



**MEETING AGENDA
City Council
REGULAR SESSION CITY COUNCIL
April 7, 2026**

**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, APRIL 7, 2026 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 Sheridan)

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.

Proclamations

National Crime Victims' Rights Week-April 19-25, 2026 (Councilmember Watson)

Child Abuse Prevention and Awareness Month-April 2026 (Councilmember Macaluso)

Sexual Assault Awareness Month-April 2026 (Councilmember Guerrero)

Animal Care and Control Appreciation Week - April 12-18, 2026 (Councilmember Heyward)

National Public Safety Telecommunicators Week-April 12-18, 2026 (Councilmember Westbrook)

Military Child Month-April 2026 (Councilmember Sheridan)

Employee Introduction

- Neighborhood Services: Steven Miller-Code Enforcement Officer
- Police: Ashley Aldaba-Police Officer
- Public Works-Drainage: Drainage Worker Trainees, Victor Guerrero, David Mosqueda, and Kevin Joler
- Utilities Billing: Emilia Zapata

Presentations

25 Year Tenure Milestone Service Pin: Presentation for Fire Lieutenant Mack Melancon

The 2026 Bond for Schertz-Cibolo-Universal City ISD (Superintendent Paige Meloni)

Presentation of Schertz Police Department 2025 Annual Report Presentation (J.Lowery/P.Waller)

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.Rodriguez)

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 regular Council Meeting on March 17, 2026 (S.Edmondson/S.Courney/I.Chavez)

2. **Appointments, Re-appointments, and Resignations - City of Schertz Boards, Commissions, and Committees**
 - **Appointments**
 - n/a
 - **Re-appointments**
 - Schertz Historical Preservation Committee for the term ending 03/31/2028:
Becki Babcock, Lauren Dalton, Sophie Rodriguez, Kathleen Samsey, Rosalyn Wise
 - Capital Improvement Advisory Committee for the term ending 06/30/2028:
Dr. Mark Peshorn and Mr. Bryan Jones
 - **Resignations, Removals, and Expiring Terms**
 - CIAC: Tamara Brown, Judy, Goldick, Roderick Hector, David Hughes, Patrick McMaster, Glen Outlaw, and Clayton Wallace

3. **Councilmember Absence** - Approve Councilmember Allison Heyward's absence on March 3, 2026, in accordance with City Council Rules of Conduct and Procedure, Article 2.2.2.B (R.Rodriguez/S.Edmondson)

4. **Resolution 26-R-032** - Authorizing an amendment to the professional services agreement with Halff Associates for the FM 1518 Utility Relocation Project (B.James/K.Woodlee/E.Schulze)

5. **Resolution 26-R-034** - Authorizing the purchase of software licenses with SHI (B.James/D.Hardin/J.Bluebird)

6. **Resolution 26-R-046** - Adopting the State-mandated Texas Women's Privacy Act Policy (B.James/D.Hardin/C.Lonsberry)

7. **Resolution 26-R-047** - Authorize the City Manager to apply for and accept funds from the Urban Areas Security Initiative (UASI) to purchase a tethered unmanned aircraft system (UAS) in order to improve and enhance department and city UAS capabilities (S.Williams/G.Rodgers)

8. **Resolution 26-R-049** - Authorizing a Task Order Amendment with Kimley-Horn and Associates, Inc. for the Schertz Forest Roadway and Waterline Improvements Project (B.James/K.Woodlee/J.Nowak)

9. **Resolution 26-R-021** - Authorizing expenditures with Versalift for the acquisition of an Aerial Bucket Truck as part of the FY2025-26 Supplemental Vehicle/Equipment Replacement/Acquisition program (B.James/D.Hardin/M.Chappell)

Discussion and Action Items

10. **Resolution 26-R-037** - Authorizing the purchase and installation of twenty-six (26) HVAC systems from Way Mechanical (B.James/D.Hardin/C.Lonsberry)

Closed Session

11. The City Council will meet in closed session pursuant to Section 551.071 of the Texas Government Code. The City of Schertz will consult in closed session with its attorney to receive legal advice regarding pending or contemplated litigation, a settlement offer, or matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter, to include the unauthorized use of City property.

12. The City Council will meet in closed session in accordance with Section 551.072, Texas Government Code deliberation regarding the purchase, sale, exchange, lease, or value of water lease rights.

Reconvene into Regular Session

13. Take any action based on discussion held in Closed Session under Agenda Item # 11.
14. Take any action based on discussion held in Closed Session under Agenda Item # 12.

Information available in City Council Packets - NO DISCUSSION TO OCCUR

15. Quarterly Update-City Council Approved Zoning and Specific Use Permit Ordinances in relation to current development status (B.James/L.Wood/E.Delgado)
16. Tim Brown Memorial Plaque for Council Chamber Conference Room (B.James/D.Hardin)
17. Check Report - February 2026 (S.Gonzalez/J.Walters)
18. Monthly Update - Major Projects in Progress/CIP (B.James/K.Woodlee)

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 1ST DAY OF APRIL 2026 AT 5:15 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 _____, 2026.
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

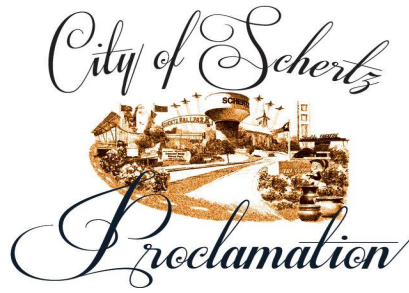
<p>Mayor Rodriguez Member Audit Committee Investment Advisory Committee Main Street Committee TIRZ II Board</p> <p>Liaison Board of Adjustments Senior Center Advisory Board-Alternate</p>	<p>Councilmember Davis– Place 1 Member Interview Committee Main Street Committee - Chair TIRZ II Board</p> <p>Liaison Parks & Recreation Advisory Board Schertz Housing Authority Board Transportation Safety Advisory Board</p>
<p>Councilmember Watson – Place 2 Member Audit Committee</p> <p>Liaison Library Advisory Board Senior Center Advisory Board Schertz-Seguin Local Government Corporation (SSLGC) -Ex-Officio</p>	<p>Councilmember Macaluso – Place 3 Member Interview Committee Hal Baldwin Scholarship Committee TIRZ II Board</p>
<p>Councilmember Guerrero – Place 4 Member Hal Baldwin Scholarship Committee Investment Advisory Committee</p> <p>Liaison Schertz Historical Preservation Committee</p>	<p>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</p>
<p>Councilmember Heyward – Place 6 Member Animal Services Advisory Committee Audit Committee Interview Committee-Chair Investment Advisory Committee Main Street Committee</p> <p>Liaison Building and Standards Commission Economic Development Corporation - Alternate Senior Center Advisory Board</p>	<p>Councilmember Sheridan – Place 7</p>

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: City Secretary
Subject: National Crime Victims' Rights Week-April 19-25, 2026
(Councilmember Watson)

Attachments

National Crime Victim's Rights Week April 19-25, 2026



National Crime Victims' Rights Week **April 19-25, 2026**

Whereas, millions of Americans are victims of crime each year, and these crimes also affect family members, friends, neighbors, and co-workers; and

Whereas, crime can leave a lasting physical, emotional, or financial impact on people of all ages and abilities, and of all economic, racial, and social backgrounds; and

Whereas, in 1984, the Crime Victims Fund was established by the Victims of Crime Act (VOCA) to provide a permanent source of support for crime victim services and compensation through fines and penalties paid by convicted federal offenders; and

Whereas, the Crime Victims Fund today supports thousands of victim assistance programs who provide help and support to child victims of violence and sexual abuse; stalking victims; survivors of homicide victims; victims of drunk-driving crashes; and victims of domestic, dating, and sexual violence and other crimes; and

Whereas, by ensuring that federal offender criminal fines and penalties are deposited into the Crime Victims Fund, Congress affirmed that those who commit crimes should be held accountable for the impact of their actions; and

Whereas, the Crime Victims Fund provides victim assistance to millions of crime victims annually and also provides compensation funds to thousands of crime victims each year for reimbursement of expenses related to their victimization; and

Whereas, the victim assistance community faces new challenges to reach and serve all victims, including victims of newly recognized crimes; and

Whereas, now is the time to embrace a new emphasis on learning what works in reaching underserved victims and meeting victims' needs; and

Whereas, National Crime Victims' Rights Week, provides an opportunity to celebrate the energy, creativity, and commitment that launched the victims' rights movement, inspired its progress, and continues to advance the cause of justice for crime victims; and

Whereas, Advocates are joining forces with victim service providers, criminal justice agencies, and concerned citizens throughout The City of Schertz and America to raise awareness of victims' rights and observe National Crime Victims' Rights Week.

Now Therefore, Be It Resolved, that I, Ralph Rodriguez, Mayor of the City of hereby proclaims the week of **April 19-25, 2026 as National Crime Victims' Rights Week** in Schertz, Texas, and reaffirms the City's commitment to respect and enforce victims' rights and address victims' needs during National Crime Victims' Rights Week and throughout the year; and express our appreciation for those victims and crime survivors who have turned personal tragedy into a motivating force to improve our response to victims of crime and build a more just community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the SEAL of the City of Schertz to be affixed this the 7th day of April 2026.

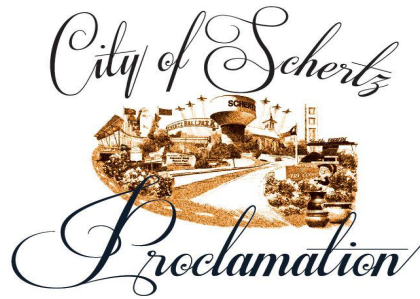
Ralph Rodriguez, Mayor

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: City Secretary
Subject: Child Abuse Prevention and Awareness Month-April 2026
(Councilmember Macaluso)

Attachments

Child Abuse Prevention & Awareness Month April 2026



Child Abuse Prevention & Awareness Month In Schertz, Texas - April 2026

Whereas, more than 33,249 cases of child abuse and neglect were confirmed in Texas during fiscal year 2025; and

Whereas, there were 163 confirmed victims of child abuse and neglect in Guadalupe County in fiscal year 2025; and

Whereas, child abuse prevention is a community responsibility and finding solutions depends on involvement among all people; and

Whereas, communities must make every effort to promote and support programs that benefit children and their families; and

Whereas, effective child abuse prevention programs succeed because of partnerships among a variety of entities including but not limited to schools, religious organizations, law enforcement agencies, child protective services, prosecution agencies, medical professionals, mental health professionals, SJRC Texas-Belong, the Guadalupe County Child Welfare Board, Children's Advocacy Centers, Court Appointed Special Advocates, Bikers Against Child Abuse, and other community-based non-profit organizations; and

Whereas, everyone in the community should become more aware of child abuse prevention and consider helping parents raise their children in safe, nurturing environments as well as supporting local professionals dedicated to meeting the needs of child abuse victims; and

Now Therefore, Be It Resolved, in official recognition, I Ralph Rodriguez, Mayor of the City of Schertz hereby proclaims

April 2026 as Child Abuse Prevention & Awareness Month

in Schertz, Texas, and urge all citizens to work together to reduce child abuse and neglect and to significantly improve the response of our community when child abuse occurs in the months and years ahead.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the SEAL of the City of Schertz to be affixed this the 7th day of April 2026.

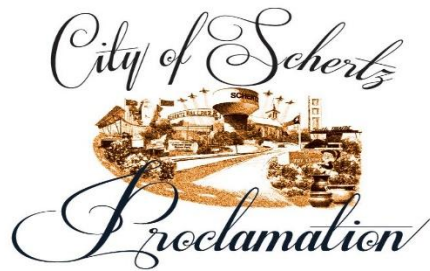
Ralph Rodriguez, Mayor

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: City Secretary
Subject: Sexual Assault Awareness Month-April 2026 (Councilmember Guerrero)

Attachments

Sexual Assault Awareness Month April 2026



National Sexual Assault Awareness and Prevention Month April 2026

WHEREAS, every 68 seconds another person in the United States is sexually assaulted, and in Texas 2 in 5 women and 1 in 5 men are victims of sexual assault; AND in fiscal year 2025, Thriving Hearts Crisis Center rendered 552 services to 93 survivors of sexual violence and provided 94 hospital accompaniments for sexual assault exams;

WHEREAS, according to a study conducted by the Texas Association Against Sexual Assault and The University of Texas at Austin Institute on Domestic Violence and Sexual Assault approximately 6.3 million Texans have been sexually victimized;

WHEREAS, most victims are sexually assaulted by someone they know and 91 percent of victims did not report to police;

WHEREAS, it is appropriate to salute the more than 20 Million victims who have survived sexual assault in the United States and the efforts of victims, volunteers, and professionals who combat sexual assault;

WHEREAS, national and community organizations and private sector supporters should be recognized and applauded for their work in promoting awareness about sexual assault;

WHEREAS, police, forensic workers, and prosecutors should be recognized and commended for their hard work and innovative strategies to increase the percentage of sexual assault cases that resolve in the prosecution and incarceration of the offenders;

WHEREAS, sexual violence is a persistent and pervasive problem in our society, one that requires attention year-round and in order to foster healthy communities, all citizens must support the effort to end sexual violence every month of the year; and,

WHEREAS, national and community organizations, businesses in the private sector, and the media are urged, through *National Sexual Assault Awareness* of sexual violence and strategies to decrease the incidence of sexual assault.

NOW, THEREFORE, I, Ralph Rodriguez, Mayor of the City of Schertz
do hereby proclaim the month of

April 2026 as “National Sexual Assault Awareness and Prevention Month”
in Schertz and urge all citizens to observe this month by supporting the goals and ideas of victims and those working toward awareness and prevention, and by participating in community efforts.

IN TESTIMONY WHEREOF, I have
signed my name officially and caused
the Seal of the City of Schertz to be
affixed on the 7th of April 2026.

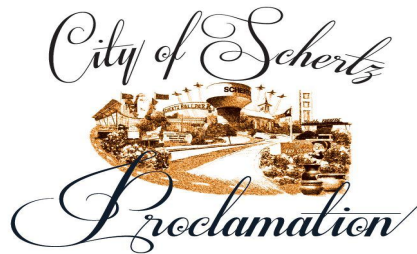
Ralph Rodriguez, Mayor

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: City Secretary
Subject: Animal Care and Control Appreciation Week - April 12-18, 2026
(Councilmember Heyward)

Attachments

National Animal Care and Control Week April 12-18, 2026



NATIONAL ANIMAL CARE AND CONTROL APPRECIATION WEEK April 12-18, 2026

WHEREAS, the National Animal Care and Control Association has designated the second full week in April as Animal Care and Control Appreciation Week; and

WHEREAS various federal, state, and local government officials throughout the country take this time to recognize, thank and commend all Animal Control Officers and Animal Services Staff for the dedicated service they provide to the citizens, public safety, and domestic animals and livestock across the nation; and

WHEREAS the City of Schertz recognizes and commends the Schertz Animal Services personnel who answer calls for assistance, capture roaming and potentially dangerous animals, rescue animals, investigate reports of animal abuse, educate pet owners about responsible care, and mediate disputes between neighbors regarding pets; and

WHEREAS, in 2025, the City of Schertz Animal Services responded to 2,067 calls for service and handled 1,238 animals for intake; and

WHEREAS, the City of Schertz has a staff that includes: 1-Animal Services Manager, 4-Animal Services Officers and 4-Kennel Technicians; and

WHEREAS, in 2025, the Schertz Animal Services has developed partnerships with San Antonio Humane Society and other animal rescue organizations for the placement of scared or ill animals.

WHEREAS, in 2025, the Schertz Animal Services department continues their vision to have a special unit where they can care for neonatal animals, both domestic and wild. They have an entire room in full service dedicated to the care of infant animals; and,

WHEREAS Animal Control Officers provide essential community functions including the enforcement of animal control laws, protecting the public from diseases such as rabies, and educating the public on the proper care of the community's pets; and

NOW, THEREFORE be it resolved that I, Ralph Rodriguez, Mayor of the City of Schertz proclaim
National Animal Care and Control Appreciation Week - April 12-18, 2026

I encourage all citizens to join me in thanking our City of Schertz Animal Services for the dedication and exceptional service they provide to all citizens and animals in our great community

IN TESTIMONY WHEREOF, I
hereunto set my hand and caused the
Seal of City of Schertz to be affixed on
this the 7th day of April 2026.

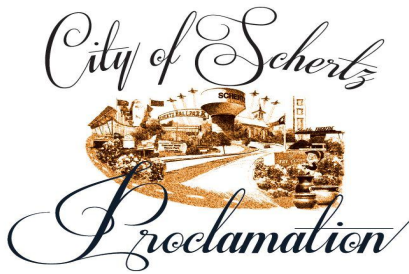
Ralph Rodriguez, Mayor

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: City Secretary
Subject: National Public Safety Telecommunicators Week-April 12-18, 2026
(Councilmember Westbrook)

Attachments

National Public Safety Telecommunicators Week 2026



National Public Safety Telecommunicators Week

April 12-18, 2026

Whereas, emergencies can occur at any time that require police, fire, or emergency medical services; and,

Whereas, when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and,

Whereas, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the City of Schertz emergency communications center; and,

Whereas, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and,

Whereas, the Public Safety Telecommunicators Department has 16 employees: 1-Communications Manager with 21.5 years of experience, 4-Shift Supervisors with a combined 57 years of experience and, 11-Communication Officers with a combined total of 29 years of experience; and

Whereas, the Public Safety Telecommunicators for the City of Schertz answered approximately 29,000-911 Calls answered, 64,000 Non-emergency lines answered, 1,400 Text to 911 answered. In 2025, there were 43,000 Calls for Service for Schertz PD, 25,000 Calls for Service for Cibolo PD, 5,000 Calls for Service for Schertz Fire, 4,000 Calls for Service for Cibolo Fire and 16,5000 Calls for Service for Schertz EMS;

Whereas, Public Safety Telecommunicators are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information, and ensuring their safety; and,

Whereas, Public Safety Telecommunicators of the City of Schertz have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,

Whereas, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year.

Now Therefore, Be It Resolved that I, Ralph Rodriguez, Mayor of the City of Schertz proclaims.

National Public Safety Telecommunicators Week, April 12-18, 2026

I encourage all citizens to join us in honoring the men and women whose diligence and professionalism keep our city and citizens safe.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the SEAL of the City of Schertz to be affixed to this on the 7th day of April 2026.

Ralph Rodriguez, Mayor

Agenda No.

CITY COUNCIL MEMORANDUM

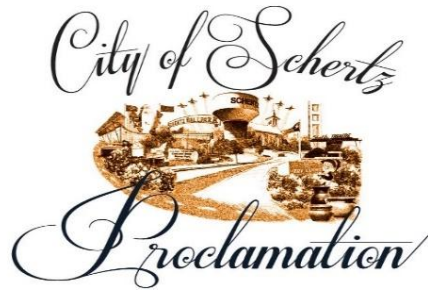
City Council Meeting: April 07, 2026

Department: City Secretary

Subject: Military Child Month-April 2026 (Councilmember Sheridan)

Attachments

Military Child Month 2026



**April 2026 is “Month of the Military Child”
&
April 7, 2026 is “Purple Up! For Military Kids Day”**

WHEREAS, The City of Schertz will observe “Month of the Military Child” during the month of April 2026, and on April 7, 2026 “Purple Up! For Military Kids Day” to honor military families and their children for the sacrifices they make and their unconditional support of our armed forces; and

WHEREAS, Nearly 2 million children in military families face unique challenges, including frequent moves and family separations. These remarkable young people demonstrate incredible strength and courage while adapting to new schools, making new friends and supporting their families; service to our nation; and

WHEREAS, The City of Schertz, along with the Texas Education Agency, are committed to ensuring military connected students are supported in our schools and various programs, as our men and women in uniform focus on the challenges and missions they face in the line of duty; and

WHEREAS, In the month of April, citizens can show their support for military children and appreciation for their strength and sacrifices by wearing purple – which represents the blending of the colors of the Five Branches of the Armed Forces.

NOW, THEREFORE, I, Ralph Rodriguez, Mayor of the City of Schertz, call upon all citizens of the City of Schertz and upon all patriotic, civic and educational organizations to observe the month of

**April 2026 to be the “Month of the Military Child”
&
April 7, 2026 as “Purple Up! For Military Kids Day”**

Military kids are essential members of our community who deserve recognition for their strength and sacrifice.

IN WITNESS THEREOF, I have hereunto set my hand this 7th Day of April 2026 and caused the Seal of the City of Schertz to be affixed.

Ralph Rodriguez, Mayor

CITY COUNCIL MEMORANDUM

**City Council
Meeting:**

April 07, 2026

Department:

City Secretary

Subject:

**The 2026 Bond for Schertz-Cibolo-Universal City ISD (Superintendent
Paige Meloni)**

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: Police Department
Subject: Presentation of Schertz Police Department 2025 Annual Report Presentation (J.Lowery/P.Waller)

BACKGROUND

The Schertz Police Department is proud to present its first annual report incorporating the 2025 calendar year. Department staff have worked together over the last several months to obtain and verify information, as well as coordinate with each other on the design and contents of the report. The annual report will be a new project the department will publish each year to further our commitment to transparency for the community. The annual report includes information on crime statistics, uses of force, participation with the community, and an overall picture of the department and its organization.

Attachments

Schertz PD 2025 Annual Report

CITY OF SCHERTZ POLICE DEPARTMENT

ANNUAL REPORT

2025



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MESSAGE FROM THE CHIEF OF POLICE

It is with great pride and sincere appreciation that I present this Annual Report for the Schertz Police Department. This report reflects not only the accomplishments of the past year, but more importantly, the dedication, professionalism, and service-oriented mindset of the men and women who serve this department and our community every day.

First and foremost, I want to recognize and thank our employees; sworn officers, civilian staff, and volunteers, whose hard work and commitment make the Schertz Police Department what it is. Law enforcement is, at its core, a service-based profession. Our work requires long hours, personal sacrifice, resilience, and an unwavering sense of duty. The employees of this department consistently demonstrate these qualities while maintaining the highest standards of integrity, accountability, and compassion. Their dedication to public service and to one another is the foundation of our success. Equally important to our mission is the strong partnership we share with the community we serve. Public safety cannot be achieved by law enforcement alone. It requires collaboration, trust, and mutual respect between the police department and community members, businesses, elected officials, and partner agencies. I am grateful for the continued support, cooperation, and engagement of the Schertz community, City Manager's Office, and our elected officials. Your willingness to work alongside us, provide feedback, and participate in problem-solving efforts strengthens our ability to serve effectively and responsibly.

This past year has been one of meaningful progress and success. Together, we have accomplished a great deal, enhancing training, improving operational efficiency, strengthening community outreach, and continuing to adapt to the evolving challenges of modern policing. These accomplishments are a direct result of the dedication of our personnel and the support of our community partners. While we take pride in what we have achieved, we also recognize that there are always opportunities to grow, improve, and do even more.

Looking ahead, the Schertz Police Department remains committed to continuous improvement and innovation. We will continue to invest in our people, foster collaboration, and pursue best practices that enhance public trust and safety. Our goal is not only to meet expectations, but to exceed them as we work toward becoming a premier law enforcement agency, one that is respected, trusted, and reflective of the community we serve.

In closing, I extend my sincere gratitude to our employees, our community members, our city leadership, and our partner agencies for their continued support and dedication. It is an honor to serve as Chief of Police for the City of Schertz, and I am proud of the collective efforts that move us forward. Together, we will continue our mission and vision by adhering to our core values of professionalism, respect, accountability, integrity, service, and excellence.

Loyalty Above All Else Except Honor...



JAMES LOWERY
Schertz Chief of Police

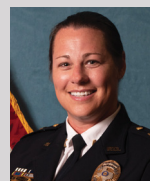
COMMAND STAFF



Daniel Roman
Assistant Chief



Phillip E. Waller
Assistant Chief



Kelly Kallies
Lieutenant



Virgil Jones
Lieutenant



Darin Scott La Cour
Lieutenant



Martin Trevino
Lieutenant



MESSAGE FROM THE **MAYOR**

It is my privilege to present the 2025 Annual Report of the Schertz Police Department to our residents, businesses, and community partners.

Schertz is a city defined by growth, opportunity, service, and community pride. With that growth comes responsibility, the responsibility to protect our neighborhoods, support our families, and ensure that everyone who lives, works, and visits here feels safe. Each day, the dedicated men and women of the Schertz Police Department answer that call with courage, professionalism, and an unwavering commitment to excellence.

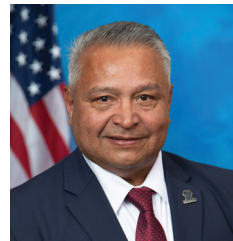
Because of their tireless efforts, Schertz continues to be recognized as one of the safest cities in the nation, including being named the 9th safest city in Texas for 2025. While we are proud of this achievement, what truly sets our department apart is our constant drive to improve, adapt, and serve our community even better.

Our officers, dispatchers, and civilian staff do more than enforce the law; they build trust, strengthen relationships, and help shape a safer future for

everyone. Their service reflects the very character of our city. Schertz is also proud to be home to a large population of active-duty military members, veterans, and their families, and that deep tradition of service and sacrifice is reflected in the commitment and values we see throughout our police department.

This report highlights the dedication and progress of these professionals, and I encourage you to read it. On behalf of the Schertz City Council, I ask you to join us in supporting our officers and partnering with them to make this community the very best it can be.

Together, we will continue building a safer, stronger Schertz today and for generations to come.



RALPH RODRIGUEZ
Mayor, City of Schertz

CITY COUNCIL MEMBERS



Dr. Mark E. Davis
Place 1



Michelle Watson
Place 2



Paul Macaluso
Place 3



Benjamin Guerrero
Place 4



Robert Westbrook
Place 5



Allison Heyward
Place 6



Dr. Robert L. Sheridan III
Place 7





MESSAGE FROM THE CITY MANAGER

This year, the Schertz Police Department has continued to set the standard for excellence in public safety and community engagement. Their recognition as the 2025 Outstanding Crime Prevention Agency – Small Agency, along with Chief James W. Lowery, Jr.’s honor as 2025 Outstanding Crime Prevention Manager, reflects the dedication and leadership that guide their daily work.

Beyond these awards, what stands out most is the department’s commitment to building strong connections with our community. Through programs like the Citizens Police Academy, Jr. Police Academy, and Teen Police Academy, the department invests in educating and engaging residents of all ages. Services such as car seat checks and security assessments also provide valuable support to residents and businesses. Community events like National Night Out, Blue Santa, Coffee with a Cop, and Breakfast with the Blue show that our police officers are not only protecting Schertz but are also deeply invested in the people who call it home.

I am grateful for Chief Lowery and every member of the Schertz Police Department. Their dedication makes Schertz a safer, stronger, and more connected community.

