

**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 Workshop Meeting on Saturday, January 23, 2016 scheduled at 9:00 a.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 §551.415(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 - Policy on the use of City Hall - Mayor Pro Tem Ross / Alderman Hisel**

## **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 Saddle Tree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 15th of January 2016 at 4:40 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 Public Hearing / Regular Meeting on Monday, January 25, 2016 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 §551.415(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. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS**

- 5.1. Announcements - Thank Shavano Park Women's Club for the Annual Employee Appreciation Luncheon**

## **6. REGULAR AGENDA ITEMS**

- 6.1. Discussion / action - Final replat establishing lot 1328A, being a 10.219 acre tract of land situated in Shavano Park Unit 17A in the City of Shavano Park**
- 6.2. Public Hearing - Rezoning request 10.219 acres, 3819 DeZavala Rd, Lot 1328A from A-3 Single Family Residential to A-1 Single Family Residential district**
- 6.3. Discussion / action - Ordinance No. O-2016-001 Rezoning request 10.219 acres, 3819 DeZavala Rd, Lot 1328A from A-3 Single Family Residential to A-1 Single Family Residential district (first reading) - City Manager**
- 6.4. Discussion /action - Accepting the 2015 Audit – City Manager Hill**
- 6.5. Presentation /discussion - 1993 City Drainage Plan and the establishment of priorities for any proposed drainage projects, a timetable - Commissioner Lazor**
- 6.6. Discussion / action - Regarding the results from workshop to formulate policy on the use of City Hall - Mayor Pro Tem Ross / Alderman Hisel**
- 6.7. Discussion / action - Amendment to City of Shavano Park Records Control Schedule for purpose of allowing recorded meeting videos to maintain on the City YouTube Channel for viewing for a set amount of time – Alderman Hisel**
- 6.8. Discussion / action - Determine what constitutes a meeting for purposes of recording for purpose on City YouTube Channel - Alderman Hisel**
- 6.9. Update - Veterans Memorial - Ald. Maisel**
- 6.10. Discussion / action - Concerns regarding effectiveness of Shavano Park Policing – Mayor Pro Tem Ross**
- 6.11. Discussion / action - City of Shavano Park logo options for consideration - City Manager**

- 6.12. Discussion / action - Ordinance No. O-2016-002 Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - City Manager**
- 6.13. Discussion / action - Approval of Body Worn Cameras for the purpose of pursuing possible grant opportunities, budget development, and finalization of policies and procedures - City Manager**
- 6.14. Discussion / action - Review processes of professional positions hired by City Council - City Manager**
- 6.15. Discussion / action - Ordinance No. O-2016-003 amending the 2015-16 Budget to reflect cost to refurbish the elevated storage tank (water tower) and the purchase of a radar speed trailer (first reading)**

## **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**
  - 7.4.1. Annual Crime Summary Report**
- 7.5. Public Works Activity Report**
- 7.6. Finance Report (November / December)**

## **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 City Council Meeting, December 21, 2015**
- 8.2. Approval - City Council Meeting Minutes, December 21, 2015**
- 8.3. Accept - Planning & Zoning Commission Meeting Minutes, December 9, 2015**

- 8.4. Accept - Tree Committee Minutes, December 8, 2015**
- 8.5. Approve - Resolution R-2016-001 calling the City of Shavano Park 2016 General Election**
- 8.6. Approve - Resolution R-2016-002 reappointment to the City of Shavano Park Health Facilities Development Corporation**
- 8.7. Approve - Approve Resolution R-2016-003 supporting TxDOT Metropolitan Planning Organization (MPO) Surface Transportation Program for Metro Mobility ( STP-MM projects #32 and #12 along NW Military Highway)**
- 8.8. Approve - Waiver of Investment Training requirements for George Fillis**
- 8.9. Approve - Quarterly Investment Report**
- 8.10. Approve - Resolution R-2016-004 supporting specific 2016 San Antonio Chamber of Commerce federal legislative efforts relating to aerospace**
- 8.11. Approve - Resolution R-2016-005 supporting specific 2016 San Antonio Chamber of Commerce federal legislative efforts relating to transportation.**
- 8.12. Approve - Resolution R-2016-006 supporting specific 2016 San Antonio Chamber of Commerce federal legislative efforts relating to water and environment.**

## **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.

**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 19th day of January 2016 at 8:00 p.m.

**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. Shavano Park Commercial and Residential Development Semi-annual Presentation – Bitterblue, Inc. / Denton Communities - February**
- b. Presentation / Discussion - Martin Marietta update on Beckman Quarry, current and future operations - Chance Allen - February**
- c. Ordinance approving sign that prohibits “U-Turn” on Lockhill Selma Road in the vicinity the southern entrance to Bentley Manor - February**
- d. Consideration for improvements to the City of Shavano Park’s Water Supervisory Control and Data Acquisition (SCADA) system - March/ April**
- e. Veterans’ Memorial**
- f. Policy on use of CoSP resources - Alderman Hisel / Mayor Pro Tem Ross**
- g. 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) - City Manager / City Attorney**
- h. Consideration for creating additional citizen committees - Mayor Pro Tem Ross**
- i. City Council Orientation - Ald. Hisel**
- j. Appointment of Council Appointed Positions -Annual January**
- k. City of Shavano Park Investment Policy - Annual February**
- l. Selection of city committee and board members - Annual September**
- m. City Council adoption of organizational chart - Annual September**
- n. Designation of City of Shavano Park Official Paper - Annual October**
- o. Disposal of City Equipment / Furniture - Annual October**
- p. Official City Holidays - Annual November**
- q. Records Retention Policy - Annual December**



- r. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund – Annual December / January**

**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 Wednesday, February 17, 2016 scheduled at 7:00 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.
- 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 - Policy on the use of City Hall - Mayor Pro Tem Ross / Alderman Hisel**

## **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 Saddle Tree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 9th of February 2016 at 12:00 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 Regular Meeting on Monday, February 22, 2016 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. Announcements - Recognition of Shavano Park Fire Department**
- 5.2. Proclamation - April as “Monarch Butterfly Month”**
- 5.3. Announcement - Arbor Day - Alderman Maisel**

## **6. REGULAR AGENDA ITEMS**

- 6.1. Presentation - NW Military Highway Metropolitan Planning Organization (MPO) - Commissioner K. Wolff, Isidro Martinez, Director, Alamo Area Metropolitan Planning Organization, TxDOT**
- 6.2. Presentation - Bitterblue, Inc. semi-annual development presentation - Dan Kossel and Daryl Lange**
- 6.3. Discussion / action - Policy governing the use of City Hall - Mayor Pro Tem Ross / Alderman Hisel**
- 6.4. Discussion / action - Ordinance No. O-2016-002 Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - City Manager (final reading)**
- 6.5. Discussion / action - Approval of prioritized City Manager Objectives - City Council**
- 6.6. Discussion / action - Develop recommendations for environmentally friendly parking at City Hall - City Manager**
- 6.7. Discussion / action - Ordinance No. O-2016-004 approving a no U-Turn sign on Lockhill Selma at the Southern entrance of Bentley Manor - City Manager (first reading)**
- 6.8. Discussion / action - enforcement options concerning the Board of Adjustments decision to deny variance for accessory building built within the thirty feet (30') rear building set back, Chapter 36, Article VI, Table No. 1 for property located at 114 Honey Bee Lane, Shavano Park, Texas – Possible Executive Session pursuant to Texas Government Code §551.071, Consultation with Attorney - 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**

#### **7.4.1. Racial Profiling Report**

### **7.5. Public Works Activity Report**

### **7.6. Finance Report (January)**

## **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 City Council Meeting, January 23, 2016**

### **8.2. Approval - City Council Meeting Minutes, January 25, 2016**

### **8.3. Accept - Planning & Zoning Commission Meeting Minutes, January 6, 2016**

### **8.4. Approve - Quarterly Investment Report ending December 31, 2015**

### **8.5. Approval - Ordinance No. O-2016-001 Rezoning request 10.219 acres, 3819 DeZavala Rd, Lot 1328A from A-3 Single Family Residential to A-1 Single Family Residential district (final reading) - City Manager**

### **8.6. Approval - Ordinance No. O-2016-003 amending the 2015-16 Budget to reflect cost to refurbish the elevated storage tank (water tower) and the purchase of a radar speed trailer (final reading)**

### **8.7. Approval - authorizing the City Manager to enter into an Joint Election Agreement with Bexar County Election Administrator for the May 7, 2016 General Election**

- 8.8. Approval - setting the date for the Annual City-Wide garage sale**
- 8.9. Approval - reschedule the May 23, 2016 Regular City Council meeting to Monday, May 16, 2016**
- 8.10. Approval - Resolution R-2016-007 amending the City of Shavano Park Investment Policy**
- 8.11. Notice - Revised City of Shavano Park Records Control Schedule for Regular and Special Meeting Videos**

