

1. CALL MEETING TO ORDER

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

PRESENT:

Alderman Berrier
Alderman Hisel
Mayor Pro Tem Ross
Alderman Simpson
Mayor Werner

ABSENT:

Alderman Heintzelman

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Werner recognized Boy Scout Troop 1947 and asked the Troop lead the Pledge of Allegiance to the Flag. Alderman Hisel led the Invocation.

3. CITIZENS TO BE HEARD

Citizen D. Clark, S. Clark, Smoot, Mitchell, and Sandison addressed City Council regarding blasting, congratulatory and portable buildings.

4. CITY COUNCIL COMMENTS

City Council welcomed everyone to the meeting.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Holiday Event - Mayor Pro Tem Ross

Mayor Pro Tem Ross informed all that we had a fabulous holiday event and thanked all for those that participated.

5.2. Police Chief's Award of Excellence - Cpl. Trimble for outstanding performance of duty to the Citizens of Shavano Park on December 22, 2016 and on 11 January 2017

Mayor Werner and Chief Lacy presented Cpl. Trimble with the Police Chief's Award of Excellence.

6. REGULAR AGENDA ITEMS

6.1. Discussion /action - Accepting the 2016 Audit - City Manager Hill / ABIP

Janet Pittman, ABIB, Certified Public Accountants and Advisors, presented the City of Shavano Park Annual Financial Report for the FY ended September 30, 2016.

Alderman Simpson made a motion to accept the 2016 Audit and ask that City Manager Hill ameliorate the internal control comments.

Alderman Hisel seconded the motion.

The motion carried unanimously.

6.2. Discussion - Update on Martin Marietta Beckmann Quarry Operations – Alderman Hisel

Chance Allen, Martin Marietta Beckman, presented an updates on Quarry operations. Discussion followed and consensus that information will be placed on the City of Shavano Park Website citizen access.

6.3. Discussion / action - Authorize award and execution of contract for the Supervisory Control and Data Acquisition (SCADA) systems - City Manager Hill

Mayor Pro Tem Ross made a motion to authorize award and execution of contract for the SCADA system with TraC-n-Trol.

Alderman Simpson seconded the motion.

The motion to award and execute a contract with TraC-n-Trol for replacement of the SCADA system carried unanimously.

6.4. Discussion / action - 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 - City Manager

City Manager Hill presented an overview the Planning & Zoning Commission's Working Group timeline of events beginning in November 4, 2015 and culminating in the proposed amendments to Chapter 6 and Chapter 36 of the City's Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings presented this evening.

Mayor Werner recognized Planning & Zoning Chairman Janssen and Commissioner Aleman. Commissioner Aleman stated that the working group took citizen input into consideration, concerns, questions and the petition when preparing this recommendation.

Alderman Berrier made a motion to approve O-2017-001 for the first reading.
Alderman Simpson seconded the motion.

Alderman Simpson made a motion to amend the ordinance by deleting the current verbiage found in 6.95 and replacing it with the following and by deleting the current verbiage found in Section 36-36 (h) and replacing it with the following verbiage:

Sec. 6-95. - Portable buildings.

Except in A-1 and A-3 Districts, a single unattached portable building (movable) constructed of light metal, wood, or fiberglass of not more than 200 square feet of area and used for storage only may be erected in the rear yard providing the building is suitably screened from adjacent property, is not more than eight feet high measured from grade level to the top of the side wall, is not used temporarily or permanently as a habitation, and is unattached to a solid foundation. The highest point of the building may not exceed 12 feet from existing grade. In A-1 District no more than two unattached portable buildings as described in this subsection shall be permitted. See Section 36-36(h) for these regulations by zoning district. In A-3 District, the maximum size may be no more than a total of 350 square feet in one or more portable buildings. The portable buildings in A-3 District may be set on, but not permanently attached to, a concrete foundation with a sidewall height of no more than 8 feet, a maximum building height of no more than twelve feet and located no closer than 5 feet to rear and side setback lines in the back yard of the residence.

(h) Portable buildings. Except in A-1 and A-3 Districts, a single, unattached portable buildings (movable) constructed of light metal, wood, fiberglass or, used for storage only, not greater than 200 square feet in size may be erected in the rear yard providing the building is suitably screened from adjacent property, is not used temporarily or permanently as a habitation, and is unattached to a solid foundation including concrete. The highest point of the building may not exceed 12 feet from existing grade. No portable building higher than 12 feet in height measured from grade level to the building's highest point and no side wall exceeding eight feet shall be permitted in the building setbacks In A-1 District, no more than two unattached portable buildings as described in this subsection shall be permitted. In A-3 District, the maximum size may be no more than a total of 350 square feet in one or more portable buildings. The portable buildings in A-3 District may be set on, but not permanently attached to, a concrete foundation with a sidewall height of no more than 8 feet, a maximum building height of no more than twelve feet and located no closer than 5 feet to rear and side setback lines in the back yard of the residence.

The yellow highlighted portions are proposed changes to the wording in our packets.

Alderman Hisel seconded the motion.

The vote on the amendment to the motion:

AYES: 4; AYES: 0

Discussion on the original motion as amended followed regarding the proposed ordinance concerning masonry requirements, carports, design of accessory buildings.

Mayor Werner with the consent of Council requested a motion to postpone item 6.4 after the consideration of agenda item 6.5.

Alderman Berrier made a motion to postpone agenda item 6.4 after the consideration of agenda item 6.5.

Alderman Simpson seconded the motion.

The motion carried unanimously.

6.5. Presentation / Discussion - 2016 Crime Report - City Manager Hill / Chief Lacy
Chief Lacy presented the 2016 Crime Report.

Mayor Werner deviated back to agenda item 6.4.

Mayor Pro Tem Ross made a substitute motion to delete Chapter 36.36 A-1, A-2, A-3, and A-5 PUD Single-Family Residential Districts (a) (2) (b) and any reference to masonry requirements in Chapter 6 also be deleted.

Alderman Berrier seconded the motion.

Vote on the motion to substitute the original motion as amended:

AYES: 4; NAYES: 0

Mayor Pro Tem Ross made a motion to delete Section 36-36 (e) (2) and replace the language with the following, "All carports shall conform to all building setback lines and structural regulations".

Mayor Pro Tem Ross withdrew the motion.

Vote on the original motion to proposed Ordinance O-2017-001 as amended by Alderman Simpson and Mayor Pro Tem Ross.

AYES: 4 NAYES: 0

6.6. Discussion / action - Ordinance O-2017-002 proposed amendments to Appendix A – City of Shavano Park Fee Schedule to amend subdivision and platting filing fees, contractor registration fees, residential roofing permit fees, and the commercial and residential building permit fees (first reading) - Mayor Werner / City Manager

Mayor Pro Tem Ross made a motion to approve Ordinance O-2017-002 for the first reading.

Alderman Hisel seconded the motion.

The motion to approve O-2017-002 for the first reading carried unanimously.

6.7. Discussion /action - Ordinance O-2017-003 repealing Section 2-155 Complaints against City Officers, enacting Section 2-66 - Complaints against City Officers - Alderman Simpson

Alderman Simpson made a motion to approve Ordinance O-2017-003 for the first reading.

Alderman Hisel seconded the motion.

Mayor Pro Tem Ross made a motion to amend by repealing Section 2-155 in its entirety.

Alderman Berrier seconded the motion.

Discussion followed regarding the intent / purpose of the proposed ordinance.

Mayor Pro Tem Ross withdrew her motion.

Alderman Berrier withdrew his second to the motion.

The vote on the motion to approve Ordinance O-2017-003:

AYES: 2 NAYES: 2 (Mayor Pro Tem Ross / Alderman Berrier)

Due to tie vote, Mayor Werner voted NAY.

Motion to approve O-2017-003 failed with a final vote:

AYES: 2 NAYES: 3 (Mayor Werner, Mayor Pro Tem Ross, Alderman Berrier)

6.8. Discussion /action - Appointment of Council Appointed Positions (Building Inspector / Auditor/ Refuse Service) - City Manager Hill

Alderman Hisel made to a motion to issue a Request for Proposal for City Auditor services in 2017 and authorization to renegotiate with Republic Services and BB Inspections.

Alderman Simpson seconded the motion.

The motion carried unanimously.

6.9. Discussion - Timeline for annual City Manager review – Mayor Werner

Mayor Werner discussed the timeline for the annual City Manager review.

7. CITY MANAGER’S REPORT (November and December Reports)

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. Code Enforcement Activity Report

7.5. Public Works Activity Report

7.6. Finance Report

City Council did not request discussion of any of the above agenda items 7.1-7.6.

8. CONSENT AGENDA

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

8.1. Approval - City Council Meeting Minutes, November 21, 2016

8.2. Accept - Planning & Zoning Commission Meeting Minutes, November 9, 2016

8.3. Accept - Planning & Zoning Commission Meeting Minutes, December 7, 2016

- 8.4. Accept - Water Advisory Committee Meeting Minutes, November 3, 2016**
- 8.5. Accept - Water Advisory Committee Meeting Minutes, November 7, 2016**
- 8.6. Approval - R-2017-001 approving the 2016 Tax Roll - City Manager**
- 8.7. Approval - O-2016-020 amending the FY 2016-17 Water Budget due to proposed repairs to Trinity Well (second reading) - City Manager**
- 8.8. Approval - Quarterly Investment Report ending September 30, 2016**
- 8.9. Approval - Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund – City Manager**
- 8.10. Approval - Resolution No. R-2017-002 Calling the 2017 General Election**
- 8.11. Approval - Authorizing the City Manager to enter into an Joint Election Agreement with Bexar County Election Administrator for the May 6, 2017 General Election**
- 8.12. Approval - Ordinance O-2017-021 amending Ordinance 200-01-99 outlining the duties of the office of City of Shavano Park Fire Marshal – City Manager**

Alderman Simpson requested that items 8.4 and 8.9 be pulled from the Consent Agenda.

Mayor Pro Tem Ross made a motion to approve 8.1 - 8.3, 8.5 - 8.8 and 8.10 - 8.12.

Alderman Simpson seconded the motion.

The motion to approve Consent agenda items 8.1 - 8.3, 8.5 - 8.8 and 8.10 - 8.12 carried unanimously.

Consent agenda item 8.4 - Alderman Simpson indicated that the Water Advisory Committee Minutes dated November 3, 2016 did not reflect the absence of board members. Alderman Simpson made a motion to send back to Water Advisory Committee for correction and resubmittal to City Council in February meeting.

Consent agenda item 8.9 - Alderman Simpson made a motion that we begin the year with an unassigned fund balance of 40% and direct the City Manager to come to us in the February meeting with a recommendation of how to allocate the excess in fund balance.

Alderman Hisel seconded the motion.

Vote AYES: 2; NAYES: 2 (Mayor Pro Tem Ross, Alderman Berrier)

Due to tie vote, Mayor Werner voted NAY.

Final Vote on agenda item 8.9 failed with the following vote:

AYES: 2; NAYES: 3 (Mayor Werner, Mayor Pro Tem Ross, Alderman Berrier)

Mayor Werner asked for a motion to accept Consent Agenda item 8.9 as presented by the City Manager.

Mayor Pro Tem Ross made a motion to accept Consent Agenda item 8.9 as presented by the City Manager.

Alderman Hisel seconded the motion.

The motion carried with the following vote:

AYES: 4; NAYES: 1 (Alderman Simpson)

9. ADJOURNMENT

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

Alderman Hisel seconded the motion.

The meeting adjourned at 9:17 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

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

PRESENT:

Alderman Berrier

Alderman Hisel

Alderman Heintzelman

Alderman Simpson

Mayor Werner

ABSENT:

Mayor Pro Tem Ross

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Alderman Simpson led the Pledge of Allegiance to the Flag. Alderman Heintzelman followed with the Invocation.

3. CITIZENS TO BE HEARD

No one signed up to address City Council.

4. CITY COUNCIL COMMENTS

City Council welcome everyone to the meeting.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Proclamation – Arbor / Earth Day 2017

Mayor Werner read the Proclamation – Arbor / Earth Day 2107.

5.2. Data call for facts and history of Shavano Park to support the digital archives of our history with Bexar County Bibliotech Library initiative - City Manager

City Manager Hill informed City Council of the Bexar County Bibliotech initiative and we are requesting citizens that have historical records/documents to contact IT / Planner Curtis Leeth.

6. REGULAR AGENDA ITEMS

6.1. Presentation - Bitterblue, Inc. semi-annual development presentation - Dan Kossl and Daryl Lange

Dan Kossl and Daryl Lange presented the semiannual update regarding residential and commercial development in Shavano Park and surrounding areas.

6.2. Presentation - Update on refuse / recycling services within the City of Shavano Park – Tom Armstrong, Republic Services

Tom Armstrong presented an update on refuse / recycling services within the City of Shavano Park.

6.3. Discussion / action - Ordinance O-2017-005 amending Chapter 2, Article V of the City of Shavano Park Code of Ordinances to conform with Resolution R-2015-024

**regarding policies and procedures governing the management of public records -
City Manager**

Alderman Heintzelman made a motion to approve Ordinance O-2017-005 amending Chapter 2, Article V of the City of Shavano Park Code of Ordinances to conform with Resolution R-2015-024 regarding policies and procedures governing the management of public records Alderman Berrier seconded the motion.
Ordinance O-2017-005 was approved unanimously.

6.4. Discussion / action - Setting the date for the City sponsored Independence Day event - City Manager

Alderman Simpson made a motion to set Tuesday, July 4, 2017 as the date for the City sponsored Independence Day event.

The motion died due the lack of a second.

Alderman Berrier made a motion to schedule the event on Saturday, July 1st.

Alderman Heintzelman seconded the motion.

A brief discussion was held regarding coordination with the committee members. Alderman Berrier amended his motion to postpone this item until the next meeting.

Alderman Heintzelman seconded the motion.

The motion to postpone agenda item 6.4 until the next meeting carried unanimously.

6.5. Discussion / action - Update on initiative to clarify the Texas Open Meeting Act to exempt Candidate Forums - City Manager

City Manager Hill presented an update on the initiative to clarify the Texas Open Meetings Act to exempt Candidate Forums and it was Council consensus to pursue discussions with Representative Larson, Senator Campbell and other actions as necessary.

6.6. Discussion/action - Update and report on all current Council sub-committees - Ald. Hisel

City Manager Hill presented an update and a report on the status of all current Council sub-committees.

6.7. Discussion / action - PEG funds: history of local PEG fee collection; current available funds; statutory limitations on eligible expenditures and statutory provisions governing collections; available options - Ald. Hisel

City Council discussed this item and it was the consensus of Council that city staff prepare a plan of action, milestones and provide recommendations for use of capital improvement funds for implementation of a PEG channel.

6.8. Discussion / action - Adopting Resolution R-2017-003 to amend the City of Shavano Park Employee Handbook - City Manager

Alderman Simpson made a motion to adopt R-2017-003 to amend the City of Shavano Park Employee Handbook.

