

**1. CALL MEETING TO ORDER**

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

PRESENT: ABSENT:

Alderman Colemere

Alderman Kautz

Alderman Heintzelman

Mayor Pro Tem Ross

Alderman Powers

Mayor Werner

**2. PLEDGE OF ALLEGIANCE AND INVOCATION**

Alderman Kautz led the Pledge of Allegiance to the Flag. Alderman Heintzelman led the Invocation.

**3. CITIZENS TO BE HEARD**

Citizens Smith and Markette addressed City Council regarding the Tree Committee and the Pavilion Committee.

**4. CITY COUNCIL COMMENTS**

City Council welcomed everyone to the meeting.

**5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS**

**5.1. Proclamation - Fire Prevention Week - Mayor Werner**

Mayor Werner read the Proclamation proclaiming the week of October 6-12 as Fire Prevention Week.

**5.2. Recognition of Promotion of Sergeant Villanueva and Corporal Rangel - Chief Lacy and Mayor Werner**

Mayor Werner and Chief Lacy recognized the promotions of Sergeant Villanueva and Corporal Rangel.

**6. REGULAR AGENDA ITEMS**

**6.1. Public Hearing - Crime Control & Prevention District Budget of the City of Shavano Park Crime Control and Prevention District for FY 2019-20**

Public hearing opened at 6:48 p.m.

City Manager Hill presented an overview of the proposed Crime Control & Prevention District Budget of the City of Shavano Park Crime Control and Prevention District for FY 2019-20.

Public hearing closed at 6:53 p.m.

**6.2. Discussion / action - Resolution R-2019-009 adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention District for FY 2019-20 - City Manager**

Mayor Pro Tem Ross made a motion to approve Resolution R-2019-009 adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention District for FY 2019-20.

Alderman Kautz seconded the motion.

The motion to approve Resolution R-2019-009 adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention District for FY 2019-20 carried with a unanimous vote.

**6.3. Public Hearing - Proposed Annual Operating and Capital Budget - FY 2019-20**

Public hearing opened at 6:53 p.m.

City Manager Hill presented an overview of the Proposed Annual Operating and Capital Budget - FY 2019-20.

Public hearing closed at 6:59 pm.

**6.4. Discussion / action - Ordinance No. O-2019-010 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2019 and ending September 30, 2020; 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**

Alderman Powers made a motion to approve Ordinance No. O-2019-010 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2019 and ending September 30, 2020; 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).

Mayor Pro Tem Ross seconded the motion.

The record vote to approve Ordinance No. O-2019-010 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2019 and ending September 30, 2020; 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) is as follows:

Alderman Kautz - AYE  
Mayor Pro Tem Ross - AYE  
Alderman Colemere - AYE  
Alderman Heintzelman - AYE  
Alderman Powers - AYE

**6.5. Discussion / action - Adopt Resolution R-2019-010 setting the City of Shavano Park 2019 total Tax Rate of \$0.287742 with the Maintenance & Operation rate being \$0.274995 and the Interest & Sinking rate being \$0.012747. (Record Vote) - City Manager**

Alderman Kautz made a motion to. (Record Vote).

Alderman Heintzelman seconded the motion.

The record vote to adopt Resolution R-2019-010 setting the City of Shavano Park 2019 total Tax Rate of \$0.287742 with the Maintenance & Operation rate being \$0.274995 and the Interest & Sinking rate being \$0.012747 is as follows:

Alderman Kautz - AYE  
Mayor Pro Tem Ross - AYE  
Alderman Colemere - AYE  
Alderman Heintzelman - AYE  
Alderman Powers - AYE

**6.6. Record vote to ratify the property tax increase reflected in the FY 2019-20 budget (Record Vote) - City Manager**

The record vote to ratify the property tax increase reflected in the FY 2019-20 budget is as follows:

Alderman Kautz - AYE  
Mayor Pro Tem Ross - AYE  
Alderman Colemere - AYE  
Alderman Heintzelman - AYE  
Alderman Powers - AYE

**6.7. Discussion / action - Review ordinances of standing Committee/Staff Duties, consider additional future committees; amend Chapter 14 Environment, Tree Committee to clarify membership and responsibilities - Mayor Pro Tem Ross**

Mayor Pro Tem Ross stated that we have a number of standing Committees (Board of Adjustment, Planning & Zoning Commission, Water Advisory Committee, Board of Construction Appeals, & Tree Committee) and we have a number of duties that need to be clarified for each.

