

MINUTES  
REGULAR MEETING  
December 16, 2025

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on December 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 Rodriguez; Councilmember Paul Macaluso; Councilmember Mark Davis; Councilmember Michelle Watson; Councilmember Ben Guerrero; Councilmember Robert Westbrook; Councilmember Allison Heyward

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

**Call to Order**

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

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

Councilmember Robert Westbrook provided the opening prayer and led the Pledge of allegiance for the Flag of the United States and State of Texas.

**Presentations**

- *25-Year Tenure Milestone Service Pin Presentation - Bryan Timmons, Engineering Inspector (S.Williams)*

City Manager Steve Williams presented Engineering Inspector Bryan Timmons with a pin in honor and gratitude for his 25 years of dedicated service to the City of Schertz.

**City Events and Announcements**

- Announcements of upcoming City Events (B.James/S.Gonzalez)

Deputy City Manager Brian James provided the announcement of upcoming city events, including the early voting and the special election date for place 7 on Saturday, December 20, 2025, the holiday closures, and Canvassing the votes on December 30, 2025.

- Announcements and recognitions by the City Manager (S.Williams)

City Manager Steve Williams recognized the police department for the National Night Out award, placing seventh statewide and 27th nationally. He also recognized Assistant Police Chief Phillip Waller for graduating from the FBI National Academy.

- Announcements and recognitions by the Mayor (R.Rodriguez)

Mayor Ralph Rodriguez recognized all city staff for the hard work and efforts in the previous festivities.

### **Hearing of Residents**

*This time is set aside for any person who wishes to address the City Council. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes.*

*All remarks shall be addressed to the Council as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Council may be requested to leave the meeting.*

*All handouts and/or USB devices must be submitted to the City Secretary no later than noon on the Monday preceding the meeting. Handouts will be provided to each Councilmember prior to the start of the meeting by the City Secretary. All USB devices will be vetted by City IT staff to ensure City property is protected from malware.*

Mayor Pro Tem Davis recognized the following residents:

**Carlos De La Cruz**, 21502 Fox Park Lodge, San Antonio, communicated that he is running for Congress and expressed his concern for young people. His message to them is that their life matters, God has a plan for them, their country needs them.

**Ralph Gutierrez**, 1016 Silver Tree, requested clarification of the process when a sitting municipal official becomes a candidate for another office, specifically referencing the Texas Constitution Articles 11 and 16. Mayor Rodriguez recognized City Attorney Dan Santee who informed that Article 16, Section 17 of the Texas Constitution provides that officers continue to perform their duties until a successor is duly qualified. Consistent with Attorney General Opinion AP-0351, an officeholder subject to automatic resignation may hold over until a successor is qualified. The city has confirmed this interpretation with the city attorney, and a special election will be called at a future meeting.

**Melva Perez**, 7102 Nottingshire, briefly introduced herself, shared her career milestones and new endeavors as a candidate for the State Representative House District 119, which includes the City of Schertz.

**Jonathan Marquez**, 5817 Saint Andrews, requested sidewalk improvements on Hubertus Road for students to walk to school safely. Specifically, he requested City Council to survey the area and to include the issue in a future agenda for a detailed discussion.

**Dan Swart**, 1509 Gwendolyn Way, encouraged residents to vote in the special election for place 7 in which he is a candidate. He also requested a review of the Hanukkah decoration placed in front of City Hall to showcase the proper celebration.

**Tomas Oscar Espinosa**, 514 Aviation Avenue, offered advice and assistance to process a railroad quiet zone application that could alleviate the noise residents have to endure in the middle of the night from the train horns.

### **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 and the Regular Council Meeting on December 2, 2025  
(S.Edmondson/S.Courney/I.Chavez)
2. **Approval of the 2026 Master Calendar** (S.Williams/Z.Reed)
3. **Councilmember Absence** - Approve Councilmember Westbrook's absence on November 18, 2025, in accordance with City Council Rules of Conduct and Procedure, Article 2.2.2.B. (S.Edmondson/R.Rodriguez)

Mayor Ralph Rodriguez asked if any items needed to be removed for separate action. No items were removed.

