continuing along and with the common line of said 0.990 acre tract and said 3.245 acre tract, **a total distance of 642.20 feet** to a 1/2-inch iron rod with cap stamped "BLS Control" found for a Northwest corner of a called 5.716 acre tract of land described in an instrument to Adrian Alaniz and Erika Lynne Salazar Alaniz recorded in Document No. 20220122432, O.P.R.B.C.T., being the Northeast corner of said 0.990 acre tract and the herein described tract, from which a found 5/8-inch iron rod with cap stamped "Urban Surveying" found for the Southeast corner of said 3.245 acre tract bears North 61°03'55" East, a distance of 25.97 feet;

THENCE, South 29° 14' 35" East, along and with the common line of said 0.990 acre tract and said 5.716 acre tract, a distance of 305.71 feet to a 1/2-inch iron rod found on the North line of said 4.000 acre tract, and being a Southwest corner of said 5.716 acre tract and being the Southeast corner of said 0.990 acre tract and the herein described tract;

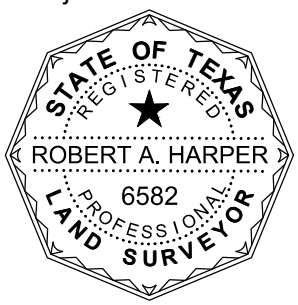
THENCE, South 59° 28' 15" West, along and with the common line of said 0.990 acre tract, said 3.768 acre tract and said 4.000 acre tract, a distance of 635.45 feet to **POINT OF BEGINNING** and containing 4.613 acres of land.

Exhibit "A": Legal Metes and Bounds

Notes:

1) Bearing orientation is based upon the Texas Coordinate System, South Central Zone 4204, North American Datum of 1983 (NAD 83), 2011 Adjustment, Epoch 2010.00.

2) This M&B description was prepared in conjunction with a survey exhibit of even date.



Robert A. Harper, RPLS No. 6582
Summit Geomatics, Inc.
4603 N Stahl Park Suite 103
San Antonio, Texas 78217
TBPELS Firm No. 10194657

SKETCH TO ACCOMPANY M&B DESCRIPTION

Exhibit "A": Legal Metes and Bounds

LEGEND

A	CALLED 0.0138 ACRE STATE OF TEXAS DOC. NO. 20200190994, O.P.R.B.C.T.
B	CALLED 0.1348 ACRE STATE OF TEXAS DOC. NO. 20190138025, O.P.R.B.C.T.
D	CALLED 0.1097 ACRE - PART 2 STATE OF TEXAS DOC. NO. 20190216518, O.P.R.B.C.T.

C.M.	CONTROLLING MONUMENT
D.P.R.B.C.T.	DEED AND PLAT RECORDS OF BEXAR COUNTY, TEXAS
DOC.	DOCUMENT
ESMT.	EASEMENT
I.	IRON
NO.	NUMBER
O.P.R.B.C.T.	OFFICIAL PUBLIC RECORDS OF BEXAR COUNTY, TEXAS
PG.	PAGE
P.O.B.	POINT OF BEGINNING
R.O.W.	RIGHT-OF-WAY
VOL.	VOLUME
●	FND. 1/2-INCH IRON ROD (UNLESS OTHERWISE NOTED)

N

1" = 100'

0' 50' 100'

FND. 5/8" I. ROD W/CAP "URBAN SURVEYING" (C.M.)

FND. 1/2" I. ROD W/CAP "BLS CONTROL" @607.85'

FND. 1/2" I. ROD W/CAP "RKB 5409"

N 61°03'55" E 25.97'

34.35'

CALLED 5.716 ACRES
ADRIAN ALANIZ & ERIKA LYNNE SALAZAR ALANIZ
DOC. NO. 20220122432, O.P.R.B.C.T.

S 29°14'35" E 305.71'

S 14°39'25" W 198.59'

EXXONMOBIL PIPELINE (NITROGEN)

FLINT HILLS PIPELINE (HIGH PRESSURE PETROLEUM)

TRACT ONE
CALLED 3.245 ACRES
BRANDON MCGARRELL
DOC. NO. 20180075657, O.P.R.B.C.T.

N 61°03'55" E 642.20'

CALLED 0.405 ACRE
30 FOOT STRIP
DOC. NO. 20110137197, O.P.R.B.C.T.

INGRESS/EGRESS ESMT.
GAIL DEELEY
DOC. NO. 20200105080, O.P.R.B.C.T.

TRACT TWO
CALLED 0.990 ACRE
THE SOCIETY OF SAINT PIUS X OF SAN ANTONIO, TEXAS INC., DBA ST. JOSEPH'S ROMAN CATHOLIC CHAPEL
DOC. NO. 20210302824, O.P.R.B.C.T.

(C.M.)

@ 99.95' FND. 1/2" I. ROD W/CAP "PAPE DAWSON"

4.613 ACRES

TRACT ONE CALLED 3.768 ACRES
THE SOCIETY OF SAINT PIUS X OF SAN ANTONIO, TEXAS INC., DBA ST. JOSEPH'S ROMAN CATHOLIC CHAPEL
DOC. NO. 20210302824, O.P.R.B.C.T.
AND ALL OF TRACT TWO CALLED 0.990 ACRE
THE SOCIETY OF SAINT PIUS X OF SAN ANTONIO, TEXAS INC., DBA ST. JOSEPH'S ROMAN CATHOLIC CHAPEL
DOC. NO. 20210302824, O.P.R.B.C.T.
SAVE AND EXCEPT A
CALLED 0.0138 ACRE TRACT
STATE OF TEXAS
DOC. NO. 20200190994, O.P.R.B.C.T.
AND A
CALLED 0.1348 ACRE TRACT
STATE OF TEXAS
DOC. NO. 20190138025, O.P.R.B.C.T.

S 29°04'08" E 166.67'

172.60'

A

@293.49
FND. 1/2" I. ROD W/CAP "PAPE DAWSON"

B

TRACT ONE
CALLED 3.768 ACRES
THE SOCIETY OF SAINT PIUS X OF SAN ANTONIO, TEXAS INC., DBA ST. JOSEPH'S ROMAN CATHOLIC CHAPEL
DOC. NO. 20210302824, O.P.R.B.C.T.

FND. 1/2" I. ROD FROM WHICH A FND.1/2" I. ROD W/CAP (ILLEGIBLE) BRS. S 37°10' W ~ 0.4'

40' INGRESS/EGRESS EASEMENT
VOL. 8332, PG. 840, O.P.R.B.C.T.

N 30°27'54" W 323.50'

F.M. 1518
120' R.O.W.
DOC. NO. 20160231712, D.P.R.B.C.T.
DOC. NO. 20190138025, O.P.R.B.C.T.
DOC. NO. 20200190994, O.P.R.B.C.T.

S 59°28'15" W 635.45'

TRACT ONE
CALLED 4.000 ACRES
BRANDON MCGARRELL
DOC. NO. 20180083710, O.P.R.B.C.T.

23' ELECTRIC EASEMENT AND R.O.W.
CITY OF SAN ANTONIO
VOL. 10318, PG. 1159, O.P.R.B.C.T.
VOL. 9229, PG. 1957, O.P.R.B.C.T.
VOL. 7601, PG. 1272, O.P.R.B.C.T.

P.O.B.
FND. 1/2" I. ROD W/CAP "PAPE DAWSON"
N = 13,735,627.07
E = 2,209,796.84

D

NOTES:

1. BEARING ORIENTATION IS BASED ON THE TEXAS COORDINATE SYSTEM OF 1983, SOUTH CENTRAL ZONE 4204. DISTANCES AND COORDINATES SHOWN HEREON ARE IN GRID. ELEVATIONS SHOWN HEREON ARE IN NAVD88.
2. THIS SKETCH WAS PREPARED IN CONJUNCTION WITH A METES & BOUNDS DESCRIPTION OF EVEN DATE.

SUMMIT GEOMATICS, INC.
4603 N STAHL PARK SUITE 103
SAN ANTONIO, TEXAS 78217
Tel: 210-971-4870 | summit-geomatics.com
TBPELS FIRM NO. 10194657

SKETCH OF

4.613 ACRES OF LAND SITUATED IN THE JULIAN DIAZ SURVEY NO. 66 ABSTRACT NO. 187 BEXAR COUNTY, TEXAS

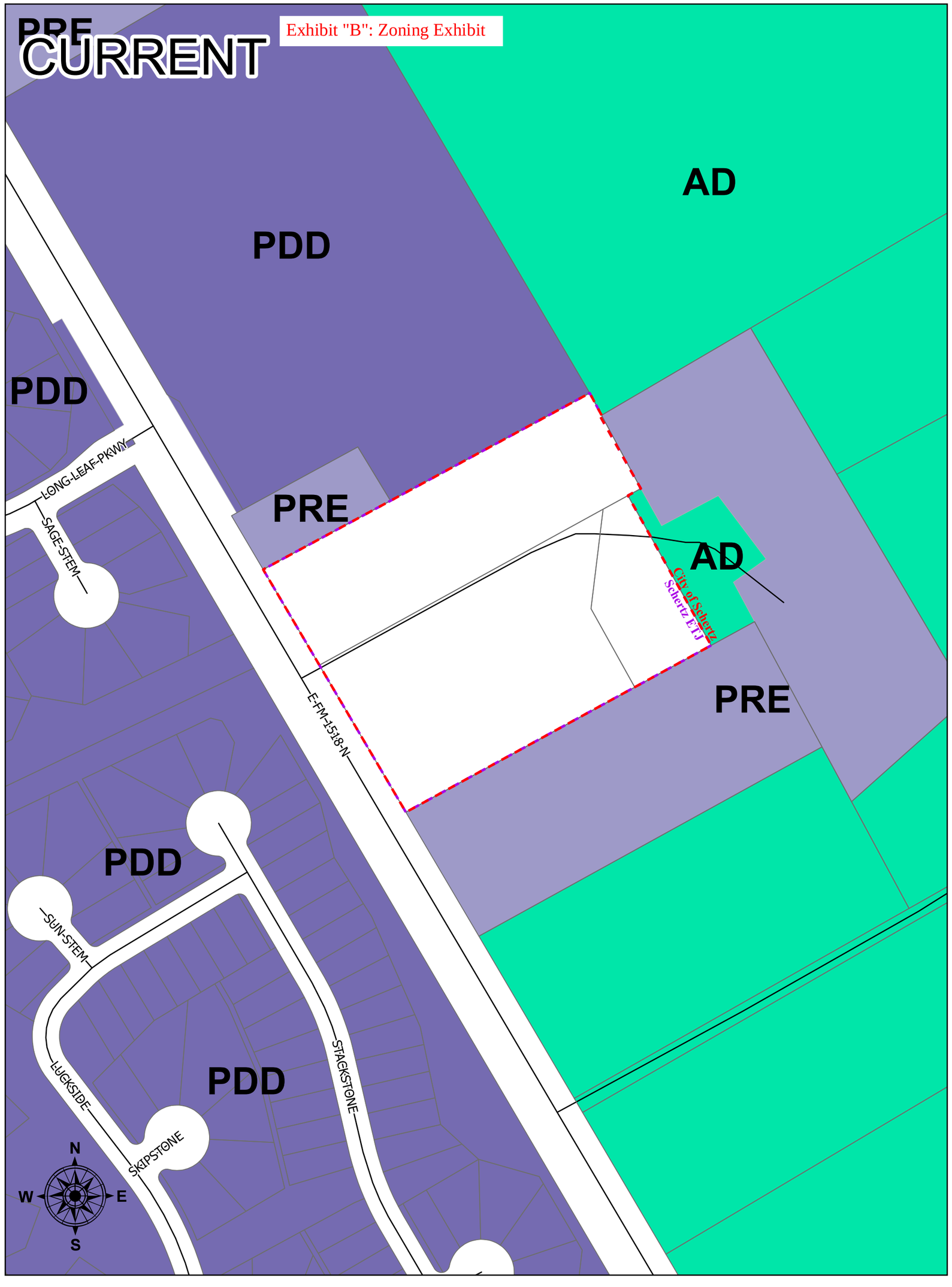
SCALE:	JOB NO.:	DATE:	SHEET:
1"=100'	24.0288	05/07/2025	3 OF 3

X:\03_Summit_Projects\2024-Projects\24.0288_VillagomezEngineering_8890FM1518_Schertz\03_Finals\01_CAD\8890FM1518_BndyExhibit1(G).dwg, 5/08/2025 7:40 AM, rharper

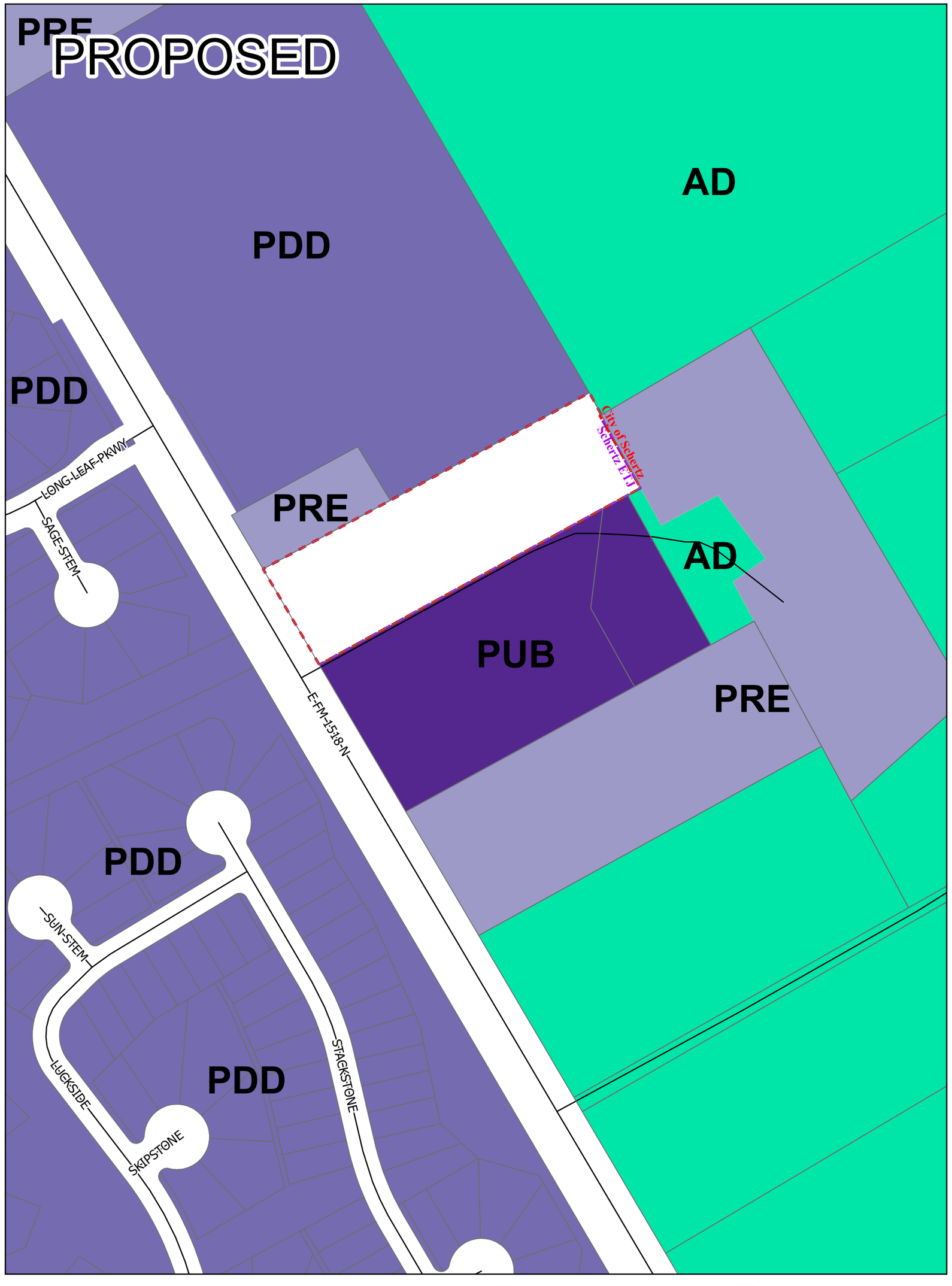
Exhibit “B”
Zoning Exhibit

CURRENT

Exhibit "B": Zoning Exhibit



PROPOSED



SCHERTZ
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Last Update: Jul 22, 2025

City of Schertz, GIS Specialist: Alexa Venezia, avenezia@schertz.com (210) 619-1174

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.

BEXAR COUNTY
PARCEL IDs:
310108 & 1061511

Zoning District

- (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)

0 150 300 600 900 1,200 Feet



PARCEL IDs:
310108 & 1061511

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

0 100 200 400 600 Feet



SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

City of Schertz

Parcel IDs:
310108 & 1061511

Project Boundary
City Limits
Schertz ETJ Boundary
200' Buffer

N
W
E
S

0 100 200 400 600 Feet

Last update: July 10th, 2025

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.

Reply Form:

City Council will have a public hearing 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 the 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.*

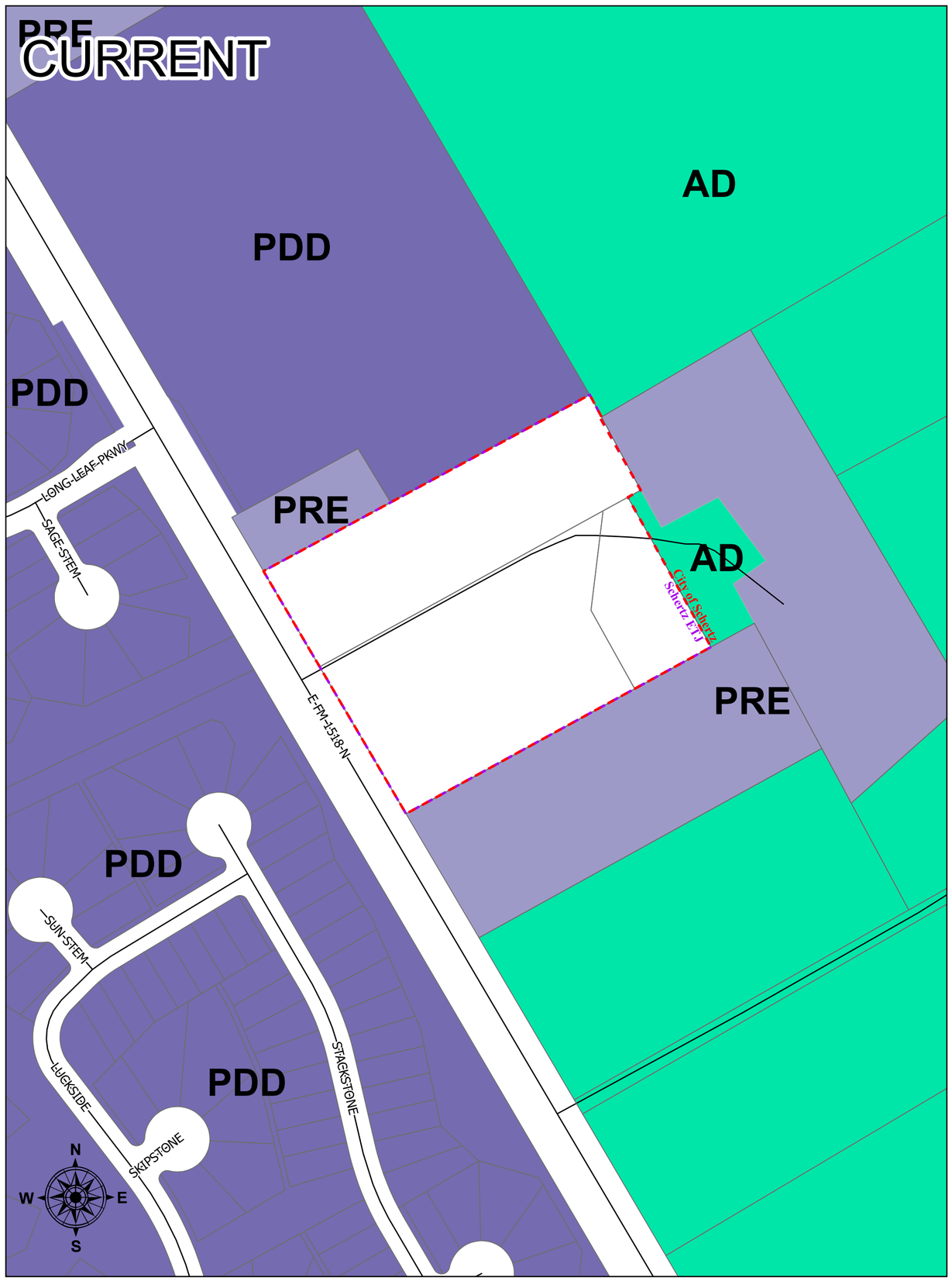
I am: in favor of ☑ opposed to ☐ neutral to ☐ the request for **PLZC20250170**

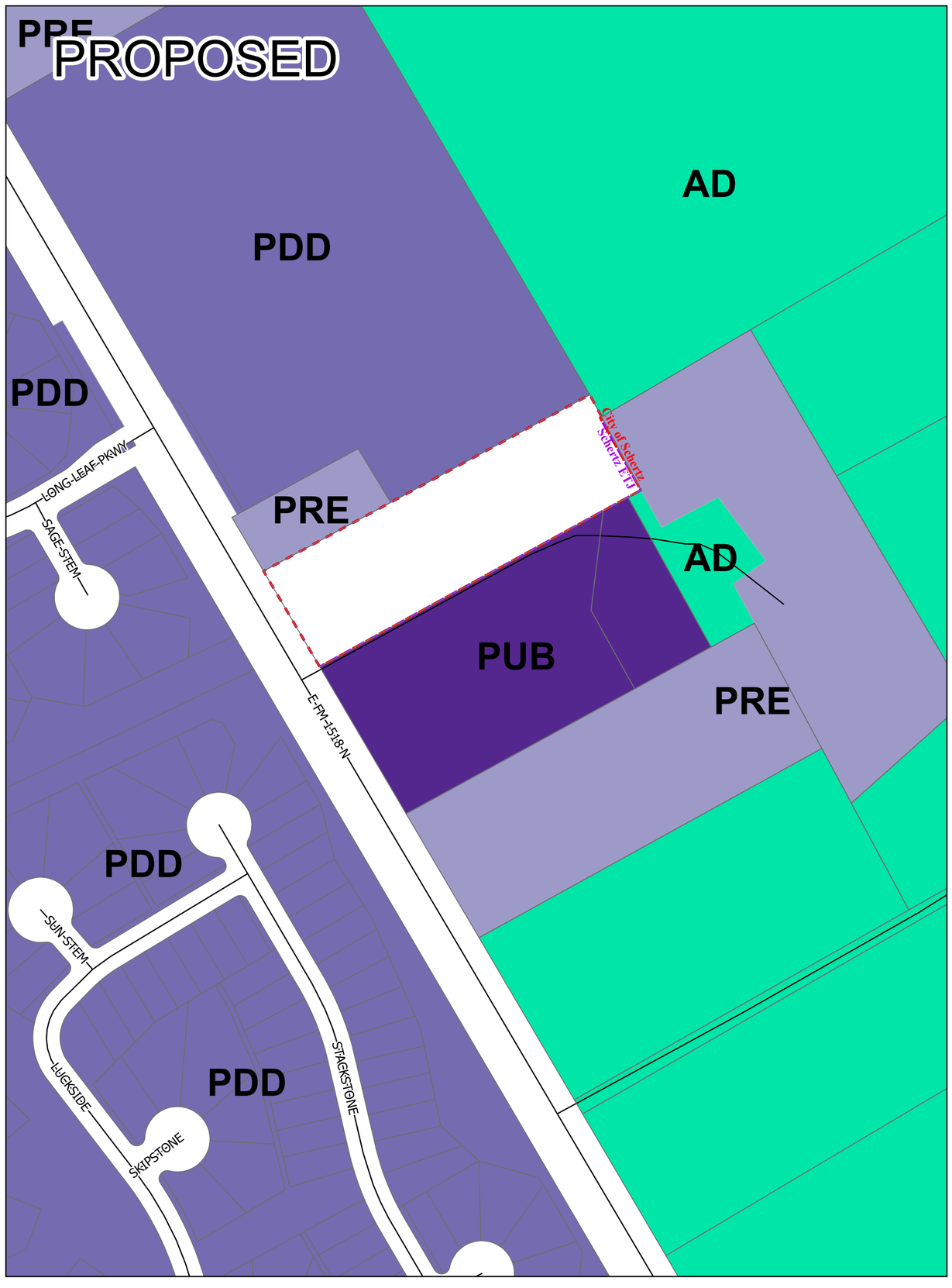
COMMENTS: _____

NAME: Fr. Stephen Zigrang (PLEASE PRINT) SIGNATURE Stephen Zigrang

STREET ADDRESS: 4100 Hwy 3 Dickinson, TX 77539

DATE: 8-27-25





SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last Update: Jul 22, 2025

City of Schertz, GIS Specialist: Alexa Venezia, avenezia@schertz.com (210) 619-1174

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PROPOSED MUNICIPAL BOUNDARY CHANGE

BEXAR COUNTY
PARCEL IDs:
310108 & 1061511

Zoning District

- (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)

0 150 300 600 900 1,200 Feet

Ord. 25-S-040

Zone Change to PUB 4.7 Acres

Daisy Marquez| Planner

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- 4.7 acres
- FM 1518
- Currently not in City Limits

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- 4.7 acres
- FM 1518
- Currently not in City Limits

- Resolution 25-R-12: Approved August 19, 2025
- Annexation Ordinance 25-S-039

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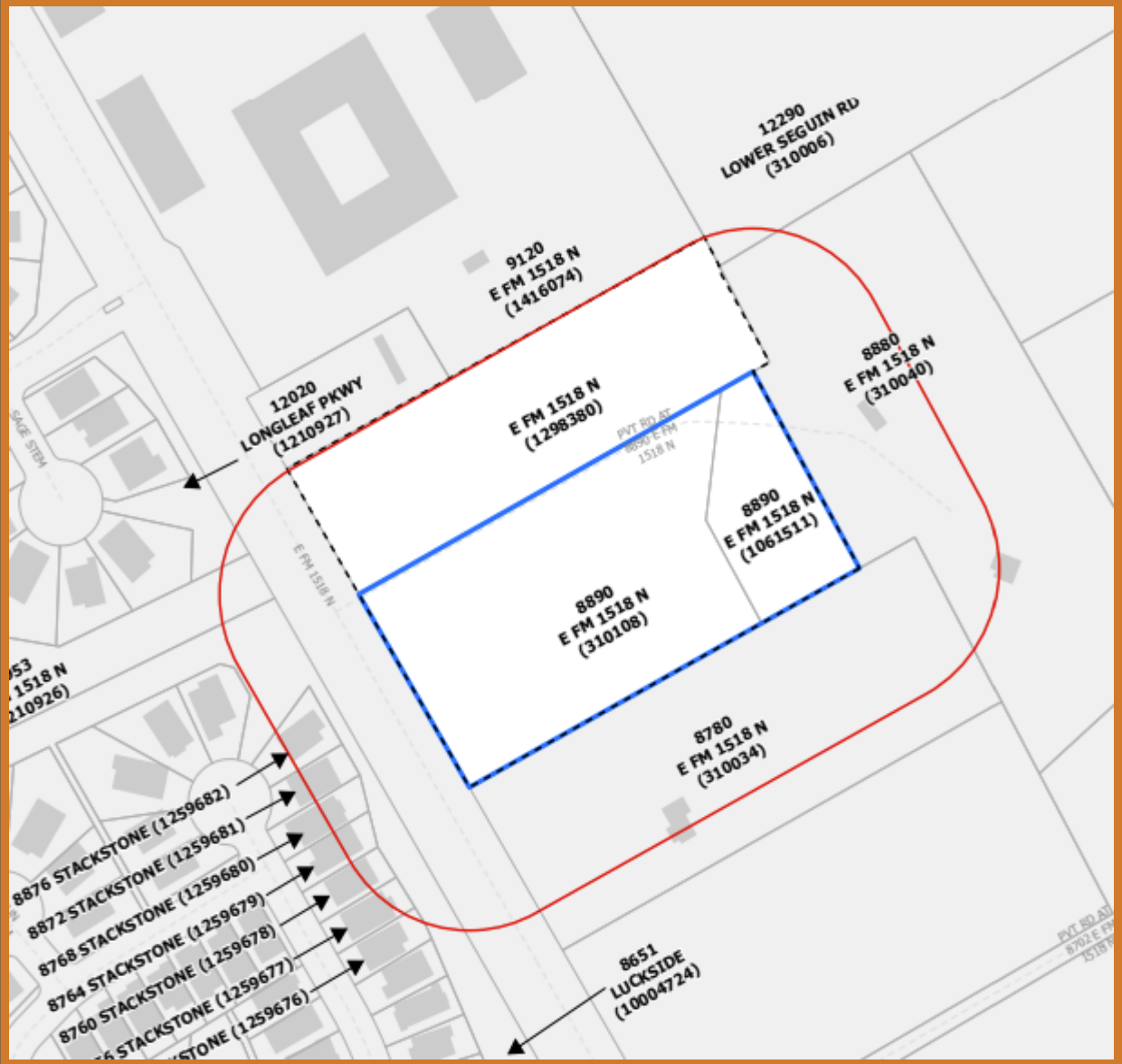


Zoning and Land Use

	Zoning	Use
Subject Property	Not in City Limits	Residence/ Undeveloped
North	ETJ and Planned Development District (PDD)	Pipeline Easement & FM 1518 Apartments
East	Agricultural District (AD) & Pre-Development District (PRE)	Undeveloped and Residence
South	Pre-Development District (PRE)	Residence
West	Right-Of-Way & Planned Development District (PDD)	FM 1518 & Crossvine

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Public Hearing Notices

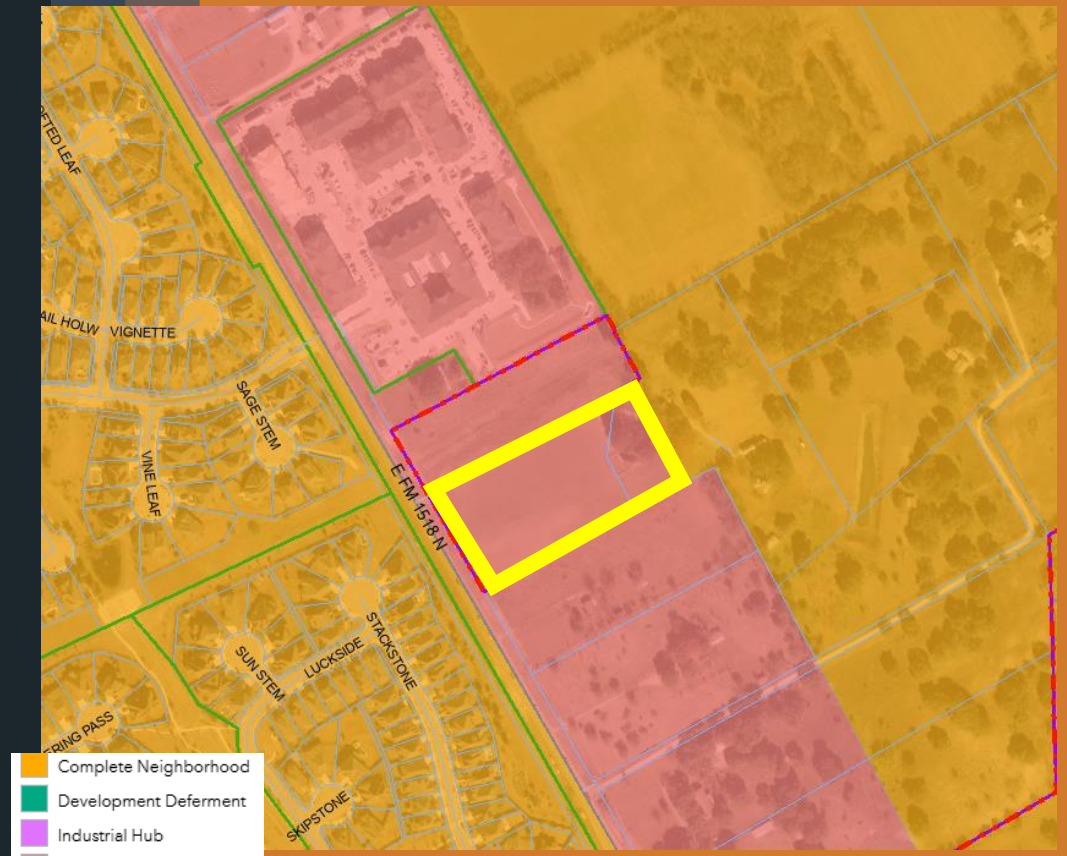


- 15 public notices were sent on 8.21.2025
- Responses
  - (1) in favor
  - (0) Neutral
  - (0) in Opposition
- 1 sign was placed by the applicant
- Newspaper Notice 9.24.25
- P&Z Sept 3, 2025



UDC SECTION 21.5.4.D Criteria for Approval

1. **Whether the proposed zoning change implements the policies of the adopted Comprehensive Land Plan, or any other applicable adopted plans**



- Comprehensive Land Use Plan- Future Land Use Map
  - Local Corridor
    - Locally oriented commercial
    - Medium to high Collector Roads
    - Retail, Small Scale Mixed-Use, Multi-Family and Residential Compatible in Scale and Intensity with local neighborhood
- PUB
  - Provides services to the local community

- Proposed PUB does meet the intent of Local Corridor Land Use Designation.

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UDC SECTION 21.5.4.D Criteria for Approval

2. Whether the proposed zoning change promotes the health, safety, and general welfare of the City.

Public Use District (PUB) Permitted Uses
Public Athletic Stadium Cemetery or Mausoleum Church, Temple, Synagogue, Mosque, or Other Place of Worship Civic/ Convention Center Governmental Facilities Municipal Uses Post Office School *** Not an exhaustive list, Please reference Table 21.5.8- Permitted Use Table***

- The Comprehensive Plan stipulates that **public uses are appropriate to be located within all land use categories**
- TIA Determination Form
  - Peak Vehicle Trips on Sunday when normal traffic is light
  - *No adverse impact on the transportation system by the proposed change*
- Permitted Uses within PUB & Site Design Requirements
  - Proposed Zone Change promotes the health, safety, and general welfare of the Community

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UDC SECTION 21.5.4.D Criteria for Approval

3. Whether the uses permitted by the proposed change will be consistent and appropriate with existing uses in the immediate area

Public Use District (PUB) Permitted Uses
Public Athletic Stadium Cemetery or Mausoleum Church, Temple, Synagogue, Mosque, or Other Place of Worship Civic/ Convention Center Governmental Facilities Municipal Uses Post Office School *** Not an exhaustive list, Please reference Table 21.5.8- Permitted Use Table***



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UDC SECTION 21.5.4.D Criteria for Approval

4. Whether other factors are deemed relevant and important in the consideration of the amendment

- Staff has ensured the proposed zone change meets the UDC requirements
- Fire, EMS, and Police Departments were notified and did not provide objections to the specific zone change

Staff Recommendation

Due to the proposed zone change to Public Use District (PUB) being compatible with the Comprehensive Land Use Plan- Future Land Use Map and the existing uses in the immediate area, Staff recommends approval of Ordinance 25-S-040.

P&Z Recommendation

The Planning and Zoning Commission held a public hearing for the item on September 3, 2025, and made a recommendation of approval with a unanimous vote.

Agenda No. 19.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Planning & Community Development**
Subject:	**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**

BACKGROUND

The applicant withdrew Ordinance 25-S-043 on Friday, September 26, 2025. The public hearing was noticed in the San Antonio Express Newspaper on September 24, 2025, so the public hearing at the October 14, 2025 City Council meeting has to occur. However, since the application has been withdrawn, no action will be taken by the City Council.

The following City Council Memorandum is being provided for informational purposes, but again, City Council will not take action / will not vote on Ordinance 25-S-043.

The applicant is requesting a zone change of approximately 24 acres from Pre-Development District (PRE) and General Business District (GB) to Apartment / Multi-Family Residential District (R-4). The applicant's intent is to construct traditional apartment units and senior living in two phases per the letter of intent submitted with the application. However, please note that the City of Schertz cannot regulate or enforce a requirement to have senior living incorporated into the proposed development and are evaluating the proposed zone change to the full extent of what the Unified Development Code would allow in Apartment / Multi-Family Residential District (R-4).

On September 16, 2025, seventy-five (75) public hearing notices were mailed to the surrounding property owners within a 200-foot boundary of the subject property including the Schertz-Cibolo-Universal City Independent School District and Comal Independent School District. Additionally, the applicant placed notification signs on the subject property on September 16, 2025.

A public hearing notice was published in the "San Antonio Express" on Wednesday, September 24, 2025, for the October 14, 2025, City Council Meeting.

As of 5:00pm on Wednesday, October 1, 2025, zero (0) responses in favor, zero (0) responses neutral, and fourteen (14) responses in opposition have been received.

On October 1, 2025 the Planning and Zoning Commission conducted a public hearing and then took no action on the item due to the application being withdrawn.

Subject Property:

	Zoning	**Land Use**

Existing	Pre-Development District (PRE) and General Business District (GB)	Undeveloped / Vacant Golf Course
Proposed	Apartment / Multi-Family Residential District (R-4)	Multi-Family Residential

Adjacent Properties:

	Zoning	**Land Use**
North	Right-of-Way	IH- 35
South	Right-of-Way	Columbia Drive
East	General Business District (GB), Single Family Residential District (R-6) and Planned Development District (PDD)	Single Family Residences
West	General Business District (GB) and Single Family Residential District (R-6)	Single Family Residences

GOAL

The applicant is requesting a zone change of approximately 24 acres from Pre-Development District (PRE) and General Business District (GB) to Apartment / Multi-Family District (R-4). The applicant's intent is to construct traditional multifamily apartment units and senior living per the letter of intent submitted.

Table 21.5.7.A
Dimensional Requirements

			Minimum Lot Size Dimensions (Ft)			**Minimum Yard Setbacks (Ft)**			**Misc. Lot Requirements**		
	Code	*Zoning District*	*Area Sq Ft*	*Width*	*Depth*	*Front*	*Side*	*Rear*	*Min. Off-Street Parking*	*Maximum Height*	*Max Imper Cover*
Proposed	R-4	Apartment / Multi-Family Residential District	43,560	400	100	25	10	20	2	50	75%
Existing	PRE	Pre-Development District	-	-	-	-	-	-	-	-	-
Existing	GB	General Business District	10,000	100	100	25	0, 25(r)	0, 25(r)	Sec. 21.10.4	120	80%

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 Change applications, staff uses the Criteria for Approval located in UDC Section 21.5.4.D.

1. Whether the proposed zoning change implements the policies of the adopted Comprehensive Land Plan, or any other applicable adopted plans;

The Comprehensive Plan designates this area as Complete Neighborhood and Regional Corridor. Complete

Neighborhood is intended to provide a variety of housing types along with complementary commercial services. Regional Corridor is intended for commercial and entertainment areas along major thoroughfares along with larger multifamily complexes. On its face, this request may seem to be consistent with the Comprehensive Plan. However, the Comprehensive Plan explicitly states, "When considering appropriateness of housing density or commercial activity, factors such as roadway classification, conflicts among land uses and buildings, as well as the undue concentration or diffusion of population should be considered" The subject property was once a golf course that had low-density housing developed around the periphery. Per the letter of intent, the applicant intends to build traditional apartments and senior living. However, at this stage in the process it is difficult to pin down exactly how these multifamily units will look and function. Additionally, staff must base our analysis on what is allowed through the UDC. Although the applicant indicates that their desire is to construct senior living, the City of Schertz can regulate or enforce a requirement to incorporate senior living into the proposed development.

Per UDC Article 5 Section 21.5.5, amended with Ord. 24-S-156 in October 2024, attached to this staff report, Apartment / Multi-Family Residential District (R-4) is allowed to have a maximum 35 dwelling units per acre. The surrounding residential subdivisions have a density of approximately 6 dwelling units per acre. The subject property is 24 acres which would allow the property owner to construct a maximum of 840 units. Staff has determined that this increase in density would be an undue concentration of population in an area with dispersed residential patterns. Additionally, Apartment / Multi-Family Residential District (R-4) allows for a maximum building height of 50 feet, which along with the added traffic, could create conflicts with existing residential uses.

For these reasons, this request is not consistent with the Comprehensive Land Plan.

2. Whether the proposed zoning change promotes the health, safety, and general welfare of the City.

As part of promoting health, safety, and general welfare, the city should encourage development that is compatible with surrounding uses and adheres to the goals and objectives of the UDC.

In UDC Section 21.5.5, the explicit purpose and intent for the Apartment / Multi-Family Residential District (R-4) is to "provide denser apartment and multi-family style developments. This district is a suitable transition between single-family districts and commercial uses. However, Apartment/Multi-Family Residential Districts (R-4) shall not be located in areas where they would increase traffic with access through single-family neighborhoods and shall be located adjacent to arterial streets."

The subject property abuts both IH-35 and Columbia Drive. Columbia Drive is specifically problematic as the street winds through several single-family neighborhoods including: The Fairways at Scenic Hills, The Ridge at Scenic Hills, Fairhaven, and The Links at Scenic Hills. The neighborhoods would potentially be impacted by the added traffic that would be produced from this development. This outcome would be contrary to the goals and objectives of the UDC.

The applicant submitted a Traffic Impact Analysis (TIA) for the proposed Apartment / Multi-Family Residential District (R-4) and the associated Middle Density Residential District (R-5) (Ordinance 25-S-044), which the City of Schertz Engineering Department reviewed and provided a summary attached to this staff report for review. Below are some of the highlights of that summary:

> The existing zoning classifications if developed to their full potential would generate approximately 1,989 peak hour vehicle trips. At full developed potential of the requested zoning, the peak hour trips would increase to 2,994. The developer has provided a Traffic summary analysis indicting the effect to the transportation system by the additional 1,005 peak hour trips (the difference between the existing zoning maximum trips and the proposed zoning maximum trips). The Developers report also noted that they are not intending to develop the property to the maximum amount possible in the proposed rezoned areas and that the difference in peak hour trips would be less than the estimated 1,005 – about 612.
>
> The increase in peak hour trips by the proposed zoning changes would have adverse impacts to parts of the transportation system in the area. Specifically, the Level of Service for the Country Club Blvd/IH-35 intersection; southbound frontage road/FM 1103 intersection; and the southbound frontage road /Schwab

Road intersection would be reduced. Additionally, while the Chelsea/FM 1003 intersection and northbound frontage road/Schwab Road intersection Level of Service doesn't decrease (they already function at a Level of Service F), the delay at the intersections increase significantly. While signalization of the IH-35/Schwab Road in its current configuration will increase the Level of Service of the intersection, the additional development traffic may result in the intersection being congested/overloaded until the larger improvement project to build the Master Thoroughfare Plan improvements are completed.

There are mitigation measures that could be implemented to reduce the adverse impact on the intersections that were evaluated. However, if the proposed development progresses through the City's development process, a much more thorough and detailed Traffic Impact Analysis (TIA) will be performed by the Developer and will be reviewed by the City of Schertz Engineering Department and TXDOT.

Although the applicant submitted a preliminary Traffic Impact Analysis for review, it focused mostly on the intersections with TXDOT roadways. The proposed zone change could have a significant impact on the traffic within the existing single-family residential neighborhoods, not just at the intersections of major thoroughfares such as FM 1103 and IH 35. Per the UDC, the maximum density for an approximately 24 acre Apartment / Multi-Family Residential District (R-4) property would be 840 units. These potential 840 apartment units, if developed to the maximum allowable, would have an impact on the overall traffic network. While the preliminary analysis shows the local streets such as Columbia Drive and Covers Cove, etc., are capable of handling the extra traffic that would be associated with the proposed development, traffic is expected to significantly increase on these streets, which will result in noticeable congestion that doesn't currently exist in the neighborhoods. This would need to be evaluated further with the formal TIA and additional mitigation efforts may be needed to try and improve traffic flow, but there will still be a noticeable increase of traffic on these roads than currently exists or if this property were to be developed more similarly to the existing neighborhoods in the area.

Based on the allowable density of the proposed Apartment/ Multi-Family Residential District (R-4) and the concerns in relation to traffic / safety, the proposed zone change does not promote the health, safety and general welfare of the City.

3. Whether the uses permitted by the proposed change will be consistent and appropriate with existing uses in the immediate area;

The permitted uses within the Apartment / Multi-Family Residential District (R-4) are as follows:

Apartment / Multi-Family Residential District (R-4) Permitted Uses	
Permitted By Right	**Permitted with a Specific Use Permit (SUP)**
• Family or Group Home • Gated Community • Golf Course and / or Country Club • Mult-Family Apartment Dwelling • Municipal Uses Operated by the City of Schertz • One-Family Dwelling Attached / Detached • Park / Playground / Similar Public Site • School, Public or Private • Two Famly Dwelling	• Bed and Breakfast Inn • Church, Temple, Synagogue, Mosque, or Other Place of Worship • New and Unlisted Uses

The permitted uses in the Apartment / Multi-Family Residential District (R-4) are residential in nature and thus consistent with the uses in the immediate area.

4. Whether other factors are deemed relevant and important in the consideration of the amendment.

Schertz Fire, EMS, and Police have been notified of the zone change requests. Schertz Fire provided no concerns or objections with the proposed zone change. Schertz EMS indicated no issues with the proposed, except that of normal concerns with response times and added call volume with added population. While Schertz Police indicated that there are no present concerns, but as these properties and others begin build out, Schertz Police will need to re-evaluate as the aggregate impact will eventually impact their ability to maintain core service delivery with current staffing.

SCUCISD and Comal ISD have been notified of the zone change.

The scheduled public hearing provides the opportunity to introduce additional considerations to the request.

RECOMMENDATION

The zone change request is not compatible with the Comprehensive Plan, would create compatibility concerns between the existing single-family residential neighborhoods and the density that would be allowed with the proposed zone change, and would increase traffic safety concerns in the existing neighborhoods, which is not consistent with the goals and objectives of the UDC.

Therefore, staff is recommending denial of Ordinance 25-S-043.

On October 1, 2025 the Planning and Zoning Commission conducted a public hearing and then took no action on the item due to the application being withdrawn.

Attachments

Aerial Exhibit
Public Hearing Notice Map
Zoning Exhibit
Engineering TIA- Zone Change Summary
Public Hearing Responses forms as of 10.01.2025 at 5PM
Ord. 24-S-156
SCUCISD 10-Year Forecasting
SCUCISD Demographic Report
Letter of Intent from Applicant
City Council Presentation Slides



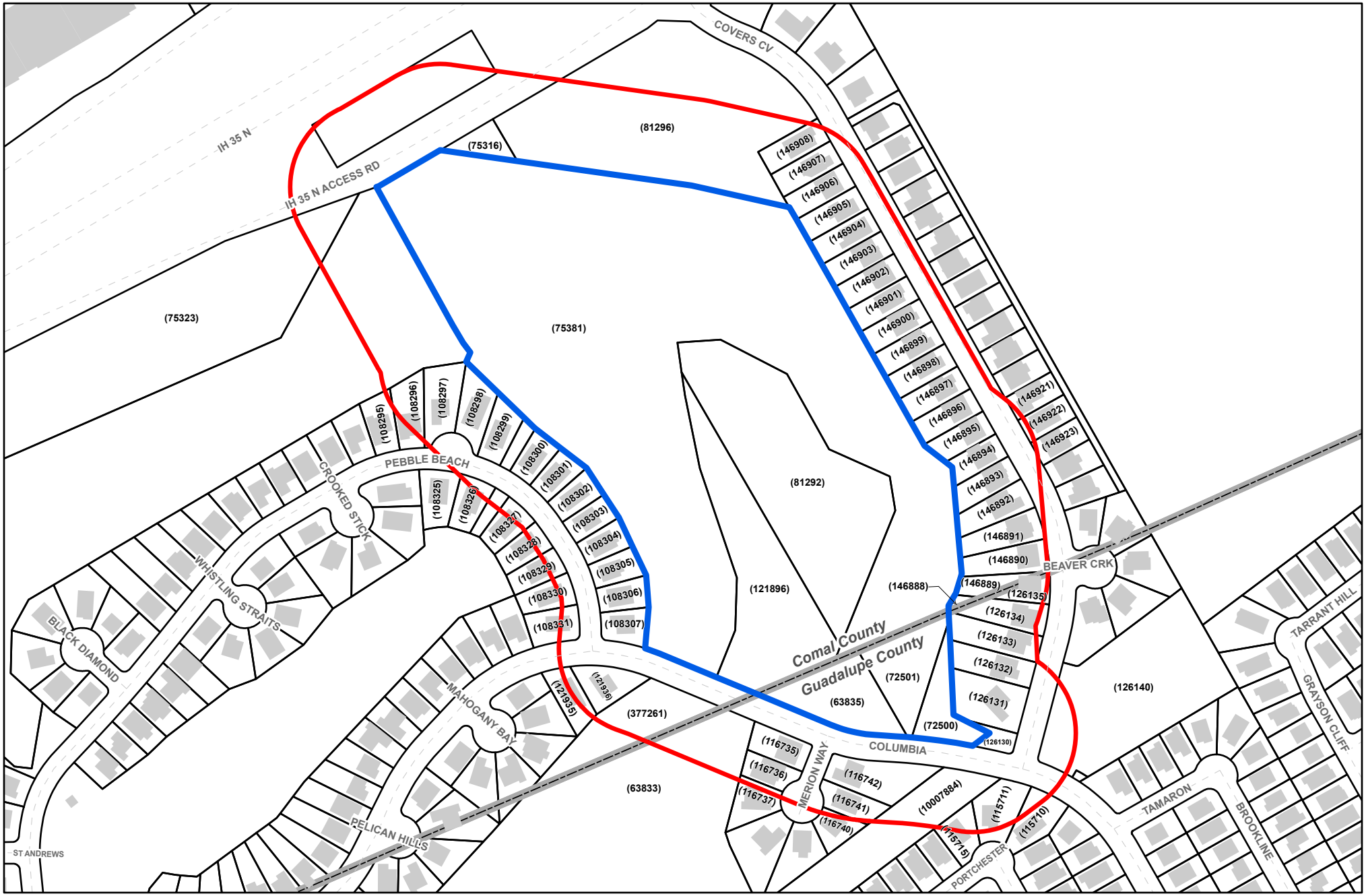
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SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

Northcliffe Garden Apartments
and Senior Living
(PLZC20250167)

- <all other values>
- Highways
- Major Roads
- Minor Roads
- Other Cities
- <all other values>
- Freeway
- Principal Arterial
- Planned Principal Arterial
- Secondary Arterial
- Planned Secondary Arterial
- Secondary Rural Arterial
- Planned Secondary Rural Arterial
- Residential Collector
- Planned Residential Collector
- Commercial Collector B
- 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"
- Schertz Gravity
- Schertz Pressure
- Neighboring Gravity
- Private Pressure
- Hydrant
- Manholes
- 200' Buffer
- Schertz Municipal Boundary
- County Boundaries

0 175 350 700 Feet



SCHERTZ
COMMUNITY • SERVICE • OPPORTUNITY

City of Schertz

Northcliffe Garden Apartments and Senior Living (PLZC20250167)

Project Area 200' Buffer

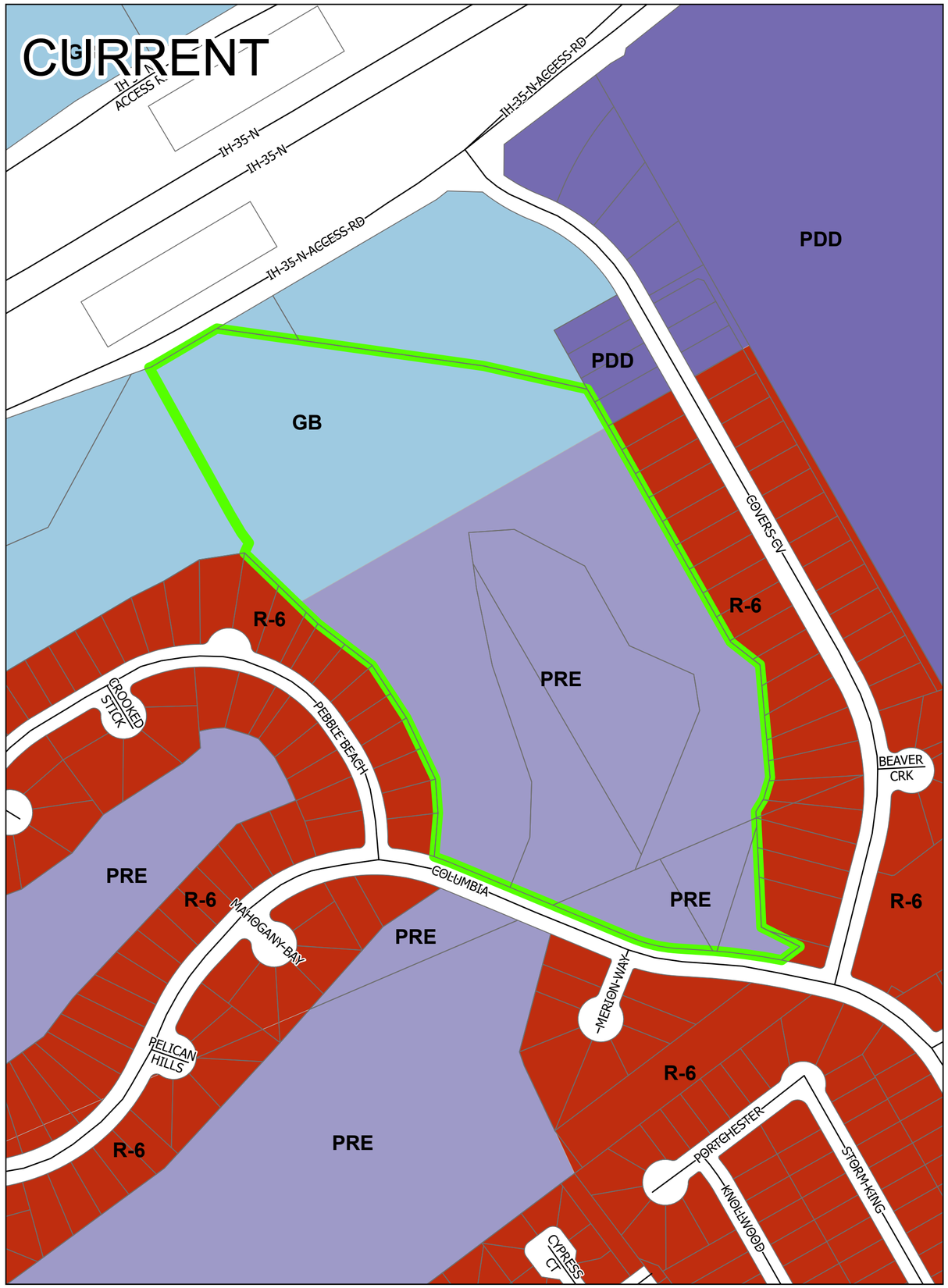
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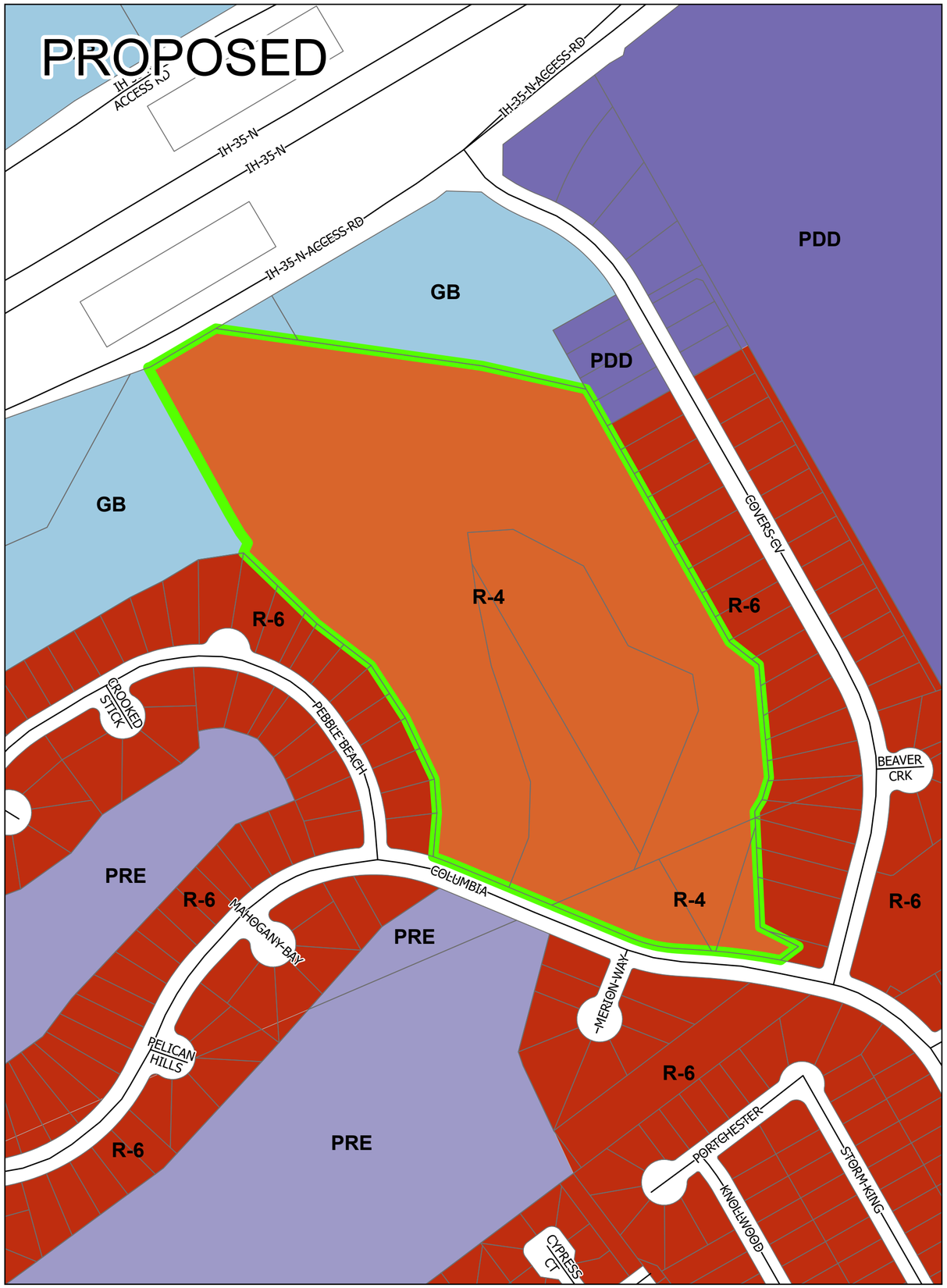
0 125 250 500 750 1,000 Feet

Last Update: September 15,2025

City of Schertz, GIS Department, gis@schertz.com

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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Last update: September 15, 2025

City of Schertz, GIS Department: gis@schertz.com (210) 619-1180

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.

PROPOSED ZONING CHANGE

Northcliffe R-4 Garden Apartments and Senior Living (PLZC20250167)

- (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-5) Middle Density 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)
- <all other values>

0 100 200 400 600 800 Feet

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

DEVELOPMENT SERVICES
ENGINEERING DEPARTMENT

Memo

To: Planning and Zoning Commission via Emily Delgado, Planning Manager

From: John Nowak, P.E., Assistant City Engineer

Date: September 12, 2025

Re: Traffic Impact Summary for Proposed Zone Change at IH 35 N and Country Club Blvd (Northcliffe Garden Apartments and Senior Living Project)

The former golf course property generally located near the IH-35 and Country Club Blvd intersection in the Northcliffe area is currently zoned GB along the IH-35 frontage and the remainder is zoned PRE. The property owner has requested a zone change for a relatively small portion of the GB area and part of the PRE area to be zoned R-4 and the remainder of the PRE area to be zoned R-5. The property owner intends to construct various commercial uses in the GB area; "senior living" apartments in the R-4 area; and apartments in the R-5 area.

The existing zoning classifications if developed to their full potential would generate approximately 1,989 peak hour vehicle trips. At full developed potential of the requested zoning, the peak hour trips would increase to 2,994. The developer has provided a Traffic summary analysis indicting the effect to the transportation system by the additional 1,005 peak hour trips (the difference between the existing zoning maximum trips and the proposed zoning maximum trips). The Developers report also noted that they are not intending to develop the property to the maximum amount possible in the proposed rezoned areas and that the difference in peak hour trips would be less than the estimated 1,005 – about 612.

The increase in peak hour trips by the proposed zoning changes would have adverse impacts to parts of the transportation system in the area. Specifically, the Level of Service for the Country Club Blvd/IH-35 intersection; southbound frontage road/FM 1103 intersection; and the southbound frontage road /Schwab Road intersection would be reduced. Additionally, while the Chelsea/FM 1003 intersection and northbound frontage road/Schwab Road intersection Level of Service doesn't decrease (they already function at a Level of Service F), the delay at the intersections increase significantly.

There are mitigation measures that could be implemented to reduce the adverse impact to these intersections. For example, the Chelsea/FM 1103 intersection will be improved by the TXDOT FM 1103 project, increasing the traffic capacity of the intersection. These improvements are expected to improve the Level of Service for the intersection. Signalization of the IH-35/Schwab Road intersections would also improve the Level of Service of the intersection. Long term, future improvements to Schwab Road to widen it out to the sections identified in the Master Thoroughfare Plan (including replacement of the IH-35 overpass structure) would add even more capacity to the intersection. Adding some additional lanes and signal timing modifications could reduce the delay at the IH-35/FM1103 intersections, improving the Level of Service.

As the proposed development progresses through the City's development process, a much more thorough and detailed Traffic Impact Analysis (TIA) will be performed by the Developer. TXDOT will also be involved in the review and approval of the TIA and all mitigation efforts to minimize the adverse impacts of the additional traffic from the zone change. While signalization of the IH-35/Schwab Road in its current configuration will increase the Level of Service of the intersection, the additional development traffic may result in the intersection being congested/overloaded until the larger improvement project to build the Master Thoroughfare Plan improvements are completed.

Reply Form:

City Council will have a public hearing 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 the 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 **PLZC20250167**

COMMENTS: Like it as is—

NAME: Edward Menchaca SIGNATURE Edward Menchaca
(PLEASE PRINT)

STREET ADDRESS: 6026 Covers Cove Schertz TX 78108

DATE: 9-23-25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

To whom it may concern,

The City of Schertz Planning and Zoning Commission will conduct a public hearing on **October 1st, 2025** at **6:00 p.m.** located at the Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas to consider and act upon the following item:

PLZC20250167 – Hold a public hearing and make a recommendation on a zone change request from Pre-Development District (PRE) and General Business District (GB) to Apartment / Multi-family Residential District (R-4) on approximately 24 acres of land, 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.

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 Emily Delgado, Planning Manager, at 1400 Schertz Parkway, Bldg. 1, Schertz, Texas 78154, or by e-mail planning@schertz.com. If you have any questions, please feel free to call Emily Delgado, Planning Manager, at (210) 619-1784.

Sincerely,

Emily Delgado

Emily Delgado
Planning Manager

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250167**

COMMENTS: _____

NAME: James Schoelman SIGNATURE _____
(PLEASE PRINT)

STREET ADDRESS: 6104 Covers Cove, Schertz Tx 78108

DATE: 9/24/2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250167**

COMMENTS: We enjoy the greenspace. It will cause too much traffic if residential is put in.

NAME: Tammy Torres (PLEASE PRINT) SIGNATURE Tammy Torres

Josh

STREET ADDRESS: 6112 Covers Cove

DATE: September 24, 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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September 15, 2025

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250167**

COMMENTS: TOO SMALL of AREA TO Build, Save the land for green space + park with disrupt wildlife, + ecosystem

NAME: Mike Sills SIGNATURE [signature]
(PLEASE PRINT)

STREET ADDRESS: 6108 Covers Cove, Schertz, TX 78108

DATE: 9-23-25

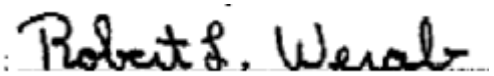
Emily Delgado

From: Bob Werab
Sent: Monday, September 29, 2025 3:42 PM
To: planning
Subject: Public Hearing response PLZC20250167

O am opposed to PLZC20250167, zoning change from PRE/GBE to Apartment/Multifamily Residential District (R-4}. Comment: I would not be opposed to Single Family Residential.

Robert L. Werab, 3800 Pebble Beach, Schertz, TX 78108

9/28/2025



Reply Form:

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250167**

COMMENTS: This change would significantly impact property values for those of us who back this plot of land. It would also put more burden on our neighborhood streets.

NAME: CANDICE GRIFFITH (PLEASE PRINT) SIGNATURE [redacted]

STREET ADDRESS: 6100 COVERS CV

DATE: SEPTEMBER 24TH, 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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Emily Delgado

Emily Delgado
Planning Manager

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250167**

COMMENTS: _____

NAME: Anita Maria Cline SIGNATURE Anita Maria Cline
(PLEASE PRINT)

STREET ADDRESS: 6141 Portchester Schertz TX 78108

DATE: 9/22/25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250167**

COMMENTS: It is not the quality of life the city needs

NAME: Armando Cruz SIGNATURE

(PLEASE PRINT)

STREET ADDRESS: 6070 Covers Cove

DATE: 19 Sept 2025

Reply Form:

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250167**

COMMENTS: traffic problem, no high rise apartments

NAME: Beverly Minatrea SIGNATURE Beverly Minatrea
(PLEASE PRINT)

STREET ADDRESS: 6062 Covers Cove

DATE: 9-20-2025

Reply Form:

City Council will have a public hearing 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 the 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 **PLZC20250167**

COMMENTS: _____

NAME: Denny Law SIGNATURE _____
(PLEASE PRINT)

STREET ADDRESS: 3600 Mimosa Ct., Schertz, TX 78108

DATE: 9/22/25

Reply Form:

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250167**

COMMENTS: DOES NOT FIT IN, IN THE NEIGHBOR HOOD

NAME: GERALD MALLAMS (PLEASE PRINT) SIGNATURE Gerald Mallams

STREET ADDRESS: 3716 HUNTERS GLEN SCHERTZ, TX

DATE: 9-23-25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

To whom it may concern,

The City of Schertz Planning and Zoning Commission will conduct a public hearing on **October 1st, 2025** at **6:00 p.m.** located at the Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas to consider and act upon the following item:

PLZC20250167 – Hold a public hearing and make a recommendation on a zone change request from Pre-Development District (PRE) and General Business District (GB) to Apartment / Multi-family Residential District (R-4) on approximately 24 acres of land, 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.

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 Emily Delgado, Planning Manager, at 1400 Schertz Parkway, Bldg. 1, Schertz, Texas 78154, or by e-mail planning@schertz.com. If you have any questions, please feel free to call Emily Delgado, Planning Manager, at (210) 619-1784.

Sincerely,

Emily Delgado

Emily Delgado
Planning Manager

Reply Form:

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250167**

COMMENTS: SEE ATTACHED

NAME: JAMES M. CERDA SIGNATURE James M Cerda
(PLEASE PRINT)

STREET ADDRESS: 3795 PEBBLE BEACH

DATE: 24-SEP 2025

Ref: PLZC20250167

Response from: James M. Cerda / 3795 Pebble Beach / Schertz TX 78108

There is mixed information regarding the effect that apartment complexes and multifamily residential development have on property values. Assessments indicate limited impact to the value of homes because there are many factors that influence property values that are outside the control of homeowners and developers. Since the proposed zoning change does not indicate what the proposed development specifically will be, homeowners are at a disadvantage when attempting to make a reasonable assessment of how an unknown development will affect them.

Beacon Management Services describes risks that a community will face and needs to consider in addition to property value. Beacon states "If you have too many rental properties in a neighborhood of single-family homes or townhomes, it can cause ***property prices to stagnate or even drop***. That's because tenants don't always maintain homes to the level that owners who actually live in the property do". (italics & emphasis added) (How Rentals Affect Property Values - Beacon Management Services)

Other risks that Beacon identifies are: (1) risks to property owners if renters cause damage to community property and lack proper insurance to pay for damages; (2) control / access to property amenities; (3) security and risk management if illegal renting occurs; and (4) safety, awareness and involvement if renters are unknown and contact information is not available.

