

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Regular Meeting on Monday, January 22, 2018 meeting scheduled at 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
- Only citizens may speak.
- Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- Direct your comments to the entire Council, not to an individual member.
- Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion – JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV’T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

- 5.1. Recognition - Holiday Event - Mayor Pro Tem Ross**
- 5.2. Proclamation - Honoring Willow Wood resident Tommy Flores, King for the Especial Royal Court - Mayor Werner**

6. REGULAR AGENDA ITEMS

- 6.1. Discussion / action - Accepting the 2017 Audit - City Manager**
- 6.2. Discussion / action - Presentation of Drainage Improvement Plan and prioritization and funding options for consideration - City Manager**
- 6.3. Discussion / action - Shavano Estates rock wall along NW Military - City Manager**
- 6.4. Discussion / action - 2017 Annual Crime Report - Police Chief**
- 6.5. Discussion / action - Transfer portions of Fund Balance to Capital Replacement / Improvement Fund - City Manager**
- 6.6. Discussion / action - Purchase additional water rights in lieu of renewal of existing Edwards Aquifer Water Leases (2019) - City Manager**
- 6.7. Discussion / action - Appointment of Council Appointed Positions (Bank Services / City Medical Director / IT Services) - City Manager**
- 6.8. Discussion / action - Authorizing the City Manager to enter into contract to hire an interim Finance Director - City Manager**

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, November 27, 2017

8.2. Accept - Planning & Zoning Commission Meeting Minutes, November 1, 2017

8.3. Accept – Planning & Zoning Commission Meeting Minutes, December 6, 2017

8.4. Accept - Water Advisory Committee Minutes, November 13 , 2017

8.5. Accept - Quarterly and Annual Investment Report ending September 30, 2017

8.6. Approval - Resolution No. R-2018-001 ordering the May 5, 2018 General / Special to elect three Aldermen and a Special Election reauthorize the street maintenance sales tax at the rate of one-fourth of one percent to provide revenue for maintenance and repair of municipal streets

8.7. Approval - Authorizing the City Manager to enter into an Joint Election Agreement with Bexar County Election Administrator for the May 5, 2018 General Election

9. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by

law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 17th day of January 2018 at 2:15 p.m. a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

POTENTIAL FUTURE AGENDA ITEMS

No Items listed as a potential future agenda item will be considered unless listed as a regular agenda item. Alderman please contact City staff to add new or reconsider old agenda items. Pending agenda items for consideration at subsequent Council meetings may include one or more of the following:

- a. Approval of FY 2017-18 Budget Amendment (Drainage, Transfer to Capital, Metal Detector; Fiesta Medals; ADA Assisted Listening; Building Maintenance)**
- b. Approval of Electronic Marquee Sign - selecting bid**
- c. Approval of Environmental Friendly Parking**
- d. Report on litigation, Texas ARD MOR Properties LP ET AL vs. Lockhill Ventures LLC, Case Number 2014-CI-10796. (Possible Executive Session pursuant to TEX. GOV'T CODE §551.071, Consultation with Attorney) - Open**
- e. Shavano Park Police Department 2017 Racial Profiling Report - Annual February**
- f. City of Shavano Park Investment Policy - Annual February**
- g. Scheduling the Date for the Annual Citywide Garage Sale - Annual February**
- h. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- i. Scheduling City Manager Annual Review / Salary for April – Annual March**
- j. Annual Budget Calendar - Annual May**
- k. Scheduling Annual Salary Review - Annual June**
- l. Auditors Engagement Letter - Annual July**
- m. City Council adoption of organizational chart - Annual August**
- n. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY - Annual September**
- o. Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2017 and ending September 30, 2018 - Annual September**
- p. Resolution adopting the City of Shavano Park Effective Tax Rate (Record Vote) - Annual September**

- q. Record vote to ratify the property tax rate reflected in the FY 2016-17 budget (Record Vote) - Annual September
- r. Selection - Boards, Commissions, and Committees - Annual September
- s. Annual Report on Republic Service Recycling and CPI Fee adjustments - Annual September
- t. Designation of City of Shavano Park Official Paper - Annual October
- u. Disposal of City Equipment / Furniture - Annual October
- v. Adoption of Official City Holiday Schedule – Annual November
- w. Setting the dates for the City sponsored events (Arbor / Earth Day / Independence Day / National Night Out / Holiday) Annual November
- x. Approval of the yearly tax roll - Annual November or December
- y. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual December or January
- z. Records Retention Policy - Annual December or January
- aa. Revisions to Employee Handbook - Annual January
- bb. Appointment of Council Appointed Positions - Annual January
- cc. Crime Control Prevention District funding placed on ballot - January 2019
- dd. Street Maintenance Fund funding placed on the ballot - January 2022
- ee.

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Regular Meeting on Monday, February 26, 2018 meeting scheduled at 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
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4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV’T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

6. REGULAR AGENDA ITEMS

- 6.1. Discussion / possible action - authorizing the City Manager to extend an offer of employment to Brenda Morey for the position of Finance Director. Possible Executive Session pursuant to Texas Government Code 551.074, Personnel Matters - City Manager**
- 6.2. Re-approval - Final Plat establishing Shavano Park, Unit 19C Phase IV (Huntington), a 32.86 acre tract of land out of that 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD - City Manager**
- 6.3. Re-approval - Final Plat establishing Pond Hill East Commercial Subdivision, a 5.48 acre tract of land out of an 86.94 acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD - City Manager**
- 6.4. Presentation / discussion - Semiannual presentation by Bitterblue, Inc. / Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same - Denton Communities**
- 6.5. Presentation / discussion - Upgrades to the City Hall Chamber audio and video capabilities - Asst to City Manager**
- 6.6. Discussion / action - Approval of Electronic Marquee Sign selecting bid - Asst to City Manager**
- 6.7. Discussion / action – Approval of additional funding for Household Hazardous Waste collection - City Manager**
- 6.8. Discussion / action - Transfer portions of Fund Balance to Capital Replacement / Improvement Fund - City Manager**
- 6.9. Discussion / action - Approval of Ordinance O-2018-001 amending the FY 2017-18 Budget resourcing drainage projects, transfer to Capital, purchase of a metal detector; Fiesta Medals; ADA Assisted Listening Device; repair of NW Military Rock Wall, Household Hazardous Waste collection, and increasing building maintenance (first reading) - City Manager**

- 6.10. Discussion / action – Approve of Ordinance O-2018-002 creating Chapter 32, Article V of the City of Shavano Park Code of Ordinances regulating the physical use, occupancy and maintenance of city rights-of-way by small cell wireless network providers (first reading) - City Manager**
- 6.11. Discussion / action – Approve Ordinance O-2018-003 amending Appendix A – City of Shavano Park Fee schedule to establish small cell network node right-of-way fees, on-site sewage facility fees and amending EMS fees (first reading) - City Manager**

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, January 22, 2018**
- 8.2. Accept - Planning & Zoning Commission Meeting Minutes, January 11, 2018**
- 8.3. Accept - Water Advisory Committee Minutes, January 8, 2018**
- 8.4. Approval – Resolution R-2018-002 authorizing the submittal of an application for the Investigations Interview Room Recording Equipment Grant**
- 8.5. Accept - Shavano Park Police Department 2017 Racial Profiling Report**
- 8.6. Approval - Annual Review of City of Shavano Park Investment Policy**

8.7. Approval - Date for the Annual Citywide Garage Sale on April 7th

8.8. Approval - Adopting Resolution R-2018-003 to amend the City of Shavano Park Employee Handbook

8.9. Approval – Quarterly investment report ending December 31, 2017

9. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

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CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 20th day of February 2017 at 10:45 a.m. a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

POTENTIAL FUTURE AGENDA ITEMS

No Items listed as a potential future agenda item will be considered unless listed as a regular agenda item. Alderman please contact City staff to add new or reconsider old agenda items. Pending agenda items for consideration at subsequent Council meetings may include one or more of the following:

