



**MEETING AGENDA  
City Council  
REGULAR SESSION CITY COUNCIL  
October 13, 2026  
6:00 P.M.**

**HAL BALDWIN MUNICIPAL COMPLEX COUNCIL CHAMBERS  
1400 SCHERTZ PARKWAY BUILDING #4  
SCHERTZ, TEXAS 78154**

**CITY OF SCHERTZ CORE VALUES**

**Do the right thing**

**Do the best you can**

**Treat others the way you want to be treated**

**Work cooperatively as a team**

**AGENDA  
TUESDAY, OCTOBER 13, 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)**

**Proclamations**

**National Domestic Violence Awareness Month-October 2026**

**Employee Introductions**

- Animal Services: Jonica Cardona-Animal Services Officer
- EMS: Cameron Jackson-Paramedic; Brandon Sweed-Paramedic
- Library: Lisa Duran-Library Assistant; Michael Munoz-Library Assistant
- Parks and Recreation: Mark Johanningsmeier-Park Maintenance Technician I; Luis Salas-Parks Maintenance Technician
- Planning and Community Development: Toby Hamilton-Permit Technician
- Police Department: Mark McElroy-Police Officer; Brandon Caise-Police Officer; Jacklyn Zalaya-Police Officer
- Police Dept-Dispatch: Bailee Shanks-Public Safety Communications Officer; Miranda Benavides-PS Communications Officer
- Public Works-Admin: Kimberly Wilson-Administrative Assistant
- Public Works-Water: Lorenzo Blanco-Water/Wastewater Operator Trainee; Desmond Garcia Water/Wastewater Operator Trainee
- Utility Billing: Veronica Flores-Utility Billing Specialist

## **Presentations**

**Guadalupe Castillo 20-year Milestone Presentation**-(City Manager Steve Williams)  
**Kevin Anderson 30-year Milestone Presentation**-(City Manager Steve Williams)

**Presentation of the Schertz Area Senior Center Annual Membership Survey**  
(Recreation Manager Cassandra Paddock)

## **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.*

*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 September 15, 2026 Regular Council Meeting and minutes from the September 30, 2026, Master Thoroughfare Plan Meeting (City Secretary Sheila Edmondson)



2. **Resolution 26-R-108** – Authorizing a contract with RL Jones, LP for the IH-10 Water Main Replacement: Graytown to Pfeil Rd Project (Senior Engineer Eric Schulze)
3. **Resolution 26-R-113** - Authorizing a purchase with PlayCore Wisconsin, Inc. DBA GameTime for the Community Playscape Shade Structure Project (Parks & Recreation Director Lauren Shrum)
4. **Resolution 26-R-109** – Authorizing a Task Order Agreement with Utility Engineering Group, PLLC for Professional Engineering Services related to the North Area Sewer Service Study (Senior Engineer Eric Schulze)
5. **Resolution 26-R-112** - Approving a Schertz Main Street Local Flavor Economic Development Grant for 519 Main Street (Deputy City Manager Brian James)
6. **Resolution 26-R-111** - Authorizing the Management Services Agreement between the Schertz/Seguin Local Government Corporation (SSLGC), the City of Schertz, and the City of Seguin ((Director of Public Works Larry Busch)
7. **Resolution 26-R-117** – Authorizing a One-Year Agreement for Management Services with CVLGC (Deputy City Manager Brian James)
8. **Resolution 26-R-101** - Authorizing the Release of Water and Wastewater Easement Agreement from Scrappy Development, LLC, for Parklands II Unit 1 (City Engineer Kathryn Woodlee)

## **Discussion and Action Items**

9. **Ordinance 26-M-032** - Amend the City of Schertz Code of Ordinances and certain other ordinances by amending and establishing fees for certain licenses, permits, and other services (Finance Director James Walters)
10. **Resolution 26-R-115** - Authorizing the acceptance of a quote from Motorola Solutions Inc. and BRINC for a pilot DFR program that includes two DFR pods with the City of Schertz (Chief of Police Jim Lowery)

## **Public Hearings**

11. **Ordinance 26-S-019** - Conduct a Public Hearing and consider a request to approve a Specific Use Permit to allow for Automobile Repairs and Service, Major on approximately 1.19 acres of land, generally located 1,200 feet southeast of the intersection of FM 3009 and Borgfeld Rd., also known as Guadalupe County Property Identification Number 67644, City of Schertz, Texas (Deputy City Manager Brian James)

## **Workshop**

- 12. September 2026 Quarterly Streets Update** (Assistant City Engineer John Nowak)
- 13. Workshop to provide consensus on goals for CVLGC water rights** (Deputy City Manager Brian James)

## **Closed Session**

- 14.** The City Council will meet in closed session pursuant to Texas Government Code Sections 551.071 (consultation with attorney) to discuss the following matters: a. The legal issues and options regarding DTLC Investments, LLC, and JHDTLC, LLC v. City of Schertz, Texas No. C2026-0401A0533E (466th Judicial District, Comal County, Texas).
- 15.** The City Council will meet in closed session pursuant to Texas Government Code Section 551.087, deliberation regarding economic development negotiations, to deliberate the offer of a financial or other incentive to a business prospect:
  1. Project Cool Cat
- 16.** The City Council will meet in closed session under Section 551.074 of the Texas Government Code, Personnel Matters, to conduct the annual evaluation of the City Manager, Mr. Steve Williams.

## **Reconvene into Regular Session**

- 17.** Take any action based on discussion held in Closed Session under Agenda Item # 14.
- 18.** Take any action based on discussion held in Closed Session under Agenda Item # 15.
- 19.** Take any action based on discussion held in Closed Session under Agenda Item # 16.

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

- 20. October 2026 Projects in Progress** (City Engineer Kathryn 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 6TH DAY OF OCTOBER 2026 AT 5:00 P.M., WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.

SHEILA EDMONDSON

**I CERTIFY THAT THE ATTACHED NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE CITY COUNCIL WAS REMOVED BY ME FROM THE OFFICIAL BULLETIN BOARD ON \_\_\_\_\_ DAY OF \_\_\_\_\_, 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

|                                                                                                                                                                       |                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Mayor Rodriguez</b><br>Member<br>Audit Committee<br>Investment Advisory Committee<br>Main Street Committee<br>TIRZ II Board<br><br>Liaison<br>Board of Adjustments | <b>Councilmember Davis– Place 1</b><br>Member<br>Interview Committee - Chair<br>Main Street Committee - Chair<br>TIRZ II Board<br><br>Liaison<br>Parks & Recreation Advisory Board<br>Schertz Housing Authority Board |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Senior Center Advisory Board-Alternate                                                                                                                                                                                                                                       | Transportation Safety Advisory Board                                                                                                                                                                                |
| <b>Councilmember Watson – Place 2</b><br>Member<br>Audit Committee<br><br>Liaison<br>Capital Improvement Advisory Committee<br>Library Advisory Board<br>Senior Center Advisory Board<br>Cibolo Valley Local Government Corporation (CVLGC)-Ex-Officio                       | <b>Councilmember Macaluso – Place 3</b><br>Member<br>Interview Committee<br>Hal Baldwin Scholarship Committee<br>TIRZ II Board                                                                                      |
| <b>Councilmember Guerrero – Place 4</b><br>Member<br>Hal Baldwin Scholarship Committee<br>Investment Advisory Committee<br><br>Liaison<br>Schertz Historical Preservation Committee                                                                                          | <b>Councilmember Westbrook – Place 5</b><br>Member<br>Schertz-Seguin Local Government Corporation (SSLGC)<br><br>Liaison<br>Planning and Zoning Commission<br>Schertz Historical Preservation Committee - Alternate |
| <b>Councilmember Dietz – Place 6</b><br>Member<br>Animal Services Advisory Committee<br>Audit Committee<br>Interview Committee<br>Investment Advisory Committee<br>Main Street Committee<br><br>Liaison<br>Building and Standards Commission<br>Senior Center Advisory Board | <b>Councilmember Sheridan – Place 7</b><br>Member<br>Main Street Committee<br><br>Liaison<br>Economic Development Corporation                                                                                       |

**Agenda No.**

**CITY COUNCIL MEMORANDUM**

**City Council Meeting: October 13, 2026**

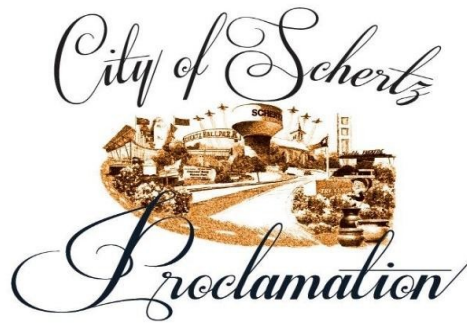
**Department: City Secretary**

**Subject: National Domestic Violence Awareness Month-October 2026**

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**Attachments**

National Domestic Violence Awareness Month-October 2026



# **National Domestic Violence Awareness Month**

## **October 2026**

**WHEREAS**, the crime of domestic violence violates an individual's privacy and dignity, security and humanity, due to systematic use of physical, emotional, sexual, psychological and economic control and/or abuse including abuse to children and the elderly; and

**WHEREAS**, the problems of domestic violence are not confined to any group or groups of people, but cut across all economic, racial and societal barriers, and are supported by societal indifferences; and

**WHEREAS**, the impact of domestic violence is wide ranging, directly affecting individuals and society as a whole, here in this community Thriving Hearts Crisis Center answered 1,675 crisis calls and provided 7,513 services to survivors from September 2025 to August 2026 and

**WHEREAS**, women are not only targets; men, young children and the elderly also are victims, and sadly, emotional scars are often permanent, and domestic violence costs United States' companies at least \$3.5 billion in lost work time, increased health care costs, higher turnover, and lower productivity; and

**WHEREAS**, it is battered women themselves who have been in the forefront of efforts to bring peace and equality to the home.

**NOW, THEREFORE, I, Ralph Rodriguez, Mayor of the City of Schertz, Texas**, do hereby proclaim the month of **October 2026** as

### **“National Domestic Violence Awareness Month”**

and call all citizens, community agencies, religious organizations, medical facilities and businesses to increase their participation in our effort to prevent domestic violence, thereby strengthening the communities in which we live.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Schertz to be affixed on this the 13<sup>th</sup> day of October 2026.

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Ralph Rodriguez, Mayor

**Agenda No.**

**CITY COUNCIL MEMORANDUM**

**City Council  
Meeting:**

**October 13, 2026**

**Department:**

**City Secretary**

**Subject:**

**Guadalupe Castillo 20-year Milestone Presentation-(City Manager  
Steve Williams)**

**Kevin Anderson 30-year Milestone Presentation-(City Manager  
Steve Williams)**

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**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** **October 13, 2026**  
**Department:** **Parks, Recreation & Community Service**  
**Subject:** **Presentation of the Schertz Area Senior Center Annual Membership Survey (Recreation Manager Cassandra Paddock)**

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**BACKGROUND**

Schertz Area Senior Center staff conducted the annual membership survey and Recreation Manager, Cassandra Paddock, will present the survey results.

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**Attachments**

SASC 2026 Survey Results



# SCHERTZ AREA SENIOR CENTER

Survey Review 2026



# SURVEY OVERVIEW

## **Survey Composition- Survey Monkey**

- 10 Rate Questions | 2 Open Ended Questions

## **Collector Types: Online & In-Person**

- Email Link: 128
- In Person: 45

**Timeline:** July 2nd-July 27th

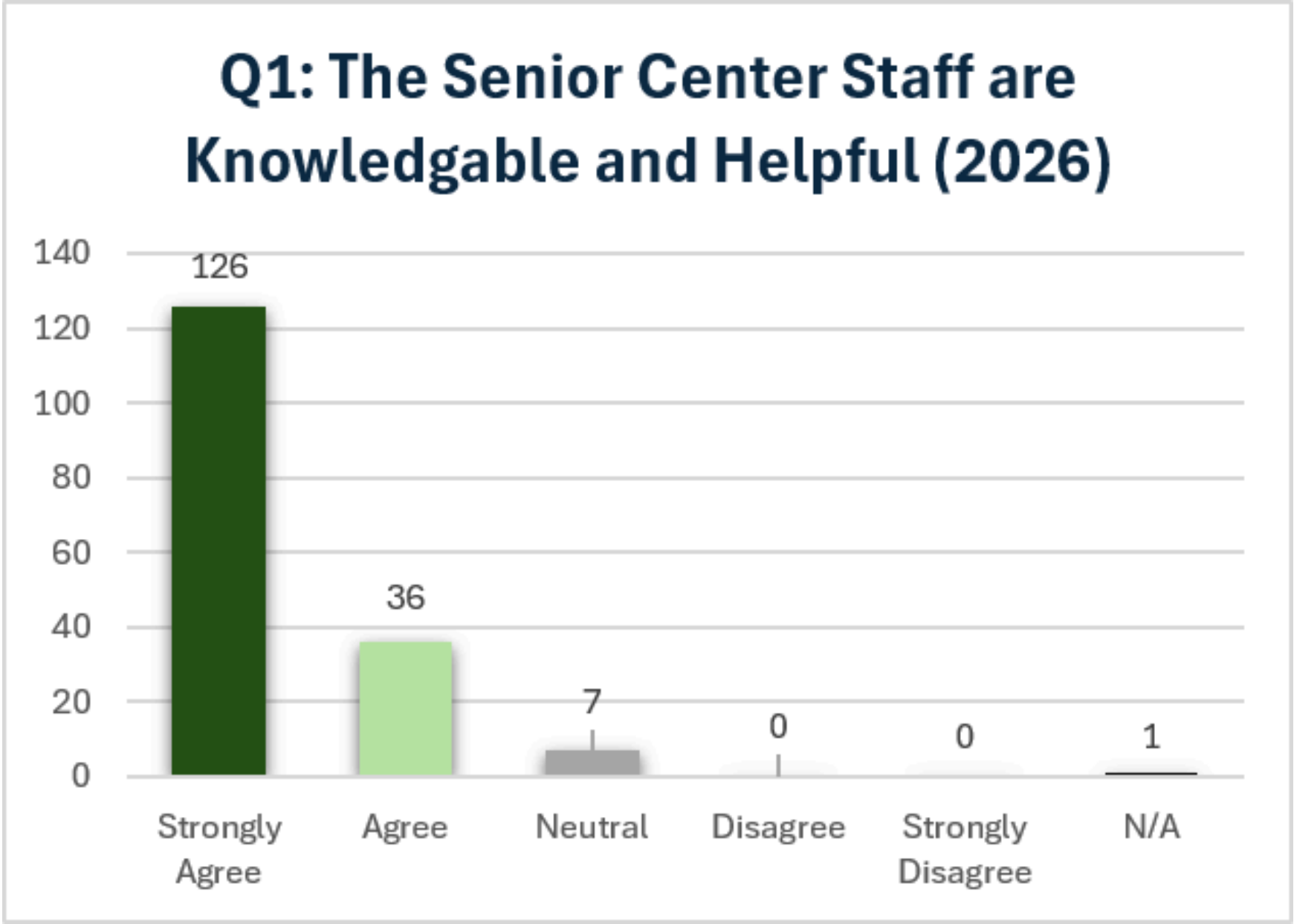
## **Response Rate: 173**

- 21.36% of total membership (810)
- 39.86% of active membership (434)

# SENIOR CENTER SURVEY

## Question 1

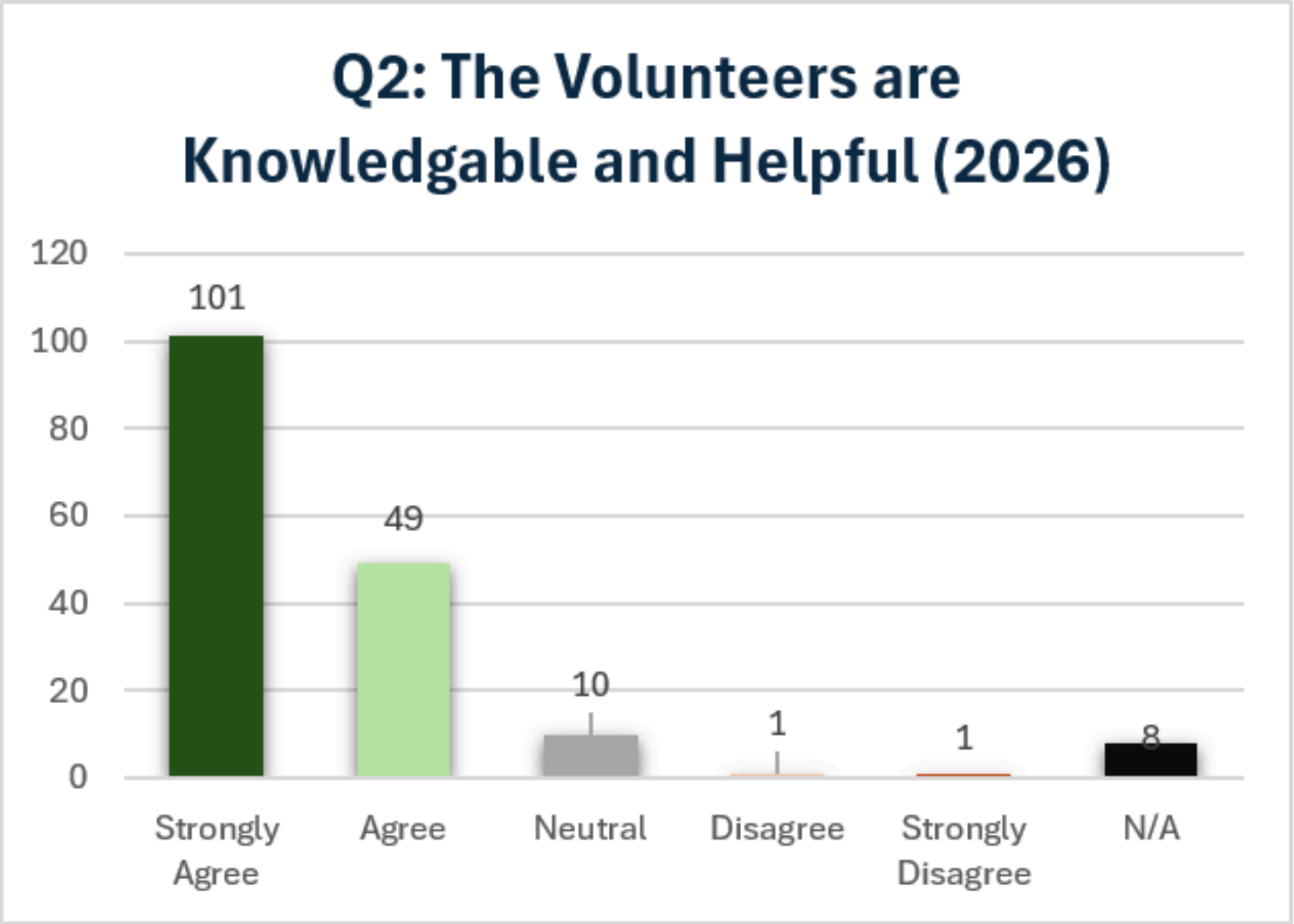
| Q1: The Senior Center Staff is Knowledgeable & Helpful |      |      |      |
|--------------------------------------------------------|------|------|------|
|                                                        | 2023 | 2024 | 2026 |
| Strongly Agree                                         | 121  | 78   | 126  |
| Agree                                                  | 92   | 40   | 36   |
| Neutral                                                | 17   | 10   | 7    |
| Disagree                                               | 3    | 3    | 0    |
| Strongly Disagree                                      | 2    | 0    | 0    |
| N/A                                                    | 2    | 0    | 1    |
|                                                        |      |      |      |
| Weighted Avg                                           | 4.39 | 4.47 | 4.68 |



# SENIOR CENTER SURVEY

## Question 2

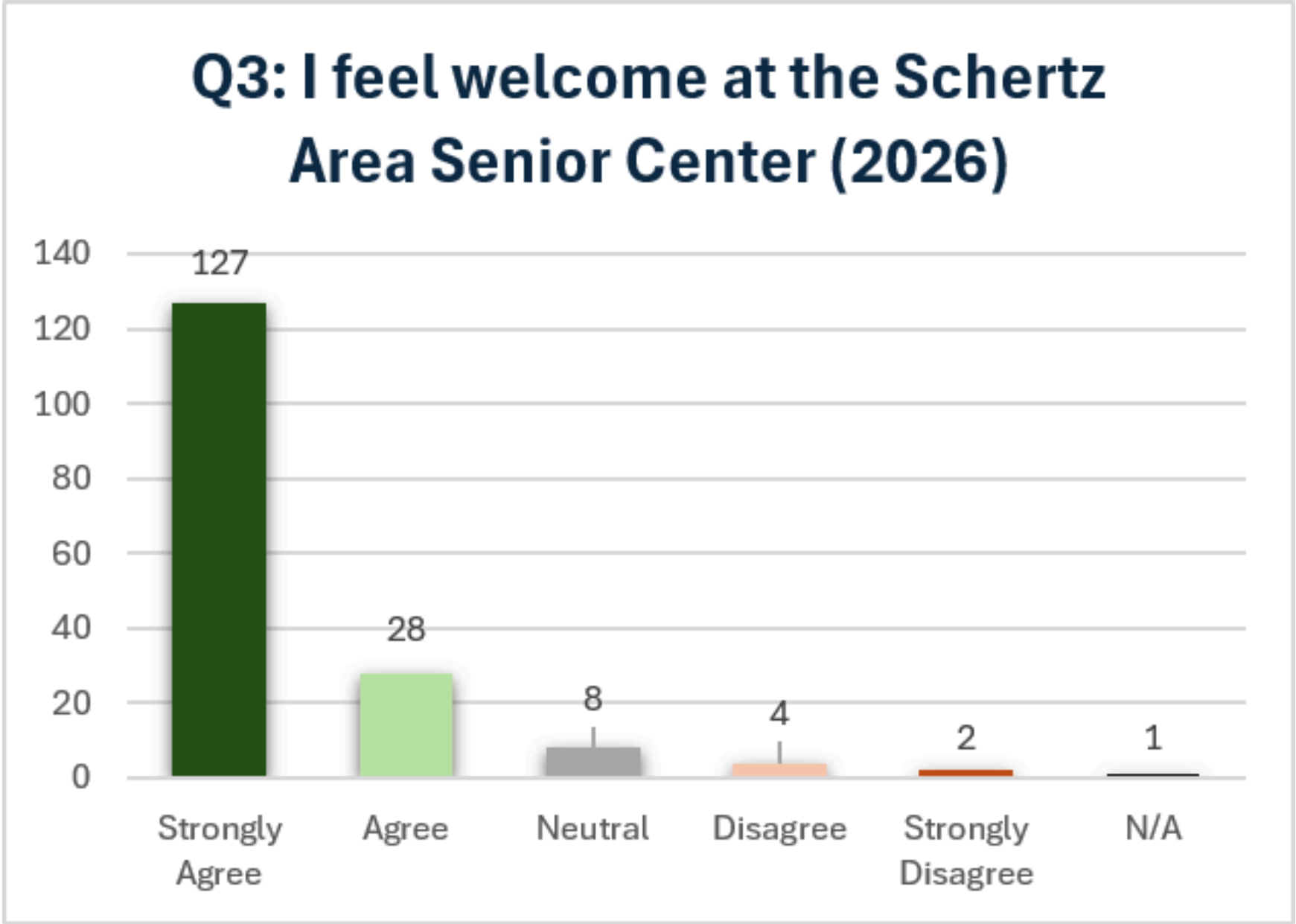
| Q2: The Volunteers are Knowledgeable & Helpful |      |      |      |
|------------------------------------------------|------|------|------|
|                                                | 2023 | 2024 | 2026 |
| Strongly Agree                                 | 11   | 76   | 101  |
| Agree                                          | 95   | 38   | 49   |
| Neutral                                        | 25   | 8    | 10   |
| Disagree                                       | 1    | 0    | 1    |
| Strongly Disagree                              | 1    | 0    | 1    |
| N/A                                            | 4    | 3    | 8    |
|                                                |      |      |      |
| Weighted Avg                                   | 4.35 | 4.56 | 4.68 |



# SENIOR CENTER SURVEY

## Question 3

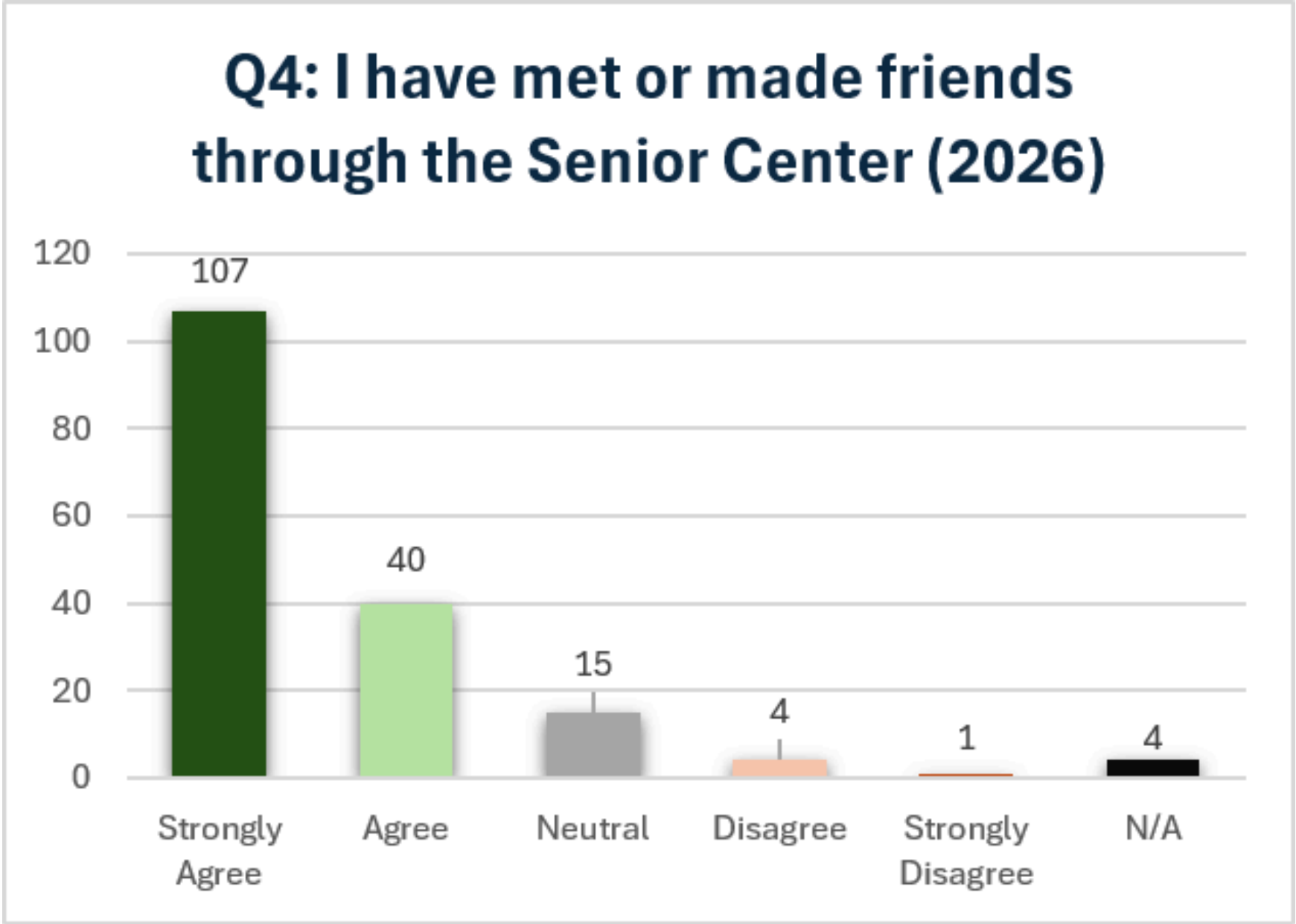
| Q3: I feel welcome at the Schertz Area Senior Center |      |      |      |
|------------------------------------------------------|------|------|------|
|                                                      | 2023 | 2024 | 2026 |
| Strongly Agree                                       | 127  | 86   | 127  |
| Agree                                                | 81   | 30   | 28   |
| Neutral                                              | 21   | 7    | 8    |
| Disagree                                             | 3    | 2    | 4    |
| Strongly Disagree                                    | 1    | 0    | 2    |
| N/A                                                  | 3    | 0    | 1    |
|                                                      |      |      |      |
| Weighted Avg                                         | 4.42 | 4.46 | 4.62 |



# SENIOR CENTER SURVEY

## Question 4

| Q4: I have met or made friends through the Senior Center |      |      |      |
|----------------------------------------------------------|------|------|------|
|                                                          | 2023 | 2024 | 2026 |
| Strongly Agree                                           | 114  | 79   | 107  |
| Agree                                                    | 67   | 35   | 40   |
| Neutral                                                  | 34   | 6    | 15   |
| Disagree                                                 | 5    | 4    | 4    |
| Strongly Disagree                                        | 3    | 2    | 1    |
| N/A                                                      | 13   | 4    | 4    |
|                                                          |      |      |      |
| Weighted Avg                                             | 4.27 | 4.33 | 4.49 |





# SENIOR CENTER SURVEY

## Question 5

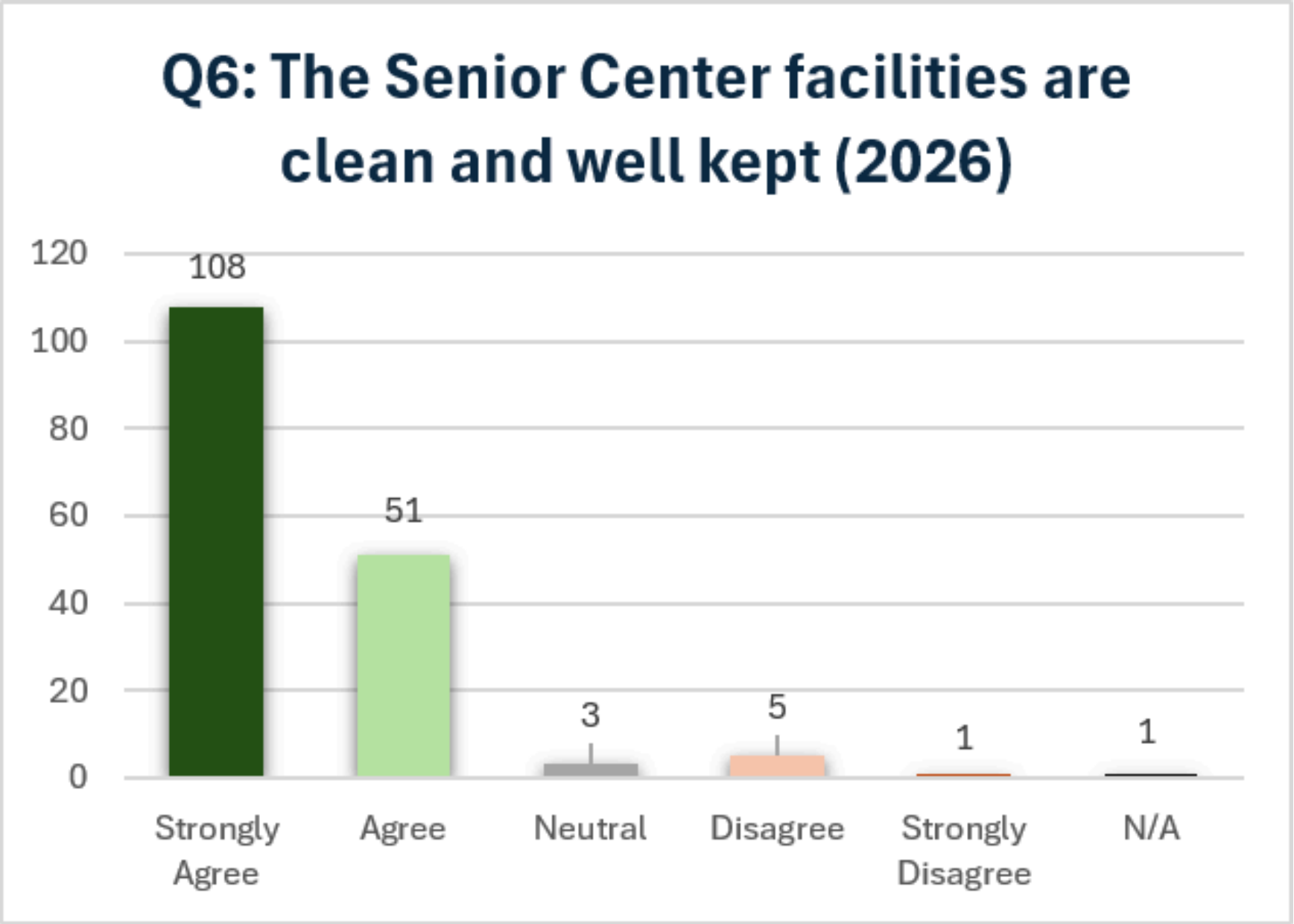
| Q5: Member complaints and/or conflicts are resolved in a satisfactory manner by the Senior Center Staff |             |             |             |
|---------------------------------------------------------------------------------------------------------|-------------|-------------|-------------|
|                                                                                                         | <u>2023</u> | <u>2024</u> | <u>2026</u> |
| Strongly Agree                                                                                          | 43          | 30          | 57          |
| Agree                                                                                                   | 45          | 21          | 27          |
| Neutral                                                                                                 | 37          | 26          | 19          |
| Disagree                                                                                                | 12          | 5           | 3           |
| Strongly Disagree                                                                                       | 14          | 3           | 2           |
| N/A                                                                                                     | 84          | 42          | 63          |
|                                                                                                         |             |             |             |
| Weighted Avg                                                                                            | 3.6         | 3.82        | 4.24        |



# SENIOR CENTER SURVEY

## Question 6

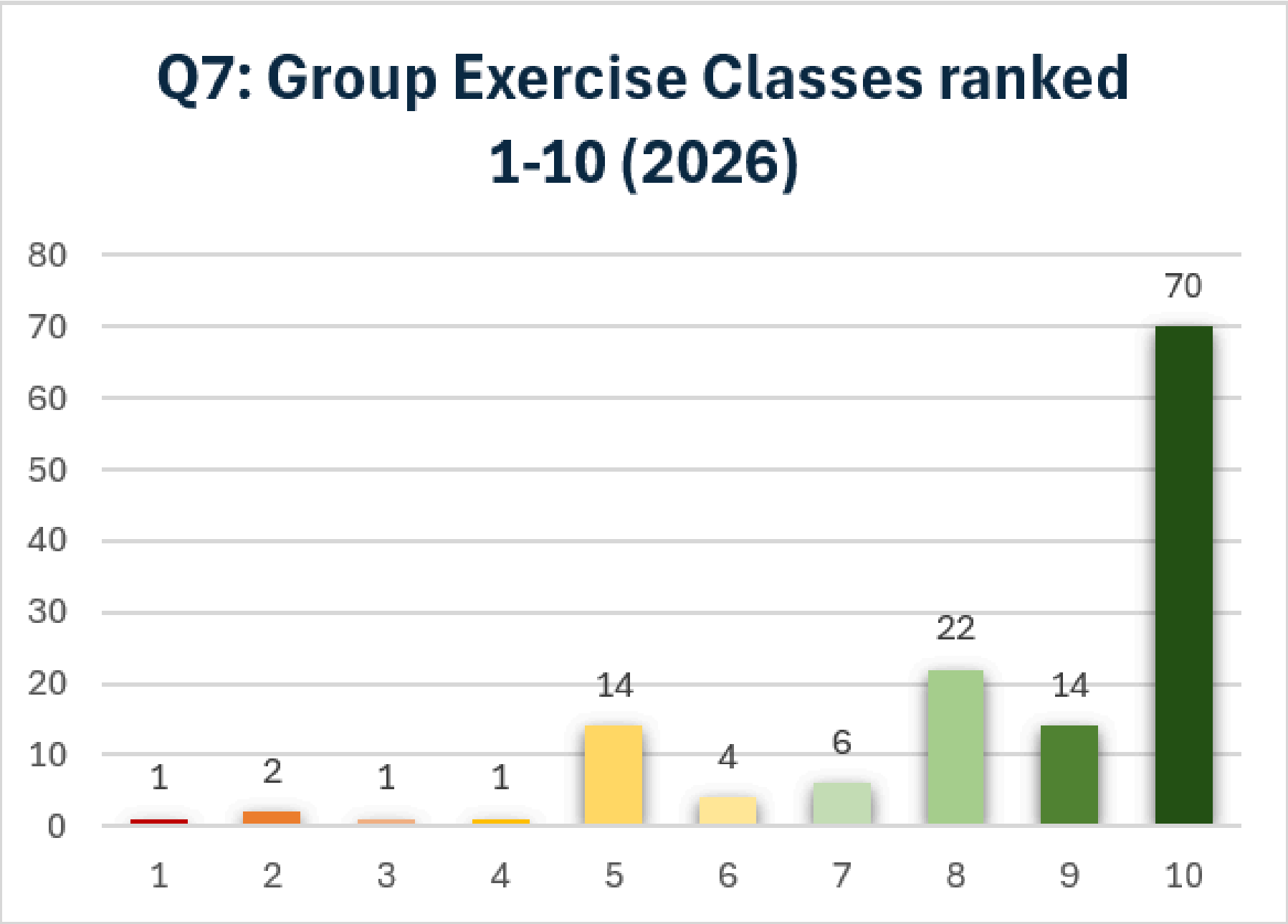
| Q6: The Senior Center facilities are clean and well kept |      |      |      |
|----------------------------------------------------------|------|------|------|
|                                                          | 2023 | 2024 | 2026 |
| Strongly Agree                                           | 93   | 68   | 108  |
| Agree                                                    | 92   | 37   | 51   |
| Neutral                                                  | 34   | 14   | 3    |
| Disagree                                                 | 12   | 8    | 5    |
| Strongly Disagree                                        | 6    | 2    | 1    |
| N/A                                                      | 0    | 0    | 1    |
|                                                          |      |      |      |
| Weighted Avg                                             | 4.07 | 4.25 | 4.55 |





# SENIOR CENTER SURVEY

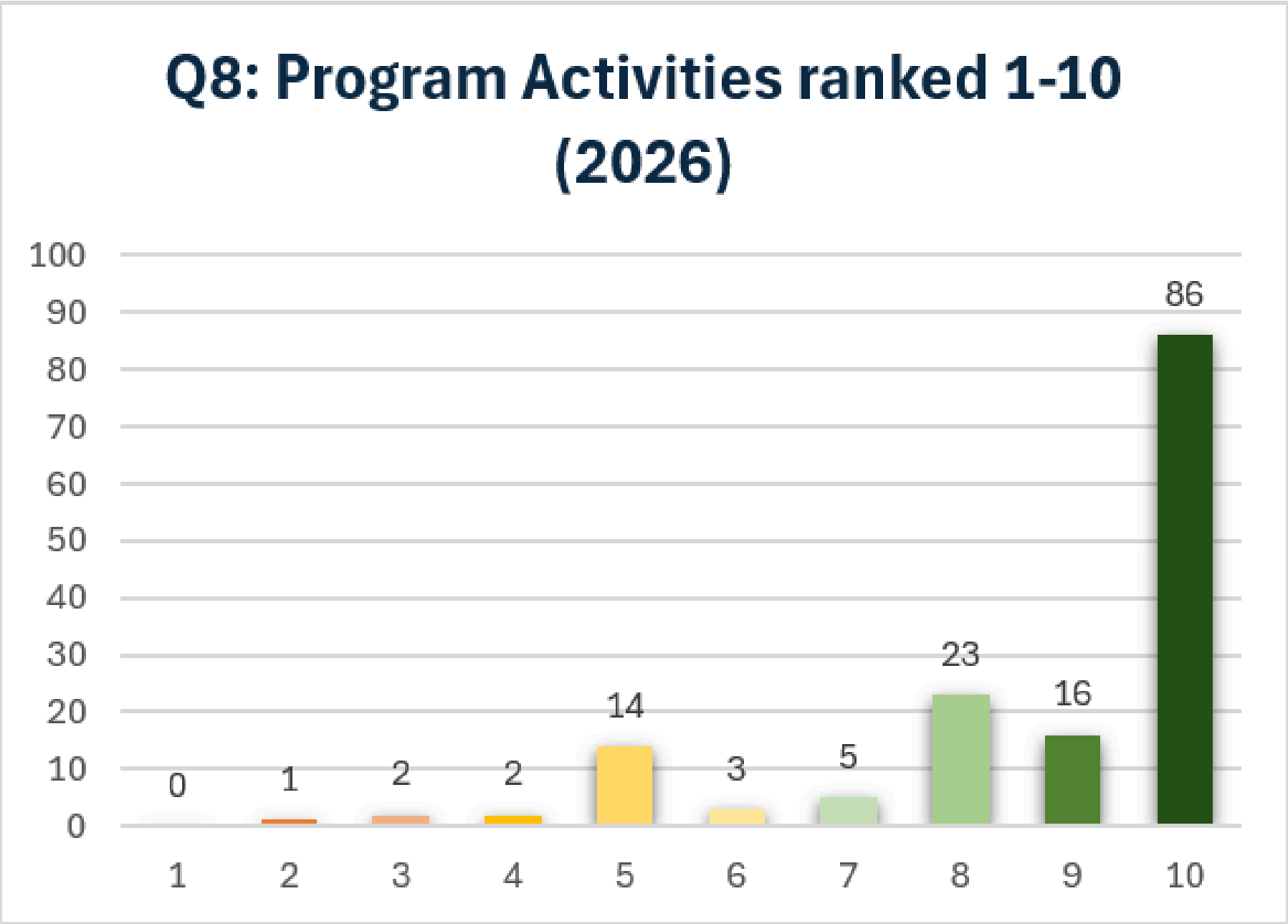
Question 7: Overall, how would you rate Group Exercise classes on a scale of 1-10 with 1 being unsatisfactory and 10 being excellent.



|              | 2023 | 2024 | 2026 |
|--------------|------|------|------|
| 1 out of 10  | 2    | 1    | 1    |
| 2 out of 10  | 3    | 1    | 2    |
| 3 out of 10  | 2    | 2    | 1    |
| 4 out of 10  | 3    | 2    | 1    |
| 5 out of 10  | 13   | 6    | 14   |
| 6 out of 10  | 6    | 4    | 4    |
| 7 out of 10  | 7    | 5    | 6    |
| 8 out of 10  | 30   | 6    | 22   |
| 9 out of 10  | 31   | 20   | 14   |
| 10 out of 10 | 109  | 56   | 70   |
| Skipped      | 32   | 30   | 19   |
| Weighted Avg | 8.67 | 8.68 | 8.52 |

# SENIOR CENTER SURVEY

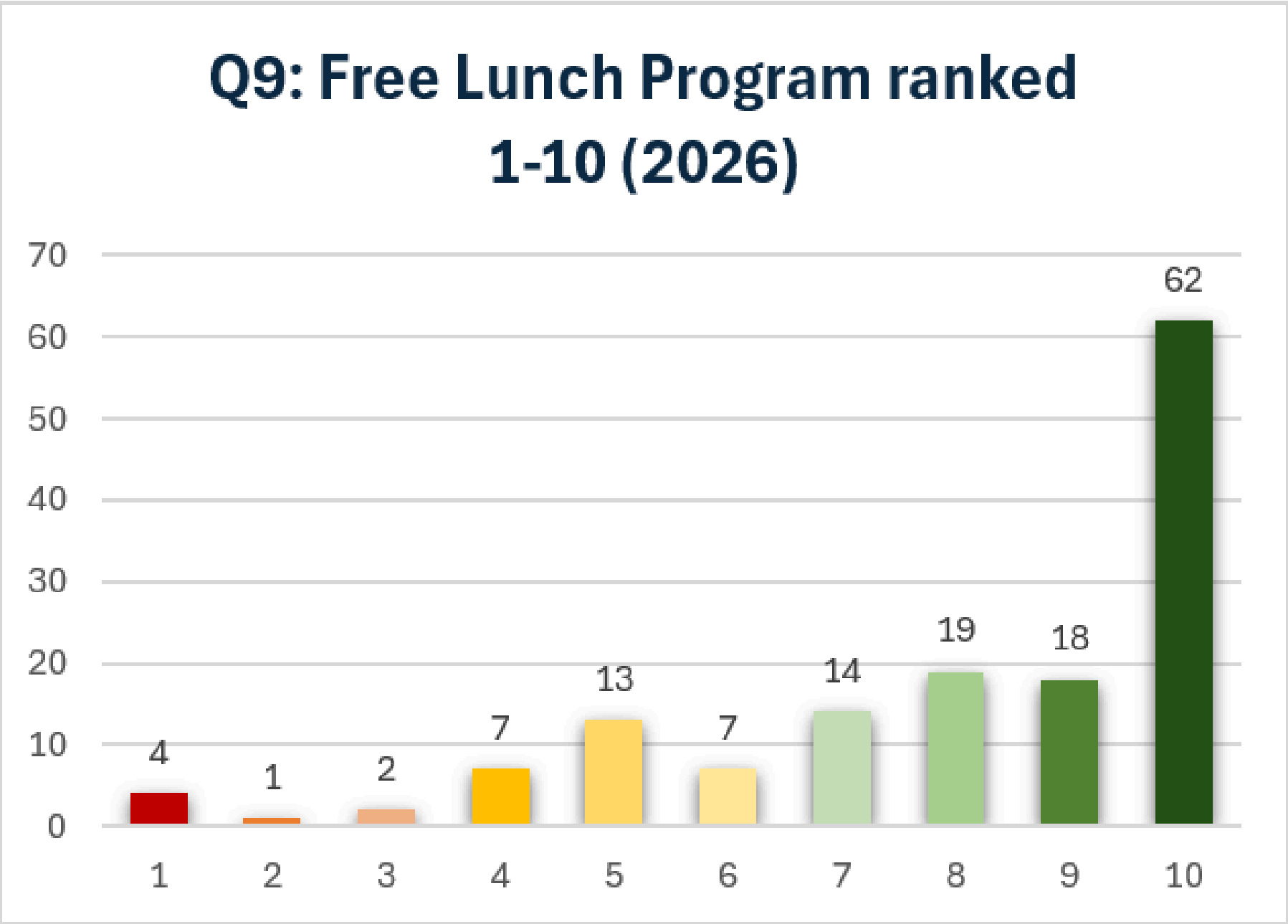
Question 8: Overall, how would you rate the Program Activities on a scale of 1-10 with 1 being unsatisfactory and 10 being excellent.



|              | 2023 | 2024 | 2026 |
|--------------|------|------|------|
| 1 out of 10  | 4    | 1    | 0    |
| 2 out of 10  | 4    | 3    | 1    |
| 3 out of 10  | 4    | 2    | 2    |
| 4 out of 10  | 3    | 1    | 2    |
| 5 out of 10  | 18   | 6    | 14   |
| 6 out of 10  | 8    | 7    | 3    |
| 7 out of 10  | 12   | 3    | 5    |
| 8 out of 10  | 29   | 12   | 23   |
| 9 out of 10  | 41   | 20   | 16   |
| 10 out of 10 | 89   | 61   | 86   |
| Skipped      | 26   | 17   | 19   |
| Weighted Avg | 8.25 | 8.59 | 8.73 |

# SENIOR CENTER SURVEY

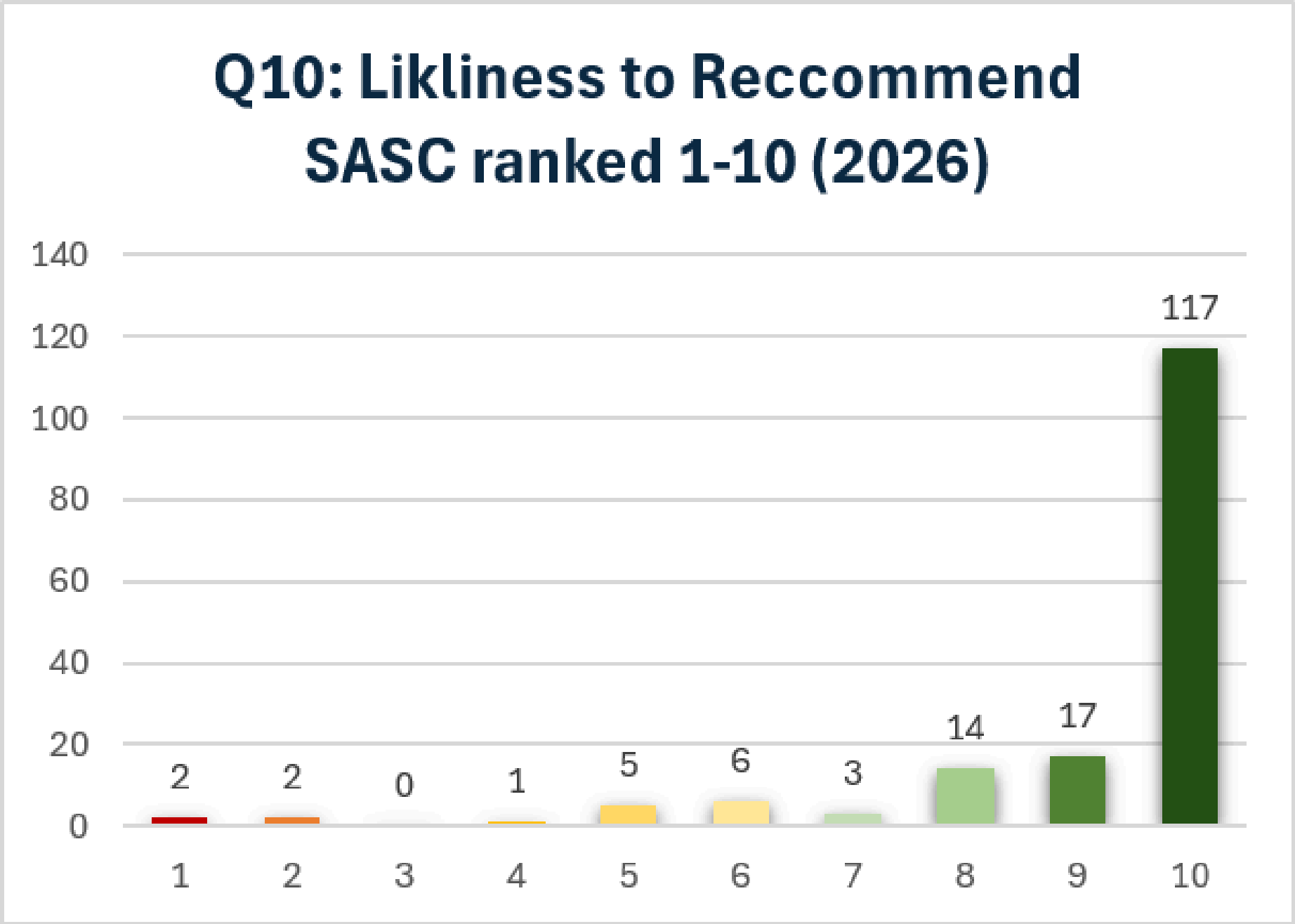
Question 9: Overall, how would you rate the Free Lunch Program on a scale of 1-10 with 1 being unsatisfactory and 10 being excellent.



|              | 2023 | 2024 | 2026 |
|--------------|------|------|------|
| 1 out of 10  | 8    | 4    | 4    |
| 2 out of 10  | 4    | 4    | 1    |
| 3 out of 10  | 11   | 1    | 2    |
| 4 out of 10  | 9    | 3    | 7    |
| 5 out of 10  | 27   | 12   | 13   |
| 6 out of 10  | 9    | 6    | 7    |
| 7 out of 10  | 15   | 8    | 14   |
| 8 out of 10  | 30   | 17   | 19   |
| 9 out of 10  | 34   | 10   | 18   |
| 10 out of 10 | 62   | 43   | 62   |
| Skipped      | 29   | 25   | 24   |
| Weighted Avg | 7.39 | 7.73 | 8.02 |

# SENIOR CENTER SURVEY

Question 10: Overall, how likely are you to refer the Schertz Area Senior Center to friends and family on a scale of 1-10 with 1 being unlikely and 10 being very likely.



|              | 2023 | 2024 | 2026 |
|--------------|------|------|------|
| 1 out of 10  | 6    | 2    | 2    |
| 2 out of 10  | 5    | 0    | 2    |
| 3 out of 10  | 5    | 2    | 0    |
| 4 out of 10  | 1    | 3    | 1    |
| 5 out of 10  | 11   | 4    | 5    |
| 6 out of 10  | 7    | 5    | 6    |
| 7 out of 10  | 8    | 1    | 3    |
| 8 out of 10  | 19   | 15   | 14   |
| 9 out of 10  | 36   | 15   | 17   |
| 10 out of 10 | 135  | 80   | 117  |
| Skipped      | 5    | 6    | 4    |
| Weighted Avg | 8.64 | 8.91 | 9.14 |

# SENIOR CENTER SURVEY

## Question 11: What else can we do to improve your experience when visiting Schertz Area Senior Center?

### Positive

- Staff are welcoming, helpful, and appreciated
- Increased activities and field trips are well received
- Cleaner, more welcoming atmosphere
- Fitness classes are highly valued
- More opportunities to socialize and meet others
- Overall satisfaction with recent improvements

### Room for Improvement

- More seating, especially chairs with arms for members with mobility concerns
- Additional afternoon classes
- Cliques

“The improvements at the SAS center since the city took over the management has been amazing. There are so many more activities and it has become a welcoming and much cleaner facility. The activities have provided more interaction among members.”

“Next to family, you’re it!”