CITY MANAGER’S OFFICE



Brian James
Deputy City Manager

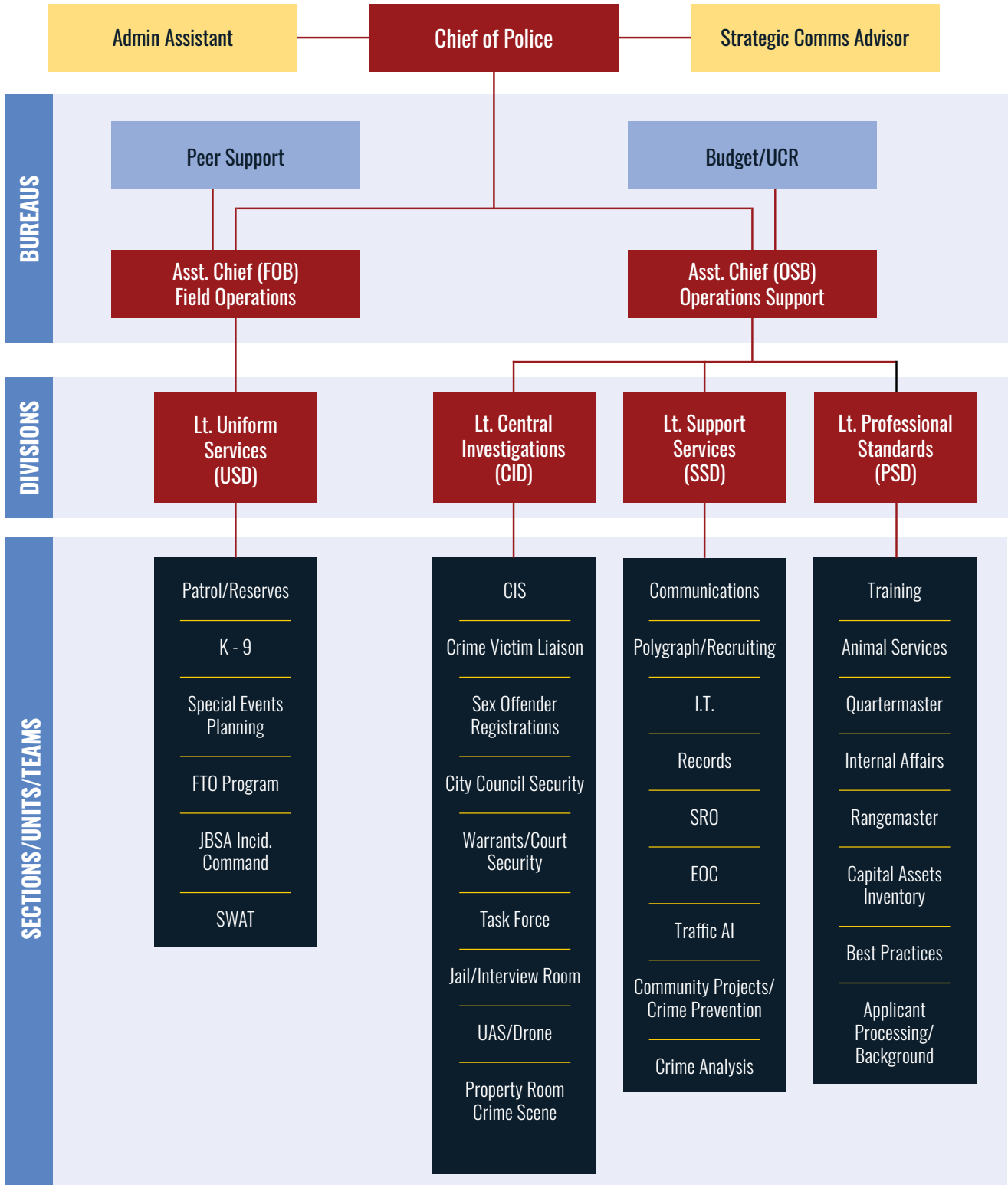


Sarah Gonzalez
Assistant City Manager



STEVE WILLIAMS
City Manager, City of Schertz

ORGANIZATIONAL CHART



DEPARTMENT DEMOGRAPHICS



DEPARTMENT BUDGET		
	FY 2024	FY 2025
Personnel Services	\$10,809,313	\$12,420,787
Operating	\$3,095,313	\$2,621,470
TOTAL	\$13,904,626	\$15,042,257



BY THE NUMBERS



46*

PROFESSIONAL STAFF

as of December 31, 2025

* Authorized Professional Staff: 48

2024
SWORN OFFICERS: 68*

61

MALE

7

FEMALE

* Authorized Sworn: 73

WHITE **34**

HISPANIC **30**

BLACK **4**

ASIAN **0**

ALASKA/INDIAN **0**



66

SWORN OFFICERS

as of December 31, 2025

2025
SWORN OFFICERS: 66*

59

MALE

7

FEMALE

* Authorized Sworn: 74

WHITE **31**

HISPANIC **31**

BLACK **4**

ASIAN **0**

ALASKA/INDIAN **0**



451
CASES OF
ASSAULT HANDLED
 in 2025

NIBRS/TIBRS

CRIMES AGAINST PERSONS

	2024	2025	PERCENT CHANGE
Assault Offenses	322	451	38%
Homicide Offenses	0	0	0
Human Trafficking	0	0	-100%
Kidnapping/ Abductions	3	18	83%
Sex Offenses	5	35	600%
Sex Offenses (Non-Forcible)	0	2	100%

CRIMES AGAINST SOCIETY

	2024	2025	PERCENT CHANGE
Animal Cruelty	2	2	0%
Drug Offenses	176	262	49%
Gambling Offenses	0	0	0%
Pornography	7	12	71%
Prostitution	0	1	100%
Weapon Violations	15	24	60%

CRIMES AGAINST PROPERTY

	2024	2025	PERCENT CHANGE
Arson	1	2	100%
Bribery	0	3	100%
Burglary	54	47	-13%
Counterfeiting/ Forgery	16	23	44%
Criminal Mischief	77	187	143%
Embezzlement	6	0	-100%
Extortion	3	5	67%
Fraud	71	96	35%
Larceny	278	270	-3%
Motor Vehicle Theft	56	69	23%
Robbery	6	12	100%
Stolen Property Offenses	0	24	100%

SCHERTZ OVERALL ACTIVITY

	2024	2025	PERCENT CHANGE
Arrests (Adult & Juv)	485	401	-17%
Traffic Stops	5,204	8,052	55%
Citations	2,522	3,574	42%
Warnings	3,336	5,605	68%
Accidents (Major/Minor)	1,001	1,096	9%



Department Use of Force Stats

Use of Force is an occasional and unfortunate outcome of police work. Statistics from around the nation show a very small percentage of police contacts result in use of force, and applied force does not equal excessive force. An annual review by Professional Standards helps guide training, supervision, policy refinement, and the handling of force-related allegations. In 2025, the Schertz Police Department had 251 Use of Force applications. It should also be noted that more than one type of use of force may be used during a single event.

USE OF FORCE DEMOGRAPHICS

RACE/ETHNICITY	MALE	FEMALE
Caucasian/ Hispanic	51	10
African American	50	23
Asian	0	0

TYPES OF USE OF FORCE

FORCE TYPE	COUNT
Handcuffing While Struggling	30
Hands/ Feet/ Fists	153
Leg Restraints	8
OC Spray	14
Taser Deployed (Contact)	18
Taser Deployed (No Contact)	4
Taser Displayed	1
Threat of Lethal Force	54

Department Internal Affairs

This section compares Internal Affairs (IA) investigations completed in calendar years 2024 and 2025, organized by standard disposition categories: Sustained, Not Sustained, and Exonerated/Unfounded. These categories reflect the evidentiary outcome of each investigation and help ensure consistent reporting and accountability measures across cases.

A “Sustained” finding indicates the allegation was supported by sufficient evidence and that a policy violation occurred. A “Not Sustained” finding indicates the available evidence was insufficient to prove or disprove the allegation. “Exonerated/Unfounded” indicates either the allegation was not supported by the facts as reported (Unfounded) or the employee’s actions were lawful, proper, and within policy (Exonerated). These outcomes are evidence-based determinations and do not reflect pre-judgment; they reflect what can be established through documentation, interviews, and objective review.

INVESTIGATIONS	2024	2025
Total Investigations	23	18
Sustained	21	16
Not Sustained	0	1
Exonerated/Unfounded	2	1

FIELD OPERATIONS BUREAU

The Field Operations Bureau is the backbone of the department and the face the public is familiar with. Field Operations consists of the Uniform Services Division which oversees vital aspects of the department. From Uniform Patrol, Special Events Planning and Coordination, K-9, and the Field Training Program. The Field Operations Bureau is the largest and one of the most visible aspects of the department.

Uniform Patrol

Patrol officers serve as the most visible representatives of the police department by playing a crucial role in fostering community safety. Their presence not only deters criminal activity but also instills a sense of security among residents. These dedicated professionals respond swiftly to both emergency and non-emergency calls, addressing situations ranging from traffic accidents to domestic disputes with skill and empathy. Moreover, by actively engaging with community members, patrol officers build strong relationships and foster trust, enhancing public cooperation in crime reporting and prevention efforts. This collaborative approach is essential for creating safer neighborhoods and ensuring a more resilient community.



Alamo Area Special Weapons and Tactics Team

The Schertz Police Department is proud to be part of the Alamo Area Special Weapons and Tactics Team. Partnered with several municipal agencies, the Schertz Police Department currently contributes four SWAT operators and two Crisis Negotiators. All team members receive specialized training for their specialty to assist our law enforcement partners to ensure continued safety in Schertz and surrounding communities. In 2025, the AASWAT Team responded to seven operations, which included emergency callouts and warrant deployments, and trained for over 152 hours.

Field Training Program

All commissioned peace officers employed by the Schertz Police Department are required to undergo an intensive, on-the-job training known as the Field Training Program. This training and evaluation program helps new officers transition from the classroom environment to a practical application of what they have learned in the Police Academy so that they can be certified for solo patrol.

There is also an accelerated program to acquaint officers with prior experience to the Schertz Police Department. The Field Training Officers (FTOs) provide one-on-one training for the recruits that lasts approximately 21 weeks. During that time, recruit officers progress through five phases and rotate FTOs and shifts each phase. Once the 21-week training program is completed, the recruit officers are assigned to the Uniformed Patrol Division as Patrol Officers. In 2025, the department had approximately 10 available FTOs who have trained 12 recruit officers.



These highly trained dogs are adept at detecting drugs, explosives, and human scents, making them invaluable assets.

Canine Unit

The Schertz Police K9 Unit plays an indispensable role in law enforcement, significantly enhancing public safety and strengthening police operations. These highly trained dogs are adept at detecting drugs, explosives, and human scents, making them invaluable assets in criminal investigations and threat prevention. K9s are not only skilled at pursuing and apprehending dangerous suspects, but they also do so while maintaining the safety of both officers and civilians. Through rigorous training that emphasizes obedience, agility, and specialized operational tasks, these K9s become exceptional partners in a wide range of environments, ensuring a safer community for everyone.



OPERATIONS SUPPORT BUREAU

The Operations Support Bureau (OSB) strengthens our law enforcement operations through three key divisions: Support Services, Central Investigations, and Professional Standards.

Each division is essential to maintaining our department's efficiency, accountability, and professionalism. OSB supports our police department by fostering excellence and a commitment to serving the community with honor and professionalism. We invite you to learn more about our work as we continue to enhance public safety and build trust within the community.



OSB supports our police department by fostering excellence and a commitment to serving the community with honor and professionalism.



Central Investigation Division

The Criminal Investigation Division (CID) is overseen by a Lieutenant and is comprised of four sections. The Central Investigations Division manages complex cases requiring specialized expertise. Our investigators gather evidence, solve crimes, and bring offenders to justice to help keep our community safe.

Criminal Investigation Section

Criminal Investigation Section (CIS) consists of one Detective Sergeant and five Detectives. Detectives are responsible for investigating crimes against persons and property, including homicide, burglary, robbery, assault, sex crimes, missing person, and fraud. CIS is responsible for performing all criminal investigations and works closely with Comal, Guadalupe, and Bexar County District Attorney’s Offices to aid in successful prosecution of criminal cases.

	2024	2025
Cases Assigned	766	1006
Cases Filed for Prosecution	154	269

Property Room and Crime Scene Section

Property Room and Crime Scene Section are responsible for the intake and security of all evidence collected by members of the department pending the outcome of a criminal investigation, while maintaining a secure chain of custody. Members of the unit work diligently to maintain a well-organized Property Room to support efficiency. Members of the section handle evidence requests for various reasons to include forensic analysis and trial. During 2025, they took custody of more than 1,300 items of various categories to care for to ensure successful prosecution of criminal cases.



Property Room and Crime Scene Section are responsible for responding to crime scenes where they document evidence through photography, detailed notes and specialized equipment. Members of the section process the scene for evidence like fingerprints, DNA, hairs, fibers or anything that could be related to the offense. In 2025, our technicians responded to seventy-two (72) callouts throughout the year, a 10% decrease from 2024 with eighty (80) callouts.

Warrant Section

Warrant Section is composed of a peace officer assigned to assist the Schertz Municipal Court. The section is responsible for receiving, logging, and serving warrants, capiases, and other processes. The Warrant Section maintains a close liaison with the Court Clerk to ensure accurate accounting on payments received and proper disposition of warrants and capiases. Members also provide bailiff duties to include courtroom security; escorting prisoners and defendants and works closely with the Municipal Judge and Prosecutor.

	2024	2025
Warrants Issued	602	1,195
Warrants Cleared	861	802

Crime Victim Liaison Section

The Crime Victim Liaison Section is to alleviate the psychological and emotional trauma incurred as a result of a crime and provides crime victims with written notices about their rights and financial needs, and refer victims to community resources that can help them deal with the aftermath of the crime. The ultimate goal is to empower victims by meeting their individual needs with compassion, respect, and support. Members of the section work closely with Children’s Advocacy Centers and the Texas Department of Family and Protective Services

(commonly referred to as Child Protective Services). The Crime Victim Liaison Section offers a range of support services to crime victims and their families. These services include, but are not limited to:

- Crisis intervention
- Assistance with filing Crime Victims Compensation applications
- Court accompaniment
- Notification of victims’ rights
- Referrals for emergency shelter, financial assistance, and counseling
- Referrals and assistance with medical services



ADVOCACY AND SUPPORT PROVIDED FOR VICTIMS		
	2024	2025
Survivors of Sexual Assault	80	25
Crimes Against Children	96	47
Family Violence	256	143
Stalking/ Harassment	38	14
Homicide Families	1	1



354

VICTIMS OF CRIME SERVED
in 2024

311

VICTIMS OF CRIME SERVED
in 2025



5

CRIME VICTIM COMPENSATION APPLICATIONS
in 2024

7

CRIME VICTIM COMPENSATION APPLICATIONS
in 2025



1,773

ADVOCACY SERVICES PROVIDED
in 2024

2,119

ADVOCACY SERVICES PROVIDED
in 2025



The Support Services division delivers essential resources and logistical support, enabling officers to focus on protecting and serving the community.

Support Services Division

The Support Service Division is commanded by one Lieutenant and consists of Communications (Dispatch), Records, Community Projects, Traffic Unit, and School Resource Officers. The Support Services division delivers essential resources and logistical support, enabling officers to focus on protecting and serving the community. This division provides technological solutions and training to ensure our personnel are well-equipped for success.



Communications Unit

Our Communications Unit consists of one (1) communications manager, sixteen (16) full-time and three (3) part-time telecommunicators, ensuring 24/7 staffing with a minimum of two Communications Officers at all times. They are the first people notified in an emergency. The dispatchers handle all emergency calls for service for Police Fire and EMS. The City of Schertz maintains its own Public Safety Dispatch Center onsite. Our PSAP (Public Safety Answering Point) receives all non-emergency calls, 9-1-1 calls and text messages for the City of Schertz and the City of Cibolo, and serves as the primary link between the public and emergency services. Utilizing multiple computer systems, radio equipment and databases they dispatch responders for all Police, Fire, EMS and Animal Control calls. The Communications Center is also responsible for notification to other city departments for any after-hours calls that may affect resident and visitor quality of life, such as contacting Public Works for street issues.

All of our Communications Officers are TCOLE certified through the state and receive four months of combined on-the-job and classroom training to meet all the state requirements with continuing education every year. We currently have two TAC's (Terminal Agency Coordinator) that ensure compliance to policies and procedures set by TCIC/NCIC (Texas & National crime information centers) and CJIS policies set by the FBI.



28,992
911 CALLS
ATTENDED
 in 2025

COMMUNICATIONS CENTER INCOMING CALLS		
	2024	2025
911 Calls	27,679	28,992
Non-Emergency Calls	54,116	63,893
Texts to 911	122	1,413
TCIC/NCIC Transactions	111,315	132,673

CALLS FOR SERVICE		
	2024	2025
Schertz Police Department	35,633	43,361
Cibolo Police Department	26,022	24,768
Schertz Fire Department	4,529	4,996
Cibolo Fire Department	3,008	3,692
Schertz EMS	15,253	16,545





Records Unit

Our Records Unit consists of one (1) records manager and three (3) professional records personnel. They are the first people you meet when coming to the Department and handle all aspects of record management to include records safekeeping, crime statistics, and crash and criminal case filings. The unit performs specialized duties in the preparation and maintenance of a wide variety of police records. Our Police Records Specialists review and process all alarm permits, solicitor’s permits, incident reports, arrest reports, crime reports, and traffic reports. The Police Records Unit ensures all records releases are handled in accordance with all applicable laws. Additionally, our friendly and professional Police Reports Specialists greet all who come into the Schertz Police Department.

	2024	2025
Public Information Requests	1,394	1,520
Total Reports Processed	3,615	3,933
Total Cases Filed to DA	828	1,572

Community Projects Unit

Community Projects Unit consists of one (1) highly trained officer who is committed to serving our community members with community outreach, child car seat training, crime prevention and more. Partnering with the community, various programs are offered to the public, including Neighborhood Crime Watch, National Night Out, Citizens Police Academy (CPA), Home and Business Security Assessments, and youth summer programs for young adults ages 11 – 17 who have an interest in law enforcement.

In 2025, the department won the Outstanding Crime Prevention Small Agency award and Chief Lowery was the recipient of the Outstanding Crime Prevention Manager award.

Traffic Unit

The Traffic Unit is comprised of one (1) sergeant and four (4) officers who investigate traffic complaints, accidents, and vehicle related fatalities as well as enforce traffic laws. They are responsive to community complaints, assist with traffic studies that affect traffic flow and traffic engineering, and conduct enforcement in areas with the ultimate goal to reduce traffic accidents to make the community safer.

School Resource Officer Unit

Our School Resource Officers (SROs) are authorized up to two (2) sergeants and ten (10) officers who are in our community schools every day schools are in session, ensuring our children’s safety. An SRO’s responsibilities blend law enforcement duties with education and community policing. Our SROs help enforce laws, ensure campus security, mentor students, and collaborate with school staff/administration to create a safe and supportive learning environment. Their role is not just about discipline; it’s about building trust, teaching prevention, and responding effectively to emergencies.

The School Resource Officer (SRO) program continually evolves to keep pace with state and federal mandates, as well as changes in educational policies, societal expectations, and community needs. Officers in the SRO program maintain a high level of ALERRT (Advanced Law Enforcement Rapid Response Training) training. This is a central aspect of their role, as they are the first line of defense when emergencies occur at school, and they must be prepared to handle a wide range of high-pressure situations. Their expertise in incident management helps maintain order, mitigate risks, and ensure the safety of everyone involved.



Each area plays a distinct role, but together they support a single mission: service grounded in integrity, professionalism, and public trust.

Professional Standards Division

The Professional Standards Division exists to ensure the Schertz Police Department consistently delivers ethical, lawful, and professional service, both in what we do and how we do it. Our work is largely behind the scenes, but it directly impacts officer readiness, accountability, safety, and public confidence. Professional Standards supports the department by strengthening performance, identifying risk early, ensuring compliance with state requirements, and maintaining transparent, fair processes that protect employees and the public alike.

In 2025, the Professional Standards Division encompassed Internal Affairs, Training, Quartermaster, and Animal Services, along with ongoing responsibilities tied to policy review and oversight, as well as support functions related to recruiting and hiring. Each area plays a distinct role, but together they support a single mission: service grounded in integrity, professionalism, and public trust.

Quartermaster

Quartermaster operations support officer and public safety through the procurement, issuance, tracking, and accountability of Department equipment and uniforms. In 2025, the Department continued to grow in this area by acquiring updated, modern equipment and leveraging technology that improves readiness, response, and effectiveness in the field. This includes maintaining high standards for the condition and function of critical gear, strengthening inventory controls for accountability, and ensuring personnel are equipped with tools that support safer outcomes and better service to the community. Quartermaster plays a key role in professionalism and public stewardship, ensuring we responsibly manage resources while providing officers the equipment they need to perform at a high level.

Animal Services Section

Animal Services consists of one Animal Services Manager, four Animal Services Officers and four Kennel Technicians. Animal Services Officers are responsible for the enforcement of City of Schertz animal ordinances and codes. Responsibilities also include the capture and restraint of stray, diseased, vicious, and dangerous animals, investigating animal cruelty, dog bites and attacks on humans and the capture of injured wildlife.

Kennel Technicians are responsible for the general care and maintenance of all animals housed at the Schertz Animal Adoption Center, along with the cleaning and care of the facility. Kennel Technicians provide both preventative care for the animals as well as first aid and treatment prior to vet care. Members work together as a team to assess animal behavior to ensure a smooth transition while at the animal shelter. Members are also trained to care for and rehabilitate orphaned, neonatal kittens.



2,720

CALLS FOR SERVICE
in 2024

2,067

CALLS FOR SERVICE
in 2025



1,381

ANIMAL INTAKES
in 2024

1,238

ANIMAL INTAKES
in 2025



404

ANIMAL ADOPTIONS
in 2024

486

ANIMAL ADOPTIONS
in 2025



284

**ANIMAL TRANSFERS
TO ANIMAL RESCUE**
in 2024

228

**ANIMAL TRANSFERS
TO ANIMAL RESCUE**
in 2025

DEPARTMENT TRAINING

The Schertz Police Department encourages continued education and training among the sworn and professional staff. With constant changes and challenges in the law enforcement profession, training is put at the forefront to ensure continued professionalism.

In 2025, department employees not only attended state-mandated training but furthered their knowledge by attending advanced training and professional conferences.

In 2025, the Training Unit reported 4,641 hours of training pushed out to department officers. This is an increase to the 4,206 hours in the same reporting period of the previous year. This increase in training has seen benefits on the career development front with nine members (three telecommunicators and six peace officers) of the department advancing their licenses. In 2025, all department employees received approximately 13,603 combined hours of training from external, internal, and online sources.



13,603
COMBINED HOURS
OF TRAINING
 in 2025



732 HRS
FIREARM RELATED TRAINING
 in 2025



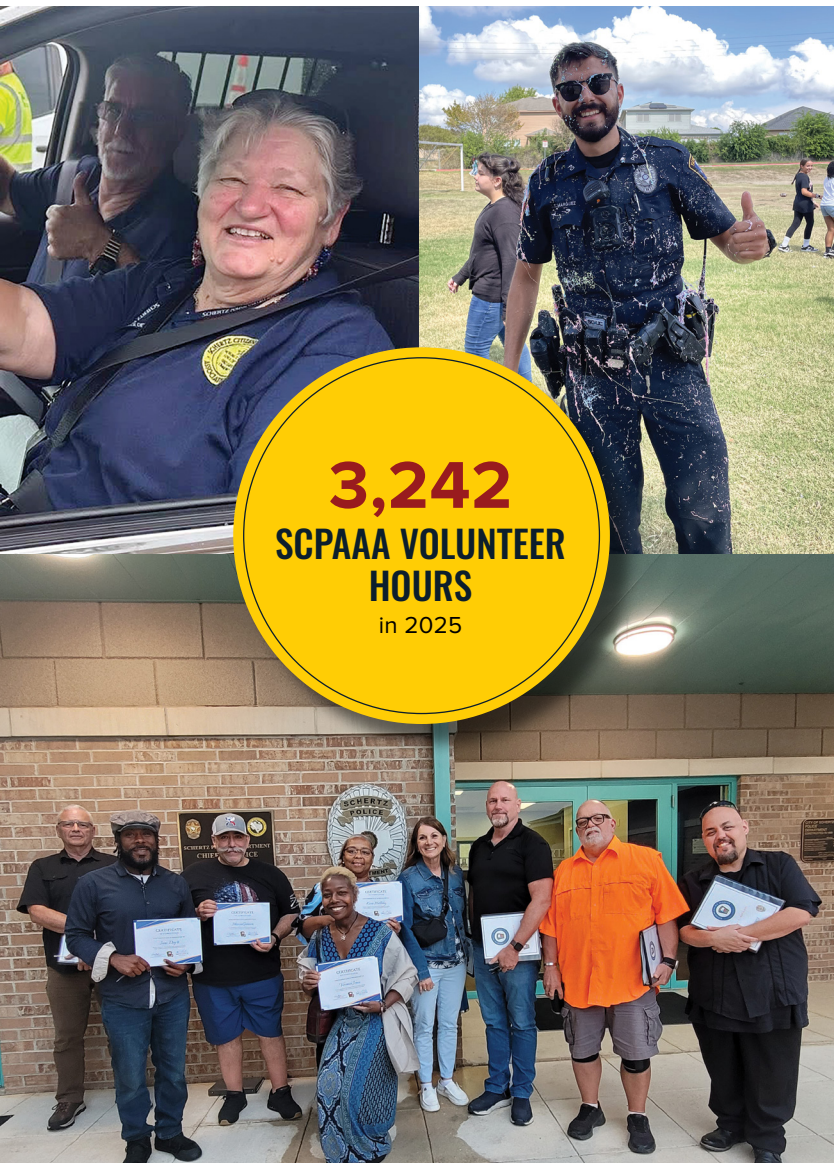
624 HRS
ALERT LEVEL 1
 in 2025



251 HRS
ALERT UPDATE
 in 2025

COMMUNITY ENGAGEMENT

Throughout 2025, the Schertz Police Department initiated and participated in a variety of programs that promoted community engagement and safety, education, such as neighborhood watch, child safety seat inspections, Blue Santa, and the Youth and Citizens Police Academies.



Schertz Citizens Police Academy Alumni Association

In 1991, the Schertz Police Department established a citizen volunteer program called Schertz Citizens Police Academy Alumni Association (SCPAAA). These citizens volunteers are not commissioned as sworn officers and have no enforcement authority beyond that of any citizen, but assist officers with designated, non-confrontational activities.

The Department draws on time, talents, and experience of its volunteers to allow Officers to better perform their frontline duties. We attempt to match volunteers to jobs according to their strengths and abilities.

Volunteers must be a graduate of the Schertz Citizens Police Academy (SCPA) but need no prior experience. After completing the SCPA Program, citizens volunteers complete at least four hours of volunteer work per month. Citizens volunteers perform the following services:

- Assist at animal services
- Assist in a variety of administration situations
- Assist in vacation house watch
- Assist in crime prevention by participating in citizen on patrol
- Festivals/parade patrols
- Assist in vehicle maintenance
- Assist with community engagement/event

Citizen volunteers drive a specially marked vehicle bearing the Citizens on Patrol logo. To drive the C.O.P. vehicle, volunteers must be CPR certified, take the Defensive Driving Course, and take the Traffic Incident Management course. Our SCPAAA is a non-profit organization that has also participated in a variety of fundraisers to help purchase various equipment for the Department. In 2024, the SCPAAA purchased a DJI Drone and in 2025, they purchased a TruNarc.



Annual Review of Community Events

In 2025, the Schertz Police Department participated in many community engagement opportunities, including:

- Blue Santa
- Child Passenger Safety
- Youth Police Academy
- National Night Out
- Neighborhood Watch
- Citizens Police Academy
- CarFit



EMPLOYEE/DEPARTMENT RECOGNITION

Department Annual Awards

- Volunteer of the Year - Cyndi Broshat
- Animal Services Employee of the Year - Luis Gonzales
- Civilian of the Year - Lasonya Madison
- Rookie of the Year - Adam Rodriguez
- Officer of the Year - Frank Chavarria
- Detective of the Year - Samuel Ramirez
- Civilian Supervisor of the Year - Monica Kuehn
- Commissioned Supervisor of the Year - Sgt. Daniel Trevino

Non-Annual Awards and Recognitions

- Life Saving - Daniel Hall, Joaquin Montes, Matthew De Leon, Adam Rodriguez, Shawn O'Leary, Andrew England, Marte Nesham
- Distinguished Service Medals - Elizabeth Rhinehart, Steven Solitto, Frank Schmidt
- Schertz Police Department - 2025 Outstanding Crime Prevention Agency - Small Agency
- Schertz Police Department- 2025 Outstanding Crime Prevention Manager - Chief James Lowery
- Schertz Police Department - Recognized 7th place in the state and 20th in the nation for 2025 National Night Out efforts for cities with a population of 15,000-50,000
- City of Schertz safest city in the San Antonio Metroplex and the 9th Safest City in the State of Texas

Service Awards

One Year Service:

- Sheila Truszkowski, Astrid Jamie, Patrick Beuligmann, Kelsey Ragland, Griffin Roberts, Phillip E. Waller, Rodney Robinson, Robert Surre, Benjamin Ekomo, Christopher Brusich, Joshua Dorantes, JayVeon Cardwell, Carla Cardona, Luis Gonzales, Adam Rodriguez

Five – Twenty Years

- Five Year Service - Annemarie Sibdhannie, Zue Tellez, Ian McMath, LaSonya Madison, Sally Alfaro, Alberto De La Torre, Rolando Pena, Catherine Crenshaw, Ayleen Almanza
- Ten Year Service - Danielle Apgar, Sean McKenna

Twenty-Five Years and Beyond

- Twenty Year Service - Shawn Ceeko
- Twenty-five Year Service - Alicia Sepeda
- Thirty Year Service -Darin S. La Cour

EMPLOYEE RETIREMENTS



Elizabeth Rhinehart



Steven Solitto



Frank Schmidt



Michael McGuire



EMPLOYEE PROMOTIONS



Gregg Flowers
Sergeant



Richard Kunz
Sergeant



Hector Castro
Sergeant



Rolando Pena
Sergeant



Renee Sifuentez
Civilian Supervisor
(Communications Shift Supervisor)





We thank our valued supporters



THE SCHERTZ POLICE DEPARTMENT
 1400 Schertz Parkway, Building 6
 Schertz, TX 78154



CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: City Secretary
Subject: Minutes - Approval of the minutes from the regular Council Meeting on March 17, 2026 (S.Edmondson/S.Courney/I.Chavez)

Attachments

03-17-2026 Minutes Draft

DRAFT

MINUTES REGULAR MEETING March 17, 2026

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on March 17, 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 Michelle Watson; Councilmember Paul Macaluso; Councilmember Ben Guerrero; Councilmember Robert Westbrook; Councilmember Allison Heyward; Councilmember Robert Sheridan

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 Heyward)

Councilmember Heyward 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.