## **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.

### **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 16th day of February 2016 at 4:00 p.m.

**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. Veterans' Memorial**
- b. Consideration for improvements to the City of Shavano Park's Water Supervisory Control and Data Acquisition (SCADA) system – April / May**
- c. Review Compensation Study Results**
- d. Review of Sign Ordinances**
- e. Policy on use of CoSP resources - Alderman Hisel / Mayor Pro Tem Ross**
- 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) - City Manager / City Attorney**
- g. Consideration for creating additional citizen committees - Mayor Pro Tem Ross**
- h. City Council Orientation - Ald. Hisel**
- i. Accessory / Portable Buildings**
- j. Appointment of Council Appointed Positions - Annual January**
- k. City of Shavano Park Investment Policy - Annual February**
- l. Scheduling the Date for the Annual City-Wide garage sale – Annual February**
- m. Shavano Park Commercial and Residential Development Semi-annual Presentation – Bitterblue, Inc. / Denton Communities – August/February**
- n. Status report on Tree City USA status - March**
- o. Selection of city committee and board members - Annual September**
- p. City Council adoption of organizational chart - Annual September**
- q. Designation of City of Shavano Park Official Paper - Annual October**
- r. Disposal of City Equipment / Furniture - Annual October**



- s. Official City Holidays - Annual November**
- q. Records Retention Policy - Annual December**
- r. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund – Annual December or January**

**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 Regular Meeting on Monday, March 28, 2016 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. Presentation - City of Shavano Park 2016 Mayor for the Day - Elyse Miller**
- 5.2. Announcements - April 2, 2016 - City of Shavano Park Citywide Garage Sale**
- 5.3. Announcements - Tree City USA Recognition**
- 5.4. Proclamation - Arbor / Earth Day April 23, 2016**
- 5.5. Announcements - Community Picnic (City's 60<sup>th</sup> Anniversary) at Beckmann Quarry sponsored by Martin Marietta - Randi Wayland**

## **6. REGULAR AGENDA ITEMS**

- 6.1. Presentation - Introduction to the Bexar County Medical Society located in Shavano Park - Steve Fitzer, CEO/Executive Director BCMS**
- 6.2. Presentation - Update on refuse / recycling services within the City of Shavano Park - Tom Armstrong - Republic Services**
- 6.3. Update - Shavano Park Citizen Tree Committee - Chairman Randy Smith**
- 6.4. Discussion / action - Ordinance No. O-2016-004 approving a no U-Turn sign on Lockhill Selma at the Southern entrance of Bentley Manor - City Manager (final reading)**
- 6.5. Discussion / action - Consideration to increase participation in the Aquifer Storage Recovery (ASR) Lease Program - City Manager**
- 6.6. Discussion / action - Consideration to participate in the ASR Pooling Program - City Manager**
- 6.7. Discussion / action - Selecting a date for a workshop concerning the annual evaluation of the City Manager - Mayor Werner**

## **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 (January)**

## **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, February 17, 2016**

### **8.2. Approval - City Council Meeting Minutes, February 22, 2016**

### **8.3. Accept - Planning & Zoning Commission Meeting Minutes, February 3, 2016**

### **8.4. Approval - Preliminary Plat Lockhill Shavano Park Unit-17 Tract C, 2.624 acre tract approximately 330' S.E. of Lockhill – City Manager**

### **8.5. Approval - Resolution R-2016-009 requesting suburban cities representation on the San Antonio Water System (SAWS) Board of Trustees**

### **8.6. Approval – Authorizing the City Manager to approve change order #2 for additional repairs of the elevated storage tank (water tower) for the amount of \$2,500.00 and to initiate amendment of budget to fund from water funds reserves**

## **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.

**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 24th day of March 2016 at 4:00 p.m.

**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. Presentation / Discussion - Martin Marietta update on Beckman Quarry, current and future operations – April**
- b. City Manager Review - April**
- c. Veterans' Memorial**
- d. Consideration for improvements to the City of Shavano Park's Water Supervisory Control and Data Acquisition (SCADA) system - April / May**

- e. Review Compensation Study Results**
- f. Review of Sign Ordinances**
- g. Policy on use of CoSP resources - Alderman Hisel / Mayor Pro Tem Ross**
- 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) - City Manager / City Attorney**
- i. Consideration for creating additional citizen committees - Mayor Pro Tem Ross**
- j. City Council Orientation - Ald. Hisel**
- k. Accessory / Portable Buildings**
- l. Appointment of Council Appointed Positions - Annual January**
- m. City of Shavano Park Investment Policy - Annual February**
- n. Scheduling the Date for the Annual City-Wide garage sale - Annual February**
- o. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities - August/February**
- p. Selection of city committee and board members - Annual September**
- q. City Council adoption of organizational chart - Annual September**
- r. Designation of City of Shavano Park Official Paper - Annual October**
- s. Disposal of City Equipment / Furniture - Annual October**
- t. Official City Holidays - Annual November**
- q. Records Retention Policy - Annual December**
- r. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual December or January**

**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 may meet as a quorum during a Candidate Forum scheduled for Monday, April 4, 2016 scheduled at 7:00 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of discussing the following agenda:**

**1. WELCOME AND INTRODUCTIONS**

**2. "CANDIDATE FORUM" MODERATED BY DR. DAVID CROCKETT TO INCLUDE DISCUSSION ON ANY OF THE BELOW LISTED TOPICS OF CITY BUSINESS:**

911 call procedures	City Committees	Communication
Animal Control	City Contracts	Communication and
Annual Financial Report	City Council Meetings	Technology
Beautification of City	City Council Projects	Community or Civic Bldg
Bexar County Dispatch Svc	City Departments	Compatibility of Ord. with
Bike Lanes	City Directory	St. and Fed.
Bike Trails	City Drainage	Conflict of Interest
Board of Adjustment	City Engineer	Conflict of int. and Ethical
Bond Ratings	City Events	Code
Bonuses to City Employees	City Facilities	CORE Survey
Budget	City Government	Council Meetings
Budget process	City Hall Use	Council Procedure
Building-related Permits	City Hall Deposit	Council Responsibilities
Business Development	City Hall Sewage System	Council Sponsored Social
Candidate Debates	City Hall Use	Events
Capital Improvements	Policy/Ordinance	Council
Character	City Investment Plan	Workshops/Sessions
Churches	City Mailing List	Council-City Manager
Citizen interaction with	City Manager	interaction
Council	City Manager Performance	CPS Energy
Citizen Participation	City Meetings	Crime Control and
Citizen Surveys	City Projects	Prevention Dist.
Citizen/government	City Sponsored Parties	Crime Control District Fund
interaction	City Water System	Curfew Ordinance
Citizens to be Heard	City Website	Delinquent Property Taxes
Citizens Tree Committee	Code Compliance	Denton Development
Citizen Committees	Code Enforcement	Company
City Agendas and Minutes	Commercial Development	Dual Office Holding
City Beautification	Committee Appointments	Economic Development
City Budget	Committee Meetings	Election Signs
City Code of Ordinances		Electioneering Sign
		Ordinance

Elections  
 EMS  
 Ethics  
 Federal Legislative Agenda  
 Federal Matching Grants  
 Federal money  
 Finance  
 Fire Department  
 Firearms Ordinance  
 Flooding & Drainage Issues  
 Future Development  
 Future of NW Military Hwy  
 Garbage and Recycling  
 Gated Communities  
 General Fund  
 Government  
 Growth, Taxes, Vision  
 Health Facilities  
 Development Corp  
 Hike and Bike Trails  
 Human Resources  
 Important Issues  
 Infrastructure  
 Interlocal Relations with CoSA  
 Interrelationship between City & Fed. Govt  
 Interrelationship w/Bexar County  
 Interrelationship w/Schools  
 Interrelationship w/University  
 Investment Committee  
 Law Enforcement  
 Law Enforcement Programs  
 Letter of Material Weakness  
 LGA/Weave feasibility study  
 License and Permit Fees  
 Lighting  
 Litigation  
 Market Days/ Health Fair  
 Master Development Plan  
 Mayor and City Council

Mechanical Aids  
 Micromgt. of City Officials by Council  
 Municipal Court  
 Municipal Tract  
 Municipal Tract Development  
 National Night Out  
 Natural Wildlife Parks  
 Neighborhood Watch  
 Nepotism  
 Nepotism Ordinance  
 Non-quorum Sub-committees  
 Nuisances  
 NW Military Hwy Issues  
 Oak wilt  
 Oak Wilt Fund  
 Official City Newspaper  
 Open Meetings Act  
 Organization of City Administration  
 Parking at City Hall  
 Personal History and Characteristics  
 Personnel Issues  
 Pet Project  
 Planning & Zoning  
 Police Communications  
 Police Department  
 Police Speed Traps  
 Political Philosophy  
 Posting of Videotapes on City web site  
 Prayers at Council meetings  
 Procedural Issues  
 Property Taxes  
 Public Hearings  
 Public Official Liability  
 Public Works  
 Public Works Proj. and Opr.  
 Public Works Time  
 Keeping