Alderman Heintzelman seconded the motion.

The motion to approve R-2017-003 to amend the City of Shavano Park Employee Handbook carried unanimously.

6.9. Discussion / action - City Manager Assessment format and timeline - Mayor Werner

Alderman Heintzelman made a motion to approve the City Manager Assessment Format and timeline as presented.

Alderman Hisel seconded the motion.

The motion carried unanimously.

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

City Council did not request discussion of any of the above agenda items 7.1-7.6.

8. CONSENT AGENDA

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

- 8.1. **Approval - City Council Meeting Minutes, January 23, 2017**
- 8.2. **Accept - Planning & Zoning Commission Meeting Minutes, January 9, 2017**
- 8.3. **Accept - Water Advisory Committee Meeting Minutes, November 3, 2016**
- 8.4. **Accept - Water Advisory Committee Meeting Minutes, January 10, 2017**
- 8.5. **Accept - Water Advisory Committee Meeting Minutes, January 17, 2017**
- 8.6. **Approval - City Wide Garage Sale - April 8, 2017**
- 8.7. **Approval - reschedule the May 22, 2017 Regular City Council meeting to Monday, May 15, 2017**
- 8.8. **Approval - Resolution No. R-2017-004 Adopting the City of Shavano Park Investment policy**
- 8.9. **Approval - Ordinance O-2017-004 amending Ordinance 200-01-99 outlining the duties of the office of City of Shavano Park Fire Marshal (second reading)**
- 8.10. **Approval - Ordinance O-2017-002 proposed amendments to Appendix A – City of Shavano Park Fee Schedule to amend subdivision and platting filing fees, contractor registration fees, residential roofing permit fees, and the commercial and residential building permit fees (second reading)**
- 8.11. **Approval – Disposal / sale of surplus of various office IT electronics equipment**
- 8.12. **Approval – Quarterly Investment Report ending December 31, 2016**
- 8.13. **Approval – Ordinance O-2016-019 amending Appendix A - Administration Section of the Fee schedule to establish a transaction fee and service charge for the use of credit and debit cards as a form of payment for fees, fines, court costs, utility payments and other charges, providing for a savings / repealing clause; severability clause and declaring an effective day**

Alderman Simpson pulled agenda item 8.13.

Alderman Simpson made a motion to approve / accept Consent Agenda items 8.1-8.12.

Alderman Berrier seconded the motion.

Consent items 8.1- 8.12 were approved / accepted unanimously.

Alderman Simpson made a motion to amend Section 2 of the proposed ordinance O-2016-019 to read as follows:

Section 2. The City hereby approves the establishment of a credit and debit card transaction fee of 2.5% per transaction, excluding any third party payment processors which collect fees separately.

Alderman Heintzelman seconded the motion.
Ordinance O-2016-019 was approved as amended unanimously.

9. ADJOURNMENT

Alderman Berrier made a motion to adjourn the meeting.
Alderman Heintzelman seconded the motion.
The meeting adjourned at 8:34 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

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

PRESENT:

ABSENT:

Alderman Berrier

Alderman Hisel

Alderman Heintzelman

Alderman Simpson

Mayor Pro Tem Ross

Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Pro Tem Ross led the Pledge of Allegiance to the Flag. Mayor Werner followed with the Invocation.

3. CITIZENS TO BE HEARD

Citizens Pierce, Braulick, and Kautz addressed City Council regarding order of agenda, town plan and upcoming meetings.

4. CITY COUNCIL COMMENTS

City Council welcomed everyone to the meeting.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Arbor / Earth Day - Mayor Pro Tem Ross

Mayor Pro Tem invited everyone to join the 2017 Arbor / Earth Event scheduled from 10 – 2 p.m. on April 22nd.

5.2. Community Directory - Mayor Werner

Mayor Werner extended his appreciation to Marcia Stipek and the Women's Club for their hard work in producing the updated Community Directory.

6. REGULAR AGENDA ITEMS

6.1. Discussion / action - Authorization for City Manager to enter into agreement with VIA Metropolitan Transit to proceed with design/location of three VIA Shelters within Shavano Park and grant of bus stop locations on De Zavala and Lockhill Selma - City Manager

Alderman Simpson made a motion to authorization for City Manager to enter into agreement with VIA Metropolitan Transit to proceed with design/location of three VIA Shelters within Shavano Park and grant of bus stop locations on De Zavala and Lockhill Selma.

Mayor Pro Tem Ross seconded the motion.

The motion to authorize the City Manager to enter into an agreement with VIA Metropolitan Transit to proceed with the design/ location of three VIA Shelters within Shavano Park and

grant of bus stop locations on De Zavala and Lockhill Selma carried unanimously.

6.2. Public Hearing - Receive testimony and comments from members of the public regarding an application for bank/savings and loan – drive through facilities “CC” use for Huntington West Office Building, 3424 Paesanos Parkway, Shavano Park, TX 78231 (first reading)

Public hearing opened at 6:54 p.m.

City Manager Hill presented an overview of the application for bank/savings and loan – drive through facilities “CC” use.

Mr. Kossl, Bitter Blue Denton Communities, discussed the application and relocation of the project.

Public hearing closed at 6:55 p.m.

6.3. Discussion / action - Ordinance No. O-2017-006 Application for bank/savings and loan – drive through facilities “CC” use for Huntington West Building, 3424 Paesanos Parkway, Shavano Park, TX 78231 (first reading) - City Manager

Alderman Berrier made a motion to approve Ordinance O-2017-006 application for bank/savings and loan – drive through facilities “CC” use for Huntington West Building, 3424 Paesanos Parkway, Shavano Park, TX 78231.

Mayor Pro Tem Ross seconded the motion.

The motion to approve O-2017-006 carried unanimously.

6.4. Public Hearing - Receive testimony and comments from members of the public regarding rezoning a 22.46 acre tract of land located east of NW Military Highway in the vicinity of Pond Hill Road and Loop 1604, from B-1 Business District to B-2 Business District

Public hearing opened at 6:58 p.m.

City Manager Hill presented an overview of request for rezoning a 22.46 acre tract of land located east of NW Military Highway in the vicinity of Pond Hill Road and Loop 1604, from B-1 Business District to B-2 Business District

Mr. Kossl and Mr. Lange, Bitter Blue Denton Communities, discussed the rezoning request of a 22.46 acre tract of land located east of NW Military Highway in the vicinity of Pond Hill Road and Loop 1604, from B-1 Business District to B-2 Business District.

Citizens Pierce, Smoot and Florine addressed City Council regarding this item.

Public hearing closed at 7:11 p.m.

6.5. Discussion / action - Ordinance No. O-2017-007 rezoning a 22.46 acre tract of land located east of NW Military Highway in the vicinity of Pond Hill Road and Loop 1604, from B-1 Business District to B-2 Business District (first reading) - City Manager

Mayor Pro Tem Ross made a motion to approve O-2017-007 rezoning a 22.46 acre tract of land located east of NW Military Highway in the vicinity of Pond Hill Road and Loop 1604, from B-1 Business District to B-2 Business District.

Alderman Berrier seconded the motion.

The motion to approve O-2017-007 rezoning a 22.46 acre tract of land located east of NW Military Highway in the vicinity of Pond Hill Road and Loop 1604, from B-1 Business District to B-2 Business District carried unanimously.

6.6. Public Hearing - Receive testimony and comments from members of the public regarding proposed amendments to City of Shavano Park of Ordinances, Chapter 6 – Buildings and Building Regulations and Chapter 36 – Zoning to consider change in carports

Public hearing opened at 7:16 p.m.

City Manager Hill and Chairman Janssen presented an overview of proposed amendments to City of Shavano Park of Ordinances, Chapter 6 – Buildings and Building Regulations and Chapter 36 – Zoning to consider changes in carport.

Citizen Pierce addressed City Council regarding individuals enclosing carports for storage.

Citizen Smoot addressed City Council regarding local government authority.

Public hearing closed at 7:21 p.m.

6.7. Discussion / action - Ordinance No. O-2017-008 proposed amendments to City of Shavano Park of Ordinances, Chapter 6 – Buildings and Building Regulations and Chapter 36 - Zoning to consider change in carports (first reading) - City Manager

Mayor Pro Tem Ross made a motion to approve O-2017-008 proposed amendments to the City of Shavano Park Code of Ordinances, Chapter 6 – Buildings and Building Regulations and Chapter 36 – Zoning to consider change in carports.

Alderman Berrier seconded the motion. The motion failed with the following vote:

AYES: 2; NAYES: 3 (Aldermen Simpson / Heintzelman / Hisel)

6.8. Public Hearing - Receive testimony and comments from members of the public regarding proposed amendments to Chapter 36, Article IV, Tables 3, 4 and 5 of the permitted uses in zoning districts O-1, B-1 and B-2

Public hearing opened at 7:29 p.m.

City Manager Hill and Chairman Janssen presented an overview of proposed amendments to City of Shavano Park of Ordinances, Chapter 6 – Buildings and Building Regulations and Chapter 36 – Zoning to consider change in carport.

Citizen Pierce asked for clarification regarding public storage or rental.

Public hearing closed at 7:36 p.m.

6.9. Discussion / action - Ordinance No. O-2017-009 regarding proposed amendments to Chapter 36, Article IV, Tables 3, 4 and 5 of the permitted uses in zoning districts O-1, B-1 and B-2 (first reading) - City Manager

Alderman Simpson made a motion to approve O-2017- 009 regarding proposed amendments to Chapter 36, Article IV, Tables 3, 4, and 5 of the permitted uses in zoning districts O-1, B-1 and B-2.

Alderman Heintzelman seconded the motion.

The motion to approve Ordinance O-2017-009 re regarding proposed amendments to Chapter 36, Article IV, Tables 3, 4 and 5 of the permitted uses in zoning districts O-1, B-1 and B-2 carried unanimously.

6.10. Discussion / action - Setting the dates for the City sponsored events (Independence Day / National Night Out / Holiday Event) - City Manager

Mayor Pro Tem Ross made a motion to schedule the dates for the City sponsored events July 1st, October 3rd and December 2nd.

Alderman Heintzelman seconded the motion.

Alderman Simpson made a motion to substitute the dates for the City sponsored events to Independence Day to July 4th and the Holiday event to December 9th.

Alderman Hisel seconded the motion.

The vote on the motion to substitute the dates for the City sponsored events to Independence Day to July 4th and the Holiday event to December 9th failed with the following vote:

AYES: 1; NAYES: (Mayor Pro Tem Ross, Aldermen Heintzelman, Hisel and Berrier)

The vote on the primary motion to schedule the dates for the City sponsored events July 1st, October 3rd and December 2 carried with the vote as follows:

AYES: 4; NAYES: 1 (Alderman Simpson)

6.11. Discussion / action - Establishing a City policy appointing citizens to steering groups responsible for planning City sponsored events - Alderman Simpson

Alderman Simpson made a motion to have the City Manager responsible for choosing, recruiting, and supervising the volunteers working the events.

Alderman Hisel seconded the motion.

The motion failed with the following vote:

AYES: 2; NAYES: 3 (Mayor Pro Tem Ross, Aldermen Heintzelman and Berrier)

6.12. Discussion / action - Amendment to the City of Shavano Park Town Plan – Alderman Hisel

Alderman Hisel made a motion that “in accordance with Section 213.003 of the Texas Local Government Code, this council by ordinance, establish procedures for amending our Town Plan to reflect the City and TxDOT plans as to NW Military Highway and to reflect the results of the City’s Municipal Tract Citizen Survey conducted by Core Research as it relates to City action on the Municipal Tract”.

Alderman Simpson seconded the motion.

Mayor Pro Ross made a substitute motion to include review of everything in the Town Plan. We have had over 500 new homeowners / homes built since the Town Plan’s adoption. There has been a whole change in the landscaping of over 1000 new people in the City that may have an opinion on what they would like to see moving forward. Mayor considered this a motion to substitute based the scope of the change to the plan included everything not just the two items (NW Mil Hwy and muni-tract).

Alderman Heintzelman seconded the motion to substitute.

City Manager Hill asked for a clarification on the original motion regarding Section 213.003 options A. or B. of the Texas Local Government Code which provides guidance on the adoption and amendment of a Comprehensive Plan. Was it the intent to agree to amend the town plan or to direct staff to establish procedures for amending the Town Plan?

Mayor and Mayor Pro Tem Ross reiterated the substitute motion is “adopt a comprehensive plan by an amending ordinance and following City Council and Planning & Zoning hearings, a town plan for 2017 and future years”

Alderman Heintzelman concurred his second to the substitute motion.

The Mayor called for a vote. The motion to substitute carried

The Mayor did not call for the vote for all opposed

The mayor called the vote for the primary (substitute) motion “to adopt a comprehensive plan by an amending ordinance and following City Council and Planning & Zoning hearings a town plan for 2017 and future years.”

Ald. Simpson requested that the minutes include the intent of the council from the last discussion. As per City Ordinance, the City Secretary shall provide Action minutes which shall reflect what was done at the meeting.

The primary (substitute) motion carried. No opposition was heard after the Mayor’s call for “all opposed”

6.13. Discussion / action - Selection of Shavano Park Auditors and authorizing City Manager Hill to negotiate terms - City Manager

Alderman Simpson made a motion to approve staff recommendation to select Armstrong, Vaughn and Associates and authorize the City Manager to negotiate terms of contract.

Mayor Pro Tem Ross seconded the motion.

The motion carried unanimously.

6.14. Discussion / action - Authorizing the City Manager to purchase “CopTrax” Body Worn Cameras by Applied Concepts, Inc. as part of the previously approved grant - City Manager / Chief Lacy

Alderman Berrier made a motion to authorize the City Manager to purchase “CopTrax” Body Worn Cameras by Applied Concepts, Inc. as part of the previously approved grant

Mayor Pro Tem Ross seconded the motion.

Alderman Simpson motion to substitute to approve the purchase of 20 CopTrax body worn cameras to purchase and install 9 CopTrax vehicle cameras at a cost not to exceed \$55,000 (excluding matching grant). This total includes costs for server configuration and additional storage. Any additional costs above 2016 / 2017 budget line items for body worn cameras to be funded from the Crime Control Prevention District funds.

Alderman Heintzelman seconded the motion.

Discussion was held regarding what is the City Manager’s recommendation, expending funds from the Crime Control Prevention District and amount of grant funds available.

Alderman Simpson withdrew the motion to substitute.

Alderman Heintzelman withdrew the second to the motion to substitute.

Alderman Simpson made a motion to postpone this item until the next meeting and direct the City Manager to prepare a budget amendment outlining the funding for purchase and installation of 20 CopTrax body worn cameras to purchase and install 9 CopTrax vehicle cameras

Alderman Heintzelman seconded the motion.

The motion to postpone this item until the next meeting to include a budget amendment outlining funding for purchase of 20 CopTrax body worn cameras to purchase and install 9 CopTrax vehicle cameras carried unanimously.

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

City Council did not request discussion of any of the above agenda items 7.1-7.6.

