

DRAFT

MINUTES REGULAR MEETING March 3, 2026

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on March 3, 2026, 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; Mayor Pro Tem Mark Davis; Councilmember Paul Macaluso; Councilmember Michelle Watson; Councilmember Ben Guerrero; Councilmember Robert Westbrook; Councilmember Robert Sheridan

Absent: Councilmember Allison Heyward

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

Call to Order

Mayor Rodriguez called the meeting to order at 6:01 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 Pledges of Allegiance to the Flags of the United States and the State of Texas.

Special Announcement

- **Hal Baldwin Scholarship** - Students attending for the Hal Baldwin Scholarship need to sign in on the sheet located on the back podium. If you are watching remotely, please email Sarah Gonzalez at sgonzalez@schertz.com to virtually sign in. Please direct any questions to Ms. Gonzalez.

Mayor Rodriguez provided instructions for students applying for the Hal Baldwin Scholarship.

Proclamations

National Employee Appreciation Day-March 6, 2026 (Councilmember Guerrero)
Councilmember Ben Guerrero presented the National Employee Appreciation Day-March 6, 2026 proclamation to City Manager Steve Williams and city staff.

311 Recognition Day-March 11, 2026 (Councilmember Westbrook)

Councilmember Robert Westbrook presented the 311 Recognition Day-March 11, 2026 proclamation to Public Affairs Manager Krystal Haynes, Service Representative Lidia Martinez and Service Representative Guadalupe Martinez.

Procurement Month-March 2026 (Councilmember Sheridan)

Councilmember Robert Sheridan presented the Procurement Month-March 2026 proclamation to Director of Human Services & Purchasing Jessica Kurz, Purchasing Manager Daniel Ellenburg, and Purchasing Specialist Christopher Keen.

Employee Introductions

Mayor Rodriguez recognized City Department Leaders who introduced the following new staff:

- EMS: Azalea Iniguez-EMT
- Library: Rachel Bowerman, Library Assistant; Helena Frende-Library Assistant; Veronica Jones-Library Assistant
- Planning: Brandon Elliott, Planner
- Public Works (Water): Chandler Layer, Water/Wastewater Operator Trainee; Romeo Pena, Water/Wastewater Operator Trainee

Presentations

Presentation of 2026 TRAPS Gold Medal Award to the Schertz Parks, Recreation, and Community Services Department. (S.Gonzalez/L.Shrum)

Mayor Rodriguez recognized Parks & Recreation and Community Services Director Lauren Shrum, who highlighted the 2026 TRAPS Gold Medal awards earned by the Schertz Parks, Recreation, and Community Services Department, including Class IV Medal and Arts & Humanities awards, individual competition placements, and staff contributions in volunteer roles such as room hosts, CU monitors, and check-in tables, as well as leadership positions held by Shrum, Sydney Perez, Cassie Paredes, and Kathryn Scheel.

City Events and Announcements

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

Assistant City Manager Sarah Gonzalez provided the announcement of upcoming city events.

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

City Manager Steve Williams recognized promotions for Samantha Pinello, from Administrative Assistant to Civic Center Coordinator, Benjamin Ekomo and Jayden Fincher, from Cadets to Police Officers. He also recognized Sarah Gonzalez, who was elected as a Texas Municipal League board representative.

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

Mayor Rodriguez recognized City Manager Steve Williams, who was elected as the Texas Municipal League president.

Workshop

11. March 2026 Quarterly Streets Update (B.James/K.Woodlee/R.Martinez)

Mayor Rodriguez recognized City Engineer Kathryn Woodlee and Streets Maintenance Supervisor Robert Martinez for the March 2026 Quarterly Streets update. Mr. Martinez reviewed maintenance activities tracked through the Streets Maintenance Dashboard, including pothole repairs, sidewalk assessments, and emergency coordination through the 311 system. Staff highlighted the use of a sidewalk severity index to prioritize repairs, ongoing neighborhood sidewalk rehabilitation, roadway improvements on FM 482 and Old Nacogdoches Road due to heavy truck traffic, and completion of 0.95 miles of crack sealing in Willow Grove Estates. Additional efforts included deployment of a new pothole repair truck and installation of striping and traffic-calming measures near schools and residential areas.

