

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

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

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

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

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

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

4. CITY COUNCIL COMMENTS

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

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

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

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

- 5.1. Recognition / Presentation - Outgoing Fire Chief Naughton for 17 years of outstanding service to Shavano Park – Council**
- 5.2. Recognition / Presentation – Presentation to PW Director Peterson and Water Crew Leader Urbaneck III – Fire Chief Naughton**
- 5.3. Proclamation - National Suicide Awareness Month - Mayor Werner**
- 5.4. Proclamation - Breast Cancer Awareness Month - Mayor Werner**
- 5.5. Proclamation - Declaration of Respect Certificate - Mayor Werner**

6. REGULAR AGENDA ITEMS

- 6.1. Discussion / action - Ordinance No. O-2018-011 approving and adopting the proposed 2018 Town Plan as the City’s Comprehensive Plan as recommended by the Planning and Zoning Commission (final reading) - Chairman Janssen / City Manager**
- 6.2. Discussion / action - Repair of Shavano Estates rock wall along NW Military - Ald. Kautz**
- 6.3. Discussion / action - Selection Boards, Commissions, and Committees - City Manager**
 - 6.3.1. Planning & Zoning Commissions - Four appointments, two-year terms**
 - 6.3.2. Water Advisory Committee - Three appointments (Water System Users only), two-year term.**
 - 6.2.3 Board of Adjustments - Two appointments and two alternates, two-year terms**
 - 6.2.4 Investment Committee - One appointment for two-year term**
 - 6.2.5 Tree Committee - To Be Determined - minimum seven (7) residents**
- 6.4. Discussion / action - Ordinance prohibiting the use of hand-held mobile communication devices and portable electronic devices while operating a motor vehicle by adding Article 32 to Chapter 7 of the City Code of Ordinances of the City of Shavano Park, Texas, providing a fine of up to \$200.00 per violation, providing an effective date, and other matters in connection therewith - Ald. Heintzelman**
- 6.5. Discussion / action - Resolution R-2018-011 adopting City Policy No. 14 - City Publications - Mayor Pro Tem Ross / City Manager**

- 6.6. Discussion / action - Formation of a City Council Ad Hoc Beautification Committee - MPT Ross / Ald. Kautz**
- 6.7. Discussion / action - Formation of a City Council Ad Hoc Muni Tract Pavilion Committee - MPT Ross**
- 6.8. Discussion / action - Adopt the National Neighborhood Watch Program as a city sponsored / managed program. Appoint management of the program to the Police Department with the Chief designated as the POC - MPT Ross**
- 6.9. Discussion / action - Firetruck, clarify intended motion - MPT Ross**
- 6.10. Discussion / action - Purchasing Policy Updates - MPT Ross**
- 6.11. Discussion / action - City Manager Review - Possible Executive Session pursuant to Texas Government Code §551.074, Personnel Matters regarding the City Manager - MPT Ross**

7. CITY MANAGER'S REPORT

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

- 7.1. Building Permit Activity Report**
- 7.2. Fire Department Activity Report**
- 7.3. Municipal Court Activity Report**
- 7.4. Police Department Activity Report**
- 7.5. Public Works Activity Report**
- 7.6. Finance Report**

8. CONSENT AGENDA

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

- 8.1. Approval - City Council Meeting Minutes, September 17, 2018**
- 8.2. Accept - Planning & Zoning Commission Meeting Minutes, August 4, 2018**

- 8.3. Approval - Purchase of Self Contained Breathing Apparatus**
- 8.4. Approval – Resolution R-2018-010 designating the San Antonio Express News as the City of Shavano Park’s official newspaper for posting of public and legal notices**
- 8.5. Approval Ordinance O-2018-012 adopting the 2018 International Fire Code with exceptions**

9. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City’s legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV’T CODE CHAPTER 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy TEX. GOV’T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

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

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

CERTIFICATE:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 18th day of October 2018 at 10:00 a.m. at a place convenient and readily accessible to the general public at all times, and to the City’s website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Zina Tedford
City Secretary

POTENTIAL FUTURE AGENDA ITEMS

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

- a. **Ordinance revising small cell node Design Manual to adopt CPS Energy Pole Attachment Standards for City service poles and establish Design Districts**
- b. **Report on litigation, Texas ARD MOR Properties LP ET AL vs. Lockhill Ventures LLC, Case Number 2014-CI-10796. (Possible Executive Session pursuant to TEX. GOV'T CODE §551.071, Consultation with Attorney) - Open**
- c. **Adoption of Official City Holiday Schedule - Annual November**
- d. **Setting the dates for the City sponsored events (Arbor / Earth Day / Independence Day / National Night Out / Holiday) - Annual November**
- e. **Approval of the yearly tax roll - Annual November**
- f. **Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual January**
- g. **Records Retention Policy - Annual January**
- h. **Revisions to Employee Handbook - Annual January**
- i. **Schedule the Annual City-Wide Garage Sale – Annual January**
- j. **Appointment of Council Appointed Positions - Annual January**
- k. **Crime Control Prevention District funding placed on ballot - January 2019**
- l. **Street Maintenance Fund funding placed on the ballot - January 2022**
- m. **Shavano Park Police Department 2017 Racial Profiling Report - Annual February**
- n. **City of Shavano Park Investment Policy - Annual February**
- o. **Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities – February / August**
- p. **Set City Manager Annual Performance and Salary Review for April – Annual March**
- q. **City Manager Annual Review / Salary for April - Annual April**

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

PROCLAMATION

WHEREAS, According to the American Cancer Society, this year, 268,670 people will be diagnosed with invasive breast cancer in the U.S.; more than 40,000 women and more than 400 men in the U.S. are expected to die from breast cancer; and