# RIBBON CUTTING

October 16, 2026

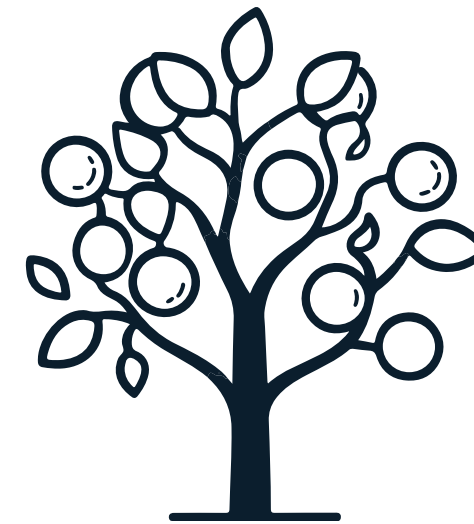
10AM



Honor Wall  
Complete



Facility  
Upgrades



Fruit Tree  
Addition







# COMMENTS & QUESTIONS



**CITY COUNCIL MEMORANDUM**

**City Council Meeting:**     **October 13, 2026**  
**Department:**     **City Secretary**  
**Subject:**     **Minutes-Approval of the minutes from the September 15, 2026 Regular Council Meeting and minutes from the September 30, 2026, Master Thoroughfare Plan Meeting (City Secretary Sheila Edmondson)**

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**Attachments**

Draft Minutes 09-15-2026  
Draft Minutes-Thoroughfare Plan Meeting 09-30-2026

# DRAFT

## MINUTES REGULAR MEETING September 15, 2026

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on September 15, 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 Michelle Watson; Councilmember Mark Davis; Councilmember Paul Macaluso; Councilmember Ben Guerrero; Councilmember Robert Westbrook; Councilmember Sarah Dietz; Councilmember Robert Sheridan

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

### Call to Order

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

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

### Proclamations

#### **HR Professional Day-September 26, 2026**

Councilmember Ben Guerrero presented the HR Professional Day Proclamation to members of the Schertz HR Team.

#### **National Manufacturing Day-October 2, 2026**

Councilmember Sheridan presented the National Manufacturing Day Proclamation to Business Engagement Manager Ashley Ritchey.

#### **Fire Prevention Week-October 4-10, 2026**

Councilmember Westbrook presented the Fire Prevention Week Proclamation to members of the Schertz Fire Department.

#### **National Community Planning Month-October 2026**

Councilmember Macaluso presented the National Community Planning Month Proclamation to members of the Schertz Planning Department.

## **Code Enforcement and Sanitarian Appreciation Month-October 2026**

Mayor Rodriguez presented the Code Enforcement and Sanitarian Appreciation Month Proclamation to members of the Neighborhood Services team.

### **City Events and Announcements**

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

Deputy City Manager Brian James provided announcements of upcoming city events.

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

City Manager Steve Williams recognized Engineering Inspector Sam Lopez for attaining the CPII (Certified Public Infrastructure Inspector) and the following individuals on their promotions: Samantha Canales to Administrative Assistant; Blue Hill and Venny Nunez to Senior IT Support Specialist; Taiya Connell to Public Safety Communications Supervisor; Tim Dyer, Sawyer Marks, and Phillip Moore to Driver Operator; Dana Kellum and John Van Hoven to Lieutenant; and Alex Armstrong and Craig Starr to Captain.

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

Mayor Rodriguez 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.*

*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 Rodriguez recognized the following residents:

- Carlos DeLaCruz, 21502 Fox Park Lodge, San Antonio, spoke as a candidate for U.S. Congress.
- Jordyn Barnes, 4616 Silverton, a student at Clemens High School, spoke in support of SCUCISD voter-approved tax rate in upcoming election.
- Kristin Fojtik, 2804 Lockwood Lane, expressed concern about the number of Flock cameras in the city.
- Maggie Titterington, 1730 Schertz Parkway, provided recap of recent Chamber events and announced upcoming events.
- Dana Eldridge, 2627 Gallant Fox Drive, provided input on the budget.
- Allison Heyward, 2628 Hansel Heights, provided an endorsement for the TMLIRP Board

and insight into the Texas Municipal Policy Summit.

- John Frias, 4402 Hackerville Road, President of Green Valley Special Utility District, spoke regarding item 23 - Workshop and Letter of Intent for Acquisition of CVLGC Assets.

## 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 August 11, 2026, Budget Retreat Meeting, minutes from the August 18, 2026, Regular Council Meeting and minutes from the August 25, 2026, Budget Workshop Meeting (City Secretary Sheila Edmondson)
2. **City of Schertz Boards, Commissions and Committees** (Deputy City Secretary Sheree Courney)
  - **Appointments**
    - Parks and Recreation Advisory Board for the term ending September 30, 2028: Michelle Frey
    - Parks and Recreation Advisory Board for the unexpired term ending September 30, 2027: Brian Keener
    - Transportation Safety Advisory Commission: Alternate 2 position for the unexpired term ending March 31, 2028: Scott Newquist
  - **Reappointments**
    - Economic Development Corporation for the term ending September 30, 2028: Ray Chavez, Sharon Denson, and Bill Dixon
    - Parks and Recreation Advisory Board for the term ending September 30, 2028: Bill Bosch and Tim Dusek
  - **Resignations, Removals, and Expiring Terms**
    - Parks and Recreation Advisory Board: Elizabeth Wiley resignation effective August 31, 2026.
3. **Resolution 26-R-106** - Authorizes the Addition of Reserve Officer Jonathan Bagby (Asst. Police Chief Phillip E. Waller)
4. **Resolution 26-R-096** - Authorizing Amendment 1 to the EMS Interlocal agreement with Guadalupe County for the provision of Emergency Medical Services (EMS Chief Jason Mabbitt)
5. **Resolution 26-R-102** - Authorizing Amendment 1 to the EMS Interlocal agreements with multiple governmental entities for the provision of Emergency Medical Services (EMS Chief Jason Mabbitt)

6. **Resolution 26-R-097** - Authorizing an Interlocal Agreement with the City of San Marcos and for a mutual aid agreement for the provision of Emergency Medical Services (EMS Chief Jason Mabbitt)
7. **Resolution No. 26-R-104** - Authorizing a task order agreement with AACOG for Emergency Medical Services on Joint Base San Antonio - Randolph (EMS Chief Jason Mabbitt)
8. **Resolution 26-R-085** - Approving a Utility Service Extension Request for Water Utilities to the Project Known as the Old Wiederstein Commercial Subdivision (City Engineer Kathryn Woodlee)
9. **Resolution 26-R-092** - Authorizing bad debt revenue adjustments (Finance Director James Walters)

Mayor Rodriguez asked for a motion to approve Consent Agenda Items #1 - 9.

Moved by Councilmember Robert Westbrook, seconded by Mayor Pro Tem Michelle Watson

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

Passed

## **Discussion and Action Items**

10. **Resolution 26-R-100** - Acceptance of FY27 MVCPA Grant Award (Asst. Police Chief Phillip E. Waller)

Assistant Chief Waller presented Resolution 26-R-100 acceptance of FY27 MVCPA Grant Award. He stated that the grant funding will support the existing ALPR cameras and the first year of the Drone as First Responder Program. This grant requires approximately 20% matching funds, with \$62,000 provided by the City of Schertz and \$309,998 awarded by the State.

After Council discussion, Mayor Rodriguez asked for a motion to approve Resolution 26-R-100.

Moved by Mayor Pro Tem Michelle Watson, seconded by Councilmember Robert Westbrook



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

Passed

**11. Official Ballot for Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election (City Secretary Sheila Edmondson)**

City Secretary Sheila Edmondson presented the official ballot for the Texas Municipal League Intergovernmental Risk Pool Board of Trustees for six-year terms. Council was asked to support the following candidates:

- Place 1: JW Buzz Fullen
- Place 2: Emily Crawford
- Place 3: Andy Joslin
- Place 4: Austin Bleess

Mayor Rodriguez asked for a motion to approve the official ballot nominees.

Moved by Councilmember Robert Westbrook, seconded by Councilmember Paul Macaluso

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

Passed

**12. Ordinance 26-T-031 - Authorizing an amendment to the Fiscal Year 2025-2026 Budget (James Walters, Finance Director)**

Finance Director James Walters presented Ordinance 26-T-031, authorizing an amendment to the FY 2025-26 Budget for the fourth quarter. He stated that most adjustments were related to personnel expenses, with additional adjustments for transfers between departments due to the reassignment of duties.

After Council discussion, Mayor Rodriguez asked for a motion to approve Ordinance 26-T-031.

Moved by Councilmember Paul Macaluso, seconded by Councilmember Sarah Dietz

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

Passed

## Public Hearings

- 13. Ordinance 26-T-026** - Conduct a Public Hearing and Adopt an operating and capital budget for the FY 2026-27 Annual Budget (Finance Director James Walters)

Finance Director James Walters presented the proposed operating and capital budget for the FY 2026-27 Annual Budget for Council consideration.

Mayor Rodriguez opened the Public Hearing at 7:28 p.m.

The following residents spoke:

- Maggie Titterington, 5325 Storm King, expressed her support for keeping 4 new patrol officers in the budget even if the tax rate is increased.

Mayor Rodriguez confirmed that the 0.5296 is the no new revenue rate that would allow for the 4 new police officers.

- Allison Heyward, agreed with Ms. Titterington that she would be willing to pay the additional \$100/year to allow for the 4 new police officers.

Mayor Rodriguez closed the Public Hearing at 7:33 p.m.

Mayor Rodriguez opened the floor to Council for discussion. Following Council discussion, Mayor Pro Tem Watson motioned to adopt the budget with the addition of four new police officers at the 0.5296 tax rate; seconded by Councilmember Davis.

AYE: Mayor Pro Tem Michelle Watson, Councilmember Mark Davis,  
Councilmember Robert Westbrook, Councilmember Robert Sheridan

NAY: Councilmember Paul Macaluso, Councilmember Ben Guerrero,  
Councilmember Sarah Dietz

Passed

## Discussion and Action Items

- 14. Resolution 26-R-099** - Ratifying the property tax increase reflected in the Adopted Budget for FY 2026-27 (Finance Director James Walters)

Finance Director James Walters presented Resolution 26-R-099 and provided updated information for the budget funded at the 0.5296 no-new-revenue tax rate.

No Council discussion occurred. Mayor Rodriguez called for a motion.

Mr. Walters read the following into the record: The City Council hereby ratifies the budget will raise more in total property taxes than last year's budget by \$1,207,415 or 4.2%, and of that amount, \$1,203,307 is to be raised from new property added to the tax

roll this year.

Moved by Mayor Pro Tem Michelle Watson, seconded by Councilmember Robert Westbrook

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

NAY: Councilmember Paul Macaluso

Passed

## Public Hearings

- 15. Ordinance 26-T-027** - Conduct a Public Hearing and approve an Ordinance approving the appraisal roll; setting the tax rate; levying and assessing general and special ad valorem taxes for the use and support of the municipal government of the City of Schertz, Texas (Finance Director James Walters)  
Finance Director James Walters presented Ordinance 26-T-027 setting the tax rate at 0.5296

Mayor Rodriguez opened the Public Hearing at 8:25 p.m.

No public came forward to speak.

Mayor Rodriguez closed the Public Hearing at 8:25 p.m.

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

Mayor Rodriguez asked for a motion to approve Ordinance 26-T-027.

Moved by Mayor Pro Tem Michelle Watson, seconded by Councilmember Mark Davis

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

NAY: Councilmember Paul Macaluso, Councilmember Sarah Dietz,  
Councilmember Robert Sheridan

Passed

- 16. Ordinance 26-A-021** - Conduct a public hearing and consider a request for the voluntary annexation of approximately 10.7 acres of land, located approximately 900 feet north-west of the intersection of FM 482 and Schwab Road, more specifically known as Comal County Property Identification Number 56613, Comal County, Texas (Senior Planner Daisy Marquez)

Senior Planner Daisy Marquez presented Ordinance 26-A-021 a request for voluntary annexation. Resolution 26-R-093 was approved on August 18, 2026, to begin this

process.

Mayor Rodriguez opened the Public Hearing at 8:27 p.m.

No public came forward to speak.

Mayor Rodriguez closed the Public Hearing at 8:28 p.m.

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

Mayor Rodriguez requested a motion to approve Ordinance 26-A-021.

Moved by Councilmember Robert Sheridan, seconded by Councilmember Mark Davis

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

Passed

- 17. Ordinance 26-A-022** - Conduct a public hearing and consider a request for the voluntary annexation of approximately 0.19 acres of land known as 12235 Aztec Way, more specifically known as a portion of Bexar County Property Identification Number 308309, Bexar County, Texas (Senior Planner Daisy Marquez)

Senior Planner Daisy Marquez presented Ordinance 26-A-022 a request for voluntary annexation. Resolution 26-R-094 was approved on August 18, 2026, to begin this process.

Mayor Rodriguez opened the Public Hearing at 8:30 p.m.

No public came forward to speak.

Mayor Rodriguez closed the Public Hearing closed at 8:30 p.m.

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

Mayor Rodriguez requested a motion to approve Ordinance 26-A-022.

Moved by Mayor Pro Tem Michelle Watson, seconded by Councilmember Robert Sheridan

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

Passed



- 18. Ordinance 26-S-023** - Conduct a public hearing and consider a request to rezone approximately 10.7 acres of land to Public Use District (PUB) located approximately 900 feet north-west of the intersection of FM 482 and Schwab Road, more specifically known as Comal County Property Identification Number 56613, Comal County, Texas (Senior Planner Daisy Marquez).

Senior Planner Daisy Marquez presented Ordinance 26-S-023 a request to rezone land to Public Use District (PUB). Planning and Zoning Commission held a public hearing on September 2, 2026, and made a recommendation of approval with a 6-1 vote.

Mayor Rodriguez opened the Public Hearing at 8:33 p.m.

No public came forward to speak.

Public Hearing closed at 8:33 p.m.

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

Mayor Rodriguez requested a motion to approve Ordinance 26-S-023.

Moved by Councilmember Robert Westbrook, seconded by Councilmember Sarah Dietz

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

Passed

- 19. Ordinance 26-S-024** - Conduct a public hearing and consider a request to zone approximately 0.19 acres of land to Public Use District (PUB) known as 12235 Aztec Way, more specifically known as a portion of Bexar County Property Identification Number 308309, Bexar County, Texas (Senior Planner Daisy Marquez)

Senior Planner Daisy Marquez presented Ordinance 26-S-024 a request to rezone land to Public Use District (PUB). Planning and Zoning Commission held a public hearing on September 2, 2026, and made a recommendation of approval with a unanimous vote.

Mayor Rodriguez opened the Public Hearing at 8:37 p.m.

No public came forward to speak.

Mayor Rodriguez closed the Public Hearing at 8:37 p.m.

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

Mayor Rodriguez requested a motion to approve Ordinance 26-S-024.

Moved by Mayor Pro Tem Michelle Watson, seconded by Councilmember Robert Sheridan

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

Passed

- 20. Ordinance 26-S-030** - Conduct a public hearing and consider a zone change request from General Business District (GB) to General Business District -II (GB-2) on approximately 5 acres of land, generally located approximately 1,555 feet east of the intersection of FM 2252 and IH 35 N Access Road, more specifically known as a portion of Comal County Property Identification Number 73267, City of Schertz, Comal County, Texas (Senior Planner Daisy Marquez)

Senior Planner Daisy Marquez presented Ordinance 26-S-030 a request to rezone land to GB-2. Planning and Zoning Commission held a public hearing on September 2, 2026, and made a recommendation of denial with a 6-1 vote. Staff recommends denial.

Mayor Rodriguez opened the Public Hearing at 8:46 p.m.

RDO representative stated that they are John Deere's largest worldwide dealer. He indicated he understands the big plan, but they are focused on the zoning for their new equipment storage that promotes sales tax for the city. They are a \$30 million revenue site and they need this zoning designation to allow for outdoor storage.

Public Hearing closed at 8:47 p.m.

Mayor Rodriguez opened the floor to Council for discussion. After brief discussion a motion was made to deny Ordinance 26-S-030. Therefore, an AYE vote would be a vote to deny the zoning change.

Moved by Councilmember Paul Macaluso, seconded by Mayor Pro Tem Michelle Watson

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

NAY: Councilmember Mark Davis

Passed

**NOTE: Motion to deny the rezoning request passed. Final result: Ordinance 26-S-030 FAILED.**

## **Workshop**

**21. Workshop providing an Update on Unpaved Surfaces** (Senior Planner Daisy Marquez).

Senior Planner Daisy Marquez provided an update on 70 code enforcement cases related to unpaved surfaces and impervious coverage. Council supported allowing the identified properties to bypass the platting requirement for permitted paving improvements, with staff to return with a resolution for consideration.

**22. Workshop of the Quarterly Financials - 3rd Quarter 2025-26** (Finance Director James Walters)

Finance Director James Walters presented the FY 2025-26 Third Quarter Financial Report, reviewing General Fund, utility, EMS, drainage, EDC, and investment revenues and expenditures. He noted strong sales tax revenue, steady permit activity, and increased EMS and drainage revenues, while certain revenues remained affected by weather and the decline in one-time sales tax collections. Council discussed the City's investment strategy and oversight through the Investment Committee.

**23. Workshop on Future Water Demand and Supply** (Deputy City Manager Brian James)

Deputy City Manager Brian James presented an overview of the City's current and projected water needs, existing CVLGC water leases, and the costs and challenges associated with developing an additional water supply system. Council discussed options for maintaining access to future water supplies while reducing infrastructure, operational, and financial costs, including potential partnerships with SSLGC, Green Valley SUD, and other entities. Council generally expressed interest in retaining access to a meaningful portion of the existing water rights while exploring alternative arrangements that could provide comparable water availability at a lower cost. Staff was directed to develop and present multiple options, including associated financial, contractual, operational, and rate impacts, for further Council consideration.

## **Closed Session**

Mayor Rodriguez recessed to Closed Session at 10:11 p.m.

**24. The City Council will meet in closed session pursuant to Texas Government Code Section 551.087, deliberation regarding economic development negotiations, to deliberate the offer of a financial or other incentive to a business prospect:**

1. Las P Schertz Operations
2. Project Holly

## Reconvene into Regular Session

Mayor Rodriguez reconvened to Regular Session at 10:25 p.m.

25. Following deliberation in closed session, the City Council may take action on the following items discussed in closed session:

- a. Discussion and possible action on a Resolution authorizing a financial or other incentive to Las P Schertz Operations

Mayor Rodriguez read Resolution 26-R-103 into the record as follows:

A resolution by the City Council of the City of Schertz Texas authorizing an expenditure as reflected in the second amendment to the Economic Development Performance Agreement between the City of Schertz Economic Development Corporation and the Las P Schertz Operations, LLC. amending the total incentive funding amount and dispersement terms, and other matters in connection therewith.

Mayor Rodriguez asked for a motion to approve Resolution 26-R-103.

Moved by Councilmember Robert Sheridan, seconded by Councilmember Mark Davis.

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

Passed

- b. Discussion and possible action on a Resolution authorizing a financial or other incentive to Project Holly

Mayor Rodriguez read Resolution 26-R-105 into the record as follows:

A resolution by the City Council of the City of Schertz, Texas authorizing an expenditure as reflected in an Economic Development Performance Agreement between the City of Schertz Economic Development Corporation and Hollingsworth Logistics Group, LLC; and other matters in connection therewith.

Mayor Rodriguez asked for a motion to approve 26-R-105.

Moved by Councilmember Ben Guerrero, seconded by Mayor Pro Tem Michelle Watson

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

Passed

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

**26. September 2026 Projects in Progress** (City Engineer Kathryn Woodlee)

**27. Check Report - July 2026** (Finance Director James Walters)

### **Requests and Announcements**

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

No requests by Mayor or Councilmembers for updates or information from Staff.

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

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

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

Councilmember Guerrero attended the Historical Preservation Committee meeting, Kung Jung Mu Sul Ribbon Cutting, RGE Ribbon Cutting, and the 9-11 ceremony at Clemens High School.

Councilmember Westbrook attended the NEP and Chamber luncheons, Historical Preservation Committee meeting, and the Clemens 9-11 commemoration event.

Councilmember Dietz attended the NEP and Chamber luncheons.

Councilmember Sheridan attended the NEP and Chamber luncheons, and the 9-11 commemoration event.

### **Adjournment**

Mayor Rodriguez adjourned the meeting at 10:30 p.m.

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Ralph Rodriguez, Mayor

ATTEST:

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Sheila Edmondson, TRMC  
City Secretary



# DRAFT

## MINUTES MASTER THOROUGHFARE PLAN MEETING September 30, 2026

A Master Thoroughfare Plan Meeting was held by the City of Schertz Engineering Department of the City of Schertz, Texas, on September 30, 2026, at 6:00 p.m. in Civic Center Ballroom, 1400 Schertz Parkway, Building #5, Schertz, Texas. The following members present to-wit:

Present: Mayor Pro Tem Michelle Watson; Councilmember Robert Westbrook;  
Councilmember Sarah Dietz; Councilmember Robert Sheridan

Staff present: Brian James, Deputy City Manager; Sheila Edmondson, City Secretary; Kathy Woodlee, City Engineer; John Nowak, Assistant City Engineer

Deputy City Manager Brian James and City Engineer Kathy Woodlee welcomed the residents to the Master Thoroughfare Plan meeting. CE Woodlee presented a short PowerPoint to the residents about the alignment refinements and one new alignment that was identified in the City Comprehensive Plan.

The Master Thoroughfare Plan Meeting is an opportunity to have a discussion and receive feedback from residents regarding the proposed plan. The Schertz MTP serves as a framework to identify future transportation needs for the area.

The Presentation/Meeting ended at 7:15 p.m., after the presentation, residents had the opportunity to speak to staff about their individual concerns.

ATTEST:

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Ralph Rodriguez, Mayor

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Sheila Edmondson, TRMC  
City Secretary

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** October 13, 2026  
**Department:** Engineering  
**Subject:** Resolution 26-R-108 – Authorizing a contract with RL Jones, LP for the IH-10 Water Main Replacement: Graytown to Pfeil Rd Project (Senior Engineer Eric Schulze)

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### BACKGROUND

The City's Capital Improvement Plan (CIP) has identified the need for a new water line in southern Schertz between Lower Seguin and Ware Seguin and along IH-10 between Graytown and Pfeil Rd. This CIP project is described as the Ware Seguin/Lower Seguin/Graytown/Pfeil Loop Lines. Negotiations for an easement needed for the line segment from Lower Seguin to Ware Seguin are ongoing so construction is only moving forward at this time on the line from Graytown to Pfeil. This project is the construction of a 12-inch water main along IH-10 that will allow for a more efficient and looped water distribution system in this area of the City. The other line segment will be bid and constructed separately.

Bids for the IH-10 Water Main Replacement: Graytown to Pfeil Rd Project were opened on August 27, 2026. Five bids were received. Of the bids, the lowest bid was from RL Jones, LP. Staff has reviewed the bids and supporting documentation and determined that the bid from RL Jones, LP is acceptable.

### GOAL

To obtain authorization from Council to execute a contract with RL Jones, LP for the construction of the IH-10 Water Main Replacement: Graytown to Pfeil Rd Project.

### COMMUNITY BENEFIT

The water project will replace an undersized 2" water line with a 12" main and create a looped water system between dead-end mains along IH-10 between Graytown and Pfeil Rd providing better flow conditions and system redundancy.

### SUMMARY OF RECOMMENDED ACTION

Staff recommends that Council authorize execution of the construction contract for the IH-10 Water Main Replacement: Graytown to Pfeil Rd Project to RL Jones, LP for \$894,164, with an amount not to exceed \$1,000,000.

### FISCAL IMPACT

The cost of the project shall not exceed \$1,000,000. CO 2018 Bonds will provide the project funding.

### RECOMMENDATION

Approve Resolution 26-R-108.

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## **Attachments**

Resolution 26-R-108 w/ attachments  
Letter of Recommendation  
CIP Project Sheet and Map

## **RESOLUTION 26-R-108**

### **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A CONSTRUCTION CONTRACT WITH RL JONES, LP RELATING TO THE IH-10 WATER LINE REPLACEMENT: GRAYTOWN TO PFEIL RD PROJECT**

**WHEREAS**, The City staff of the City of Schertz (the “City”) has recommended that the City accept the bid from RL Jones, LP relating to the IH-10 Water Main Replacement: Graytown to Pfeil Rd Project and approve project expenditures; and

**WHEREAS**, City staff has received qualifications indicating that RL Jones, LP is qualified to provide such services for the City; and

**WHEREAS**, the project to construct a new 12-inch water line is necessary for a more efficient and redundant distribution system; and

**WHEREAS**, the project is a portion of the current Capital Improvement Project identified as the Ware Seguin/Lower Seguin/Graytown/Pfeil Loop Lines; and

**WHEREAS**, the project will be funded by Water Impact Fees and Bonds.

**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 contract in substantially the form set forth as attached as Exhibit A with RL Jones, LP for an amount of \$894,164, with an amount not to exceed \$1,000,000.

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**

**IH-10 Water Main Replacement: Graytown to Pfeil Rd**

**RL Jones, LP Construction Contract**

THIS AGREEMENT is by and between City of Schertz ("Owner") and  
("Contractor").

#### 4.02 *Liquidated Damages*

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with the Contract. The Contractor acknowledges and recognizes that the Owner is entitled to full and beneficial occupancy and use of the completed work following expiration of the Contract Time. The Contractor further acknowledges and agrees that, if the Contractor fails to substantially, or cause the Substantial Completion of any portion of the Work within the Contract time, the Owner will sustain actual damages as a result of such failure. The exact amount of such damages will be difficult to ascertain. Therefore, the Owner and Contractor agree that, if the Contractor shall neglect, fail, or refuse to achieve substantial completion of the Work by the Substantial Completion date, subject to proper extension granted by the Owner, then the Contractor agrees to pay the Owner the sum of:
1. **Six hundred dollars (\$600.00) per day** for each day in which such Work is not completed, not as penalty, but as liquidated damages, for the damages ("Liquidated Damages") that would be suffered by Owner as a result of delay for each and every calendar day that the Contractor shall have failed to have completed the Work as required herein. The Liquidated Damages shall be in lieu of any and all other damages which may be incurred by Owner as a result of the failure of Contractor to complete within the Contract Time.

#### **ARTICLE 5 – CONTRACT PRICE**

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:
- A. For all Work, at the prices stated in Contractor's Bid, attached hereto as an exhibit. The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer.

#### **ARTICLE 6 – PAYMENT PROCEDURES**

##### 6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

##### 6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on a monthly basis during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract
  - a. 95 percent of Work completed (with the balance being retainage); and
  - b. 95 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to the full amount of the contract, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less such amounts as the Engineer shall determine for incomplete Work, retainage applicable to such work and unsettled claims.

#### 6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 15.06.

### **ARTICLE 7 – INTEREST**

- 7.01 All amounts not paid when due shall bear interest at the maximum rate allowed by law, not to exceed 1% per month.

### **ARTICLE 8 – CONTRACTOR’S REPRESENTATIONS**

- 8.01 In order to induce Owner to enter into this Contract, Contractor makes the following representations:
  - A. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
  - B. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
  - C. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
  - D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
  - E. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance

of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (3) Contractor's safety precautions and programs.

- F. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
- J. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

## ARTICLE 9 – CONTRACT DOCUMENTS

### 9.01 Contents

- A. The Contract Documents consist of the following:
  - 1. This Agreement (pages A-1 to A-7, inclusive).
  - 2. Performance bond (pages PB-1 to PB-3, inclusive).
  - 3. Payment bond (pages PYB-1 to PYB-3, inclusive).
  - 4. General Conditions consisting of 68 pages of a modified version of EJCDC C-700, having a title page with the general title: STANDARD GENERAL CONDITIONS OF THE CONSTRUCTION CONTRACT.
  - 5. Supplementary Conditions (pages SC-1 to SC-16, inclusive).
  - 6. Specifications as listed in the table of contents of the Project Manual.
  - 7. Drawings (not attached but incorporated by reference) consisting of 30 sheets with each sheet bearing the following general title: IH-10 Water Main Replacement: N. Graytown to Pfeil Rd.
  - 8. Addenda (numbers      to     , inclusive).
  - 9. Exhibits to this Agreement (enumerated as follows):
    - a. Contractor's Bid (pages BF-1 to BF-14, inclusive).
    - b. Prohibition on Contracts with Companies Boycotting Israel (page P-1)
    - c. Summary of Work (pages 01010-1 to 01010-2)
    - d. Geotechnical Investigation Report (Report Number: Arias Job No. 2022-282)

10. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
  - a. Notice to Proceed.
  - b. Work Change Directives.
  - c. Change Orders.
  - d. Field Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

## **ARTICLE 10 – MISCELLANEOUS**

### **10.01 *Terms***

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

### **10.02 *Assignment of Contract***

- A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

### **10.03 *Successors and Assigns***

- A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

### **10.04 *Severability***

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

### **10.05 *Contractor's Certifications***

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:



1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
  2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
  3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
  4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.
- B. Certifications required by State Law
1. *Non-Boycott of Energy*. Contractor certifies that either (a) it does not boycott Israel and will not boycott energy companies; and (b) will not boycott energy companies during the term of the contract resulting from this solicitation. Contractor shall state any facts that make it exempt from the boycott certification as an attachment to this agreement.
  2. *Non-Boycott of Firearm Entity*. Contractor certifies that it: (a) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and (b) will not discriminate during the term of the contract against a firearm entity or firearm trade association .

#### 10.06 Other Provisions

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are based on EJCDC® C-700, Standard General Conditions for the Construction Contract, published by the Engineers Joint Contract Documents Committee®, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on  (which is the Effective Date of the Contract).

OWNER:

CONTRACTOR:

\_\_\_\_\_

\_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

*(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)*

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Address for giving notices:

Address for giving notices:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

License No.: \_\_\_\_\_  
*(where applicable)*

*(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)*

City of Schertz  
IH-10 Water Main Replacement:  
N Graytown to Pfeil Rd

## **BID FORM**

IH-10 WATER MAIN REPLACEMENT: N. GRAYTOWN TO PFEIL RD

[Insert Contract Identification and Number]

## ARTICLE 1 – BID RECIPIENT

1.01 This Bid is submitted to:

**PURCHASING AND ASSET MANAGER  
CITY OF SCHERTZ  
1400 SCHERTZ PKWY, ADMIN BLDG2  
SCHERTZ, TX 78154]**

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

## ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

## ARTICLE 3 – BIDDER'S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

| <u>Addendum No.</u> | <u>Addendum, Date</u> |
|---------------------|-----------------------|
| 1                   | 8/19/26               |
| 2                   | 8/19/26               |
|                     |                       |
|                     |                       |

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.

- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder; and (3) Bidder's safety precautions and programs.
- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
- J. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article, and that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

#### **ARTICLE 4 – BIDDER'S CERTIFICATION**

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
  - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
  - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;

3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

#### **ARTICLE 5 – BASIS OF BID**

- 5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):



City of Schertz  
 IH-10 Water Main Replacement:  
 N Graytown to Pfeil Rd

| Item No. | Description                                                      | Unit | Estimated Quantity | Bid Unit Price | Bid Price  |
|----------|------------------------------------------------------------------|------|--------------------|----------------|------------|
| 1        | MOBILIZATION                                                     | LS   | 1                  | 34,000.00      | 34,000.00  |
| 2        | TRAFFIC CONTROL AND REGULATION                                   | LS   | 1                  | 4,500.00       | 4,500.00   |
| 3        | STORM WATER POLLUTION CONTROL (FOR LSWS)                         | LS   | 1                  | 4,500.00       | 4,500.00   |
| 4        | STABILIZED CONSTRUCTION ENTRANCE                                 | SY   | 90                 | 15.00          | 1,350.00   |
| 5        | SITE RESTORATION (UTILITY CONSTRUCTION)                          | LF   | 4732               | 2.00           | 9,464.00   |
| 6        | METER BOX                                                        | EA   | 7                  | 220.00         | 1,540.00   |
| 7        | REMOVE CONCRETE SIDEWALK AND DRIVEWAY                            | SY   | 128                | 5.00           | 640.00     |
| 8        | REMOVE CONCRETE CURB (MOW STRIP)                                 | LF   | 106                | 5.00           | 530.00     |
| 9        | CLEARING AND GRUBBING                                            | ACRE | 1.68               | 8,500.00       | 14,280.00  |
| 10       | TRENCH SAFETY SYSTEM                                             | LF   | 4554               | 5.00           | 22,770.00  |
| 11       | WATER PIPE (DI) (COMPLETE) (OPEN CUT) (3 IN)                     | LF   | 10                 | 90.00          | 900.00     |
| 12       | WATER PIPE (PVC C900) (COMPLETE) (OPEN CUT) (8 IN)               | LF   | 15                 | 100.00         | 1,500.00   |
| 13       | WATER PIPE (PVC C900) (COMPLETE) (OPEN CUT) (12 IN)              | LF   | 4539               | 115.00         | 521,985.00 |
| 14       | WATER PIPE (DI) (COMPLETE) (AUGERED W/ 24 IN DIA CASING) (12 IN) | LF   | 188                | 425.00         | 79,900.00  |
| 15       | WATER INTERCONNECTION (COMPLETE) (8 IN)                          | EA   | 2                  | 4,500.00       | 9,000.00   |
| 16       | WATER INTERCONNECTION (COMPLETE) (12 IN)                         | EA   | 1                  | 5,000.00       | 5,000.00   |
| 17       | WATER TAP ( 1 IN) (SHORT SIDE)                                   | EA   | 7                  | 2,000.00       | 14,000.00  |
| 18       | WATER CUT, PLUG, ABANDON (2 IN)                                  | EA   | 1                  | 800.00         | 800.00     |
| 19       | FIRE HYDRANT ASSEMBLY (COMPLETE)                                 | EA   | 9                  | 7,000.00       | 63,000.00  |
| 20       | SALVAGE FIRE HYDRANT                                             | EA   | 1                  | 400.00         | 400.00     |
| 21       | GATE VALVES (8 IN)                                               | EA   | 1                  | 4,000.00       | 4,000.00   |
| 22       | GATE VALVES (12 IN)                                              | EA   | 6                  | 5,500.00       | 33,000.00  |
| 23       | BLOW OFF VALVE (2 IN) (TEMP)                                     | EA   | 3                  | 1,500.00       | 4,500.00   |
| 24       | COMBINATION AIR VALVE (COMPLETE) (2 IN)                          | EA   | 4                  | 5,000.00       | 20,000.00  |
| 25       | WATER METER (COMPLETE) (1 IN)                                    | EA   | 8                  | 100.00         | 800.00     |
| 26       | CONCRETE CAP (6 IN)                                              | CY   | 1.5                | 600.00         | 900.00     |
| 27       | CONCRETE DRIVEWAYS                                               | SY   | 83                 | 35.00          | 2,905.00   |
| 28       | CONCRETE CURB                                                    | LF   | 106                | 30.00          | 3,180.00   |

| Item No.                                 | Description                                       | Unit | Estimated Quantity | Bid Unit Price | Bid Price           |
|------------------------------------------|---------------------------------------------------|------|--------------------|----------------|---------------------|
| 29                                       | WIRE FENCE (TXDOT TYPE C)                         | LF   | 920                | 10.00          | 9,200.00            |
| 30                                       | CHAINLINK FENCE (6-FT)                            | LF   | 305                | 30.00          | 9,150.00            |
| 31                                       | CHAINLINK FENCE (6-FT) (W/BARBED WIRE ARM)        | LF   | 129                | 50.00          | 6,450.00            |
| 32                                       | WROUGHT IRON FENCE (6-FT)                         | LF   | 106                | 30.00          | 3,180.00            |
| 33                                       | VEHICULAR GATE (CANTILEVER) (WI ORNAMENTAL)(6-FT) | LF   | 40                 | 50.00          | 2,000.00            |
| 34                                       | HYDROMULCH                                        | ACRE | 2.2                | 2,200.00       | 4,840.00            |
| <b>Total of All Unit Price Bid Items</b> |                                                   |      |                    |                | <b>\$894,164.00</b> |

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

#### **ARTICLE 6 – TIME OF COMPLETION**

- 6.01 Bidder agrees that the Work will be complete in accordance with Article 4 of the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

#### **ARTICLE 7 – ATTACHMENTS TO THIS BID**

- 7.01 The following documents are submitted with and made a condition of this Bid:
- A. Required Bid security;
  - B. List of Proposed Subcontractors;
  - C. List of Proposed Suppliers;
  - D. List of Project References;
  - E. Proposed Project Schedule;
  - F. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such license within the time for acceptance of Bids;
  - G. Required Bidder Qualification Statement with supporting data;
  - H. Form 1295 – Certificate of Interested Parties (Bidder must complete form online at [www.ethics.state.tx.us/File](http://www.ethics.state.tx.us/File)); and
  - I. Prohibition on Contracts with Companies Boycotting Israel.

#### **ARTICLE 8 – DEFINED TERMS**

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

City of Schertz  
IH-10 Water Main Replacement:  
N Graytown to Pfeil Rd

**ARTICLE 9 – BID SUBMITTAL**

BIDDER: *[Indicate correct name of bidding entity]*

R.L. Jones LP

By:

*[Signature]*

*[Printed name]* Josh Jones, President

*(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)*

Attest:

*[Signature]*

*[Printed name]*

Maria Schneider

Title:

Office Administrator

Submittal Date: August 27, 2026

Address for giving notices:

18946 Redland Road

San Antonio, Texas 78259

Telephone Number: 210-496-6223

Fax Number: 210-495-7535

Contact Name and e-mail address: Josh Jones

admin@rljoneslp.com

Bidder's License No.: N/A

*(where applicable)*



## UNITECH CONSULTING ENGINEERS, INC.

STRUCTURAL • CIVIL • SURVEYING

September 2, 2026

Eric Schulze, PE  
City of Schertz  
11 Commercial Place  
Schertz, TX 78154

Re: CITY OF SCHERTZ – IH-10 WATER MAIN REPLACEMENT: N. GRAYTOWN TO PFEIL RD – Project #2026-008  
**Bid Evaluation**

Three (3) bids were received on the above referenced project by City of Schertz Purchasing Department and opened on August 27<sup>th</sup>, 2026. The bids are tabulated and attached, along with supporting information required in the Instruction to Bidders.

Review and tabulation of the Base Bid, no Alternate Bids, indicates that **RL Jones, LP.** was the low bidder, with a bid of **\$894,164.00.**

No errors or irregularities were noted in any bid response.

Bids for the bid ranged from \$894,164 to \$1,672,482.00. The median bid was \$1,206,630.13 The engineer's estimate was \$1,455,137.02 with a contingency.

Unitech Consulting Engineers, Inc. called three (3) references provided by the low bidder for projects with a similar scope or cost. All references responded provided positive responses with regard to quality of work.

Unitech Consulting Engineers, Inc. recommends **RL Jones, LP.** for this project with a bid total of **\$894,164.00.** The contractor has responded to all addenda, including required forms, and was found to not be disbarred.

Should there be any questions, or if any other information is needed, please do not hesitate to call me at 210-641-6003.

Sincerely,

A handwritten signature in black ink that reads "Mark B. Hill". The signature is written in a cursive, slightly slanted style.

Mark B. Hill, PE  
**Unitech Consulting Engineers, Inc.**  
Incl. Bid Tabulation, Low Bidder Verification, Summary of references called.

## Bid Tabulation

Bid Date: August 27, 2026

Prepared by  
Unintech Consulting Engineers, Inc.



IH-10 Water Main Replacement:  
N. Graytown to Pfiel Rd  
Project Number #2026-008  
Bid Date: August 27, 2026

Low Bidder Verification

|      |        |                                                                  |      |          | Engineers Estimate |                 | Low Bidder - RL Jones LP |              | Average of Bids |                | to Average Bid | % Difference to 2nd Low Bid |
|------|--------|------------------------------------------------------------------|------|----------|--------------------|-----------------|--------------------------|--------------|-----------------|----------------|----------------|-----------------------------|
| ITEM | SPEC   | DESCRIPTION                                                      | UNIT | QUANTITY | UNIT COST          | COST            | UNIT COST                | COST         | UNIT COST       | COST           | %              | %                           |
| 1    | 01502  | MOBILIZATION                                                     | LS   | 1        | \$ 14,629.56       | \$ 14,629.56    | \$34,000.00              | \$34,000.00  | \$76,800.00     | \$76,800.00    | -77%           | -45%                        |
| 2    | 01555  | TRAFFIC CONTROL AND REGULATION                                   | LS   | 1        | \$ 3,989.88        | \$ 3,989.88     | \$4,500.00               | \$4,500.00   | \$14,520.00     | \$14,520.00    | -105%          | -118%                       |
| 3    | 01570  | STORM WATER POLLUTION CONTROL (FOR LSWS)                         | LS   | 1        | \$ 3,989.88        | \$ 3,989.88     | \$4,500.00               | \$4,500.00   | \$19,424.00     | \$19,424.00    | -125%          | -60%                        |
| 4    | 01575  | STABILIZED CONSTRUCTION ENTRANCE                                 | SY   | 90       | \$100.00           | \$ 9,000.00     | \$15.00                  | \$1,350.00   | \$43.00         | \$3,870.00     | -97%           | -57%                        |
| 5    | 01740  | SITE RESTORATION (UTILITY CONSTRUCTION)                          | LF   | 4732     | \$25.00            | \$ 118,300.00   | \$2.00                   | \$9,464.00   | \$3.60          | \$17,054.13    | -57%           | 67%                         |
| 6    | 02085  | METER BOX                                                        | EA   | 7        | \$250.00           | \$ 1,750.00     | \$220.00                 | \$1,540.00   | \$652.96        | \$4,570.72     | -99%           | -154%                       |
| 7    | 02221  | REMOVE CONCRETE SIDEWALK AND DRIVEWAY                            | SY   | 128      | \$30.00            | \$ 3,840.00     | \$5.00                   | \$640.00     | \$10.72         | \$1,372.16     | -73%           | -141%                       |
| 8    | 02221  | REMOVE CONCRETE CURB (MOW STRIP)                                 | LF   | 106      | \$1.00             | \$ 106.00       | \$5.00                   | \$530.00     | \$16.32         | \$1,729.92     | -106%          | -131%                       |
| 9    | 02233  | CLEARING AND GRUBBING                                            | ACRE | 1.68     | \$5,000.00         | \$ 8,400.00     | \$8,500.00               | \$14,280.00  | \$6,989.22      | \$11,741.88    | 20%            | 13%                         |
| 10   | 02260  | TRENCH SAFETY SYSTEM                                             | LF   | 4554     | \$3.00             | \$ 13,662.00    | \$5.00                   | \$22,770.00  | \$4.11          | \$18,707.83    | 20%            | 164%                        |
| 11   | 02511  | WATER PIPE (DI) (COMPLETE) (OPEN CUT) (3 IN)                     | LF   | 10       | \$75.00            | \$ 750.00       | \$90.00                  | \$900.00     | \$334.55        | \$3,345.52     | -115%          | -150%                       |
| 12   | 02511  | WATER PIPE (PVC C900) (COMPLETE) (OPEN CUT) (8 IN)               | LF   | 15       | \$142.00           | \$ 2,130.00     | \$100.00                 | \$1,500.00   | \$211.91        | \$3,178.62     | -72%           | -143%                       |
| 13   | 02511  | WATER PIPE (PVC C900) (COMPLETE) (OPEN CUT) (12 IN)              | LF   | 4539     | \$200.00           | \$ 907,800.00   | \$115.00                 | \$521,985.00 | \$129.03        | \$585,649.01   | -11%           | 9%                          |
| 14   | 02511  | WATER PIPE (DI) (COMPLETE) (AUGERED W/ 24 IN DIA CASING) (12 IN) | LF   | 188      | \$350.00           | \$ 65,800.00    | \$425.00                 | \$79,900.00  | \$719.30        | \$135,229.15   | -51%           | -65%                        |
| 15   | 02511  | WATER INTERCONNECTION (COMPLETE) (8 IN)                          | EA   | 2        | \$7,500.00         | \$ 15,000.00    | \$4,500.00               | \$9,000.00   | \$4,992.40      | \$9,984.81     | -10%           | 34%                         |
| 16   | 02511  | WATER INTERCONNECTION (COMPLETE) (12 IN)                         | EA   | 1        | \$8,000.00         | \$ 8,000.00     | \$5,000.00               | \$5,000.00   | \$6,632.55      | \$6,632.55     | -28%           | -11%                        |
| 17   | 02512  | WATER TAP ( 1 IN) (SHORT SIDE)                                   | EA   | 7        | \$2,700.00         | \$ 18,900.00    | \$2,000.00               | \$14,000.00  | \$2,178.38      | \$15,248.69    | -9%            | -5%                         |
| 18   | 02516  | WATER CUT, PLUG, ABANDON (2 IN)                                  | EA   | 1        | \$400.00           | \$ 400.00       | \$800.00                 | \$800.00     | \$993.92        | \$993.92       | -22%           | 67%                         |
| 19   | 02520  | FIRE HYDRANT ASSEMBLY (COMPLETE)                                 | EA   | 9        | \$11,100.00        | \$ 99,900.00    | \$7,000.00               | \$63,000.00  | \$8,726.63      | \$78,539.63    | -22%           | -26%                        |
| 20   | 02520  | SALVAGE FIRE HYDRANT                                             | EA   | 1        | \$500.00           | \$ 500.00       | \$400.00                 | \$400.00     | \$1,121.00      | \$1,121.00     | -95%           | -32%                        |
| 21   | 02521  | GATE VALVES (8 IN)                                               | EA   | 1        | \$3,500.00         | \$ 3,500.00     | \$4,000.00               | \$4,000.00   | \$3,393.04      | \$3,393.04     | 16%            | 46%                         |
| 22   | 02521  | GATE VALVES (12 IN)                                              | EA   | 6        | \$5,500.00         | \$ 33,000.00    | \$5,500.00               | \$33,000.00  | \$5,029.90      | \$30,179.42    | 9%             | 10%                         |
| 23   | 02521  | BLOW OFF VALVE (2 IN) (TEMP)                                     | EA   | 3        | \$2,500.00         | \$ 7,500.00     | \$1,500.00               | \$4,500.00   | \$1,924.32      | \$5,772.95     | -25%           | 31%                         |
| 24   | 02524  | COMBINATION AIR VALVE (COMPLETE) (2 IN)                          | EA   | 4        | \$7,620.00         | \$ 30,480.00    | \$5,000.00               | \$20,000.00  | \$5,977.95      | \$23,911.82    | -18%           | -26%                        |
| 25   | 02526  | WATER METER (COMPLETE) (1 IN)                                    | EA   | 8        | \$150.00           | \$ 1,200.00     | \$100.00                 | \$800.00     | \$534.72        | \$4,277.76     | -137%          | -140%                       |
| 26   | 02751  | CONCRETE CAP (6 IN)                                              | CY   | 1.5      | \$800.00           | \$ 1,200.00     | \$600.00                 | \$900.00     | \$754.48        | \$1,131.72     | -23%           | -67%                        |
| 27   | 02754  | CONCRETE DRIVEWAYS                                               | SY   | 83       | \$150.00           | \$ 12,450.00    | \$35.00                  | \$2,905.00   | \$157.52        | \$13,074.16    | -127%          | -73%                        |
| 28   | 02771  | CONCRETE CURB                                                    | LF   | 106      | \$30.00            | \$ 3,180.00     | \$30.00                  | \$3,180.00   | \$62.92         | \$6,669.52     | -71%           | -13%                        |
| 29   | 02821* | WIRE FENCE (TXDOT TYPE C)                                        | LF   | 920      | \$15.00            | \$ 13,800.00    | \$10.00                  | \$9,200.00   | \$33.74         | \$31,044.48    | -109%          | -84%                        |
| 30   | 02821* | CHAINLINK FENCE (6-FT)                                           | LF   | 305      | \$17.50            | \$ 5,337.50     | \$30.00                  | \$9,150.00   | \$53.23         | \$16,235.76    | -56%           | -46%                        |
| 31   | 02821* | CHAINLINK FENCE (6-FT) (W/BARBED WIRE ARM)                       | LF   | 129      | \$19.00            | \$ 2,451.00     | \$50.00                  | \$6,450.00   | \$70.29         | \$9,067.15     | -34%           | -46%                        |
| 32   | 02821* | WROUGHT IRON FENCE (6-FT)                                        | LF   | 106      | \$25.00            | \$ 2,650.00     | \$30.00                  | \$3,180.00   | \$153.38        | \$16,257.86    | -135%          | -163%                       |
| 33   | 02821  | VEHICULAR GATE (CANTILEVER)(WI ORNAMENTAL)(6-FT)                 | LF   | 40       | \$200.00           | \$ 8,000.00     | \$50.00                  | \$2,000.00   | \$645.88        | \$25,835.20    | -171%          | -177%                       |
| 34   | 02915  | HYDROMULCH                                                       | ACRE | 2.2      | \$15,246.00        | \$ 33,541.20    | \$2,200.00               | \$4,840.00   | \$7,490.00      | \$16,478.00    | -109%          | -114%                       |
|      |        |                                                                  |      |          | TOTAL              | \$ 1,455,137.02 | TOTAL                    | \$894,164.00 | TOTAL           | \$1,213,042.39 |                |                             |

Prepared by:

Unintech Consulting Engineers, Inc.