- a. Review of Police Manning / Organization - March**
- b. Approval of Environmental Friendly Parking**
- c. City Manager Annual Review / Salary for April – Annual April**
- d. Report on litigation, Texas ARD MOR Properties LP ET AL vs. Lockhill Ventures LLC, Case Number 2014-CI-10796. (Possible Executive Session pursuant to TEX. GOV'T CODE §551.071, Consultation with Attorney) - Open**
- e. Annual Budget Calendar - Annual May**
- f. Scheduling Annual Salary Review - Annual June**
- g. Auditors Engagement Letter - Annual July**
- h. City Council adoption of organizational chart - Annual August**
- i. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- j. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY - Annual September**
- k. Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2017 and ending September 30, 2018 - Annual September**
- l. Resolution adopting the City of Shavano Park Effective Tax Rate (Record Vote) - Annual September**
- m. Record vote to ratify the property tax rate reflected in the FY 2016-17 budget (Record Vote) - Annual September**
- n. Selection - Boards, Commissions, and Committees - Annual September**
- o. Annual Report on Republic Service Recycling and CPI Fee adjustments - Annual September**
- p. Designation of City of Shavano Park Official Paper - Annual October**

- q. Disposal of City Equipment / Furniture - Annual October**
- r. Adoption of Official City Holiday Schedule – Annual November**
- s. Setting the dates for the City sponsored events (Arbor / Earth Day / Independence Day / National Night Out / Holiday) Annual November**
- t. Approval of the yearly tax roll - Annual November**
- u. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual January**
- v. Records Retention Policy - Annual January**
- w. Revisions to Employee Handbook - Annual January**
- x. Appointment of Council Appointed Positions - Annual January**
- y. Crime Control Prevention District funding placed on ballot - January 2019**
- z. Street Maintenance Fund funding placed on the ballot - January 2022**
- aa. Shavano Park Police Department 2017 Racial Profiling Report - Annual February**
- bb. City of Shavano Park Investment Policy - Annual February**
- cc. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Regular Meeting on Monday, March 26, 2018 meeting scheduled at 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

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4. CITY COUNCIL COMMENTS

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- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

- 5.1. City Sponsored Arbor / Earth Day April 21st 10 a.m. to 2 p.m. - Randi Wayland**
- 5.2. Proclamation - Arbor / Earth Day - Mayor Werner**
- 5.3. Proclamation - Julia Singer, 2018 Prudential Spirit of Community Awards - Mayor Werner**
- 5.4. Introduction of new Finance Director, Brenda Morey - City Manager**

6. REGULAR AGENDA ITEMS

- 6.1. Discussion / action - Review of Police Manning / Organization - Chief Lacy**
- 6.2. Discussion / action - Developing a City Slogan - City Manager**
- 6.3. Discussion / action - Approval of Environmental Friendly Parking Concept - City Manager**
- 6.4. Discussion / action - Consider hiring a firm to conduct a 360 review of the City Manager as part of his overall annual review, to be conducted in April, by City Council - MPT Ross**
- 6.5. Discussion / action - Set City Manager Annual Performance and Salary Review for April - Mayor Werner**

7. CITY MANAGER'S REPORT

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- 7.1. Building Permit Activity Report**
- 7.2. Fire Department Activity Report**
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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, February 26, 2018

8.2. Accept - Planning & Zoning Commission Meeting Minutes, February 7, 2018

8.3. Approval - Ordinance O-2018-001 amending the FY 2017-18 Budget resourcing drainage projects, transfer to Capital, purchase of a metal detector; Fiesta Medals; ADA Assisted Listening Device; repair of NW Military Rock Wall, replacement of City Hall Fire Alarm and increasing building maintenance (second reading)

8.4. Approval - Ordinance O-2018-002 creating Chapter 32, Article V of the City of Shavano Park Code of Ordinances regulating the physical use, occupancy and maintenance of city rights-of-way by small cell wireless network providers (second reading)

8.5. Approval - Ordinance O-2018-003 amending Appendix A – City of Shavano Park Fee schedule to establish small cell network node right-of-way fees, on-site sewage facility fees and amending EMS fees (second reading)

8.6. Approval - Disposal of City Equipment

9. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

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CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 19th day of March 2018 at 4:25 p.m. a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

POTENTIAL FUTURE AGENDA ITEMS

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- a. Recognition / Proclamation - Shavano Park Police Department recognized for achieving “Best Practices” certification by the Texas Police Chief’s Association - April**
- b. Re-approval - Final Plat establishing Pond Hill East Commercial Subdivision, a 5.48 acre tract of land out of an 86.94 acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD – April or May**
- c. Discussion / Action - Approval of Ordinance No. O-2018-004 amending the Chapter 32 and 36 to achieve consistency in parking space regulations – April**
- d. City Manager Annual Review / Salary for April - Annual April**
- e. Report on litigation, Texas ARD MOR Properties LP ET AL vs. Lockhill Ventures LLC, Case Number 2014-CI-10796. (Possible Executive Session pursuant to TEX. GOV’T CODE §551.071, Consultation with Attorney) - Open**
- f. Annual Budget Calendar - Annual May**
- g. Scheduling Annual Salary Review - Annual June**
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- k. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY - Annual September**
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- u. Approval of the yearly tax roll - Annual November**
- v. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual January**
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- x. Revisions to Employee Handbook - Annual January**
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- z. Crime Control Prevention District funding placed on ballot - January 2019**
- aa. Street Maintenance Fund funding placed on the ballot - January 2022**
- bb. Shavano Park Police Department 2017 Racial Profiling Report - Annual February**
- cc. City of Shavano Park Investment Policy - Annual February**
- dd. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- ee. Set City Manager Annual Performance and Salary Review for April – Annual March**

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Regular Meeting on Monday, April 23, 2018 meeting scheduled at 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
- Only citizens may speak.
- Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- Direct your comments to the entire Council, not to an individual member.
- Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion – JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV’T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

- 5.1. Recognition - Presentation to the Shavano Park Police Department for achieving Texas Recognized Agency Status - Chief A. J. Sandoval III, Texas Police Chief's Association**
- 5.2. Proclamation - Julia Singer, 2018 Prudential Spirit of Community Awards - Mayor Werner**

6. REGULAR AGENDA ITEMS

- 6.1. Public Hearing – Receive testimony and written evidence from City of Shavano Park residents and property owners on proposed changes to the City's ordinances regarding minimum allowable sizing of parking spaces in non-residential zoning districts and allowing compact parking spaces in Planned Unit Developments (PUD)**
- 6.2. Discussion / action - Ordinance No. O-2018-004 amendments to the City's ordinances regarding minimum allowable sizing of parking spaces in non-residential zoning districts and allowing compact parking spaces in Planned Unit Developments (PUD) first reading - City Manager**
- 6.3. Discussion - Review of Survey results for Town Plan - Alderman Hisel**
- 6.4. Discussion – Status of the Town Plan Update - Chairman Janssen**
- 6.5. Discussion / action - Municipal Tract - Alderman Hisel**
- 6.6. Discussion / action – Reschedule the Regular City Council Meeting scheduled for May 28, 2018 to May 14, 2018 due to the Memorial Day holiday and for the purpose of canvassing of General / Special Election to be held on May 5, 2018 – City Manager**
- 6.7. Discussion / action - Consider hiring a firm to conduct a 360 review of the City Manager - MPT Ross**
- 6.8. Discussion / action – Annual review / salary of the City Manager – Possible Executive Session pursuant to Texas Government Code §551.074, Personnel Matters**

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, March 26, 2018

8.2. Accept - Planning & Zoning Commission Meeting Minutes, March 7, 2018

9. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is

specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 17th April day of 2018 at 4:49 p.m.