WHEREAS, October 2018 is National Breast Cancer Awareness Month; and

WHEREAS, Besides skin cancer, breast cancer is the most commonly diagnosed cancer among American women, and is second only to lung cancer as cause of cancer death; and

WHEREAS, A woman living in the US has a 1-in-8, lifetime risk of being diagnosed with breast cancer; and men have a 1 in 833 lifetime risk of getting breast cancer; and

WHEREAS, Breast cancer typically produces no symptoms when the tumor is small and most easily treated; although breast cancer generally has been referred to as a single disease, there are up to 21 distinct histological subtypes, and

WHEREAS, Public education about breast cancer symptoms, early detection and treatment is the key to fighting breast cancer;

NOW, THEREFORE, on behalf of the City Council of the City of Shavano Park, I do hereby proclaim October as

“BREAST CANCER AWARENESS MONTH”

in Shavano Park, Texas, and encourage our community get the facts about mammography and encourage our citizens throughout the greater San Antonio, Texas area to become educated about the early warning signs and causes of this particular cancer and its effective treatment.

Robert Werner

Mayor

“CITY OF SHAVANO PARK”

PROCLAMATION

September Is National Suicide Prevention Awareness Month

WHEREAS; September is known around the United States as National Suicide Prevention Awareness Month and is intended to help promote awareness surrounding each of the Suicide Prevention resources available to us and our community. The simple goal is to learn how to help those around us and how to talk about suicide without increasing the risk of harm; and

WHEREAS; Suicidal thoughts can affect anyone regardless of age, gender, race, orientation, income level, religion, or background; and

WHEREAS; According to the CDC, each year more than 41,000 people die by suicide; and

WHEREAS; Suicide is the 10th leading cause of death among adults in the US, and the 2nd leading cause of death among people aged 10-24; and

WHEREAS; The City of Shavano Park, Texas chooses to publicly state and place our full support behind local educators, mental health professionals, athletic coaches, pack leaders, police officers, and parents, as partners in supporting our community in simply being available to one another; and

WHEREAS; Local organizations like Suicide Prevention Services (SPS) and national organizations like the National Alliance on Mental Illness (NAMI) are on the front lines of a battle that many still refuse to discuss in public, as suicide and mental illness remain too taboo a topic to speak on; and

WHEREAS, Every member of our community should understand that throughout life’s struggles we all need the occasional reminder that we are all silently fighting our own battles; and

WHEREAS, I encourage all residents to take the time to inquire as to the wellbeing of their family, friends, and neighbors over the next few days and to genuinely convey their appreciation for their existence by any gesture they deem appropriate. Such as a simple phone call, message, handshake, or hug which go a long way towards helping someone realize that suicide is not the answer.

NOW, THEREFORE, be it resolved that I, Robert Werner, do hereby proclaim the month of September 2018, as National Suicide Prevention Awareness Month in the City of Shavano Park.

Dated this the 21st day of September, 2018, A.D.

Robert Werner
Mayor

CITY COUNCIL STAFF SUMMARY

Meeting Date: October 22, 2018

Agenda item: 6.1

Prepared by: Curtis / Chairman Janssen

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / action - Ordinance No. O-2018-011 approving and adopting the proposed 2018 Town Plan as the City's Comprehensive Plan as recommended by the Planning and Zoning Commission (final reading) – Chairman Janssen / City Manager

X

Attachments for Reference:

- 1) 6.1a P&Z Recommendations
- 2) 6.1b Ordinance O-2018-010
- 3) 6.1c Exhibit A - 2018 Town Plan

BACKGROUND / HISTORY: Updates highlighted in yellow.

At the March 27, 2017 City Council meeting, Council approved an action to update and revise the town plan. Motion approved: “adopt a comprehensive plan by an amending ordinance and following City Council and Planning & Zoning hearings, a town plan for 2017 and future years.”

At the April 24, 2017 City Council meeting Chairman Janssen presented to City Council a plan for updating the Town Plan with the initial concept of holding a series of public hearing on the major sections of the plan over several months. This plan was followed with no significant problems.

- **July 2017 – FOCUS: Community Vision, Goals & SWOTs**
 - *PRE-BRIEF:* Hike & Bike Trails and Sidewalks Update
- **August – FOCUS: Hike & Bike Trails and Sidewalks**
 - *PRE-BRIEF:* Development Update - Denton Communities and Bitterblue
 - **CONSENSUS REVIEW:** Community Vision, Goals & SWOTs
- **September – FOCUS: Residential and Commercial Development**
 - *PRE-BRIEF:* Drainage Study Results - KFW Engineering
 - **CONSENSUS REVIEW:** Hike & Bike Trails and Sidewalks
- **October – FOCUS: Flooding and Drainage**
 - *PRE-BRIEF:* City's Municipal Tract - Feasibility Study and Survey Results
 - **CONSENSUS REVIEW:** Residential and Commercial Development
- **November – FOCUS: City's Municipal Tract**
 - *PRE-BRIEF:* NW Military Highway Improvement Plan Update
 - **CONSENSUS REVIEW:** Flooding and Drainage
- **December – FOCUS: NW Military Highway improvements – TxDOT**

- CONSENSUS REVIEW: City's Municipal Tract
- **January 2018 – No Focus**
 - CONSENSUS REVIEW: NW Military Highway improvements

During February - July 2018 the Planning & Zoning Commission reviewed the survey results from the fall and reviewed drafted sections of the Town Plan. This section-by-section review facilitated reading and review of the Town Plan document by the Commission. Numerous edits submitted by Commissioners were reviewed by the Commission, consensus gained and edits implemented by staff.