Presentations

Quarterly Financials - 1st Quarter 2025 (S.Gonzalez/J.Walters)

Mayor Rodriguez recognized Finance Director James Walters, who presented the quarterly financial report for the first quarter. Mr. Walters reviewed charts outlining revenue, expenditures, and overall fiscal trends compared to the prior fiscal year. He noted the City remains aligned with budget expectations, with several timing-related factors affecting current reporting. General Fund revenue is concentrated in December and January, primarily due to property tax collections. Sales tax revenues increased due to

a large construction project; however, this was confirmed to be non-recurring and is expected to normalize next quarter. General Fund expenditures remain stable, with minor fluctuations related to capital project activity. Mr. Walters also provided updates on other revenue sources, including permits, utilities, solid waste, drainage, EMS, economic development, and investments, noting typical variability and some downward trends. Overall, the City's financial position remains stable, with revenues and expenditures tracking as expected. Variances from budget projections are primarily attributable to timing differences and one-time revenue events. Mayor Rodriguez opened the floor to council for discussion.

No discussion occurred.

Presentation of the FY24-25 Parks & Recreation Annual Report (S.Gonzalez/L.Shrum)

Mayor Rodriguez recognized Parks and Recreation Director Lauren Shrum, who presented the FY 2024–2025 Parks and Recreation Annual Report. Ms. Shrum summarized department operations, staffing, programs, and community impact, noting the support of full-time, part-time, seasonal staff, and over 200 volunteers. She highlighted strong participation across facilities and programs, including increased pavilion rentals—particularly at Pickrell Park and the Wendy Swan Pavilion—continued growth in youth sports and aquatic usage, and over 20,000 event participants despite weather impacts. She also emphasized ongoing community engagement, professional development, and partnerships with local organizations. Ms. Shrum outlined key accomplishments, including the launch of new events such as Hometown Harvest, the Power Wheels Derby, and the Cardboard Boat Regatta in alignment with the Parks Master Plan; facility and park improvements, including LED lighting upgrades, restroom renovations, and enhancements to the Schertz Soccer Complex and Veterans Memorial Plaza; expanded online reservation capabilities; and the transition of Senior Center operations to City management. The department reported expenditures below budget and stable revenues. Overall, the Parks and Recreation Department remains strong, with continued demand for amenities such as additional pavilion space.

Mayor Rodriguez opened the floor to Council for discussion.

Councilmember Westbrook thanked Ms. Shrum for her presentation and inquired whether the Parks and Recreation Department operates at a deficit and if that relates to recent fee increases. Ms. Shrum confirmed the department operates at a deficit and noted that a cost recovery model has not been implemented, but could be considered in the future if desired.

Councilmember Guerrero stated that volunteers across all City departments, including Parks and Recreation, first responders, the library, and partner organizations, should be recognized and thanked for their service at every opportunity.

City Events and Announcements

- Announcements of upcoming City Events (B.James/S.Gonzalez)
Mayor Rodriguez recognized Assistant City Manager Sarah Gonzalez who provided announcements of upcoming City Events.
- Announcements and recognitions by the City Manager (S.Williams)
City Manager Steve Williams stated he had no announcements or recognitions.
- Announcements and recognitions by the Mayor (R.Rodriguez)
Mayor Rodriguez stated he had no announcements or recognitions.

Hearing of Residents

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

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

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

Mayor Pro Tem Mark Davis recognized the following residents:

Maggie Titterington, 1730 Schertz Parkway, provided announcements of upcoming events and activities of The Chamber to include:

- March 25, 2026: Grand opening of Piada Italian Street Foods
- March 27, 2026: Coffee at the Chamber from 7:30 a.m. -9:00 a.m.; Veteran-owned Business Expo at Wayland Baptist University from 10:00 a.m. - 2:00 p.m.; and Ribbon cutting for Schertz Creek Bier Garten at 4:00 p.m.
- March 28, 2026: Shred Day at Chamber Offices from 9:00 a.m. - 12:00 p.m.
- April 3, 2026: Chamber offices closed in observance of Good Friday.

Tiffany Gibson, 6939 Hallie Loop, Schertz, TX, introduced herself as a candidate for Schertz City Council Place 6. Ms. Gibson stated she had prior experience and would focus on supporting law enforcement, preserving small-town values, and maintaining fiscal responsibility in the use of taxpayer funding.

Raquel Gutierrez, 1016 Silvertree, shared her recent community engagement activities, including walking neighborhoods and speaking directly with residents to understand their concerns. She reported that residents emphasized priorities such as public safety, visible police presence, safe and maintained streets, responsible planning for future growth, and fiscal

accountability. Ms. Gutierrez expressed her full support for law enforcement and first responders and stressed the importance of city leadership being present, responsive, and accountable to residents' needs. She encouraged community participation in the upcoming election.

Michele Tereletsky, read a statement on behalf of Mr. Dana Eldridge, 2628 Gallant Fox Drive, who was unable to attend. In that statement, Mr. Eldridge commended Allison Hayward for her service on City Council, noting her three elections with 70% or more of the vote. He expressed concern that her support dropped to 40% during a County Commissioner election, which he attributed to false statements about her owing money to the City. Mr. Eldridge stated that similar false statements appear to be targeting other candidates and called for an end to divisive rhetoric.

Michele Tereletsky, 705 Marilyn, addressed Council regarding the recent award of the waste management contract to Frontier Waste Management. She noted that Frontier made a donation to the Chamber of Commerce shortly after the contract announcement. Ms. Tereletsky raised concerns about the use of 96-gallon bins, explaining that not all households have garages, driveways, or sidewalks suitable for the large bins. She questioned whether the bin size requirements in the RFP were influenced by the consulting contractor and highlighted accessibility challenges for long-established neighborhoods. She also referenced comments by another resident affiliated with the Chamber of Commerce who supported the bins, emphasizing that not all residents have the same capacity to store or roll out the containers. Ms. Tereletsky indicated a follow-up statement would be provided in the future.

Jonathan Marquez, 5817 Saint Andrews, addressed Council regarding incomplete sidewalks near Danville Middle School. He noted that while sidewalks exist along the school property line and some adjacent streets, gaps remain in rural areas and other connecting roadways. Mr. Marquez emphasized student safety and the City's responsibility to complete the sidewalks, stating that funding is available and the project should not be delayed. He referenced prior observations and analyses conducted by the TSAC Board and stressed the importance of completing the sidewalks for children walking to and from school. Additionally, Mr. Marquez expressed enthusiasm for serving on the TSAC and Parks & Recreation Boards, while underscoring the need for accountability and follow-through on City infrastructure projects.

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 regular Council Meeting on March 3, 2026 (S.Edmondson/S.Courney/I.Chavez)
2. **Appointments, Re-appointments, and Resignations - City of Schertz Boards, Commissions, and Committees**
 - **Appointments**
 - Capital Improvement Advisory Committee Boardmember for term ending 06/30/2028: Nancy Alicia Schuerman Croteau

- Parks and Recreation Boardmember for term ending 09/30/2028: Rodricus Harvey
- Parks and Recreation Boardmember for unexpired term ending 09/30/2027: Janet Sanchez
- Parks and Recreation Alternate 1 Position for term ending 09/30/2028: Jonathan Marquez
- Parks and Recreation Alternate 2 Position for unexpired term ending 09/30/2027: Michelle Frey
- Planning and Zoning Commissioner for the term ending 06/30/2028: Francisco Velazquez
- Planning and Zoning Commission Alternate 1 for the term ending 06/30/2028: Sonja Loreda-Reyes
- Planning and Zoning Commission Alternate 2 for the unexpired term ending 06/30/2027: Sean Grady
- Transportation Safety Advisory Commissioner for term ending 03/31/2028: Jay Starr and Jonathan Marquez
- **Re-appointments**
 - Transportation Safety Advisory Commission for term ending 03/31/2028: Richard Dziewit, Steven Icke, and Paul Wiley
 - Planning and Zoning for term ending 06/30/2028: Clay Wallace, Glen Outlaw
- **Resignations, Removals, and Expiring Terms**
 - TSAC: Donald Nolan, Ronald Stevens, Michael Winter and Melanie McCoy
 - Planning and Zoning Commission Alternate 1: Judy Goldick

3. **Resolution 26-R-042** - Approving the recommendation to name the 8.83-acre park property at the intersection of Parklands Way and Park Bluff as Meadow Run Park (S.Gonzalez/L.Shrum)
4. **Resolution 26-R-043** - Authorizing execution and submittal of a Community Affirmation Form for the Texas Water Development Board's performance of a Flood Management Evaluation study for the City of Schertz (B.James/K.Woodlee)
5. **Resolution 26-R-045** - Approving a Schertz Main Street Local Flavor Economic Development Grant for 814 Main (S.Williams/B.James)

Mayor Rodriguez asked if any items needed to be removed for separate action. Councilmember Heyward asked that Agenda Items #1 and #2 be removed for separate action.

Mayor Rodriguez asked for a motion to approve Consent Agenda Items #3 through #5.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson.

Ayes: Mayor Pro Tem Mark Davis, Councilmember Michelle Watson, Councilmember Paul Macaluso, Councilmember Ben Guerrero,

Councilmember Robert Westbrook, Councilmember Allison Heyward,
Councilmember Robert Sheridan

Passed

Mayor Rodriguez recognized Councilmember Heyward who stated corrections to the Minutes under section City Events and Announcements needed to be made. Comments by City Manager Steve Williams referencing election of Sarah Gonzalez as Texas Municipal League Board representative should have been election to Texas City Managers Association (TCMA) Board of Directors. Additionally, Comments by Mayor reference to City Manager Steve Williams election to Texas Municipal League president should read election to Texas City Managers Association (TCMA) Board President.

Mayor Rodriguez asked for a motion to approve Agenda Item #1 with the referenced corrections.

Moved by Councilmember Allison Heyward, seconded by Councilmember Michelle Watson.

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

Passed

Mayor Rodriguez recognized Councilmember Heyward who stated she pulled Consent Agenda Item #2 to recognize new Board, Commission, and Committee appointees who were in attendance: Alicia Schuerman Croteau, Jonathan Marquez, Alicia Frey, Sean Grady, Jay Starr, and Sonya Loreda-Reyes

Mayor Rodriguez asked for a motion to approve Consent Agenda Item #2.

Moved by Councilmember Allison Heyward, seconded by Councilmember Ben Guerrero

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

Passed

Discussion and Action Items

- 6. Resolution 26-R-038** - Authorizing an Advanced Funding Agreement (AFA) with the Texas Department of Transportation (TxDOT), for the West Dietz Creek Trail Project. (S.Gonzalez/L.Shrum)

Mayor Rodriguez recognized Parks and Recreation Director Lauren Shrum, who

introduced Resolution 26-R-038 and provided an update on the West Dietz Creek Trail project. Ms. Shrum stated that the total project cost has increased from \$1,835,400 to \$1,603,000 due to professional design services, which are not reimbursable under the current TxDOT funding program, so will be funded solely by the City. The construction portion of the project remains eligible for reimbursement, allowing the City to leverage state funds for the majority of construction costs. Funding for the design portion will come from previously allocated General Fund dollars and \$247,000 from the Parkland Dedication Fund, which has a reserve balance of over \$635,000. City Manager Steve Williams confirmed with Ms. Shrum that the City will still be able to leverage the \$1 million state grant for construction.

Mayor Rodriguez opened the floor to Council for discussion.

No discussion occurred.

Mayor Rodriguez asked for a motion to approve Resolution 26-R-038.

Moved by Councilmember Allison Heyward, seconded by Councilmember Robert Westbrook

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

Passed

7. **Resolution 26-R-044** -Approval of the Annual Comprehensive Financial Report FY 2024-25 (S. Gonzalez/J. Walters)

Mayor Rodriguez recognized Finance Director James Walters, who introduced Jeremy Barbado, Audit Partner with ABIP, to present the City's annual financial report. The Audit Committee met on Tuesday, March 10, 2026, reviewed the report and recommended Council approval.

Mr. Barbado explained reporting deadlines and provided the following:

- An explanation of the transmittal letter from the City Manager including the GFOA Certificate of Achievement for Excellence in Financial Reporting for the fiscal year ending September 30, 2024.
- The audit was conducted in accordance with Generally Accepted Auditing Standards (GAAS) and Government Auditing Standards.
- The City received a clean (unmodified) audit opinion with no departures from Generally Accepted Accounting Principles (GAAP), the highest rated opinion.
- Combined net position: \$445 million (governmental: \$231M; business-type: \$213M), up \$67.1M from the prior year attributed to \$30.7 in increased sales taxes and capital contributions and \$36.3 increase in charges for services in the water and sewer fund and capital contributions for infrastructure taken on by the City.
- General Fund balance: \$24.4M, with \$17.8M unassigned (~39% of operating expenditures). Revenues: \$53.6M; expenditures: \$47.9M.
- Debt Service Fund: \$1.2M; Capital Projects Fund: \$67.6M, reflecting the 2025 bond

issuance.

- Single Audit performed due to federal ARP funds; no material weaknesses, deficiencies, or non-compliance were noted.
- New accounting standard GASB 101 was implemented; restatements were made for beginning balances, capital assets, and receivables.
- Investment practices comply with the Public Funds Investment Act.

Mayor Rodriguez opened the floor to Council for discussion.

Councilmember Guerrero asked about the duration and cost of the audit. Mr. Barbado reported that the audit commenced in November, with multiple on-site visits conducted through January, for a total duration of approximately eight to ten weeks. He further stated that the total cost of the audit was approximately \$55,000.

Councilmember Westbrook asked if the audit was mainly about compliance and controls rather than verifying the accuracy of the numbers. Mr. Barbado confirmed that this is a brief summary. He explained that management handles the funds, receipts, payables, and payroll, and the audit includes a risk assessment of policies and controls, followed by validation that balances and controls are operating effectively. Councilmember Westbrook asked whether the audit addresses revenues or deficits. Mr. Barbado responded that the audit ensures revenues and expenditures are recorded in compliance with standards. City Manager Steve Williams added that the financial statements are prepared by City Staff and he highlighted information listed on the balance sheet. While the financial statements show revenues and expenditures, the audit primarily focuses on compliance and controls rather than predicting deficits. The external audit confirms that the City's financial statements accurately reflect operations. The City maintains strong financial health, adequate reserves, and the capacity to fund ongoing operations and planned capital projects.

Councilmember Heyward stated that she did not have a question but expressed appreciation to Mr. Walters and the Public Affairs team for creating a new cover for the financial statement document and for their work in preparing and explaining the audit. She also thanked the auditing firm for their thorough review, noting that it resulted in a clean audit.

Councilmember Macaluso expressed appreciation for the report but requested earlier distribution in the future to allow for more informed review, questions, and comments. He asked whether the \$17 million unassigned General Fund balance was primarily due to higher sales tax and what it would be under a typical collection period. Mr. James confirmed the balance was increased by \$5 million in sales tax and \$2 million from under-budget expenditures, placing a typical unassigned balance closer to \$12 million. He also noted that staff are available to answer questions on the financials and clarified that the audit focuses on compliance and controls, not performance assessments.

Mayor Rodriguez accepted Councilmember Heyward's motion to approve Resolution 26-R-044, the Annual Comprehensive Financial Report FY 2024-25, and called for a second. The motion was seconded by Councilmember Michelle Watson.

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

Passed

Public Hearings

8. **Ordinance 26-M-009** - Conduct a public hearing to consider amending Chapter 90 Article V. Water and Wastewater Capital Recovery Fees, Section 90-155 Appeals. (S.Williams/B.James)

Mayor Rodriguez recognized Deputy City Manager Brian James, who introduced Ordinance 26-M-009 to amend Chapter 90 Article V. Water and Wastewater Capital Recovery fees, Section 90-155 Appeals. Mr. James explained that the City updates water and sewer impact fees periodically as required by state law to account for cost increases. Historically, increases have been phased in to allow developers to plan accordingly. Due to potential state legislation (Senate Bill 1883) restricting phased-in fees, the City implemented a shorter phase-in for fees effective July 1 for plats filed after June 1. One developer raised concerns about timing and fairness, as some projects were already in process. Staff proposed an appeal process for such cases, expected to have limited use. The approach will not affect future roadway impact fees, which will follow the standard phased-in model.

Mayor Rodriguez opened the public hearing at 7:26 p.m.

No residents came forward to speak.

Mayor Rodriguez closed the public hearing at 7:26 p.m.

Mayor Rodriguez opened the floor to Council for discussion.

No discussion occurred.

Mayor Rodriguez asked for a motion to approve Ordinance 26-M-009.

Moved by Councilmember Allison Heyward, seconded by Councilmember Robert Westbrook

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

Passed

Closed Session

Mayor Rodriguez recessed to Closed session at 7:27 p.m.

9. The City Council will convene in closed session pursuant to Texas Government Code Section 551.071 to consult with its legal counsel regarding potential disannexation.

Closed session start time: 7:31 p.m.

Closed session end time: 8:05 p.m.

Reconvene into Regular Session

Mayor Rodriguez reconvened into Regular Session at 8:07 p.m.

10. Take any action based on discussion held in Closed Session under Agenda Item # 9.

No action was taken based on discussion held in Closed Session under Agenda Item #9.

Information available in City Council Packets - NO DISCUSSION TO OCCUR

11. **March 2026-** Major Projects Update Memo
12. **Schertz Area Senior Center Policy Updates** - Political Campaigns and Bingo Sponsorships (S.Gonzalez/L.Shrum)

Requests and Announcements

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

Councilmember Ben Guerrero asked for an update on a memorial for Councilmember Tim Brown.

Mayor Rodriguez asked for an update on the Council picture of Mayor Ralph Gutierrez for the Chamber.

Councilmember Watson reiterated a request for a presentation regarding traffic on Schertz Parkway and Main Street relative to the FM 3009 overpass, but specifically addressing Schertz Parkway. Mayor Rodriguez added the need for better signage for heavy trucks going from FM 78 across railroad tracks and asking staff to review improved warnings.

Councilmember Westbrook asked about a follow-up to the water and sewer systems agreement; CVLGC leasing agreements with landowners and water rights.

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

Councilmember Watson requested a discussion on impact fees be placed on the agenda.

● **City and Community Events attended and to be attended (Council)**

Councilmember Macaluso attended the Kick Cancer Event and the Interview Committee meeting. He asked for Council's support in obtaining sponsorship for the Jubilee event.

Councilmember Guerrero attended the Kick Cancer Event.

Councilmember Westbrook attended the Northeast Partnership Luncheon.

Councilmember Heyward attended the Smoothie King ribbon cutting, the Audit Committee, and the Interview Committee.

Councilmember Sheridan attended the Northeast Partnership Luncheon and the SCUCISD Fellowship Board.

Mayor Rodriguez attended the Guadalupe County Mayors' meeting, TML Midyear Conference, Kick Cancer Pep Rally & 5K, Rotary Club meeting, the NEP luncheon, and the Chamber Luncheon.

Adjournment

Mayor Rodriguez adjourned the meeting at 8:16 p.m.

Ralph Rodriguez, Mayor

ATTEST:

Sheila Edmondson, City Secretary

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: City Secretary
Subject: Appointments, Re-appointments, and Resignations - City of Schertz Boards, Commissions, and Committees

- **Appointments**
 - n/a
- **Re-appointments**
 - **Schertz Historical Preservation Committee for the term ending 03/31/2028:**
Becki Babcock, Lauren Dalton, Sophie Rodriguez, Kathleen Samsey, Rosalyn Wise
 - **Capital Improvement Advisory Committee for the term ending 06/30/2028:**
Dr. Mark Peshorn and Mr. Bryan Jones
- **Resignations, Removals, and Expiring Terms**
 - **CIAC: Tamara Brown, Judy, Goldick, Roderick Hector, David Hughes, Patrick McMaster, Glen Outlaw, and Clayton Wallace**

BACKGROUND

In accordance with City policy and Council rules and procedures, periodic appointments and re-appointments to City Boards, Commissions, and Committees are brought forward for City Council consideration. The following individuals are recommended for re-appointment to continue serving on their respective boards and committees:

Schertz Historical Preservation Committee

Term Ending: March 31, 2028

- Becki Babcock
- Lauren Dalton
- Sophie Rodriguez
- Kathleen Samsey
- Rosalyn Wise

Capital Improvement Advisory Committee (CIAC)

Term Ending: June 30, 2028

- Dr. Mark Peshorn
- Mr. Bryan Jones

Recent legislative changes to state law no longer allow members of the Planning and Zoning Commission to serve concurrently as members of the Capital Improvement Advisory Committee (CIAC). As a result, current CIAC members who serve by virtue of their Planning and Zoning Commission positions must be removed to ensure compliance with state law. Those members are as

follows:

- Tamara Brown
 - Judy Goldick
 - Roderick Hector
 - David Hughes
 - Patrick McMaster
 - Glen Outlaw
 - Clayton Wallace
-

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: Engineering
Subject: Resolution 26-R-032 - Authorizing an amendment to the professional services agreement with Halff Associates for the FM 1518 Utility Relocation Project (B.James/K.Woodlee/E.Schulze)

BACKGROUND

City staff has determined that the City requires additional engineering-related services for the completion of the FM 1518 Water and Wastewater Relocation Project. Halff Associates, Inc. (Halff) has exceeded the project scope with respect to construction administration services and is requesting an additional fee to complete the project.

The original agreement with Halff for the design, bid, and construction phase services was for \$548,370 with a not to exceed amount of \$600,000 as approved by council on May 5, 2021, with Resolution 21-R-37. Due to additional design revisions requested by the City and TxDOT as well as increased coordination efforts throughout the construction phase of this project, Halff had previously been approved to reallocate their fees between “Data Collection” and “Utility Design” as well as to increase the construction phase services an additional \$43,500. This increased the total contract amount to \$591,870, which remained within the not to exceed amount originally approved.

Recently, Halff has been tasked with resolving conflicts with abandoned asbestos cement (AC) water lines that were not known to exist prior to design or construction beginning. These abandoned utilities required testing of their structural integrity to satisfy TxDOT in order remain abandoned-in-place without removal. Halff is requesting an additional fee of \$25,000 since this effort was not included in their original scope of work. With this amendment, the total professional services agreement amount will be \$616,870 and the new not to exceed amount will be \$625,000.

GOAL

The goal of Resolution 26-R-032 is to obtain authorization from City Council to have Halff provide additional services toward completion of the FM 1518 Water and Wastewater Relocation Project.

COMMUNITY BENEFIT

The relocation of these lines will ensure the City utilities are provided in an alignment that allows adequate space for future maintenance, and prevents conflicts with TxDOT’s proposed roadway.

SUMMARY OF RECOMMENDED ACTION

Staff recommends that the City Council approve Resolution 26-R-032, authorizing an amendment to Halff’s agreement for the FM 1518 Relocation Project, for an additional amount of \$25,000.

FISCAL IMPACT

Funding for the project was allocated from the City's Water and Sewer Construction Reserves, bond proceeds, and ARP funds. The amendment to the task order is an additional \$25,000 which is within the budget funded by those sources.

RECOMMENDATION

Approve Resolution 26-R-032.

Attachments

Resolution 26-R-032 with attachement
FM 1518 Utility Relocation CIP Project Sheet

RESOLUTION 26-R-032

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH HALFF ASSOCIATES FOR THE FM 1518 UTILITY RELOCATION PROJECT

WHEREAS, the Schertz City Council approved Resolution 21-R-37 on May 5, 2021 authorizing the design, bid, and construction phase engineering services for the FM 1518 Utility Relocation Project; and

WHEREAS, The City staff of the City of Schertz has determined that the City requires additional engineering-related services for the completion of the FM 1518 Utility Relocation Project; and

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

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

WHEREAS, the City Council has determined that it is in the best interest of the City to amend its Agreement with Halff Associates, Inc. for the construction phase services for the FM 1518 Utility Relocation Project.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes an amendment to the agreement with Halff Associates, Inc., in substantially the form set forth on Exhibit A and in accordance with the original project agreement authorized by Resolution 21-R37, for a total professional service agreement amount of \$616,870 and the new Not to Exceed amount of \$625,000.

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 _____, 2026.

CITY OF SCHERTZ, TEXAS

Ralph Rodriguez, Mayor

ATTEST:

Sheila Edmondson, City Secretary

Attachment A

Amendment to Task Order

AMENDMENT TO TASK ORDER

Amendment No. 2

Task Order Number: **03**

Project Name: FM 1518 Utility Relocations

Owner: City of Schertz

Engineer: Halff Associates, Inc.

General Purpose of the Amendment:

This amendment is intended to support the City's request, and in coordination with TxDOT's Project Manager, Halff Associates has continued to provide additional assistance in the Construction Phase Services (Phase 500) of the FM 1518 Utility Relocations Project. The additional assistance is related to design assistance/coordination required for Construction Phase Services by TxDOT and the City, which was necessary to keep the accelerated project, associated with the joint bid of the City of Schertz Utilities and the TxDOT FM 1518 reconstruction project, on schedule. Below, in the modification of the description, is a summary of the additional efforts under the amendment.

The objective of this amendment is to ensure the city continues to receive the necessary support from Halff related to the Construction Phase Services Phase of this project and to cover any additional items that arise during this phase until construction is completed.

Description of Modifications:

In accordance with the contracted scope and fee under the Original Task Order, Halff has fully utilized the allocated budget for Construction Phase Services. This effort was necessary due to changes requested by the city and TxDOT and associated coordination efforts, including attending weekly meetings with TxDOT, preparing additional plan sheets for a water line to tie into an existing development, attending onsite meetings with city and TxDOT staff, coordinating the abandonment of an asbestos waterline, and addressing questions from the contractor to address conflicts with other utilities relocated as part of this project.

Approximately two to four months of construction coordination remain, and we estimate that the requested additional fee of \$25,000 is needed for the Construction Phase Services. Most of this effort is expected to be spent keeping up with the tight TxDOT schedule.

Summary of Original Task Order and Amendments

Original Task Order Total = \$548,370.00

Previous Amendments = \$43,500.00 (#1 – 9/13/2024)

Current Task Order Total = \$591,870.00

This Amendment #2 = \$25,000

New Task Order Total = \$616,870.00

Owner and Engineer hereby agree to modify the above-referenced Main Agreement as set forth in this Amendment. The Effective Date of the Amendment is _____.

Owner

Engineer

(typed or printed name of organization)

Half Associates, Inc.

(typed or printed name of organization)

By: _____
(individual's signature)

By: _____
(individual's signature)

Date: _____
(date signed)

Date: 3/10/2026
(date signed)

Name: _____
(typed or printed)

Name: Lamberto "Bobby" Balli
(typed or printed)

Title: _____
(typed or printed)

Title: Director of Public Works/ Vice President
(typed or printed)

CITY OF SCHERTZ

CAPITAL IMPROVEMENT PROJECT SHEET

Project Type: Water/Wastewater **Project Code:** W23

Project Title: FM 1518 Utility Relocations

Project Manager: Engineering

Location Description: FM 1518 between FM 78 and IH 10

Project Summary: Relocation of water and sewer utilities to avoid conflicts as part of the TxDot FM 1518 Improvement Project. Includes water and wastewater relocations along FM 1518, relocation of a water line from FM 78, across Aztec Lane, back to FM 1518, and relocation of a backflow preventer for Randolph AFB.