p.m. a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

POTENTIAL FUTURE AGENDA ITEMS

No Items listed as a potential future agenda item will be considered unless listed as a regular agenda item. Alderman please contact City staff to add new or reconsider old agenda items. Pending agenda items for consideration at subsequent Council meetings may include one or more of the following:

- a. Review of Schedule of Permitting / Permitting Fees – Alderman Heintzelman - May**
- b. Discussion / action - Approval of Environmental Friendly Parking Concept - May**
- c. Re-approval - Final Plat establishing Pond Hill East Commercial Subdivision, a 5.48 acre tract of land out of an 86.94 acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD - May**
- d. Annual Budget Calendar - Annual May**
- e. Report on litigation, Texas ARD MOR Properties LP ET AL vs. Lockhill Ventures LLC, Case Number 2014-CI-10796. (Possible Executive Session pursuant to TEX. GOV'T CODE §551.071, Consultation with Attorney) - Open**
- f. Scheduling Annual Salary Review - Annual June**
- g. Auditors Engagement Letter - Annual July**
- h. City Council adoption of organizational chart - Annual August**
- i. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- j. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY - Annual September**
- k. Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2017 and ending September 30, 2018 - Annual September**
- l. Resolution adopting the City of Shavano Park Effective Tax Rate (Record Vote) - Annual September**
- m. Record vote to ratify the property tax rate reflected in the FY 2016-17 budget (Record Vote) - Annual September**
- n. Selection - Boards, Commissions, and Committees - Annual September**
- o. Annual Report on Republic Service Recycling and CPI Fee adjustments - Annual September**

- p. Designation of City of Shavano Park Official Paper - Annual October**
- q. Disposal of City Equipment / Furniture - Annual October**
- r. Adoption of Official City Holiday Schedule – Annual November**
- s. Setting the dates for the City sponsored events (Arbor / Earth Day / Independence Day / National Night Out / Holiday) Annual November**
- t. Approval of the yearly tax roll - Annual November**
- u. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual January**
- v. Records Retention Policy - Annual January**
- w. Revisions to Employee Handbook - Annual January**
- x. Schedule the Annual City-Wide Garage Sale – Annual January**
- y. Appointment of Council Appointed Positions - Annual January**
- z. Crime Control Prevention District funding placed on ballot - January 2019**
- aa. Street Maintenance Fund funding placed on the ballot - January 2022**
- bb. Shavano Park Police Department 2017 Racial Profiling Report - Annual February**
- cc. City of Shavano Park Investment Policy - Annual February**
- dd. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- ee. Set City Manager Annual Performance and Salary Review for April – Annual March**
- ff. City Manager Annual Review / Salary for April - Annual April**

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Regular Meeting on Monday, May 14, 2018 meeting scheduled at 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
- Only citizens may speak.
- Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- Direct your comments to the entire Council, not to an individual member.
- Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion – JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV’T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

- 5.1. Proclamation - City of Shavano Park San Antonio Radio Field Day, June 22-25, 2018 - Mayor Werner**
- 5.2. Recognition - Alderman Mary Ann Hisel and Alderman Mike Simpson for service to the City of Shavano Park - Mayor Werner**

6. REGULAR AGENDA ITEMS

- 6.1. Discussion / action - Annual review / salary of the City Manager - Possible Executive Session pursuant to Texas Government Code §551.074, Personnel Matters - City Council**
- 6.2. Discussion / action - Resolution No. R-2018-005 canvassing the 2018 General / Special Election - City Council**
- 6.3. Oath of Office - Newly Elected Officials - Mayor Werner**
- 6.4. Discussion / action - Appointment of Mayor Pro Tem - City Council**
- 6.5. Discussion / action - Permit Fees and Restructure of Permit Section on Website - Ald. Heintzelman**
- 6.6. Discussion / action - Tree and brush clearing along DeZavala Road - Ald. Simpson**
- 6.7. Discussion / Action - Resolution Requesting TxDOT to name NW Military Highway within Shavano Park as 1LT Al Kincer and SSG Michael H. Simpson Memorial Highway and Requesting Support from Representative Larson and Senator Campbell - Ald. Simpson**
- 6.8. Discussion / action - Council appointments to Investment and Tree Committees - Mayor Werner**
- 6.9. Discussion / action - Selection of subcommittee to make recommendations for hiring a firm to conduct a 360 review of the City Manager - MPT Ross**
- 6.10. Discussion / action - FY 2018-19 Budget Development Calendar - City Manager**
- 6.11. Discussion / action – Authorization for the repair of Well #6 located in the corner of the municipal tract - City Manager**

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

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, April 23, 2018

8.2. Accept - Planning & Zoning Commission Meeting Minutes, April 4, 2018

8.3. Approval - Ordinance No. O-2018-004 amendments to the City's ordinances regarding minimum allowable sizing of parking spaces in non-residential zoning districts and allowing compact parking spaces in Planned Unit Developments (PUD) final reading

8.4. Accept - Quarterly Investment Report

9. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards,

commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

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CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 7th May day of 2018 at 4:30 p.m. at a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

POTENTIAL FUTURE AGENDA ITEMS

No Items listed as a potential future agenda item will be considered unless listed as a regular agenda item. Alderman please contact City staff to add new or reconsider old agenda items. Pending agenda items for consideration at subsequent Council meetings may include one or more of the following:

- a. Approval of Financial Account Signatures - June**
- b. Approval of Environmental Friendly Parking Concept - June**
- c. Re-approval - Final Plat establishing Pond Hill East Commercial Subdivision, a 5.48 acre tract of land out of an 86.94 acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD - June**
- d. Report on litigation, Texas ARD MOR Properties LP ET AL vs. Lockhill Ventures LLC, Case Number 2014-CI-10796. (Possible Executive Session pursuant to TEX. GOV'T CODE §551.071, Consultation with Attorney) - Open**
- e. Scheduling Annual Salary Review - Annual June**
- f. Auditors Engagement Letter - Annual July**
- g. City Council adoption of organizational chart - Annual August**
- h. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- i. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY - Annual September**
- j. Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2017 and ending September 30, 2018 - Annual September**
- k. Resolution adopting the City of Shavano Park Effective Tax Rate (Record Vote) - Annual September**
- l. Record vote to ratify the property tax rate reflected in the FY 2016-17 budget (Record Vote) - Annual September**
- m. Selection - Boards, Commissions, and Committees - Annual September**
- n. Annual Report on Republic Service Recycling and CPI Fee adjustments - Annual September**
- o. Designation of City of Shavano Park Official Paper - Annual October**

- p. Disposal of City Equipment / Furniture - Annual October**
- q. Adoption of Official City Holiday Schedule – Annual November**
- r. Setting the dates for the City sponsored events (Arbor / Earth Day / Independence Day / National Night Out / Holiday) Annual November**
- s. Approval of the yearly tax roll - Annual November**
- t. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual January**
- u. Records Retention Policy - Annual January**
- v. Revisions to Employee Handbook - Annual January**
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- aa. Shavano Park Police Department 2017 Racial Profiling Report - Annual February**
- bb. City of Shavano Park Investment Policy - Annual February**
- cc. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- dd. Set City Manager Annual Performance and Salary Review for April – Annual March**
- ee. City Manager Annual Review / Salary for April - Annual April**
- ff. Annual Budget Calendar - Annual May**

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct Workshop Meeting on Wednesday, June 13, 2018 scheduled at 5:00 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
- Only citizens may speak.
- Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- Direct your comments to the entire Council, not to an individual member.
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The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion – JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV’T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
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- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda

5. REGULAR AGENDA ITEMS

- 5.1. Presentation / discussion - Budget Development Assumptions – City Manager**
- 5.2. Presentation / discussion – Staff Goals, Objectives and City Council guidance for FY 2018-19 budget - City Manager**
- 5.3. Presentation / discussion – Council Goals, Objectives and City Council guidance for FY 2018-19 budget - City Manager**
- 5.4. Presentation / discussion – Review of Budget Calendar - City Manager**

6. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

CERTIFICATION:

I, the undersigned authority, do hereby certify that the above Notice of Meeting was posted at Shavano City Hall, 900 Saddletree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 6th day of June 2018 at 3:30 p.m.