On August 1, 2018 the Planning & Zoning Commission voted 8 – 0 recommending approval of the 2018 Town Plan draft.

DISCUSSION: At the September 17, 2018 City Council meeting, Council approved Ordinance 2018-010 (first reading) and gave guidance to amend language in the SWOTS analysis. At the October 3, 2018 Planning & Zoning meeting, the Commission reviewed language under local schools and the SWOTS analysis and recommended language updates to both sections as presented in attachment 6.1. Language changes are in red.

At the August 27, 2018 City Council meeting accepted a presentation from Chairman Janssen of the Planning & Zoning Commission. The Local Schools portion of the Town Plan draft was updated to include all nearby private schools and feature Hobby & Clarke public schools. A track changes version of the updated local schools section is included as attachment 6.2a with a clean updated 2018 draft presented in attachment 6.2c.

In addition staff crafted Ordinance O-2018-011 adopting the Town Plan document as the City's Comprehensive Plan on Chapter 213 of the Local Government Code. Adopting the Town Plan under this Chapter in Texas law requires a public hearing and adoption by ordinance. Lastly the adoption as the Comprehensive Plan under Chapter 213 required adding the following to note on pages 14 and 44 before the City presented future development tracts:

Sec. 213.005. NOTATION ON MAP OF COMPREHENSIVE PLAN. A map of a comprehensive plan illustrating future land use shall contain the following clearly visible statement: "A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries."

This 63-page document is the product of over a year's worth of work by the Planning & Zoning Commission and City staff. This document, moreover, is shaped by significant input from

residents. 631 resident responses to six Town Plan online surveys were received, and over 100 residents attended six Town Plan Public Hearings.

Chairman Janssen will formally present the 2018 Town Plan draft to City Council at the August 27, 2018 meeting.

COURSES OF ACTION: Approve Ordinance No. O-2018-011 approving and adopting the proposed 2018 Town Plan as the City's Comprehensive Plan as recommended by the Planning and Zoning Commission (final reading); or alternatively decline and provide further guidance to staff.

FINANCIAL IMPACT: N / A

MOTION REQUESTED: Approve Ordinance No. O-2018-011 approving and adopting the proposed 2018 Town Plan as the City's Comprehensive Plan as recommended by the Planning and Zoning Commission (final reading).

Local Schools

Shavano Park is entirely within the Northside Independent School District (NISD), an award-winning school system and one of South Texas' premier school districts. NISD is the state's fourth largest school district, covering 355 square miles, operating 117 public schools and enrolling 106,066 children in 2017-2018 school year. NISD provides excellence in education and is an accredited school district by the Texas Education Agency. The accreditation status is based on the academic accountability rating and financial ratings.



Shavano Park students attend Blattman Elementary School, located in the northeastern part of Shavano Park. The NISD middle school and high school serving Shavano Park's public school students are Hobby Middle School, located less than 3 miles from the City, and Tom C. Clark High School, located less than 2 miles from the City.

Shavano Park is also surrounded by a number of high quality private and charter schools. Two such schools located near Shavano Park and impacting the City are BASIS Shavano and Cornerstone Christian School.

2018 Town Plan: Strengths, Weaknesses, Opportunities, and Threats

For the 2018 Town Plan, residents and the Planning & Zoning Commission re-evaluated the strengths, weaknesses, opportunities, and threats (SWOTS) for the City of Shavano Park. This exercise helps the City identify those areas where energies and efforts should be focused.

Strengths

- Rural Character
- Location/Access
- Outstanding Municipal Services
- Quality Development
- Safety and Security

Weaknesses

- NW Military Highway Congestion
- Limited Future Residential and Commercial Development
- **Challenges of attracting younger families**
- **Limited sales and property tax growth**
- Pedestrian Accessibility
- Drainage

Opportunities

- Collaborate with TxDOT on NW Military Highway Expansion
- The Municipal Tract located in the City's center
- Promote City identity & image
- Work with the City of San Antonio/Bexar County
- Engage with Developers/Property Owners to Meet City Long-term Needs

Threats

- Other Governments Impacting the City
- Crime
- Traffic Congestion
- San Antonio Growth
- Nearby Developments

In the future the City will strive to sustain these strengths, address and correct these weaknesses, pursue new opportunities, and recognize and explore solutions to community threats.

ORDINANCE NO. O-2018-011

AN ORDINANCE ESTABLISHING THE CITY OF SHAVANO PARK'S TOWN PLAN 2018 AS THE CITY'S COMPREHENSIVE PLAN; PROVIDING A CUMULATIVE & CONFLICTS CLAUSE, PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Shavano Park may adopt a Comprehensive Plan under Chapter 213 of the Texas Local Government Code; and

WHEREAS, the City's Town Plan 2018 document has been thoroughly crafted and reviewed by the City's Planning & Zoning Commission; and

WHEREAS, the City Council of the City of Shavano Park desires the Town Plan 2018 document to serve as the comprehensive plan for long-rang development of the City;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS:

I

COMPREHENSIVE PLAN

The City hereby approves and adopts Town Plan 2018, attached as Exhibit A, in all respects as the City's Comprehensive Plan.

II

CUMULATIVE CLAUSE

That this ordinance shall be cumulative of all provisions of the City of Shavano Park, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinance, in which event the conflicting provisions of such Ordinance are hereby repealed.

III

SEVERABILITY

That it is hereby declared to be the intention of the City Council of the City of Shavano Park that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance

should be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinances, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrases, clause, sentence, paragraph or section.