Other considerations are the infrastructure required for any new development. The City of Schertz appears to already be resource stretched when it comes to maintaining the current streets in the Fairways of Scenic Hills community. Increasing traffic load in the area will increase the demand for limited resources to maintain an increased level of infrastructure and traffic load.

The community has experienced an increase in wildlife sightings in the past month. Many residents have reported coyote, fox, skunk and rattlesnakes on social media and word of mouth conversations between neighbors. Increasing development will further eliminate wildlife's natural habitat and increase their presence in residential areas.

For these reasons, I am OPPOSED to the proposed zoning change request.

Reply Form:

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250167**

COMMENTS: DOES NOT CONFORM TO THE NEIGHBORHOOD

NAME: NORRENE MALLAMS (PLEASE PRINT) SIGNATURE

STREET ADDRESS: 3716 HUNTERS GLEN SCHERTZ, TX

DATE: 9-23-25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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Sincerely,

Emily Delgado

Emily Delgado
Planning Manager

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250167**

COMMENTS: DONT APPROE APT's FOR THIS AREA

NAME: William T MARIN (PLEASE PRINT) SIGNATURE: William T Marin

STREET ADDRESS: 6074 COVERS COVE

DATE: 9/21/25

ORDINANCE NO. 24-S-156

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS TO AMEND PART III, SCHERTZ CODE OF ORDINANCES, THE UNIFIED DEVELOPMENT CODE (UDC) ARTICLE 5 – ZONING DISTRICTS AND ARTICLE 10 – PARKING STANDARDS

WHEREAS, pursuant to Ordinance No. 10-S-06, the City of Schertz (the "City") adopted and Amended and Restated Unified Development Code on April 13, 2010, as further amended (the "Current UDC"); and

WHEREAS, City Staff has reviewed the Current UDC and have recommended certain revision and updates to, and reorganization of, the Current UDC;

WHEREAS, on September 4, 2024, the Planning and Zoning Commission conducted a public hearing and, thereafter recommended approval; and

WHEREAS, on October 15, 2024, the City Council conducted a public hearing and after considering the Criteria and recommendation by the Planning and Zoning Commission, determined that the proposed amendments are appropriate and in the interest of the public safety, health, and welfare.

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

Section 1. The current UDC is hereby amended as set forth on Exhibit A and Exhibit B hereto.

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 Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. 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 4. This Ordinance 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 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 6. 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 7. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

PASSED ON FIRST READING, the 15th day of October 2024.

PASSED, APPROVED and ADOPTED ON SECOND READING, the 22nd day of October, 2024.

CITY OF SCHERTZ, TEXAS

Ralph Gutierrez, Mayor

ATTEST:

Sheila Edmondson, City Secretary

Exhibit "A"

Proposed Unified Development Code (UDC) Amendments

Article 5 – Zoning Districts

Sec. 21.5.2. Zoning Districts Established.

The City is hereby geographically divided into zoning districts and the boundaries of those districts herein are delineated upon the Official Zoning Map of the City. The use and dimensional regulations as set out in this Article are uniform in each district. Zoning districts are established in compliance with adopted Comprehensive Land Plan and Master Thoroughfare Plan. The districts established shall be known as follows:

Table 21.5.2	
Symbol	Zoning District Name
PRE	Predevelopment District
R-1	Single-Family Residential District
R-2	Single-Family Residential District
R-3	Two-Family Residential District
R-4	Apartment/Multi-Family Residential District
R-5	Middle Density Residential District
R-6	Single-Family Residential District
R-7	Single-Family Residential District
R-A	Single-Family Residential/Agricultural District
GH	Garden Home Residential District
TH	Townhome District
MHS	Manufactured Home Subdivision District
MHP	Manufactured Home Park District
OP	Office and Professional District
NS	Neighborhood Services District
GB	General Business District
GB-2	General Business District-2
M-1	Manufacturing District (Light)
M-2	Manufacturing District (Heavy)
PUB	Public Use District
PDD	Planned Development District
EN	Estate Neighborhood PDD
MSMU	Main Street Mixed-Use District
MSMU-ND	Main Street Mixed-Use New Development District

(Ord. No. 13-S-22 , § 1, 7-16-2013; Ord. No. 14-S-47 , § 1, 11-18-2014; Ord. No. 23-S-07 , § 1(Exh. A), 3-14-2023)

Sec. 21.5.5. Statement of Purpose and Intent for Residential Districts.

A. *Predevelopment District (PRE).* Intended for use for undeveloped land in the City or as a temporary designation for existing uses for newly annexed property. This zoning is also suitable for areas where development is premature due to lack of utilities, capacity or service and for areas that are unsuitable for development because of physical constraints or potential health or safety hazards. No improvements, construction or structures may be undertaken without obtaining a building permit and no occupancy of such improvements and structures without obtaining a certificate of occupancy.

B. *Single-Family Residential District (R-1).* Comprised of single-family detached residential dwellings on a minimum lot size of 9,600 square feet, together with the schools, churches, and parks necessary to create basic neighborhood units.

C. *Single-Family Residential District (R-2).* Comprised of single-family detached residential dwellings with a minimum lot size of 8,400 square feet, together with the schools, churches, and parks necessary to create basic neighborhood units.

D. *Two-Family Residential District (R-3).* Comprised of two (2) single-family attached residential dwellings with a minimum lot size of 9,000 square feet, together with the schools, churches, and parks necessary to create basic neighborhood units.

E. *Apartment/Multi-Family Residential District (R-4).* Intended to provide denser apartment and multi-family style developments. This district is a suitable transition between single-family districts and commercial uses. However, Apartment/Multi-Family Residential Districts (R-4) shall not be located in areas where they would increase traffic with access through single-family neighborhoods and shall be located adjacent to arterial streets. The maximum density shall be thirty-five (35) units per acre. Twenty percent (20%) of the total platted area shall be provided as common, usable open space.

F. *Middle Density Residential District (R-5).* Intended to provide developments that offer a variety of housing types. This district is a suitable transition between single-family residential and commercial and/or denser multi-family developments. Comprised of attached or detached residential dwelling units.

1. When tracts in this district are one (1) acre or less, density shall not exceed sixteen (16) units per gross acre and these tracts will be required to adhere to the single-family site design requirements in Article 9 – Site Design Standards

2. When tracts exceed one (1) acre, density shall not exceed twelve (12) units per gross acre and these tracts will be required to adhere to the multi-family site design requirements in Article 9 – Site Design Standards and provide ten percent (10%) of the total platted area as common, usable open space.

G. *Single-Family Residential District (R-6).* Comprised of single-family detached residential dwellings that are on a minimum lot size of 7,200 square feet, together with the schools, churches, and parks necessary to create basic neighborhood units. This district is intended to be developed using the more contemporary building styles and allowing those dwellings to be constructed on relatively small lots. The maximum size tract that can be zoned R-6 is 30 acres.

H. *Single-Family Residential District (R-7).* Comprised of single-family detached residential dwellings on a minimum lot size of 6,600 square feet, together with the schools, churches, and parks necessary to create basic neighborhood units. This district is intended to be developed using the more contemporary building styles and allowing those dwellings to be constructed on relatively small lots. The maximum size tract that can be zoned R-7 is 40 acres.

I. *Single-Family Residential/Agricultural District (RA).* Intended to provide for areas in which agricultural land may be held in such use for as long as is practical and reasonable. Residences in this District are intended to be on a minimum lot size of 21,780 square feet (one-half acre). This District is suitable for areas where

development is premature due to lack of utilities, capacity or service, and for areas that are unsuitable for development because of physical restraints or potential health or safety hazards.

J. *Garden Homes Residential District (GH).* Comprised of single-family detached residential dwellings on a minimum lot size of 5,000 square feet together with the schools, churches, and parks necessary to create basic neighborhood units. This District allows the main structure to be constructed coincident with one (1) of the side property lines, and requires only one (1) side yard setback in order to maximize lot usage and yet maintain a neighborhood character consistent with conventional single-family detached homes.

No area shall be designated GH that contains less than five (5) adjoining lots on a street. Zero lot line homes shall have no windows on the side of the house, which abuts the property line. Entire frontage of one (1) side of the street in the block must be included in the GH designation. Exception may be made where an alley breaks the block on that side of the street. Homes will be uniformly located on the same side of the lot within a street block.

K. *Townhome District (TH).* Comprised of an attached residential dwelling unit in structures built to accommodate three (3) to six (6) units per structure. Density shall not exceed twelve (12) units per gross acre. Townhome units shall be constructed on a single lot, or on adjacent individual lots. Individual ownership of the townhome units is encouraged. Minimum lot area shall not be less than 2,500 square feet per dwelling unit. Ten percent (10%) of the total platted area shall be provided as common, usable open space. This District should not be located in areas where it would increase traffic through single-family neighborhoods and should be adjacent to arterial streets with sufficient capacity to carry the increased traffic generated.

L. *Manufactured Home Subdivision District (MHS).* Intended to recognize that certain areas of the City are suitable for a mixture of single-family dwelling units and HUD-Code manufactured homes, to provide adequate space and site diversification for residential purposes designed to accommodate the peculiarities and design criteria of manufactured homes, along with single-family residences, to promote the most desirable use of land and direction of building development, to promote stability of development, to protect the character of the district, to conserve the value of land and buildings, and to protect the City's tax base. This District provides for the creation and/or subdivision of any lot, tract or parcel of land used for the placement of manufactured homes. This District is not intended to prohibit or unduly restrict any type of housing but to ensure compatibility in housing types between manufactured home subdivisions and surrounding single family residential subdivisions and recognizing their inherent differences.

M. *Manufactured Home Park District (MHP).* Intended to provide adequate space and site diversification for residential purposes designed to accommodate the peculiarities and design criteria of manufactured homes, to promote the most desirable use of land and direction of building development, to promote stability of development, to protect the character of the district, to conserve the value of land and buildings, and to protect the City's tax base. This District provides for the creation of tracts of land used for the placement of multiple manufactured homes on a single lot, tract or parcel of land and utilized for rent or lease. This District is not intended to prohibit or unduly restrict any type of housing but to ensure compatibility between manufactured home parks and surrounding properties and recognizing the inherent differences in housing types between manufactured home parks and other residential districts.

N. *Agricultural District (AD).* Intended to provide as a base zoning district in areas designated as agricultural conservation on the North and South Schertz Framework Plans. Residences in this District are intended to be on a minimum lot size of 217,800 square feet (five acres). Clustering of up to two homes may be allowed on the same lot subject to setback requirements. This District is suitable for areas where development is premature due to lack of utilities, capacity or service, and for areas that are unsuitable for development because of physical restraints or potential health or safety hazards.

O. *Main Street Mixed-Use District (MSMU).* Intended to provide a base zoning district in the area along Main Street. In light of the history of the area and variety of land uses that exist, this zoning district allows for

single-family and multi-family residential uses, and low intensity commercial uses. Reduced setbacks and parking requirements are provided as part of this district due to physical restraints.

P. *Main Street Mixed-Use New Development District (MSMU-ND).* Intended to provide a base zoning district in the area along Main Street, specifically for new development of existing properties. This district is intended to mirror The Main Street Mixed-Use District (MSMU), allowing for single-family and multi-family residential uses, and low intensity commercial uses. Reduced setbacks, parking requirements, along with reduced landscape buffers are provided as part of this district due to physical restraints of the existing properties.

(Ord. No. 13-S-22, § 2, 7-16-2013 ; Ord. No. 14-S-47 , § 2, 11-18-2014; Ord. No. 21-S-26 , § 1(Exh. A), 7-6-2021; Ord. No. 23-S-07 , § 1(Exh. A), 3-14-2023)

Sec. 21.5.7. Dimensional and Developmental Standards.

A. *General.* All projects or developments shall comply with all of the applicable dimensional and development standards of this Article. Additional requirements may also apply as required in other sections of this UDC. All area requirements and lot sizes shall be calculated based on gross acres.

Table 21.5.7.A DIMENSIONAL REQUIREMENTS RESIDENTIAL ZONING DISTRICTS											
		Minimum Lot Size And Dimensions			Minimum Yard Setback (Ft)				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 Imperv Cover	Key
R-1	Single-Family Residential District-1	9,600	80	120	25	10	20	2	35	50%	h,j,k,l, m,o
R-2	Single-Family Residential District-2	8,400	70	120	25	10	20	2	35	50%	h,j,k,l, m,o
R-3	Two-Family Residential District	9,000	75	120	25	10	20	2	35	60%	h,j,k,l, m,o
R-4	Apartment/Multi-Family Residential District	43,560	400	100	25	10	20	2	50	75%	a,b,j,k, l,m,
R-5	Middle Density District	10,890	-	-	25	10	10	2	35	80%	h,j,k,l, m, q
R-6	Single-Family Residential District-6	7,200	60	120	25	10	20	2	35	50%	h,k,l, m,n,o
R-7	Single-Family Residential District-7	6,600	60	110	25	10	20	2	35	50%	h,k,l, m,n,o
R-A	Single-Family-Residential/Agriculture	21,780	-	-	25	25	25	2	35	50%	h,k,l, m,n
GH	Garden Home Residential District	5,000	50	100	10	10	10	2	35	75%	c,d,e,f, g,k,l,m
TH	Townhome District	2,500	25	100	25	10	20	2	35	75%	h,j,k,l, m
MHS	Manufactured Home Subdivision District	6,600	60	110	25	10	20	2	35	50%	j,k,l, m,o
MHP	Manufactured Home Park District	43,560	-	-	25	12.5	25	-	35	50%	j,k,l,m
AD	Agricultural District	217,800	100	100	25	25	25	2	35	30%	h,k,o

MSMU	Main Street Mixed Use	5,000	50	100	10	5	10	2	35	80%	h,j,k,m, n,p
MSMU-ND	Main Street Mixed Use-New Development	5,000	50	100	10	5	10	2	35	80%	j,k,m,p

Key:	
a.	Maximum density shall not exceed 35 units per acre.
b.	2 parking spaces per unit plus 5%.
c.	Zero lot line Garden Homes.
d.	20-foot paved alley for ingress/egress to all rear garages.
e.	5-foot shall be designated maintenance easement.
f.	Corner lot shall have 10-foot side yard setback from street right-of-way.
g.	25-foot set back to property line adjoining public street.
h.	Corner lot shall have minimum 15-foot side yard setback from street right-of-way. For properties on Main Street, the City Engineer may authorize a reduction to no less than 10' if there are no sight distance issues.
i.	Minimum lot area for each unit.
j.	Site Plan approval required.
k.	Swimming pools count toward the maximum impervious cover limitations, unless the swimming pool is equipped with a water overflow device appropriate for such pool, and only if it drains into any pervious surface, in which case the water surface shall be excluded.
l.	No variances may be permitted to exceed the maximum impervious cover limitations
m.	Refer to Article 14, section 21.14.3 for additional design requirements
n.	All single family residential dwelling units constructed within this district shall be constructed with an enclosed garage.
o.	Side yard setback of 7.5 ft. for R-1, R-2, R-3, R-6, R-7, and MHS continues in effect for all subdivisions vested on the date of adoption of Ordinance No. 11-S-15.
p.	Not subject to the requirements in section 21.10.4
q.	Refer to section 21.5.7.B.8

Table 21.5.7.B DIMENSIONAL REQUIREMENTS NON-RESIDENTIAL ZONING DISTRICTS (d)				
	Minimum Lot Size And Dimensions	Minimum Yard Setback (Ft)	Miscellaneous Lot Requirements	

Code	Zoning District	Area Sq. Ft.	Width Ft.	Depth Ft.	Front Ft.	Rear Adj Non-Res Zone	Rear Adj. Res Zone	Side Adj Non-Res Zone	Side Adj Res Zone	Max Ht. Ft.	Max Imperv Cover	Key
OP	Office/ Professional	6,000	60	100	25	0	25	0	25	35	70%	a, b, c, d
NS	Neighborhood Services	10,000	100	100	25a	0	25	0	25	35	80%	a, b, c, d
GB	General Business	10,000	100	100	25	0	25	0	25	120	80%	a, b, c, d
GB-2	General Business-2	10,000	100	100	25	0	25	0	25	120	80%	a, b, c, d
M-1	Light Manufacturing	10,000	100	100	25	0	50c	0	25b	120	80%	a, b, c, d
M-2	Heavy Manufacturing	10,000	100	100	25	0	50c	0	25b	120	80%	a, b, c, d
PUB	Public Use District	10,000	100	100	25	0	15	0	25	35	70%	a, c, d

Key:	
a.	See Article 10 for parking requirements.
b.	Uses may require a Specific Use Permit. The City of Schertz will follow the guidelines outlined in the Air Installation Compatible Use Zone (AICUZ) study for Randolph Air Force Base.
c.	No variances may be permitted to exceed the maximum impervious cover limitations.
d.	Refer to Article 14, Sec. 21.14.3 for additional design requirements.

B. *Additional Dimensional and Development Standards.*

1. All lots developed for residential purposes shall comply with the lot area, minimum setbacks and height requirements established in table 21.5.7A for the zoning district(s) in which the lot(s) is/are located. All lots developed for allowed non-residential purposes, within residential zoning districts, shall comply with lot, area and height requirements established in table 21.5.7A for the zoning district(s) in which the lot(s) is/are located.

2. All lots developed for non-residential purposes shall comply with lot, area, minimum setbacks, and maximum height requirements established for the zoning district(s) in which the lot(s) is located, as established in table 21.5.7B.

3. All lots shall have at least the minimum area, width and depth as indicated in the tables 21.5.7A and 21.5.7B in this section.

4. Platted subdivisions established by a duly approved plat filed prior to adoption of this UDC shall be exempt from meeting any new lot width, depth, and/or square footage requirements.

5. No lot existing at the time of passage of this UDC shall be reduced in size below the minimum area requirements set forth in tables 21.5.7A and 21.5.7B.

6. Minimum lot size requirements shall not apply to previously platted lots that are annexed into the City, but shall apply in the event of a vacation and replat of such property. All other requirements of this UDC shall nevertheless apply.

7. No portion of any building on a residential lot may be located on any lot closer to any lot line or to the street right-of-way line than is authorized in table 21.5.7A set forth in this section unless otherwise listed below:

    a. Where the frontage on one (1) side of a street is divided by two (2) or more zoning districts, the front yard setback shall comply with the requirements of most restrictive district for the entire frontage between the nearest intersecting streets.

    b. Where the building setback line has been established by plat and exceeds the requirements of this UDC, the more restrictive setback line shall apply.

    c. The front yard setback shall be measured from the property line to the front face of the building, covered porch, covered terrace, or attached accessory building. Eaves and roof extensions may project into the required front yard, not to exceed two (2) feet.

    d. *Side Yards:* Every part of a required side yard shall be open and unobstructed except for accessory buildings as permitted herein and the ordinary projections of window sills, belt courses, cornices and other architectural features projecting not to exceed twelve (12) inches into the required side yard, and roof eaves projecting not to exceed twenty-four (24) inches into the required side yard.

    e. *Rear Yards:* Every part of a required rear yard shall be open and unobstructed, except for accessory buildings, uses and structures as permitted and the ordinary projections of window sills, belt courses, cornices and roof overhangs and other architectural features projecting not to exceed twenty-four (24) inches into the required rear yard.

    f. Where lots have double frontage, running from one street to another, a required front yard setback shall be provided on both streets.

    g. *Mixed Use Building:* In a building serving dwelling and other uses, in any district, the height and area regulations applicable to non-residential buildings shall apply.

h. There shall not be more than one (1) residential dwelling on a platted lot of a duly recorded plat of a single-family residential use.

8. Middle Density District (R-5) developments may have unique designs and dimensions. Due to this, the following additional standards apply. These standards pertain to the side building separation space with the intent for fire safety

   a. When HVAC units are not within the building separation space the minimum separation is ten (10) feet.

   b. When HVAC units are within the building separation space, or either structure is above one story, the minimum separation is fifteen (15) feet.

   c. HVAC units shall be on opposite sides of buildings.

   d. These additional standards are not required if fire suppression systems are installed within the buildings.

(Ord. No. 13-S-22 , § 3, 7-16-2013; Ord. No. 14-S-47 , § 3, 11-18-2014; Ord. No. 21-S-26 , § 1(Exh. A), 7-6-2021)

Sec. 21.5.8. Permitted Use Table.

A. *Use of Land and Buildings.* Structures, land or premises shall be used only in accordance with the use permitted in the following use table subject to compliance with the dimensional and development standards for the applicable zoning district and all other applicable requirements of this UDC.

B. *Permitted Principal Uses.* No principal use shall be permitted in any district unless it appears in the following permitted use table.

1. *Legend for the permitted use table:*

P	Use is permitted in district indicated
S	Use is permitted in district indicated upon approval of Specific Use Permit
	Use is prohibited in district indicated

	RESIDENTIAL USES															
PRE	AD	RA	R-1	R-2	R-3	R-4	R-5	R-6	R-7	MHS	MHP	GH	MS MU	MS MU-ND	TH	
Predevelopment	Agricultural District	Residential/ Agricultural	Single Family - 1	Single Family - 2	Two Family	Apartment/ Multi-Family	Middle Density Residential District	Single Family - 6	Single Family - 7	Manufactured Home Subdivision	Manufactured Home Park	Garden Home	Main Street Mixed Use	Main Street Mixed Use - New Development	Townhome District	PERMITTED USES
	P	P	P	P	P		P	P	P	P	P	P	P	P	P	Accessory Building, Residential
																Aggregate Extraction
	P	P														Agricultural/Field Crops
	P															Airport, Heliport or Landing Field
																Alcohol Package Sales
																Antenna and/or Antenna Support Structure, Commercial
													P	P		Antique Shop
																Appliances, Furniture and Home Furnishings Store
													P	P		Art Gallery/Library/Museum
																Assisted Care or Living Facility
																Athletic Stadium, Private
																Athletic Stadium, Public
													P	P		Automobile Parking Structure/Garage
																Automobile Parts Sales

																Automobile Repairs & Service, Major
																Automobile Repairs & Service, Minor
																Automobile Sales
													P	P		Bakery
													P	P		Bank, Saving and Loan, Credit Union
													P	P		Beauty Salon/Barber Shop
	S	S	S	S	S	S		S	S	S	S	S	P	P		Bed and Breakfast Inn
													P	P		Book Store
																Bottling Works
	S															Building Material and Hardware Sales
																Cabinet or Upholstery Shop
																Car Wash, Automated
																Car Wash, Self Serve
	S	S														Cemetery or Mausoleum
S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	Church, Temple, Synagogue, Mosque, or Other Place of Worship
																Civic/Convention Center
																College, University, Trade, or Private Boarding School
																Commercial Amusement, Indoor
																Commercial Amusement, Outdoor
																Community Center
																Concrete/Asphalt Batching Plant

	S														Convenience Store w/o Gas Pumps
															Convenience Store w/ Gas Pumps
												P	P		Dance Hall/Night Club
												P	P		Day Care Center
															Department Store
															Dry Cleaning, Major
												P	P		Dry Cleaning, Minor
	P	P	P	P	P	P		P	P	P	P	P				Family or Group Home
	P												P	P		Farmers Market
															Flea Market, Inside
	S														Flea Market, Outside
												P	P		Florist
															Fraternity, Sorority, Civic Club or Lodge
												P	P		Furniture Sales
															Gasoline Station/Fuel Pumps
		P	P	P	P	P	P	P	P	P	P	P			P	Gated Community
																General Manufacturing/Industrial Use
		P	P	P	P	P	P	P	P	P	P	P			P	Golf Course and/or Country Club
												P	P			Governmental Facilities
												P	P			Gymnastics/Dance Studio
																Hazardous Waste
												P	P			Health/Fitness Center
	S															Heavy Equipment Sales, Service or Rental
																Home Improvement Center

																Hospital
																Hotel/Motel
																Household Appliance Service and Repair
	S	S	S	S				S	S	S	S	S	S	S		In-Home Day Care
																Landfill
																Laundromat
	P	P														Livestock
													P	P		Locksmith/Security System Company
													P	P		Medical, Dental or Professional Office/Clinic
																Mini-Warehouse/Public Storage
		S								P	P					Manufactured/Mobile Homes
																Manufacturing
													P	P		Microbrewery/Brewpub
																Mortuary/Funeral Home
					S	P	P						P	P		Multi-Family Apartment Dwelling
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Municipal Uses Operated by the City of Schertz
													P	P		Museum
	S															Nursery, Major
	P															Nursery, Minor
																Office Showroom
																Office-Warehouse/Distribution Center
					P	P	P						P	P	P	One-Family Dwelling Attached

	P	P	P	P	P	P	P	P	P	P	P	P	P	P		One-Family Dwelling Detached
													P	P		Packaging/Mailing Store
	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Park/Playground/Similar Public Site
																Pawn Shop
													P	P		Pet Store
													P	P		Pharmacy
																Portable Building Sales
													P	P		Post Office
																Print Shop, Major
													P	P		Print Shop, Minor
													P	P		Private Club
																Railroad/Bus Passenger Station
	S	S									P					Recreational Vehicle Park
																Recreational Vehicle Sales and Service
																Recycling Collection Center
																Recycling Collection Point
																Recycling Facility
																Rehabilitation Care Facility
																Restaurant, Drive-In
													P	P		Restaurant or Cafeteria
													P	P		Retail Stores and Shops
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	School, Public or Private
																Sexually Oriented Business (See Ordinance No. 02-L-16)
	P	P														Stable, Commercial

																Storage or Wholesale Warehouse
													P	P		Tattoo Parlors/Studios
													P	P		Tavern
																Taxidermist
																Theater, Outdoor
													P	P		Theater, Indoor
	S															Tool Rental
																Trailer/Manufactured Homes Sales
																Truck Sales, Heavy Equipment
																Truck Terminal
					P	P	P						P	P		Two-Family Dwelling
	P															Veterinarian Clinic/Kennel, Indoor
	P	P														Veterinarian Clinic/Kennel, Outdoor
	S															Welding/Machine Shop
																Wrecking or Salvage Yard
S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	New and Unlisted Uses

C. *New and Unlisted Uses.*

1. It is recognized that new or unlisted types of land use may seek to locate in the City. In order to provide for such contingencies, a determination of any new or unlisted form of land use shall be made in accordance with this section.
2. For uses in which an applicant requests a Specific Use Permit, the City Manager or his/her designee shall follow the procedures for granting an SUP in accordance with section 21.5.11 of this UDC.
3. It is recognized that the permitted use chart may require amendment, from time to time, to allow for uses that were otherwise not permitted. In the event an amendment to the permitted use chart is required, the procedure for the amendment shall be the same as required for an amendment to the text of the UDC in accordance with section 21.4.7 of this UDC.

D. Limited Uses.

1. Tattoo Parlors/Studios in the Main Street Mixed Use District and the Main Street Mixed Use – New Development District shall have the following limited uses:
    a. No tattoo studio shall be within 900 feet of another tattoo studio (property line to property line).
2. Automobile Sales within the City of Schertz shall have the following limited uses:
    a. No Automobile Sales shall be within three (3) miles of another Automobile Sales (property line to property line).
    b. No Automobile Sales shall be within 250 feet of any single-family residential zoning or use.
    c. Automobile Sales uses are required to have Automobile Repair, Major as an accessory use.

(Ord. No. 13-S-22 , § 4, 7-16-2013; Ord. No. 14-S-47 , § 4, 11-18-2014; Ord. No. 20-S-29, § 1(Exh. A), 10-27-2020; Ord. No. 21-S-26 , § 1(Exh. A), 7-6-2021; Ord. No. 21-S-44 , § 1(Exh. A), 10-26-2021)

Exhibit "B"

Proposed Unified Development Code (UDC) Amendments

Article 10 – Parking Standards

Sec. 21.10.4. Schedule of off-street parking requirements.

A. Off-street parking shall be provided in sufficient quantities to provide the following ratio of vehicle spaces for the uses specified in the districts designated:

Table 21.10.4 Schedule of Off-Street Parking Requirements	
Use Type	Parking Requirement
Amusement, Commercial (Indoor)	1 space for each 200 square feet of gross floor area
Amusement, Commercial (Outdoor)	1 space per 500 square feet of outdoor site area plus 1 space per each 4 fixed spectator seats
Assisted Care, Living Facility, Care Facility	1 parking space for each 2 beds
Bank, Savings And Loan, Or Other Financial Institution	1 space for each 250 square feet of gross floor area
Bar Or Night Club	1 space for each 50 square feet of gross floor area
Bed And Breakfast	1 space for each guest room plus 1 space per employee
Bowling Alley	5 parking spaces for each lane
Car Wash	1 space for each 200 Square feet of floor area
Day Care Center	1 space per 250 square feet of gross floor area
Fitness Center/Gym	1 space for each 250 square feet of gross floor area
Convenience Store/Gas Station	1 space for each 250 square feet of gross floor area. Spaces provided for fueling at the pump stations shall not be considered parking spaces.
Group Home	4 spaces
Hospital	1 parking space for each bed
Hotel Or Motel	1 space for each sleeping room or suite plus 1 space for every 200 square feet of common area not designated as sleeping rooms
Lodging Houses And Boarding Houses	1 parking space for each bedroom
Manufacturing, Processing Or Repairing	1 space for each 2 employees or 1 space for each 1,000 square feet of total floor area, whichever is greater
Medical Or Dental Clinic	1 space for each 200 square feet of total floor area
Middle-Density (R-5) Housing Types	For tracts one (1) acre or less, 1.5 spaces per unit For tracts exceeding one (1) acre, 2 spaces per unit
Mini-warehouse/Public Storage	1 space for each 300 square feet of office floor area plus 1 space for each 3,000 square feet of storage area
Mortuary/Funeral Home	1 parking space for each 50 square feet of floor space in service rooms or 1 space for each 3 seats, whichever is less based on maximum design capacity)
Multifamily (R-4)	2 spaces per unit plus additional guest parking provided at a ratio of 5% of required spaces
Duplex and Two-Family	2 spaces per unit
Nursery	1 space per 300 square feet of total sales area Wholesale nursery: 1 parking space per employee of the largest work shift, plus 1 space per 10,000 square feet of display area and 1 space per acre of growing areas
Offices	1 space for each 250 square feet of gross floor area

Outdoor Facilities (Outdoor Recreational Fields i.e. Football, Soccer, etc.)	20 spaces per designated field or 1 per 4 person design capacity
Public Use	Parking shall be provided at a ratio approved by City staff based on a parking study provided by the applicant
Residence Halls, Fraternity Buildings And Sorority Buildings	1 space per person capacity of permanent sleeping facilities
Residential Subdivision Mailbox Kiosk	2 spaces—these may be in the right-of-way but not in the traffic lane—an expansion of the road surface is required and the kiosk must be covered to provide shelter for people using the kiosk
Restaurants	1 parking space for each 100 square feet of gross floor area, or 1 space for each 4 seats, whichever is less (based on maximum design capacity)
Retail Sales And Service	1 space for each 250 square feet of gross floor area
School, High School, Vocational, All Other Schools	Parking shall be provided at a ratio approved by City staff based on a parking study provided by the applicant that shall include vehicle stacking requirements
Single Family Attached And Detached Dwelling Units	2 parking spaces per dwelling unit
Theaters, Auditoriums, Churches, Assembly Halls, Sports Arenas, Stadiums, Conference Center, Convention Center, Dance Hall, Exhibition Halls, Or Other Place Of Public Assembly	1 space for each 4 seats or 1 space for every 100 square feet of gross floor area, whichever is less (based on maximum design capacity)
Automobile Sales Or Rental	1 space for each 3,000 square feet of sales area (open and enclosed) devoted to the sale, display or rental of vehicles
Automobile Service, Repair, Garage	1 space for each 200 square feet of total floor area
Warehouse	1 space for each 1,000 square feet of total floor area

B. *New and Unlisted Uses.* When a proposed land use is not classified in this section or a single use which have varying parking needs depending on the function of that specific single use, an applicant may submit a parking ratio based on best/current planning and transportation practices.

1. A best/current parking ratio application should include the following:

   a. An application shall fully cite the sources used to derive the applicant-submitted parking ratio, possible resources include parking standards material from the Institute of Transportation Engineers (ITE) or the American Planning Association (APA).

   b. The City Manager or his/her designee shall review the applicant submitted parking ratio to confirm best/current planning practices for a use.

   c. The City Manager or his/her designee shall approve, modify, or deny the applicant submitted parking ratio.

2. Parking ratio determination where no application is submitted

   a. If the applicant does not submit a parking ratio, then the City Manager or his/her designee shall determine the parking ratio based on the best/current planning and transportation practices.

C. *Mixed uses.* In the event that several users occupy a single structure, or parcels of land, the total requirements for off street parking shall be the sum of the requirements for the several uses computed

separately unless it can be shown that the peak parking demands are offset, for example with retail and residential, or theater and office uses. In such case the City Manager or his/her designee may reduce the total requirements accordingly, but not more than twenty-five percent (25%).

D. *Joint use of facilities.* Required parking facilities of two (2) or more uses, structures, or parcels of land may be satisfied by the same parking facility used jointly, to the extent that it can be shown by the owners or operators that the need for the facilities does not materially overlap and provided that such right of joint use is evidenced by a deed, lease, contract, or similar written instrument establishing the joint use.

E. *Properties zoned main street mixed-use.* Properties zoned Main Street Mixed-Use shall only be required to provide two (2) on-site parking spaces but must still provide the minimum required number of handicapped spaces on site.

(Ord. No. 14-S-47, § 5, 11-18-2014; Ord. No. 16-S-27, § 7, 8-30-2016; Ord. No. 18-S-03, § 1(Exh. A), 1-23-2018; Ord. No. 22-S-19, § 1(Exh. A), 4-26-2022; Ord. No. 23-S-07, § 1(Exh. A), 3-14-2023)

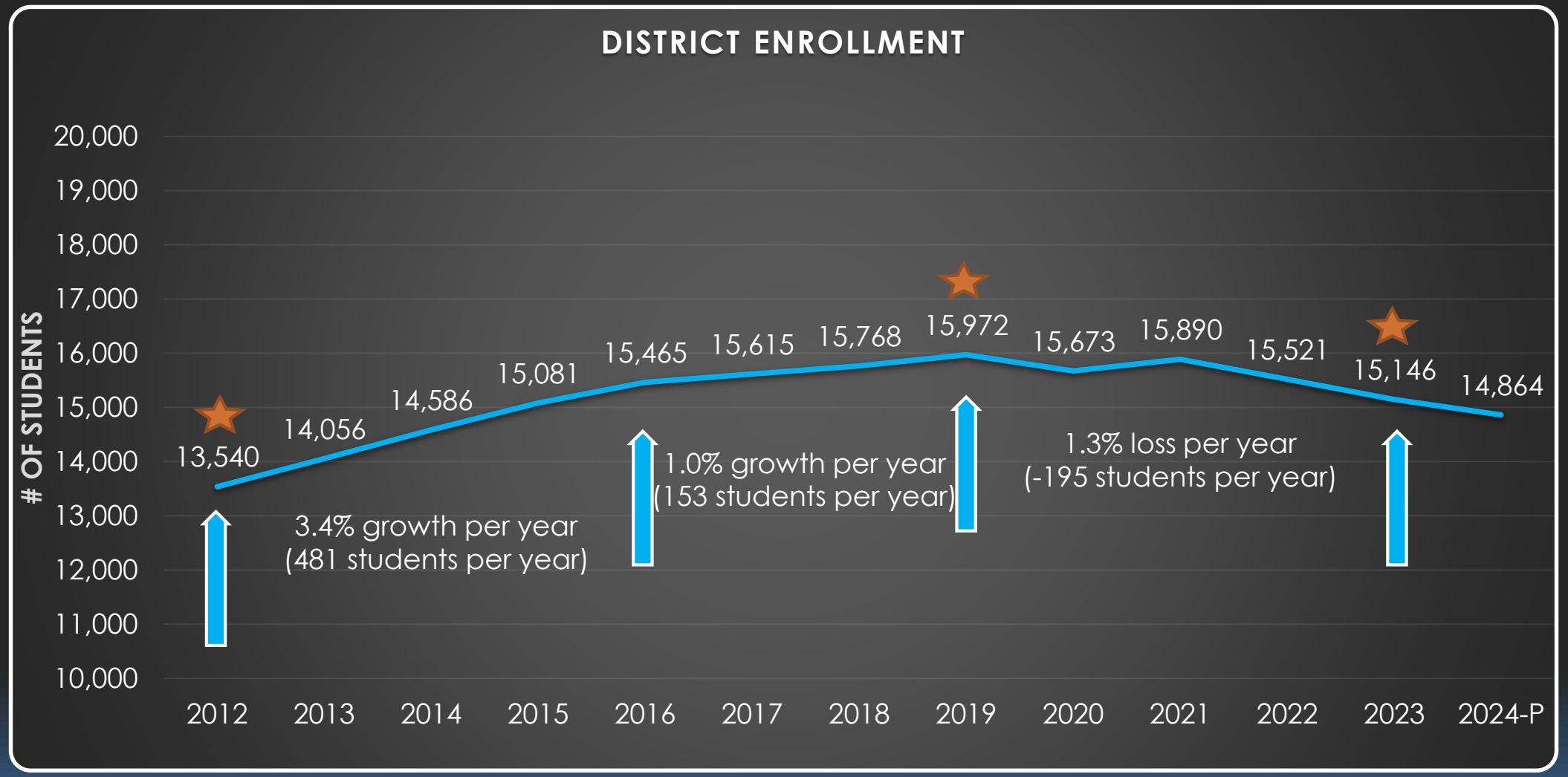
SCHERTZ - CIBOLO - UNIVERSAL CITY ISD

10 YEAR CAMPUS FORECASTING

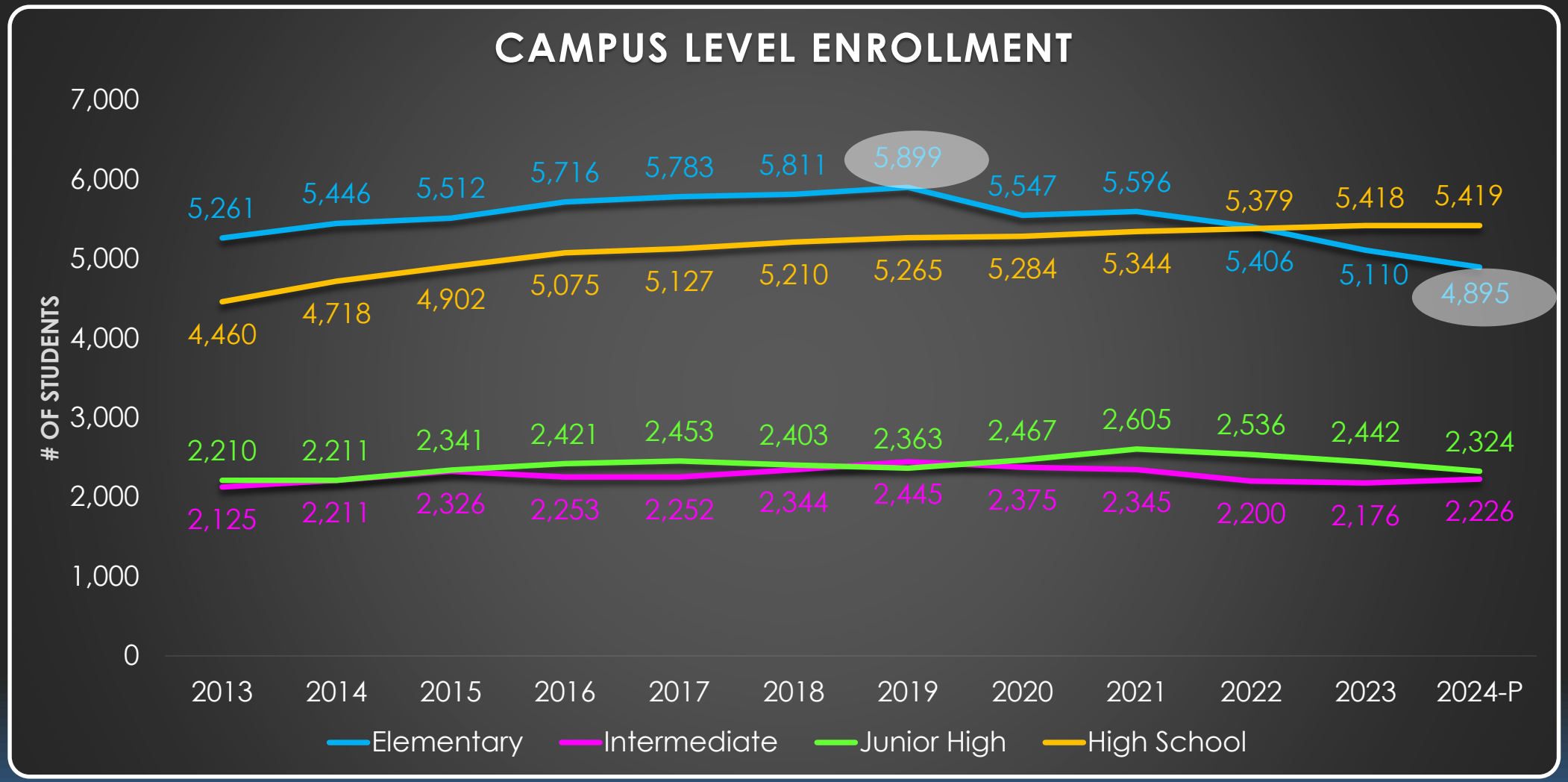
FORECASTING CONSIDERATIONS

- 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

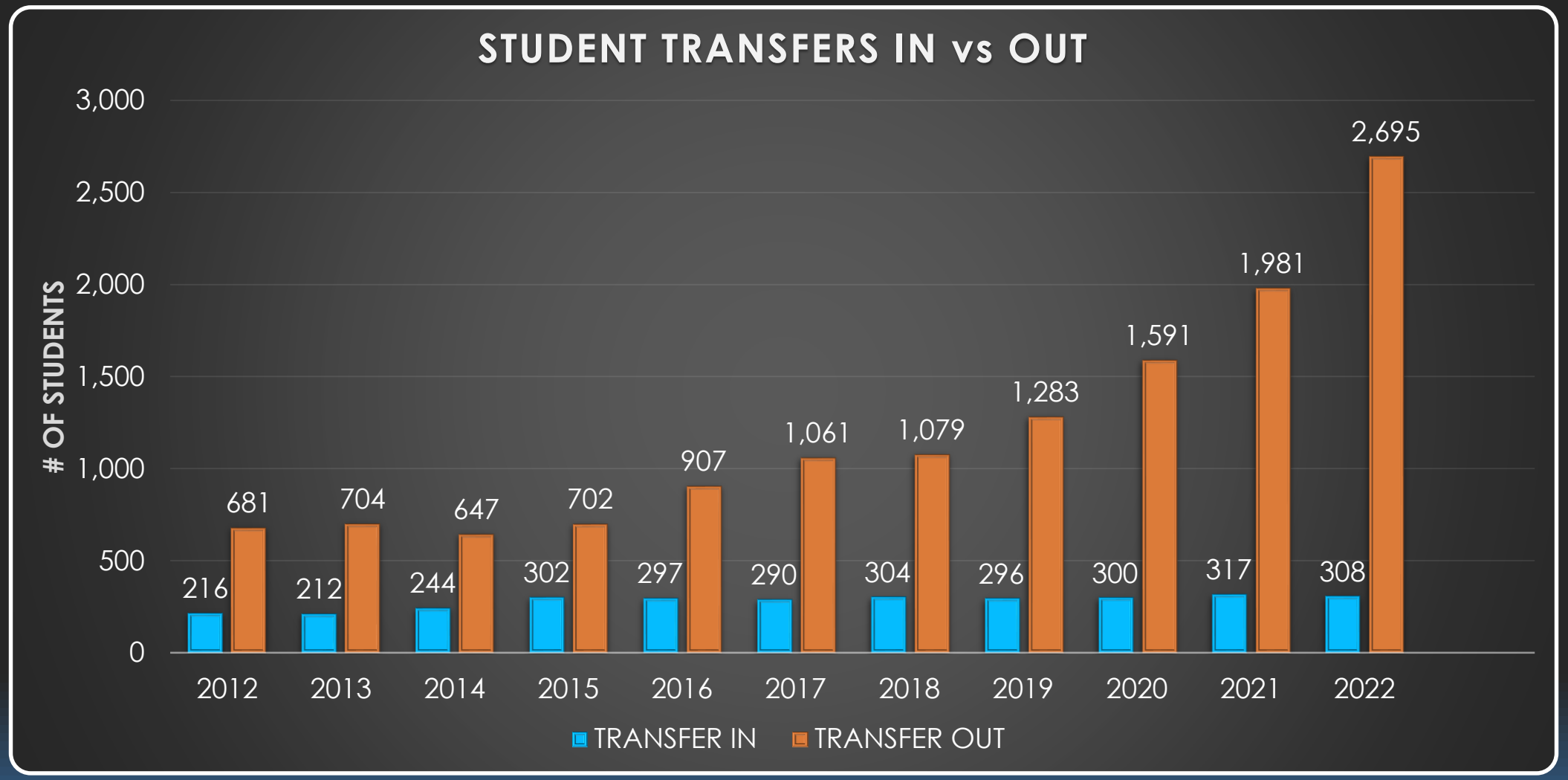
PEIMS YEAR	TRANSFER IN	TRANSFER OUT	DIFFERENCE
2012	216	681	-465
2013	212	704	-492
2014	244	647	-403
2015	302	702	-400
2016	297	907	-610
2017	290	1061	-771
2018	304	1079	-775
2019	296	1283	-987
2020	300	1591	-1291
2021	317	1981	-1664
2022	308	2695	-2387
2023	Data available in March		

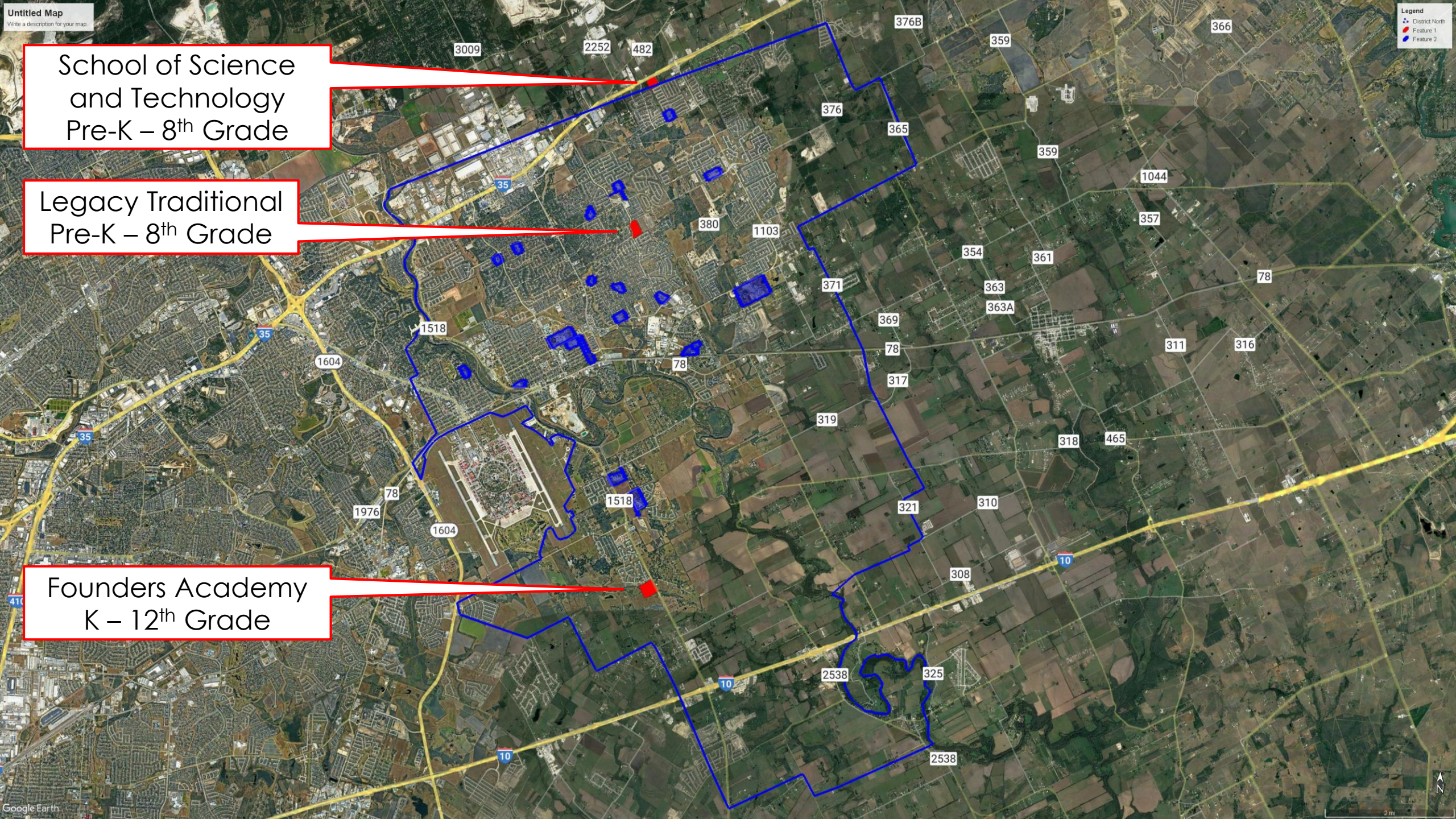
First Year of Founders Charter School →

First Year of School of Science and Technology →

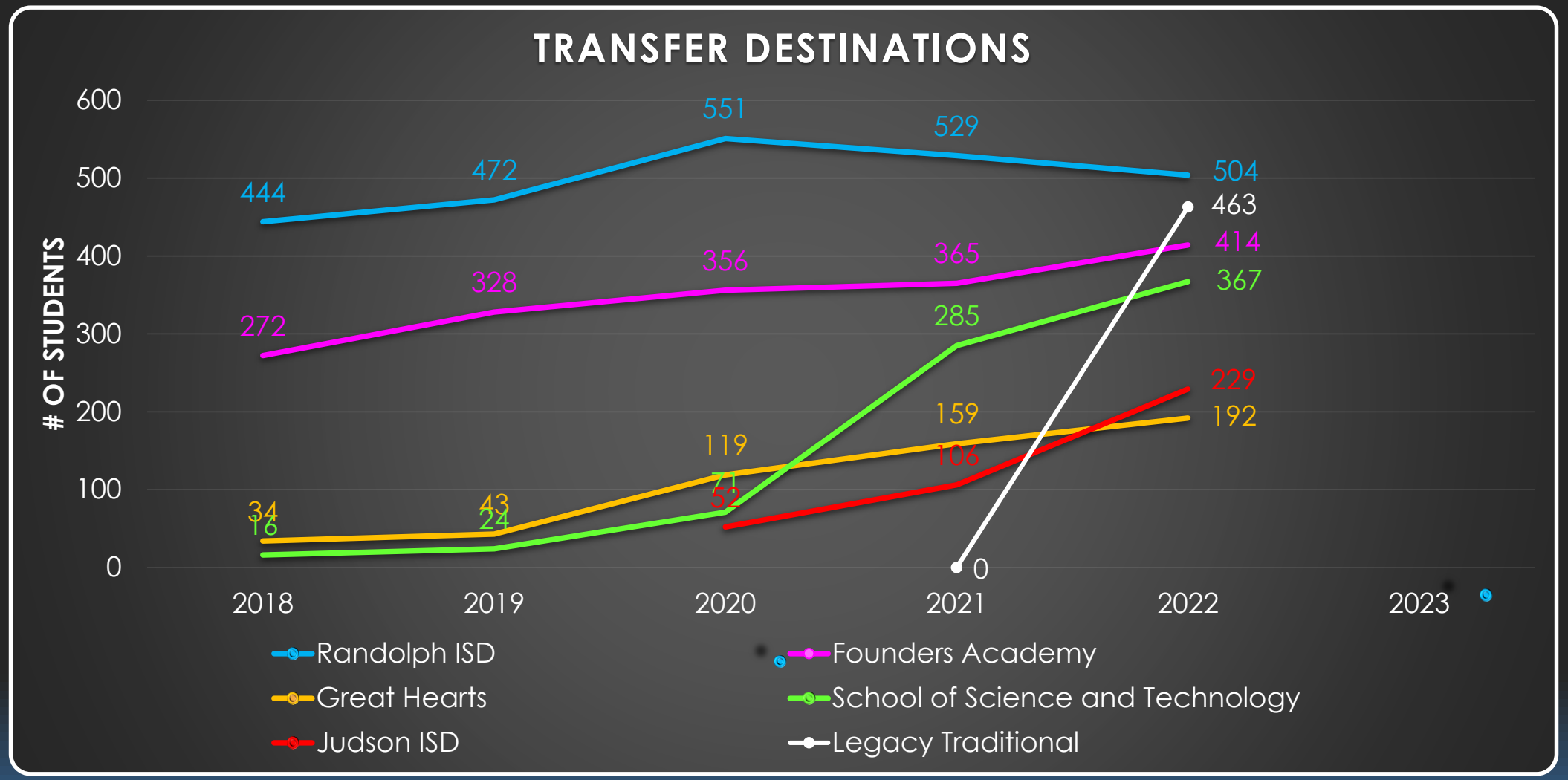
First Year of Legacy Traditional School →

STUDENT TRANSFERS IN VS. OUT

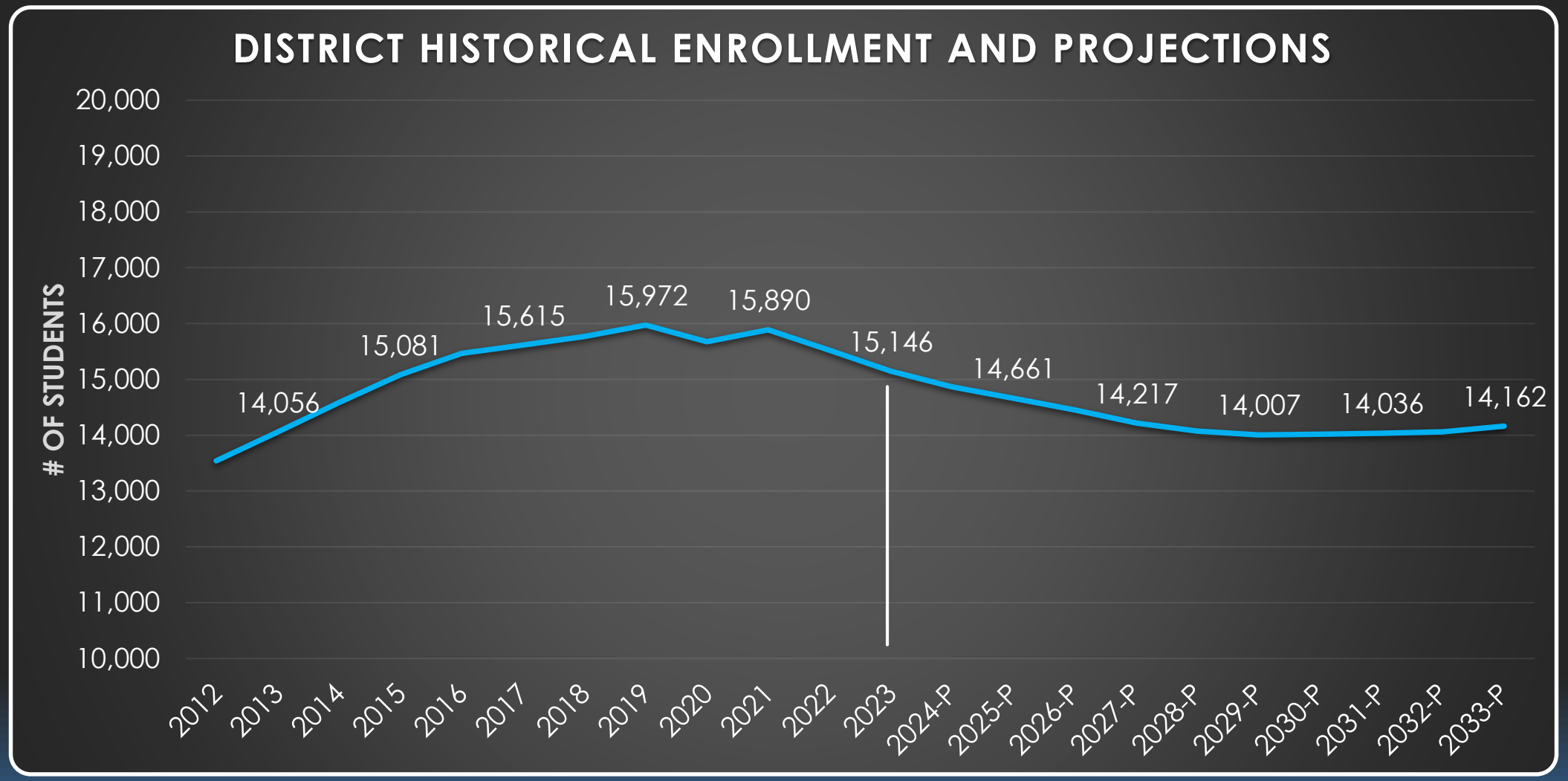



Untitled Map
Write a description for your map.
School of Science and Technology Pre-K – 8th Grade
Legacy Traditional Pre-K – 8th Grade
Founders Academy K – 12th Grade
Legend
District North
Feature 1
Feature 2
3009
2252
482
376B
359
366
376
365
359
1044
380
1103
357
354
361
78
371
363
363A
369
78
1518
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