Zina Tedford
City Secretary

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct Workshop Meeting on Monday, June 25, 2018 scheduled at 4:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

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- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda

5. REGULAR AGENDA ITEMS

- 5.1. Presentation / discussion - TML-IEBP rerate and establishing a defined contribution - City Manager / Joe Munoz, TML-IEBP**
- 5.2. Presentation / discussion - Annual update to Compensation Survey Results and City of Shavano Park 2018-19 compensation - City Manager / Steve Werling, Werling Associates**
- 5.3. Presentation / discussion - Budget Basics - City Manager / Finance Director**
- 5.4. Presentation / discussion - Review / Staff analysis of Council Objectives - City Manager**
- 5.5. Discussion - FY 2018-19 Budget Calendar Development – City Manager**

6. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

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CERTIFICATION:

I, the undersigned authority, do hereby certify that the above Notice of Meeting was posted at Shavano City Hall, 900 Saddletree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 18th day of June 2018 at 4:00 p.m.

Zina Tedford
City Secretary

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Regular Meeting on Monday, June 25, 2018 meeting scheduled at 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

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- Direct your comments to the entire Council, not to an individual member.
- Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion – JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV’T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Proclamation - Aaron Thomas Aleman - Mayor Werner

6. REGULAR AGENDA ITEMS

- 6.1. Public Hearing - Preliminary replat of a 5.075-acre tract being the remaining portion of Lot 2, Block 1, NCB 17704 Life Family Church subdivision (4675 Lockhill-Selma), as recorded in Volume 9561, Pages 63 – 64 of the Deed and Plat Records of Bexar County, Texas**
- 6.2. Discussion / action - Preliminary replat of a 5.075-acre tract being the remaining portion of Lot 2, Block 1, NCB 17704 Life Family Church subdivision (4675 Lockhill-Selma), as recorded in Volume 9561, Pages 63 – 64 of the Deed and Plat Records of Bexar County, Texas - City Manager**
- 6.3. Public Hearing - Ordinance O-2018-005 proposed B-2 Planned Unit Development rezoning from B-2 base district and special use short-term inpatient surgical center for National Joint Care Institute, 4675 Lockhill-Selma (N.C.B. 17704, Lot 2, Block 1) with the following development standard exceptions: building height, building masonry exterior, revised parking ratio and greenbelt / landscape buffers**
- 6.4. Discussion / action - Ordinance O-2018-005 proposed B-2 Planned Unit Development rezoning from B-2 base district and special use short-term inpatient surgical center for National Joint Care Institute, 4675 Lockhill-Selma (N.C.B. 17704, Lot 2, Block 1) with the following development standard exceptions: building height, building masonry exterior, revised parking ratio and greenbelt / landscape buffers (first reading) - City Manager**
- 6.5. Discussion / action - Permit Fees and Restructure of Permit Section on Website - Ald. Heintzelman**
- 6.6. Discussion / action - Environmental Friendly Parking Concept - City Manager**
- 6.7. Discussion / action - Adoption of Ordinance O-2018-006 amending the City of Shavano Park Code of Ordinances, Chapter 8, Article II Soliciting and Peddling, Section 8.24 (Hours of Solicitation) by temporarily extending of evening solicitation hours. Possible Executive Session pursuant to Texas Government Code, §551.071, Consultation with Attorney - City Manager**

6.8. Discussion / action - Council appointments to Investment and Tree Committees - Mayor Werner

6.9. Discussion / action - FY 2018-19 Budget Calendar Development - City Manager

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, May 14, 2018

8.2. Approval - City Council Workshop Minutes, June 13, 2018

8.3. Accept - Planning & Zoning Commission Meeting Minutes, May 2, 2018

8.4. Accept - Bexar Metro 9-1-1 Network Fiscal Year 2018 Proposed Budget

8.5. Approval - Resolution R-2018-006 amending Authorized Representatives (TexPool)

8.6. Approval - Waiver of Penalty and Interest on Tax Account 04782-201-0020, 04782-201-0010 due to clerical error by Bexar Appraisal District

8.7. Approval - Entering into a mutual aid agreement between the City of Shavano Park and United Medevac Solutions, Inc. for emergency medical service back-up

9. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 18th day of June 2018 at 5:25 p.m. at a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

POTENTIAL FUTURE AGENDA ITEMS

No Items listed as a potential future agenda item will be considered unless listed as a regular agenda item. Alderman please contact City staff to add new or reconsider old agenda items. Pending agenda items for consideration at subsequent Council meetings may include one or more of the following:

- a. **Re-approval - Final Plat establishing Pond Hill East Commercial Subdivision, a 5.48 acre tract of land out of an 86.94 acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD – August / September**
- b. **Selection of subcommittee to make recommendations for hiring a firm to conduct a 360 review of the City Manager**
- c. **Report on litigation, Texas ARD MOR Properties LP ET AL vs. Lockhill Ventures LLC, Case Number 2014-CI-10796. (Possible Executive Session pursuant to TEX. GOV'T CODE §551.071, Consultation with Attorney) - Open**
- d. **Scheduling Annual Salary Review - Annual June Workshop**
- e. **Auditors Engagement Letter - Annual July**
- f. **City Council adoption of organizational chart - Annual August**
- g. **Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- h. **Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY - Annual September**
- i. **Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2017 and ending September 30, 2018 - Annual September**
- j. **Resolution adopting the City of Shavano Park Effective Tax Rate (Record Vote) - Annual September**
- k. **Record vote to ratify the property tax rate reflected in the FY 2016-17 budget (Record Vote) - Annual September**
- l. **Selection - Boards, Commissions, and Committees - Annual September**
- m. **Annual Report on Republic Service Recycling and CPI Fee adjustments - Annual September**
- n. **Designation of City of Shavano Park Official Paper - Annual October**

- o. Disposal of City Equipment / Furniture - Annual October**
- p. Adoption of Official City Holiday Schedule – Annual November**
- q. Setting the dates for the City sponsored events (Arbor / Earth Day / Independence Day / National Night Out / Holiday) Annual November**
- r. Approval of the yearly tax roll - Annual November**
- s. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual January**
- t. Records Retention Policy - Annual January**
- u. Revisions to Employee Handbook - Annual January**
- v. Schedule the Annual City-Wide Garage Sale – Annual January**
- w. Appointment of Council Appointed Positions - Annual January**
- x. Crime Control Prevention District funding placed on ballot - January 2019**
- y. Street Maintenance Fund funding placed on the ballot - January 2022**
- z. Shavano Park Police Department 2017 Racial Profiling Report - Annual February**
- aa. City of Shavano Park Investment Policy - Annual February**
- bb. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- cc. Set City Manager Annual Performance and Salary Review for April – Annual March**
- dd. City Manager Annual Review / Salary for April - Annual April**
- ee. Annual Budget Calendar - Annual May**
- ff. Approval of Financial Account Signatures – Annual June**

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct Workshop Meeting on Wednesday, July 11, 2018 scheduled at 4:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
- Only citizens may speak.
- Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- Direct your comments to the entire Council, not to an individual member.
- Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion – JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV’T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda

5. REGULAR AGENDA ITEMS

- 5.1. Presentation / discussion - Review / Staff analysis of Council Objectives - City Manager**
- 5.2. Presentation / discussion - Capital Replacement Funds - City Manager / Finance Director**
- 5.3. Presentation / discussion - Capital Expense Estimates - City Manager / Directors**
- 5.4. Discussion - FY 2018-19 Budget Calendar Development - City Manager**

6. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

CERTIFICATION:

I, the undersigned authority, do hereby certify that the above Notice of Meeting was posted at Shavano City Hall, 900 Saddletree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 6th day of July 2018 at 1:45 p.m.