## SAWS REFERENCE CHECK QUESTIONNAIRE

**Reference No. 1:**

**Owner:** City of New Braunfels

**Name:** Kenneth Dodson

**Title:** Simon St. W&WW  
Improvements

**Phone:** 210.325.5105

**Project  
Summary:**

**Email:**

**Project Cost:** \$1.1 M

**Project  
Completion:** 12/202

1. Did the Contractor meet the project schedule? If not, how or why? **Yes**
2. How would you rate the Contractor's willingness to work with the Owner, and other agencies in carrying out the intent of the contract documents? (Excellent, Average, Very Poor) **Average, started good, ended less so.**
3. Did you think the contractor understood the intent of the specifications and the expectations of the owner? **Not for NBU. Were only familiar with SAWS specifications to start. Had to learn NB standards.**
4. If there were Change Orders, were they handled in a fair manner by the Contractor? (Yes, No). Were the Change Orders owner or contractor requested? **Owner driven mainly, only one change by contractor that involved bypass pump exclusion re-inclusion.**
5. Were there any claims or lawsuits between the Contractor and the Owner or others? (Yes, No). If so, how were they resolved? **One problem with homeowner's foundation regarding installation was NBU specific. Unsure on if claim was made.**
6. What overall rating would you give this Contractor? (Excellent, Average, Very Poor). Would you work with this contractor again? **Excellent, would work again, NBU is already awarding another bid with them.**
7. Is there any additional information regarding this project or contractor that you would like to share? **Field side of work is good, office is slow to respond, not as helpful.**

## SAWS REFERENCE CHECK QUESTIONNAIRE

Reference No. 2:

Owner: City of Terrell Hills

Name: Russell Rincon

Title: Golf Course Sanitary Sewer  
Realignment

Phone: 210.494.7223

Project  
Summary:

Email:

Project Cost: \$3 M

Project  
Completion: 10/2025

1. Did the Contractor meet the project schedule? If not, how or why? **Yes**
2. How would you rate the Contractor's willingness to work with the Owner, and other agencies in carrying out the intent of the contract documents? (Excellent, Average, Very Poor) **7/10**
3. Did you think the contractor understood the intent of the specifications and the expectations of the owner? **Yes**
4. If there were Change Orders, were they handled in a fair manner by the Contractor? (Yes, No). Were the Change Orders owner or contractor requested? **Contractor mainly. Change orders were significant but carried out fairly.**
5. Were there any claims or lawsuits between the Contractor and the Owner or others? (Yes, No). If so, how were they resolved? **None.**
6. What overall rating would you give this Contractor? (Excellent, Average, Very Poor). Would you work with this contractor again? **Excellent. Would not work with this contractor again though.**
7. Is there any additional information regarding this project or contractor that you would like to share? **Good communication.**

## SAWS REFERENCE CHECK QUESTIONNAIRE

**Reference No. 2:**

**Owner:** City of Universal City

**Name:** Jason Vreeland

**Title:** Golf Course Sanitary Sewer  
Realignment

**Phone:** 830.626.3588

**Project  
Summary:**

**Email:**

**Project Cost:** \$84k

**Project  
Completion:** 10/2025

1. Did the Contractor meet the project schedule? If not, how or why? **Yes**
2. How would you rate the Contractor's willingness to work with the Owner, and other agencies in carrying out the intent of the contract documents? (Excellent, Average, Very Poor) **High.**
3. Did you think the contractor understood the intent of the specifications and the expectations of the owner? **Yes.**
4. If there were Change Orders, were they handled in a fair manner by the Contractor? (Yes, No). Were the Change Orders owner or contractor requested? **None.**
5. Were there any claims or lawsuits between the Contractor and the Owner or others? (Yes, No). If so, how were they resolved? **No. Have had minor issues in the past.**
6. What overall rating would you give this Contractor? (Excellent, Average, Very Poor). Would you work with this contractor again? **Good. Would work with again.**
7. Is there any additional information regarding this project or contractor that you would like to share? **None.**

# CITY OF SCHERTZ

## CAPITAL IMPROVEMENT PROJECT SHEET

|                              |                                                                                                                                                                                           |  |                      |     |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------------------|-----|
| <b>Project Type:</b>         | Water                                                                                                                                                                                     |  | <b>Project Code:</b> | WA1 |
| <b>Project Title:</b>        | Ware Seguin/Lower Seguin/Graytown/Pfeil Loop Lines                                                                                                                                        |  |                      |     |
| <b>Project Manager:</b>      | Engineering                                                                                                                                                                               |  |                      |     |
| <b>Location Description:</b> | Through new easements between Ware Seguin and Lower Seguin Rd, and along IH 10 between Pfeil & N. Graytown Rd                                                                             |  |                      |     |
| <b>Project Summary:</b>      | Construction of water mains to create a looped water system between the dead-end mains along Ware Seguin and Lower Seguin, and along IH 10 between Pfeil and N. Graytown. NT-W3 and NT-W7 |  |                      |     |
| <b>Start Date:</b>           | Aug-22                                                                                                                                                                                    |  |                      |     |
| <b>Completion Date:</b>      | Sep-27                                                                                                                                                                                    |  |                      |     |

### Project Forecast

|                             | Prior         |              |         |         |         |         |           |              |
|-----------------------------|---------------|--------------|---------|---------|---------|---------|-----------|--------------|
|                             | Appropriation | 2026-27      | 2027-28 | 2028-29 | 2029-30 | 2030-31 | 2031-2036 | Total Cost   |
| <b>Funding Source</b>       |               |              |         |         |         |         |           |              |
| Water Impact Fees           | \$ -          | \$ 3,776,377 | \$ -    | \$ -    | \$ -    | \$ -    | \$ -      | \$ 3,776,377 |
| Bonds                       | \$ 1,115,925  | \$ -         | \$ -    | \$ -    | \$ -    | \$ -    | \$ -      | \$ 1,115,925 |
|                             | \$ -          | \$ -         | \$ -    | \$ -    | \$ -    | \$ -    | \$ -      | \$ -         |
| <b>Total Funding Source</b> | \$ 1,115,925  | \$ 3,776,377 | \$ -    | \$ -    | \$ -    | \$ -    | \$ -      | \$ 4,892,302 |

|                          | Prior       |              |         |         |         |         |           |              |
|--------------------------|-------------|--------------|---------|---------|---------|---------|-----------|--------------|
|                          | Expenditure | 2026-27      | 2027-28 | 2028-29 | 2029-30 | 2030-31 | 2031-2036 | Total Cost   |
| <b>Expenditure</b>       |             |              |         |         |         |         |           |              |
| Land Acquisition         | \$ 60,000   | \$ 190,000   | \$ -    | \$ -    | \$ -    | \$ -    | \$ -      | \$ 250,000   |
| Professional Services    | \$ 182,920  | \$ 72,054    | \$ -    | \$ -    | \$ -    | \$ -    | \$ -      | \$ 254,974   |
| Construction             | \$ 480,637  | \$ 3,906,691 | \$ -    | \$ -    | \$ -    | \$ -    | \$ -      | \$ 4,387,328 |
| <b>Total Expenditure</b> | \$ 723,557  | \$ 4,168,745 | \$ -    | \$ -    | \$ -    | \$ -    | \$ -      | \$ 4,892,302 |

# CITY OF SCHERTZ

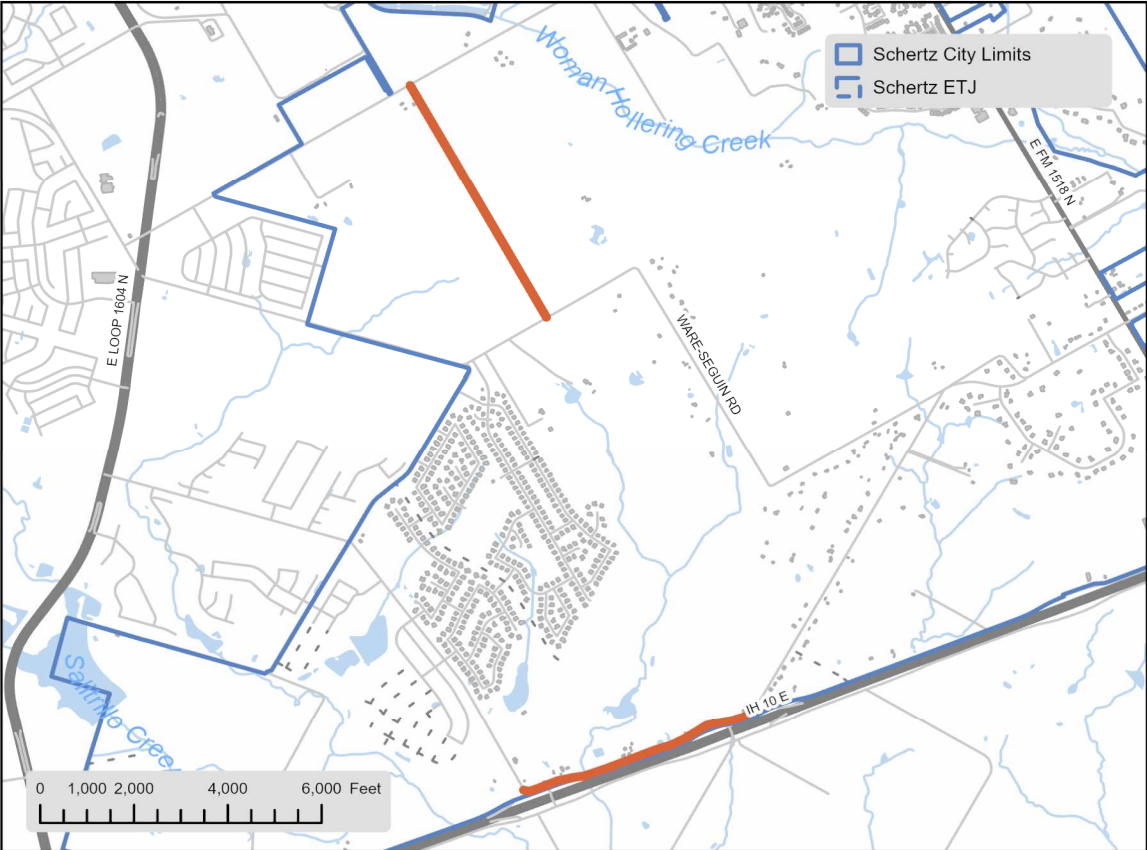
## CAPITAL IMPROVEMENT PROJECT SHEET

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.



WARE SEGUIN/LOWER SEGUIN/GRAYTOWN/  
PFEIL LOOP LINES

**SCHERTZ**  
COMMUNITY • SERVICE • OPPORTUNITY

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** October 13, 2026  
**Department:** Parks, Recreation & Community Service  
**Subject:** Resolution 26-R-113 - Authorizing a purchase with PlayCore Wisconsin, Inc. DBA GameTime for the Community Playscape Shade Structure Project (Parks & Recreation Director Lauren Shrum)

---

**BACKGROUND**

The City of Schertz Community Playscape is the signature playground in the community adjacent to the Recreation & Aquatic Complex and the Schertz Public Library. The 2025 Schertz Parks, Recreation, Open Space and Trails (PROST) Master Plan notes that the city should increase shade within parks as detailed in the following excerpt:

Goal #3: The City will implement system-wide improvements that enhance access, usability, and aesthetics of existing and future parks.

Action 3.4: Increase shade within parks.

In Texas' climate, shade is an important element in making the parks usable and comfortable and in promoting community health and wellness in public spaces. It is recommended that the City provide additional shaded areas in all parks. This can be through the use of shade structures, shade fabric, or the planting of more shade trees. Shade trees is the preferred shade strategy, since tree planting brings additional multi-benefits to the community. Shade investments should be focused around gathering areas, at amenities and along walking trails.

**GOAL**

The goal is to integrate shade into the existing play structure at the Schertz Community Playscape located at 629 Westchester Drive. The castle-tops will be removed and square canopy shades will be affixed to the tops of all the current poles on the main 6-12 aged structure, as well as the toddler structure for 3-5 year olds. Free-standing sail shade systems will be installed over the main swing set bank, as well as the train-shaped climbing structure.

The existing Engineered Wood Fiber (EWF) safety surfacing will be removed and replaced with poured-in-place (PIP) rubber safety surfacing. This will add color to the park as well as enhance accessibility to the playground features.

**COMMUNITY BENEFIT**

The community will benefit greatly from the increased shade at the Schertz Community Playscape because having the extra shade will allow residents to enjoy the playground features for a longer duration in the hot-weather seasons in Texas. The new poured-in-place safety surfacing will also enhance accessibility to all of the playground features and offer a more-inclusive experience for everyone in the Schertz community.

**SUMMARY OF RECOMMENDED ACTION**



Approve Resolution 26-R-113 authorizing a purchase with PlayCore Wisconsin, DBA GameTime, a BuyBoard Purchasing Cooperative member, in the amount of \$250,000 for the Community Playscape Shade Structure Project.

### **FISCAL IMPACT**

The shade structure and safety surfacing will be funded through a combination of the General Fund Parks operating budget with set-aside funds for Park Improvements as well as the Park Fund (317) from Parkland Dedication fees included in the approved operating budget.

\$217,697.89 from General Fund Park Improvements over \$5,000  
+ \$6,151.92 from Park Fund (317)  
\$223,849.81 Subtotal (Quoted Amount)  
+ \$26,150.19 Contingency allowance for possible freight increases, engineered drawings, or unforeseen circumstances from Park Fund (317)  
**\$250,000.00 Not To Exceed Project Total**

### **RECOMMENDATION**

Approve Resolution 26-R-113 authorizing a purchase with PlayCore Wisconsin, DBA GameTime, a BuyBoard Purchasing Cooperative member, in the amount of \$223,849.81 for the Community Playscape Shade Structure Project.

---

### **Attachments**

Resolution 26-R-113 with attachments

**RESOLUTION NO. 26-R-113**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A PURCHASE WITH PLAYCORE WISCONSIN, INC. DBA GAMETIME FOR THE COMMUNITY PLAYScape SHADE STRUCTURE PROJECT.**

**WHEREAS**, the City of Schertz Community Playscape is the signature playground in the community adjacent to the Recreation & Aquatic Complex and the Schertz Public Library; and

**WHEREAS**, the 2025 Parks, Recreation, Open Space and Trails Master Plan noted increasing shade in the parks as a priority goal; and

**WHEREAS**, the project includes integrating shade structures into the existing playground structure and replenishing the engineered wood fiber safety surfacing; and

**WHEREAS**, GameTime, is a BuyBoard Cooperating Purchasing member and is qualified to install shade structures and safety surfacing; and

**WHEREAS**, the BuyBoard National Purchasing Cooperative is a national online purchasing cooperative formed between the National School Boards Association and several state school boards associations, developed to comply with state laws which require government entities to make purchases through a competitive procurement process; and

**WHEREAS**, Buyboard 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 made through an authorized cooperative purchasing program comply with the competitive purchasing requirements applicable under the Texas Local Government Code, including Texas Local Government Code § 271.102(c).

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

The City Council hereby authorizes the purchase with GameTime for the Community Playscape Shade Structure Project in an amount not to exceed \$250,000 as set forth in the attached Exhibit A.

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.

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.

This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

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.

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.

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

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Ralph Rodriguez, Mayor

ATTEST:

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Sheila Edmondson, City Secretary

## **EXHIBIT A**

# QUOTE

180868-01-03 • 09/21/2026



## Schertz Community Park - Shades & EWF

**Customer:**

City of Schertz  
621 Westchester  
Schertz, TX 78154  
United States

Ship to Zip: 78154

**Prepared for:**

Lauren Shrum  
Phone: 210-619-1853  
lshrum@schertz.com

**Prepared by:**

GameTime c/o Cunningham Recreation  
PO Box 240981  
Charlotte, NC 28224  
800.438.2780  
704.525.7356 FAX

| Quantity | Part #  | Description                                                                                                                                         | Unit Price  | Amount      |
|----------|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------|
| 1        | 91797   | GameTime - 20' Sunblox Square Canopy                                                                                                                | \$12,691.00 | \$12,691.00 |
| 2        | 91796   | GameTime - 15' Sunblox Square Canopy                                                                                                                | \$9,770.00  | \$19,540.00 |
| 2        | 91858   | GameTime - 10' Sunblox Umbrella Canopy                                                                                                              | \$7,691.00  | \$15,382.00 |
| 1        | 91608   | GameTime - 15' Sunblox Umbrella Canopy                                                                                                              | \$8,869.00  | \$8,869.00  |
| 1        | RDU     | GameTime - (15) Replacement Uprights                                                                                                                | \$14,726.00 | \$14,726.00 |
| 1        | RDU     | GameTime - (23) Upright Caps                                                                                                                        | \$1,401.85  | \$1,401.85  |
| 1        | CUSTOM  | Superior Recreational Products - Custom 1-Sail Shade, (3) Inground Columns                                                                          | \$16,701.00 | \$16,701.00 |
| 1        | CUSTOM  | Superior Recreational Products - Custom 3-Sail Shade, (5) Inground Columns                                                                          | \$29,701.00 | \$29,701.00 |
| 2        | DWG     | Superior Recreational Products - Signed & Sealed Engineered Drawings                                                                                | \$845.00    | \$1,690.00  |
| 1        | INSTALL | MISC - Installation<br>Price includes:<br>- Demo/Removal (8) roofs<br>- Demo/Replace (15) uprights<br>- Cap (23) uprights<br>- Install above shades | \$66,965.00 | \$66,965.00 |
| 442      | EWF     | GT-Impax - Engineered Wood Fiber Safety Surfacing (CY)<br>Area: 10,740 Sq.Ft.<br>Thickness (Top Off): 10"                                           | \$22.26     | \$9,838.92  |
| 1        | INSTALL | MISC - Installation of Above Surfacing                                                                                                              | \$16,575.00 | \$16,575.00 |

Contract: Buy Board Contract #781-25

|                    |                     |
|--------------------|---------------------|
| Sub Total          | \$214,080.77        |
| Discount           | (\$14,483.82)       |
| Freight            | \$24,252.86         |
| <b>Grand Total</b> | <b>\$223,849.81</b> |

# QUOTE

180868-01-03 • 09/21/2026



## Comments

Original order # 2187350

\* Site must be clear, level, free of obstructions, and accessible. Site should permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional costs. Any required site prep will be the responsibility of others, unless specifically noted. **Customer must remove trees prior to installation.**

## GAMETIME - TERMS & CONDITIONS:

- **PRICING:** Due to fluctuating economic conditions, pricing is valid for 30 days and is subject to change. Please request updated pricing if your quote is older than 30 days before making a purchase.
- **TERMS OF SALE:** For equipment & material purchases, Net 30 days from date of invoice for governmental agencies and those with approved credit. All others, full payment for equipment, taxes and freight up front. Balance for services & materials due upon completion or as otherwise negotiated upon credit application review. Pre-payment may be required for equipment orders totaling less than \$5,000. Payment by VISA, MasterCard, or AMEX is accepted (**If you elect to pay by credit card, GameTime charges a 2.50% processing fee that is assessed on the amount of your payment. This fee is shown as a separate line item and included in the total amount charged to your credit card. You have the option to pay by check, ACH or Wire without any additional fees.**). Checks should be made payable to Playcore Wisconsin, Inc. dba GameTime unless otherwise directed. **Any order exceeding \$300,000 will require progress payments during the course of completion.**
- **CREDIT APPLICATION:** Required for all non-governmental agencies and those entities who have not purchased from GameTime within the previous twelve calendar months.
- **FINANCE CHARGE:** A 1.5% monthly finance charge (or maximum permitted by law) will be added to all invoices over 30 days past due.
- **CASH WITH ORDER DISCOUNT:** Orders for GameTime equipment paid in full at time of order via check or electronic funds transfer (EFT) are eligible for a 3% cash-with-order (CWO) discount. Consult local sales representative for CWO terms.
- **ORDERS:** All orders shall be in writing by purchase order, signed quotation or similar documentation. Purchase orders must be made out to Playcore Wisconsin, Inc. dba GameTime.
- **FREIGHT CHARGES:** Shipments shall be F.O.B. destination. Freight charges prepaid and added separately.
- **SHIPMENT:** **Standard Lead time is 6-8 weeks (some items may take longer)** after receipt and acceptance of purchase order, credit application, color selections and approved drawings or submittals.
- **PACKAGING:** All goods shall be packaged in accordance with acceptable commercial practices and marked to preclude confusion during unloading and handling.
- **RECEIPT OF GOODS:** Customer shall coordinate, receive, unload, inspect and provide written acceptance of shipment. Any damage to packaging or equipment must be noted when signing delivery ticket. If damages are noted, receiver must submit a claim to Cunningham Recreation within 15 Days. Receiver is also responsible for taking inventory of the shipment and reporting any concealed damage or discrepancy in quantities received within 60 days of receipt.
- **RETURNS:** Returns are only available on shipments delivered within the last 60 days. A 25% (min.) restocking fee will be deducted from any credit due. Customer is responsible for all packaging & shipping charges. Credit is based on condition of items upon return. All returns must be in unused and merchantable condition. GameTime reserves the right to deduct costs associated with restoring returned goods to merchantable condition. Uprights & custom products cannot be returned.
- **TAXES:** Sales tax is shown as a separate line item when included. A copy of your tax exemption certificate must be submitted at time of order or taxes will be added to your invoice.



# QUOTE

180868-01-03 • 09/21/2026



A PLAYCORE Company

## INSTALLATION CONDITIONS:

- **ACCESS:** The site must be clear, level, and provide unrestricted access for trucks and machinery. Any site that is inaccessible may incur additional charges.
- **STORAGE:** The customer is responsible for providing a secure area for off-loading and storing equipment during installation. Once equipment is delivered to the site, the owner assumes responsibility for any theft or vandalism unless alternative arrangements are made and documented in the quotation.
- **FOOTER EXCAVATION:** Installation pricing is based on footer excavation through earth/soil only, prior to the installation of drains, subbase, or surfacing. The customer is responsible for any unforeseen conditions such as buried utilities (public or private), tree stumps, rocks, or any other concealed materials or conditions that may result in additional labor or material costs.
- **UTILITIES:** The installer will contact 811 to locate all public utilities before layout and excavation of footer holes. The owner is responsible for identifying any private utilities. Cunningham Recreation and the installer are not liable for any damage to unmarked private utilities.
- **ADDITIONAL COSTS:** Pricing is based on a single mobilization for installation unless otherwise stated. The price includes only the items specified in this quotation. Additional site work or specialized equipment needs may result in price adjustments.
- **SITE CONDITIONS:** The site must have a slope of less than 1.5%. Any excavation or grading required to achieve an acceptable slope is the responsibility of others unless otherwise noted. All demolition and site preparation must be completed before the installation crew is mobilized.
- **GENERAL INSTALLATION NOTES:** Installation will be performed according to the manufacturer's specifications by a GameTime-certified installer. A one-year warranty on all labor is provided from the date of completion. Product warranty and service claims may not include labor.

## ACCEPTANCE OF QUOTATION:

*Acceptance of this proposal indicates your agreement to the terms and conditions stated herein.*

Accepted By (printed): \_\_\_\_\_ Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

P.O. Number: \_\_\_\_\_ Date: \_\_\_\_\_

Purchase Amount: **\$223,849.81**

SALES TAX EXEMPTION CERTIFICATE #: \_\_\_\_\_

(PLEASE PROVIDE A COPY OF CERTIFICATE)

\_\_\_\_\_  
Salesperson's Signature

\_\_\_\_\_  
Customer Signature

# QUOTE

180868-01-03 • 09/21/2026



## BILLING INFORMATION:

Bill to: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_ Zip: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

## SHIPPING INFORMATION:

Ship to: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_ Zip: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_





## COMMUNITY PARK

### Shade Options

*Existing equipment is shown for illustrative purposes only. Some equipment may not be accurately represented due to the age of the existing playground and limited manufacturer files.*





**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** October 13, 2026  
**Department:** Engineering  
**Subject:** Resolution 26-R-109 – Authorizing a Task Order Agreement with Utility Engineering Group, PLLC for Professional Engineering Services related to the North Area Sewer Service Study (Senior Engineer Eric Schulze)

---

**BACKGROUND**

The City's northern sewer collection system utilizes 12 existing lift stations to pump sewage through associated force mains and gravity collection systems to finally discharge to either Cibolo Creek Municipal Authority (CCMA) or New Braunfels Utility (NBU) for final treatment. The largest lift station is the Northcliffe Lift Station that receives flow from all of the other lift stations in northern Schertz. A capital improvement project (CIP) has been established and funded to upgrade that lift station. This study is the first step toward that necessary upgrade.

Continued growth along the IH 35 corridor is placing a strain on the lift stations' overall capacities. The proposed study is to determine the existing pumping and storage capacity of each lift station as well as the force mains and receiving gravity mains. Short- and long-term improvements needed to serve the collection system's demands will be identified, which will include estimated costs for upgrades.

**GOAL**

The goal of Resolution 26-R-109 is to authorize an agreement with Utility Engineering Group, PLLC for professional services to analyze and provide recommendations for lift station capacity and upgrade options for the northern Schertz sewer service area.

**COMMUNITY BENEFIT**

The study will identify short-term and long-term sewer lift station capacity and upgrade options which will allow the City to maintain compliance with TCEQ regulations as growth from development continues.

**SUMMARY OF RECOMMENDED ACTION**

Staff recommends approval of Resolution 26-R-109 authorizing the professional services task order agreement with Utility Engineering Group, PLLC for the North Area Sewer Service Study for \$169,450, with an amount not to exceed \$185,000.

**FISCAL IMPACT**

The cost of the project shall not exceed \$185,000. Services will be paid from the Northcliffe Lift Station Upgrade budget, which is funded with Sewer Impact Fees and bonds planned for FY 2026-27.

## **RECOMMENDATION**

Approve Resolution 26-R-109.

---

### **Attachments**

Resolution 26-R-109 w/ attachments

CIP Project Sheet and Map

## **RESOLUTION 26-R-109**

### **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A TASK ORDER AGREEMENT WITH UTILITY ENGINEERING GROUP, PLLC FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO THE NORTH AREA SEWER SERVICE STUDY**

**WHEREAS**, the City staff of the City of Schertz (the “City”) has recommended that the City enter into an agreement for Professional Engineering Services related to the North Area Sewer Service Study; and

**WHEREAS**, Utility Engineering Group, PLLC, (UEG) is an approved on-call Engineering Firm for the City of Schertz; and

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

**WHEREAS**, City staff has determined that UEG is uniquely qualified to provide such services for the City; and

**WHEREAS**, the City Council has determined that it is in the best interest of the City to approve a task order for UEG to provide the necessary professional services for the project.

### **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 a Task Order Agreement in substantially the form set forth on Attachment 1 with Utility Engineering Group, PLLC. for the North Area Sewer Service Study for \$169,450 with a not to exceed amount of \$185,000.

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, TRMC  
City Secretary



**Attachment 1**  
**Agreement**

## SUGGESTED FORM OF TASK ORDER

|                                                                        |
|------------------------------------------------------------------------|
| This is Task Order<br>No. <u>15</u> , consisting of<br><u>4</u> pages. |
|------------------------------------------------------------------------|

### **Task Order**

---

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated January 7, 2025 ("Agreement"), Owner and Engineer agree as follows:

#### **1. Background Data**

- a. Effective Date of Task Order: \_\_\_\_\_, 2026
- b. Owner: City of Schertz, Texas (City)
- c. Engineer: Utility Engineering Group, PLLC (UEG)
- d. Specific Project (title): North Area Sewer Service Study
- e. Specific Project (description): The project includes a sewer service study to identify the existing and proposed capacities of the City's existing lift stations, force mains, and downstream gravity mains within the City of Schertz's north sewer service study area. Additionally, the study will include recommendations for proposed improvements, and opinions of probable construction costs for each facility, for both intermediate and full build-out phases, as applicable. The proposed City of Schertz north sewer service area includes twelve (12) existing lift stations, their associated existing force mains and gravity main discharge points, the gravity trunk main connecting the area to Cibolo Creek Municipal Authority's (CCMA) OJR Wastewater Treatment Plant, and review of the flows to the New Braunfels Utilities (NBU) treatment system.

#### **2. Services of Engineer**

- A. The specific services to be provided or furnished by Engineer under this Task Order are as follows:

##### North Area Sewer Service Study

- UEG will coordinate with City Staff to acquire current City sewer service capacity and Living Unit Equivalent (LUE) data, proposed sewer service connection data, sewer service connection build-out projections within the study area, and any known sewer overflow reports. Additionally, UEG will coordinate with City Staff to acquire relevant as-built plan and report information, any contracts or agreements for reserved capacity in the existing lift station infrastructure, and any proposed sewer infrastructure planning documents, as available;
- Based off the information gathered, UEG will develop a draft North Area Sewer Service Study, identifying existing capacities for the lift stations, force mains, and gravity mains receiving flow

---

Exhibit K – Amendment to Task Order

EJCDC® E-505, Agreement Between Owner and Engineer for Professional Services – Task Order Edition.  
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and American Society of Civil Engineers. All rights reserved.

from the lift stations within the study area. The study will also include proposed, phased, improvement plans for each lift station and associated force main and discharge gravity main facility within the study area to reach full-build out. The study will include opinions of probable construction costs for the proposed improvements. The study will be presented in an electronic .pdf report format;

- UEG will coordinate with an electrical engineering sub-consultant to identify any electrical and SCADA upgrades, based on the City's current lift station design guidelines and requirements, to support the study recommendations;
- UEG will coordinate with a survey sub-consultant to verify flowline elevations of discharge downstream manholes receiving flow from the service area's existing lift stations to verify and supplement as-built plan information. We anticipate survey for up to 2 manholes per lift station;
- UEG will coordinate with the City of Schertz for review of the draft study, addressing comments as necessary;
- It is anticipated that UEG will attend and participate in up to four (4) site visits and meetings with City staff throughout the study development;
- Based off the City's comments, UEG will update and finalize the North Area Sewer Service Study; and
- UEG will provide City Staff with the final study in hard copy and electronic .pdf format as necessary.

B. Other Services

Engineer shall also provide the following services: **None**

C. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

D. Exclusions

- This scope of services does not include any geotechnical, environmental, subsurface utility exploration, or structural services. If required, UEG can provide these services for an additional fee;
- No easement or site acquisition services are included in this scope of services; and
- UEG will not be responsible for any fees related to the project.

### 3. Additional Services

A. Additional Services that may be authorized or necessary under this Task Order are: **None**

### 4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B.

### 5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule:

| <u>Party</u> | <u>Action</u>                                                                                        | <u>Schedule</u>                                                                                                      |
|--------------|------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| Engineer     | Furnish an electronic .pdf version of the draft North Area Sewer Service Study deliverable to Owner. | Within 20 weeks of Owner's authorization to proceed with the task order.                                             |
| Owner        | Submit comments on the draft North Area Sewer Service Study deliverable to the Engineer.             | Within 4 weeks of receipt of the draft North Area Sewer Service Study deliverable.                                   |
| Engineer     | Furnish an electronic .pdf version of the final North Area Sewer Service Study deliverable to Owner. | Within 8 weeks of receipt of Owner's comments regarding the draft North Area Sewer Service Study report deliverable. |

## 6. Payments to Engineer

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

| Description of Service                | Amount       | Basis of Compensation |
|---------------------------------------|--------------|-----------------------|
| 1. Basic Services (Section 2.A)       |              |                       |
| a. North Area Sewer Service Study     | \$169,450.00 | Lump Sum              |
|                                       |              |                       |
| <b>TOTAL COMPENSATION (lines 1.a)</b> | \$169,450.00 | Lump Sum              |
|                                       |              |                       |
| 2. Additional Services                | (N/A)        | (N/A)                 |

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

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

## 7. Consultants retained as of the Effective Date of the Task Order:

## 8. Other Modifications to Agreement and Exhibits: N/A

## 9. Attachments: N/A

## 10. Other Documents Incorporated by Reference: N/A

## 11. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is \_\_\_\_\_, 2026.

OWNER:

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

ENGINEER:

By:  \_\_\_\_\_

Print Name: David Kneuper, P.E.

Title: Vice President

Engineer License or Firm's  
Certificate No. (if required): 18712  
State of: Texas

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

E-Mail  
Address: \_\_\_\_\_

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: David Kneuper, P.E.

Title: Vice President

Address: 191 N. Union Ave., New Braunfels, Texas 78130

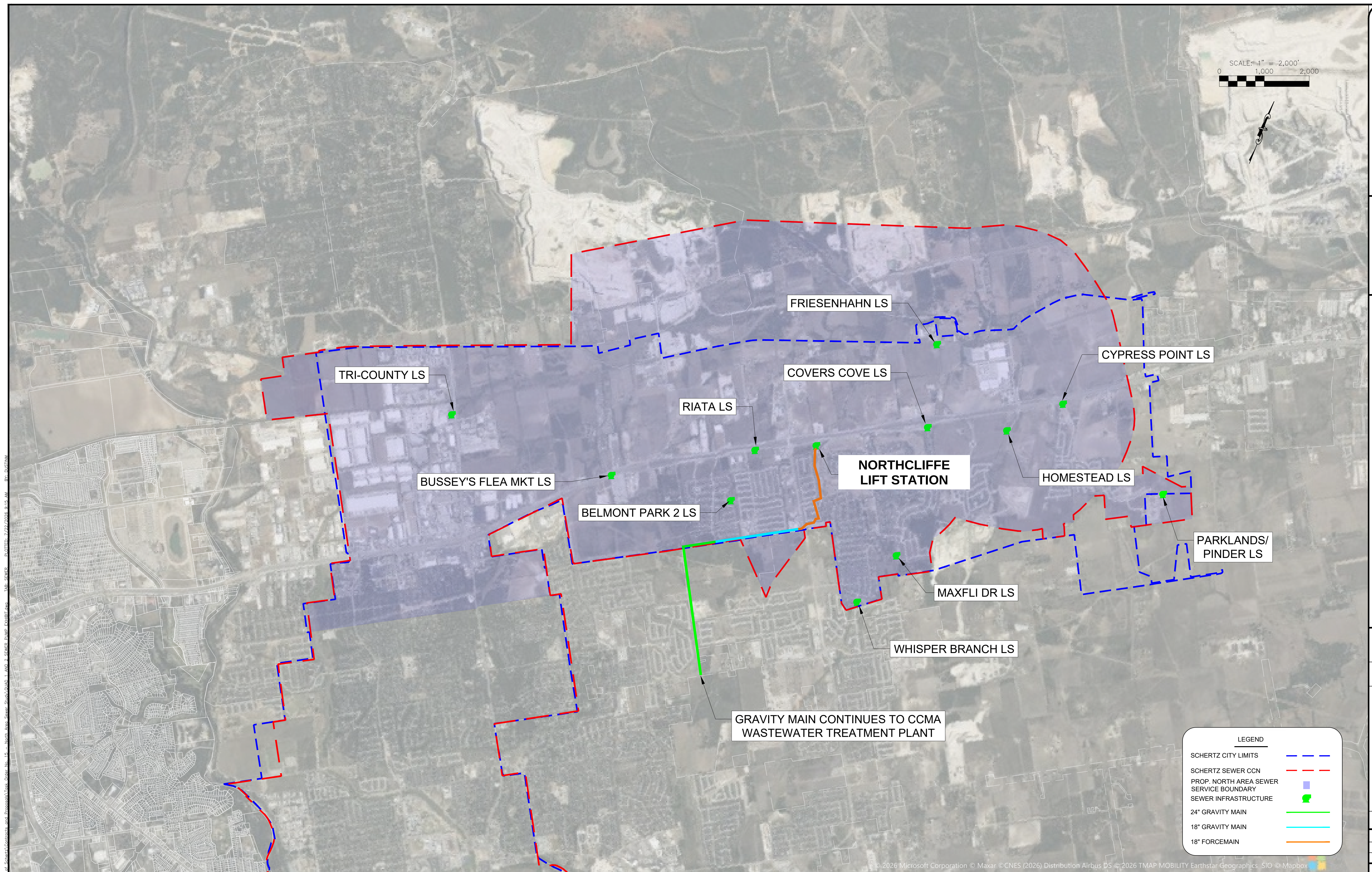
E-Mail  
Address: davidk@uegpros.com



**City of Schertz  
North Area Sewer Service Study**

|                                                                                  | Principal<br>(hrs) | Cost<br>(\$195/hr) | Project<br>Engineer/Manager<br>(hrs) | Cost<br>(\$165/hr) | Graduate<br>Engineer<br>(hrs) | Cost<br>(\$110/hr) | Design<br>Technician<br>(hrs) | Cost<br>(\$90/hr) | Construction<br>Coordinator<br>(hrs) | Cost<br>(\$125/hr) | Administrative<br>(hrs) | Cost<br>(\$55/hr) | Subcontractor<br>w/(10% Markup) | Total             |
|----------------------------------------------------------------------------------|--------------------|--------------------|--------------------------------------|--------------------|-------------------------------|--------------------|-------------------------------|-------------------|--------------------------------------|--------------------|-------------------------|-------------------|---------------------------------|-------------------|
| South Area Sewer Service Study                                                   | 130                | \$ 25,350          | 376                                  | \$ 62,040          | 248                           | \$27,280           | 252                           | \$ 22,680         | \$ 28                                | \$ 3,500           | 0                       | \$ -              | \$ 28,600                       | \$ 169,450        |
| Information Gathering                                                            | 20                 |                    | 32                                   |                    | 20                            |                    | 24                            |                   |                                      |                    |                         |                   |                                 |                   |
| Coordination with City of Schertz                                                | 32                 |                    | 48                                   |                    | 32                            |                    | 8                             |                   |                                      |                    |                         |                   |                                 |                   |
| Analysis of Schertz North Sewer Service Area Lift Stations and Collection System | 30                 |                    | 140                                  |                    | 80                            |                    | 120                           |                   |                                      |                    |                         |                   |                                 |                   |
| Preparation of Draft North Area Sewer Service Study and Recommendations          | 24                 |                    | 80                                   |                    | 60                            |                    | 60                            |                   | 16                                   |                    |                         |                   |                                 |                   |
| Review Coordination with City Staff                                              | 8                  |                    | 16                                   |                    | 16                            |                    |                               |                   |                                      |                    |                         |                   |                                 |                   |
| Preparation of Final North Sewer Service Study and Recommendations               | 16                 |                    | 60                                   |                    | 40                            |                    | 40                            |                   | 12                                   |                    |                         |                   |                                 |                   |
| Survey Sub-Consultant (MH Flowlines - \$500/MH, (2) MH's per site)               |                    |                    |                                      |                    |                               |                    |                               |                   |                                      |                    |                         |                   | \$ 12,000                       |                   |
| Electrical Engineering Sub-Consultant                                            |                    |                    |                                      |                    |                               |                    |                               |                   |                                      |                    |                         |                   | \$ 14,000                       |                   |
| <b>Total North Area Sewer Service Study</b>                                      |                    |                    |                                      |                    |                               |                    |                               |                   |                                      |                    |                         |                   |                                 | <b>\$ 169,450</b> |





SCALE: 1" = 2,000'

0 1,000 2,000



**UTILITY  
ENGINEERING  
GROUP PLLC**

191 N. Union Ave. NEW BRAUNFELS, TEXAS 78130 PH: (833) 214-4621  
Texas Engineering Firm F-38712

THIS DOCUMENT IS RELEASED  
FOR THE PURPOSE OF INTERIM  
REVIEW UNDER THE AUTHORITY  
OF GARRY D. MONTGOMERY, JR.,  
LICENSED P.E. 114438 AND IS  
NOT TO BE USED FOR FINAL  
BIDDING, PERMIT ACQUISITION(S)  
AND/OR CONSTRUCTION  
PURPOSES.

THE CITY OF SCHERTZ

| NO. | REVISIONS | APPD. | DATE |
|-----|-----------|-------|------|
|     |           |       |      |
|     |           |       |      |
|     |           |       |      |
|     |           |       |      |
|     |           |       |      |

SCALE: 1" = 2000'  
DATE: 07-20-2026  
PROJECT NO: N/A



# CITY OF SCHERTZ

## CAPITAL IMPROVEMENT PROJECT SHEET

|                              |                                                                                                                                                                                                                                                                                                                    |                      |     |
|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-----|
| <b>Project Type:</b>         | Wastewater                                                                                                                                                                                                                                                                                                         | <b>Project Code:</b> | TBD |
| <b>Project Title:</b>        | Northcliffe Lift Station Upgrade                                                                                                                                                                                                                                                                                   |                      |     |
| <b>Project Manager:</b>      | Engineering                                                                                                                                                                                                                                                                                                        |                      |     |
| <b>Location Description:</b> | Northcliffe Lift Station - 22330 IH 35 North                                                                                                                                                                                                                                                                       |                      |     |
| <b>Project Summary:</b>      | Northcliffe Lift Station upgrade to firm pumping capacity of 4,500 gpm. Needed to follow TCEQ requirement of peak flow not to exceed firm pumping capacity. Upgrade is based on buildout flow of 4,485 gpm. Scope of upgrade includes site work, paving, buildings, generator and control upgrades, etc. 2030 SI-6 |                      |     |
| <b>Start Date:</b>           | Jan-27                                                                                                                                                                                                                                                                                                             |                      |     |
| <b>Completion Date:</b>      | Sep-28                                                                                                                                                                                                                                                                                                             |                      |     |

**Project Forecast**

|                             |               | Prior        |              |         |         |         |           |              |  |
|-----------------------------|---------------|--------------|--------------|---------|---------|---------|-----------|--------------|--|
|                             | Appropriation | 2026-27      | 2027-28      | 2028-29 | 2029-30 | 2030-31 | 2031-2036 | Total Cost   |  |
| <b>Funding Source</b>       |               |              |              |         |         |         |           |              |  |
| Sewer Impact Fees           | \$ -          | \$ 391,900   | \$ -         | \$ -    | \$ -    | \$ -    | \$ -      | \$ 391,900   |  |
| Debt                        | \$ -          | \$ 1,878,100 | \$ 5,568,000 | \$ -    | \$ -    | \$ -    | \$ -      | \$ 7,446,100 |  |
|                             | \$ -          | \$ -         | \$ -         | \$ -    | \$ -    | \$ -    | \$ -      | \$ -         |  |
| <b>Total Funding Source</b> | \$ -          | \$ 2,270,000 | \$ 5,568,000 | \$ -    | \$ -    | \$ -    | \$ -      | \$ 7,838,000 |  |

|                          |             | Prior        |              |         |         |         |           |              |  |
|--------------------------|-------------|--------------|--------------|---------|---------|---------|-----------|--------------|--|
|                          | Expenditure | 2026-27      | 2027-28      | 2028-29 | 2029-30 | 2030-31 | 2031-2036 | Total Cost   |  |
| <b>Expenditure</b>       |             |              |              |         |         |         |           |              |  |
| Land Acquisition         | \$ -        | \$ -         | \$ -         | \$ -    | \$ -    | \$ -    | \$ -      | \$ -         |  |
| Professional Services    | \$ -        | \$ 1,000,000 | \$ 568,000   | \$ -    | \$ -    | \$ -    | \$ -      | \$ 1,568,000 |  |
| Construction             | \$ -        | \$ 1,270,000 | \$ 5,000,000 | \$ -    | \$ -    | \$ -    | \$ -      | \$ 6,270,000 |  |
| <b>Total Expenditure</b> | \$ -        | \$ 2,270,000 | \$ 5,568,000 | \$ -    | \$ -    | \$ -    | \$ -      | \$ 7,838,000 |  |

# CITY OF SCHERTZ

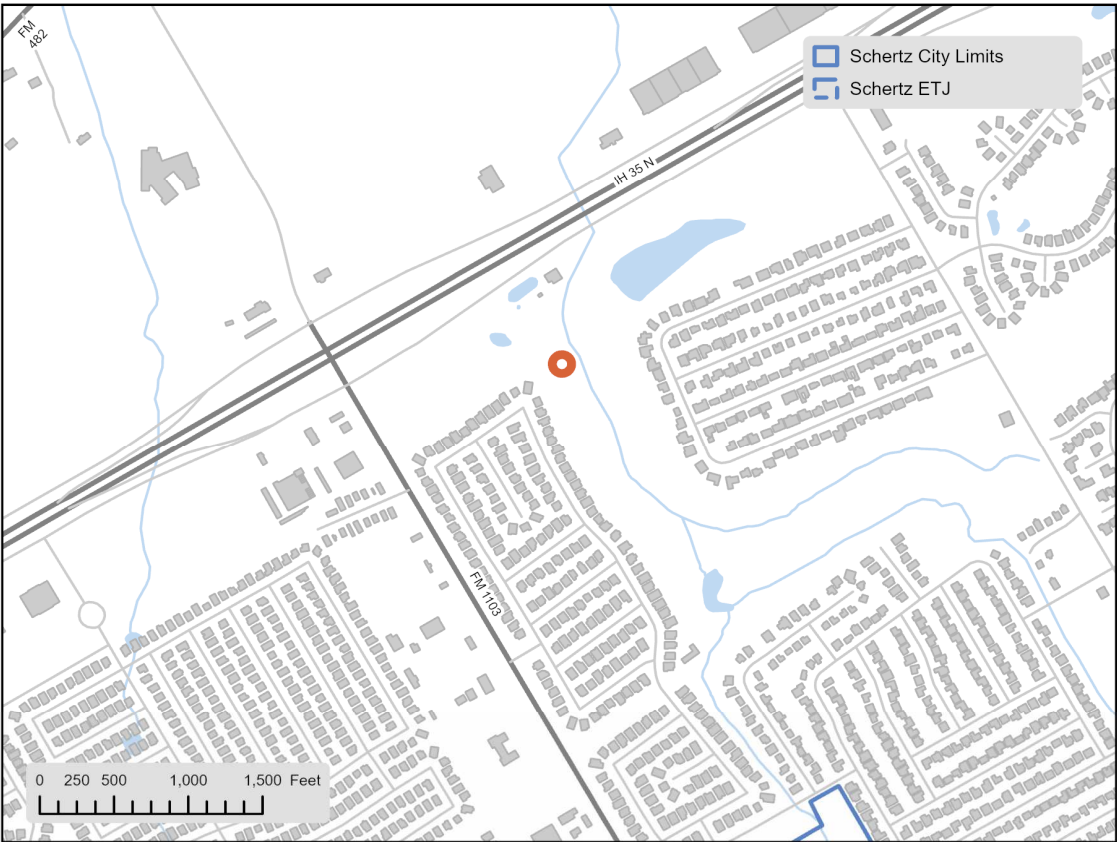
## CAPITAL IMPROVEMENT PROJECT SHEET

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.



NORTHCLIFFE LIFT STATION UPGRADE

**SCHERTZ**  
COMMUNITY • SERVICE • OPPORTUNITY

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** October 13, 2026  
**Department:** Executive Team  
**Subject:** Resolution 26-R-112 - Approving a Schertz Main Street Local Flavor Economic Development Grant for 519 Main Street (Deputy City Manager Brian James)

---

**BACKGROUND**

The owner of Schertz Bank and Trust at 519 Main Street has applied for a Main Street Local Flavor Economic Development Grant for roof and parking lot resurfacing work. The cap for Main Street Local Flavor Economic Development Grants for an existing structure is up to \$40,000 over a 5 year period. The cost of the work is well in excess of the \$80,000.00 needed to receive the maximum amount of this 50/50 matching grant.

**GOAL**

Highlight the history and culture of the City of Schertz to tourists and residents. Promote and enhance commercial activity along Main Street to promote the economic, cultural and general welfare of the public. The area around Main Street in Schertz once served as the commercial and social hub of the community. The City seeks to improve the image of the area around Main Street through matching grants that promote local economic development and stimulate business and commercial activities.

**COMMUNITY BENEFIT**

Recognize structures of significance to the community's past. Encourage the attraction of small businesses that will create local charm and help develop a sense of place around Main Street. Promote commercial development. Stabilize and improve property values. Foster civic pride. Strengthen the economy of the City by protecting and enhancing the attractiveness of the Main Street area to residents and visitors, as well as provide support of local businesses.

**SUMMARY OF RECOMMENDED ACTION**

Approval of Resolution 26-R-112 authorizing a Schertz Main Street Local Flavor Economic Development Grant for up to \$40,000.00 for 519 Main Street.

**FISCAL IMPACT**

Up to \$40,000.00. If all \$40,000.00 is paid, this property will cap out on the local flavor grants (and has capped out at the Historic Preservation Grant). Currently, there is one other outstanding Main Street Local Flavor Grant for up to \$11,837.76 and one Historic Preservation Grant for up to \$9,125.00. There is \$58,284.85 remaining in FY 2025-26 Budget for this proposal and \$50,000 is budgeted for FY 2026-27.

**RECOMMENDATION**

Approval of Resolution 26-R-112

---

**Attachments**

Resolution 26-R-112 w attachment

## **RESOLUTION 26-R-112**

### **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS APPROVING A REQUEST FOR A SCHERTZ MAIN STREET LOCAL FLAVOR ECONOMIC DEVELOPMENT GRANT FOR 519 MAIN STREET.**

**WHEREAS**, the City of Schertz desires to protect, enhance, and preserve the historic resources and landmarks which represent distinctive elements of Schertz' historic, architectural, economic, cultural, and social heritage by providing property owners and incentive for protecting their property; and

**WHEREAS**, the City of Schertz desires to encourage the attraction of small businesses that will create local charm and help develop a sense of place in and around Main Street; and

**WHEREAS**, the City of Schertz desires to stabilize and improve property values; and

**WHEREAS**, the City of Schertz desires to foster civic pride in the beauty and accomplishments of the past, and to promote the use of the historic structures for the culture, education, and general welfare of residents; and

**WHEREAS**, the City of Schertz desires to strengthen the economy of the city by protecting and enhancing the attractiveness of the Main Street area to residents and visitors, as well as provide support and stimulus to businesses; and

**WHEREAS**, staff is in support of this program and recommends approval of the grant request for 519 Main for up to \$40,000.00.

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

Section 1. The City Council hereby approves the Schertz Main Street Local Flavor Economic Development Grant request for 519 Main Street subject to the approved criteria of the program and execution of a funding agreement generally as outlined in Exhibit "A".

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.



Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

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

PASSED AND APPROVED on the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

CITY OF SCHERTZ, TEXAS

\_\_\_\_\_  
Ralph Rodriguez, Mayor

ATTEST:

\_\_\_\_\_  
Sheila Edmondson, City Secretary

## Exhibit “A”

### Main Street Local Flavor Grant Funding Agreement

STATE OF TEXAS           §  
                                          §  
COUNTY OF BEXAR       §

SCHERTZ MAIN STREET LOCAL FLAVOR ECONOMIC DEVELOPMENT PROGRAM  
FUNDING AGREEMENT BETWEEN THE CITY OF SCHERTZ, TEXAS AND  
SCHERTZ BANK & TRUST FOR EXPENDITURE OF LOCAL FLAVOR GRANT  
FUNDS

This Local Flavor Development Program Funding Agreement (AGREEMENT) is made and entered into by and between the City of Schertz, Texas (CITY) and Schertz Bank & Trust, (ENTITY).

WHEREAS, the ENTITY has developed a proposal to make improvements to the rook and parking lot of 519 Main (the “Project”); and

WHEREAS, Section 380.001 of the Texas Local Government Code, as amended, allows the governing body of a municipality to establish and provide for the administration of one or more programs to promote state and local economic development and to stimulate business and commercial activity in the municipality; and

WHEREAS, the Schertz Main Street Local Flavor Economic Development Program is intended to encourage and expansion and attract small businesses that create local charm and help develop a sense of place in and around Main Street, promote commercial development, stabilize and improve property values, foster civic pride, and protect and enhance the attractiveness of the Main Street area to residents and visitors; and

WHEREAS, funding for the Schertz Main Street Local Flavor Economic Development Program will be provided annually through the City’s General Fund; and

WHEREAS, the Schertz Main Street Local Flavor Economic Development Program will enhance other city efforts to improve, beautify, and promote economic development in the Main Street area.

WHEREAS, the area around Main Street in Schertz once served as commercial and social hub of the community; and

WHEREAS, the City seeks to improve the image of the area around Main Street through restoration and rehabilitation of structures in the Main Street area to serve as a commercial, social, cultural and tourism hub of the City; and

WHEREAS, the City Council of the City of Schertz desires to provide funds to Schertz Bank & Trust (ENTITY).

NOW, THEREFORE, it is mutually agreed by and between the CITY and ENTITY as follows:

## GENERAL PROVISIONS

Section 1. Purpose. The purpose of this Agreement is to provide funding to the ENTITY for the project identified in the attached Exhibit "A" (the "Project"), the intent of which is to promote state and local economic development and to stimulate business and commercial activity in the municipality to encourage and expansion and attract small businesses that create local charm and help develop a sense of place in and around Main Street, promote commercial development, stabilize and improve property values, foster civic pride, and protect and enhance the attractiveness of the Main Street area to residents and visitors.

Section 2. Obligation of the ENTITY. The ENTITY shall use all of the awarded funds provided by the CITY in accordance with Chapter 351 of the Texas Tax Code, the ENTITY' funding application, and the attached Exhibit "A".

Section 3. Reporting Requirements of the ENTITY. The ENTITY shall deliver a detailed accounting of the expenditures for the Project within thirty (30) days after completion of the Project (the "Post Event Report"). The Post Event Report shall include copies of receipts and other documents establishing the expenditures for the project. The CITY shall not make reimbursements for expenditures where no receipt or invoice is provided. Partial or incomplete reports will not be accepted.

Section 4. Authorization of Payment. Subject to the ENTITY' satisfactory performance and compliance with the terms of this AGREEMENT, the CITY agrees to pay the ENTITY up to fifty percent (50%) of the Project. The Project is estimated to be well over \$80,000.00 total and fifty percent of which, is capped at \$40,000.00. Up to \$20,000.00 for roofing work which falls into the Façade Improvement category and \$20,000.00 for paving work which falls into the Site Improvement category. Payment(s) will be made within forty-five (45) days of acceptance of the complete Post Event Report. Partial or incomplete reports will not be accepted. Only expenditures that meet Chapter 351 of the Tax Code and this AGREEMENT shall be reimbursed.

Section 5. Appeal Process. Any ENTITY wishing to appeal the decision of the CITY must present their appeal in writing within ten (10) business days of funding denial.

Section 6. Rights. The City of Schertz has the right, at any time, to inspect the books or records of the ENTITY that may relate to performance of this AGREEMENT. The CITY, at its sole expenses, has the right to conduct an audit of the ENTITY or Project.

Section 7. Term. The AGREEMENT shall become effective as of the date entered below. The AGREEMENT shall terminate one year from its effective date or once the terms have been met, whichever occurs first.

Section 8. Indemnification. The ENTITY agrees to defend, indemnify and hold harmless the CITY, its officers, agents and employees, against any and all claims, lawsuits, judgments, cause of action, costs and expenses for personal injury (including death), property damage or other harm for which recovery of damages is sought, suffered by any person or persons, that may arise out of or be occasioned

by the ENTITY's breach of any of the terms or provisions of this AGREEMENT, or by any negligent act or omission of the ENTITY, its officers, agents, servants, employees, contractors, or subcontractors, in the performance of this AGREEMENT; except that the indemnity provided for in this paragraph shall not apply to any liability resulting from the sole negligence of the CITY, its officers, agents, employees or separate contractors, and in the event of joint and concurrent negligence of both the ENTITY and the CITY under Texas law and without waiving any defenses of the parties under Texas law. The provisions of this paragraph are solely for the benefit of the parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity. Both parties expressly agree that this AGREEMENT does not assign any responsibility for civil liability to the City of Schertz that may arise by virtue of this AGREEMENT.

Section 9. Termination. A party may terminate this AGREEMENT in whole or in part if the other party fails to comply with a term of the AGREEMENT, including the inability of the ENTITY to conform to any change required by federal, state or local laws or regulations; or for the convenience of either party. The terminating party shall provide written notification to the other party of the decision to terminate this AGREEMENT within thirty (30) days before the effective date of termination. A party may terminate the AGREEMENT for breach of any provision of this AGREEMENT, upon written notice of the breach and the breaching party shall have ten (10) days after receipt of the written notice in which to cure the breach to the satisfaction of the non-breaching party.

Section 10. Notice. All notices required or permitted under this AGREEMENT shall be in writing and shall be delivered in person or mailed as follows:

to the CITY at:

City of Schertz  
Attention: City Manager  
1400 Schertz Parkway  
Schertz, TX 78154  
(210) 619-1000

To: Schertz Bank & Trust  
Attention: Mark Sunderman  
519 Main  
Schertz, Texas 78154

#### MISCELLANEOUS

Section 11. Entire Agreement. This AGREEMENT constitutes the entire agreement of the parties regarding the subject matter contained herein. The parties may not modify or amend this AGREEMENT, except by written agreement approved by the governing bodies of each party and duly executed by both parties.

Section 12. Approval. This AGREEMENT has been duly and properly approved by each



party's governing body and constitutes a binding obligation on each party.

Section 13. Assignment. Except as otherwise provided in this AGREEMENT, a party may not assign this AGREEMENT or subcontract the performance of services without first obtaining the written consent of the other party.

Section 14. Non-Waiver. A party's failure or delay to exercise right or remedy does not constitute a waiver of the right or remedy. An exercise of a right or remedy under this AGREEMENT does not preclude the exercise of another right or remedy. Rights and remedies under this AGREEMENT are cumulative and are not exclusive of other rights or remedies provided by law.

Section 15. Paragraph Headings. The various paragraph headings are inserted for convenience of reference only, and shall not affect the meaning or interpretation of this AGREEMENT or any section thereof.

Section 16. Attorney fees. In any lawsuit concerning this AGREEMENT, the prevailing party shall be entitled to recover reasonable attorney's fees from the nonprevailing party, plus all out-of-pocket expense such as deposition costs, telephone, calls, travel expenses, expert witness fees, court costs, and their reasonable expenses, unless otherwise prohibited by law.

Section 17. Severability. The parties agree that in the event any provision of this AGREEMENT is declared invalid by a court of competent jurisdiction that part of the AGREEMENT is severable and the decree shall not affect the remainder of the AGREEMENT. The remainder of the AGREEMENT shall be in full force and effect.

Section 18. Venue. The parties agree that all disputes that arise of this AGREEMENT are governed by the laws of the State of Texas and venue for all purposes herewith shall be in Milam County, Texas.

Section 19. Certificate of Insurance. The ENTITY agrees to provide a certificate of insurance for liability and worker's compensation insurance or letter of self-insurance on its letterhead indicating its self-insured status before any event awarded funding under this AGREEMENT. The cost of the insurance herein mentioned to be secured and maintained by the ENTITY shall be borne solely by the ENTITY.