**IV
PROPER NOTICE AND MEETING**

It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government

**V
EFFECTIVE DATE**

This ordinance shall be effective upon passage and publication as required by State and Local law.

PASSED AND APPROVED on the first reading by the City Council of the City of Shavano Park this the 17th day of September, 2018.

PASSED AND APPROVED on the second reading by the City Council of the City of Shavano Park this the 22nd day of October, 2018.

ROBERT WERNER, MAYOR

Attest:

ZINA TEDFORD, CITY SECRETARY

Approved as to Form:

CHARLES E. ZECH, CITY ATTORNEY



TOWN PLAN
CITY OF SHAVANO
PARK

City Living with Country Charm



2018

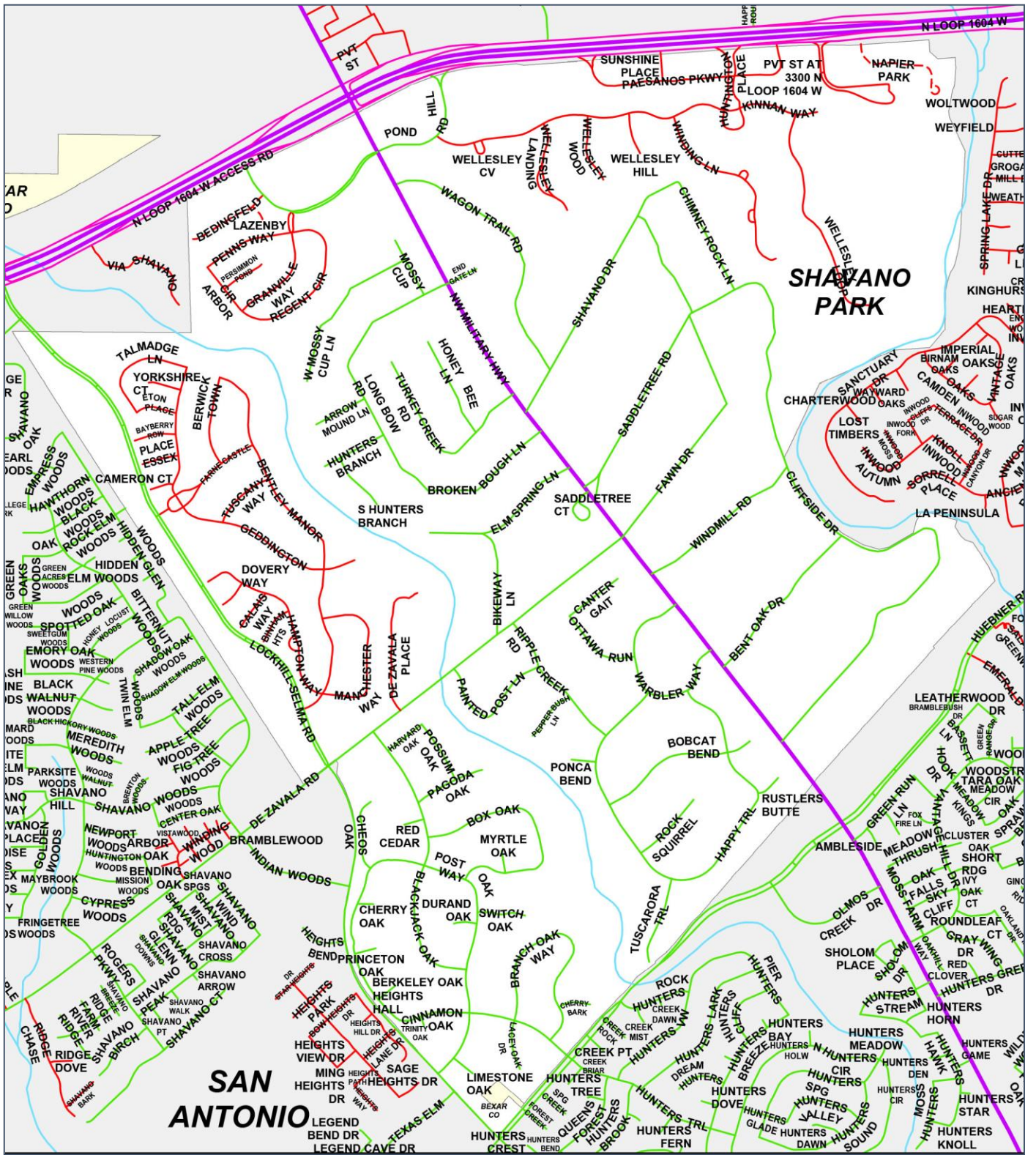


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Introduction



Purpose of Planning

Is to proactively anticipate and set the foundation for future improvements to our community for our residents and other stakeholders. Planning is a management process, concerned with defining goals for our future direction and determining the resources required to achieve those targets. Planning always has a purpose. By remembering our City's history and planning for its future, we hope to meet the long-term needs of our City's residents and businesses.

Purpose of the Town Plan

Is to present a vision that shapes our community concerning the major opportunities and challenges of our City, including: sidewalks and bike lanes; the City's residential and commercial development; addressing flooding and drainage problems; the Municipal Tract; and improving safety and drivability on NW Military Highway.



As a formal City document our Town Plan sets forth general issues and action steps stating our collective vision for the future. The Plan provides a foundation for our City's long-term growth and development with long-range public policy statements for implementation over the next decade.



This document updates the 2010 Town Plan with new resident input and the substantial progress made in planning areas identified in the original Town Plan. This document is shaped by our residents who participated in the development of this Town Plan and it represents our collective vision for the City's future.