Engineer Woodlee also provided an update on the 2024 street rehabilitation project on St. Andrews, Maple Drive, and Dove Meadows/Silver Tree. Although the contractor remains within the July 17, 2026 completion deadline, residents have raised concerns about construction impacts and communication. Staff stated issues will be addressed before project acceptance, and council encouraged improved coordination, contractor accountability, and resident communication.

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 Mark Davis recognized the following residents:

Delia Ibarra, 18311 Cabin Road, San Antonio, introduced the first Smoothie King in Schertz.

Daniel Jameson, 1048 Richmond Drive, Schertz, expressed concern that the city currently lacks

a playground area designed for children and youth with special needs and also invited the community to attend the upcoming VFW breakfast.

Adam Green, 500 Schertz Parkway, Schertz, expressed concern that his church, located at 500 Schertz Parkway since 2017, was recently informed that the signs are now non-compliant under a new ordinance. He requested assistance from the city to find a permit solution that would allow the church to maintain its signs year-round without incurring excessive costs or disruption.

Richard Elder, 4317 Willow Oak, Schertz, raised concerns that the city's sewer billing system may overcharge residents when outdoor irrigation increases water usage. He suggested using a single reference month, adjusting billing data, or allowing charges based on actual sewer usage with a consistent per-thousand-gallon rate.

Sarah Dietz, 2529 Melville, Schertz, introduced herself as a candidate for Council Place 6 and shared that her roots in the community run deep, noting her family strongly support public safety. She also highlighted her work as a former SCUC ISD teacher, and her current service with the SCUC Education Foundation and the Women's Council of Realtors, emphasizing her commitment to thoughtful growth and community service.

Raquel Gutierrez, 1016 Silvertree, Schertz, as a candidate for Council Place 6 raised awareness for dedicated leadership that plans for the future, ensuring water, infrastructure, and finances are reliable, sustainable, and protective of public safety. She expressed her commitment to serving this community with foresight, integrity, and steadfast advocacy for long-term stability and responsible growth.

Bob Jameson, 4504 Brush Creek Drive, Schertz, stated that a commercial development was built about 20 feet from his property line, raising drainage concerns. He also alleged the city delayed releasing requested plans and requested accountability for the approval process and use of taxpayer funds.

Lori A. Murphy, 1013 Grey Feather, Schertz, experienced dust, property damage, irrigation disruptions, and safety concerns during construction in her neighborhood. She requested consistent dust control, secure site management, full restoration of property and trails, and clear communication of the project timeline.

Miguel Vazquez, 9320 Berean Way, San Antonio, introduced himself as President of the Schertz-Cibolo Cemetery Association and thanked the city council and historical preservation committee for the received grant.

Shane Sailer, 2924 Pawtucket Road, Schertz, expressed concerns about the new trash contractor, Frontier Waste Solutions and urged the city to ensure compliance, increase transparency, and provide a clear system for customer complaints to protect residents and guide future contracts.

Mayor Rodriguez recessed the meeting at 8:15 p.m. and reconvened at 8:26 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 Strategic Planning Meeting Council/Staff on February 6, 2026, the Special Council Meeting on February 9, 2026-Canvassing the January 31, 2026 Runoff Election and the regular Council Meeting on February 17, 2026 (S.Edmondson/S.Courney/I.Chavez)
2. **Resolution 26-R-023** - Authorizing the purchase of security hardware from SHI (B.James/D.Hardin/J.Bluebird)
3. **Resolution 26-R-036** - Authorizing an Advance Funding Agreement with the State of Texas for Rail Highway Safety Program Off-System (B.James/K.Woodlee/E.Schulze)

Mayor 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 Robert Westbrook, seconded by Councilmember Robert Sheridan