IN WITNESS HEREOF, the CITY and ENTITY make and execute this AGREEMENT to be effective this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

CITY OF SCHERTZ, TEXAS

ENTITY

\_\_\_\_\_  
City Manager

ATTEST:

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City Secretary

## EXHIBIT A

Roof and Parking Lot

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** October 13, 2026  
**Department:** Public Works  
**Subject:** Resolution 26-R-111 - Authorizing the Management Services Agreement between the Schertz/Seguin Local Government Corporation (SSLGC), the City of Schertz, and the City of Seguin ((Director of Public Works Larry Busch)

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**BACKGROUND**

The Schertz-Seguin Local Government Corporation (SSLGC) was created as a wholesale water supply system for the cities of Schertz and Seguin. The Carrizo Aquifer is utilized for this purpose to benefit both cities. SSLGC was formed in December 1998 and is governed by a board which consists of five directors and two ex-officios appointed by the city councils of Schertz and Seguin.

SSLGC began actual production in September 2002 and has continued to grow to serve the Cities of Schertz and Seguin as their primary water source. SSLGC maintains a strong wholesale water customer base including contracts with the Cities of Selma, Universal City, as well as Springs Hill Water Supply Corporation and the San Antonio Water System.

SSLGC combined the Management Services Agreement (formerly two separate agreements between each city and SSLGC) into one document effective through September 30, 2026.

It is the desire of SSLGC to have the Management Services Agreement between SSLGC, the City of Schertz, and the City of Seguin approved by the City of Schertz City Council. On September 17, 2026, the Schertz/Seguin Local Government Board of Directors approved to extend the Management Services Agreement between the SSLGC, the City of Seguin and the City of Schertz. The only suggested changes are to the term of the agreement with the new term being October 1, 2026 through September 30, 2028.

**GOAL**

To approve the Management Services Agreement.

**COMMUNITY BENEFIT**

In addition to helping ensure SSLGC maintains compliance with state/local law, through this MSA, Schertz is controlling costs which would impact tax rates and fees passed along to Schertz Residents, as well as maintaining our partnership with SSLGC.

**SUMMARY OF RECOMMENDED ACTION**

Staff recommends approval of the Resolution approving the Management Services Agreement between SSLGC, the City of Schertz, and the City of Seguin.

**FISCAL IMPACT**

All costs incurred by the City of Schertz for management and support services are fully reimbursable by SSLGC.

**RECOMMENDATION**

Staff recommends approval.

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**Attachments**

Resolution 26-R-111 w/ attachments

## **RESOLUTION 26-R-111**

### **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN AGREEMENT FOR MANAGEMENT SERVICES BETWEEN THE CITY OF SCHERTZ AND THE SCHERTZ SEGUIN LOCAL GOVERNMENT CORPORATION, AND OTHER MATTERS IN CONNECTION THEREWITH.**

**WHEREAS**, the City staff of the City of Schertz (the “City”) and the Schertz/Seguin Local Government (“SSLGC”) have determined that the SSLGC requires management services relating to managing the daily operations of the SSLGC; and

**WHEREAS**, City staff have determined that the City is qualified to provide such services for SSLGC; and

**WHEREAS**, the City staff of the City of Schertz has recommended that the City approve the agreement as adopted by the SSLGC Board of Directors in Resolution # SSLGC R26-25 (Exhibit A); and

**WHEREAS**, the City Council has determined that it is in the best interest of the City to contract with SSLGC pursuant to the Agreement for Management Services Between the City of Schertz and the Schertz/Seguin Local Government Corporation attached hereto as Exhibit B (“Agreement For Management Services”).

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

Section 1. The City Council hereby authorizes the City Manager to execute and deliver the Agreement with SSLGC in substantially the form set forth on Exhibit B (“Agreement For Management Services”).

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

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Ralph Rodriguez, Mayor

ATTEST:

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Sheila Edmondson, City Secretary

Exhibit “A”

SSLGC Resolution # SSLGC R26-25

**SCHERTZ/SEGUIN LOCAL GOVERNMENT CORPORATION  
STATE OF TEXAS  
COUNTY OF GUADALUPE**

**A RESOLUTION AUTHORIZING THE RENEWAL OF THE MANAGEMENT  
SERVICES AGREEMENT BETWEEN THE SCHERTZ/SEGUIN LOCAL  
GOVERNMENT CORPORATION, THE CITY OF SEGUIN AND THE CITY OF  
SCHERTZ**

**WHEREAS**, the Schertz/Seguin Local Government Corporation desires to renew the Management Services Agreement with the City of Seguin and the City of Schertz; and

**WHEREAS**, the Agreement for Management Services between the City of Seguin, the City of Schertz and the Schertz/Seguin Local Government Corporation attached hereto and incorporated herein for all purposes represents the proposed Agreement between the parties; and

**WHEREAS**, the Agreement for Management Services between the City of Seguin, the City of Schertz and the Schertz/Seguin Local Government Corporation shall be in effect for a period of twenty-four (24) months commencing October 1, 2026 and ending September 30, 2028 unless otherwise renewed or extended at the discretion of both parties.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE  
SCHERTZ/SEGUIN LOCAL GOVERNMENT CORPORATION:**

1. That the Schertz/Seguin Local Government Corporation hereby approves the Management Services Agreement between the Schertz/Seguin Local Government Corporation, the City of Seguin and the City of Schertz.
2. That the General Manager be authorized to execute the Management Services Agreement between the Schertz/Seguin Local Government Corporation, the City of Seguin and the City of Schertz.

**PASSED AND APPROVED THIS 17th DAY OF SEPTEMBER, 2026.**

  
Richard Braud, President

**Attest:**

  
Drew Engelke, Secretary

**OR**

\_\_\_\_\_  
Robert Westbrook, Assistant Secretary

Exhibit “B”

AGREEMENT FOR MANAGEMENT SERVICES

THE STATE OF TEXAS                   X  
COUNTY OF GUADALUPE           X       **KNOW ALL MEN BY THESE PRESENTS:**

**WHEREAS**, in 2018 the City of Seguin, the City of Schertz, and the SSLGC entered into

a Tri-Lateral Agreement Relating to Water Sales.

**WHEREAS**, the City of Seguin, the City of Schertz, and the Schertz/Seguin Local Government Corporation desire that the SSLGC contract with the City of Schertz for the services of a General Manager, and an Assistant General Manager, to implement, administer, and carry out the duties required for the operations of the public water systems owned by SSLGC; and, that the SSLGC contract with the City of Seguin for the remainder of the employees utilized by the SSLGC and for administrative services for the SSLGC.

**WITNESSETH:**

That for and in consideration of the covenants, promises, and agreements set forth herein, it is mutually agreed as follows:

**I. PURPOSE**

It is the express purpose of this contract to have the SSLGC General Manager implement, administer, and carry out the duties required for the operations of the public water systems owned by SSLGC. Seguin's and Schertz's services under this agreement are subject to lawful oversight and direction by the SSLGC Board and the SSLGC General Manager. In performing its duties under this agreement, Seguin and Schertz shall act for the lawful benefit of SSLGC and not of any individual participant in the project.

**II. EFFECTIVE DATE AND TERM**

Subject to early termination as provided in Article VI below, this agreement shall be in effect for a period of twenty-four (24) months commencing October 1, 2026 and ending September 30, 2028 unless otherwise renewed or extended at the discretion of both parties.

**III. DUTIES AND RESPONSIBILITIES**

**A. SEGUIN**

Seguin agrees to provide financial, human resource, information technology, and administrative services to SSLGC according to the terms of this Agreement. For the purpose of this contract, the SSLGC General Manager shall be charged with the responsibility of carrying out SSLGC's operations and program as adopted by the Board. Direct services Seguin shall perform for SSLGC shall include, but not be limited to:

1. Providing all necessary accounting and financial management through Seguin's Finance Department for the SSLGC Budget.



2. Providing all personnel administration services for all employees except the General Manager and Assistant General Manager. The General Manager shall be responsible for hiring, evaluation, and/or termination of personnel, who shall be City of Seguin employees; assigned to SSLGC; and subject to all personnel policies thereof. Seguin agrees the General Manager and Assistant General Manager of SSLGC shall be employees of Schertz, however, shall be assigned to SSLGC and shall be charged with the responsibility of carrying out SSLGC's management, operations, and programs as adopted by the SSLGC Board. Seguin agrees the General Manager may be hired/terminated as an employee by a 2/3 majority vote of the entire SSLGC Board, but as long as this Agreement remains in effect, the SSLGC Board shall consult with the Cities of Schertz and Seguin prior to hiring/terminating the General Manager. In addition, the General Manager will receive annual performance evaluations from the SSLGC Board and may be subject to certain disciplinary action directed by the SSLGC Board subject to Schertz administrative process. The General Manager's salary, to include cost of living/merit increases, shall be set by the SSLGC Board and all adjustments approved by the SSLGC Board. The General Manager shall recommend pay scales and salary changes to include but not limited to cost of living/merit increases for all SSLGC positions to the SSLGC Board for approval.

The SSLGC Board shall establish an annual holiday schedule for all positions serving the Corporation.

3. The City of Seguin Finance Department will work with the Staff to keep complete and current books and records of all SSLGC activities and provide SSLGC quarterly reports of its revenues, expenses and fund balance as requested.

The Staff will continue to revise, as needed, the internal tracking system for all of the SSLGC's operating and project contracts to ensure requests for payment are recorded and contract amounts are not exceeded.

4. Providing IT support for SSLGC office and personnel as required.
5. Providing risk management administration services in accordance with the requirements of SSLGC's bond resolution, the water supply agreement with the Cities of Schertz and Seguin, property and liability insurance, terms of this agreement, and directives of the Board.
6. Include the General Manager and Assistant General Manager (City of Schertz employees) on the City of Seguin's authorized purchasing list for SSLGC purchases only.
7. Seguin acknowledges that the SSLGC General Manager is responsible for supervision and leadership of all SSLGC Staff. He/She will develop, with Board approval, an organization chart and lines of responsibility for all leadership positions to include but not be limited to an Assistant General Manager, Operations Manager and Water Superintendent for the efficient and appropriate operations of the Corporation. These positions and/or others not named here shall be filled or left vacant by the General Manager as they see fit with the approval of the SSLGC Board.

8. The General Manager will perform the annual review process of all SSLGC Operations Personnel, be informed of; concur with any personnel actions; and provide for the annual review of the Assistant General Manager, Operations Manager and Administrative Staff.

## **B. SCHERTZ**

Schertz agrees to provide General Manager and Assistant General Manager staffing for administrative and program support (hereinafter referred to as the "Staff") to the SSLGC as requested by the Board of Directors of the SSLGC (hereinafter referred to as the "Board"). During the term of this Agreement, the General Manager, as retained by Schertz with the consent of SSLGC and the City of Seguin, shall serve as General Manager of SSLGC as described in the SSLGC Bylaws (herein referred to as Bylaws). Direct services Schertz shall perform for SSLGC shall include, but not be limited to:

1. The General Manager will be responsible to implement, administer, and carry out the duties required for the operation of the public water systems owned by the SSLGC. Follow the provisions of the Bylaws, which are incorporated herein by reference, as may be amended from time to time, as closely as possible to ensure the SSLGC's efforts are in line with the evolving water procurement and conservation needs of the Schertz/Seguin communities and SSLGC customers. Along with the City of Seguin, provide professional development and succession planning training to the General Manager to enable them to provide long term strategic leadership to SSLGC. General Manager services under this agreement are subject to input from Schertz and Seguin regarding appropriate oversight and direction, from the SSLGC Board. All contracts and management decisions affecting SSLGC will require SSLGC approval and will be governed by the terms of this Agreement. In performing its duties under this Agreement, the General Manager shall act for the benefit of SSLGC and not of any individual City.
2. Consistent with the Bylaws, the General Manager of SSLGC shall recommend policies and procedures to the Board for adoption by the Corporation as needed, including financial, accounting, and purchasing policies and procedures. Unless otherwise stipulated, the Staff shall follow the policies and procedures of the City of Seguin's Department of Finance when conducting SSLGC financial business. The policies and procedures of the SSLGC Purchasing Policy shall be followed as closely as is feasible for any SSLGC project, except in cases where it is more advantageous to follow other permissible state law regarding bids and purchases for local government corporations.
3. The General Manager shall negotiate, administer and monitor all contracts on behalf of SSLGC with any qualified and appropriate person, association, corporation or governmental entity to perform and discharge designated tasks. The City's Internal Auditor as selected by the SSLGC Board shall conduct an annual review of this Agreement.
4. The General Manager shall prepare a budget for the forthcoming year for review and final approval by the Board and both City Councils.

5. The General Manager will provide sufficient support staff for the operation of SSLGC programs. Schertz shall be responsible for the hiring, evaluation with SSLGC input, and/or termination of personnel, who shall be City of Schertz employees and subject to all personnel policies thereof. Schertz will serve as the employer of record for the General Manager and the Assistant General Manager. The General Manager and Assistant General Manager shall be considered Schertz employees for the purposes of payroll disbursement and all fringe benefits, including retirement, medical and life insurance, vacations, sick leave, holidays, and any other benefits normally extended to Schertz and Seguin employees. Costs incurred by Schertz for these benefits, and all salary for these two positions will be reimbursed by the SSLGC. The foregoing notwithstanding, Schertz may only hire, evaluate and/or terminate the employee who will provide General Manager services under this Agreement with the concurring vote of 2/3 of the entire board of directors of SSLGC.
6. The General Manager shall maintain records of SSLGC activities in accordance with the same state-mandated records retention schedule that is followed by Schertz.
7. The General Manager shall provide information on local, state, and federal permit and licensing requirements and act as a liaison between the SSLGC and other Schertz and Seguin departments.

### **III. COMPENSATION**

- A. Seguin. To compensate Seguin for the costs it will incur to perform the services described in this Agreement, SSLGC will reimburse Seguin the actual expenditures incurred, with the exception of Finance, HR and IT services, which will be a set annual fee paid quarterly, all not to exceed the SSLGC fiscal year 2026-2027 budgeted amounts.
- B. Schertz. To compensate Schertz for the costs it will incur to perform the services described in this Agreement, SSLGC will reimburse Schertz the actual expenditures incurred, all not to exceed the SSLGC fiscal year 2026-2027 budgeted amounts.
- C. Additional funding. Seguin and Schertz will have the right at any time during a fiscal year to seek additional reimbursement if the Cities reasonably determines that the budgeted amount is inadequate to compensate for the costs they incur on behalf of SSLGC in providing services under this agreement. Projected cash shortages resulting from unplanned costs related to the services to be provided under this agreement will be brought to the immediate attention of the SSLGC Board.

### **IV. RIGHT TO AUDIT**

SSLGC Board or General Manager will have the right during normal business hours upon three business days' prior written notice, to audit, examine, or reproduce any or all books and records of Seguin and Schertz related to the performance of its duties under this agreement.

## **V. NOTICE**

**SSLGC**  
**108 W. Mountain Street**  
**Seguin, Texas 78155**  
**(And designated as the location of the SSLGC Administrative Office)**

**CITY OF SEGUIN**  
**205 N River St**  
**Seguin, Texas 78155**

**CITY OF SCHERTZ**  
**1400 Schertz Parkway**  
**Schertz, Texas 78154**

## **VI. TERMINATION**

**A. Generally.** This Agreement may be terminated by Seguin, Schertz or SSLGC, in whole, or from time to time, in part, whenever such termination is determined by the Board or the Cities' Governing Body, as the case may be, to be in the best interest of SSLGC or the City. Termination will be effective ninety (90) days after delivery of Notice of Termination specifying to what extent performance or work under the Agreement has been terminated and specifying that the Agreement shall be terminated ninety (90) days after receipt by the notified party.

**B.** After receipt of a Notice of Termination Seguin and/or Schertz shall:

1. Stop work on the date as specified in the Notice of Termination to extent possible.
2. Place no further orders or subcontracts except as may be necessary for completion of the work not terminated.
3. Terminate all orders and subcontracts to the extent that they relate to the performance of work terminated by the Notice of Termination in so far as possible.
4. SSLGC shall pay expenses incurred through the date of termination.

## **VII. DISPUTE RESOLUTION**

If a dispute arises out of or relates to this Agreement or the breach thereof, the Parties shall first in good faith seek to resolve the dispute through negotiation between designated representatives of each respective Party. If such dispute cannot be settled through negotiation, the Parties agree to try in good faith to settle the dispute by mediation under the Commercial Mediation

Rules of the American Arbitration Association before resorting to litigation. Notwithstanding the foregoing, any Party may seek immediate equitable relief, without attempting to settle a dispute through mediation, in any case where such Party is entitled to equitable relief by law, the terms of the Agreement, or otherwise. All costs of mediation shall be assessed equally between the Parties with each party bearing their own costs for attorneys' fees, experts, and other costs of mediation and any ensuing litigation.

### **VIII. LIMITATION OF LIABILITY**

The Cities of Seguin and Schertz shall have no liability whatsoever for the actions of, or failure to act by, any employees, agents, representatives, or assigns of the SSLGC in connection with this Agreement, and the SSLGC covenants and agrees, to the extent permitted by law, that the SSLGC shall be solely responsible, as between the SSLGC and the Cities of Schertz and Seguin for and with respect to any claim or cause of action arising out of or with respect to any act, omission, or failure to act by the SSLGC or its respective contracted employees for whom Schertz is not the employer of record, agents, representatives, or assigns, in connection therewith.

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

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

### **IX. OFFICIALS NOT TO BENEFIT**

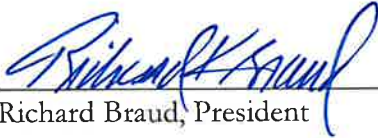
No public official of the governing bodies of Seguin; Schertz; or SSLGC who exercises any functions or responsibilities in the review or the approval of the undertaking or carrying out of any project hereunder, shall participate in any decision relating to the Agreement which affects his personal interest, nor shall he have any personal or pecuniary interest direct or indirect in this Agreement or proceeds thereof.

### **X. AGREEMENT:**

**This Agreement shall constitute the sole agreement between the Cities of Seguin, Schertz, and SSLGC relating to the object of this Agreement and correctly sets forth the complete rights, duties, and obligations of each party to the other as of its date. Any prior agreements, promises, negotiations or representations, verbal or otherwise, not expressly set forth in this Agreement are of no force and effect.**

WITNESS our hands to this AGREEMENT this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

**SCHERTZ/SEGUIN LOCAL  
GOVERNMENT CORPORATION**  
108 W Mountain St  
Seguin, Texas 78155

  
Richard Braud, President

**CITY OF SEGUIN, TEXAS**  
205 N River St  
Seguin, Texas 78155

\_\_\_\_\_  
Steve Parker, City Manager

ATTEST:

  
Drew Engelke, Secretary

ATTEST:

\_\_\_\_\_  
Kristin Mueller, City Secretary

**CITY OF SCHERTZ**  
1400 Schertz Parkway  
Schertz, Texas 78154

\_\_\_\_\_  
Steve Williams, City Manager

ATTEST:

\_\_\_\_\_  
Sheila Edmonson, City Secretary



## CITY COUNCIL MEMORANDUM

**City Council Meeting:** October 13, 2026  
**Department:** Executive Team  
**Subject:** Resolution 26-R-117 – Authorizing a One-Year Agreement for Management Services with CVLGC (Deputy City Manager Brian James)

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### BACKGROUND

To support the Cibolo Valley Local Government Corporation (CVLGC), the City of Schertz and CVLGC developed a Management Services Agreement that will allow for the City of Schertz to provide Purchasing, IT, and other business-related support to CVLGC that would be reimbursed on an actual expense basis by tracking hours /salary. In 2021, the Cibolo Valley Local Government Corporation (CVLGC) and the City of Schertz approved an extension to the Management Services Agreement for a three-year term which expired at the end of last fiscal year 2024/2025. A one-year extension was approved last year that consolidated services from multiple previous amendments. This extension is for October 1, 2026 through September 30, 2027 and includes an option to renew upon mutual agreement. It can also be terminated with 90 days notice.

### GOAL

To authorize the Management Services Agreement.

### COMMUNITY BENEFIT

In addition to helping ensure CVLGC maintains compliance with state/local law, through this MSA, Schertz is controlling costs which would impact tax rates and fees passed along to Schertz residents, as well as maintaining our partnership with CVLGC.

### SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of the Resolution authorizing the Management Services Agreement.

### FISCAL IMPACT

The anticipated fiscal implications of this MSA are negligible, as all support provided is fully reimbursable by CVLGC. Overall support provided is also expected to be minimal for this MSA period.

### RECOMMENDATION

Approval of Resolution 26-R-117

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### Attachments

Resolution 26-117 w attachment

## **RESOLUTION 26-R-117**

### **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN AGREEMENT FOR MANAGEMENT SERVICES BETWEEN THE CITY OF SCHERTZ AND THE CIBOLO VALLEY LOCAL GOVERNMENT CORPORATION, AND OTHER MATTERS IN CONNECTION THEREWITH.**

**WHEREAS**, the City staff of the City of Schertz (the “City”) and the Cibolo Valley Local Government Corporation (“CVLGC”) have determined that the CVLGC requires management services and business related support; and

**WHEREAS**, City staff has determined that the City is qualified to provide such services for the CVLGC; and

**WHEREAS**, the City staff of the City of Schertz has recommended that the City approve the agreement as adopted by the CVLGC Board of Directors in Resolution # CVLGC2026-05; and

**WHEREAS**, the City Council has determined that it is in the best interest of the City to contract with CVLGC pursuant to the Agreement for Management Services Between the City of Schertz and the Cibolo Valley Local Government Corporation attached hereto as Exhibit A (“Agreement For Management Services”).

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

Section 1. The City Council hereby authorizes the City Manager to execute and deliver the Agreement with CVLGC in substantially the form set forth on Exhibit A (“Agreement For Management Services”).

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

“AGREEMENT FOR MANAGEMENT SERVICES”

**AGREEMENT FOR MANAGEMENT SERVICES  
BETWEEN CIBOLO VALLEY LOCAL GOVERNMENT CORPORATION AND  
THE CITY OF SCHERTZ**

**THE STATE OF TEXAS**

**KNOW ALL BY THESE PRESENTS:**

**COUNTY OF GUADALUPE**

**THIS AGREEMENT** executed the 1st day of October 2026 by and between the Cibolo Valley Local Government Corporation (hereinafter referred to as “CVLGC”) acting by and through its Board of Directors, situated in Guadalupe County, Texas, and the CITY OF SCHERTZ (hereinafter referred to as “Schertz”) acting by and through its City Manager is as follows:

**WITNESSETH:**

**I.**

SCHERTZ agrees to provide services to CVLGC according to the terms of this Agreement and as directed by the CVLGC Executive Director. The Executive Director of CVLGC shall be charged with the responsibility of carrying out CVLGC's operations and programs as approved by the CVLGC Board. Direct services which the SCHERTZ shall perform for CVLGC pursuant to this Agreement shall include, but not limited to the following:

1. IT support that includes email accounts for CVLGC personnel and updating website
2. Posting of agendas and provide meeting space as required
3. Physical address and space in Public Works for CVLGC paper files
4. Copying and scanning of CVLGC documents
5. Purchasing support IAW purchasing policy
6. Provide any and all other services as agreed to by the Executive Director of CVLGC and SCHERTZ, as needed.

SCHERTZ's services under this Agreement are subject to the oversight and direction of the CVLGC Board of Directors and CVLGC Executive Director. SCHERTZ reserves the right through this agreement to utilize SCHERTZ's Representative for duties performed under this agreement. In performing its duties under this agreement, SCHERTZ shall act for the benefit of CVLGC and not for any individual.

CVLGC and its authorized representatives shall have the right during normal business hours, upon three business days' prior written notice, to audit, examine, or reproduce any documents or records of SCHERTZ related to the performance of its duties under this agreement.

## II.

Subject to, and upon approval by CVLGC of its initial budget and budgets for subsequent years, as such budgets may be amended from time to time, CVLGC shall reimburse SCHERTZ the cost for the management services provided to CVLGC by SCHERTZ pursuant to this Agreement as described in the following paragraph. Such payments shall be paid within ninety (90) days of receipt of an invoice from SCHERTZ.

To compensate SCHERTZ for the costs it will incur to perform the services described in this Agreement, CVLGC will reimburse SCHERTZ the actual expenditures incurred. SCHERTZ will submit invoices for services to CVLGC on a quarterly basis.

In the event of the termination of this Agreement, CVLGC will be responsible for paying SCHERTZ only the portion of the cost allocated to periods prior to the effective date of termination.

## III.

Subject to early termination as provided in below, this Agreement shall be in effect for a period of one year commencing **October 1, 2026** and ending **September 30, 2027** unless otherwise renewed or extended at the discretion of both parties.

## IV.

### TERMINATION:

1. This Agreement may be terminated by CVLGC or SCHERTZ, in whole, or from time to time in part, upon ninety (90) days written notice from the terminating party to the other party. The effective date of termination shall be ninety (90) days after delivery of Notice of Termination specifying to what extent performance or work under the Agreement shall be terminated ninety (90) days after receipt by the notified party.
2. After receipt of a Notice of Termination SCHERTZ shall:
  - a. Stop work on the date as specified in the Notice of Termination to extent possible.
  - b. Place no further orders or subcontracts except as may be necessary for completion of the work not terminated.
  - c. Terminate all orders and subcontracts to the extent that they relate to the performance of work terminated by the Notice of Termination in so far as possible.
  - d. CVLGC shall pay expenses incurred through the date of termination.

CITY OF SCHERTZ

1400 Schertz Parkway  
Schertz, TX 78154

CIBOLO VALLEY LOCAL  
GOVERNMENT CORPORATION  
10 Commercial Place  
Schertz, Texas 78154



---

Ted Gibbs, President



**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** October 13, 2026  
**Department:** Engineering  
**Subject:** Resolution 26-R-101 - Authorizing the Release of Water and Wastewater Easement Agreement from Scrappy Development, LLC, for Parklands II Unit 1 (City Engineer Kathryn Woodlee)

---

**BACKGROUND**

The Water and Wastewater Easement Agreement was recorded on November 29, 2022. This agreement allowed the water and sanitary sewer facilities to be constructed within the easement property in connection with the Parklands II Unit 1 development. The area of the easement has been platted into right of way as the subdivision has expanded into a new unit, so the easement is no longer needed. The easement document requires that its release be authorized through a resolution or ordinance approved by City Council.

**GOAL**

The goal of this resolution is to authorize the release and termination of the water and wastewater easement across the Parklands II Unit 1 recorded as Document Number [20229903581](#) in the Official Public Records of Guadalupe County, Texas.

**COMMUNITY BENEFIT**

It is the City's desire to promote safe, orderly, efficient development and ensure compliance with the City's vision of future growth. The release of the easement provides a cleaner public record without the encumbrance of an easement across a City right of way.

**SUMMARY OF RECOMMENDED ACTION**

Staff recommends approval of Resolution 26-R-101 which will authorize the release of the Water and Wastewater Easement Agreement for Parklands II Unit 1.

**RECOMMENDATION**

Approve Resolution 26-R-101.

---

**Attachments**

Resolution 26-R-101 w/ attachments

## **RESOLUTION 26-R-101**

### **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE RELEASE OF THE WATER AND WASTEWATER EASEMENT AGREEMENT FROM SCRAPPY DEVELOPMENT, LLC FOR PARKLANDS II, UNIT 1**

**WHEREAS**, the City of Schertz, Texas received an Easement from SCRAPPY DEVELOPMENT, LLC titled Water and Wastewater Easement Agreement across the Grantor's property, and said easement was recorded in the Public Records of Guadalupe County on November 29, 2022, as document number 202299035891; and

**WHEREAS**, the City desires to terminate and grant a release of the easement; and

**WHEREAS**, a copy of the Release and Abandonment of the Easement Instrument, which includes a more particular description of the Easement as shown in Exhibit A attached hereto and incorporated herein for all purposes and has authorized such release and abandonment; and

**WHEREAS**, the Release and Abandonment of the Easement will be recorded in the Public Records of Guadalupe County, Texas.

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

Section 1. The City Council hereby authorizes the City Manager to execute the Release and Abandonment of the Easement in substantially the form as set out in Exhibit A, and such other instruments and documents that are reasonably necessary to effectuate the purpose of this Resolution.

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

Exhibit A  
Release and Abandonment of Easement

## Exhibit A

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

### RELEASE AND ABANDONMENT OF EASEMENT

THE STATE OF TEXAS                   §  
                                                  §  
COUNTY OF GUADALUPE           §

**WHEREAS**, on November 23, 2022, Scrappy Development LLC, granted to the City of Schertz, Texas, a Water and Sewer Easement for use of public utilities; and

**WHEREAS**, the instrument memorializing the grant of the easement was recorded in Document No. 202299035891 in the Real Property Records of Guadalupe County; and

**WHEREAS**, the Water and Sewer easement has been platted into right of way, is no longer needed, and is now abandoned.

NOW THEREFORE GRANTEE, THE CITY OF SCHERTZ, TEXAS FOREVER RELEASES AND ABANDONS THE EASEMENT RECORDED IN DOCUMENT NO. 202299035891 IN THE REAL PROPERTY RECORDS OF GUADALUPE COUNTY, AND AS OF THE DATE OF THIS RELEASE AND ABANDONMENT THE PROPERTY, SO DESCRIBED, SHALL NO LONGER BE ENCUMBERED BY THE EASEMENT.

The remainder of this page is intentionally left blank.

**GRANTEE:**

**CITY OF SCHERTZ, TEXAS,**  
a Texas home-rule municipality

By: \_\_\_\_\_  
Steve Williams, City Manager

THE STATE OF TEXAS           §  
                                          §  
COUNTY OF GUADALUPE   §

This instrument was acknowledged before me on \_\_\_\_\_, 2026, by Steve Williams, City Manager of the City of Schertz, Texas, a Texas home-rule municipality, on behalf of said municipality.

(seal)

\_\_\_\_\_  
Notary Public Signature

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

**WATER AND WASTEWATER EASEMENT AGREEMENT**

THE STATE OF TEXAS                   §  
                                                         §  
COUNTY OF GUADALUPE           §

**GRANT OF EASEMENT:**

Scrappy Development, LLC, a Texas limited liability company, 5210 Thousand Oaks, Suite I318, San Antonio, Bexar County, Texas 78233 ("Grantor"), for the sum of Ten and No/100 Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged and confessed, does hereby grant, sell and convey unto **THE CITY OF SCHERTZ, TEXAS**, a Texas home-rule city, with offices located at 1400 Schertz Parkway, Schertz, Texas 78154 ("Grantee"), an easement and right-of-way ("Easement") upon and across the property of Grantor which is more particularly described on **Exhibits "A" & "B"**, attached hereto and incorporated herein by reference ("Easement Property"),

TO HAVE AND TO HOLD the same perpetually to Grantee and its successors and assigns, together with the rights, and privileges and on the terms and conditions set forth below; and Grantor, subject to the Exceptions, to Warranty, does hereby covenant and agree to WARRANT AND FOREVER DEFEND title to the Easement herein granted, unto Grantee, its successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof.

**Terms and Conditions:** The following terms and conditions apply to the Easement granted by this agreement:

1. *Definitions.* For the purposes of this grant of Easement certain terms shall have the meanings that follow:
  - (a) "Holder" shall mean Grantee and Grantee's successors and assigns who at any time own any interest in the conveyance is subject to the terms of this agreement.
  - (b) "Grantor" shall mean Grantor and Grantor's successors and assigns who at any time own any interest in the conveyance is subject to the terms of this agreement.
  - (c) "Public Utility Facilities" shall mean the water and sanitary sewer facilities to be constructed in the Easement Property.



2. *Character of Easement.* The Easement granted herein is "in gross," in that there is no "Benefitted Property." Nevertheless, the Easement rights herein granted shall pass to Grantee's successors and assigns, subject to all of the terms hereof. The Easement rights of use granted herein are nonexclusive and irrevocable. The Easement is for the benefit of Holder.
3. *Purpose of Easement.* The Easement shall be used for public utility purposes, including placement, construction, installation, replacement, repair, maintenance, relocation, removal, and operation of Public Utility Facilities and related appurtenances, or making connections thereto. The Easement shall also be used for the purpose of providing access for the operation, repair, maintenance, replacement and expansion of the Public Utility Facilities and related appurtenances.
4. *Term.* Easement and Secondary Easement shall be in perpetuity unless relinquished or abandoned by ordinance or resolution by Grantee.
5. *Reservation of Rights.* Holder's right to use the Easement Property and Secondary Easement Property is nonexclusive, and Grantor and Grantor's heirs, successors, and assigns retain the right to use all or part of the Easement Property and Secondary Easement Property in conjunction with Holder as long as such use by Grantor and Grantor's heirs, successors, and assigns does not (i) interfere with the use of the Easement Property by Holder for the Easement Purpose, nor (ii) may Grantor construct any building, structure or obstruction on the Easement Property. The right to convey to others the right to use all or part of the Easement Property in conjunction with Holder, as long as such further conveyance is subject to the terms of this agreement. Written approval of Holder must be obtained prior to any use or improvement of Easement Property.
6. *Secondary Easement.* Holder has the right (the "Secondary Easement") to use the surface of the 20-foot wide area adjacent to the Easement Property (the "Secondary Easement Area"), to assist in the initial installation and as may be reasonably necessary to maintain, repair, and replace the Public Utility Facilities within the Easement Property of the Public Utility Facilities within the Easement Property. However, Holder must promptly restore the Secondary Easement Property to its previous physical condition if changed by use of the rights granted by the Secondary Easement.
7. *Improvement and Maintenance of Easement Property.* Subject to the provisions of Section 8., immediately below, improvement and maintenance of the Easement Property and the Facilities will be at the sole expense of Holder. Holder has the right to eliminate any encroachments into the Easement Property. Holder has the right to construct, install, maintain, replace, and remove the Facilities under or across any portion of the Easement Property. All matters concerning the Facilities and their configuration, construction, installation, maintenance, replacement, and removal are at Holder's sole discretion, subject to performance of Holder's

obligations under this agreement. Holder has the right to remove or relocate any fences or other encroachments within the Easement Property, and Secondary Easement Property or along or near its boundary lines if reasonably necessary to construct, install, maintain, replace, or remove the Facilities. Holder will also replace to their original condition any landscaping, driveways or parking areas that were in existence prior to the granting of the Easement Property and are damaged in connection with the work.

8. *Maintenance of Surface Easement Property/Permitted Improvements.* Notwithstanding any contrary provision, Grantor shall retain the obligation to maintain the surface of the Easement Property, including the obligation to regularly mow or cut back vegetation and to keep the surface of the Easement Property free of litter, debris, or trash. Any permitted improvement made by Grantor must comply with applicable ordinances, development codes and engineering guidelines of the City of Schertz, and must not conflict with use of the easement for its intended purpose as described herein.
9. *Equitable Rights of Enforcement.* This Easement may be enforced by restraining orders and injunctions (temporary or permanent) prohibiting interference and commanding compliance. Restraining orders and injunctions will be obtainable on proof of the existence of interference or threatened interference, without the necessity of proof of inadequacy of legal remedies or irreparable harm, and will be obtainable only by the parties to or those benefited by this agreement; provided, however, that the act of obtaining an injunction or restraining order will not be deemed to be an election of remedies or a waiver of any other rights or remedies available at law or in equity.
10. *Attorney's Fees.* If either party retains an attorney to enforce this agreement, the party prevailing in litigation is entitled to recover reasonable attorney's fees and court and other costs.
11. *Binding Effect.* This agreement binds and inures to the benefit of the parties and their respective heirs, successors, and permitted assigns.
12. *Choice of Law.* This agreement will be construed under the laws of the state of Texas, without regard to choice-of-law rules of any jurisdiction. Venue is in the county or counties in which the Easement Property is located.
13. *Counterparts.* This agreement may be executed in any number of counterparts with the same effect as if all signatory parties had signed the same document. All counterparts will be construed together and will constitute one and the same instrument.
14. *Waiver of Default.* It is not a waiver of or consent to default if the non-defaulting party fails to declare immediately default or delays in taking any action. Pursuit of any remedies set forth in this agreement does not preclude pursuit of other remedies in this agreement or provided by law.

15. *Further Assurances.* Each signatory party agrees to execute and deliver any additional documents and instruments and to perform any additional acts necessary or appropriate to perform the terms, provisions, and conditions of this agreement and all transactions contemplated by this agreement.
16. *Integration.* This agreement contains the complete agreement of the parties and cannot be varied except by written agreement of the parties. The parties agree that there are no oral agreements, representations, or warranties that are not expressly set forth in this agreement.
17. *Exceptions to Warranty.* This grant is subject to any and all encumbrances and easements of record, to the extent the same are valid and enforceable.
18. *Legal Construction.* Any provision in this agreement is for any reason unenforceable, to the extent the unenforceability does not destroy the basis of the bargain among the parties, the unenforceability will not affect any other provision hereof, and this agreement will be construed as if the unenforceable provision had never been a part of the agreement. Whenever context requires, the singular will include the plural and neuter include the masculine or feminine gender, and vice versa. Article and section headings in this agreement are for reference only and are not intended to restrict or define the text of any section. This agreement will not be construed more or less favorably between the parties by reason of authorship or origin of language.
19. *Notices.* Any notice required or permitted under this agreement must be in writing. Any notice required by this agreement will be deemed to be delivered (whether actually received or not) when deposited with the United States Postal Service, postage prepaid, certified mail, return receipt requested, and addressed to the intended recipient at the address shown in this agreement. Notice may also be given by regular mail, personal delivery, courier delivery, facsimile transmission, or other commercially reasonable means and will be effective when actually received. Any address for notice may be changed by written notice delivered as provided herein.
20. *Recitals/Exhibits.* Any recitals in this agreement are represented by the parties to be accurate, and constitute a part of the substantive agreement. All exhibits referenced herein are attached hereto and incorporated by reference herein for all purposes.
21. *Entire Agreement.* This instrument contains the entire agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any oral representation or modification concerning this instrument shall be of no force and effect except for any subsequent modification in writing, signed by the party to be charged.

IN WITNESS WHEREOF, this instrument is executed this 18th day of October, 2022.

**GRANTOR:**

SCRAPPY DEVELOPMENT, LLC,  
a Texas limited liability company

By: \_\_\_\_\_

Name: Gordon V. Hartman

Title: President

STATE OF TEXAS

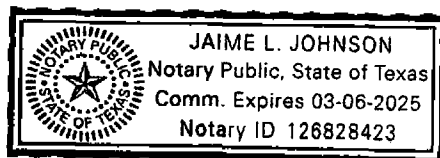
§  
§  
§

COUNTY OF BEXAR

BEFORE ME, the undersigned authority, in and for said County and State, on this day personally appeared **GORDON V. HARTMAN**, as President of SCRAPPY DEVELOPMENT, LLC, a Texas limited liability company, on behalf of said limited liability company.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 18 day of October, 2022.

\_\_\_\_\_  
Notary Public



**GRANTEE:**

**AGREED AND ACCEPTED:**

**CITY OF SCHERTZ, TEXAS,**  
a Texas home-rule municipality

By:   
Dr. Mark Browne, City Manager

THE STATE OF TEXAS

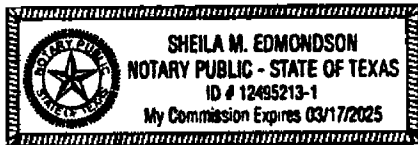
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COUNTY OF GUADALUPE

This instrument was acknowledged before me on November 23<sup>rd</sup>, 2022, by  
Dr. Mark Browne, City Manager of the City of Schertz, Texas, a Texas home-rule municipality,  
on behalf of said municipality.

  
Notary Public Signature

(seal)



**EXHIBIT "A"**

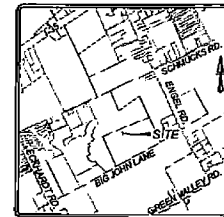
**EASEMENT PROPERTY**

**NOTES**

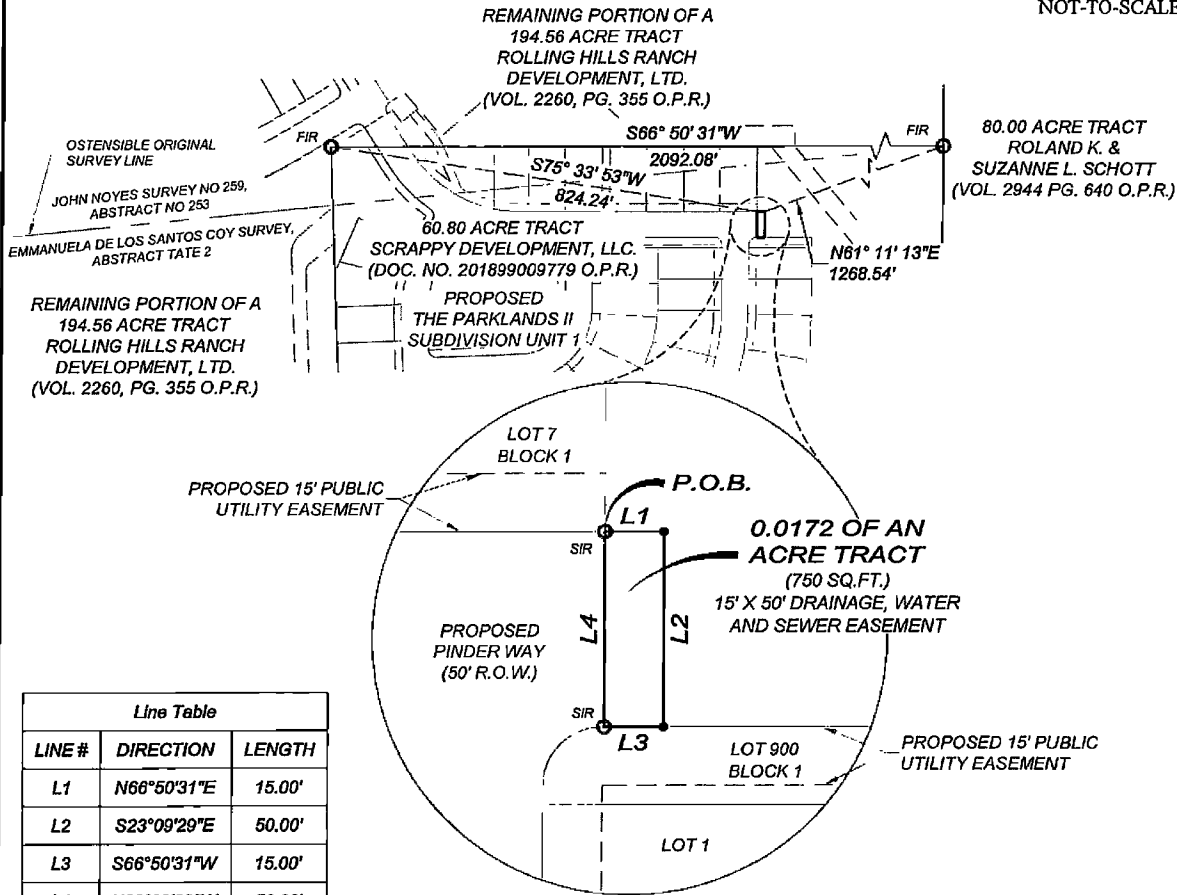
1. BEARINGS ARE BASED ON THE STATE PLANE COORDINATE SYSTEM ESTABLISHED FOR THE TEXAS SOUTH CENTRAL ZONE 4204, NORTH AMERICAN DATUM (NAD) OF 1983.
2. THE TRACT SHOWN HEREON IS SUBJECT TO ALL CITY OF SCHERTZ AND GUADALUPE COUNTY ORDINANCES AND RESTRICTIONS.
3. METES AND BOUNDS WERE PREPARED FOR THIS EXHIBIT.
4. ADJOINERS SHOWN HEREON ARE PER CURRENT GUADALUPE COUNTY APPRAISAL DISTRICT RECORDS AND OFFICIAL PUBLIC RECORDS OF GUADALUPE COUNTY, TEXAS.

EXHIBIT A  
1 OF 2

SCALE: 1"=40'



LOCATION MAP  
NOT-TO-SCALE



| Line Table |             |        |
|------------|-------------|--------|
| LINE #     | DIRECTION   | LENGTH |
| L1         | N66°50'31"E | 15.00' |
| L2         | S23°09'29"E | 50.00' |
| L3         | S66°50'31"W | 15.00' |
| L4         | N23°09'29"W | 50.00' |

**SYMBOL LEGEND**

- FIR FOUND 1/2" IRON ROD OR AS NOTED
- SIR SET 1/2" IRON ROD WITH A BLUE CAP STAMPED "KFW SURVEYING"
- CALCULATED POINT
- O.P.R. OFFICIAL PUBLIC RECORDS OF REAL PROPERTY OF GUADALUPE COUNTY, TEXAS
- P.O.B. POINT OF BEGINNING

ANY COMPLAINTS REGARDING THE SERVICES YOU HAVE RECEIVED CAN BE DIRECTED TO:  
THE TEXAS BOARD OF PROFESSIONAL LAND SURVEYING  
12100 PARK 35 CIRCLE BLDG. A, SUITE 150 MC-230 AUSTIN, TX 78733  
PHONE: 512-235-2023; FAX: 512-235-2023

**KFW**  
ENGINEERS + SURVEYING

has joined Callers Engineering & Design  
1805 FIRM #51511781 & FIRM #01223-00

**EXHIBIT OF**

A 0.0172 OF AN ACRE TRACT OF LAND, BEING A 15'X50' DRAINAGE, WATER AND SEWER EASEMENT, GUADALUPE COUNTY, TEXAS.



5/26/22

*[Signature]*

TERESA A. SEIDEL  
REGISTERED PROFESSIONAL  
LAND SURVEYOR NO. 5672  
EMAIL: TSEIDEL@KFWENGINEERS.COM  
DATE OF SURVEY: 05/26/2022  
PROJECT NO.: 17-132

REVISIONS:

ISSUE DATE:

JOB NO. 17-132  
DATE: 05/16/2022  
DRAWN: JSD

DESIGNER: TJS  
CHECKED: TJS



SHEET: 1 OF 1



EXHIBIT A  
2 OF 2



**FIELD NOTES FOR  
A 0.0172 ACRE TRACT (750 SQUARE FEET)  
A 15'x50' DRAINAGE, WATER AND SEWER EASEMENT**

A 0.0172 of an acre tract of land, being a 15 foot by 50 foot Drainage, Water and Sewer Easement, situated in the Emmanuela De Los Santos Coy Survey, Abstract Tate 2, Guadalupe County, Texas, over and across a 60.80 acre tract as conveyed to Scrappy Development LLC of record in Document No 201899009779 of the Official Public Records of Guadalupe County, Texas and being more particularly described by metes and bounds as follows:

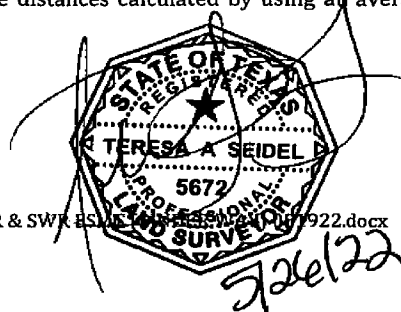
**BEGINNING** at a set  $\frac{1}{2}$ " iron rod with a Blue Plastic Cap Stamped "KFW SURVEY" for the southeast corner of Proposed Lot 7, Block 1 of the Parklands II Subdivision Unit 1 and the northwest corner of the easement described herein, from which a found  $\frac{1}{2}$ " iron rod for an interior corner of the remaining portion of a 194.56 acre tract as conveyed to Rolling Hills Ranch Development, LTD. of record in Volume 2260 Page 355 (OPR) and the northwest corner of the 60.80 acre tract bears, S 75°33'53" W, a distance of 824.24 feet;

**THENCE:** Over and across the 60.80 acre tract the following four (4) courses:

1. **N 66°50'31" E**, a distance of **15.00 feet** to a calculated point, for the northeast corner of the easement described herein, from which a found  $\frac{1}{2}$ " iron rod in the southerly southwest line of an 80.00 acre tract as conveyed to Roland K. & Suzanne L. Schott of record in Volume 2944 Page 640 (OPR), for the easterly southeast corner of the 194.56 acre tract and the northeast corner of the 60.80 acre tract bears, N61°11'13"E, a distance of 1,268.54 feet;
2. **S 23°09'29" E**, being 15 feet from and parallel to the northeast termination line of Proposed Pinder Way, a distance of **50.00 feet** to a calculated point in the northwest line of Proposed Lot 900, Block 1 of The Parklands II Subdivision Unit 1, for a point of curvature of the easement described herein,
3. **S 66°50'31" W**, a distance of **15.00 feet** to a set  $\frac{1}{2}$ " iron rod with a Blue Plastic Cap Stamped "KFW SURVEY" for a point of curvature of Proposed Lot 900, Block 1 of The Parklands II Subdivision Unit 1 and for the southwest corner of the easement described herein, and
4. **N 23°09'29" W**, along and with the northeast termination line of Proposed Pinder Way, a 50 foot wide right-of-way, a distance of **50.00 feet** to the **POINT OF BEGINNING** and containing **0.0172 of an acre tract**, or 750 square feet, more or less situated in City of Schertz, Guadalupe County, Texas and being described in accordance with an exhibit prepared by KFW Surveying. Basis of Bearing is NAD83 Texas South Central Zone. Distances recited herein are surface distances calculated by using an average combined factor of 0.99984364551.

Job No.: 17-132  
Prepared by: KFW Surveying  
Date: May 26, 2022

File: S:\Draw 2017\17-132 Pinder Tract\DOCS\FN 0.0172AC DRN, WTR & SWR EASEMENT\17-132-00922.docx

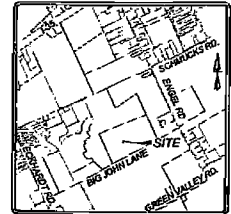


**NOTES**

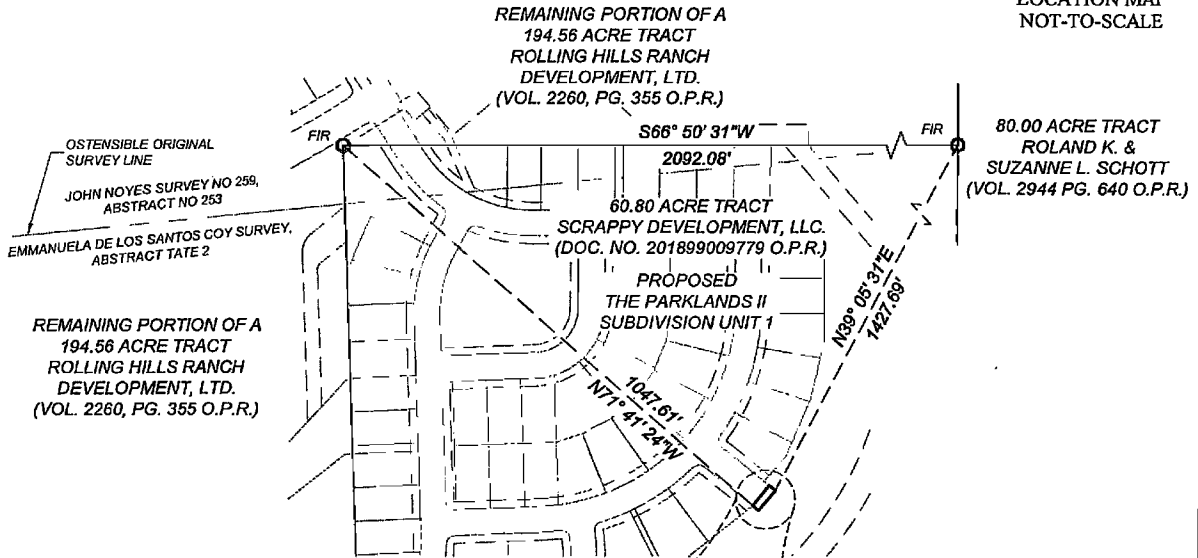
1. BEARINGS ARE BASED ON THE STATE PLANE COORDINATE SYSTEM ESTABLISHED FOR THE TEXAS SOUTH CENTRAL ZONE 4204, NORTH AMERICAN DATUM (NAD) OF 1983.
2. THE TRACT SHOWN HEREON IS SUBJECT TO ALL CITY OF SCHERTZ AND GUADALUPE COUNTY ORDINANCES AND RESTRICTIONS.
3. METES AND BOUNDS WERE PREPARED FOR THIS EXHIBIT.
4. ADJOINERS SHOWN HEREON ARE PER CURRENT GUADALUPE COUNTY APPRAISAL DISTRICT RECORDS AND OFFICIAL PUBLIC RECORDS OF GUADALUPE COUNTY, TEXAS.

**EXHIBIT B**  
1 OF 2

SCALE: 1"=40'



LOCATION MAP  
NOT-TO-SCALE



| Line Table |              |        |
|------------|--------------|--------|
| LINE #     | DIRECTION    | LENGTH |
| L1         | N16°34'50\"E | 50.00' |
| L2         | S73°59'33\"E | 15.00' |
| L3         | S16°34'50\"W | 50.00' |
| L4         | N73°59'33\"W | 15.00' |

**SYMBOL LEGEND**

- FIR FOUND 1/2" IRON ROD OR AS NOTED
- SIR SET 1/2" IRON ROD WITH A BLUE CAP STAMPED "KFW SURVEYING"
- CALCULATED POINT
- O.P.R. OFFICIAL PUBLIC RECORDS OF REAL PROPERTY OF GUADALUPE COUNTY, TEXAS
- P.O.B. POINT OF BEGINNING

ANY COMPLAINTS REGARDING THE SERVICES YOU HAVE RECEIVED CAN BE DIRECTED TO:  
THE TEXAS BOARD OF PROFESSIONAL LAND SURVEYING  
12100 PARK 35 CIRCLE BLDG. A, SUITE 150 MC-200 AUSTIN, TX 78753  
PHONE: 817-239-5263; FAX: 817-239-5250

**KFW**  
ENGINEERS + SURVEYING

has joined Colliers Engineering & Design  
10000 FIRM 48513 / 10000 FIRM 8101223-00

**EXHIBIT OF**

A 0.0172 OF AN ACRE TRACT OF LAND, BEING A 15'X50' DRAINAGE, WATER AND SEWER EASEMENT, GUADALUPE COUNTY, TEXAS.