8. CONSENT AGENDA

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

8.1. Approval - City Council Meeting Minutes, February 27, 2017

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

8.3. Accept - Water Advisory Committee Meeting Minutes, February 13, 2017

8.4. Discussion / action - Ordinance O-2017-005 amending Chapter 2, Article V of the City of Shavano Park Code of Ordinances to conform with Resolution R-2015-024 regarding policies and procedures governing the management of public records (second reading) - City Manager

Alderman Simpson made a motion to approve / accept Consent Agenda items 8.1 - 8.4 as presented.

Alderman Berrier seconded the motion.

The motion to approve Consent Agenda item 8.1 – 8.4 carried unanimously.

9. ADJOURNMENT

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

Alderman Simpson seconded the motion.

The meeting adjourned at 8:47 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:40 p.m.

PRESENT:

ABSENT:

Alderman Berrier

Alderman Hisel

Alderman Heintzelman

Alderman Simpson

Mayor Pro Tem Ross

Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Alderman Heintzelman led the Pledge of Allegiance to the Flag. Mayor Werner led the Invocation.

3. CITIZENS TO BE HEARD

Citizens Smoot, Nooner, Wayland, Power and Schwab addressed City Council regarding William Lynch's Memorial Service, Nooner Convenience Store, Earth Day, Fire Department and parking.

4. CITY COUNCIL COMMENTS

City Council thanked all for attending, recycling, early voting and the remembering Resident Dan Parman who recently passed away.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Proclamation presenting a tribute to William F. Lynch Jr., our beloved longtime employee of Shavano Park – Mayor Werner

Mayor Werner read the Proclamation and tribute to William F. Lynch Jr., our beloved longtime employee of the City of Shavano Park.

5.2. City of Shavano Parks Arbor / Earth Day Celebration - Mayor Pro Tem Ross

Mayor Pro Tem Ross thanked all that participated in the 2017 Arbor / Earth Day event.

5.3. Proclamation expressing our thanks to the Bracken Cave Preserve and Bat Conservation International for support to the Arbor / Earth Day Event – Mayor Werner

Mayor Werner read the Proclamation expressing our thanks to Bracken Cave Preserve and Bat Conservation International for support to the Arbor / Earth Event.

6. REGULAR AGENDA ITEMS

6.1. Discussion / action - Approval of task order to KFW Engineering to develop a prioritized plan to address drainage issues - City Manager

Alderman Simpson made a motion to approve the task order to KFW Engineering to develop a prioritized plan to address drainage issues.

Mayor Pro Tem Ross seconded the motion.

The motion carried to approve the task order to KFW Engineering to develop a prioritized plan to address drainage issues carried unanimously.

6.2. Discussion / action - Consideration and approval of terminating the financial advisor relationship between the City of Shavano Park, Texas and Hilltop Securities Inc.; authorizing the City Manager to send notice of termination; and other matters in connection therewith - City Manager

Alderman Simpson made a motion to ratify the action authorizing the City Manager to send notice of termination with First South West, Division of Hilltop Securities, Inc.

Mayor Pro Tem Ross seconded the motion.

The motion to ratify the action authorizing the City Manager to send notice of termination with First South West, Division of Hilltop Securities, Inc. carried unanimously.

6.3. Discussion / action - Consideration and approval of retaining Frost Bank Capital Markets Division as the city's financial advisor; authorizing of Frost Bank Capital Markets Division concerning the city's fiscal year 2017 place of finance and projected debt service savings from the potential issuance of obligations designated as "City of Shavano Park, Texas general obligation refunding bonds, series 2017"- City Manager

Alderman Berrier made a motion to approve retaining Frost Bank Capital Markets Division as the city's financial advisor; authorizing of Frost Bank Capital Markets Division concerning the city's fiscal year 2017 place of finance and projected debt service savings from the potential issuance of obligations designated as "City of Shavano Park, Texas general obligation refunding bonds, series 2017".

Alderman Heintzelman seconded the motion.

The motion to approve retaining Frost Bank Capital Markets Division as the city's financial advisor; authorizing of Frost Bank Capital Markets Division concerning the city's fiscal year 2017 place of finance and projected debt service savings from the potential issuance of obligations designated as "City of Shavano Park, Texas general obligation refunding bonds, series 2017" carried unanimously.

6.4. Presentation / discussion – Review of Frost Bank Capital Markets Division concerning the city's fiscal year 2017 place of finance and projected debt service savings from the potential issuance of obligations designated as "City of Shavano Park, Texas general obligation refunding bonds, series 2017"; and other matters in connection therewith - Mr. Duncan Morrow, Frost Bank

Mayor Pro Tem Ross made a motion to open this item for discussion.

Alderman Berrier seconded the motion.

Mr. Duncan, Frost Bank presented a review of the of Frost Bank Capital Markets Division concerning the city's fiscal year 2017 place of finance and projected debt service savings from

the potential issuance of obligations designated as “City of Shavano Park, Texas general obligation refunding bonds, series 2017”.

- 6.5. Discussion / action - Consideration and approval of Ordinance O-2017-010 by the Board of Alderman of the city of Shavano Park, Texas authorizing the issuance of “City of Shavano Park, Texas general obligation refunding bonds, series 2017”, levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the bonds; prescribing the form, terms, conditions, and resolving other matters incident and related to the issuance, sale, and delivery of the bonds, including the approval and distribution of an official statement pertaining thereto; authorizing the execution of a paying agent/registrar agreement, a purchase contract, and an escrow and trust agreement; complying with the letter of representations on file with the depository trust company; delegating the authority to certain members of the board of alderman and city staff to approve and execute certain documents relating to the sale of the bonds; authorizing the execution of any necessary engagement agreements with the city’s financial advisors and/or bond counsel; and providing an effective date – City Manager**

Mayor Pro Tem Ross made a motion to approve O-2017-010 by the Board of Alderman of the city of Shavano Park, Texas authorizing the issuance of “City of Shavano Park, Texas general obligation refunding bonds, series 2017”, levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the bonds; prescribing the form, terms, conditions, and resolving other matters incident and related to the issuance, sale, and delivery of the bonds, including the approval and distribution of an official statement pertaining thereto; authorizing the execution of a paying agent/registrar agreement, a purchase contract, and an escrow and trust agreement; complying with the letter of representations on file with the depository trust company; delegating the authority to certain members of the board of alderman and city staff to approve and execute certain documents relating to the sale of the bonds; authorizing the execution of any necessary engagement agreements with the city’s financial advisors and/or bond counsel and ordinance will be approved as an administrative matter.

Alderman Heintzelman seconded the motion.

The motion to approve O-2017-010 as an administrative matter carried unanimously.

At this time, Mayor Werner with the consensus of Council moved to agenda item 8 - Consent Agenda.

- 6.6. Discussion / action - Update regarding the revision to the Town Plan - Planning & Zoning Commission Chairman Janssen**

Chairman Janssen presented a framework on the Town Plan revision process. Chairman Janssen indicated that the Planning & Zoning Commission was initiating a number of public hearings which will address the 6 points outlined in the 2010 Town Plan. There will numerous articles in the Road Runner, i-INFO, postcards, and use of marque in an effort to inform the citizens of the upcoming public hearings.

6.7. Discussion - Review of Police Chief Ray Lacy's six month Police Department Assessment - Chief Lacy

Chief Lacy presented his six month Police Department assessment highlighting three (3) key points obtaining the Texas Recognized Best Practices, manning and filling a 2nd in command position.

6.8. Discussion / action – Ordinance O-2017-011 amending the FY 2016-17 Crime Control and Prevention Budget and General Fund Budget to purchase body worn cameras and vehicle dash cams and related equipment (first reading) - City Manager

Alderman Heintzelman made a motion to approve Ordinance O-2017-011 amending the FY 2016-17 Crime Control and Prevention Budget and General Fund Budget to purchase body worn cameras and vehicle dash cams and related equipment and the ordinance will be approved as an administrative matter.

Alderman Simpson seconded the motion.

The motion to approve Ordinance O-2017-011 amending the FY 2016-17 Crime Control and Prevention Budget and General Fund Budget to purchase body worn cameras and vehicle dash cams and related equipment and ordinance will be approved as an administrative matter carried unanimously.

6.9. Discussion / action - Ordinance O-2017-012 amending the FY 2016-17 General Fund Budget to reflect adjustments in revenues and expenses related to current budget projections (first reading) - City Manager

Mayor Pro Tem Ross made a motion to approve Ordinance O-2017-012 amending the FY 2016-17 General Fund Budget to reflect adjustments in revenues and expenses related to current budget projections and ordinance will be approved as an administrative matter.

Alderman Hisel seconded the motion.

The motion to approve Ordinance O-2017-012 amending the FY 2016-17 General Fund Budget to reflect adjustments in revenues and expenses related to current budget projections and ordinance will be approved as an administrative matter.

6.10. Discussion / action - Ordinance O-2017-013 amending the Water Fund Budget to reflect adjustments in revenues and expenses related to current budget projections (first reading) - City Manager

Mayor Pro Tem Ross made a motion to approve O-2017-013 amending the Water Fund Budget to reflect adjustments in revenues and expenses related to current budget projects as an administrative matter.

Alderman Berrier seconded the motion.

The motion to approve O-2017-013 amending the Water Fund Budget to reflect adjustments in revenues and expenses related to current budget projects as an administrative matter carried unanimously.

6.11. Discussion / action – Consideration of possible plans for developing a Public Education Channel and potential capital items for consideration using PEG funds - City Manager / Information Systems Manager

City Manager Hill presented possible plans for developing a Public Education Channel and potential capital items for consideration using PEG funds.

6.12. Discussion / action - Review of draft Communications Strategy - City Manager / Information Systems Manager

City Manager presented an overview of the Communications Strategy. This strategy builds from the City Council Goals & Objectives to identify the City's audiences, the information needs of those audiences, the communications tools of the City, and actionable steps to take to improve the City's communications.

At this time, Mayor Werner deviated to agenda item 7 - City Manager's Report.

Mayor Werner moved to Consent Agenda item 8.1 - City Council Meeting Minutes, March 27, 2017.

Alderman Hisel indicated that at the Meeting held March 27, 2017 – agenda item 6.12 requested the minutes reflect her opposition to the substitute motion.

The proposed minutes of March 27, 2017 reflect:

“Mayor and Mayor Pro Tem Ross reiterated the substitute motion is “adopt a comprehensive plan by an amending ordinance and following City Council and Planning & Zoning hearings, a town plan for 2017 and future years”

Alderman Heintzelman concurred his second to the substitute motion.

The Mayor called for a vote. The motion to substitute carried

The Mayor did not call for the vote for all opposed.”

Mayor Pro Tem Ross made a motion to amend the minutes of March 27th are amended to reflect Alderman Hisel's opposition to the motion to substitute.

Alderman Heintzelman seconded the motion.

The motion to amend the City Council March 27th meeting, agenda item 6.12 reflect Alderman Hisel's opposition to the motion to substitute carried unanimously.

6.13. Discussion / action - Annual review of the City Manager - Possible Executive Session pursuant to Texas Government Code §551.074, Personnel Matters City Council

Mayor Pro Ross made a motion to adjourn into executive session.

Alderman Hisel seconded the motion.

The motion to adjourn into Executive Session carried with the following vote:

AYES: 4; NAYES: 1 (Alderman Simpson)

The Open meeting adjourned at 9:06 p.m.

The Open Meeting reconvened at 9:58 p.m.

No action was taken on this agenda item.

7. CITY MANAGER'S REPORT

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

7.1. Building Permit Activity Report

7.2. Fire Department Activity Report

7.3. Municipal Court Activity Report

7.4. Police Department Activity Report

7.5. Public Works Activity Report

7.6. Finance Report

City Council did not request discussion of any of the above agenda items 7.1 - 7.6.

8. CONSENT AGENDA

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

8.1. Approval - City Council Meeting Minutes, March 27, 2017

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

8.3. Accept - Water Advisory Committee Meeting Minutes, March 13, 2017

8.4. Discussion / action - Ordinance No. O-2017-006 Application for bank/savings and loan – drive through facilities “CC” use for Huntington West Building, 3424 Paesanos Parkway, Shavano Park, TX 78231 (final reading) - City Manager

- 8.5. Discussion / action - Ordinance No. O-2017-007 rezoning a 22.46 acre tract of land located east of NW Military Highway in the vicinity of Pond Hill Road and Loop 1604, from B-1 Business District to B-2 Business District (final reading) - City Manager**
- 8.6. Discussion / action - Ordinance No. O-2017-009 regarding proposed amendments to Chapter 36, Article IV, Tables 3, 4 and 5 of the permitted uses in zoning districts O-1, B-1 and B-2 (final reading) - City Manager**

Alderman Hisel requested to pull 8.1 Approval - City Council Meeting Minutes, March 27, 2017 from Consent Agenda.

Mayor Pro Tem Ross made a motion to approve Consent Agenda items 8.2 - 8.6. Alderman Berrier seconded the motion.

The motion to approve Consent Agenda items 8.-2 - 8.6 carried unanimously.

9. ADJOURNMENT

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

Alderman Heintzelman seconded the motion.

The meeting adjourned at 9:58 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 8:00 a.m.

PRESENT:

ABSENT:

Alderman Berrier

Alderman Hisel

Alderman Heintzelman

Alderman Simpson

Mayor Pro Tem Ross

Mayor Werner

2. AGENDA ITEMS

**2.1. Discussion / action - Resolution R-2017-006 canvassing the 2017 General Election
- City Council**

Alderman Heintzelman made a motion to approve Resolution R-2017-006 canvassing the 2017 General Election.

Alderman Berrier seconded the motion.

The motion to approve Resolution R-2017-006 canvassing the 2017 General Election carried unanimously.

3. ADJOURNMENT

Alderman Berrier made a motion to adjourn the meeting.

Alderman Heintzelman seconded the motion.

The meeting adjourned at 8:02 a.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

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

PRESENT:

Alderman Colemere

Alderman Hisel

Alderman Heintzelman

Alderman Simpson

Mayor Werner

ABSENT:

Mayor Pro Tem Ross

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Alderman Hisel led the Pledge of Allegiance to the Flag. Alderman Heintzelman followed with the Invocation.

3. CITIZENS TO BE HEARD

Citizens Pierce, Maisel, Kautz, and Power addressed City Council regarding election, tree committee resignation, water issues and assistance.

4. CITY COUNCIL COMMENTS

City Council thanked all for attending the meeting.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Proclamation - Presenting a tribute to the Honorable John Hrnir for his service to the City of Shavano Park as the Municipal Court Prosecutor

Mayor Werner read the tribute to Honorable John Hrnir for his service to the City of Shavano Park as the Municipal Court Prosecutor.

5.2. Proclamation - San Antonio Radio Field Day, June 23-25, 2017

Mayor Werner read the Proclamation for San Antonio Radio Field Day, June 23-25, 2017.