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

Passed

Discussion and Action Items

4. **Resolution 26-R-040** - Authorizing the land acquisition of the property located at 12235 Aztec Way for an amount not to exceed \$100,000 plus closing costs, specifying funding sources, and other matters in connection therewith (S.Williams/B.James)

Mayor Rodriguez recognized Deputy City Manager Brian James, who presented Resolution 26-R-040 authorizing the purchase of the property at 1235 Aztec Way for an amount not to exceed \$100,000 plus closing costs. The property is partially located in the floodplain and includes a leased billboard. The acquisition would allow the city to address ongoing issues such as illegal dumping, debris, and unauthorized campsites while improving property oversight and floodplain management. The billboard lease has fewer than five years remaining but may include provisions allowing an extension of up to 30 years if acquired by a governmental entity. Staff plans to negotiate with the billboard company regarding lease terms, which could allow the city to continue receiving revenue or potentially use the billboard for public messaging and community event announcements.

Mayor Rodriguez recognized Councilmember Ben Guerrero who made a motion to pass Resolution 26-R-040, seconded by Councilmember Michelle Watson

AYE: Councilmember Paul Macaluso, Councilmember Michelle Watson,
Councilmember Ben Guerrero, Councilmember Robert Westbrook,
Councilmember Robert Sheridan

NAY: Mayor Pro Tem Mark Davis

Passed

- 5. Resolution 26-R-039** - Authorizing a Wastewater Transmission and Treatment Capacity Lease Agreement with Green Valley Special Utility District (GVSUD) for temporary sewer capacity (S.Williams/B.James)

Mayor Rodriguez recessed to Closed Session at 8:40 p.m.

Mayor Rodriguez reconvened to Regular Session at 9:41 p.m.

Mayor Rodriguez stated that no action was taken in the Executive Session on item #5 Resolution 26-R-039.

Mayor Rodriguez recognized Deputy City Manager Brian James, who presented the sewer capacity lease agreement between the City of Schertz and Green Valley SUD that would provide the city with access to 125,000 gallons of sewer treatment capacity at the South Schertz Treatment Plant for approximately six years. This additional capacity is intended to support growth in southern Schertz while the city completes the planned plant expansion, which is expected to take four to five years following previously approved bond funding for design. The agreement would cost \$250,000 annually and would help bridge the capacity gap until the expansion is operational.

The agreement also includes a right of first refusal for Green Valley SUD regarding the city's water lease rights through the Cibolo Valley Local Government Corporation if the city ever chooses to sell them. This provision does not obligate the city to sell those rights but recognizes that Green Valley currently provides water and sewer service to a significant portion of the surrounding service area within their CCNs. Any future consideration of selling those rights would require coordination with the City of Cibolo and further council direction.

Mayor Rodriguez opened the floor to council for discussion.

No discussion occurred.

Mayor Rodriguez recognized Mayor Pro Tem Mark Davis who made a motion to approve Resolution 26-R-039, seconded by Councilmember Michelle Watson

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

NAY: Councilmember Robert Sheridan

Passed

Public Hearings

6. **Ordinance 26-S-007**- Conduct a public hearing and consider amendments to Part III of the Schertz Code of Ordinances, Unified Development Code (UDC), to Article 4 Section 21.4.3- Notice Requirements (B.James/L.Wood/D.Marquez).

Mayor Rodriguez recognized Senior Planner Daisy Marquez who presented the proposed amendments to the Unified Development Code (UDC) to ensure compliance with state law following the 89th Texas Legislative Session and the adoption of House Bill 24, which took effect on September 1, 2025. The bill changes requirements for public notice related to zoning changes, including requiring notice signs to be posted no later than the 10th day before a hearing and specifying that signs must be at least 24 inches by 48 inches in size. Staff removed outdated language from the UDC and incorporated the required language directly from the Texas Local Government Code.

The Planning and Zoning Commission held a public hearing on February 4, 2026, and unanimously recommended approval. City departments including Fire, EMS, and Police, along with legal counsel, reviewed the amendments without objection. Staff has already implemented compliant signage since the law took effect and is now updating the UDC to formally align with state requirements.