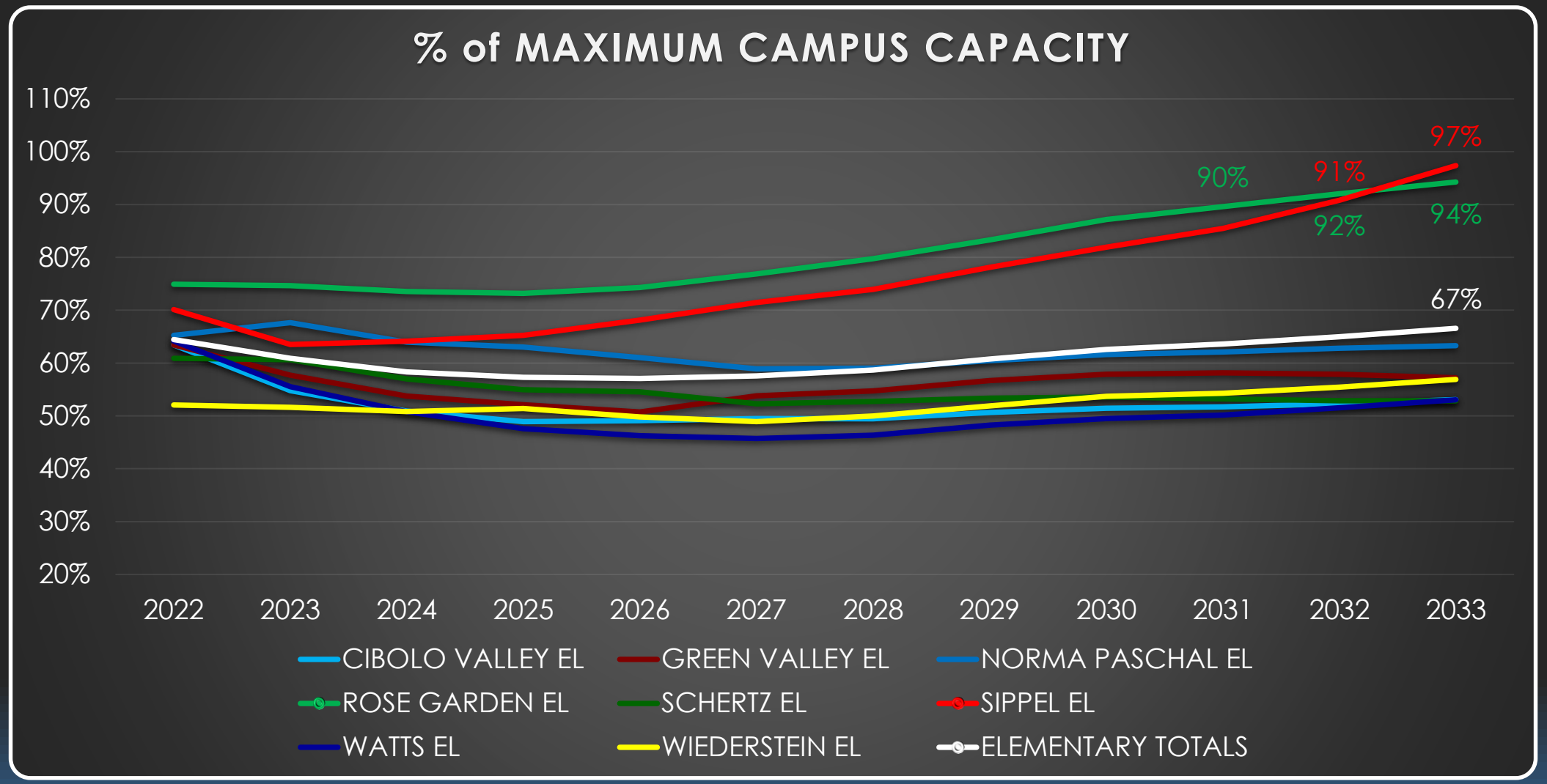
PLANNING USING OUR MAXIMUM CAPACITY

- 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

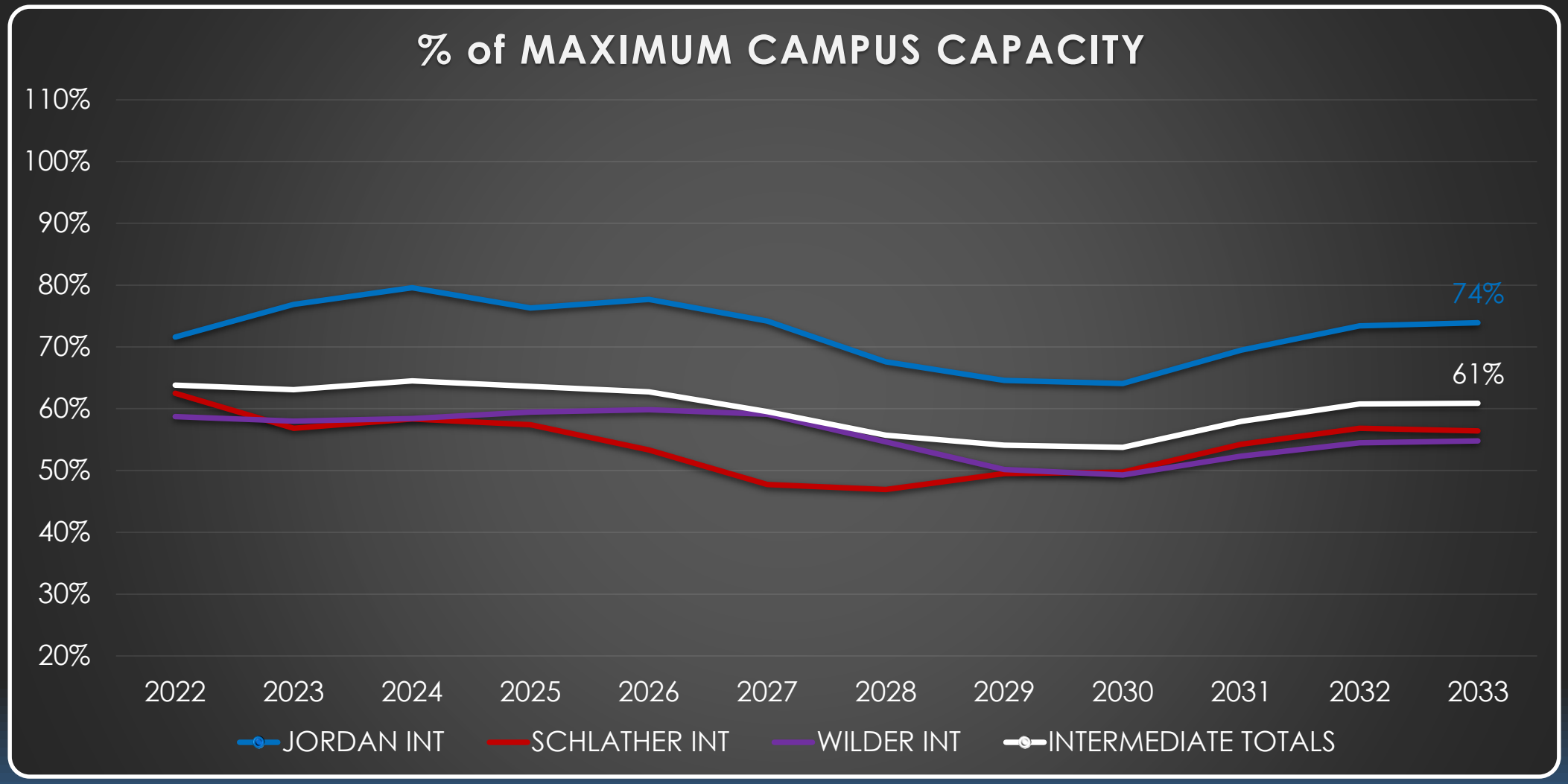
ELEMENTARY CAPACITIES



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

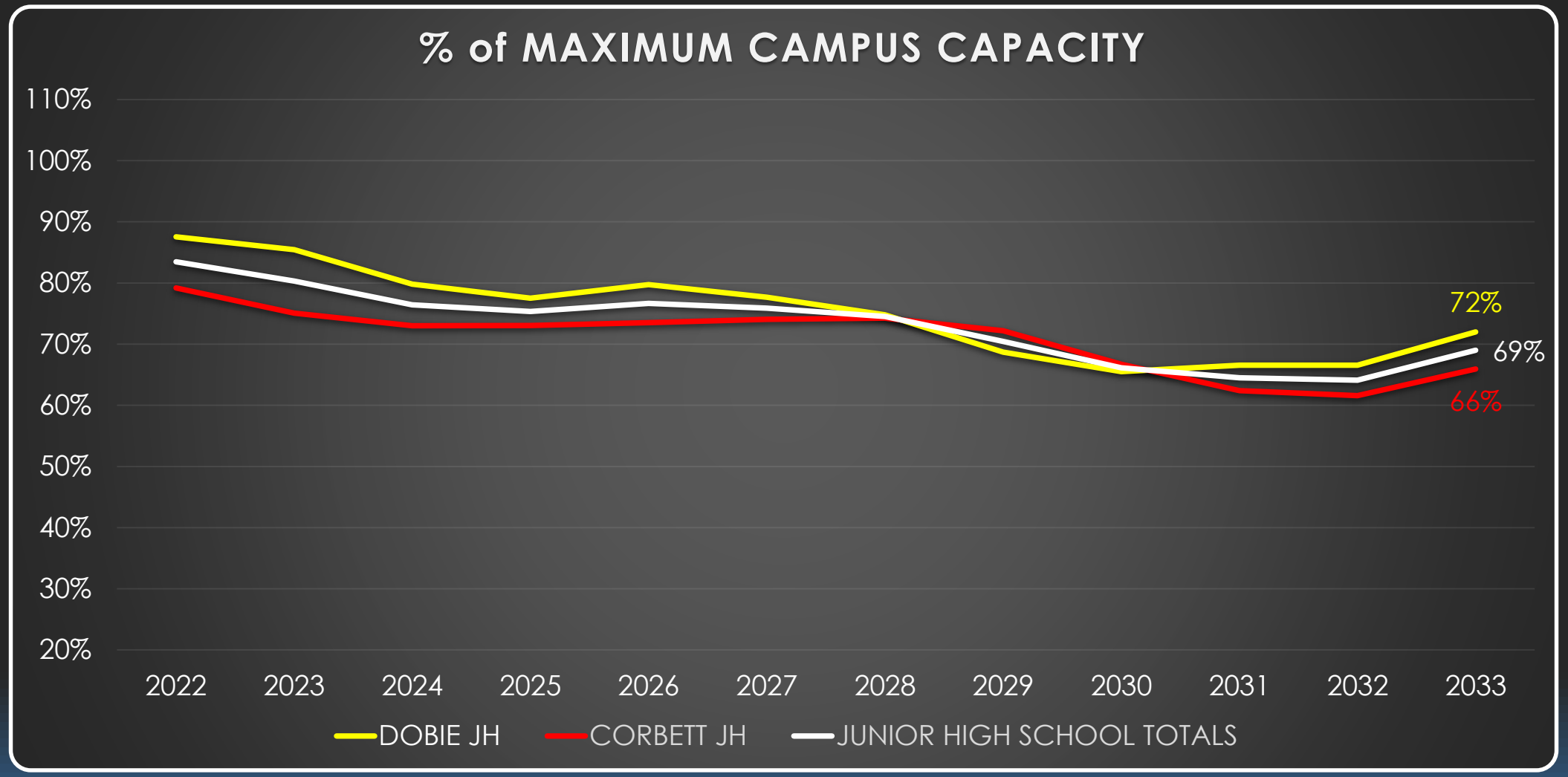
INTERMEDIATE CAPACITIES



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

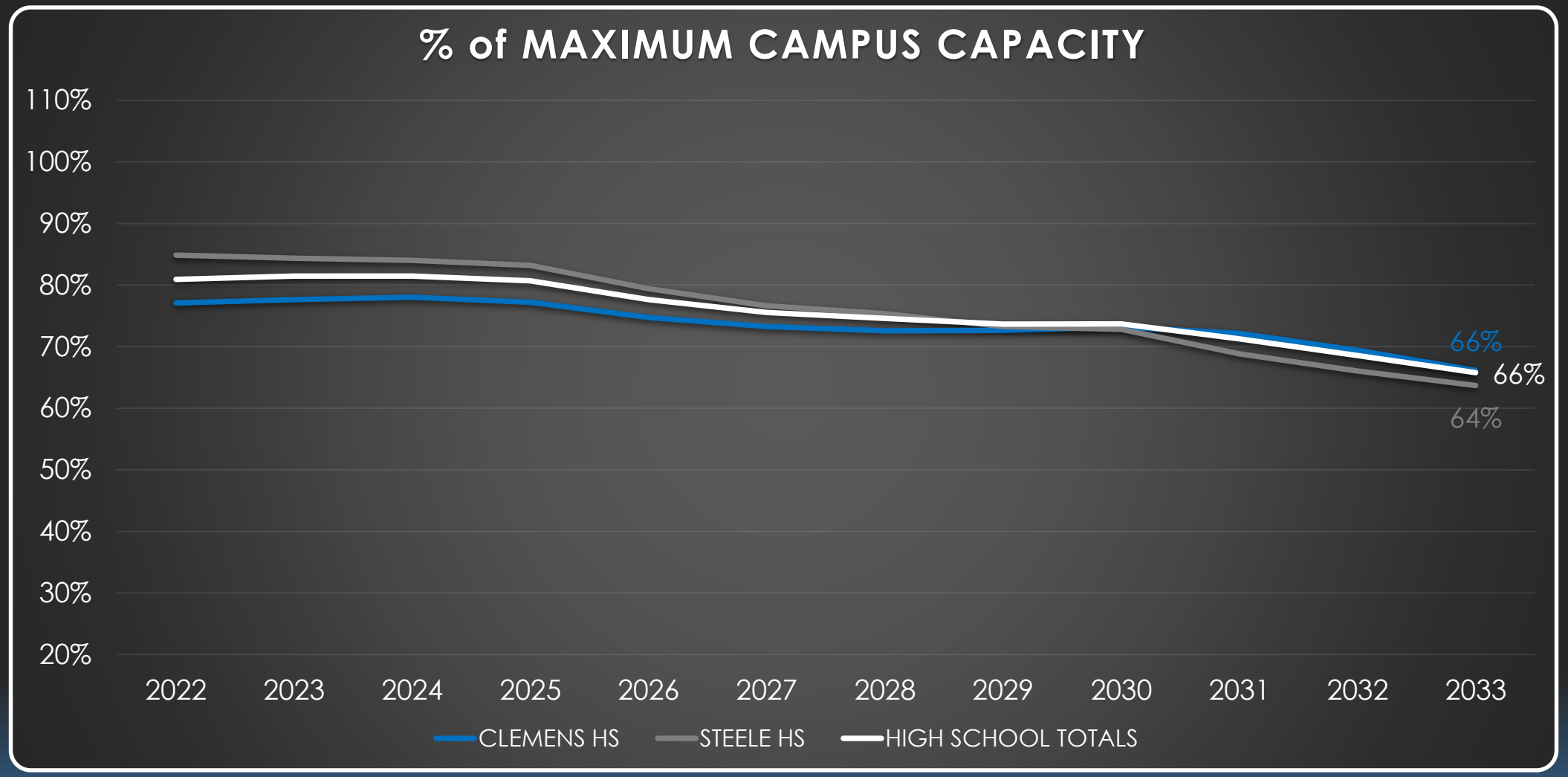
JUNIOR HIGH CAPACITIES



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



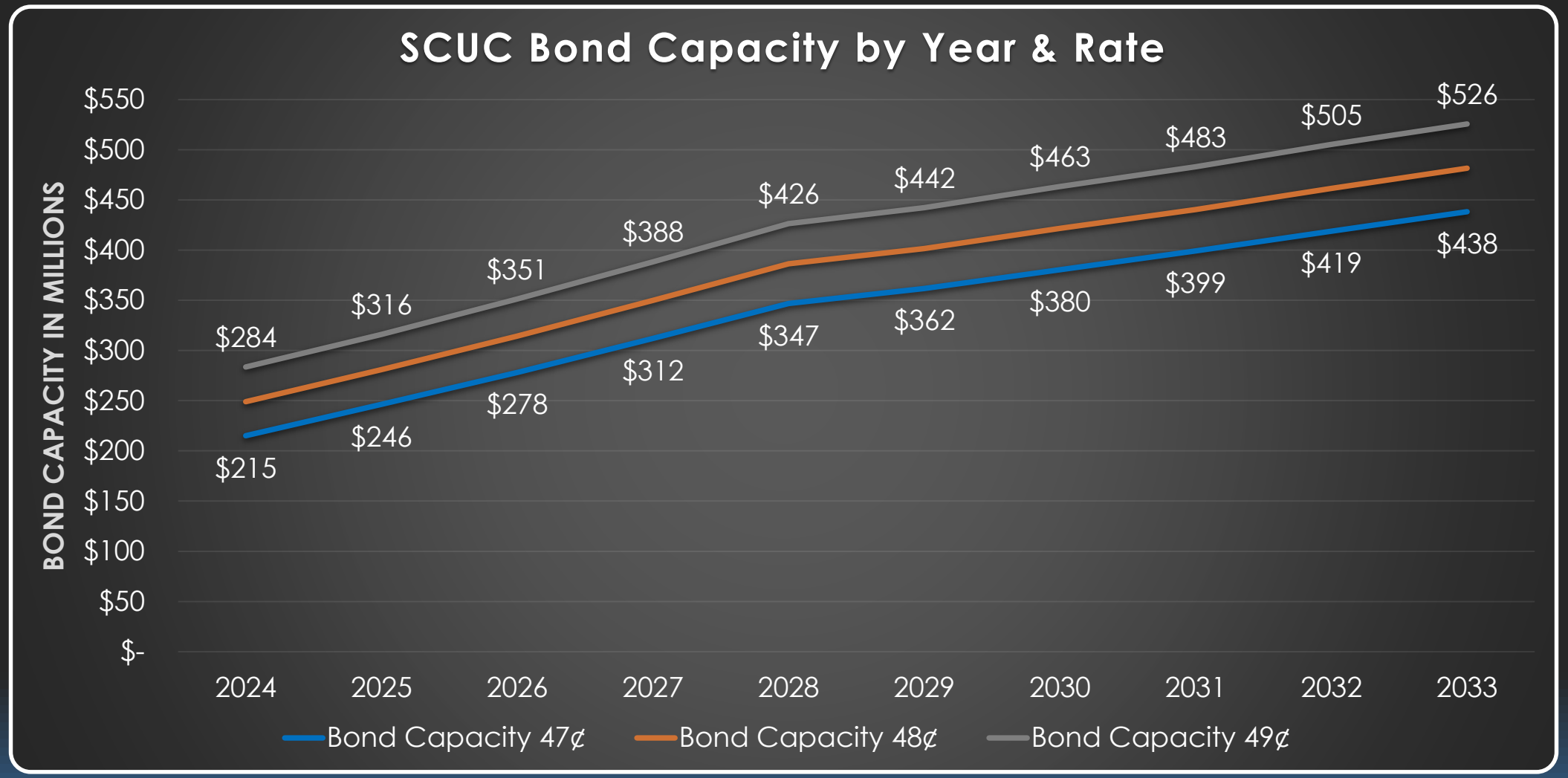
FORECASTING CONSIDERATIONS

- 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



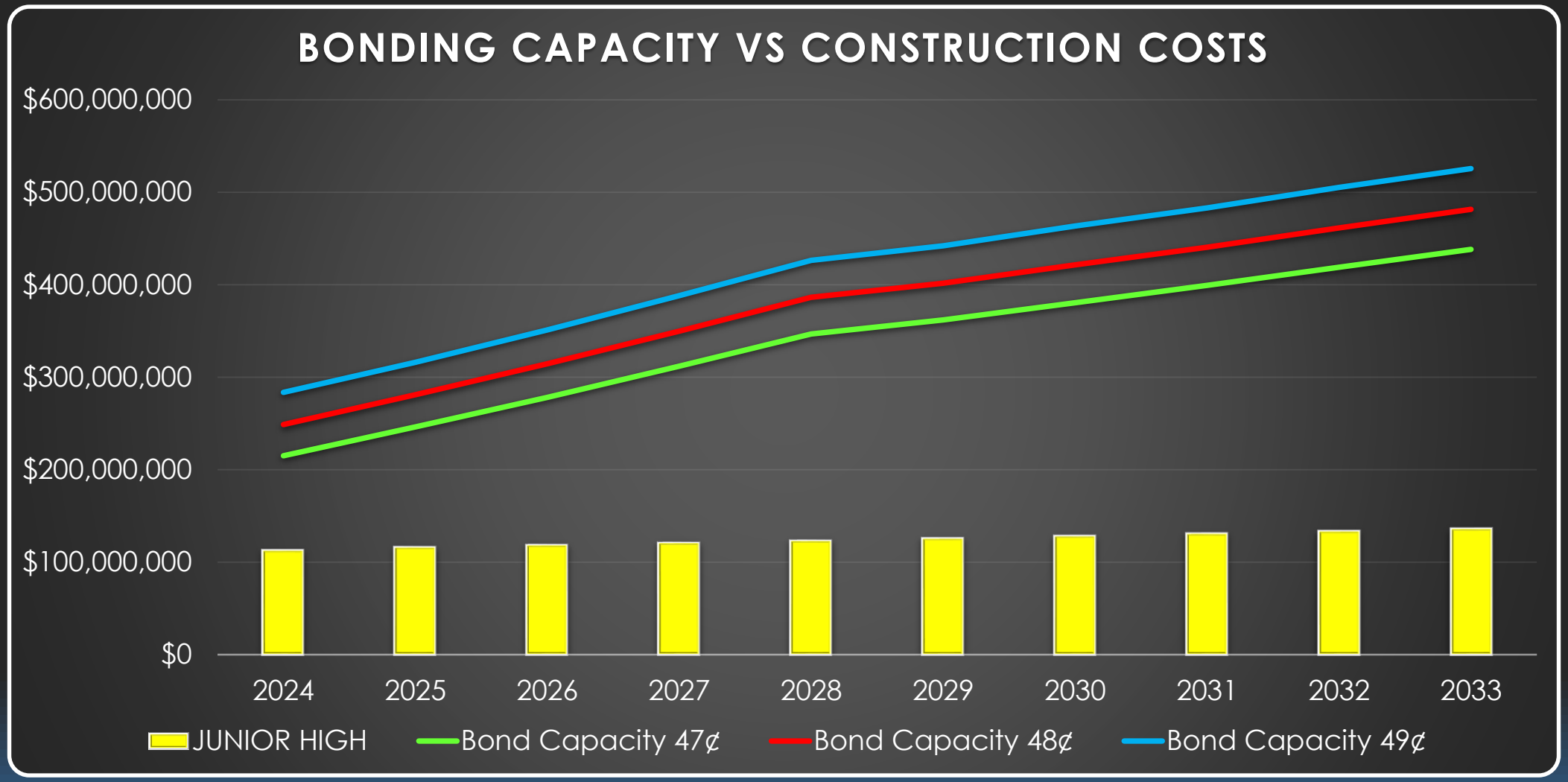
PROJECTING FACILITY COSTS - SCUC

- 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

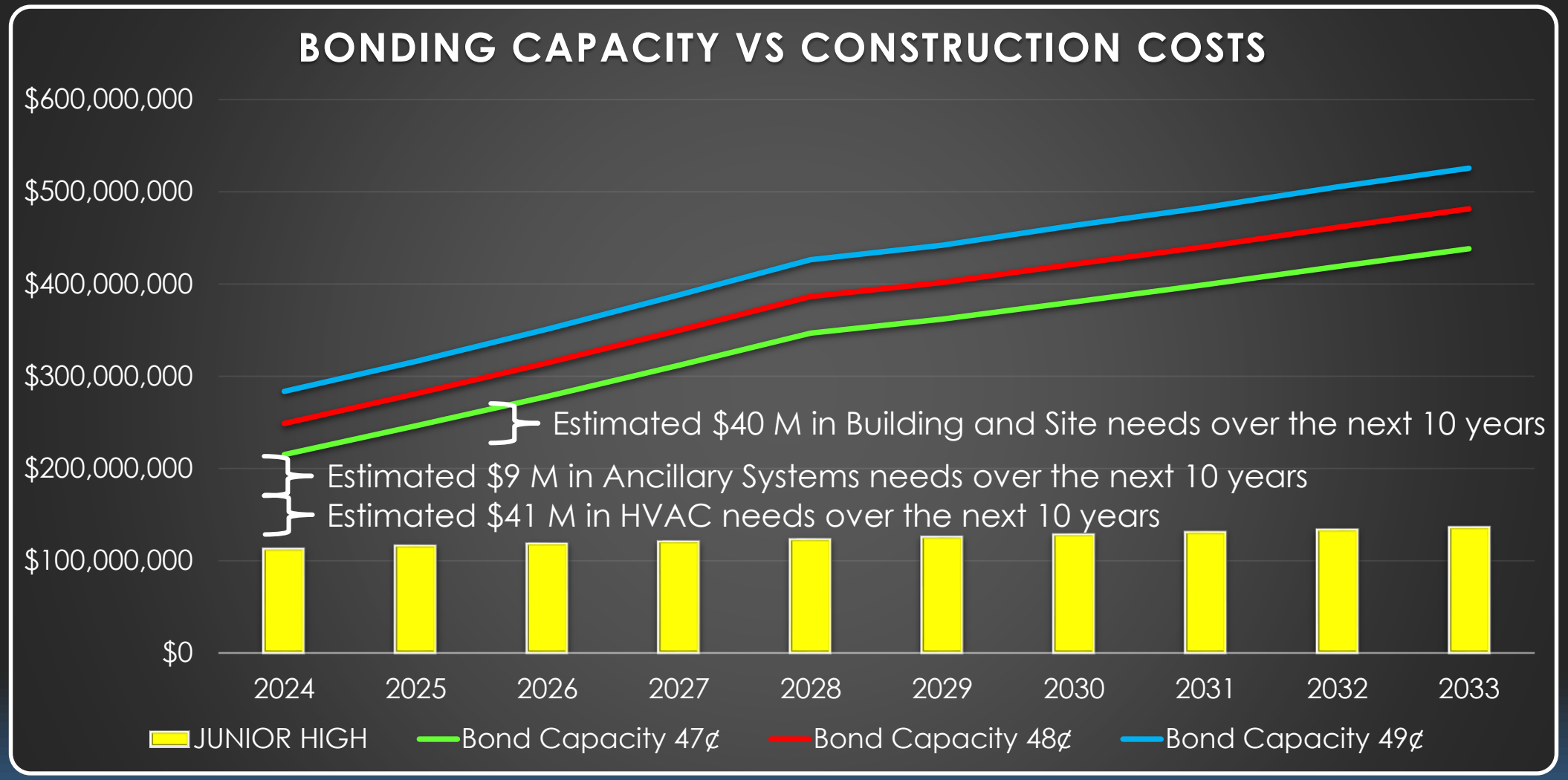
PROJECTING FACILITY COSTS - SCUC

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



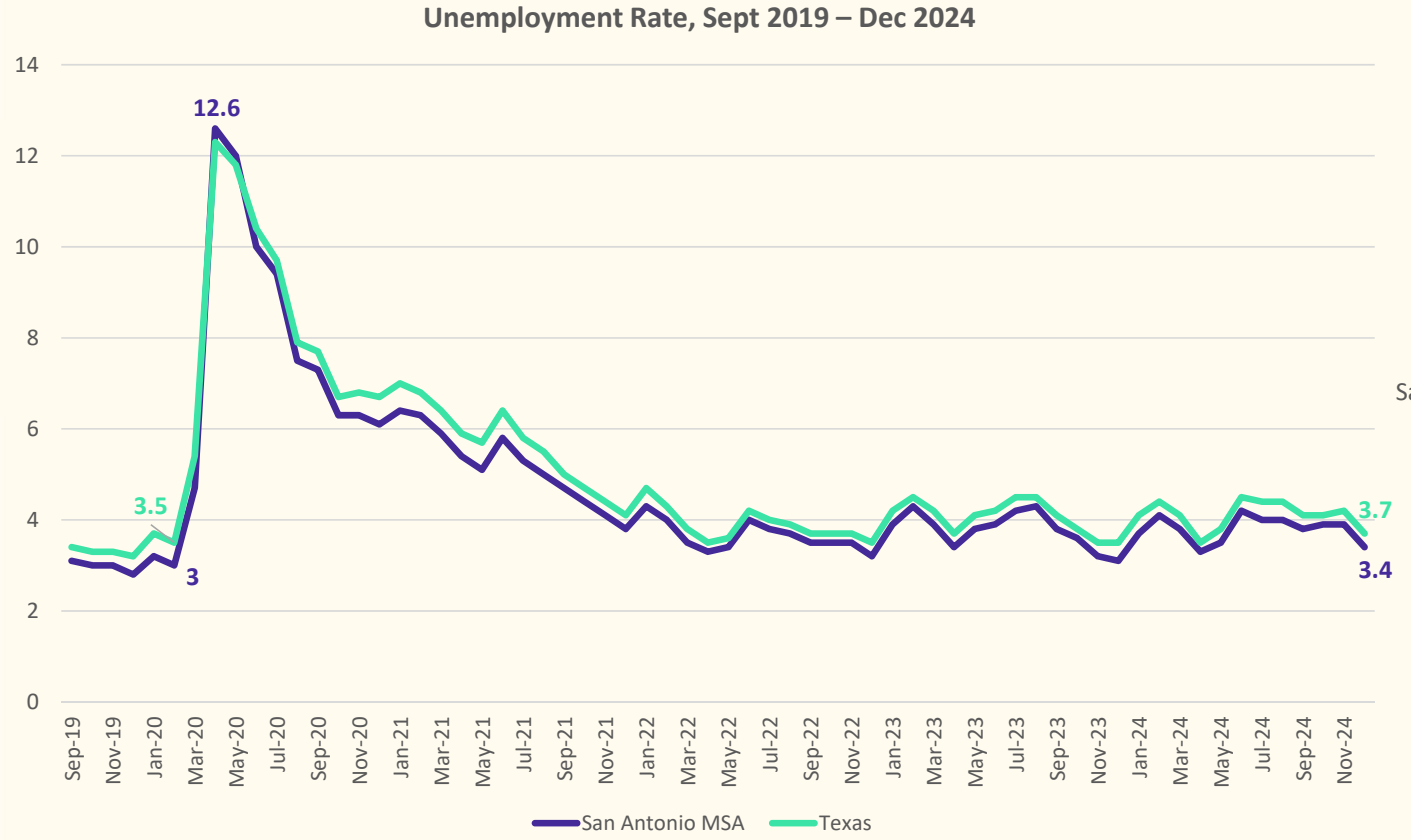
Zonda Education

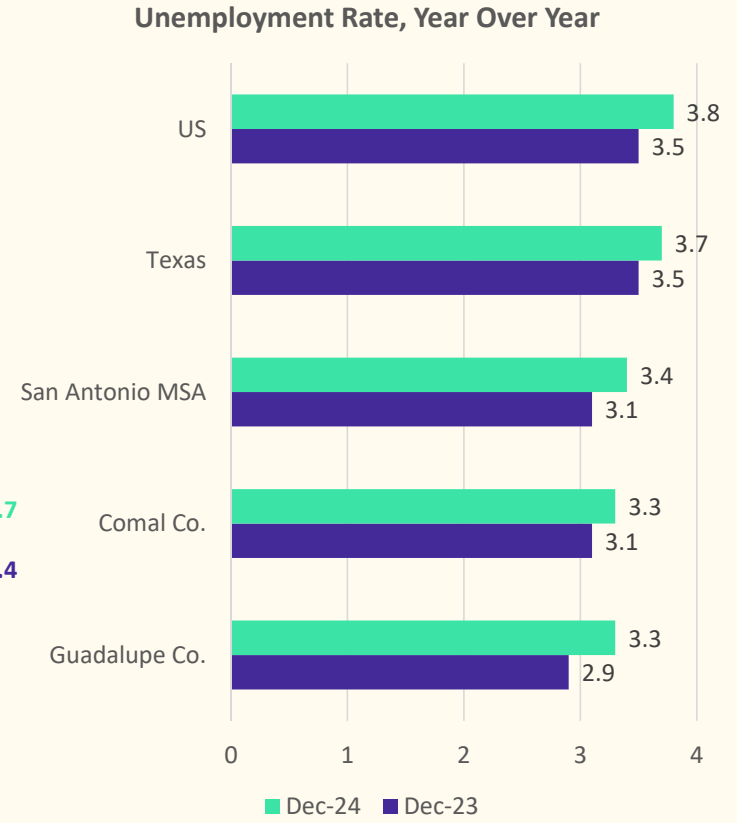


4Q24

Demographic Report

Local Economic Conditions



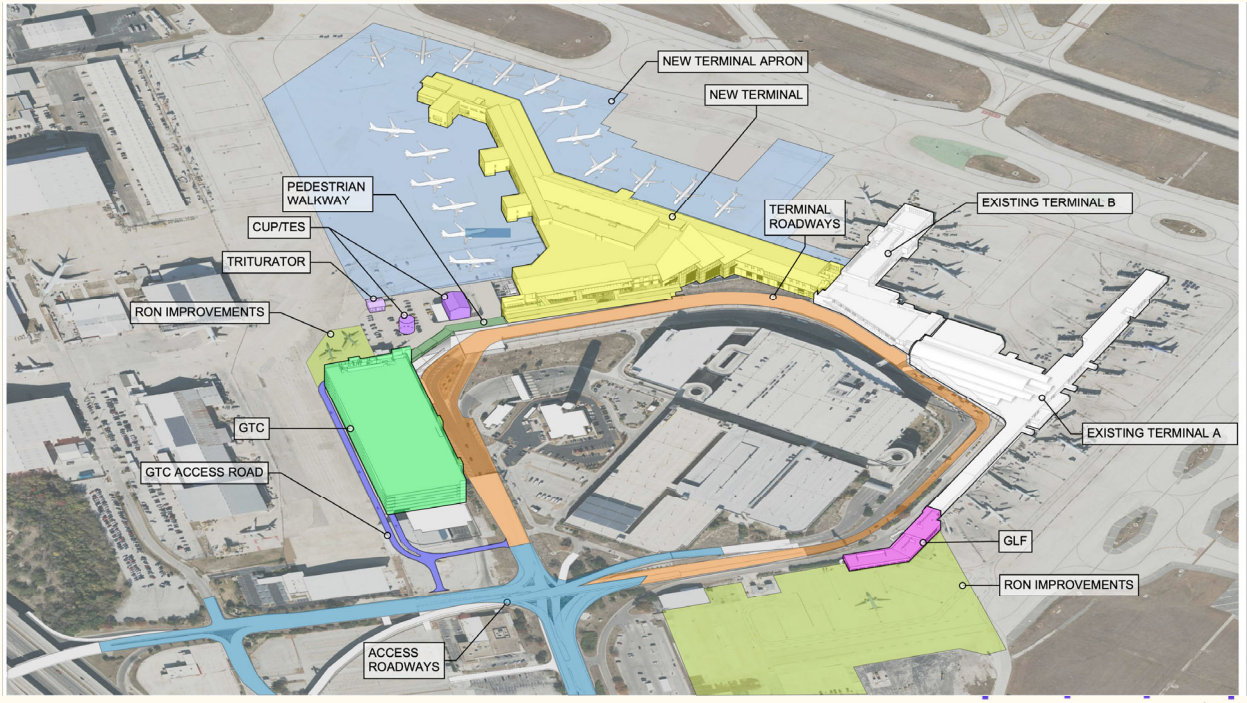


Zonda Education

Local Economic Conditions

San Antonio International Airport

- Broke ground on third terminal at end of 2024
- Estimated total cost = $2.5 billion
- Third terminal will anchor the expansion & improvement project housing as many as 17 new gates spanning approx. 850,000 sq. ft.
- Will include concessions and lounge areas while housing new Federal Inspection Station to accommodate expanded international air service
- Expected to generate $3.2 billion in revenue for the city over 15 years
- New ground loading facility also added at Terminal A including new passenger gates and overnight aircraft parking
- The third terminal is scheduled for completion in 2028



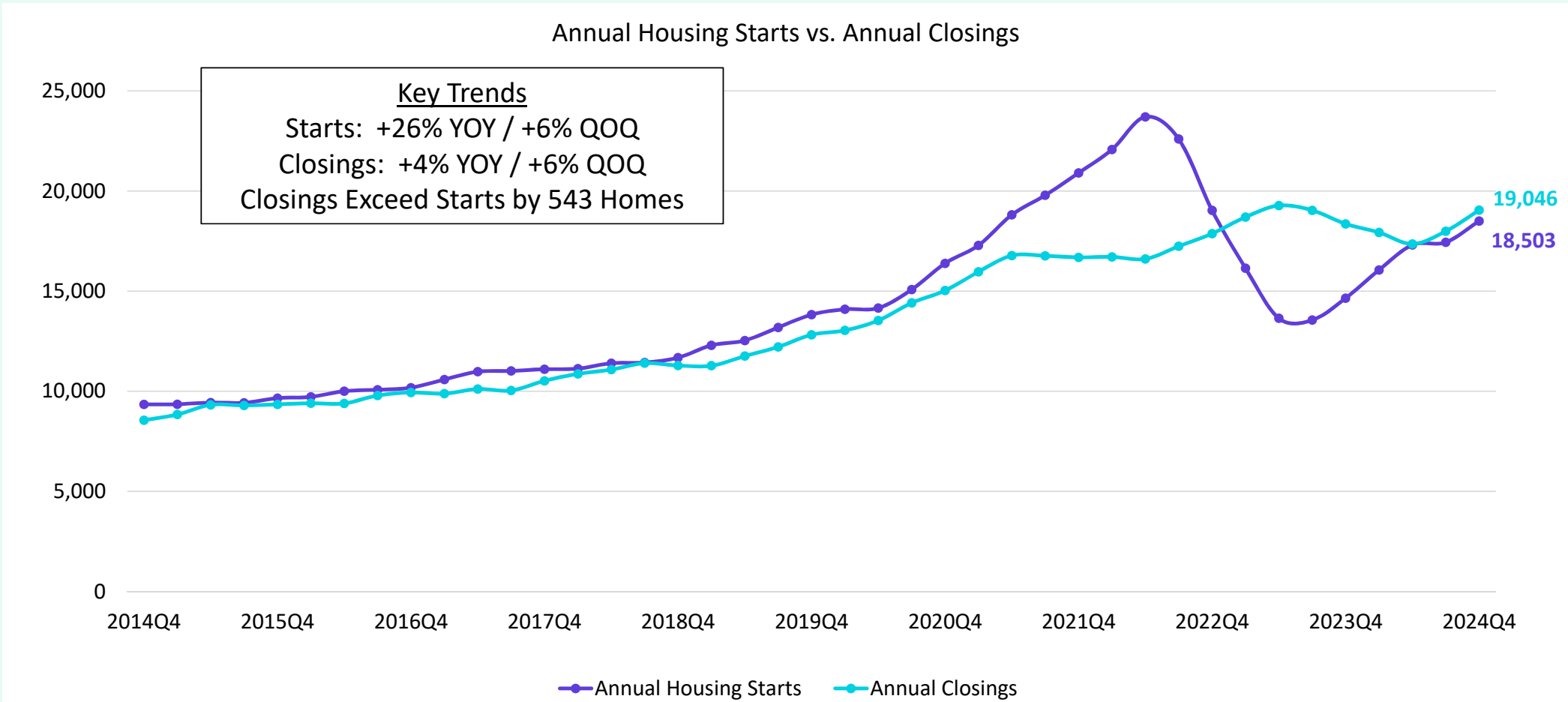
Housing Activity by MSA

Top 25 Housing Starts Markets (4Q2024)

Rank	Market	4Q24 Annualized Starts	4Q24 YOY Change	4Q19 Annualized Starts	Change from 2019
1	Dallas	47,421	13%	34,816	36%
2	Houston	39,036	10%	30,646	27%
3	Phoenix	22,800	32%	21,598	6%
4	San Antonio	18,232	25%	13,816	32%
5	Atlanta	18,206	2%	23,113	-21%
6	Austin	16,293	2%	18,952	-14%
7	Orlando	13,524	-15%	14,624	-8%
8	Tampa	12,131	1%	12,296	-1%
9	Charlotte	11,991	2%	12,136	-1%
10	Raleigh	11,848	15%	10,033	18%
11	Las Vegas	11,499	18%	9,852	17%
12	Riverside/San Bernardino	11,025	-4%	9,780	13%
13	Washington, DC	10,963	8%	12,608	-13%
14	Jacksonville	10,341	5%	8,833	17%
15	Sarasota	10,010	12%	6,071	65%
16	Nashville	9,348	2%	8,955	4%
17	Miami	9,087	4%	8,058	13%
18	Portland	8,789	85%	5,273	67%
19	Seattle	8,270	32%	8,579	-4%
20	Denver	8,199	8%	9,925	-17%
21	Lakeland	7,846	7%	5,084	54%
22	Boise	7,456	42%	6,468	15%
23	Minneapolis	7,436	12%	7,852	-5%
24	Indianapolis	7,196	15%	6,019	20%
25	Chicago	7,020	9%	6,110	15%

Source: Zonda

San Antonio New Home Starts & Closings



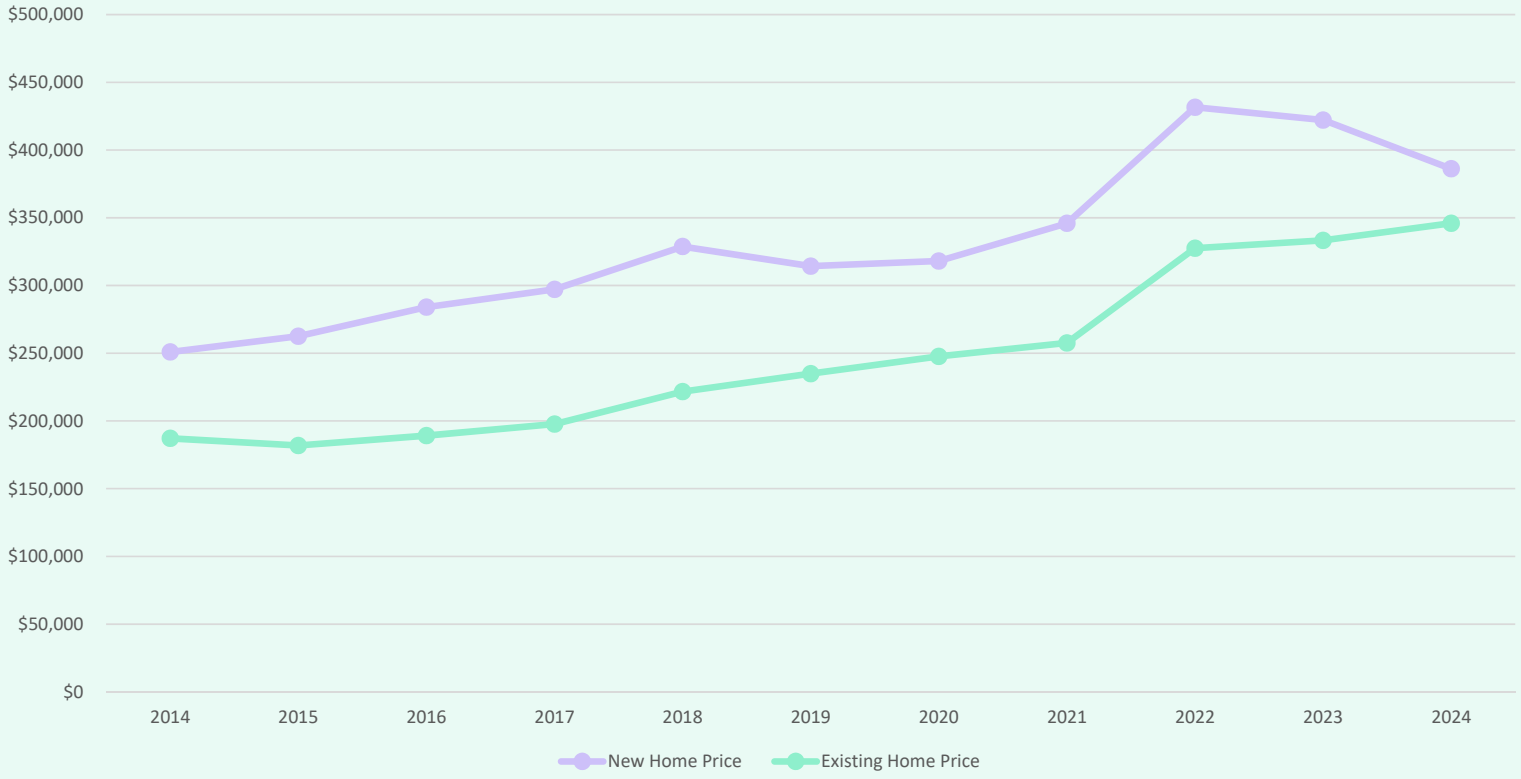
Source: Zonda

Zonda Education

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SCUC ISD Housing Market Analysis

Average New vs. Existing Home Sale Price, 2013 - 2024



	Avg New Home	Avg Existing Home
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
2023	$422,149	$333,286
2024	$386,156	$345,921

- The average new home sale price in SCUC ISD has risen 54% between 2014 and 2024, an increase of more than $135,200
- The average existing home sale price in SCUC ISD has risen 85% in the last 10 years, an increase of more than $158,800

Zonda Education

San Antonio New Home Ranking Report

ISD Ranked by Annual Closings – 4Q24

Rank	District Name	Annual Starts	Annual Closings	Inventory	VDL	Future
1	NORTHSIDE ISD (BEXAR)	3,739	3,920	1,909	6,114	21,246
2	COMAL ISD	2,691	3,028	1,670	4,843	21,591
3	MEDINA VALLEY ISD	2,377	2,410	1,232	5,228	27,810
4	EAST CENTRAL ISD	2,513	2,230	1,243	4,351	24,478
5	SOUTHWEST ISD	1,301	1,328	628	2,269	7,296
6	JUDSON ISD	615	899	207	547	871
7	**SCUC ISD**	**787**	**894**	**391**	**2,113**	**5,896**
8	NAVARRO ISD	841	832	453	1,290	6,635
9	BOERNE ISD	777	761	497	1,545	9,427
10	SOUTHSIDE ISD	700	730	322	927	16,702
11	NEW BRAUNFELS ISD	656	589	407	854	6,164
12	NORTH EAST ISD	397	361	234	906	5,196
13	SEGUIN ISD	325	342	204	668	5,384
14	SOUTH SAN ANTONIO ISD	300	238	164	86	790
15	MARION ISD	230	174	139	327	4,559
16	FLORESVILLE ISD	116	137	49	227	0
17	SAN ANTONIO ISD	59	87	126	305	772
18	LYTLE ISD	91	76	44	319	1,046
19	PLEASANTON ISD	54	61	25	72	0
20	ALAMO HEIGHTS ISD	3	41	8	15	19

** Based on additional Zonda Education housing research*

District New Home Starts and Closings



Starts	2018	2019	2020	2021	2022	2023	2024
1Q	175	201	237	294	349	103	189
2Q	180	176	197	300	393	187	260
3Q	177	207	261	265	174	241	163
4Q	185	198	232	319	63	157	161
Total	**717**	**782**	**927**	**1,178**	**979**	**688**	**773**

Closings	2018	2019	2020	2021	2022	2023	2024
1Q	133	138	165	190	181	280	235
2Q	185	211	249	258	227	247	249
3Q	185	240	286	268	218	199	200
4Q	161	179	213	196	334	155	214
Total	**664**	**768**	**913**	**912**	**960**	**881**	**898**

District Housing Overview by Elementary Zone

Elementary	Annual Starts	Quarter Starts	Annual Closings	Quarter Closings	Under Const.	Inventory	Vacant Dev. Lots	Future
CIBOLO VALLEY	76	11	123	30	13	33	118	36
GREEN VALLEY	0	0	0	0	0	0	0	0
PASCHAL	1	0	3	2	1	1	41	242
ROSE GARDEN	234	64	230	53	85	137	827	2,499
SCHERTZ	0	0	21	0	0	1	0	60
SIPPEL	298	70	277	68	76	154	729	1,817
WATTS	47	7	80	20	8	16	15	580
WIEDERSTEIN	131	9	160	41	13	49	383	662
Grand Total	**787**	**161**	**894**	**214**	**196**	**391**	**2,113**	**5,896**

Highest activity in the category

Second highest activity in the category

Third highest activity in the category

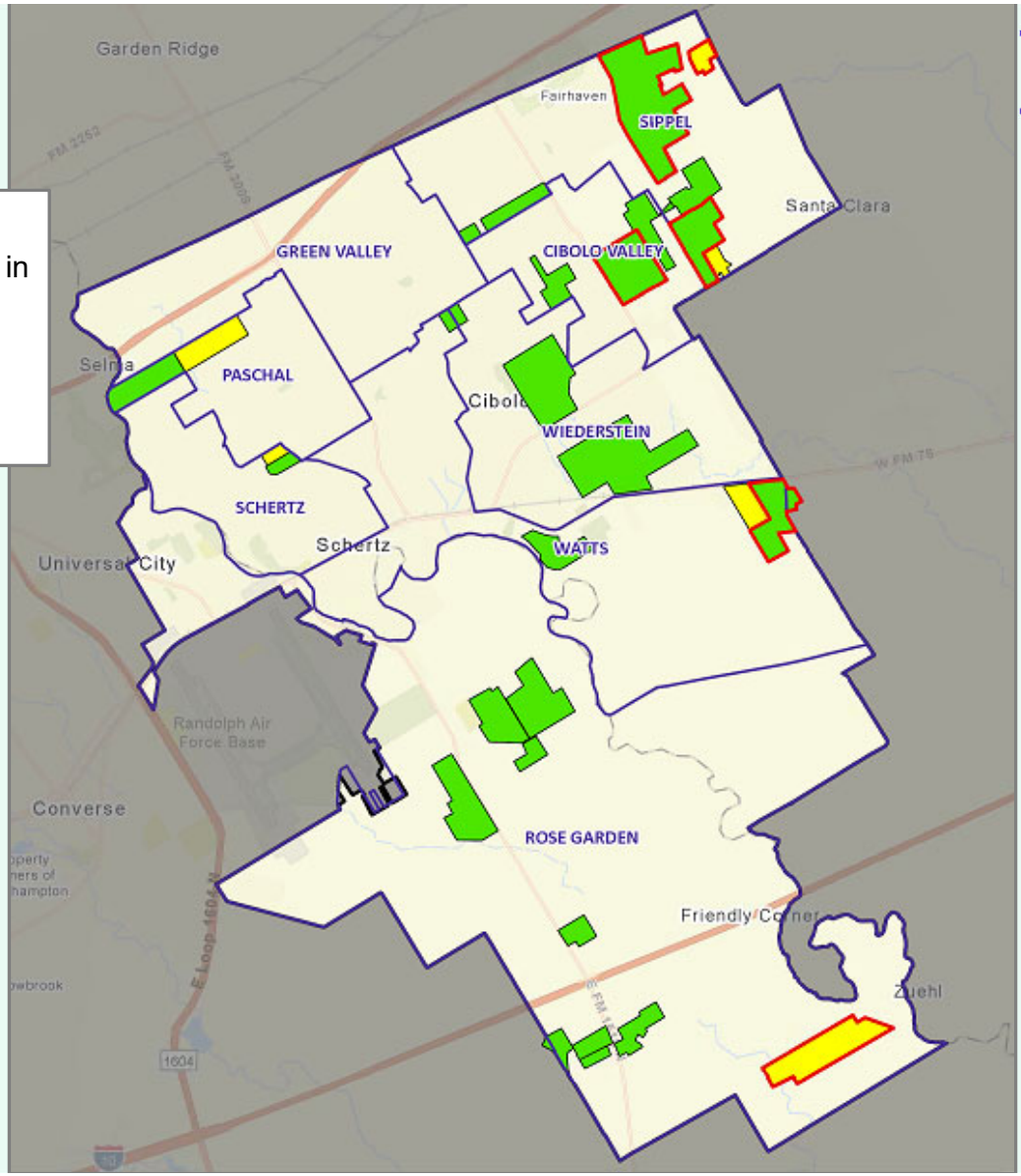
Zonda Education

District Housing Overview

- The district has 23 actively building subdivisions
- Within SCUC ISD there are 6 future subdivisions in various stages of planning
- Of these, groundwork is underway on more than 500 lots within 6 subdivisions
- 462 lots were delivered in the 4th quarter

Subdivisions

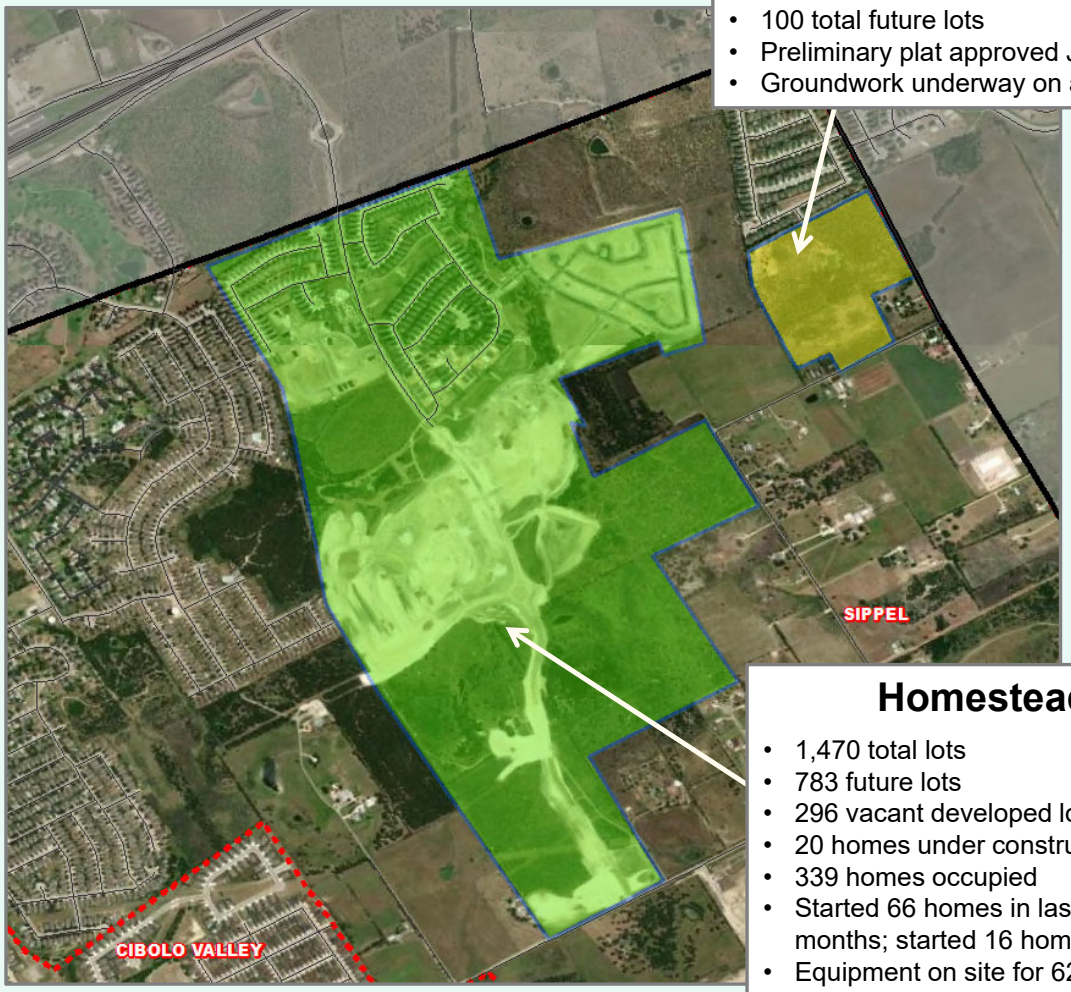
- ACTIVE
- FUTURE
- Groundwork Underway



Residential Activity

Mont Blanc

- 100 total future lots
- Preliminary plat approved Jan 2023
- Groundwork underway on all lots



Homestead

- 1,470 total lots
- 783 future lots
- 296 vacant developed lots
- 20 homes under construction
- 339 homes occupied
- Started 66 homes in last 12 months; started 16 homes in 4Q24
- Equipment on site for 62 lots in Phase 11
- $400K - $700K

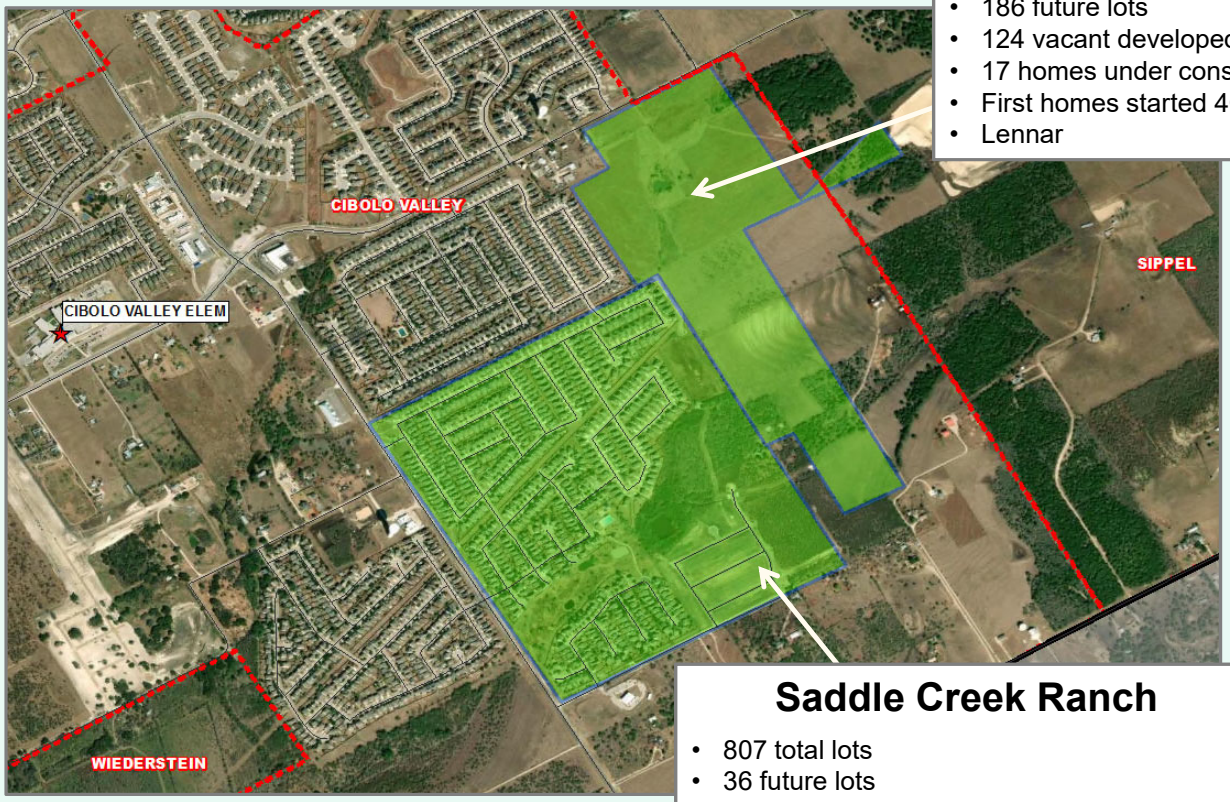
January 24, 2025



Residential Activity

Grace Valley – Cibolo Farms

- 331 total lots
- 186 future lots
- 124 vacant developed lots
- 17 homes under construction
- First homes started 4Q24
- Lennar



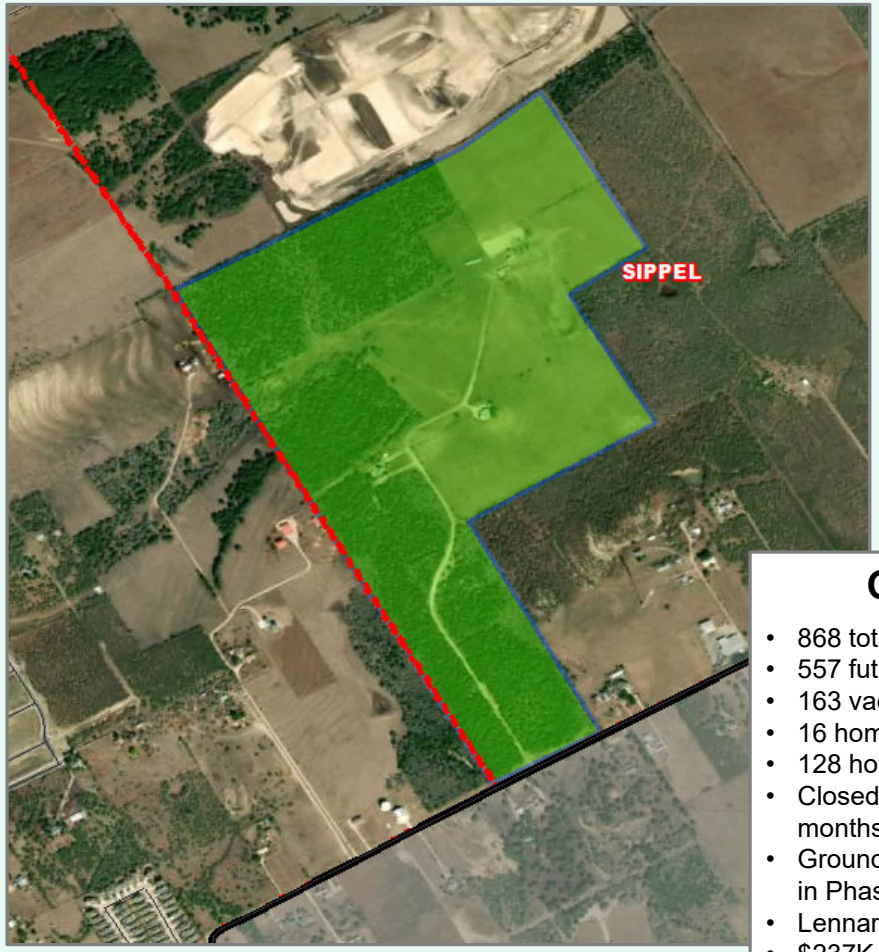
Saddle Creek Ranch

- 807 total lots
- 36 future lots
- 61 vacant developed lots
- 7 homes under construction
- 690 homes occupied
- Closed 61 homes in last 12 months; closed 16 homes in 2Q24
- Groundwork underway on remaining lots
- $290K+

January 24, 2025



Residential Activity



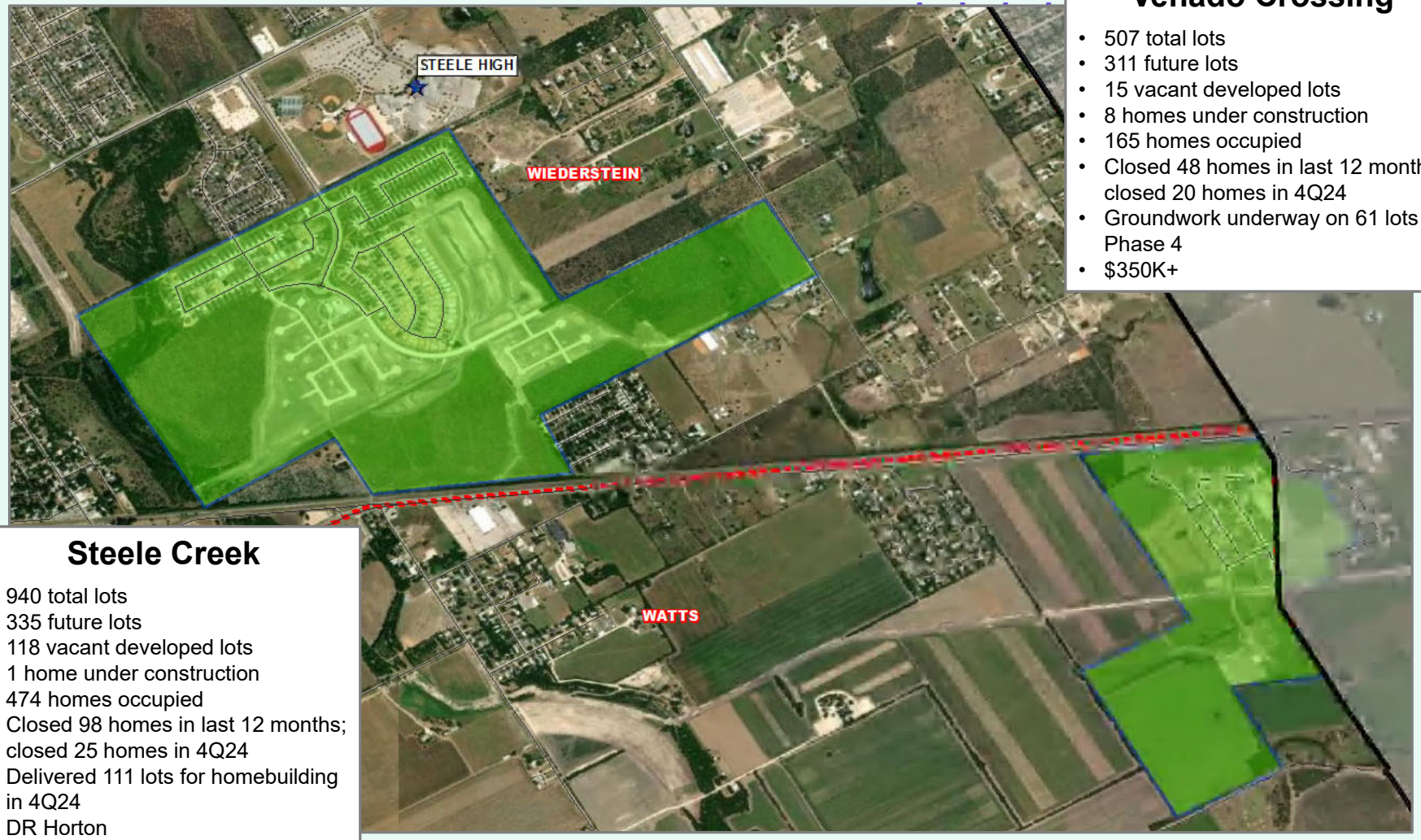
January 24, 2025



Grace Valley

- 868 total lots
- 557 future lots
- 163 vacant developed lots
- 16 homes under construction
- 128 homes occupied
- Closed 123 homes in last 12 months; closed 32 homes in 4Q24
- Groundwork underway on 111 lots in Phase 3A
- Lennar
- $237K+

Residential Activity



Venado Crossing

- 507 total lots
- 311 future lots
- 15 vacant developed lots
- 8 homes under construction
- 165 homes occupied
- Closed 48 homes in last 12 months; closed 20 homes in 4Q24
- Groundwork underway on 61 lots in Phase 4
- $350K+

Steele Creek

- 940 total lots
- 335 future lots
- 118 vacant developed lots
- 1 home under construction
- 474 homes occupied
- Closed 98 homes in last 12 months; closed 25 homes in 4Q24
- Delivered 111 lots for homebuilding in 4Q24
- DR Horton
- $365K+

Residential Activity



January 24, 2025



Saddlebrook Ranch

- 635 total lots
- 335 future lots
- 287 vacant developed lots
- 12 homes under construction
- Started first homes 3Q24
- Delivered 132 lots for homebuilding in Phase 4 & 5 in 4Q24
- Ashton Woods
- $362K+

Residential Activity

Crossvine

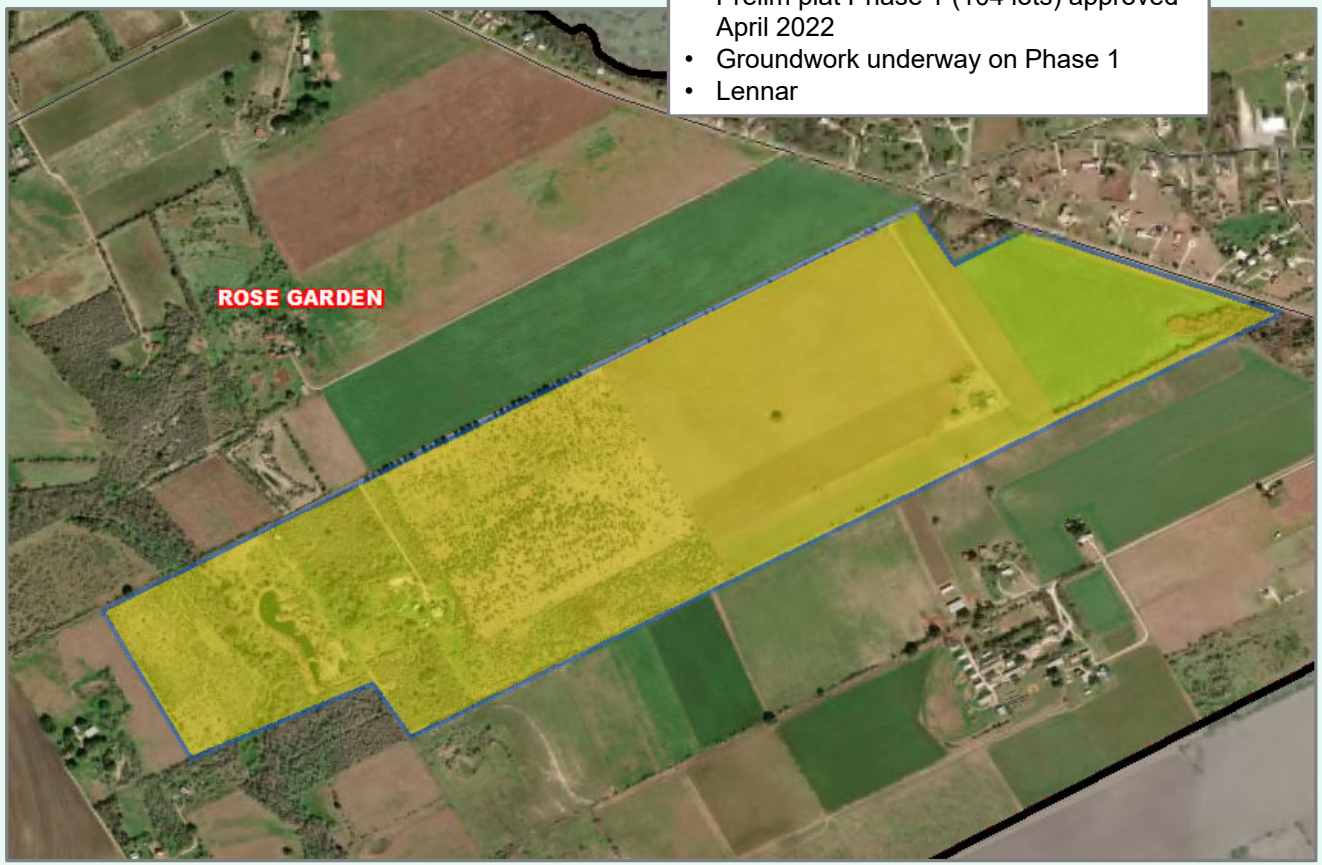
- 1,017 total lots
- 168 future lots
- 291 vacant developed lots
- 19 homes under construction
- 516 homes occupied
- Started 56 homes in last 12 months; started 15 homes in 4Q24
- $400K+



Residential Activity

Clearwater Creek

- 1,156 total future lots
- Prelim plat Phase 1 (104 lots) approved April 2022
- Groundwork underway on Phase 1
- Lennar



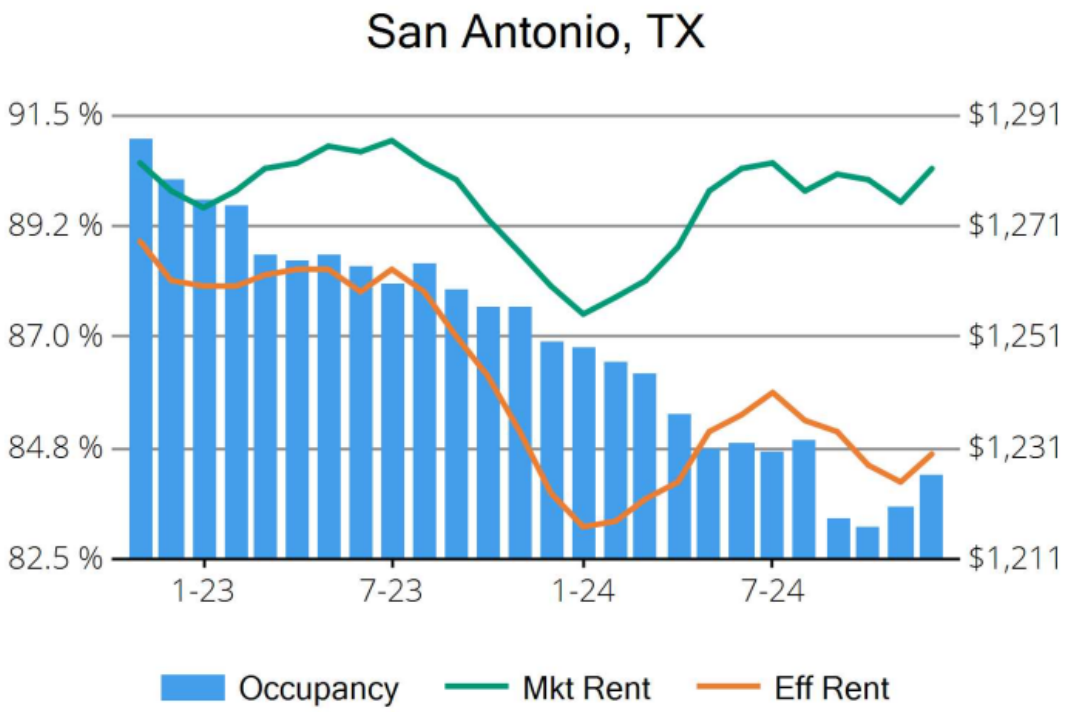
January 24, 2025



Housing Market Trends: Multi-family market- December 2024

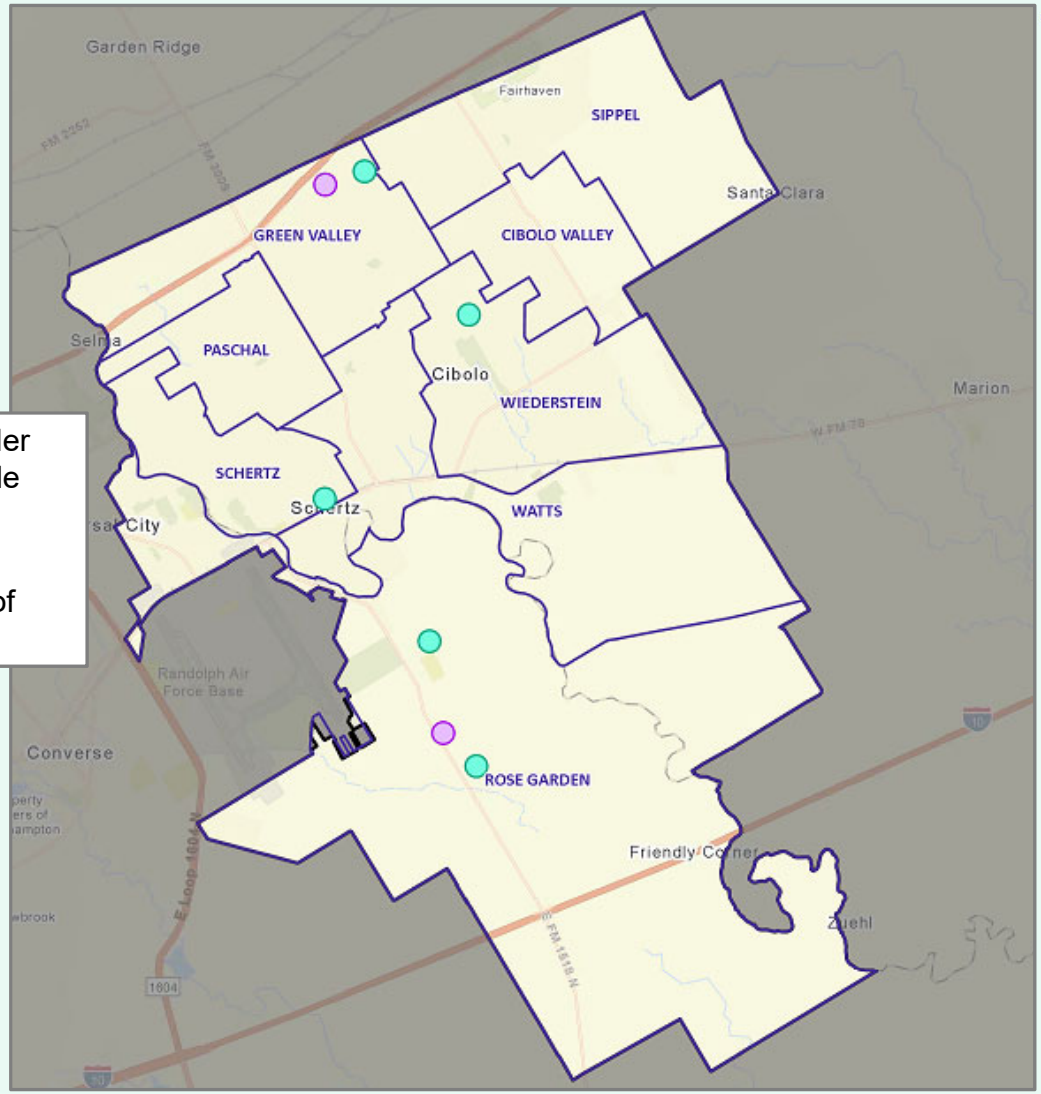
Stabilized and Lease-up Properties

Conventional Properties	Dec 2024	Annual Change
Occupancy	84.2	-3.2%
Unit Change	12,642	
Units Absorbed (Annual)	4,991	
Average Size (SF)	865	+0.8%
Asking Rent	$1,281	+1.8%
Asking Rent per SF	$1.48	+0.9%
Effective Rent	$1,230	+0.5%
Effective Rent per SF	$1.42	-0.3%
% Offering Concessions	47%	+17.6%
Avg. Concession Package	7.6%	+20.2%



District Multifamily Overview

- There are 618 multifamily units under construction, 318 of which are single family rental homes
- There are nearly 1,300 future multifamily units in various stages of planning across the district



Multi-Family Activity

Aviator 1518

- 300 apartment units under construction
- Groundwork started early 2024
- Estimated lease date late spring 2025



January 24, 2025



Multi-Family Activity

Schertz Station

- 318 single-family rental homes under construction
- Groundwork started July 2024
- Estimated lease date August 2025