Reasons for running for office  
 Recommendation/s for Improvement  
 Records Retention  
 Recreation  
 Recreation Facilities  
 Republic Services  
 Resident Survey Project (CORE) Results  
 Responsibilities of Council Mem.  
 Revenue Sources  
 Roadrunner  
 Roads  
 Roberts Rules of Order  
 Role of Citizen Input  
 Role of Government  
 Role of the Mayor  
 CoSA Chamber of Commerce  
 San Antonio Water System  
 CoSP Neighborhood Watch  
 Shavano Park Water System  
 Shavano Park Women's Club  
 Signage/Signs  
 Smart meters  
 Staffing  
 State Legislative Agenda  
 Strategic Planning  
 Street Maintenance Sales Tax  
 Streets and Roads  
 Swimming Pools  
 Taxes  
 Term Limits  
 Texas Higher Education Facilities Corporation  
 Texas Municipal League  
 The Agenda and Minutes  
 Town Halls  
 Town Plan  
 Traffic



Traffic & Traffic Control

Trail Heads

Transparency

Trees

Trees and Oak Wilt

Use of City Hall Policy

Vector Control

VIA Trans

Videotaping meetings

Videotaping

workshops/other

Volunteer Organizations

War/Veterans Memorial

Waste Management

Water Advisory Committee

Water System Opr.

Performance

Widening of NW Military

Hwy

Womens Club "Meet-the-Candidates"

Workshops

You-Tube Recording

Zoning

There will be no votes or any formal actions taken on subjects discussed during this Candidates' FORUM as this discussion will only present an exchange of ideas and information from the candidates who are participating in the May 7 election. There will be no questions taken from the floor since residents were invited to send those directly to Dr. Crockett before this event.

Moderator: David Crockett, PhD., Professor and Chair, political Science at Trinity University will facilitate the FORUM. Dr. Crockett currently teaches American Politics, American Presidency, Elections and Campaigns, and Classical Political Thought. He has authored publications concerning leadership confronted by presidents. All questions for this FORUM are confidential, and were designed to educate the voters about the candidates.

### **3. ADJOURNMENT**

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 29th day of March 2016 at 4:30 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 a Special Meeting on **Thursday, April 7, 2016 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 §551.415(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 - Authorizing the City Manager to purchase a replacement cathodic protection system for the elevated storage tank (water tower) not to exceed \$15,000 and to initiate amendment to fund from water fund reserves - City Manager**
- 5.2. Discussion / action - Selection of a firm to conduct City of Shavano Park Compensation Survey / Classification pay plan – 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 1<sup>st</sup> day of April 2016 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 may meet as a quorum during a Meet the Candidates Night scheduled for Thursday, April 14, 2016 scheduled at 7:00 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of discussing the following agenda:**

**1. WELCOME AND INTRODUCTIONS**

**2. “MEET THE CANDIDATE NIGHT” - MODERATED BY FORMER MAYOR JOHN HORNER TO INCLUDE DISCUSSION ON ANY OF THE BELOW LISTED TOPICS OF CITY BUSINESS:**

**TOPIC: Budgeting reserves to fund future projects or improvements.**

**TOPIC: Policy regarding use of City Hall**

**TOPIC: City sponsored events for Shavano Park.**

**TOPIC: Improvement of NW Military Hwy and 1604 corridor.**

**TOPIC: Involvement of council members in council-manager form of government.**

**TOPIC: Resolving drainage and oak wilt problems.**

**TOPIC: City and Council Commitment to transparency and citizen input.**

**TOPIC: Attendance of council members at board and committee meetings.**

**TOPIC: Future challenges for Shavano Park.**

**TOPIC: Difference of ideas between candidates.**

**TOPIC: Strengthening and enforcing ordinances.**

There will be no votes or any formal actions taken on subjects discussed during this “Meet the Candidates Night” event. This discussion will only present an exchange of ideas and information from the candidates who are participating in the May 7 election. There will be no questions taken from the floor.

**3. ADJOURNMENT**

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 7<sup>th</sup> day of April 2016 at 3:15 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 Regular Meeting on Monday, April 25, 2016 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. Announcements - Community Picnic (City's 60<sup>th</sup> Anniversary) at Beckmann Quarry sponsored by Martin Marietta - Randi Wayland.**
- 5.2. Recognition - Shavano Park Tree Committee and volunteers Arbor Day Recognition - Mayor Pro Tem Ross**
- 5.3. Recognition - Blattman Elementary School butterfly poster contest winners in support of Arbor Day - Alderman Maisel**
- 5.4. Recognition - Arbor Day "Tree City USA" recognition - Alderman Maisel**
- 5.5. Recognition - Public Works Department for their tremendous around the clock work to operate the water system while the Elevated Water Tower was being refurbished and repainted – City Manager Hill**

## **6. REGULAR AGENDA ITEMS**

- 6.1. Presentation / discussion - Martin Marietta update on Beckmann Quarry, current and future operations - Chance Allen**
- 6.2. Discussion / action - Roadrunner Logo Survey Results - City Manager**
- 6.3. Discussion / action - Ordinance No. O-2016-005 amending the FY2015-16 General Fund and Water Budgets to reflect several un-programmed increases in revenues and expenses - City Manager.**
- 6.4. Discussion / action - FY 2016-17 Budget Development Calendar - City Manager**
- 6.5. Presentation / discussion - 2016 criminal activity report - City Manager**
- 6.6. Presentation / discussion - Allocation and utilization of our Police Department Resources - City Manager / Chief Creed**
- 6.7. Discussion / action - Review of the City Manager - Possible Executive Session pursuant to Texas Government Code §551.074, Personnel Matters, Texas Government Code §551.07, Consultation with Attorney - Mayor Werner**

## **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 (March)**

## **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, April 7, 2016.**

### **8.2. Approval - Workshop Meeting Minutes, April 7, 2016.**

### **8.3. Approval - City Council Meeting Minutes, March 28, 2016.**

### **8.4. Accept - Planning & Zoning Commission Meeting Minutes, March 2, 2016.**

### **8.5. Approval - Final Plat Lockhill Shavano Park Unit - 17 Tract C, 2.624 acre tract approximately 330' S.E. of Lockhill - City Manager.**

## **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.

**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 April 2016 at 4:30 p.m.

**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. Proclamation - San Antonio Radio Club Field Day, June 25-26, 2016**
- b. Approval - Resolution R-2016-009 requesting suburban cities representation on the San Antonio Water System (SAWS) Board of Trustees**
- c. Approval of Body Worn Cameras for including in FY 2016-17 Budget**
- d. Veterans' Memorial**
- e. Consideration for improvements to the City of Shavano Park's Water Supervisory Control and Data Acquisition (SCADA) system - May / June**
- f. Review Compensation Study Results**
- g. Review of Sign Ordinances**

- h. Policy on use of CoSP resources - Alderman Hisel / Mayor Pro Tem Ross**
- 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) - City Manager / City Attorney**
- j. Consideration for creating additional citizen committees - Mayor Pro Tem Ross**
- k. City Council Orientation - Ald. Hisel**
- l. Accessory / Portable Buildings**
- m. Appointment of Council Appointed Positions - Annual January**
- n. City of Shavano Park Investment Policy - Annual February**
- o. Scheduling the Date for the Annual City-Wide garage sale - Annual February**
- p. City Manager Review - Annual April**
- q. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities - August/February**
- r. Selection of city committee and board members - Annual September**
- s. City Council adoption of organizational chart - Annual September**
- t. Designation of City of Shavano Park Official Paper - Annual October**
- u. Disposal of City Equipment / Furniture - Annual October**
- v. Official City Holidays - Annual November**
- q. Records Retention Policy - Annual December**
- r. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual December or January**

**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.

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 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](http://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**
- 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**



**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 Regular Meeting on Monday, May 16, 2016 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. Plaques of Appreciation - Arbor / Earth Day 2016**

- Republic Services
- CPS Energy
- Ms. Megan Lira

### **5.2. Proclamation - San Antonio Radio Club Field Day, June 25-26. 2016**

### **5.3. Proclamation - 100<sup>th</sup> Birthday Recognition for Mr. Everett Crosby DeWolfe.**

### **5.4. Recognition of Alderman Vicky Maisel - Service to the City of Shavano Park**

## **6. REGULAR AGENDA ITEMS**

### **6.1. Discussion / action - Resolution R-2016-010 canvassing the 2016 General Election - City Council**

### **6.2. Oath of Office - Newly elected officials - Mayor Werner**

### **6.3. Discussion / action - Appointment of Mayor Pro Tem - City Council**

### **6.4. Public Hearing - Public hearing to receive testimony and comments from members of the public regarding a proposed amendment to Chapter 36, Table No. 1, for minimum lot sizes in Single-Family Dwelling Districts A-1, A-2, A-3, A-4 and A-5 PUD.**