Zina Tedford
City Secretary

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Regular Meeting on Monday, July 23, 2018 meeting scheduled at 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

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4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV'T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

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- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

- 5.1. Proclamation - Recognizing Aaron Thomas Aleman for his Eagle Scout Project in Shavano Park and achieving Eagle Scout rank - Mayor Werner**
- 5.2. Proclamation - Recognizing American Spirit Alliance - Mayor Werner**

6. REGULAR AGENDA ITEMS

- 6.1. Discussion / action - Filling the vacancy on the Water Advisory Committee in accordance with Sec. 2-87 - Chairman Walea**
- 6.2. Discussion / action - Proposed Ordinance O-2018-007 removing a member of City Council from the membership of the Shavano Park Citizens Tree Committee (Administrative) - City Manager**
- 6.3. Discussion / action - Resolution R-2018-007 removing Council appointments to the Investment Committee - City Manager**
- 6.4. Discussion / action - Results of City Slogan Survey - City Manager**
- 6.5. Discussion - Review of unauthorized access on City network - Possible Executive Session pursuant to Texas Government Code Section 551.076 deliberation regarding security personnel and devices - City Manager**

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, June 25, 2018

8.2. Approval - City Council Workshop Minutes, June 25, 2018

8.3. Accept - Planning & Zoning Commission Meeting Minutes, June 6, 2018

8.4. Approve - Agreement to Extend Contract for the Collection of Delinquent Taxes, Linebarger Goggan Blair & Sampson, LLP, Attorneys at Law

8.5. Approve - Final replat of a 5.075-acre tract being the remaining portion of Lot 2, Block 1, NCB 17704 Life Family Church subdivision (4675 Lockhill-Selma), as recorded in Volume 9561, Pages 63 – 64 of the Deed and Plat Records of Bexar County, Texas

8.6. Approve - Ordinance O-2018-005 proposed B-2 Planned Unit Development rezoning from B-2 base district and special use short-term inpatient surgical center for National Joint Care Institute, 4675 Lockhill-Selma (N.C.B. 17704, Lot 2, Block 1) with the following development standard exceptions: building height, building masonry exterior, revised parking ratio and greenbelt / landscape buffers (final reading)

8.7. Accept - Quarterly Investment Report

8.8. Approve - Reschedule Regular City Council Meeting from September 24, 2018 to September 17, 2018

9. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 16th day of July 2018 at 5:15 p.m. at a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

POTENTIAL FUTURE AGENDA ITEMS

No Items listed as a potential future agenda item will be considered unless listed as a regular agenda item. Alderman please contact City staff to add new or reconsider old agenda items. Pending agenda items for consideration at subsequent Council meetings may include one or more of the following:

- a. Proposed Ordinance O-2018-007 Revising Permit Fees - August**
- b. Update from Republic Services on Fees and Recycle - August**
- c. Update to the adoption on the International Fire Code - August**
- d. Re-approval - Final Plat establishing Pond Hill East Commercial Subdivision, a 5.48 acre tract of land out of an 86.94 acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD - August / September**
- e. Selection of subcommittee to make recommendations for hiring a firm to conduct a 360 review of the City Manager - Open**
- f. Report on litigation, Texas ARD MOR Properties LP ET AL vs. Lockhill Ventures LLC, Case Number 2014-CI-10796. (Possible Executive Session pursuant to TEX. GOV'T CODE §551.071, Consultation with Attorney) - Open**
- g. City Council adoption of organizational chart - Annual August**
- h. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- i. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY - Annual September**
- j. Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2017 and ending September 30, 2018 - Annual September**
- k. Resolution adopting the City of Shavano Park Effective Tax Rate (Record Vote) - Annual September**
- l. Record vote to ratify the property tax rate reflected in the FY 2016-17 budget (Record Vote) - Annual September**
- m. Selection - Boards, Commissions, and Committees - Annual September**
- n. Annual Report on Republic Service Recycling and CPI Fee adjustments - Annual September**

- o. Designation of City of Shavano Park Official Paper - Annual October**
- p. Disposal of City Equipment / Furniture - Annual October**
- q. Adoption of Official City Holiday Schedule – Annual November**
- r. Setting the dates for the City sponsored events (Arbor / Earth Day / Independence Day / National Night Out / Holiday) Annual November**
- s. Approval of the yearly tax roll - Annual November**
- t. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual January**
- u. Records Retention Policy - Annual January**
- v. Revisions to Employee Handbook - Annual January**
- w. Schedule the Annual City-Wide Garage Sale – Annual January**
- x. Appointment of Council Appointed Positions - Annual January**
- y. Crime Control Prevention District funding placed on ballot - January 2019**
- z. Street Maintenance Fund funding placed on the ballot - January 2022**
- aa. Shavano Park Police Department 2017 Racial Profiling Report - Annual February**
- bb. City of Shavano Park Investment Policy - Annual February**
- cc. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- dd. Set City Manager Annual Performance and Salary Review for April – Annual March**
- ee. City Manager Annual Review / Salary for April - Annual April**
- ff. Annual Budget Calendar - Annual May**
- gg. Approval of Financial Account Signatures – Annual June**
- hh. Annual Compensation Review - Annual June Workshop**

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Special City Council Meeting Budget Workshop on Thursday, August 2, 2018 at 5:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- A. Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
- B. Only citizens may speak.
- C. Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- D. Direct your comments to the entire Council, not to an individual member.
- E. Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion –JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV'T CODE §551.415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

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- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda

5. AGENDA ITEMS

- 5.1. Presentation / discussion - Receipt of the Effective and Rollback Calculation – City Manager Hill**
- 5.2. Presentation / discussion - Submission of the City Manager Proposed Budget for FY 2018-19 - City Manager Hill**
- 5.3. Presentation / discussion – Update on Drainage Improvements - City Manager Hill**

6. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

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CERTIFICATION:

I, the undersigned authority, do hereby certify that the above Notice of Meeting was posted at Shavano City Hall, 900 Saddle Tree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 27th day of July 2018 at 2:25 p.m.

Zina Tedford
City Secretary

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Budget Special City Council Meeting on Wednesday, August 8, 2018 at 5:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- A. Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
- B. Only citizens may speak.
- C. Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
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The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion –JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV'T CODE §551.415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda

5. AGENDA ITEMS

- 5.1. Discussion / action - Consider a proposed Tax Rate for FY 2018-19 and take a Record Vote; and Schedule Public Hearing on the proposed tax rate - City Council**
- 5.2. Discussion / action - Schedule public hearings on proposed budget FY 2018-19 - City Manager**
- 5.3. Discussion / action - Re-approval of Final Plat establishing Pond Hill East Commercial Subdivision, a 5.48 acre tract of land out of an 86.94 acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD. - City Manager**

6. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

CERTIFICATION:

I, the undersigned authority, do hereby certify that the above Notice of Meeting was posted at Shavano City Hall, 900 Saddletree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 3rd day of August 2018 at 2:20 p.m.

Zina Tedford
City Secretary

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Budget Workshop Special City Council Meeting on Wednesday, August 8, 2018 immediately following the Special Budget City Council meeting scheduled at 5:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes "Citizens to be Heard." If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- A. Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during "Citizens to be Heard."
- B. Only citizens may speak.
- C. Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- D. Direct your comments to the entire Council, not to an individual member.
- E. Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion –JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV'T CODE §551.415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. "Items of Community Interest" include:

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- information regarding holiday schedules;
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- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda

5. AGENDA ITEMS

5.1. Presentation / discussion - Update on Drainage Improvements - City Manager

5.2. Presentation / discussion - Building Permit Fee Schedule review - City Manager

5.3. Discussion - FY 2018-19 Budget - City Manager

6. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

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CERTIFICATION:

I, the undersigned authority, do hereby certify that the above Notice of Meeting was posted at Shavano City Hall, 900 Saddletree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 3rd day of August 2018 at 10:15 a.m.