**REVISIONS:**

JOB NO. 17-132  
DATE: 05/18/2022  
DRAWN: JSD

**ISSUE DATE:**

DESIGNER: TAS  
CHECKED: TAS

**SHEET: 1 OF 1**



TERESA A. SEIDEL  
REGISTERED PROFESSIONAL  
LAND SURVEYOR NO. 5672  
EMAIL: TSEIDEL@KFWENGINEERS.COM  
DATE OF SURVEY: 05/26/2022  
PROJECT NO.: 17-132

File: S:\Users\jts\OneDrive\Documents\17-132 PRIOR TRACT - EXHIBIT B.dwg

EXHIBIT B  
2 OF 2

**FIELD NOTES FOR  
A 0.0172 ACRE TRACT (750 SQUARE FEET)  
A 15'x50' DRAINAGE, WATER AND SEWER EASEMENT**

A 0.0172 of an acre tract of land, being a 15 foot by 50 foot Drainage, Water and Sewer Easement, situated in the Emmanuela De Los Santos Coy Survey, Abstract Tate 2, Guadalupe County, Texas, over and across a 60.80 acre tract as conveyed to Scrappy Development LLC of record in Document No 201899009779 of the Official Public Records of Guadalupe County, Texas and being more particularly described by metes and bounds as follows:

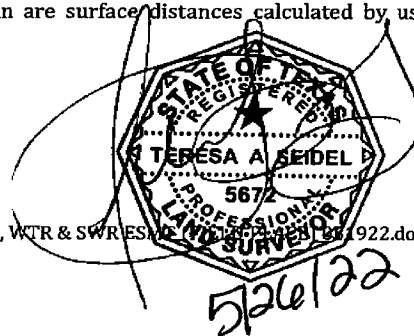
**BEGINNING** at a set  $\frac{1}{2}$ " iron rod with a Blue Plastic Cap Stamped "KFW SURVEY" for the southeast termination corner of Proposed Field Place, a 50 foot wide right-of-way, and the northeast corner of Proposed Lot 17, Block 5, both of The Parklands II Subdivision Unit 1 and the southwest corner of the easement described herein, from which a found  $\frac{1}{2}$ " iron rod for an interior corner of the remaining portion of a 194.56 acre tract as conveyed to Rolling Hills Ranch Development, LTD. of record in Volume 2260 Page 355 (OPR) and the northeast corner of the 60.80 acre tract bears, N 71°41'24" W, a distance of 1,047.61 feet;

**THENCE:** Over and across the 60.80 acre tract the following four (4) courses:

1. **N 16°34'50" E**, along and with the east termination line of Proposed Field Place, a distance of **50.00 feet** to a set  $\frac{1}{2}$ " iron rod with a Blue Plastic Cap Stamped "KFW SURVEY", for the northeast termination corner of Proposed Field Place and the northwest corner of the easement described herein,
2. **S 73°59'33" E**, a distance of **15.00 feet** to a calculated point, for the northeast corner of the easement described herein, from which a found  $\frac{1}{2}$ " iron rod in the southerly southwest line of an 80.00 acre tract as conveyed to Roland K. & Suzanne L. Schott of record in Volume 2944 Page 640 (OPR), for the easterly southeast corner of the 194.56 acre tract and the northeast corner of the 60.80 acre tract bears, N39°02'31" E, a distance of 1,427.69 feet;
3. **S 16°34'50" W**, being 15 feet from and parallel to the east termination line of Proposed Field Place, a distance of **50.00 feet** to a calculated point for the southeast corner of the easement described herein,
4. **N 73°59'33" W**, a distance of **15.00 feet** to the **POINT OF BEGINNING** and containing **0.0172 of an acre tract**, or 750 square feet, more or less situated in City of Schertz, Guadalupe County, Texas and being described in accordance with an exhibit prepared by KFW Surveying. Basis of Bearing is NAD83 Texas South Central Zone. Distances recited herein are surface distances calculated by using an average combined factor of 0.99984364551.

Job No.: 17-132  
Prepared by: KFW Surveying  
Date: May 26, 2022

File: S:\Draw 2017\17-132 Pinder Tract\DOCS\FN 0.0172AC DRN, WTR & SWR EASEMENT 5/26/22 17-132.docx



**FILED and RECORDED in the OFFICIAL PUBLIC RECORDS**

**Honorable Teresa Kiel, Guadalupe County Clerk**

**Document Number:** 202299035891  
**Recorded On:** November 29, 2022 02:04 PM  
**Total Pages:** 12  
**Total Fees:** \$66.00

Discriminatory restrictive covenants based on race, color, religion contradict the 14th Amendment's Equal Protection Clause and are therefore unenforceable under federal law. Supreme Court Decision Shelly v. Kraemer 1948.

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**THIS PAGE CONTAINS IMPORTANT RECORDING INFORMATION  
AND SHALL REMAIN A PART OF THIS INSTRUMENT.**

**Receipt Number:** 20221129000096  
**User:** Leah D  
**Station:** Production 4

**Return To:**  
CSC

---

**STATE OF TEXAS  
GUADALUPE COUNTY**

**I hereby certify this instrument was ELECTRONICALLY FILED and RECORDED in the OFFICIAL PUBLIC RECORDS of Guadalupe County, Texas on the date/time printed above.**



*Teresa Kiel*  
Teresa Kiel  
Guadalupe County Clerk  
Guadalupe County, TX

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** October 13, 2026  
**Department:** Finance  
**Subject:** Ordinance 26-M-032 - Amend the City of Schertz Code of Ordinances and certain other ordinances by amending and establishing fees for certain licenses, permits, and other services (Finance Director James Walters)

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**BACKGROUND**

City Departments collect a wide variety of fees for permits, services, fines and other charges that are all part of everyday operations of municipal government. Since September 2008, the fees have been incorporated into a single fee schedule. Ordinance 08-M-43 established the consolidated fee schedule and allows for the modification of existing fees to be done by resolution while new fees are established or added to the Fee Schedule by ordinance.

The Fee Schedule ordinance provides a single document with all City fees that directly affect the users. The changes to the fees ensure the continued operation of public utilities, provides for essential services to the community and to adequately maintain the investment in existing infrastructure. All changes to the fee schedule will have an effective date of November 1, 2026.

**Drainage**

The Drainage Fee is proposed to increase \$3 from \$8 per home equivalent to \$11 each month. This increase is to support future drainage capital projects to enhance the community's drainage system and increase public safety. Projects supported include FM 78 South Channel Silt Removal, Wendy Swan Drainage Improvements, Kramer Farm Drainage Improvements, Woodbridge Drainage Improvements, Portage Lane Culvert Replacement and Channel Rehabilitation, Morning Drive Culvert Replacement and Channel Rehabilitation, and Oak Forest Channel Improvements. More detail can be found in the FY 2026-27 Capital Improvements Plan.

Per the Local Government Code Section 552.041 the Municipal Drainage Act, the drainage fee proposal and public hearing were advertised in the San Antonio Express News on September 2, September 16, and September 23 meeting the requirements for this agenda item.

**Utility Billing**

Staff is recommending an increase in the Fire Hydrant Meter rental program for both the deposit and the replacement fee. The refundable deposit is currently at \$200.00 with staff's recommendation to increase it to \$900.00. The deposit is generally used to cover balances left on the account once its closed. The current \$200 deposit isn't sufficient to cover the majority of the monthly bills used by development. The \$900 is also common regionally for this type of service.

The hydrant meter replacement fee is also proposed to be updated to match current meter costs. The current base meter cost is \$1,183.63 while the replacement fee is \$910.00. The new fee will cover the current meter replacement cost as well as anticipated price increases midyear. This fee is only charged when a rented Hydrant Meter is damaged in order to replace it.

**Police**

The changes to the Police Fee schedule are only descriptive changes to clarify the fee categories with no changes to the fee amounts. Alarm Permit Fees are changed to "Annual Alarm Permit Fees" to clarify this fee is only charged once per year. While the "Alarm Service Fees: Other than Burglar Alarms" and "Burglar Alarm Service Fees:" are changed to "Commercial False Alarm Fees" and "Residential False Alarm Fees", respectively.

The changes proposed in this amendment would go into effect November 1, 2026 or the next bill thereafter.

**GOAL**

To update the Adopted Fee Schedule for FY 2026-27.

**COMMUNITY BENEFIT**

Provide a single place for information on City fees.

**SUMMARY OF RECOMMENDED ACTION**

Staff recommends council approve the proposed changes to the fees schedule.

**FISCAL IMPACT**

The Drainage Fee increase would increase resident's utility bills by \$3 per month and raise an estimated \$800,000 and support debt payments for \$8,375,000 of drainage projects.

The Utility Billing changes to the Hydrant Meter program are expected to meet costs of replacing meters as well as cover unpaid bills.

The Police Fee changes are description updates that don't affect the fee function or price and is to clarify the fee's purpose only.

**RECOMMENDATION**

Adopt Ordinance 26-M-032 and updated fees for FY 2026-27

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**Attachments**

Ordinance 26-M-032 Amending the Fee Schedule  
FY 2026-27 Fee Schedule Summary of Changes

## **ORDINANCE 26-M-032**

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING THE CITY OF SCHERTZ CODE OF ORDINANCES AND CERTAIN OTHER ORDINANCES BY AMENDING AND ESTABLISHING FEES FOR CERTAIN LICENSES, PERMITS, AND OTHER SERVICES PROVIDED BY THE CITY OF SCHERTZ; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Schertz (the “City”) has established by ordinances and resolutions for fees for licenses, permits, and services provided by the City; and

**WHEREAS**, the City Council has authorized a review and a consolidation of certain fees for licenses, permits, and services provided by the City; and

**WHEREAS**, the Schedule of Fees attached as Exhibit A reflects revisions to certain fees, a restatement of certain fees not revised, and a consolidation of all such fees; and

**WHEREAS**, the City Council of the City of Schertz has determined that it is in the best interest of the City to adjust fees for services as more fully set forth in this Ordinance.

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

Section 1. All persons, firms, or corporations applying for licenses or permits or receiving other City services described on Exhibit A that require the payment of a fee incident to such application or service shall pay the fees as prescribed in the Fee Schedule attached hereto as Exhibit A and made a part of hereof. It shall be a violation of this Ordinance to conduct any activity or commence any use or receive any service for which payment of a fee described herein is required until such fee has been paid (if required to be paid in advance) or to fail to pay such fee when properly billed.

Section 2. This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Schertz, Texas as to the fees set forth on Exhibit A effect on the effective date of this Ordinance, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.



Section 3. The City Council may, from time to time, by ordinance add to the fees set forth on Exhibit A, and the fees now or hereafter set forth on Exhibit A may be modified from time to time by resolution of the City Council.

Section 4. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

Section 5. Subject to the last sentence of this Section, any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of provisions of this Ordinance shall be fined not more than Five Hundred Dollars (\$500.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense. If any other ordinance, including the Code of Ordinances, establishes a different penalty for the failure to pay any fee on Exhibit A, the provisions of such other ordinance or the Code of Ordinances shall control with respect to such penalty.

Section 6. All rights and remedies of the City are expressly saved as to any and all violations of the provisions of the Code of Ordinances in effect on the effective date of this Ordinance and modified by this Ordinance or any other ordinances in effect on the effective date of this Ordinance and modified by this Ordinance and requiring the payment of fees for licenses, permits, and other services provided by the City which have accrued on the effective date of this Ordinance; and any and all accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

Section 7. This Ordinance shall be in full force and effect from and after its final passage and any publication required by law.

PASSED AND APPROVED on the \_\_\_\_\_ day of \_\_\_\_\_ 2026.

CITY OF SCHERTZ, TEXAS

---

Ralph Rodriguez, Mayor

ATTEST:

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Sheila Edmondson, City Secretary

**EXHIBIT A**  
**SCHEDULE OF FEES**

# **City of Schertz**



## **Schedule of Fees**

**Effective November 1, 2026**

**City of Schertz  
Schedule of Fees**

| <b>All Departments</b>                                                                                                          | <b>2026-27</b> |
|---------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>Records Requests</b>                                                                                                         |                |
| Standard paper copy, per page<br>(front and back is 2 pages)                                                                    | \$ 0.10        |
| Nonstandard-size copy:                                                                                                          |                |
| Oversize paper copy (11" X 17")                                                                                                 | \$ 0.50        |
| Specialty paper (Mylar, blueprint, blue line, map, photographic)                                                                | Actual         |
| Certified Copy- Each Certification                                                                                              | \$ 5.00        |
| Diskette                                                                                                                        | \$ 1.00        |
| Magnetic tape - actual cost                                                                                                     | Actual         |
| Data cartridge -actual cost                                                                                                     | Actual         |
| Tape cartridge - actual cost                                                                                                    | Actual         |
| Rewritable CD (CD-RW)                                                                                                           | \$ 1.00        |
| Non-rewritable CD (CD-R)                                                                                                        | \$ 1.00        |
| Digital video disc (DVD)                                                                                                        | \$ 3.00        |
| JAZ drive - actual cost                                                                                                         | Actual         |
| Other electronic media - actual cost                                                                                            | Actual         |
| Miscellaneous supplies - actual cost                                                                                            | Actual         |
| Postage and shipping charge actual cost                                                                                         | Actual         |
| Photographs - actual cost                                                                                                       | Actual         |
| Maps - actual cost                                                                                                              | Actual         |
| Labor charge:                                                                                                                   |                |
| For locating, compiling, and<br>reproducing, per hour (if documents are<br>NOT located in the immediate area and over 50 pages) | \$ 15.00       |
| Overhead charge - % of labor charge                                                                                             | 20%            |
| Remote document retrieval charge                                                                                                | Actual         |
| <b>No Sales Tax</b> shall be applied to copies of public information.                                                           |                |
| <b>*set by state</b>                                                                                                            |                |
|                                                                                                                                 |                |
| <b>Notary Fees</b>                                                                                                              |                |
| Acknowledgement, Certified Copies, Jurat's, Oaths and Affirmation                                                               | \$ 6.00        |
| Protests- Per Document                                                                                                          | \$ 5.00        |
| <b>*set by state</b>                                                                                                            |                |
|                                                                                                                                 |                |
| <b>Convenience Fees</b>                                                                                                         |                |
| Credit Card Payment Over Phone                                                                                                  | \$ 1.00        |
|                                                                                                                                 |                |
| Return Check Fee                                                                                                                | \$ 25.00       |

**City of Schertz  
Schedule of Fees**

| <b>City Secretary</b> |                                                                                                                                  | <b>2026-27</b> |
|-----------------------|----------------------------------------------------------------------------------------------------------------------------------|----------------|
|                       | Candidate Filing Fee                                                                                                             | \$25.00        |
| BW                    | Brewer's License                                                                                                                 | \$750.00       |
| D                     | Distiller's and Rectifier's Permit                                                                                               | \$750.00       |
| G                     | Winery Permit                                                                                                                    | \$37.50        |
| DS                    | Out-of-State Winery Direct Shipper's Permit                                                                                      | N/A            |
| BN                    | Nonresident Brewer's License                                                                                                     | N/A            |
| S                     | Nonresident Seller's Permit                                                                                                      | \$75.00        |
| BB                    | General Distributor's License                                                                                                    | \$150.00       |
| W                     | Wholesaler's Permit                                                                                                              | \$937.50       |
| X                     | General Class B Wholesaler's Permit                                                                                              | \$150.00       |
| MB                    | Mixed Beverage Permit and Mixed Beverage w/Food & Beverage Certificate (FB) rec<br>Wine and Malt Beverage Retailer's Permit (BG) | \$375.00       |
| BGG                   | Every county EXCEPT Bexar, Dallas, Harris, and Tarrant counties                                                                  | \$87.50        |
| BGO                   | ORIGINAL in Bexar, Dallas, Harris, and Tarrant counties                                                                          | \$500.00       |
| BG                    | RENEWAL in Bexar, Dallas, Harris, and Tarrant counties                                                                           | \$375.00       |
| BQ                    | Wine and Malt Beverage Retailer's Off-Premise Permit<br>(Malt Beverage) Retail Dealers's On-Premise License (BE)                 | \$30.00        |
| BE                    | Every county EXCEPT Bexar, Dallas, Harris, and Tarrant counties                                                                  | \$75.00        |
| BEO                   | ORIGINAL in Bexar, Dallas, Harris, and Tarrant counties                                                                          | \$500.00       |
| BER                   | RENEWAL in Bexar, Dallas, Harris, and Tarrant counties                                                                           | \$375.00       |
| BF                    | (Malt Beverage) Retail Dealer's Off-Premise License                                                                              | \$30.00        |
| N                     | Private Club Registration Permit                                                                                                 | Exempt         |
| NB                    | Private Club Malt Beverage and Wine Permit                                                                                       | Exempt         |
| NE                    | Private Club Exemption Certificate                                                                                               | Exempt         |
| P                     | Package Store Permit                                                                                                             | \$250.00       |
| Q                     | Wine-Only Package Store Permit                                                                                                   | \$37.50        |
| TR                    | Passenger Transportation Permit                                                                                                  | Exempt         |
| CD                    | Consumer Delivery Permit                                                                                                         | No Fee         |
| J/JD                  | Bonded Warehouse Permit                                                                                                          | \$75.00        |
| AW                    | Manufacturer's Agent's Warehousing Permit                                                                                        | \$375.00       |
| C                     | Carrier's Permit                                                                                                                 | Exempt         |
| PR                    | Promotional Permit                                                                                                               | \$150.00       |
| ET                    | Third-Party Local Cartage Permit                                                                                                 | Exempt         |
| BC                    | Branch Distributor's License                                                                                                     | \$37.50        |
| FC                    | Forwarding Center Authority                                                                                                      | Not a Permit   |
| SD                    | Brewer's Self-Distribution License                                                                                               | \$300.00       |
| BP                    | Brewpub License                                                                                                                  | \$250.00       |
| FB                    | Food and Beverage Certificate                                                                                                    | Not a Permit   |
| LH                    | Late Hours Certificate                                                                                                           | Not a Permit   |
| LP                    | Local Distributor's Permit                                                                                                       | \$50.00        |
| WP                    | Water Park Permit                                                                                                                | \$15.00        |

**City of Schertz  
Schedule of Fees**

| <b>Library</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>2026-27</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Non-Resident user fee- Library Card                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$15.00        |
| Meeting Room Fee- Non-Schertz residents, 4 hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | \$50.00        |
| Meeting Room Fee- After hour fee, per hour                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | \$25.00        |
| Meeting Room Cleaning Fee (Spot Cleaning)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | \$50.00        |
| Meeting Room Cleaning Fee (Whole Room)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Actual         |
| Additional Fee for After Hours Cleaning, per hour                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | \$25.00        |
| <b>Inter-Library Loans Materials (ILL Materials)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                |
| Lost or damaged ILL items - Cost of item as billed by the lending library<br>(may include additional fines or fees assessed by the lending library)                                                                                                                                                                                                                                                                                                                                                                                                                                      | Actual         |
| Inter-Library Loan items per day (3 day grace period)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | \$ -           |
| Max overdue amount per ILL item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 0              |
| Return Postage Fee--for ILL items never picked up by customer after arrival                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | \$ 5.00        |
| <b>Overdue Fines (3 day grace period)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                |
| All Items per day (except ILL items)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | \$ -           |
| Max amount that can be charged                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | \$ -           |
| Replacement Library Card                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$1.00         |
| Copier, per standard page<br>(2-sided copies are the same as 2 pages; oversized copies are the same as 2 pages)                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                |
| Black and White                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$ 0.15        |
| Color                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | \$ 0.50        |
| Printing, per standard page<br>(2-sided copies are the same as 2 pages; oversized copies are the same as 2 pages)                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                |
| Black and White                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$ 0.15        |
| Color                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | \$ 0.50        |
| Outgoing Fax, 1st page                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | \$ 1.00        |
| Per each succeeding page                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$ 0.25        |
| <b>Lost &amp; Damaged Materials - Cost of item</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                |
| plus a processing fee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | \$ 5.00        |
| Damaged DVD Case                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | \$ 1.00        |
| Damaged or Missing Barcode                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | \$ 1.00        |
| Damaged or Missing RFID Tag                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | \$ 1.00        |
| Damaged or Missing DVD/Video Cover                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$ 3.00        |
| (if replaceable) plus processing fee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                |
| Game & Experience Kit totes and parts (if replaceable)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Actual         |
| Videogames (plus processing fee)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Actual         |
| Juvenile Audiobook Bag                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | \$ -           |
| Materials Recovery Fee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | \$ 10.00       |
| (per account sent to collections)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                |
| Note: If an item is lost and paid for, any overdue fines assessed against the item are waived. If part of an item is lost and not replaceable, the item as a whole is considered lost and the full cost of the item is charged to the patron. Again, any overdue fines assessed against the item are waived if the item is paid for. Refunds for items that were paid for and subsequently found and returned to the library are available for up to 60 days after payment and require the original receipt. Processing fees are non-refundable. No refunds will be given after 60 days. |                |
| <b>Lost &amp; Damaged Materials - Technology</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                |
| Hotspot Unit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Actual         |
| Hotspot Case                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Actual         |
| Hotspot Charge Cable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Actual         |
| Laptop Unit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Actual         |
| Laptop Bag                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Actual         |
| Laptop Charger                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Actual         |



**City of Schertz  
Schedule of Fees**

| <b>Schertz Magazine</b> | <b>2026-27</b> |
|-------------------------|----------------|
|-------------------------|----------------|

**Display Ads:**

|                                     |            |
|-------------------------------------|------------|
| Eighth Page for 6 mo., per month    | \$ 325.00  |
| Eighth Page for 12 mo., per month   | \$ 300.00  |
| Quarter Page for 6 mo., per month   | \$ 600.00  |
| Quarter Page for 12 mo., per month  | \$ 450.00  |
| Half Page for 6 mo., per month      | \$1,100.00 |
| Half Page for 12 mo., per month     | \$ 775.00  |
| Full Page for 6 mo., per month      | \$1,650.00 |
| Full Page for 12 mo., per month     | \$1,325.00 |
| Special placement fee               | \$ 100.00  |
| Artwork ownership fee               | \$ 95.00   |
| Late payment fee                    | \$ 25.00   |
| Ad cancellation fee                 | \$ 25.00   |
| Contract termination fee            | \$ 50.00   |
| Design Change Overage Fee, per hour | \$ 120.00  |

**Premium Placement:**

|                                  |            |
|----------------------------------|------------|
| Back Cover for 6 mo., per month  | \$2,000.00 |
| Back Cover for 12 mo., per month | \$1,650.00 |

Churches, governmental entities, 501 (c) 3 and civic groups who provide a service to the residents of Schertz will receive a 25% discount on the above facility rental rates.

**City of Schertz  
Schedule of Fees**

| <b>Event Facilities</b>                                                    | <b>2026-27</b> |
|----------------------------------------------------------------------------|----------------|
| <b>Vendor/Ancillary Fees</b>                                               |                |
| Late Departure                                                             | \$ 200.00      |
| Ice, one bin (80lbs)                                                       | \$ 20.00       |
| Ice, unlimited                                                             | \$ 50.00       |
| Beverage Service (for 50 people)                                           | \$ 75.00       |
| Beverage Linen per table                                                   | \$ 6.00        |
| Portable Bar                                                               | \$ 150.00      |
| Cocktail Tables (up to 5)                                                  | \$ 50.00       |
| Uplighting, per light                                                      | \$ 20.00       |
| Uplighting package, 10 lights                                              | \$ 150.00      |
| Pipe for Back Drop                                                         | \$ 25.00       |
| Drape per linear ft.                                                       | \$ 2.00        |
| Cleaning Fee, kitchen                                                      | \$ 150.00      |
| Beverage Tub                                                               | \$ 75.00       |
| Private Suite                                                              | \$ 150.00      |
| Wireless Microphone                                                        | \$50.00        |
| Lapel Microphone                                                           | \$75.00        |
| Podium                                                                     | \$25.00        |
| Easel - Decorative Iron                                                    | \$25.00        |
| <br><b>Discount/Special Rates</b>                                          |                |
| Non-Profits 15% discount - rental only                                     | 15%            |
| Schertz Residents Renter only- 20% with proof of residency, rental only    | 20%            |
| Military - 15% with ID - rental only                                       | 15%            |
| All comp'd requests will require approval from City Manager                |                |
| <br>H.O.A. Meeting Fee (3 Hour Maximum)                                    | \$ 100.00      |
| Funeral Reception Only in Bluebonnet Hall/Community Centers (3 hr maximum) | \$ 100.00      |
| Gym Use Fee (Community Center/per hour)                                    | \$ 25.00       |
| <br><b>Facility Security</b>                                               |                |
| Security Coordination Fee                                                  | \$ 25.00       |
| Regular- per officer, per hour (4 hour minimum)                            | \$ 60.00       |
| Holiday- per officer, per hour (4 hour minimum)                            | \$ 100.00      |
| <br><b>Ancillary - Civic Center</b>                                        |                |
| Small Stage (12'x16')                                                      | \$ 200.00      |
| AV Package: Screen/Projector/Audio/Mic/Podium                              | \$ 150.00      |
| Audio/Visual Panel Access                                                  | \$ 100.00      |
| Cleaning Fee- Civic Center                                                 | \$ 300.00      |
| <br><b>Civic Center - Grand Ballroom- (7,198 sq. ft)</b>                   |                |
| <b>Regular Rentals (room only)</b>                                         |                |
| Sunday, Full day                                                           | \$ 1,050.00    |
| Sunday, Half day                                                           | \$ 600.00      |
| Monday - Thursday, Full day                                                | \$ 750.00      |
| Monday - Thursday, Half day                                                | \$ 400.00      |
| Friday, Full Day                                                           | \$ 1,900.00    |
| Friday, Half Day                                                           | \$ 1,200.00    |
| Saturday, Full day (half day not available)                                | \$ 2,200.00    |
| Reservation Fee                                                            | \$ 200.00      |
| Additional Hours, per hour                                                 | \$ 150.00      |

**City of Schertz  
Schedule of Fees**

| <b>Event Facilities</b>                                                                                                                                                                                     | <b>2026-27</b> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>Banquet Package -Ballroom, Tables, Chairs, Kitchen, (2) Easels, AV Panel Access, Microphone, Podium, Unlimited Ice, Private Suite, Portable Bar, Cocktail Tables, Uplighting (10), Beverage Tub</b>      |                |
| Friday Full Day (half day not available)                                                                                                                                                                    | \$ 2,700.00    |
| Saturday, Full day (half day not available)                                                                                                                                                                 | \$ 3,000.00    |
| Sunday Full Day (half day not available)                                                                                                                                                                    | \$ 1,850.00    |
| <b>Civic Center Cut-Off Hall (Larger portion of Ballroom - (4,172 sq ft)</b>                                                                                                                                |                |
| <b>Regular Rentals</b>                                                                                                                                                                                      |                |
| Sunday, Full day                                                                                                                                                                                            | \$ 825.00      |
| Monday - Thursday, Full day                                                                                                                                                                                 | \$ 575.00      |
| Monday - Thursday, Half day                                                                                                                                                                                 | \$ 275.00      |
| Friday, Full Day (half day not available)                                                                                                                                                                   | \$ 1,575.00    |
| Saturday, Full day (half day not available)                                                                                                                                                                 | \$ 1,775.00    |
| Reservation Fee                                                                                                                                                                                             | \$ 200.00      |
| <b>Banquet Package - Cut-Off Hall, Tables, Chairs, Kitchen, (2) Easels, AV Panel Access, Microphone, Podium, Unlimited Ice, Private Suite, Portable Bar, Cocktail Tables, Uplighting (10), Beverage Tub</b> |                |
| Friday Full day (half day not available)                                                                                                                                                                    | \$ 2,375.00    |
| Saturday, Full day (half day not available)                                                                                                                                                                 | \$ 2,575.00    |
| <b>Civic Center Conference Hall (Smaller portion of Ballroom - (3,026 sq ft)</b>                                                                                                                            |                |
| <b>Regular Rentals</b>                                                                                                                                                                                      |                |
| Friday/Sunday, Full day                                                                                                                                                                                     | \$ 550.00      |
| Monday - Thursday, Full day                                                                                                                                                                                 | \$ 325.00      |
| Monday - Thursday, Half day                                                                                                                                                                                 | \$ 175.00      |
| Reservation Fee, applied to event                                                                                                                                                                           | \$ 100.00      |
| <b>Civic Center - Bluebonnet Hall- (2,500 sq ft)</b>                                                                                                                                                        |                |
| <b>Regular Rentals</b>                                                                                                                                                                                      |                |
| Friday/Sunday, Full day                                                                                                                                                                                     | \$ 600.00      |
| Friday/Sunday, Half day                                                                                                                                                                                     | \$ 375.00      |
| Monday - Thursday, Full day                                                                                                                                                                                 | \$ 525.00      |
| Monday - Thursday, Half day                                                                                                                                                                                 | \$ 275.00      |
| Saturday, Full day (half day not available)                                                                                                                                                                 | \$ 850.00      |
| Additional Hours, per hour                                                                                                                                                                                  | \$ 75.00       |
| Reservation Fee                                                                                                                                                                                             | \$ 100.00      |
| Cleaning Fee                                                                                                                                                                                                | \$ 150.00      |
| <b>Banquet Package - includes hall rental, kitchen, tables/chairs, cocktail tables (3), AV panel access, ice, uplights, portable bar, private suite:</b>                                                    |                |
| Friday/Sunday, Full day                                                                                                                                                                                     | \$ 1,050.00    |
| Saturday, Full day (half day not available)                                                                                                                                                                 | \$ 1,400.00    |
| <b>Community Center North- 3501 Morning Dr- (2,006 sq ft)</b>                                                                                                                                               |                |
| Monday - Friday per hour, 3 hour minimum                                                                                                                                                                    | \$ 25.00       |
| Saturday and Sunday Half Day                                                                                                                                                                                | \$250.00       |
| Saturday and Sunday Full Day                                                                                                                                                                                | \$375.00       |

**City of Schertz  
Schedule of Fees**

| <b>Event Facilities</b>                                                        | <b>2026-27</b> |
|--------------------------------------------------------------------------------|----------------|
| <b>Community Center Central (2,940 sq ft)</b>                                  |                |
| Monday - Friday per hour, 3 hour minimum                                       | \$ 50.00       |
| Saturday and Sunday Half Day                                                   | \$ 300.00      |
| Saturday and Sunday Full Day                                                   | \$ 475.00      |
| <br><b>Community Center Conference Room (418 sq ft), Includes TV/AV Access</b> |                |
| Half Day Rental: 8 AM - 3 PM / 4 PM - 11 PM                                    | \$ 150.00      |
| Full Day Rental: 8 AM-11PM                                                     | \$ 275.00      |

**City of Schertz  
Schedule of Fees**

| <b>Event Fee</b>                                  | <b>2026-27</b> |
|---------------------------------------------------|----------------|
| <b>Daddy Daughter/Mother Son Dances</b>           |                |
| Adult                                             | \$ 18.00       |
| Child (17 and under)                              | \$ 12.00       |
| <b>Kick Cancer 1k/5k</b>                          |                |
| 1K Kids Run                                       | \$ 20.00       |
| 5K Timed Run/Walk                                 | \$ 35.00       |
| 5K Non-Timed Run/Walk                             |                |
| Signs of Love                                     | \$ 20.00       |
| <b>Jubilee</b>                                    |                |
| Food Vendor                                       | \$ 300.00      |
| Carnival                                          | \$ 6,000.00    |
| Craft Vendor                                      | \$ 50.00       |
| Business Parade Entry                             | \$ 50.00       |
| <b>Umpired Leagues (Softball)</b>                 |                |
| Individual                                        | \$ 35.00       |
| Late Fee Per Individual                           | \$ 10.00       |
| <b>Umpired Leagues (Kickball)</b>                 |                |
| Individual                                        | \$ 25.00       |
| Late Fee Per Individual                           | \$ 10.00       |
| <b>Non-Umpired Leagues (Pickleball, Cornhole)</b> |                |
| Individual                                        | \$ 20.00       |
| Late Fee Per Individual                           | \$ 10.00       |
| <b>Schertz Hometown Harvest</b>                   |                |
| Farmers/Ranchers/Produce Booth Fee                | \$ -           |
| Booth Fee                                         | \$ 35.00       |
| <b>Power Wheels Derby</b>                         |                |
| Per Entry                                         | \$ 15.00       |
| <b>Holidazzle</b>                                 |                |
| Food Vendor                                       | \$ 50.00       |
| Craft Vendor                                      | \$ 50.00       |
| Breakfast with Santa                              | \$ 10.00       |

**City of Schertz  
Schedule of Fees**

| <b>Event Fee</b>                                       | <b>2026-27</b> |
|--------------------------------------------------------|----------------|
| <b>Murder Mystery Party</b>                            | \$40.00        |
| Per Individual                                         |                |
| <br><b>5 Day, 2 Hour Camps</b>                         |                |
| Per Individual                                         | \$ 60.00       |
| <br><b>5 Day, 3 Hour Camps</b>                         |                |
| Per couple                                             | \$ 70.00       |
| <br><b>Parent &amp; Me Programs</b>                    |                |
| Per Couple                                             | \$ 10.00       |
| <br><b>Archery Month Series (Seniors/After School)</b> |                |
| Per Individual                                         | \$ 20.00       |
| <br><b>Archery 101 (1 Day)</b>                         |                |
| Per Individual                                         | \$ 20.00       |

**City of Schertz  
Schedule of Fees**

| <b>Planning and Zoning</b>                                                      | <b>2026-27</b>     |
|---------------------------------------------------------------------------------|--------------------|
| <b>Plat recording service:</b>                                                  |                    |
| Fees assessed are due prior to recording:                                       |                    |
| Plat recording fee is equal to the fee charged by the County Clerks Office      |                    |
| <b>Annexation Petition by Property Owner - Plus all related fees</b>            | <b>\$ 750.00</b>   |
| <b>Zone Change</b>                                                              |                    |
| Zone change for 0 to 2 acres                                                    | \$ 650.00          |
| Zone change for 2+ to 5 acres                                                   | \$1,000.00         |
| Zone change for 5+ to 20 acres                                                  | \$2,000.00         |
| Zone change for 20+ to 50 acres                                                 | \$3,500.00         |
| Zone change for 50+ to 100 acres                                                | \$4,000.00         |
| Zone change for 100+ acres                                                      | \$6,000.00         |
| <b>Specific Use Permit (SUP) - plus other applicable items (i.e. Site Plan)</b> |                    |
| Specific Use Permit (SUP) for 0 to 2 acres                                      | \$ 650.00          |
| Specific Use Permit (SUP) for 2+ to 5 acres                                     | \$ 1,000.00        |
| Specific Use Permit (SUP) for 5+ to 20 acres                                    | \$ 2,000.00        |
| Specific Use Permit (SUP) for 20+ to 50 acres                                   | \$ 3,500.00        |
| Specific Use Permit (SUP) for 50+ to 100 acres                                  | \$ 4,000.00        |
| Specific Use Permit (SUP) for 100+ acres                                        | \$ 6,000.00        |
| Building addition of a current/legal SUP                                        | \$ 500.00          |
| <b>Master Development Plan</b>                                                  |                    |
| All phased developments and PDD's                                               | \$ 1,500.00        |
| Master Development Plan Amendment (minor revision)                              | \$ 500.00          |
| <b>Preliminary Plat</b>                                                         |                    |
| 0 to 50 acres                                                                   | \$ 2,000.00        |
| greater than 50 acres                                                           | \$ 3,000.00        |
| <b>Final Record Plat or Re-plat</b>                                             |                    |
| 0 to 50 acres                                                                   | \$ 1,500.00        |
| greater than 50 acres                                                           | \$ 2,000.00        |
| Revised Final Plat (minor)                                                      | \$ 500.00          |
| <b>Amended Plat</b>                                                             | <b>\$ 1,500.00</b> |
| <b>Minor Plat</b>                                                               | <b>\$ 1,500.00</b> |
| <b>Vacate Plat</b>                                                              | <b>\$ 1,500.00</b> |
| Plat Time Extension - plus all related fees                                     | \$ 250.00          |
| Street and Subdivision Name Changes                                             | \$ 1,500.00        |

**City of Schertz  
Schedule of Fees**

| <b>Planning and Zoning</b>                                                                                                                                                                                                                                                                     | <b>2026-27</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>Site Plan</b>                                                                                                                                                                                                                                                                               | \$ 1,500.00    |
| Amended Site Plan (minor)                                                                                                                                                                                                                                                                      | \$ 500.00      |
| <b>Park Fees - Residential</b>                                                                                                                                                                                                                                                                 |                |
| Land Dedication: one (1) acre per 100 dwelling unit                                                                                                                                                                                                                                            |                |
| Fee in Lieu of Land Dedication: per dwelling unit                                                                                                                                                                                                                                              | \$ 350.00      |
| Park Development Fee: Per Dwelling unit                                                                                                                                                                                                                                                        | \$ 650.00      |
| <b>Park Fees - Multi-Family</b>                                                                                                                                                                                                                                                                |                |
| Land Dedication: one (1) acre per 100 dwelling unit                                                                                                                                                                                                                                            |                |
| Fee in Lieu of Land Dedication; per dwelling unit:                                                                                                                                                                                                                                             | \$ 350.00      |
| Park Development Fee: Per Dwelling unit                                                                                                                                                                                                                                                        | \$ 650.00      |
| <b>Miscellaneous</b>                                                                                                                                                                                                                                                                           |                |
| Tree Mitigation, inch of DBH - Plus all related fees                                                                                                                                                                                                                                           | \$ 100.00      |
| Legal Review (i.e. Improvement Agreements)                                                                                                                                                                                                                                                     | Actual         |
| Zoning Verification Letter - Single tract of land per Tract                                                                                                                                                                                                                                    | \$ 150.00      |
| Certificate of Determination - Single Tract of Land per Tract                                                                                                                                                                                                                                  | \$ 150.00      |
| Postponement of any Public Hearing by the Applicant                                                                                                                                                                                                                                            | \$ 350.00      |
| Appeals and requests for amendments<br>Considered by City Council, the Planning & Zoning Commission, the Building and<br>Standards Commission, or the Board of Adjustment as allowed by the Unified<br>Development Code, to include requested amendments to the Comprehensive Land Use<br>Plan | \$ 500.00      |
| Floodplain Development Review Fee                                                                                                                                                                                                                                                              | \$ 150.00      |
| <b>Variance and/or Waivers</b>                                                                                                                                                                                                                                                                 |                |
| Unified Development Code, ea.                                                                                                                                                                                                                                                                  | \$ 500.00      |
| Building Code, ea.                                                                                                                                                                                                                                                                             | \$ 500.00      |
| Driveway width waiver requests will not be assessed with the waiver fee                                                                                                                                                                                                                        |                |
| <b>Copies, Plans, and Maps:</b>                                                                                                                                                                                                                                                                |                |
| Unified Development Code                                                                                                                                                                                                                                                                       | \$ 50.00       |
| Public Works Specification Manual                                                                                                                                                                                                                                                              | \$ 50.00       |
| Staff Review - Application completeness review, internal SDR (staff)<br>review & meeting with applicant to review application package.<br>Fee included in all applications.                                                                                                                    |                |



**City of Schertz  
Schedule of Fees**

| <b>Parks and Recreation</b>                     |  | <b>2026-27</b> |
|-------------------------------------------------|--|----------------|
| <b>Small Pavilion (Resident)</b>                |  |                |
| Weekday Full Day (Mon-Thur)                     |  | \$ 42.50       |
| Weekend Half Day (Fri-Sun)                      |  | \$ 55.00       |
| Weekend Full Day (Fri-Sun)                      |  | \$ 85.00       |
| <b>Small Pavilion (Non-Resident)</b>            |  |                |
| Weekday Full Day (Mon-Thur)                     |  | \$ 67.50       |
| Weekend Half Day (Fri-Sun)                      |  | \$ 90.00       |
| Weekend Full Day (Fri-Sun)                      |  | \$ 135.00      |
| <b>Large Pavilion (Resident)</b>                |  |                |
| Weekday with facilities (Mon-Thur)              |  | \$ 126.00      |
| Weekend with facilities (Fri-Sun)               |  | \$ 251.00      |
| <b>Large Pavilion (Non-Resident)</b>            |  |                |
| Weekday with facilities (Mon-Thur)              |  | \$ 176.00      |
| Weekend with facilities (Fri-Sun)               |  | \$ 350.00      |
| <b>Group Picnic Areas (Resident)</b>            |  |                |
| Weekday Full Day (Mon-Thur)                     |  | \$ 15.00       |
| Weekend Half Day (Fri-Sun)                      |  | \$ 20.00       |
| Weekend Full Day (Fri-Sun)                      |  | \$ 30.00       |
| <b>Group Picnic Areas (Non-Resident)</b>        |  |                |
| Weekday Full Day (Mon-Thur)                     |  | \$ 22.50       |
| Weekend Half Day (Fri-Sun)                      |  | \$ 35.00       |
| Weekend Full Day (Fri-Sun)                      |  | \$ 45.00       |
| <b>Spike ball</b>                               |  |                |
| Spike ball nets with balls                      |  | \$ 15.00       |
| <b>Basketball</b>                               |  |                |
| Set of Half Dozen Basketballs                   |  | \$ 15.00       |
| <b>Pickleball</b>                               |  |                |
| Pickleball Net (Paddles and Balls are Included) |  | \$ 40.00       |
| <b>Veteran's Memorial Plaza Pavers</b>          |  |                |
| Per Paver                                       |  | \$ 75.00       |
| <b>Senior Center Membership</b>                 |  |                |
| Per Person                                      |  | \$ 36.00       |
| Per Couple                                      |  | \$ 65.00       |

**City of Schertz  
Schedule of Fees**

| <b>Parks and Recreation</b>                                 | <b>2026-27</b> |
|-------------------------------------------------------------|----------------|
| <b>Schertz Area Senior Center Rentals</b>                   |                |
| Full Center- Weekend Full Day (Sat/Sun)                     | \$ 600.00      |
| Full Center- Weekend Half Day (Sat/Sun)                     | \$ 375.00      |
| Full Center- Weekday (M-F) per hour, 2 hour minimum         | \$ 100.00      |
| Right Side (Grey & Peach Rooms)- Weekend Full Day           | \$ 250.00      |
| Right Side (Grey & Peach Rooms)- Weekend Half Day           | \$ 150.00      |
| Left Side (Lunchroom, Blue & Green Rooms)- Weekend Full Day | \$ 450.00      |
| Left Side (Lunchroom, Blue & Green Rooms)- Weekend Half Day | \$ 275.00      |
| Green Room- Weekday (M-F) per hour, 2 hour minimum          | \$ 50.00       |
| Blue Room- Weekday (M-F) per hour, 2 hour minimum           | \$ 50.00       |
| Grey Room- Weekday (M-F) per hour, 2 hour minimum           | \$ 75.00       |
| <br><b>Pools</b>                                            |                |
| Daily Rates                                                 |                |
| Per swimmer per entry                                       | \$ 2.00        |
| Daily pass                                                  | \$ 3.00        |
| Admission is free for children under the age of 2 years.    |                |
| Float & Fireworks                                           | \$ 3.00        |
| Paws in the Pool                                            | \$ 3.00        |
| Watermelon Day                                              | \$ 3.00        |
| <br>Season Rates-Maximum per season pass is six (6) members |                |
| Schertz Residents                                           |                |
| Individual rate                                             | \$ 40.00       |
| 2 member rate                                               | \$ 50.00       |
| 3 member rate                                               | \$ 60.00       |
| 4 member rate                                               | \$ 70.00       |
| 5 member rate                                               | \$ 80.00       |
| 6 member rate                                               | \$ 90.00       |
| <br>Non-Schertz Residents                                   |                |
| Individual rate                                             | \$ 70.00       |
| 2 member rate                                               | \$ 80.00       |
| 3 member rate                                               | \$ 90.00       |
| 4 member rate                                               | \$ 100.00      |
| 5 member rate                                               | \$ 110.00      |
| 6 member rate                                               | \$ 120.00      |
| <br><b>Regular Preschool/Child Care Center</b>              |                |
| Teacher/Child Care Attendant and 5 students per pass.       |                |
| In City                                                     | \$ 80.00       |
| Out of City                                                 | \$ 120.00      |

**City of Schertz  
Schedule of Fees**

| <b>Parks and Recreation</b> | <b>2026-27</b> |
|-----------------------------|----------------|
|-----------------------------|----------------|

**\*\*THESE RATES NOW SET BY CONTRACTOR\*\***

**Swimming lessons rate**

Schertz Residents - per child \*\*

Non- Residents - per child \*\*

**Pool Reservations**

**Schertz Residents**

1 to 50 People \*\*

51 to 100 People \*\*

101 to 150 People \*\*

151 to 200 People \*\*

201 to 250 People \*\*

251 to 293 People \*\*

**Non-Residents**

1 to 50 People \*\*

51 to 100 People \*\*

101 to 150 People \*\*

151 to 200 People \*\*

201 to 250 People \*\*

251 to 293 People \*\*

**Northcliffe Pool**

**Schertz Residents**

1 to 50 People (2 hours maximum) \*\*

50 to 100 People (2 hours maximum) \*\*

**Non-Residents**

1 to 50 People (2 hours maximum) \*\*

50 to 100 People (2 hours maximum) \*\*

**\*\*THESE RATES NOW SET BY CONTRACTOR\*\***

**City of Schertz  
Schedule of Fees**

| <b>Animal Services</b> | <b>2026-27</b> |
|------------------------|----------------|
| <b>Animal Adoption</b> |                |
| Dog                    | \$ 50.00       |
| Cat                    | \$ 25.00       |

Adoption pricing may be discounted for adoption events or during special promotions.

**Permits - A permit shall be issued after payment of application fee:**

|                                                                                                       |           |
|-------------------------------------------------------------------------------------------------------|-----------|
| Kennel authorized to house 10 or less dogs or cats                                                    | \$ 75.00  |
| Kennel authorized to house more than 10 but less than 50                                              | \$ 150.00 |
| Kennel authorized to house 50 or more                                                                 | \$ 200.00 |
| Pet Shop                                                                                              | \$ 100.00 |
| Grooming Shop                                                                                         | \$ 30.00  |
| Commercial Riding Stable 10 or less                                                                   | \$ 75.00  |
| Commercial Riding Stable 11-50                                                                        | \$ 150.00 |
| Commercial Riding Stable 51 or more                                                                   | \$ 200.00 |
| Annual Crescent Bend Riding Permit, per horse                                                         | \$ 100.00 |
| Auction                                                                                               | \$ 100.00 |
| Zoological Park                                                                                       | \$ 200.00 |
| Animal Exhibition/Circus/Petting Zoo                                                                  | \$ 100.00 |
| Guard Dog Training Center                                                                             | \$ 200.00 |
| Obedience Training Center                                                                             | \$ 50.00  |
| Commercial Establishment Using a Guard Dog                                                            | \$ 75.00  |
| Commercial Annual Sellers Permit                                                                      | \$ 150.00 |
| Dangerous Dog Permit                                                                                  | \$ 200.00 |
| Temporary Permit* - not to exceed 7 days                                                              | \$15      |
| *Good for Crescent Bend Riding (per horse), Animal Exhibition/Circus/Petting Zoo, and Auction Permits |           |
| Temporary Animal Sales Permit (Pet Expos), not to exceed 3 days                                       | \$30      |

**City of Schertz  
Schedule of Fees**

| <b>Animal Services</b>                                                           |            | <b>2026-27</b> |
|----------------------------------------------------------------------------------|------------|----------------|
| <b>Impoundment Fee: An impoundment fee must be paid for each captured animal</b> |            |                |
| <b>Dog/Cat Impoundment</b>                                                       |            |                |
| <b>Within a 1 year period</b>                                                    |            |                |
| 1st Offense                                                                      |            |                |
| Neutered                                                                         | \$         | 30.00          |
| Un-neutered                                                                      | \$         | 45.00          |
| 2nd Offense                                                                      |            |                |
| Neutered                                                                         | \$         | 50.00          |
| Un-neutered                                                                      | \$         | 70.00          |
| 3rd Offense                                                                      |            |                |
| Neutered                                                                         | \$         | 100.00         |
| Un-neutered                                                                      | \$         | 120.00         |
| 4th Offense                                                                      |            |                |
| Neutered                                                                         | \$         | 150.00         |
| Un-neutered                                                                      | \$         | 170.00         |
| Each Additional Offense                                                          |            |                |
| Base- Neutered                                                                   | \$         | 150.00         |
| Base- Un-neutered                                                                | \$         | 170.00         |
| Per Additional Offense                                                           | \$         | 50.00          |
| Fowl or other small animal                                                       | \$         | 30.00          |
| Livestock                                                                        | \$         | 75.00          |
| Zoological/Circus animal                                                         | \$         | 200.00         |
| <b>Boarding Fee: A boarding fee must be paid for each animal</b>                 |            |                |
| Dog/Cat, per day                                                                 | \$         | 15.00          |
| Fowl or other small animal, per day                                              | \$         | 10.00          |
| Reptile, per day                                                                 | \$         | 30.00          |
| Livestock, per day                                                               | \$         | 50.00          |
| Zoological/Circus animal, per day                                                | \$         | 200.00         |
| <b>Surrender Fee: Charge per animal with proof of Schertz residency</b>          |            |                |
| Fowl/Reptile/Small Animal                                                        | Remove per |                |
| Dog/Cat neutered/spayed /current rabies cert./heartworm negative                 | Remove per |                |
| Dog/Cat all other surrenders                                                     | Remove per |                |
| Small Livestock                                                                  | Remove per |                |
| Large Livestock                                                                  | Remove per |                |
| Zoological or Circus                                                             | Remove per |                |
| Litter Fee (3 or more animals under 2 months old)                                | Remove per |                |
| <b>Quarantine Fee:</b>                                                           |            |                |
| Dog/Cat                                                                          | \$         | 50.00          |
| Plus Daily Charge per animal for boarding                                        | \$         | 15.00          |
| Micro Chipping                                                                   | \$         | 15.00          |
| <b>Trap Rental Fee:</b>                                                          |            |                |
| Trap Deposit, refundable when trap is returned                                   | Remove per |                |
| Trap Rental Fee, per day                                                         | Remove per |                |

City of Schertz  
Schedule of Fees

| Neighborhood Service | 2026-27 |
|----------------------|---------|
|----------------------|---------|

Health and Sanitation Division

Food Establishment Fees (annual):

|                                                                         |    |        |
|-------------------------------------------------------------------------|----|--------|
| Non-Profit Organizations (regardless of number of employees)            | \$ | 100.00 |
| 1 - 10 Employees                                                        | \$ | 300.00 |
| 11 or more Employees                                                    | \$ | 773.00 |
| Temporary Food and/or Beverage Establishment                            | \$ | 50.00  |
| Temporary Food and/or Beverage Establishment - Multiple Events (annual) | \$ | 200.00 |
| Re-inspection fees                                                      | \$ | 75.00  |

Mobile Vendors, registration

Mobile Vendors, registration (existing permit from another government agency)

Mobile Vendors registration and fees will expire July 1, 2026 at which time the State of Texas will start licensing mobile vendors in accordance with HB 2844.