### **6.5. Discussion / action - O-2016-007 - Proposed amendment to Chapter 36, Table No. 1, for minimum lot sizes in Single-Family Dwelling Districts A-1, A-2, A-3, A-4 and A-5 PUD (first reading) - City Manager Hill / Chairman Janssen**

### **6.6. Public Hearing - Public hearing to receive testimony and comments from the public regarding the proposed replat of Shavano Park, Unit 19-C, Phase III (PUD). Lots 2053 and 2054 of the replat of Shavano Park Unit -19C, Phase III are proposed to be replatted to create one lot (Huntington subdivision Shavano Park, Texas).**

### **6.7. Discussion / action - Proposed replat of Shavano Park, Unit 19-C, Phase III (PUD). Lots 2053 and 2054 of the replat of Shavano Park Unit -19C, Phase III are proposed to be replatted to create one lot (Huntington subdivision Shavano Park, Texas) - City Manager Hill**

- 6.8. Public Hearing - Public hearing to receive testimony and comments from members of the public regarding proposed amendments to Chapter 36, Article V - Board of Adjustment, to implement Section 36-124 that will authorize the Board of Adjustment to grant special exceptions.**
- 6.9. Discussion / action - O-2016-008 amendments to Chapter 36, Article V – Board of Adjustment, to implement Section 36-124 that will authorize the Board of Adjustment to grant special exceptions (first reading) - City Manager Hill**
- 6.10. Discussion / action - FY 2016-17 Budget Development Calendar - City Manager Hill**
- 6.11. Discussion / action - Move the August regular City Council Meeting from August 22<sup>nd</sup> to August 29<sup>th</sup> in order to facilitate the Budget calendar - City Manager Hill**
- 6.12. Discussion / action - Report on litigation, Texas ARD MOR Properties LP ET AL vs Lockhill Venture LLC, Case Number 2014-CI-10796. Possible Executive Session pursuant to TEX. GOVT's Code §551.071, Consultation with Attorney) - City Manager / City Attorney**

## **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 (April)**

## **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 25, 2016**

- 8.2. Approval – City Council Meeting Minutes, April 14, 2016**
- 8.3. Accept - Planning & Zoning Commission Meeting Minutes, April 6, 2016**
- 8.4. Accept - Quarterly Investment Report**
- 8.5. Discussion / action - Ordinance No. O-2016-005 amending the FY 2015-16 General Fund and Water Budgets to reflect several un-programmed increases in revenues and expenses (final reading) - City Manager.**

## **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.

### **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 11th day of May 2016 at 10:00 a.m.

**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 - Resolution requesting suburban cities representation on the San Antonio Water System (SAWS) Board of Trustees**
- b. Approval of Body Worn Cameras for inclusion in FY 2016-17 Budget**
- c. Veterans' Memorial**
- d. Consideration for improvements to the City of Shavano Park's Water Supervisory Control and Data Acquisition (SCADA) system - May / June**
- e. Review Compensation Study Results**
- f. Review of Sign Ordinances**
- g. Request for Proposals for City of Shavano Park Auditors – August 2016 for 2016-2017 Fiscal Year**
- h. Policy on use of CoSP resources - Alderman Hisel / Mayor Pro Tem Ross**
- 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) - City Manager / City Attorney**
- j. Consideration for creating additional citizen committees - Mayor Pro Tem Ross**
- k. City Council Orientation - Ald. Hisel**
- l. Accessory / Portable Buildings**
- m. Appointment of Council Appointed Positions - Annual January**
- n. City of Shavano Park Investment Policy - Annual February**
- o. Scheduling the Date for the Annual City - Wide garage sale - Annual February**
- p. City Manager Review - Annual April**
- q. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities - August/February**

- r. Selection of city committee and board members - Annual September**
- s. City Council adoption of organizational chart - Annual September**
- t. Designation of City of Shavano Park Official Paper - Annual October**
- u. Disposal of City Equipment / Furniture - Annual October**
- v. Official City Holidays - Annual November**
- q. Records Retention Policy - Annual December**
- r. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual December or January**

**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 6, 2016 immediately following the Special City Council 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. WORKSHOP**

**5.1. Presentation - City of Shavano Park Compensation Survey / Classification Pay Plan - Stephen Werling, Werling Associates Inc.**

**5.2. Presentation / Discussion - Goals, Objectives and City Council guidance for FY 2016-17 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.

### **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 1st day of June 2016 at 2:15 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 Special Meeting on Monday June 6, 2016 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 §551.415(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 - review of the City of Shavano Park Texas Higher Education Facilities Cooperation status – City Manager.**
- 5.2. Discussion / action - Resolution R -2016-011 appointing members to the Board of Directors of the City of Shavano Park, Texas Higher Education Facilities Corporation; and other matters in connection therewith – 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 Saddle Tree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 1<sup>st</sup> day of June 2016 at 11:30 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 Workshop Meeting on Monday, June 26, 2017 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.
- 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 - Budget Basics - City Manager / Finance Director**
- 5.2. Discussion - Interest & Sinking (I & S) Fund Balance - City Manager**
- 5.3. Discussion / action - Budget Development Assumptions - City Manager Hill**
- 5.4. Presentation / discussion – Review / Staff analysis of Council Objectives - 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 21st day of June 2017 at 3:45 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 Regular Meeting on Monday, June 27, 2016 immediately following the Texas Higher Education Facilities Corporation 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 - Sgt. Ebrom and Cpl. Trimble for outstanding performance**

**5.2. City of Shavano Park Independence Day Celebration July, 2<sup>nd</sup>, 2016**

## **6. REGULAR AGENDA ITEMS**

**6.1. Discussion / presentation - CPS Energy Smart Grid Initiative for the City of Shavano Park - Lynda Rodriguez, CPS Local Government Relations**

**6.2. Discussion / action - Proposed installation of “Smart Meters” by CPS Energy for ratepayers in Shavano Park - Ald. Simpson**

**6.3. Public Hearing - Public hearing to receive comments and testimony from members of the public regarding the proposed amendments to City of Shavano Park Code of Ordinances, Chapter 6 – Buildings and Building Regulations and Chapter 36 – Zoning to consider proposed changes in accessory and portable building requirements**

**6.4. Discussion / action - O -2016- 009 amendments to City of Shavano Park Code of Ordinances, Chapter 6 – Buildings and Building Regulations and Chapter 36 – Zoning to consider proposed changes in accessory and portable building requirements (first reading) - City Manager**

**6.5. Public Hearing - Public hearing to receive testimony and comments from members of the public regarding proposed amendments to Chapter 36, Article V - Board of Adjustment, to implement Section 36-124 that will authorize the Board of Adjustment to grant special exceptions**

**6.6. Discussion / action - O-2016-008 amendments to Chapter 36, Article V – Board of Adjustment, to implement Section 36-124 that will authorize the Board of Adjustment to grant special exceptions (first reading) - City Manager**

**6.7. Public Hearing - Public hearing to receive comments from the members of the public regarding the proposed amendments to City of Shavano Park Code of Ordinances, Chapter 24 – Signs - City Manager**

**6.8. Discussion / action - Ordinance O-2016-010 amendments to City of Shavano Park**

**Code of Ordinances, Chapter 24 (first reading) - Signs - City Manager**

- 6.9. Discussion / action - Report on all receipts / costs associated with the Shavano Park Arbor Day event - City Manager**
- 6.10. Discussion / action - Resolution R-2016-012 seeking Shavano Park's State Representative and Senator to sponsor legislation to amend the TEXAS OPEN MEETINGS ACT to enable elected officials to participate in candidate forums in which no action is taken during election season without regard to quorums - Ald. Simpson**

**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 (May)**

**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 16, 2016**
- 8.2. Approval - City Council Special Minutes, June 6, 2016**
- 8.3. Approval – City Council Workshop Minutes, June 6, 2016**
- 8.4. Accept - Planning & Zoning Commission Meeting Minutes, May 4, 2016**
- 8.5. Approval - O-2016-007 - Proposed amendment to Chapter 36, Table No. 1, for minimum lot sizes in Single-Family Dwelling Districts A-1, A-2, A-3, A-4 and A-5 PUD (final reading) - City Manager Hill / Chairman Janssen**

- 8.6. Approval - final replat of Shavano Park, Unit 19-C, Phase III (PUD) Lots 2053 and 2054, which are proposed to be replatted to create one lot (Huntington subdivision, Shavano Park, TX)**
- 8.7. Approval - Resolution R-2016-013 approving City of Shavano Park, Texas Higher Education Facilities Corporation resolution R-2016-001 authorizing and approving amendments to the Bylaws; approving other provisions relating to matters incidental thereto; and providing an effective date**