Zina Tedford
City Secretary

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Budget Workshop Special City Council Meeting on Tuesday, August 21, 2018 at 5:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes "Citizens to be Heard." If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- A. Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during "Citizens to be Heard."
- B. Only citizens may speak.
- C. Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- D. Direct your comments to the entire Council, not to an individual member.
- E. Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion –JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV'T CODE §551.415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. "Items of Community Interest" include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person's public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda

5. AGENDA ITEMS

- 5.1. Discussion - Building Permit Fee Schedule review - City Manager**
- 5.2. Presentation / Discussion – Fiscal Year 2018 – 2019 Information Technology Objectives and Budget – Assistant to the City Manager**
- 5.3. Discussion - Environmental Friendly Parking - City Manager**
- 5.4. Presentation / discussion - Considerations for future replacement of Fire Engine - City Manager / Chief Naughton**
- 5.5. Discussion - FY 2018-19 Budget - City Manager**

6. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

CERTIFICATION:

I, the undersigned authority, do hereby certify that the above Notice of Meeting was posted at Shavano City Hall, 900 Saddletree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 15th day of August 2018 at 4:10 p.m.

Zina Tedford
City Secretary

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Budget Workshop Special City Council Meeting on Monday, August 27, 2018 at 5:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes "Citizens to be Heard." If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- A. Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during "Citizens to be Heard."
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- C. Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- D. Direct your comments to the entire Council, not to an individual member.
- E. Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion –JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV'T CODE §551.415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. "Items of Community Interest" include:

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- a reminder about an upcoming event organized or sponsored by the governing body;
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- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda

5. AGENDA ITEMS

- 5.1. Presentation / discussion – Consideration for Fire / PW Backup Power / Auxiliary Power Unit – City Manager**
- 5.2. Presentation / discussion - Considerations for future replacement of Fire Engine - City Manager / Chief Naughton**
- 5.3. Discussion – FY 2018-19 Budget - City Manager**

6. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

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CERTIFICATION:

I, the undersigned authority, do hereby certify that the above Notice of Meeting was posted at Shavano City Hall, 900 Saddletree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 22nd day of August 2018 at 1:00 p.m.

Zina Tedford
City Secretary

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Regular Meeting on Monday, August 27, 2018 meeting scheduled at 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

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- Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- Direct your comments to the entire Council, not to an individual member.
- Show the Council members the same respect and courtesy that you expect to be shown to you.

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4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV'T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
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- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

- 5.1. Proclamation - Recognizing American Spirit Alliance - Mayor Werner**
- 5.2. Proclamation – Recognizing National Payroll Week - Mayor Werner**

6. REGULAR AGENDA ITEMS

- 6.1. Presentation / discussion / action - Update from Republic Services on Fees and Recycle - Republic Services**
- 6.2. Presentation - Draft 2018 Town Plan as recommended by the Planning and Zoning Commission - Chairman Janssen**
- 6.3. Discussion - Shavano Park IT contractor HTS to present to City Council their perspective with regard to the system security breach and unauthorized access that took place on our City computer network. Possible Executive Session pursuant to Texas Government Code Section 551.076 and 551.089 deliberation regarding security personnel and devices - MPT Ross**
- 6.4. Discussion / action - Ordinance O-2018-008 amending the Fee Schedule adjusting Permitting Fees (first reading) - Ald. Heintzelman / City Manager**
- 6.5. Discussion / action - Selection of Information Technology Managed Services provider - City Manager**
- 6.6. Discussion / action - Ordinance O-2018-009 amending the FY 2017-18 Budget regarding Development Fees, Police Department vehicle replacement and repair, City Hall emergency lighting funding, Fire Department equipment and vehicle maintenance, drainage projects expenditures, General Fund codification expenses, contract labor, interest income and sale of City assets, Water Utility Fund various revenues and expenses (administrative) - City Manager**
- 6.7. Discussion / action - Policies and procedures for submissions to City Publications and Communication tools - MPT Ross**
- 6.8. Discussion / action - Code Enforcement Process and Ordinance Review - MPT Ross**
- 6.9. Discussion / action - Permitting Process and Review - MPT Ross**
- 6.10. Discussion - Process for replacement of the City Secretary - MPT Ross**

6.11. Discussion / action - Regarding an update on ARDMOR, Inc., Texas ARDMOR Properties, LP, and Texas ARDMOR Management, LLC v. Lockhill Ventures, LLC and City of Shavano Park, in the 407th District Court, Bexar County, Texas and associated annexation issues for the final un-annexed property involved at the corner of Lockhill and Huebner. Possible Executive Session pursuant to Texas Government Code Section 551.071 – City Attorney / MPT Ross

6.12. Discussion / action - recommendations for hiring a firm to conduct 360 review of the City Manager to include discussion of process. Possible Executive Session pursuant to Texas Local Government Code Section 551.074 - MPT Ross

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 Workshop Minutes, July 11, 2018

8.2. Approval - City Council Meeting Minutes, July 23, 2018

8.3. Approval - City Council Special Meeting Minutes, August 2, 2018

8.4. Approval - City Council Special Meeting Minutes, August 8, 2018

8.5. Approval - City Council Workshop Meeting Minutes, August 8, 2018

8.6. Accept - Planning & Zoning Commission Meeting Minutes, July 11, 2018

8.7. Approval – City Surplus List

8.8. Approval – City Organizational Chart

9. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

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CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 24th day of August 2018 at 2:30 p.m. at a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

POTENTIAL FUTURE AGENDA ITEMS

No Items listed as a potential future agenda item will be considered unless listed as a regular agenda item. Alderman please contact City staff to add new or reconsider old agenda items. Pending agenda items for consideration at subsequent Council meetings may include one or more of the following:

- a. Refinancing the 2009 Bond - September**
- b. Ordinance O-2018-010 revising small cell node Design Manual - September**
- c. Ordinance O-2018-011 adopting the International Fire Code with exceptions - September**
- d. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY - Annual September**
- e. Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2017 and ending September 30, 2018 - Annual September**
- f. Resolution adopting the City of Shavano Park Effective Tax Rate (Record Vote) - Annual September**
- g. Record vote to ratify the property tax rate reflected in the FY 2016-17 Budget (Record Vote) - Annual September**
- h. Selection - Boards, Commissions, and Committees - Annual September**
- i. Report on litigation, Texas ARD MOR Properties LP ET AL vs. Lockhill Ventures LLC, Case Number 2014-CI-10796. (Possible Executive Session pursuant to TEX. GOV'T CODE §551.071, Consultation with Attorney) - Open**
- j. Selection of subcommittee to make recommendations for hiring a firm to conduct a 360 review of the City Manager - Open**
- k. Designation of City of Shavano Park Official Paper - Annual October**
- l. Disposal of City Equipment / Furniture - Annual October**
- m. Adoption of Official City Holiday Schedule – Annual November**
- n. Setting the dates for the City sponsored events (Arbor / Earth Day / Independence Day / National Night Out / Holiday) Annual November**
- o. Approval of the yearly tax roll - Annual November**

- p. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual January**
- q. Records Retention Policy - Annual January**
- r. Revisions to Employee Handbook - Annual January**
- s. Schedule the Annual City-Wide Garage Sale – Annual January**
- t. Appointment of Council Appointed Positions - Annual January**
- u. Crime Control Prevention District funding placed on ballot - January 2019**
- v. Street Maintenance Fund funding placed on the ballot - January 2022**
- w. Shavano Park Police Department 2017 Racial Profiling Report - Annual February**
- x. City of Shavano Park Investment Policy - Annual February**
- y. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- z. Set City Manager Annual Performance and Salary Review for April – Annual March**
- aa. City Manager Annual Review / Salary for April - Annual April**
- bb. Annual Budget Calendar - Annual May**
- cc. Approval of Financial Account Signatures - Annual June**
- dd. Annual Compensation Review - Annual June Workshop**
- ee. Update from Republic Services on Fees and Recycle - Annual August**
- ff. City Council adoption of organizational chart - Annual August**
- gg. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- hh. Annual Report on Republic Service Recycling and CPI Fee adjustments - Annual September**

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Regular Meeting on Thursday, September 6, 2018 meeting scheduled at 5:00 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
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- Show the Council members the same respect and courtesy that you expect to be shown to you.