Start Date: May-21

Completion Date: ~~May-25~~ May 2027 (estimated - portions of project joint bid being constructed by TxDOT)

Project Forecast

	Prior	2023-24	2024-25	2025-26	2026-27	2027-28	2028-33	Total Cost
	Appropriation							
Funding Source								
ARP	\$ -	\$ -	\$ 3,688,076	\$ -	\$ -	\$ -	\$ -	\$ 3,688,076
Water/Sewer Reserves	\$ 819,341	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 819,341
Bonds	\$ 10,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Source	\$ 10,819,341	\$ -	\$ 3,688,076	\$ -	\$ -	\$ -	\$ -	\$ 14,507,417
Expenditure								
Land Purchase	\$ -	\$ 8,810	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,810
Professional Services	\$ 724,334	\$ 80,299	\$ 95,367	\$ -	\$ -	\$ -	\$ -	\$ 900,000
Construction	\$ 9,354,552	\$ -	\$ 4,244,056	\$ -	\$ -	\$ -	\$ -	\$ 13,598,608
Total Expenditure	\$ 10,078,885	\$ 89,109	\$ 4,339,423	\$ -	\$ -	\$ -	\$ -	\$ 14,507,417

CITY OF SCHERTZ

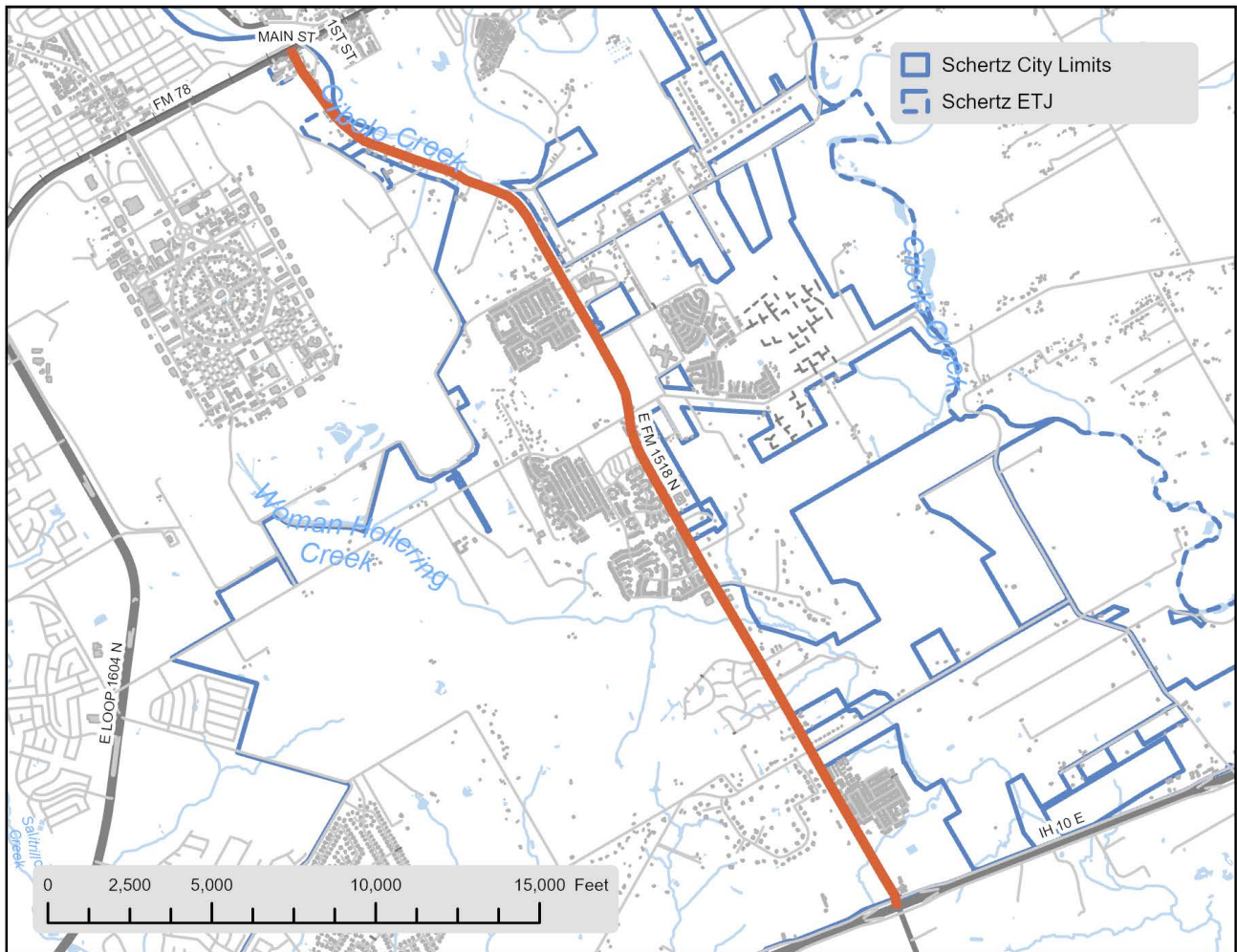
CAPITAL IMPROVEMENT PROJECT SHEET

Project Type: Project Code:

Project Title:

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.



FM 1518 UTILITY RELOCATIONS



CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: Information Technology
Subject: Resolution 26-R-034 - Authorizing the purchase of software licenses with SHI (B.James/D.Hardin/J.Bluebird)

BACKGROUND

The City is requesting approval of Resolution 26-R-034 authorizing the purchase of Microsoft Office 365 licenses from SHI and for the City Manager to execute the necessary agreements related to the licensing and use of Microsoft Office 365.

The total annual cost will vary depending on the number and types of licenses required. Based on the anticipated licensing needs for the upcoming year, the estimated cost is \$95,044.08.

Funding for this expenditure is included in the FY 2025–2026 Information Technology budget. Staff is seeking Council approval, since the maximum not to exceed amount for three years is set at \$330,000.

SHI Government Solutions is an authorized vendor under the Texas Department of Information Resources (DIR) Cooperative Purchasing Program.

GOAL

To obtain authorization from Council to approve the purchase of Microsoft Office 365 Licenses from SHI.

COMMUNITY BENEFIT

The ability to continue to communicate effectively between our employees, vendors, and our constituents via email and the continued use of Microsoft Office 365 products.

SUMMARY OF RECOMMENDED ACTION

Approval of Resolution 26-R-034 authorizing the purchase of Microsoft Office 365 licenses through SHI.

FISCAL IMPACT

The first year cost of this three-year contract is \$95,044.08 but may vary in future years based on the number and types of licenses for staff. The current cost reflects the license count and type for 2025-26. Funds are available in the Information Technology budget for FY 2025-26. The maximum not to exceed amount for three years is set at \$330,000.

RECOMMENDATION

Approval of Resolution 26-R-034.

Resolution 26-R-034 w attachment

RESOLUTION 26-R-034

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE PURCHASE OF SOFTWARE LICENSES FROM SHI.

WHEREAS, the Schertz IT Department has a need to purchase Microsoft Office 365 licenses for the City employees; and

WHEREAS, the Schertz IT Department distributes this software for the daily function of the City employees to fit the needs of the City, to obtain the best pricing for this need and to provide the most compatibility with citizens, vendors, and other municipalities; and

WHEREAS, the Schertz IT Department has chosen SHI, a DIR Group Purchasing contracted vendor, for the purchase of these licenses; and

WHEREAS, DIR 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, the City of Schertz will fund the purchase of the Microsoft Office 365 licenses through the approved 2025-2026 annual IT department budget.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes purchases of software licenses with SHI not to exceed the amount of **THREE HUNDRED AND THIRTY THOUSAND DOLLARS** (\$330,000.00) during the three-year agreement, starting in FY 2025-2026.

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 Rodriguez, Mayor

ATTEST:

Sheila Edmondson, TRMC
City Secretary

EXHIBIT A

Quote from SHI



Pricing Proposal

Quotation #: 27076603

Reference #: EA - 54320988 - Budgetary Renewal

Created On: 1/21/2026

Valid Until: 3/31/2026

TX-City of Schertz

Oscar Medina

1400 SCHERTZ PARKWAY
 SCHERTZ IT DEPT
 Cibolo, TX 78108
 United States
 Phone: 210-619-1186
 Email: omedina@schertz.com

Microsoft Inside Account Manager

Vivien Cruz

290 Davidson Ave.
 Somerset, NJ 08873
 Phone: 732-868-5926
 Email: vivien_cruz@shi.com

All Prices are in US Dollar (USO)

Product	Qty	Retail	Your Price	Total
1 Audio Conferencing Pay Per Min GCC Sub Per User Microsoft - Part#: HUS-00001 Contract Name: Adobe/Microsoft Software & Related Services Contract#: DIR-CP0-5237 Coverage Term: 4/1/2026 - 3/31/2027 Note: Year 1 of 3 Commitment	5	\$0.00	\$0.00	\$0.00
2 Entra ID P1 Gov Sub Per User Microsoft - Part#: MQM-00001 Contract Name: Adobe/Microsoft Software & Related Services Contract#: DIR-CP0-5237 Coverage Term: 4/1/2026 - 3/31/2027 Note: Year 1 of 3 Commitment	5	\$68.40	\$56.28	\$281.40
3 Intune P1 Gov Sub AP Per User Microsoft - Part#: 3QA-00008 Contract Name: Adobe/Microsoft Software & Related Services Contract#: DIR-CP0-5237 Coverage Term: 4/1/2026 - 3/31/2027 Note: Year 1 of 3 Commitment	170	\$85.20	\$70.08	\$11,913.60
4 M365 F3 Unified GCC Sub Per User Microsoft - Part#: AAD-63092 Contract Name: Adobe/Microsoft Software & Related Services Contract#: DIR-CP0-5237 Coverage Term: 4/1/2026 - 3/31/2027 Note: Year 1 of 3 Commitment	346	\$103.20	\$84.96	\$29,396.16
5 0365 Extra File Storage GCC Sub Add-on Extra Storage 1 GB	1025	\$3.60	\$3.00	\$3,075.00

Microsoft - Part#: M9T-00002
Contract Name: Adobe/Microsoft Software & Related Services
Contract#: DIR-CPO-5237
Coverage Term: 4/1/2026 - 3/31/2027
Note: Year 1 of 3 Commitment

6	0365 G1 FSA GCC Renewal Sub Per User Microsoft - Part#: 7R6-00001 Contract Name: Adobe/Microsoft Software & Related Services Contract#: DIR-CPO-5237 Coverage Term: 4/1/2026 - 3/31/2027 Note: Year 1 of 3 Commitment	74	\$105.60	\$86.88	\$6,429.12
7	0365 G1 GCC Sub Per User Microsoft - Part#: U4S-00002 Contract Name: Adobe/Microsoft Software & Related Services Contract#: DIR-CPO-5237 Coverage Term: 4/1/2026 - 3/31/2027 Note: Year 1 of 3 Commitment	21	\$132.00	\$108.72	\$2,283.12
8	0365 G3 FSA Renewal GCC Sub Per User Microsoft- Part#: AM-11924 Contract Name: Adobe/Microsoft Software & Related Services Contract#: DIR-CPO-5237 Coverage Term: 4/1/2026 - 3/31/2027 Note: Year 1 of 3 Commitment	56	\$258.00	\$212.52	\$11,901.12
9	0365 G3 GCC Sub Per User Microsoft- Part#: AM-11894 Contract Name: Adobe/Microsoft Software & Related Services Contract#: DIR-CPO-5237 Coverage Term: 4/1/2026 - 3/31/2027 Note: Year 1 of 3 Commitment	83	\$303.60	\$250.08	\$20,756.64
10	0365 GS GCC Sub Per User Microsoft - Part#: T2N-00001 Contract Name: Adobe/Microsoft Software & Related Services Contract#: DIR-CPO-5237 Coverage Term: 4/1/2026 - 3/31/2027 Note: Year 1 of 3 Commitment	5	\$501.60	\$413.16	\$2,065.80
11	Planner & Project PS GCC Sub Per User Microsoft - Part#: 7VX-00001 Contract Name: Adobe/Microsoft Software & Related Services Contract#: DIR-CPO-5237 Coverage Term: 4/1/2026 - 3/31/2027 Note: Year 1 of 3 Commitment	11	\$618.00	\$509.04	\$5,599.44
12	Power Automate Premium GCC Sub Per User Microsoft - Part#: 105-00001 Contract Name: Adobe/Microsoft Software & Related Services Contract#: DIR-CPO-5237	1	\$198.00	\$163.08	\$163.08

Coverage Term: 4/1/2026 - 3/31/2027

Note: Year 1 of 3 Commitment

13	Power BI Pro GCC Sub Per User Microsoft - Part#: DDJ-00001 Contract Name: Adobe/Microsoft Software & Related Services Contract#: DIR-CPO-5237 Coverage Term: 4/1/2026 - 3/31/2027 Note: Year 1 of 3 Commitment	2	\$123.60	\$101.76	\$203.52
14	Teams AC with Dial Out US/CA GCC Sub Add-on Microsoft - Part#: NYH-00001 Contract Name: Adobe/Microsoft Software & Related Services Contract#: DIR-CPO-5237 Coverage Term: 4/1/2026 - 3/31/2027 Note: Year 1 of 3 Commitment	580	\$0.00	\$0.00	\$0.00
15	Visio P2 GCC Sub Per User Microsoft - Part#: P3U-00001 Contract Name: Adobe/Microsoft Software & Related Services Contract#: DIR-CPO-5237 Coverage Term: 4/1/2026 - 3/31/2027 Note: Year 1 of 3 Commitment	7	\$169.20	\$139.44	\$976.08
				Total	\$95,044.08

Additional Comments

Pricing is subject to change based on OEM and Distribution pricing changes

Purchasing Microsoft Azure Services

Customer may purchase Microsoft Azure Services from SHI in one or a combination of the following ways: Azure Prepayment: Customer will have access to its entire Azure prepayment throughout the term of its Enrollment if Customer agrees to be invoiced for the full amount upfront (the "Fully Prepaid Option"). Alternatively, if Customer elects to be invoiced for its Azure prepayment on an annual basis, Customer will have access to an Allocated Annual prepayment each year of the Enrollment (the "Annually Prepaid Option"). Under the Fully Prepaid Option, any unused Azure prepayment will be forfeited at the end of the Enrollment, and under the Annually Prepaid Option, any unused Allocated Annual prepayment will be forfeited on the following Enrollment anniversary date.

Using Azure prepayment: Each month, Microsoft will deduct from Customer's Azure prepayment (or Allocated Annual prepayment, if applicable) the monetary value of Customer's usage of eligible Microsoft Azure Services. Once Customer's Azure prepayment (or Allocated Annual prepayment, if applicable) balance has been exhausted, any additional usage will be invoiced at Consumption Rates (as described below).

Invoicing Azure prepayment: If Customer elects the Fully Prepaid Option, Azure prepayment will be invoiced immediately. If Customer elects the Annually Prepaid Option, the first Allocated Annual prepayment will be invoiced immediately, and future Allocated Annual prepayments will be invoiced on the anniversary of the Enrollment effective date.

Invoicing Azure prepayment overage: If Customer's usage is higher than either its Azure prepayment under the Fully Prepaid Option or its Allocated Annual prepayment under the Annually Prepaid Option, such excess will be invoiced at Consumption Rates to Customer at the end of each Enrollment month.

Consumption: Customer pays based on the amount of Microsoft Azure Services consumed during a billing period.

Consumption invoicing: If Customer provisions Microsoft Azure Services without an Azure prepayment, SHI will invoice customer in the following month of usage at Consumption Rates. All usage of the Microsoft Azure Services after the expiration or termination of Customer's subscription term will be invoiced by SHI to Customer at then-current Consumption

Rates monthly.

SHI will invoice eligible Microsoft Azure Services at the contracted mark-up. Please refer to the Azure Portal or Pricing Calculator for more information on availability: <https://azure.microsoft.com/en-us/pricing/calculator/>

Payment Schedule

Year 1 (Apr-01-2026 to Mar-31-2027): \$95,044.08

Year 2 (Apr-01-2027 to Mar-31-2028): \$95,044.08

Year 3 (Apr-01-2028 to Mar-31-2029): \$95,044.08

Due to the potential impact of any current or future tariffs, the price and availability of hardware items on this quote may be subject to change.

This quote has been marked as budgetary, as certain pricing may require approval from Microsoft. Please note, SHI is unable to process Purchase Orders against budgetary quotes. Kindly reach out to your SHI sales team for a Final Quote once you have determined your required counts and licenses.

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: Facility & Fleet
Subject: Resolution 26-R-046 - Adopting the State-mandated Texas Women's Privacy Act Policy (B.James/D.Hardin/C.Lonsberry)

BACKGROUND

The 89th Texas legislature passed Senate Bill 8 adopting the Texas Women's Privacy Act, amending Chapter 3002 of the Texas Government Code, effective December 4, 2025. The bill specifically requires state agencies and political subdivisions, including cities, to designate certain facilities, generally multiple-occupancy private spaces, for use only by individuals of one sex and to take every reasonable step to prevent use by the opposite sex. As part of the "reasonable step(s)" it is recommended the City adopt a policy regarding use and enforcement. In this case, the City must ensure all multiple-occupancy private spaces in City-owned, City-operated, or City-controlled buildings have the appropriate signage on the outside of the facility, according to Senate Bill 8.

GOAL

To comply with the requirements of Senate Bill 8.

COMMUNITY BENEFIT

The City of Schertz will be in compliance with State Law.

SUMMARY OF RECOMMENDED ACTION

Approval of resolution 26-R- adopting the Texas Women's Privacy Act to comply with Senate Bill 8.

RECOMMENDATION

Approval of Resolution 26-R-046.

Attachments

Resolution 26-R-046
Chapter 3002 Government Code

RESOLUTION 26-R-046

A RESOLUTION OF THE CITY OF SCHERTZ, TEXAS APPROVING A POLICY TITLED “DESIGNATION AND USE OF CERTAIN CITY FACILITIES UNDER CHAPTER 3002, TEXAS GOVERNMENT CODE”; DIRECTING IMPLEMENTATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Texas Legislature adopted the Texas Women’s Privacy Act, to be codified in Chapter 3002 of the Texas Government Code, with an effective date of December 4, 2025; and

WHEREAS, Chapter 3002 applies to political subdivisions, including municipalities, and requires them to designate certain multiple-occupancy private spaces in buildings they own, operate, or control for use based on sex, and to take reasonable steps to ensure compliance; and

WHEREAS, Chapter 3002 further establishes complaint, cure, and enforcement procedures, including potential civil penalties for noncompliance; and

WHEREAS, the City Council desires to ensure that City facilities are administered in accordance with state law and that City staff are provided clear direction for implementing the statutory requirements; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS, THAT:

Section 1. The City Council hereby approves the policy titled “Designation and Use of Certain City Facilities Under Texas Government Code, Chapter 3002” in the form presented to the City Council on this date and attached hereto as Exhibit “A”.

Section 2. The policy is adopted to comply with the requirements imposed on the City by Texas Government Code, Chapter 3002

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 part of the judgment and finding 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 this _____ day of _____, 2026.

Ralph Rodriguez, Mayor

ATTEST:

Sheila Edmondson, City Secretary

APPROVED AS TO FORM:

Denton Navarro Rodriguez Bernal
Santee & Zech, P.C.

EXHIBIT A

Designation and Use of Certain City Facilities Under Texas Government Code, Chapter 3002

1. Purpose

The purpose of this policy is to implement the requirements imposed on municipalities by Texas Government Code, Chapter 3002, relating to the designation and use of certain multiple occupancy private spaces in City-owned, City-operated, or City-controlled buildings according to sex.

2. Applicability

2.1. This policy applies to:

- (a) every building and facility the City owns, operates, or controls; and
- (b) every multiple-occupancy private space within those facilities, as that term is used in Chapter 3002 (e.g., restrooms, locker rooms, changing rooms, showers designed for more than one person at a time).

2.2. This policy does not apply to facilities the City neither owns, operates, nor controls, or to private businesses.

3. Terms & Definitions

For purposes of this policy, the definitions in Texas Government Code, Chapter 3002, are adopted by reference, including but not limited to “multiple-occupancy private space,” “single occupancy private space,” “political subdivision,” and “sex.”

4. Designation of Facilities

4.1. Facilities Management shall complete an inventory of all City-controlled facilities and identify every multiple-occupancy private space.

4.2. Each identified multiple-occupancy private space shall be designated for use only by individuals of one sex (male or female) and shall have exterior signage indicating the designation.

4.3. Departments shall take “every reasonable step” to ensure that individuals do not enter a multiple-occupancy private space designated for the opposite sex, consistent with Chapter 3002. Reasonable steps may include signage, staff direction, and adjustments to access points.

5. Single-Occupancy Options

This policy does not prohibit the City from providing or creating:

- 5.1. single-occupancy restrooms,
- 5.2. family restrooms, or
- 5.3. changing rooms,

as allowed in Chapter 3002.

6. Statutory Exceptions

Access inconsistent with the posted designation is permitted only in the limited circumstances identified in Chapter 3002, such as custodial/maintenance access, emergencies, law enforcement needs, assistance to a person who needs help, or a child of or under the age prescribed by law who is accompanied by a caregiver. Staff shall be trained to recognize these exceptions.

7. Complaints and Cure

7.1. Chapter 3002 allows Texas residents to file a complaint with the Texas Attorney General if a political subdivision has not complied, but only after the political subdivision has been given written notice and three business days to cure.

7.2. Any employee who receives a written complaint or notice alleging noncompliance with Chapter 3002 must immediately forward it to:

- (a) the City Manager (or designee), and
- (b) the City Attorney's Office.

7.3. The receiving department must correct any substantiated noncompliance (e.g., missing sign, mis-designation, staff error) within three business days of receipt so the City can demonstrate cure within the statutory window.

8. Communications

8.1. The City may post on its website or in City facilities a general statement that City facility designations are made pursuant to state law (Chapter 3002, Texas Government Code).

8.2. The City may also provide contact information for the State of Texas or for state legislative offices for members of the public who have questions or concerns about the scope or content of Chapter 3002.

9. Enforcement

Failure by City personnel to follow this policy may be addressed under normal personnel procedures. External enforcement, including civil penalties and private actions, is governed exclusively by Chapter 3002 and is outside the City's control.

10. No Waiver of Immunity

Nothing in this policy shall be construed as a waiver of the immunities and jurisdictional limitations preserved to the City by Chapter 3002, including Sections 3002.106–.109, or by any other law.

GOVERNMENT CODE

TITLE 10. GENERAL GOVERNMENT

SUBTITLE Z. MISCELLANEOUS PROVISIONS PROHIBITING CERTAIN
GOVERNMENTAL ACTIONS

CHAPTER 3002. REGULATION OF INDIVIDUALS IN CERTAIN SPACES AND
FACILITIES ACCORDING TO SEX

SUBCHAPTER A. GENERAL PROVISIONS

Sec. 3002.001. DEFINITIONS. In this chapter:

(1) "Correctional facility" has the meaning assigned by Section 1.07, Penal Code.

(2) "Family violence shelter" means a family violence nonresidential center or a family violence shelter center, as those terms are defined by Section 51.002, Human Resources Code, that has contracted with the Health and Human Services Commission under Section 51.003, Human Resources Code.

(3) "Female" means an individual who naturally has or will have, or had or would have but for a congenital anomaly or an intentional or unintentional disruption, a reproductive system designed to produce, transport, and provide eggs for fertilization.

(4) "Institution of higher education" has the meaning assigned by Section 61.003, Education Code.

(5) "Male" means an individual who naturally has or will have, or had or would have but for a congenital anomaly or an intentional or unintentional disruption, a reproductive system designed to produce, transport, and utilize sperm for fertilization.

(6) "Multiple-occupancy private space" means a facility designed or designated for simultaneous use by more than one individual and in which an individual may be in a state of undress in the presence of another individual, regardless of whether the facility provides curtains or partial walls for privacy. The term includes a restroom, locker room, changing room, or shower room.

(7) "Political subdivision" means a governmental entity of this state, including a county, municipality, special

purpose district or authority, school district, open-enrollment charter school, or junior college district. The term does not include a state agency.

(8) "Sex" means an individual's biological sex, either male or female.

(9) "Single-occupancy private space" means a facility designed or designated for use by only one individual at a time and in which the individual may be in a state of undress. The term includes:

(A) a single toilet restroom with a locking door that is designed or designated as unisex or for use based on sex; and

(B) sleeping quarters designed or designated for use by one individual.

(10) "State agency" means a department, commission, board, office, council, authority, or other agency in the executive, legislative, or judicial branch of state government that is created by the constitution or a statute of this state, including an institution of higher education.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

Sec. 3002.002. CONSTRUCTION OF CHAPTER. This chapter may not be construed to prevent a litigant from asserting the invalidity or unconstitutionality of a provision or application of this chapter as a defense to liability in an action, claim, or counterclaim brought under this chapter.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

SUBCHAPTER B. DESIGNATION AND USE OF CERTAIN SPACES AND FACILITIES ACCORDING TO SEX

Sec. 3002.051. DESIGNATION OF MULTIPLE-OCCUPANCY PRIVATE SPACES. (a) A political subdivision or state agency shall designate each multiple-occupancy private space in a building the political subdivision or state agency owns, operates, or controls

for use only by individuals of one sex.

(b) A political subdivision or state agency shall take every reasonable step to ensure an individual whose sex is opposite to the sex designated for a multiple-occupancy private space under Subsection (a) does not enter the private space.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

Sec. 3002.052. ACCOMMODATIONS. (a) Section 3002.051 does not prohibit a political subdivision or state agency from:

(1) adopting a policy necessary to accommodate an individual with a disability, a young child, or an elderly individual who requires assistance when using a multiple-occupancy private space;

(2) establishing a single-occupancy private space, family restroom, or changing room; or

(3) changing the designation of a multiple-occupancy private space from the use designated under Section 3002.051 to exclusive use by individuals of the sex opposite to the previously designated sex.

(b) A political subdivision or state agency is prohibited from providing an accommodation under Subsection (a) that allows an individual to use a multiple-occupancy private space designated for the exclusive use of individuals of the sex opposite to the individual's sex.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

Sec. 3002.053. EXCEPTIONS. A designation of a multiple-occupancy private space under Section 3002.051 does not apply to:

(1) an individual entering a multiple-occupancy private space designated for the exclusive use of individuals of the sex opposite to the individual's sex:

(A) for a custodial purpose;

(B) for a maintenance or inspection purpose;

(C) to render medical or other emergency

assistance;

(D) to accompany and provide assistance to an individual who needs assistance in using the facility;

(E) for a law enforcement purpose; or

(F) to render assistance necessary in preventing a serious threat to proper order or safety; or

(2) a child who is:

(A) nine years of age or younger entering a multiple-occupancy private space designated for the exclusive use of individuals of the sex opposite to the child's sex; and

(B) accompanied by an individual caring for the child.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

Sec. 3002.054. HOUSING OF INMATES ACCORDING TO SEX.

(a) The Texas Department of Criminal Justice shall ensure inmates are housed in a correctional facility, including a dormitory or cellblock of a correctional facility, according to the inmate's sex.

(b) The Texas Board of Criminal Justice shall adopt rules to implement this section, including rules ensuring this section is implemented in compliance with state and federal law.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

Sec. 3002.055. PROHIBITED SERVICES AT CERTAIN FAMILY VIOLENCE SHELTERS. A family violence shelter designed specifically to provide services to female victims of family violence may only provide services to:

(1) an individual whose sex is female; and

(2) an individual who is 17 years of age or younger and is the child of an individual described by Subdivision (1) who is receiving services at the shelter.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

SUBCHAPTER C. ENFORCEMENT

Sec. 3002.101. CIVIL PENALTY. (a) A political subdivision or state agency that violates this chapter is liable for a civil penalty of:

- (1) \$25,000 for the first violation; and
- (2) \$125,000 for the second or a subsequent violation.

(b) Each day of a continuing violation of this chapter constitutes a separate violation.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

Sec. 3002.102. COMPLAINT; NOTICE. (a) A resident of this state may file a complaint with the attorney general against a political subdivision or state agency for a violation of this chapter only if:

(1) the resident provides the political subdivision or state agency a written notice describing the violation; and

(2) the political subdivision or state agency does not cure the violation before the end of the third business day after the date the written notice is received.

(b) A complaint filed under this section must include:

(1) a copy of the written notice; and

(2) the resident's sworn statement or affidavit describing the violation and indicating the resident provided the notice required by this section.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

Sec. 3002.103. DUTIES OF ATTORNEY GENERAL: INVESTIGATION AND NOTICE. (a) Before bringing an action against a political subdivision or state agency for a violation of this chapter, the attorney general shall investigate a complaint filed under Section [3002.102](#) to determine whether legal action is warranted.

(b) The political subdivision or state agency subject to the complaint shall provide to the attorney general any information the attorney general requests in connection with the complaint,

including:

- (1) supporting documents related to the complaint; and
- (2) a statement on whether the political subdivision or state agency has complied or intends to comply with this chapter.

(c) If the attorney general determines legal action is warranted, the attorney general shall provide to the appropriate officer of the political subdivision or state agency charged with the violation a written notice:

- (1) describing the violation and location of the multiple-occupancy private space found to be in violation;

- (2) stating the amount of the proposed penalty for the violation; and

- (3) requiring the political subdivision or state agency to cure the violation on or before the 15th day after the date the notice is received to avoid the penalty, unless a court previously found the political subdivision or state agency liable for a violation of this chapter.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

Sec. 3002.104. COLLECTION OF CIVIL PENALTY; MANDAMUS.

(a) If, after receipt of notice under Section 3002.103(c), the political subdivision or state agency has not cured the violation on or before the 15th day after the date the notice is received or was previously found liable by a court for a violation of this chapter, the attorney general may bring an action to collect the civil penalty authorized under Section 3002.101.

(b) In addition to bringing an action under Subsection (a), the attorney general may also file a petition for a writ of mandamus or apply for other appropriate equitable relief.

(c) An action under this section may be brought or filed in a district court in the county in which the principal office of the political subdivision or state agency is located.

(d) The attorney general may recover reasonable expenses incurred in obtaining relief under this section, including court costs, reasonable attorney's fees, investigative costs, witness fees, and deposition costs.