5.3. Recognition - Hollywood Park Police Department

Mayor Werner and Shavano Park Police Chief Lacy asked Hollywood Park representatives to step to the front of the room. At this time, Mayor Werner and Chief Lacy presented the City of Hollywood Park Mayor, Council member, Police Chief and members of the Police Department with a plaque of appreciation for their assistance and mentoring to the City of Shavano Park.

5.4. Proclamation - National Peace Officer Memorial Day, May 15th

Mayor Werner presented the Shavano Park Police Department with a proclamation for National Peace Officer Memorial Day, May 15th.

5.5. Recognition - Alderman Allan Berrier - Service to the City of Shavano Park

Mayor Werner asked Allan and Marilyn Berrier to step to the front of the dais. At this time, Mayor Werner presented former Alderman Allan Berrier with a token of our appreciation for this service as Alderman to the City of Shavano Park.

6. REGULAR AGENDA ITEMS

6.1. Discussion / action - Appointment of Mayor Pro Tem - City Council

Alderman Simpson nominated Alderman Hisel to serve as Mayor Pro Tem.

Alderman Heintzelman nominated Mayor Pro Tem Michele Bunting Ross to serve as Mayor Pro Tem.

No additional nominations were submitted.

Mayor Werner asked all in favor of Alderman Hisel to serve as Mayor Pro Tem.

AYES: 1; NAYES: 2 (Aldermen Heintzelman / Colemere)

Mayor asked all in favor of Michele Bunting Ross to serve as Mayor Pro Tem.

AYES: 2; NAYES: 1 (Alderman Simpson)

With the consent of Council, Alderman Hisel abstained from the vote. Michele Bunting Ross has been appointed to serve as Mayor Pro Tem for the ensuing year.

6.2. Discussion / action - Preliminary Plat establishing Pond Hill East Commercial Subdivision, 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 and described instrument recorded in Volume 10075, page 1609 – 1624 of the official public records of real property of Bexar County, Texas - City Manager

Alderman Heintzelman made a motion to approve the Preliminary Plat establishing Pond Hill East Commercial Subdivision, 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 and described instrument recorded in Volume 10075, page 1609 – 1624 of the official public records of real property of Bexar County, Texas.

Alderman Hisel seconded the motion.

The motion to approve the Preliminary Plat establishing Pond Hill East Commercial Subdivision, 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 and described instrument recorded in Volume 10075, page 1609 – 1624 of the official public records of real property of Bexar County, Texas carried unanimously.

6.3. Discussion / action - Appointment of Daryl Dullnig as the Municipal Court Prosecutor and approval to release request for qualifications for an alternate Municipal Court Prosecutor and an alternate Municipal Judge - City Manager

Alderman Simpson made a motion to appoint Daryl Dullnig as the Municipal Court Prosecutor and approval of request for qualifications for an alternate Municipal Court Prosecutor and an alternate Municipal Judge.

Alderman Colemere seconded the motion.

The motion to appoint Daryl Dullnig as the Municipal Court Prosecutor and approval of request for qualifications for an alternate Municipal Court Prosecutor and an alternate Municipal Judge carried unanimously.

6.4. Discussion / action - Approval of Chief Lacy assessment action items - City Manager / Chief Lacy

Alderman Simpson made a motion that we approve the hire of 2 additional police officers for FY 2016-2017, that we authorize the SSPD to purchase 15 shotguns in FY 2016-2017 and we authorize the SPPD to purchase 20 Tasers in FY 2016-2017; that we authorize the City Manager to repurpose the Tahoe currently scheduled for disposal to serve as the dedicated CID vehicle and authorize the purchase of an additional patrol for FY 2016-2017, at the City Manager provide an administrative budget ordinance, to be provided at the next Regular City Council Meeting, to fund 2 additional police officers, the purchase of 15 shotguns and 20 Tasers for FY 2016-2017 and that we authorize the City Manager to repurpose the Tahoe currently scheduled for disposal to serve as the dedicated CID vehicle.

Alderman Hisel seconded the motion.

Alderman Heintzelman made a substitute motion to hire 2 officers in FY 2016-2017, administrative ordinance budget ordinance at the next meeting to fund 2 additional police officers, shotguns, 20 Tasers, and authorize the City Manager repurpose of the Tahoe to serve as the dedicated CID vehicle.

Alderman Colemere seconded the substitute motion.

Alderman Simpson made a motion to amend the substitute motion to include the purchase an additional patrol vehicle for FY 2017-2018.

Alderman Colemere seconded the amendment to the substitute motion.

Vote for the amendment to the substitute motion carried unanimously.

AYES: 4; NAYES: 0

Vote on the motion to substitute is as follows:

AYES: 4; NAYES: 0

Vote on the primary motion as substituted is as follows:

AYES: 4; NAYES: 0

6.5. Discussion / action - Public Works / Water Department restructure as outlined for

**Public Works / Water Superintendent and Water Crew Leader - City Manager /
Public Works Director**

Alderman Colemere made a motion to approve the Public Works / Water Department restructure as outlined for Public Works / Water Superintendent and Water Crew Leader.

Alderman Simpson seconded the motion.

The motion to approve the Public Works / Water Department restructure as outlined for Public Works / Water Superintendent and Water Crew Leader carried unanimously.

6.6. Discussion / action - FY 2016-17 Budget Development Calendar - City Manager Hill

Alderman Hisel made a motion to approve the 1st Budget Workshop to be scheduled June 13th or 14th at 6:30 p.m. and schedule the second Workshop on June 26 @ 5:00 p.m.

Alderman Simpson seconded the motion.

The motion to schedule the 1st Budget Workshop to be scheduled June 13th or 14th at 6:30 p.m. and schedule the second Workshop on June 26 @ 5:00 p.m. carried unanimously.

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

City Council did not request discussion of any of the above agenda items 7.1 - 7.6.

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 24, 2017

8.2. Accept - Planning & Zoning Commission Meeting Minutes, April 5, 2017

8.3. Accept - Quarterly Investment Report

Alderman Heintzelman made a motion to approve / accept Consent agenda items 8.1 - 8.3 as presented.

Alderman Simpson seconded the motion.

The motion to approve / accept Consent Agenda items 8.1 – 8.3 carried unanimously.

9. ADJOURNMENT

Alderman Colemere made a motion to adjourn the meeting.

Alderman Heintzelman seconded the motion.

The meeting adjourned at 8:14 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:00 p.m.

PRESENT: ABSENT:

Alderman Colemere
Alderman Hisel
Alderman Heintzelman
Alderman Simpson
Mayor Pro Tem Ross
Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Pro Tem Ross led the Pledge of Allegiance to the Flag.
Alderman Heintzelman followed with the Invocation.

3. CITIZENS TO BE HEARD

No one signed up to address the City Council at this time.

4. CITY COUNCIL COMMENTS

City Council dispensed with comments at this time.

5. REGULAR AGENDA ITEMS

5.1. Presentation / discussion – Budget Development Assumptions – City Manager

Staff presented a number of budget development assumptions for Council review and guidance.

5.2. Presentation / discussion – Goals, Objectives and City Council guidance for FY 2017-18 budget - City Manager

Mayor Werner led a discussion on the goals and objectives for the FY 2017-18 budget.
Council discussed objectives to support those goals and made several recommendations.
The goals and objectives will be discussed at upcoming Workshop.

5.3. Presentation / discussion – Review of Budget Calendar – City Manager

City Manager Hill reviewed the Budget calendar. City Council consensus to have a Workshop on July 13th at 6 p.m.

6. ADJOURNMENT

Mayor Pro Tem Ross made a motion to adjourn the meeting.
Alderman Colemere seconded the motion.
The meeting adjourned at 9:00 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 5:00 p.m.

PRESENT:	ABSENT:
Alderman Colemere	Alderman Hisel
Alderman Heintzelman	
Alderman Simpson	
Mayor Pro Tem Ross	
Mayor Werner	

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Werner dispensed with the Pledge of Allegiance to the Flag and the Invocation.

3. CITIZENS TO BE HEARD

No citizens signed up to address City Council at this time.

4. CITY COUNCIL COMMENTS

Mayor Werner dispensed with City Council Comments at this time.

5. REGULAR AGENDA ITEMS

5.1. Presentation / discussion - Budget Basics - City Manager / Finance Director

Finance Director Feagins presented an overview of budget basics.

5.2. Discussion - Interest & Sinking (I & S) Fund Balance - City Manager

City Manager Hill presented an overview of the budget and tax rate calculations since 2013/2014. Finance Director discussed the tax freeze calculation process.

- The effects of the 2014 debt payoff and the excess debt collections not be accounted for in the tax calculations.
- Review of collections 2015 through 2017
- Considerations /options for using fund balance
- City Manager discussed initially targeting \$50,000 of unencumbered funds and to make further adjustments later if required.

5.3. Discussion / action - Budget Development Assumptions - City Manager Hill

Council assumptions developed early on assist staff in posturing and developing the budget. For example, an assumption may be that employee compensation wages may rise by 3 % or that Medical costs may rise by 20 %. The actual rates may not be determined until after the City Manager proposes the initial budget. Should Council want to lower the tax rate, then the development of an assumed amount (target) may be helpful. The ability to do this would ultimately come down to balancing resource requirements with projected revenues.

Council reviewed assumptions and Goals and Objectives during the June 14th Workshop and several take aways are noted for confirmation:

- Implement two new police officer hires before decision is made on additional manning

- GF Fund Balance should not exceed 50%; but target 50%
- Fully Fund Capital Replacement Fund from schedule
- Key factors remaining are finalizing the

1) Health Care Defined Contribution amount;

2) Compensation (salary) increase;

3) Can we fully fund the Capital Replacement Fund?

5.4. Presentation / discussion – Review / Staff analysis of Council Objectives - City Manager

City Manager Hill presented a review of the Staff analysis of Council objectives.

6. ADJOURNMENT

Alderman Simpson made a motion to adjourn the meeting.

Alderman Colemere seconded the motion.

The meeting adjourned at 6:10 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

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

PRESENT:

Alderman Colemere

Alderman Heintzelman

Mayor Pro Tem Ross

Alderman Simpson

Mayor Werner

ABSENT:

Alderman Hisel

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Alderman Colemere led the Pledge of Allegiance to the Flag. Alderman Heintzelman followed with the Invocation.

3. CITIZENS TO BE HEARD

Residents Smith, Velasquez, Peyton, Werner, Smoot, Pierce, and Kautz addressed City Council regarding Arbor Day/ Tree Committee, portable buildings, topics, and trees.

4. CITY COUNCIL COMMENTS

City Council thanked all for coming out to the meeting.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Proclamation - 2017 U.S. Presidential Scholar Gabriela Escalante

Mayor Werner presented the Proclamation to the 2017 U.S. Presidential Scholar Gabriela Escalante.

5.2. Proclamation - American Spirit Alliance support for 4th of July

Mayor Werner read the proclamation for the American Spirit Alliance support for the 4th of July.

5.3. Recognition - Lara Feagins, Finance Director and the Distinguished Budget Presentation Award

Mayor Werner recognized Finance Director Lara Feagins in receiving the Distinguished Budget Presentation Award.

5.4. Recognition - Brandon Peterson, Public Works Director for overcoming challenges concerning manning and water system

Mayor Werner recognized Public Works Director for the overcoming challenges concerning manning and water system.

- 5.5. Announcement - City sponsored Independence Day Event scheduled for July 1st**
Mayor Pro Tem invited all to the City of Shavano Park Independence Day Event scheduled for July 1st from 10-2 p.m.

6. REGULAR AGENDA ITEMS

- 6.1. Discussion / action - Preliminary Plat establishing Shavano Park, Unit 19C Phase IV (Huntington), a 32.86 acre tract of land out of that 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD - City Manager**

Mayor Pro Tem Ross made a motion to approve the Preliminary Plat establishing Shavano Park, Unit 19C Phase IV (Huntington), a 32.86 acre tract of land out of that 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD.

Alderman Heintzelman seconded the motion.

The motion to approve the Preliminary Plat establishing Shavano Park, Unit 19C Phase IV (Huntington), a 32.86 acre tract of land out of that 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD carried unanimously.

Mayor Werner asked with the unanimous consent of City Council to deviate to agenda item Consent Agenda item 8.5

Mayor Pro Tem Ross made a motion to approve the final plat establishing Pond Hill East Commercial Subdivision, 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 and described instrument recorded in Volume 10075, page 1609 – 1624 of the official public records of real property of Bexar County, Texas.

Alderman Simpson seconded the motion.

The motion to approve the final plat establishing Pond Hill East Commercial Subdivision, 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 and described instrument recorded in Volume 10075, page 1609 – 1624 of the official public records of real property of Bexar County, Texas carried unanimously.

Mayor Werner deviated back to agenda item 6.2.

- 6.2. Public Hearing - Receive testimony and comments from members of the public regarding 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**

Public hearing opened 7:11 p.m.

Mayor Werner recognized City Manager Hill, Planning & Zoning Chairman Janssen,

and Planning & Zoning Commissioner Aleman. A timeline of events leading this public hearing was presented.

Citizens Linahan, Sandison, Werner, and Bakke addressed the City Council during this public hearing.

Public hearing closed 7:39 p.m.

6.3. Discussion / action - 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 (first reading) - City Manager

Alderman Simpson made a motion to postpone action on proposed ordinance No. O-2017-001 until the next meeting.

Alderman Heintzelman seconded the motion.

The motion to postpone this agenda item until the Regular Council meeting carried unanimously.

6.4. Discussion / action - TML-IEBP rerate and establishing defined contributions - City Manager / Joe Munoz (TML-IEBP)

Finance Director outlined the costs of the plans (note: we currently have a defined contribution of \$459.00).

Joe Munoz, TML-IEBP, presented the rerate for the health benefits for the upcoming fiscal year. The City of Shavano Park will have a 20% increase for benefits based on loss ratio. He outlined the 5 plans that will be available, which is a decrease from the current 7 plans available.

City Manager Hill discussed the 20% increase and the impact to employees.

Consensus of Council is that this item be placed on the agenda for the Special Meeting scheduled for July 13th.

6.5. Discussion / action - Purchase additional water rights in lieu of renewal of existing Edwards Aquifer Water Leases (2018) - City Manager Hill

City Manager Hill presented an overview of the current leases and options of purchasing vs renewal of existing leases. Recommend Option 5 - purchasing 13 ac per year for ten years and release the 2016 leases (171.56 ac/ft.) and the 2017 leases (131.75 ac/ft.).

Alderman Colemere made a motion to approve the recommended Option 5 purchasing 13 ac/ft. in the FY 2016- 17 budget year and releasing 2017 lease.

Alderman Simpson seconded the motion.

The motion to purchase 13 acre feet in the FY 2016 - 17 budget year and release the 2017 lease carried unanimously.

6.6. Discussion / action - Authorizing the City Manager to contract for on-line tree permitting and approval of Ordinance O-2017-015 amending ARTICLE II - Oak Wilt Prevention Sec. 14-21(e) to account for expenses in on-line tree permitting (administrative ordinance) - City Manager

Alderman Simpson made a motion to authorize the City Manager to contract for on-line permitting and approve of Ordinance O-2017-015 amending ARTICLE II - Oak Wilt Prevention Sec. 14-21(e) to account for expenses in on-line tree permitting.