Sanitation Inspection Fees (annual)

|                                                    |    |        |
|----------------------------------------------------|----|--------|
| Public School Inspections - 2 Inspections per year | \$ | 250.00 |
| Private School Permit/Renewal/Change of Ownership  | \$ | 250.00 |
| Daycare Inspections                                | \$ | 125.00 |
| Public and HOA Swimming Pool License               | \$ | 110.00 |
| Foster Care                                        | \$ | 50.00  |

Nuisance Abatement Administrative Fee

|                                 |    |        |
|---------------------------------|----|--------|
| First abatement                 | \$ | 100.00 |
| Second abatement                | \$ | 200.00 |
| Third and subsequent abatements | \$ | 500.00 |

**City of Schertz  
Schedule of Fees**

| <b>Police Department</b>                                                            | <b>2026-27</b> |
|-------------------------------------------------------------------------------------|----------------|
| <b>Annual Alarm Permit Fees</b>                                                     |                |
| Residential                                                                         | \$ 10.00       |
| Tier 1 Commercial                                                                   | \$ 25.00       |
| Tier 2 Commercial site alarm system required<br>under local, state or national code | \$ 50.00       |
| <b>Commercial False Alarm Fees</b>                                                  |                |
| 4TH False Alarm within 12 Mo. Period                                                | \$ 100.00      |
| 5TH False Alarm within 12 Mo. Period                                                | \$ 150.00      |
| 6TH False Alarm within 12 Mo. Period                                                | \$ 200.00      |
| 7TH False Alarm within 12 Mo. Period                                                | \$ 250.00      |
| 8TH False Alarm within 12 Mo. Period                                                | \$ 500.00      |
| Others After 8TH within 12 Mo. Period                                               | \$ 500.00      |
| <b>Residential False Alarm Fees</b>                                                 |                |
| 4TH False Alarm within 12 Mo. Period                                                | \$ 50.00       |
| 5TH False Alarm within 12 Mo. Period                                                | \$ 50.00       |
| 6TH False Alarm within 12 Mo. Period                                                | \$ 75.00       |
| 7TH False Alarm within 12 Mo. Period                                                | \$ 75.00       |
| 8TH False Alarm within 12 Mo. Period                                                | \$ 100.00      |
| Others After 8TH within 12 Mo. Period                                               | \$ 100.00      |
| <b>Miscellaneous Fees</b>                                                           |                |
| Accident Reports, each                                                              | \$ 6.00        |
| Fingerprints, per set                                                               | \$ 10.00       |
| Solicitor/Peddler Permit                                                            | \$ 50.00       |
| Background Check Fee                                                                | \$ 10.00       |
| BODY CAM VIDEO (\$1.00 per minute +\$10.00)                                         | \$ 10.00       |

**City of Schertz  
Schedule of Fees**

| <b>Fire Department and Haz-Mat Fees</b>                                            | <b>2026-27</b> |
|------------------------------------------------------------------------------------|----------------|
| <b>Licenses &amp; Permits</b>                                                      |                |
| Certificate of Occupancy - Inspections (CO)                                        | \$ 50.00       |
| License Inspections                                                                | N/A            |
| Adult Daycare                                                                      | \$ 200.00      |
| Licensed Nursing Care Center                                                       | \$ 200.00      |
| Licensed Hospital Inspection                                                       | \$ 250.00      |
| Licensed Institutional Inspection                                                  | \$ 250.00      |
| Licensed In-Home Facilities                                                        | \$ 50.00       |
| Emergency Responder Radio Coverage System                                          | \$ 500.00      |
| High Piled/Rack Storage System                                                     | \$ 400.00      |
| Above Ground Storage Tanks (all sizes) - commercial                                | \$ 250.00      |
| Above Ground Storage Tanks (all sizes) - residential                               | \$ 150.00      |
| Below Ground Storage Tanks (per tank) - commercial                                 | \$ 250.00      |
| Below Ground Storage Tanks (per tank) - residential                                | \$ 150.00      |
| Access Control Systems (per system)                                                | \$ 150.00      |
| Limited Access Security Gates and Perimeter Fencing (per system)                   | \$ 185.00      |
| Solar                                                                              | \$ 250.00      |
| Open or Control Burn - Commercial                                                  | \$ 150.00      |
| Open or Control Burn - Non-commercial                                              | \$ 25.00       |
| Fireworks display permit                                                           | \$ 450.00      |
| Tents and Membranes (per event)                                                    | \$ 75.00       |
| Tents and Membranes (annually)                                                     | \$ 400.00      |
| Cutting and Welding                                                                | \$ 50.00       |
| Explosives                                                                         | \$ 50.00       |
| Flammable Storage                                                                  | \$ 50.00       |
| Carnivals and Fairs                                                                | \$ 50.00       |
| Food Booth (per booth, per event)                                                  | \$ 25.00       |
| Mobile Food Establishments (annual)                                                | \$ 25.00       |
| Battery Systems                                                                    | \$ 50.00       |
| Combustible Dust Product Options                                                   | \$ 50.00       |
| Cryogenic Fluids                                                                   | \$ 50.00       |
| Haz-mat                                                                            | \$ 50.00       |
| Lumberyards                                                                        | \$ 50.00       |
| Spraying and Dipping                                                               | \$ 50.00       |
| Storage of Tires                                                                   | \$ 50.00       |
| Short Term Rental Annual Inspection                                                | \$ 125.00      |
| <b>Fire Suppression System Permits</b>                                             |                |
| Fire Sprinkler System (1-10 heads)                                                 | \$ 200.00      |
| Fire Sprinkler System (11-200 heads)                                               | \$ 250.00      |
| Additional heads (beyond 200)                                                      | \$ 1.00        |
| Sprinkler System Modification (no heads involved)                                  | \$ 150.00      |
| False Alarm, per occurrence (after 2 in an annual period)                          | \$ 50.00       |
| Fire Alarms Installation (1-20 Devices)                                            | \$ 200.00      |
| Fire Alarms Installation (21-200 Devices)                                          | \$ 250.00      |
| Additional installation charge, per initiating or notification device (beyond 200) | \$ 1.00        |
| Fire Alarm Remodel (Less than 10 Devices)                                          | \$ 75.00       |
| Fire Alarm Remodel (11-25 Devices)                                                 | \$ 150.00      |
| Fire Alarm Remodel (26-100 Devices)                                                | \$ 225.00      |
| Fire Alarm Remodel (101-200 Devices)                                               | \$ 300.00      |
| Fire Alarm Remodel (201+ Devices)                                                  | \$ 375.00      |
| Fire Alarm Panel Replacement (1-9 effected Devices)                                | \$ 100.00      |
| Fire Alarm panel Replacement (10+ effected Devices)                                | \$ 200.00      |
| Kitchen Hood Suppression System                                                    | \$ 400.00      |



**City of Schertz  
Schedule of Fees**

| <b>Fire Department and Haz-Mat Fees</b>                                                                                             | <b>2026-27</b> |
|-------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Underground Fire Line (per line)                                                                                                    | \$ 250.00      |
| Fixed Pipe Systems (per system)                                                                                                     | \$ 150.00      |
| Gaseous Suppression Systems (per system)                                                                                            | \$ 300.00      |
| Standpipe                                                                                                                           | \$ 200.00      |
| Additional Standpipes (beyond 1)                                                                                                    | \$ 150.00      |
| Spray Paint Booth (per booth)                                                                                                       | \$ 300.00      |
| Other Fire Systems                                                                                                                  | \$ 100.00      |
| <b>Inspection &amp; Plan Review</b>                                                                                                 |                |
| Inspection Fees                                                                                                                     |                |
| Re-Inspection, after the 1st                                                                                                        | \$ 150.00      |
| After hours fee, per hour per inspector<br>(beyond the hours of 8:00 a.m. to 5:00 p.m.)                                             | \$ 75.00       |
| Plan Review Fees, per hour, minimum 2 hours                                                                                         | \$ 100.00      |
| Plan Review Rush, Outsource - Sent out by Fire Marshal                                                                              | Cost           |
| SFR After Hours Plan Review Rush (per hour, 2 hour minimum)                                                                         | \$ 200.00      |
| Smoke Control System Plan (per system)                                                                                              | \$ 400.00      |
| <b>Hazardous materials operations service fees.</b>                                                                                 |                |
| The current replacement cost shall be charged for the use of consumable<br>haz-mat supplies and firefighting agents                 | ACTUAL         |
| If any protective equipment or firefighting equipment is damaged or<br>contaminated, the current replacement cost shall be charged. | ACTUAL         |
| Fire Watch                                                                                                                          | \$ 75.00       |
| Fire Watch with Pumper Apparatus (per hour) - Minimum 2 hours                                                                       | \$ 150.00      |

**City of Schertz  
Schedule of Fees**

| <b>EMS</b>                                                                     | <b>2026-27</b> |
|--------------------------------------------------------------------------------|----------------|
| <b>Response Services</b>                                                       |                |
| Aid Call (A0998)                                                               | \$250.00       |
| Air Medical Assist Call                                                        | \$800.00       |
| Basic Life Support Non- Emergency (A0428)                                      | \$1,390.00     |
| Basic Life Support Emergency (A0429)                                           | \$1,510.00     |
| Advanced Life Support Non Emergency (A0426)                                    | \$1,530.00     |
| Advanced Life Support Emergency (A0427)                                        | \$1,740.00     |
| Advanced Life Support Emergency (ALS 2) and Specialty Care (SCT) (A0433/A0434) | \$1,900.00     |
| Mileage, per mile (A0888/A0425)                                                | \$25.00        |
| <b>Other Services</b>                                                          |                |
| Ambulance Standby, per hour                                                    | \$175.00       |
| Gator Standby, per hour                                                        | \$125.00       |
| AED Supplies                                                                   | Actual         |
| CPR Class and Supplies                                                         | Actual         |
| System Continuing Education                                                    | Actual         |
| Vaccinations                                                                   | Actual         |
| EMT Class                                                                      | \$1,300.00     |
| Passport to Care - Single (insured)                                            | \$ 50.00       |
| Passport to Care - Family (insured)                                            | \$ 60.00       |
| Passport to Care - Single (Not insured)                                        | \$ 65.00       |
| Passport to Care - Family (Not insured)                                        | \$ 75.00       |

**City of Schertz  
Schedule of Fees**

| <b>Inspections</b>                                                                                                                                                      |                 | <b>2026-27</b> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|----------------|
| <b>Residential Building Permit Fees</b>                                                                                                                                 |                 |                |
| Minimum permit fee                                                                                                                                                      |                 | \$ 50.00       |
| New Single Family Residential (one & two family dwellings)                                                                                                              | per square foot | \$ 0.50        |
| New Assessory structures                                                                                                                                                | per square foot | \$ 0.50        |
| Flatwork/Deck                                                                                                                                                           |                 | \$ 100.00      |
| Patio/Patio Cover                                                                                                                                                       |                 | \$ 225.00      |
| Roof Replacement                                                                                                                                                        |                 | \$ 200.00      |
| Window Replacement                                                                                                                                                      |                 | \$ 150.00      |
| Foundation Repair                                                                                                                                                       |                 | \$ 225.00      |
| No plan check fee applies to residential flatwork/deck permits                                                                                                          |                 |                |
| A building permit is required for swimming pools greater than 24 inches (24") in depth.                                                                                 |                 |                |
| Swimming Pools - In ground                                                                                                                                              |                 | \$ 500.00      |
| Swimming Pools - Above Ground (where a permit is required)                                                                                                              |                 | \$ 25.00       |
| No permit required for prefabricated pools less than 24"                                                                                                                |                 |                |
| A residential plan review fee of 50% of the building permit fee is assessed to all permits for the review of construction documents and plans associated with a permit. |                 | 50%            |
| See trade permit and technology fees associated with residential permits below.                                                                                         |                 |                |
| <b>Commercial Building Permit Fees</b>                                                                                                                                  |                 |                |
| <b>Building Permit Fees</b>                                                                                                                                             |                 |                |
| New Construction - Commercial (see Cost table below)                                                                                                                    |                 | Cost           |
| Plan review fees for projects with a cost of \$5,000 or greater, are assessed review fees based on a percentage (%) of Permit Fee                                       |                 | 50%            |
| <b>Permit Fees:</b>                                                                                                                                                     |                 |                |
| <b>Cost of Construction (Cost)</b>                                                                                                                                      |                 |                |
| \$0.00 to \$1,000.00                                                                                                                                                    |                 | \$ 50.00       |
| \$1,001.00 to \$15,000.00, for each additional \$1,000 and fraction thereof                                                                                             |                 | \$ 8.00        |
| \$15,001.00 to \$50,000.00, for each additional \$1,000 and fraction thereof                                                                                            |                 | \$ 7.00        |
| \$50,001 and up, for each additional \$1,000 and fraction thereof                                                                                                       |                 | \$ 6.00        |
| <b>Following Use The Cost of Construction (Cost) Table above:</b>                                                                                                       |                 |                |
| Non - residential Flatwork/Deck                                                                                                                                         |                 | Cost           |
| Non - residential Accessory Buildings                                                                                                                                   |                 | Cost           |
| Non - residential Patio/Patio Cover                                                                                                                                     |                 | Cost           |
| Non - residential Roof Replacement                                                                                                                                      |                 | Cost           |
| Non - residential Window Replacement                                                                                                                                    |                 | Cost           |
| Non - residential Swimming Pools in Ground                                                                                                                              |                 | Cost           |
| Non - residential Foundation Repair                                                                                                                                     |                 | Cost           |
| Sign                                                                                                                                                                    |                 | Cost           |

**City of Schertz  
Schedule of Fees**

| <b>Inspections</b>                                                                       | <b>2026-27</b> |
|------------------------------------------------------------------------------------------|----------------|
| <b>All other permit fees (Residential &amp; Commercial):</b>                             |                |
| Fence (New and Replacement)                                                              | \$ 50.00       |
| Siding/Fascia                                                                            | \$ 75.00       |
| Temporary Building or Structure                                                          | \$ 50.00       |
| Moving Permit Fee                                                                        | \$ 100.00      |
| Demolition Permit Fee                                                                    | \$ 60.00       |
| Mobile Home Permit Fee (plus sub-trades as necessary)                                    | \$ 25.00       |
| Certificate of Occupancy                                                                 | \$ 50.00       |
| Pre Certificate of Occupancy Inspection                                                  | \$ 200.00      |
| Failure to Obtain Certificate of Occupancy                                               | \$ 200.00      |
| Compliance Inspection, each trade                                                        | \$ 50.00       |
| Temporary Sign                                                                           | \$ 30.00       |
| Development Sign                                                                         | \$ 100.00      |
| Banner                                                                                   | \$ 25.00       |
| Street Span Banner                                                                       | \$ 25.00       |
| Home Occupation Permit (annually)                                                        | \$ 35.00       |
| Construction beginning without permit, pay additional:                                   | \$ 200.00      |
| Failure to Request Inspection, per trade                                                 | \$ 100.00      |
| Failure to Obtain Contractors License/Provide Insurance                                  | \$ 100.00      |
| <b>Electrical Permit Fees</b>                                                            |                |
| Electrical Repair/Replacement                                                            | \$ 60.00       |
| New Construction per building/unit                                                       | \$ 100.00      |
| Solar                                                                                    | \$ 100.00      |
| <b>Mechanical Permit Fees</b>                                                            |                |
| Mechanical Repair/Replacement                                                            | \$ 60.00       |
| New Construction per building/unit                                                       | \$ 100.00      |
| <b>Plumbing Permit Fees</b>                                                              |                |
| Plumbing Repair/Replacement                                                              | \$ 60.00       |
| New Construction per building/unit                                                       | \$ 100.00      |
| <b>Irrigation Permit Fees</b>                                                            |                |
| Permit Fee                                                                               | \$ 60.00       |
| plus per sprinkler head                                                                  | \$ 1.00        |
| plus per backflow or RPZ                                                                 | \$ 3.00        |
| subsequent to the installation of the piping or equipment served, each                   |                |
| <b>Re-Inspection Fees*</b>                                                               |                |
| Each re-inspection, per trade                                                            | \$ 75.00       |
| Re-inspections after first, per trade                                                    | \$ 150.00      |
| Re-inspections after second and all subsequent, per trade                                | \$ 500.00      |
| <b>No permit fees will be charged for sites located on Main St. (All departments)</b>    |                |
| <b>No permit fees will be charged to the Schertz Housing Authority (All departments)</b> |                |
| <b>Technology Fees</b>                                                                   |                |
| Commercial Construction (new, additions, remodels)                                       | \$ 25.00       |
| New Residential Construction                                                             | \$ 25.00       |
| All other permits                                                                        | \$ 10.00       |

**City of Schertz  
Schedule of Fees**

| <b>Inspections</b> | <b>2026-27</b> |
|--------------------|----------------|
|--------------------|----------------|

**Licenses/Registrations:**

|                                                                               |     |
|-------------------------------------------------------------------------------|-----|
| General Contractor (Initial and Renewal)                                      | N/C |
| Master Electrician (Initial) State of Texas Issued                            | N/C |
| Apprentice/Wireman Electrician (Annually) State of Texas Issued               | N/C |
| Electrical Contractor (Annually) State of Texas Issued                        | N/C |
| Mechanical Contractor (Annually) State of Texas Issued                        | N/C |
| Plumbing Contractor (Annually)* State of Texas Issued                         | N/C |
| Irrigation (Annually) State of Texas Issued                                   | N/C |
| Backflow Tester - State of Texas Issued                                       | N/C |
| Sign Contractor (Initial)                                                     | N/C |
| Sign Contractor (Renewal)                                                     | N/C |
| Electrical Sign Contractor (Initial) State of Texas Issued                    | N/C |
| Electric Sign Journeyman Electrician (Annually) State of Texas Issued         | N/C |
| Electric Sign Apprentice/Wireman Electrician (Annually) State of Texas Issued | N/C |
| Utility Contractor (Annually)                                                 | N/C |
| Mobile Home Park (Annually)                                                   | N/C |

\*N/C - No Charge for license

\*Re-Inspection fees include Engineering inspections.

**City of Schertz  
Schedule of Fees**

| <b>Engineering</b> | <b>2026-27</b> |
|--------------------|----------------|
|--------------------|----------------|

**Grading and Clearing Permit - Acreage**

For non-agricultural purposes

|                                                 |           |
|-------------------------------------------------|-----------|
| Below 5 acres                                   | \$ 100.00 |
| 5 to 20 acres                                   | \$ 250.00 |
| Per acre over 20, plus base charge for 20 acres | \$ 3.00   |
| Over 100 acres                                  | \$ 490.00 |

*Grading and Clearing Permit Fees are waived for applicants representing Home Owner's Associations proposing maintenance activities in drainage easements.*

**Public Improvement Permit Fees**

Construction Plan Review

|                                                                                  |          |
|----------------------------------------------------------------------------------|----------|
| Base Fee                                                                         | #####    |
| Water, per 100 linear foot of main                                               | \$ 8.52  |
| Wastewater, per 100 linear foot of main                                          | \$ 12.78 |
| Street and Drainage, per 100 linear foot of street                               | \$ 8.52  |
| Drainage, per 100 linear feet of street + 100 linear feet of off-street facility | \$ 12.78 |
| Wastewater Lift Station                                                          | #####    |

**OR**

|                                        |        |
|----------------------------------------|--------|
| Actual Cost of third party plan review | Actual |
|----------------------------------------|--------|

Construction Inspection

|                                                                                  |          |
|----------------------------------------------------------------------------------|----------|
| Base Fee                                                                         | #####    |
| Water, per 100 linear foot of main                                               | \$ 67.73 |
| Wastewater, per 100 linear foot of main                                          | \$ 84.66 |
| Street and Drainage, per 100 linear foot of street                               | \$ 67.73 |
| Drainage, per 100 linear feet of street + 100 linear feet of off-street facility | \$ 84.66 |
| Wastewater Lift Station                                                          | #####    |

**OR**

|                                       |        |
|---------------------------------------|--------|
| Actual Cost of third party inspection | Actual |
|---------------------------------------|--------|

**City of Schertz  
Schedule of Fees**

| <b>Drainage Fees</b>                         | <b>2026-27</b> |
|----------------------------------------------|----------------|
| Charge Per Residence                         | \$ 11.00       |
| Commercial, per LUE                          | \$ 11.00       |
| Floodplain Permit, New Residential Structure | \$ 50.00       |
| Floodplain Permit, New Commercial Structure  | \$ 150.00      |

**City of Schertz  
Schedule of Fees**

| <b>Garbage Collection Fees</b> | <b>2026-27</b> |
|--------------------------------|----------------|
|--------------------------------|----------------|

|                           |       |
|---------------------------|-------|
| <b><u>Residential</u></b> | 19.93 |
|---------------------------|-------|

Once a week pick up Garbage  
Every other week pick up Recycling  
Every other week pick up bulk items and brush  
Hazardous Waste pick up on request

|                             |      |
|-----------------------------|------|
| Extra Garbage Carts, each   | 9.6  |
| Extra Recycling Carts, each | 5.19 |

|                                       |       |
|---------------------------------------|-------|
| Unusual Accumulation Waste Collection |       |
| Rate per hour                         | 103.8 |
| Deposit fee per yard collected        | 51.9  |

**Commercial**

**Small Commercial**

|                        |          |
|------------------------|----------|
| Once a week pick up    | \$ 46.71 |
| Twice per week pick up | \$ 93.42 |

**Commercial Containers**

CONTRACTOR will provide commercial containers to those customers who desire to use them in lieu of garbage cans. The use of such CONTRACTOR provided containers is required by this contract. Rates for containers and pickup will be based on the following table:



**City of Schertz  
Schedule of Fees**

| <b>Garbage Collection Fees</b>                             |    |          |           |           |           |           |                     | <b>2026-27</b> |
|------------------------------------------------------------|----|----------|-----------|-----------|-----------|-----------|---------------------|----------------|
| <b>FY 2026-27</b>                                          |    |          |           |           |           |           |                     |                |
| <b>Frequency of Pickup</b>                                 |    | <b>1</b> | <b>2</b>  | <b>3</b>  | <b>4</b>  | <b>5</b>  | <b>On Call</b>      |                |
| <b>Container Size:</b>                                     |    |          |           |           |           |           | <b>6 Additional</b> |                |
| <b>2 cu. Yard</b>                                          | \$ | 88.40    | \$ 150.52 | \$ 181.83 | \$ 207.86 | \$ 233.83 | \$ 259.80           | \$ 77.85       |
| <b>3 cu. Yard</b>                                          | \$ | 106.54   | \$ 192.20 | \$ 265.01 | \$ 303.90 | \$ 342.93 | \$ 381.87           | \$ 77.85       |
| <b>4 cu. Yard</b>                                          | \$ | 132.43   | \$ 228.67 | \$ 342.87 | \$ 376.67 | \$ 441.68 | \$ 506.62           | \$ 77.85       |
| <b>6 cu. Yard</b>                                          | \$ | 187.12   | \$ 311.73 | \$ 428.68 | \$ 545.64 | \$ 662.41 | \$ 779.36           | \$ 77.85       |
| <b>8 cu. Yard</b>                                          | \$ | 220.86   | \$ 402.68 | \$ 558.50 | \$ 714.41 | \$ 871.40 | \$1,026.20          | \$ 77.85       |
| <b>10 cu. Yard</b>                                         | \$ | 241.62   | \$ 413.06 | \$ 568.88 | \$ 724.79 | \$ 871.40 | \$1,036.58          | \$ 77.85       |
| <b>2 cu. Yard Recycle</b>                                  | \$ | 82.26    | \$ 140.07 | \$ 169.19 | \$ 193.42 | \$ 217.60 | \$ 241.75           | \$ 77.85       |
| <b>4 cu. Yard Recycle</b>                                  | \$ | 99.14    | \$ 178.85 | \$ 246.61 | \$ 282.79 | \$ 319.11 | \$ 355.35           | \$ 77.85       |
| <b>6 cu. Yard Recycle</b>                                  | \$ | 174.11   | \$ 290.08 | \$ 398.90 | \$ 507.73 | \$ 616.41 | \$ 725.23           | \$ 77.85       |
| <b>8 cu. Yard Recycle</b>                                  | \$ | 205.51   | \$ 374.71 | \$ 519.70 | \$ 664.79 | \$ 810.88 | \$ 954.92           | \$ 77.85       |
| <b>Roll-Off available in 20, 30, and 40 cubic yards</b>    |    |          |           |           |           |           |                     |                |
| Delivery                                                   |    |          |           |           |           |           |                     | \$ 155.70      |
| Haul Rate                                                  |    |          |           |           |           |           |                     | \$ 404.82      |
| Disposal, per ton                                          |    |          |           |           |           |           |                     | \$ 62.22       |
| Temporary, rate per day (not charged on permant placement) |    |          |           |           |           |           |                     | \$ 3.11        |

|                             |    |          |           |             |             |             |                     |           |
|-----------------------------|----|----------|-----------|-------------|-------------|-------------|---------------------|-----------|
| <b>Compactors</b>           |    |          |           |             |             |             |                     |           |
| <b>FY 2026-27</b>           |    |          |           |             |             |             |                     |           |
| <b>Frequency of Pickup</b>  |    | <b>1</b> | <b>2</b>  | <b>3</b>    | <b>4</b>    | <b>5</b>    | <b>On Call</b>      |           |
| <b>Container Size</b>       |    |          |           |             |             |             | <b>6 Additional</b> |           |
| <b>2 cu. Yard compactor</b> | \$ | 265.19   | \$ 451.56 | \$ 545.48   | \$ 623.58   | \$ 701.49   | \$ 779.40           | \$ 311.40 |
| <b>4 cu. Yard compactor</b> | \$ | 397.28   | \$ 686.01 | \$ 935.20   | \$ 1,130.01 | \$ 1,325.04 | \$1,519.85          | \$ 311.40 |
| <b>6 cu. Yard compactor</b> | \$ | 561.36   | \$ 935.20 | \$ 1,286.05 | \$ 1,636.91 | \$ 1,987.23 | \$2,338.08          | \$ 311.40 |

**City of Schertz  
Schedule of Fees**

| <b>Garbage Collection Fees</b>           | <b>2026-27</b> |
|------------------------------------------|----------------|
| Compactor Rental, per month              | \$ 519.00      |
| Casters, per month                       | \$ 7.79        |
| Locks, per collection                    | \$ 2.60        |
| Enclosures, per month                    | \$ 5.19        |
| <b>Roll Off Compactor</b>                |                |
| 20 yard and 30 yard self contained       |                |
| Rental, per month                        | \$ 778.50      |
| Haul Rate                                | \$ 487.86      |
| Disposal, per ton                        | \$ 62.22       |
| <b>40 Yard Receiving Container</b>       |                |
| Rental                                   | \$ 259.50      |
| Haul Rate                                | \$ 487.86      |
| Disposal, per ton                        | \$ 62.22       |
| <b>Disaster management Rates</b>         |                |
| Roll Off Truck and Container, per hour   | \$ 207.60      |
| Grapple Truck, per hour                  | \$ 207.60      |
| Rear Load Truck and Crew, per hour       | \$ 337.35      |
| Disposal, per ton                        | \$ 62.22       |
| <b>Commercial Recycle Hauling Permit</b> | \$ 25.95       |

To address non standard requests, the solid waste contractor can negotiate a fee with the  
The City franchise fee collected from the Solid Waste Provider 10%

**City of Schertz  
Schedule of Fees**

| <b>Capital Recovery Impact Fees</b> | <b>2026-27</b> |
|-------------------------------------|----------------|
|-------------------------------------|----------------|

**WATER IMPACT FEE**

| <b>Meter Size</b> | <b>Meter Type</b> | <b>LUEs</b> |    |              |
|-------------------|-------------------|-------------|----|--------------|
| 5/8"              | MULTI-JET         | 1.0         | \$ | 8,814.00     |
| 3/4"              | MULTI-JET         | 1.3         | \$ | 11,458.20    |
| 1"                | MULTI-JET         | 2.0         | \$ | 17,628.00    |
| 2"                | ULTRASONIC        | 16.7        | \$ | 147,193.80   |
| 3"                | ULTRASONIC        | 33.3        | \$ | 293,506.20   |
| 4"                | ULTRASONIC        | 66.7        | \$ | 587,893.80   |
| 6"                | ULTRASONIC        | 106.7       | \$ | 940,453.80   |
| 8"                | ULTRASONIC        | 186.7       | \$ | 1,645,573.80 |
| 10"               | ULTRASONIC        | 366.7       | \$ | 3,232,093.80 |
| 12"               | ULTRASONIC        | 366.7       | \$ | 3,232,093.80 |

**SEWER COLLECTION IMPACT FEE**

| <b>Meter Size</b> | <b>Meter Type</b> |       |    |              |
|-------------------|-------------------|-------|----|--------------|
| 5/8"              | MULTI-JET         | 1.0   | \$ | 5,556.00     |
| 3/4"              | MULTI-JET         | 1.3   | \$ | 7,222.80     |
| 1"                | MULTI-JET         | 2.0   | \$ | 11,112.00    |
| 2"                | ULTRASONIC        | 16.7  | \$ | 92,785.20    |
| 3"                | ULTRASONIC        | 33.3  | \$ | 185,014.80   |
| 4"                | ULTRASONIC        | 66.7  | \$ | 370,585.20   |
| 6"                | ULTRASONIC        | 106.7 | \$ | 592,825.20   |
| 8"                | ULTRASONIC        | 186.7 | \$ | 1,037,305.20 |
| 10"               | ULTRASONIC        | 366.7 | \$ | 2,037,385.20 |
| 12"               | ULTRASONIC        | 366.7 | \$ | 2,037,385.20 |

These are only City of Schertz impact fees.

**Other Utility Impact Fees - Fees Not Governed by the City of Schertz**

Cibolo Creek Municipal Authority (CCMA)

South Basin Impact Fee Per LUE: \$ 2,200.00

North Basin Impact Fee Per LUE: \$ 2,300.00

\*Sewer based on LUE: LUE = 155 gallons per day

These are only CCMA impact fees.

Schertz Seguin Local Government Corporation (SSLGC)

| <b>Meter Size</b> | <b>Meter Type</b> |       |    |            |
|-------------------|-------------------|-------|----|------------|
| 5/8"              | MULTI-JET         | 1.0   | \$ | 587.24     |
| 3/4"              | MULTI-JET         | 1.3   | \$ | 763.41     |
| 1"                | MULTI-JET         | 2.0   | \$ | 1,174.48   |
| 2"                | ULTRASONIC        | 16.7  | \$ | 9,806.91   |
| 3"                | ULTRASONIC        | 33.3  | \$ | 19,555.09  |
| 4"                | ULTRASONIC        | 66.7  | \$ | 39,168.91  |
| 6"                | ULTRASONIC        | 106.7 | \$ | 62,658.51  |
| 8"                | ULTRASONIC        | 186.7 | \$ | 109,637.71 |
| 10"               | ULTRASONIC        | 366.7 | \$ | 215,340.91 |
| 12"               | ULTRASONIC        | 366.7 | \$ | 215,340.91 |

**City of Schertz  
Schedule of Fees**

| <b>Capital Recovery Impact Fees</b>                 |    | <b>2026-27</b> |
|-----------------------------------------------------|----|----------------|
| <b>ROADWAY IMPACT FEE</b>                           |    |                |
| Residential Home through 3/26/2021                  | \$ | 2,696.00       |
| Residential Home between 3/27/2021 and 3/26/2022    | \$ | 3,033.00       |
| Residential Home after 3/26/2022                    | \$ | 3,370.00       |
| Nonresidential through 3/26/2021, per service unit* | \$ | 100.00         |
| Nonresidential after 3/26/2021, per service unit*   | \$ | 175.00         |

\*The number of service units are based on the use of the property. A fee calculator is available on the City Website under the Engineering page

**City of Schertz  
Schedule of Fees**

| <b>Utility Billing</b>                   | <b>2026-27</b>   |
|------------------------------------------|------------------|
| <b>Water &amp; Wastewater Deposit</b>    |                  |
| In City                                  | \$ 125.00        |
| In City, with no water service           | \$ 75.00         |
| Out of City                              | \$ 150.00        |
| Commercial                               | \$ 100.00        |
| or 2.5 times estimated monthly billing   | 2.5x             |
| <br>Disconnect Fee                       | <br>\$ 20.00     |
| <br>Extension Fee                        | <br>\$ 5.00      |
| 2 free extensions                        |                  |
| <br>Transfer Fee                         | <br>\$ 10.00     |
| <br><b>Garbage Deposit</b>               |                  |
| Residential                              | \$ 25.00         |
| Commercial                               | \$ 100.00        |
| or 2 1/2 times estimated monthly billing | 2.5x             |
| <br><b>Meter Flow Test</b>               |                  |
| After Hours Disconnect/Reconnect         | \$ 50.00         |
| City Field Test                          | \$ 10.00         |
| City Meter Bench Flow Test               | \$ 25.00         |
| <br>Schertz Seguin Water Customers       | <br>\$ 4.00      |
| Non-Schertz Seguin Customer              | \$ 15.00         |
| <br><br>Extended Absence Charge          | <br><br>\$ 10.00 |
| <br>Re-Installation Fee, per hour        | <br>\$ 50.00     |
| <br><b>Fire Hydrant Fee</b>              |                  |
| Deposit                                  | \$ 900.00        |
| Service Fee                              | \$ 50.00         |
| Replacement Fee                          | \$1,290.00       |

**City of Schertz  
Schedule of Fees**

| <b>Public Works</b>                                                      |             | <b>2026-27</b> |
|--------------------------------------------------------------------------|-------------|----------------|
| Permit Fees - All Right of Way Permits                                   |             | \$ 25.00       |
| <br><b>Fire Line</b> Type Nos. 1 and 2 - (non-metered), in City per year |             |                |
| 4-inch service line connection or smaller                                | \$          | 175.00         |
| 6 inch                                                                   | \$          | 235.00         |
| 8 inch                                                                   | \$          | 290.00         |
| 10 inch                                                                  | \$          | 340.00         |
| 12 inch                                                                  | \$          | 405.00         |
| <br><b>Fire Line</b> - (non-metered), Outside City per year              |             |                |
| 4-inch service line connection or smaller                                | \$          | 225.00         |
| 6 inch                                                                   | \$          | 305.00         |
| 8 inch                                                                   | \$          | 375.00         |
| 10 inch                                                                  | \$          | 440.00         |
| 12 inch                                                                  | \$          | 525.00         |
| <br><b>Meter Installation Fees - Inside the City</b>                     |             |                |
| <b>Meter Size</b>                                                        |             |                |
| 5/8" X 3/4"                                                              | \$          | 330.00         |
| 3/4" X 3/4"                                                              | \$          | 345.00         |
| 1" X 1"                                                                  | \$          | 450.00         |
| 2" X 2"                                                                  | \$          | 1,940.00       |
| *2" turbine                                                              | Cost + Labo |                |
| *3" or larger                                                            | Cost + Labo |                |

**City of Schertz  
Schedule of Fees**

| <b>Public Works</b> | <b>2026-27</b> |
|---------------------|----------------|
|---------------------|----------------|

**Meter Installation Fees - Outside the City**

**Meter Size**

|               |              |
|---------------|--------------|
| 5/8" X 3/4"   | \$ 340.00    |
| 3/4" X 3/4"   | \$ 355.00    |
| 1" X 1"       | \$ 460.00    |
| 2" X 2"       | \$ 1,950.00  |
| *2" turbine   | Cost + Labor |
| *3" or larger | Cost + Labor |

**Bulk Water Sales - 10 Commercial Place**

|                                               |           |
|-----------------------------------------------|-----------|
| Deposit (refundable)                          | \$ 90.00  |
| Service Charge                                | \$ 50.00  |
| Base Monthly fee - initial 10,000 gallons     | \$ 132.83 |
| Usage fee - per thousand gallon after initial | \$ 10.59  |

**Wholesale Water Distribution Rate**

|                      |             |
|----------------------|-------------|
| Base Rate, per month |             |
| 3 Inch Meter         | \$ 501.87   |
| 4 Inch Meter         | \$ 878.28   |
| 6 Inch Meter         | \$ 1,923.84 |
| 8 Inch Meter         | \$ 3,346.63 |
| 10 Inch Meter        | \$ 5,229.10 |
| 12 Inch Meter        | \$ 6,902.42 |

Available by agreement to distributors with a self-maintained water distribution service, Military Bases, and for temporary use until reuse water is made available in a particular area.

**Network Nodes**

|                                                               |             |
|---------------------------------------------------------------|-------------|
| Application                                                   | \$ 500.00   |
| Additional for each node over 5 on the application (up to 30) | \$ 100.00   |
| Annual Public Right of Way                                    | \$ 250.00   |
| Node Support Pole Application Fee                             | \$ 1,000.00 |
| Collection Fee for Network Nodes on City Service Poles, per   | \$ 20.00    |

**Transport Facilities**

|                                                               |           |
|---------------------------------------------------------------|-----------|
| Application                                                   | \$ 500.00 |
| Additional for each node over 5 on the application (up to 30) | \$ 100.00 |
| Rental Fee for Transport Facilities, per device per month     | \$ 28.00  |
| Annual Public Right of Way Fee                                | \$ 250.00 |

Permit Fees will be due at the time of the permit submission.  
Permit will not be accepted if the permit fee is not attached.  
Other fees will be assessed at the time of permit approval

**City of Schertz  
Schedule of Fees**

| <b>Sewer Rates</b>                                                                                                                                                                                                                                                                                                                                                                                                           | <b>2026-27</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b><u>Residential Rates (Single Family)</u></b>                                                                                                                                                                                                                                                                                                                                                                              |                |
| <b>Base Rate-per month</b>                                                                                                                                                                                                                                                                                                                                                                                                   | \$ 17.71       |
| <b>Per 1,000 gal Charge, Per Month</b>                                                                                                                                                                                                                                                                                                                                                                                       |                |
| City line Maintenance fee plus Franchise fee                                                                                                                                                                                                                                                                                                                                                                                 | \$ 1.01        |
| User Charge based on 100% of avg consumption mo.                                                                                                                                                                                                                                                                                                                                                                             | \$ 4.56        |
| User avg. based on Nov, Dec, and Jan, min. 500 gals.                                                                                                                                                                                                                                                                                                                                                                         |                |
| Per 1,000 gal charge Total- 12,000 gallons or less                                                                                                                                                                                                                                                                                                                                                                           | \$ 5.57        |
| greater than 12,000 gallons                                                                                                                                                                                                                                                                                                                                                                                                  | \$ 13.37       |
| <b><u>Business and Multi-family Dwelling Units:</u></b>                                                                                                                                                                                                                                                                                                                                                                      |                |
| <b>Base Rate per month</b>                                                                                                                                                                                                                                                                                                                                                                                                   | \$ 22.29       |
| The base rate shall be assessed in terms of connection equivalents which shall be as follows: the customer's previous 12 month water consumption as determined at the annual re-rating in February divided by 365, with the results of such division then divided by 245 gallons. The figure arrived at by the second division shall be the customer's "connection equivalent". Each business shall be assessed a base rate. |                |
| <b>Per 1,000 gal Charge, Per Month</b>                                                                                                                                                                                                                                                                                                                                                                                       |                |
| Per 1,000 gal charge Total- 12,000 gallons or less                                                                                                                                                                                                                                                                                                                                                                           | \$ 5.97        |
| greater than 12,000 gallons                                                                                                                                                                                                                                                                                                                                                                                                  | \$ 13.37       |
| <b><u>YMCA</u></b>                                                                                                                                                                                                                                                                                                                                                                                                           |                |
| <b>Per 1,000 gal Charge, Per Month</b>                                                                                                                                                                                                                                                                                                                                                                                       | \$ 3.93        |



**City of Schertz  
Schedule of Fees**

| <b>Public Works - Water Rates Residential</b>                          | <b>2026-27</b> |
|------------------------------------------------------------------------|----------------|
| <b>GALLONS SOLD BY METER SIZE (RESIDENTIAL &amp; SMALL COMMERCIAL)</b> |                |

**Base Monthly Fee, based on meter size**

|        |             |
|--------|-------------|
| 5/8 IN | \$ 29.62    |
| 3/4 IN | \$ 44.38    |
| 1.0 IN | \$ 73.99    |
| 2 IN   | \$ 296.00   |
| 3 IN   | \$ 710.42   |
| 4 IN   | \$ 1,243.21 |
| 6 IN   | \$ 2,723.23 |
| 8 IN   | \$ 4,784.13 |
| 10 IN  | \$ 7,475.19 |
| 12 IN  | \$ 9,867.26 |

**Usage Fee, rate per 1,000 gallons**

|        |        |         |
|--------|--------|---------|
| -      | 6,000  | \$ 3.65 |
| 6,001  | 12,000 | \$ 4.09 |
| 12,001 | 18,000 | \$ 4.79 |
| 18,001 | 30,000 | \$ 5.84 |
| 30,001 | Above  | \$ 7.43 |

**City of Schertz  
Schedule of Fees**

| <b>Public Works - Water Rates Commercial</b>         | <b>2026-27</b> |
|------------------------------------------------------|----------------|
| <b>GALLONS SOLD BY METER SIZE (LARGE COMMERCIAL)</b> |                |

**Base Monthly Fee, based on meter size**

|               |    |          |
|---------------|----|----------|
| 5/8 IN        | \$ | 29.62    |
| 3/4 IN        | \$ | 44.38    |
| 1.0 IN        | \$ | 73.99    |
| 1 1/2 IN      | \$ | 148.00   |
| 2IN (TURBINE) | \$ | 296.00   |
| 3 IN          | \$ | 710.42   |
| 4 IN          | \$ | 1,243.21 |
| 6 IN          | \$ | 2,723.23 |
| 8 IN          | \$ | 4,784.13 |
| 10 IN         | \$ | 7,475.19 |
| 12 IN         | \$ | 9,867.26 |

**Usage Fee, rate per 1,000 gallons**

|        |        |    |      |
|--------|--------|----|------|
| -      | 18,000 | \$ | 3.65 |
| 18,001 | 36,000 | \$ | 4.09 |
| 36,001 | 54,000 | \$ | 4.79 |
| 54,001 | 90,000 | \$ | 5.84 |
| 90,001 | Above  | \$ | 7.43 |

**Fire Hydrant Meter**

|                           |    |        |
|---------------------------|----|--------|
| Base Monthly Fee          | \$ | 140.65 |
| Usage Fee, per 1,000 gals | \$ | 11.21  |

|                                    |    |      |
|------------------------------------|----|------|
| <b>Cibolo Wholesale Water Rate</b> | \$ | 3.75 |
|------------------------------------|----|------|

**City of Schertz  
Schedule of Fees**

| <b>Drought Contingency Surcharges</b>              | <b>2026-27</b> |
|----------------------------------------------------|----------------|
| For the first 1,000 gallons over allocation*       | \$ 2.00        |
| For the second 1,000 gallons over allocation*      | \$ 3.00        |
| For the third 1,000 gallons over allocation*       | \$ 4.00        |
| For each additional 1,000 gallons over allocation* | \$ 5.00        |
| <br>Drought Contingency Violation Fines, up to     | <br>\$ 200.00  |

\*Refer to the Conservation Ordinance for all allocations

**City of Schertz  
Schedule of Fees**

| Summary of Changes                                                                  | 2025-26   | 2026-27     |
|-------------------------------------------------------------------------------------|-----------|-------------|
| <b><u>Police</u></b>                                                                |           |             |
| <b><u>Annual Alarm Permit Fees</u></b>                                              |           |             |
| Residential                                                                         | \$ 10.00  | \$ 10.00    |
| Tier 1 Commercial                                                                   | \$ 25.00  | \$ 25.00    |
| Tier 2 Commercial site alarm system required<br>under local, state or national code | \$ 50.00  | \$ 50.00    |
| <b><u>Alarm Service Fees: Other than Burglar Alarms</u></b>                         |           |             |
| <b><u>Commercial False Alarm Fees</u></b>                                           |           |             |
| 4TH False Alarm within 12 Mo. Period                                                | \$ 100.00 | \$ 100.00   |
| 5TH False Alarm within 12 Mo. Period                                                | \$ 150.00 | \$ 150.00   |
| 6TH False Alarm within 12 Mo. Period                                                | \$ 200.00 | \$ 200.00   |
| 7TH False Alarm within 12 Mo. Period                                                | \$ 250.00 | \$ 250.00   |
| 8TH False Alarm within 12 Mo. Period                                                | \$ 500.00 | \$ 500.00   |
| Others After 8TH within 12 Mo. Period                                               | \$ 500.00 | \$ 500.00   |
| <b><u>Burglar Alarm Service Fees:</u></b>                                           |           |             |
| <b><u>Residential False Alarm Fees</u></b>                                          |           |             |
| 4TH False Alarm within 12 Mo. Period                                                | \$ 50.00  | \$ 50.00    |
| 5TH False Alarm within 12 Mo. Period                                                | \$ 50.00  | \$ 50.00    |
| 6TH False Alarm within 12 Mo. Period                                                | \$ 75.00  | \$ 75.00    |
| 7TH False Alarm within 12 Mo. Period                                                | \$ 75.00  | \$ 75.00    |
| 8TH False Alarm within 12 Mo. Period                                                | \$ 100.00 | \$ 100.00   |
| Others After 8TH within 12 Mo. Period                                               | \$ 100.00 | \$ 100.00   |
| <b><u>Drairage</u></b>                                                              |           |             |
| Charge Per Residence                                                                | \$ 8.00   | \$ 11.00    |
| Commercial, per LUE                                                                 | \$ 8.00   | \$ 11.00    |
| <b><u>Utility Billing</u></b>                                                       |           |             |
| <b><u>Fire Hydrant Fee</u></b>                                                      |           |             |
| Deposit                                                                             | \$ 200.00 | \$ 900.00   |
| Replacement Fee                                                                     | \$ 910.00 | \$ 1,290.00 |

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** October 13, 2026  
**Department:** Police Department  
**Subject:** Resolution 26-R-115 - Authorizing the acceptance of a quote from Motorola Solutions Inc. and BRINC for a pilot DFR program that includes two DFR pods with the City of Schertz (Chief of Police Jim Lowery)

---

### BACKGROUND

A Drone as First Responder (DFR) program is a modern public safety model where unmanned aerial vehicles (UAVs) are pre-positioned in weatherproof docking stations across the city. Upon a 911 call or CAD (Computer Aided Dispatch) alert, a drone automatically launches and flies directly to the scene, often arriving under 90 seconds, well ahead of ground units. The objective is to provide responding officers with instant, live situational awareness via real-time video streaming, allowing for safer, faster, and more informed decision-making. Measurable outcomes archived by peer agencies include accelerated response times (drones travel in a straight line at or up to 50 MPH by passing traffic obstacles), resource optimization (on average, DFR programs allow agencies to clear 25% to 38% of low-risk calls without ever dispatching a physical officer, preserving ground resources for true emergencies), de-escalation and safety (live video allows supervisors to see if a suspect is actually armed or if a situation requires a specialized response giving officers the time and distance needed to de-escalate safely), and specific high-impact cases (Missing Persons; quickly locating lost children or elderly individuals in dense terrain using thermal sensors, Crimes in Progress; safely tracking fleeing suspects of stolen vehicles without resorting to high-speed vehicle pursuits, Multi-Agency Support; assessing a fire spread for the Fire Department or mapping structural damage for Emergency Management). The DFR program would supplement our current drone program embedded within the Police and Fire Department.

### GOAL

The goal is to approve the acceptance of the quote from BRINC and Motorola for a pilot DFR program to initiate a DFR pilot program.

### COMMUNITY BENEFIT

The community benefit is the ability of first responders to speed up response times and the ability to deploy a drone ahead of ground units that provides early visuals, reduces response times, optimizes resources, and enhances public safety.

### SUMMARY OF RECOMMENDED ACTION

Approve Resolution 26-R-115.

### FISCAL IMPACT

Year one (1) includes a cancellation for convenience clause and the \$119,998/YR fee is covered by Motorola Solutions Inc. Years two (2) through four (4) include a Non-appropriations of Funding clause. Thus, the first year there is a \$0 cost. The remaining three years (two-four) is \$119,998 each year for a total of \$359,994. We intend to seek grant funding with a 20% match. Therefore, our total monetary obligation would be \$71,998. Our yearly cost would be \$23,996.60 if the grant requires a yearly application versus a total package.

## **RECOMMENDATION**

Recommend approval of Resolution 26-R-115.

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## **Attachments**

Resolution 26-R-115with attachments

## **RESOLUTION NO. 26-R-115**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING THE SCHERTZ POLICE DEPARTMENT TO ENTER INTO A CONTRACT WITH AND MOTOROLA SOLUTIONS, INC. AND BRINC FOR A DFR (DRONE AS FIRST RESPONDER) PILOT PROGRAM WITH A THREE YEAR OPTION TO EXTEND THE DFR PROGRAM.**

**WHEREAS**, the Schertz City Council finds it in the best interest of the citizens of the City of Schertz that the Motorola Solutions and BRINC DFR pilot program be accepted; and

**WHEREAS**, the Schertz City Council designates the City Manager as the authorized official and is given the power to apply for, accept, reject, alter, or terminate the contract on behalf of the applicant agency; and

**WHEREAS**, the Schertz City Council recognizes the Drone as First Responder (DFR) program is a modern public safety model unmanned aerial vehicles (UAVs) are pre-positioned in weatherproof docking stations across the city; and

**WHEREAS**, the DFR program will assist City of Schertz public safety officials with instant, live situational awareness via real-time video streaming, allowing for safer, faster, and more informed decision making while addressing public safety that includes but not limited to crime, traffic safety, and quality of life issues.

**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 accept, decline, modify, or cancel the Motorola Solutions Inc and BRINC DFR quote/contract as set forth in Exhibit A.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

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

PASSED AND ADOPTED, this \_\_\_\_ day of \_\_\_\_\_, 2026.

CITY OF SCHERTZ, TEXAS

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Ralph Rodriguez, Mayor

ATTEST:

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Sheila Edmondson, City Secretary



**EXHIBIT A**  
**AGREEMENT**



## SCHERTZ POLICE DEPARTMENT

Schertz PD, TX - BRINC Takeoff

07/21/2026

07/21/2026

SCHERTZ POLICE DEPARTMENT  
1400 SCHERTZ PARKWAY  
SCHERTZ, TX 78154

RE: Motorola Quote for Schertz PD, TX - BRINC Takeoff

Dear Chief James Lowery,

We're excited to present the BRINC MSI Takeoff Program, built in partnership between BRINC and Motorola Solutions to give every public safety agency access to a reliable, cost-effective, and purpose-built air program. Too often, agencies are forced to choose between expensive aviation solutions or tools not designed for the realities of public safety work. The Takeoff Program changes that. Together with BRINC, we're making it simple for agencies to stand up Drone as First Responder (DFR) programs that:

- Fit within real budgets with the first year at no cost
- Rely on technology built for first responders, not adapted from consumer or inspection hardware
- Integrate directly into existing Motorola systems like Command Central Software, radios and ALPR
- Include full training and support so teams are mission-ready from day one

We believe every community deserves the benefits of a DFR program—safer officers, lower response times, and better outcomes for the public. The Takeoff Program helps make that possible for every agency ready to deploy an air program. We are confident that Motorola Solutions' ongoing commitment to safety, innovation, and mission-critical performance, combined with BRINC's cutting-edge drone technology, will deliver significant value to your operations.

This offer is subject to the attached Products Agreement and TAKEOFF Program Addendum, and expires 60 days from the date of this letter.

Please let us know when we can schedule time to review this proposal in more detail. Thank you for your leadership and commitment to serving your community. We're honored to support you.

Sincerely,

David Redus

Sr. Manager

Billing Address:  
SCHERTZ POLICE DEPARTMENT  
1400 SCHERTZ PARKWAY  
SCHERTZ, TX 78154  
US

Shipping Address:  
SCHERTZ POLICE DEPARTMENT  
1404 SCHERTZ PKWY  
BUILDING 6  
SCHERTZ, TX 78154  
US

Quote Date:07/21/2026  
Expiration Date:10/21/2026  
Quote Created By:  
David Redus  
Sr. Manager  
david.redus@  
motorolasolutions.com  
727-365-8688

End Customer:  
SCHERTZ POLICE DEPARTMENT  
Chief James Lowery  
jlowery@schertz.com  
(817) 925-9686

Contract: 39000 - DIR-CPO-5433

Payment Terms:30 NET

| Line # | Item Number   | Description                                                 | Qty | Term   | List Price   | Sale Price   | Ext. Sale Price |
|--------|---------------|-------------------------------------------------------------|-----|--------|--------------|--------------|-----------------|
| 1      | PSV00S06104A  | RESPONDER SAFEGUARD TAKEOFF LITE TRAINING                   | 2   |        | Included     | Included     | Included        |
| 2      | PSV00S06103A  | RESPONDER SAFEGUARD TAKEOFF LITE HW                         | 2   |        | Included     | Included     | Included        |
| 3      | DSBCRSGLITETO | RESPONDER SAFEGUARD TAKEOFF LITE                            | 2   |        | \$0.00       | \$0.00       | \$0.00          |
| 4      | SSV00S06146A  | RESPONDER SAFEGUARD LITE WARRANTY                           | 2   | 1 YEAR | Included     | Included     | Included        |
| 5      | SSV00S06145A  | RESPONDER SAFEGUARD LITE SOFTWARE                           | 2   | 1 YEAR | Included     | Included     | Included        |
| 6      | SSV00S06171A  | RESPONDER SAFEGUARD TAKEOFF LITE PROGRAM                    | 2   | 1 YEAR | Included     | Included     | Included        |
| 7      | SSV00S06170A  | RESPONDER SAFEGUARD TAKEOFF LITE SUBSCRIPTION               | 2   | 1 YEAR | \$0.00       | \$0.00       | \$0.00          |
| 8      | SSV00S06147A  | RESPONDER STATION-BASED DFR W/ SAFEGUARD LITE SUBSCRIPTION* | 2   | 3 YEAR | \$179,997.12 | \$179,997.00 | \$359,994.00    |
| 9      | SSV00S06148A  | RESPONDER STATION-BASED DFR W/                              | 2   | 3 YEAR | Included     | Included     | Included        |



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.  
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

| Line #      | Item Number  | Description                                             | Qty | Term   | List Price        | Sale Price | Ext. Sale Price |
|-------------|--------------|---------------------------------------------------------|-----|--------|-------------------|------------|-----------------|
|             |              | SAFEGUARD LITE SOFTWARE*                                |     |        |                   |            |                 |
| 10          | SSV00S06149A | RESPONDER STATION-BASED DFR W/ SAFEGUARD LITE WARRANTY* | 2   | 3 YEAR | Included          | Included   | Included        |
| Grand Total |              |                                                         |     |        | \$359,994.00(USD) |            |                 |



## Pricing Summary

| Payment Term                                                     |  |          | Upfront Sale Price |                   |
|------------------------------------------------------------------|--|----------|--------------------|-------------------|
| Upfront Costs*                                                   |  |          |                    |                   |
|                                                                  |  |          | \$0.00             |                   |
| Upfront Subscription Fee                                         |  |          |                    |                   |
| BRINC                                                            |  | Annually | \$0.00             |                   |
| Sub Total:                                                       |  |          | \$0.00             |                   |
|                                                                  |  |          |                    |                   |
| Payment Term                                                     |  |          | Sale Price         | Annual Sale Price |
| Year 2 Subscription Fee                                          |  |          |                    |                   |
| BRINC                                                            |  | Annually | \$119,998.00       | \$119,998.00      |
| Year 3 Subscription Fee                                          |  |          |                    |                   |
| BRINC                                                            |  | Annually | \$119,998.00       | \$119,998.00      |
| Year 4 Subscription Fee                                          |  |          |                    |                   |
| BRINC                                                            |  | Annually | \$119,998.00       | \$119,998.00      |
| Sub Total:                                                       |  |          | \$359,994.00       |                   |
|                                                                  |  |          |                    |                   |
| Grand Total System Price (Inclusive of Upfront and Annual Costs) |  |          |                    | \$359,994.00      |

\*Upfront costs include the cost of Hardware, Accessories and Implementation, where applicable.

## Notes:

- The Pricing Summary is a breakdown of costs and does not reflect the frequency at which you will be invoiced.
- This quote contains items with approved price exceptions applied against them.
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.





## PRODUCTS AGREEMENT

This Products Agreement (this “**Agreement**”) is entered into between **Motorola Solutions Inc.**, (“**Seller**” or “**Motorola**”) and the entity set forth in section I(b) (“**Customer**”) as of the date last signed below (“**Effective Date**”). Seller and Customer will each be referred to herein as a “**Party**” and collectively as the “**Parties**”.