## **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.

### **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 20th day of June 2016 at 3:15 p.m.

**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. Approve employment of Body Worn Cams during FY 2016-17 budget year - July**
- b. Resolution approving the issuance of tax-exempt revenue notes by City of Shavano Park, Texas Higher Education Facilities Corporation to finance and refinance acquisition and construction of certain educational facilities by the Schreiner University – July**
- c. Consideration for improvements to the City of Shavano Park’s Water Supervisory Control and Data Acquisition (SCADA) system - July**
- d. Review Compensation Study Results – July**
- e. Fee Schedule Amendment – July**
- f. Policy requiring all committee and subcommittee meetings to post notice – Ald. Simpson - July**
- g. Discussion / action - Report on litigation, Texas ARD MOR Properties LP ET AL vs Lockhill Venture LLC, Case Number 2014-CI-10796. Possible Executive Session pursuant to TEX. GOVT’s Code §551.071, Consultation with Attorney) - City Manager / City Attorney**
- h. Approval - Resolution requesting suburban cities representation on the San Antonio Water System (SAWS) Board of Trustees**
- i. Veterans’ Memorial**
- j. Request for Proposals for City of Shavano Park Auditors – August 2016 for 2016-2017 Fiscal Year**
- k. Policy on use of CoSP resources - Alderman Hisel / Mayor Pro Tem Ross**
- l. Consideration for creating additional citizen committees - Mayor Pro Tem Ross**
- m. City Council Orientation - Ald. Hisel**
- n. Appointment of Council Appointed Positions - Annual January**
- o. City of Shavano Park Investment Policy - Annual February**

- p. Scheduling the Date for the Annual City - Wide garage sale - Annual February**
- q. City Manager Review - Annual April**
- r. Resolution reflecting signatories for the City of Shavano Park – Annual June**
- s. Auditors Engagement Letter – Annual July**
- t. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities - August/February**
- u. Selection of city committee and board members - Annual September**
- v. City Council adoption of organizational chart - Annual September**
- w. Designation of City of Shavano Park Official Paper - Annual October**
- x. Disposal of City Equipment / Furniture - Annual October**
- y. Official City Holidays - Annual November**
- q. Records Retention Policy - Annual December**
- r. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual December or January**

**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 Wednesday, July 13, 2016 scheduled at 6:15 p.m. or immediately following the City Council Workshop 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.**

- 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. SPECIAL COUNCIL MEETING**

### **5.1. Discussion / action – Health Benefits - 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 Saddle Tree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 8th day of July 2016 at 4:45 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 Workshop Meeting on Wednesday, July 13, 2016 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.**

- 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. WORKSHOP**

**5.1. Presentation / discussion – Health Benefits - City Manager / Joe Munoz TML – Intergovernmental Employee Benefits Pool, Benefits Specialist**

**5.2. Presentation / discussion – City of Shavano Park Compensation Study – Stephen Werling, Werling Associates**

## **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 8th day of July 2016 at 4: 50 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 Thursday, July 13, 2017 immediately following the Special City Council 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.**

- 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. AGENDA ITEMS**

- 5.1. Review / discussion - Annual update to Compensation Survey Results and City of Shavano Park 2017-18 compensation - City Manager / Steve Werling, Werling Associates**
- 5.2. Review / discussion - Capital Replacement Fund and Schedules - City Manager / Finance Director**
- 5.3. Review / discussion - Department Requirements**
  - 5.3.1 - Fire Department**
  - 5.3.2 - Police Department**
  - 5.3.3 - Public Works**

## **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 3rd day of July 2017 at 12:30 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 a Workshop Meeting on Tuesday, July 19, 2016 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.**

- 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 - City of Shavano Park Compensation Study - City Manager / Stephen Werling, Werling Associates**
- 5.2. Presentation / discussion - Replacement of the SCADA system in FY 2016-17 - City Manager**
- 5.3. Presentation / discussion - Overview of the FY 2016-17 budget process, current status and orientation on proposed FY2016-17 budget - City Manager / Finance Director**
- 5.4. Presentation / discussion - Goals, Objectives and City Council guidance for FY 2016-17 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.

### **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 15th day of July 2016 at 3:15 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 Regular Meeting on Monday, July 25<sup>th</sup>, 2016 immediately following the Texas Higher Education Facilities Corporation 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 – American Spirit Alliance NW Military Hwy Flag Program**
- 5.2. Recognition – ISO Fire and Water Ratings improvement from a class 3 to 2**
- 5.3. Recognition – City of Shavano Park recognition as a Firewise Community**
- 5.4. Recognition – SPPD Officer Cantu, for actions on June 22, 2016**

## **6. REGULAR AGENDA ITEMS**

- 6.1. Discussion / action - Resolution R-2016-014 approving the issuance of tax-exempt revenue notes by City of Shavano Park, Texas Higher Education Facilities Corporation to finance and refinance acquisition and construction of certain educational facilities by the Schreiner University - City Manager**
- 6.2. Presentation / action - City of Shavano Park Compensation Study – City Manager / Stephen Werling, Werling Associates**
- 6.3. Discussion / action - Update regarding CPS employment of smart meters and the City's authority to by ordinance limit the opt out fee or to require the installation of smart meters under supervision of trained journeyman, lineman, or licensed electrician - City Manager / City Attorney**
- 6.4. Discussion / action - O-2016-009 amendments to City of Shavano Park Code of Ordinances, Chapter 6 - Buildings and Building Regulations and Chapter 36 – Zoning to consider proposed changes in accessory and portable building requirements (first reading) - City Manager**
- 6.5. Discussion / action - Selection of Alderman to serve on the Tree Committee Selection - City Manager**
- 6.6. Discussion / action - Adopting a policy requiring all committees and subcommittees of the City Council, Planning and Zoning Commission, Water Board or any other municipal board, corporation or commission to post notice of meetings and conduct its meetings in a location open to the general public - Ald. Simpson**

**6.7. Discussion / action - Approval of street name change from Collins Circle to Pond Hill - City Manager**

**6.8. Discussion / action – Proposed Budget Calendar for FY 2016-17 - 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 (June)**

## **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 27, 2016**

**8.2. Accept - Texas Higher Education Facilities Corporation Meeting Minutes, June 27, 2016**

**8.3. Accept - Planning & Zoning Commission Meeting Minutes, June 1, 2016**

**8.4. Approval - O-2016-008 amendments to Chapter 36, Article V – Board of Adjustment, to implement Section 36-124 that will authorize the Board of Adjustment to grant special exceptions (final reading)**

**8.5. Approval - Preliminary Plat of Napier Park, Unit-1, a 2.250 acre tract of land out of a 289.5 acre tract out of the Refugio Vargas, Survey Number 80, Abstract Number 781, in County Block 4787**

- 8.6. Approval - Preliminary Plat of Napier Park, Unit-2, a 1.961 acre tract of land out of 289.5 acre tract out of the Refugio Vargas, Survey Number 80, Abstract Number 781, City County Block 4787**
- 8.7. Approval - Renewal of Edwards Aquifer water leases that expire in 2016**
- 8.8. Approval - Engagement letter with ABIP for City of Shavano Park audit for FY ending September 2016**
- 8.9. Approval – R-2016-015 authorizing the submittal of an application for the Body Cameras Grant Program and the purchase of Body Worn Cameras for inclusion in FY 2016-17 Budget - City Manager**

## **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.

### **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 18<sup>th</sup> day of July 2016 at 6:30 p.m.

**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 - Ordinance O-2016-010 amendments to City of Shavano Park Code of Ordinances, Chapter 24 – Signs - August**
- b. Approval - Resolution requesting suburban cities representation on the San Antonio Water System (SAWS) Board of Trustees**
- c. Veterans' Memorial**
- d. Consideration for improvements to the City of Shavano Park's Water Supervisory Control and Data Acquisition (SCADA) system - May / June**
- e. Request for Proposals for City of Shavano Park Auditors – August 2016 for 2016-2017 Fiscal Year**
- f. Policy on use of CoSP resources - Alderman Hisel / Mayor Pro Tem Ross**
- g. 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) - City Manager / City Attorney**
- h. Consideration for creating additional citizen committees - Mayor Pro Tem Ross**
- i. City Council Orientation - Ald. Hisel**
- j. Appointment of Council Appointed Positions - Annual January**
- k. City of Shavano Park Investment Policy - Annual February**
- l. Scheduling the Date for the Annual City - Wide garage sale - Annual February**
- m. City Manager Review - Annual April**
- n. Resolution reflecting signatories for the City of Shavano Park – June**
- o. Auditors Engagement Letter - July**
- p. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities - August/February**