(e) A civil penalty collected by the attorney general under this section shall be deposited to the credit of the compensation to victims of crime fund established under Subchapter J, Chapter 56B, Code of Criminal Procedure.

(f) Notwithstanding any other law, the Fifteenth Court of Appeals has exclusive jurisdiction over any appeal arising out of a civil action brought under this section.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

Sec. 3002.105. PRIVATE CIVIL CAUSE OF ACTION. (a) A person affected by a political subdivision's or state agency's violation of this chapter may bring a civil action and is entitled to obtain:

- (1) declaratory relief;
- (2) injunctive relief; and
- (3) court costs, including reasonable attorney's and witness fees.

(b) Notwithstanding any other law, the Fifteenth Court of Appeals has exclusive jurisdiction over any appeal arising out of a civil action brought under this section.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

Sec. 3002.106. SOVEREIGN, GOVERNMENTAL, AND OFFICIAL IMMUNITY. (a) Notwithstanding any other law except as provided by Subsection (b), this state has sovereign immunity, a political subdivision has governmental immunity, and an officer, employee, or agent of this state or a political subdivision has official immunity in an action, claim, counterclaim, or any type of legal or equitable action that:

- (1) challenges the validity of any provision or application of this chapter, on constitutional grounds or otherwise; or

- (2) seeks to prevent or enjoin this state, a political subdivision, or an officer, employee, or agent of this state or a political subdivision from:

(A) enforcing any provision or application of this chapter; or

(B) hearing, adjudicating, or docketing an action brought under Section 3002.104 or 3002.105 for a violation of this chapter.

(b) Subsection (a) does not apply if:

(1) immunity has been abrogated or preempted by federal law in a manner consistent with the United States Constitution; or

(2) sovereign immunity of this state and governmental immunity of a political subdivision to suit and from liability have been waived in accordance with this chapter.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

Sec. 3002.107. APPLICABILITY OF IMMUNITY. Notwithstanding any other law, the immunities described by Section 3002.106 apply in every state and federal court and in every type of adjudicative proceeding.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

Sec. 3002.108. WAIVER OF IMMUNITY. (a) Notwithstanding any other law, a provision of state law may not be construed to waive or abrogate an immunity described by Section 3002.106 unless the provision expressly waives or abrogates the immunity with specific reference to this section.

(b) Notwithstanding any other law, an attorney representing this state, a political subdivision, or an officer, employee, or agent of this state or a political subdivision may not waive an immunity described by Section 3002.106 or take an action that would result in a waiver of that immunity. A purported waiver or action prohibited under this subsection is considered void and an ultra vires act.

Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

Sec. 3002.109. JURISDICTION. (a) Notwithstanding any other law, including Chapter 37, Civil Practice and Remedies Code, and Sections 22.002, 22.221, 24.007, 24.008, 24.009, 24.010, and 24.011 of this code, a court of this state does not have jurisdiction to consider and may not award declaratory or injunctive relief, or any type of writ, including a writ of prohibition, that would:

(1) pronounce any provision or application of this chapter invalid or unconstitutional; or

(2) restrain this state, a political subdivision, an officer, employee, or agent of this state or a political subdivision, or any other person from:

(A) enforcing any provision or application of this chapter; or

(B) hearing, adjudicating, docketing, or filing a civil action brought under this chapter.

(b) Notwithstanding any other law, including Chapter 26, Civil Practice and Remedies Code, and Rule 42, Texas Rules of Civil Procedure, a court may not certify a claimant class or a defendant class in a civil action that seeks relief described by this section. Added by Acts 2025, 89th Leg., 2nd C.S., Ch. 20 (S.B. 8), Sec. 2, eff. December 4, 2025.

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: Fire Department
Subject: Resolution 26-R-047 - Authorize the City Manager to apply for and accept funds from the Urban Areas Security Initiative (UASI) to purchase a tethered unmanned aircraft system (UAS) in order to improve and enhance department and city UAS capabilities (S.Williams/G.Rodgers)

BACKGROUND

This project is a strategic initiative by the City of Schertz Office of Emergency Management to secure federal funding through the Urban Area Security Initiative (UASI). The goal is to procure a Tethered Unmanned Aerial System (UAS) that will be operated by the Schertz Fire Department to serve both local and regional safety needs.

Core Objectives

- **Persistent Oversight:** Unlike traditional drones that are limited by battery life, this system uses a physical tether for continuous power and data transmission.
- **Enhanced Situational Awareness:** The drone provides a high-altitude, uninterrupted "eye in the sky" to help incident commanders maintain a common operating picture during long-duration events.
- **Regional Collaboration:** The equipment is intended for regional deployment, benefiting the San Antonio UASI and the GUADACOMA Emergency Response Group, covering Bexar, Comal, and Guadalupe counties.

Strategic Necessity

- **Addressing Capability Gaps:** Current assets suffer from signal vulnerabilities and short flight times, which create "blind spots" during complex responses.
- **Terrorism Prevention:** The system is designed to monitor "soft targets" (crowded places) and critical infrastructure to prevent and respond to coordinated attacks.
- **THIRA/SPR Alignment:** The project directly addresses deficiencies identified in the regional Threat and Hazard Identification and Risk Assessment (THIRA) and the State Preparedness Report (SPR) regarding intelligence sharing and operational coordination.

Sustained Operations

- **Financial Commitment:** The City of Schertz plans to transition recurring maintenance and life-cycle costs into the Fire Department's annual budget once the grant period ends.
- **Professional Standards:** The project leverages existing Part 107 certified personnel and ensures compliance with the National Incident Management System (NIMS).

GOAL

The primary goal of this application is to secure **Urban Area Security Initiative (UASI)** funding to procure a **Tethered Unmanned Aerial System (UAS)** for the City of Schertz. This system is designed to provide persistent, **high-altitude situational awareness** and secure communications during extended emergency incidents or large-scale special events.

The project aims to achieve the following specific objectives:

- **Close Capability Gaps:** It addresses the limitations of standard drones, such as short battery life and signal vulnerabilities, which currently hinder long-term overwatch and real-time intelligence sharing.
- **Enhance Regional Coordination:** The system will be a regional asset housed at the Schertz Fire Department, deployed to assist partners in the **San Antonio UASI** and **GUADACOMA Emergency Response Group** across Bexar, Comal, and Guadalupe counties.
- **Support Terrorism Prevention:** The drone will provide uninterrupted surveillance of soft targets, crowded places, and critical infrastructure to reduce vulnerabilities to coordinated attacks.
- **Establish a Common Operating Picture:** By delivering a continuous, live video feed, the system ensures that all responding agencies maintain a unified and stable operational structure during complex responses.
- **Align with Strategic Goals:** The project directly fulfills priorities within the **Texas Homeland Security Strategic Plan** and addresses deficiencies noted in the regional **Threat and Hazard Identification and Risk Assessment (THIRA)**.

COMMUNITY BENEFIT

The acquisition of a tethered drone system provides several layers of protection and operational enhancement for the Schertz community, focusing on public safety and regional resilience.

Enhanced Public Safety for Local Events

The system provides persistent, high-altitude situational awareness during large-scale emergency incidents and special events within the city. Unlike standard drones that must land frequently to change batteries, this system remains airborne for the entire duration of an event, ensuring there are no "blind spots" during critical times. This is particularly beneficial for:

- **Crowded Places:** Providing superior overwatch for festivals, parks, and shopping centers to prevent and respond to threats.
- **Search and Rescue:** Supporting local search operations with an uninterrupted view of the area.

Protection of Critical Infrastructure

Schertz sits along vital transportation and utility corridors that are essential to the community's daily life. This project allows for:

- **Continuous Monitoring:** Uninterrupted surveillance of critical infrastructure to reduce vulnerabilities to attacks or accidents.
- **Rapid Threat Detection:** Delivering a real-time common operating picture that allows city leadership and emergency responders to detect and mitigate hazards quickly.

Regional Leadership and Resource Access

By housing this equipment at the Schertz Fire Department, the city establishes itself as a key player in regional emergency management.

- **Mutual Aid Benefits:** Schertz residents benefit from the city's enhanced ability to coordinate with regional partners like the San Antonio UASI and GUADACOMA groups.

- **Improved Coordination:** The system ensures all responding agencies—whether local, county, or state—are looking at the same live data, leading to a more efficient and unified response during a crisis.

Fiscal Responsibility

The project is designed to be a sustainable investment that does not rely indefinitely on outside funding.

- **Grant Funded Procurement:** The initial high cost of the specialized hardware is covered by federal UASI funds rather than local tax dollars.
- **Long-Term Planning:** The city has already committed to integrating recurring maintenance into the Fire Department's budget, ensuring the equipment remains operational and ready for the community's needs for years to come.

SUMMARY OF RECOMMENDED ACTION

- **Authorize the Grant Application Submission:** Formally approve the submission of the Urban Area Security Initiative (UASI) grant application for the project titled "Enhancing Unmanned Aircraft Systems Capabilities".
- **Designate the Schertz Fire Department as the Host Agency:** Confirm that the tethered drone system will be housed, maintained, and deployed by the Schertz Fire Department for both local and regional operations.
- **Approve Long-Term Budgetary Integration:** Commit to transitioning the recurring maintenance and equipment life-cycle replacement costs into the Fire Department's annual operating budget once the federal grant funding period ends.
- **Ensure Continued Compliance with State Requirements:** Direct the Office of Emergency Management to maintain the city's eligibility by fulfilling annual cybersecurity training, criminal history reporting standards, and the maintenance of an "Intermediate Level" Emergency Management Plan.
- **Adopt the Regional Response Framework:** Support the use of this equipment as a regional asset to be shared with partners in the San Antonio UASI and the GUADACOMA Emergency Response Group.

FISCAL IMPACT

100% REIMBURSABLE GRANT PROGRAM

UASI Cost Share: \$43,000.00

Local Cost Share: \$0.00

RECOMMENDATION

Staff recommends approval of Resolution 26-R-000.

Attachments

Resolution 26-R-047

RESOLUTION 26-R-047

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE CITY MANAGER TO APPLY FOR, ACCEPT, REJECT, ALTER, OR TERMINATE A SUB-RECIPIENT AGREEMENT FOR THE URBAN AREAS SECURITY INITIATIVE (UASI) GRANT PROGRAM PROVIDING FOR UNMANNED AIRCRAFT SYSTEMS (UAS) ENHANCEMENT IN AN AMOUNT NOT TO EXCEED FOURTY THREE THOUSAND DOLLARS.

WHEREAS, the City Council of the City of Schertz finds it to be in the public interest to maintain and enhance the safety and security of its residents through specialize emergency response capabilities; and

WHEREAS, the Urban Area Security Initiative (UASI) grant program provides federal funding through the Office of the Governor (OOG), Public Safety Office (PSO) to support regional preparedness; and

WHEREAS, the City of Schertz Office of Emergency Management seeks to enhance regional Unmanned Aircraft Systems (UAS) capabilities to mitigate both natural and man-made hazards providing enhanced situational awareness; and

WHEREAS, the City Council deems it necessary and proper to authorize the City Manager to act on behalf of the City of Schertz in all matter related to this grant application as the Authorized Official (AO); and

WHEREAS, the City of Schertz, Texas agrees that in the event of loss or misuse of the Office of the Governor funds, City of Schertz, Texas assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, the City Council designates the Finance Director of the City of Schertz as the Financial Officer to submit financial and programmatic reports or alter the grant on behalf of the City of Schertz, Texas; and

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, or their designee to apply for, accept, reject and execute a sub-recipient agreement for the Urban Areas Security Initiative (UASI) grant program through the Office of the Governor (OOG), Public Safety Office (PSO) in an amount not to exceed FOURTY THREE THOUSAND DOLLARS for the purpose of enhancing Unmanned Aircraft Systems (UAS) capabilities.

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

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: Engineering
Subject: Resolution 26-R-049 - Authorizing a Task Order Amendment with Kimley-Horn and Associates, Inc. for the Schertz Forest Roadway and Waterline Improvements Project (B.James/K.Woodlee/J.Nowak)

BACKGROUND

Previously, Council authorized a Task Order Agreement (Professional Services Agreement) with Kimley Horn for the Schertz Forest Roadway and Waterline Improvement Project. This project combined two project efforts — a water line replacement project and resurfacing, rehabilitation, and reconstruction of the streets in the subdivision (part of an earlier planned SPAM project). As the Capital Improvement Plan (CIP) was modified, the project was formally called the "Robin Hood Way Water Line Replacement Project" since the majority of the total project costs are associated with the water line replacement. Both names are actually referring to the same project.

As the project design progressed, it was noted that the FM 1518 project was relocating water lines in FM 1518 and extending slightly down Ware Seguin Road. With the original planned water line replacement addressing the water lines across the width of the Schertz Forest Subdivision only, this would leave a relatively short section of "old" water line along Ware Seguin Road between the subdivision and FM 1518. The "old" section of line would be more prone to failures in the future and would have a shorter service life than the new lines. Staff determined it would be prudent to also replace this segment of water line to have a continuous "run" of new water line from FM 1518 to the western boundary of the subdivision. This would reduce the failure potential and provide a similar service life for the water line segments.

The Schertz Forest Subdivision has some known drainage issues that cause ponding at some locations. The ponding has caused settlement/deterioration of the curb and has caused the pavement section to deteriorate more quickly. The planned design effort assumed a straightforward, but relatively simple approach would be sufficient to address the ponding issues. However, as the design progressed, it was discovered that more effort was needed in order to address the ponding issues. The additional effort needed involves some additional surveying and design work to replace longer sections of curb and regrade some drainage features. The proposed amendment provides for this additional design effort.

Additionally, as the design progressed, it was noted that some earlier observed pavement failure areas and curb settlement areas have increased significantly. This was causing the street improvement costs to increase significantly beyond the current available budget. With the proposed amendment, some additional pavement section options will be evaluated and the project design modified to reduce the street construction cost, but still provide a similar expected service life, to get the construction costs closer to the available budget amount.

Because the proposed amendment is covering multiple project scope items, the cost of the amendment

exceeds the current available contingency in the current not to exceed amount (\$720,000) for the project design. The current not to exceed amount has approximately \$29,000 of contingency available. Staff's recommendation is to increase the not to exceed amount to \$764,000, which will provide funding for the proposed amendment and still preserve approximately \$28,000 of contingency for the project design.

GOAL

To have Council authorize the City Manager to execute a Professional Services Agreement Amendment with Kimley-Horn and Associates, Inc. to add some additional design services to the project scope for the Robin Hood Way Water Line Replacement Project.

COMMUNITY BENEFIT

Replacing an additional segment of existing water main along Ware Seguin Road will result in new water main being installed along FM 1518; along Ware Seguin Road to the Schertz Forest Subdivision; and in the "main road" through the Schertz Forest Subdivision. This would avoid having a short segment of older water main between the subdivision and FM 1518 which would be more prone to failure as time goes on. It would result in all the water main segment being new and having the same service life. Performing additional survey and design work on part of the streets and drainage channels in the Subdivision will reduce the existing ponding, leading to an increased service life for the pavement section.

SUMMARY OF RECOMMENDED ACTION

Approval of a Resolution authorizing the City Manager to execute a Professional Services Agreement Amendment with Kimley-Horn and Associates for additional design scope for the Schertz Forest Roadway and Waterline Improvement Project.

FISCAL IMPACT

The CIP Project Sheet (Robin Hood Way Waterline Replacement Project) has \$930,000 allocated for Professional Services. The original Not to Exceed amount of the Professional Services Agreement was significantly below this at \$720,000. The proposed increase in the Not to Exceed amount to \$764,000 is still well below the CIP allocated funding amount. No funding transfer or budget amendment is required for this Professional Services Agreement Amendment.

RECOMMENDATION

Approve Resolution 26-R-049

Attachments

Resolution 26-R-049 with attachment
CIP Project Sheet and Map

RESOLUTION 26-R-049

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC., FOR PROFESSIONAL ENGINEERING SERVICES ON THE SCHERTZ FOREST ROADWAY AND WATERLINE IMPROVEMENT PROJECT

WHEREAS, on February 18, 2025, the City Council of the City of Schertz approved Resolution 25-R-035 approving a Task Order with Kimley-Horn Associates, Inc. with a not to exceed amount of \$720,000 for the design of the Schertz Forest Roadway and Waterline Improvement Project, and

WHEREAS, during the project design it was noted that a segment of existing water main would remain along Ware Seguin Road between the new proposed water main in the subdivision and the new, relocated water main along FM 1518 and that some additional street and drainage channel grading is needed to address existing drainage issues in the Schertz Forest subdivision; and

WHEREAS, the City Council wishes to amend the Task Order Agreement to add additional design and surveying services to replace the additional water main section and address the drainage issues; 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 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 professional or planning purposes.

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 Amendment to the Agreement with Kimley-Horn and Associates, Inc., in substantially the same form set forth in Exhibit A for \$44,829.29 and to execute further amendments as necessary not to exceed a total amount of \$764,000.

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 _____, 2026.

CITY OF SCHERTZ, TEXAS

Ralph Rodriguez, Mayor

ATTEST:

Sheila Edmondson, City Secretary

EXHIBIT A
AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

AMENDMENT TO TASK ORDER 01

Amendment No. 1

Task Order Number: 01

Project Name: Schertz Forest Roadway and Waterline Improvements
Owner: City of Schertz
Engineer: Kimley-Horn and Associates, Inc.

General Purpose of the Amendment:

Additional Survey and Design services to include the following:

- Additional survey on Ware Seguin Road and Robin Hood Way, as shown in attachment included in Amendment No. 1 scope and fee proposal
- Additional water line design on Ware Seguin Road
- Additional driveway, grading, fence replacement, tcp and sw3P design

Description of Modifications:

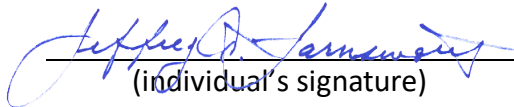
Reference Kimley-Horn’s Amendment No. 1 scope and fee proposal dated December 30, 2025.

Owner and Engineer hereby agree to modify the above-referenced Main Agreement as set forth in this Amendment. The Effective Date of the Amendment is _____, 2026.

Owner
City of Schertz
(typed or printed name of organization)

Engineer
Kimley-Horn and Associates, Inc.
(typed or printed name of organization)

By: _____
(individual’s signature)

By: 
(individual’s signature)

Date: _____
(date signed)

Date: 12/30/2025
(date signed)

Name: _____
(typed or printed)

Name: Jeff Farnsworth
(typed or printed)

Title: _____
(typed or printed)

Title: Senior Vice President
(typed or printed)

December 30, 2025

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

**RE: *Schertz Forest Roadway and Water Line Improvements Project – TO-01
Amendment No. 1 – Additional Design Services***

Dear Mr. Nowak:

As requested by the City of Schertz (“City”), Kimley-Horn and Associates, Inc. (“Kimley-Horn”) is submitting this amendment letter for additional design services to extend the proposed water main relocation to a 45-degree bend installed as part of the FM 1518 widening project. As part of the original scope of work, the proposed water main for the Schertz Forest project would tie-in to the existing water main at the Nottinghamshire and Ware Seguin Road intersection. During the 50% review meeting, the City determined it would be in the best interest of the project to replace the main fully to a connection point on the new water main installed near FM 1518 and Ware Seguin Road. This extension will allow for a brand-new water main from Nottinghamshire to FM 1518.

In addition to the water line extension on Ware Seguin Road, additional survey is required within an existing drainage easement at 7018 and 7024 Robin Hood Way. The true low point in the Robin Hood Way profile is at the property line of these two parcels, and Robin Hood Way discharges into this drainage easement. Through discussions with City staff it was determined to obtain additional survey of the existing easement and regrade as needed to ensure sufficient gravity slope is maintained from the low point at Robin Hood Way. This will require additional design including grading of the existing easement and replacement of existing wrought iron fences at both parcels.

To accommodate these additional design services, additional traffic control (TCP) and SW3P will also be required.

Lastly, after review of the original design scope of services, the street reconstruction limits has increased as originally proposed. This resulted in an additional 13 driveway profiles needed to accommodate the change in grading. Kimley-Horn is requesting additional fee to cover these additional driveway designs.

SCOPE OF SERVICES

The below tasks outline the additional scope of work to be completed by Kimley-Horn for the above referenced additional design services:

Task 1: Project Management

1. Project Management
 - Process amendment
 - Including invoicing with description of services performed and processing contract amendment

2. Subcontract Management
 - Prepare subconsultant contract for additional survey
 - Subconsultant invoicing
 - Coordination of scope of work with subconsultant
3. Additional Project Coordination

Task 2: Data Collection

Topographic Survey Services (McGray & McGray)

1. Obtain detailed topographic survey to produce a digital terrain model (DTM) for survey limits identified in survey exhibits (Attachment 2). Data to be collected and deliverables will be consistent with the parameters included in the original scope and fee proposal. The additional areas and limits of survey for each are as follows:
 - Area 1 – Drainage Easement at 7018 and 7024 Robin Hood Way
 - Area 2 – ROW along 7030 Robin Hood Way
 - o This area was previously unavailable due to bulky brush being within the existing ROW
 - Area 3 – Ware Seguin Road (Water Main Extension)
2. Design team survey review
 - Complete necessary site visits to review additional topographic improvements included in survey and provide comments.
 - Review DTM and provide comments
 - Coordinate final resolution of comments
 - General survey cleanup to meet Kimley-Horn CAD standards
 - Incorporate additional survey and DTM into current base files

The survey subconsultant scope and fee proposal can be referenced in Attachment 3.

Task 4: Final Design Phase

The following additional scope will be completed with the Final Design Phase:

Utility Coordination

- Coordinate with Overhead Electric company for pole relocation on Nottinghamshire
- Finalize utility conflict matrix (Ware Seguin Road water line extension)

General

- Finalize general sheets
- Update project layout sheets for additional grading and overall project boundary
- Update quantity summary

Roadway Plan Sheets

- Additional driveway design (13 each) within reconstruction limits
- Additional grading design within existing drainage easement
- Fence replacement/reconstruction plan sheets (7018/7024 Robin Hood Way)

Water Plan Sheets

- FM 1518 water plans as-built review
- Coordinate tie-in connection to appropriate bend/location
- Develop water alignment extension from Nottinghamshire to Ware Seguin Road connection
- Update water plan project layout sheet

- Prepare additional plan and profile sheet (40 scale, 1 sheet)

Traffic and SW3P Plan Sheets

- Additional TCP for water extension on Ware Seguin Road
- Update traffic control narrative and sequence of work
- Additional SW3P for water extension on Ware Seguin Road and grading easement

Miscellaneous

2. Finalize additional quantities and OPCC
3. QC/QA additional design items
4. Address internal QC/QA comments for additional design services

SCHEDULE

Upon approval of this additional service request by the City staff and any necessary council action, Kimley-Horn proposes to complete these additional design services and remaining final design services outlined in the original scope of work at the following schedule:

- Data Collection – 30 calendar days
- Final Design Phase – 45 calendar days
- City Final Review and Sign/Seal Plans and Project Manual – 15 days
- Bid Phase – per original schedule
- Construction phase – as determined during final design

FEE AND BILLING

In accordance with the below fee summary table and attached project work plan, Kimley-Horn proposes to complete the above referenced additional design services for a lump sum fee of **\$44,829.29**. The total contract amount proposed for this project, including base, supplemental, and Amendment No. 1 design services, increases to **\$735,845.85**. The following fee summary table outlines the proposed fee by task for additional design services associated with Amendment No. 1:

Task	Description of Service	Amount	Basis of Compensation
	BASIC SERVICES		
1	Project Management	\$ 4,790.00	[Lump Sum]
2	Data Collection	\$ 8,359.29	[Lump Sum]
4	Final Design Phase	\$ 31,680.00	[Lump Sum]
	TOTAL COMPENSATION (AMENDMENT NO. 1)	\$ 44,829.29	
	BASE SERVICES (ORIGINAL SCOPE OF WORK)	\$ 668,426.56	[Lump Sum]
	SUPPLEMENTAL SERVICES NO. 1 (ORIGINAL SCOPE OF WORK)	\$ 22,590.00	
	TOTAL AMENDMENT CONTRACT AMOUNT	\$ 735,845.85	

Kimley-Horn will submit invoices to the City on a monthly basis for services performed in accordance with contract requirements. Each invoice will include a summary of work completed for the corresponding month.

We appreciate the opportunity to be of service to the City and appreciate the City's consideration for approval of these additional design services. We look forward to successfully completing the design of this project and moving into construction. Please don't hesitate to contact me at stephen.aniol@kimley-horn.com or (210) 321-3404 should you have any questions on this Amendment No. 1 request.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.
TBPE# 928



By: Stephen J. Aniol, P.E.
Senior Project Manager

Attachments

- 1 – Project Work Plan
- 2 – Additional Survey Limits
- 3 – Subconsultant Scope and Fee Proposal

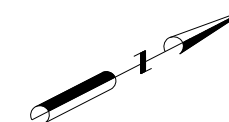
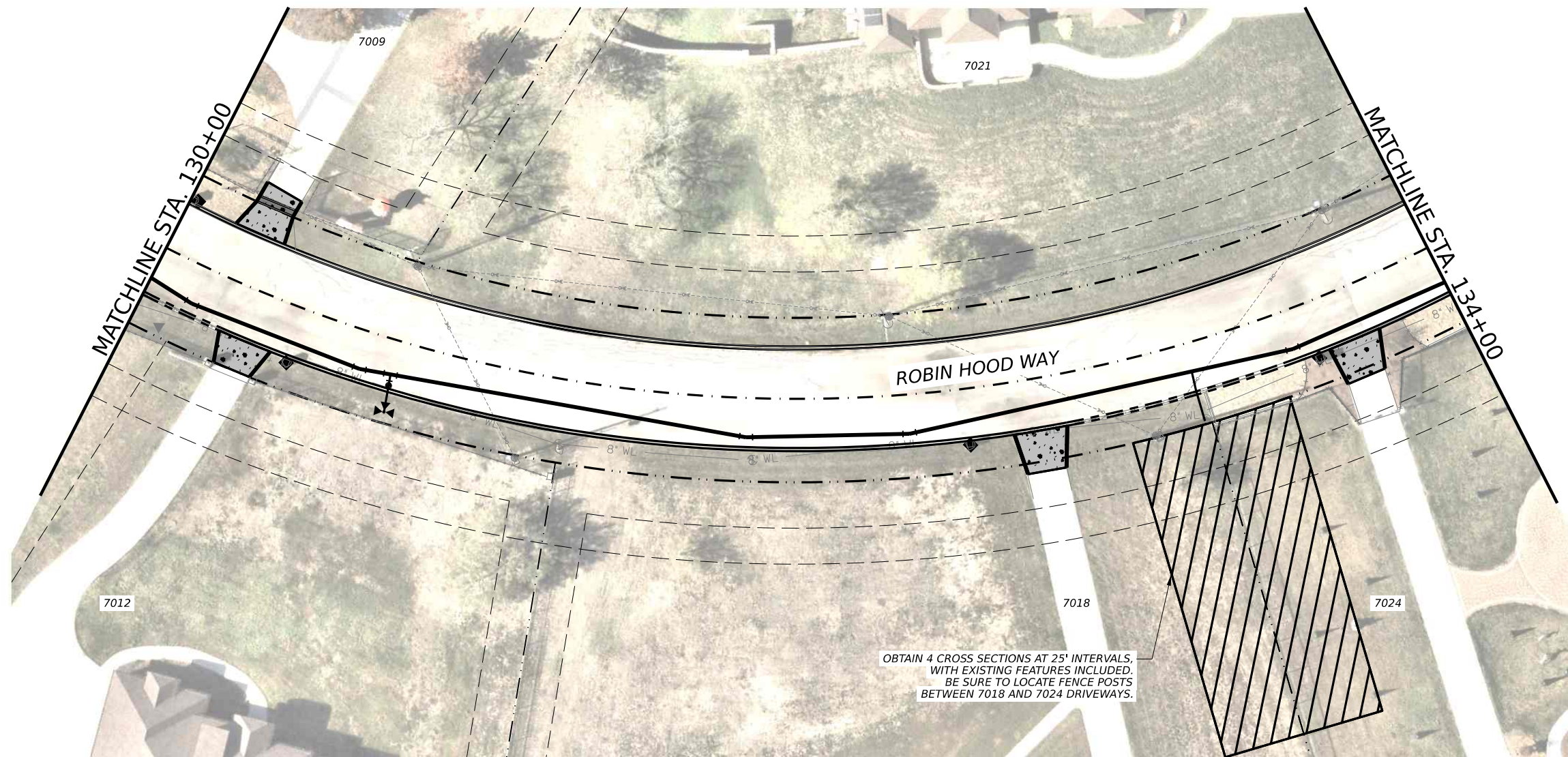
Fee/Price Proposal Breakdown for Professional Services