Mayor Rodriguez opened the Public Hearing at 9:48 p.m.

No residents came forward to speak.

Mayor Rodriguez closed the Public Hearing at 9:49 p.m.

Mayor Rodriguez opened the floor to Council for discussion.

Councilmember Sheridan asked if the signs would have to be changed to be in compliance. Daisy Marquez confirmed affirmatively.

Mayor Rodriguez recognized Councilmember Michelle Watson who made a motion to approve Ordinance 26-S-007, seconded by Councilmember Paul Macaluso

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

Passed

7. **Ordinance 26-S-004** - Conduct a public hearing and consider a request for a Specific Use Permit to allow a convenience store with gas pumps on approximately 7.8 acres of land, located approximately 51-feet west from the intersection of IH-35 N Access Road and FM 2252, also known as 18920 IH 35 N, more specifically known as Guadalupe County Property Identification Number 114083 and Comal County Property Identification

Number 119021, City of Schertz, Comal and Guadalupe County, Texas.
(B.James/L.Wood/D.Marquez)

Mayor Rodriguez recognized Senior Planner Daisy Marquez, who presented a map of the property and a request for a Specific Use Permit (SUP) to allow a convenience store with gas pumps on property west of I-35 and FM 2252, which is zoned General Business (GB). A previous SUP approved in January 2024 expired in January 2026 after a building permit was not issued within two years, although the applicant has since completed an approved site plan and final plat and is nearing permit approval. Public notices were issued with no responses received, and the request is consistent with the Comprehensive Plan and surrounding GB zoning along the I-35 corridor. The Planning and Zoning Commission unanimously recommended approval with the condition that a building permit be issued within two years.

Mayor Rodriguez opened the Public Hearing at 9:55 p.m.
No residents came forward to speak.
Mayor Rodriguez closed the Public Hearing at 9:55 p.m.

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

Mayor Rodriguez recognized Councilmember Guerrero who made a motion to approve Ordinance 26-S-007, and Councilmember Watson who seconded it.

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

Passed

8. **Ordinance 26-S-005** - Conduct a public hearing and consider a request for a Specific Use Permit to allow a Truck Terminal on approximately 4.1 acres of land, located approximately 600-feet west of the intersection of Baugh Lane and Schwab Road, also known as 23870 Baugh Lane, more specifically known as Comal County Parcel Identification Number 464879, City of Schertz, Comal County, Texas.(B.James/L.Wood/W.Willingham)

Mayor Rodriguez recognized Planner Willim Willingham, who presented a map of the subject property and a request for a Specific Use Permit (SUP) for a truck terminal on approximately 4.1 acres zoned General Business (GB) adjacent to Light Manufacturing (M1), where the Sysco facility is located. A previous SUP approved in 2024 expired in January 2026, although the applicant completed a preliminary plat, final plat, site plan, and submitted a building permit application during that time. The terminal is intended to support the nearby Sysco development and address truck parking needs. The request meets UDC requirements, aligns with the Comprehensive Plan, and received no objections from city departments. The Planning and Zoning Commission unanimously recommended approval with the condition that a building permit be issued within two

years.

Mayor Rodriguez opened the Public Hearing at 10:00 p.m.

No residents came forward to speak.

Mayor Rodriguez closed the Public Hearing at 10:01 p.m.

Mayor Rodriguez opened the floor to Council for discussion.

No discussion occurred.

Mayor Rodriguez requested a motion to approve Ordinance 26-S-005.

Moved by Councilmember Paul Macaluso, seconded by Councilmember Robert Westbrook

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

Passed

9. **Ordinance 26-S-006** - Conduct a public hearing and consider amendments to Part III of the Schertz Code of Ordinances, Unified Development Code (UDC), to Article 8 Section 21.8.4 - Home Occupations and Article 16- Definitions (B.James/L.Wood/W.Willingham)

Mayor Rodriguez recognized Planner William Willingham who presented proposed amendments to the Unified Development Code (UDC) Articles 8 and 16 to comply with state law following the adoption of Texas House Bill 2464. The legislation restricts municipalities from prohibiting or requiring permits for “no-impact” home-based businesses that do not create nuisances such as traffic or noise. The amendments add references to these businesses, remove several regulatory criteria and sections that previously allowed permitting or prohibitions, and update definitions to align with state requirements. Staff confirmed the amendments meet all UDC procedures, received no objections from city departments or legal review, and the Planning and Zoning Commission unanimously recommended approval.