Alderman Heintzelman seconded the motion.

The motion to authorize the City Manager to contract for on-line permitting and approve of Ordinance O-2017-015 amending ARTICLE II - Oak Wilt Prevention Sec. 14-21(e) to account for expenses in on-line tree permitting as an administrative ordinance carried unanimously.

6.7. Discussion / action - FY 2016-17 Budget Development Calendar - City Manager

Alderman Colemere made a motion to approve the proposed dates for August 3rd and rescheduling August 10th to August 9th.

Mayor Pro Tem Ross seconded the motion.

The motion to approve the proposed dates for August 3rd and rescheduling August 10th to August 9th carried unanimously.

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

7.5.1. TCEQ Water Notice Review

7.6. Finance Report

Alderman Simpson requested pulling City Manager Report agenda item 7.5.1 for discussion.

City Manager Hill updated City Council on the TCEQ Water Notice Review and what occurred. There was an error in the number of water samples required. We had submitted one sample and two are required. We do have any have any issues with our water. Council did not request discussion of any of the above agenda items 7.1 – 7.5 and 7.6.

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, May 15, 2017**
- 8.2. Approval - City Council Meeting Minutes, May 15, 2017**
- 8.3. Accept - Planning & Zoning Commission Meeting Minutes, May 3, 2017**
- 8.4. Accept - Water Advisory Committee Meeting Minutes, April 10, 2017**
- 8.5. Approval - Final Plat establishing Pond Hill East Commercial Subdivision, 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 and described instrument recorded in Volume 10075, page 1609 – 1624 of the official public records of real property of Bexar County, Texas**
- 8.6. Approval - Resolution R-2017-008 by the City Council of the City of Shavano Park, Texas appointing members to the Board of Directors of the City of Shavano Park, Texas Higher Education Facilities Corporation; and other matters in connection therewith**
- 8.7. Approval - O-2017-016 amending Chapter 6, Sec. 6-97(6) requiring pool yard enclosure be 48 inches to comply with Texas Health and Safety Code (administrative ordinance)**
- 8.8. Approval - Bexar Metro 9-1-1 Network Fiscal Year 2018 Proposed Budget**
- 8.9. Approval - Bexar Appraisal District Annual 2018 Proposed Budget**
- 8.10. Approval - Ordinance O-2017-014 amending the FY 2016-17 Crime Control and Prevention Budget and General Fund Budget to fund two police officer and to purchase equipment (administrative ordinance)**
- 8.11. Approval - Resolution R-2017-007 amending the Employee Handbook to comply with FMLA and updating the organizational chart**

Alderman Simpson requested that Council pull Consent agenda item 8.8 and 8.9.
Mayor Pro Tem Ross requested that Council pull Consent agenda item 8.7.

Alderman Simpson made a motion to approve Consent agenda items 8.1 - 8.4, 8.6 and 8.10 - 8.11.
Alderman Colemere seconded the motion.

The motion to approve Consent agenda item 8.1 - 8.4, 8.6 and 8.10 - 8.11 carried unanimously.

Consent agenda item 8.7

Alderman Simpson made a motion to postpone Consent agenda item 8.7 until the next Regular City Council meeting.

Mayor Pro Tem Ross seconded the motion.

The motion to postpone Consent agenda item 8.7 until the next Regular Council meeting carried unanimously.

Consent agenda item 8.8.

Alderman Heintzelman made a motion to approve Consent agenda item 8.8.

Mayor Pro Tem Ross seconded the motion.

The motion to approve Consent agenda item 8.8 carried with the following vote:

AYES: 4; NAYES: 1 (Alderman Simpson)

Consent agenda item 8.9

Mayor Pro Tem Ross made a motion to approve Consent agenda item 8.9.

Alderman Heintzelman seconded the motion.

The motion to approve Consent agenda item 8.9 with the following vote:

AYES; 4; NAYES: 1 (Alderman Simpson)

9. ADJOURNMENT

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

Alderman Heintzelman seconded the motion.

The meeting adjourned at 9:00 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:00 p.m.

PRESENT: ABSENT:

Alderman Colemere
Alderman Hisel
Alderman Heintzelman
Alderman Simpson
Mayor Pro Tem Ross
Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Werner dispensed with the Pledge of Allegiance to the Flag and Invocation at this time.

3. CITIZENS TO BE HEARD

Citizen Janssen addressed City Council regarding taxes for the City of Shavano Park.

4. CITY COUNCIL COMMENTS

Mayor Werner with the consensus of City Council dispensed with City Council comments.

5. REGULAR AGENDA ITEMS

5.1. Discussion / action - TML-IEBP rerate and establishing defined contributions - City Manager

Alderman Heintzelman made a motion to increase the defined contribution for city employees by 17% or \$78 / per employee per month for a total of 537.00 per employee.

Mayor Pro Tem Ross seconded the motion.

The motion to increase the defined contribution for city employees by 17% or \$78 / per employee per month for a total of \$537.00 per employee carried unanimously.

5.2. Discussion / action – Approval of Employee Assistance Program – City Manager

Alderman Simpson made a motion to approve the Employee Assistance Program with Deer Oaks for 6 visits for or each employee per year plan in FY 2017-18.

Alderman Hisel seconded the motion.

The motion to approve the Employee Assistance Program with Deer Oaks carried unanimously.

5.3. Discussion / action - FY 2016-17 Budget Development Calendar - City Manager

Alderman Hisel made a motion to approve the FY 2017-18 Budget Development Calendar with the following dates:

- August 22nd Special Council Budget Workshop
- August 28th Budget Workshop / Regular City Council Meeting
- September 11th Special City Council Meeting

- Reschedule the Regular City Council Meeting scheduled for September 25 to September 18th.

Alderman Heintzelman seconded the motion.

The motion to approve the budget development calendar was approved as

6. ADJOURNMENT

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

Alderman Heintzelman seconded the motion.

The meeting adjourned at 6:35 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:00 p.m.

PRESENT: ABSENT:

Alderman Colemere
Alderman Hisel
Alderman Heintzelman
Alderman Simpson
Mayor Pro Tem Ross
Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Werner dispensed with the Pledge of Allegiance to the Flag and the Invocation.

3. CITIZENS TO BE HEARD

No citizens signed up to address City Council at this time.

4. CITY COUNCIL COMMENTS

Mayor Werner, with consensus of City Council, dispensed with City Council Comments.

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

Steve Werling, Werling Associates, presented the annual update to Compensation Survey results in which he discussed:

- Nine Cities participated (including San Antonio); San Antonio not used for Police and Fire
- Increase in wages 2016-17 was 2.87%; increase anticipated in 2017-18 at 3.13%
- Note: our compensation study was based upon 2016-17 data and adjusted 2015-16 data
- Three lowest paying cities (Shavano Park, Converse, Balcony Heights) all adjusted wages up considerably
- Wages for bottom earning employees either going up or cities have hard time filling
- Re-evaluated Public Works positions
- Re-evaluated no credit given for internal experience related to promotion from Fire
- Lieutenant to Captain and Police Corporal to Sergeant
- Working with City Staff on the latest updated individual pay model worksheets for the 2017-18 pay rate for each employee.

5.2. Review / discussion - Capital Replacement Fund and Schedules - City Manager / Finance Director

City Manager Hill and Finance Director Feagins presents a review of the Capital Replacement Fund and Schedules.

5.3. Review / discussion - Department Requirements

5.3.1 - Fire Department

Finance Director Feagins and Chief Naughton reviewed the Fire Department requirements with City Council.

5.3.2 - Police Department

Finance Director Feagins and Chief Lacy reviewed the Police Department requirements with City Council.

5.3.3 - Public Works

City Manager Hill stated that PW Director Peterson is out of town tonight and that we would discuss the Public Works Department requirements at a later meeting. City Manager Hill pointed out specific issues with the backhoe and it would need to be replaced this fiscal year and will present more detailed information at the July Regular meeting.

6. ADJOURNMENT

Mayor Pro Tem Ross made am motion to adjourn the meeting.

Alderman Colemere seconded the motion.

The meeting adjourned at 9:10 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

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

PRESENT: ABSENT:

Alderman Colemere
Alderman Hisel
Alderman Heintzelman
Mayor Pro Tem Ross
Alderman Simpson
Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Pro Tem Ross led the Pledge of Allegiance to the Flag. Alderman Hisel followed with the Invocation.

3. CITIZENS TO BE HEARD

Citizens Kautz, Linahan, Florine, Mitchell, and Sandison addressed City Council regarding signs, accessory buildings and communication.

4. CITY COUNCIL COMMENTS

City Council welcomed everyone to the meeting.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Presentation - July 1st City sponsored Independence Day Event

Mayor Werner presented sponsors with tokens of our appreciation for their support and participation for the July 1st Independence Day Celebration.

6. REGULAR AGENDA ITEMS

6.1. Discussion / action - 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 (first reading) - City Manager

Alderman Colemere made a motion to approve Ordinance O-2017-001 with amendments to sections 6-95 and 36-36(h) pertaining to portable buildings:

Mayor Pro Tem Ross seconded the motion.

Alderman Colemere discussed proposed amendments to Ordinance O-2017-001.

Alderman Simpson made a motion to postpone 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 and recommend the City Manager schedule a Workshop meeting to discuss this item.

Alderman Colemere seconded the motion.

The motion to postpone 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 and recommend the City Manager schedule a Workshop meeting to discuss this item carried unanimously.

6.2. Discussion / action - Accepting recommendations from the annual Compensation Survey Review setting revised pay grades and a cost of living adjustment for all employees, as specified - City Manager

Alderman Heintzelman made a motion to accept the recommendation from the annual Compensation Survey Review as presented to include a 3.5% increase for the City Manager.

Mayor Pro Tem Ross seconded the motion.

The motion to approve the recommendation from the annual Compensation Survey Review as presented to include a 3.5% increase for the City Manager carried unanimously.

6.3. Discussion / action - Review results from the Republic Trash and Recycling Survey and options for service - City Manager

Alderman Heintzelman made a motion to approve the 1x week recycling service with no cost increase to the City/ citizens.

Mayor Pro Tem Ross seconded the motion.

The motion approve the 1x week recycling service with no cost increase to the City / citizens carried unanimously.

6.4. Discussion / action - Ordinance O-2017-016 amending Chapter 6, Sec. 6-97(6) requiring pool yard enclosure be 48 inches to comply with Texas Health and Safety Code (administrative ordinance) - City Manager

Alderman Heintzelman made a motion to approve Ordinance O-2017-016 amending Chapter 6, Sec. 6-97(6) requiring pool yard enclosure be 48 inches to comply with Texas Health and Safety Code (administrative ordinance).

Alderman Simpson seconded the motion.

The motion to approve Ordinance O-2017-016 amending Chapter 6, Sec. 6-97(6) requiring pool yard enclosure be 48 inches to comply with Texas Health and Safety Code (administrative ordinance) carried unanimously.

6.5. Discussion / action - Direct Planning and Zoning Commission to propose amendments to the City Code of Ordinances Section 24-6 to comply with the Texas Local Government Code Sec. 216.903 - Regulation of Political signs by municipality; and to direct staff to propose amendments to the City Policy 11 – Signs on Public Property - Ald. Simpson

Alderman Simpson made a motion to direct Planning and Zoning Commission to propose amendments to the City Code of Ordinances Section 24-6 to comply with the Texas Local

Government Code Sec. 216.903 - Regulation of Political signs by municipality; and to direct staff to propose amendments to the City Policy 11 – Signs on Public Property.

Alderman Hisel seconded the motion.

The motion to direct Planning and Zoning Commission to propose amendments to the City Code of Ordinances Section 24-6 to comply with the Texas Local Government Code Sec. 216.903 - Regulation of Political signs by municipality; and to direct staff to propose amendments to the City Policy 11 – Signs on Public Property carried unanimously.

6.6. Discussion / action - Direct Staff to prepare an Ordinance which prohibits the use of the City of Shavano Park logo on political advertisements and associated actions - Ald. Simpson

Alderman Simpson made a motion to direct Staff to prepare an Ordinance which prohibits the use of the City of Shavano Park logo on political advertisements and including that prohibition in all candidate packets provided to all candidates by the City Secretary actions.

Alderman Hisel seconded the motion.

Mayor Pro Tem Ross made a motion to amend and direct Staff to prepare a Resolution which prohibits the use of the City of Shavano Park logo on political advertisements and including that prohibition in all candidate packets provided to all candidates by the City Secretary.

Alderman Simpson seconded the motion.

The vote on the amendment to the motion to direct Staff prepare a Resolution versus an Ordinance carried unanimously.

The vote on the primary motion to direct Staff prepare a Resolution which prohibits the use of the City of Shavano Park logo on political advertisements and including that prohibition in all candidate packets provided to all candidates by the City Secretary carried unanimously.

6.7. Discussion / action – Resolution R-2017-009 approving the City of Shavano Park Communications Strategy - City Manager / Ald. Hisel

Alderman Hisel made a motion to approve R-2017-009 approving the City of Shavano Park Communications Strategy.

Alderman Colemere seconded the motion.

The motion to approve Resolution R-2017-009 approving the City of Shavano Park Communications Strategy carried unanimously.

6.8. Discussion / action - Approval of Ordinance O-2017-017 amending the budget to purchase replacement back hoe for Public Works / Water - City Manager

Alderman Hisel made a motion to approve Ordinance O-2017-017 amending the budget to purchase replacement back hoe for Public Works / Water as an administrative ordinance.

Mayor Pro Tem Ross seconded the motion.

The motion to approve Ordinance O-2017-017 amending the budget to purchase replacement back hoe for Public Works / Water as an administrative ordinance carried unanimously.

6.9. Discussion - Public Works / Water FY 2017-18 Budget Development - City Manager

Public Works Director Peterson presented the Public Works / Water FY 2017-18 Budget Development report.

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

7.6.1. Financial Report – Arbor Day 2017

7.6.2. Financial Report – Independence Day 2017

City Council did not request discussion of any of the above agenda items 7.1 - 7.6.2.

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 Minutes, June 14, 2017

8.2. Approval - City Council Workshop Meeting Minutes, June 26, 2017

8.3. Approval - City Council Meeting, June 26, 2017

8.4. Accept - Planning & Zoning Commission Meeting Minutes, June 7, 2017

8.5. Accept - Water Advisory Committee Meeting Minutes, May 8, 2017

Alderman Ross made a motion to approve / accept Consent agenda items 8.1 - 8.5 as presented.

Alderman Simpson seconded the motion.

The motion to approve / accept Consent Agenda items 8.1 – 8.5 carried unanimously.

9. ADJOURNMENT

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

Alderman Colemere seconded the motion.

The meeting adjourned at 8:30 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:00 p.m.