Project Name:	Schertz Forest Rehabilitation and Water Line Improvements On-Call Engineering Services, Task Order - 01 Amendment No. 1 - Additional Design Services
Design Firm:	Kimley-Horn and Associates, Inc.
Date Proposal Submitted:	12/30/2025
CoS Project Manager:	John Nowak, PE
Kimley-Horn Project Manager:	Stephen Aniol, PE

Position/Personnel Title	QA/QC Manager	Sr. Project Manager	Civil Engineer	Staff Engineer II	Staff Engineer I	Accountant		Consultant Fee Total	Sub-Consultant Fee Total	Fee Total
Proposed Staff Rates	\$ 305.00	\$ 290.00	\$ 190.00	\$ 150.00	\$ 140.00	\$ 150.00				
Task to be performed/Phase Description (including Sub-consultant work)							Total Hours			
BASIC SERVICES										
1 Project Management	0	7	9	4	0	3	23	\$ 4,790.00	\$ -	\$ 4,790.00
1.1 Project Management, including amendment processing and invoicing		2	2			2	6	\$ 1,260.00		
1.2 Subcontract Management and Coordination		1	3			1	5	\$ 1,010.00		
1.6 Additional Project Coordination		4	4	4			12	\$ 2,520.00		
2 Data Collection	0	1	1	4	8	0	14	\$ 2,200.00	\$ 6,159.29	\$ 8,359.29
Survey							0	\$ -		
2.1 Topographic Survey Services (McGray & McGray Land Surveyors)							0	\$ -	\$ 6,159.29	
2.2 Survey review (including site visit, and updating and merging base files)		1	1	4	8		14	\$ 2,200.00		
4 Final Design Phase	4	15	34	131	0	0	184	\$ 31,680.00	\$ -	\$ 31,680.00
Utility Coordination										
4.4 Coordinate with overhead electric company for pole relocation			2	2			4	\$ 680.00		
4.4 Finalize conflict matrix (Ware-Seguin extension)		1	1	2			4	\$ 780.00		
General										
4.5 Finalize general sheets (project layout, quantity summary)			1	4			5	\$ 790.00		
Roadway Plan Sheets										
4.8 Design Limits - Finalize horizontal geometrics (Additional Driveways - 13 EA)		1	2	12			15	\$ 2,470.00		
4.9 Design Limits - Finalize roadway design (easement grading sheet and fence details)		4	8	32			44	\$ 7,480.00		
Water Plan Sheets										
4.13A As-Built Review, coordinate tie-in connection			1	3			4	\$ 640.00		
4.13B Develop alignment extension		1		3			4	\$ 740.00		
4.13C Update Water project layout sheet			1	3			4	\$ 640.00		
4.13D Prepare plan and profile sheets (40 scale, 1 sheet)		2	4	16			22	\$ 3,740.00		
Traffic and SW3P Plan Sheets										
4.15 Finalize Traffic plan sheets (additional TCP Ware Seguin, narrative and sequence)		2	4	12			18	\$ 3,140.00		
4.16 Finalize SW3P plan sheets (Ware Seguin water extension and grading easement)		2	4	24			30	\$ 4,940.00		
Miscellaneous										
4.23 Finalize quantities and OPCC		1	4	8			13	\$ 2,250.00		
4.24A QC/QA Final Submittal	4						4	\$ 1,220.00		
4.24B Address internal QC/QA comments		1	2	10			13	\$ 2,170.00		
Total Hours (Basic Services):	4	23	44	139	8	3	221			
Total Amendment 1 Fee:								\$ 38,670.00	\$ 6,159.29	\$ 44,829.29

ATTACHMENT 2

LEGEND
 ADDITIONAL SURVEY LIMITS



Kimley»Horn

Texas Registered Firm, No. F-928

10101 Reunion Pl Suite 400 Tel No. 210-541-9166
 San Antonio, TX 78216 Fax No. 210-541-8699

No.	Revision	By	Date

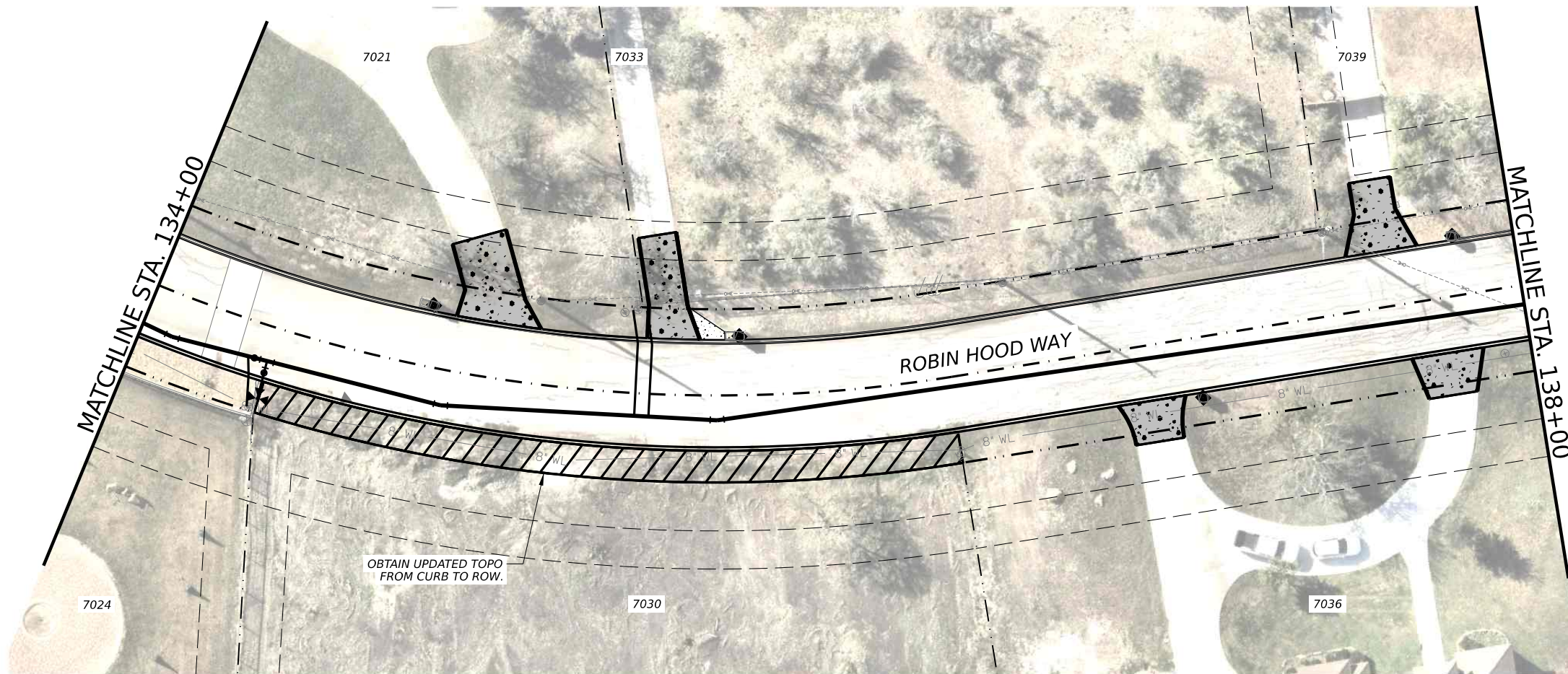
SCHERTZ
 COMMUNITY • SERVICE • OPPORTUNITY

SCHERTZ FOREST
 STREET REHABILITATION
 AND UTILITY IMPROVEMENTS

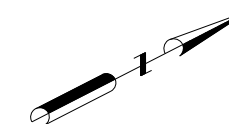
DATE: 11/17/2025	KHA PROJECT NO. 068702920	SHEET NO. 1
DESIGN: SE/HF		
DRAWN: MR		
CHECKED: SJA		

ATTACHMENT 2

LEGEND
 ADDITIONAL SURVEY LIMITS



NOTES:
 1. THIS SECTION WAS PREVIOUSLY SURVEYED. HOWEVER IT WAS PREVIOUSLY COVERED IN BRUSH AND CREATED AN UNREALISTIC TIE-IN POINT FOR OUR PROFILES.



Kimley»Horn
 Texas Registered Firm, No. F-928
 10101 Reunion Pl Suite 400 Tel No. 210-541-9166
 San Antonio, TX 78216 Fax No. 210-541-8699

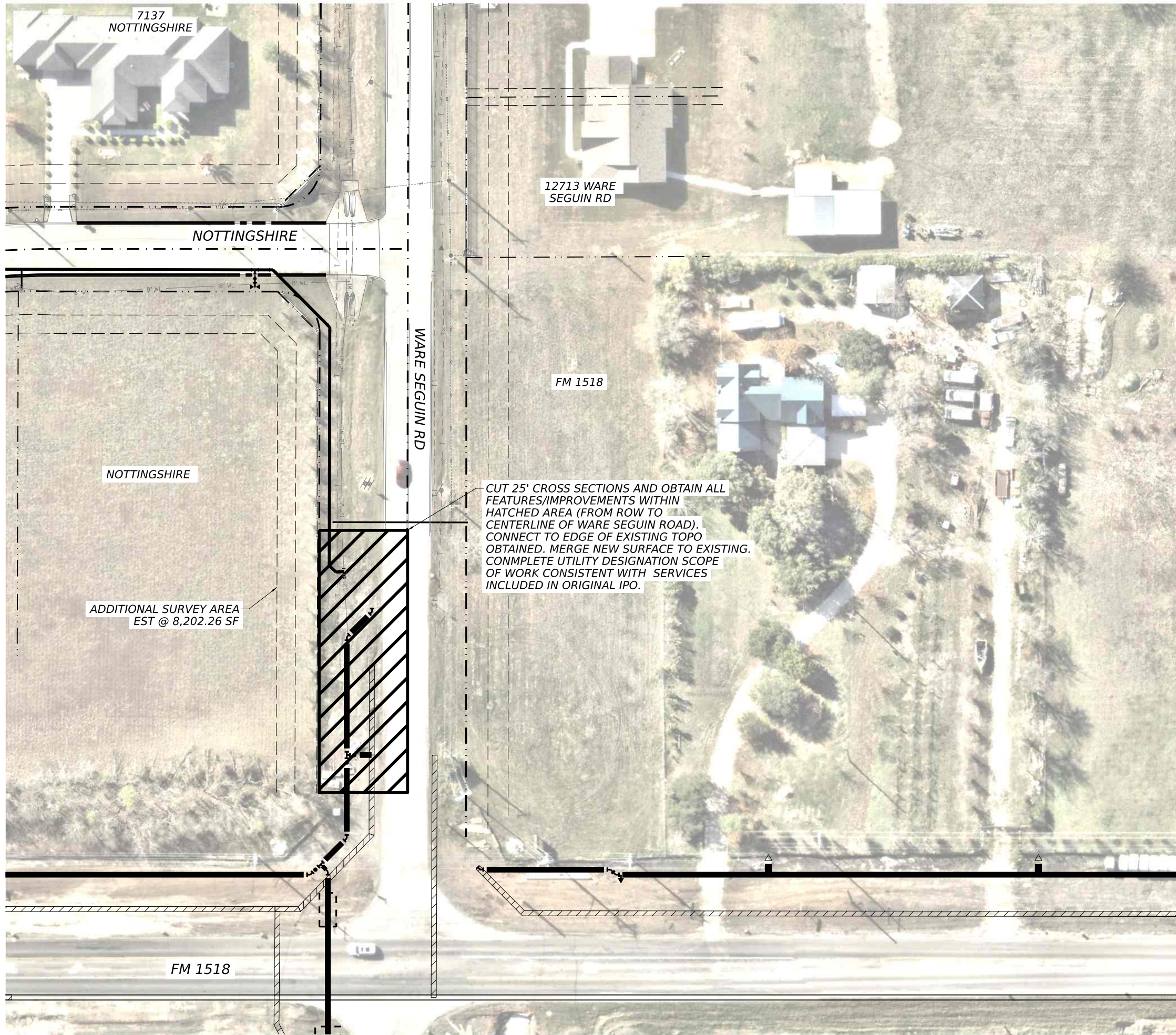
No.	Revision	By	Date

SCHERTZ
 COMMUNITY • SERVICE • OPPORTUNITY

SCHERTZ FOREST
 STREET REHABILITATION
 AND UTILITY IMPROVEMENTS

DATE: 11/17/2025	KHA PROJECT NO. 068702920	SHEET NO. 2
DESIGN: SE/HF		
DRAWN: MR		
CHECKED: SJA		

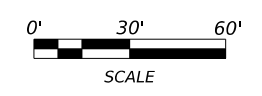
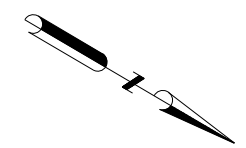
CK:
DW:
CK:
DN:



LEGEND

ADDITIONAL SURVEY LIMITS

ATTACHMENT 2



PRELIMINARY FOR REVIEW ONLY Not for construction, bidding, or permit purposes. Kimley»Horn Engineer: STEPHEN J. ANIOL, P.E. P.E. No. 112658 Date 11/18/2025	Kimley»Horn Texas Registered Firm, No. F-928	
	10101 Reunion Pl Suite 400 San Antonio, TX 78216	Tel No. 210-541-9166 Fax No. 210-541-8699

No.	Revision	By	Date

	SCHERTZ FOREST STREET REHABILITATION AND UTILITY IMPROVEMENTS	
--	--	--

DATE: 11/5/2025	KHA PROJECT NO.	SHEET NO. 3
DESIGN: SE/HF		
DRAWN: MR	068702920	
CHECKED: SJA		

DATE: 11/18/2025
FILE: NOTTINGSHIRE_1518.dwg

McGRAY & McGRAY LAND SURVEYORS, INC.

3301 HANCOCK DRIVE, SUITE 6
AUSTIN, TEXAS 78731
[512] 451-8591 FAX [512] 451-8791

TRANSMITTAL

ATTACHMENT 3

TO: Kimley-Horn
Attn: Stephen Aniol, PE
10101 Reunion Place
Suite 4000
San Antonio, Texas 78216
PHONE: (210) 321-3404
EMAIL: Stephen.anoi@kimley-horn.com

DATE: November 18, 2025
FROM: Sofia Ratinoff for Chris Conrad
RE: Revised Proposal for Additional
Topographic Surveying Services for the
Schertz Forest Roadway and Waterline
Improvements Project, Schertz, Texas

WE ARE SENDING YOU X Attached _____ Under separate cover the following items:

COPIES

DESCRIPTION

1 Revised Proposal

For Your Approval

For Your Information

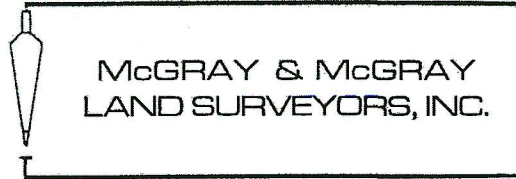
As Requested

For Review and Comment

REMARKS: Thank you,
Chris
TBPELS Survey Firm #10095500

SENT VIA: Delivery Service FedEx Mail Fax Email Other:

If you received this message incomplete or illegible, or if enclosures are not as noted, please notify us at once



November 18, 2025

Stephen Aniol, P.E.
Kimley-Horn
10101 Reunion Place
Suite 400
San Antonio, Texas 78216
(210) 321-3404

VIA EMAIL:
Stephen.Anoil@kimley-horn.com

RE: Revised Proposal for Additional Topographic Surveying Services for the Schertz Forest Roadway and Waterline Improvements Project, Schertz, Texas

Dear Mr. Aniol:

We appreciate the opportunity to present you with this revised proposal for additional services for the above referenced project. The following represents our understanding of the area to survey and scope of services. Our fee proposal follows.

Areas for Survey:

- Areas highlighted in "GREEN" on attached Exhibits "A, B and C".

Survey Control:

- We will use the same control as established for the initial work we performed.

Scope of Services:

Design Surveying Services:

1. Elevations shall be obtained at a maximum of 25-foot intervals, along with break lines as required, to provide a digital topographic design file at 1-foot contour intervals. The cross section will be between the apparent right-of-way lines.
2. Locate and identify all above ground features within the survey limits including buildings, fences, mailboxes, sidewalks, driveways, guardrails, signs, telecom boxes, visible utilities, utility poles, manholes, water valves with top of nut elevations and water meters.
3. Identify types of existing pavement surfaces for streets, sidewalks and driveways. Locate and identify existing traffic signals including base, street signs and control boxes.

- 4. Locate sufficient monumentation to define the right-of-way lines.
- 5. Trees that are 3-inches, and larger in diameter shall be measured, identified and tagged with a point number.

Deliverables:

- A. AutoCAD Civil3D (ver. 2024) drawing file using Kimley-Horn CAD Standards.
- B. The units of the drawing file shall be U.S. survey feet.

Fees:

Design Surveying Services (Non-taxable):

2 Man Crew:	16 hrs @	\$190.00 /hr.= \$	3,040.00
Field Coordinator:	1 hrs @	\$91.35 /hr.= \$	91.35
Sr. Survey Technician:	8 hrs @	\$115.53 /hr.= \$	924.24
AutoCAD Survey Technician:	16 hrs @	\$95.38 /hr.= \$	1,526.08
RPLS:	2 hrs @	\$188.06 /hr.= \$	376.12
Project Manager:	1 hrs @	\$201.50 /hr.= \$	201.50
TOTAL = \$			6,159.29

Once we receive notice to proceed, we will visit with you to establish a schedule for this project.

Thank you for including us on this project. We look forward to the opportunity to work with you. If you think we have omitted any service you require or misinterpreted your request, please let me or Joe Webber know.

Sincerely,



Chris I. Conrad, RPLS
Vice President
TBPELS Survey Firm #10095500

Authorized to Proceed by:

Signature Date

Print Name

CITY OF SCHERTZ

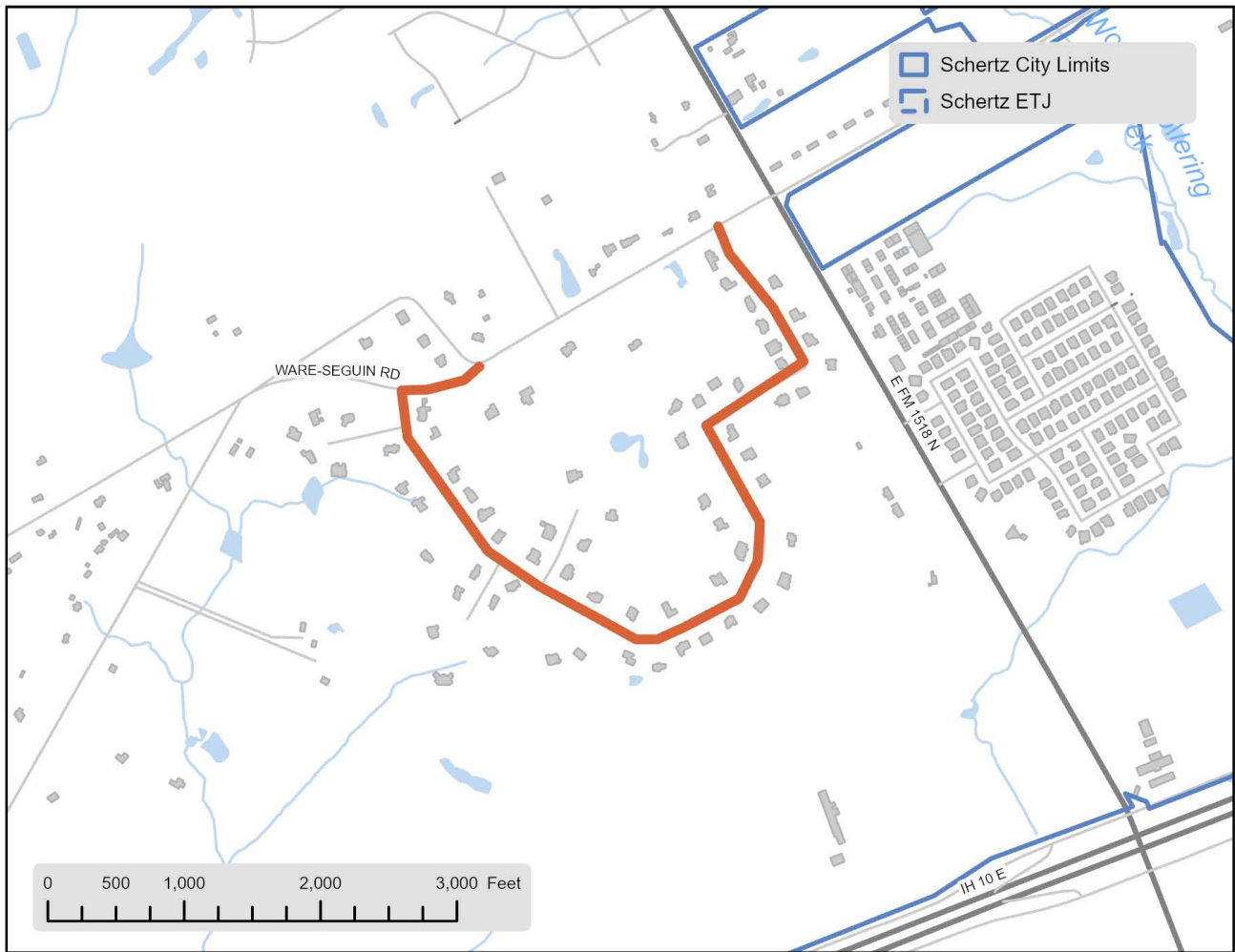
CAPITAL IMPROVEMENT PROJECT SHEET

Project Type: Project Code:

Project Title:

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.



ROBIN HOOD WAY WATERLINE
REPLACEMENT

SCHERTZ
COMMUNITY • SERVICE • OPPORTUNITY

Project Type: **Project Code:**

Project Title:

Project Manager:

Location Description:

Project Summary:

Start Date:

Completion Date:

Project Forecast

	Prior	2024-25	2025-26	2026-27	2027-28	2028-29	2029-33	Total Cost
Funding Source	Appropriation							
Water Reserves	\$ -	\$ 662,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 662,000
Bonds (utility)	\$ -	\$ 3,988,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,988,000
Bonds (street)	\$ -	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700,000
Total Funding Source	\$ -	\$ 5,350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,350,000
Expenditure								
Land Purchase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Services	\$ -	\$ 930,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 930,000
Construction	\$ -	\$ 4,420,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,420,000
Total Expenditure	\$ -	\$ 5,350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,350,000

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: Facility & Fleet
Subject: Resolution 26-R-021 - Authorizing expenditures with Versalift for the acquisition of an Aerial Bucket Truck as part of the FY2025-26 Supplemental Vehicle/Equipment Replacement/Acquisition program (B.James/D.Hardin/M.Chappell)

BACKGROUND

Each fiscal year, the Fleet Department submits requests to purchase vehicles and equipment. These purchases help replace aging vehicles and support expansion of the fleet, ensuring the City maintains reliable and efficient operations. This request, for an Aerial Bucket Truck for the Water and Wastewater Department, was approved at the start of the FY2025–26 budget year.

The Fleet Department worked with Purchasing to issue a Request for Bids (RFB) because the total cost was anticipated to exceed \$100,000. The process focused on selecting the lowest responsive bid and ensuring delivery by the end of FY2025–26. Multiple bids were received. Versalift submitted the lowest bid and meets the specifications agreed upon by the Public Works and Fleet Departments.

GOAL

To authorize the City Manager to execute the purchase order for the purchase of the vehicle from Versalift as part of the vehicle and equipment replacement and acquisition program.

COMMUNITY BENEFIT

Having a current and operational Fleet will provide all departments with the necessary vehicles and equipment to perform their assigned duties within the City of Schertz and reduce the maintenance cost of an aging fleet.

SUMMARY OF RECOMMENDED ACTION

Approval of this resolution will allow the purchase of the vehicles/equipment listed in the vehicle replacement program for FY2025-26.

FISCAL IMPACT

The purchase of the vehicle/equipment will be funded through the city’s Water & Sewer budget. The fiscal impact of this project will be approximately \$187,000.00. These funds were approved in the FY 2025-26 supplemental budget.

RECOMMENDATION

Approval of Resolution 26-R-021

Resolution 26-R-021

RESOLUTION 26-R-021

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN EXPENDITURE WITH VERSALIFT FOR THE ACQUISITION OF AN AERIAL BUCKET TRUCK.

WHEREAS, the Schertz Fleet Department has a need to purchase an aerial bucket truck as a new asset to the City's fleet as part of the Vehicle/Equipment Replacement/Acquisition Program; and

WHEREAS, the Schertz Fleet Department has done due diligence in researching what vehicle best fits the needs of the Public Works department, to obtain the best pricing and availability, and provide the best quality vehicles/equipment; and

WHEREAS, the Schertz Fleet Department solicited bids from qualified dealerships for this vehicle purchase; and

WHEREAS, after extensive analysis of the bids provided by each of the four dealerships, City staff has selected to purchase this vehicle from Versalift; and

WHEREAS, the City of Schertz will fund the purchase of this vehicle through the water and wastewater fund that was approved in the FY 2025-26 budget; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes purchases with Equipment Technology, LLC not to exceed the amount of **ONE HUNDRED EIGHTY-SEVEN THOUSAND DOLLARS** (\$187,000.00) during the FY 2025-2026.

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 _____, 2026.

CITY OF SCHERTZ, TEXAS

Ralph Rodriguez, Mayor

ATTEST:

Sheila Edmondson, TRMC
City Secretary

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: Facility & Fleet
Subject: Resolution 26-R-037 - Authorizing the purchase and installation of twenty-six (26) HVAC systems from Way Mechanical (B.James/D.Hardin/C.Lonsberry)

BACKGROUND

The City needs to replace twenty-six (26) pieces of HVAC equipment that are failing or nearing the end of life expectancy. There will be eleven (11) systems replaced at the Recreation Center (YMCA), nine (9) systems replaced at the Schertz Public Library, one (1) system replaced at the Schertz City Council Building, and five (5) systems replaced at the Schertz City Hall. City Hall will also need some extra work performed, which will bring the area the units sit to the current HVAC codes, Electrical codes, Plumbing codes, building safety codes by installing a safety railing and a roof screen.

Staff was initially planning to procure these services using a request for bids, but after reviewing purchasing cooperatives, it was discovered that one had many of the major companies likely to bid on the project. Purchases under the cooperative programs meet the requirements under the Texas Local Government Purchasing Code. The decision was made to get quotes for the work from those vendors through the purchasing cooperatives with the belief this would ensure a number of firms bid on the work and the City received the best pricing. The decision was made to get pricing for the entirety of the work to achieve economies of scale. Way Mechanical, a TIPS purchasing cooperative vendor was selected as their price was more than \$150,000 less than the next lowest priced vendor.

GOAL

To obtain authorization to approve an agreement with Way Mechanical to purchase and install twenty-six (26) HVAC systems and to make changes to City Hall to bring them up to current codes.

COMMUNITY BENEFIT

To improve HVAC efficiency across four (4) buildings – City Hall, Council Chambers, Library, and YMCA to lower electrical consumption, replace aging HVAC equipment before the equipment fails and bring our buildings up to current building and trade codes and city ordinances.

SUMMARY OF RECOMMENDED ACTION

Authorize approval of an agreement to purchase twenty-six (26) HVAC systems and installation with Way Mechanical.

FISCAL IMPACT

The quote is \$829,472.26 for the purchase and installation of the equipment, plus a 10% contingency for any unknowns, totaling \$912,000. These funds were previously approved FY2021-22 through CO22 bond, Energy Efficiency Project.

RECOMMENDATION

Recommendation of approval for Resolution 26-R-037.

Attachments

Resolution 26-R-037 w attachment

RESOLUTION NO. 26-R-037

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE PURCHASES AND INSTALLATION OF HVAC SYSTEMS IN FROM WAY MECHANICAL.

WHEREAS, the Internal Services Department has a need to purchase twenty-six (26) HVAC systems to replace aging equipment before it fails; and

WHEREAS, the Internal Services Department obtained the best pricing for this need to provide the best quality installation of equipment that ensures longevity in its use; and

WHEREAS, the Internal Services Department has chosen Way Mechanical who is a member of TIPS-USA National Purchasing Cooperative vendor, for the purchase and installation of this equipment; and

WHEREAS, the TIPS-USA National Purchasing Cooperative is a national online purchasing cooperative that complies with state laws which require government entities to make purchases through a competitive procurement process; and

WHEREAS, TIPS-USA 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; and

WHEREAS, the City of Schertz will fund the purchase of twenty-six (26) HVAC systems through the approved CO22 bond, Energy Efficiency Project, previously approved FY21-22.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes purchases with Way Mechanical not to exceed the amount of **NINE HUNDRED TWELVE THOUSAND DOLLARS (\$912,000)** for the equipment and services in the attached 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 _____, 2026.