### I. Seller and Customer Information

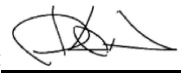
|     |          |                                                                                                                 |
|-----|----------|-----------------------------------------------------------------------------------------------------------------|
| (a) | Seller   | Motorola Solutions Inc.                                                                                         |
| (b) | Customer | Name: Shertz Police Department<br>Address: 1400 Shertz Parkway Schertz, Tx 78154<br>Contact: Chief James Lowery |

### II. Transaction Details

|     |                     |                                                                                                                                                                                                                                                                                                                |
|-----|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (a) | Proposal            | Proposal No. <u>3590019</u> Date: <u>07/21/2026</u><br>Motorola will provide Customer with the products and services set forth in the proposal dated above (the “ <b>Proposal</b> ”), a copy of which is attached hereto and incorporated herein.                                                              |
| (b) | Pricing             | Pricing for products and services being purchased by Customer is set forth in the Proposal.                                                                                                                                                                                                                    |
| (c) | Term and Conditions | This proposal is contingent upon the terms and conditions of the Texas Department of Information DIR-CPO-5433, in addition to the Drone Addendums (collectively “the <b>Agreement</b> ”) or a negotiated version thereof. The City may accept this offer by executing and returning the signed MCA to Motorola |

### III. Entire Agreement

This Agreement, including the Proposal and any terms and conditions referenced herein, constitutes the entire agreement of the Parties regarding the subject matter of the Agreement and supersedes all previous agreements, proposals, and understandings, whether written or oral, relating to this subject matter. This Agreement may be executed in multiple counterparts, and shall have the same legal force and effect as if the Parties had executed it as a single document. The Parties may sign in writing, or by electronic signature, including by email. An electronic signature, or a facsimile copy or computer image, such as a PDF or tiff image, of a signature, shall be treated as and shall have the same effect as an original signature. In addition, an electronic signature, a true and correct facsimile copy or computer image of this Agreement shall be treated as and shall have the same effect as an original signed copy of this document. This Agreement may be amended or modified only by a written instrument signed by authorized representatives of both Parties. The preprinted terms and conditions found on any Customer purchase or purchase order, acknowledgment or other form will not be considered an amendment or modification of this Agreement, even if a representative of each Party signs that document, and the terms of this Agreement will take precedence.

|                                                                                                   |                                                                                                                                                                                                                                            |
|---------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CUSTOMER:</b><br><br>By: _____<br><br>Print Name: _____<br><br>Title: _____<br><br>Date: _____ | <b>MOTOROLA SOLUTIONS INC.</b><br><br>By:  _____<br><br>Print Name: <u>David Redus</u><br><br>Title: <u>Sr. Manager</u><br><br>Date: <u>09/11/2026</u> |
|---------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

# Drone as First Responder

## How It Works

Utilizing strategically positioned drones operated by remote pilots, the BRINC DFR solution provides **advanced air support capabilities.**

These drones are designed to arrive on scene ahead of traditional patrol units, delivering real-time situational awareness and enhancing response effectiveness.

**01**

**Call for service received.**



**02**

**Drone automatically responds.**



**03**

**Drone provides live video feed with the capability for two-way communication.**



**04**

**Drone autonomously returns to Station and lands.**





# Measures of Success

Agencies adopting **Drone as First Responder(DFR)** programs have seen significant improvements in response times, situational awareness, and resource efficiency. By deploying drones within seconds of an emergency call, agencies can assess incidents faster, reduce risks to first responders, and make data-driven decisions that enhance public safety.

**70** seconds

Average on-scene visibility

**25%** of calls

Resolved without dispatching officers

**54%** quicker

Human response times as drones clear non-priority calls

**>700** public safety agencies

Fly BRINC drones

---

With the BRINC Drone as First Responder solution public safety agencies will see an immediate impact

## Increase Officer Safety



Get eyes and ears in dangerous situations without risking lives and before officers arrive

## Reduce Use of Force



Create distance and slow down the speed of operations with technology

## Deliver Lifesaving Payloads



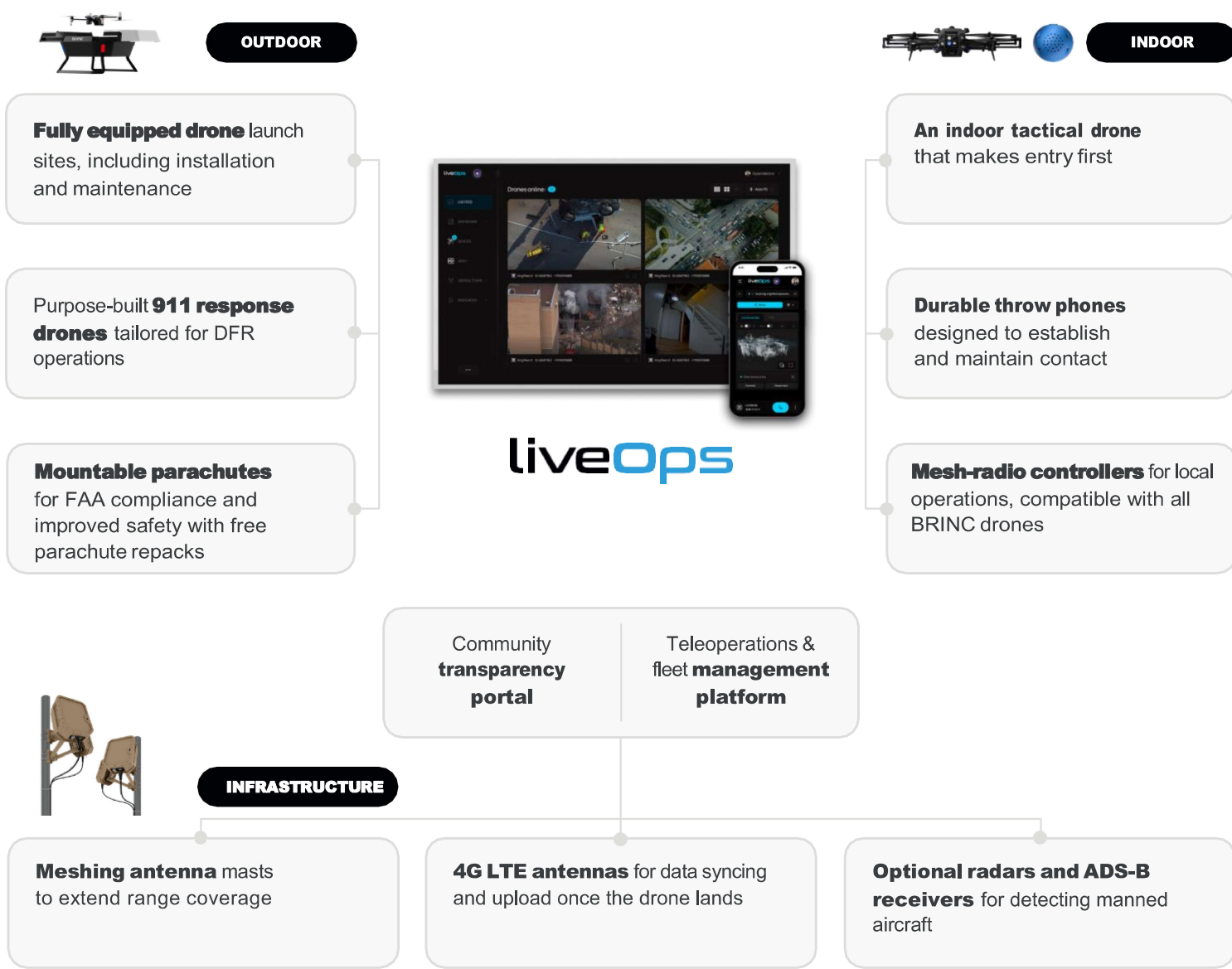
Make Narcan, AEDs, EpiPens and other equipment available anywhere in seconds

# DFR

## Solution Overview

BRINC builds drone solutions for public safety agencies that empower first responders with technology to safeguard their communities.

### INTEGRATED SOFTWARE SOLUTION



# Hardware

## responder

The world's first purpose-built 911 response drone, Responder is a powerful aerial tool made right here in the USA for public safety agencies.

### 40x Total Zoom

Provides detailed imagery even from a considerable distance, enhancing mission capabilities.

### 640 px Thermal Camera

Makes it easy to identify people or see fire through smoke and provides situational awareness even in low or no light conditions.

### Mobile Communication Hub

Integrated loudspeaker (with siren function) and microphone allow communication for negotiations and emergency announcements.

### Emergency Payload Dropper

Deploy AEDs, Narcan, EpiPens, PFDs and other lifesaving payloads.



IPX4 Water Resistant

Integrated 2-Way Comms  
with Loudspeaker

Emergency Lights and Siren

Forward Obstacle Avoidance

Attachment Rail

Mesh Networking

# Hardware

## responder station

The Responder Station launches, protects and recharges Responder drones.

### Temperature Controlled

Optimizes battery charging and protects electronics.

### Simple

### Infrastructure

Resistant to erosion. Increases reliability.

### Weather Resistant

Ensures reliable performance in challenging climates.

## 25 Minutes

How long it takes to charge from 10% to 90%.



<5 Sec Deployment  
Time

Large Vehicle  
Mountable

Starlink /  
Solar Compatible

Standard Power  
Input

Weather  
Resistant

Charge 10 to 90%  
in 25 Minutes

Corrosion  
Resistant

Integrated  
HVAC

# Hardware

## DFR Infrastructure

BRINC provides **additional infrastructure** to make your DFR operations more reliable through redundancy and advanced BVLOS operations. We cover the installation and maintenance for all DFR infrastructure elements.

### DFR Antenna Masts

Extend range coverage of our mesh networking system.

### ADS-B Receivers

Detect manned aircraft.

### Optional Radars

Another way to detect manned aircraft.



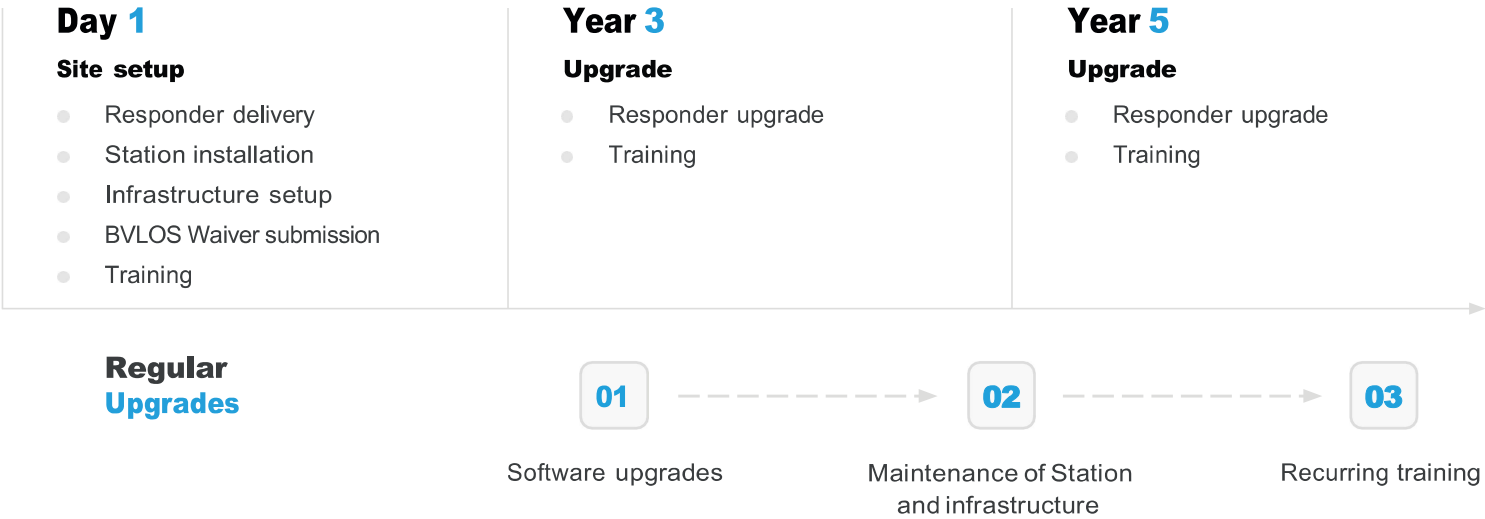
# Services

## DFR Safeguard Program

### UNLIMITED REPAIR & REPLACE

You own the hardware. When upgraded, the Unlimited Repair and Replace warranty transfers to the latest hardware.

### Set-up made easy



## STATEMENT OF WORK - BRINC DRONE AS A FIRST RESPONDER IMPLEMENTATION

**Motorola is providing the BRINC solution, as set out below.**

### **BRINC Drone as First Responder (DFR) Implementation**

**Term:** This SOW is effective as of the Effective Date and will continue unless terminated earlier pursuant to the Agreement.

This Statement of Work ("SOW") is governed by the Agreement (the "Agreement") entered into between Motorola and Customer. All definitions not defined herein shall have the meaning set forth in the Agreement (including its addenda or riders). In the event of a direct conflict between this SOW and the Agreement, this SOW will control solely with respect to the services and deliverables described herein. Terms used but not defined in this SOW have the meanings set forth in the Agreement.

### **PURPOSE & SCOPE**

This SOW defines the roles, responsibilities, deliverables, acceptance criteria, and project governance for the implementation of a Drone as First Responder (DFR) program powered by BRINC LiveOps software and BRINC UAS hardware. The objective is to deploy an operational DFR capability, including fixed launch sites, teleoperations (where applicable), training, and support.

### **DEFINITIONS**

**DFR:** Drone as First Responder operational model, designed to enable rapid Unmanned Aircraft System (UAS) response to calls for service.

**Go-Live:** The date on which the Customer begins live operational use of the BRINC DFR solution.

**CIQ:** Customer Input Questionnaire used to capture configuration, networking, and deployment specifics.

### **DESCRIPTION OF SERVICES**

#### **Implementation Services**

BRINC will perform the implementation tasks described herein to prepare the Customer's environment for full DFR functionality, including the following:

- DFR Solution Design & Configuration (subdomain creation, network configuration, geofencing, RF/EMF analysis).
- Hardware & Software Deployment (BRINC UAS, docking station if applicable, LiveOps SaaS activation).
- Training for System Administrators, Pilots in Command (PIC), and Teleoperators.
- Support (24x7x365).
- Project Documentation & Handover (CIQ, IP plans).

#### **Warranty and Replacement Policy:**

BRINC offers the Warranty and Replacement Policy for Equipment sold to Customer pursuant to the Agreement that is manufactured or supplied by BRINC (the "BRINC Equipment"), as set forth on Schedule A.





## SYSTEM REQUIREMENTS

The Hosted Services are cloud-based and provided over the internet. Customer must provide all equipment and software necessary to connect to the Services, including:

- Dedicated bandwidth minimum of 30 Mbps upload and 30 Mbps download at each teleoperator and launch site location, with IT firewall profile configuration allowing required ports/IP ranges for BRINC internet traffic.
- DFR launch and related infrastructure sites provided and equipped as specified in Schedule C.
- Part 107 certified pilots (or equivalent regulatory authorization).
- Hardware required to support BRINC operations (ability to launch browser).

## ROLES & RESPONSIBILITIES

### BRINC Obligations.

Motorola will engage BRINC to provide:

- Project Management
  - Lead project planning, execution, reporting, and closure.
  - Coordinate technical clarification, CIQ completion, configuration, staging, deployment, and acceptance activities.
- Configuration Documentation
  - Provide BRINC configuration documents and coordinate with Customer IT on necessary settings.
- Support
  - Provide 24x7x365 support channels (Intercom, phone, email) through BRINC, as set forth on Schedule B.
- Limitations / Disclaimers
  - BRINC procures cloud hosting from third-party vendors and is not responsible for interruptions or breaches caused by such providers, subject to applicable law and the Agreement.
- Solution Design & Environment Prep
  - Create a unique subdomain/URL for Customer access.
  - Collaborate with Customer IT on firewall, port, and IP configuration for LiveOps.
  - Conduct RF/EMF analysis and launch area testing to validate flight operations, geofenced areas, and interference mitigation.
- Software Activation & Configuration
  - Enable BRINC Drone Software on the Customer's network, create Customer accounts, and provide admin access using Authorized User information.
  - Provision BRINC LiveOps SaaS, including admin portal access, telemetry, error/warning notifications, and PIC/teleoperator data capture.
- Hardware
  - Recommend proper hardware requirements and deployment architecture for the DFR program.
- Training
  - Deliver on-site and/or remote training for administrators, PICs, and teleoperators, covering BRINC hardware, LiveOps, geofencing, emergency override, and DFR best practices.
- Documentation
  - Deliver CIQ, IP plans, configuration documents, and final project close-out documentation.
- Out of Scope (unless separately contracted):
  - Management of on-site resources used during installation. This includes resources to add or build required infrastructure (pre-install) to accommodate base STATION placement or RF Infrastructure at strategic regional locations. This could include non-customer sites requiring an MOU driven by customer.





- Implementation/management of Customer's networking equipment, routing/switching, or third-party systems not listed herein.
- Configuration changes requested after CIQ sign-off (unless via approved change order).
- Ongoing operations beyond specified support, including remote operations, unless contracted as Managed Services.

### Customer Obligations.

Customer will provide the following:

- Program Governance
  - Appoint a Project Manager to manage user access, retention periods, and public data visibility; act as primary point of contact.
- Regulatory Compliance
  - Obtain and maintain FAA waivers, CoAs, and other regulatory approvals required for DFR operations (Motorola Managed Services may assist as agreed).
  - Ensure Part 107 certified pilots and appropriate SOP/SRM/PPE are in place.
- Technical Readiness
  - Provide required infrastructure, bandwidth (≥30 Mbps up/down at teleoperator and launch sites), LTE fallback, firewall configurations, electrical, and other prerequisites.
- Deployment Requirements & Site Prep
  - Meet site preparation, power, environmental, mounting/security, airspace, maintenance access, and backup landing zone requirements as outlined in Schedule C.
- Accounts & Security
  - Provide Authorized User emails; maintain account/password security; promptly notify Motorola/BRINC of security issues.
- Operations & Data
  - Properly configure and use the services; secure, protect, and back up content; implement encryption and routine archiving as needed.

### ASSUMPTIONS

The Services are provided under the following assumptions:

- Customer will meet all system requirements and maintain them during the term.
- Material scope changes post-CIQ require a change order (fees/timeframe adjustments may apply).
- DFR docking station and infrastructure (if included) will be installed only after Customer meets the prerequisites defined in Schedule C.

### EXCLUSIONS.

Unless expressly stated, the following are excluded from the Services:

- Customer network hardware configuration and maintenance.
- Third-party platform licensing not listed herein.
- Long-term managed operations.
- Post-CIQ configuration changes without a change order.



## TRAINING

BRINC will provide the following training:

- Flight Hardware Training: Manual RC flight basics, emergency override maneuvers, hardware limitations.
- BRINC Software Training: Admin overview, safety features, geofence editor usage, teleoperation basics.
- Operational Validation: Test flights within geofenced areas; validate launch/landing reliability.

## ACCEPTANCE CRITERIA

The solution will be deemed accepted ("Final Acceptance") upon:

- Successful completion of agreed work packages and test flights demonstrating DFR functionality, as set forth on Schedule D.
- Delivery of all documentation (CIQ, IP plans, admin portal credentials, configuration docs).
- Go-Live commencement.
- Resolution (or documented plan) for any material issues blocking operational use.

## SUPPORT & SLAS

BRINC provide the following support Services:

- Go-Live Support: 8 weeks post-implementation.
- Ongoing Support: 24x7x365 via Intercom, phone, and email; on-site support if issues cannot be resolved virtually.
- Data Handling: Data will not be intentionally deleted prior to termination; however, certain media (e.g., video/images >30 days) may be deleted per platform policy (adjust to your policy).
- Support Program set forth on Schedule B

## SCHEDULE A – BRINC EQUIPMENT WARRANTY & REPLACEMENT POLICY

- **Hardware Warranty.** Motorola warrants that BRINC Equipment is free from defects in workmanship and materials for one year from the date of Customer's receipt. For BRINC Equipment purchased by Customer under the BRINC Support Program, Motorola warrants such BRINC Equipment is free from defects in workmanship and materials from the date of Customer's receipt for the duration of the BRINC Support Program term.
- **Disclaimers.** **Except as expressly provided herein, BRINC and Motorola provides all BRINC Equipment and BRINC Services "AS IS," without any warranty of any kind, either express or implied, including without limitation the implied warranties of merchantability, fitness for a particular purpose and non-infringement. Non-BRINC Materials are not covered by the limited hardware warranty described in Section 1 of this Schedule above and are only subject to the warranties of the third-party provider or manufacturer.**
- **Claims.** If BRINC or Motorola receives a valid warranty claim for BRINC Equipment during the limited hardware warranty term, BRINC's and Motorola's sole responsibility is to repair or replace such BRINC Equipment with the same or like BRINC Equipment, at BRINC's or Motorola's option, as applicable. A replacement BRINC Equipment will be new or like new. The limited hardware warranty of the replacement BRINC Equipment will be the longer of (a) the remaining limited hardware warranty term of the original BRINC Equipment or (b) 90-days from the date of repair or replacement.
- **Exclusions.** BRINC's limited hardware warranty excludes damage related to: (a) failure to follow BRINC Equipment use instructions, including those set forth in the applicable BRINC Equipment documentation; (b) BRINC Equipment used with equipment not manufactured or recommended by BRINC; (c) abuse, misuse, or intentional damage to the BRINC Equipment; (d) force majeure; (e) BRINC Equipment repaired or modified by persons other than BRINC, without BRINC's written permission; (f) BRINC Equipment with a defaced or



removed serial number; or (g) Customer's or its Authorized User's failure to complete training from BRINC on operating and flying the BRINC Equipment prior to Customer's or its Authorized User's use of the BRINC Equipment. BRINC's limited hardware warranty will be void if Customer resells BRINC Equipment.

- **Replacement BRINC Equipment.** BRINC or Motorola may permit Customer to exchange BRINC Equipment or a part thereof. In such events, subject to Section 4 of this Schedule, the replacement BRINC Equipment or part thereof will become Customer's property, and the replaced Equipment or part thereof will become Motorola's or BRINC's property, as applicable. Before delivering BRINC Equipment for any BRINC Services (including replacement services), Customer must download BRINC Equipment data and retain a copy. BRINC is not responsible for any loss of software, data, or other information contained in storage media or any part of the BRINC Equipment sent to BRINC for BRINC Services.
- **Spare BRINC Equipment.** At BRINC's or Motorola's reasonable discretion, as applicable, BRINC or Motorola may provide Customer a predetermined number of spare BRINC Equipment. Spare BRINC Equipment is intended to replace broken or non-functioning units while BRINC or Motorola repairs or replaces the broken or non-functioning units through the warranty return process. Title and risk of loss for all spare BRINC Equipment shall pass to Customer in accordance with the Agreement.

## **SCHEDULE B – BRINC SUPPORT PROGRAM**

If the Customer purchases BRINC Support Program or a bundle including BRINC Support Program, this appendix applies.

- **BRINC Support Program.** The "BRINC Support Program" is an extended full-service warranty that starts on the Subscription commencement date and terminates as detailed in the Proposal. The extended warranty includes (i) unlimited repairs on BRINC Equipment and (ii) for any BRINC Equipment that cannot be repaired, up to 1 replacement per year for the Responder and Guardian Camera payload, and unlimited replacements for any other BRINC Equipment that BRINC is unable to repair between hardware Upgrades (as defined below). Customer is to return the destroyed device or provide reasonable documentation that the device was destroyed (i.e. pictures or video). The BRINC Support Program is available to agencies only upon completion of BRINC certified training on the associated product or service.
- **BRINC Support Program Upgrade.** If Customer has no outstanding payment obligations and purchased BRINC Support Program, BRINC will provide Customer a new BRINC Lemur, Responder or Guardian Drone, corresponding Stations and/or BRINC Ball as scheduled in the Proposal ("Upgrade"). If Customer purchased BRINC Support Program, BRINC will provide an upgrade that is the same or like BRINC Device, at BRINC's option. BRINC makes no guarantee the Upgrade will utilize the same accessories. Upgrades exclude new products that BRINC introduces and markets as distinct products or applications. New or additional BRINC products and applications, as well as any BRINC professional services are not included. Neither BRINC nor Motorola will offer any warranty for such BRINC Equipment that has been replaced with an Upgrade, and will have no liability for any damages relating to the use of such BRINC Equipment. BRINC and Motorola will not and have no obligation to provide Upgrades once the BRINC Support Program terminates for any reason.
- **Upgrade Delay.** BRINC may ship the Upgrades as scheduled in the Proposal without prior confirmation from Agency. BRINC may ship the final Upgrades as scheduled in the Proposal 60 days before the end of the Subscription Term without prior confirmation from Customer.
- **Upgrade Change.** If Customer wants a different BRINC Equipment model from the Upgrade offered by BRINC, Customer must pay the price difference between the MSRP for the desired BRINC Equipment and the MSRP for the Upgrade. If the model Customer desires has an MSRP less than the MSRP of the offered Upgrade, Motorola will not provide a refund. The MSRP is the MSRP in effect at the time of the Upgrade.
- **Firmware Updates.** BRINC will provide Updates to BRINC Equipment firmware for as long as a BRINC Equipment is part of an active Support Program. An "Update" can be either (i) a generally available release that BRINC makes available from time to time, or (ii) a new version of BRINC software and/or firmware that enhance features and functionality, as solely determined by BRINC.
- **Original BRINC Device.** Following receipt of an Upgrade, Customer will retain the original BRINC Devices, provided that: (i) Customer cannot resell, gift, or donate the BRINC Devices; (ii) Customer will not allow the



BRINC Devices to be used for personal use; (iii) Customer must retain direct custody and control of the BRINC Devices; and (iv) BRINC will offer no warranty for those BRINC Devices and will have no liability for any damages relating to the use of such BRINC Devices (as the warranty for such devices will have shifted to the Upgrade).

## **SCHEDULE C – CUSTOMER DEPLOYMENT REQUIREMENTS (DFR SITE & DOCK READINESS)**

### Site Preparation

- Base STATION Infrastructure: Safe accessibility; minimum surface area (16' x 16'), adequate load support ( $\geq 360$  lbs), unobstructed view of the sky. Station placement must be possible via ground transport, crane, or walking access with standard door clearance. Power and network access as specified below.
- RF Site Infrastructure: Safe accessibility; minimum surface area for Non-Penetrating RF Pole (6' x 6'), or appropriate Penetrating RF Wall Mount (with mounting hardware preinstalled as directed by BRINC). Both RF options must have an unobstructed 360° view of the geographical flight area (i.e. RF array above all obstructions) and installed away from other high powered RF or cellular antennae. RF access must be possible via standard door clearance or roof hatch. Power and network access as specified below.

### Power

- Continuous 110V/20A (outdoor rated plugs/protection), surge protection, battery backup where possible to ensure 100% uptime, proper grounding ( $\leq 10\Omega$ ).

### Network/Backhaul

- Dedicated hard-wired internet access with LTE or similar fallback preferred, properly configured firewall rules, outdoor IP-rated connectors and wiring.

### Environmental & Physical Security

- Weatherproofing, secure mounting, controlled access.

### Flight Safety & Airspace

- No-fly zones reviewed; documented RF/geofencing compliance; defined backup landing area.

### Maintenance Access

- Routine access, maintenance plan for cleaning, battery management, firmware updates.

### Documentation & Compliance

- Site layout, network diagrams, operational SOP, permits/insurance, logging/ticketing for incidents.

### Backup Safe Landing Area

- Required: 16' diameter area, clear view of the sky with obstruction-free vertical corridor above, clearly marked, traffic restricted. Preferred: Same altitude as station.

## **SCHEDULE D – ACCEPTANCE TEST PLAN (ATP)**

### Functional Tests

- LiveOps connectivity, drone telemetry, flight log validation, geofence enforcement.

### Operational Tests

- Launch/land cycles, teleoperation handoff (if applicable), emergency failsafe procedures.



## TAKEOFF Program Addendum

This TAKEOFF Program Addendum (this “TOPA”) is entered into between Motorola and Customer, and shall be subject to, and governed by, the terms of the MCA, or other agreement between Motorola and Customer, as applicable, including any applicable addenda (the “Agreement”). Unless the context otherwise requires, all capitalized terms used but not defined herein shall have the meanings set forth in the MCA and DA which may be found at: [https://www.motorolasolutions.com/en\\_us/about/legal/us\\_terms.html](https://www.motorolasolutions.com/en_us/about/legal/us_terms.html).

If you are purchasing drone or unmanned aerial vehicle and related Products manufactured, supplied or otherwise provided by BRINC Drones, Inc. (“BRINC”, and such Products, the “BRINC Products”) as part of the TAKEOFF Program (from Motorola on behalf of your employer or another entity, you warrant that: (a) you have authority to bind your employer or the applicable entity, as “Customer” to this TOPA; (b) you have read and understand this TOPA; and (c) on behalf of the Customer that you represent, you agree to this TOPA. If you do not have the legal authority to bind your employer or the applicable entity as Customer to this TOPA, please do not complete the purchase. The BRINC Products include Equipment (“BRINC Equipment”), and related Services and Licensed Software.

This TOPA governs Customer’s purchase of BRINC Products from Motorola under the TAKEOFF Program and shall form part of the Parties’ Agreement. This TOPA shall control with respect to conflicting terms in the Agreement or any other applicable Addendum (including, without limitation, the Drone Addendum agreed to between Customer and Motorola (the “DA”)), but only as applicable to the BRINC Products purchased under this TOPA and not with respect to other Products. For the avoidance of doubt, BRINC Products which are purchased under the Agreement (and, where applicable, the DA) which are not part of the TAKEOFF Program shall not be subject to this TOPA. Unless otherwise stated in this TOPA, the terms of the Agreement, including the DA apply.

1. THE FIRST YEAR OF THE SUBSCRIPTION. As set forth in the Proposal, Customer has agreed to a multi-year Subscription for BRINC Products (the “BRINC Subscription”). All references to the first twelve months of the BRINC Subscription (the “Initial Subscription Period”) and each renewal year (each a “Renewal Subscription Year”) in this TOPA shall refer to the BRINC Subscription. The Initial Subscription Period of the BRINC Subscription is subject to the following terms:
  - 1.1. Title. Title to the BRINC Equipment shall transfer to Customer at the commencement of the first Renewal Subscription Year. During the Initial Subscription Period the BRINC Equipment shall be the sole property of BRINC. Customer shall have no rights whatsoever in or to the BRINC Products other than the right to use the BRINC Products during the Initial Subscription Year. Customer shall have the benefit of the Support Program as set out in the Proposal, however Customer shall reimburse Motorola for the cost of any

necessary repairs or replacement of the BRINC Equipment for damage not covered by the Support Program.

## 2. CUSTOMER RESPONSIBILITIES

- 2.1. Customer Obligations. Customer shall fulfil the Customer Obligations as set out in the Proposal ("Customer Obligations").
- 2.2. Feedback. Customer may provide Motorola internal reports and feedback to assist in improving the TAKEOFF Program. Motorola and BRINC may use such internal reports and feedback to develop or improve their Products and Services (including without limitation BRINC Products)
- 2.3. Reference. Motorola or BRINC may request that Customer act as a public reference or that Customer participate in a case study.
- 2.4. Exclusivity. During the Initial Subscription Period, Customer shall use Products from BRINC as its sole Drone as First Responder ("DFR") provider for any Products covered by the TAKEOFF Program, and shall not, until the commencement of the first Renewal Subscription Period, deploy or purchase any autonomous docked drone platform or DFR product from a third party ("Competing Product").
- 2.5. Compatibility. Customer is responsible for ensuring that any Customer-Provided Equipment and any alterations to the applicable network with which the BRINC Products are to be used are compatible with the BRINC Product.

## 3. EARLY TERMINATION

- 3.1. Customer Termination. Customer may terminate the BRINC Subscription without penalty by giving notice to Motorola up to 30 days prior to the commencement of the first Renewal Subscription Year.
- 3.2. Motorola Termination. During the Initial Subscription Year, Motorola may terminate the BRINC Subscription immediately by giving notice to Customer should:
  - 3.2.1. Customer fail to fulfill a Customer Obligation pursuant to Section 2.1; or
  - 3.2.2. Customer deploy or purchase a Competing Product.

- 4. ON TERMINATION On termination pursuant to Section 3, Motorola or its subcontractors (including BRINC or its subcontractors) shall remove the BRINC Equipment from Customer's premises, and will deactivate (or cancel Customer's access to) all related Software and SaaS Products (as defined in the Agreement) provided or made available by BRINC. Customer will cooperate with such removals and deactivations (including without limitation by allowing Motorola and its subcontractors (including BRINC and its

subcontractors) to access Customer facilities for such purpose. Motorola shall work with Customer to offload any Customer Data to Customer's system.

5. SURVIVAL The following sections of this TOPA survive termination of this Agreement:  
Sections 1 and 4.

# CITY COUNCIL MEMORANDUM

**City Council Meeting:** October 13, 2026

**Department:** City Secretary

**Subject:** Ordinance 26-S-019 - Conduct a Public Hearing and consider a request to approve a Specific Use Permit to allow for Automobile Repairs and Service, Major on approximately 1.19 acres of land, generally located 1,200 feet southeast of the intersection of FM 3009 and Borgfeld Rd., also known as Guadalupe County Property Identification Number 67644, City of Schertz, Texas (Deputy City Manager Brian James)

## BACKGROUND

The applicant is requesting a Specific Use Permit (SUP) to allow Automobile Repairs and Service, Major, in General Business District (GB) on approximately 1.19 acres of land. As per UDC Article 16, Automobile Repairs and Service, Major is defined as general repairs or reconditioning of engines, air-conditioning systems, and transmissions for motor vehicles; wrecker or towing service with on-site storage of vehicles; collision services including body, frame, or fender straightening or repair; customizing; painting; vehicle steam cleaning; tire retreading; muffler services; upholstery shop; insurance estimations with on-site storage; undercoating and rust proofing, and other similar uses.

On July 24, 2026, six (6) public hearing notices were mailed to the surrounding properties within a 200-foot notification boundary of the subject property. At the time of the staff report, one (1) response in favor, zero (0) responses neutral, and zero (0) responses in opposition have been received. A public hearing for this Specific Use Permit was originally noticed for and scheduled for the September 1st City Council meeting, and then was re-noticed for October 13th, 2026. A public hearing notice was published in the "San Antonio Express" on September 23, 2026. Additionally, one (1) sign was placed on the subject property by the applicant.

## Subject Property:

|                 | Zoning                                                                            | Land Use                              |
|-----------------|-----------------------------------------------------------------------------------|---------------------------------------|
| <b>Existing</b> | General Business District                                                         | Undeveloped                           |
| <b>Proposed</b> | General Business District with SUP to allow Automobile Repairs and Service, Major | Automobile Repairs and Service, Major |

## Adjacent Properties:

|              | Zoning                    | Land Use    |
|--------------|---------------------------|-------------|
| <b>North</b> | General Business District | Undeveloped |
| <b>South</b> | General Business District | Undeveloped |
| <b>East</b>  | General Business District | Undeveloped |



|             |                                       |                                    |
|-------------|---------------------------------------|------------------------------------|
| <b>West</b> | Right-of-Way; FM 3009/Roy Richard Dr. | (Principal Arterial 120'-130' ROW) |
|-------------|---------------------------------------|------------------------------------|

## GOAL

The applicant is requesting a Specific Use Permit on approximately 1.19 acres of land to allow Automobile Repairs and Service, Major in General Business District (GB). As per the letter of intent, Express Oil Change, the proposed business offers services which include oil changes, AC repair, brakes, battery alignment, inspections, tire repair, drive train, and state inspections. Based on the described list of services provided, the proposed business would be classified as Automobile Repairs and Services, Major.

## COMMUNITY BENEFIT

It is the City's desire to promote safe, orderly, efficient development and ensure compliance with the City's vision of future growth.

## SUMMARY OF RECOMMENDED ACTION

When evaluating Specific Use Permits, Staff uses the criteria listed in UDC Section 21.5.11.D. The criteria are listed below:

### **1. The proposed use at the specified location is consistent with the policies of the adopted Comprehensive Land Plan, or any other applicable adopted plans.**

The subject property is designated as Local Corridor in the Comprehensive Land Use Plan- Future Land Use Map. Local Corridor is described as areas with locally oriented commercial and entertainment situated along medium to high-volume collector roads with neighborhoods at the perimeter. When considering zone changes in Local Corridor, the scale and intensity of the uses allowed within the proposed zoning shall be of a scale and intensity that is compatible with the surrounding residential neighborhoods. The proposed Specific Use Permit is consistent with the policies of the Comprehensive Plan as it meets the scale and intensity of the immediately surrounding area. The subject property is located along FM 3009, which is a Principal Arterial. To the north of the subject property is undeveloped land, and the Specs and HealthTexas businesses. To the south and the east of the property are undeveloped land.

### **2. The proposed use is consistent with the general purpose and intent of the applicable zoning district regulations.**

General Business District (GB) is intended for non-residential uses which offer a wide variety of retail and service establishments that are generally oriented toward serving the overall needs of the entire community and that are located on appropriately designed principal transportation corridors. The proposed Specific Use Permit to allow Automobile Repairs and Service, Major is located along FM 3009, which is a major transportation corridor.

While the Automobile Repairs and Service Major use would allow for intense uses like wrecker or towing service with on-site storage of vehicles, collision services including body, frame, or fender straightening or repair, and undercoating and rust proofing services, the proposed business would provide services that would be generally oriented to serving the needs of the entire community. The applicant's business provides oil changes, ac repair, drive train work, tire alignment and repair, brake rotors and brake pads, cooling and fuel system work, starter and alternator work, shocks and struts, exhaust and muffler, as well as steering and suspension.

**3. The proposed use is compatible with and preserves the character and integrity of adjacent developments and neighborhoods.**

There are no businesses directly adjacent to the subject property, as the adjacent lots are all undeveloped land zoned General Business District (GB). This proposed business is consistent with other similar businesses located along FM 3009, like Christian Brothers Automotive, Classic Collision located off of Borgfeld, which received an SUP in 2024 via Ordinance 24-S-02, and Total True Automotive located at 1000 FM 3009, which received an SUP for Automotive Repairs & Service Major via Ordinance No. 15-S-39. The conditions that staff are recommending for the proposed SUP are consistent with other SUPs that have been granted in the past.

**4. The proposed use will not adversely affect the overall health, safety, or general welfare of the City.**

The Specific Use Permit would allow for this business to provide services that are existing along the FM 3009 corridor. If the Specific Use Permit is approved, the applicant will still need to submit and apply for the subsequent development applications, including platting, site plan, and building permits. The subject property will need to meet all site design requirements and building code requirements.

The Engineering Department reviewed the application and noted that at the time of Site Plan they will need to adjust their layout to accommodate the Right-of-Way for FM 3009.

While the proposed uses by the applicant would not adversely affect the overall health, safety, or general welfare of the City, allowing the full scope of Automobile Repairs and Service, Major, could adversely affect the overall health, safety, or general welfare of the City. Staff is recommending approval of the SUP with the condition that the following uses are not permitted: wrecker or towing services with on-site storage of vehicles, collision services including body, frame, or fender straightening or repair, customizing or painting, vehicle steam cleaning, insurance estimates with on-site storage, undercoating and rustproofing, and other similar uses.

**5. Whether other factors are deemed relevant and important in the consideration of the Specific Use Permit.**

The Planning and Zoning Commission and City Council have not provided additional criteria for consideration of the Specific Use Permit. TxDOT is currently in the design phase of an FM 3009 grade separation over the railroad tracks at FM 3009 and FM 78. This proposed development will need to consider the TxDOT project in their site layout.

The City of Schertz Fire, EMS, and Police Departments have been notified of the Specific Use Permit and did not provide objections.

**RECOMMENDATION**

***Staff Recommendation:***

Staff recommends approval of the requested Specific Use Permit to allow Automobile Repairs and Service, Major in General Business District (GB), conditioned upon the following:

1. The following uses are not permitted: wrecker or towing service with on-site storage of vehicles; collision services including body, frame, or fender straightening or repair; customizing or painting; vehicle steam cleaning; insurance estimations with on-site storage; undercoating and rust proofing, and other similar uses to be allowed on site.

2. A building permit is approved within (3) years of the adoption of the Specific Use Permit Ordinance in accordance with Unified Development Code Article 5, Section 21.5.11.F Expiration of Specific Use Permit and allowing for the development process due to the subject property location on FM 3009 and consideration by TxDOT.

***Planning and Zoning Commission Recommendation:***

The Planning and Zoning Commission held a public hearing for the item on August 5, 2026, and made a recommendation of approval with the conditions as proposed by Staff, to City Council with a unanimous vote.

---

**Attachments**

Ord 26-S-019 with Attachements

Aerial Exhibit

200-foot Property Owner Notification Map

Public Hearing Responses

City Council Presentation Slides

## **ORDINANCE 26-S-019**

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS, TO APPROVE A SPECIFIC USE PERMIT TO ALLOW FOR AUTOMOBILE REPAIRS AND SERVICE MAJOR ON APPROXIMATELY 1.19 ACRES OF LAND, GENERALLY LOCATED 1,200 FEET SOUTHEAST OF THE INTERSECTION OF FM 3009 AND BORGFELD RD, ALSO KNOWN AS GUADALUPE COUNTY PROPERTY IDENTIFICATION NUMBER 67644, CITY OF SCHERTZ, TEXAS.**

**WHEREAS**, an application for a Specific Use Permit to allow for Automobile Repairs and Service, Major on approximately 1.19 acre of land, generally located approximately 1,200 feet southeast of the intersection of FM 3009 and Borgfeld Rd, also known as Guadalupe County Property Identification Number 67644, more specifically described in the Exhibit A attached (herein, the “Property”) has been filed with the City; and

**WHEREAS**, the City’s Unified Development Code Section 21.5.11.D. provides for certain criteria to be considered by the Planning and Zoning Commission in making recommendations to City Council and by City Council in considering final action on a requested Specific Use Permit (the “Criteria”); and

**WHEREAS**, on August 5, 2026, the Planning and Zoning Commission conducted a public hearing and, after considering the Criteria, made a recommendation to City Council to approve with the conditions the Specific Use Permit presented by staff for an Automobile Repairs and Service, Major use; and

**WHEREAS**, on October 13, 2026, the City Council conducted a public hearing and, after considering the Criteria and recommendation by the Planning and Zoning Commission, determined that the requested Specific Use Permit be approved as provided for herein.

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

Section 1. A Specific Use Permit for 1.19 acres of land, known as Guadalupe County Property Identification Number 67644, more particularly described in the attached Exhibit A is hereby approved to allow Automobile Repairs and Service, Major, conditioned upon the following occurring:

- a) The following uses are not permitted: wrecker or towing service with on-site storage of vehicles; collision services including body, frame, or fender straightening or repair; customizing or painting; vehicles steam cleaning, insurance estimations with on-site storage; undercoating and rust proofing, and other similar uses to be allowed on site.

- b) A building permit is approved within (3) years of the adoption of the Specific Use Permit Ordinance in accordance with Unified Development Code Article 5, Section 21.5.11.F Expiration of Specific Use Permit and allowing for the development process due to the subject property location on FM 3009 and consideration by TxDOT.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 4. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 7. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 8. This Ordinance shall be cumulative of all other ordinances of the City of Schertz, and this Ordinance shall not operate to repeal or affect any other ordinances of the City of Schertz except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, are hereby repealed.

PASSED, APPROVED and ADOPTED on this \_\_\_\_ day of \_\_\_\_\_ 2026.

CITY OF SCHERTZ, TEXAS

---

Ralph Rodriguez, Mayor

ATTEST:

Sheila Edmondson, City Secretary

Exhibit "A"  
Property Description: Legal Metes and Bounds



May 12, 2026  
Sheet 1 of 2  
Project No. 26-008-S

**DESCRIPTION OF A  
1.184-ACRE (51,557 SQUARE FEET) TRACT**

**BEING A 1.184-ACRE (51,557 SQUARE-FOOT) TRACT OF LAND SITUATED IN THE GENOBERA MALPAZ SURVEY NO. 67, ABSTRACT NO. 221, GUADALUPE COUNTY, TEXAS, AND BEING ALL OF A CALLED 1.184-ACRE TRACT DESCRIBED IN A WARRANTY DEED WITH VENDOR'S LIEN FROM JOHN A. CURTIS TO KURT E. AND LORRIE S. HOUSLEY RECORDED IN VOLUME 4205, PAGE 425, O.P.R.G.C.T. SAID 1.184-ACRE TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:**

**COMMENCING FOR REFERENCE** at a 1/2-inch iron rod found in the existing east right-of-way (R.O.W.) line of FM 3009, also known as Roy Richard Drive, (variable width R.O.W.) for the common west corner of Lot 2, Block 1, Blackburn Subdivision recorded in Volume 9, Page 560, O.P.R.G.C.T. and a 1.00-acre tract described in a Warranty Deed with Vendor's Lien to Jerry K. and Lenore Mergele recorded in Document No. 2015016989, O.P.R.G.C.T.;

**THENCE** South 30° 29' 19" East with the east line of said FM 3009 and the west line of said 1.00-acre tract, a distance of 126.16 feet for the west corner of the herein described tract, same being the south corner of said 1.00-acre tract and for the **POINT OF BEGINNING**;

**THENCE** North 59° 24' 35" East (North 59° 24' 49" East) departing from said FM 3009, a distance of 344.39 (344.49) feet to a 1/2-inch iron rod found for the north corner of the herein described tract, same being the east corner of said 1.00-acre tract, and being located in the west line of a called 61.222-acre tract recorded in an Executor's Warranty Deed to Miguel Donovan and Adrienne Christine Gutierrez recorded in Document No. 2017023900, O.P.R.G.C.T.;

**THENCE** South 30° 21' 22" East (South 30° 25' 28" East) with the west line of said 61.222-acre tract, a distance of 149.44 (149.43) feet to a 1/2-inch iron rod found for the east corner of the herein described tract, same being the north corner of a called 1.00-acre tract recorded in a Warranty Deed with Vendor's Lien to Contrails Group, LLC recorded in Document No. 2015009251, O.P.R.G.C.T.;

**THENCE** South 59° 18' 48" West (South 59° 17' 45" West) departing from said 61.222-acre tract, a distance of 344.28 (344.47) feet to a 1/2-inch iron rod found in the east line of said FM 3009 for the south corner of the herein described tract, same being the west corner of said 1.00-acre tract described in said Document No. 2015009251, O.P.R.G.C.T.;

**THENCE** North 30° 24' 05" West (North 30° 25' 56" West) with the east line of said FM 3009, a distance of 150.02 (150.13) feet to the **POINT OF BEGINNING**, and containing 1.184 acres (51,557 square feet) of land.

**NOTES INTRINSIC TO THIS DESCRIPTION CONTINUE ON THE NEXT PAGE**





Exhibit "A"  
Property Description: Legal Metes and Bounds  
**UNINTECH CONSULTING ENGINEERS, INC.**

STRUCTURAL • CIVIL • SURVEYING

May 12, 2026  
Sheet 2 of 2  
Project No. 26-008-S

Notes:

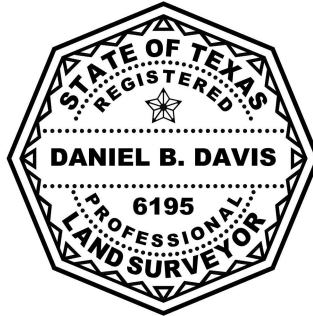
An exhibit of even date was prepared in conjunction with this property description.

All bearings and distances listed in parentheses denote record data recorded on relevant subdivision plat/parent tract deed.

Bearings and coordinates are based on the Texas State Plane Coordinate System, South Central Zone (4204), North American Datum 83, as obtained by GPS observations per the Leica SmartNet. Distances shown hereon are grid values and may be converted to surface by multiplying the values by a conversion factor of 1.00017.

A handwritten signature in blue ink, appearing to read "Daniel B. Davis", written over a horizontal line.

Daniel B. Davis, R.P.L.S. No. 6195







**SCHERTZ**  
COMMUNITY • SERVICE • OPPORTUNITY

SUP -Express Oil Change  
GCAD - Property ID 67644  
(PLSPU20260130)

- County Boundaries
- Schertz Municipal Boundary
- ETJ
- Project Boundary

- Highways
- Major Roads
- Minor Roads
- Freeway
- Principal Arterial

- Planned Principal Arterial
- Planned Residential Collector
- Planned Secondary Arterial
- Secondary Rural Arterial
- Planned Secondary Rural Arterial

- Residential Collector
- Planned Residential Collector
- Planned Commercial Collector B
- Commercial Collector A
- Planned Commercial Collector A

- 1"
- 2"
- 3"
- 4"
- 6"

- 8"
- 10"
- 12"
- 16"
- 18"

- 20"
- 24"
- 30"
- 36"
- Unknown

- Hydrant
- Manholes
- CCMA Lift Station
- Private Lift Station

- Schertz Lift Station
- CCMA Treatment Plant
- Schertz Treatment Plant
- Private Pressure

- Sewer Main
- Schertz Gravity
- Schertz Pressure
- Neighboring Gravity
- Private Pressure







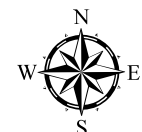
**SCHERTZ**  
COMMUNITY • SERVICE • OPPORTUNITY

Last update: June 15, 2026  
City of Schertz, GIS Specialist: Bill Gardner, gis@schertz.com (210) 619-1185

\*The City of Schertz provides this Geographic Information System product "as is" without any express or implied warranty of any kind including but not limited to the implied warranties of merchantability and fitness for a particular purpose. In no event shall The City of Schertz be liable for any special, indirect, or consequential damages or any damages whatsoever arising out of or in connection with the use of or performance of these materials. Information published in this product could include technical inaccuracies or typographical errors. Periodical changes may be added to the information herein. The City of Schertz may make improvements and/or changes in the product(s) described herein at any time.\*

**City of Schertz**  
SUP - Express Oil Change  
GCAD - Property ID 67644  
(PLSPU20260130)

 Project Boundary  Parcels  
 200' Buffer



0 100 200 400  
Feet



COMMUNITY  
SERVICE  
OPPORTUNITY

PLANNING & COMMUNITY  
DEVELOPMENT

NOTICE OF PUBLIC HEARING

July 24, 2026

To whom it may concern,

The City of Schertz Planning and Zoning Commission will conduct a public hearing on **Wednesday, August 5th, 2026 at 6:00 p.m.** located at the Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas to consider and act upon the following item:

**PLSPU20260130 - Hold a public hearing and make a recommendation on a request for a Specific Use Permit to allow Automobile Repairs and Service, Major on an approximately 1.19 acres of land located approximately 1,200 feet south of the intersection of Borgfeld Rd and FM 3009, more specifically known as Guadalupe County Property Identification Number 67644, City of Schertz, Texas.**

The Planning and Zoning Commission would like to hear how you feel about this request and invites you to attend the public hearing. You may return the reply form below by mail or personal delivery to Brandon Elliott, Planner at 1400 Schertz Parkway, Bldg. 1, Schertz, Texas 78154, or by e-mail [planning@schertz.com](mailto:planning@schertz.com). If you have any questions, please feel free to call Brandon Elliott, Planner, at 210-619-1783.

Sincerely,

Brandon Elliott  
Planner

Reply Form:

I am: in favor of ☒ opposed to ☐ neutral to ☐ the request for PLSPU20260130

COMMENTS:

NAME:

KURT E. HOUSLEY  
(PLEASE-PRINT)

SIGNATURE

[Signature]

STREET ADDRESS:

301 E. LANGLEY BLVD. UNIVERSAL CITY, TX.

DATE:

7/27/26

78148

# Ord. 26-S-019

Proposed SUP to allow Automobile Repairs and Service, Major 1.19 ac

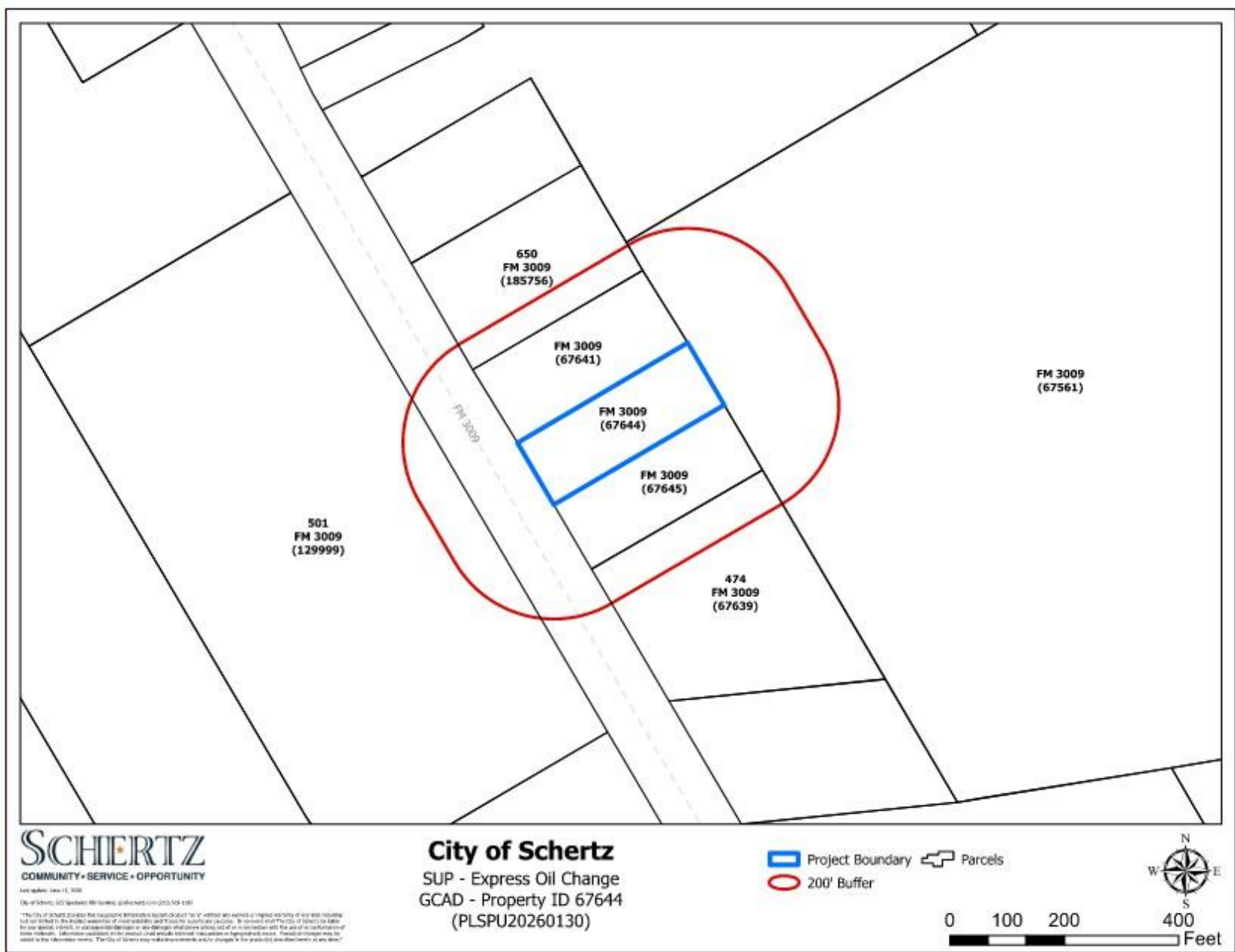
**Brian James | Deputy City Manager**





|          | Zoning                                                                                 | Use                                   |
|----------|----------------------------------------------------------------------------------------|---------------------------------------|
| Existing | General Business District (GB)                                                         | Undeveloped                           |
| Proposed | General Business District (GB) With SUP to allow Automobile Repairs and Service, Major | Automobile Repairs and Service, Major |
| North    | General Business District (GB)                                                         | Undeveloped                           |
| South    | General Business District (GB)                                                         | Undeveloped                           |
| East     | General Business District (GB)                                                         | Undeveloped                           |
| West     | Right-of-Way                                                                           | FM 3009                               |





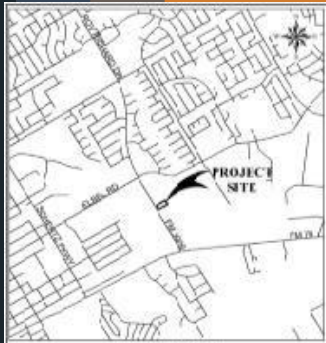
- July 24, 2026
  - 6 public notices sent
  - Sign placed by the applicant
  - Responses
    - 1 in favor
    - 0 neutral
    - 0 opposed
- A public hearing notice was published in the “San Antonio Express News” on September 23, 2026.