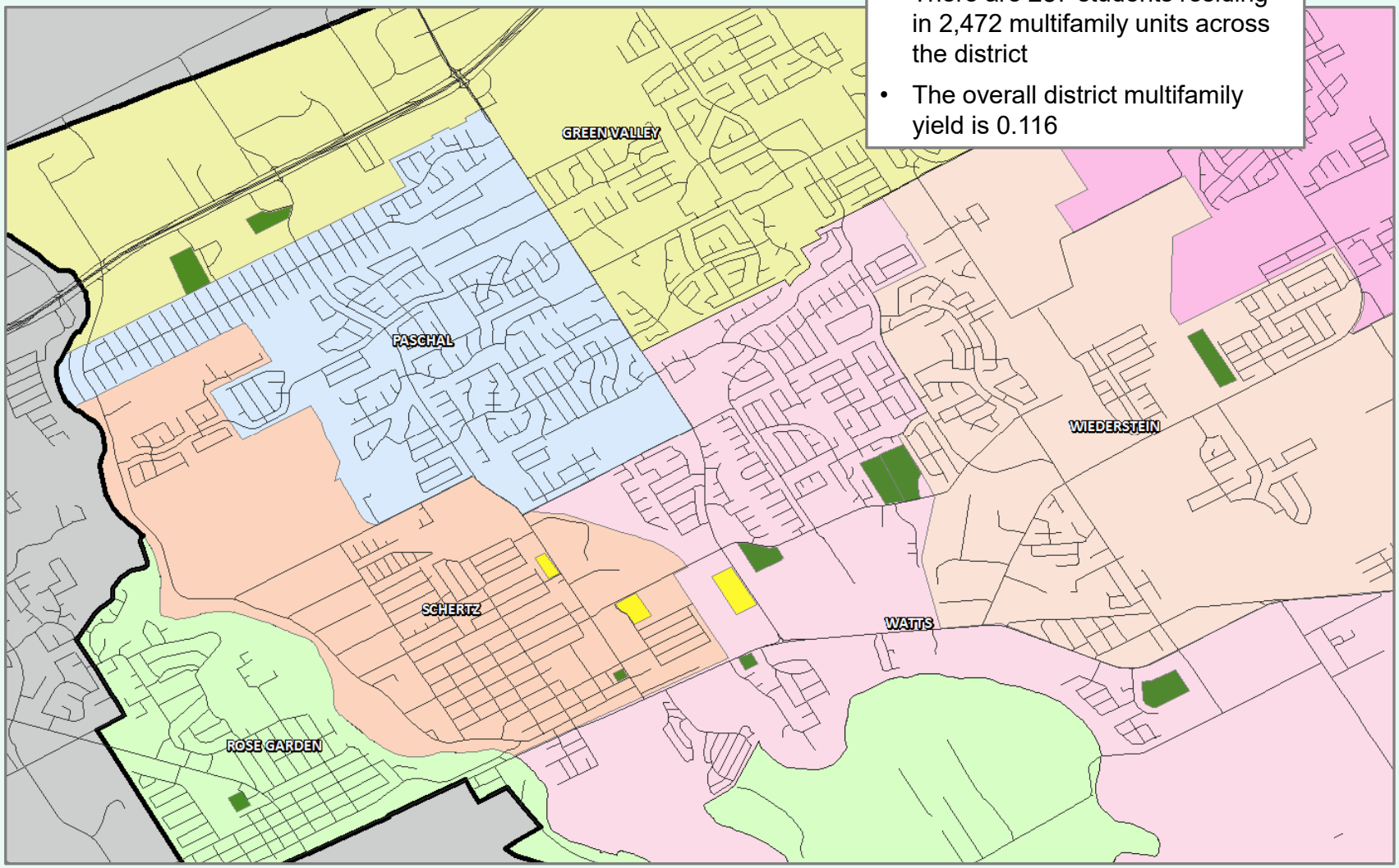


January 24, 2025



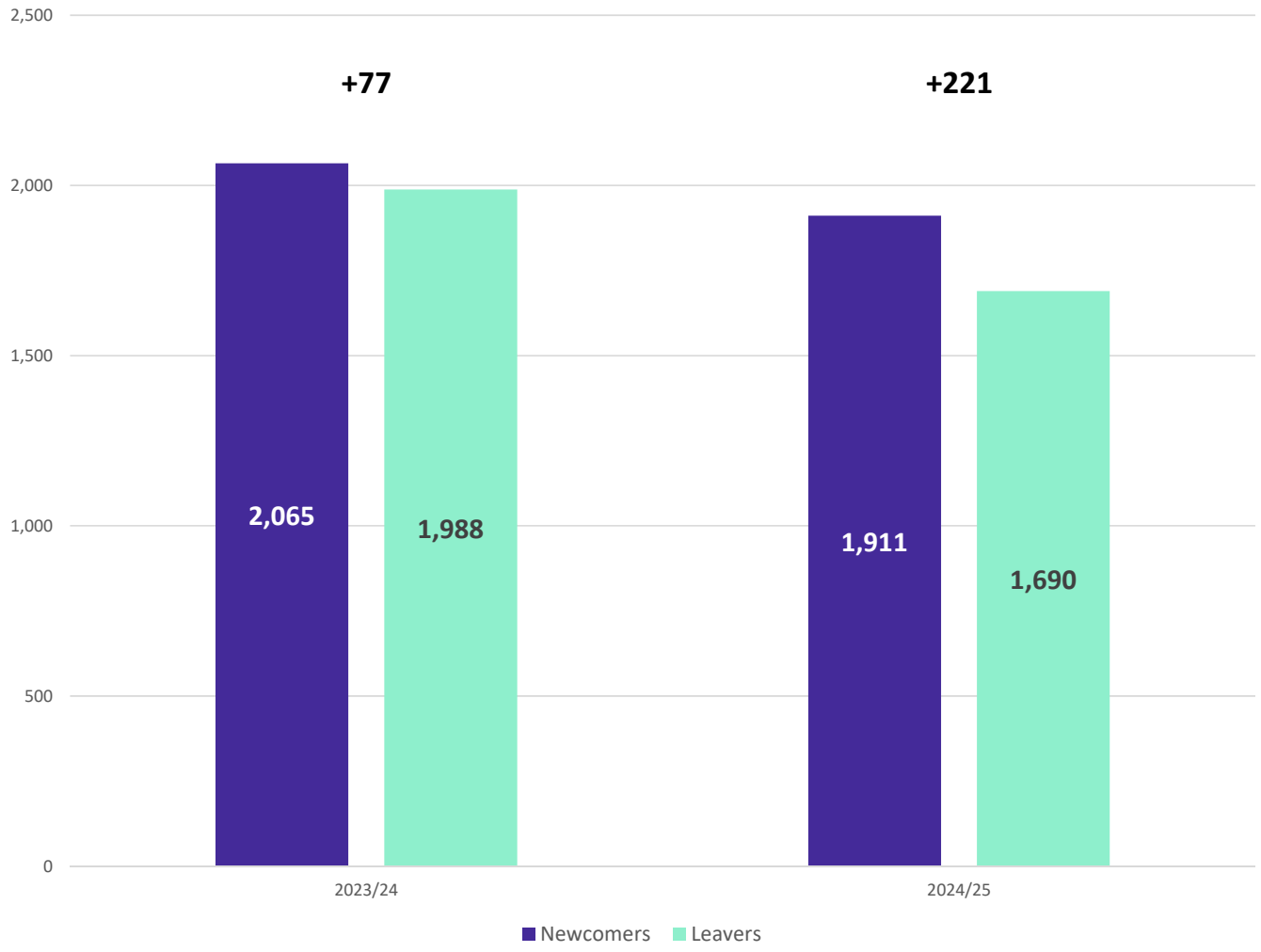
District Multifamily Yield

- There are 287 students residing in 2,472 multifamily units across the district
- The overall district multifamily yield is 0.116



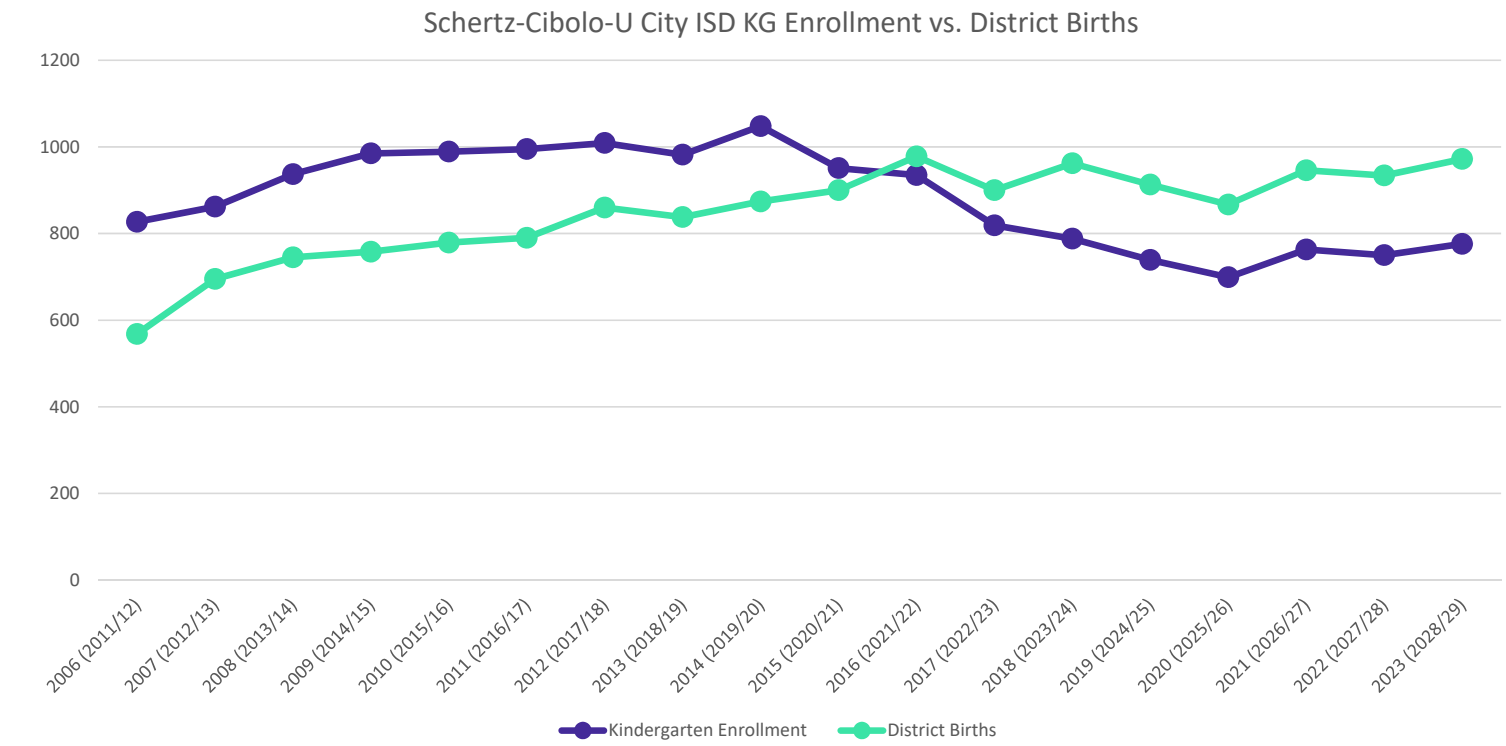
Zonda Education

Newcomers and Leavers



Zonda Education

Birth Rate Analysis



	Kindergarten Enrollment	District Births	Ratio
2006 (2011/12)	827	568	1.456
2007 (2012/13)	862	695	1.240
2008 (2013/14)	937	745	1.258
2009 (2014/15)	985	758	1.299
2010 (2015/16)	989	779	1.270
2011 (2016/17)	995	790	1.259
2012 (2017/18)	1,009	860	1.173
2013 (2018/19)	982	838	1.172
2014 (2019/20)	1,048	874	1.199
2015 (2020/21)	951	900	1.057
2016 (2021/22)	935	978	0.956
2017 (2022/23)	819	900	0.910
2018 (2023/24)	788	962	0.819
2019 (2024/25)	739	913	0.809
2020 (2025/26)	699	867	0.806
2021 (2026/27)	763	946	0.807
2022 (2027/28)	750	934	0.803
2023 (2028/29)	776	972	0.798

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
2020/21	325	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		
2021/22	455	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	436	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	430	788	838	967	997	1,090	1,079	1,097	1,178	1,264	1,435	1,459	1,238	1,286	15,146	-375	-2.4%
2024/25	444	737	814	895	989	1,018	1,121	1,116	1,112	1,232	1,469	1,403	1,394	1,202	14,946	-200	-1.3%
2025/26	452	715	766	853	925	1,022	1,057	1,171	1,147	1,150	1,415	1,438	1,354	1,374	14,839	-107	-0.7%
2026/27	458	780	747	805	886	972	1,051	1,094	1,207	1,189	1,315	1,388	1,374	1,352	14,618	-221	-1.5%
2027/28	461	768	815	789	838	922	998	1,091	1,120	1,253	1,370	1,286	1,335	1,363	14,409	-209	-1.4%
2028/29	463	797	806	858	825	877	953	1,038	1,119	1,160	1,436	1,342	1,237	1,326	14,237	-172	-1.2%
2029/30	463	811	826	836	888	851	903	988	1,057	1,161	1,331	1,406	1,287	1,232	14,040	-197	-1.4%
2030/31	463	833	840	860	865	918	878	938	1,015	1,098	1,335	1,303	1,352	1,279	13,977	-63	-0.4%
2031/32	463	850	867	874	894	900	948	913	961	1,052	1,264	1,307	1,252	1,343	13,888	-89	-0.6%
2032/33	463	862	877	899	906	926	929	985	935	997	1,207	1,237	1,254	1,246	13,723	-165	-1.2%
2033/34	463	885	890	910	931	939	957	966	1,009	970	1,146	1,184	1,185	1,247	13,682	-41	-0.3%
2034/35	463	902	917	924	943	965	971	995	991	1,047	1,115	1,124	1,140	1,180	13,677	-5	0.0%

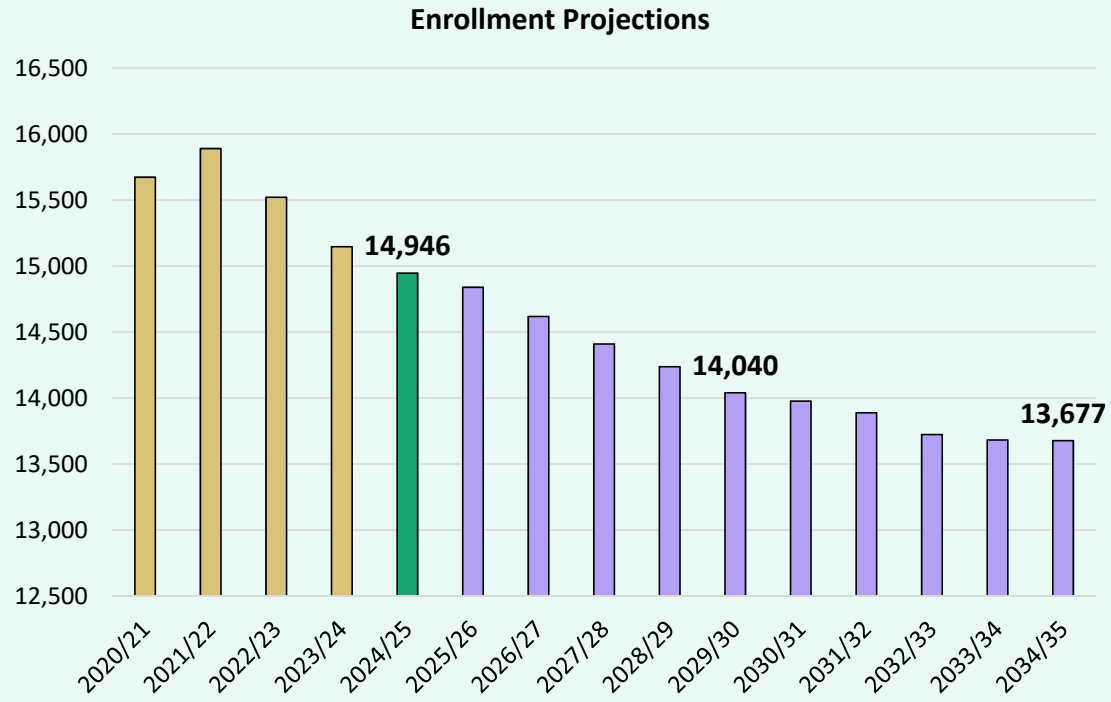
Yellow box = largest grade per year
Green box = second largest grade per year

Ten Year Forecast by Campus

Campus	Functional Capacity	Max Capacity	Fall	ENROLLMENT PROJECTIONS									
			2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
CIBOLO VALLEY EL	1,038	1,200	591	535	523	519	510	512	521	526	534	544	554
GREEN VALLEY EL	732	899	503	481	463	469	462	453	451	450	450	448	449
NORMA PASCHAL EL	704	871	574	556	545	521	531	524	528	527	530	531	531
ROSE GARDEN EL	1,031	1,200	861	838	814	813	814	830	856	876	906	936	969
SCHERTZ EL	683	1,017	663	635	618	571	561	561	564	556	553	550	545
SIPPEL EL	704	997	641	625	628	645	647	665	689	707	731	757	783
WATTS EL	739	906	500	486	473	457	473	480	494	505	519	530	546
WIEDERSTEIN EL	704	997	564	577	584	598	628	650	676	701	710	722	737
ELEMENTARY TOTALS			4,897	4,733	4,648	4,593	4,626	4,675	4,779	4,848	4,933	5,018	5,114
Elementary Percent Change			-4.17%	-3.35%	-1.80%	-1.18%	0.72%	1.06%	2.22%	1.44%	1.75%	1.72%	1.91%
Elementary Absolute Change			-213	-164	-85	-55	33	49	104	69	85	85	96
JORDAN INT	888	1,126	811	781	754	752	711	675	665	694	728	737	755
SCHLATHER INT	832	1,116	724	740	683	615	607	607	556	569	583	585	599
WILDER INT	855	1,188	702	707	708	722	673	609	595	598	603	601	612
INTERMEDIATE TOTALS			2,237	2,228	2,145	2,089	1,991	1,891	1,816	1,861	1,914	1,923	1,966
Intermediate Percent Change			2.80%	-0.40%	-3.73%	-2.61%	-4.69%	-5.02%	-3.97%	2.48%	2.85%	0.47%	2.24%
Intermediate Absolute Change			61	-9	-83	-56	-98	-100	-75	45	53	9	43
DOBIE JH	1,285	1,540	1,231	1,184	1,262	1,256	1,180	1,108	1,073	1,052	992	1,023	1,058
CORBETT JH	1,285	1,500	1,113	1,113	1,134	1,117	1,099	1,110	1,040	961	940	956	980
JUNIOR HIGH SCHOOL TOTALS			2,344	2,297	2,396	2,373	2,279	2,218	2,113	2,013	1,932	1,979	2,038
Junior High School Percent Change			-4.01%	-2.01%	4.31%	-0.96%	-3.96%	-2.68%	-4.73%	-4.73%	-4.02%	2.43%	2.98%
Junior High School Absolute Change			-98	-47	99	-23	-94	-61	-105	-100	-81	47	59
CLEMENS HS	2,733	3,300	2,589	2,618	2,531	2,523	2,523	2,491	2,503	2,492	2,388	2,309	2,206
STEELE HS	2,733	3,200	2,790	2,871	2,806	2,739	2,726	2,673	2,674	2,582	2,464	2,361	2,261
ALSELC			89	92	92	92	92	92	92	92	92	92	92
HIGH SCHOOL TOTALS			5,468	5,581	5,429	5,354	5,341	5,256	5,269	5,166	4,944	4,762	4,559
High School Percent Change			0.92%	2.07%	-2.72%	-1.38%	-0.24%	-1.59%	0.25%	-1.95%	-4.30%	-3.68%	-4.26%
High School Absolute Change			50	113	-152	-75	-13	-85	13	-103	-222	-182	-203
DISTRICT TOTALS			**14,946**	**14,839**	**14,618**	**14,409**	**14,237**	**14,040**	**13,977**	**13,888**	**13,723**	**13,682**	**13,677**
District Percent Change			-1.32%	-0.72%	-1.49%	-1.43%	-1.19%	-1.38%	-0.45%	-0.64%	-1.19%	-0.30%	-0.04%
District Absolute Change			-200	-107	-221	-209	-172	-197	-63	-89	-165	-41	-5

Yellow box = exceeds Functional capacity
Pink box = exceeds Max capacity

Key Takeaways



- Annual closings near 900 in 2024
- Housing market remains cloudy with continued high interest rates and looming tariffs
- The district has more than 390 homes currently in inventory and more than 2,100 vacant developed lots available for builders
- Groundwork is underway on approx. 500 lots within 6 subdivisions
- Schertz-Cibolo-Universal City ISD is forecasted to enroll more than 14,000 students by 2029/30

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LETTER OF INTENT

Date: July 3, 2025

City of Schertz Planning Department

1400 Schertz Parkway Bldg. 1

210-619-1780

Letter Contents:

Combined Acres: 24 Acres

Current Zoning: Pre Development and General Business

LEGAL DESCRIPTION:

24 ACRES OF LAND 24 ACRES OF LAND SITUATED IN THE JUAN FRANCISCO ZEPEDA SURVEY NO. 257, ABSTRACT NO. 685, COMAL COUNTY, TEXAS, THE JUAN FRANCISCO ZEPEDA SURVEY NO. 257, ABSTRACT NO. 471, GUADALUPE COUNTY, TEXAS, THE RAFAEL GARZA SURVEY NO. 98, ABSTRACT 138, GUADALUPE COUNTY, TEXAS AND THE RAFAEL GARZA SURVEY NO. 98, ABSTRACT NO. 175, COMAL COUNTY, TEXAS, BEING COMPRISED OF THE SAME CALLED 35.8462 ACRE TRACT DESCRIBED IN DOCUMENT NUMBER 201706029109, OFFICIAL PUBLIC RECORDS OF COMAL COUNTY, TEXAS, LOTS 1 AND 2, NORTHCLIFFE PLAZA RECORDED IN DOCUMENT NUMBER 200906016500, MAP AND PLAT RECORDS OF COMAL COUNTY, TEXAS AND REMAINDER OF A CALLED 8.258 ACRE TRACT DESCRIBED IN DOCUMENT NUMBER 200706031428, OFFICIAL PUBLIC RECORDS OF COMAL COUNTY, TEXAS; SAID 19.46 ACRES BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING, AT A 1/2 INCH IRON RODFOUND IN SOUTHEAST RIGHT-OF-WAY LINE OF INTERSTATE 35, FOR THE WEST CORNER OF A CALLED 4.53 ACRE TRACT DESCRIBED IN DOCUMENT NUMBER 200906043951, OFFICIAL PUBLIC RECORDS OF COMAL COUNTY, TEXAS AND FOR THE NORTHEAST CORNER OF SAID 35.8462 ACRE TRACT AND THE HEREIN DESCRIBED TRACT; THENCE,S 82°15’31” E, WITH THE SOUTH LINE OF SAID 4.53 ACRES, A DISTANCE OF 90.71 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED TRACT; THENCE, CONTINUING WITH THE SOUTH LINE OF SAID 4.53 ACRE TRACT THE FOLLOWING TWO (2) COURSES:

1) S 82°15'31" E, A DISTANCE OF 500.19 FEET TO A 1/2 INCH IRON ROD FOUND,

2) S 77°53'15" E, A DISTANCE OF 230.87 FEET TO A 1/2 INCH IRON ROD FOUND IN THE WEST LINE OF LOT

23, FAIRWAYS AT SCENIC HILLS UNIT 3B, RECORDED IN DOCUMENT NUMBER 201406013850, PLAT

RECORDS OF COMAL COUNTY, TEXAS AND FOR ANGLE POINT IN THE HEREIN DESCRIBED TRACT;

THENCE, WITH THE WEST LINE OF SAID FAIRWAYS AT SCENIC HILLS UNIT 3B THE FOLLOWING TWO (2) COURSES:

1) S 29°30'47" E, A DISTANCE OF 631.67 FEET TO A 1/2 INCH IRON ROD FOUND,

2) S 51°21'22" E, A DISTANCE OF 84.20 FEET TO A 1/2 INCH IRON ROD FOUND IN THE WEST LINE OF LOT

11 OF SAID FAIRWAYS AT SCENIC HILLS UNIT 3B, FOR THE NORTH CORNER OF A PORTION OF THE

REMAINDER OF A CALLED 167.758 ACRE TRACT DESCRIBED IN VOLUME 1634, PAGE 179, DEED

RECORDS OF GUADALUPE COUNTY, TEXAS AND FOR AN ANGLE PPOINT OF THE HEREIN DESCRIBED

TRACT; THENCE, WITH THE WEST LINE OF SAID PORTION OF THE REMAINDER OF 167.758 ACRE TRACT THE FOLLOWING

THREE (3) COURSES:

1) S 18°26'38" W, A DISTANCE OF 53.00 FEET TO A 1/2 INCH IRON ROD FOUND,

2) S 09°15'15" E, A DISTANCE OF 196.37 FEET TO A 1/2 INCH IRON ROD FOUND,

3) S 06°52'14"W, A DISTANCE OF 48.73 FEET TO A 1/2 INCH IRON ROD FOUND FOR THE NORTH CORNER

OF LOT 5 OF SAID FAIRWAYS AT SCENIC HILLS UNIT 3B, FOR THE SOUTH CORNER OF SAID PORTION

OF THE REMAINDER OF 167.758 ACRE TRACT AND FOR AN ANGLE POINT IN THE HEREIN DESCRIBED

TRACT; THENCE, WITH THE WEST LINE OF SAID LOT 5, S 33°31'59"W, A DISTANCE OF 32.78 FEET TO A 1/2 INCH IRON ROD

FOUND FOR THE NORTH CORNER OF A PORTION OF SAID 167.758 ACRE TRACT AND AN ANGLE POINT IN THE

HEREIN DESCRIBED TRACT; THENCE, WITH THE WEST LINE OF SAID PORTION OF 167.758 ACRE TRACT, S 10°38'59"W, A DISTANCE OF 315.43 FEET TO A 1/2 INCH IRON RODWITH “CUDE” CAP FOUND IN THE NORTH RIGHT-OF-WAY LINE OF COLUMBIA, FOR THE SOUTHWEST CORNER OF SAID PORTION OF 167.758 ACRE TRACT AND FOR THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT; THENCE, WITH SAID NORTH RIGHT-OF-WAY LINE OF COLUMBIA THE FOLLOWING THREE (3) COURSES:

1) N 86°17'37" W, A DISTANCE OF 47.94 FEET TO A 1/2 INCH IRON ROD WITH “CUDE” CAP FOUND,

2) WITH A CURVE TO THE RIGHT HAVING A RADIUS OF 320.00 FEET AND A CHORD OF N 76°54'03"W, A

DISTANCE OF 105.71 FEET TO A 1/2 INCH IRON ROD FOUND

3) N 67°23'36" W, A DISTANCE OF 317.43 FEET TO A 1/2 INCH IRON ROD WITH “CUDE” CAP FOUND FOR

THE SOUTH CORNER OF A PORTION OF THE REMAINDER OF SAID 167.758 ACRE TRACT AND FOR THE

SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT; THENCE, OVER AND ACROSS SAID 167.758 ACRE TRACT AND SAID 35.8462 ACRE TRACT

1) N 67°23'36" W, A DISTANCE OF 60.41 FEET TO A POINT,

2) N 04°57'22" E, A DISTANCE OF 100.07 FEET TO A POINT,

3) ALONG A CURVE TO THE LEFT, WITH A RADIUS OF 370.00 FEET, A CENTRAL ANGLE OF 30°20'12", AN

ARC LENGTH OF 195.91 FEET, AND A CHORD BEARING AND DISTANCE OF N 10°12'44"W, 193.63 FEET,

TO A POINT,

4) N 25°22'50" W, A DISTANCE OF 77.36 FEET TO A POINT,

5) ALONG A CURVE TO THE LEFT, WITH A RADIUS OF 370.00 FEET, A CENTRAL ANGLE OF 07°42'42", AN

ARC LENGTH OF 49.80 FEET, AND A CHORD BEARING AND DISTANCE OF N 29°14'11"W, 49.76 FEET,

TO A POINT,

6) N 33°05'32" W, A DISTANCE OF 72.43 FEET TO A POINT,

7) ALONG A CURVE TO THE LEFT, WITH A RADIUS OF 360.00 FEET, A CENTRAL ANGLE OF 19°22'35", AN

ARC LENGTH OF 121.75 FEET, AND A CHORD BEARING AND DISTANCE OF N 42°46'49"W, 121.17 FEET,

TO A POINT,

8) N 52°28'07" W, A DISTANCE OF 92.71 FEET TO A POINT,

9) ALONG A CURVE TO THE RIGHT, WITH A RADIUS OF 165.00 FEET, A CENTRAL ANGLE OF 05°25'19", AN

ARC LENGTH OF 15.61 FEET, AND A CHORD BEARING AND DISTANCE OF N 49°45'27"W, 15.61 FEET,

TO A POINT,

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10) N 47°02'48" W, A DISTANCE OF 159.25 FEET TO A POINT,

11) ALONG A CURVE TO THE RIGHT, WITH A RADIUS OF 302.35 FEET, A CENTRAL ANGLE OF 15°26'50", AN

ARC LENGTH OF 81.52 FEET, AND A CHORD BEARING AND DISTANCE OF N 39°04'46"W, 81.27 FEET,

TO A POINT,

12) N 59°20'38" E, A DISTANCE OF 0.10 FEET TO A POINT,

13) N 59°20'38" E, A DISTANCE OF 177.02 FEET TO A POINT,

14) N 29°22'25"W, A DISTANCE OF 331.24 FEET TO THE POINT OF BEGINNING AND CONTAINING 24

ACRES OF LAND, MORE OR LESS. BASIS OF BEARINGS IS THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (4204), NAD 83 (2011). ALL DISTANCES SHOWN HEREON ARE GROUND DISTANCES USING A SCALE FACTOR OF 1.00016. THIS DOCUMENT WAS PREPARED UNDER 22 TAC §663.21, DOES NOT REFLECT THE RESULTS OF AN ON THE GROUND SURVEY, AND IS NOT TO BE USED TO CONVEY OR ESTABLISH INTERESTS IN REAL PROPERTY EXCEPT THOSE RIGHTS AND INTERESTS IMPLIED OR ESTABLISHED BY THE CREATION OR RECONFIGURATION OF THE BOUNDARY OF THE POLITICAL SUBDIVISION FOR WHICH IT WAS PREPARED.

Proposed Zoning: R4 Multi-Family Project.

Development Schedule: 2 Phases – Traditional Apartments and Senior Living

YouAre-Rockbridge holdings, LLC,

Isaac Bennet: DocuSigned by: Isaac Bennett F75978590D8D424...

Manager

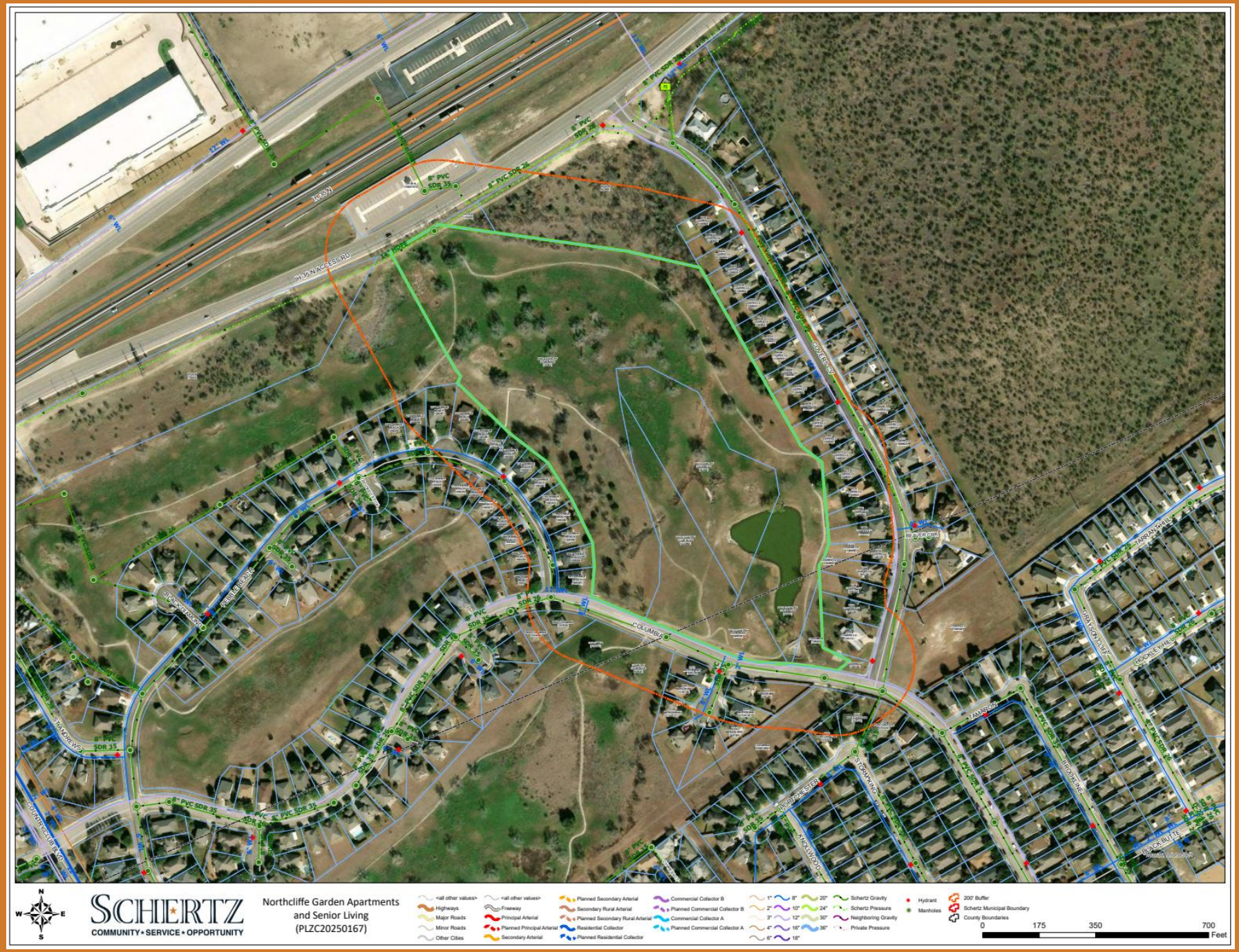
Ordinance 25-S-043

Withdrawn by Applicant

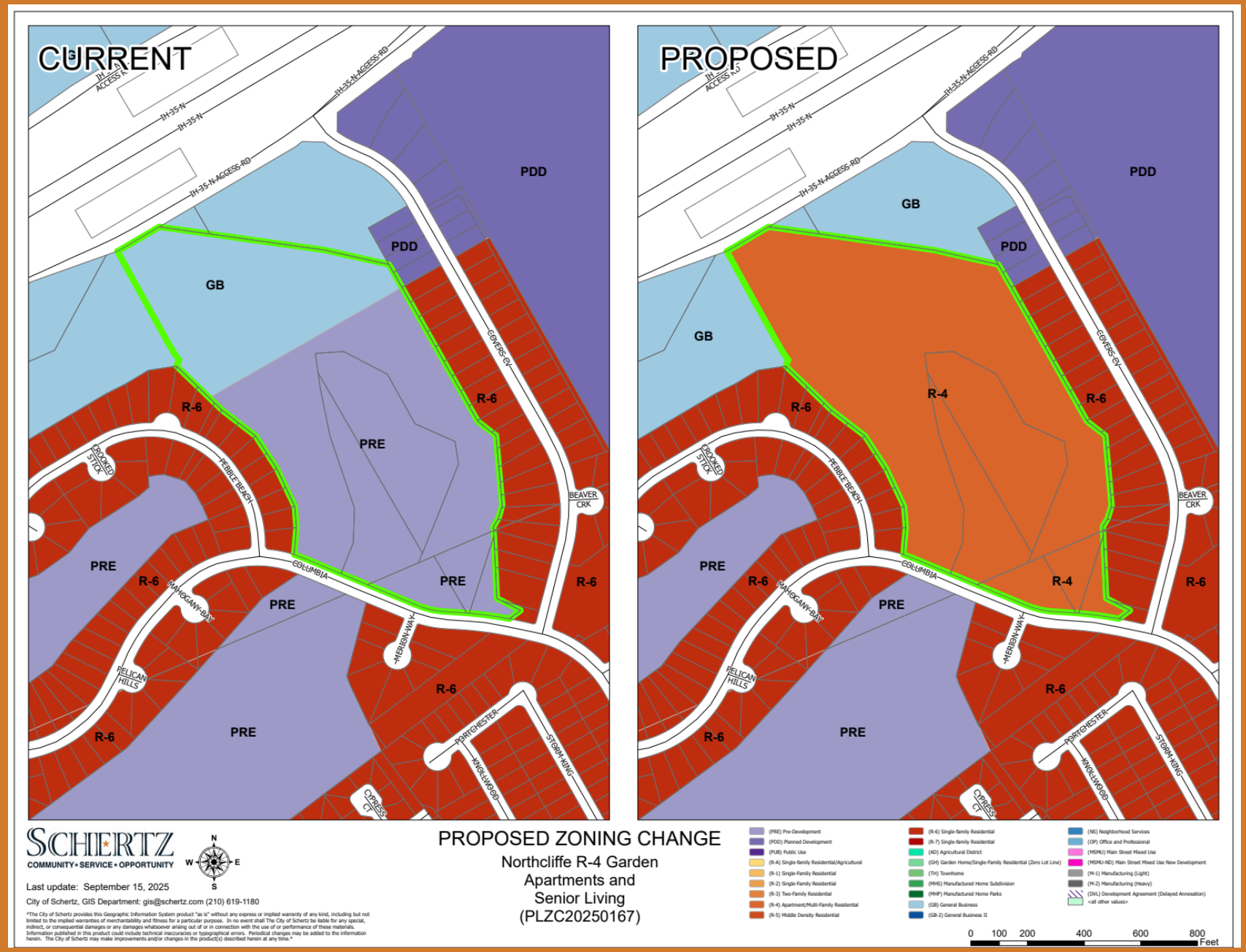
Proposed Zone Change to R-4

Emily Delgado | Planning Manager

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.



SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.



- Proposed rezone of approximately 24 acres from Pre-Development, General Business, to Apartment / Multi-Family Residential District (R-4)

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COMMUNITY. SERVICE. OPPORTUNITY.

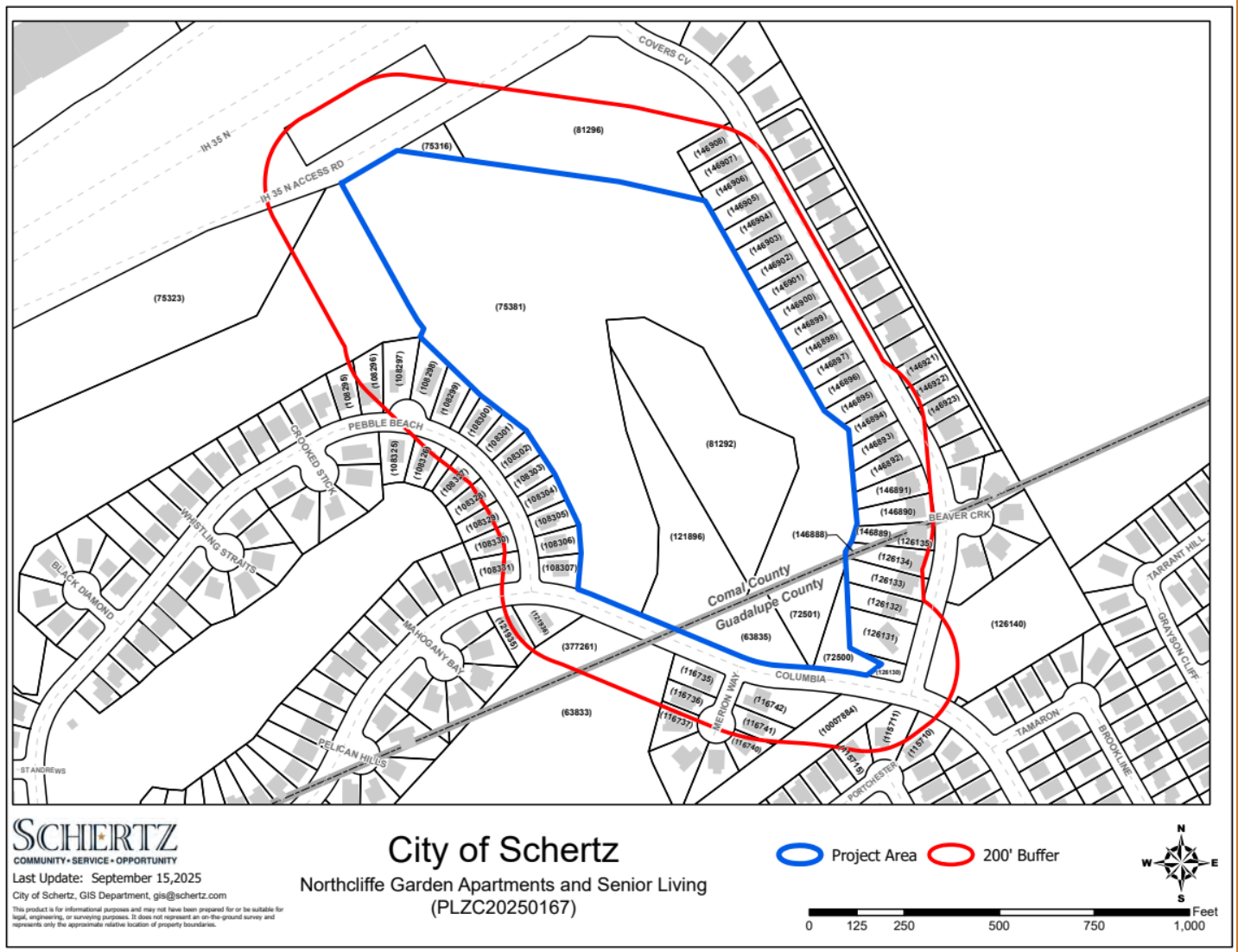
Apartment / Multi-Family Residential (R-4)

- R-4 is intended to provide denser apartment and multi-family style developments. This district is a suitable transition between single-family districts and commercial uses. However, Apartment / Multi-Family Residential Districts (R-4) shall not be located in areas where they would increase traffic with access through single-family neighborhoods and shall be located adjacent to arterial streets.

- Apartment / Multi-Family Residential District (R-4) is allowed to have a maximum 35 dwelling units per acre. The subject property is 24 acres which would allow the property owner to construct a maximum of 840 units.

- R-4 is also required to have 20% of the total platted area as common, usable open space.

Notification



- 75 Public notices were sent on August 16, 2025
- As of October 1, 2025 at 5:00pm
  - (0) in Favor
  - (0) Neutral to
  - (14) in Opposition
- A public hearing notice was published in the “San Antonio Express” on September 24, 2025 for the case to be heard at the October 14, 2025 City Council meeting.
- Notification signs were placed by the applicant

- **Public Hearings scheduled for 10.01.2025 and 10.14.2025 need to take place.**

SCHERTZ
COMMUNITY. SERVICE. OPPORTUNITY.

Status Update / Next Steps:

- On Friday, September 26, 2025 the applicant formally withdrew the zone change requests known as PLZC20250167, and the associated City Council Ordinance 25-S-043.
- On October 1, 2025, the Planning and Zoning Commission held a public hearing and then took no action on the item.
- Since the newspaper notice was already published, there needs to be a public hearing for Ordinance 25-S-043 at the October 14, 2025 City Council meeting, but then the City Council will take no action on the Ordinance.
- If the applicant resubmits, new case numbers will be established, and new public hearing notices will be mailed and published.

Agenda No. 20.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Planning & Community Development**
Subject:	**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**

BACKGROUND

The applicant withdrew Ordinance 25-S-044 on Friday, September 26, 2025. The public hearing was noticed in the San Antonio Express Newspaper on September 24, 2025, so the public hearing at the October 14, 2025 City Council meeting has to occur. However, since the application has been withdrawn, no action will be taken by the City Council.

The following City Council Memorandum is being provided for informational purposes, but again, City Council will not take action / will not vote on Ordinance 25-S-044.

The applicant is requesting a zone change of approximately 81 acres from Pre-Development District (PRE), General Business District (GB) and Single-Family Residential District (R-6) to Middle Density Residential District (R-5). The applicant's intent is to construct low density multifamily units per the letter of intent submitted. However, staff has evaluated the proposed zone change on the maximum allowable, per the Unified Development Code for Middle Density Residential District (R-5).

On September 16, 2025, two-hundred ninety- two (292) public hearing notices were mailed to the surrounding property owners within a 200-foot boundary of the subject property including the Schertz-Cibolo-Universal City Independent School District and Comal Independent School District.
A public hearing notice was published in the "San Antonio Express" on Wednesday, September 24, 2025, for the October 14, 2025, City Council Meeting, at which this item will be heard.

As of 5:00pm on Wednesday, October 1, 2025, one (1) response in favor, zero (0) responses neutral, and eighty-eight (88) responses in opposition have been received. Additionally, the applicant placed notification signs on the subject property on September 16, 2025.

On October 1, 2025 the Planning and Zoning Commission conducted a public hearing and then took no action on the item due to the application being withdrawn.

Approximately 25 acres of this request was part of an earlier effort by the applicant to develop multifamily units. The timeline and details of which can be seen below:

- Applicant's originally requested a Planned Development District (PDD) with a base zoning of Apartment / Multi-Family Residential (R-4) for a gated community with no more than 220 units, consisting of 55 lots

with a structure that would have 4 individual units also known as a four-plex.
    - On August 24, 2022 the Planning and Zoning Commission held a public hearing and recommended approval to the City Council to rezone the property to R-6, not the requested PDD, with a 4-2 vote
    - On September 27, 2022, the Schertz City Council held a public hearing and heard the item as Ordinance No. 22-S-35.
        - Council votes to approve request with a 4-2 vote at first reading.
        - Enough surrounding property owners protested to trigger the 3/4 affirmative vote requirement per state law.
        - Item failed (it needed a 5-1 vote) and the application was denied.
- Applicant made another request for a Planned Development District (PDD) with a base zoning of Townhome District (TH) for a gated community with no more than 198 units spread across 51 buildings.
    - On January 25, 2023 the Planning and Zoning Commission held a public hearing and recommended approval to the City Council with condition that the proposed project would include the trail on all future exhibits and plans with a 5-2 vote
    - On February 28, 2023, the Schertz City Council held a public hearing and heard the item as Ordinance No. 23-S-02. as Ordinance No. 23-S-02.
        - Council votes to approve request with a 4-3 vote on the first reading.
    - On April 25, 2023, the Schertz City Council had a second reading on the item.
        - Council votes to approve request with a 5-2 vote.
        - However, in the weeks between readings, enough surrounding property owners protested to trigger the 3/4 affirmative vote requirement per state law.
        - Item failed on second reading (it needed a 6-1 vote) and application was denied.
- Applicant made another request for a Planned Development District (PDD) with a base zoning for Two-Family Residential District (R-3) for a gated community with no more than 170 units spread across 85 duplexes.
    - On June 14, 2023 the Planning and Zoning Commission held a public hearing and recommended approval with conditions to the PDD Design Standards in relation tot he Impervious Coverage and the UDC Acreage requirement for gated communities, with a 5-1 vote
    - On July 18, 2023, the Schertz City Council held a public hearing and heard the item as Ordinance No. 23-S-14.
        - Council votes to approve request with a 4-3 vote on the first reading.
    - The Applicant withdrew the request on September 5, 2023 prior to the second City Council reading.

Subject Property:

	Zoning	**Land Use**
Existing	Pre-Development District (PRE), General Business District (GB), and Single-Family Residential District (R-6)	Undeveloped / Vacant Former Golf Course
Proposed	Middle Density Residential District (R-5)	Low Density Multifamily

Adjacent Properties:

	Zoning	**Land Use**
North	Single Family Residential District (R-6), General Business District (GB)	Single Family Residences, Undeveloped / Vacant Former Golf Course
South	Single Family Residential District (R-6)	Single Family Residences
East	Single Family Residential District (R-6), ROW	Single Family Residences, Columbia Drive, and Country Club Drive
West	Single Family Residential District (R-7)	Single Family Residences

GOAL

The applicant is requesting a zone change of approximately 81 acres from Pre-Development District (PRE), General Business District (GB), and Single-Family Residential District (R-6) to Middle Density Residential District (R-5). The applicants intent is to construct low density multifamily units.

	Table 21.5.7.A. Dimensional Requirements										
			Minimum Lot Size Dimensions (Ft)			**Minimum Yard Setbacks (Ft)**			**Misc. Lot Requirements**		
	Code	*Zoning District*	*Area Sq ft*	*Width*	*Depth*	*Front*	*Side*	*Rear*	*Min. Off-Street Parking*	*Maximum Height*	*Max Imperv Cover*
Proposed	R-5	Middle Density Residential District	10,890	-	-	25	10	10	2	35	80%
Existing	PRE	Pre-Development District	-	-	-	-	-	-	-	-	-
Existing	GB	General Business District	10,000	100	100	0, 25(r)	0, 25(r)	0, 25(r)	Sec. 21.10.4	120	80%
Existing	R-6	Single-Family Residential District	7,200	60	120	25	10	20	2	35	50%

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 Change applications, staff uses the Criteria for Approval located in UDC Section 21.5.4.D.

1. Whether the proposed zoning change implements the policies of the adopted Comprehensive Land Plan, or any other applicable adopted plans;

The Comprehensive Plan designates this area as Complete Neighborhood, which is intended to provide a variety of housing types along with complementary commercial services. Multi-family and single-family residential are not inherently incompatible in the Complete Neighborhood land use designation. However, the Comprehensive Plan explicitly states, "When considering appropriateness of housing density or commercial activity, factors such as roadway classification, conflicts among land uses and buildings, as well as the undue concentration or diffusion of population should be considered.". The proposed Middle Density Residential District (R-5) at the subject property in comparison to the existing land uses and roadway classifications is not compatible with the Complete Neighborhood land use designation. The subject property was once a golf course that had low-density housing developed around the periphery.

Per UDC Article 5 Section 21.5.5, amended with Ord. 24-S-156 in October 2024, and attached to this staff report, Middle Density Residential District (R-5) is intended to provide developments that offer a variety of housing types. This district is a suitable transition between single-family residential and commercial and/or denser multi-family developments. This zoning district can be comprised of attached or detached residential dwelling units. The intent of the Middle Density Residential District (R-5) was for smaller infill tract developments to offer a variety of housing types.

Per the UDC tracts that are over 1 acre are allowed to have up to 12 dwelling units per acre and are required to

adhere to the multi-family site design requirements in Article 9- Site Design Standards. For reference, the surrounding residential subdivisions have a density of between 6-7 dwelling units per acre. The subject property is approximately 81 acres, which would allow the property owner to construct a maximum of 972 units. Staff has determined that this increase in density would be an undue concentration of population in an area with dispersed residential patterns. This additional residential density would result in added traffic which could create conflicts with the existing residential uses.

For these reasons, this request is not consistent with the Comprehensive Land Plan.

2. Whether the proposed zoning change promotes the health, safety, and general welfare of the City.

As part of promoting health, safety, and general welfare, the city should encourage development that is compatible with surrounding uses. This specific request has a subject property of 81 acres which would allow the property owner to construct a maximum of 972 units. Adding this many dwelling units to the area will significantly increase traffic. During previous zone change requests, City Council and the adjacent existing residential have repeatedly expressed concerns about traffic impacts in relation to increasing density through zoning requests in the city. Staff has considered these expressed concerns and has determined that this level of development is not compatible with the surrounding uses at this time.

The applicant submitted a Traffic Impact Analysis for the proposed Middle Density Residential District (R-5) and the associated Apartment / Multi-Family Residential District (R-4) (Ordinance 25-S-043), which the City of Schertz Engineering Department reviewed and provided a summary attached to this staff report for review. Below are some of the highlights of that summary:

> The existing zoning classifications if developed to their full potential would generate approximately 1,989 peak hour vehicle trips. At full developed potential of the requested zoning, the peak hour trips would increase to 2,994. The developer has provided a Traffic summary analysis indicting the effect to the transportation system by the additional 1,005 peak hour trips (the difference between the existing zoning maximum trips and the proposed zoning maximum trips). The Developers report also noted that they are not intending to develop the property to the maximum amount possible in the proposed rezoned areas and that the difference in peak hour trips would be less than the estimated 1,005 – about 612.
>
> The increase in peak hour trips by the proposed zoning changes would have adverse impacts to parts of the transportation system in the area. Specifically, the Level of Service for the Country Club Blvd/IH-35 intersection; southbound frontage road/FM 1103 intersection; and the southbound frontage road /Schwab Road intersection would be reduced. Additionally, while the Chelsea/FM 1003 intersection and northbound frontage road/Schwab Road intersection Level of Service doesn't decrease (they already function at a Level of Service F), the delay at the intersections increase significantly. While signalization of the IH-35/Schwab Road in its current configuration will increase the Level of Service of the intersection, the additional development traffic may result in the intersection being congested/overloaded until the larger improvement project to build the Master Thoroughfare Plan improvements are completed.
>
> There are mitigation measures that could be implemented to reduce the adverse impact on the intersections that were evaluated. However, if the proposed development progresses through the City's development process, a much more thorough and detailed Traffic Impact Analysis (TIA) will be performed by the Developer and will be reviewed by the City of Schertz Engineering Department and TXDOT.

Although the applicant submitted a preliminary Traffic Impact Analysis for review, it focused mostly on the intersections with TXDOT roadways. The proposed zone change could have a significant impact on the traffic within the existing single-family residential neighborhoods, not just at the intersections of major thoroughfares such as FM 1103 and IH 35. Per the UDC, the maximum density for an approximately 81 acre Middle Density Residential District (R-5) property would be 972 units. These potential 972 units, if developed to the maximum allowable, would have an impact on the overall traffic network. While the preliminary analysis shows the local streets are capable of handling the extra traffic that would be associated with the proposed development, traffic is expected to significantly increase on the existing residential streets within the overall neighborhood,

which will result in noticeable congestion that doesn't currently exist. This would need to be evaluated further with the formal TIA and additional mitigation efforts may be needed to try and improve traffic flow, but there will still be a noticeable increase of traffic on these roads than currently exists or if this property were to be developed more similarly to the existing neighborhoods in the area.

Based on the allowable density of the proposed Middle Denisty Residential District (R-5) and the concerns in relation to traffic / safety, the proposed zone change does not promote the health, safety and general welfare of the City.

3. Whether the uses permitted by the proposed change will be consistent and appropriate with existing uses in the immediate area;

The permitted uses within Middle Density Residential District (R-5) are as follows:

Middle Density Residential District (R-5) Permitted Uses	
Permitted By Right	**Permitted with a Specific Use Permit (SUP)**
• Family or Group Home • Gated Community • Golf Course and/ or Country Club • Multi-Family Apartment Dwelling • Municipal Uses Operated by the City of Schertz • One-Family Dwelling Attached / Detached • Park / Playground / Similar Public Site • School, Public or Private • Two Family Dwelling	• Bed and Breakfast Inn • Church, Temple, Synagogue, Mosque, or Other Place of Worship • New and Unlisted Uses

The permitted uses in the Middle Density Residential District (R-5) are residential in nature and thus consistent with the uses in the immediate area.

4. Whether other factors are deemed relevant and important in the consideration of the amendment.

Schertz Fire, EMS, and Police have been notified of the zone change requests. Schertz Fire provided no concerns or objections with the proposed zone change. Schertz EMS indicated no issues with the proposed, except that of normal concerns with response times and added call volume with added population. While Schertz Police indicated that there are no present concerns, but as these properties and others begin build out, Schertz Police will need to re-evaluate as the aggregate impact will eventually impact their ability to maintain core service delivery with current staffing.

SCUCISD and Comal ISD have been notified of the zone change.

The scheduled public hearing provides the opportunity to introduce additional considerations to the request.

RECOMMENDATION

The zone change request is not compatible with the Comprehensive Plan, would create compatibility concerns between the existing single-family residential neighborhoods and the density of the proposed zone change, and would increase traffic safety concerns in the existing neighborhoods, which is not consistent with the goals and objectives of the UDC.

Therefore, staff is recommending denial of Ordinance 25-S-044.

On October 1, 2025 the Planning and Zoning Commission conducted a public hearing and then took no action on the item due to the application being withdrawn.

Attachments

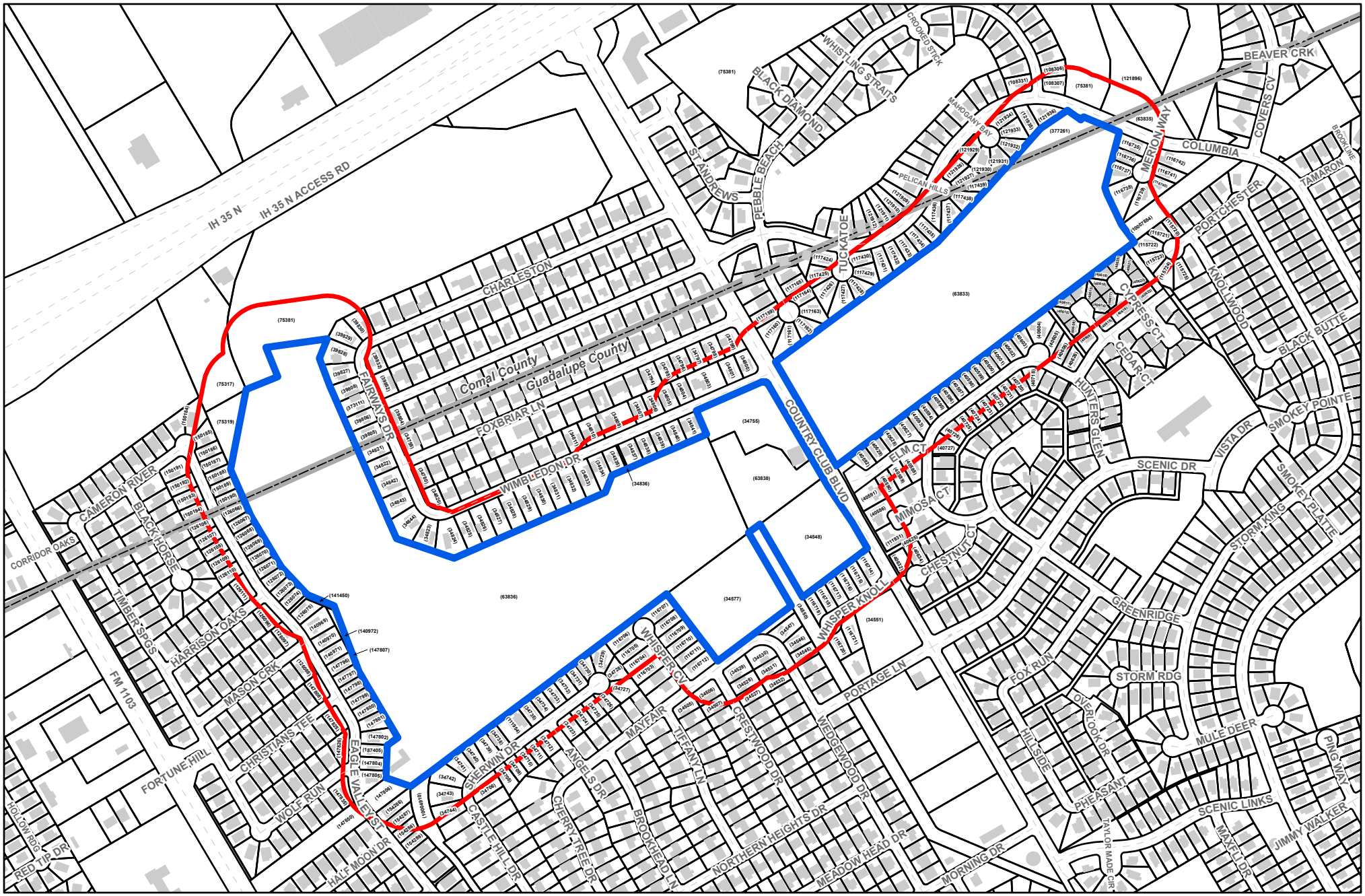
Aerial Exhibit
Public Hearing Notice Map
Zoning Exhibit
Engineering TIA- Zone Change Summary
Public Hearing Responses as of October 1, 2025 at 5PM
Ord. 24-S-156
SCUCISD 10-Year Forecasting
SCUCISD Demographic Report
Letter of Intent from Applicant
City Council Presentation Slides



N W E S

SCHERTZ
COMMUNITY ★ SERVICE ★ OPPORTUNITY

Northcliffe Village
(PLZC20250166)



SCHERTZ
COMMUNITY • SERVICE • OPPORTUNITY

City of Schertz

Northcliffe Village
(PLZC20250166)

Project Area
200' Buffer

N
W
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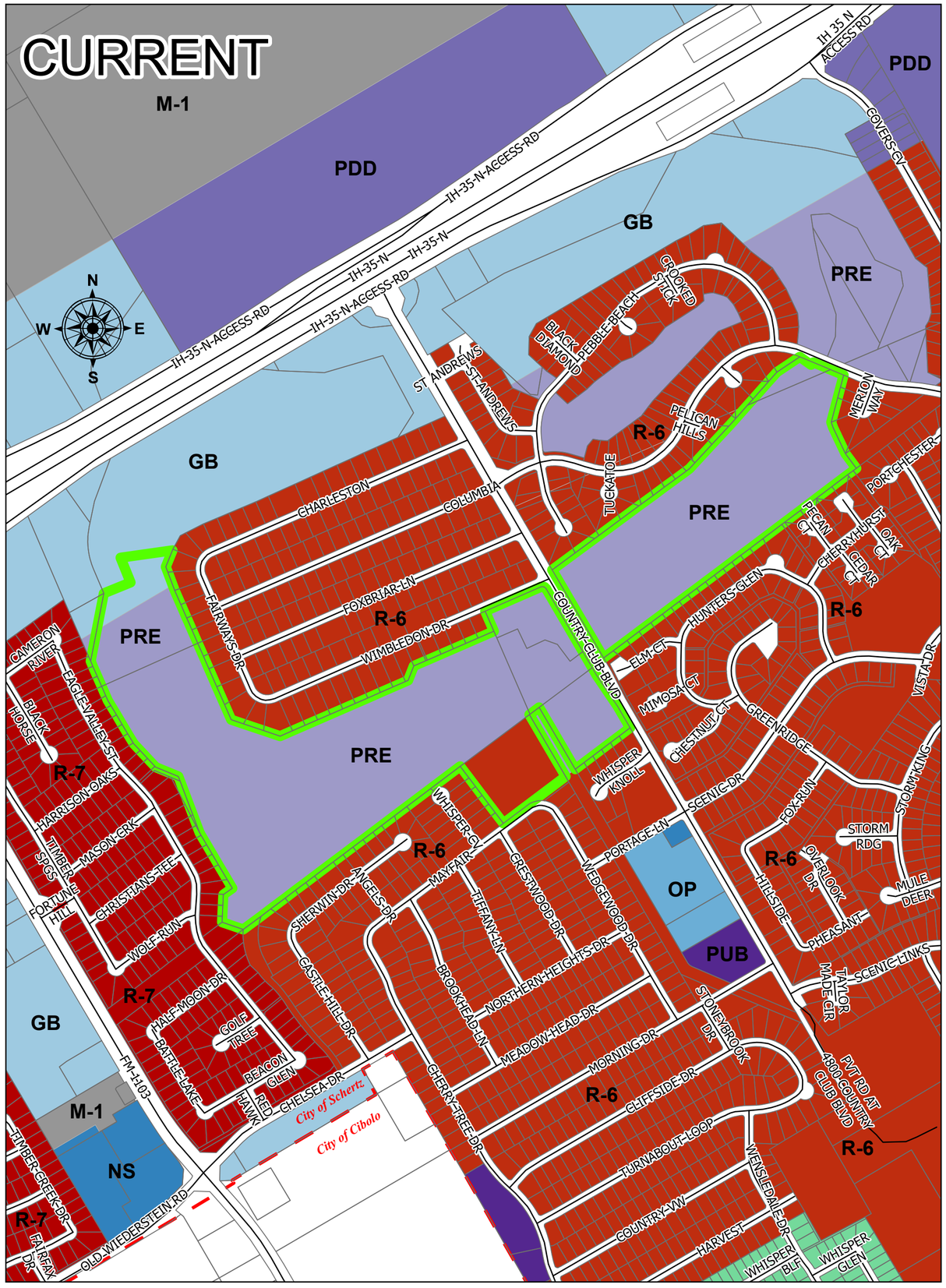
0 250 500 1,000 1,500 Feet

Last Update: Jul 25, 2025

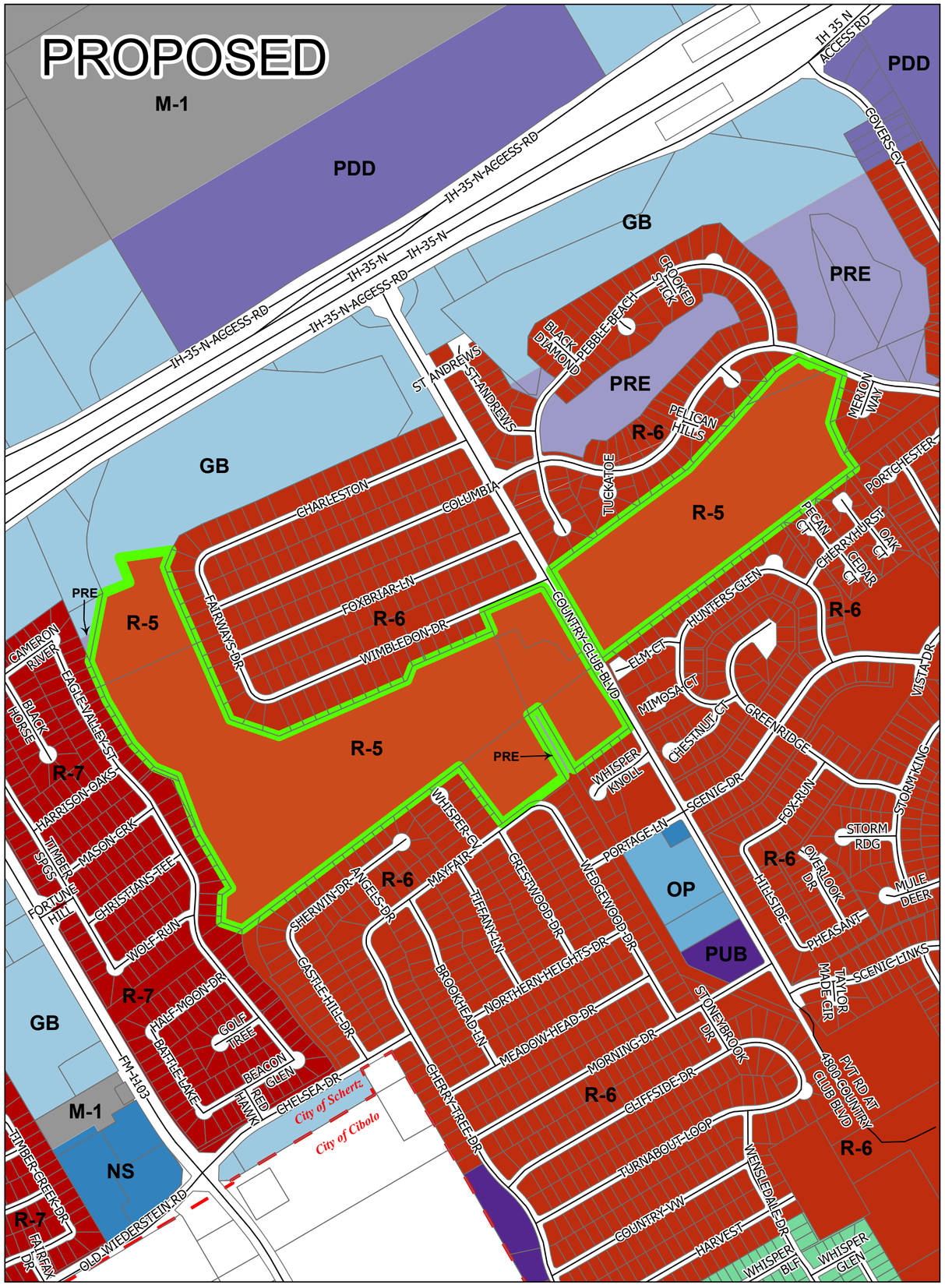
City of Schertz, GIS Department, gis@schertz.com

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.