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4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV’T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda.

5. REGULAR AGENDA ITEMS

- 5.1. Discussion / action - Policies and procedures for submissions to City Publications and Communication tools - MPT Ross**
- 5.2. Discussion / action - Code Enforcement Process and Ordinance Review - MPT Ross**
- 5.3. Discussion / action - Permitting Process and Review - MPT Ross**
- 5.4. Discussion / action - recommendations for hiring a firm to conduct 360 review of the City Manager to include discussion of process. Possible Executive Session pursuant to Texas Local Government Code Section 551.074 - MPT Ross**

6. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

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CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 31st day of August 2018 at 2:30 p.m. at a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Regular Meeting on Monday, September 10, 2018 meeting scheduled at 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
- Only citizens may speak.
- Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- Direct your comments to the entire Council, not to an individual member.
- Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion – JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV’T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda.

5. REGULAR AGENDA ITEMS

- 5.1. Public Hearing - Proposed Annual Operating and Capital Budget for FY 2017-18**
- 5.2. Discussion / action - Ordinance No. O-2018-009 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2018 and ending September 30, 2019; making appropriations for each fund and department; establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date (first reading) - City Manager**
- 5.3. Discussion / action - Considerations for future replacement of Fire Engine - City Manager / Chief Naughton**

6. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 4th day of September 2018 at 4:30 p.m. at a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Regular Meeting on Monday, September 17, 2018 immediately following the Crime Control & Prevention District meeting scheduled at 6:00 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

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- Only citizens may speak.
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- Direct your comments to the entire Council, not to an individual member.
- Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion – JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV'T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;

- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

- 5.1. Proclamation - Fire Prevention Week - Mayor Werner**
- 5.2. Recognition - Police staff in capture of attempted home burglars - Chief Ray Lacy / Mayor Werner**

6. REGULAR AGENDA ITEMS

- 6.1. Public Hearing / discussion / action – Ordinance No. O-2018-011 approving and adopting the proposed 2018 Town Plan as the City’s Comprehensive Plan as recommended by the Planning and Zoning Commission (first reading) - Chairman Janssen**
- 6.2. Public Hearing - Crime Control & Prevention District Budget of the City of Shavano Park Crime Control and Prevention District for FY 2018-19**
- 6.3. Discussion / action - Resolution R-2018-008 adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention District for FY 2018-19 - City Manager**
- 6.4. Public Hearing - Proposed Annual Operating and Capital Budget - FY 2018-19**
- 6.5. Discussion / action - Ordinance No. O-2018-009 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2018 and ending September 30, 2019; making appropriations for each fund and department; establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date (Record Vote) (final reading) - City Manager**
- 6.6. Discussion / action - Adopt Resolution R-2018-009 setting the City of Shavano Park 2018 total Tax Rate of \$0.287742 with the Maintenance & Operation rate being \$0.273279 and the Interest & Sinking rate being \$0.014463. (Record Vote) - City Manager**
- 6.7. Record vote to ratify the property tax increase reflected in the FY 2018-19 budget (Record Vote) - City Manager**

- 6.8. Discussion / action - Ordinance No. O -2018-010 by the Aldermen of the City of Shavano Park, Texas, authorizing the issuance of “City of Shavano Park, Texas General Obligation Refunding Bonds Series 2018”, levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the bonds; prescribing the form, terms, conditions, and resolving other matters incident and related to the issuance, sale, and delivery of the bonds; authorizing the execution of a paying agent/ registrar agreement, a purchase and investment letter, and an escrow deposit letter; complying with the letter of representations on file with the depository trust company; delegating the authority to certain members of the board of Aldermen and city staff to approve and execute certain documents relating to the sale of the bonds; authorizing the executions of any necessary engagement agreements with the City’s financial advisors and/or Bond Counsel; and providing an effective date – City Manager**
- 6.9. Discussion - Ordinance prohibiting the use of hand-held mobile communication devices and portable electronic devices while operating a motor vehicle by adding Article 32 to Chapter 7 of the City Code of Ordinances of the City of Shavano Park, Texas, providing a fine of up to \$200.00 per violation, providing an effective date, and other matters in connection therewith - Ald. Heintzelman**
- 6.10. Discussion / action – Reallocating funds planned for Environmental Friendly Parking to Electrical improvements and approval for boring of electrical conduit - City Manager / Public Works Director**

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 – Special City Council Meeting Minutes, August 21, 2018**
- 8.2. Approval - Special City Council Meeting Minutes, August 27, 2018**
- 8.3. Approval - City Council Meeting Minutes, August 27, 2018**
- 8.4. Approval – Special City Council Meeting Minutes, September 6, 2018**
- 8.5. Approval - Special City Council Meeting Minutes, September 10, 2018**
- 8.6. Approval - Ordinance O-2018-008 amending the Fee Schedule adjusting Permitting Fees (final reading)**

9. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

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CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 14th day of September 2018 at 10:00 a.m. at a place convenient and readily accessible to the

general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

POTENTIAL FUTURE AGENDA ITEMS

No Items listed as a potential future agenda item will be considered unless listed as a regular agenda item. Alderman please contact City staff to add new or reconsider old agenda items. Pending agenda items for consideration at subsequent Council meetings may include one or more of the following:

- a. Discussion / action - Selection Boards, Commissions, and Committees - October**
 - 1.1.1. Planning & Zoning Commissions – Four appointments, two-year terms**
 - 1.1.2. Water Advisory Committee - Three appointments (Water System Users only), two-year term.**
 - 6.10.3 Board of Adjustments - Two appointments and two alternates, two-year terms**
 - 6.10.4 Investment Committee - One appointment for two-year term**
 - 6.10.5 Tree Committee - To Be Determined - minimum seven (7) total residents**
- b. Ordinance O-2018-011 revising small cell node Design Manual - October**
- c. Ordinance O-2018-012 adopting the International Fire Code with exceptions - October**
- d. Report on litigation, Texas ARD MOR Properties LP ET AL vs. Lockhill Ventures LLC, Case Number 2014-CI-10796. (Possible Executive Session pursuant to TEX. GOV'T CODE §551.071, Consultation with Attorney) – Open**
- e. Designation of City of Shavano Park Official Paper - Annual October**
- f. Disposal of City Equipment / Furniture - Annual October**
- g. Adoption of Official City Holiday Schedule – Annual November**
- h. Setting the dates for the City sponsored events (Arbor / Earth Day / Independence Day / National Night Out / Holiday) Annual November**
- i. Approval of the yearly tax roll - Annual November**
- j. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual January**
- k. Records Retention Policy - Annual January**
- l. Revisions to Employee Handbook - Annual January**
- m. Schedule the Annual City-Wide Garage Sale – Annual January**
- n. Appointment of Council Appointed Positions - Annual January**