PRESENT:

Alderman Colemere
Alderman Heintzelman
Mayor Pro Tem Ross
Alderman Simpson
Mayor Werner

ABSENT:

Alderman Hisel

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Werner dispensed with the Pledge of Allegiance to the Flag and Invocation.

3. CITIZENS TO BE HEARD

No one signed up to address City Council at this time.

4. CITY COUNCIL COMMENTS

Mayor Werner dispensed with City Council comments.

5. AGENDA ITEMS

5.1. Presentation / discussion - Receipt of the Effective and Rollback Calculation – City Manager Hill

City Manager Hill presented the Effective and Rollback Calculation worksheet which provides the “Total Taxable Assessed Value (Freeze not included) and the actual tax assessed on freeze valued properties and summarizes the amounts of potential taxes collected (Total M&O and I&S) based upon last year’s collection and projections for FY 2017-18 based upon the current rate, the rollback rate, the effective rate, and the City Manager Proposed rate.

5.2. Presentation / discussion - Submission of the City Manager Proposed Budget for FY 2017-18 - City Manager Hill

City Manager Hill presented the City Manager Proposed Budget for FY 2017-18.

6. ADJOURNMENT

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

Alderman Colemere seconded the motion.

The meeting adjourned at 7:31 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:05 p.m.

PRESENT:

Alderman Colemere
Alderman Hisel
Mayor Pro Tem Ross
Alderman Simpson
Mayor Werner

ABSENT:

Alderman Heintzelman arrived 6:46 p.m.

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Werner dispensed with the Pledge of allegiance to the Flag and Invocation.

3. CITIZENS TO BE HEARD

No citizens signed up to address City Council at this time.

4. CITY COUNCIL COMMENTS

Mayor Werner dispensed with City Council Comments.

5. AGENDA ITEMS

5.1. Presentation / discussion - Consider a proposed Tax Rate for FY 2017-18 and taking a Record Vote; and Schedule Public Hearing on the proposed tax rate – City Council

Mayor Pro Tem Ross made a motion to propose a Tax Rate of \$0.287742 per \$100 valuation which is M&O rate of \$0.27487 and I&S rate of \$0.012872.

Alderman Colemere seconded the motion.

Alderman Colemere	- AYE
Alderman Hisel	- AYE
Alderman Heintzelman	- Absent
Mayor Pro Tem Ross	- AYE
Alderman Simpson	- NAY

The vote to propose a Tax Rate of \$0.287742 per \$100 valuation which is M&O rate of \$0.27487 and I&S rate of \$0.012872 carried with a 3 AYES; 1 NAY (Alderman Simpson)

5.2 Discussion / action – Schedule public hearings on proposed budget FY 2017-18 - City Manager

Alderman Simpson made a motion to schedule public hearings on proposed budget FY 2017-18 on September 11th and September 18th.

Alderman Hisel seconded the motion.

With the consensus of City Council Mayor Werner recessed the Special Meeting at 6:19 p.m.

At 6:54 p.m., Mayor Werner reconvened the Special Meeting.

Alderman Simpson made a motion to schedule public hearings on proposed budget FY 2017-18 on September 11th and September 18th.

Alderman Hisel seconded the motion.

The motion to schedule public hearings on proposed budget FY 2017-18 on September 11th and September 18th carried unanimously.

6. ADJOURNMENT

Alderman Heintzelman made a motion to adjourn the meeting.

Alderman Colemere seconded the motion.

The meeting adjourned at 6:57 p.m.

Robert Werner

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:25 p.m.

PRESENT:

Alderman Colemere

Alderman Hisel

Mayor Pro Tem Ross

Alderman Simpson

Mayor Werner

ABSENT:

Alderman Heintzelman (arrived 6:46 p.m.)

2. CITIZENS TO BE HEARD

Citizen Holzhauer addressed City Council regarding traffic light at Farne Castle and Lockhill Selma.

3. AGENDA ITEMS

3.1. Discussion – FY 2017-18 Proposed Budget

City Manager Hill presented an overview of the Capital Equipment items that were funding in the FY 2017-18 Proposed Budget. City Manager Hill and PW Director Peterson reviewed requirements and options regarding the purchase of a new crack seal machine.

Mayor Werner with the consensus of City Council recessed the Workshop Meeting at 6:54 p.m.

Mayor Werner reconvened the Workshop Meeting at 6:58 p.m. Alderman Hisel departed the meeting at 6:58 p.m.

Workshop Meeting discussion included:

- Consensus to include funding of the Crack Seal Machine for Public / Works in FY 2017-18 Budget
- Consensus to move funding the raising the fire hydrants from Water Fund to General Fund
- Consensus to use the current version of the Planning & Zoning Commission revisions to the Vision Statement and Strategic Goals in FY 2017-18 Budget
- Further assessment of utilizing Crime Control Prevention District funds to fund Emergency Generator for Fire Department living quarters / Public Works Building
- Requesting additional information concerning reclassification of Planner/ Information Systems Manager to Assistant to the City Manager
- Requesting additional information regarding Firewise proposal on municipal tract, possible Firewise grants, shaded fuel breaks and chainsaw classes
- Requesting additional information on electrical upgrades in front of city hall
- Possible reallocation of Capital funds currently designated for municipal tract

4. ADJOURNMENT

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

Alderman Simpson seconded the motion.

The meeting adjourned at 8:26 p.m.

Robert Werner

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:00 p.m.

PRESENT:

ABSENT:

Alderman Colemere

Alderman Hisel

Alderman Heintzelman

Mayor Pro Tem Ross

Alderman Simpson

Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Pro Tem Ross led the Pledge of Allegiance to the Flag. Alderman Heintzelman led the Invocation.

3. CITIZENS TO BE HEARD

Citizen Florine addressed City Council regarding acoustics in city hall and municipal tract.

4. CITY COUNCIL COMMENTS

Mayor Werner with the consensus of City Council dispensed with City Council Comments.

5. AGENDA ITEMS

5.1. Presentation / discussion - Ordinance O-2017-001 proposed amendments to Chapter and Chapter 36 of the City's Code of Ordinances regarding accessory buildings, outbuildings and portable buildings and the authorization of special exceptions

City Manager Hill presented an overview of the proposed amendments to Ordinance O-2017-001.

Alderman Colemere and Alderman Simpson discussed their recommended amendments to Ordinance O-2017-001.

After discussion, City Council reached a majority consensus of:

Portable Building regulations:

- 200 square feet size limitation in all residential zoning districts
- Limited A-3 residential zoning district to a single portable buildings
- Changed height measurements to be from base foundation instead of grade level
- Kept 8 foot height limitation in setbacks in all residential zoning districts
- Removed special exception for portable buildings

Masonry Requirements:

- Removed masonry requirements for accessory buildings
- Removed special exception for masonry requirements

Mayor Werner, with Council consensus, recessed the meeting for a ten minute break.

The meeting recessed at 7:02 p.m.

The meeting reconvened at 7:12 p.m.

5.2. Discussion - FY 2017-18 Proposed Budget

City Manager Hill presented an overview of the FY 2017-18 Proposed Budget.

1) Revised Vision / Strategic Goals

City Council consensus to include the Revised Vision / Strategic Goals in the FY 2017-18 Budget.

2) % of Ad Valorem Tax Collected worksheets

City Council consensus to present tax collected at 100% collection rate.

3) Updated Projected General Fund – Fund Balance

Finance Director Feagins presented the updated projected General Fund – Fund Balance.

4) Funding Proposed Crack Seal Machine

City Council consensus is to fully fund crack seal machine from fund balance.

5) Asst to the City Manager

City Council consensus to reclassify the Planner / IT Information Systems Manager to Assistant to the City Manager with a pay grade 26.

6) Emergency Generator – CCPD Funds

City Council consensus to allocate funds for an Emergency Generator and apply for grants.

7) Funding Fire Hydrant Repair

City Manager Hill informed City Council that the funding of fire hydrant repair will be moved to the General Fund.

8) Proposed Shaded Fuel Break

9) Chainsaw Class

10) Water Feature

11) Increased Electrical Capability City Hall

12) Transfer remaining Muni-tract balance

Alderman Colemere discussed agenda items 8-12. After discussion, City Council requested additional information regarding costs be provided at the Workshop Meeting scheduled August 28th immediately following the Regular City Council Meetings.

13) Other budget items (Council)

Mayor Pro Tem Ross stated that if we are planning to have a survey on water rates, we that should solicit request for proposals and should allocate funds for the project.

6. ADJOURNMENT

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

Alderman Heintzelman seconded the motion.

The meeting adjourned at 9:08 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 8:11 p.m.

PRESENT: ABSENT:

Alderman Colemere
Alderman Heintzelman
Alderman Hisel
Mayor Pro Tem Ross
Alderman Simpson
Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Werner dispensed with the Pledge of Allegiance to the Flag and Invocation.

3. CITIZENS TO BE HEARD

Citizen Smoot address City Council regarding the core survey, sprinkler system at city hall and involvement of the Citizen Tree Committee.

Mayor Werner asked that we include the emails from citizens Zucker, Fitzpatrick, Green, Matheson, Peyton, Leitko, Jackson, Markette, and LaCasse in the record.

4. CITY COUNCIL COMMENTS

Mayor Werner dispensed with City Council comments.

5. AGENDA ITEMS

5.1. Discussion - FY 2017-18 Proposed Budget

Mayor Werner asked for consensus for the following items for budget preparation:

1) Shaded Fuel Break –

Consensus of the majority is to proceed with the Shaded Fuel Break in the upcoming FY.

2) Chainsaw Class –

City Council consensus is not to proceed with the chainsaw class.

3) Water Feature

Consensus of the majority of Council is more information is needed.

4) Increased Electrical Capability City Hall

Majority of Council consensus is to proceed with this item for the upcoming FY using \$10K from the funds in the Municipal Tract line item.

5) Transfer remaining Muni-tract balance

City Council consensus of the majority is to budget the entire amount between improving electrical capacity at City Hall and Environmentally Friendly parking.

6) Environmental Friendly Parking

Majority of Council consensus is to proceed with environmentally friendly parking in the upcoming budget using the remaining balance in the municipal tract line item.

6. ADJOURNMENT

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

Alderman Heintzelman seconded the motion.

The meeting adjourned at 9:14 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:00 p.m.

PRESENT:

ABSENT:

Alderman Colemere

Alderman Heintzelman

Alderman Hisel

Mayor Pro Tem Ross

Alderman Simpson

Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

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

3. CITIZENS TO BE HEARD

Citizens Florine. Simmons, and Peyton addressed City Council regarding the muni-tract and traffic.

4. CITY COUNCIL COMMENTS

City Council welcomed all to the City Council Meeting.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Proclamation - National Wildlife Federation Community Wildlife Habitat

Mayor Werner presented the National Wildlife Federation Community Wildlife Habitat proclamation to Vicky Maisel and Dagne Fisher.

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

Mayor Pro Tem Ross informed all that National Night Out will be held Tuesday, October 3rd.

6. REGULAR AGENDA ITEMS

6.1. Presentations - Semi-annual update Shavano Park Commercial and Residential Development - Bitterblue, Inc. / Denton Communities

Dan Kossel and Daryl Lange presented the semiannual update regarding residential and commercial development in Shavano Park and surrounding areas.

6.2. Public Hearing - Receive testimony and written evidence from City of Shavano Park residents and property owners on the possible addition of the A-1 PUD Zoning District to the list of zoning districts eligible to receive special exceptions

Public hearing opened at 7:22 p.m.

City Manager Hill presented an overview of the proposed addition of the A-1 PUD Zoning District.

Public hearing closed at 7:25 p.m.

6.3. Discussion / action - Ordinance O-2017-017 an Ordinance amending Section 36-123 of the City of Shavano Park Code of Ordinances to add A-1 PUD Zoning District as an eligible zoning district to receive special exceptions from the Board of Adjustments (Administrative) - City Manager

Mayor Pro Tem Ross made a motion to approve O-2017-017 an Ordinance amending Section 36-123 of the City of Shavano Park Code of Ordinances to add A-1 PUD Zoning District as an eligible zoning district to receive special exceptions from the Board of Adjustments (Administrative).

Alderman Hisel seconded the motion.

The motion to approve O-2017-017 an Ordinance amending Section 36-123 of the City of Shavano Park Code of Ordinances to add A-1 PUD Zoning District as an eligible zoning district to receive special exceptions from the Board of Adjustments (Administrative) carried unanimously.

6.4. Discussion / action - 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 (first reading) - City Manager

Alderman Heintzelman made a motion to approve O-2017-001 an Ordinance amending Chapter 6, Article IV and Chapter 36, Articles I-II of the City of Shavano Park Code of Ordinances to define and regulate accessory buildings, portable buildings and portable on-demand storage structures.

Mayor Pro Tem Ross seconded the motion.

The motion to approve O-2017-001 an Ordinance amending Chapter 6, Article IV and Chapter 36, Articles I-II of the City of Shavano Park Code of Ordinances to define and regulate accessory buildings, portable buildings and portable on-demand storage structures carried with the following vote:

AYES: 3; NAYES: 2 (Aldermen Simpson and Hisel)

6.5. Discussion / action - Resolution R-2017-010 nominate 1-5 candidates during the nomination phase of selection process for Election of Bexar Appraisal District Board of Directors 2018-2019 - City Manager

Alderman Hisel made a motion to appoint Mike Simpson and Shawn Fitzpatrick during the nomination phase of the selection process for Election of Bexar Appraisal District Board of Directors 2018-19.

Alderman Heintzelman seconded the motion.

The motion to appoint Mike Simpson and Shawn Fitzpatrick during the nomination phase of the selection process for Election of Bexar Appraisal District Board of Directors 2018-19 with the following vote:

AYES: 4; NAYES: 1 (Mayor Pro Tem Ross)

6.6. Discussion / action - Resolution R-2017-011 a resolution establishing a policy to

encourage adherence to Texas Ethics opinion in the use of the official City logo on political advertising - City Manager

Mayor Pro Tem Ross made a motion to approve Resolution R-2017-11 a resolution establishing a policy to encourage adherence to Texas Ethics opinion in the use of the official City logo on political advertising.

Alderman Simpson seconded the motion.

The motion to approve Resolution R-2017-011 a resolution establishing a policy to encourage adherence to Texas Ethics opinion in the use of the official City logo on political advertising.

AYES 4; NAYES: 1 (Alderman Colemere)

6.7. Discussion / action - City of Shavano Park Organization Chart for FY 2017-18 - City Manager

Alderman Simpson made a motion to approve the City of Organizational Chart for FY 2017-18.

Alderman Colemere seconded the motion.

The motion to approve the City of Shavano Park Organizational Chart for FY 2017-18 carried unanimously.

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

City Council did not request discussion of any of the above agenda items 7.1 - 7.6.

