

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 28, 2019 meeting immediately following the Crime Control and Prevention District meeting scheduled at 6:15 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. Holiday Event - Mayor Pro Tem Ross

5.2. Proclamation - Monarch Butterfly Month

5.3. Proclamation - City of Shavano Park Community Wildlife Habitat Certification

6. REGULAR AGENDA ITEMS

6.1. Discussion / action - Accepting the 2018 Audit – Finance Director

6.2. Discussion / action - Transfer portions of Fund Balance to Capital Replacement / Improvement Fund – Finance Director

6.3. Discussion - 2018 Annual Crime Report - Police Chief

6.4. Discussion / action - Well 6 Entrance Improvements Update - PW Director

6.5. Discussion / action - Select members to the City Council Ad Hoc Muni Tract Pavilion Committee - MPT Ross

6.6. Discussion / action - Appointment of Council Appointed Positions (City Attorney, Judge, Prosecutor and Website) - City Manager

6.7. Discussion / action - Ordinance O-2018-012 adopting the 2018 International Fire Code with exceptions (final reading) - Fire Chief

6.8. Discussion / action - Future purchase of an Aerial Platform Fire Demo Engine - Fire Chief

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 26, 2018**
- 8.2. Approval - Special City Council Meeting Minutes, December 3, 2018**
- 8.3. Approval - Special City Council Meeting Minutes, December 18, 2019**
- 8.4. Approval - Ordinance O-2018-014 Purchasing Policy Updates - City Manager / Finance Director (final reading)**
- 8.5. Approval - Schedule the Annual City-Wide Garage Sale**
- 8.6. Approval - Resolution R-2019-001 ordering a General Election for the purpose of electing a Mayor and two Aldermen and ordering Special Election for a Referendum to continue the Shavano Park Crime Control and Prevention District on May 4, 2019**
- 8.7. Accept - Quarterly and Annual Investment Reports ending September 30, 2018**
- 8.8. Approval - Resolution R-2019-002 authorizing the submittal of a grant application to the 2019 State Homeland Security Program to request funding for enhancements to Shavano Park's Critical Infrastructure Cybersecurity in Fiscal Year 2019-2020.**
- 8.9. Approval - Resolution R-2019-003 authorizing the submittal of a grant application for a National Incident-Based Reporting System-compliant Records Management System upgrade in Fiscal Year 2019-2020.**
- 8.10. Approval - Property declared as Fiscal Year 2019 Surplus**

8.11. Approval - Authorizing the City Manager to enter into an Interlocal Agreement concerning blood testing services for the prosecution of certain offenses with Bexar County District Attorney

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 22nd day of January 2019 at 12:45 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. **Revisions to Employee Handbook - Annual February**
- b. **FY 2018-19 Budget Amendment (February or March)**
- c. **Shavano Park Police Department 2017 Racial Profiling Report - Annual February**
- d. **City of Shavano Park Investment Policy - Annual February**
- e. **Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- f. **Resolution R-2018-011 adopting City Policy No. 14 – City Publications - Open**
- g. **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 - Open**
- h. **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**
- i. **Set City Manager Annual Performance and Salary Review for April – Annual March**
- j. **City Manager Annual Review / Salary for April - Annual April**
- k. **Annual Budget Calendar - Annual May**
- l. **Approval of Financial Account Signatures - Annual June**
- m. **Annual Compensation Review - Annual June Workshop**
- n. **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 (postponed until July 2019)**
- o. **Update from Republic Services on Fees and Recycle - Annual August**
- p. **City Council adoption of organizational chart - Annual August**
- q. **Shavano Park Commercial and Residential Development Semi-annual Presentation -**

Bitterblue, Inc. / Denton Communities – February / August

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