We have a 7 events planned for the upcoming year which are Halloween, Holiday, Garage Sale, Arbor / Earth Day, Independence Day Celebration and Picnic in the Park.

Mayor Pro Tem Ross made a motion that the 7 city events are to be managed by staff.

Alderman Powers seconded the motion.

The motion to that the 7 city events are to be managed by staff carried by unanimous vote.

Alderman Colemere made a motion to approve amending Chapter 14, Environment, Tree Committee to clarify membership and responsibilities outlined in proposed ordinance O-2019-011.

Alderman Kautz seconded the motion.

The motion to approve amending Chapter 14, Environment, Tree Committee to clarify membership and responsibilities outlined in proposed ordinance O-2019-011 carried with a unanimous vote.

Alderman Heintzelman made a motion to increase the number of tree committee members from 6 to 10.

Alderman Kautz seconded the motion.

The motion to increase the number of tree committee members from 6 to 9 failed with the following vote:

AYES: 2: NAYES: 3 (Mayor Pro Tem Ross, Aldermen Powers / Colemere)

City Council reached consensus on having a special meeting before the next regular meeting to review possible changes of standing Committees.

City Council reached consensus to support research and possible creation of youth council and elder enrichment committees.

- 6.8. Discussion / action - Selection Boards, Commissions, and Committees - City Manager**
  - 6.8.1. Planning & Zoning Commission - Five appointments, two-year terms**
  - 6.8.2. Water Advisory Committee - Three appointments (Water System Users only), two-year term.**
  - 6.2.3 Board of Adjustments - Three appointments, two-year terms**
  - 6.2.4 Investment Committee - One appointment for two-year term**
  - 6.2.5 Tree Committee - Up to three appointments, two-year terms**

6.8.1 - Planning & Zoning Commission

Mayor Pro Tem Ross made a motion to appoint the following individuals to the Planning & Zoning Commission

1. Dike
2. Simmons
3. Linahan
4. Perrin
5. Fitzpatrick

Alderman Colemere seconded the motion.

The motion to appoint Dike, Simmons, Linahan, Perrin, and Fitzpatrick carried with a unanimous vote.

6.8.3 - Board of Adjustment

Mayor Pro Tem Ross made a motion to appoint the following individuals to the Board of Adjustment:

1. Lyons
2. Hartman
3. Brame (move from Alternate to Board)
4. Bob Bettac (move from Alternate to Board – 1yr term)
6. Fanning – Alternate.

Alderman Colemere seconded the motion.

The motion to appoint the individuals named above to the Board of Adjustment.

6.8.2 – Water Advisory Committee

Mayor Pro Tem Ross made a motion to appoint the following to the Water Advisory Committee:

1. Walea
2. Palmer
3. Trippy

Alderman Colemere seconded the motion.

The motion to appoint the individuals named above to the Water Advisory Committee carried with a unanimous vote.

6.2.4 Investment Committee

Mayor Pro Tem Ross made a motion to appoint Mark Standeford to the Investment Committee.

Alderman Heintzelman seconded the motion.

The motion to appoint Mark Standeford to the Investment Committee carried with a unanimous vote.

6.2.5 Tree Committee

Alderman Heintzelman made a motion to appoint the following individuals to the Tree Committee:

1. Smith
2. Marnan
3. Wayland
4. Lane

Alderman Kautz seconded the motion.

The vote to appoint the individuals named above failed with the following vote:

AYES: 2; NAYES: 4 (Mayor Pro Tem Ross, Aldermen Colemere, Kautz)

Mayor Werner asked if there were any additional nominations.

No other nominations were made at this time.

**6.9. Annual Report on Republic Service Recycling and CPI Fee adjustments - Tom Armstrong, Manager Municipal Services, Republic Services**

Tom Armstrong, Manager Municipal Services, Republic Services presented the annual report on Republic Service recycling and CPI Fee Adjustments.

