

MEMORANDUM

To: Honorable Mayor & City Council

From: Earl Heidelberg City Marshal, Toni Kunz City Administrator

Date: September 3, 2026

Agenda Item: 6G Reserve Officers for the Bandera Marshals Office appointments

Action Requested: Discussion and appointment

Overview and Background:

Per the approved FY2027 City of Bandera Organizational Chart, currently the Bandera Marshals Office relies on 4 Full-time positions to maintain 24/7 coverage for the City of Bandera, and 4 reserve officers to fill in for vacation coverage of full-time positions and special events.

Our 4 current reserve officers, Oscar Valdez has been with Bandera since May 2020, Shawn Wilson, since December 2023, Jennifer Gonzalez, since November 2024, and Andy Adam, since January 2015. Each would like to continue their service to Bandera.

Current City of Bandera Ordinance pertaining to reserve officers: Division 3 Reserve Force 9.03.061 Established; status of members; powers and duties.

Division 3 Reserve Force

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- (a) The city council has and continues to provide for a reserve force. Reserve officers are not considered employees of the city, but appointed as part of the reserve force by the marshal and approved by the city council prior to being allowed to carry a firearm or serve as a peace officer within the city. All appointments to, promotions within, terminations from or actions which affect the commission of any reserve officer shall be made by the marshal only after such action has been approved by the city council.
- (b) No reserve officer shall be considered a "municipal officer" within the meaning of section 22.071 of the Texas Local Government Code. All officers, including deputies and reserve, of the city shall serve at the pleasure of the city council, subject to recommendations of the marshal.
- (c) There is no compensation for reserve police officers provided for in the city budget.
- (d) A reserve officer of the city shall have the powers, rights, duties, and jurisdiction granted to or imposed on a peace officer by the Texas Code of Criminal Procedure and such other powers and duties as may be prescribed by the city council.

(Ordinance 288 adopted 11/17/11; 2009 Code, sec. 9.03.036)

Staff recommendations:

Effective October 1, 2026, appoint Oscar Valdez, Shawn Wilson, Jennifer Gonzalez, and Andy Adam, as reserve officers at \$0 rate of pay / compensation, with reimbursement of mileage / travel costs incurred for the shifts and events they cover for the City of Bandera, where all reimbursements are approved by Marshal and City Administrator.