# Background

- UDC Section 21.5.8 requires an approved SUP to allow Automobile Repairs and Service, Major in General Business District (GB)
- Proposed business will offer uses like oil changes, tire alignment and repair, AC repair, drive train repair, brake rotors and brake pads, cooling and fuel system work, starter and alternator work, shocks and struts, exhaust and muffler as well as steering and suspension.





LOCATION MAP  
NTE



LEGEND

|                        |                        |  |  |
|------------------------|------------------------|--|--|
| EXIST CHAIN LINK FENCE | NEW SW / CURB & GUTTER |  |  |
| EXIST WATER LINE       | NEW RAMP               |  |  |
| EXIST SIGN             | NEW PVMT MARKING       |  |  |
| EXIST SEWER MAN-HOLE   | NEW CONC DRWY          |  |  |
| EXIST WATER VALVE      | NEW SEWER              |  |  |
| EXIST FIRE HYDRANT     | NEW GAS                |  |  |



# Conceptual Site Plan

|              |                                    |
|--------------|------------------------------------|
| PROJECT NAME | 3363 EOC SCHERTZ TX                |
| ARCHITECT    | SCHERTZ, TX                        |
| ENGINEER     | UNITECH CONSULTING ENGINEERS, INC. |
| DATE         | 06/10/2008                         |
| PROJECT NO.  | 26-003-V                           |
| SHEET NO.    | C-1                                |
| SHEET TITLE  | SITE PLAN - PRELIMINARY            |

# UDC Section 21.5.11.D Criteria for approval

1. The proposed use at the specified location is consistent with the policies of the adopted Comprehensive Land Plan, or any other applicable adopted plans.



- Comprehensive Land Use Plan has this as Local Corridor
  - Locally oriented commercial and entertainment.
  - Along medium to high-volume collector roads
- Proposed SUP is intended to serve the local community and is located along FM 3009, a high-volume principal arterial, thus meets the intent of the Future Land Use Map Designation

# UDC Section 21.5.11.D Criteria for approval

2. The proposed use is consistent with the general purpose and intent of the applicable zoning district regulations

- Zoned General Business District (GB)
  - Retail and service establishments along principal transportation corridors

3. The proposed use is compatible with and preserves the character and integrity of adjacent developments and neighborhoods.

- The subject property is surrounded by undeveloped lots that are zoned GB
- Proposed business is consistent with similar businesses along FM 3009 like Total True Automotive and Christian Brothers Automotive
- Will be required to meet all Article 9 Site Design Requirements

# UDC Section 21.5.11.D Criteria for approval

4. The proposed use will not adversely affect the overall health, safety, or general welfare of the City.
  - While the proposed uses by the applicant will not adversely affect the overall health, safety, or general welfare of the city, allowing the full scope of Automobile Repairs and Service, Major could.
  - The Engineering Department reviewed the application and noted that at the time of the Site Plan the applicant will need to adjust their layout to accommodate the Right-of-Way for FM 3009
4. Whether other factors are deemed relevant and important in the consideration of the specific use permit.
  - All UDC Requirements have been met for the application.
  - Schertz EMS, Fire, and Police Departments have reviewed the application and did not provide an objection.
  - The proposed development will need to consider the TxDOT FM 3009 Flyover project in their site layout.

# Staff Recommendation

Staff recommends approval of the requested Specific Use Permit to allow Automobile Repairs and Service, Major in General Business District (GB), conditioned upon the following:

1. The following uses are not permitted: Wrecker or towing service with on-site storage of vehicles; collision services including body, frame, or fender straightening or repair; customizing or painting; vehicle steam cleaning; insurance estimations with on-site storage; undercoating and rust proofing, and other similar uses to be allowed on site.
2. A building permit is approved within (3) years of the adoption of the Specific Use Permit Ordinance in accordance with Unified Development Code Article 5, Section 21.5.11.F Expiration of Specific Use Permit and allowing for the development process due to the subject property location on FM 3009 and consideration by TxDOT

# Planning and Zoning Commission Recommendation

The Planning and Zoning Commission held a public hearing for the item on August 5<sup>th</sup>, 2026, and made a recommendation of approval with the conditions as proposed by Staff, to City Council with a unanimous vote.

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** **October 13, 2026**  
**Department:** **Engineering**  
**Subject:** **September 2026 Quarterly Streets Update (Assistant City Engineer John Nowak)**

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**BACKGROUND**

Engineering and Public Works will provide a presentation outlining the current street projects and street maintenance efforts.

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**Attachments**

Streets Workshop Presentation 10\_13\_2026



# SCHERTZ STREET PRESERVATION AND MAINTENANCE

October 13, 2026, City Council Workshop

Robert Martinez | Streets Maintenance Supervisor

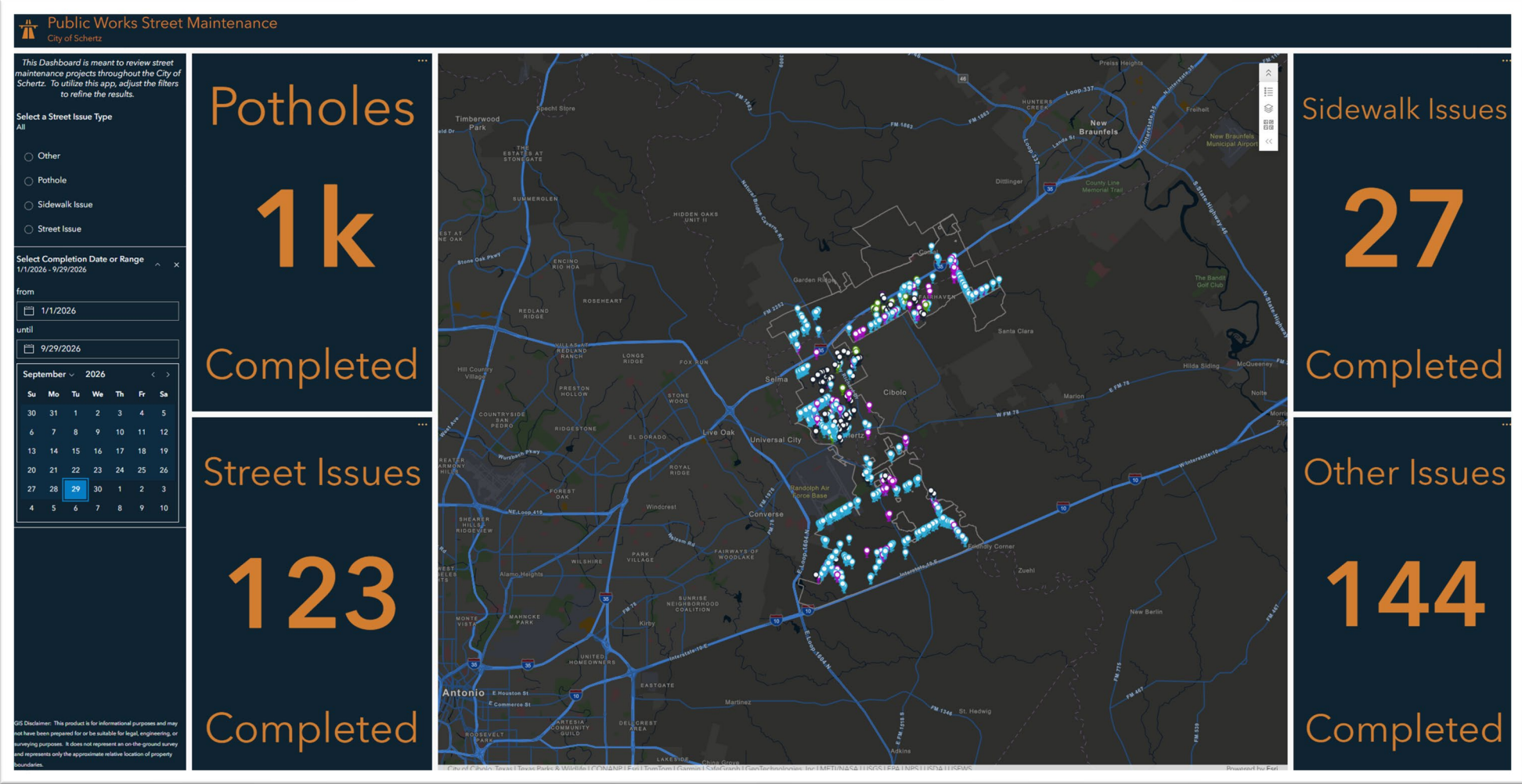
John Nowak, P.E. | Assistant City Engineer

# **Streets Maintenance Division Update**

## **January 1st through September 30th, 2026**

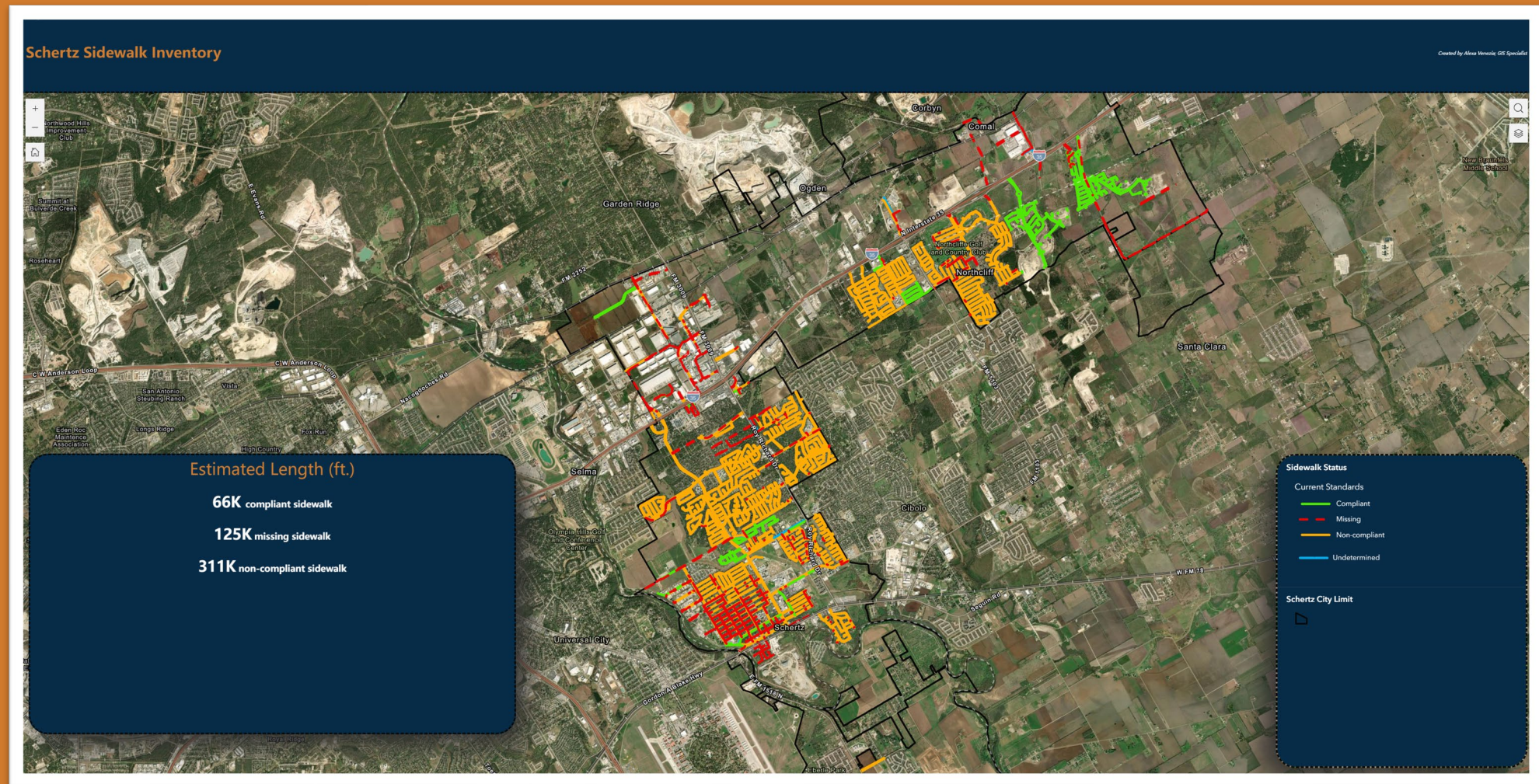
# Streets Maintenance Dashboard

January 1st through September 30th, 2026





# Schertz Sidewalk Inventory Dashboard





## Streets Maintenance Progress Summary 2026

January 1st through September 30th, 2026

**Street Issues: 123**

**Potholes: 1,038**

### Materials Usage:

UPM (Pothole Patch Material): 8.5 Tons

Asphalt Hot Mix Tons: 67.75 Tons

Crack Seal Boxes: 478

### Notable Projects:

Striping and Painting:

School Zone Cross Walks City-Wide

New Subdivision Signing:

- Parklands Village U2
- Greenfield Village U1 & U2
- Old Schertz (Heritage Signage)





## Streets Maintenance Progress Summary 2026

January 1st through September 30th, 2026

### Sedona at Crossvine Sub. Lighting Addition

10 new 100w lights added

### Speed Hump Project

Rhine Valley - Mulhouse Dr. (4)

Oak Forest - Circle Oak (2), Crest Oak,  
Golden Oak

Crossvine - Hollering Vine (2)

Cypress Point – Cypress Point Drive (3)

Jonas Woods – Jonas Dr.



# Streets Maintenance Projects 2026

## Hubertus Rd. Sidewalk Project

East and West side of Hubertus is complete. Waiting on contractor to finish cleanup; backfill and revegetation.

## Green Valley Lighting Project

Lighting design is complete and Public Works is in contact with GVEC on scheduling the installation of new light poles. Anticipated completion is December 2026.

## FM 78 Railroad Striping Project

Permitting has been submitted to UP RR, awaiting approval. Anticipated completion is October 2026.

## Sidewalk Repairs Beginning Feb. 2026:

Areas that have been contracted for replacement that complaints were received in Q4 2025 or before (~60 Sq Yds in total).

Next quarter's sidewalks are currently under bid; anticipated completion is September 2026. Areas included in this next bid are: Northcliffe, Riata, Belmont, Parkland Village, Lone Oak, Greenshire and Kensington Ranch.

## Sidewalk Issue Severity Index:

**Low:** Up to ½" separation; less than 25% area spalling/cracking.

**Medium:** Between ½" and 1 ½" separation; between 25% and 50% area spalling/cracking.

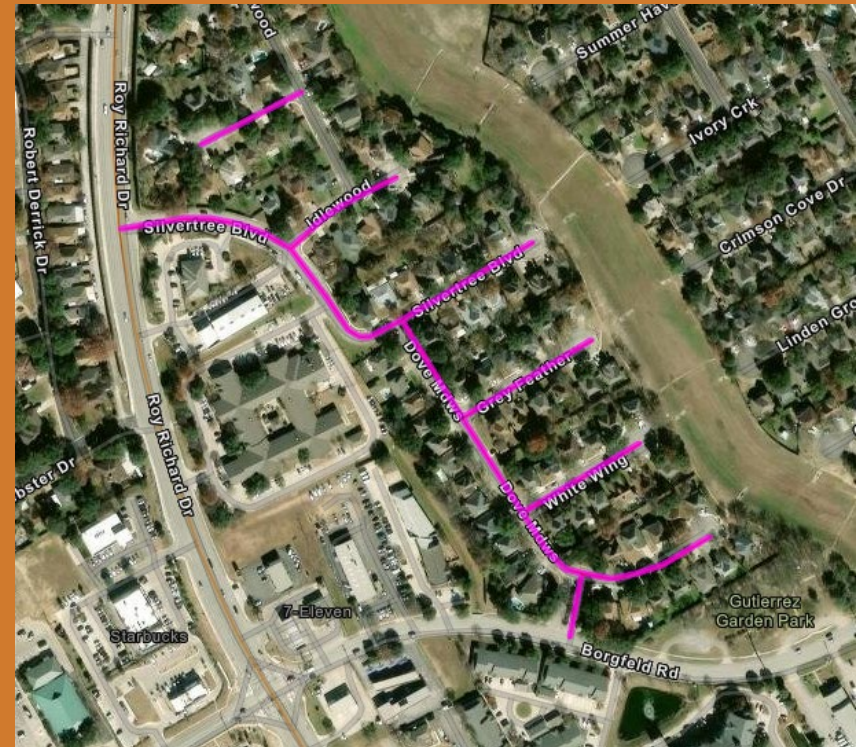
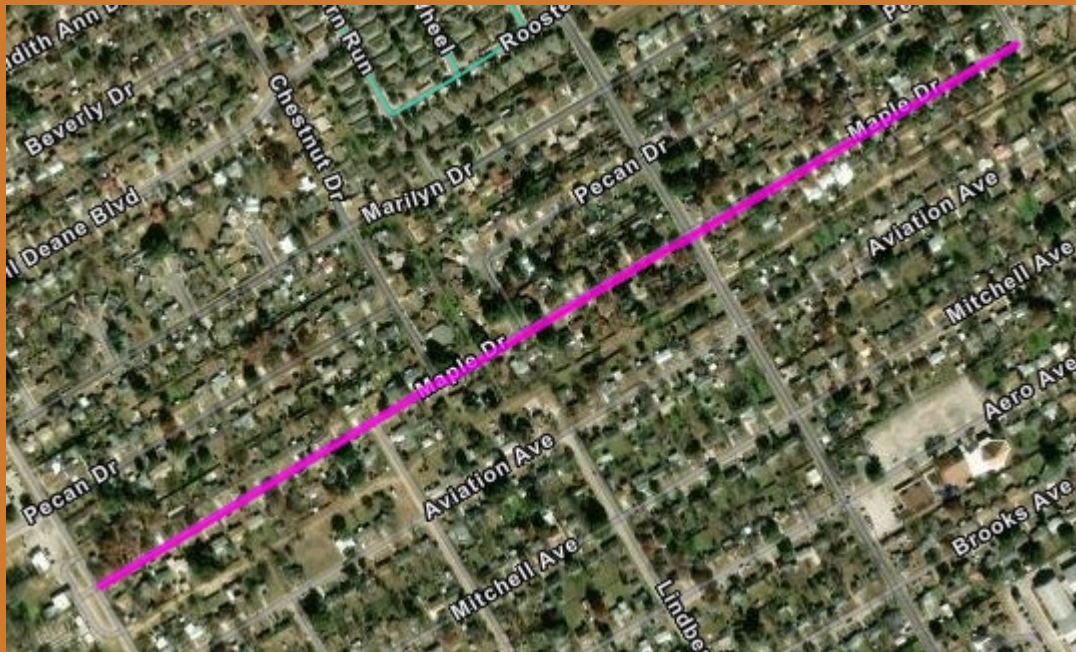
**High:** Greater than 1 ½" separation; greater than 50% area spalling/cracking.



# 2024 SPAM PROJECTS

## Rehabilitation Project

- Substantially Complete
- Cost: \$3,581,000 (not to exceed amount)

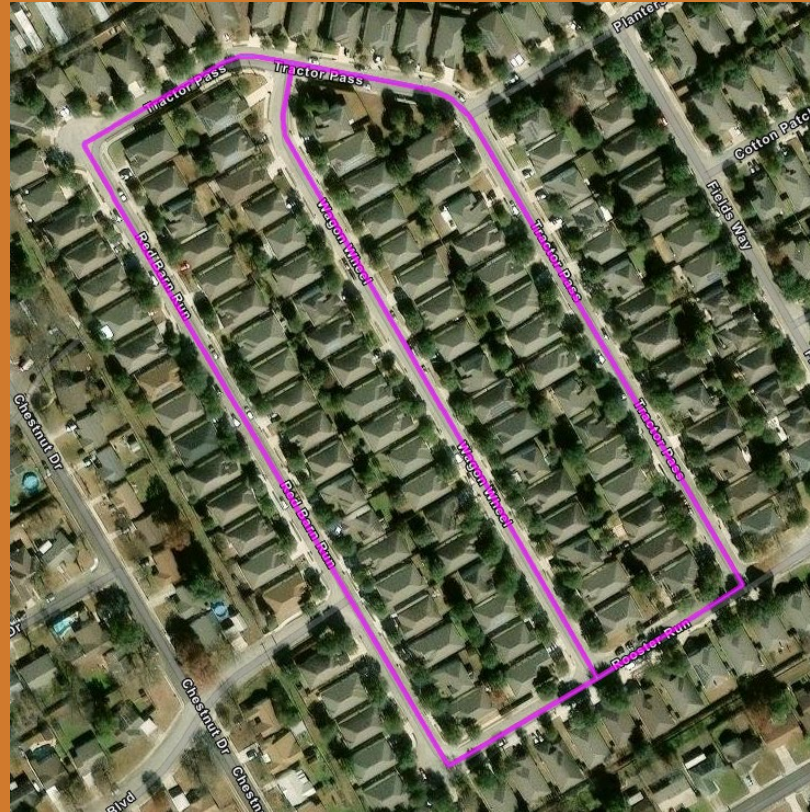




# SPAM PROJECTS

## Kramer Farm Rehabilitation

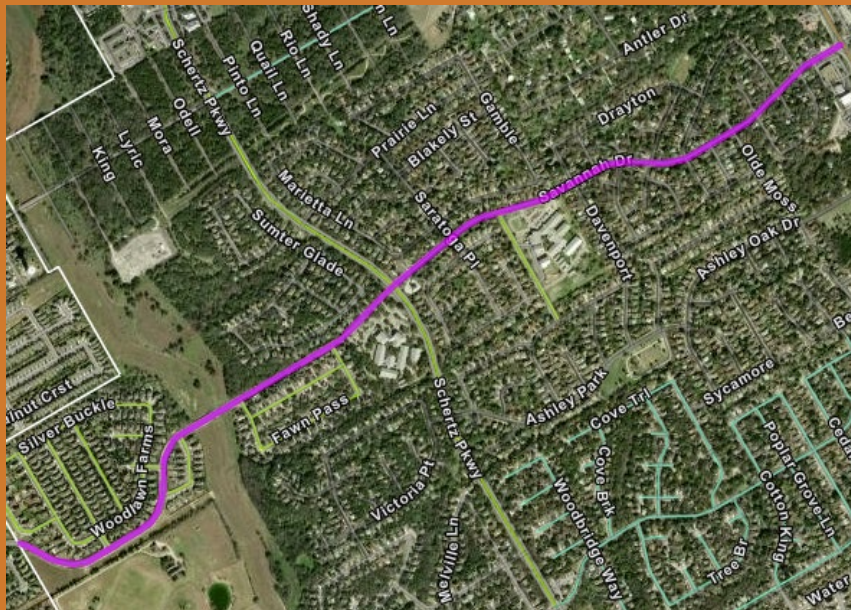
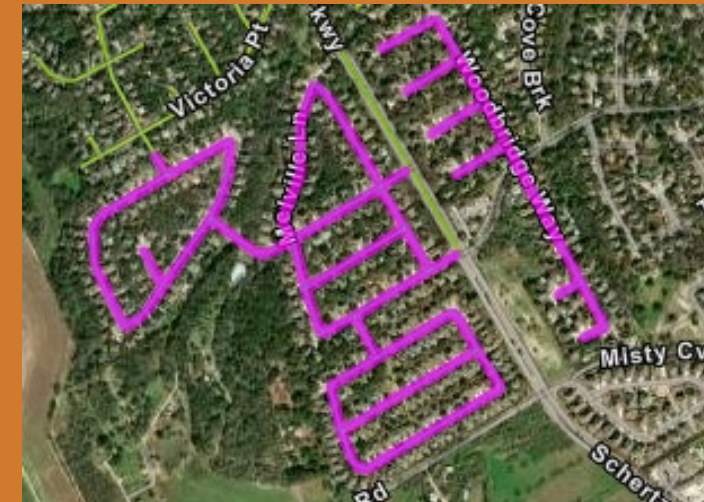
- Project in Design
- Estimated cost: \$1,446,582
- Almost ready to Bid



# SPAM PROJECTS

## Resurfacing Project

- Multiple projects “bundled” together
- Combining funding for the earlier projects with the \$2 million in this year’s budget
- Finalizing plans and bid package
- Bidding in the next month





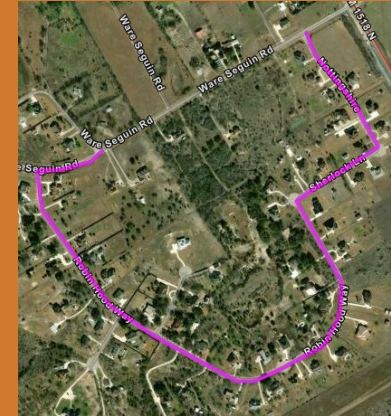
## OTHER STREET PROJECTS

# Schertz Forest

- Street work combined with water line replacement through the subdivision
  - In design
  - Need to split street work into separate project due to cost
  - Estimated Cost: \$5,350,000
- 
- An aerial photograph of a residential subdivision. A pink line is drawn across the image, indicating the project area. The line starts near the bottom left and runs diagonally towards the top right. The area is labeled with 'Waco Seaboard Rd' and 'Waco Seaboard Rd' in white text. The background shows houses, trees, and a road.

# Boenig Reconstruction

- In design
- Estimated cost: \$3,240,000
- Finalizing plans and creating bid package



# Maske Road and E, Live Oak Extension

- Scoping meeting completed
- Task Order for design will be on a future agenda

# Old Wiederstein Road

- Scoping meeting completed
- Task Order for design will be on a future agenda

# OTHER STREET PROJECTS

## Lower Seguin Road

- Plans at 95%
- DCIP Grant application was unsuccessful
- Applying for DEAG Grant this month

## Main Street

- Utility conflicts almost resolved
- Double-checking water and sewer main alignments and GVEC easement needs
- Coordinating with TXDOT
- Public Outreach and easement acquisition expected to start this Fall

## Lookout Road

- Need to modify plans for Schertz Parkway offset
- Acquired Right-of-Way for one parcel at Doerr Lane and scheduling closing on the other
- Provided project update to EDC Board on September 24th

# OTHER STREET PROJECTS

## Northcliffe Country Club Estates

- Bid Package nearing completion
- Estimated cost: \$10,435,000

## FM 3009/FM 78 Overpass (TXDOT)

- Project is fully funded
- Public outreach meeting mid-November
- Environmental Clearance expected by the end of the year
- Final Design and Right-of-Way acquisition will start next year
- Construction won't start for a couple of years



# COMMENTS AND QUESTIONS



# CONTACT US

## Mailing Address

1400 Schertz Parkway, Schertz, TX 78154

## Phone Number

(210) 619-1820

## Email Address

[engineering@schertz.com](mailto:engineering@schertz.com)

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** **October 13, 2026**  
**Department:** **Executive Team**  
**Subject:** **Workshop to provide consensus on goals for CVLGC water rights (Deputy City Manager Brian James)**

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**BACKGROUND**

On September 15, 2026, City Council held a workshop to discuss future water demand and supply. During this workshop, discussion occurred regarding the role CVLGC could play in providing water. As part of ongoing discussions by the CVLGC Board, staff is seeking insight from Council into the priorities associated with Schertz' portion of the water lease rights. Factors include: how council prioritizes retaining "ownership" of the water rights, leasing the water rights, all the water rights, part of the water rights, the cost of eventually having access to the water, getting value for the cost to the city associated with these water rights, ensuring the water serves Schertz vs another community, etc. Having a better understanding of the priorities will allow staff to better discuss and evaluation potential options.

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**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** **October 13, 2026**  
**Department:** **Economic Development Corporation**  
**Subject:** **The City Council will meet in closed session pursuant to Texas Government Code Section 551.087, deliberation regarding economic development negotiations, to deliberate the offer of a financial or other incentive to a business prospect:**

1. Project Cool Cat
-

**CITY COUNCIL MEMORANDUM**

**City Council Meeting:** **October 13, 2026**  
**Department:** **Engineering**  
**Subject:** **October 2026 Projects in Progress (City Engineer Kathryn Woodlee)**

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**Attachments**

October 2026 Project Updates

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** October 13, 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 has been pushed back 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 graded 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: Fall 2027
- Project Cost: \$350,000
- Consultant: Unintech Consulting Engineering
- Contractor: To be determined

Project Update: Staff is in the process of scheduling a “notice of intent to bid” meeting for the project. The intent is to have a dialog with prospective bidders to explain the project and receive feedback from them on how the bid package could be improved. The bid package will be revised and the project re-bid.

### **3. Fire Station 4**

Project Description – Fire Station 4 Build

- Project Status: Still on schedule for completion. No issues with minimal need for change orders.
- Projected Completion: March 2027
- Total Project Cost: Estimated \$13.25 million
- Building Cost: \$9.75 million
- Consultant: AGCM – Owner Rep
- Architect: Martinez Architecture
- Contractor: Marksman Construction – CMAR

Project Update: Walls are all closed in and interior of building getting all sheetrock up. All stone has been put up and working on brick around the building. Store front for entry and back of dayroom is in. Working on getting wiring run into the building and then throughout the building. Permanent water has been established. Finalizing technology package has been finalized and waiting on pricing. Things are progressing better than we could ask for.

### **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: AG/CM (Owners Representative)
- Contractor: Koehler/ Martinez (In negotiations)

Project Update: Contractor interviews were completed and the top was selected and in negotiations with Koehler/ Martinez. Due to ongoing discussions with the county, it was also determined the design will be altered to remove the sallyport door that was planned for temporary vehicle storage and processing. No completion date has been set yet, but we are looking towards the end of 2027 for project completion.

### **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: On hold until administrative tasks with the FM 78 build-out for the property room and CID are complete.

### **6. HVAC Replacement**

Project Description – Replacing aged HVAC units at the following locations City Hall (5 units), Council Chambers (1), Library (9) and YMCA (11).

- Project Status: In progress
- Projected Completion: estimated August 2026
- Contractor: Way Mechanical

Project Update: The installation and replacement of the Council Chambers, Library, and YMCA HVAC units have been completed and passed inspection. All of the units at City Hall have been replaced. The contractor discovered additional repairs are needed for a compressor; this work is expected to be completed the week of October 5<sup>th</sup> – 9<sup>th</sup>



## **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: No change from the last update. Easement negotiations are continuing with the property owners. After easements are acquired, the project will be rebid, and construction will proceed.

### **2. Pickrell Park & FM 1518 Drainage**

Project Description – Installation of underground drainage, upgraded creek outfalls and provide localized surface drainage swales. Sanitary sewer relocation within areas of conflict with proposed drainage improvements

- Project Status: Preliminary Engineering Study
- Projected Completion: TBD
- Project Cost: \$41,987 - \$47,500 NTE (study only)
- Consultant: Unintech Consulting Engineers, Inc.
- Contractor: TBD

Project Update: Unintech has provided a final report, and it has been reviewed and approved by staff. This report will be used to develop a future drainage and sewer project as funds become available.

### **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 \$800,000
- Consultant: Unintech Consulting Engineers, Inc.
- Contractor: TBD

Project Update: Staff has received final plans and specifications. Staff has received the signed temporary access agreement from the abutting property owner. Staff is moving forward with bidding the project later this month.

### **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 revised their report on the drainage deficiencies surrounding the lift station and will begin the design for improvements. A separate study will look at all of the lift station sites in the Northern Schertz area for capacity and proposed upgrades. The locations of some of the gravity

mains and manholes discharging into the Friesenhahn lift station have been discussed in the drainage report but will be further analyzed in the capacity report.

## **5. Weir Road Cibolo Creek Crossing**

Project Description – Repair and Improvement of the Weir Road Crossing of Cibolo Creek

- Project Status: Design Proposal
- Projected Completion: TBD
- Project Cost: Initial Estimate of Interim Design - \$150,000
- Consultant: Halff and Associates
- Contractor: TBD

The improvement of the low water crossing of the Cibolo has been on the City's Capital Improvement Plan and was scheduled for the years between five and ten years out. After recent rain events, it was discovered that the structure of the crossing is severely damaged and must be closed to all traffic until repaired. Staff is working on a task order with Halff to prepare a design for restoration of the crossing as an interim solution to allow traffic to flow across the creek. Additional work is planned to identify a more substantial improvement of the crossing so that it can remain open during more frequent storm events.

## **Water and Wastewater Projects:**

### **1. Woman Hollering Creek Wastewater Interceptor Main and Lift Station**

Project Description – Design and construction of a sanitary sewer system to collect and convey wastewater to the future CCMA water reclamation plant off Trainer Hale Road in Southern Schertz. The system consists of approximately 19,000 linear feet of 30" gravity wastewater line running generally along Woman Hollering Creek from the existing Sedona lift station on FM 1518 to a new lift station on IH 10 and approximately 6,000 feet of force main from the lift station to CCMA plant. It also includes an additional 18" gravity line approximately 1,500 feet in length that will first serve the Hallie's Cove Subdivision. The system is necessary for the new CCMA plant to begin operation and to allow the existing Woman Hollering Lift Station at Sedona to be taken out of service.

- Project Status: Construction
- Projected Completion: Fall 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: The collection and conveyance system including the lift station was put into operation March 3, 2025. The CCMA South Plant is operational. The contractor continues to work on correction of items identified on the punchlist for the project to be completed. Of that list, the pump issues have been addressed, relocation and elevation of main disconnect is underway and waiting for a task completion by CPS, and repair of settling crane foundation and subsequent crane operational testing is pending. It is still 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 4<sup>th</sup> 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: Staff and UEG continue to discuss with the contractor and their sub-contractor regarding the trees that were previously planted and their replacement, however due to the ongoing work fronting the lift station on IH 35 we plan to discuss with the Planning staff if we can defer the trees to a later time. The construction of the lift station is complete. Staff and UEG are still working with TxDOT for approval of final reimbursement.



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, Inc.
- Contractor: SER Construction Partners (TxDOT's General Contractor)/Qro Mex Construction (Aztec 16" Line-completed)

Project Update: SER has completed a temporary tie-in to place a section of water line into service from Schaefer Rd to just north of Lisa Meadows. SER has also been working on water and sewer relocations near FM 78.

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

Project Update: Pesado is completing some signage required by CPS. Staff is completing its review of the provided O&M manuals.

#### **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

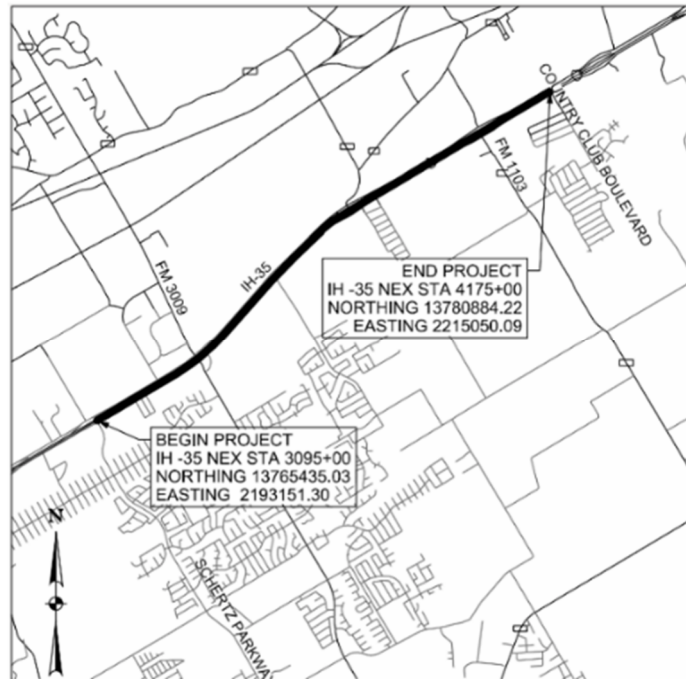
Project Update: The section of water line along IH 10 between Pfeil and N. Graytown roads was bid on August 27<sup>th</sup>. Five (5) bids were received. Staff and Unintech have provided a recommendation of award to RL Jones.

#### **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, Inc.

Project Update: No new updates - Blackrock Construction continues the sewer construction effort along IH 35. Halff is working to revise plans of a sewer crossing of IH 35 due to conflicts discovered with other utility providers. This is being coordinated with the contractor, TxDOT, and the other utilities to ensure a change in the vertical alignment does not create any other concerns. Once these plans are approved, Blackrock will continue with the bore to install the sewer line casing.



## 7. Robin Hood Way Waterline Replacement

**Project Description** – Replacement and upsizing of water line in Robin Hood Way, Sherlock Lane, and Nottingshire. The main replacement is to increase flows in the area, particularly to meet fire flow requirements. The project also includes street resurfacing and rehabilitation work that was previously removed from the SPAM project.

- Project Status: Design
- Projected Completion: Fall 2027
- Project Cost: \$5,350,000
- Consultant: Kimley- Horn & Associates

**Project Update:** No change from last update. The additional survey work has been completed, and our consultant is revising the project plans. Some value engineering is also ongoing with the proposed street work in the project. We anticipate having the project plans received and reviewed by the end of October. Due to the streets costs coming in higher than expected, the street work may be removed from the project and bid as a separate project when additional funding is available.

## 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: 90% Completion
- Projected Completion: Winter 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:** Freeland Turk has completed the survey of the two businesses and is in the process of designing a method to disconnect the on-site septic systems and tie into the newly installed sewer main. We anticipate a preliminary design to be received by the end of the month.

## 9. Northcliffe Country Club Estates Water and Wastewater Main Replacement

Project Description – replacement of the water and wastewater mains and rehabilitation of the streets in the Northcliffe Country Club Estates subdivision.

- Project Status: Design
- Projected Completion: Fall 2027
- Project Cost: \$8,733,400 (estimated)
- Consultant: Unintech Consulting Engineers, Inc.

Project Update: Staff has reviewed the latest plan revision and provided feedback to our consultant. The bid package is being assembled, and the project will be going out to bid this month.



## 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 PER and Easement Acquisition: Halff Associates, Inc.

Project Update: No change from last update. Staff are reviewing the scope and fee proposal from Halff to prepare a preliminary engineering report and easement acquisitions. Staff plans to present the results of the route study and bring the PER task order to Council during a coming meeting.

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

Project Update: No changes since last update. Staff has provided their preference on pipe materials to replace the damaged riser piping. Unintech will begin work on their design for staff review.

### **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: Final plans have been received. An offer has been made for a necessary easement. Once acquired, the project will move to the bidding stage.

### **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 the last update. Preliminary plans have been reviewed by staff and returned to Unintech for correction and final design.

### **14. IH 35 Ground Storage Tank and Pump Station**

Project Description – Construction of a 3-million-gallon ground storage tank and pump station adjacent to the existing IH 35 elevated storage tank to provide storage capacity that can be filled during non-peak hours of the day.

- Project Status: Design
- Projected Completion: 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: Unintech has provided a revised report on the proposed improvements for the ground storage tank. Staff is reviewing these changes and will coordinate with Unintech if additional information is needed prior to beginning design.



## **15. Dedicated Transmission Main 24"**

Project Description – Construction of a 24" dedicated water transmission main to connect the Live Oak water storage facility to the IH 35 storage tank.

- Project Status: Design 90% complete, resuming Easement Acquisition Negotiations
- Projected Completion: to be determined
- Project Cost: Design \$2,502,060, Easement Acquisition \$1,000,000, Construction \$28,572,940
- Consultant: Kimley-Horn & Associates

Project Update: Project has been on hold but is currently planned to resume. We are still pending award of a grant through the Texas Water Development Board (TWDB) Water Supply Infrastructure Grant (WSIG), the application for which was authorized by Council on July 7, 2026. Regardless of grant status, work is being resumed on the project. Staff and the consultant will begin meeting again with property owners to actively negotiate easements needed.

## **16. Lift Station Decommissioning**

Project Description – Decommissioning of Elbel and Whisper Branch Lift Stations including regulatory documentation and physical demolition and abandonment. The project also includes the development of a lift station decommissioning standard guidance document that can be used by the City for future lift station decommissioning projects.

- Project Status: Design
- Projected Completion: TBD
- Project Cost: Design \$49,635 Construction Estimate TBD
- Consultant: Utility Engineering Group
- Contractor: TBD

Project Update: UEG is working on the final design of the decommissioning plans. Once received and approved by staff the project will begin the bidding stage.

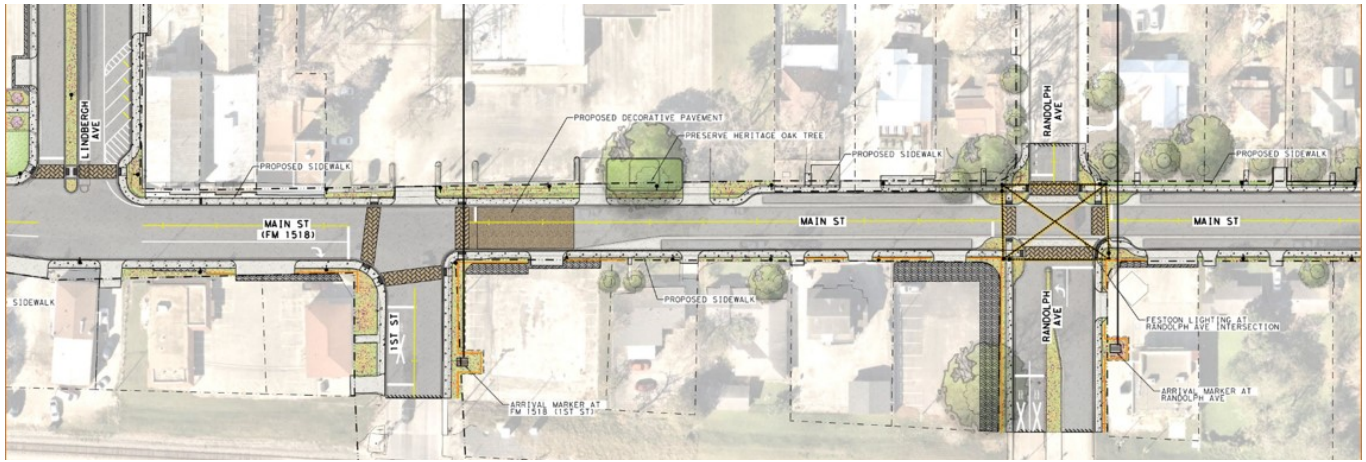
## **Street Projects:**

### **1. Main Street Improvements Project**

Project Description – The project will improve sidewalks, provide street lighting, way-finding signage, landscaping, utility relocations, and architectural elements such as decorative concrete, decorative lighting, screening, and area signage. This project will also replace aging water and sanitary sewer mains and reconstruct the street with a new, stronger pavement section. Additionally, Lindbergh between Main and Exchange will be reconstructed.

- Project Status: Design
- Projected Completion: Fall 2028
- Project Cost: \$25,880,893
- Consultant: Kimley- Horn Associates

Project Update: Utility outreach is still ongoing, but the majority of the known conflicts have been addressed. The new water main, sewer main, and duct bank alignments have been established. This information has been provided to the other utility companies so they can do a double-check of their relocation plan efforts. Staff and our consultant met with TXDOT to affirm some of the project elements and continue our coordination effort with them. With the water, sewer, and duct bank alignments being finalized, a final coordination check with GVEC will be done to confirm their easement needs. This will allow Staff to start doing the public outreach and easement acquisition efforts by the end of this year.



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

**Project Update:** No change from last month. The design amendment to shift the Schertz Parkway alignment will be on the Council agenda for approval later this month. Paperwork has been received from CAT for the Right-of-Way parcel at their corner of Doerr Lane and Lookout Road. A formal closing on the parcel is being scheduled. Staff anticipates the project being bid before the end of this year.

## 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 2028
- Project Cost: \$18,200,000
- Consultant: Halff Associates, Inc.

**Project Update:** We were unsuccessful with our DCIP application. We will be re-applying for DEAG funding later this month to help fund the project. Staff is working with the consultant to revise the project estimate and focus on moving the project forward towards construction as quickly as possible. If other funding sources become available while this effort is ongoing, we may consider trying to pursue them, but we're not intending to delay work on the project for additional funding opportunities.

## 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, 1<sup>st</sup> St, 2<sup>nd</sup> 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: April 16 (Substantial Completion)

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

Project Update: The contractor is still working on some of the punch list items for the project.

## **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: Spring 2027
- Project Cost: \$3,240,000
- Consultant: Unintech Consulting Engineers, Inc.

Project Update: No change from the last update. The utility conflicts have been fully identified and explained to the utility companies. CPS is in the process of going through their process to relocate their facilities out of the way of the project. Their process is expected to take a few months to complete, which will cause a delay in getting the project out to bid. We anticipate bidding the project in early January. If CPS is able to complete their work sooner, we will be able to bid the project sooner.

## **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: August 20, 2026 (Substantial Completion)
- Project Cost: \$3,581,000
- Consultant: Kimley-Horn Associates
- Contractor: E-Z Bel Construction, LLC

Project Update:

The contractor is still working on some punch list items for the project. Some punch list items have been completed.

## **7. 2025 SPAM Resurfacing**

Project Description – Resurfacing of the streets in The Village Subdivision. 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 2027
- Project Cost: \$1,282,231
- Consultant: Kimley-Horn Associates

Project Update: No change from last month. The original project scope was reduced to one subdivision to stay within budget and to provide some funding to help fund the increased cost street work in the Northcliff Country Club Estates project. This resurfacing work will be “bundled” with the Savannah Drive Overlay, the 2026 SPAM Resurfacing project and the TSAC crosswalks.

## **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: Summer 2027
- Project Cost: \$1,446,582
- Consultant: Kimley-Horn Associates

Project Update: No change since last month. Final plan changes are almost complete, and the project is expected to go out for bids later this month.

## 9. 2026 SPAM Resurfacing

Project Description – resurfacing of the streets in the Woodbridge and Rio Vista Subdivisions. The project also includes the TSAC-recommended crosswalk improvements.

- Project Status: Design
- Projected Completion: Summer 2027
- Project Cost: \$1,780,000
- Consultant: Kimley-Horn Associates

Project Update: Because we're now in the FY 26-27 budget, the \$2,000,000 funding provided for SPAM in the budget will be used to restore some of the areas that were removed from the project because of budget constraints. The goal is to restore as much of the work as the additional funding will allow. Areas that can't be completed with this effort, will be included in the next resurfacing project. The work will be "bundled" with the 2025 SPAM, Savannah Mill and Overlay, and the TSAC Crosswalk work to take advantage of economies of scale.

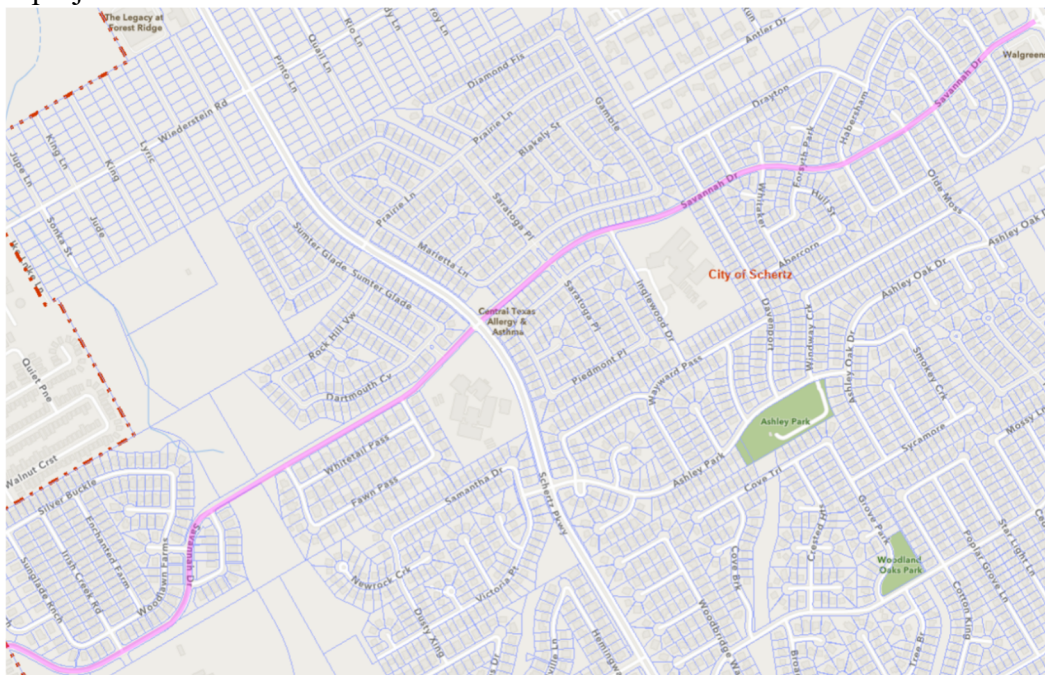
## 10. Savannah Drive Overlay

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

- Project Status: Construction
- Projected Completion: Spring 2027
- Project Cost: \$1,460,000
- Consultant: Kimley-Horn Associates

Project Update:

The project plans are still being updated. Once the updates are complete the bid package for this work, the 2025 and 2026 SPAM projects, and the TSAC crosswalks will be created and bid as a single construction project.



## **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:

TxDOT is planning an open house for the project in mid-November. Work continues on the environmental clearance for the project. TxDOT expects to have the project environmentally cleared by the end of the year. Once they have this, they will proceed with final design and Right-of-Way acquisition.

## **12. Intersection of Wiederstein Road and Schertz Parkway**

Project Description – Signalization of the Intersection of Wiederstein Road and Schertz Parkway

- Project Status: Preliminary Evaluation
- Projected Completion: TBD
- Project Cost: TBD
- Consultant/Contractor: TBD

Project Update: With new development in the vicinity of this intersection – particularly the Heritage Oaks Subdivision and Schertz Fire Station #4 – it is highly likely that full signalization of this intersection will be warranted. Staff will begin evaluation of the steps necessary to plan and implement intersection improvements proactively.

## **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: Completed
- Project Cost: \$200,000 (estimated total)
- Consultant: Unintech Engineering
- Contractor: Kutscher Drilling and Specified Water Systems

Project Update: The tank has been installed, filled with water, and is working as designed. Minor punch list items are being addressed, but the system is operating. Staff is working on programming the watering windows to convert them all to evening hours now that there is added capacity.

## **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, Street, and Drainage staff are gearing up to go-live October 19<sup>th</sup>. All information that is currently in the sandbox environment will be transferred over into production the week of October 12<sup>th</sup> – 16<sup>th</sup>. Staff continue to meet weekly with OpenGov to go over Project Status updates and trainings.

## **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 draft fee report is expected to be complete by the end of the month. Focused outreach group meetings and the city-wide open house were held for the Master Thoroughfare Plan (MTP). The revised MTP will be adjusted based on feedback from the outreach meetings, then presented to the Planning and Zoning Commission for review and recommendation. After this, the MTP will be presented to Council for approval. A separate approval track will be done for the Impact Fee report.

### **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 is continuing to pursue potential solutions to provide interim capacity. It was determined that a temporary package treatment plant is likely not a viable option due to a conflict with CCMA’s current and future permits for discharge in the same watershed (mid Cibolo Creek). Pump and haul scenarios are being evaluated for some developments.

### **3. Regional Flood Planning**

Staff has been collecting and sharing information including previous studies, maps, photographs, and anecdotal accounts of flood events with the AECOM, the consultant preparing the Flood Management Evaluation (FME). Progress meetings are being scheduled. A future public meeting is planned for the early December; staff will work with the consultant to notify residents and schedule.

## **TxDOT Roadway Projects:**

**Note:** If links do not work, please contact [engineering@schertz.com](mailto: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](#)