

DRAFT

MINUTES
THE MAIN STREET COMMITTEE
REGULAR SESSION
August 12, 2025

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on August 12, 2025, at 6:00 p.m. in the Hal Baldwin Municipal Complex Council Chambers Conference Room, 1400 Schertz Parkway, Building #4, Schertz, Texas. The following members present to-wit:

Present: Chair Mark Davis
Mayor Ralph Gutierrez
Mayor Pro-Tem Tim Brown
Councilmember Allison Heyward

Staff present: Brian James, Deputy City Manager; John Nowak, Assistant City Engineer; Sheree Courney, Deputy City Secretary

Call to Order

Committee Chair Mark Davis called the meeting to order at 6:00 p.m.

Hearing of Residents

This time is set aside for any person who wishes to address the Committee. 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 Committee as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Committee may be requested to leave the meeting.

No residents signed up to speak.

Discussion and Action Items

1. Minutes-Consideration and/or action regarding the approval of the minutes of the meeting on January 28, 2025 (S.Edmondson)

Chair Mark Davis requested a motion to approve the Main Street Committee Meeting Minutes of January 28, 2025.

Moved by Councilmember Allison Heyward, seconded by Mayor Ralph Gutierrez

AYE: Chair Mark Davis

Mayor Ralph Gutierrez

Mayor Pro-Tem Tim Brown

Councilmember Allison Heyward

Passed

2. **Status of the Main Street Design and Reconstruction**

Chair Mark Davis recognized Assistant City Engineer John Nowak who provided an update on the status of the Main Street design and reconstruction. Mr. Nowak stated the following achievements:

- 60% of the GVEC plans had been received and reviewed. The easement needs have been identified and staff could begin acquiring the right of ways.
- AT&T coordination efforts regarding the physical conflicts with their duct bank have been resolved.
- Parking lot lights have been installed.

Mr. Nowak provided a list of items that remain outstanding including, but not limited to, the following:

- Installation of sidewalks and pavement;
- Festoon lighting and entryway signs;
- Landscaping;
- Narrowing of Main Street to ensure only one lane;
- Limited ROW for everything that needs to be considered;
- ATT number of conduits available is still unknown; and
- Water and sewer replacement plans are almost complete.

Next steps:

- Continue to refine the plan;
- Acquire easements for GVEC utility relocation;
- Public outreach regarding the project; and
- Main Street Committee update in two months.

Chair Davis asked if the city now has the correct contact information for AT&T, so we could move forward. Mr. Nowak answered affirmatively and explained the status of the project.

Councilmember Allison Heyward asked if the landscaping would include native Texas plants. Mr. Nowak stated that was his understanding.

3. **Consideration of changes to the Main Street Grant Program for Cemeteries and Apartments**

Chair Mark Davis recognized Deputy City Manager Brian James who presented changes to the Main Street Grant Program for Cemeteries and Apartments for consideration. Mr. James stated there had been a few individuals who came forward seeking funding for items that didn't quite fall within the Main Street Incentive Program grant guidelines. The Local Flavor grant is to encourage local economic development in the Main Street area and the Preservation Grant is primarily for exterior structural improvements. He further explained that the Main

Street Area Preservation Incentive Program, the historic program, makes a distinction between structures used for commercial vs. residential use. The grant applies more broadly to commercial properties, covering more than just roof and external structural improvements. The Schertz Historical Preservation Committee ruled that properties with landmark designations but without structures, for example cemeteries, could be eligible for a 'Flat Work' grant. He brought forth a recommendation from the Schertz Historic Preservation Committee that multi-family structures (more than 4 units) be treated as commercial under both the local flavor grant and the preservation grant and structures with 3 or fewer units be treated as residential under the local flavor grant.

Chair Davis stated he was okay with flat work for cemeteries being included, but he didn't view apartments as commercial because they are not open to the public. Mixed-use facilities with commercial on the first floor and residential on the upper floor(s) should be treated as commercial. The old Schertz Hospital has a secondary structure, which, if used for commercial purposes, could be treated separately from the main structure.

Mayor Pro Tem Brown stated that the state considers any multi-family residential property with five (5) units or more as commercial property.

The committee consensus was to allow a modification to the program to go to Council for discussion and action in September.

4. Review of Main Street Art

Chair Mark Davis recognized Deputy City Manager Brian James who opened the discussion regarding proposed artwork for the Main Street Project. Current options include:

- Buffalo
- Horse
- Settler
- Airman
- Native American
- Train Conductor
- Custom piece (person)

Additionally, the city is in negotiation to purchase a carriage from the John family to replace the piece that was removed from the grounds of the old Schertz Hospital.

Currently, there are more locations than proposed art pieces. Plan is to purchase the pieces as the property is ready for installation to avoid any associated storage.

Next Meeting Date

The tentative date for the next meeting is September 23, 2025. An alternate date was discussed for October.

Adjournment

Councilmember Allison Heyward made a motion to adjourn the meeting, seconded by Mayor Pro Tem Tim Brown.

Chair Davis adjourned the meeting at 6:43 p.m.

Ralph Rodriguez, Mayor

ATTEST:

Sheree Courney, Deputy City Secretary