CURRENT



PROPOSED



SCHERTZ
COMMUNITY★SERVICE★OPPORTUNITY

Last update: Jul 29, 2025

City of Schertz, GIS Department: gis@schertz.com (210) 619-1180

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.

PROPOSED ZONING CHANGE

Northcliffe Village R-5
(PLZC20250166)

- (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-5) Middle Density 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)
- <all other values>

0 250 500 1,000 1,500 2,000 Feet

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

DEVELOPMENT SERVICES
ENGINEERING DEPARTMENT

Memo

To: Planning and Zoning Commission via Emily Delgado, Planning Manager

From: John Nowak, P.E., Assistant City Engineer

Date: September 12, 2025

Re: Traffic Impact Summary for Proposed Zone Change at IH 35 N and Country Club Blvd (Northcliffe Garden Apartments and Senior Living Project)

The former golf course property generally located near the IH-35 and Country Club Blvd intersection in the Northcliffe area is currently zoned GB along the IH-35 frontage and the remainder is zoned PRE. The property owner has requested a zone change for a relatively small portion of the GB area and part of the PRE area to be zoned R-4 and the remainder of the PRE area to be zoned R-5. The property owner intends to construct various commercial uses in the GB area; "senior living" apartments in the R-4 area; and apartments in the R-5 area.

The existing zoning classifications if developed to their full potential would generate approximately 1,989 peak hour vehicle trips. At full developed potential of the requested zoning, the peak hour trips would increase to 2,994. The developer has provided a Traffic summary analysis indicting the effect to the transportation system by the additional 1,005 peak hour trips (the difference between the existing zoning maximum trips and the proposed zoning maximum trips). The Developers report also noted that they are not intending to develop the property to the maximum amount possible in the proposed rezoned areas and that the difference in peak hour trips would be less than the estimated 1,005 – about 612.

The increase in peak hour trips by the proposed zoning changes would have adverse impacts to parts of the transportation system in the area. Specifically, the Level of Service for the Country Club Blvd/IH-35 intersection; southbound frontage road/FM 1103 intersection; and the southbound frontage road /Schwab Road intersection would be reduced. Additionally, while the Chelsea/FM 1003 intersection and northbound frontage road/Schwab Road intersection Level of Service doesn't decrease (they already function at a Level of Service F), the delay at the intersections increase significantly.

There are mitigation measures that could be implemented to reduce the adverse impact to these intersections. For example, the Chelsea/FM 1103 intersection will be improved by the TXDOT FM 1103 project, increasing the traffic capacity of the intersection. These improvements are expected to improve the Level of Service for the intersection. Signalization of the IH-35/Schwab Road intersections would also improve the Level of Service of the intersection. Long term, future improvements to Schwab Road to widen it out to the sections identified in the Master Thoroughfare Plan (including replacement of the IH-35 overpass structure) would add even more capacity to the intersection. Adding some additional lanes and signal timing modifications could reduce the delay at the IH-35/FM1103 intersections, improving the Level of Service.

As the proposed development progresses through the City's development process, a much more thorough and detailed Traffic Impact Analysis (TIA) will be performed by the Developer. TXDOT will also be involved in the review and approval of the TIA and all mitigation efforts to minimize the adverse impacts of the additional traffic from the zone change. While signalization of the IH-35/Schwab Road in its current configuration will increase the Level of Service of the intersection, the additional development traffic may result in the intersection being congested/overloaded until the larger improvement project to build the Master Thoroughfare Plan improvements are completed.

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

To whom it may concern,

The City of Schertz Planning and Zoning Commission will conduct a public hearing on **October 1st, 2025** at **6:00 p.m.** located at the Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas to consider and act upon the following item:

PLZC20250166 - Hold a public hearing and make a recommendation on a zone change request from Pre-Development District (PRE), General Business District (GB) and Single-Family Residential District (R-6) to Middle Density Residential District (R-5) on approximately 81 acres of land, 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.

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 Emily Delgado, Planning Manager, at 1400 Schertz Parkway, Bldg. 1, Schertz, Texas 78154, or by e-mail planning@schertz.com. If you have any questions, please feel free to call Emily Delgado, Planning Manager, at (210) 619-1784.

Sincerely,

Emily Delgado

Emily Delgado
Planning Manager

Reply Form:

City Council will have a public hearing 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 the 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 **PLZC20250166**

COMMENTS: _____

NAME: Jonathan Goodin (PLEASE PRINT) SIGNATURE Jonathan Goodin

STREET ADDRESS: 5024 Eagle Valley Street, Schertz, TX 78108

DATE: 9/22/2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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September 15, 2025

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Planning Manager

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for PLZC20250166

COMMENTS: PARK OR SINGLE-FAMILY RESIDENTIAL ONLY NO DUPLEXES NO APARTMENTS

NAME: ANDREW MASSON (PLEASE PRINT) SIGNATURE: Andrew J. Masson

STREET ADDRESS: 4948 Eagle Valley St, Schertz, TX 78108-2402

DATE: 9/24/2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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PLZC20250166 - Hold a public hearing and make a recommendation on a zone change request from Pre-Development District (PRE), General Business District (GB) and Single-Family Residential District (R-6) to Middle Density Residential District (R-5) on approximately 81 acres of land, 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.

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Sincerely,

Emily Delgado

Emily Delgado
Planning Manager

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: Make it a park.

NAME: Beverly DeMello (PLEASE PRINT) SIGNATURE: BDemello

STREET ADDRESS: 3405 Sherwin Drive

DATE: Sept. 18 2025.

The City of Schertz Planning and Zoning Commission will conduct a public hearing on October 1st, 2025 at 6:00 p.m. located at the Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas to consider and act upon the following item:

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Emily Delgado
Planning Manager

Reply Form:

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: Will bring too much traffic!

NAME: Charles H. Harris (PLEASE PRINT) SIGNATURE Charles H Harris

STREET ADDRESS: 5014 Wedgewood Dr. Schertz, 78108

DATE: 9/18/25

Reply Form:

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: R-5 Density is between existing R-6 and decreases valuation of my property.

NAME: Christopher Lawrence Hicks SIGNATURE Christopher Lawrence Hicks
(PLEASE PRINT)

STREET ADDRESS: 3506 Wimbledon Dr., Schertz, TX 78108-2243

DATE: 09/24/2025

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: _____

NAME: Denny Law (PLEASE PRINT) SIGNATURE Denny Law

STREET ADDRESS: 3600 Mimosa Ct., Schertz, TX 78108

DATE: 9/22/25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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PLZC20250166 - Hold a public hearing and make a recommendation on a zone change request from Pre-Development District (PRE), General Business District (GB) and Single-Family Residential District (R-6) to Middle Density Residential District (R-5) on approximately 81 acres of land, 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.

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Sincerely,

Emily Delgado

Emily Delgado
Planning Manager

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COMMENTS: TRAFFIC CONCERNS - SEE ATTACHED

NAME: DONALD L. SNYDER SHERRY J SNYDER (PLEASE PRINT) SIGNATURE Donald L Snyder Sherry J. Snyder

STREET ADDRESS: 3501 WIMBLEDON DR

DATE: 9/22/25

Reply to zoning change request

From Donald L. & Sherry J. Snyder
3501 Wimbledon Dr.
Schertz, TX 78108

Our concern is the additional traffic these new residences will create.

Currently, in order to travel south on I 35 or east on FM 1103, traffic must either go from Country Club Boulevard to the I 35 frontage road and go north to the I 35 turnaround at Schwab Road or go through Northcliffe using Portage Lane to Wedgewood Drive to Mayfair Drive to Cherry Tree Drive to Chelsea Drive which intersects FM 1103. Another option is to cross from Country Club on Morning Drive to Cherry Tree then to Chelsea Drive which intersects FM 1103. The Schwab Road option is not really a practical one. These are all residential streets - many of which are very narrow. There is already too much traffic on these streets from all the subdivisions in the area with people going to and from work and Steele High School and Stippel Elementary as well as the charter schools near Riata.

This traffic issue is a showstopper for us. We believe that there was a collector road planned at one time between Country Club Blvd and FM 1103 to address this issue and that road must be built before we could agree to this rezoning.

Donald L Snyder

Sherry J. Snyder

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COMMENTS: _____

NAME: ERIC LACROIX (PLEASE PRINT) SIGNATURE _____

STREET ADDRESS: 5701 Tuckatoe

DATE: 20 Sept 25

Reply Form:

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COMMENTS: DOES NOT FIT IN WITH THE NEIGHBORING AREA

NAME: GERALD MALLAMS (PLEASE PRINT) SIGNATURE Gerald Mallams

STREET ADDRESS: 3716 HUNTERS GLEN SCHERTZ, TX 78108

DATE: 9-23-25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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Emily Delgado

Emily Delgado
Planning Manager

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COMMENTS: Please don't put multiple housing units on the golf course. This will significantly decrease our property value and increase traffic. Please leave it as it is. Thank you.

NAME: Gene Mendoza (PLEASE PRINT) SIGNATURE: [signature]

STREET ADDRESS: 5104 Eagle Valley St

DATE: 9-23-2025

Emily Delgado

From: Howson Lau
Sent: Wednesday, September 24, 2025 12:14 PM
To: planning
Subject: PLZC20250166 Re-Zoning
Attachments: PLZC20250166 Re-Zoning Protest Form Sep 2025.pdf

Strongly opposed to PLZC20250166 Re-Zoning. Approval and subsequent development of middle density residential units will significantly add to the demand for utilities and increase traffic on the residential streets which are only two lanes wide (one lane going in each direction. An environmental impact study needs to be done PRIOR to approving any re-zoning. There are only 2 ways toe enter or exit this subdivision and any additional traffic, especially during the morning rush hour, will endanger the young children living in this area. The utilities infrastructure (water, sewage, and electricity) was NOT built to handle the increased capacity that would result from approving this re-zoning and allowing a developer to construct increased density housing will exacerbate the situation and result in deprivation for old and new residents.
I am attaching my form protesting against approval of this re-zoning request.

Howson Lau
3678 Pebble Beach
Schertz, TX 78108
(living within the 200' buffer zone)

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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Sincerely,

Emily Delgado

Emily Delgado
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COMMENTS: NEED STUDY TO DETERMINE IF UTILITY INFRASTRUCTURE & TRAFFIC CAN SUPPORT INCREASED DENSITY.

NAME: Howson Lau SIGNATURE: Howson

(PLEASE PRINT)

STREET ADDRESS: 3678 Pebble Beach, Schertz, TX 78108

DATE: SEP 23, 2025

Reply Form:

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COMMENTS: Zoning of R-6 (Single Family Residential Dis) is the only choice that makes sense to protect our property value and maintain our neighborhood integrity.

NAME: Janet Lee Chang (PLEASE PRINT) SIGNATURE Janet Lee Chang

STREET ADDRESS: 3338 Wimbledon, Schertz, Tx 78108

DATE: 9/20/2025

Reply Form:

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COMMENTS: Congestion!!

NAME: John M. Welch SIGNATURE John M. Welch
(PLEASE PRINT)

STREET ADDRESS: 5036 Eagle Valley St.

DATE: 19 September 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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COMMENTS: _____

NAME: Perez-Gonzalez, Josue SIGNATURE _____
(PLEASE PRINT)

STREET ADDRESS: 5156 Eagle Valley St, Schertz, 78108

DATE: 19 Sept 25

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PLANNING & COMMUNITY DEVELOPMENT

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COMMENTS: The infrastructure is not able to take care of that many people. Traffic would be awful

NAME: Kathy Robertson (PLEASE PRINT) SIGNATURE Kathy Robertson

STREET ADDRESS: 6121 Portchester

DATE: 9/26/25

Reply Form:

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COMMENTS: The only option I would be in favor of would be one-story single family homes - 55+ even better

NAME: Kelly Griffin (PLEASE PRINT) SIGNATURE Kelly Griffin

STREET ADDRESS: 3745 Hunters Glen Schertz

DATE: 9/20/25

Emily Delgado

From: S LANGSTON
Sent: Monday, September 22, 2025 11:41 AM
To: planning
Subject: Code 211.006(d)

Ken and Shirley Langston at 3417 Sherwin Drive, Schertz, Tx oppose zoning change on the above code. We moved here because it was a golf course and think it should remain as a golf course. The City of Schertz could benefit owing a golf course instead of supporting Olympia Hills golf course.
S Langston

Reply Form:

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COMMENTS: _____

NAME: Kenny Rogers (PLEASE PRINT) SIGNATURE Kenny Rogers

STREET ADDRESS: 5116 Eagle Valley St. Schertz, TX 78108

DATE: Sept. 22, 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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COMMENTS: _____

NAME: Kristal Miller (PLEASE PRINT) SIGNATURE Kmiller

STREET ADDRESS: 5708 Tuckatoe Schertz

DATE: 9/19/25

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COMMENTS: LARRY A. CRAFT

NAME: Mary Ann Craft (PLEASE PRINT) SIGNATURE Larry & Craft Mary Ann Craft

STREET ADDRESS: 3509 Wimbledon DR. Schertz, TX 78108

DATE: 9/19/2025

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COMMENTS: The city is ignoring the residents view of property.

NAME: Laurie Lamphear (PLEASE PRINT) SIGNATURE Laurie Lamphear

STREET ADDRESS: 3731 Columbia Dr, Cibolo TX 78108

DATE: 9/21/25

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: would accept R-6 Single Family Homes only

NAME: Linda Rasch (PLEASE PRINT) SIGNATURE Linda Rasch

STREET ADDRESS: 3509 whisper Knoll Schertz, Tx 78108

DATE: 9/24/25

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PLZC20250166 - Hold a public hearing and make a recommendation on a zone change request from Pre-Development District (PRE), General Business District (GB) and Single-Family Residential District (R-6) to Middle Density Residential District (R-5) on approximately 81 acres of land, 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.

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Sincerely,

Emily Delgado

Emily Delgado
Planning Manager

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: _____

NAME: Lindsey Roan (PLEASE PRINT) SIGNATURE Lindsey Roan

STREET ADDRESS: 3426 Wimbledon Dr, Schertz, Tx 78108

DATE: 9/19/25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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COMMENTS: At the previous meeting, a medical complex was mentioned but it's ~~unclear~~ unclear exactly what will be built behind my home, given the wording above.

NAME: Mary E. Bera (PLEASE PRINT) SIGNATURE

STREET ADDRESS: 4013 Cypress Ct., Schertz, TX 78108

DATE: 19SEP2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250166**

COMMENTS: NO R-5 ZONING PLEASE, OKAY WITH ZONING FOR R-6

NAME: MICHAEL G. DUGI (PLEASE PRINT) SIGNATURE Michael G. Dugi

STREET ADDRESS: 3502 FOXBRIAR LANE SCHERTZ, TX 78108-2234

DATE: 09-20-2025

Reply Form:

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: DOES NOT CONFORM TO THE NEIGHBORHOOD

NAME: NORRENE MALLAMS (PLEASE PRINT) SIGNATURE

STREET ADDRESS: 3716 HUNTERS GLEN SCHERTZ, TX

DATE: 9-23-25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☐ Strongly opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: Infrastructure in Northcliffe cannot support this. Also it is a cibolo creek recharge zone

NAME: Paul Kendzior (PLEASE PRINT) SIGNATURE: Paul Kendzior

STREET ADDRESS: 5713 Fairways Drive, Schertz, TX 78108

DATE: 9/23/2025

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: PLEASE BUILD SINGLE FAMILY HOMES... SAME AS NOW IN AREA

NAME: PHILIP BERG SIGNATURE Philip Berg
(PLEASE PRINT)

STREET ADDRESS: 3740 HUNTERS GLEN

DATE: 19 SEPTEMBER 2025

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COMMENTS: STRONGLY OPPOSE THIS AS IT WILL BRING EVEN MORE TRAFFIC CONGESTION, REDUCE PROPERTY VALUES, INCREASED CRIME AND OVERLOAD EXISTING UTILITIES ALREADY IN PLACE, THERE ARE ZERO BENEFITS FOR HOMEOWNERS. PLEASE DO NOT ALLOW THIS UNNECESSARY DEVELOPMENT TO TAKE PLACE,

NAME: PHILLIP L. SLAUGHTER (PLEASE PRINT) SIGNATURE Phillip Slaughter

STREET ADDRESS: 3406 WIMBLEDON DR, SCHERTZ, TX 78108

DATE: SEP 20, 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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COMMENTS: No apartments!

NAME: Lucenda Beeson Robert Beeson (PLEASE PRINT) SIGNATURE Lucenda Beeson

STREET ADDRESS: 3518 Fox Briar Lane

DATE: 9/21/2025

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COMMENTS: The area is already strained + cannot take a higher density.

NAME: Robert F. Radcliffe (PLEASE PRINT) SIGNATURE: Robert F. Radcliffe

STREET ADDRESS: 3724 Hunters Glen, Schertz TX 78108

DATE: 09/18/2025

Ruth A. Radcliffe
Ruth A. Radcliffe

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for PLZC2025016

COMMENTS: _____

NAME: Terry Clyde Spicer SIGNATURE Terry Clyde Spicer
(PLEASE PRINT)

STREET ADDRESS: 4021 Cypress Court Schertz Tx 78108

DATE: 9/24/25

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COMMENTS: Single family housing is only appropriate building

NAME: Vernon L Smith (PLEASE PRINT) SIGNATURE Vernon L Smith

STREET ADDRESS: 3513 Whisper Knoll, Schertz, TX. 78108

DATE: 9-22-25

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250166**

COMMENTS: This AREA NEEDS A PARK

NAME: VIRGINIA D. KOBIEC (PLEASE PRINT) SIGNATURE

STREET ADDRESS: 3322 WIMBLEDON DR. SCHERTZ, TX 78108

DATE: 9-19-2025

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COMMENTS: _____

NAME: Will Hausauer/Heather Borchers (PLEASE PRINT) SIGNATURE Will Hausauer/Heather Borchers

STREET ADDRESS: 3128 Harrison Oaks Schertz, TX 78108

DATE: 9/18/2025

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COMMENTS: I'd be happy to see some progress - sidewalks would be wonderful

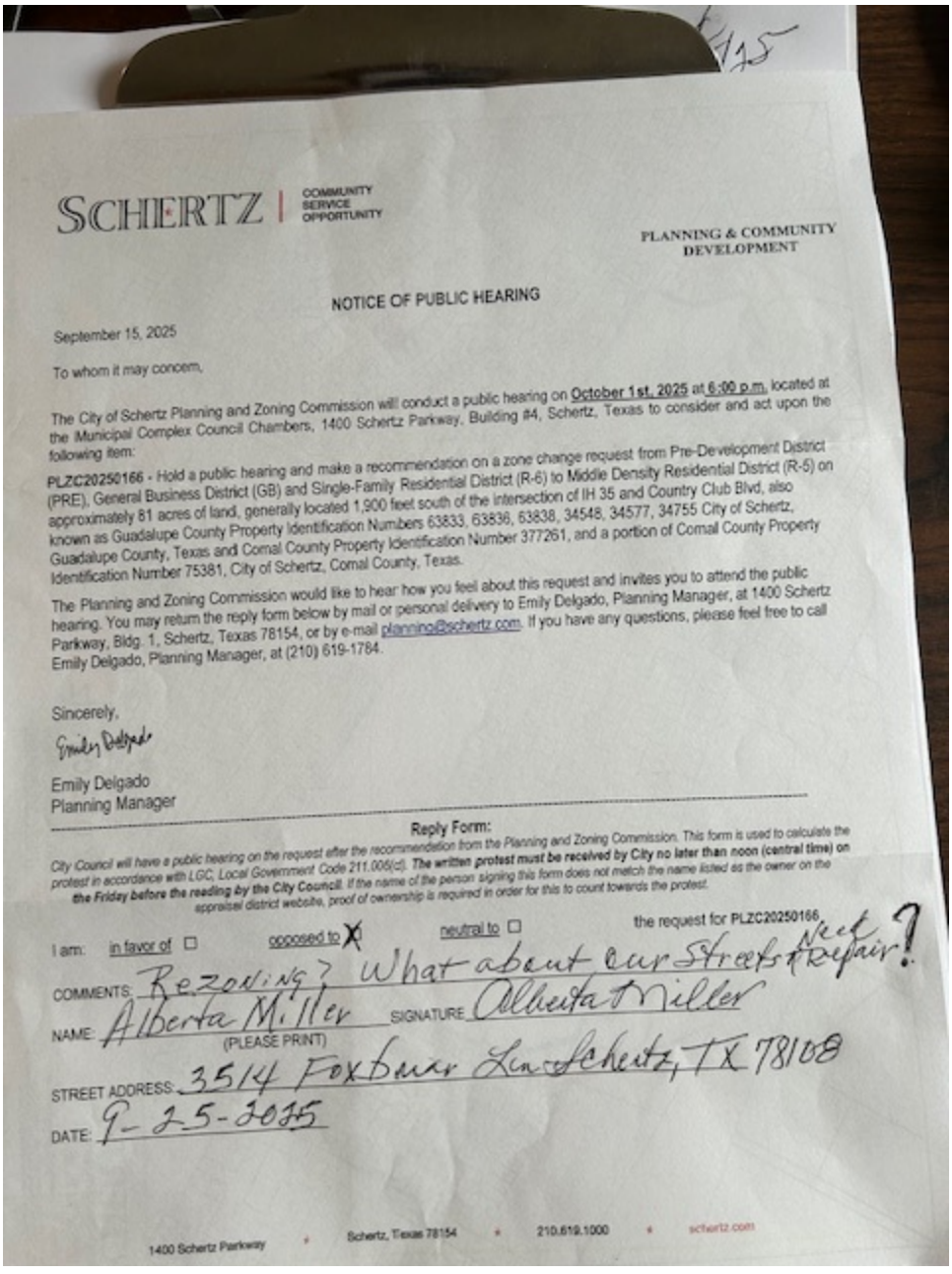
NAME: Barbara Caraway (PLEASE PRINT) SIGNATURE Barbara Caraway

STREET ADDRESS: 3421 Wimbledon Dr, Schertz TX 78108

DATE: 9-22-25

Emily Delgado

From: Alberta Miller
Sent: Thursday, September 25, 2025 4:00 PM
To: planning
Subject: Planning and Zoning



SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for PLZC20250166.

COMMENTS: Rezoning? What about our Streets Need Repair?

NAME: Alberta Miller (PLEASE PRINT) SIGNATURE: Alberta Miller

STREET ADDRESS: 3514 Foxbar Ln Schertz, TX 78108

DATE: 9-25-2025

1400 Schertz Parkway • Schertz, Texas 78154 • 210.619.1000 • schertz.com

Sent from my iPhone

Reply Form:

City Council will have a public hearing 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 the 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 PLZC20250166

COMMENTS: _____

NAME: Anne Buckley Ochoa SIGNATURE: _____
(PLEASE PRINT)

STREET ADDRESS: 5701 Fairways Dr. Schertz, TX 78108

DATE: 9/22/25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

To whom it may concern,

The City of Schertz Planning and Zoning Commission will conduct a public hearing on **October 1st, 2025** at **6:00 p.m.** located at the Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas to consider and act upon the following item:

PLZC20250166 - Hold a public hearing and make a recommendation on a zone change request from Pre-Development District (PRE), General Business District (GB) and Single-Family Residential District (R-6) to Middle Density Residential District (R-5) on approximately 81 acres of land, 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.

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Sincerely,

Emily Delgado

Emily Delgado
Planning Manager

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: Leave as is provides tranquil atmosphere and home for birds

NAME: Authony Christopher Bradish SIGNATURE _____
(PLEASE PRINT)

STREET ADDRESS: 3328 Sherwin Drive, Schertz TX 78108

DATE: 9-18-25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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COMMENTS: Brian & Marla Mabin by way of LadyBird Deed Life Estate

NAME: Brian & Marla Mabin (PLEASE PRINT) SIGNATURE

STREET ADDRESS: 4008 Cypress Ct. Schertz TX 78108

DATE: 9/25/25

Reply Form:

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COMMENTS: Turn it back into The Golf Course!

NAME: David Cummings SIGNATURE Dave Cummings
(PLEASE PRINT)

STREET ADDRESS: 6109 Portchester

DATE: 9/22/25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: _____

NAME: Donna Lofton SIGNATURE Donna Lofton
(PLEASE PRINT)

STREET ADDRESS: 5020 Whisper Cove, Schertz TX 78108

DATE: 9/26/2025

Reply Form:

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COMMENTS: NEEDS TO BE R-6 SINGLE FAMILY RESIDENTIAL DISTRICT
ELAINE F HARRISON

NAME: ARliss C. HARRISON (PLEASE PRINT) SIGNATURE Arliss C Harrison Elaine F. Harrison

STREET ADDRESS: 3438 Wimbledon Dr, Schertz TX 78108

DATE: 22 Sep 2025

the Friday before the 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 **PLZC20250166**

COMMENTS: Only single family homes on Lark Creek.

NAME: Estes E. Fogel (PLEASE PRINT) SIGNATURE Estes E. Fogel

STREET ADDRESS: 3684 Pebble Beach - Schertz, TX 78108

DATE: 9-22-25

Estes E Fogel
3684 Pebble Bch
Schertz TX 78108-2021

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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Emily Delgado

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Planning Manager

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for PLZC20250166

COMMENTS: NOT HERE IN OUR BACKYARD

NAME: FREIDA VIVAS (PLEASE PRINT) SIGNATURE Freida Vivas

STREET ADDRESS: 5805 BLACK DIAMOND, SCHERTZ TX 78108

DATE: 9/25/25

Sent from AT&T Yahoo Mail for iPad

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for PLZC20250166

COMMENTS: Opposed to additional traffic in area!

NAME: JOANNE WELLS (PLEASE PRINT) SIGNATURE J.G. Wells

STREET ADDRESS: 2404 Wimbledon Drive, Schertz, TX 78108

DATE: Sept 25, 2025

Reply Form:

City Council will have a public hearing 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 the 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 **PLZC20250166**

COMMENTS: It will bring more traffic congestion, Reduce property values, increase crime, Over load our utilities and schools.

NAME: Jose J. Serna (PLEASE PRINT) SIGNATURE [signature]

STREET ADDRESS: 3402 Wimbledon Dr. Schertz TX 78108

DATE: 9-20-2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for PLZC20250166

COMMENTS: _____

NAME: JOSEPH DEDGOOD (PLEASE PRINT) SIGNATURE Joe Bedgood

STREET ADDRESS: 5124 Knollcrest

DATE: 9-24-25

Sent from AT&T Yahoo Mail for iPad

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

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COMMENTS: _____

NAME: KRISTIE DENDY (PLEASE PRINT) SIGNATURE Kristie Dendy

STREET ADDRESS: 349 CAMERON RIVER

DATE: 9/26/25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

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Planning Manager

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for PLZC20250166

COMMENTS: I am in favor of protecting the peace, biodiversity, and natural landscape of our community.

NAME: Laura Valentin SIGNATURE Laura Valentin
(PLEASE PRINT)

STREET ADDRESS: 6129 Portchester, Schertz, TX 78108

DATE: 24 September 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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Planning Manager

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for PLZC20250166

COMMENTS: _____

NAME: Lynann Lawrence (PLEASE PRINT) SIGNATURE: Lynann Lawrence

STREET ADDRESS: 6108 Portchester

DATE: 9-24-25

Sent from AT&T Yahoo Mail for iPad

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

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COMMENTS: WE DO NOT SUPPORT THE RECOMMENDATION. NO R-5.

NAME: MONICA S DOUGLAS, JAMES L DOUGLAS (PLEASE PRINT) SIGNATURE MS Douglas JL Douglas

STREET ADDRESS: 3414 WIMBLEDON DR, SCHERTZ, TX 78108

DATE: SEP 26, 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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COMMENTS: Opposed!!

NAME: Nicole Peters (PLEASE PRINT) SIGNATURE Nicole Peters

STREET ADDRESS: 5705 Fairways Dr. 78108

DATE: 9-24-25

Reply Form:

City Council will have a public hearing 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 the 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 **PLZC20250166**

COMMENTS: People use this area for exercise, biking, walking dogs. its established and works. Find an un-populated area instead of tearing up community use.

NAME: Patricia Bunting (PLEASE PRINT) SIGNATURE Patricia Bunting

STREET ADDRESS: 3326 Wimbledon dr. (direct effect!)

DATE: 22 Sep 2025

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

To whom it may concern,

The City of Schertz Planning and Zoning Commission will conduct a public hearing on October 1st, 2025 at 6:00 p.m. located at the Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas to consider and act upon the following item:

PLZC20250166 - Hold a public hearing and make a recommendation on a zone change request from Pre-Development District (PRE), General Business District (GB) and Single-Family Residential District (R-6) to Middle Density Residential District (R-5) on approximately 81 acres of land, 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.

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 Emily Delgado, Planning Manager, at 1400 Schertz Parkway, Bldg. 1, Schertz, Texas 78154, or by e-mail planning@schertz.com. If you have any questions, please feel free to call Emily Delgado, Planning Manager, at (210) 619-1784.

Sincerely,

Emily Delgado

Emily Delgado
Planning Manager

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for PLZC20250166

COMMENTS: huge increase in traffic on Country Club will be over-whelming. I can't understand why our elected officials are choosing to over-ride our clear opposition to the higher density (as per previous situation) with this zoning change!

NAME: Patricia Lawry (PLEASE PRINT) SIGNATURE Patricia Lawry

STREET ADDRESS: 3405 Wimbledon Dr, Schertz, TX 78108

DATE: Sept. 25, 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15 2025

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for PLZC20250166

COMMENTS: _____

NAME: Phillip Aguirre (PLEASE PRINT) SIGNATURE Phillip Aguirre

STREET ADDRESS: 5121 Knollwood Schertz

DATE: 9-24-25

Sent from AT&T Yahoo Mail for iPad

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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I am. in favor of ☐ opposed to ☒ neutral to ☐ the request for PLZC20250166

COMMENTS: _____

NAME: Ruben G. Dueñez (PLEASE PRINT) SIGNATURE: [signature]

STREET ADDRESS: 5129 Knollwood Schertz Tx 78108

DATE: 9/24/25

Sent from AT&T Yahoo Mail for iPad

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

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NOTICE OF PUBLIC HEARING

September 15, 2025

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for PLZC20250166

COMMENTS: The reason we bought our home was to have green belt.

NAME: Ramiro Guerra (PLEASE PRINT) SIGNATURE: Ramiro Guerra

STREET ADDRESS: 5108 Eagle valley st. schertz tx 78108

DATE: 9/30/25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

Notice of Public Hearing

September 15, 2025

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for PLZC20250166

COMMENTS: R-5 Zoning will do nothing but make the developers richer (compared to R-6) while diving down home values for every one in the community.

NAME: Richard Olson (PLEASE PRINT) SIGNATURE [signature]

STREET ADDRESS: 4952 Eagle Valley St, 78108

DATE: 29 Sep 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250166**

COMMENTS: Rezoning in this area, a community of homes, would encourage/allow building of buildings that would contribute to an increase of traffic & lack of safety for our children.

NAME: Rose Reyes (PLEASE PRINT) SIGNATURE Rose Reyes

STREET ADDRESS: 3522 Foxbriar Ln Schertz, Tx 78108

DATE: Sept. 24, 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: _____

NAME: Roy Jones (PLEASE PRINT) SIGNATURE Maria Salvaterra

STREET ADDRESS: 3422 Wimbledon Dr

DATE: Sept. 26, 2025

Reply Form:

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: We would like it to be a Greenbelt for animal survival.

NAME: Scott Odom SIGNATURE [signature]
(PLEASE PRINT)

STREET ADDRESS: 5022 Castle Hill dr. Schertz TX 78108

DATE: 9/25/2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

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COMMENTS: _____

NAME: Suzette Renee Keeling (PLEASE PRINT) SIGNATURE Suzette Keeling

STREET ADDRESS: 5021 Castle Hill Dr, Schertz, TX 78108

DATE: 9/24/2025

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am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

OMMENTS: NO MULTIPLE-FAMILY HOUSING

AME: THOMAS & GLORIA GOODWIN SIGNATURE
(PLEASE PRINT)

'REET ADDRESS: 5705 MAHOGANY BAY

ATE: 9/22/25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250166**

COMMENTS: 5601 Fairway Dr.

NAME: Joyce Hancock (PLEASE PRINT) SIGNATURE Joyce Hancock

STREET ADDRESS: _____

DATE: Sept 20-2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: We are opposed to a Middle Density Residential District (R-5) in our community.

NAME: John W Thompson (PLEASE PRINT) SIGNATURE [signature]

STREET ADDRESS: 3325 Charleston Lane Schertz, TX 78108

DATE: 9/25/2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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COMMENTS: _____

NAME: D. J. Thompson (PLEASE PRINT) SIGNATURE D. J. Thompson

STREET ADDRESS: 3325 Charleston Lane Schertz, TX 78108

DATE: 9/25/2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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Planning Manager

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250166**

COMMENTS: _____

NAME: Faith Thompson (PLEASE PRINT) SIGNATURE Thomp

STREET ADDRESS: 3329 Charleston Lane, Cibolo, TX. 78108

DATE: 9-24-2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

To whom it may concern,

The City of Schertz Planning and Zoning Commission will conduct a public hearing on **October 1st, 2025** at **6:00 p.m.** located at the Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas to consider and act upon the following item:

PLZC20250166 - Hold a public hearing and make a recommendation on a zone change request from Pre-Development District (PRE), General Business District (GB) and Single-Family Residential District (R-6) to Middle Density Residential District (R-5) on approximately 81 acres of land, 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.

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 Emily Delgado, Planning Manager, at 1400 Schertz Parkway, Bldg. 1, Schertz, Texas 78154, or by e-mail planning@schertz.com. If you have any questions, please feel free to call Emily Delgado, Planning Manager, at (210) 619-1784.

Sincerely,

Emily Delgado

Emily Delgado
Planning Manager

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: _____

NAME: Steven Simmers SIGNATURE _____
(PLEASE PRINT)

STREET ADDRESS: 3713 Columbia Dr. Cibolo, TX 78108

DATE: 9/23/2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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I am: In favor of ☐ opposed to ☒ neutral to ☐ the request for PLZC20250166

COMMENTS: _____

NAME: JESSICA E. STICKES (PLEASE PRINT) SIGNATURE: Jessica E Stickes

STREET ADDRESS: 5152 EAGLE VALLEY ST

DATE: 23 SEP 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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Planning Manager

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for PLZC20250166

COMMENTS: _____

NAME: LAUREN O'STICHES (PLEASE PRINT) SIGNATURE: [signature]

STREET ADDRESS: 5152 EAGLE VALLEY ST.

DATE: 23 SEPT 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250166**

COMMENTS: No apartments

NAME: Joseph Brandon Yates (PLEASE PRINT) SIGNATURE Brandon Yates

STREET ADDRESS: 5721 Fairways Dr, Schertz, TX 78108

DATE: 9/20/2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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COMMENTS: _____

NAME: Patrick Pate (PLEASE PRINT) SIGNATURE P Pate

STREET ADDRESS: 5709 Fairways Dr.

DATE: 20 Sep '25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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I am: In favor of ☒ opposed to ☐ neutral to ☐ the request for PLZC20250166

COMMENTS: _____

NAME: Steve Gooding (PLEASE PRINT) SIGNATURE Steve Gooding

STREET ADDRESS 5711 Fairways Dr

DATE Sept. 29, 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for PLZC20250166

COMMENTS: Adversely would not want this!

NAME: Xavier D Rodriguez (PLEASE PRINT) SIGNATURE Xavier D Rodriguez Carmen R. Rodriguez

STREET ADDRESS 5621 Fairways Dr.

DATE Sept. 20 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: _____

NAME: Samuel and Ashley Atkins (PLEASE PRINT) SIGNATURE _____

STREET ADDRESS: 3505 Kimble Dr. Schertz TX 78108

DATE: 9/20/25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: Do not Approve

NAME: Barry Payne SIGNATURE Barry Payne & Lilia Payne

Lilia Payne (PLEASE PRINT)

STREET ADDRESS: 3430 Wimbledon Dr

DATE: 20 Sep 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

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COMMENTS: _____

NAME: Cortez, Richard F III (PLEASE PRINT) SIGNATURE Richard F Cortez III

STREET ADDRESS: 4940 Eagle Valley St, Schertz, TX 78108

DATE: 20 Sept 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: _____

NAME: JUAN R. VIADER (PLEASE PRINT) SIGNATURE _____

STREET ADDRESS: 4944 EAGLE VALLEY ST, SCHERTZ, TX 78108

DATE: _____

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250166**

COMMENTS: I do not agree with this

NAME: Nicole Doyel (PLEASE PRINT) SIGNATURE Nicole Doyel

STREET ADDRESS: 5004 Eagle Valley St. - Schertz 78108

DATE: 20/9/25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

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Planning Manager

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: /

NAME: STEPHANIE Hoffman (PLEASE PRINT) SIGNATURE: [signature]

STREET ADDRESS: 5028 Eagle Valley

DATE: 9/20/25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

To whom it may concern,

The City of Schertz Planning and Zoning Commission will conduct a public hearing on **October 1st, 2025** at **6:00 p.m.** located at the Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas to consider and act upon the following item:

PLZC20250166 - Hold a public hearing and make a recommendation on a zone change request from Pre-Development District (PRE), General Business District (GB) and Single-Family Residential District (R-6) to Middle Density Residential District (R-5) on approximately 81 acres of land, 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.

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Sincerely,

Emily Delgado

Emily Delgado
Planning Manager

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: _____

NAME: Jeffrey Boyes SIGNATURE _____
(PLEASE PRINT)

STREET ADDRESS: 5040 Eagle Valley St, Schertz 78108

DATE: 8/20/25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250166**

COMMENTS: No way to Apartments

NAME: Nancy Bailey (PLEASE PRINT) SIGNATURE Nancy Bailey

STREET ADDRESS: 5100 Eagle Valley St. Schertz TX 78108

DATE: 9/20/25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250166**

COMMENTS: Please do not allow apartments on the former golf course

NAME: Mike Richardson (PLEASE PRINT) SIGNATURE Michael Richardson

STREET ADDRESS: 5104 Eagle Valley St

DATE: 20 Sep 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

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I am: in favor of ☐ opposed to ☑ neutral to ☐ the request for **PLZC20250166**

COMMENTS: _____

NAME: Samantha Lowless (PLEASE PRINT) SIGNATURE _____

STREET ADDRESS: 5124 Eagle Valley

DATE: 20 Sept 25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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September 15, 2025

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COMMENTS: _____

NAME: JAMES L. WHITE SIGNATURE [signature]
(PLEASE PRINT)

STREET ADDRESS: 5132 EAGLE VALLEY ST

DATE: 9/20/25

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

September 15, 2025

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: _____

NAME: Daniel Farville (PLEASE PRINT) SIGNATURE _____

STREET ADDRESS: 5136 Eaglevalley st. Cibolo 78108

DATE: 29 Sep 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: This will destroy our property values

NAME: William B Stickles SIGNATURE

(PLEASE PRINT)

STREET ADDRESS: 5152 Eagle Valley St.

DATE: 20 SEP 2025

SCHERTZ | COMMUNITY SERVICE OPPORTUNITY

PLANNING & COMMUNITY DEVELOPMENT

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I am: in favor of ☐ opposed to ☒ neutral to ☐ the request for **PLZC20250166**

COMMENTS: _____

NAME: DONALD D. DENDY (PLEASE PRINT) SIGNATURE Donald D. Dendy

STREET ADDRESS: 3149 CAMERON RIVER, Schertz, TX 78108

DATE: 09/20/2025

ORDINANCE NO. 24-S-156

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS TO AMEND PART III, SCHERTZ CODE OF ORDINANCES, THE UNIFIED DEVELOPMENT CODE (UDC) ARTICLE 5 – ZONING DISTRICTS AND ARTICLE 10 – PARKING STANDARDS

WHEREAS, pursuant to Ordinance No. 10-S-06, the City of Schertz (the "City") adopted and Amended and Restated Unified Development Code on April 13, 2010, as further amended (the "Current UDC"); and

WHEREAS, City Staff has reviewed the Current UDC and have recommended certain revision and updates to, and reorganization of, the Current UDC;

WHEREAS, on September 4, 2024, the Planning and Zoning Commission conducted a public hearing and, thereafter recommended approval; and

WHEREAS, on October 15, 2024, the City Council conducted a public hearing and after considering the Criteria and recommendation by the Planning and Zoning Commission, determined that the proposed amendments are appropriate and in the interest of the public safety, health, and welfare.

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

Section 1. The current UDC is hereby amended as set forth on Exhibit A and Exhibit B hereto.

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 Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. 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 4. This Ordinance 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 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 6. 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 7. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

PASSED ON FIRST READING, the 15th day of October 2024.

PASSED, APPROVED and ADOPTED ON SECOND READING, the 22nd day of October, 2024.

CITY OF SCHERTZ, TEXAS

Ralph Gutierrez, Mayor

ATTEST:

Sheila Edmondson, City Secretary

Exhibit "A"

Proposed Unified Development Code (UDC) Amendments

Article 5 – Zoning Districts

Sec. 21.5.2. Zoning Districts Established.

The City is hereby geographically divided into zoning districts and the boundaries of those districts herein are delineated upon the Official Zoning Map of the City. The use and dimensional regulations as set out in this Article are uniform in each district. Zoning districts are established in compliance with adopted Comprehensive Land Plan and Master Thoroughfare Plan. The districts established shall be known as follows:

Table 21.5.2	
Symbol	Zoning District Name
PRE	Predevelopment District
R-1	Single-Family Residential District
R-2	Single-Family Residential District
R-3	Two-Family Residential District
R-4	Apartment/Multi-Family Residential District
R-5	Middle Density Residential District
R-6	Single-Family Residential District
R-7	Single-Family Residential District
R-A	Single-Family Residential/Agricultural District
GH	Garden Home Residential District
TH	Townhome District
MHS	Manufactured Home Subdivision District
MHP	Manufactured Home Park District
OP	Office and Professional District
NS	Neighborhood Services District
GB	General Business District
GB-2	General Business District-2
M-1	Manufacturing District (Light)
M-2	Manufacturing District (Heavy)
PUB	Public Use District
PDD	Planned Development District
EN	Estate Neighborhood PDD
MSMU	Main Street Mixed-Use District
MSMU-ND	Main Street Mixed-Use New Development District

(Ord. No. 13-S-22 , § 1, 7-16-2013; Ord. No. 14-S-47 , § 1, 11-18-2014; Ord. No. 23-S-07 , § 1(Exh. A), 3-14-2023)

Sec. 21.5.5. Statement of Purpose and Intent for Residential Districts.

A. *Predevelopment District (PRE).* Intended for use for undeveloped land in the City or as a temporary designation for existing uses for newly annexed property. This zoning is also suitable for areas where development is premature due to lack of utilities, capacity or service and for areas that are unsuitable for development because of physical constraints or potential health or safety hazards. No improvements, construction or structures may be undertaken without obtaining a building permit and no occupancy of such improvements and structures without obtaining a certificate of occupancy.

B. *Single-Family Residential District (R-1).* Comprised of single-family detached residential dwellings on a minimum lot size of 9,600 square feet, together with the schools, churches, and parks necessary to create basic neighborhood units.

C. *Single-Family Residential District (R-2).* Comprised of single-family detached residential dwellings with a minimum lot size of 8,400 square feet, together with the schools, churches, and parks necessary to create basic neighborhood units.

D. *Two-Family Residential District (R-3).* Comprised of two (2) single-family attached residential dwellings with a minimum lot size of 9,000 square feet, together with the schools, churches, and parks necessary to create basic neighborhood units.

E. *Apartment/Multi-Family Residential District (R-4).* Intended to provide denser apartment and multi-family style developments. This district is a suitable transition between single-family districts and commercial uses. However, Apartment/Multi-Family Residential Districts (R-4) shall not be located in areas where they would increase traffic with access through single-family neighborhoods and shall be located adjacent to arterial streets. The maximum density shall be thirty-five (35) units per acre. Twenty percent (20%) of the total platted area shall be provided as common, usable open space.

F. *Middle Density Residential District (R-5).* Intended to provide developments that offer a variety of housing types. This district is a suitable transition between single-family residential and commercial and/or denser multi-family developments. Comprised of attached or detached residential dwelling units.

1. When tracts in this district are one (1) acre or less, density shall not exceed sixteen (16) units per gross acre and these tracts will be required to adhere to the single-family site design requirements in Article 9 – Site Design Standards

2. When tracts exceed one (1) acre, density shall not exceed twelve (12) units per gross acre and these tracts will be required to adhere to the multi-family site design requirements in Article 9 – Site Design Standards and provide ten percent (10%) of the total platted area as common, usable open space.

G. *Single-Family Residential District (R-6).* Comprised of single-family detached residential dwellings that are on a minimum lot size of 7,200 square feet, together with the schools, churches, and parks necessary to create basic neighborhood units. This district is intended to be developed using the more contemporary building styles and allowing those dwellings to be constructed on relatively small lots. The maximum size tract that can be zoned R-6 is 30 acres.

H. *Single-Family Residential District (R-7).* Comprised of single-family detached residential dwellings on a minimum lot size of 6,600 square feet, together with the schools, churches, and parks necessary to create basic neighborhood units. This district is intended to be developed using the more contemporary building styles and allowing those dwellings to be constructed on relatively small lots. The maximum size tract that can be zoned R-7 is 40 acres.

I. *Single-Family Residential/Agricultural District (RA).* Intended to provide for areas in which agricultural land may be held in such use for as long as is practical and reasonable. Residences in this District are intended to be on a minimum lot size of 21,780 square feet (one-half acre). This District is suitable for areas where

development is premature due to lack of utilities, capacity or service, and for areas that are unsuitable for development because of physical restraints or potential health or safety hazards.

J. *Garden Homes Residential District (GH).* Comprised of single-family detached residential dwellings on a minimum lot size of 5,000 square feet together with the schools, churches, and parks necessary to create basic neighborhood units. This District allows the main structure to be constructed coincident with one (1) of the side property lines, and requires only one (1) side yard setback in order to maximize lot usage and yet maintain a neighborhood character consistent with conventional single-family detached homes.

No area shall be designated GH that contains less than five (5) adjoining lots on a street. Zero lot line homes shall have no windows on the side of the house, which abuts the property line. Entire frontage of one (1) side of the street in the block must be included in the GH designation. Exception may be made where an alley breaks the block on that side of the street. Homes will be uniformly located on the same side of the lot within a street block.

K. *Townhome District (TH).* Comprised of an attached residential dwelling unit in structures built to accommodate three (3) to six (6) units per structure. Density shall not exceed twelve (12) units per gross acre. Townhome units shall be constructed on a single lot, or on adjacent individual lots. Individual ownership of the townhome units is encouraged. Minimum lot area shall not be less than 2,500 square feet per dwelling unit. Ten percent (10%) of the total platted area shall be provided as common, usable open space. This District should not be located in areas where it would increase traffic through single-family neighborhoods and should be adjacent to arterial streets with sufficient capacity to carry the increased traffic generated.

L. *Manufactured Home Subdivision District (MHS).* Intended to recognize that certain areas of the City are suitable for a mixture of single-family dwelling units and HUD-Code manufactured homes, to provide adequate space and site diversification for residential purposes designed to accommodate the peculiarities and design criteria of manufactured homes, along with single-family residences, to promote the most desirable use of land and direction of building development, to promote stability of development, to protect the character of the district, to conserve the value of land and buildings, and to protect the City's tax base. This District provides for the creation and/or subdivision of any lot, tract or parcel of land used for the placement of manufactured homes. This District is not intended to prohibit or unduly restrict any type of housing but to ensure compatibility in housing types between manufactured home subdivisions and surrounding single family residential subdivisions and recognizing their inherent differences.

M. *Manufactured Home Park District (MHP).* Intended to provide adequate space and site diversification for residential purposes designed to accommodate the peculiarities and design criteria of manufactured homes, to promote the most desirable use of land and direction of building development, to promote stability of development, to protect the character of the district, to conserve the value of land and buildings, and to protect the City's tax base. This District provides for the creation of tracts of land used for the placement of multiple manufactured homes on a single lot, tract or parcel of land and utilized for rent or lease. This District is not intended to prohibit or unduly restrict any type of housing but to ensure compatibility between manufactured home parks and surrounding properties and recognizing the inherent differences in housing types between manufactured home parks and other residential districts.

N. *Agricultural District (AD).* Intended to provide as a base zoning district in areas designated as agricultural conservation on the North and South Schertz Framework Plans. Residences in this District are intended to be on a minimum lot size of 217,800 square feet (five acres). Clustering of up to two homes may be allowed on the same lot subject to setback requirements. This District is suitable for areas where development is premature due to lack of utilities, capacity or service, and for areas that are unsuitable for development because of physical restraints or potential health or safety hazards.

O. *Main Street Mixed-Use District (MSMU).* Intended to provide a base zoning district in the area along Main Street. In light of the history of the area and variety of land uses that exist, this zoning district allows for

single-family and multi-family residential uses, and low intensity commercial uses. Reduced setbacks and parking requirements are provided as part of this district due to physical restraints.

P. *Main Street Mixed-Use New Development District (MSMU-ND).* Intended to provide a base zoning district in the area along Main Street, specifically for new development of existing properties. This district is intended to mirror The Main Street Mixed-Use District (MSMU), allowing for single-family and multi-family residential uses, and low intensity commercial uses. Reduced setbacks, parking requirements, along with reduced landscape buffers are provided as part of this district due to physical restraints of the existing properties.

(Ord. No. 13-S-22, § 2, 7-16-2013 ; Ord. No. 14-S-47 , § 2, 11-18-2014; Ord. No. 21-S-26 , § 1(Exh. A), 7-6-2021; Ord. No. 23-S-07 , § 1(Exh. A), 3-14-2023)

Sec. 21.5.7. Dimensional and Developmental Standards.

A. *General.* All projects or developments shall comply with all of the applicable dimensional and development standards of this Article. Additional requirements may also apply as required in other sections of this UDC. All area requirements and lot sizes shall be calculated based on gross acres.

Table 21.5.7.A DIMENSIONAL REQUIREMENTS RESIDENTIAL ZONING DISTRICTS											
		Minimum Lot Size And Dimensions			Minimum Yard Setback (Ft)				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 Imperv Cover	Key
R-1	Single-Family Residential District-1	9,600	80	120	25	10	20	2	35	50%	h,j,k,l, m,o
R-2	Single-Family Residential District-2	8,400	70	120	25	10	20	2	35	50%	h,j,k,l, m,o
R-3	Two-Family Residential District	9,000	75	120	25	10	20	2	35	60%	h,j,k,l, m,o
R-4	Apartment/Multi-Family Residential District	43,560	400	100	25	10	20	2	50	75%	a,b,j,k, l,m,
R-5	Middle Density District	10,890	-	-	25	10	10	2	35	80%	h,j,k,l, m, q
R-6	Single-Family Residential District-6	7,200	60	120	25	10	20	2	35	50%	h,k,l, m,n,o
R-7	Single-Family Residential District-7	6,600	60	110	25	10	20	2	35	50%	h,k,l, m,n,o
R-A	Single-Family-Residential/Agriculture	21,780	-	-	25	25	25	2	35	50%	h,k,l, m,n
GH	Garden Home Residential District	5,000	50	100	10	10	10	2	35	75%	c,d,e,f, g,k,l,m
TH	Townhome District	2,500	25	100	25	10	20	2	35	75%	h,j,k,l, m
MHS	Manufactured Home Subdivision District	6,600	60	110	25	10	20	2	35	50%	j,k,l, m,o
MHP	Manufactured Home Park District	43,560	-	-	25	12.5	25	-	35	50%	j,k,l,m
AD	Agricultural District	217,800	100	100	25	25	25	2	35	30%	h,k,o

MSMU	Main Street Mixed Use	5,000	50	100	10	5	10	2	35	80%	h,j,k,m, n,p
MSMU-ND	Main Street Mixed Use-New Development	5,000	50	100	10	5	10	2	35	80%	j,k,m,p

Key:	
a.	Maximum density shall not exceed 35 units per acre.
b.	2 parking spaces per unit plus 5%.
c.	Zero lot line Garden Homes.
d.	20-foot paved alley for ingress/egress to all rear garages.
e.	5-foot shall be designated maintenance easement.
f.	Corner lot shall have 10-foot side yard setback from street right-of-way.
g.	25-foot set back to property line adjoining public street.
h.	Corner lot shall have minimum 15-foot side yard setback from street right-of-way. For properties on Main Street, the City Engineer may authorize a reduction to no less than 10' if there are no sight distance issues.
i.	Minimum lot area for each unit.
j.	Site Plan approval required.
k.	Swimming pools count toward the maximum impervious cover limitations, unless the swimming pool is equipped with a water overflow device appropriate for such pool, and only if it drains into any pervious surface, in which case the water surface shall be excluded.
l.	No variances may be permitted to exceed the maximum impervious cover limitations
m.	Refer to Article 14, section 21.14.3 for additional design requirements
n.	All single family residential dwelling units constructed within this district shall be constructed with an enclosed garage.
o.	Side yard setback of 7.5 ft. for R-1, R-2, R-3, R-6, R-7, and MHS continues in effect for all subdivisions vested on the date of adoption of Ordinance No. 11-S-15.
p.	Not subject to the requirements in section 21.10.4
q.	Refer to section 21.5.7.B.8

Table 21.5.7.B DIMENSIONAL REQUIREMENTS NON-RESIDENTIAL ZONING DISTRICTS (d)				
	Minimum Lot Size And Dimensions	Minimum Yard Setback (Ft)	Miscellaneous Lot Requirements	

Code	Zoning District	Area Sq. Ft.	Width Ft.	Depth Ft.	Front Ft.	Rear Adj Non-Res Zone	Rear Adj. Res Zone	Side Adj Non-Res Zone	Side Adj Res Zone	Max Ht. Ft.	Max Imperv Cover	Key
OP	Office/ Professional	6,000	60	100	25	0	25	0	25	35	70%	a, b, c, d
NS	Neighborhood Services	10,000	100	100	25a	0	25	0	25	35	80%	a, b, c, d
GB	General Business	10,000	100	100	25	0	25	0	25	120	80%	a, b, c, d
GB-2	General Business-2	10,000	100	100	25	0	25	0	25	120	80%	a, b, c, d
M-1	Light Manufacturing	10,000	100	100	25	0	50c	0	25b	120	80%	a, b, c, d
M-2	Heavy Manufacturing	10,000	100	100	25	0	50c	0	25b	120	80%	a, b, c, d
PUB	Public Use District	10,000	100	100	25	0	15	0	25	35	70%	a, c, d

Key:	
a.	See Article 10 for parking requirements.
b.	Uses may require a Specific Use Permit. The City of Schertz will follow the guidelines outlined in the Air Installation Compatible Use Zone (AICUZ) study for Randolph Air Force Base.
c.	No variances may be permitted to exceed the maximum impervious cover limitations.
d.	Refer to Article 14, Sec. 21.14.3 for additional design requirements.

B. *Additional Dimensional and Development Standards.*

1. All lots developed for residential purposes shall comply with the lot area, minimum setbacks and height requirements established in table 21.5.7A for the zoning district(s) in which the lot(s) is/are located. All lots developed for allowed non-residential purposes, within residential zoning districts, shall comply with lot, area and height requirements established in table 21.5.7A for the zoning district(s) in which the lot(s) is/are located.

2. All lots developed for non-residential purposes shall comply with lot, area, minimum setbacks, and maximum height requirements established for the zoning district(s) in which the lot(s) is located, as established in table 21.5.7B.

3. All lots shall have at least the minimum area, width and depth as indicated in the tables 21.5.7A and 21.5.7B in this section.

4. Platted subdivisions established by a duly approved plat filed prior to adoption of this UDC shall be exempt from meeting any new lot width, depth, and/or square footage requirements.

5. No lot existing at the time of passage of this UDC shall be reduced in size below the minimum area requirements set forth in tables 21.5.7A and 21.5.7B.

6. Minimum lot size requirements shall not apply to previously platted lots that are annexed into the City, but shall apply in the event of a vacation and replat of such property. All other requirements of this UDC shall nevertheless apply.

7. No portion of any building on a residential lot may be located on any lot closer to any lot line or to the street right-of-way line than is authorized in table 21.5.7A set forth in this section unless otherwise listed below:

    a. Where the frontage on one (1) side of a street is divided by two (2) or more zoning districts, the front yard setback shall comply with the requirements of most restrictive district for the entire frontage between the nearest intersecting streets.

    b. Where the building setback line has been established by plat and exceeds the requirements of this UDC, the more restrictive setback line shall apply.

    c. The front yard setback shall be measured from the property line to the front face of the building, covered porch, covered terrace, or attached accessory building. Eaves and roof extensions may project into the required front yard, not to exceed two (2) feet.

    d. *Side Yards:* Every part of a required side yard shall be open and unobstructed except for accessory buildings as permitted herein and the ordinary projections of window sills, belt courses, cornices and other architectural features projecting not to exceed twelve (12) inches into the required side yard, and roof eaves projecting not to exceed twenty-four (24) inches into the required side yard.

    e. *Rear Yards:* Every part of a required rear yard shall be open and unobstructed, except for accessory buildings, uses and structures as permitted and the ordinary projections of window sills, belt courses, cornices and roof overhangs and other architectural features projecting not to exceed twenty-four (24) inches into the required rear yard.

    f. Where lots have double frontage, running from one street to another, a required front yard setback shall be provided on both streets.

    g. *Mixed Use Building:* In a building serving dwelling and other uses, in any district, the height and area regulations applicable to non-residential buildings shall apply.

h. There shall not be more than one (1) residential dwelling on a platted lot of a duly recorded plat of a single-family residential use.

8. Middle Density District (R-5) developments may have unique designs and dimensions. Due to this, the following additional standards apply. These standards pertain to the side building separation space with the intent for fire safety

   a. When HVAC units are not within the building separation space the minimum separation is ten (10) feet.

   b. When HVAC units are within the building separation space, or either structure is above one story, the minimum separation is fifteen (15) feet.

   c. HVAC units shall be on opposite sides of buildings.

   d. These additional standards are not required if fire suppression systems are installed within the buildings.

(Ord. No. 13-S-22 , § 3, 7-16-2013; Ord. No. 14-S-47 , § 3, 11-18-2014; Ord. No. 21-S-26 , § 1(Exh. A), 7-6-2021)

Sec. 21.5.8. Permitted Use Table.

A. *Use of Land and Buildings.* Structures, land or premises shall be used only in accordance with the use permitted in the following use table subject to compliance with the dimensional and development standards for the applicable zoning district and all other applicable requirements of this UDC.

B. *Permitted Principal Uses.* No principal use shall be permitted in any district unless it appears in the following permitted use table.

1. *Legend for the permitted use table:*

P	Use is permitted in district indicated
S	Use is permitted in district indicated upon approval of Specific Use Permit
	Use is prohibited in district indicated

	RESIDENTIAL USES															
PRE	AD	RA	R-1	R-2	R-3	R-4	R-5	R-6	R-7	MHS	MHP	GH	MS MU	MS MU-ND	TH	
Predevelopment	Agricultural District	Residential/ Agricultural	Single Family - 1	Single Family - 2	Two Family	Apartment/ Multi-Family	Middle Density Residential District	Single Family - 6	Single Family - 7	Manufactured Home Subdivision	Manufactured Home Park	Garden Home	Main Street Mixed Use	Main Street Mixed Use - New Development	Townhome District	PERMITTED USES
	P	P	P	P	P		P	P	P	P	P	P	P	P	P	Accessory Building, Residential
																Aggregate Extraction
	P	P														Agricultural/Field Crops
	P															Airport, Heliport or Landing Field
																Alcohol Package Sales
																Antenna and/or Antenna Support Structure, Commercial
													P	P		Antique Shop
																Appliances, Furniture and Home Furnishings Store
													P	P		Art Gallery/Library/Museum
																Assisted Care or Living Facility
																Athletic Stadium, Private
																Athletic Stadium, Public
													P	P		Automobile Parking Structure/Garage
																Automobile Parts Sales

																Automobile Repairs & Service, Major
																Automobile Repairs & Service, Minor
																Automobile Sales
													P	P		Bakery
													P	P		Bank, Saving and Loan, Credit Union
													P	P		Beauty Salon/Barber Shop
	S	S	S	S	S	S		S	S	S	S	S	P	P		Bed and Breakfast Inn
													P	P		Book Store
																Bottling Works
	S															Building Material and Hardware Sales
																Cabinet or Upholstery Shop
																Car Wash, Automated
																Car Wash, Self Serve
	S	S														Cemetery or Mausoleum
S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	Church, Temple, Synagogue, Mosque, or Other Place of Worship
																Civic/Convention Center
																College, University, Trade, or Private Boarding School
																Commercial Amusement, Indoor
																Commercial Amusement, Outdoor
																Community Center
																Concrete/Asphalt Batching Plant

	S														Convenience Store w/o Gas Pumps
															Convenience Store w/ Gas Pumps
												P	P		Dance Hall/Night Club
												P	P		Day Care Center
															Department Store
															Dry Cleaning, Major
												P	P		Dry Cleaning, Minor
	P	P	P	P	P	P		P	P	P	P	P				Family or Group Home
	P												P	P		Farmers Market
															Flea Market, Inside
	S														Flea Market, Outside
												P	P		Florist
															Fraternity, Sorority, Civic Club or Lodge
												P	P		Furniture Sales
															Gasoline Station/Fuel Pumps
		P	P	P	P	P	P	P	P	P	P	P			P	Gated Community
																General Manufacturing/Industrial Use
		P	P	P	P	P	P	P	P	P	P	P			P	Golf Course and/or Country Club
												P	P			Governmental Facilities
												P	P			Gymnastics/Dance Studio
																Hazardous Waste
												P	P			Health/Fitness Center
	S															Heavy Equipment Sales, Service or Rental
																Home Improvement Center

																Hospital
																Hotel/Motel
																Household Appliance Service and Repair
	S	S	S	S				S	S	S	S	S	S	S		In-Home Day Care
																Landfill
																Laundromat
	P	P														Livestock
													P	P		Locksmith/Security System Company
													P	P		Medical, Dental or Professional Office/Clinic
																Mini-Warehouse/Public Storage
		S								P	P					Manufactured/Mobile Homes
																Manufacturing
													P	P		Microbrewery/Brewpub
																Mortuary/Funeral Home
					S	P	P						P	P		Multi-Family Apartment Dwelling
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Municipal Uses Operated by the City of Schertz
													P	P		Museum
	S															Nursery, Major
	P															Nursery, Minor
																Office Showroom
																Office-Warehouse/Distribution Center
					P	P	P						P	P	P	One-Family Dwelling Attached

	P	P	P	P	P	P	P	P	P	P	P	P	P	P		One-Family Dwelling Detached
													P	P		Packaging/Mailing Store
	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Park/Playground/Similar Public Site
																Pawn Shop
													P	P		Pet Store
													P	P		Pharmacy
																Portable Building Sales
													P	P		Post Office
																Print Shop, Major
													P	P		Print Shop, Minor
													P	P		Private Club
																Railroad/Bus Passenger Station
	S	S									P					Recreational Vehicle Park
																Recreational Vehicle Sales and Service
																Recycling Collection Center
																Recycling Collection Point
																Recycling Facility
																Rehabilitation Care Facility
																Restaurant, Drive-In
													P	P		Restaurant or Cafeteria
													P	P		Retail Stores and Shops
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	School, Public or Private
																Sexually Oriented Business (See Ordinance No. 02-L-16)
	P	P														Stable, Commercial

																Storage or Wholesale Warehouse
													P	P		Tattoo Parlors/Studios
													P	P		Tavern
																Taxidermist
																Theater, Outdoor
													P	P		Theater, Indoor
	S															Tool Rental
																Trailer/Manufactured Homes Sales
																Truck Sales, Heavy Equipment
																Truck Terminal
					P	P	P						P	P		Two-Family Dwelling
	P															Veterinarian Clinic/Kennel, Indoor
	P	P														Veterinarian Clinic/Kennel, Outdoor
	S															Welding/Machine Shop
																Wrecking or Salvage Yard
S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	New and Unlisted Uses

C. *New and Unlisted Uses.*

1. It is recognized that new or unlisted types of land use may seek to locate in the City. In order to provide for such contingencies, a determination of any new or unlisted form of land use shall be made in accordance with this section.
2. For uses in which an applicant requests a Specific Use Permit, the City Manager or his/her designee shall follow the procedures for granting an SUP in accordance with section 21.5.11 of this UDC.
3. It is recognized that the permitted use chart may require amendment, from time to time, to allow for uses that were otherwise not permitted. In the event an amendment to the permitted use chart is required, the procedure for the amendment shall be the same as required for an amendment to the text of the UDC in accordance with section 21.4.7 of this UDC.

D. Limited Uses.

1. Tattoo Parlors/Studios in the Main Street Mixed Use District and the Main Street Mixed Use – New Development District shall have the following limited uses:
    a. No tattoo studio shall be within 900 feet of another tattoo studio (property line to property line).
2. Automobile Sales within the City of Schertz shall have the following limited uses:
    a. No Automobile Sales shall be within three (3) miles of another Automobile Sales (property line to property line).
    b. No Automobile Sales shall be within 250 feet of any single-family residential zoning or use.
    c. Automobile Sales uses are required to have Automobile Repair, Major as an accessory use.

(Ord. No. 13-S-22 , § 4, 7-16-2013; Ord. No. 14-S-47 , § 4, 11-18-2014; Ord. No. 20-S-29, § 1(Exh. A), 10-27-2020; Ord. No. 21-S-26 , § 1(Exh. A), 7-6-2021; Ord. No. 21-S-44 , § 1(Exh. A), 10-26-2021)

Exhibit "B"

Proposed Unified Development Code (UDC) Amendments

Article 10 – Parking Standards

Sec. 21.10.4. Schedule of off-street parking requirements.