- q. Selection of city committee and board members - Annual September**
- r. City Council adoption of organizational chart - Annual September**
- s. Designation of City of Shavano Park Official Paper - Annual October**
- t. Disposal of City Equipment / Furniture - Annual October**
- u. Official City Holidays - Annual November**
- q. Records Retention Policy - Annual December**
- r. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual December or January**

**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 4, 2016 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.**

- 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. 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 2016-17 - City Manager Hill**
- 5.3. Discussion / action - authorizing the repair of the Fire Department roof due to hail damage - 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 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 2015 at 9:45 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 Workshop Meeting on Thursday, August 11, 2016 at immediately following the City Council Special 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.**

- 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 – Proposed FY 2016 - 17 Budget**

## **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 8<sup>th</sup> day of August 2016 at 9:30 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 Special City Council Meeting on Thursday, August 11, 2016 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.**

- 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 / action - Consider a proposed Tax Rate for FY 2016; taking a record vote and schedule public hearings on the proposed tax rate – City Manager Hill**
- 5.2. Discussion / action - Schedule public hearings on Proposed Budget for FY 2016 - 2017 – 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 8<sup>th</sup> day of August 2016 at 8:45 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 Workshop on Tuesday, August 16, 2016 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.**

- 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 – City of Shavano Park Compensation Study – City Manager / Stephen Werling, Werling Associates**
- 5.2. Discussion – Proposed FY 2016 - 17 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 12th day of August 2016 at 4:20 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 Special Meeting on Wednesday, August 24, 2016 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.
- 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 / action – authorizing the repair of the Trinity Well – 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 18<sup>th</sup> day of August 2016 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 a Regular Meeting on Monday, August 29, 2016 immediately following the Special 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.**

- 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 - National Payroll Week**
- 5.2. Proclamation - Recognizing the induction of Randi Wayland into the 2016 Texas Freshwater Fishing Hall of Fame**
- 5.3. Recognition - Lara Feagins, Finance Director and the Distinguished Budget Presentation Award**
- 5.4. Recognition - Curtis Leeth, Planner/Information Systems Manager and the Scenic City Recognition**

## **6. REGULAR AGENDA ITEMS**

- 6.1. Discussion / action - City's authority to by ordinance limit the opt out fee or to require the installation of smart meters under supervision of trained journeyman, lineman, or licensed electrician - City Manager / City Attorney**
- 6.2. Public Hearing - Receive comments from members of the public regarding an application for a proposed drive through Automatic Teller Machine to be located at Huntington West Office Building, 3424 Paesanos Parkway**
- 6.3. Discussion / action - Ordinance O-2016-011 approving drive through Automatic Teller Machine to be located at Huntington West Office Building, 3424 Paesanos Parkway**
- 6.4. Discussion / action - Approval of City of Shavano Park Compensation Study - City Manager / Stephen Werling, Werling Associates**
- 6.5. Presentation / discussion - Semi-annual Development Presentation - Bitterblue, Inc. / Denton Communities**
- 6.6. Discussion / action - Adopting a policy to allow citizens to address the City Council during Council meetings apart from Citizens to be Heard - Ald. Simpson**
- 6.7. Discussion / action - Encourage Solar by considering lowering permitting cost for solar electricity panels on residential and commercial properties – Ald.**

**Simpson / Mayor Pro Tem Ross**

- 6.8. Discussion - Proposed FY 2016-17 Budget – City Manager**
- 6.9. Discussion / action - Briefing by City Manager on procedures to nominate and appoint citizens to Boards, Committees and Commissions. Discussion and possible action concerning those procedures - Ald. Simpson**
- 6.10. Discussion / action - Recording of Council workshop meeting for the benefit of residents in accordance with the City's Record Control Management policy and Council's goals and objectives for promoting open, clear, proactive, and transparent communications and outreach with citizens – Ald. Hisel**
- 6.11. Discussion / action - Consider revision of ordinance to allow carports to be substituted for garage space, open to street, load in front and be freestanding. In addition, ordinance should specify type of structures allowed.- Mayor Pro Tem Ross**
- 6.12. Discussion / action - Resolution R-2016-016 adopting a policy requiring all committees and subcommittees of the City Council, Planning and Zoning Commission, Water Board or any other municipal board, corporation or commission to post notice of meetings and conduct its meetings in a location open to the general public - Ald. Simpson**
- 6.13. Discussion / action - Review of tree trimming permit fees and permit period - Mayor Pro Tem Ross**
- 6.14. Discussion/action - Resolution R-2016-017 seeking Shavano Park's State Representative and Senator to sponsor legislation to clarify/enhance how Public Education and Governmental Programming Funds (PEG) may be utilized within the guidelines of Texas Utilities Code Chapter 66 - Ald. Hisel**

**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 (July)**

**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 Meeting, August 16, 2016**

**8.2. Approval - Special City Council Meeting, August 11, 2016**

**8.3. Approval - City Council Workshop, August 11, 2016**

**8.4. Approval - Special City Council Meeting Budget Workshop, August 4, 2016**

**8.5. Approval - City Council Meeting Minutes, July 25, 2016**

**8.6. Approval - City Council Workshop Meeting Minutes, July 19, 2016**

**8.7. Approval - City Council Workshop Meeting Minutes, July 13, 2016**

**8.8. Accept - Planning & Zoning Commission Meeting Minutes, July 6, 2016**

**8.9. Approval - Final Plat of Napier Park, Unit-1, a 2.250 acre tract of land out of a 289.5 acre tract out of the Refugio Vargas, Survey Number 80, Abstract Number 781, in County Block 4787**

**8.10. Approval - Final Plat of Napier Park, Unit-2, a 1.961 acre tract of land out of 289.5 acre tract out of the Refugio Vargas, Survey Number 80, Abstract Number 781, City County Block 4787**

**8.11. Approval – Ordinance No. O-2016-013 amending the FY 2015-16 General Fund and Water Budgets due to repair roof (General fund) and Trinity Well (Water Fund)**

**8.12. Approval – Rescheduling the City Council meetings scheduled for:**

**8.12.1. November 28 to November 21**

**8.12.2. December 26 to December 19**

**8.13. Approval – Quarterly Investment Report**

**8.14. Discussion / action - Ordinance O-2016-012 water heaters - City Manager**

## **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.

### **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 2016 at 6:00 p.m.

**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 adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY 2016-17 - Annual September**
- b. **Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2016 and ending September 30, 2017 - Annual September**
- c. **Resolution adopting the City of Shavano Park 2016 Effective Tax Rate (Record Vote) - Annual September**
- d. **Record vote to ratify the property tax increase reflected in the FY 2016-17 budget (Record Vote) - Annual September**
- e. **Selection - Boards, Commissions, and Committees - Annual September**
- f. **Approval of selection of the City of Shavano City Engineer - September**
- g. **City Council adoption of organizational chart - Annual September**
- h. **Discussion / action - VIA Shelters - Ald. Simpson - September**
- i. **Update - Online payment and survey capabilities (requested by MPT Ross) - September**
- j. **Discussion / action - Greater Edwards Aquifer Alliance Community Rain Garden project for drainage flow from City Hall parking lot - City Manager - September**
- k. **Discussion / action - Ordinance O-2016-010 amendments to City of Shavano Park Code of Ordinances, Chapter 24 – Signs - September**
- l. **Request for Proposals for City of Shavano Park Auditors - December 2016 for 2016-2017 Fiscal Year**
- m. **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) - City Manager / City Attorney - Open**
- n. **Consideration for creating additional citizen committees - Mayor Pro Tem Ross - Open**

- o. City Council Orientation - Ald. Hisel - Open**
- p. Designation of City of Shavano Park Official Paper - Annual October**
- q. Disposal of City Equipment / Furniture - Annual October**
- r. Official City Holidays - Annual November**
- q. Records Retention Policy - Annual December**
- r. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual December or January**
- s. Appointment of Council Appointed Positions - Annual January**
- t. City of Shavano Park Investment Policy - Annual February**
- u. Scheduling the Date for the Annual City - Wide garage sale - Annual February**
- v. City Manager Review - Annual April**
- w. Resolution reflecting signatories for the City of Shavano Park – Annual June**
- x. Auditors Engagement Letter – Annual July**
- y. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities - August/February**

**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, August 29, 2016 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. SPECIAL AGENDA ITEM**

- 2.1. Discussion / action - City's authority to by ordinance limit the opt out fee or to require the installation of smart meters under supervision of trained journeyman, lineman, or licensed electrician - Possible Executive Session pursuant to Texas Government Code §551.07, Consultation with Attorney - City Manager / City Attorney**

**3. 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 22nd day of August 2016 at 2:15 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 Public Hearing / Regular Meeting on Monday, September 18, 2017 immediately following the Crime Control Prevention District 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 – Fire Prevention Week**