Public Participation and Input

Public participation in the development of this document was a top priority for the Planning & Zoning Commission, City Council, and residents. The entire community was invited to participate through online surveys and public hearings. Social media was a large part of the outreach for the 2018



Town Plan, with the City's Next Door, Facebook and Twitter accounts playing prominent roles in dispersing information regarding how and where residents could participate. This mix of online and face-to-face input allowed residents multiple opportunities to participate at their convenience. City staff received 631 responses to six Town Plan online surveys, and over 100 residents participated in the six Town Plan Public Hearings in the fall of 2017.

In addition, KFW Engineers & Surveying and the Texas Department of Transportation made presentations at public hearings to provide professional and technical details on some aspects of the Town Plan. These presentations ensured residents and the Planning & Zoning Commission had all the facts before them when discussing long-term planning for topics in the 2018 Town Plan.



1950 Real Estate Advertisement

Plan Review Process

The City's Planning & Zoning Commission will review the Plan periodically, and at such other times as requested by the City Council. We anticipate that future decisions affecting the City will be consistent with the policies established in this Plan. If City Council approves future projects which differ from the Plan's original intent, the City Council will amend the Plan to reflect those changes.

On March 27, 2017, the City Council directed the Planning & Zoning Commission to update the 2010 Town Plan, thus initiating this process. The update process was conducted by the Planning & Zoning Commission from June 2017 to August 2018.

Community Vision and Strategic Goals



Developing our Community Vision

The Planning & Zoning Commission together with City Staff issued an online survey of residents and hosted a public hearing to review the City's current Vision Statement. Citizen feedback was crucial to forming the new Vision Statement and amending the strategic goals previously developed by City Council. After gaining consensus by the Commission, the City Council adopted the new Vision Statement and City Strategic Goals in the Fiscal Year 2017-18 Budget.



Vision

Shavano Park strives to be the premier community in Bexar County, preserving and celebrating its natural setting and small town traditions amid the surrounding area's urban growth.

This vision is an aspirational description of what the City endeavors to be in the future. It is intended to serve as an overarching guide. The City embraces two core aspirations in our vision statement:

First, Shavano Park *strives to be the premier community in Bexar County*. The City aspires to become the premier place in Bexar County to raise a family in strong neighborhoods, to be a permanent home for many generations, to provide a welcoming community for quality businesses, and provide first-class services to our community. This involves supporting community events, encouraging citizen involvement, and providing the amenities necessary to retain current residents and attract future ones.

Second, Shavano Park *preserves and celebrates its natural setting and small town traditions* amid the surrounding area's urban growth. The City embraces our past as a small rural community while recognizing the challenges of the future, especially concerning the growth and development of the surrounding San Antonio metro area. This involves maintaining large residential lot sizes, preventing the conversion of residential lots to multi-family and business uses and continuing efforts to protect the City's trees and wildlife.



View from Cliffside Drive in Shavano Park

City Strategic Goals

These goals are adopted by the City Council each year as a part of the City's annual budget process. During the 2018 Town Plan update process, the Planning & Zoning Commission held a public hearing and gathered input from residents. Several minor changes resulted. The following are the City's strategic goals:



1. Provide excellent municipal services while anticipating future requirements;
2. Provide and protect a city-wide safe and secure environment;
3. Preserve City property values, protect fiscal resources and maintain financial discipline;
4. Maintain excellent infrastructure (buildings, streets and utilities);
5. Enhance and support commercial business activities and opportunities;
6. Enhance the City's image and maintain a rural atmosphere;
7. Promote effective communications and outreach with residents; and
8. Mitigate storm water runoff.

These broad aspirational goals should guide all City actions. Each budget year the City Council, with input from City staff, determines a number of actionable objectives under each goal. The City Manager then provides in the spring of each year a report to City Council on the progress and achievements made towards each objective.



2018 Arbor Day / Earth Day Celebration

Official Slogan

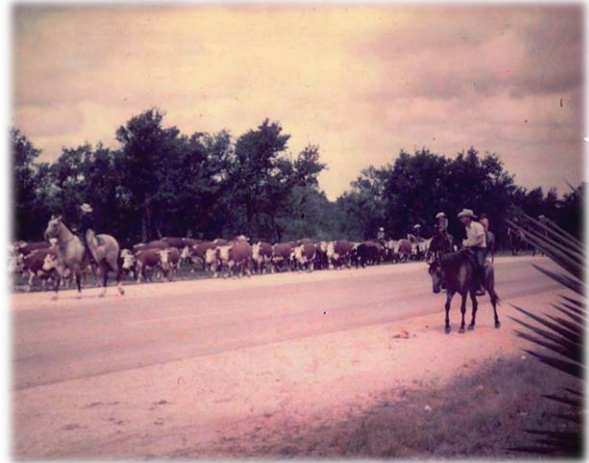
On July 23, 2018 the City adopted *Shavano Park – City Living with Country Charm* as its official City slogan after a four month public involvement campaign. The slogan captures the essence of living in Shavano Park for many of our residents who voted it as the best slogan of five options. Shavano living is convenient access to employment, retail and entertainment of the San Antonio metro while residing on quiet, dark streets and large spacious lots reminiscent of the Country. The slogan also points towards Shavano Park’s history as a quiet country town situated on ranch land between Camp Bullis and San Antonio.

History



City History

The City of Shavano Park (originally known just as Shavano) is located in northwest Bexar County at the edge of the Texas Hill Country, approximately twelve miles north of downtown San Antonio, and along the Olmos and Salado Creeks. In the 1800's, A. De Zavala operated a general store just west of our city limits. In 1881, the U.S. Postal Service opened a post office nearby, with De Zavala as the first postmaster. In 1884, the San Antonio and Aransas Pass Railway established a small rail station and switch. During that period, Shavano was a stagecoach stop between San Antonio and Boerne. The original town had a saloon, carpenter, grocer and fifty residents. By 1896 the population grew to nearly 100 residents, before beginning a gradual decline.