A. Off-street parking shall be provided in sufficient quantities to provide the following ratio of vehicle spaces for the uses specified in the districts designated:

Table 21.10.4 Schedule of Off-Street Parking Requirements	
Use Type	Parking Requirement
Amusement, Commercial (Indoor)	1 space for each 200 square feet of gross floor area
Amusement, Commercial (Outdoor)	1 space per 500 square feet of outdoor site area plus 1 space per each 4 fixed spectator seats
Assisted Care, Living Facility, Care Facility	1 parking space for each 2 beds
Bank, Savings And Loan, Or Other Financial Institution	1 space for each 250 square feet of gross floor area
Bar Or Night Club	1 space for each 50 square feet of gross floor area
Bed And Breakfast	1 space for each guest room plus 1 space per employee
Bowling Alley	5 parking spaces for each lane
Car Wash	1 space for each 200 Square feet of floor area
Day Care Center	1 space per 250 square feet of gross floor area
Fitness Center/Gym	1 space for each 250 square feet of gross floor area
Convenience Store/Gas Station	1 space for each 250 square feet of gross floor area. Spaces provided for fueling at the pump stations shall not be considered parking spaces.
Group Home	4 spaces
Hospital	1 parking space for each bed
Hotel Or Motel	1 space for each sleeping room or suite plus 1 space for every 200 square feet of common area not designated as sleeping rooms
Lodging Houses And Boarding Houses	1 parking space for each bedroom
Manufacturing, Processing Or Repairing	1 space for each 2 employees or 1 space for each 1,000 square feet of total floor area, whichever is greater
Medical Or Dental Clinic	1 space for each 200 square feet of total floor area
Middle-Density (R-5) Housing Types	For tracts one (1) acre or less, 1.5 spaces per unit For tracts exceeding one (1) acre, 2 spaces per unit
Mini-warehouse/Public Storage	1 space for each 300 square feet of office floor area plus 1 space for each 3,000 square feet of storage area
Mortuary/Funeral Home	1 parking space for each 50 square feet of floor space in service rooms or 1 space for each 3 seats, whichever is less based on maximum design capacity)
Multifamily (R-4)	2 spaces per unit plus additional guest parking provided at a ratio of 5% of required spaces
Duplex and Two-Family	2 spaces per unit
Nursery	1 space per 300 square feet of total sales area Wholesale nursery: 1 parking space per employee of the largest work shift, plus 1 space per 10,000 square feet of display area and 1 space per acre of growing areas
Offices	1 space for each 250 square feet of gross floor area

Outdoor Facilities (Outdoor Recreational Fields i.e. Football, Soccer, etc.)	20 spaces per designated field or 1 per 4 person design capacity
Public Use	Parking shall be provided at a ratio approved by City staff based on a parking study provided by the applicant
Residence Halls, Fraternity Buildings And Sorority Buildings	1 space per person capacity of permanent sleeping facilities
Residential Subdivision Mailbox Kiosk	2 spaces—these may be in the right-of-way but not in the traffic lane—an expansion of the road surface is required and the kiosk must be covered to provide shelter for people using the kiosk
Restaurants	1 parking space for each 100 square feet of gross floor area, or 1 space for each 4 seats, whichever is less (based on maximum design capacity)
Retail Sales And Service	1 space for each 250 square feet of gross floor area
School, High School, Vocational, All Other Schools	Parking shall be provided at a ratio approved by City staff based on a parking study provided by the applicant that shall include vehicle stacking requirements
Single Family Attached And Detached Dwelling Units	2 parking spaces per dwelling unit
Theaters, Auditoriums, Churches, Assembly Halls, Sports Arenas, Stadiums, Conference Center, Convention Center, Dance Hall, Exhibition Halls, Or Other Place Of Public Assembly	1 space for each 4 seats or 1 space for every 100 square feet of gross floor area, whichever is less (based on maximum design capacity)
Automobile Sales Or Rental	1 space for each 3,000 square feet of sales area (open and enclosed) devoted to the sale, display or rental of vehicles
Automobile Service, Repair, Garage	1 space for each 200 square feet of total floor area
Warehouse	1 space for each 1,000 square feet of total floor area

B. *New and Unlisted Uses.* When a proposed land use is not classified in this section or a single use which have varying parking needs depending on the function of that specific single use, an applicant may submit a parking ratio based on best/current planning and transportation practices.

1. A best/current parking ratio application should include the following:

   a. An application shall fully cite the sources used to derive the applicant-submitted parking ratio, possible resources include parking standards material from the Institute of Transportation Engineers (ITE) or the American Planning Association (APA).

   b. The City Manager or his/her designee shall review the applicant submitted parking ratio to confirm best/current planning practices for a use.

   c. The City Manager or his/her designee shall approve, modify, or deny the applicant submitted parking ratio.

2. Parking ratio determination where no application is submitted

   a. If the applicant does not submit a parking ratio, then the City Manager or his/her designee shall determine the parking ratio based on the best/current planning and transportation practices.

C. *Mixed uses.* In the event that several users occupy a single structure, or parcels of land, the total requirements for off street parking shall be the sum of the requirements for the several uses computed

separately unless it can be shown that the peak parking demands are offset, for example with retail and residential, or theater and office uses. In such case the City Manager or his/her designee may reduce the total requirements accordingly, but not more than twenty-five percent (25%).

D. *Joint use of facilities.* Required parking facilities of two (2) or more uses, structures, or parcels of land may be satisfied by the same parking facility used jointly, to the extent that it can be shown by the owners or operators that the need for the facilities does not materially overlap and provided that such right of joint use is evidenced by a deed, lease, contract, or similar written instrument establishing the joint use.

E. *Properties zoned main street mixed-use.* Properties zoned Main Street Mixed-Use shall only be required to provide two (2) on-site parking spaces but must still provide the minimum required number of handicapped spaces on site.

(Ord. No. 14-S-47, § 5, 11-18-2014; Ord. No. 16-S-27, § 7, 8-30-2016; Ord. No. 18-S-03, § 1(Exh. A), 1-23-2018; Ord. No. 22-S-19, § 1(Exh. A), 4-26-2022; Ord. No. 23-S-07, § 1(Exh. A), 3-14-2023)

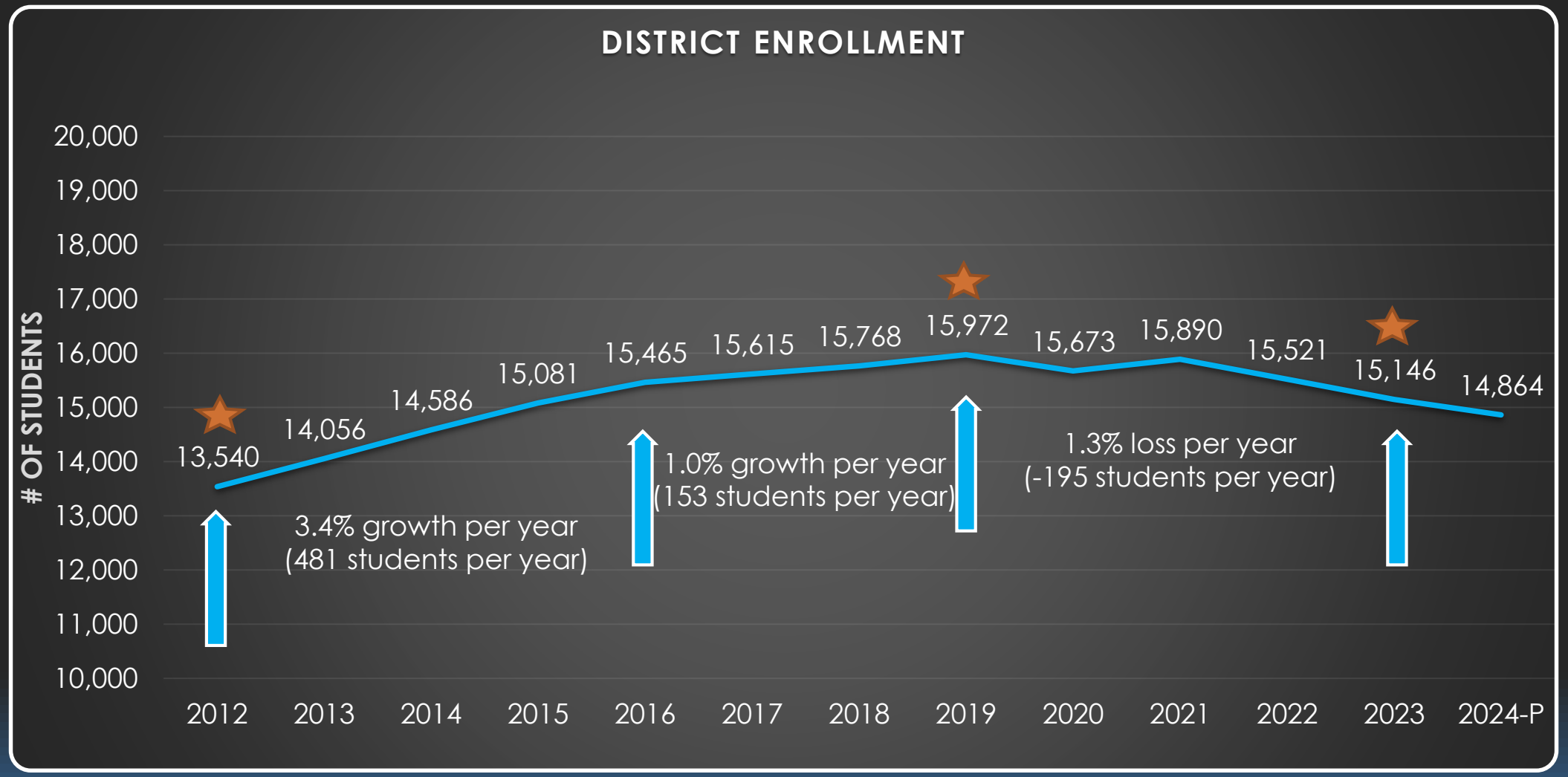
SCHERTZ - CIBOLO - UNIVERSAL CITY ISD

10 YEAR CAMPUS FORECASTING

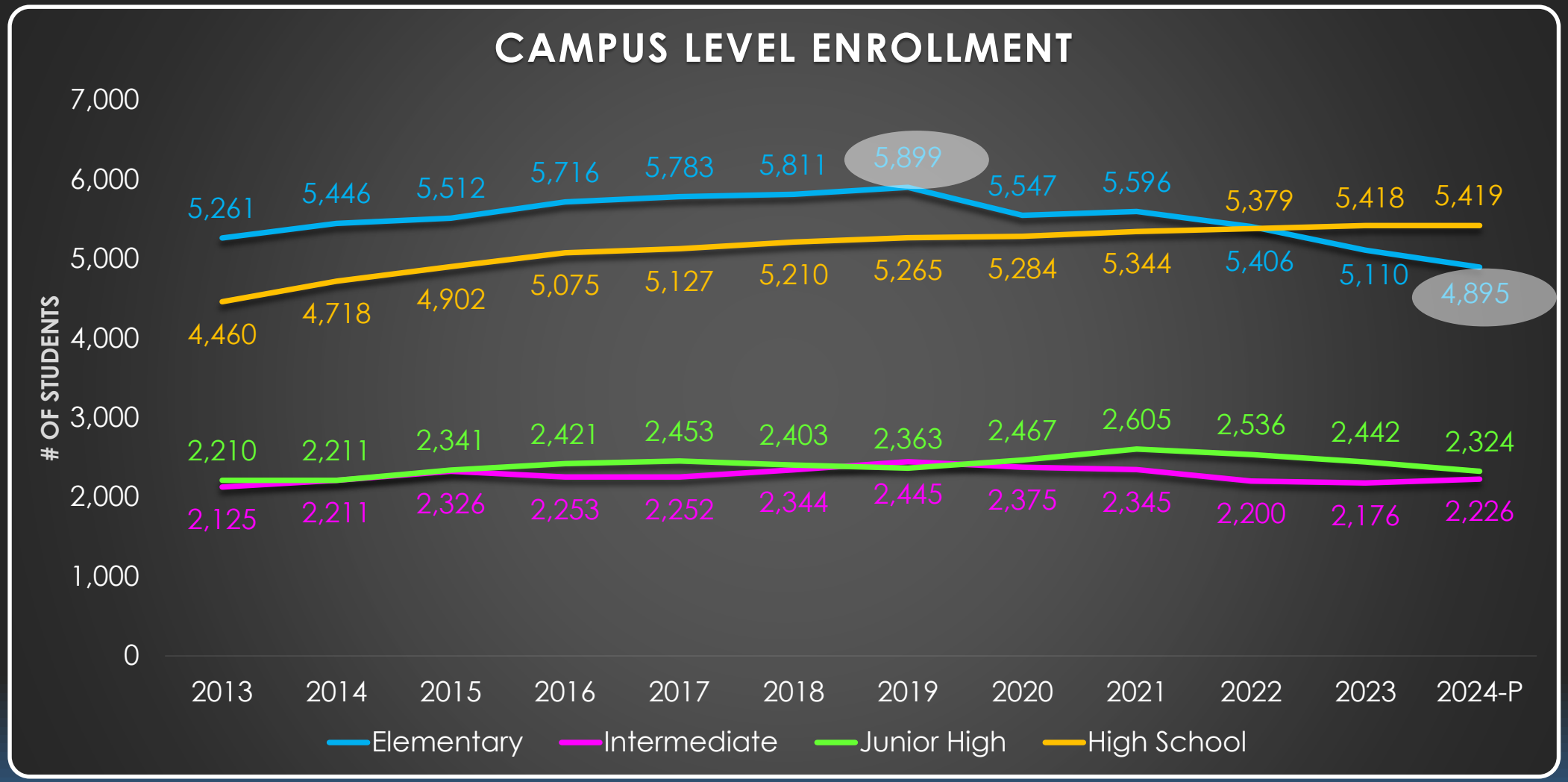
FORECASTING CONSIDERATIONS

- 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

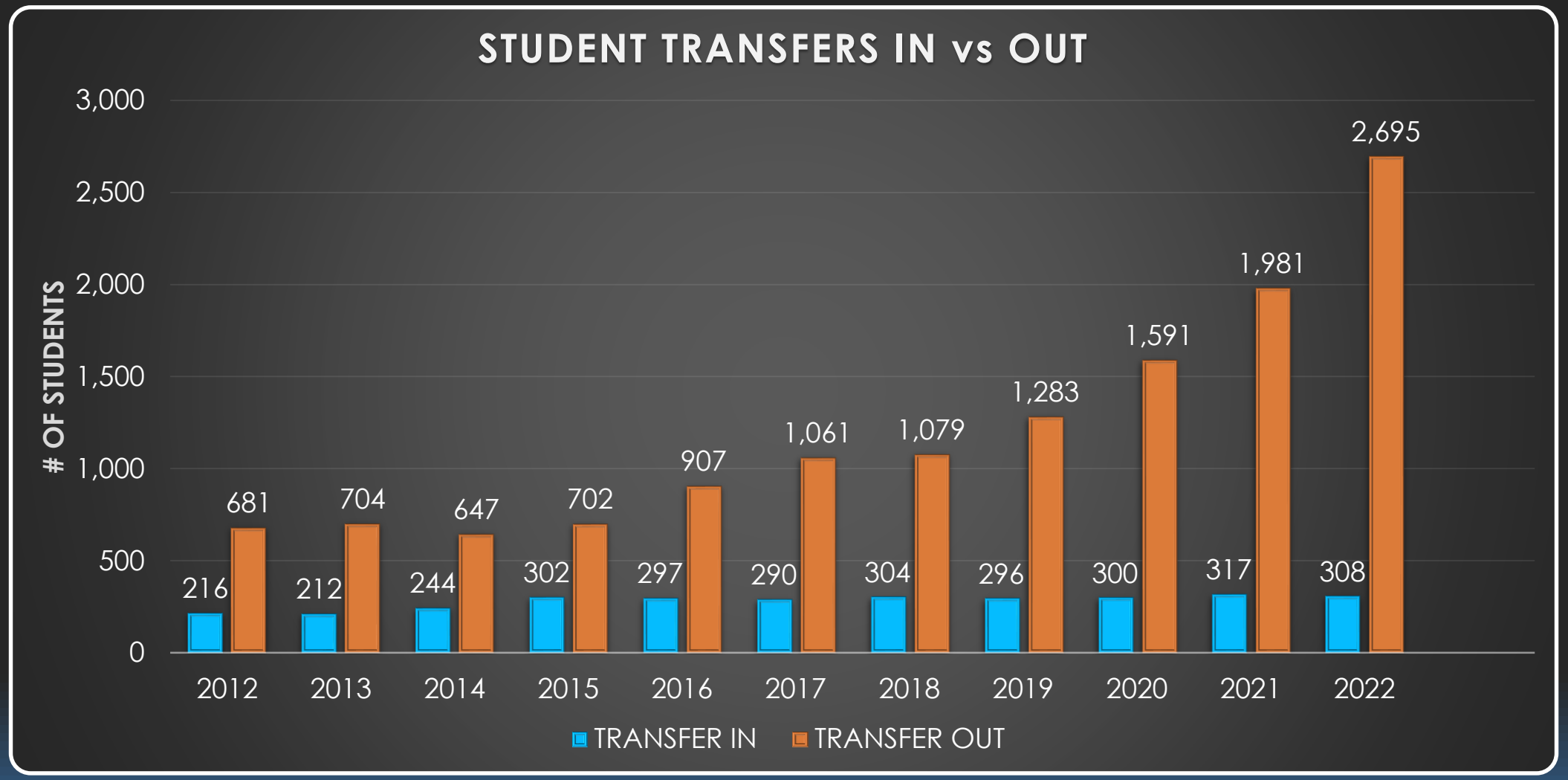
PEIMS YEAR	TRANSFER IN	TRANSFER OUT	DIFFERENCE
2012	216	681	-465
2013	212	704	-492
2014	244	647	-403
2015	302	702	-400
2016	297	907	-610
2017	290	1061	-771
2018	304	1079	-775
2019	296	1283	-987
2020	300	1591	-1291
2021	317	1981	-1664
2022	308	2695	-2387
2023	Data available in March		

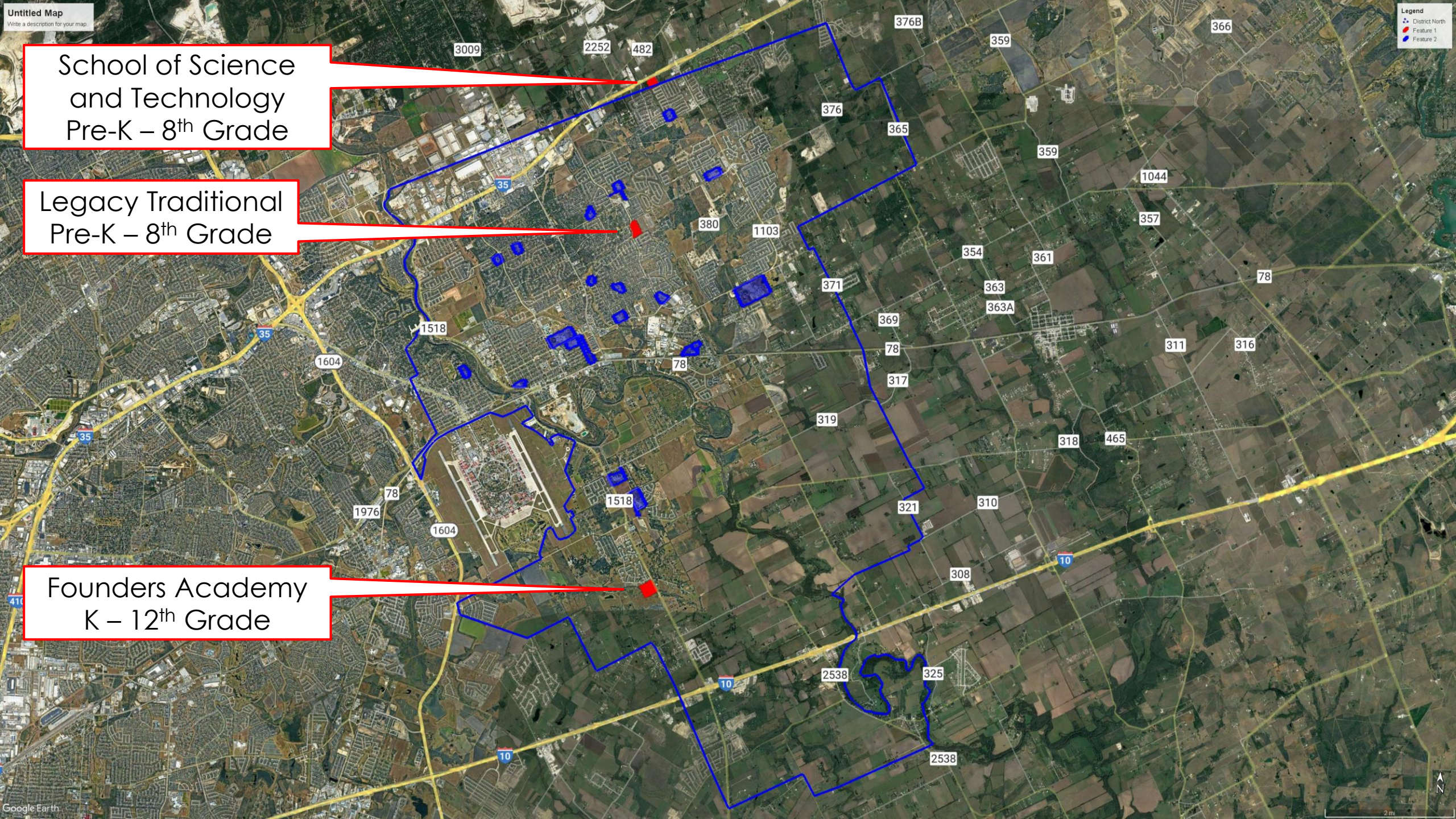
First Year of Founders Charter School →

First Year of School of Science and Technology →

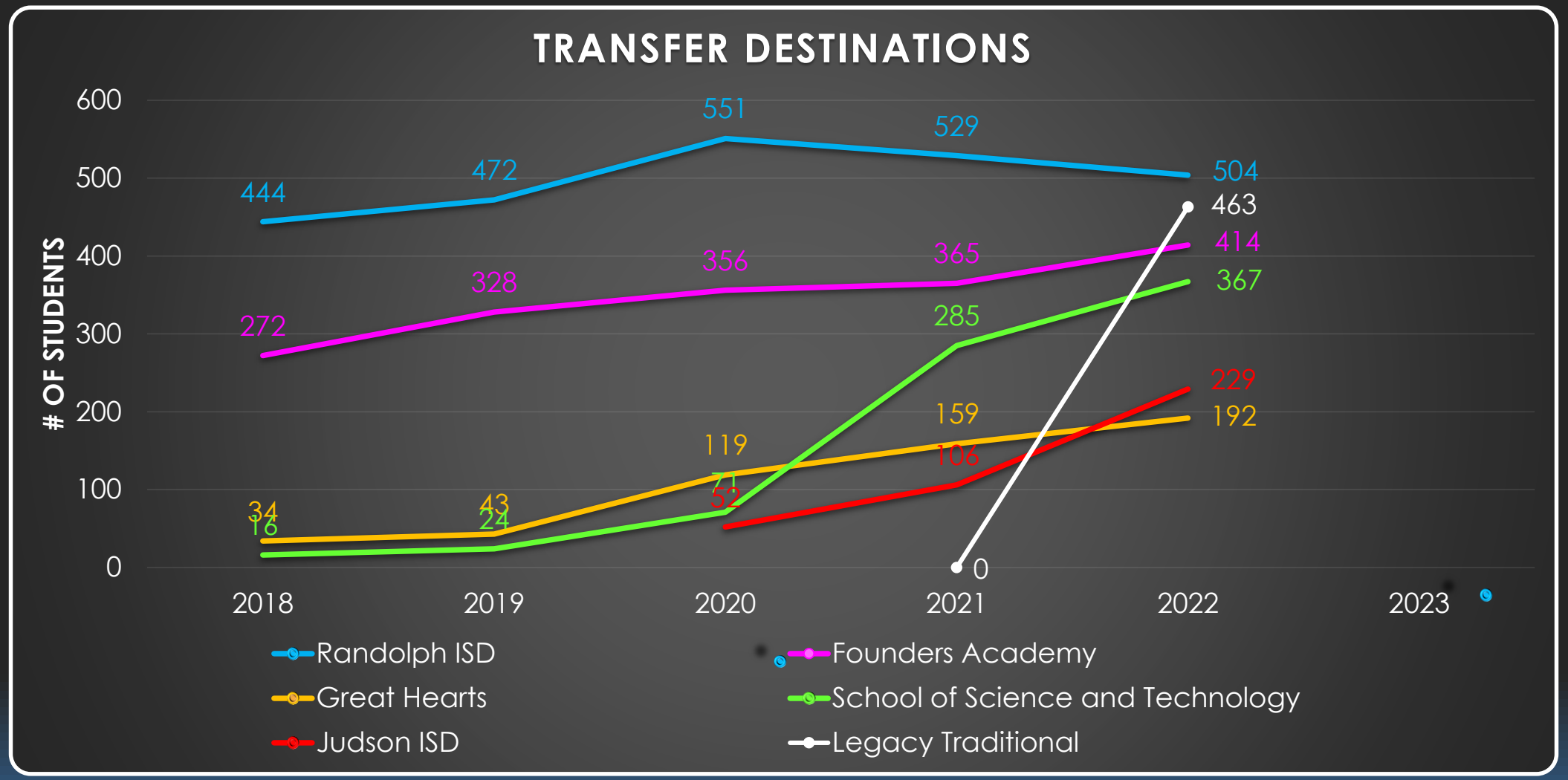
First Year of Legacy Traditional School →

STUDENT TRANSFERS IN VS. OUT

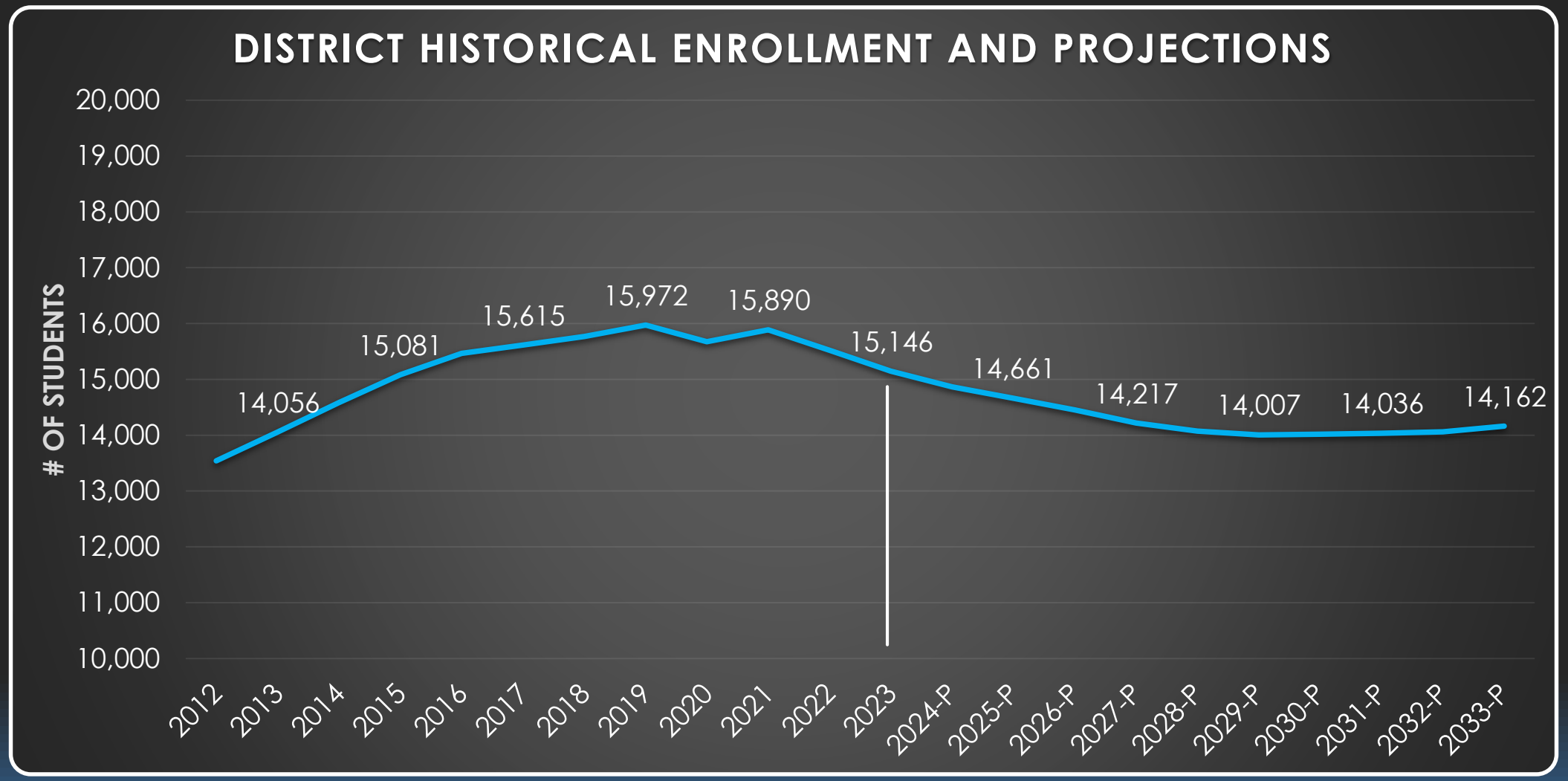



Untitled Map
Write a description for your map.
School of Science and Technology Pre-K – 8th Grade
Legacy Traditional Pre-K – 8th Grade
Founders Academy K – 12th Grade
Legend
District North
Feature 1
Feature 2
3009
2252
482
376B
359
366
376
365
359
1044
380
1103
357
354
361
78
371
363
363A
369
78
1518
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

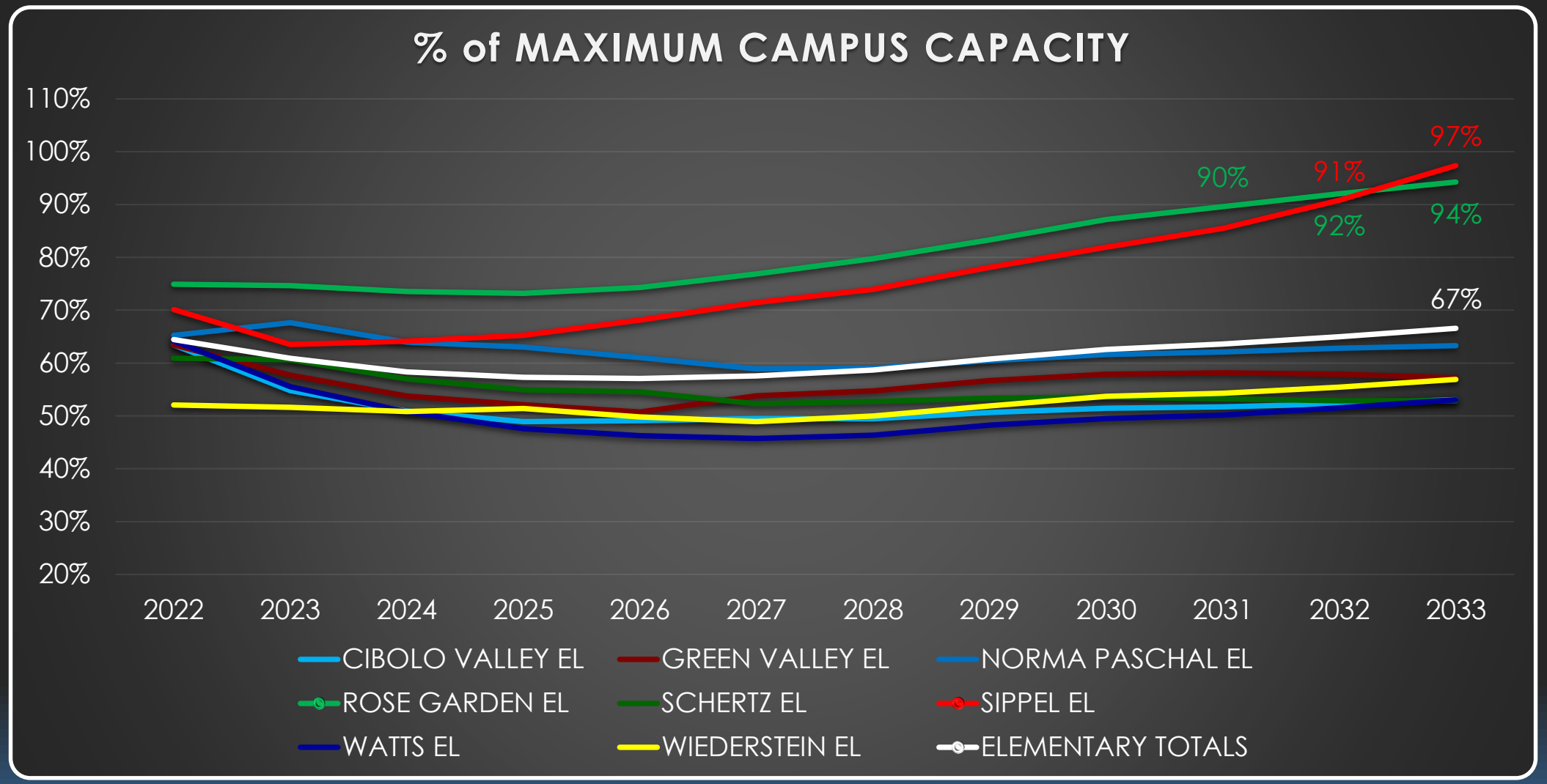
PLANNING USING OUR MAXIMUM CAPACITY

- 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

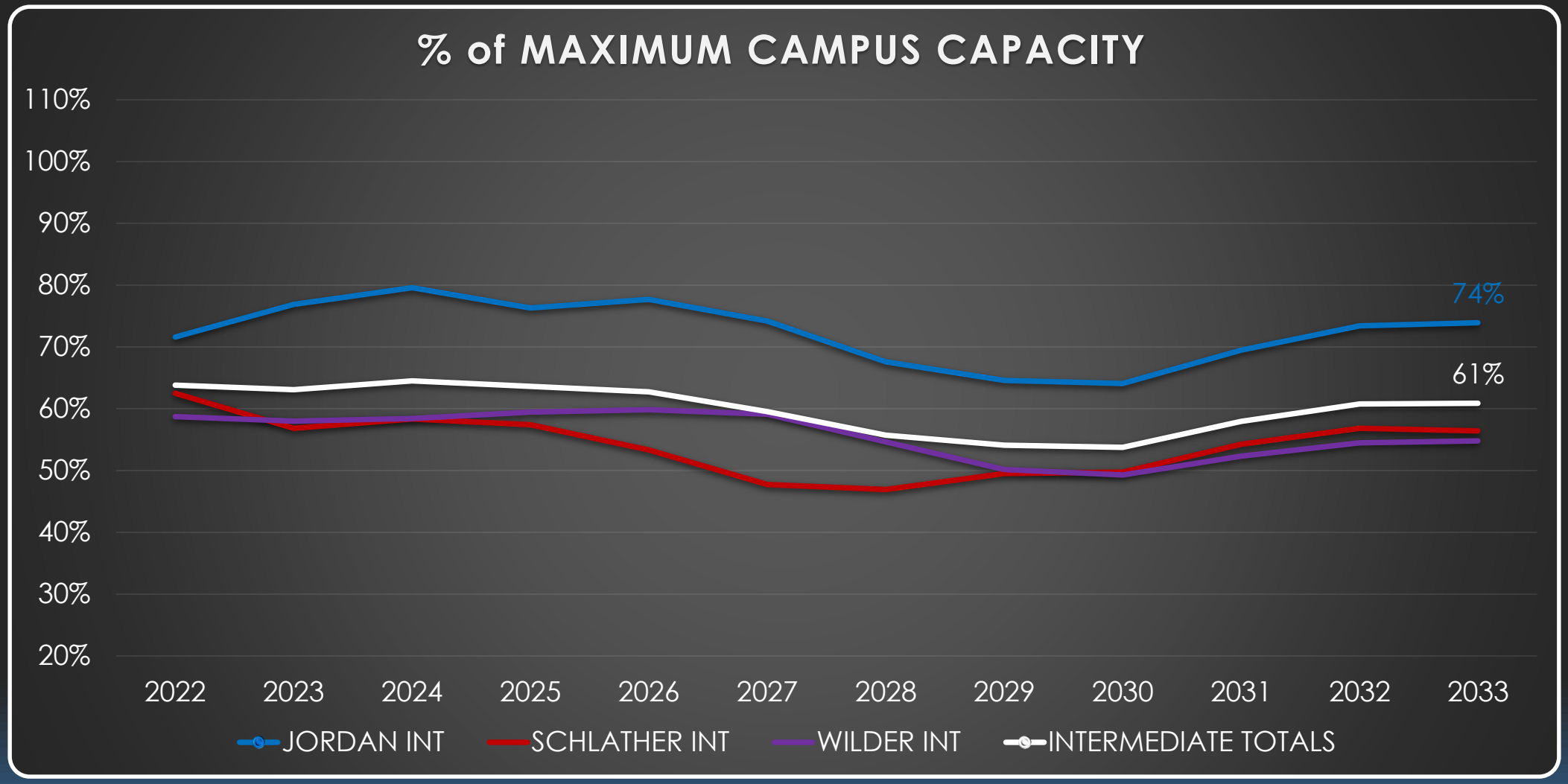
ELEMENTARY CAPACITIES



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

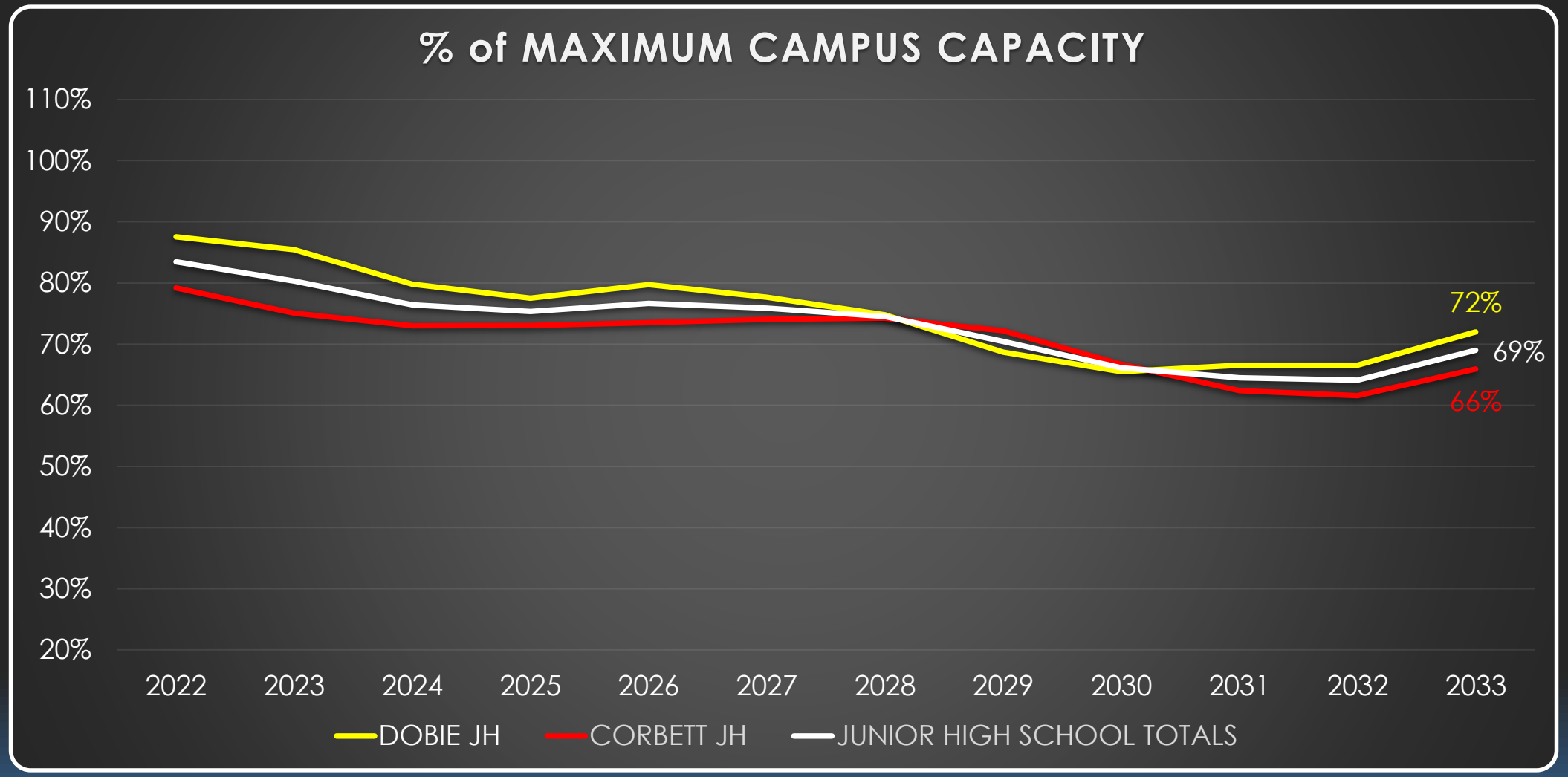
INTERMEDIATE CAPACITIES



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

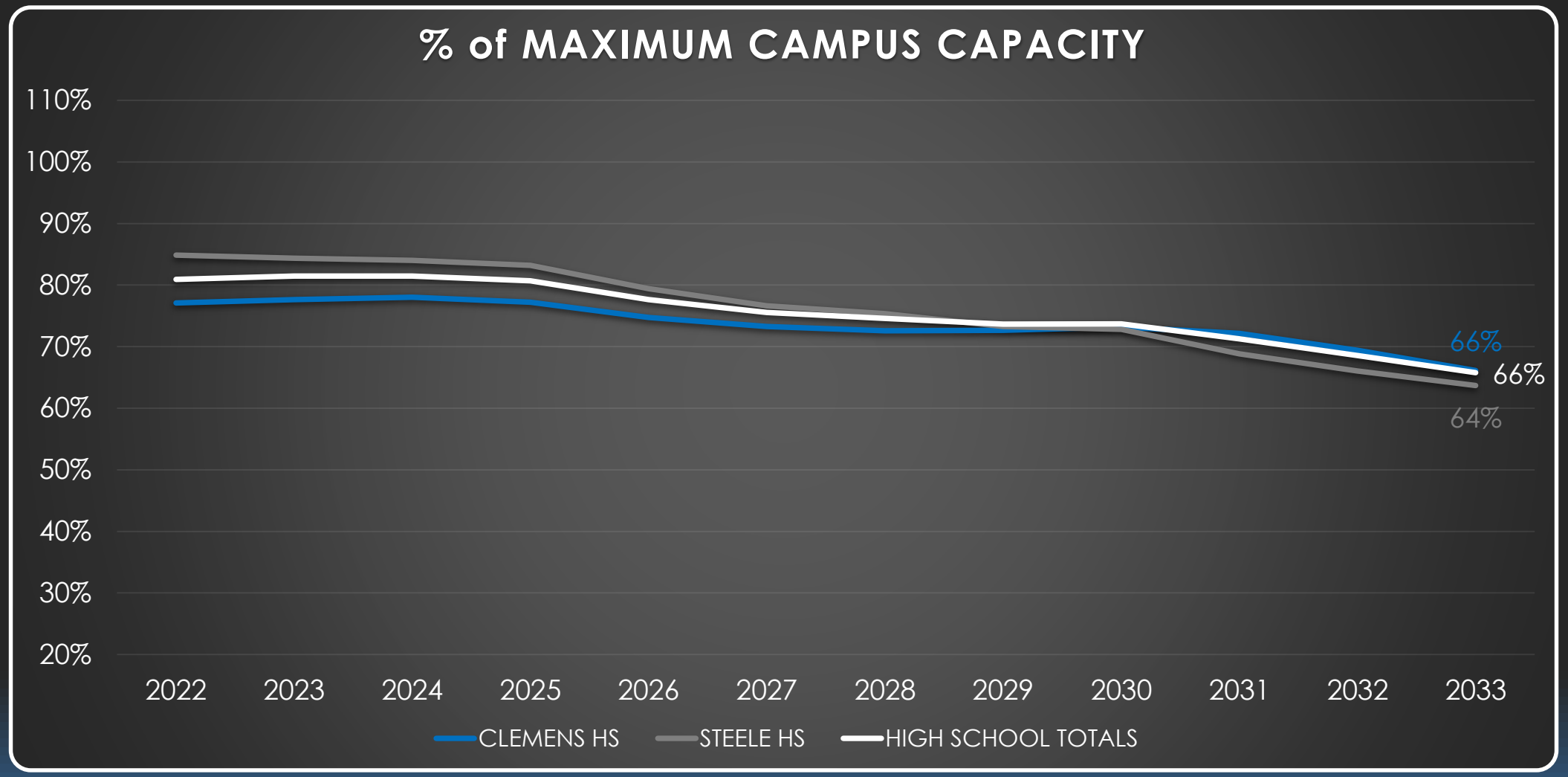
JUNIOR HIGH CAPACITIES



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



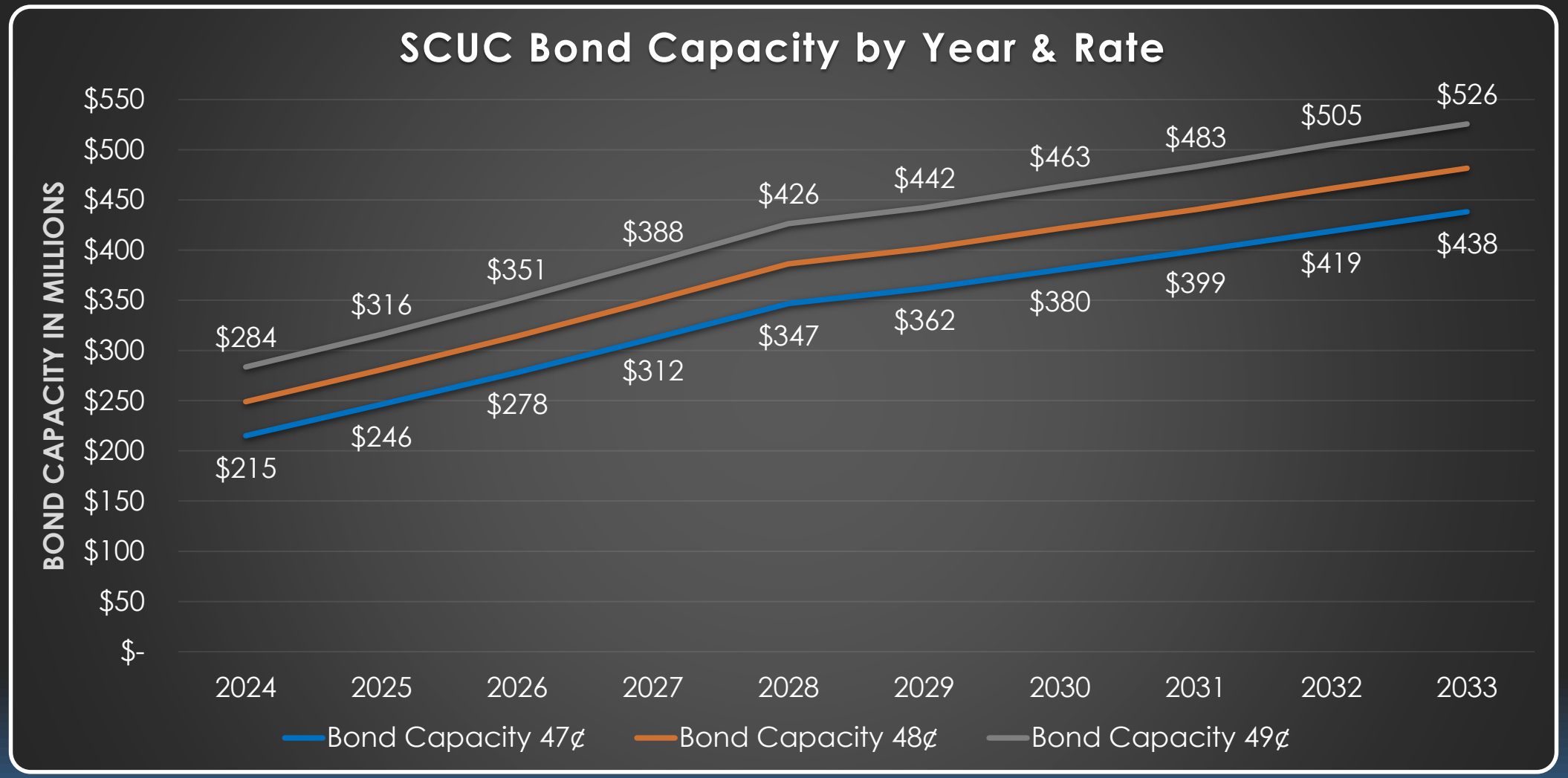
FORECASTING CONSIDERATIONS

- 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



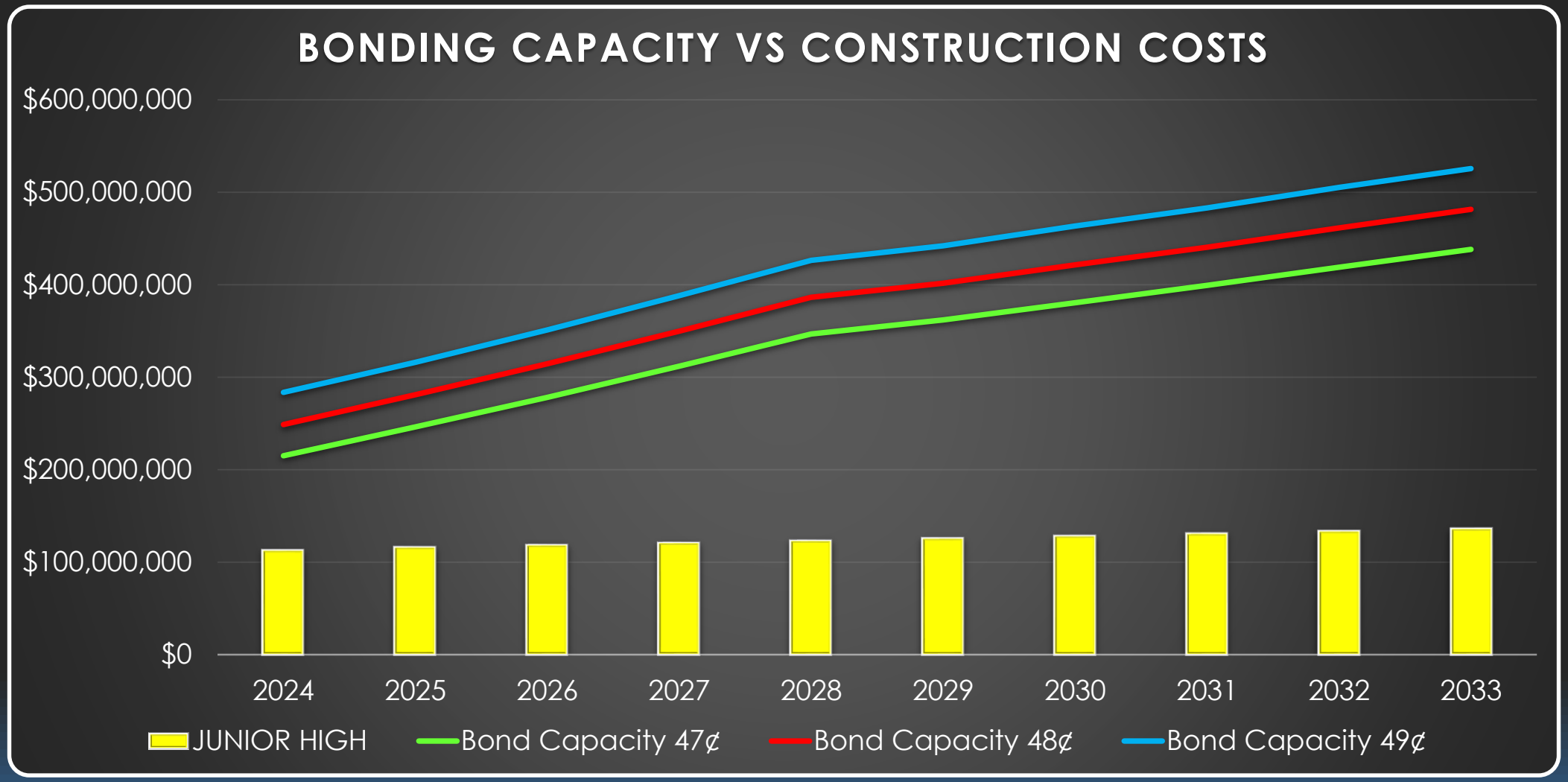
PROJECTING FACILITY COSTS - SCUC

- 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

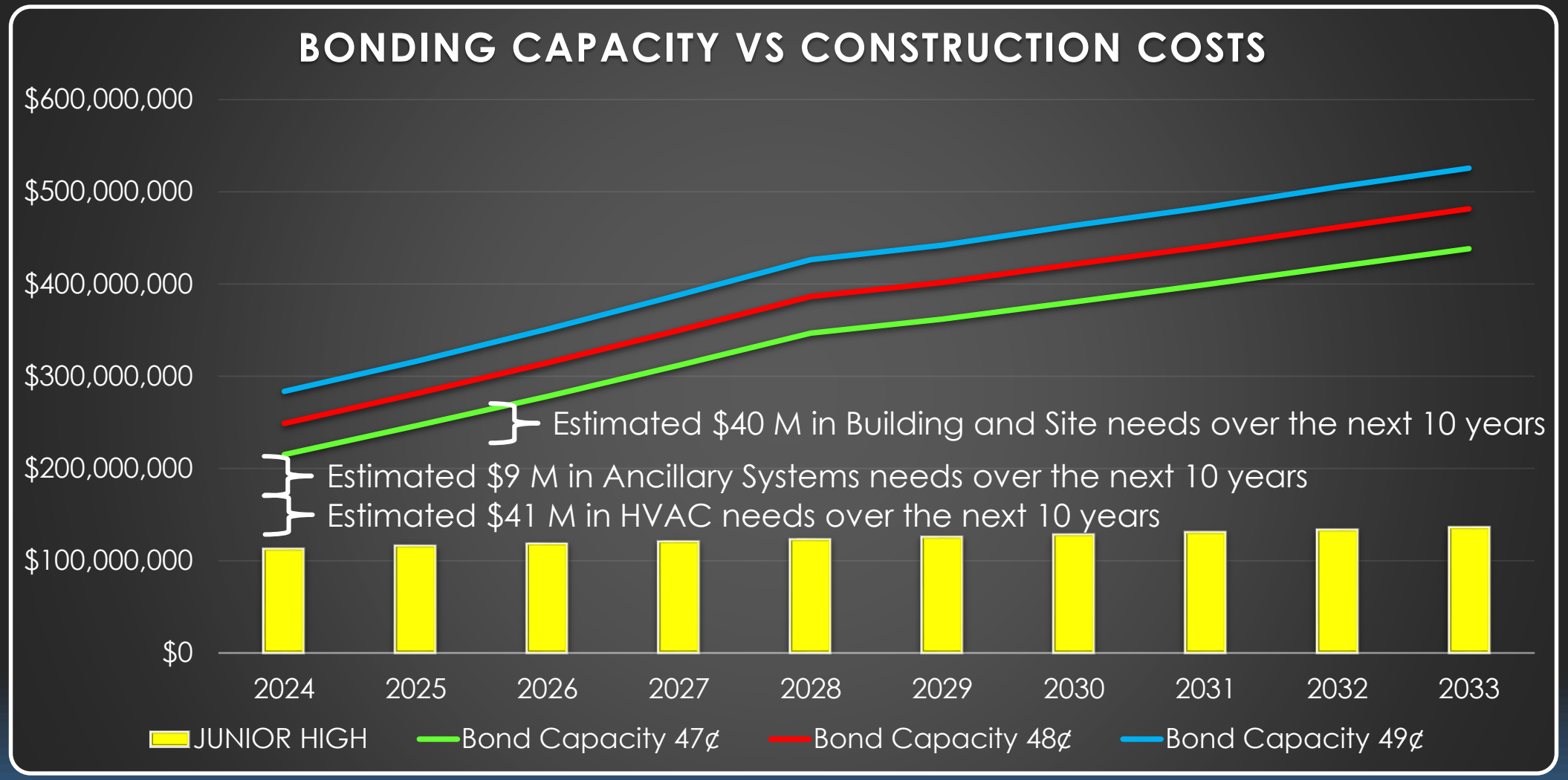
PROJECTING FACILITY COSTS - SCUC

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



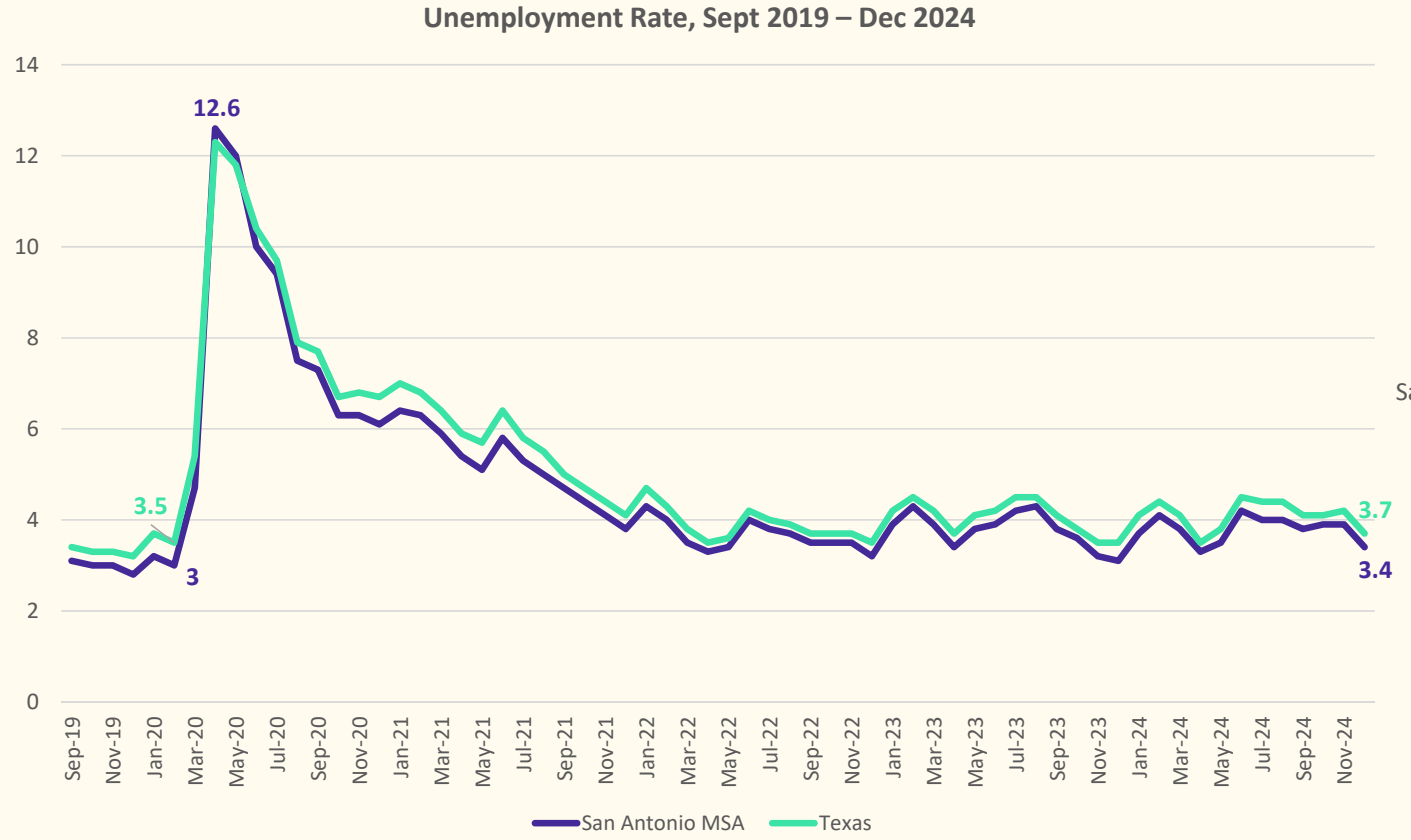
Zonda Education

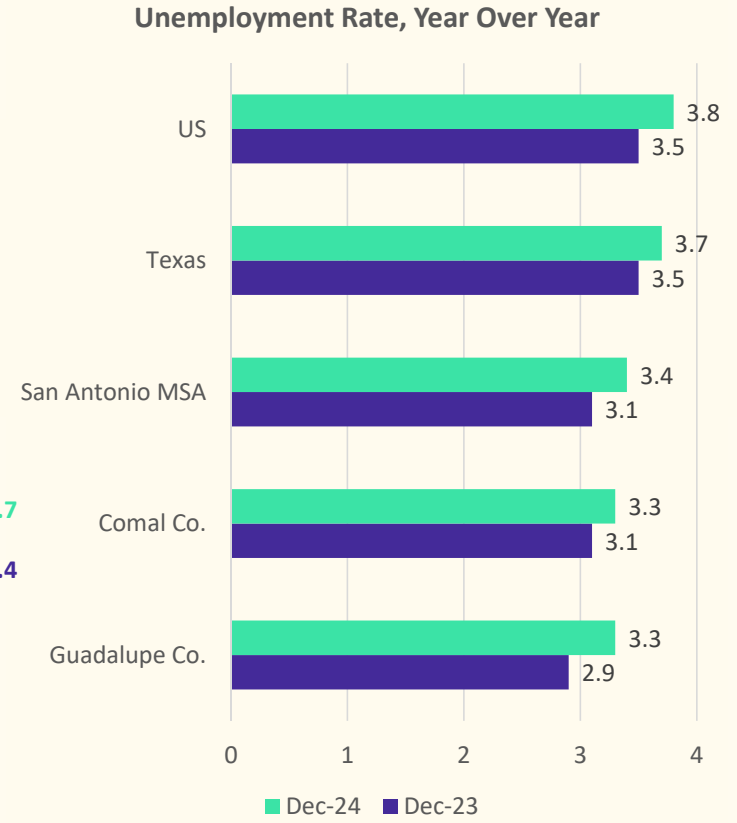


4Q24

Demographic Report

Local Economic Conditions



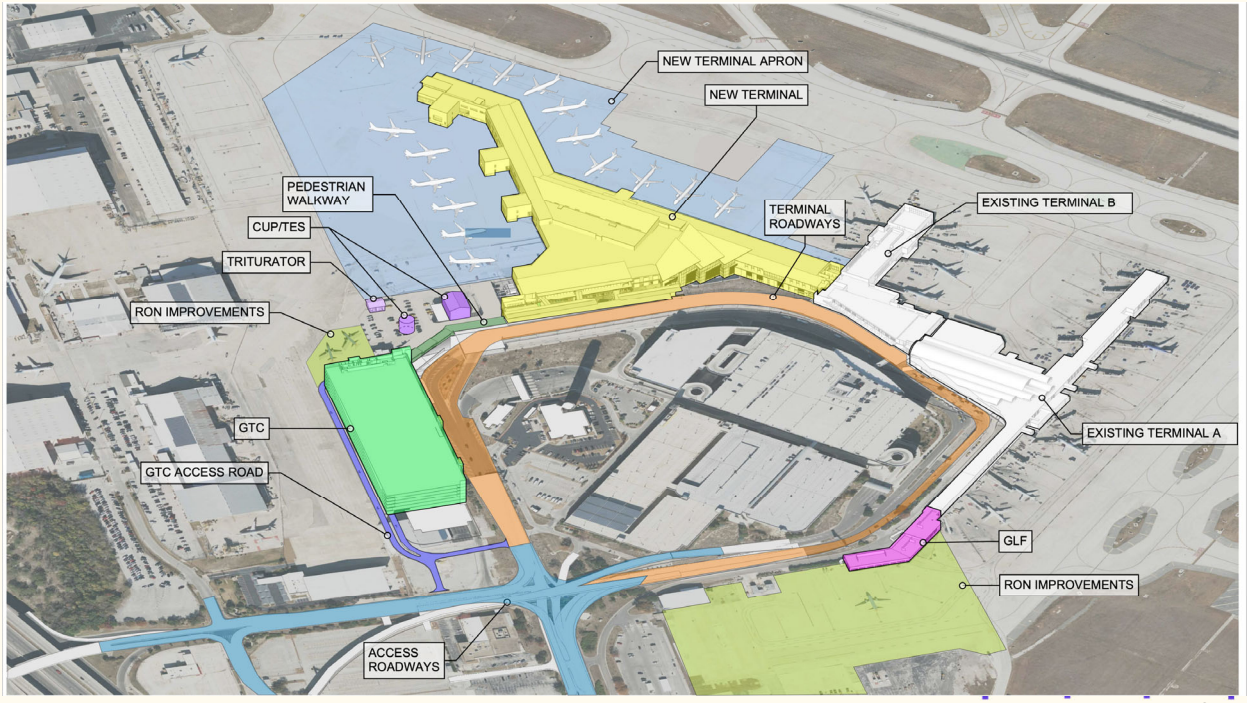


Zonda Education

Local Economic Conditions

San Antonio International Airport

- Broke ground on third terminal at end of 2024
- Estimated total cost = $2.5 billion
- Third terminal will anchor the expansion & improvement project housing as many as 17 new gates spanning approx. 850,000 sq. ft.
- Will include concessions and lounge areas while housing new Federal Inspection Station to accommodate expanded international air service
- Expected to generate $3.2 billion in revenue for the city over 15 years
- New ground loading facility also added at Terminal A including new passenger gates and overnight aircraft parking
- The third terminal is scheduled for completion in 2028



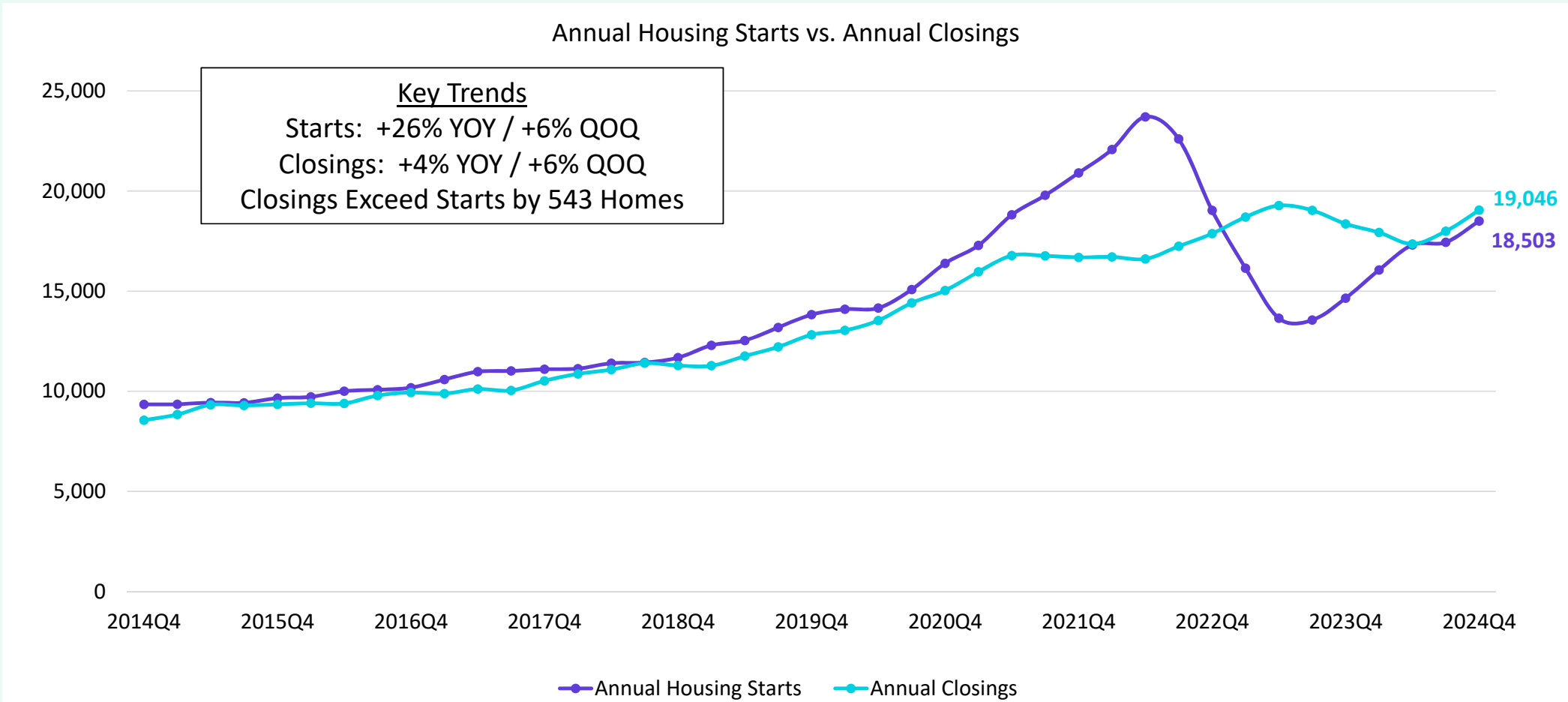
Housing Activity by MSA

Top 25 Housing Starts Markets (4Q2024)