**6.10. Discussion / action - Receive presentation from Pavilion Committee and take action on plan to move forward - Mayor Pro Tem Ross, Committee Chair**

Todd Braulick and David Marne presented a summary of the initial Pavilion Committee meetings.

Mayor Pro Tem Ross made a motion to expand the scope of the committee pavilion to include pavilion, kid's areas and walking trails and to change the name of the Pavilion Committee to Community Amenities Committee to reflect expanded scope.

Alderman Heintzelman seconded the motion.

The motion to expand the scope of the committee pavilion to include pavilion, kid's areas and walking trails and to change the name of the Pavilion Committee to Community Amenities Committee to reflect expanded scope carried with a unanimous vote.

Mayor Pro Tem Ross made a second motion to direct the Committee to move forward and research a plan and budget to be presented to City Council for review and consideration.

Alderman Heintzelman seconded the motion.

The motion to direct the Committee to move forward and research a plan and budget to be presented to City Council for review and consideration carried with the following vote:

AYES: 4; NAYES: 1 (Alderman Colemere)

**6.11. Discussion / action - Adoption of Resolution R-2019-011 Public Speaking at Public Meetings Policy #14 - City Manager**

Alderman Powers made a motion to approve adoption of Resolution R-2019-011 Public Speaking at Public Meetings Policy #14.

Mayor Pro Tem Ross seconded the motion.

The motion to approve adoption of Resolution R-2019-011 Public Speaking at Public Meetings Policy #14 carried with a unanimous vote.

**6.12. Discussion / action - Adoption of Resolution R-2019-012 Public Information Act Policy #15 - City Manager**

Alderman Powers made a motion to approve adoption of Resolution R-2019-012 Public Information Act Policy #15.

Alderman Kautz seconded the motion.

The motion to approve adoption of Resolution R-2019-012 Public Information Act Policy #15 carried with a unanimous vote.

**6.13. Discussion / action - Adoption of Ordinance O-2019-012 amending the City of Shavano Park Code of Ordinances, Chapter 28 - Subdivisions, proposed changes in plat procedures (administrative or first reading as determined by City Council) - City Manager**

Mayor Pro Tem Ross made a motion to approve adoption of Ordinance O-2019-012 amending the City of Shavano Park Code of Ordinances, Chapter 28 - Subdivisions, proposed changes in plat procedures, version 1 as an administrative ordinance.

Alderman Heintzelman seconded the motion.

The motion to approve adoption of Ordinance O-2019-012 amending the City of Shavano Park Code of Ordinances, Chapter 28 - Subdivisions, proposed changes in plat procedures, version 1 as an administrative ordinance carried with a unanimous vote.

**6.14. Discussion / action - City Manager 363 Review. Possible Executive Session pursuant to Texas Government Code §551.074, Personnel Matters - Mayor Pro Tem Ross**

Mayor Pro Tem Ross pulled this agenda item.

**6.15. Discussion - City Attorney duties, roles, processes. Possible Executive Session pursuant to Texas Government Code, § 551.071, Consultation with Attorney, § 551.074, Personnel Matters – City Council / City Attorney Laura Mueller**

No action taken on this item.

**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 - Workshop Minutes, August 20, 2019**
- 8.2. **Approval - Special City Council Meeting Minutes, August 26, 2019**
- 8.3. **Approval - City Council Workshop Minutes, August 26, 2019**
- 8.4. **Accept - Planning & Zoning Meeting Minutes, August 7, 2019**
- 8.5. **Accept - Setting the dates for the City Sponsored events for FY 2019-20**

Mayor Pro Tem Ross made a motion to approve / accept Consent Agenda items 8.1 - 8.5 as presented.

Alderman Kautz seconded the motion.

The motion to approve / accept Consent Agenda items 8.1 - 8.5 as presented carried with a unanimous vote.

## **9. ADJOURNMENT**

Mayor Pro Tem Ross made a motion to adjourn.

Alderman Kautz seconded the motion.

The meeting adjourned at 9:02 p.m.

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ROBERT WERNER  
Mayor

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ZINA TEDFORD  
City Secretary