1958 Cattle Drive on NW Military Highway

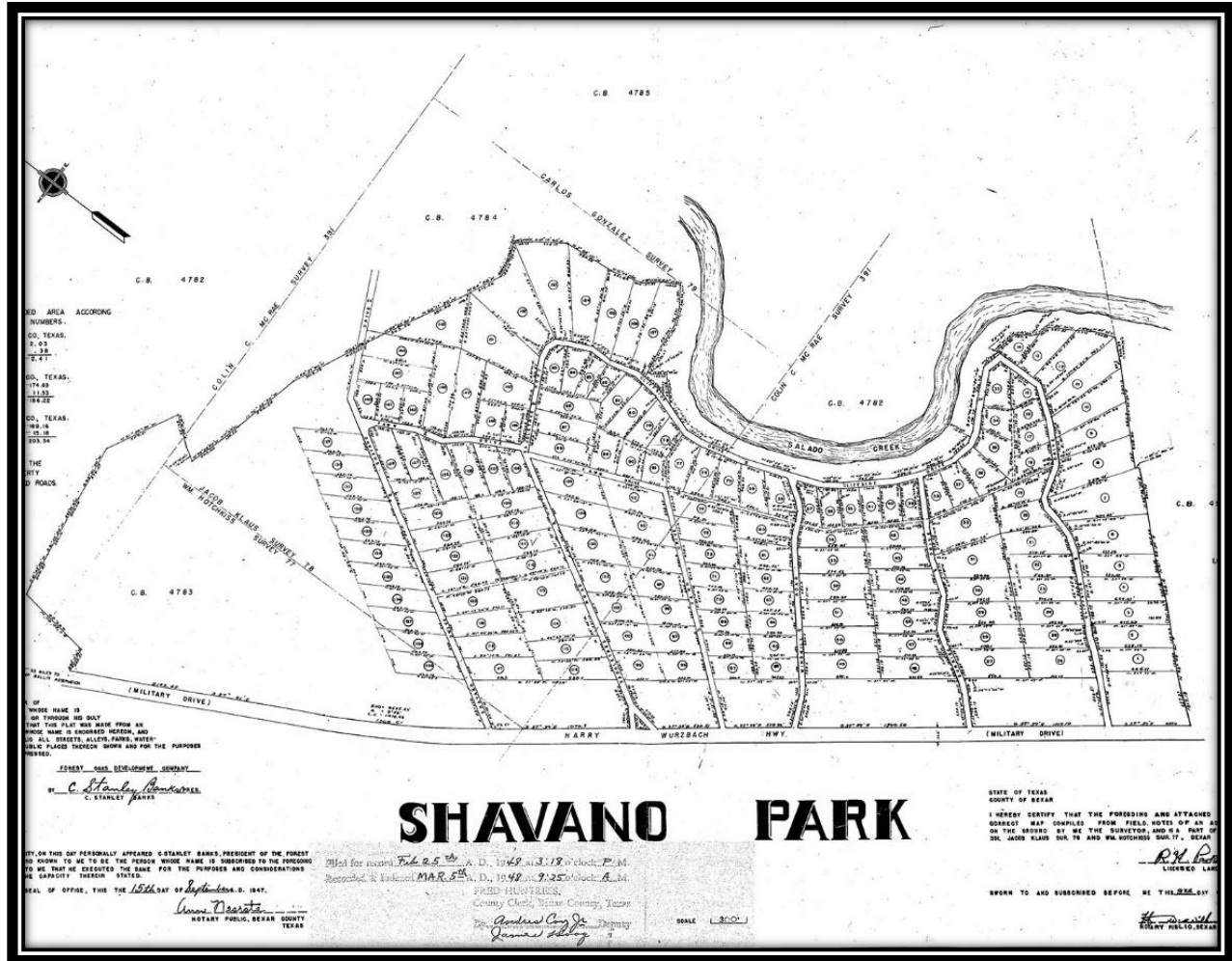


Shavano Park Volunteer Fire Department in 1952

By 1903, the Postal Service closed the post office and the site of the later township of Shavano Park became part of the Stowers Ranch. George Arthur Stowers came to Texas in 1889 and opened several successful furniture stores. The land Stowers acquired was originally part of a Spanish land grant. In 1947, Wallace Rogers and Sons purchased the land with plans for additional development. At that time, the road system consisted of only NW Military Highway and De Zavala Road, and residential development had begun in the Cliffside subdivision east of NW Military Highway. On June 19, 1956, the City of Shavano Park was incorporated as a General Law City. In the mid-1960s, additional roads were added, including Loop 1604 to the north, Lockhill Selma Road to the west and Huebner Road to the south.

Today, the City of Shavano Park is completely surrounded by the City of San Antonio. The City's boundaries are generally Loop 1604 to the north, Huebner Road to the south, Lockhill Selma to

the west and Salado Creek to the east. The City encompasses approximately 3.3 square miles of land and has an estimated 3, 793 residents. The City has come a long way from the rural cluster of homes east of NW Military Highway, as can be seen in this 1948 property plat of the original homes.