CITY OF SCHERTZ, TEXAS

Ralph Rodriguez, Mayor

ATTEST:

Sheila Edmondson, City Secretary

Exhibit A



Company Name: City of Schertz
Company Address: 1400 Schertz Pkwy, Schertz, TX 78154
Pipe Drive ID: 62943

Description of Work: Replacement of 5 Heat pump RTU's, install new condensation line system, Install 2 new GFCI's
EXECUTIVE SUMMARY

Way Mechanical is pleased to submit the following Proposal for the above referenced project. We hope you find the attached Clarifications and Exclusions clear and complete in showing the scope of work intended. This proposal includes labor, material, equipment, and supervision required to provide a professional product.

\$ 107,347.80 (tax excluded)
50% Progress Billing Option: \$53,673.90

Table with 2 columns: Equipment - Make/Model, Quantity - Estimated Lead Time. Row 1: RTU 3A, 3B, 4, 5, 6, 6-8 Weeks

Scope of Work:

- Arrive and speak with customer about scope of work being performed
Lock out/Tag out
Remove all condensate pvc piping and electrical
Recover remaining refrigerant within the system
Remove unit from the curb using crane and set it on trailer to be removed from location
Using crane, remove existing curb and raise new curb adaptor
Using crane, raise new unit onto new curb
Re-attached all electrical piping to unit
Install new 3/4" pvc condensate lines at units
Tie into new 1" condensate lines going to new termination at kitchen sink drain and abandoned drain line.
Vacuum system down to factory spec microns
Perform startup on unit and verify proper operations and pressures
Clean work area and dispose of trash
Remove all existing condensation lines
Install new GFCI convenience outlets to bring roof up to code



EXCLUSIONS

Our quote provides for all items necessary for a complete and operating system except for the following excluded items:

- *ELECTRICAL SERVICE FROM CIRCUIT BREAKER UP TO AND INCLUDING DISCONNECT SWITCH
- *CUTTING, PAINTING, PATCHING OR ANY CARPENTRY WORK REQUIRED FOR INSTALLATION
- *ALL WORK TO BE PERFORMED DURING NORMAL BUSINESS HOURS
- *TEMPORARY AIR CONDITIONING OR HEATING EQUIPMENT
- *CRANE OR LIFTING EQUIPMENT
- *Price does not include cost impacts imposed by unforeseen tariffs. Such costs will be brought to the attention of customers and updating pricing will be provided as needed.
- *excludes all roof penetrations
- *excludes all paint and patch
- *excludes overtime

EMERGENCY REPAIR SERVICE

Way Mechanical agrees to maintain twenty-four (24) hour back-up service availability, seven days a week, schedulable on an on-call basis, for the handling of emergency service and repair work, insofar as that work extends to the terms defined, and equipment included, in this contract. All services performed in addition to those described in Section II, "SCOPE OF SERVICES –HVAC EQUIPMENT COVERAGE," will be billed at the Company's current customer rates for labor plus material. Our normal business hours are from 7:00 A.M. to 3:30 P.M. Overtime work is defined as any services performed outside of normal business hours. Overtime work will be billed at either 150% or 200% the normal hourly rate, dependent upon policy and respective to availability and any other terms negotiated at the time of the Emergency Repair Service request.

WAY MECHANICAL SERVICE 24 HOUR PHONE NUMBER IS (877)WAY-MECH

CONDITIONS

City of Schertz, agrees to the following conditions:

To provide access to equipment after normal working hours and that Way Mechanical may be free to start and stop the equipment as necessary to perform services after previous arrangements have been made with management. To operate the equipment in accordance with our recommendations, and to keep the equipment rooms, and space around the equipment free of unnecessary storage, materials, etc., and to move any fixtures, displays or partitions which interfere with reasonable access to the equipment. To require all insurance companies furnishing fire or casualty insurance or boiler and machinery insurance on the systems or properties to waive any right of recovery for any loss by subrogation against the Company; that the Company shall not, under any circumstances, be liable for any accident, injuries to persons, or damage to property, unless such a loss or damage is caused by negligent acts, acts of omission or commission by our agents, employees, or sub-contractors; the Company shall not be liable in any event for consequential damages, obsolescence, nor delays occasioned by conditions beyond our control. It is understood that the Company will not carry fire, casualty, or boiler and machinery insurance on the systems or properties.

8610 Wallisville Rd Houston, TX 77029 713-672-7545	1077 Central Pkwy. S. Suite 100 San Antonio, TX 78232 210-920-9400	8000 Brownleigh Dr Raleigh, NC 27617 919-787-4862	8848 Red Oak Blvd Suite D Charlotte, NC 28217 980-289-4390	5211 Linbar Dr Suite 500 Nashville, TN 37211 629-257-8690	2701 Gattis School Rd Suite 101A Round Rock, TX 78664 512-384-1700	720 Industrial Blvd Suite 200 Grapevine, TX 76051 214-272-5740
--	---	---	---	--	---	---



CONTRACT TERMS

This proposal will remain in effect for a period of thirty - (30) days. After 30 days, Way Mechanical. reserves the right to amend this proposal prior to its acceptance.

THIS CONTRACT PROPOSAL IS EFFECTIVE AS OF: 01/30/2026

Contract # 0

Coop # 24010401

Pipedrive # 62943

Way Mechanical

8610 Wallisville Rd Houston, TX 77029

Signature: _____

By: Alex Patino

Title: _____

Date: _____

City of Schertz

1400 Schertz Pkwy, Schertz, TX 78154

Signature: _____

By: Antonio Wilson

Title: _____

Date: _____



Company Name: City of Schertz
Company Address: 1400 Schertz Pkwy, Schertz, TX 78154
Pipe Drive ID: 67378

Description of Work: Installation of roof railings and roof screen

EXECUTIVE SUMMARY

Way Mechanical is pleased to submit the following Proposal for the above referenced project. We hope you find the attached Clarifications and Exclusions clear and complete in showing the scope of work intended. This proposal includes labor, material, equipment, and supervision required to provide a professional product.

TOTAL PRICE (Plus Applicable Tax) : \$ 54,811.94

50% Progress Billing Option: \$27,405.97

Equipment - Make/Model

Quantity - Estimated Lead Time

Scope of Work:

- Arrive on site and discuss scope of work
Fabricate and install roof screen to be 4' high to block view of RTU's
Install screen support post with base plates and pads
Install two line rails with posts at 4' centers
Using 5/8" steel base plates on pads
Paint and primer
Clean up work area of all debris
Work to be done during regular business hours Mon-Fri 7am-3:45pm

8610 Wallisville Rd Houston, TX 77029 713-672-7545
1077 Central Pkwy. S. Suite 100 San Antonio, TX 78232 210-920-9400
8000 Brownleigh Dr Raleigh, NC 27617 919-787-4862
8848 Red Oak Blvd Suite D Charlotte, NC 28217 980-289-4390
5211 Linbar Dr Suite 500 Nashville, TN 37211 629-257-8690
2701 Gattis School Rd Suite 101A Round Rock, TX 78664 512-384-1700
720 Industrial Blvd Suite 200 Grapevine, TX 76051 214-272-5740



EXCLUSIONS

Our quote provides for all items necessary for a complete and operating system except for the following excluded items:

- *ELECTRICAL SERVICE FROM CIRCUIT BREAKER UP TO AND INCLUDING DISCONNECT SWITCH
- *CUTTING, PAINTING, PATCHING OR ANY CARPENTRY WORK REQUIRED FOR INSTALLATION
- *ALL WORK TO BE PERFORMED DURING NORMAL BUSINESS HOURS
- *TEMPORARY AIR CONDITIONING OR HEATING EQUIPMENT
- *CRANE OR LIFTING EQUIPMENT
- *Price does not include cost impacts imposed by unforeseen tariffs. Such costs will be brought to the attention of customers and updating pricing will be provided as needed.

EMERGENCY REPAIR SERVICE

Way Mechanical agrees to maintain twenty-four (24) hour back-up service availability, seven days a week, schedulable on an on-call basis, for the handling of emergency service and repair work, insofar as that work extends to the terms defined, and equipment included, in this contract. All services performed in addition to those described in Section II, "SCOPE OF SERVICES –HVAC EQUIPMENT COVERAGE," will be billed at the Company's current customer rates for labor plus material. Our normal business hours are from 7:00 A.M. to 3:30 P.M. Overtime work is defined as any services performed outside of normal business hours. Overtime work will be billed at either 150% or 200% the normal hourly rate, dependent upon policy and respective to availability and any other terms negotiated at the time of the Emergency Repair Service request.

WAY MECHANICAL SERVICE 24 HOUR PHONE NUMBER IS (877)WAY-MECH

CONDITIONS

City of Schertz, agrees to the following conditions:

To provide access to equipment after normal working hours and that Way Mechanical may be free to start and stop the equipment as necessary to perform services after previous arrangements have been made with management. To operate the equipment in accordance with our recommendations, and to keep the equipment rooms, and space around the equipment free of unnecessary storage, materials, etc., and to move any fixtures, displays or partitions which interfere with reasonable access to the equipment. To require all insurance companies furnishing fire or casualty insurance or boiler and machinery insurance on the systems or properties to waive any right of recovery for any loss by subrogation against the Company; that the Company shall not, under any circumstances, be liable for any accident, injuries to persons, or damage to property, unless such a loss or damage is caused by negligent acts, acts of omission or commission by our agents, employees, or sub-contractors; the Company shall not be liable in any event for consequential damages, obsolescence, nor delays occasioned by conditions beyond our control. It is understood that the Company will not carry fire, casualty, or boiler and machinery insurance on the systems or properties.

8610 Wallisville Rd Houston, TX 77029 713-672-7545	1077 Central Pkwy. S. Suite 100 San Antonio, TX 78232 210-920-9400	8000 Brownleigh Dr Raleigh, NC 27617 919-787-4862	8848 Red Oak Blvd Suite D Charlotte, NC 28217 980-289-4390	5211 Linbar Dr Suite 500 Nashville, TN 37211 629-257-8690	2701 Gattis School Rd Suite 101A Round Rock, TX 78664 512-384-1700	720 Industrial Blvd Suite 200 Grapevine, TX 76051 214-272-5740
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CONTRACT TERMS

This proposal will remain in effect for a period of thirty - (30) days. After 30 days, Way Mechanical. reserves the right to amend this proposal prior to its acceptance.

THIS CONTRACT PROPOSAL IS EFFECTIVE AS OF: 02/06/2026

Contract # 0

Coop # 24010401

Pipedrive # 67378

Way Mechanical

8610 Wallisville Rd Houston, TX 77029

Signature: _____

By: Alex Patino

Title: _____

Date: _____

City of Schertz

1400 Schertz Pkwy, Schertz, TX 78154

Signature: _____

By: Antonio Wilson

Title: _____

Date: _____

8610 Wallisville Rd Houston, TX 77029 713-672-7545	1077 Central Pkwy. S. Suite 100 San Antonio, TX 78232 210-920-9400	8000 Brownleigh Dr Raleigh, NC 27617 919-787-4862	8848 Red Oak Blvd Suite D Charlotte, NC 28217 980-289-4390	5211 Linbar Dr Suite 500 Nashville, TN 37211 629-257-8690	2701 Gattis School Rd Suite 101A Round Rock, TX 78664 512-384-1700	720 Industrial Blvd Suite 200 Grapevine, TX 76051 214-272-5740
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Company Name: City of Schertz
Company Address: 1400 Schertz Pkwy, Schertz, TX 78154
Pipe Drive ID: 67064

Description of Work: 20 Ton Split system changeout, new line set, build fence and pour concrete slab
EXECUTIVE SUMMARY

Way Mechanical is pleased to submit the following Proposal for the above referenced project. We hope you find the attached Clarifications and Exclusions clear and complete in showing the scope of work intended. This proposal includes labor, material, equipment, and supervision required to provide a professional product.

\$ 71,796.64 (tax excluded)
50% Progress Billing Option: \$35,898.32

Equipment - Make/Model

Quantity - Estimated Lead Time

Scope of Work:

- Arrive and speak with customer about scope of work being performed
Lock out/Tag out
Remove all condensate pvc piping and electrical
Recover remaining refrigerant within the system
Remove condenser from pad
Demolish existing pad
Pour new slab per engineering spec
Remove air handler from space
Lift new air handler into space
Run new refrigerant line per engineering spec and connect indoor and outdoor units
Install new disconnect on exterior wall
Re-attached all electrical and condensate pvc piping to unit
Vacuum system down to factory spec microns
Perform startup on unit and verify proper operations and pressures
Build new fence around units per engineering spec
Clean work area and dispose of trash



EXCLUSIONS

Our quote provides for all items necessary for a complete and operating system except for the following excluded items:

- *ELECTRICAL SERVICE FROM CIRCUIT BREAKER UP TO AND INCLUDING DISCONNECT SWITCH
- *CUTTING, PAINTING, PATCHING OR ANY CARPENTRY WORK REQUIRED FOR INSTALLATION
- *ALL WORK TO BE PERFORMED DURING NORMAL BUSINESS HOURS
- *TEMPORARY AIR CONDITIONING OR HEATING EQUIPMENT
- *CRANE OR LIFTING EQUIPMENT
- *Price does not include cost impacts imposed by unforeseen tariffs. Such costs will be brought to the attention of customers and updating pricing will be provided as needed.

EMERGENCY REPAIR SERVICE

Way Mechanical agrees to maintain twenty-four (24) hour back-up service availability, seven days a week, schedulable on an on-call basis, for the handling of emergency service and repair work, insofar as that work extends to the terms defined, and equipment included, in this contract. All services performed in addition to those described in Section II, "SCOPE OF SERVICES –HVAC EQUIPMENT COVERAGE," will be billed at the Company's current customer rates for labor plus material. Our normal business hours are from 7:00 A.M. to 3:30 P.M. Overtime work is defined as any services performed outside of normal business hours. Overtime work will be billed at either 150% or 200% the normal hourly rate, dependent upon policy and respective to availability and any other terms negotiated at the time of the Emergency Repair Service request.

WAY MECHANICAL SERVICE 24 HOUR PHONE NUMBER IS (877)WAY-MECH

CONDITIONS

City of Schertz, agrees to the following conditions:

To provide access to equipment after normal working hours and that Way Mechanical may be free to start and stop the equipment as necessary to perform services after previous arrangements have been made with management. To operate the equipment in accordance with our recommendations, and to keep the equipment rooms, and space around the equipment free of unnecessary storage, materials, etc., and to move any fixtures, displays or partitions which interfere with reasonable access to the equipment. To require all insurance companies furnishing fire or casualty insurance or boiler and machinery insurance on the systems or properties to waive any right of recovery for any loss by subrogation against the Company; that the Company shall not, under any circumstances, be liable for any accident, injuries to persons, or damage to property, unless such a loss or damage is caused by negligent acts, acts of omission or commission by our agents, employees, or sub-contractors; the Company shall not be liable in any event for consequential damages, obsolescence, nor delays occasioned by conditions beyond our control. It is understood that the Company will not carry fire, casualty, or boiler and machinery insurance on the systems or properties.

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CONTRACT TERMS

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THIS CONTRACT PROPOSAL IS EFFECTIVE AS OF: 01/30/2026

Contract # 0

Coop # 24010401

Pipedrive # 67064

Way Mechanical

8610 Wallisville Rd Houston, TX 77029

Signature: _____

By: Alex Patino

Title: _____

Date: _____

City of Schertz

1400 Schertz Pkwy, Schertz, TX 78154

Signature: _____

By: Antonio Wilson

Title: _____

Date: _____

8610 Wallisville Rd Houston, TX 77029 713-672-7545	1077 Central Pkwy. S. Suite 100 San Antonio, TX 78232 210-920-9400	8000 Brownleigh Dr Raleigh, NC 27617 919-787-4862	8848 Red Oak Blvd Suite D Charlotte, NC 28217 980-289-4390	5211 Linbar Dr Suite 500 Nashville, TN 37211 629-257-8690	2701 Gattis School Rd Suite 101A Round Rock, TX 78664 512-384-1700	720 Industrial Blvd Suite 200 Grapevine, TX 76051 214-272-5740
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Company Name: City of Schertz
Company Address: 1400 Schertz Pkwy, Schertz, TX 78154
Pipe Drive ID: 62943

Description of Work: Replacement of 9 Units for the Library w/ Hot Gas Reheat
EXECUTIVE SUMMARY

Way Mechanical is pleased to submit the following Proposal for the above referenced project. We hope you find the attached Clarifications and Exclusions clear and complete in showing the scope of work intended. This proposal includes labor, material, equipment, and supervision required to provide a professional product.

\$ 308,656.19 (tax excluded)
50% Progress Billing Option: \$154,328.09

Table with 2 columns: Equipment - Make/Model, Quantity - Estimated Lead Time. Row 1: RTU 1-9, 6-8 Weeks

Scope of Work:

- Arrive and speak with customer about scope of work being performed
Lock out/Tag out
Remove all condensate pvc piping and electrical
Disconnect and remove gas line
Recover remaining refrigerant within the system
Remove unit from the curb using crane and set it on trailer to be removed from location
Using crane, raise new unit onto existing curb
Re-attached all electrical and condensate pvc piping to unit
Re-connect gas line and turn on
Vacuum system down to factory spec microns
Perform startup on unit and verify proper operations and pressures
Clean work area and dispose of trash



EXCLUSIONS

Our quote provides for all items necessary for a complete and operating system except for the following excluded items:

- *ELECTRICAL SERVICE FROM CIRCUIT BREAKER UP TO AND INCLUDING DISCONNECT SWITCH
- *CUTTING, PAINTING, PATCHING OR ANY CARPENTRY WORK REQUIRED FOR INSTALLATION
- *ALL WORK TO BE PERFORMED DURING NORMAL BUSINESS HOURS
- *TEMPORARY AIR CONDITIONING OR HEATING EQUIPMENT
- *CRANE OR LIFTING EQUIPMENT
- *Price does not include cost impacts imposed by unforeseen tariffs. Such costs will be brought to the attention of customers and updating pricing will be provided as needed.
- *Price includes ability to leave crane in place and only one trip fee. If crane cannot stay in place a change order will be written.

EMERGENCY REPAIR SERVICE

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WAY MECHANICAL SERVICE 24 HOUR PHONE NUMBER IS (877)WAY-MECH

CONDITIONS

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THIS CONTRACT PROPOSAL IS EFFECTIVE AS OF: 01/30/2026

Contract # 0

Coop # 24010401

Pipedrive # 62943

Way Mechanical

8610 Wallisville Rd Houston, TX 77029

Signature: _____

By: Alex Patino

Title: _____

Date: _____

City of Schertz

1400 Schertz Pkwy, Schertz, TX 78154

Signature: _____

By: Antonio Wilson

Title: _____

Date: _____

8610 Wallisville Rd Houston, TX 77029 713-672-7545	1077 Central Pkwy. S. Suite 100 San Antonio, TX 78232 210-920-9400	8000 Brownleigh Dr Raleigh, NC 27617 919-787-4862	8848 Red Oak Blvd Suite D Charlotte, NC 28217 980-289-4390	5211 Linbar Dr Suite 500 Nashville, TN 37211 629-257-8690	2701 Gattis School Rd Suite 101A Round Rock, TX 78664 512-384-1700	720 Industrial Blvd Suite 200 Grapevine, TX 76051 214-272-5740
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Company Name: City of Schertz
Company Address: 1400 Schertz Pkwy, Schertz, TX 78154
Pipe Drive ID: 67067

Description of Work: Replacement of 11 units for YMCA Rec Center w/ Hot Gas Reheat
EXECUTIVE SUMMARY

Way Mechanical is pleased to submit the following Proposal for the above referenced project. We hope you find the attached Clarifications and Exclusions clear and complete in showing the scope of work intended. This proposal includes labor, material, equipment, and supervision required to provide a professional product.

\$ 286,859.69 (tax excluded)
50% Progress Billing Option: \$143,429.85

Table with 2 columns: Equipment Name, Quantity - Estimated Lead Time. Row 1: RTU 1, 2, 4, 5, 6, 7, 8, 9, 10, 12, 13, 6-8 weeks

Scope of Work:

- Arrive and speak with customer about scope of work being performed
Lock out/Tag out
Remove all condensate pvc piping and electrical
Disconnect and remove all gas piping
Recover remaining refrigerant within the system
Remove unit from the curb using crane and set it on trailer to be removed from location
Using crane, raise new unit onto existing curb
Re-attached all electrical and condensate pvc piping to unit
Vacuum system down to factory spec microns
Re-attached gas piping and turn gas back on
Perform startup on unit and verify proper operations and pressures
Clean work area and dispose of trash



EXCLUSIONS

Our quote provides for all items necessary for a complete and operating system except for the following excluded items:

- *ELECTRICAL SERVICE FROM CIRCUIT BREAKER UP TO AND INCLUDING DISCONNECT SWITCH
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WAY MECHANICAL SERVICE 24 HOUR PHONE NUMBER IS (877)WAY-MECH

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CONTRACT TERMS

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THIS CONTRACT PROPOSAL IS EFFECTIVE AS OF: 01/30/2026

Contract # 0

Coop # 24010401

Pipedrive # 67067

Way Mechanical

8610 Wallisville Rd Houston, TX 77029

Signature: _____

By: Alex Patino

Title: _____

Date: _____

City of Schertz

1400 Schertz Pkwy, Schertz, TX 78154

Signature: _____

By: Antonio Wilson

Title: _____

Date: _____

8610 Wallisville Rd Houston, TX 77029 713-672-7545	1077 Central Pkwy. S. Suite 100 San Antonio, TX 78232 210-920-9400	8000 Brownleigh Dr Raleigh, NC 27617 919-787-4862	8848 Red Oak Blvd Suite D Charlotte, NC 28217 980-289-4390	5211 Linbar Dr Suite 500 Nashville, TN 37211 629-257-8690	2701 Gattis School Rd Suite 101A Round Rock, TX 78664 512-384-1700	720 Industrial Blvd Suite 200 Grapevine, TX 76051 214-272-5740
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CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
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

Quarterly Update on Zone Changes and Specific Use Permits- April 2026

Quarterly Update on Zone Changes and Specific Use Permits- April 2026

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 Administratively Approved. Building Permit Under Review.
23-S-12	6/20/2023	Specific Use Permit for a Convenience Store with Gas Pumps	Graytown Commercial C-Store	11185 Ih 10 E // Bexar County Property ID 619232	SUP Expired, see 25-S-037
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	Replat Application Approved for the Live Oak Hills Subdivision Unit 1. Replat Certification Under Review for Live Oak Hills Subdivision Unit 2A.
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	SUP Expired, see 26-S-004
23-S-33	1/9/2024	Specific Use Permit for a Truck Terminal	Sysco Annex Lot	Near Bough Lane and Schwab Road, Comal County Parcel ID 464879	SUP Expired, see 26-S-005

Quarterly Update on Zone Changes and Specific Use Permits- April 2026

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	Preliminary Plat Certification Under Review.
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 Recorded with Bexar County.
24-S-11	4/16/2024	Rezone 3.6 Acres to Neighborhood Services District (NS)	Kellum Phase III	3517 FM 3009	Site Plan Administratively Approved. No active applications at this time.
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 Approved. No active applications at this time.

Quarterly Update on Zone Changes and Specific Use Permits- April 2026

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.
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	Final Plat Certification Under Review. Site Plan Certification 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 Approved. No active applications at this time.

Quarterly Update on Zone Changes and Specific Use Permits- April 2026

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 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.
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 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.

Quarterly Update on Zone Changes and Specific Use Permits- April 2026

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 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.
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 Under Review. Site Plan Certification 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 Under Review.

Quarterly Update on Zone Changes and Specific Use Permits- April 2026

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	Preliminary Plat Certification Under Review.
25-S-027	7/1/2025	Rezone 19 acres to Middle Density Residential District (R-5)	Cottages at Schertz	19018 Old Wiederstein Road, Guadalupe County Parcel IDs 68302 and 68303	Preliminary Plat Certification Under Review.
25-S-029	7/1/2025	Rezone 173 acres to Single-Family Residential District (R-1), Single-Family Residential District (R-2) and Single-Family Residential District (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	Preliminary Plat Certification Under Review.
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 Under Review.
25-S-037	9/2/2025	Specific Use Permit for a Convenience Store with Gas Pumps on approximately 4.2 acres	Graytown Commercial	11185 Ih 10 E, Bexar County Parcel ID 619232	Final Plat Certification Under Review. Site Plan Certification Under Review.

Quarterly Update on Zone Changes and Specific Use Permits- April 2026

25-S-040	10/14/2025	Rezone 4.7 acres to Public Use District (PUB)	St. Joseph's Catholic Church- Schertz	8890 E FM 1518, Bexar County Parcel IDs 310108 and 1061511	Preliminary Plat Certification Under Review.
25-S-042	10/21/2025	Rezone 96 acres to Planned Development District (PDD), associated with 25-S-041 a Comprehensive Land Use Plan amendment that was completed.	Gleitz I-10 Schertz	10661 IH 10, Bexar County Parcel ID 619206	Preliminary Plat Certification Under Review.
25-S-046	11/18/2025	Rezone 11.03 acres to Agricultural District (AD)	No project name provided	7703 Trainer Hale Road, Bexar County Parcel ID 339346	No applications at this time.
26-S-001	1/6/2026	Rezone 44 acres to Single-Family Residential District (R-2) and Single-Family Residential District (R-6)	Mesquite Ridge Ranch	1,412 feet west of Eckhardt Road and Green Valley Road, Guadalupe County Parcel IDs 67959 and 64006	Preliminary Plat Certification Under Review.
26-S-004	3/3/2026	Specific Use Permit for a Convenience Store with Gas Pumps on approximately 7.8 acres // associated with 23-S-32 that expired	Bunny Stop #9	Guadalupe County Parcel ID 114083, Comal County Parcel ID 119021	Final Plat Approved. Site Plan Approved. Building Permit under review.
26-S-005	3/3/2026	Specific Use Permit for a Truck Terminal on approximately 4.1 acres // associated with 23-S-33 that expired.	Sysco Annex Lot	Near Baugh Lane and Schwab Road, Comal County Parcel ID 464879	Final Plat Approved. Site Plan Certified. Building Permit under review.

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: Facility & Fleet
Subject: Tim Brown Memorial Plaque for Council Chamber Conference Room (B.James/D.Hardin)

BACKGROUND

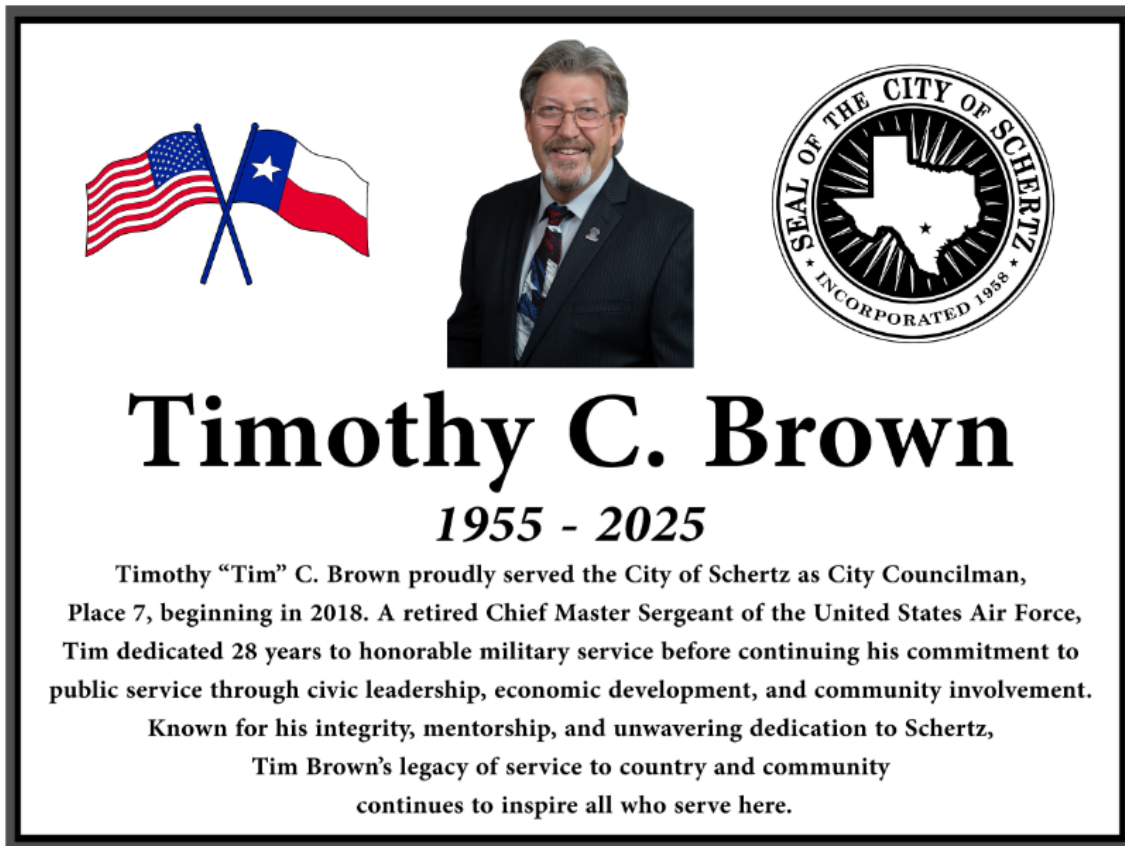
In honor of the late Tim Brown, Council wishes to recognize his service as City of Schertz Councilmember, Place 7, and his commitment to public service through civic leadership, economic development, and community involvement. To commemorate his contributions, Council is dedicating the Council Chambers Conference Room in his honor. The attachment shows the proposed design of one wood plaque and one cast metal plaque with a bronze finish and notes the proposed locations of both

Unless Council provides feedback to the City Manager for changes, staff will proceed with acquiring the plaques as proposed.