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 Special Meeting Minutes, July 13, 2017

8.2. Approval - City Council Workshop Meeting Minutes, July 13, 2017

8.3. Approval - City Council Special, August 3, 2017

- 8.4. Approval - City Council Meeting, August 9, 2017**
- 8.5. Approval - City Council Workshop, August 9, 2017**
- 8.6. Accept - Planning & Zoning Commission Meeting Minutes, July 12, 2017**
- 8.7. Accept - Water Advisory Committee Meeting Minutes, June 12, 2017**
- 8.8. Approval - Final Plat establishing Shavano Park, Unit 19C Phase IV (Huntington), a 32.86 acre tract of land out of that 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD**
- 8.9. Approval - R-2017-014 Texas Multi-Jurisdiction Hazard Mitigation Plan (HMP)**
- 8.10. Approval - R-2017-012 updating the application for the Body Cameras Grant Program and the purchase of Body Worn Cameras purchased in 2017**
- 8.11. Approval - R-2017-013 Authorizing the submittal of an application for the Body Armor Reimbursement Program for inclusion in FY 2017-18 Budget**
- 8.12. Accept - Quarterly Investment Report ending June 2017**

Mayor Pro Tem Ross pulled agenda item 8.9 for discussion.
Alderman Simpson made a motion to approve 8.1 – 8.8 and 8.10 – 8.12.
Alderman Heintzelman seconded the motion.
The motion carried unanimously.

Mayor Pro Tem Ross asked for clarification of the use of local revenues under Mitigation Action Details. Based on discussion, Mayor Pro Tem Ross made a motion to approve agenda item 8.9 with an amendment to include that the funding sources will be grants.

Alderman Simpson seconded the motion.
The motion carried unanimously.

9. ADJOURNMENT

Alderman Heintzelman made a motion to adjourn the meeting.
Alderman Colemere seconded the motion.
The meeting adjourned at 8:02 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:59 p.m.

PRESENT:

ABSENT:

Alderman Colemere

Alderman Heintzelman

Alderman Hisel (arrived 7:30 p.m.)

Mayor Pro Tem Ross

Alderman Simpson

Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Alderman Heintzelman led the Pledge of Allegiance to the Flag. Mayor Werner led the Invocation.

3. CITIZENS TO BE HEARD

Citizen Pierce informed City Council that his comments made at the Crime Control Prevention District Board Meeting are intended for Council consideration at this meeting.

4. CITY COUNCIL COMMENTS

City Council welcomed all to the meeting.

Alderman Simpson invited all to a Veteran's Day event at City Hall on November 11th at 2 p.m. The event will be honoring the veterans of Shavano Park.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Proclamation – Fire Prevention Week

Mayor Werner presented Fire Chief Naughton with a proclamation proclaiming October 4 – 8, 2017 as National Fire Prevention Week.

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

Mayor Pro Tem Ross announced National Night Out will be held October 3rd from 6 p.m. – 8 p.m.

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

Public hearing opened at 7:06 p.m.

City Manager Hill presented an overview of the rezoning request 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 space size described as in Section 36-1 definition for Parking Space.

Laddie Denton, Bitterblue Inc., discussed the specifics of his request.

Public hearing closed at 7:07 p.m.

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.

Mayor Pro Tem Ross made a motion to approve 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 informed City Council that on September 6th, the Planning & Zoning Commission held a public hearing and no citizens addressed the Planning & Zoning Commission regarding this item. Planning & Zoning Commission approved the motion to recommend approval to City Council.

Alderman Heintzelman seconded the motion.

The motion to approve 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 for the first reading carried unanimously.

6.3. Public Hearing - Crime Control & Prevention District Budget of the City of Shavano Park Crime Control and Prevention District for FY 2017-18

Public hearing opened at 7:12 p.m.

City Manager Hill presented an overview of the Crime Control & Prevention District Budget of the City of Shavano Park Crime Control and Prevention District for FY 2017-18. Public hearing closed at 7:13 p.m.

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

Alderman Simpson made the motion to approve 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.

Mayor Pro Tem Ross seconded the motion.

The motion to approve 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 carried unanimously.

6.5. Public Hearing - Proposed Annual Operating and Capital Budget for FY 2017-2018

Public hearing opened at 7:14 p.m.

City Manager Hill presented an overview of the Proposed Annual Operating and Capital Budget for FY 2017-18.

Public hearing closed at 7:22 p.m.

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

Mayor Pro Tem Ross made a motion to approve 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 principal on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date.

Alderman Colemere seconded the motion.

This agenda item requires a record vote:

Alderman Simpson – Nay

Mayor Pro Tem Ross – Aye

Alderman Heintzelman – Aye

Alderman Colemere – Aye

Alderman Hisel – Absent

The motion to approve 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 carried with the following vote:

AYES: 3; NAYES: 1 (Alderman Simpson)

6.7. Discussion / action - Resolution R-2017-016 adopting the City of Shavano Park 2017 Tax Rate (Record Vote) - City Manager

Mayor Pro Tem Ross made a motion to approve Resolution R-2017-016 adopting the City of Shavano Park 2017 Tax Rate (Record Vote).

Alderman Simpson seconded the motion.
This agenda item requires a record vote.

Alderman Simpson – Aye
Mayor Pro Tem Ross – Aye
Alderman Heintzelman – Aye
Alderman Colemere – Aye
Alderman Hisel – Absent

The motion to approve Resolution R-2017-016 adopting the City of Shavano Park 2017 Tax Rate carried with the following vote:

AYES: 4; NAYES: 0

6.8. Record vote to ratify the property tax increase reflected in the FY 2017-18 budget (Record Vote) - City Manager

The record vote to ratify the property tax increase reflected in the FY 2017-18 budget is as follows:

Alderman Simpson – Aye
Mayor Pro Tem Ross – Aye
Alderman Heintzelman – Aye
Alderman Hisel - Nay
Alderman Colemere – Aye

6.9. Discussion / action – Selection of alternate Judge and alternate Prosecutor - City Manager

Mayor Pro Tem Ross made a motion to select Stephanie L. Stevens as Alternate Judge and Carlos A. Solis as Alternate Prosecutor.

Alderman Simpson seconded the motion.

The motion to select Stephanie L. Stevens as Alternate Judge and Carlos A. Solis as Alternate Prosecutor carried with a unanimous vote.

6.10. Discussion / action – Alternate regular meeting date for December 25th City Council meeting - City Manager

Mayor Pro Tem Ross made a motion to reschedule the Regular City Council Meeting from December 25th to December 18th.

Alderman Heintzelman seconded the motion.

Alderman Simpson made a substitute motion to cancel the December City Council meeting.

Alderman Heintzelman seconded the substitute motion.

The vote for the substitute motion to cancel the December City Council meeting failed with the following vote:

AYES: 1; NAYES: 4 (Mayor Pro Tem Ross / Aldermen Heintzelman, Hisel and Colemere)

The vote on the primary motion to reschedule the Regular City Council Meeting from December 25th to December 18th carried unanimously.

6.11. Discussion / action - Selection Boards, Commissions, and Committees - City Manager

Mayor Pro Tem Ross made a motion to select the following:

Board of Adjustment

Fred Hobbs

William Hartman

Larry Lyons

Alternates:

Michael Meurer

Charles Brame

Investment

Mark Standeford

Tree Committee

Randy Smith

Howard Marnan

Kim Lane

Randi Wayland

Water Advisory Committee

Al Walea

Tomas Palmer

Matthew Trippy

Steven Fleming (1 year unexpired term)

Planning & Zoning Commission

Bill Simmons

Carlos Ortiz

Mike Janssen

Kerry Dike

Jason Linahan

Alderman Colemere seconded the motion.

Alderman Simpson made a motion to consider the selection of Boards, Commission and Committees one at a time.

Alderman Hisel seconded the motion.

The motion to consider the selection to consider the selection of Boards, Commission and Committees one at a time carried with the following vote:

AYES: 3; NAYS: 2 (Mayor Pro Tem Ross / Alderman Colemere)

City Council began the selection for Boards / Commissions / Committee in the following order:

6.11.3 Board of Adjustment

6.11.4 Investment Committee

6.11.5 Citizen Tree Committee –postponed to the end of the all Boards / Commissions / Committee appointments

6.11.2 Water Advisory Committee

6.11.1 Planning & Zoning Commission

6.11.1. Planning & Zoning Commissions - Five appointments, two-year terms

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

Planning & Zoning Commission

Bill Simmons

Carlos Ortiz

Mike Janssen

Kerry Dike

Jason Linahan

Alderman Colemere seconded the motion.

Alderman Simpson made a motion to amend the motion to remove Carlos Ortiz and replace with Walt Sandison.

Alderman Hisel seconded the motion.

The vote on the substitute motion to remove Carlos Ortiz and replace with Walt Sandison failed with a vote:

AYES: 2; NAYS: 3 (Mayor Pro Tem Ross / Aldermen Heintzelman and Colemere)

The vote on the primary motion to appoint the following individuals to the Planning & Zoning Commission carried unanimously:

Bill Simmons

Carlos Ortiz

Mike Janssen

Kerry Dike

Jason Linahan

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

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

Water Advisory Committee

Al Walea

Tomas Palmer

Matthew Trippy

Steven Fleming (1 year unexpired term)

Alderman Colemere seconded the motion.

The motion to appoint the above mentioned citizens to the Water Advisory Committee carried with a unanimous vote.

6.11.3 Board of Adjustments - Three appointments and two alternates, two-year terms

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

City Secretary Tedford informed City Council that applicant Meurer had called and requested his name be withdrawn from all Boards / Commissions / Committees at this time.

Board of Adjustment

Fred Hobbs

William Hartman

Larry Lyons

Alternates:

Charles Brame

Alderman Colemere seconded the motion.

The motion to appoint the Board of Adjustment members as listed carried unanimously.

6.10.4 Investment Committee - One appointment for two-year term

Mayor Pro Tem Ross made the motion to appoint the following:

Investment

Mark Standeford

The motion to appoint the Investment Committee member(s) as listed carried unanimously.

6.10.5 Tree Committee - To Be Determined - minimum seven (7) residents

Mayor Pro Tem Ross made the motion to appoint the following:

Tree Committee

Randy Smith
Howard Marnan
Kim Lane
Randi Wayland

Mayor Pro Tem Ross made a motion to postpone consideration of the Tree Committee until all Boards / Commissions / Committee appointments have been considered.

Alderman Simpson seconded the motion.

The motion to postpone Tree Committee appointments until all Boards / Commissions / Committee appointment have been considered passed with the following vote:

AYES: 4; NAYES: 1 (Alderman Hisel)

City Council has completed appointments to all Boards / Commissions / Committees and will proceed with the selection of members to the Citizen Tree Committee.

Mayor Pro Tem Ross made the motion to appoint the following:

Tree Committee

Randy Smith
Howard Marnan
Kim Lane
Randi Wayland

Alderman Hisel made a substitute motion to appoint all that wish to serve to be allowed to serve on one committee at a time.

Alderman Heintzelman seconded the motion.

Alderman Hisel withdrew the substitute motion.

Alderman Heintzelman withdrew his second to the motion.

The motion to appoint members to the Citizen Tree as outlined by Mayor Pro Tem Ross carried unanimously.

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

City Council did not request discussion of any of the above agenda items 7.1 - 7.6.

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

Mayor Pro Tem Ross made a motion to approve Consent Agenda items 8.1 – 8.7.

Alderman Simpson seconded the motion.

The motion to approve Consent Agenda items 8.1 – 8.7 carried unanimously.

9. ADJOURNMENT

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

Alderman Colemere seconded the motion.

The meeting adjourned at 8:00 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. CALL MEETING TO ORDER

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

PRESENT:

ABSENT:

Alderman Colemere

Alderman Heintzelman

Alderman Hisel

Mayor Pro Tem Ross

Alderman Simpson

Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Alderman Hisel led the Pledge of Allegiance to the Flag. Alderman Heintzelman followed with the Invocation.

3. CITIZENS TO BE HEARD

Citizen Florine addressed City Council regarding the municipal tract.

4. CITY COUNCIL COMMENTS

City Council welcomed all to the meeting.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Announcement - National Night Out - Chief Lacy

Chief Lacy briefed Council on the success of National Night Out.

5.2. Announcement – Veterans’ Day Event - Alderman Simpson

Alderman Simpson announced the upcoming Veterans’ Day Event scheduled on November 11th at 2:00 p.m. at City Hall.

5.3. Proclamation – Gold Star Family Recognition - Mayor Werner

Mayor Werner recognized the Gold Star Family members within our community. Alderman and Mrs. Simpson and Mr. and Mrs. Kincer were presented with a proclamation for Gold Star Mother’s and Family’s Day, 2017

5.4. Presentation - Richard Lazor for service to the City of Shavano Park since 1987 - Mayor Werner

Mayor Werner thanked Richard Lazor for his service to the City of Shavano Park since 1987.

6. REGULAR AGENDA ITEMS

6.1. Update / discussion – Town Plan Update 2017 - Chairman Janssen

Chairman Janssen presented an update - Town Plan Update 2017

P&Z initiated the update in July based on City Council direction. The entire document will be updated, but six focus areas have been identified for a detailed review. These are:

- Vision and Strategic Goals, City Issues, and the City's Strengths, Weaknesses, Opportunities, and Threats
- Hike & Bike Trails and Sidewalks
- Residential and Commercial Development
- Flooding and Drainage
- City's Municipal Tract
- NW Military Highway improvements

The Planning & Zoning Commission has outlined the presentations to maximize Citizen Input.

1. Presentation is made to P&Z on the topic by reviewing the 2010 Town Plan and any updates.
2. Second, a survey is drafted and sent out for resident feedback.
3. Third, a public hearing is conducted to get in-person citizen feedback, to review the survey results with P&Z, and to generally discuss the approach to revising the Town Plan.
4. Finally, the results are summarized in the third meeting with P&Z for any required clarification.

Upon completion of the focus areas, the Town Plan will be updated by P&Z and submitted to City Council for consideration and approval.

6.2. Discussion - City Manager update on status of VIA bus shelters on DeZavala and Lockhill Selma - Ald. Simpson

City Manager Hill presented an update on status of VIA bus shelters on DeZavala and Lockhill Selma.

6.3. Public Hearing - Ordinance O-2017-021 amending City Code of Ordinances Section 24-6 Signs to comply with Texas Local Government Code Sec. 216.903 – Regulation of Political signs by municipality - City Manager

Public hearing opened at 7:10 p.m.

City Manager Hill presented proposed Ordinance O-2017-021 amending City Code of Ordinances Section 24-6 Signs to comply with Texas Local Government Code Sec. 216.903 – Regulation of Political signs by municipality.

Public hearing closed at 7:17 p.m.

6.4. Discussion / action - Ordinance O-2017-021 amending City Code of Ordinances Section 24-6 Signs to comply with Texas Local Government Code Sec. 216.903 – Regulation of Political signs by municipality - City Manager

Alderman Simpson made a motion to approve Ordinance O-2017-021 amending City Code of Ordinances Section 24-6 Signs to comply with Texas Local Government Code Sec. 216.903 – Regulation of Political signs by municipality selecting Option 2 as recommended by the City Attorney to read as follows:

5) Signs during voting periods. Each residential property may erect signs in addition to those described in section 24-6(2) and section 24-6(3) during voting periods, as defined in section 24-2, subject to the following restrictions:

- a. No sign may be erected more than 60 days prior to the start of the voting period;
- b. All signs must be removed by 11:59 p.m. the day following the voting period;
- c. The total sign area of all voting period signs must be no more than 36 square feet, and no one sign shall be larger than 24 square feet;
- d. No voting period sign may be higher than six feet above grade; and
- e. The signs cannot be illuminated or backlit.