Original Plat of Shavano Park from 1948

Digital Archives

BiblioTech, Bexar County’s all-digital public library, worked with the 26 suburban cities of San Antonio, to create individual digital anthologies. Together, these anthologies reflect and preserve the rich, diverse histories found in Bexar County. The project launched in 2018 to coincide with the 300th anniversary of the founding of San Antonio. To see the rich history of Shavano Park visit <http://bexarbibliotecharchive.org/>. This project was a joint effort by City Staff and volunteer residents. It includes sections on the City’s military influence, personal histories written by residents, newsletters from 1966 to present, photographs, and the Shavano Park Women’s Club.

Strengths, Weaknesses, Opportunities, and Threats



2018 Town Plan: Strengths, Weaknesses, Opportunities, and Threats

For the 2018 Town Plan, residents and the Planning & Zoning Commission re-evaluated the strengths, weaknesses, opportunities, and threats (SWOTS) for the City of Shavano Park. This exercise helps the City identify those areas where energies and efforts should be focused.

Strengths

- Rural Character
- Location/Access
- Outstanding Municipal Services
- Quality Development
- Safety and Security

Weaknesses

- NW Military Highway Congestion
- Limited Future Residential and Commercial Development
- Challenges of attracting younger families
- Limited sales and property tax growth
- Pedestrian Accessibility
- Drainage

Opportunities

- Collaborate with TxDOT on NW Military Highway Expansion
- The Municipal Tract located in the City's center
- Promote City identity & image
- Work with the City of San Antonio/Bexar County
- Engage with Developers/Property Owners to Meet City Long-term Needs

Threats

- Other Governments Impacting the City
- Crime
- Traffic Congestion
- San Antonio Growth
- Nearby Developments

In the future the City will strive to sustain these strengths, address and correct these weaknesses, pursue new opportunities, and recognize and explore solutions to community threats.

Demographics



Demographic Analysis

Residents are the most important aspect of our community. Demographic and other information regarding our City's residents provides a fundamental understanding of the nature of our community.

Population Growth

Shavano Park has experienced a 24% increase in population between the years of 2010 and 2017. Our population has grown through implementation of our annexation program adopted in 1999 and development of new neighborhoods. These new neighborhoods are nearly built out and the City is dedicated to sustaining large lots with single family homes, so the City's population is expected to remain stable in the future. The City's zoning prohibits multi-family developments.

Population, 1970-2017

Year	Population	Change	% Change
1970	881		
1980	1,448	567	64%
1990	1,708	260	18%
2000	1,754	46	3%
2010	3,035	1,281	73%
2017*	3,793	758	24%

* = estimated
Source: United States Census Bureau



*A home in
old
Shavano*

Growth factors include the City's location in the majestic and beautiful foothills of the Hill Country in northern Bexar County, proximity to three major highways (Loop 1604, IH 10, and Wurzbach Parkway), the prestigious Northside Independent School District, easy commutes to employment centers and the airport, and plentiful shopping nearby.

Demographic Characteristics

Shavano Park is a highly educated community with a strong presence of military veterans and their families.

<i>Social Characteristics</i>	Number	Percent	Texas
Population	3,793		
Median Age	48.5		
High school degree or higher	(X)	97.5%	82.3%
Bachelor's degree or higher	(X)	70.1%	28.1%
Military veterans	327	9.5%	5.35%

Nearly double the Texas average. Shavano truly is a community of veterans.

Source: Population figure from United States Census Bureau, 2017 Population Estimates

Rest of data from United States Census Bureau, American Community Survey 2016 Estimates

Shavano Park is an affluent community in a prime location with easy access to nearby businesses, parks, and the highway system of the greater San Antonio metropolitan area.

<i>Economic Characteristics</i>	Number	Percent	Texas
Number of Companies	333		
Mean travel time to work (in minutes)	20.6		25.9
Median household income (in U.S. dollars)	\$161,964		\$54,727

5 minutes less than the Texas average.

More than triple the Texas median.

Source: United States Census Bureau, American Community Survey 2016 Estimates

Shavano Park is comprised of strong residential neighborhoods. These property values are high because the community is safe, secure, has large lots, and enjoys outstanding municipal services.

<i>Housing Characteristics</i>	Shavano Park	Bexar County
Total occupied housing units	1,350	
Average value (in U.S. dollars)	\$691,512	\$211,078

More than triple the Bexar County average.

Source: The Bexar County Appraisal District, Certified Totals from 2018

Existing Conditions



Ad Valorem Tax Rate

For tax year 2017, the ad valorem tax rate in the City was \$0.287742 per \$100 valuation. Shavano Park's ad valorem tax rate is lower than many neighbor Bexar County cities and the Texas average, but the City still offers superior services in fire, emergency medical services, police, and public works.

<u>City</u>	<u>2017 Rate</u>
San Antonio	0.558270
Hollywood Park	0.510081
Castle Hills	0.501345
Olmos Park	0.432785
Alamo Heights	0.386439
Terrell Hills	0.347673
Fair Oaks Ranch	0.329500
<i>Shavano Park</i>	<i>0.287742</i>

Texas Average 2016
Rate

0.494406

*Source: Texas Comptroller
of Public Accounts*

Source: Bexar Appraisal District

Zoning

The City's zoning districts are designed so that residential and commercial developments meet the needs and desires of residents by providing for high-quality office, retail, and dining services, and single-family homes with both large and small lot configurations. Residential zoning is solely comprised of single-family residential classifications, as multi-family zoning is prohibited by City ordinance. Commercial zoning is located predominately along Lockhill Selma Road and Loop 1604, with limited additional commercial zoning located at the northeast and southeast corners of Lockhill Selma and De Zavala Roads.