### **5.2. Announcement - National Night Out - Mayor Pro Tem Ross**

## **6. REGULAR AGENDA ITEMS**

- 6.1. Public Hearing - Receive testimony and written evidence from City of Shavano Park residents and property owners on the rezoning request from Bitterblue, Inc. to rezone Lots 1701, 1702, 1933, 2270 in Block 21, CB 4782E from B-1 to B-2 Planned Unit Development (PUD) with the following development standard exception: minimum parking stall size described as in Section 36-1 definition for Parking Space**
- 6.2. Discussion / action - Ordinance No. O-2017-020 approving Rezoning request from Bitterblue, Inc. to rezone Lots 1701, 1702, 1933, 2270 in Block 21, CB 4782E from B-1 to B-2 Planned Unit Development (PUD) with the following development standard exception: minimum parking stall size described as in Section 36-1 definition for Parking Space - City Manager Hill.**
- 6.3. Public Hearing - Crime Control & Prevention District Budget of the City of Shavano Park Crime Control and Prevention District for FY 2017-18**
- 6.4. Discussion / action - Resolution R-2017-015 adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention District for FY 2017-18 - City Manager**
- 6.5. Public Hearing - Proposed Annual Operating and Capital Budget for FY 2017-2018**
- 6.6. Discussion / action - Ordinance No. O-2017-019 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; 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 (final reading) - City Manager**

- 6.7. Discussion / action - Resolution R-2017-016 adopting the City of Shavano Park 2017 Tax Rate (Record Vote) - City Manager**
- 6.8. Record vote to ratify the property tax increase reflected in the FY 2017-18 budget (Record Vote) - City Manager**
- 6.9. Discussion / action – Selection of alternate Judge and alternate Prosecutor - City Manager**
- 6.10. Discussion / action – Alternate regular meeting date for December 25<sup>th</sup> City Council meeting - City Manager**
- 6.11. Discussion / action - Selection Boards, Commissions, and Committees - City Manager**
  - 6.11.1. Planning & Zoning Commissions - Five appointments, two-year terms**
  - 6.11.2. Water Advisory Committee - Four appointments (Water System Users only) three appointments for two-year term; One appointment for one-year term to fill unexpired term ending 9-30-2018**
  - 6.10.3 Board of Adjustments - Three 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) residents**

## **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, July 24, 2017**
- 8.2. Approval - City Council Special Meeting Minutes, August 22, 2017**
- 8.3. Approval - City Council Meeting Minutes, August 28, 2017**
- 8.4. Approval - City Council Workshop, August 28, 2017**
- 8.5. Accept - Planning & Zoning Commission Meeting Minutes, August 8, 2017**
- 8.6. Approval - Ordinance O-2017-001 proposed amendments to Chapter 6 and Chapter 36 of the City's Code of Ordinances regarding accessory buildings, outbuildings and portable buildings and the authorization of special exceptions (final reading)**
- 8.7. Approval – 2017 TML Intergovernmental Employee Benefits Pool 2017 Board of Trustee 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 12th day of September 2017 at 12:15 p.m. a place convenient and readily accessible to the general public at all times, and to the City's website, [www.shavanopark.org](http://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. **Possible amendment of Sign Ordinance regarding signs during the political voting period**
- b. **Use of PEG funds for upgrades to the City Hall Council chambers audio and video recording infrastructure necessary for a future public access channel**
- 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. **Designation of City of Shavano Park Official Paper - Annual October**
- e. **Disposal of City Equipment / Furniture - Annual October**
- f. **Adoption of Official City Holiday Schedule - Annual November**
- g. **Setting the dates for the City sponsored events (Arbor/Earth Day / Independence Day / National Night Out / Holiday) - Annual November**
- h. **Approval of the yearly tax roll - Annual December or January**
- i. **Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual December or January**
- j. **Records Retention Policy - Annual December or January**
- k. **Revisions to Employee Handbook - Annual January**
- l. **Appointment of Council Appointed Positions - Annual January**
- m. **Street Maintenance Fund funding placed on the ballot - January 2018**
- n. **Crime Control Prevention District funding placed on ballot - January 2019**
- o. **Shavano Park Police Department 2017 Racial Profiling Report - Annual February**
- p. **City of Shavano Park Investment Policy - Annual February**
- q. **Scheduling the Date for the Annual Citywide Garage Sale - Annual February**

- r. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- s. Scheduling Annual Salary Review for April – Annual March**
- t. Annual Report on Republic Service Recycling and CPI Fee adjustments – Annual March**
- u. Annual Budget Calendar - Annual May**
- v. Scheduling Annual Salary Review - Annual June**
- w. Auditors Engagement Letter - Annual July**
- x. City Council adoption of organizational chart - Annual August**
- y. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY - Annual September**
- z. 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**
- aa. Resolution adopting the City of Shavano Park Effective Tax Rate (Record Vote) - Annual September**
- bb. Record vote to ratify the property tax rate reflected in the FY 2016-17 budget (Record Vote) - Annual September**
- cc. 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 Public Hearing / Special Meeting on Monday, September 11, 2017 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.**

- 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. Public Hearing – Proposed Annual Operating and Capital Budget for FY 2017-18**

### **5.2. Discussion / action – Ordinance No. O-2017-019 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; 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**

## **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 5th day of September 2017 at 5:15 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 Special Meeting on Friday, September 16, 2016 at 3:30 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 / Action – Authorizing the City Manager to extend an offer of employment for the position of the Police 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 13th of September 2016 at 2:00 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 Public Hearing / Regular Meeting on Monday, September 19, 2016 immediately following the CoSP Crime Control & Prevention District 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 - Fire Prevention Week**

### **5.2. Recognition - Lara Feagins, Finance Director and the Distinguished Budget Presentation Award**

### **5.3. Announcement - National Night Out**

## **6. REGULAR AGENDA ITEMS**

### **6.1. Public Hearing - Crime Control & Prevention District of the City of Shavano Park Crime Control and Prevention District for FY 2015-16**

### **6.2. Discussion / action - Resolution R-2016-018 adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention District for FY 2016-17 – City Manager**

### **6.3. Public Hearing - Proposed Annual Operating and Capital Budget for FY 2016-17**

### **6.4. Discussion / action - Ordinance No. O-2016-014 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2016 and ending September 30, 2017; 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 (Second Reading) – City Manager**

### **6.5. Discussion / action - Resolution R-2016-019 adopting the City of Shavano Park 2016 Tax Rate (Record Vote) – City Manager**

### **6.6. Record vote to ratify the property tax increase reflected in the FY 2016-17 budget (Record Vote) – City Manager**

### **6.7. Presentation / discussion / action - approval of Greater Edwards Aquifer Alliance Community Rain Garden project for drainage flow from City Hall parking lot – City Manager**

- 6.8. Discussion / action - Selection Boards, Commissions, and Committees - City Manager**
  - 6.8.1. Planning & Zoning Commissions - Four appointments, two-year terms**
  - 6.8.2. Water Advisory Committee - Three appointments (Water System Users Only), two-year terms**
  - 6.8.3. Board of Adjustments - Two appointment and two alternates, two-year terms**
  - 6.8.4. Investment Committee - One appointment for two-year term**
  - 6.8.5. Tree Committee - At least five appointments for two-year terms.**
- 6.9. Discussion / action - Ordinance O-2016-010 amendments to City of Shavano Park Code of Ordinances, Chapter 24 – Signs (First Reading) – City Manager**
- 6.10. Discussion / action - Ordinance O-2016-015 amending tree trimming permit fees and permit period – Mayor Pro Tem Ross**
- 6.11. Discussion / action - Encourage Solar by considering lowering permitting cost for solar electricity panels on residential and commercial properties – Ald. Simpson / Mayor Pro Tem Ross**
- 6.12. Discussion / action - A letter be written on behalf of City of Shavano Park Council to City of San Antonio City Council asking that Shavano Park residents be allowed to avoid the opt out fee and/or that we be able to negotiate a different/lower fee – Ald. Hisel**
- 6.13. Discussion / action - Request for VIA Shelters – Ald. Simpson**

## **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 (July)**

## **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, August 29, 2016**
- 8.2. Approval - City Council Meeting, August 29, 2016**
- 8.3. Accept - Planning & Zoning Commission Meeting Minutes, August 3, 2016**
- 8.4. Approval - Ordinance No. O-2016-013 amending the FY 2015-16 General Fund and Water Budgets due to repair roof (General fund) and Trinity Well (Water Fund) (Second Reading)**
- 8.5. Approval - Ordinance O-2016-011 approving drive through Automatic Teller Machine to be located at Huntington West Office Building, 3424 Paesanos Parkway (Second Reading)**
- 8.6. Approval - Ordinance O-2016-012 water heaters (Second Reading)**
- 8.7. Approval - Resolution R-2016-015 adopting City Policy NO. 11, a policy regulating signs that may be placed on public property.**
- 8.8. City Council adoption of 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.

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 September 2016 at 10:45 a.m.