Rank	Market	4Q24 Annualized Starts	4Q24 YOY Change	4Q19 Annualized Starts	Change from 2019
1	Dallas	47,421	13%	34,816	36%
2	Houston	39,036	10%	30,646	27%
3	Phoenix	22,800	32%	21,598	6%
4	San Antonio	18,232	25%	13,816	32%
5	Atlanta	18,206	2%	23,113	-21%
6	Austin	16,293	2%	18,952	-14%
7	Orlando	13,524	-15%	14,624	-8%
8	Tampa	12,131	1%	12,296	-1%
9	Charlotte	11,991	2%	12,136	-1%
10	Raleigh	11,848	15%	10,033	18%
11	Las Vegas	11,499	18%	9,852	17%
12	Riverside/San Bernardino	11,025	-4%	9,780	13%
13	Washington, DC	10,963	8%	12,608	-13%
14	Jacksonville	10,341	5%	8,833	17%
15	Sarasota	10,010	12%	6,071	65%
16	Nashville	9,348	2%	8,955	4%
17	Miami	9,087	4%	8,058	13%
18	Portland	8,789	85%	5,273	67%
19	Seattle	8,270	32%	8,579	-4%
20	Denver	8,199	8%	9,925	-17%
21	Lakeland	7,846	7%	5,084	54%
22	Boise	7,456	42%	6,468	15%
23	Minneapolis	7,436	12%	7,852	-5%
24	Indianapolis	7,196	15%	6,019	20%
25	Chicago	7,020	9%	6,110	15%

Source: Zonda

San Antonio New Home Starts & Closings



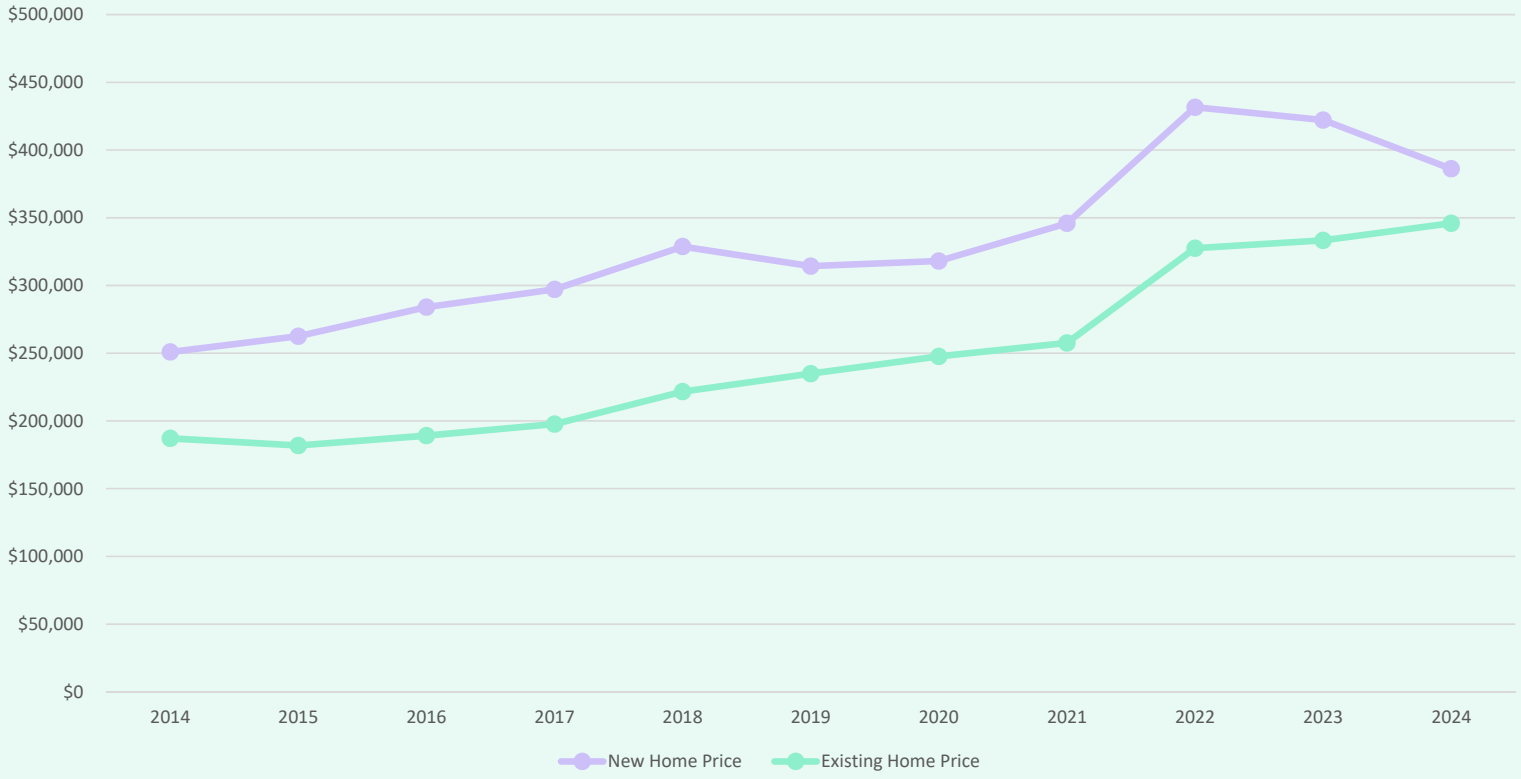
Source: Zonda

Zonda Education

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SCUC ISD Housing Market Analysis

Average New vs. Existing Home Sale Price, 2013 - 2024



	Avg New Home	Avg Existing Home
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
2023	$422,149	$333,286
2024	$386,156	$345,921

- The average new home sale price in SCUC ISD has risen 54% between 2014 and 2024, an increase of more than $135,200
- The average existing home sale price in SCUC ISD has risen 85% in the last 10 years, an increase of more than $158,800

Zonda Education

San Antonio New Home Ranking Report

ISD Ranked by Annual Closings – 4Q24

Rank	District Name	Annual Starts	Annual Closings	Inventory	VDL	Future
1	NORTHSIDE ISD (BEXAR)	3,739	3,920	1,909	6,114	21,246
2	COMAL ISD	2,691	3,028	1,670	4,843	21,591
3	MEDINA VALLEY ISD	2,377	2,410	1,232	5,228	27,810
4	EAST CENTRAL ISD	2,513	2,230	1,243	4,351	24,478
5	SOUTHWEST ISD	1,301	1,328	628	2,269	7,296
6	JUDSON ISD	615	899	207	547	871
7	**SCUC ISD**	**787**	**894**	**391**	**2,113**	**5,896**
8	NAVARRO ISD	841	832	453	1,290	6,635
9	BOERNE ISD	777	761	497	1,545	9,427
10	SOUTHSIDE ISD	700	730	322	927	16,702
11	NEW BRAUNFELS ISD	656	589	407	854	6,164
12	NORTH EAST ISD	397	361	234	906	5,196
13	SEGUIN ISD	325	342	204	668	5,384
14	SOUTH SAN ANTONIO ISD	300	238	164	86	790
15	MARION ISD	230	174	139	327	4,559
16	FLORESVILLE ISD	116	137	49	227	0
17	SAN ANTONIO ISD	59	87	126	305	772
18	LYTLE ISD	91	76	44	319	1,046
19	PLEASANTON ISD	54	61	25	72	0
20	ALAMO HEIGHTS ISD	3	41	8	15	19

** Based on additional Zonda Education housing research*

District New Home Starts and Closings



Starts	2018	2019	2020	2021	2022	2023	2024
1Q	175	201	237	294	349	103	189
2Q	180	176	197	300	393	187	260
3Q	177	207	261	265	174	241	163
4Q	185	198	232	319	63	157	161
Total	**717**	**782**	**927**	**1,178**	**979**	**688**	**773**

Closings	2018	2019	2020	2021	2022	2023	2024
1Q	133	138	165	190	181	280	235
2Q	185	211	249	258	227	247	249
3Q	185	240	286	268	218	199	200
4Q	161	179	213	196	334	155	214
Total	**664**	**768**	**913**	**912**	**960**	**881**	**898**

District Housing Overview by Elementary Zone

Elementary	Annual Starts	Quarter Starts	Annual Closings	Quarter Closings	Under Const.	Inventory	Vacant Dev. Lots	Future
CIBOLO VALLEY	76	11	123	30	13	33	118	36
GREEN VALLEY	0	0	0	0	0	0	0	0
PASCHAL	1	0	3	2	1	1	41	242
ROSE GARDEN	234	64	230	53	85	137	827	2,499
SCHERTZ	0	0	21	0	0	1	0	60
SIPPEL	298	70	277	68	76	154	729	1,817
WATTS	47	7	80	20	8	16	15	580
WIEDERSTEIN	131	9	160	41	13	49	383	662
Grand Total	**787**	**161**	**894**	**214**	**196**	**391**	**2,113**	**5,896**

Highest activity in the category

Second highest activity in the category

Third highest activity in the category

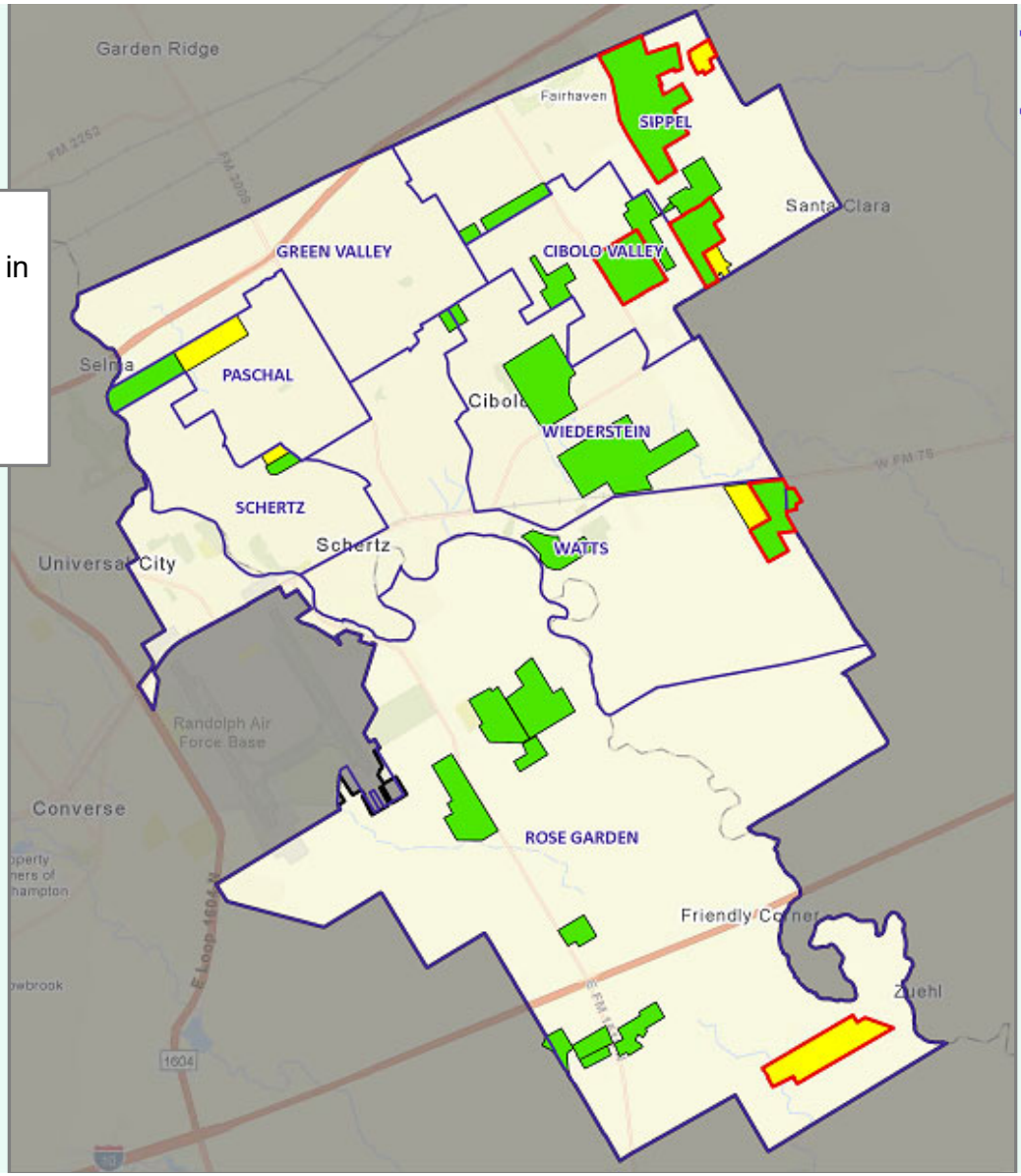
Zonda Education

District Housing Overview

- The district has 23 actively building subdivisions
- Within SCUC ISD there are 6 future subdivisions in various stages of planning
- Of these, groundwork is underway on more than 500 lots within 6 subdivisions
- 462 lots were delivered in the 4th quarter

Subdivisions

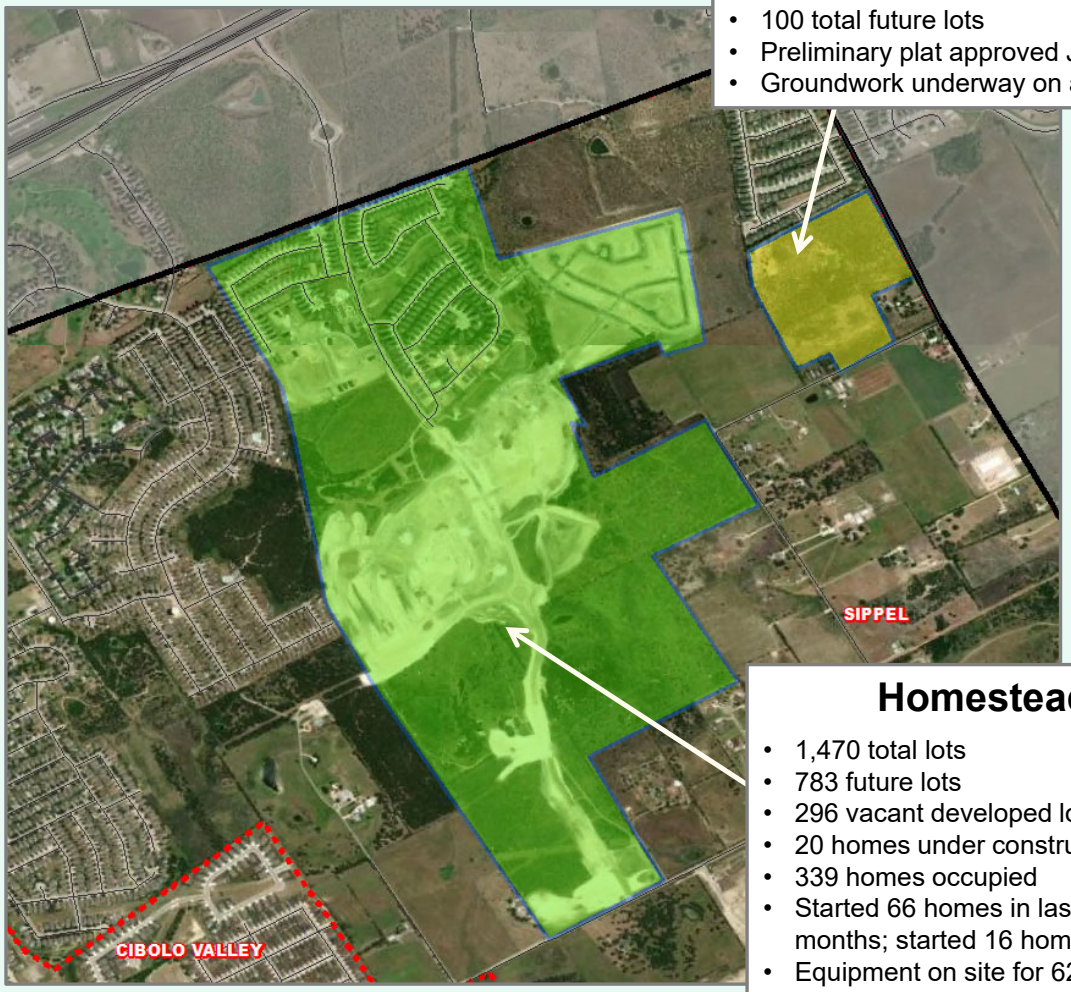
- ACTIVE
- FUTURE
- Groundwork Underway



Residential Activity

Mont Blanc

- 100 total future lots
- Preliminary plat approved Jan 2023
- Groundwork underway on all lots



Homestead

- 1,470 total lots
- 783 future lots
- 296 vacant developed lots
- 20 homes under construction
- 339 homes occupied
- Started 66 homes in last 12 months; started 16 homes in 4Q24
- Equipment on site for 62 lots in Phase 11
- $400K - $700K

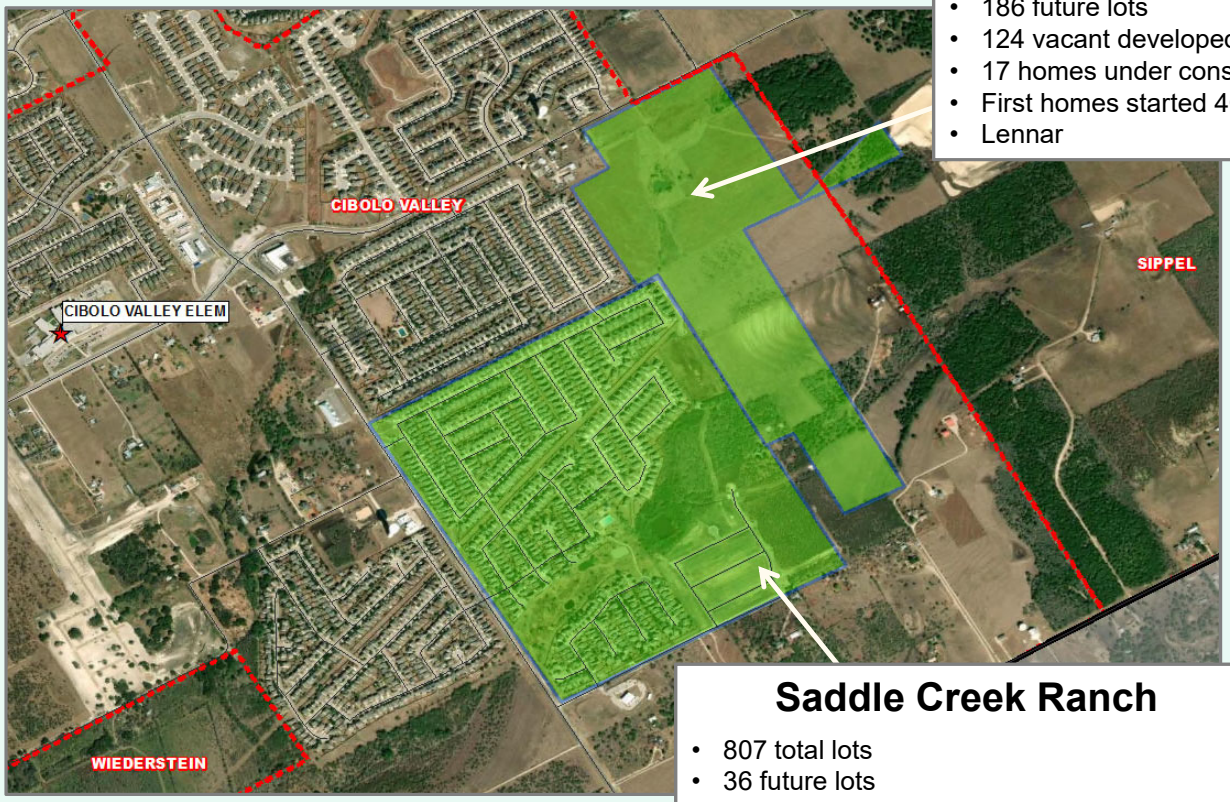
January 24, 2025



Residential Activity

Grace Valley – Cibolo Farms

- 331 total lots
- 186 future lots
- 124 vacant developed lots
- 17 homes under construction
- First homes started 4Q24
- Lennar



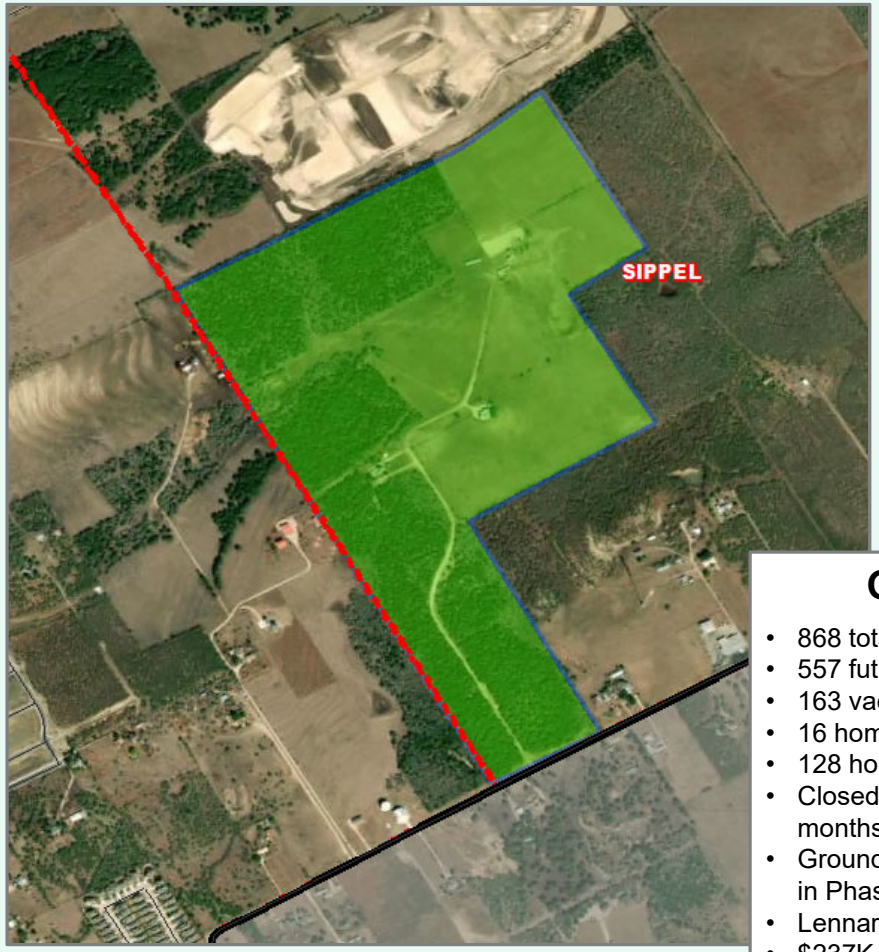
Saddle Creek Ranch

- 807 total lots
- 36 future lots
- 61 vacant developed lots
- 7 homes under construction
- 690 homes occupied
- Closed 61 homes in last 12 months; closed 16 homes in 2Q24
- Groundwork underway on remaining lots
- $290K+

January 24, 2025



Residential Activity



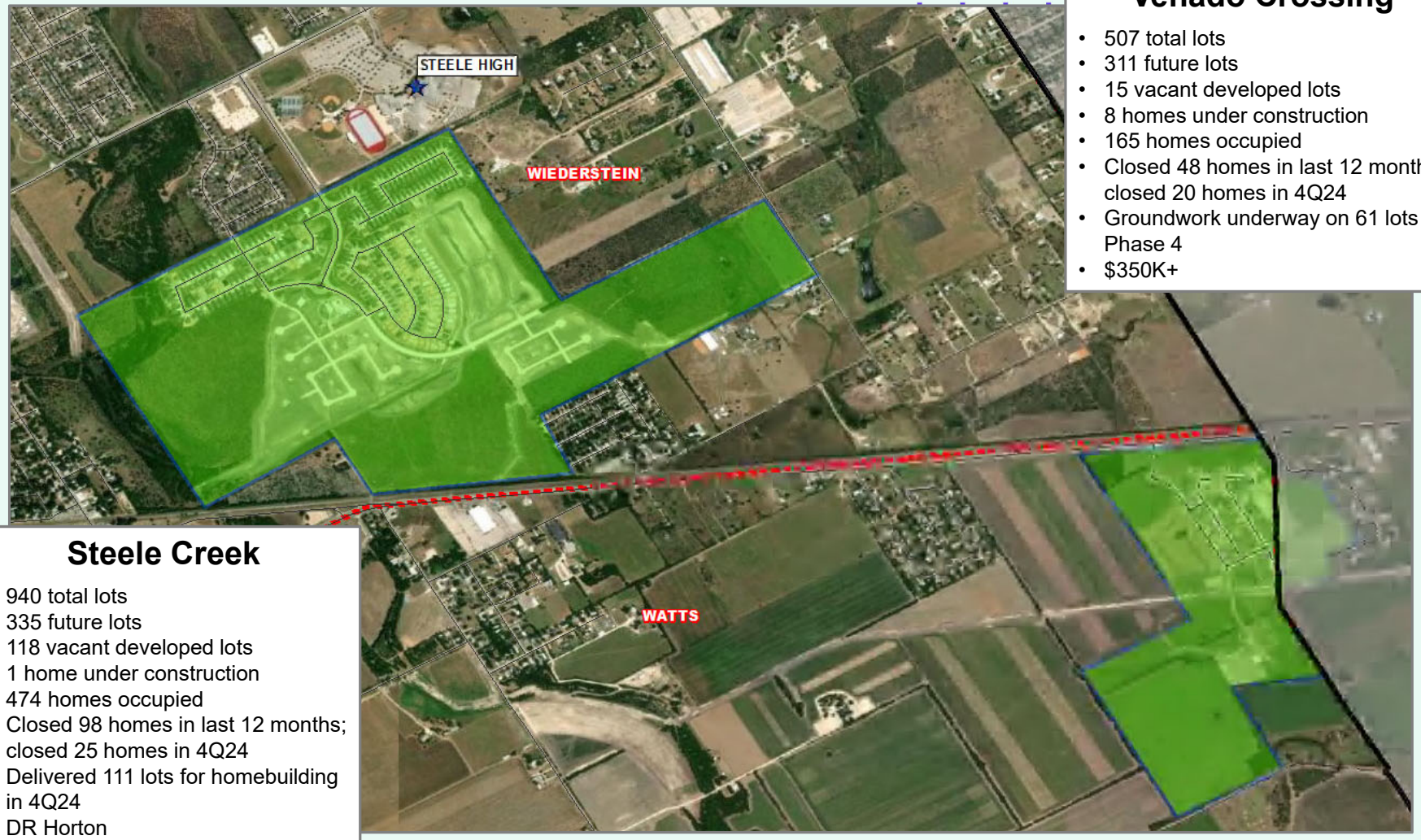
January 24, 2025



Grace Valley

- 868 total lots
- 557 future lots
- 163 vacant developed lots
- 16 homes under construction
- 128 homes occupied
- Closed 123 homes in last 12 months; closed 32 homes in 4Q24
- Groundwork underway on 111 lots in Phase 3A
- Lennar
- $237K+

Residential Activity



Venado Crossing

- 507 total lots
- 311 future lots
- 15 vacant developed lots
- 8 homes under construction
- 165 homes occupied
- Closed 48 homes in last 12 months; closed 20 homes in 4Q24
- Groundwork underway on 61 lots in Phase 4
- $350K+

Steele Creek

- 940 total lots
- 335 future lots
- 118 vacant developed lots
- 1 home under construction
- 474 homes occupied
- Closed 98 homes in last 12 months; closed 25 homes in 4Q24
- Delivered 111 lots for homebuilding in 4Q24
- DR Horton
- $365K+

Residential Activity



January 24, 2025



Saddlebrook Ranch

- 635 total lots
- 335 future lots
- 287 vacant developed lots
- 12 homes under construction
- Started first homes 3Q24
- Delivered 132 lots for homebuilding in Phase 4 & 5 in 4Q24
- Ashton Woods
- $362K+

Residential Activity

Crossvine

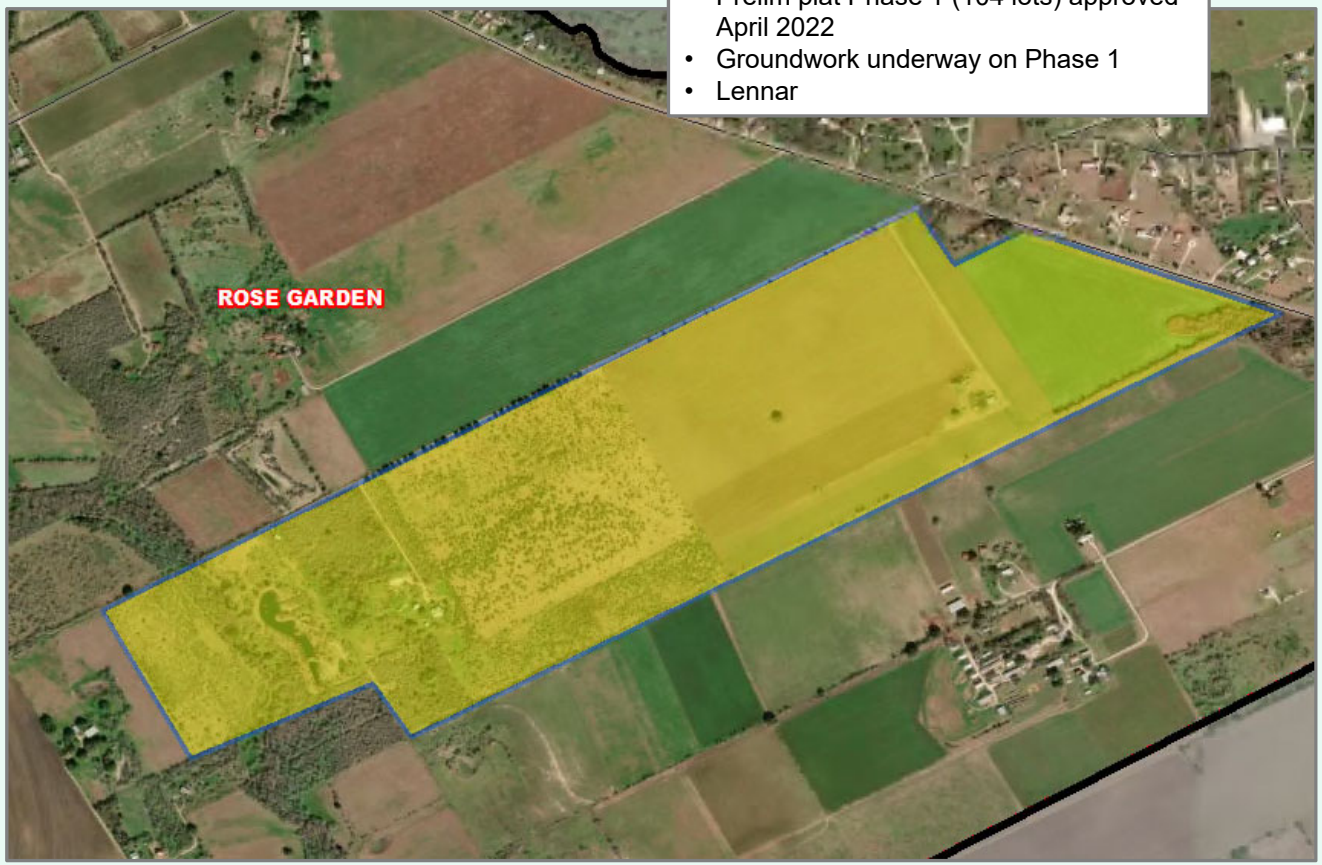
- 1,017 total lots
- 168 future lots
- 291 vacant developed lots
- 19 homes under construction
- 516 homes occupied
- Started 56 homes in last 12 months; started 15 homes in 4Q24
- $400K+



Residential Activity

Clearwater Creek

- 1,156 total future lots
- Prelim plat Phase 1 (104 lots) approved April 2022
- Groundwork underway on Phase 1
- Lennar



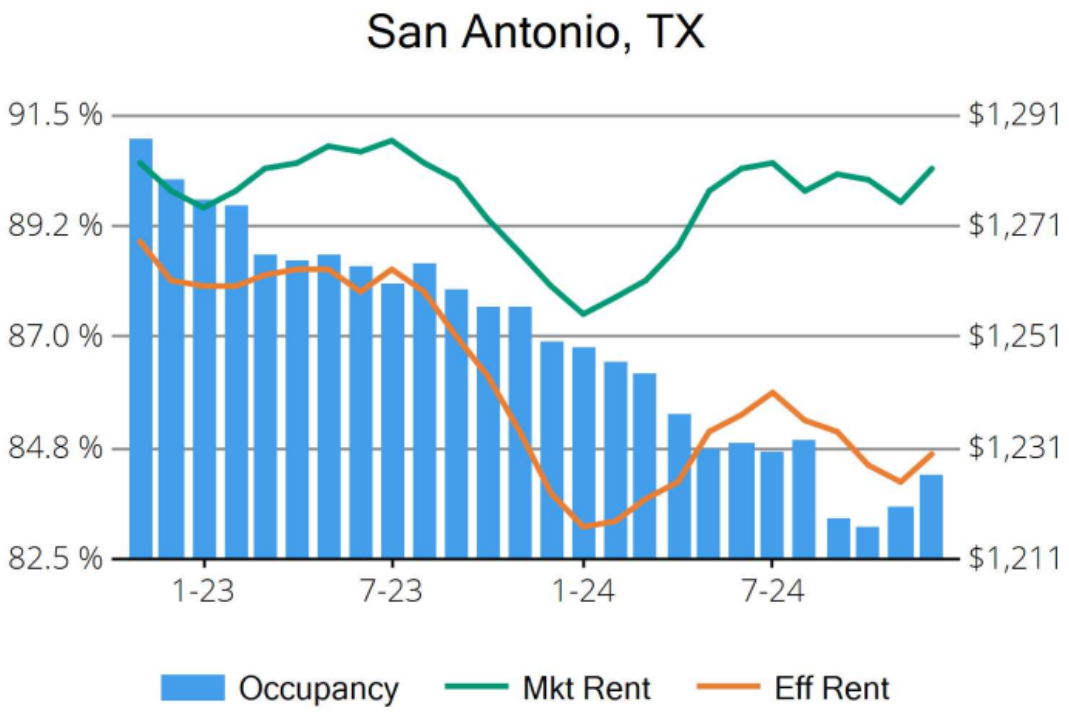
January 24, 2025



Housing Market Trends: Multi-family market- December 2024

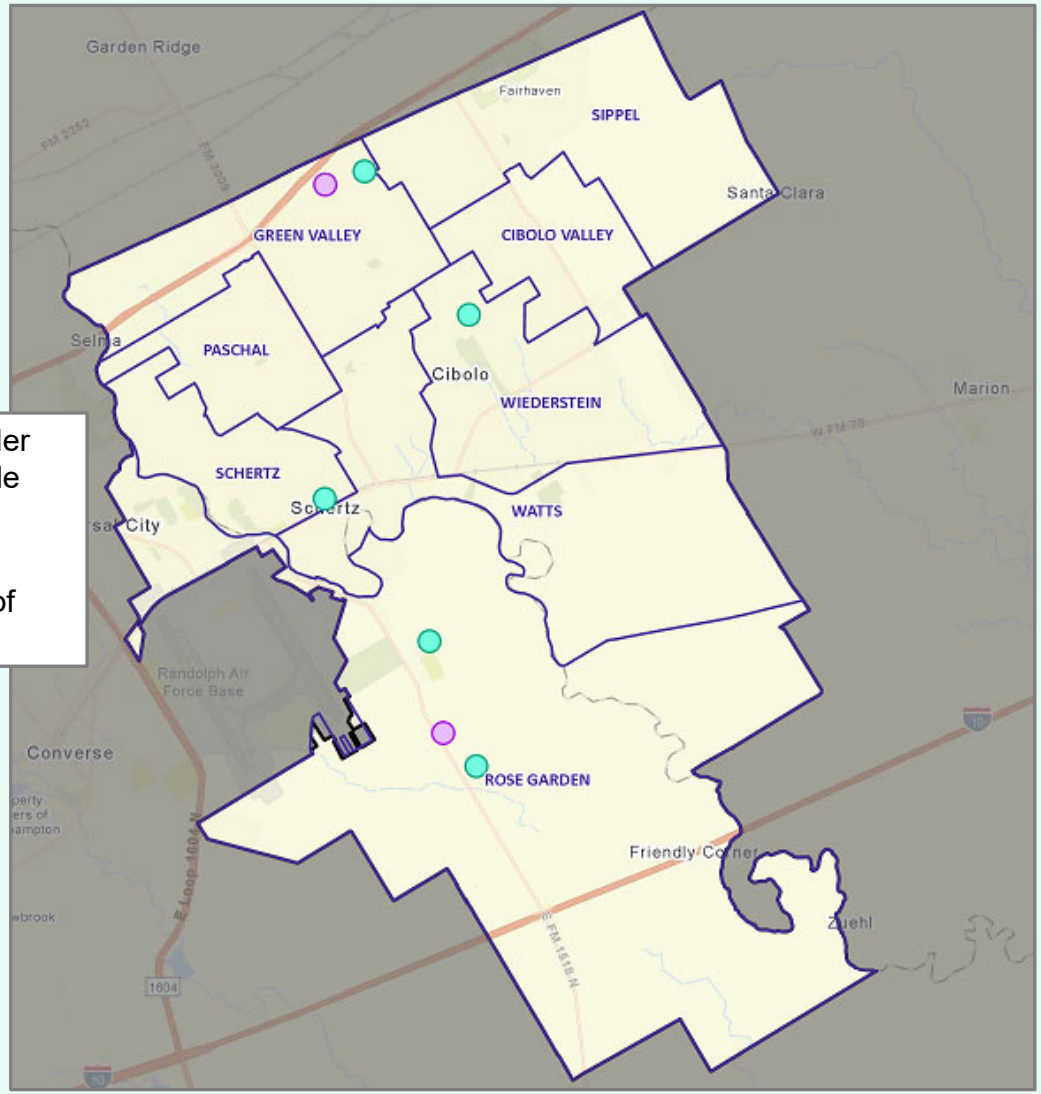
Stabilized and Lease-up Properties

Conventional Properties	Dec 2024	Annual Change
Occupancy	84.2	-3.2%
Unit Change	12,642	
Units Absorbed (Annual)	4,991	
Average Size (SF)	865	+0.8%
Asking Rent	$1,281	+1.8%
Asking Rent per SF	$1.48	+0.9%
Effective Rent	$1,230	+0.5%
Effective Rent per SF	$1.42	-0.3%
% Offering Concessions	47%	+17.6%
Avg. Concession Package	7.6%	+20.2%



District Multifamily Overview

- There are 618 multifamily units under construction, 318 of which are single family rental homes
- There are nearly 1,300 future multifamily units in various stages of planning across the district



Multi-Family Activity

Aviator 1518

- 300 apartment units under construction
- Groundwork started early 2024
- Estimated lease date late spring 2025



January 24, 2025



Multi-Family Activity

Schertz Station

- 318 single-family rental homes under construction
- Groundwork started July 2024
- Estimated lease date August 2025

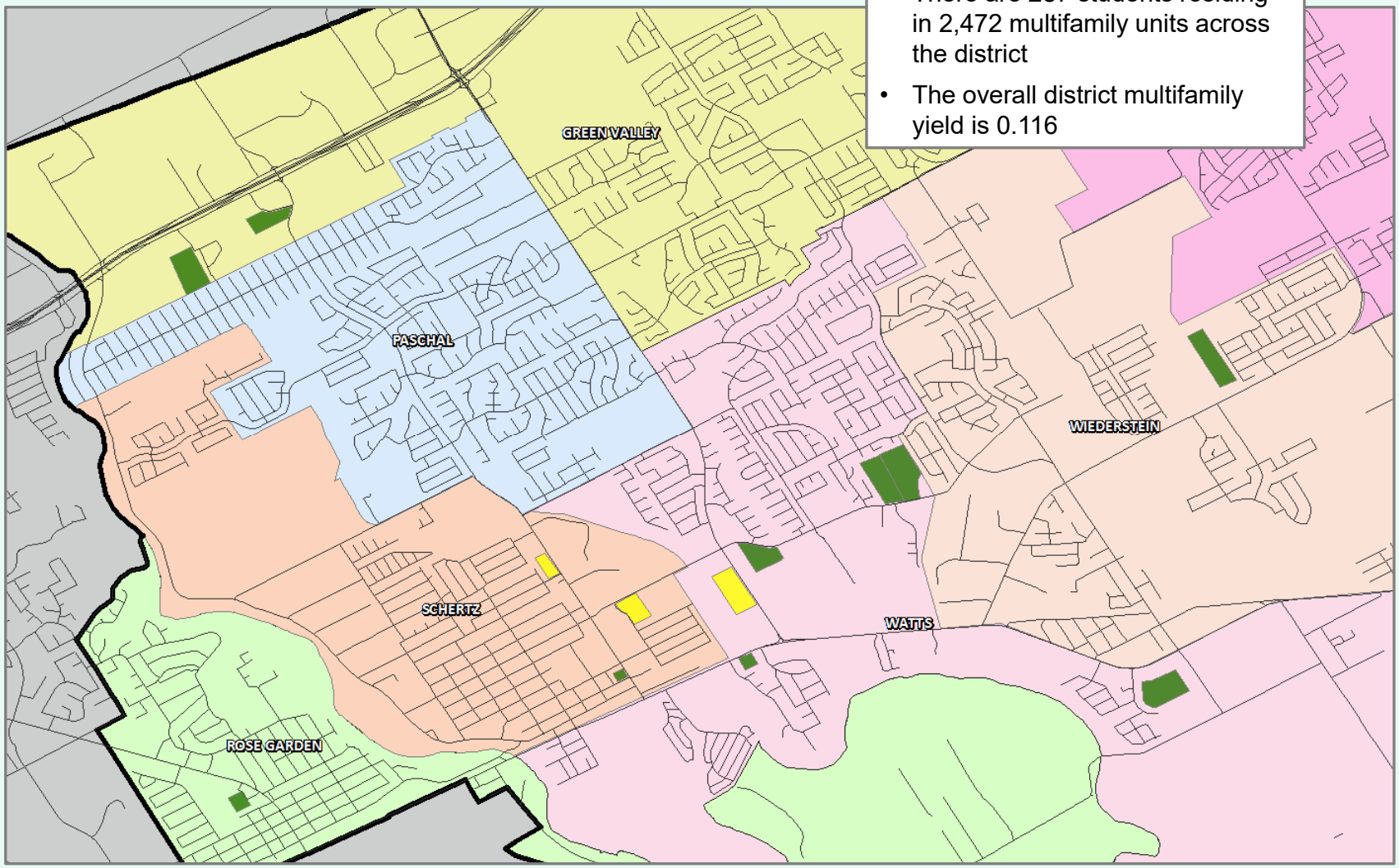


January 24, 2025



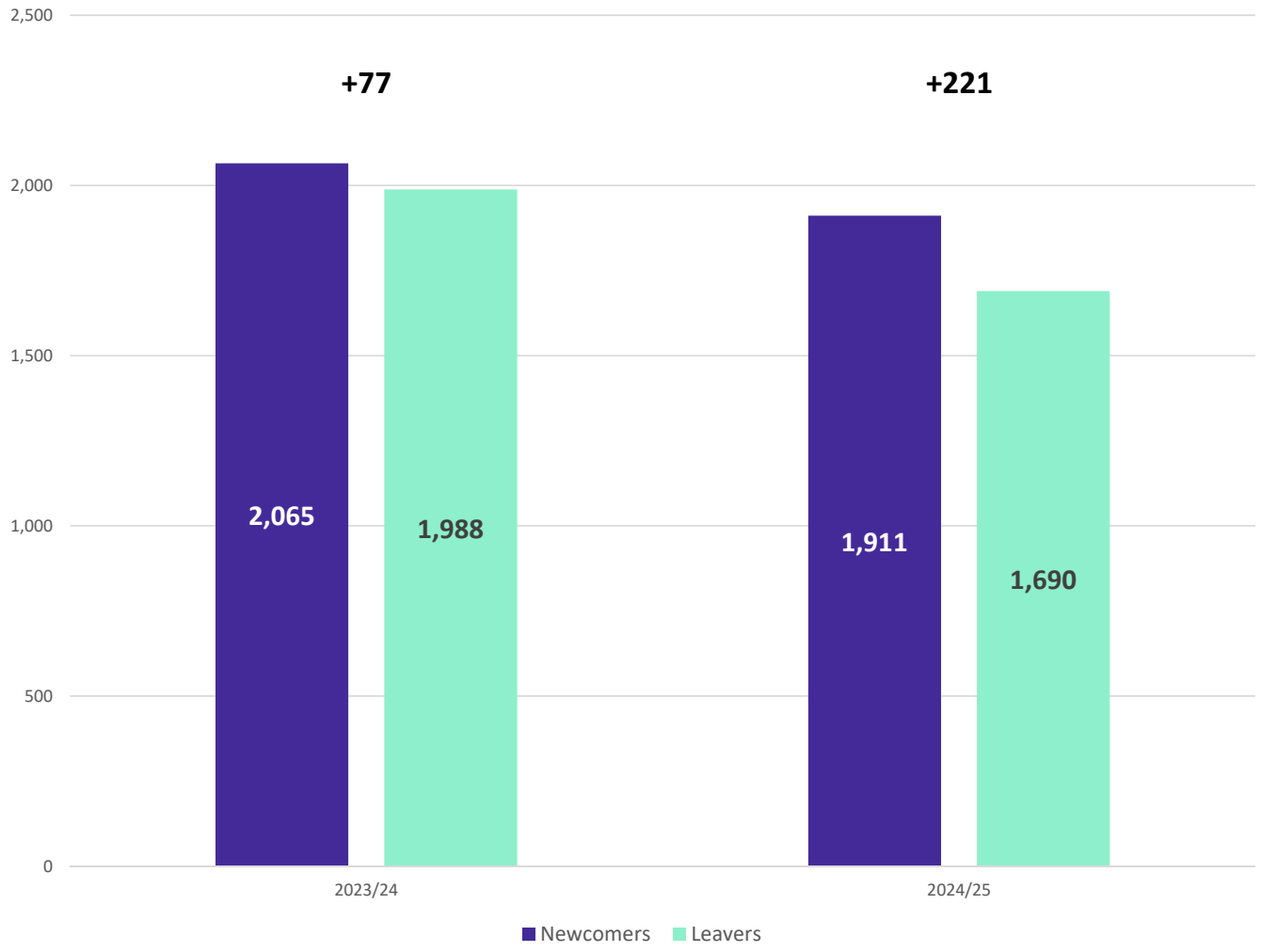
District Multifamily Yield

- There are 287 students residing in 2,472 multifamily units across the district
- The overall district multifamily yield is 0.116



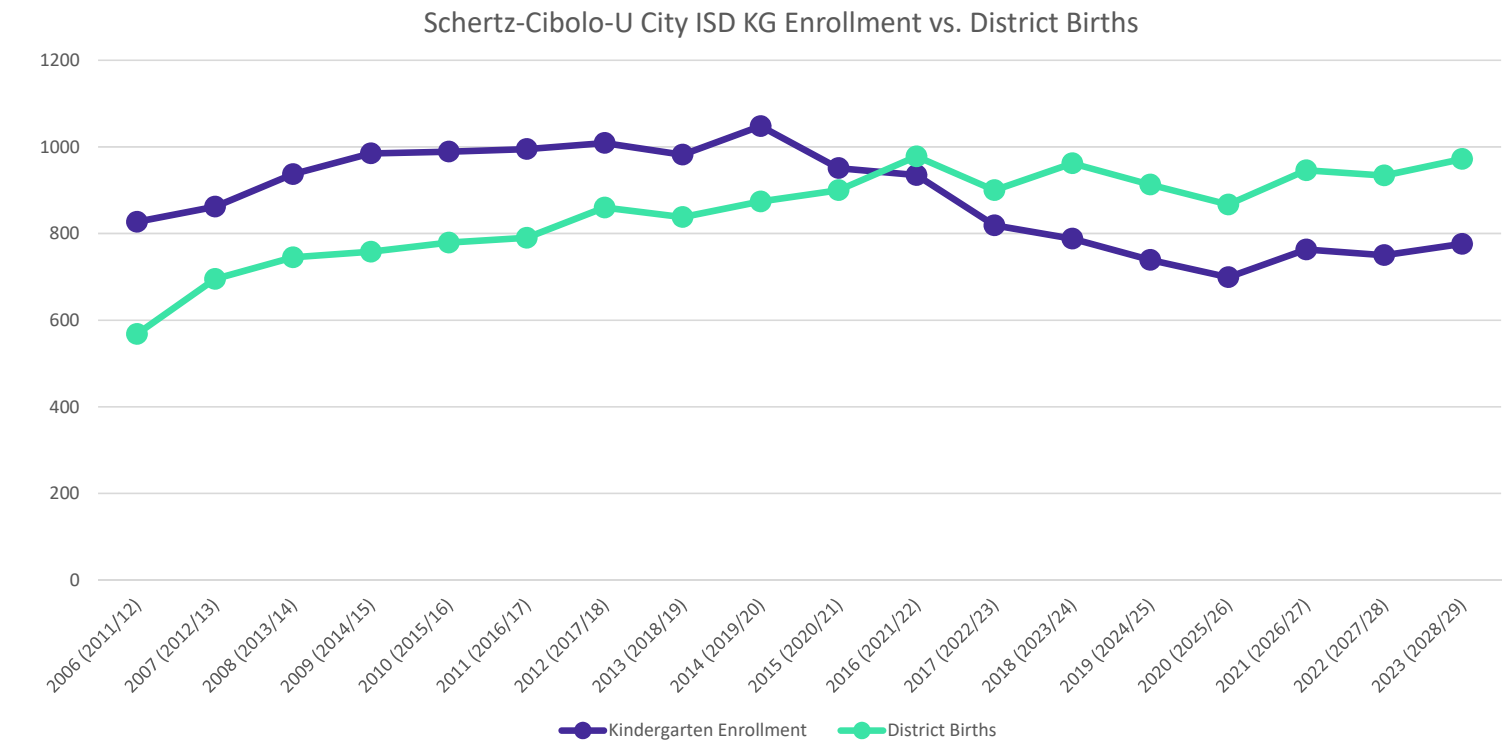
Zonda Education

Newcomers and Leavers



Zonda Education

Birth Rate Analysis



	Kindergarten Enrollment	District Births	Ratio
2006 (2011/12)	827	568	1.456
2007 (2012/13)	862	695	1.240
2008 (2013/14)	937	745	1.258
2009 (2014/15)	985	758	1.299
2010 (2015/16)	989	779	1.270
2011 (2016/17)	995	790	1.259
2012 (2017/18)	1,009	860	1.173
2013 (2018/19)	982	838	1.172
2014 (2019/20)	1,048	874	1.199
2015 (2020/21)	951	900	1.057
2016 (2021/22)	935	978	0.956
2017 (2022/23)	819	900	0.910
2018 (2023/24)	788	962	0.819
2019 (2024/25)	739	913	0.809
2020 (2025/26)	699	867	0.806
2021 (2026/27)	763	946	0.807
2022 (2027/28)	750	934	0.803
2023 (2028/29)	776	972	0.798

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
2020/21	325	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		
2021/22	455	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	436	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	430	788	838	967	997	1,090	1,079	1,097	1,178	1,264	1,435	1,459	1,238	1,286	15,146	-375	-2.4%
2024/25	444	737	814	895	989	1,018	1,121	1,116	1,112	1,232	1,469	1,403	1,394	1,202	14,946	-200	-1.3%
2025/26	452	715	766	853	925	1,022	1,057	1,171	1,147	1,150	1,415	1,438	1,354	1,374	14,839	-107	-0.7%
2026/27	458	780	747	805	886	972	1,051	1,094	1,207	1,189	1,315	1,388	1,374	1,352	14,618	-221	-1.5%
2027/28	461	768	815	789	838	922	998	1,091	1,120	1,253	1,370	1,286	1,335	1,363	14,409	-209	-1.4%
2028/29	463	797	806	858	825	877	953	1,038	1,119	1,160	1,436	1,342	1,237	1,326	14,237	-172	-1.2%
2029/30	463	811	826	836	888	851	903	988	1,057	1,161	1,331	1,406	1,287	1,232	14,040	-197	-1.4%
2030/31	463	833	840	860	865	918	878	938	1,015	1,098	1,335	1,303	1,352	1,279	13,977	-63	-0.4%
2031/32	463	850	867	874	894	900	948	913	961	1,052	1,264	1,307	1,252	1,343	13,888	-89	-0.6%
2032/33	463	862	877	899	906	926	929	985	935	997	1,207	1,237	1,254	1,246	13,723	-165	-1.2%
2033/34	463	885	890	910	931	939	957	966	1,009	970	1,146	1,184	1,185	1,247	13,682	-41	-0.3%
2034/35	463	902	917	924	943	965	971	995	991	1,047	1,115	1,124	1,140	1,180	13,677	-5	0.0%

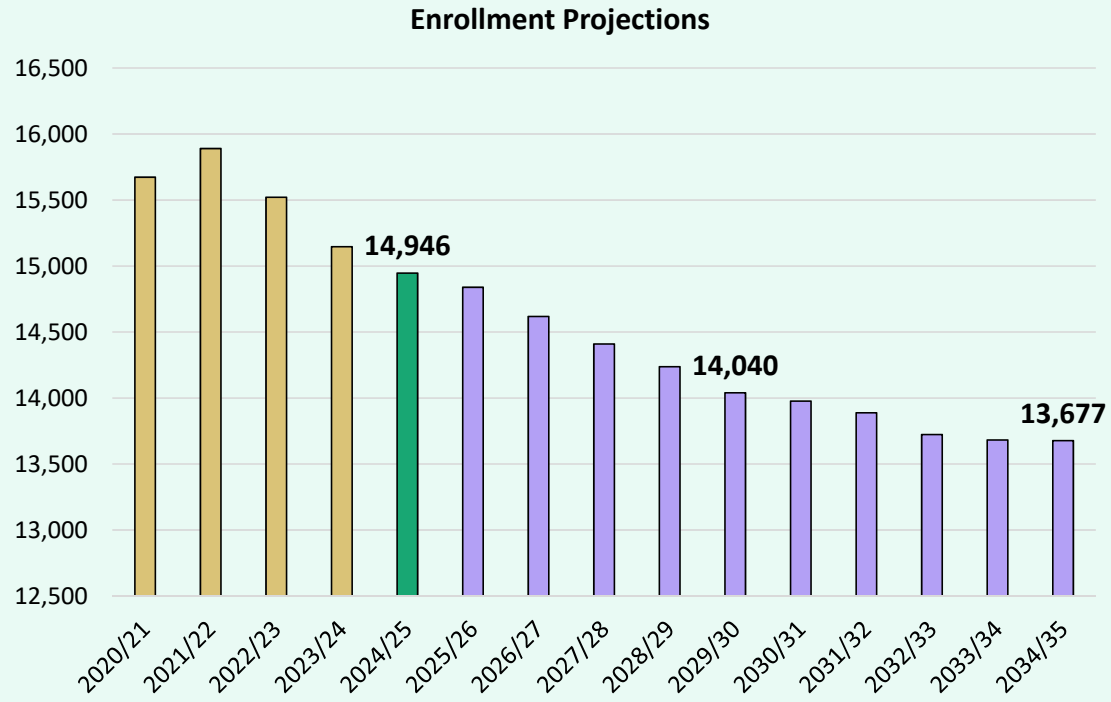
Yellow box = largest grade per year
Green box = second largest grade per year

Ten Year Forecast by Campus

Campus	Functional Capacity	Max Capacity	Fall	ENROLLMENT PROJECTIONS									
			2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
CIBOLO VALLEY EL	1,038	1,200	591	535	523	519	510	512	521	526	534	544	554
GREEN VALLEY EL	732	899	503	481	463	469	462	453	451	450	450	448	449
NORMA PASCHAL EL	704	871	574	556	545	521	531	524	528	527	530	531	531
ROSE GARDEN EL	1,031	1,200	861	838	814	813	814	830	856	876	906	936	969
SCHERTZ EL	683	1,017	663	635	618	571	561	561	564	556	553	550	545
SIPPEL EL	704	997	641	625	628	645	647	665	689	707	731	757	783
WATTS EL	739	906	500	486	473	457	473	480	494	505	519	530	546
WIEDERSTEIN EL	704	997	564	577	584	598	628	650	676	701	710	722	737
ELEMENTARY TOTALS			4,897	4,733	4,648	4,593	4,626	4,675	4,779	4,848	4,933	5,018	5,114
Elementary Percent Change			-4.17%	-3.35%	-1.80%	-1.18%	0.72%	1.06%	2.22%	1.44%	1.75%	1.72%	1.91%
Elementary Absolute Change			-213	-164	-85	-55	33	49	104	69	85	85	96
JORDAN INT	888	1,126	811	781	754	752	711	675	665	694	728	737	755
SCHLATHER INT	832	1,116	724	740	683	615	607	607	556	569	583	585	599
WILDER INT	855	1,188	702	707	708	722	673	609	595	598	603	601	612
INTERMEDIATE TOTALS			2,237	2,228	2,145	2,089	1,991	1,891	1,816	1,861	1,914	1,923	1,966
Intermediate Percent Change			2.80%	-0.40%	-3.73%	-2.61%	-4.69%	-5.02%	-3.97%	2.48%	2.85%	0.47%	2.24%
Intermediate Absolute Change			61	-9	-83	-56	-98	-100	-75	45	53	9	43
DOBIE JH	1,285	1,540	1,231	1,184	1,262	1,256	1,180	1,108	1,073	1,052	992	1,023	1,058
CORBETT JH	1,285	1,500	1,113	1,113	1,134	1,117	1,099	1,110	1,040	961	940	956	980
JUNIOR HIGH SCHOOL TOTALS			2,344	2,297	2,396	2,373	2,279	2,218	2,113	2,013	1,932	1,979	2,038
Junior High School Percent Change			-4.01%	-2.01%	4.31%	-0.96%	-3.96%	-2.68%	-4.73%	-4.73%	-4.02%	2.43%	2.98%
Junior High School Absolute Change			-98	-47	99	-23	-94	-61	-105	-100	-81	47	59
CLEMENS HS	2,733	3,300	2,589	2,618	2,531	2,523	2,523	2,491	2,503	2,492	2,388	2,309	2,206
STEELE HS	2,733	3,200	2,790	2,871	2,806	2,739	2,726	2,673	2,674	2,582	2,464	2,361	2,261
ALSELC			89	92	92	92	92	92	92	92	92	92	92
HIGH SCHOOL TOTALS			5,468	5,581	5,429	5,354	5,341	5,256	5,269	5,166	4,944	4,762	4,559
High School Percent Change			0.92%	2.07%	-2.72%	-1.38%	-0.24%	-1.59%	0.25%	-1.95%	-4.30%	-3.68%	-4.26%
High School Absolute Change			50	113	-152	-75	-13	-85	13	-103	-222	-182	-203
DISTRICT TOTALS			**14,946**	**14,839**	**14,618**	**14,409**	**14,237**	**14,040**	**13,977**	**13,888**	**13,723**	**13,682**	**13,677**
District Percent Change			-1.32%	-0.72%	-1.49%	-1.43%	-1.19%	-1.38%	-0.45%	-0.64%	-1.19%	-0.30%	-0.04%
District Absolute Change			-200	-107	-221	-209	-172	-197	-63	-89	-165	-41	-5

Yellow box = exceeds Functional capacity
Pink box = exceeds Max capacity

Key Takeaways



- Annual closings near 900 in 2024
- Housing market remains cloudy with continued high interest rates and looming tariffs
- The district has more than 390 homes currently in inventory and more than 2,100 vacant developed lots available for builders
- Groundwork is underway on approx. 500 lots within 6 subdivisions
- Schertz-Cibolo-Universal City ISD is forecasted to enroll more than 14,000 students by 2029/30

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LETTER OF INTENT

Date: July 3, 2025

City of Schertz Planning Department

1400 Schertz Parkway Bldg. 1

210-619-1780

Letter Contents:

Combined Acres: 81.2 Acres

Current Zoning: Pre Development, General Business, and Single Family Residential

LEGAL DESCRIPTION:

57.00 ACRES OF LAND
57.00 ACRES OF LAND SITUATED IN THE RAFAEL GARZA SURVEY NO. 98, ABSTRACT 138, GUADALUPE COUNTY, TEXAS AND THE RAFAEL GARZA SURVEY NO. 98, ABSTRACT NO. 175, COMAL COUNTY, TEXAS, BEING THE SAME CALLED 80.4996 ACRE TRACT DESCRIBED IN DOCUMENT NUMBER 201706029109, OFFICIAL PUBLIC RECORDS OF COMAL COUNTY, TEXAS; SAID 57.00 ACRES BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
BEGINNING, AT A 1/2 INCH IRON ROD FOUND IN THE SOUTH RIGHT-OF-WAY LINE OF WIMBLEDON DRIVE, FOR THE NORTHEAST CORNER OF LOT 24, BLOCK 3, NORTHCLIFFE COUNTRY CLUB ESTATES AS RECORDED IN VOLUME 4, PAGE 63, PLAT RECORDS OF GUADALUPE COUNTY, TEXAS AND FOR AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT; THENCE, WITHSAID SOUTH RIGHT-OF-WAY LINE OF WIMBELDON DRIVE, N 66°28'12" E, A DISTANCE OF 330.48 FEET TO A PK NAIL FOUND AT THE INTERSECTION OF THE WEST RIGHT-OF-WAY LINE OF COUNTY CLUB DRIVE AND SAID NORTH RIGHT-OF-WAY LINE OF WIMBLEDON DRIVE AND FOR AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT; THENCE, WITH SAID WEST RIGHT-OF-WAY LINE OF COUNTRY CLUB DRIVE AND SAID SOUTH RIGHT-OF-WAY LINE OF WIMBLEDON DRIVE, WITH A CURVE TO THE RIGHT HAVING A RADIUS OF 25.00 FEET AND A CHORD OF S 71°57’01" E, A DISTANCE OF 33.18 FEET TO A 1/2 INCH IRON ROD WITH “CUDE” CAP FOR AN ANGLE POINT IN THE HEREIN
DESCRIBED TRACT; THENCE, WITH SAID WEST RIGHT-OF-WAY LINE OF COUNTRY CLUB DRIVE THE FOLLOWING THREE (3) COURSES:
1) S 30°25'26" E, A DISTANCE OF 548.08 FEET TO A 1/2 INCH IRON ROD FOUND,
2) S 34°11'02" E, A DISTANCE OF 200.44 FEET TO A 1/2 INCH IRON ROD FOUND,
3) S 30°25'26" E, A DISTANCE OF 138.67 FEET TO A 1/2 INCH IRON ROD WITH “CUDE” CAP SET FOR THE NORTHEAST CORNER OF LOT 1, BLOCK 2, NORTHCLIFFE VILLAGE AS RECORDED IN VOLUME 6, PAGE 737, PLAT RECORDS OF GUADALUPE COUNTY, TEXAS AND FOR THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;
THENCE, WITH THE COMMON LINE OF SAID 66 FOOT DRAINAGE EASEMENT THE FOLLOWING THREE (3) COURSES:
1) N 30°24'09" W, A DISTANCE OF 394.25 FEET TO A 1/2 INCH IRON ROD WITH “CUDE” CAP SET,
2) S 52°54'27" W, A DISTANCE OF 66.45 FEET TO A 1/2 INCHON ROD WITH “CUDE” CAP SET,
3) S 30°24'09" E, A DISTANCE OF 394.26 FEET TO A 1/2 INCH IRON ROD WITH “CUDE” CAP SET FOR THE SOUTHEAST CORNER OF THE REMAINDER OF LOT 12, NORTHCLIFFE COMMUNITY SECTION ONE, RECORDED IN VOLUME 4, PAGE 117, PLAT RECORDS OF GUADALUPE COUNTY, TEXAS AND FOR AN ANGLE POINT IN THE HEREIN DESCRIBED TRACT; THENCE, WITH THE SOUTH LINE OF SAID REMAINDER OF LOT 12, S 52°54'01"W, A DISTANCE OF 429.88 FEET TO A
1/2 INCH IRON ROD FOUND FOR THE SOUTHEAST CORNER OF LOT 12, BLOCK 1, OF SAID NORTHCLIFFE VILLAGE, AND FOR AN ANGLE POINT IN THE HEREIN DESCRIBED TRACT;
THENCE, WITH THE EAST LINE OF SAID NORTHCLIFFE VILLAGE, N 37°07'25"W, A DISTANCE OF 391.55 FEET TO A 1/2 INCH IRON ROD FOUND FOR THE NORTHEAST CORNER OF LOT 7, BLOCK 1 OF SAID NORTHCLIFFE VILLAGE AND FOR AN ANGLE POINT IN THE HEREIN DESCRIBED TRACT;
THENCE, WITH THE NORTH LINE OF SAID NORTHCLIFFE VILLAGE AND THE NORTH LINE OF NORTHCLIFFE COMMUNITY SECTION 5, RECORDED IN VOLUME 4, PAGE 304, PLAT RECORDS OF GUADALUPE COUNTY, TEXAS, S 53°02'08"W, A DISTANCE OF 1,299.43 FEET TO A 1/2 INCH IRON ROD FOUND FOR THE NORTHWEST CORNER OF LOT 25, THE NORTHEAST CORNER OF LOT 26 BOTH OF SAID NORTHCLIFFE COMMUNITY SECTION 5 AND FOR AN ANGLE POINT IN THE HEREIN DESCRIBED TRACT;

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THENCE, WITH THE BOUNDARY OF LOT 26, THE FOLLOWING FOUR (4) COURSES:
1) S 55°12'54" E, A DISTANCE OF 132.84 FEET TO A 1/2 INCH IRON ROD WITH “CUDE” CAP SET,
2) WITH A CURVE TO THE LEFT HAVING A RADIUS OF 125.00 FEET AND A CHORD OF S 22°57'35"W, A DISTANCE OF 51.46 FEET TO A 1/2 INCH IRON ROD WITH “CUDE” CAP SET,
3) N 78°49'55" W, A DISTANCE OF 158.61 FEET TO A 1/2 INCH IRON ROD WITH “CUDE” CAP SET,
4) WITH A CURVE TO THE RIGHT HAVING A RADIUS OF 300.77 FEET AND A CHORD OF N 13°41'00" E, A DISTANCE OF 54.32 FEET TO A 1/2 INCH IRON ROD FOUND IN THE SOUTH LINE OF A COMAL POWER COMPANY 100 FOOT ELECTRIC EASEMENT RECORDED IN VOLUME 85, PAGE 262, DEED RECORDS OF GUADALUPE COUNTY, TEXAS AND FOR AN ANGLE POINT IN THE HEREIN DESCRIBED TRACT;
THENCE,WITH THE SOUTH LINE OF SAID COMAL POWER COMPANY 100 FOOT ELECTRIC EASEMENT, S 52°59'18"W, A DISTANCE OF 117.56 FEET TO A 1/2 INCH IRON ROD WITH ”CUDE” CAP SET FOR THE SOUTHEAST CORNER OF LOT 67, FAIRWAY RIDGE UNIT 3, RECORDED IN VOLUME 8, PAGE 12, PLAT RECORDS OF GUADALUPE COUNTY, TEXAS AND FOR THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;
THENCE, WITH THE EAST LINE OF SAID FAIRWAY RIDGE UNIT 3, EAST LINE OF FAIRWAY RIDGE SUBDIVISION, UNIT 1 RECORDED IN VOLUME 7, PAGE 202, PLAT RECORDS OF GUADALUPE COUNTY, TEXAS AND EAST LINE OF FAIRWAY RIDGE SUBDIVISION, UNIT 2 RECORDED IN DOCUMENT NUMBER 200706011221, PLAT RECORDS OF GUADALUPE COUNTY, TEXAS, THE FOLLOWING NINE (9) COURSES:
1) N 70°56'13" W, A DISTANCE OF 123.55 FEET TO A 1/2 INCH IRON ROD WITH “CUDE” CAP SET,
2) N 03°11'14" E, A DISTANCE OF 150.54 FEET TO A 1/2 INCH IRON ROD FOUND,
3) N 54°14'10" E, A DISTANCE OF 60.29 FEET TO A 1/2 INCH IRON ROD FOUND,
4) N 30°29'14" E, A DISTANCE OF 353.00 FEET TO A 1/2 INCH IRON ROD FOUND,
5) N 20°42'47" W, A DISTANCE OF 329.97 FEET TO A 1/2 INCH IRON ROD FOUND,
6) N 66°41'38" W, A DISTANCE OF 139.56 FEET TO A 1/2 INCH IRON ROD FOUND,
7) N 42°47'05" W, A DISTANCE OF 175.10 FEET TO A 1/2 INCH IRON ROD FOUND,
8) N 30°48'07" W, A DISTANCE OF 271.60 FEET TO A 1/2 INCH IRON ROD FOUND,
9) N 23°44'53"W, A DISTANCE OF 229.24 FEET TO A 1/2 INCH IRON ROD WITH “CUDE” CAP SET FOR THE SOUTH CORNER OF A CALLED 0.731 ACRE TRACT DESCRIBED IN DOCUMENT NUMBER 200806037882, OFFICIAL PUBLIC RECORDS OF COMAL COUNTY, TEXAS AND FOR AN ANGLE POINT IN THE HEREIN DESCRIBED TRACT;
THENCE,WITH THE SOUTHEAST LINE OF SAID 0.731 ACRE TRACT, N 11°08'13" E, A DISTANCE OF 385.15 FEET TO A 1/2 INCH IRON ROD WITH ”CUDE” CAP SET FOR THE SOUTHEAST CORNER OF A CALLED 3.4096 ACRE TRACT DESCRIBED IN DOCUMENT NUMBER 202206025902, OFFICIAL PUBLIC RECORDS OF COMAL COUNTY, TEXAS AND FOR A NORTH CORNER IN THE HEREIN DESCRIBED TRACT;
THENCE, OVER AND ACROSS SAID 80.4996 ACRE TRACT, THE FOLLOWING THREE (3) COURSES:
1. N 67°58’53” E, A DISTANCE OF 158.00 FEET TO A POINT,
2. N 22°01’07” W, A DISTANCE OF 146.04 FEET TO A POINT,
3. N 82°06’37” E, A DISTANCE OF 289.41 FEET TO A 1/2 INCH IRON ROD WITH “CUDE” CAP FOUND ON A WEST LINE OF SAID NORTHCLIFFE COUNTRY CLUB ESTATES SECTION TWO;
THENCE, ALONG AND WITH THE WEST LINE OF SAID NORTHCLIFFE COUNTRY CLUB ESTATES SECTION TWO FOR THE FOLLOWING THREE (3) COURSES:
1. S 21°20'38" W, A DISTANCE OF 103.70 FEET TO A 1/2 INCH IRON ROD FOUND,
2. S 23°33'54" E, A DISTANCE OF 453.80 FEET TO A 1/2 INCH IRON ROD FOUND,
3. N 66°19'22" E, A DISTANCE OF 9.92 FEET TO A 1/2 INCH IRON ROD FOUND IN THE SOUTH LINE OF LOT 25, BLOCK 3 OF SAID NORTHCLIFFE COUNTRY CLUB ESTATES SECTION TWO, FOR THE NORTHWEST CORNER OF LOT 1 OF SAID NORTHCLIFFE COUNTRY CLUB ESTATES AND FOR AN ANGLE POINT IN THE HEREIN DESCRIBED TRACT;
THENCE, WITH THE WEST AND SOUTH LINE OF SAID NORTHCLIFFE COUNTRY CLUB ESTATES FOR THE FOLLOWING
SIX (6) COURSES:
1) S 23°29'21" E, A DISTANCE OF 450.05 FEET TO A 1/2 INCH IRON ROD FOUND,
2) S 68°40'16" E, A DISTANCE OF 269.36 FEET TO A 1/2 INCH IRON ROD FOUND,
3) N 66°29'56" W, A DISTANCE OF 764.33 FEET TO A 1/2 INCH IRON ROD FOUND,
4) N 21°28'53" E, A DISTANCE OF 84.79 FEET TO A 1/2 INCH IRON ROD WITH “CUDE” CAP SET,
5) N 66°28'53" W, A DISTANCE OF 476.66 FEET TO A 1/2 INCH IRON ROD FOUND,
6) N 23°27'05"W, A DISTANCE OF 119.89 FEET TO THE POINT OF BEGINNING AND CONTAINING 57.00 ACRES OF LAND, MORE OR LESS. BASIS OF BEARINGS IS THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (4204), NAD 83 (2011). ALL DISTANCES SHOWN HEREON ARE GROUND DISTANCES USING A SCALE FACTOR OF 1.00016. THIS DOCUMENT WAS PREPARED UNDER 22 TAC §663.21, DOES NOT REFLECT THE RESULTS OF AN ON THE GROUND SURVEY, AND IS NOT TO BE USED TO CONVEY OR ESTABLISH INTERESTS IN REAL PROPERTY EXCEPT THOSE RIGHTS AND INTERESTS IMPLIED OR ESTABLISHED BY THE CREATION OR RECONFIGURATION OF THE BOUNDARY OF THE POLITICAL SUBDIVISION FOR WHICH IT WAS PREPARED.