Mayor Rodriguez asked for a motion to approve Consent Agenda Items #1 - 3.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Councilmember Paul Macaluso, Councilmember Mark Davis,  
Councilmember Michelle Watson, Councilmember Ben Guerrero,  
Councilmember Robert Westbrook, Councilmember Allison Heyward

Passed

### **Discussion and Action Items**

4. **Ordinance 25-T-049** - Authorizing an amendment to the Fiscal Year 2024-2025 Budget (S.Gonzalez/J.Walters)

Mayor Rodriguez recognized Finance Director James Walters, who provided an explanation regarding the budget amendment ordinance. Key items include consolidating the Senior Center budget into the Parks budget, adding \$100,000 for scheduled public safety computer replacements funded by higher-than-expected sales tax revenue, and IT adjustments for a GIS audit upgrade and delayed server purchases. Facilities funding is increased to continue previously approved library repairs, and the EMS budget is increased to complete a delayed ambulance remount.

Additionally, the Library Board is requesting new funding for electronic resources, an outreach vehicle, and programs, all previously approved by the board and funded through its own revenues, with no impact on property taxes. All non-library items were included in the five-year financial forecast, and the amendment does not affect the city's long-term budget outlook.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson

AYE: Councilmember Paul Macaluso, Councilmember Mark Davis,  
Councilmember Michelle Watson, Councilmember Ben Guerrero,  
Councilmember Robert Westbrook, Councilmember Allison Heyward

Passed

Mayor Rodriguez recessed to closed session at 6:38 p.m.

### **Closed Session**

5. 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-99

### **Reconvene into Regular Session**

Mayor Rodriguez reconvened Regular Session at 6:46 p.m.

6. Take any action based on discussion held in Closed Session under Agenda Item #5.

Mayor Rodriguez stated action would take place by voting to approve Resolution 25-R-17, authorizing an expenditure as reflected in the first amendment and assignment of the Economic Development Performance Agreement between the City of Schertz Economic Development Corporation and with EastGroup Properties L.P., and other matters in connection therewith.

Moved by Councilmember Paul Macaluso, seconded by Councilmember Allison Heyward

AYE: Councilmember Paul Macaluso, Councilmember Mark Davis,  
Councilmember Michelle Watson, Councilmember Ben Guerrero,  
Councilmember Robert Westbrook, Councilmember Allison Heyward

Passed

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

7. Monthly Update - Major Projects in Progress/CIP (B.James/K.Woodlee)
8. Check Report - November 2025 (S.Gonzalez/J.Walters)

### **Requests and Announcements**

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

No requests by 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 Michelle Watson requested clarification on the required actions for the vacancy on Place #6. After a brief discussion, City Secretary Sheila Edmondson clarified that a Special Election is required, and it will be scheduled at a later date.

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

Councilmember Macaluso attended the Holidazzle and Tree Lightning events.

Councilmember Ben Guerrero attended the Tree Lightning and Holidazzle events.

Councilmember Robert Westbrook attended the Deck the Hall, Holidazzle, Mingle and Jingle events, the Community Advisory Committee with the School District, Northeast Partnership luncheon, and the Chamber luncheon.

Councilmember Allison Heyward attended the police department holiday luncheon, the Tree Lightning, Holidazzle and Mingle and Jingle events, a ribbon-cutting for Nu Eta Sigma Alumnae Chapter of the Sigma Gamma Rho Sorority, the Northeast Partnership luncheon and the Chamber luncheon.

Mayor Ralph Rodriguez attended the Tree Lightning and Holidazzle events.

**Adjournment**

Mayor Rodriguez adjourned the meeting at 6:51 p.m.



Ralph Rodriguez, Mayor

ATTEST:



Sheila Edmondson TRMC, City Secretary