- o. Crime Control Prevention District funding placed on ballot - January 2019**
- p. Street Maintenance Fund funding placed on the ballot - January 2022**
- q. Shavano Park Police Department 2017 Racial Profiling Report - Annual February**
- r. City of Shavano Park Investment Policy - Annual February**
- s. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- t. Set City Manager Annual Performance and Salary Review for April – Annual March**
- u. City Manager Annual Review / Salary for April - Annual April**
- v. Annual Budget Calendar - Annual May**
- w. Approval of Financial Account Signatures - Annual June**
- x. Annual Compensation Review - Annual June Workshop**
- y. Update from Republic Services on Fees and Recycle - Annual August**
- z. City Council adoption of organizational chart - Annual August**
- aa. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- bb. Annual Report on Republic Service Recycling and CPI Fee adjustments - Annual September**
- cc. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY - Annual September**
- dd. Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2017 and ending September 30, 2018 - Annual September**
- ee. Resolution adopting the City of Shavano Park Effective Tax Rate (Record Vote) - Annual September**
- ff. Record vote to ratify the property tax rate reflected in the FY 2016-17 Budget (Record Vote) - Annual September**
- gg. Selection - Boards, Commissions, and Committees - Annual September**

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Regular Meeting on Monday, November 26, 2018 meeting scheduled at 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

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4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV’T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Holiday Event - Mayor Pro Tem Ross

6. REGULAR AGENDA ITEMS

- 6.1. Public Hearing - Proposed re-plat of Lot 2143, Block 35, CB 4784 of the Shavano Park Unit-19C Phase II (PUD) and Lots 2160 and 2161, Block 35, CB 4784 of the Shavano Park Unit-19C Phase IV (PUD) to combine into new Lot 2164 - City Manager Hill**
- 6.2. Discussion / action - Proposed re-plat of Lot 2143, Block 35, CB 4784 of the Shavano Park Unit-19C Phase II (PUD) and Lots 2160 and 2161, Block 35, CB 4784 of the Shavano Park Unit-19C Phase IV (PUD) to combine into new Lot 2164 - City Manager Hill**
- 6.3. Discussion / action - Awarding bid for City of Shavano Park Depository - City Manager**
- 6.4. Discussion / action - Repair of Shavano Estates rock wall along NW Military - MPT Ross / Ald. Kautz**
- 6.5. Setting the dates for the City sponsored events (Arbor / Earth Day / Independence Day / National Night Out / Holiday) - City Manager**
- 6.6. Discussion / action - Ordinance O-2018-013 prohibiting the use of a portable electronic device while operating a motor vehicles and creating an offense (first reading) - Ald. Heintzelman**
- 6.7. Discussion / action - Updating appearance / address maintenance issues with the Well #6 access roadway off DeZavala with possible relocating access to the rear of the tract using the shaded fuel break - Ald. Colemere**
- 6.8. Discussion / action - Ordinance O-2018-015 revising small cell node Design Manual to adopt CPS Energy Pole Attachment Standards for City service poles and declare Municipal Parks (first reading) - City Manager**
- 6.9. Discussion / action - Ordinance O-2018-014 Purchasing Policy Updates - City Manager / Finance Director**

- 6.10. Discussion / action - Reschedule / Cancel the Regular City Council Meeting scheduled for December 24th - City Manager**
- 6.11. Discussion / action - Resolution R-2018-012 Formation of a City Council Ad Hoc Beautification Committee - MPT Ross / Ald. Kautz**
- 6.12. Discussion / action - Resolution R-2018-013 Formation of a City Council Ad Hoc Muni Tract Pavilion Committee - MPT Ross**
- 6.13. Discussion / action - Review Policy for meeting requirements for sub-committees - Mayor Pro Tem Ross**
- 6.14. Discussion / action - Ordinance O-2018-012 adopting the 2018 International Fire Code with exceptions (first reading) - City Manager**
- 6.15. Discussion / action - Proposal for leadership and team development session by Davis Success Solutions - Ald. Kautz / City Manager**
- 6.16. Discussion / action - City Manager Review - Possible Executive Session pursuant to Texas Government Code §551.074, Personnel Matters regarding the City Manager - MPT Ross**

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 22, 2018**

- 8.2. Accept - Planning & Zoning Commission Meeting Minutes, October 4, 2018**
- 8.3. Approval - Resolution R-2018-014 approving Investment Policy change in the composition of the Investment Committee**
- 8.4. Adoption - 2019 Official City Holiday Schedule**
- 8.5. Approval - Resolution No. R-2018-015 approving the 2018 tax roll for the City of Shavano Park**

9. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

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CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 19th day of November 2018 at 4:45 p.m. at a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

POTENTIAL FUTURE AGENDA ITEMS

No Items listed as a potential future agenda item will be considered unless listed as a regular agenda item. Alderman please contact City staff to add new or reconsider old agenda items. Pending agenda items for consideration at subsequent Council meetings may include one or more of the following:

- a. Resolution R-2018-011 adopting City Policy No. 14 – City Publications - Mayor Pro Tem Ross**
- b. Adopt the National Neighborhood Watch Program as a city sponsored / managed program. Appoint management of the program to the Police Department with the Police Chief designated as the POC - MPT Ross**
- c. Report on litigation, Texas ARD MOR Properties LP ET AL vs. Lockhill Ventures LLC, Case Number 2014-CI-10796. (Possible Executive Session pursuant to TEX. GOV'T CODE §551.071, Consultation with Attorney) - Open**
- d. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual January**
- e. Records Retention Policy - Annual January**
- f. Revisions to Employee Handbook - Annual January**
- g. Schedule the Annual City-Wide Garage Sale – Annual January**
- h. Appointment of Council Appointed Positions - Annual January**
- i. Crime Control Prevention District funding placed on ballot - January 2019**
- j. Street Maintenance Fund funding placed on the ballot - January 2022**
- k. Shavano Park Police Department 2017 Racial Profiling Report - Annual February**
- l. City of Shavano Park Investment Policy - Annual February**
- m. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- n. Set City Manager Annual Performance and Salary Review for April – Annual March**
- o. City Manager Annual Review / Salary for April - Annual April**
- p. Annual Budget Calendar - Annual May**

- q. Approval of Financial Account Signatures - Annual June
- r. Annual Compensation Review - Annual June Workshop
- s. Update from Republic Services on Fees and Recycle - Annual August
- t. City Council adoption of organizational chart - Annual August
- u. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August
- v. Annual Report on Republic Service Recycling and CPI Fee adjustments - Annual September
- w. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY - Annual September
- x. Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2018 and ending September 30, 2019a - Annual September
- y. Resolution adopting the City of Shavano Park Effective Tax Rate (Record Vote) - Annual September
- z. Record vote to ratify the property tax rate reflected in the FY 2016-17 Budget (Record Vote) - Annual September
- aa. Selection - Boards, Commissions, and Committees - Annual September
- bb. Disposal of City Equipment / Furniture - Annual October
- cc. Designation of City of Shavano Park Official Paper - Annual October
- dd. Adoption of Official City Holiday Schedule - Annual November
- ee. Setting the dates for the City sponsored events (Arbor / Earth Day / Independence Day / National Night Out / Holiday) - Annual November
- ff. Approval of the yearly tax roll - Annual November

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Special Meeting on Monday, December 3, 2018 meeting scheduled at 5:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. REGULAR AGENDA ITEMS

- 3.1. Discussion / action - City Manager Review - Possible Executive Session pursuant to Texas Government Code §551.074, Personnel Matters regarding the City Manager - MPT Ross, Mayor Werner, and Aldermen Colemere / Powers**

4. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

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The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 30th day of 2018 at 10:45 a.m. at a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Special Meeting on Tuesday, December 18, 2018 at 5:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- A. Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
- B. Only citizens may speak.
- C. Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- D. Direct your comments to the entire Council, not to an individual member.
- E. Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion –JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV'T CODE §551.415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled

- to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda

5. AGENDA ITEMS

5.1 Discussion / possible action – authorizing the City Manager to extend an offer of employment for the position of Fire Chief. Possible Executive Session pursuant to Texas Government Code 551.074, Personnel Matters - City Manager

6. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T 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 TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

CERTIFICATION:

I, the undersigned authority, do hereby certify that the above Notice of Meeting was posted at Shavano City Hall, 900 Saddletree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 15th day of December 2018 at 3:40 p.m.

Zina Tedford
City Secretary