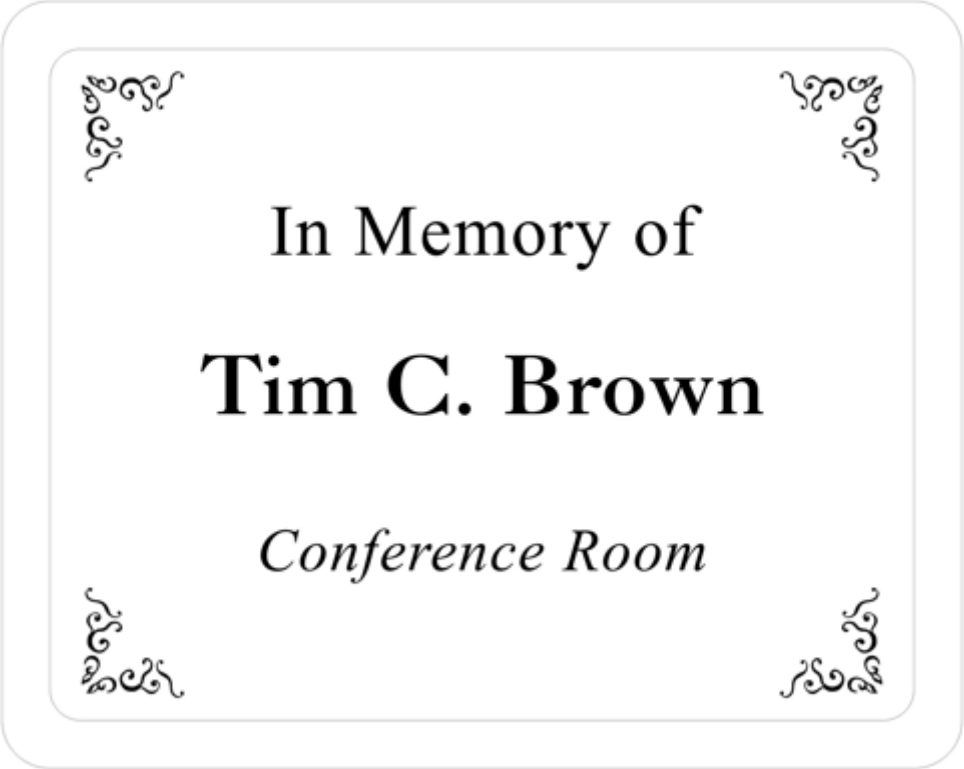
Attachments

Proposed Plaques

It is proposed to place the bronze plaque on the wall to the left of the doors into the Council Workroom where the large wooden plaque with the city's core values is currently located. The plaque with the City's core values will be moved to the opposite. The mockup of the proposed plaque is below. It will look similar to the plaque in the lobby of Building #1 honoring Steve Simonson.



It is proposed to place a wooden plaque with the wording as shown in image below on the door into the Council Workroom from the break area.



CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: Finance
Subject: Check Report - February 2026 (S.Gonzalez/J.Walters)

BACKGROUND

Attached is a vendor expenditure report from February 2026, detailing all vendors with whom the City spent \$25,000 - \$100,000. These reports will be provided to Council monthly for awareness.

Attachments

February 2026 Check Report



City of Schertz, TX

Monthly Council Check Report

By Check Number

Date Range: 02/01/2026 - 02/28/2026

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: NAP-Schertz Bank Pooled Cash						
012400	SHI GOVERNMENT SOLUTIONS	02/06/2026	EFT	0.00	26,738.98	101523
019082	Citibank, N.A.	02/11/2026	EFT	0.00	88,847.85	101526
016859	YMCA of Greater San Antonio	02/13/2026	EFT	0.00	34,618.58	101556
0112126	Unintech Consulting Engineers, Inc	02/19/2026	EFT	0.00	36,585.15	101568
0110617	KIMLEY-HORN AND ASSOCIATES INC	02/24/2026	EFT	0.00	66,345.25	101579
13949	Martinez Architects LP	02/24/2026	EFT	0.00	56,661.00	101580
010345	EDWARDS AQUIFER AUTHORITY	02/05/2026	Regular	0.00	61,882.66	722263
14243	SER Construction Partners LLC	02/10/2026	Regular	0.00	88,706.26	722328
0111995	GVEC	02/11/2026	Regular	0.00	50,547.50	722358
0111632	WEX BANK	02/11/2026	Regular	0.00	49,669.62	722360
013736	Esri	02/12/2026	Regular	0.00	42,200.00	722374
012574	CITY OF SEGUIN	02/19/2026	Regular	0.00	51,229.00	722418
0111713	HALFF ASSOCIATES INC	02/27/2026	Regular	0.00	27,342.67	722542
13045	Global Payments Direct, Inc	02/06/2026	Bank Draft	0.00	35,012.82	DFT0000414

Bank Code NAP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	12	7	0.00	371,577.71
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	35,012.82
EFT's	93	6	0.00	309,796.81
	106	14	0.00	716,387.34

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	12	7	0.00	371,577.71
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	35,012.82
EFT's	93	6	0.00	309,796.81
	106	14	0.00	716,387.34

Fund Summary

Fund	Name	Period	Amount
999	OPERATING POOLED CASH	2/2026	716,387.34
			716,387.34

CITY COUNCIL MEMORANDUM

City Council Meeting: April 07, 2026
Department: Engineering
Subject: Monthly Update - Major Projects in Progress/CIP
(B.James/K.Woodlee)

Attachments

April 2026 Major Projects in Progress/CIP

CITY COUNCIL MEMORANDUM

City Council Meeting: April 7, 2026
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 due to the need to reallocate funding from this project to help fund the repairs of the retention wall and pavers at the Schertz Library. In the interim, Public Works has started grading a small area of the lot to provide additional improved surface for parking and storage of vehicles and equipment in order to comply with the City's regulations regarding the use of unimproved surfaces.

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: The consultant provided the plans draft for the library retention wall repair. City staff are in the process of reviewing the plans before drafting documents for bid of the bid package. Once the review is complete, the project will be ready for bid.

3. Fire Station 4

Project Description – Fire Station 4 Build

- Project Status: Full building and development phase. Footing and building beams have been poured. Working through power, technology, water, and sewer to building
- Projected Completion: March 2027
- Total Project Cost: Estimated \$13.25 million
- Building Cost: Estimated \$10 million
- Consultant: AGCM – Owner Rep
- Architect: Martinez Architecture
- Contractor: Marksman – CMAR

Project Update: Look ahead shows underground utility rough in, fire line from hydrant to riser. vapor layer and termite protection being laid for concrete slab protection. When completed, rebar laid for bay and living area. In conjunction with this, we are working on electrical rough in, power connection, plumbing rough in, wastewater tap, and prepare generator rough in and concrete slab. Expectation is slab to be poured on 3/27 or if setbacks, no later than 4/3.

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: Approved by the County
- Projected Completion: TBD
- Consultant: TBD
- Contractor: TBD

Project Update: The initial quote we received was significantly overpriced, likely due to a miscommunication about the scope of work. The initial quote was \$3.6 million. On March 24, 2026, we met with them for a facility walkthrough, which clarified several misconceptions about the project. They will provide a revised cost proposal within a few days based on this new information. They emphasized that the total cost would exceed \$400,000, but we will have more details once we receive the proposal. On March 26, 2026, Parkhill provided an updated quote of **\$1.6M**.

5. Police Department Building Remodel

Project Description – Remodel office areas within building #6 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: Once the FM 78 project is nearing completion, we can move forward.
- Projected Completion: TBD
- Consultant: TBD
- Contractor: TBD

Project Update: In a **holding status** until administrative tasks with the FM 78 build out for the property room and CID are completed.

Drainage Projects:

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: Spring 2027
- Project Cost: Design \$32,100, Drainage Report \$4,600
- Consultant: Unintech Consulting Engineers, Inc.
- Contractor: TBD

Project Update: After a lengthy pause, the City’s professional services consultant is actively working to survey the properties, create easement documents and negotiate access and temporary construction easements for the project. 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: Staff has reviewed the preliminary study and has provided comments back to Unintech. Unintech is working to include these comments and will meet with staff when complete to finalize the report. Recommendations from the study will be used to develop a project to improve the drainage in this area of the City.

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: Summer 2026
- Project Cost: Design \$108,500 (\$125,000 NTE), Construction Estimate \$1,100,000
- Consultant: Unintech Consulting Engineers, Inc.
- Contractor: TBD

Project Update: Staff is providing final comments to Unintech to incorporate into the plan set. Once complete, a bid package will be developed.

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 has completed the initial analysis of the drainage concerns near the lift station. Staff will meet with UEG to discuss options to improve the drainage situation and begin developing a separate project for improvements.

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: Summer 2026
- Project Cost: Engineering/Design \$1,187,594, Land purchases, ROW, legal and advertising \$700,810, Construction \$11,200,000, and miscellaneous costs for a project total of \$13,088,404
- Design Engineer: Cobb Fendley & Associates, Inc.
- Owner’s Representative: AGCM, Inc.
- Contractor: Thalle Construction Co, Inc.

Project Update: No change from the last 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 have been decommissioned. The contractor continues to work on correction of items identified on the punchlist for the project to be completed. Work remaining includes correction of pump issues, relocation and elevation of main disconnect, crane and crane foundation testing and potential correction. It is estimated that the remainder of the work on the project may still take several months to complete but as stated, the project is operational.

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 lift 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: \$2,800,000
- Consultant: Utility Engineering Group, PLLC
- Contractor: Keystone Construction

Project Update: Keystone has set the generator and performed an acceptable start-up with staff. Flows are being diverted to the new lift station, and Keystone is beginning the demo of the old lift station and sewer lines.



Riata Lift Station Location

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 Fall of 2026.
- 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-completed)

Project Update: No change since last update. 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.

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: Spring 2026
- Project Cost: Design \$547,100, Construction \$8,665,220
- Consultant: Unintech Consulting Engineers
- Contractor: Pesado Construction Co.

Project Update: Pesado is waiting on pressure switches to ship and complete the installation. Once installed a final start-up will be scheduled with the contractor and staff to confirm the operation of the pumps and controls.

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: Fall 2026
- Project Cost: Design NTE \$254,974, Construction Estimate \$4,400,000

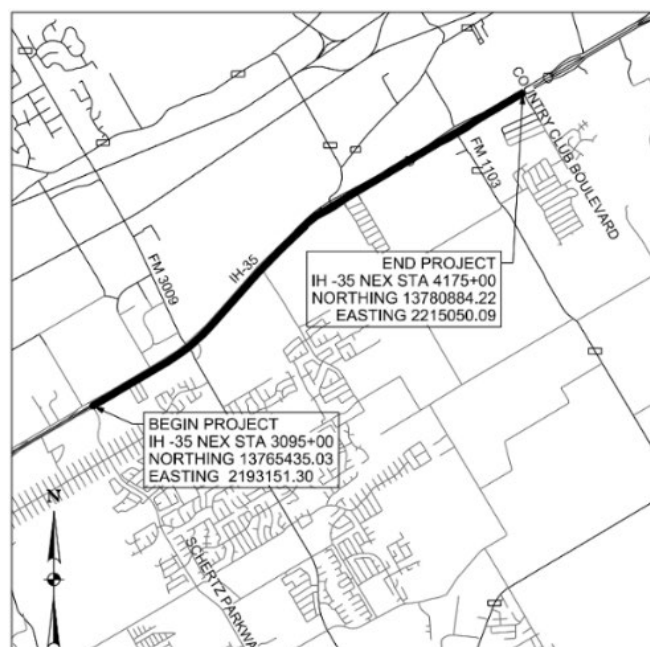
Project Update: No change since last update. Staff continues to work on the easement acquisition for this project. A resolution to use the City’s power of eminent domain for an easement for which negotiations have been futile will likely be brought before Council in an upcoming meeting. Our consultant is looking further into the conservation easement that is the concern of the landowner and also compiling his correspondence and offers made to support the need for eminent domain should this be the City’s only option to secure the necessary easement. The project is being broken into two separate construction projects so that the line between Graytown and Pfeil can proceed to construction while outstanding work acquiring easements for the line between Lower Seguin and Ware Seguin is still being done.

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 - Construction
- Projected Completion: Joint Bid Construction is planned for Fall 2027
- Project Cost: Design & Easement Acquisition Services - \$1,250,000
- Project Cost: Construction Sewer Only - \$1,787,074 (\$2,000,000 NTE)
- Consultant: Halff Associates

Project Update: Blackrock Construction continues the construction effort along IH 35. Halff is working with TXDOT to confirm timing of other utility providers to relocate their facilities and not interfere with the sewer relocation.



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 Nottinghamshire. 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: Spring 2027
- Project Cost: \$5,350,000
- Consultant: Kimley- Horn & Associates

Project Update: A design contract amendment is on tonight’s agenda for approval. The amendment covers some additional design effort to add more water line replacement; perform additional design and cost reduction efforts for the street work; and additional design to address some drainage issues. As the design progresses and with Council approval, the additional design efforts are completed, a revised project cost estimate will be provided.

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: Construction
- Projected Completion: Summer 2026
- Project Cost: Design \$95,000
- Project Cost: Construction \$513,900 (\$575,000 NTE)
- Consultant: Freeland Turk Engineering Group LLC
- Contractor: RL Jones, LP

Project Update: RL Jones has mobilized and construction is underway at Bell North Drive.

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: Spring 2027
- Project Cost: \$8,733,400 (estimated)
- Consultant: Unintech Consulting Engineers, Inc.

Project Update: No change from previous update. Staff has reviewed the preliminary plans and provided comments to our consultant. Our consultant is revising the plans, and staff expects the final plan submittal in very soon.



Northcliffe Country Club Estates

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: Easement Acquisition
- Projected Completion: Fall 2027
- Total Project Cost: \$26,743,000
- Consultant for Route Study: Lockwood, Andrews, & Newnam, Inc.
- Consultant for Easement Acquisition: TBD

Project Update: No change since last update. Staff continues working on a scope to request a task order proposal for the next phase of this project – easement acquisition. The scope will likely include a preliminary design to further refine the specific route of the trunk main in order to identify the necessary easements.

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 by Spring 2026.
- Total Project Cost: \$2,600,000 Estimated Total
- Consultant for Study: Unintech Consulting Engineers, Inc.

Project Update: The inspection of the tanks and final report is complete. Samples from the pipes have been analyzed and replacement pipe selection is currently under review. Replacement pipe material is being evaluated so the most cost-effective material is selected.

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: Winter 2026
- Project Cost: Design \$180,824 (\$245,000 NTE), Easements \$50,000, Construction Estimate \$1,500,000
- Consultant: Unintech Consulting Engineers, Inc.
- Contractor: TBD

Project Update: No change since last update. Final design plans have been received, and staff is currently reviewing the design. Staff and consultant have made contact with the property owner for the necessary easement for the new waterline and will continue to negotiate and work on obtaining the necessary easement.

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: Fall 2027
- Project Cost: Design \$431,752 (\$550,000 NTE), Construction Estimate (including easement acquisition) \$4,800,000
- Consultant: Unintech Consulting Engineers, Inc.
- Contractor: TBD

Project Update: No change from previous update. Unintech has completed the survey and is working on the preliminary design for the transmission main. Staff expects preliminary plans will be ready in March for review.

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: Fall 2027
- 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: Staff has reviewed the preliminary engineering report provided by Unintech. We plan to meet with the consultant to discuss proposed system operations.

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: No change since last update. UEG is working on the preliminary design for the decommissioning and a draft of the guidance document. Staff has provided some decommissioning needs of the electrical components at each site. A submittal is expected from UEG within the next few weeks.

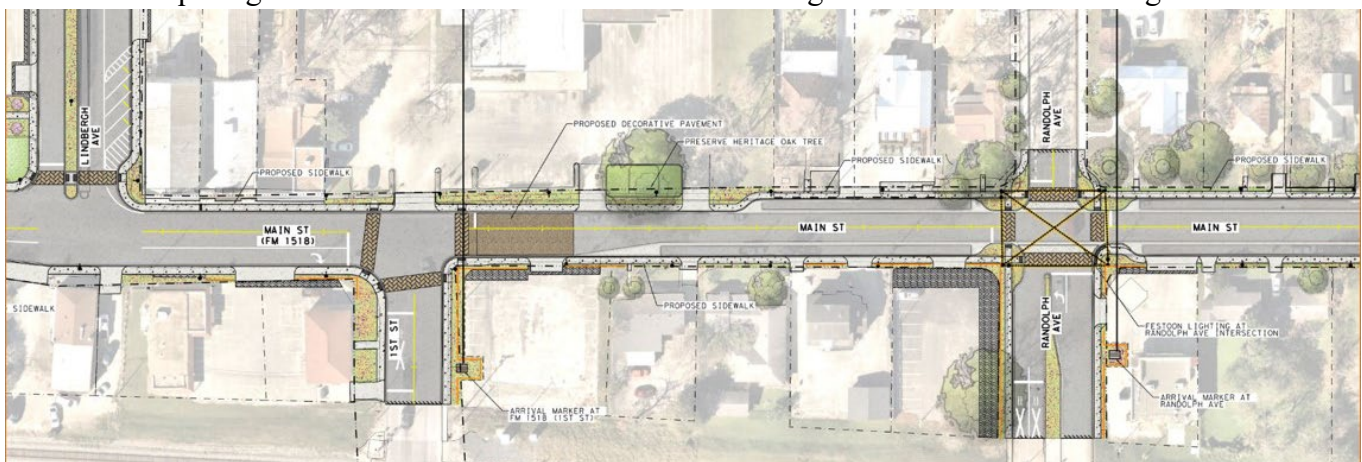
Street Projects:

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: Spring 2028
- Project Cost: \$25,880,893
- Consultant: Kimley- Horn Associates

Project Update: No change from last update. Our consultant is continuing to revise the project plans. The plans and bid package are expected to be completed in a few months. This will put the project on track to bid by early Summer and construction starting before the end of this fiscal year. As the plans get close to being finalized, more detailed public outreach for the project will begin. Staff will also start acquiring the GVEC easements needed for relocating the electrical lines underground.



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: Summer 2027
- Project Cost: Design \$571,000 (\$20,000 from Selma), Construction estimate \$6,738,092 (\$100,000 from Selma)
- Design Consultant: Halff Associates

Project Update: The construction plans are undergoing final plan review. The Republic Distributing property owner at the northeast corner of Doerr Lane and Lookout Road has accepted our offer for the Right-of-Way needed from his property. On tonight's Council is an item authorizing the City

Administrator to execute the documents needed to formally acquire the Right-of-Way. Staff and our consultant met with CAT to discuss the Right-of-Way acquisition offer sent to them for the northwest corner of Doerr Lane and Lookout Road. Staff hopes to have an agreement with CAT very soon.

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: Fall 2027
- Project Cost: \$18,200,000
- Consultant: Halff & Associates

Project Update: No change from last update. Our consultant has identified a grant program that could be used to pay for the water line relocations needed for the project. Staff is working with our consultant to identify the effort needed to apply for the grant. Grant applications are due this Summer. Staff will bring a grant recommendation to Council in the near future for consideration. Work continues on refining the project plans and addressing utility conflicts.

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: \$5,977,000
- Design Consultant: Unintech Consulting Engineering
- Contractor: E-Z Bel Construction, LLC

Project Update: The last segment of sewer main has been completed and is in service. This completed all the utility work on the project. The concrete work has also been completed. Paving of all the streets is expected early this month. With the paving completed, the project will be “Substantially complete.”

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: Winter 2026
- Project Cost: \$3,240,000
- Consultant: Unintech Consulting Engineers, Inc.

Project Update: Nothing new to report. A couple of segments of water line need to be relocated to accommodate the new street section and profile. These relocations are being incorporated into the plans. Plans are expected to be completed in early 2026.

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: Summer 2026
- Project Cost: \$3,581,000
- Consultant: Kimley-Horn Associates
- Contractor: E-Z Bel Construction, LLC

Project Update: The streets that were torn up in Dove Meadows have been paved. In the diagram below, the purple highlighted areas are the sections that have been paved. The contractor still has some work to do in this area – some sidewalk work; backfilling; sodding; and clean-up. Concrete replacement work has started in the orange highlighted areas. The contractor plans to do just the concrete work first, then remove the pavement and do the cement stabilization. This will help reduce dust in the project area and minimize the time residents will need to drive on a “gravel street.” As the concrete work get close to being completed, another crew will start doing concrete replacement on Maple, the final project area in this contract.



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: Summer 2026
- Project Cost: \$1,282,231
- Consultant: Kimley-Horn Associates

Project Update: No change from last month. The bid package continues to be further refined to try to reduce the project costs. Construction costs continue to increase and there may not be enough project budget available to do all the originally planned work. Staff is working to identify what can be completed now and what portions will need to shift to the next SPAM Resurfacing project.

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: Design
- Projected Completion: Fall 2026
- Project Cost: \$1,446,582
- Consultant: Kimley-Horn Associates

Project Update: Nothing new to report. Comments on plans have been sent to our consultant, and the bid package is still being refined.



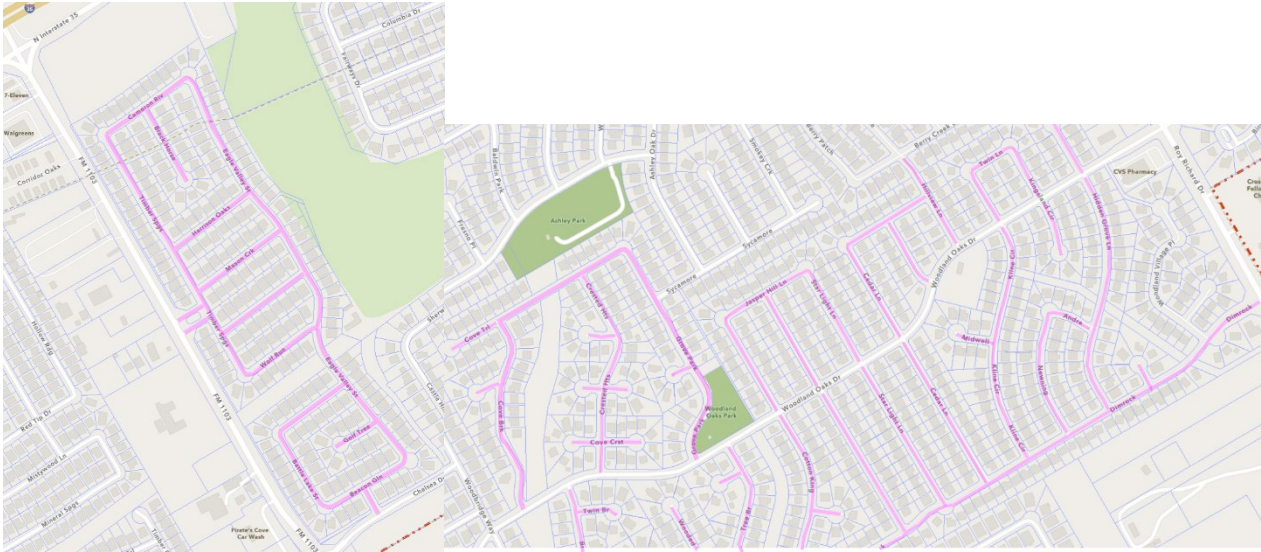
Kramer Farm Rehabilitation

9. 2026 SPAM Resurfacing

Project Description – resurfacing of the streets in the Fairway Ridge; Woodland Oaks; and Horseshoe Oaks Subdivisions. The project also includes the TSAC-recommended crosswalk improvements.

- Project Status: Design
- Projected Completion: Fall 2026
- Project Cost: \$1,780,000
- Consultant: Kimley-Horn Associates

Project Update: No change from last update. All the design fieldwork has been completed, and plan preparation is nearing completion. The consultant expects to submit plans to the City this month. The project scope is expected to change as portion as the 2025 SPAM Resurfacing are delayed due to funding constraints. As those elements are added to this project, some of these elements may need to shift to a future SPAM Resurfacing project.

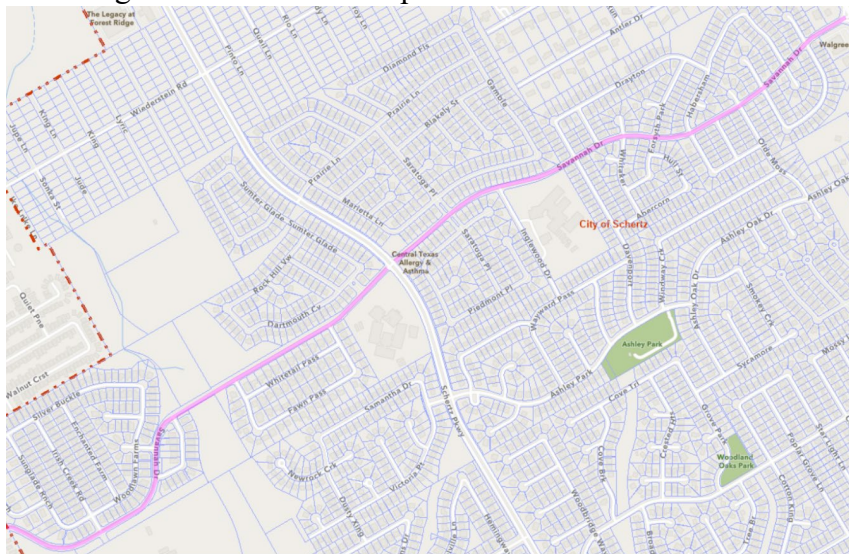


10. Savannah Drive Overlay

Project Description – Resurfacing of Savannah Drive from the Selma City Limits to FM 3009.

- Project Status: Construction
- Projected Completion: Fall 2026
- Project Cost: \$1,460,000
- Consultant: Kimley-Horn Associates

Project Update: No change from last update. This project is “bundled” with the 2026 SPAM Resurfacing project. The geotechnical testing has been completed, and the project plans are being refined based on the testing results. Plans are expected for Staff review next month.



11. 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: \$100,000,000 (TxDOT)
- Consultant: Kimley-Horn Associates

Project Update: From Council Action at an earlier meeting, TxDOT has applied for Railroad Grant funding for the project. Staff received a copy of an earlier TxDOT public meeting presentation. Based on information in that presentation, TxDOT expects to conduct some additional public meetings concerning the project this Summer. Staff is working with TXDOT and their consultant to get some additional information on the project to address comments and questions made during the recent Council meeting. Once Staff has received the additional information, it will be provided to Council.

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: Under Construction
- Projected Completion: Spring 2026
- Project Cost: \$200,000 (estimated total)
- Consultant: Unintech Engineering
- Contractor: Kutscher Drilling

Project Update: No change from last update. Drilling construction for the new well has been completed and the old well has been capped. Staff is acquiring bids for the storage tanks to finish up the project. Still pending bids for the storage tanks as there is a complication in the float valves available versus what was designed. The water storage tank project is currently out for bid with a deadline of April 2; once bids are received, we will move forward with scheduling the work accordingly.

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: Parks, Drainage, and Streets are actively working on providing information on the start-up data templates in order for OpenGov to upload each department's work-related resources, task titles, activities, equipment, etc. into the sandbox site. Staff have another train-the-trainer event scheduled with OpenGov April 28-30, 2026.

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: The MTP plan update is nearly complete. Final review of the MTP routes and alignments are underway. Work continues on developing cost estimates for the MTP routes. Staff has provided our consultant with copies of recent bid tabs and Right-of-Way appraisal information so this data can be incorporated into the estimates.

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: Staff and the consultant continue to evaluate the potential for retrofitting existing systems to function in an interim capacity. The consultant submitted a technical memo with one of the options for interim capacity (temporary package treatment plant) for staff to review.

3. Regional Flood Planning

A Master Drainage Plan for the City of Schertz has been selected as one of the top projects recommended for funding and performance by the Texas Water Development Board (TWDB) through the Flood Management Evaluation (FME) program. The Community Interest Affirmation authorized by Council on March 17, 2026, has been submitted to the TWDB.

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](#)