**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 seeking Shavano Park's State Representative and Senator to sponsor legislation to clarify/enhance how Public Education and Governmental Programming Funds (PEG) may be utilized within the guidelines of Texas Utilities Code Chapter 66 - October**
- b. Approval of selection of the City of Shavano City Engineer – October**
- c. Discussion / action - Consider revision of ordinance to allow carports to be substituted for garage space, open to street, load in front and be freestanding. In addition, ordinance should specify type of structures allowed – Mayor Pro Tem Ross**
- d. Ordinance adopting credit card fees - October**
- e. Request for Proposals for City of Shavano Park Auditors - December 2016 for 2016-2017 Fiscal Year**
- 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) - City Manager / City Attorney - Open**
- g. Consideration for creating additional citizen committees - Mayor Pro Tem Ross - Open**
- h. City Council Orientation - Ald. Hisel - Open**
- i. Designation of City of Shavano Park Official Paper - Annual October**
- j. Disposal of City Equipment / Furniture - Annual October**
- k. Official City Holidays - Annual November**
- q. Records Retention Policy - Annual December**
- r. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual December or January**
- s. Appointment of Council Appointed Positions - Annual January**
- t. City of Shavano Park Investment Policy - Annual February**

- u. Scheduling the Date for the Annual City - Wide garage sale - Annual February**
- v. City Manager Review - Annual April**
- w. Resolution reflecting signatories for the City of Shavano Park – Annual June**
- x. Auditors Engagement Letter – Annual July**
- y. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities - August/February**
- z. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY 2016-17 - Annual September**
- aa. Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2016 and ending September 30, 2017 - Annual September**
- bb. Resolution adopting the City of Shavano Park 2016 Effective Tax Rate (Record Vote) - Annual September**
- cc. Record vote to ratify the property tax increase reflected in the FY 2016-17 budget (Record Vote) - Annual September**
- dd. Selection - Boards, Commissions, and Committees - Annual September**
- ee. City Council adoption of organizational chart - 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 meeting on Monday, October 24, 2016 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. Scenic City Recognition - Mayor Werner**
- 5.2. National Night Out Recognition- Mayor Werner**
- 5.3. Holiday Event - Mayor Pro Tem Ross**

## **6. REGULAR AGENDA ITEMS**

- 6.1. Discussion / action - Selection Boards, Commissions, and Committees - City Manager**
  - 6.1.1. Tree Committee - At least one appointment for two-year terms.**
- 6.2. Public Hearing - Council shall conduct a public hearing to receive testimony and comments from members of the public on proposed amendments to Chapter 6 and Chapter 36 of the City's Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings**
- 6.3. Discussion - Proposed amendments to Chapter 6 and Chapter 36 of the City's Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings - City Manager Hill and Commissioner Aleman.**
- 6.4. Public Hearing - Council shall conduct a public hearing to receive testimony and comments from members of the public on proposed amendments to the City of Shavano Park's Zoning regulations Chapter 36, Article VI, Table 1 regarding front fences**
- 6.5. Discussion / action - Ordinance O-2016-016 proposed amendments to the City of Shavano Park's Zoning regulations Chapter 36, Article VI, Table 1 regarding front fences (first reading) – City Manager Hill**
- 6.6. Discussion / action - After Action Review National Night Out - Alderman Simpson / Chief Lacy / City Manager / Etta Fanning**
- 6.7. Discussion / action - Complaint by Citizen Vicky Maisel – Mayor Pro Tem Ross / Ald. Berrier**



- 6.8. Discussion / action - Authorizing the City Manager to negotiate with recommended firm(s) for the selection of City of Shavano City Engineer - City Manager**
- 6.9. Discussion / action - authorizing the demonstration of one (1) acre underbrush in the municipal tract under the Firewise Program - City Manager**
- 6.10. Discussion / action - Ordinance O-2016-017 proposed amendments to Appendix A – City of Shavano Park Fee Schedule to provide the Board of Adjustments application for special exception fee, commercial sign permit fee and solar permit fee (first reading) - Ald. Simpson / Mayor Pro Tem Ross**
- 6.11. Discussion / action - Determine the feasibility of and whether this Council desires to pursue communication with the governing authority of CPS (i.e., the City Council of the City of San Antonio) asking that Shavano Park obtain representation on the CPS Board and/or that Shavano Park residents be allowed to avoid the opt out fee and/or that Shavano Park be able to negotiate a different/lower fee - Ald. Hisel**
- 6.12. Discussion / action - Consider revision of ordinance to allow carports to be substituted for garage space, open to street, load in front and be freestanding. In addition, ordinance should specify type of structures allowed – Mayor Pro Tem Ross**
- 6.13. Discussion / action - Amendment to the City Manager Employment Agreement - 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 (September)**

## **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, August 24, 2016**
- 8.2. Approval - Special City Council Meeting, September 12, 2016**
- 8.3. Approval - Special City Council Meeting, September 16, 2016**
- 8.4. Approval - City Council Meeting, September 19, 2016**
- 8.5. Accept - Planning & Zoning Commission Meeting Minutes, September 7, 2016**
- 8.6. Approval - Replat of Subdivision Plat of Shavano Park, Frost Bank. Reparat to add an additional approximate square footage of 18,261 to the 1.78 acre tract of land out of an 86.94 acre tract of land as conveyed to Rogers Shavano Park unit 18/19, LTD. and described in special warranty deed with vendor's lien recorded in volume 10075, pages 1609-1624 of the official public records of Bexar County, Texas, out of the Collin C. McRea survey number 391, abstract 482, County Block 4782 in the City of Shavano Park, Bexar County, Texas.**
- 8.7. Approval - Amending plat of Shavano Park Lot 418, Block 9. This plat amends Lot 418, Block 9, of the Shavano Park Subdivision previously recorded in Volume 4600, Page 105 of the Deed and Plat Records of Bexar County, Texas to include the quitclaimed portion of Saddletree Road (.037 of an acre).**
- 8.8. Approval - Ordinance O-2016-010 amendments to City of Shavano Park Code of Ordinances, Chapter 24 – Signs (Second Reading)**
- 8.9. Approval - Ordinance O-2016-015 amending Chapter 14, Article II, Section 14-21 of the City of Shavano Park Code of Ordinances to provide revised durations of residential and commercial tree permits (Second Reading)**
- 8.10. Approval - R-2016-021 Designation of City of Shavano Park Official Paper**
- 8.11. Approval - Disposal of City Equipment / Furniture**

## **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.

**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 17th day of October 2016 at 4:30 p.m.

**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 - Request for VIA Shelters – November**
- b. Ordinance adopting credit card fees – November**
- c. Update - Online payment and survey capabilities (requested by Mayor Pro Tem Ross) - November**
- d. Request for Proposals for City of Shavano Park Auditors - December 2016 for 2016-2017 Fiscal Year**
- 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) - City Manager / City Attorney - Open**
- f. Consideration for creating additional citizen committees - Mayor Pro Tem Ross - Open**
- g. City Council Orientation - Ald. Hisel – Open**
- h. Adoption of Official City Holiday Schedule - Annual November**
- q. Records Retention Policy - Annual December**
- r. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual December or January**
- s. Appointment of Council Appointed Positions - Annual January**
- t. City of Shavano Park Investment Policy - Annual February**
- u. Scheduling the Date for the Annual City - Wide garage sale - Annual February**
- v. City Manager Review - Annual April**
- w. Resolution reflecting signatories for the City of Shavano Park – Annual June**
- x. Auditors Engagement Letter – Annual July**

- y. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities - August/February**
- z. Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY 2016-17 - Annual September**
- aa. Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2016 and ending September 30, 2017 - Annual September**
- bb. Resolution adopting the City of Shavano Park 2016 Effective Tax Rate (Record Vote) - Annual September**
- cc. Record vote to ratify the property tax increase reflected in the FY 2016-17 budget (Record Vote) - Annual September**
- dd. Selection - Boards, Commissions, and Committees - Annual September**
- ee. City Council adoption of organizational chart - Annual September**
- ff. Designation of City of Shavano Park Official Paper - Annual October**
- gg. Disposal of City Equipment / Furniture - Annual October**

**DECEMBER CITY COUNCIL CANCELED**

**NOTICE OF REGULAR CITY COUNCIL MEETING  
CITY OF SHAVANO PARK, TEXAS  
DECEMBER 19, 2016 – CANCELED  
6:30 P.M.  
SHAVANO PARK CITY COUNCIL CHAMBERS  
900 SADDLETREE COURT  
SHAVANO PARK, TEXAS 78231  
AGENDA**

Notice is hereby given that the City Council of the City of Shavano Park has canceled the DECEMBER 19<sup>TH</sup> meeting for the lack of agenda items.

**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 12<sup>th</sup> day of December 2016 at 3:30 p.m.

Zina Tedford  
City Secretary