24.20 ACRES OF LAND

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24.20 ACRES OF LAND SITUATED IN THE RAFAEL GARZA SURVEY NO. 98, ABSTRACT 138, GUADALUPE COUNTY, TEXAS AND THE RAFAEL GARZA SURVEY NO. 98, ABSTRACT NO. 175, COMAL COUNTY, TEXAS, BEING THE SAME CALLED 24.1784 ACRE TRACT DESCRIBED IN DOCUMENT NUMBER 201706029109, OFFICIAL PUBLIC RECORDS OF COMAL COUNTY, TEXAS; SAID 24.20 ACRES BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
BEGINNING, AT A 1/2 INCH IRON ROD WITH “SLS RPLS 5142” CAP FOUND IN THE EAST RIGHT-OF-WAY LINE OF COUNTRY CLUB DRIVE, FOR THE NORTHWEST CORNER OF LOT 80, BLOCK 1, SCENIC HILLS COMMUNITY PHASE 1, AS RECORDED IN VOLUME 4, PAGES 143-147, PLAT RECORDS OF GUADALUPE COUNTY, TEXAS AND FOR THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;
THENCE, WITH SAID EAST RIGHT-OF-WAY LINE OF COUNTRY CLUB DRIVE, N 30°23'04"W, A DISTANCE OF 560.47 FEET TO A 1/2 INCH IRON ROD WITH “SLS RPLS 5142” CAP FOUND FOR THE SOUTHWEST CORNER OF LOT 8, BLOCK 14, FAIRWAYS AT SCENIC HILLS UNIT 2, AS RECORDED IN VOLUME 15, PAGE 86, PLAT RECORDS OF COMAL COUNTY, TEXAS AND FOR THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;
THENCE, WITHTHE SOUTH LINE OF SAID FAIRWAYS AT SCENIC HILLS UNIT 2 THE FOLLOWING FOUR (4) COURSES:
1) N 53°31'00" E, A DISTANCE OF 935.23 FEET TO A 1/2 INCH IRON ROD FOUND,
2) N 42°40'27" E, A DISTANCE OF 348.75 FEET TO A 1/2 INCH IRON ROD WITH “SLS RPLS 5142” CAP FOUND,
3) N 41°40'25" E, A DISTANCE OF 364.14 FEET TO A 1/2 INCH IRON ROD FOUND,
4) N 56°00'30" E, A DISTANCE OF 151.04 FEET TO A 1/2 INCH IRON ROD FOUND IN THE WEST RIGHT-OF-WAY LINE OF COLUMBIA, FOR THE SOUTHEAST CORNER OF LOT 41 OF SAID FAIRWAYS AT SCENIC HILLS UNIT 2 AND FOR THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;
THENCE, DEPARTING SAID WEST RIGHT-OF-WAY LINE OF COLUMBIA, S 54°28’32" E, A DISTANCE OF 75.59 FEET TO A 1/2 INCH IRON ROD WITH “BAKER SURVEYING” CAP FOUND FOR AN ANGLE POINT IN THE EAST LINE OF THE HEREIN DESCRIBED TRACT;
THENCE, N44°56'02" E, A DISTANCE OF 18.41 FEET TO A 1/2 INCH IRON ROD WITH “SLS RPLS 5142” CAP FOUND IN SAID WEST RIGHT-OF-WAY LINE OF COLUMBIA AND FOR AN ANGLE POINT IN THE EAST LINE OF THE HEREIN DESCRIBED TRACT;
THENCE, WITH SAID WEST RIGHT-OF-WAY LINE OF COLUMBIA, S 67°23'36" E, A DISTANCE OF 180.10 FEET TO A ½ INCH IRON ROD FOUND FOR THE NORTH CORNER OF LOT 1, THE FAIRWAYS AT SCENIC HILLS UNIT 3A AS RECORDED IN VOLUME 6, PAGE 762, PLAT RECORDS OF GUADALUPE COUNTY, TEXAS AND FOR THE EAST CORNER OF THE HEREIN DESCRIBED TRACT;
THENCE, WITHTHE COMMON LINE OF SAID THE FAIRWAYS AT SCENIC HILLS UNIT 3A AND THE HEREIN DESCRIBED TRACT THE FOLLOWING TWO (2) COURSES:
1) S 14°43'40" W, A DISTANCE OF 273.26 FEET TO A 1/2 INCH IRON ROD WITH “CUDE” CAP SET,
2) S 25°25'29" E, A DISTANCE OF 184.21 FEET TO A 1/2 INCH IRON ROD FOUND IN THE NORTH LINE OF A COMAL POWER COMPANY 100 FOOT ELECTRIC EASEMENT RECORDED IN VOLUME 85, PAGE 262, DEED RECORDS OF GUADALUPE COUNTY, TEXAS AND FOR AN ANGLE POINT IN THE EAST LINE OF THE HEREIN DESCRIBED TRACT;
THENCE, CROSSING SAID COMAL POWER COMPANY 100 FOOT ELECTRIC EASEMENT, S 36°09'47" E, A DISTANCE OF 98.88 FEET TO A 1/2 INCH IRON ROD FOUND FOR THE NORTHWEST CORNER OF LOT 34, BLOCK 21, THE RIDGE AT SCENIC HILLS UNIT 1, AS RECORDED IN VOLUME 6, PAGE 763, PLAT RECORDS OF GUADALUPE COUNTY, TEXAS AND FOR THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;
THENCE, WITH THE NORTH LINE OF SAID SCENIC HILLS COMMUNITY PHASE 1, S 52°58'07"W, A DISTANCE OF 1,729.85 FEET TO THE POINT OF BEGINNING AND CONTAINING 24.20 ACRES OF LAND, MORE OR LESS.
BASIS OF BEARINGS IS THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (4204), NAD 83 (2011). ALL DISTANCES SHOWN HEREON ARE GROUND DISTANCES USING A SCALE FACTOR OF 1.00016.
THIS DOCUMENT WAS PREPARED UNDER 22 TAC §663.21, DOES NOT REFLECT THE RESULTS OF AN ON THE GROUND SURVEY, AND IS NOT TO BE USED TO CONVEY OR ESTABLISH INTERESTS IN REAL PROPERTY EXCEPT THOSE RIGHTS AND INTERESTS IMPLIED OR ESTABLISHED BY THE CREATION OR RECONFIGURATION OF THE BOUNDARY OF THE POLITICAL SUBDIVISION FOR WHICH IT WAS PREPARED.

Proposed Zoning: R5 Low Density Multi-Family Project.

Development Schedule: 2 Phases – 24.20 Acres and 57 Acres.

YouAre-Rockbridge holdings, LLC,

Isaac Bennet: DocuSigned by: Isaac Bennett F75978590D8D424...

Manager

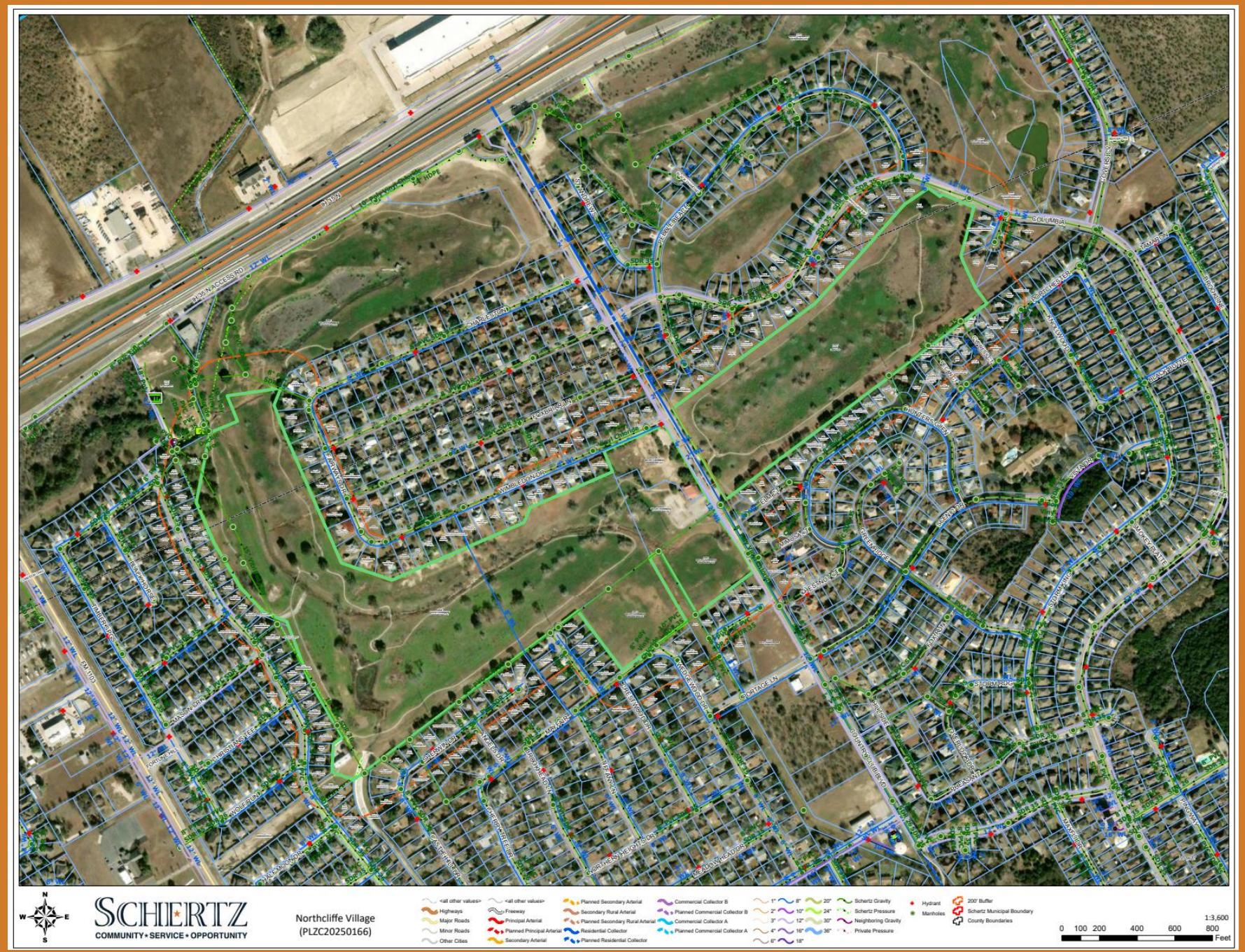
Ordinance 25-S-044

Withdrawn by Applicant

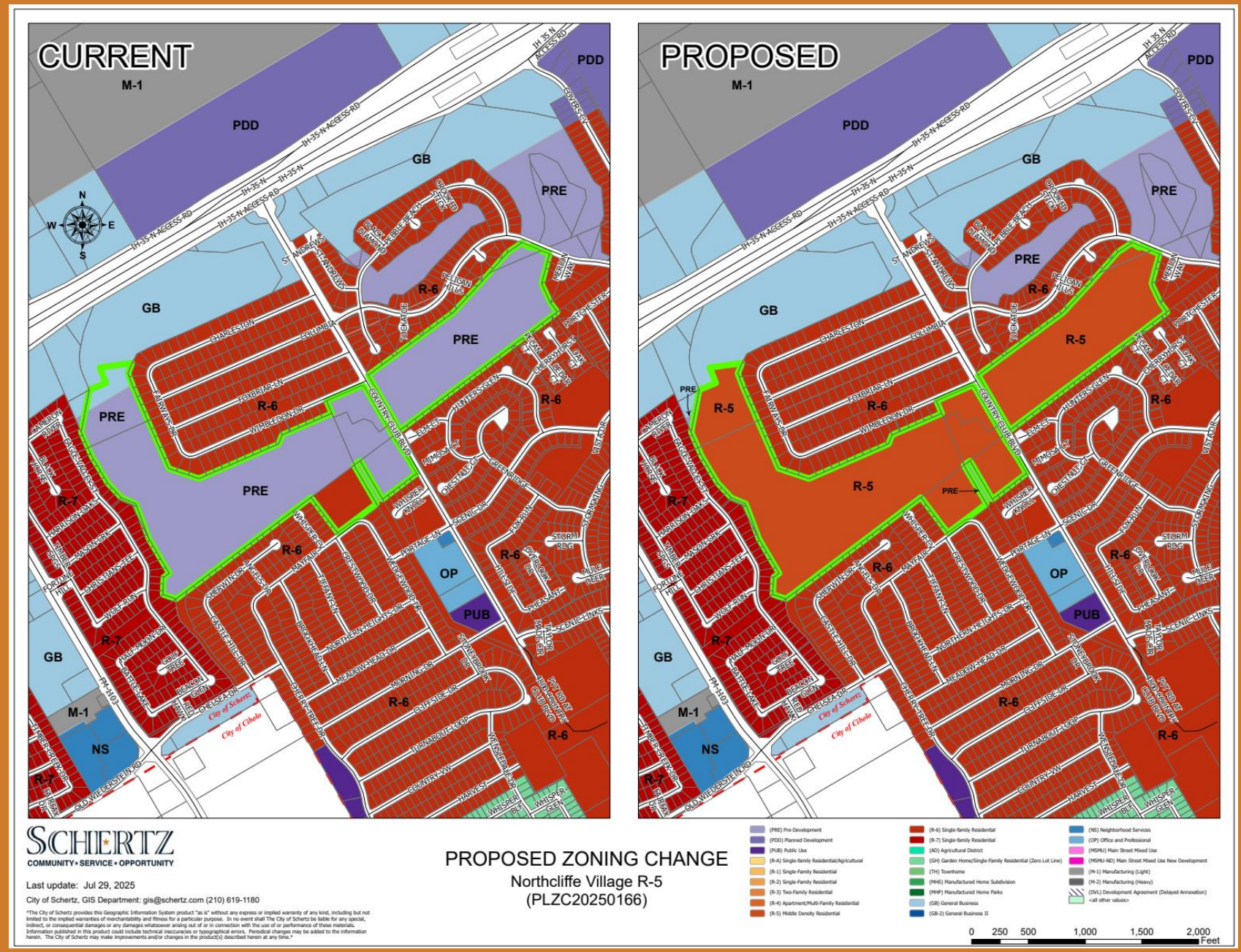
Proposed Zone Change to R-4

Emily Delgado | Planning Manager

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- Proposed rezone of approximately 81 acres from Pre-Development, General Business, and Single-Family Residential (R-6) to Middle Density Residential District (R-5).

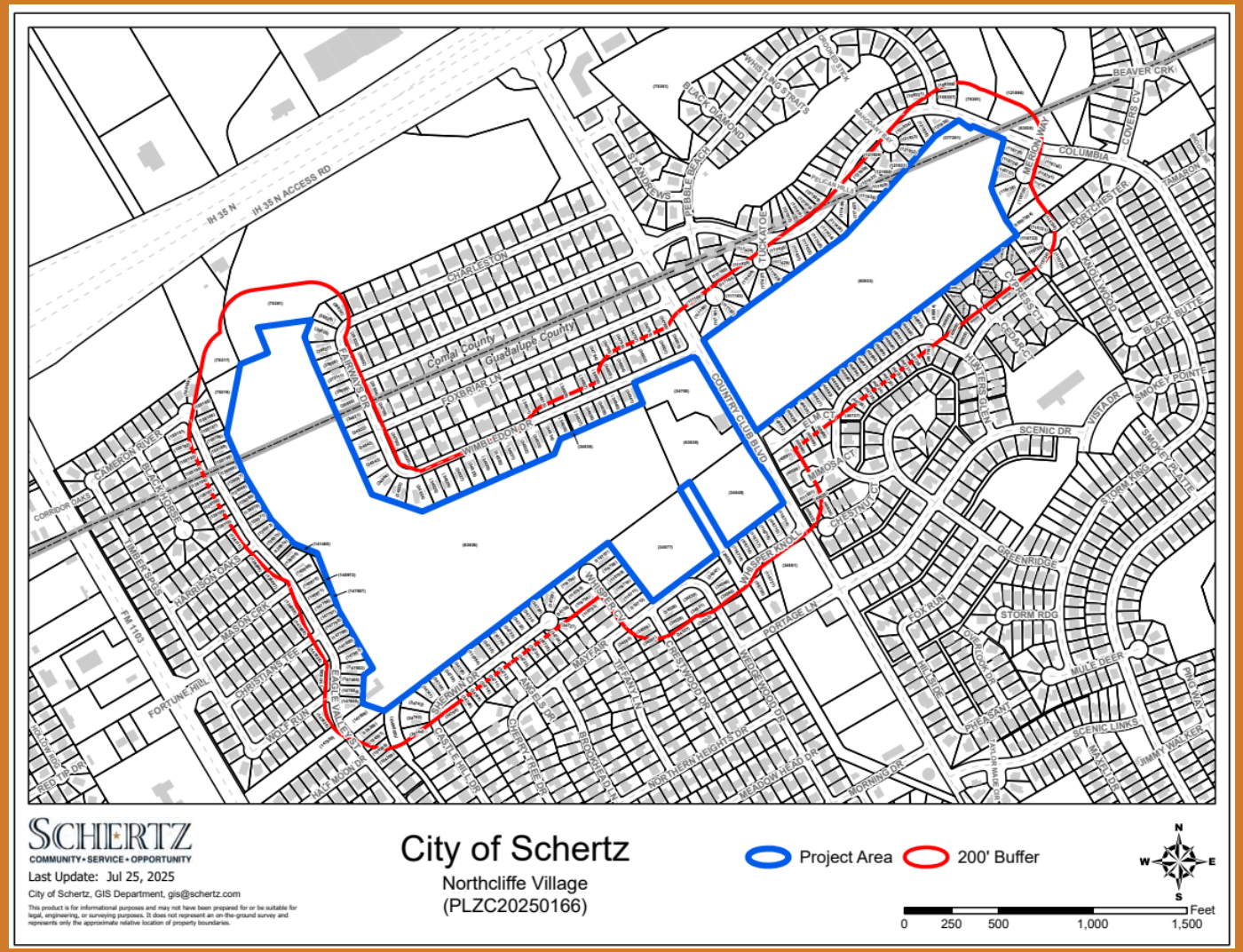
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Middle Density Residential District (R-5)

- R-5 is intended to provide developments that offer a variety of housing types. This district is a suitable transition between single-family residential and commercial and/or denser multi-family developments. This zoning district can be comprised of attached or detached residential dwelling units. The intent of the Middle Density Residential District (R-5) was for smaller infill tract developments to offer a variety of housing types.

- Per the UDC tracts that are over 1 acre are allowed to have up to 12 dwelling units per acre and are required to adhere to the multi-family site design requirements in Article 9- Site Design Standards. The subject property is approximately 81 acres, which would allow the property owner to construct a maximum of 972 units.

Notification



- 292 Public notices were sent on August 16, 2025
- As of October 1, 2025 at 5:00pm
  - (1) in Favor
  - (0) Neutral to
  - (88) in Opposition
- A public hearing notice was published in the "San Antonio Express" on September 24, 2025 for the case to be heard at the October 14, 2025 City Council meeting.
- Notification signs were placed by the applicant

- **Public Hearings scheduled for 10.01.2025 and 10.14.2025 need to take place.**

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Status Update / Next Steps:

- On Friday, September 26, 2025 the applicant formally withdrew the zone change requests known as PLZC20250166 and the associated City Council Ordinance 25-S-44.
- On October 1, 2025, the Planning and Zoning Commission held a public hearing and then took no action on the item.
- Since the newspaper notice was already published, there needs to be a public hearing for Ordinance 25-S-044 at the October 14, 2025 City Council meeting, but then the City Council will take no action on the Ordinance.
- If the applicant resubmits, new case numbers will be established, and new public hearing notices will be mailed and published.

Agenda No. 21.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Executive Team**
Subject:	**Workshop on a potential amendment to the Interlocal Agreement with LCRA for communication towers (S.Williams/B.James)**

BACKGROUND

The Lower Colorado River Authority (LCRA) is requesting an interlocal agreement to allow construction of a communications tower on the property they own at 5075 Cibolo Valley Drive, which is zoned R-1. The 5.26 acre property is the LCRA substation that is located to the west of The Enclave at Willow Pointe single family residential subdivision. LCR is wanting to construct a 190' lattice frame tower on the property. The City's UDC does now allow lattice frame towers and does not allow towers over 120' tall. Rather than seek a variance from the Board of Adjustment, the applicant would prefer to be allowed to construct the tower through an interlocal agreement with the City.

Attachments

LCRA ILA Presentation

Workshop - LCRA Interlocal Agreement for Cell Tower

Brian James| Deputy City Manager



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Proposed LCRA Cell Tower

LCRA is proposing to construct

a 190’ tall lattice style cell tower

on the 5.26 acres tract of land they

own at 5075 Cibolo Valley Drive.

The site is zoned R-1 and is used as a

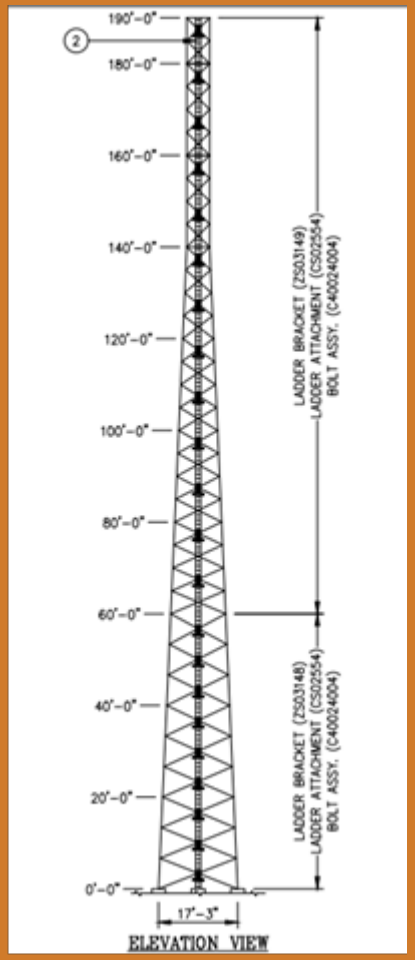
utility substation.



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Proposed LCRA Cell Tower





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Proposed LCRA Cell Tower



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Proposed LCRA Cell Tower

- The maximum height of a cell tower, which must be monopole is 120’.
- Rather than request a variance through the board of adjustment or rezone the property to a PDD, LCRA would prefer to amend one of the current interlocal agreements for public safety communications to allow this tower.

- Staff is seeking direction from Council on whether they are open to an ILA to allow the tower.

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Agenda No. 22.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Engineering**
Subject:	**Monthly Update - Major Projects in Progress/CIP (B.James/K.Woodlee)**

Attachments

Monthly Update- Major Projects in Progress/CIP

Informational Only

CITY COUNCIL MEMORANDUM

City Council Meeting: **October 14, 2025**

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. **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: This project is being pushed back to FY26-27 as we need to reallocate funding from this project to help fund the repairs of the retention wall and pavers at the Schertz Library.

2. **Library Retention Wall (Pavers)**
   Project Description – Replacing the failing plastic panels around the library foundation with concrete panels. This includes removal and replacement of some of the concrete pavers in the rear courtyard.
   - Project Status: Design
   - Projected Completion: Spring 2026
   - Project Cost: $350,000
   - Consultant: Unintech Consulting Engineering
   - Contractor: To be determined

   Project Update: No change since last report. Staff is reviewing internally whether to replace the pavers with concrete with this project.

3. **Fire Station 4**

Project Description – Fire Station 4 Design and Build

- Project Status: Site Plan Submitted to the city. Construction Design going to formal pricing (GMP) and plans being submitted to the City
    i. Working with CPS to get design and pricing for electrical
    ii. New easement established for putting in powerlines
        1. Easement is being surveyed and pole locations being marked
- Projected Completion: December 2026
- Project Cost: Estimated $13.25 million
- Consultant: AGCM – Owner Rep
- Architect: Martinez Architecture
- Contractor: Marksman – CMAR

Project Update: Floor Plan review and Renderings to be coming soon for preview to Council once final GMP comes forward, we will be working with CM to bring to CC

4. **FM 78 Build Out PD CID Property Room**

Project Description – Remodel a portion of the County Building that PD will utilize for CID and Property

- Project Status: Pending approval from County
- Projected Completion: To be determined once the project is approved by Guadalupe County.
- Consultant: TBD
- Contractor: TBD

Project Update: Conducted a walk through with sister city departments and have developed a rough draft of design build. Staff working on a scope of work for architectural and construction design for RFB.

5. **Police Department Building Remodel**

Project Description – Remodel office areas within building 06 where the Police Department operates. Areas to remodel may include the current CIS division, P&E holding area, and possibly other offices along that hallway.

- Project Status: Pending approval from the County that PD can move into the County building. Once that project is approved, this one can move forward.
- Projected Completion: To be determined once the County FM 78 project moves forward.
- Consultant: TBD
- Contractor: TBD

Project Update: Internal PD discussions on options for refurbishing PD work area once FM 78 build out is completed. In a holding status until we finalize administrative tasks with FM 78 Build Out PD CID Property Room project.

<u>Drainage Projects:</u>

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: Summer 2025
- Project Cost: Design $32,100, Drainage Report $4,600
- Consultant: Unintech Consulting Engineers, Inc.

- Contractor: TBD

Project Update: No new updates since last council meeting. Design of the project is complete. The project has been on hold pending resolution of some easement acquisition challenges. Staff are working to identify the appropriate path of access to the channel. Unintech will resume work to acquire necessary easements for the project once those challenges have been resolved. After easements are acquired, the project will be rebid, and construction will proceed.

2. **Pickrell Park & FM 1518 Drainage**

Project Description – Installation of underground drainage, upgraded creek outfalls and provide localized surface drainage swales. Sanitary sewer relocation within areas of conflict with proposed drainage improvements

- Project Status: Preliminary Engineering Study
- Projected Completion: TBD
- Project Cost: $41,987 - $47,500 NTE (study only)
- Consultant: Unintech Consulting Engineers, Inc.
- Contractor: TBD

Project Update: Unintech and City staff met to discuss the project scope and the goal of the drainage study. Unintech has coordinated with their surveyors to perform the field work.

3. **Wendy Swan Drainage**

Project Description – Removal of an existing concrete retaining wall, install underground drainage and fill to grade with localized surface drainage.

- Project Status: Design
- Projected Completion:
- Project Cost: Design $108,500 ($115,000 NTE), Construction Estimate $939,000
- Consultant: Unintech Consulting Engineers, Inc.
- Contractor: TBD

Project Update: Unintech and City staff met to discuss the project scope and the goal of the project. Unintech has coordinated with their surveyors to perform the field work.

4. **Friesenhahn Lift Station Drainage Improvements**

Project Description – Drainage study of Friesenhahn Lift Station site will be performed and used to develop plans for construction of recommended improvements to remedy poor drainage conditions around the site.

- Project Status: Study and Design
- Projected Completion: TBD
- Project Cost: Design $74,815 Construction Estimate TBD
- Consultant: Utility Engineering Group
- Contractor: TBD

Project Update: UEG and City staff met to discuss the project scope and the goal of the project. UEG has coordinated with their surveyors to begin the field work. City staff is working to provide as-built information to the consultant to be incorporated into the design

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 consists 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 also includes 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: Fall 2025
   - 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 collection and conveyance system including the lift station was put into operation March 3, 2025. The CCMA South Plant is operational. The Woman Hollering Package Treatment Plant has been shut down and is being cleaned and removed from the leased property location. The Sedona Lift Station and the pump and haul operation at Hallie's Cove are being decommissioned. Staff continues to work with the contractor on correction of items identified on the punchlist for the project to be completed. It is estimated that the remainder of the work on the project will take several months to complete.

2. **Riata Lift Station Relocation**
   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: Summer 2026
   - Project Cost: Design & Acquisition of easements and existing lift station $478,000; Construction: $2,545,375
   - Consultant: Utility Engineering Group, PLLC
   - Contractor: Keystone Construction
   - Project Update: Keystone is working on the electrical installation at the site. UEG and City Staff are preparing for initial testing of the pumps and other components at the lift station.



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 completed 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: No new updates since last meeting. SER has slowed down on the installation of water and sewer on the north end of the project due to CCMA working on their utility relocations within the same area. Once CCMA is completed in the area, SER will resume utility installation. TXDOT is reviewing the City's request to fully abandon in place the old 10" sewer line near the Founders School. If approved, Capital Excavation will be complete with the public water and sewer install in this location.

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: Fall 2025
- Project Cost: Design $466,265, Construction $7,360,054
- Consultant: Unintech Consulting Engineers
- Contractor: Pesado Construction Co.

Project Update: Pesado has installed the majority of the electrical equipment and City staff has performed a site visit to inspect the installation. A list of items has been given for items to correct

and Pesado is working through those items. Once all of the electrical work is complete, testing of the pumps and ground storage tank will begin.

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/Easement Acquisition
- Projected Completion: Spring 2026
- Project Cost: Design NTE $200,000, Construction Estimate $4,400,000

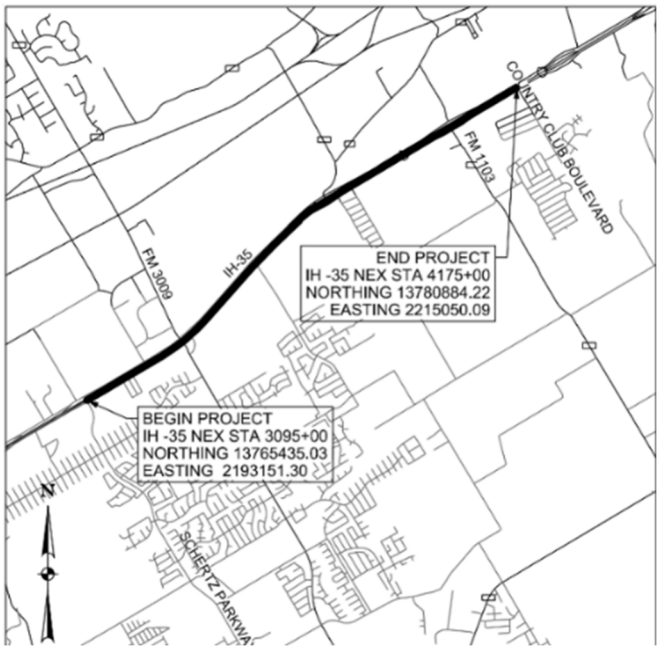
Project Update: No new updates to this project at this time. We continue working on the easement acquisition for this project.

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: The bid on August 21st is recommended to be rejected due to only having one (1) bid, and it was substantially higher than the consultants OPCC. The project is being re-bid on October 2nd.



Extent of IH 35 NEX – Northern Segment

7. **Robin Hood Way Waterline Replacement**

Project Description – Replacement and upsizing of water line in Robin Hood Way, Sherlock Lane, and Nottingshire. The main replacement is to increase flows in the area, particularly to meet fire flow requirements. The project also includes street resurfacing and rehabilitation work that was previously removed from the SPAM project.

- Project Status: Design
- Projected Completion: Fall 2025
- Project Cost: $5,350,000
- Consultant: Kimley- Horn & Associates

Project Update: Staff and the consultant had a field meeting to review some of the elements in the proposed project. Some of the street defects have grown in size and some additional curb and gutter replacement is needed to address some drainage issues. The consultant is refining the project plans and preparing a new cost estimate for the project.

8. **Bell North Sewer Extension**

Project Description – Ten commercial properties on the west end of Bell North Drive are served by private grinder pumps that pump 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.

- Project Status: Design
- Projected Completion: TBD
- Project Cost: Design $95,000
- Consultant: Freeland Turk Engineering Group LLC

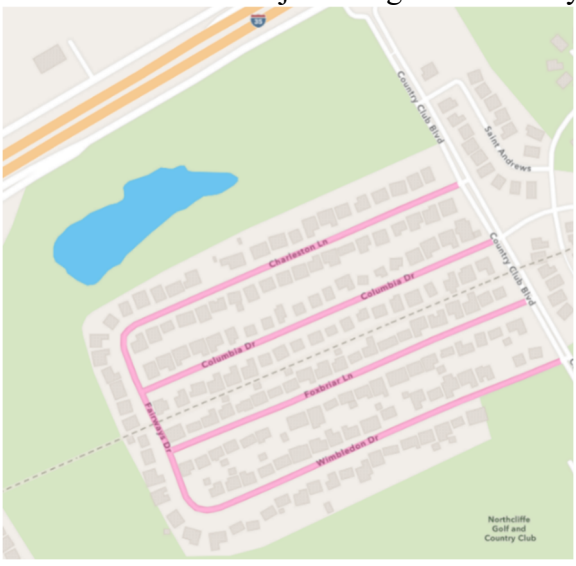
Project Update: Staff is working with Freeland Turk to prepare the construction contract documents. Once complete, we will start advertising to bid the project.

9. **Northcliffe Country Club Estates Water and Wastewater Main Replacement**

Project Description – replacement of the water and wastewater mains and rehabilitation of the streets in the Northcliffe Country Club Estates subdivision.

- Project Status: Design
- Projected Completion: Fall 2026
- Project Cost: Design & Easement Acquisition Services - $10,435,000
- Consultant: Unintech Consulting Engineers, Inc.

Project Update: No change from last month. Project design is underway.



10. Cibolo West Wastewater Trunk Main

Project Description – Installation of approximately 21,680 LF of gravity wastewater trunk main that will collect wastewater at the location of the Saddlebrook Wastewater Lift Station as well as areas north of Schaefer Road 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 ultimately allow the decommissioning of the Corbett and Saddlebrook Lift Stations. The project is a collaboration between the City of Schertz and Green Valley Special Utility District (GVSUD).

- Project Status: Route Study
- Projected Completion: Study expected to be complete Summer 2025
- Total Project Cost: $16,213,000
- Consultant for Study: Lockwood, Andrews, & Newnam, Inc.

Project Update: Staff received the Final Technical Memorandum, "Cibolo West Trunk Main Route Study and Analysis" from the consultant at the end of August. The report includes the final proposed alignment, line sizes, easement needs, and preliminary cost estimates. Staff will meet with the consultant in early October to review the final deliverable. The next phase of the project will be the acquisition of easements needed for the line.

11. Elevated Storage Tank Pipe Replacement and Tank Painting

Project Description – Rehabilitation of vertical fill and drain line piping in the East Live Oak and Northcliffe elevated storage tanks due to increased signs of fatigue at the welded joints. The project also includes the painting of the interior and exterior of the East Live Oak and Northcliffe elevated tanks and the Ware Seguin ground storage tank.

- Project Status: Design
- Projected Completion: Design expected to be complete Fall 2025
- Total Project Cost: $2,600,000 Estimated Total
- Consultant for Study: Unintech Consulting Engineers, Inc.

Project Update: Inspection of tanks has been completed, awaiting final report. Staff is working with consultant to hire a contractor who is able to perform sampling of the piping with as little disruption to service as possible. We were able to obtain one bid from a contractor who would take on this task and three to refuse. Contractor selection to begin. Once the samples are taken and testing complete, the results will be evaluated to determine the underlying cause of the deterioration and design the rehabilitation plan.

12. Schertz Parkway 16" Water Transmission Main Replacement

Project Description – Replacement of approximately 1,200 linear feet of 16" water transmission main along Schertz Parkway between Mare Way and Maske Road.

- Project Status: Design
- Projected Completion: TBD
- Project Cost: Design $180,824 ($220,000 NTE), Construction Estimate $1,575,000
- Consultant: Unintech Consulting Engineers, Inc.
- Contractor: TBD

Project Update: The consultant has completed the field survey and project design is underway.

13. FM 3009 18" Water Transmission Main Replacement

Project Description – Replacement of approximately 7,600 linear feet of 18" water transmission main.

- Project Status: Design
- Projected Completion: TBD
- Project Cost: Design $431,752 ($475,000 NTE), Construction Estimate (including easement acquisition) $4,875,000
- Consultant: Unintech Consulting Engineers, Inc.
- Contractor: TBD

Project Update: Unintech and City staff met to discuss the project scope and the goal of the project. Unintech has coordinated with their surveyors to perform the field work. Staff is working to gather as-built plans of the existing water lines and tie-ins to be used with the design.

14. IH 35 Ground Storage Tank and Pump Station

Project Description – Construction of a 3-million-gallon ground storage tank and pump station adjacent to the existing IH 35 elevated storage tank to provide storage capacity that can be filled during non-peak hours of the day.

- Project Status: Design
- Projected Completion: TBD
- Project Cost: Design $728,068 ($800,000 NTE), Construction Estimate (including land acquisition $13,750,000
- Consultant: Unintech Consulting Engineers, Inc.
- Contractor: TBD

Project Update: Unintech and City staff met to discuss the project scope and the goal of the project. Unintech has coordinated their surveyors to perform the field work. Staff is working to determine pump performance requirements to provide to the consultant.

15. Lift Station Decommissioning

Project Description – Decommissioning of Elbel and Whisper Branch Lift Stations including regulatory documentation and physical demolition and abandonment. The project also includes the development of a lift station decommissioning standard guidance document that can be used by the City for future lift station decommissioning projects.

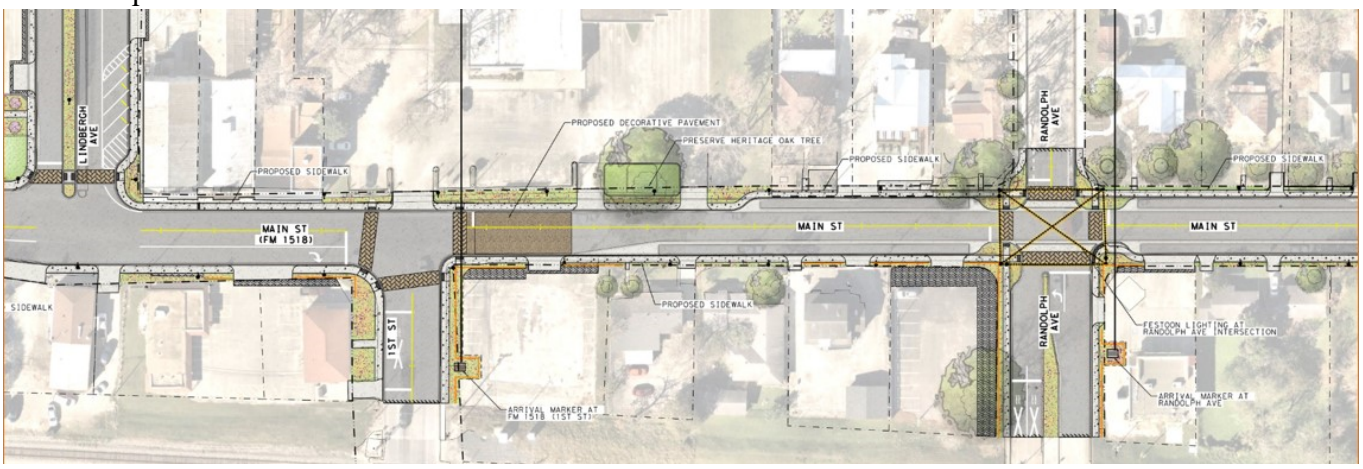
- Project Status: Design
- Projected Completion: TBD
- Project Cost: Design $49,635 Construction Estimate TBD
- Consultant: Utility Engineering Group
- Contractor: TBD

Project Update: UEG and City staff met to discuss the project scope and the goal of the project. UEG has coordinated their surveyors to perform the field work. Staff is working to gather as-built information on the existing lift station sites.

Street Projects:

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 2027
   - Project Cost: Design NTE $2,173,905, Construction $24,600,000
   - Consultant: Kimley- Horn Associates

   Project Update: No change since last month. Staff has confirmed the underground space needs for the other utilities and is coordinating with AT&T. Final plans for the water main and sewer main replacement are in progress. Staff expects to start the public outreach effort and easement acquisition this Fall.



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: March 2026
   - Project Cost: Design $571,000 ($20,000 from Selma), Construction estimate $6,738,092 ($100,000 from Selma)
   - Design Consultant: Halff Associates

   Project Update: No changes from last month. Right-of-Way acquisition at the Schertz Parkway and Doerr Lane intersections is underway. Our consultant is coordinating with the utility companies to get the known conflicts addressed. There are some last-minute sewer line changes are being incorporated into the project plans to up-size part of the new sewer line to a 24” diameter. Staff will be working with EDC to start detailed public outreach to businesses in the near future.

3. **Lower Seguin Road Reconstruction**

Project Description – The project will reconstruct 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 City intends to pursue Federal DCIP funding for project construction.

- Project Status: Design
- Projected Completion: January 2027
- Project Cost: $18,200,000
- Consultant: Halff & Associates

Project Update: Staff has identified another funding source Defense Economic Adjustment Assistance Grant (DEAGG) that can be used to help pay for project construction. Staff and the consultant have met with individuals familiar with/involved with this funding source and have prepared an application for funding for this year's funding call. On the October 14th agenda is an item asking Council to authorize applying for this funding. This funding is also "compatible" with DCIP funding. This means that if the DEAAG funding application is successful, we can still apply for and receive DCIP funding to also help pay for the project construction. Staff and the consultant also have a meeting scheduled with DCIP personnel later this month to get feedback on our unsuccessful DCIP application. We will use the feedback to revise our application and re-apply for DCIP funding next year.

4. **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: Construction
- Projected Completion: Winter 2026
- Project Cost: $5,705,000 (estimated total)
- Design Consultant: Unintech Consulting Engineering
- Contractor: E-Z Bel Construction, LLC

Project Update: The majority of the new sewer mains have been installed in the subdivision. Additional segments of the new sewer mains have been tested and passed. Work continues on the new water main installation and about 70% of the new lines are installed. Testing is still needed on most of the new water main segments. The street rehabilitation part of the project is expected to get started at the end of October.

5. **Boenig Drive Reconstruction**

Project Description – Reconstruction of Boenig Drive between Ware Seguin Road and Graytown Road. The reconstruction includes reconfiguration of the intersection with Ware Seguin Road to improve efficiencies and eliminate having two street intersections side-by side on Ware Seguin Road.

- Project Status: Design
- Projected Completion: Fall 2026
- Project Cost: $3,240,000
- Consultant: Unintech Consulting Engineers, Inc.

Project Update: No change from last month. The preliminary plan review has been completed and comments provided to our consultant. The consultant is working on Final plans now.

6. **2024 SPAM Rehabilitation**

Project Description – Rehabilitation of St. Andrews, Maple, and part of the Silvertree Subdivision streets. Rehabilitation involves removing the existing pavement, applying cement stabilizing to the material underneath, and placing a new layer of pavement on the street.

- Project Status: Construction
- Projected Completion: Spring 2026
- Project Cost: $3,581,000
- Consultant: Kimley-Horn Associates
- Contractor: E-Z Bel Construction, LLC

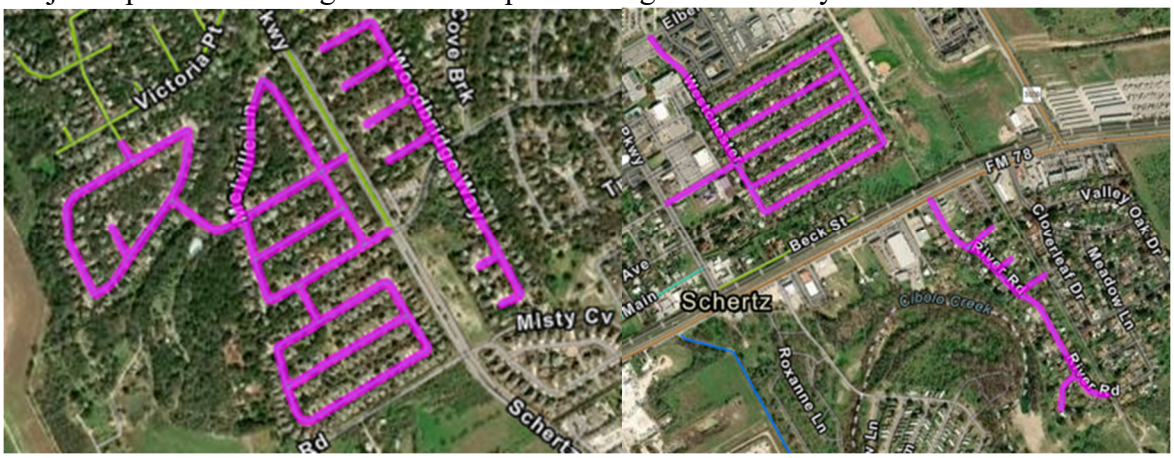
Project Update: The project start has been further delayed as the contractor's street crews are still trying to finish other projects. The contractor expects to get started on the project near the end of this month. They will start working on doing the concrete removal and replacements in the project area. After the concrete work is completed, the street work will start.

7. **2025 SPAM Resurfacing**

Project Description – Resurfacing of the streets in the Ashley Woods, Woodbridge, and Rio Vista subdivisions. Resurfacing involves performing localized concrete repairs; base repairs; asphalt level up; crack sealing; and applying a slurry seal to the surface of the streets.

- Project Status: Design
- Projected Completion: Spring 2026
- Project Cost: $1,282,231
- Consultant: Kimley-Horn Associates

Project Update: No change from last report. Design is underway.



8. **Kramer Farm Rehabilitation**

Project Description – Rehabilitation of the western streets in Kramer Farm Subdivision. Rehabilitation involves removing the existing pavement, applying cement stabilizing to the material underneath, and placing a new layer of pavement on the street.

- Project Status: Construction
- Projected Completion: Spring 2026
- Project Cost: $1,446,582
- Consultant: Kimley-Horn Associates

Project Update: No change from last report. Design is underway.



9. **FM 3009 Overpass**
   Project Description – TXDOT project for overpass construction at the FM 3009/FM 78 intersection to elevate the main lanes of FM 3009 over the railroad tracks and FM 78. On and off ramps will be provided so vehicles can travel between FM 3009 and FM 78 at the intersection. The project includes some improvements to FM 78 to improve operational efficiencies of the on and off ramps.
   - Project Status: Schematic Design and Environmental Clearance
   - Projected Completion: TBD
   - Project Cost: $40,000,000 (TXDOT)
   - Consultant: Kimley-Horn Associates

   Project Update: No change from last month. The schematic plans and the environmental clearance are still underway. TXDOT has formally applied to the Alamo Area Metropolitan Planning Organization (AAMPO) for construction funding. While TXDOT has applied for funding, this doesn't mean the funding will be available and construction starting soon. By applying for funding now, it gets the project "on the list" for AAMPO to consider and does not mean construction will occur soon. While funding is being considered by AAMPO, the environmental clearance and design efforts will continue, and more public meetings will be held to help refine the project design.

Parks & Recreation Projects:

1. **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: Pending Construction Schedule
   - Projected Completion: Fall 2025
   - Project Cost: $200,000 (estimated total)
   - Consultant: Unintech Engineering
   - Contractor: Kutscher Drilling

   Project Update: Drilling construction began on September 8. Anticipated completion of the new well is October 10. Once the new well is drilled, the final phase is adding the additional storage tanks which city staff will facilitate and is currently acquiring bids.

I.T. Projects:

1. **Asset Management- Work Order System – Open Gov**
   Project Description- Replace the current work order and asset management systems
   - Project Status: In progress
   - Projected Completion: Fall 2025
   - Project Cost: Approximately $470,000
   - Contractor: Open Gov

   Project Update: No change since last report. OpenGov is now preparing to begin Phase II of the software integration, which will include Parks, Drainage, and Streets, starting in September.

Studies and Plans:

1. **Master Thoroughfare Plan and Roadway Impact Fee Update**
   Project Description – Update to City's Master Thoroughfare Plan and Roadway Impact Fee Program.
   - Project Status: Study
   - Projected Completion: Schedule Pending
   - Total Project Cost: $$149,460 ($170,000 NTE)
   - Consultant for Study: Kimley-Horn Associates

   Project Update: Staff held a kick-off meeting with the consultant and has provided the consultant with some initial information (GIS files, recent bid tabs, etc.) The consultant is actively working on the project.

2. **Southern Schertz Interim Sewer Service Study**
   Project Description – Until the completion of expansion of the CCMA South Water Reclamation Plant, treatment capacity in southern Schertz is severely limited. This project is a study to identify potential short-term and long-term sewer service treatment options for the City's southern service area.
   - Project Status: Study
   - Projected Completion: Schedule Pending
   - Total Project Cost: $59,695
   - Consultant for Study: Utility Engineering Group

   Project Update: UEG and City staff met to discuss the project scope and the goal of the study. Staff is working to provide the consultant with the existing capacities of lift stations and treatment as well as the existing customer base and known planned development.

3. **Regional Flood Planning**
   Though not a formal, funded study, Staff is working with Regions 11 and 12 Flood Planning Groups to identify flooding issues throughout the City and flood management strategies to address them. Staff has provided information previously missing from the groups' mapping regarding low water crossings, critical facilities, shelters, etc.

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 relocations needed 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

Agenda No. 23.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Finance**
Subject:	**Check Report - August 2025 (J.Walters/S.Gonzalez)**

BACKGROUND

Attached is a vendor expenditure report from August 2025, detailing all vendors with whom the City spent $25,000 - $100,000. These reports will be provided to Council monthly for awareness.

Attachments

August 2025 Check Report

Monthly Council Check Report

City of Schertz, TX

By Check Number

Date Range: 08/01/2025 - 08/31/2025

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: NAP-Schertz Bank Pooled Cash						
016859	YMCA of Greater San Antonio	08/01/2025	EFT	0.00	53,963.00	100905
016859	YMCA of Greater San Antonio	08/08/2025	EFT	0.00	35,227.21	100920
0110784	REPUBLIC SERVICES #859	08/13/2025	EFT	0.00	80,548.34	100923
0112450	DH Pace Company, Inc	08/13/2025	EFT	0.00	25,628.70	100929
0110617	KIMLEY-HORN AND ASSOCIATES INC	08/21/2025	EFT	0.00	49,504.00	100962
019082	Citibank, N.A.	08/27/2025	EFT	0.00	84,075.94	100974
0110617	KIMLEY-HORN AND ASSOCIATES INC	08/27/2025	EFT	0.00	94,892.90	100980
016859	YMCA of Greater San Antonio	08/27/2025	EFT	0.00	26,893.88	100987
012574	CITY OF SEGUIN	08/01/2025	Regular	0.00	44,546.95	719858
0111995	GVEC	08/14/2025	Regular	0.00	63,117.36	720060
0111632	WEX BANK	08/14/2025	Regular	0.00	56,613.89	720062
0112126	Unintech Consulting Engineers, Inc	08/20/2025	Regular	0.00	60,117.50	720143
12697	Alamo Title Company	08/27/2025	Regular	0.00	56,124.32	720190
0110974	CORE & MAIN LP	08/27/2025	Regular	0.00	30,625.55	720208
0111713	HALFF ASSOCIATES INC	08/27/2025	Regular	0.00	36,416.78	720214
12698	Way Mechanical	08/27/2025	Regular	0.00	57,574.83	720230
14073	Euna Solutions, Inc	08/28/2025	Regular	0.00	25,280.00	720263
13045	Global Payments Direct, Inc	08/04/2025	Bank Draft	0.00	36,421.39	DFT0000276

Bank Code NAP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	14	9	0.00	430,417.18
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	36,421.39
EFT's	82	8	0.00	450,733.97
	97	**18**	**0.00**	**917,572.54**

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	14	9	0.00	430,417.18
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	36,421.39
EFT's	82	8	0.00	450,733.97
	97	**18**	**0.00**	**917,572.54**

Fund Summary

Fund	Name	Period	Amount
999	OPERATING POOLED CASH	8/2025	917,572.54
			917,572.54

Agenda No. 24.

CITY COUNCIL MEMORANDUM

City Council Meeting:	**October 14, 2025**
Department:	**Planning & Community Development**
Subject:	**Quarterly Update-City Council Approved Zoning and Specific Use Permit Ordinances in relation to current development status (B.James/L.Wood/E.Delgado)**

BACKGROUND

The quarterly report identifies the zoning ordinances and specific use permit ordinances that have been heard and approved by City Council from 2023 to current. The report provides the ordinance approval date, a description of the request, location of the project, and the current development status. The current development status will provide information on whether the project is moving forward and is in the platting or site plan process or if no applications have been submitted in conjunction with that specific ordinance.

Attachments

City Council Approved Ordinances- Current Status 10.2025

Quarterly Update on Zone Changes and Specific Use Permits- October 2025

Ordinance Number	City Council Approval Date	Ordinance Request	Project Name	Project Location	Current Status
23-S-04	3/28/2023	Rezone 87 Acres to General Business District II (GB-2)	No project name provided	12625 E IH 10	Approved Clearing and Grading Permit. Preliminary Plat Certification under review.
23-S-10	5/23/2023	Rezone 1 Acre to Neighborhood Services District (NS)	FM 3009 Medical Office	1663 FM 3009	Final Plat Administratively Approved. Site Plan Certification Application Under Review. Public Infrastrucutre permit issued.
23-S-12	6/20/2023	Specific Use Permit for a Convenience Store with Gas Pumps	Grayton Commercial C-Store	11185 Ih 10 E // Bexar County Property ID 619232	Formal Preliminary Plat approved by the Planning and Zoning Commission on August 6, 2025. Final Plat Certification has not been submitted.
23-S-16	9/19/2023	Specific Use Permit for a Convenience Store with Gas Pumps	Tex Stop FM 78	1008 and 1020 FM 78	Site Plan Administratively Approved. Building Permit issued and site under construction.
23-S-24	11/14/2023	Rezone 2.1 Acres to Planned Development District (PDD)	Addition of 2.1 Acres to the Heritage Oaks PDD on Schertz Parkway	Guadalupe County Parcel ID 31970, 31971, 31972, 31973, 31980, 31981, 31982, 31983	Formal Replat Application Completed for the Live Oaks Hills Subdivision Unit 1.
23-S-32	1/9/2024	Specific Use Permit for a Convenience Store with Gas Pumps	Gas Station on IH 35 near the intersection of IH 35 and FM 2252	Guadalupe County Parcel ID 114083, Comal County Parcel ID 119021	Preliminary Plat Application Administratively Approved. Site Plan Certification Application under review.
23-S-33	1/9/2024	Specific Use Permit for a Truck Terminal	Sysco Annex Lot	Near Baugh Lane and Schwab Road, Comal County Parcel ID 464879	Site Plan Certification Application under review.
23-S-35	1/16/2024	Rezone 65 Acres to Planned Development District (PDD)	Schertz Gateway PDD	Comal County Parcel ID 75458 and Guadalupe County Parcel ID 64005 near IH 35 and Schwab Road	No applications at this time.

Quarterly Update on Zone Changes and Specific Use Permits- October 2025

Ordinance Number	City Council Approval Date	Ordinance Request	Project Name	Project Location	Current Status
24-S-02	2/20/2024	Specific Use Permit for Automobile Repairs & Service Major	No project name provided	1205 Borgfeld Road	No applications at this time.
24-S-05	3/16/2024	Rezone 26 Acres to General Business District (GB)	Del Toro Multi-Sport	Bexar County Parcel ID 308363	No applications at this time.
24-S-09	4/16/2024	Rezone 7.7 Acres to Single Family Residential District (R-1)	Hallies Court at Hallies Cove	8215 Trainer Hale Road	Final Plat Certification Application under review.
24-S-11	4/16/2024	Rezone 3.6 Acres to Neighborhood Services District (NS)	Kellum Phase III	3517 FM 3009	Site Plan Certification Application under review.
24-S-18	5/21/2024	Rezone 1.8 Acres to Single-Family Residential / Agricultural (RA)	Burnette Plat	12396 Schaefer Road	Final Plat recorded with Bexar County. No other applications at this time or anticipated.
24-S-19	5/21/2024	Rezone 3 Acres to Single-Family Residential / Agricultural (RA)	No project name provided	11627 Voges Pass, Bexar County Parcel ID 308402	Building Permit issued, construction completed for remodel of home. No other applications at this time or anticipated.
24-S-26	6/18/2024	Specific Use Permit Mixed-Use Self-Storage	FM 3009 Storage SUP	Portion of Guadalupe County Property ID:70506 (FM 3009 & Forest Ridge)	Preliminary Plat Certification Application Under Review
24-S-22	7/2/2024	Rezone 894 Acres to Agricultural District (AD)	Comal and Guadalupe County Annexation Properties Zoning Ordinance / No Development to Occur	Comal and Guadalupe County Annexation Properties Zoning Ordinance / No Development to Occur	No applications at this time. No development to occur.
24-S-24	7/2/2024	Rezone 2,167 Acres to Agricultural District (AD)	Bexar County Annexation Properties Zoning Ordinance / No Development to Occur	Bexar County Annexation Properties Zoning Ordinance / No Development to Occur	No applications at this time. No development to occur.

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Ordinance Number	City Council Approval Date	Ordinance Request	Project Name	Project Location	Current Status
24-S-140	7/16/2024	Rezone 1 Acre to Single Family Residential / Agricultural (RA)	Johnson Property	11639 Voges Pass	No applications at this time.
24-S-141	7/16/2024	Rezone 3.6 Acres to Single Family Residential / Agricultural (RA)	Saunders Addition	6691 FM 482 (Intersection of Friesenhahn and FM 482)	Preliminary Plat Certification Application Under Review.
24-S-142	7/16/2024	Specific Use Permit for a Convenience Store with Gas Pumps	Maske Gas Station and Retail	Intersection of Maske Road and E FM 1518, Guadalupe County Parcel ID 64548	Preliminary Plat Certification Application Under Review.
24-S-145	8/20/2024	Rezone 3.3 Acres to Single Family Residential District (R-6)	No project name provided	7444 FM 482	No applications at this time. Property went through the zone change and specific use permit process in 2025, please see 25-S-008 and 25-S-009.
24-S-148	9/17/2024	Rezone 71 Acres to 41 Acres as Single Family Residential District (R-2) and 30 Acres as Single Family Residential District (R-6)	Monterey Meadows	12840 Lower Seguin Road	Preliminary Plat Certification Application Under Review
24-S-149	9/17/2024	Rezone 79 Acres to Single Family Residential District (R-1)	Poppy Hills Subdivision	8676 Trainer Hale Road	Master Development Plan Approved. Preliminary Plat Certification Application Under Review for Unit 1.
24-S-157	11/19/2024	Rezone 218 Acres to Agricultural District (AD)	Annexation Properties Zoning Ordinance / No Development to Occur	Annexation Properties Zoning Ordinance / No Development to Occur	No applications at this time. No development to occur.

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Ordinance Number	City Council Approval Date	Ordinance Request	Project Name	Project Location	Current Status
24-S-159	12/3/2024	Rezone 3.014 Acres to Agricultural District (AD)	Annexation Property Zoning Ordinance / No Development to Occur	Comal County Parcel ID 79004	No applications at this time. No development to occur.
24-S-167	12/3/2024	Rezone 100 Acres to Manufacturing District Light (M-1) and Apartment / Multi-Family Residential (R-4)	Hausman Square	Comal county Parcel IDs 79017, 75463, 79018, 75468, Intersection of IH 35 and Schwab Road	Preliminary Plat Certification Application Under Review
24-S-168	12/3/2024	Rezone 1.66 Acres to Main Street Mixed Use (MSMU)	Contreras Rezone to MSMU	819, 817, 815 Main Street and 810 Exchange Ave	No applications at this time.
24-S-169	12/3/2024	Rezone 0.23 Acres to Main Street Mixed Use (MSMU)	702 Main Street Zone Change	702 Main Street	No applications at this time.
24-S-170	12/3/2024	Specific Use Permit for a Mixed Use Self-Storage Development	I-35 & Cibolo Valley Drive SUP	Guadalupe County Parcel ID 185564, Intersection of IH 35 and Cibolo Valley Drive (near existing QT)	No applications at this time.
25-S-002	1/7/2025	Rezone 85 Acres to 55 acres of Single Family Residential District (R-2) and 33 acres of Single Family Residential District (R-6)	Krueger-Martin Tract	2,000 feet north of the intersection of Weir Road and Trainer Hale Road, Bexar County Parcel IDs 310048 and 1190132	No applications at this time.
25-S-003	1/7/2025	Rezone 20 Acres to Middle Density Residential District (R-5)	Eckhardt Estates	5524 Eckhardt Road, Comal County Parcel ID 75449 and 78233	Preliminary Plat Certification Application Under Review
25-S-007	3/4/2025	Specific Use Permit for Automobile Repairs & Service Major on a 0.4 acre tract	Alamo Food Trailers	Guadalupe County Parcel ID 121092	No applications at this time.

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Ordinance Number	City Council Approval Date	Ordinance Request	Project Name	Project Location	Current Status
25-S-008	3/4/2025	Rezone 4.3 acres to General Business District (GB)	No project name provided	7444 FM 482	No applications at this time.
25-S-009	3/4/2025	Specific Use Permit for Nursery, Major on approximately 4.3 acres	No project name provided	7444 FM 482	No applications at this time.
25-S-011	4/15/2025	Rezone 0.4 acres to Single Family Residential District (R-6)	No project name provided	305 Aviation Avenue	No applications at this time.
25-S-020	5/6/2025	Rezone 1.38 acres to Single-Family Residential / Agricultural (R-A)	No project name provided	9126 Trainer Hale Road, Bexar County Parcel ID 310235	No applications at this time.
25-S-021	6/3/2025	Rezone 4.15 acres to General Business District II (GB-2)	No project name provided	46 and 44 Maske Road. Guadalupe County Parcel IDs 199116 and 199117	Replat Certification Application Under Review. Site Plan Certification Application Under Review.
25-S-022	6/3/2025	Rezone 20 acres to Single Family Residential District (R-2)	Trails at Lower Seguin	12816 and 12746 Lower Seguin Road, Bexar County Parcel IDs 310027, 310026, 310028	Preliminary Plat Certification Application Under Review.
25-S-023	6/3/2025	Rezone 62 acres to Single Family Residential District (R-2)	Sterling Grove	3,800 feet east of the intersection of FM 1518 and Trainer Hale Road, Bexar County Parcel IDs 310054 and a portion of 310053 and 310061	No applications at this time.
25-S-027	7/1/2025	Rezone 19 acres to Middle Density Residential District (R-5)	No project name provided	19018 Old Wiederstein Road, Guadalupe County Parcel IDs 68302 and 68303	No applications at this time.

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Ordinance Number	City Council Approval Date	Ordinance Request	Project Name	Project Location	Current Status
25-S-029	7/1/2025	Rezone 173 acres to Single-Family Residential (R-1), Single-Family Residential (R-2) and Single-Family Residential (R-6)	Judah Ranch	Bexar County Parcel ID 310012, 309425, 309427, generally located 1,000 feet to the west of Cibolo Creek on Lower Seguin Road	No applications at this time.
25-S-030	8/5/2025	Rezone 4.64 acres to General Business District II (GB-2)	No project name provided	Guadalupe County Parcel ID 199114 and 199115, also known as 36 and 40 Maske Road	No applications at this time.
25-S-035	9/2/2025	Specific Use Permit for Mixed-Use Self Storage on approximately 2.14 acres	No project name provided	900 feet west of the intersection of Ih 35 and Cibolo Valley Drive, Guadalupe County Parcel ID 62840	Preliminary Plat Certification Application Under Review.
25-S-037	9/2/2025	Specific Use Permit for a Convenience Store with Gas Pumps on approximately 4.2 acres	No project name provided	11185 Ih 10 E, Bexar County Parcel ID 619232	Preliminary Plat Certified. No applications at this time.