Mayor Rodriguez opened the Public Hearing at 10:05 p.m.

No residents came forward to speak.

Mayor Rodriguez closed the Public Hearing at 10:06 p.m.

Mayor Rodriguez opened the floor to Council for discussion.

No discussion occurred.

Mayor Rodriguez requested a motion to approve Ordinance 26-S-006.

Moved by Councilmember Michelle Watson, seconded by Councilmember Robert Sheridan

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

Passed

- 10. Ordinance 26-S-008** - Conduct a public hearing and consider amendments to Part III of the Schertz Code of Ordinances, Unified Development Code (UDC) to Article 5, Section 21.5.7- Dimensional and Development Standards, and Article 16 Definitions (B.James/L.Wood/D.Marquez).

Mayor Rodriguez recognized Senior Planner Daisy Marquez who presented proposed amendments to UDC Article 5 (Dimensional and Development Standards) and Article 16 (Definitions) following City Council direction from a September 17, 2024, workshop regarding impervious coverage. The amendments clarify that swimming pool water surface areas do not count toward maximum impervious coverage and remove the requirement for an overflow device. Staff also proposed updating the definition of impervious coverage to exclude decorative pavers used for residential landscaping, provided they are not used for vehicular travel. The Planning and Zoning Commission supported the pool-related changes but recommended an alternative definition allowing decorative pavers to count only up to 25% of the allowable impervious coverage and permitting their use for driveways. Staff recommended approval of the ordinance as directed by Council, while the Planning and Zoning Commission recommended approval with the modified Article 16 language following a public hearing.

Mayor Rodriguez opened the Public Hearing at 10:13 p.m.

Glen Outlaw, 3729 Force Scythe Park, Schertz, expressed concern that pavers should not have a flat exemption and suggested they be rated between concrete and grass, noting his own attempt to install a paver driveway was denied under current UDC rules and encouraging the city to consider future updates allowing paver driveways similar to nearby cities.

Mayor Rodriguez closed the Public Hearing at 10:17 p.m.

Mayor Rodriguez opened the floor to Council for discussion.

Mayor Rodriguez recognized the following:

Mayor Pro Tem Davis who suggested pavers be rated between concrete and grass rather than given a flat exemption and encouraged updating regulations to allow residential paver driveways, citing his own blocked project and examples from other cities.

Councilmember Macaluso cautioned that DIY or low-quality pavers could deteriorate, while **Councilmembers Westbrook and Guerrero** supported exploring the option in the future, with staff noting they could research and return with a focused ordinance.

Mayor Rodriguez recognized Councilmember Michelle Watson who made a motion to approve Ordinance 26-S-008, seconded by Councilmember Robert Westbrook

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

Information available in City Council Packets - NO DISCUSSION TO OCCUR

Requests and Announcements

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

Councilmember Michelle Watson asked for an update on Ordinance 26-S-008 to be put on the next agenda.

Councilmember Robert Westbrook asked for a workshop to be included in the next Council Meeting regarding the procedure for the Boards, Commissions, and Committees liaison assignments.

- Requests by Mayor and Councilmembers that items or presentations be placed on a future City Council agenda

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

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

Councilmember Paul Macaluso attended the Jubilee meeting.

Councilmember Robert Westbrook attended the Get Out to Vote event in the Civic Center.

Councilmember Robert Sheridan attended the Retirement Ceremony for officer Bill Freeman and the Schertz Economic Development Board Meeting.

Adjournment

Mayor Rodriguez adjourned the meeting at 10:28 p.m.

Ralph Rodriguez, Mayor

ATTEST:

Sheila Edmondson, City Secretary