[\(6\) All signs described in Sections 24-6 shall be regulated as prescribed unless otherwise stated herein or otherwise specifically authorized by state law.](#)

Alderman Hisel seconded the motion.

The motion to approve Ordinance O-2017-021 amending City Code of Ordinances Section 24-6 Signs to comply with Texas Local Government Code Sec. 216.903 – Regulation of Political signs by municipality selecting Option 2 as recommended by the City Attorney carried unanimously.

6.5. Discussion / action - Resolution R-2017-018 amending City Policy No. 11 - Signs on City Property to be consistent with Ordinance O-2017-021 - City Manager

Alderman Simpson made a motion to approve Resolution R-2017-018 amending City Policy No. 11 - Signs on City Property to be consistent with Ordinance O-2017-021 changing 5(a)(3) to reflect “No sign may be greater in size than 32 square feet.

Alderman Colemere seconded the motion.

Alderman Heintzelman made a substitute motion to change 5(a) (3) to reflect “No sign may be greater in size than two feet by two feet.

Mayor Pro Tem Ross seconded the motion to substitute.

The vote on the substitute motion to change 5(a) (3) to reflect “No sign may be greater in size than two feet by two feet carried with the following vote:

AYES: 4; NAYES: 1 (Alderman Simpson)

The vote on the primary motion to change 5(a) (3) to reflect “No sign may be greater in size than two feet by two feet carried with the following vote:

AYES: 5; NAYES: 1 (Alderman Simpson)

6.6. Presentation / discussion – Update on upgrade of the audio visual infrastructure of the City Hall Council Chambers to support the implementation of a Public Access Channel - City Manager

City Manager Hill presented an outline of the timeline for this item. Curtis Leeth, Asst. to the City Manager provided an updated on the upgrade of the audio visual infrastructure of the City Hall Council Chambers to support the implementation of a Public Access Channel.

6.7. Discussion / action - Resolution R-2017-019 approving a grant application with the Alamo Area Council of Governments for a Regional Solid Waste Program Grant for disposal of Hazardous Material Waste - City Manager

Alderman Heintzelman made a motion to approve Resolution R-2017-019 approving a grant application with the Alamo Area Council of Governments for a Regional Solid Waste Program Grant for disposal of Hazardous Material Waste.

Mayor Pro Tem Ross seconded the motion.

The motion to approve Resolution R-2017-019 approving a grant application with the Alamo Area

Council of Governments for a Regional Solid Waste Program Grant for disposal of Hazardous Material Waste carried unanimously.

6.8. Discussion / action - City Manager’s FY 2017-18 Performance Objectives - Ald. Simpson

Mayor Pro Tem Ross made a motion to approve the City Manager’s FY 2017-18 Performance Objectives.

Alderman Colemere seconded the motion.

The motion to approve the City Manager’s FY 2017-18 Performance Objectives carried unanimously.

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

City Council did not request discussion of any of the above agenda items 7.1 - 7.6.

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 Special Meeting Minutes, September 11, 2017

8.2. Approval - City Council Meeting Minutes, September 18, 2017

8.3. Accept - Planning & Zoning Commission Meeting Minutes, September 6, 2017

8.4. Approval - 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 (final reading)

8.5. Approval - Resolution R-2017-020 Designation of City of Shavano Park Official Paper

8.6. Approval - Disposal of City Equipment

Mayor Pro Tem Ross made a motion to approve Consent Agenda items 8.1 – 8.6.

Alderman Simpson seconded the motion.

The motion to approve Consent Agenda items 8.1 – 8.6 carried unanimously.

9. ADJOURNMENT

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

Alderman Colemere seconded the motion.

The meeting adjourned at 8:44 p.m.

ROBERT WERNER
Mayor

ZINA TEDFORD
City Secretary

1. CALL MEETING TO ORDER

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

PRESENT:

ABSENT:

Alderman Colemere

Alderman Heintzelman

Alderman Hisel

Mayor Pro Tem Ross

Alderman Simpson

Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

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

3. CITIZENS TO BE HEARD

Citizens Karcher, Goodman, Florine, and Smoot addressed City Council regarding rock walk, projects and December City Council Meeting.

4. CITY COUNCIL COMMENTS

City Council welcomed all to the meeting.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Announcement - Holiday Event - Mayor Pro Tem Ross

Mayor Pro Tem Ross invited all to the Annual Holiday Event being held December 2nd at City Hall from noon – dusk.

5.2. Recognition - Shavano Park Police Department – Mayor Werner

Mayor Werner presented Ramon Tellez and Dave Sengelmann with Certificates of Appreciation for assisting the City of Shavano Park Police Department with information on a home burglary suspect.

Mayor Werner and Chief Lacy presented Cpt. Mike Davis and Detective Stefani Wade with the Chief's Award of Excellence.

6. REGULAR AGENDA ITEMS

- 6.1. Public Hearing - Receive comments from members of the public regarding proposed amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to correct omissions of the A-1 PUD (Huntington), A-2 PUD (Bentley Manor) Single-Family Residential Planned Unit Development Zoning Districts and CE-PUD (Willow Wood), CE-PUD (Bentley Manor Garden Villas North), CE-PUD (Bentley Manor Garden Villas South) Single-Family Cottages Estates Residential Planned Unit Development Zoning District that clarify setback and special exceptions.**

Public hearing opened 6:51 p.m.

City Manager Hill presented an overview of the proposed Ordinance O-2017-022.
No citizens addressed City Council during the Public Hearing.

Public hearing closed at 6:54 p.m.

6.2. Discussion / action - Ordinance O-2017-022 amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to correct omissions of the Residential Planned Unit Development Zoning Districts that clarify setback and special exceptions (Administrative) - City Manager

Mayor Pro Tem Ross made a motion to approve Ordinance O-2017-022 amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to correct omissions of the Residential Planned Unit Development Zoning Districts that clarify setback and special exceptions.

Alderman Colemere seconded the motion.

The motion to approve Ordinance O-2017-022 amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to correct omissions of the Residential Planned Unit Development Zoning Districts that clarify setback and special exceptions as an Administrative Ordinance carried unanimously.

6.3. Discussion / action - Ordinance O-2017-021 amending the City Code of Ordinances Section 24-6 Signs to comply with Texas Local Government Code Sec. 216.9003 - Regulation of Political signs by municipality (second reading)

Planning & Zoning Commissioner Fitzpatrick presented an overview of the proposed Ordinance O-2017-02.

City Manager Hill discussed the options that were presented to the Planning & Zoning Commission and the final action.

The Planning & Zoning Commission considered two options for amending the sign ordinance during political voting periods. Planning & Zoning approved a recommendation to forward Amendments v1 to City Council.

City Council selected version 2 when they approved the draft ordinance in the first reading.

Alderman Simpson made a motion to approve Ordinance O-2017-021 amending the City Code of Ordinances Section 24-6 Signs to comply with Texas Local Government Code Sec. 216.9003 - Regulation of Political signs by municipality (second reading).

Alderman Heintzelman seconded the motion.

The motion to approve Ordinance O-2017-021 amending the City Code of Ordinances Section 24-6 Signs to comply with Texas Local Government Code Sec. 216.9003 - Regulation of Political signs by municipality (second reading) failed with the following vote:
AYES: 1; NAYES: 3 (Mayor Pro Tem Ross, Aldermen Heintzelman and Colemere)

6.4. Presentation / Discussion - 2017 Drainage Study and Recommendations - City Manager / KFW Engineering

Chris Otto, KFW Engineering, presented the 2017 Drainage Study and recommendations to City Council.

6.5. Discussion / action - Proposal for upgrade of the audio visual infrastructure of the City Hall Council Chambers to support the implementation of a Public Access Channel - City Manager

Assistant to the City Manager Leeth presented the proposals for the upgrade of the audio visual infrastructure of the City Hall Council Chambers to support the implementation of a Public Access Channel.

Alderman Simpson made a motion to select staff's recommendation of Multimedia Specialties in the amount of \$34,423.12.

Alderman Heintzelman seconded the motion.

The motion to select staff's recommendation of Multimedia Specialties in the amount of \$34,423.12 for the upgrade of the audio visual infrastructure of the City Hall Council Chambers to support the implementation of the Public Access Channel carried unanimously.

6.6. Discussion /action - Support for Rey Feo and potential Fiesta activities by the City of Shavano Park - City Manager

Mayor Pro Tem Ross made a motion to authorize the purchase of 1000 City of Shavano Park Medals for Arbor / Earth Day out of the General Fund.

Alderman Colemere seconded the motion.

The motion to motion to authorize the purchase of 1000 City of Shavano Park Medals for Arbor / Earth Day out of the General Fund carried unanimously. s

6.7. Discussion / action - R-2017-021 Voting Phase of Selection Process for Election of Bexar Appraisal District Board of Directors for 2018-2019 - City Manager Hill

Alderman Simpson made a motion to approve R-2017-021 Voting Phase of Selection Process for Election of Bexar Appraisal District Board of Directors for 2018-2019 casting City of Shavano Park's five votes to Mr. Shawn Fitzpatrick.

Alderman Heintzelman seconded the motion.

The motion to approve R-2017-021 Voting Phase of Selection Process for Election of Bexar Appraisal District Board of Directors for 2018-2019 casting City of Shavano Park's five votes to Mr. Shawn Fitzpatrick carried with the following vote:

AYES: 3; NAYES: 1 (Mayor Pro Tem Ross)

6.8. Discussion / action – Shavano Estates rock wall along NW Military – City Manager

City Manager Hill presented an overview of the state of the Shavano Park Estates rock wall along NW Military.

There are three key questions to consider.

- 1) Does the wall provide a public benefit and as such, is the expenditure of public funds legal.
- 2) Assuming the Council does make a determination that the wall provides a benefit, should the City expend funds for repair and if so, how much.
- 3) If repair is completed, what future repairs may be required and how does this repair impact future requirements.

Alderman Heintzelman made a motion to discuss this item.

Alderman Simpson seconded the motion.

The motion carried.

Mayor Pro Tem Ross made a motion to substitute to explore other options in securing the ownership of the rock wall, negotiate contribution of funds from Bitter Blue and property owners.

Alderman Colemere seconded the motion.

The motion to substitute carried unanimously.

The vote on the primary motion directing the City Manager to explore other options in securing the ownership of the rock wall ownership, negotiate contribution of funds from Bitter Blue and property owners carried with a vote of:

AYES: 3; NAYES: 1 (Alderman Simpson)

6.9. Discussion / action - Resolution R-2017-023 approving City Hall security measures - Possible Executive Session pursuant to Texas Government Code Section 551.076 deliberation regarding security personnel and devices - City Manager

Mayor Pro Tem Ross made a motion to adjourn into Executive Session.

Alderman Heintzelman seconded the motion.

The Open meeting adjourned at 9:12 p.m.

The Open Meeting reconvened at 9:46 p.m.

Mayor Pro Tem Ross made a motion to approve Resolution R-2017-023 approving City Hall security measures - Possible Executive Session pursuant to Texas Government Code Section

551.076 deliberation regarding security personnel and devices and authorize the purchase of metal detectors and increased police presence during government City meeting and public gatherings.

Alderman Heintzelman seconded the motion.

The a motion to approve Resolution R-2017-023023 approving City Hall security measures and authorize the purchase of metal detectors and increased police presence during government City meeting and public gathering carried with the following vote:

AYES: 3; NAYES: 1 (Alderman Simpson)

6.10. Discussion / action - Resolution R-2017-024 approving a City Policy prohibiting handguns in meetings of governmental bodies and to post the notices advising the public of the prohibition of carrying a handgun on court facilities and/or for open meetings to the public - City Manager

Alderman Simpson made a motion to approve Resolution R-2017-024 approving a City Policy prohibiting handguns in meetings of governmental bodies and to post the notices advising the public of the prohibition of carrying a handgun on court facilities and/or for open meetings to the public with the deletion of Section 3 which states, “The City also prohibits handgun license holders from carrying in rooms that are subject to the Open Meetings Act as identified in the schematic in Exhibit C. In addition, Exhibit D reflects the specific statutory language for the signage for each room(s) where the governmental entity meetings are held subject to the Open Meetings”.

Alderman Heintzelman seconded the motion.

The motion to approve Resolution R-2017-024 approving a City Policy prohibiting handguns in meetings of governmental bodies and to post the notices advising the public of the prohibition of carrying a handgun on court facilities and/or for open meetings to the public with the deletion of Section 3 carried with the following vote:

AYES: 3; NAYES: 1 (Mayor Pro Tem Ross)

7. CITY MANAGER’S REPORT

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

7.1. Building Permit Activity Report

7.2. Fire Department Activity Report

7.3. Municipal Court Activity Report

7.4. Police Department Activity Report

7.5. Public Works Activity Report

7.6. Finance Report

City Council did not request discussion of any of the above agenda items 7.1 - 7.6.

8. CONSENT AGENDA

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

8.1. Approval - City Council Meeting Minutes, October 23, 2017

8.2. Accept - Planning & Zoning Commission Meeting Minutes, October 11, 2017

8.3. Accept - Water Advisory Committee Minutes, October 9, 2017

8.4. Approve - 2018 Official City Holiday Schedule

8.5. Approval - R-2017-022 approving the 2017 Tax Roll

8.6. Approval - setting the dates for the City Sponsored events (Arbor / Earth Day / Independence Day / National Night Out / Holiday)

Mayor Pro Tem Ross pulled agenda item 8.6 from the Consent agenda.

Alderman Simpson made a motion to approve Consent agenda item 8.1 – 8.5.

Mayor Pro Tem Ross seconded the motion.

The motion to approve Consent agenda items 8.1 - 8.5 carried unanimously.

Mayor Pro Tem Ross stated the committee had discussed the dates for Independence Day Celebration and was in the process of researching what other cities planning.

Mayor Pro Tem Ross made a motion to schedule the Independence Day Celebration on June 30th

Alderman Heintzelman seconded the motion.

The motion to schedule the Independence Day Celebration on June 30th carried with the following vote:

AYES: 2; NAYES: 2 (Aldermen Simpson / Colemere)

Due to a tie vote, Mayor Werner vote AYE.

The motion to schedule the Independence Day Celebration on June 30th carried with the following vote:

AYES: 3; NAYES: 2 (Aldermen Simpson / Colemere)

9. ADJOURNMENT

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

Alderman Colemere seconded the motion.

The meeting adjourned at 10:24 p.m.

ROBERT WERNER
Mayor

ZINA TEDFORD
City Secretary

