

**1. CALL MEETING TO ORDER**

Mayor Werner called the meeting to order at 6:30 p.m.

PRESENT: Alderman Aleman  
Mayor Pro Tem Kautz  
Alderman Kuykendall  
Alderman Miller  
Alderman Powers  
Mayor Werner

ABSENT: None

**2. PLEDGE OF ALLEGIANCE AND INVOCATION**

Alderman Powers led the Pledge of Allegiance to the Flag.

Alderman Miller led the Invocation.

**3. CITIZENS TO BE HEARD**

No one signed up to address City Council.

**4. CITY COUNCIL COMMENTS**

City Council welcomed everyone to the meeting.

**5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS**

**Proclamation - Holiday Cheer Santa and the Grinch are coming! - Mayor Werner**

Mayor Werner read the Proclamation Holiday Cheer Santa and the Grinch are coming!

Alderman Miller recognized City Secretary/HR Director Trish Nichols and presented her with a Super Hero award.

**6. REGULAR AGENDA ITEMS**

**6.1. Presentation / action - Phase 1 Street Improvement Plan and DeZavala project planning status update and design options - KFW Engineering / City Manager**

City Engineers, Chris Otto, Bobby Torres, and Riley John, KFW Engineering provided an update and discussion occurred regarding the Phase 1 Street Improvement Plan.

**6.2. Discussion / action – Phase 1 Street Improvement Plan water utility system relocation requirements / options - City Manager / Public Works Director**

City Manager Hill and Public Works Director, Peterson presented an overview of options for water utility system relocation requirements in Phase 1 Street Improvement Plan.

Alderman Powers made a motion to approve Priority #1 and #2 for planned replacement;  
Approve the purchase of water main replacement parts for Priority #1 & 2;  
With consensus from Council for City Manager to explore contracting the water line relocation.

Mayor Pro Tem. Kautz seconded the motion.

The motion carried with unanimous vote.

**6.3. Presentation / discussion - Report on the Household Hazardous Waste Collection Event held on November 27, 2022 - Assistant City Manager**

Assistant City Manager Leeth provided report on the Household Hazardous Waste Collection Event held on November 27, 2022

**6.4. Discussion / action - Resolution R-2022-024 approving the Interlocal Agreement with Bexar County concerning ARPA/SLFRF Grant funds use - City Manager / Finance Director**

Mayor Pro Tem. Kautz made a motion to approve Resolution R-2022-024 authorizing an Interlocal Agreement with Bexar County ARPA/SLFRF Grant funds subject to City manager and City Attorney review and negotiations.

Alderman Powers seconded the motion.

The motion carried with a unanimous vote

**6.5. Discussion / action - Rescheduling the December City Council meeting from December 26<sup>th</sup> to December (5<sup>th</sup> / 12<sup>th</sup>) 19<sup>th</sup> or cancelling the meeting - City Manager**

Mayor Pro Tem. Kautz made a motion to reschedule the Regular City Council Meeting to December 12<sup>th</sup>

Alderman Powers seconded the motion.

The motion carried with unanimous vote.

**7. CITY MANAGER’S REPORT**

All matters listed under this item are considered routine by the City Council and will only be considered at the request of one or more Aldermen. Coincident with each listed item, discussion will generally occur.

**7.1. Building Permit Activity Report**

**7.2. Fire Department Activity Report**

**7.3. Municipal Court Activity Report**

**7.4. Police Department Activity Report**

**7.5. Public Works Activity Report**

**7.6. Finance Report**

**8. CONSENT AGENDA**

All matters listed under this item are considered routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired by any Alderman on any item, that item will be removed from the consent agenda and will be considered separately.

**8.1. Approval - City Council Meeting Minutes, October 24, 2022**

**8.2. Approval - City Council Special Meeting Minutes, November 14, 2022**

**8.3. Accept - Planning and Zoning Commission Minutes, October 5, 2022**

**8.4. Approval - Resolution No. R-2022-022 approving the 2022 tax roll for the City of Shavano Park**

**8.5. Approval - Resolution No. R-2022-023 approving the EMS receivable adjustments for certain inactive outstanding accounts that have been deemed uncollectible.**

**8.6. Approval - Adoption of Official 2023 City Holiday Schedule**

**8.7. Accept - Amending plat adjusting lot lines between Lot 2190 and Lot 2184 to line up with corner Lot 2168 in Block 36 of Shavano Park Unit 19C, Phase V (PUD)**

Alderman Powers made a motion to approve & accept Consent Agenda Items 8.1 – 8.4, 8.6-8.7 as presented.

Mayor Pro Tem. Kautz seconded the motion.

The motion to approve Consent Agenda Items 8.1 – 8.4, 8.6-8.7 carried with unanimous vote.

The motion carried with unanimous vote.

Alderman Powers requested discussion of agenda item 8.5 Resolution No. R-2022-023 approving the EMS receivable adjustments for certain inactive outstanding accounts that have been deemed uncollectible.

Finance Director Morey presented an overview of the EMS receivable adjustments for certain inactive outstanding accounts that have been deemed uncollectible for accounting purposes.

Alderman Powers made a motion to approve Resolution No. R-2022-023 approving the EMS receivable adjustments for certain inactive outstanding accounts that have been deemed uncollectible.

Alderman Kuykendall seconded the motion.

The motion carried with unanimous vote.

## **9. ADJOURNMENT**

Mayor Pro Tem Kautz made a motion to adjourn the meeting.

Alderman Powers seconded the motion.

The motion to adjourn the meeting carried with a unanimous vote.

The meeting ended at 9:14 p.m.

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**Robert Werner Mayor**

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**Trish Nichols**  
**City Secretary**