The City's zoning districts are as follows:

Zoning District	Zoning Use
A-1, A-2, A-3, A-4, A-5 PUD	Single Family Residential District
CE	Single Family Cottage Estate Residential District
O-1	Office District
B-1	Business District
B-2	Business District
M-U	Municipal Utility District
MXD	Mixed Use District

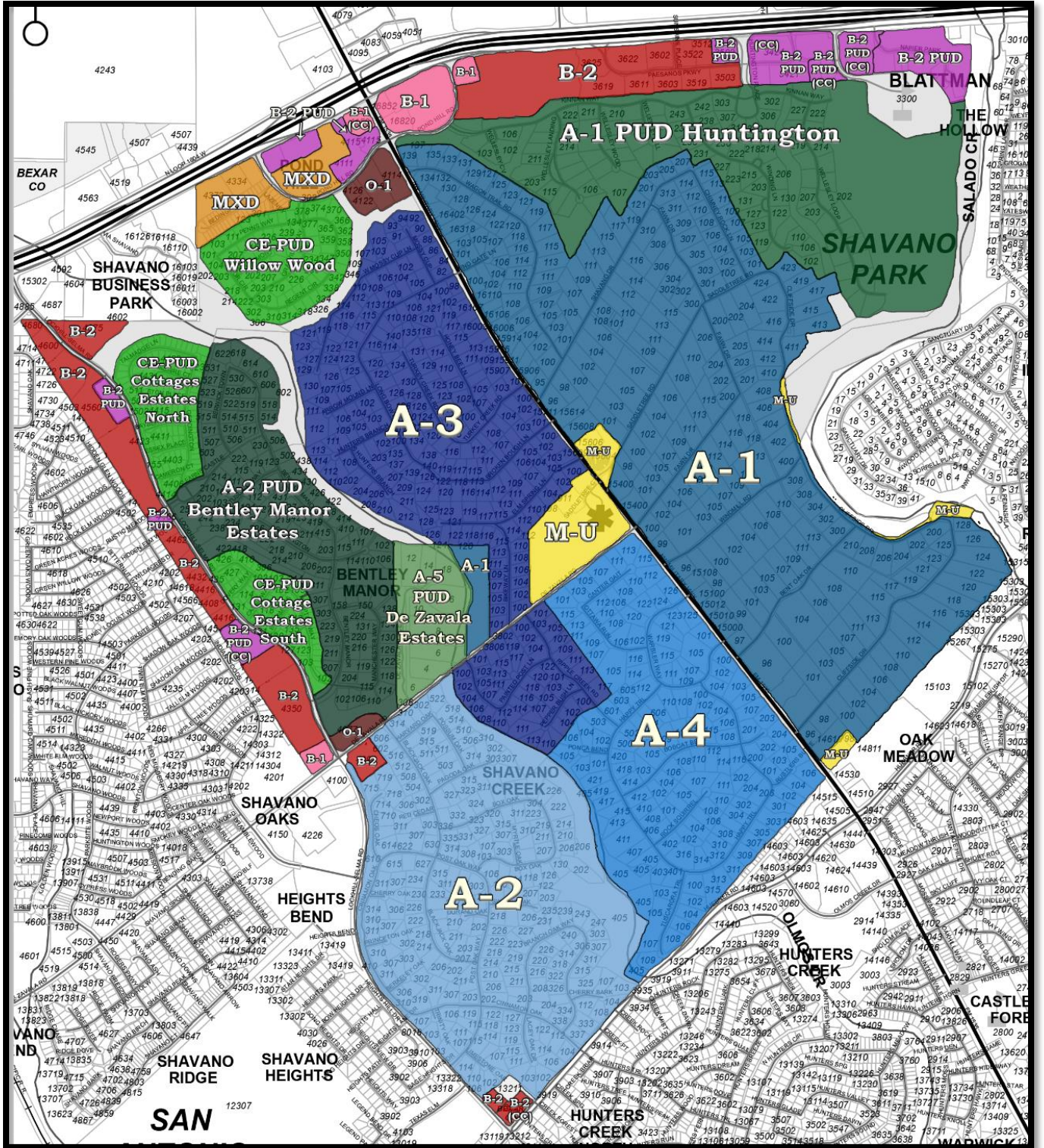
The City's newer residential developments are all either Planned Unit Developments (PUDs) or are zoned as Mixed Use zoning districts (MXD). These PUDs and MXDs give developers flexibility in designing and building quality gated communities that provide multiple home and lot configurations. For details on residential neighborhoods, see page 34 and for commercial developments, see page 43.

Residential Neighborhoods	Zoning
Old Shavano	A-1, A-3
Huntington	A-1 PUD
Shavano Creek	A-2
Bentley Manor	A-2 PUD
Shavano Estates	A-4
De Zavala Estates	A-5 PUD
Bentley Manor Cottage Estates	CE PUD
Willow Wood	CE PUD
Pond Hill Garden Villas	MXD



*Tower
entrance to
Huntington*

Zoning Map



Note: A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.

Local Schools

Shavano Park is entirely within the Northside Independent School District (NISD), an award-winning school system and one of South Texas' premier school districts. NISD is the state's fourth largest school district, covering 355 square miles, operating 117 public schools and enrolling 106,066 children in the 2017-2018 school year. NISD provides excellence in education and is an accredited school district by the Texas Education Agency. The accreditation status is based on the academic accountability rating and financial ratings.



Shavano Park students attend Blattman Elementary School, located in the northeastern part of Shavano Park. The NISD middle school and high school serving Shavano Park's public school students are Hobby Middle School, located less than 3 miles from the City, and Tom C. Clark High School, located less than 2 miles from the City.

Shavano Park is also surrounded by a number of high quality private and charter schools. Two such schools located near Shavano Park and impacting the City are BASIS Shavano and Cornerstone Christian School.

Transportation

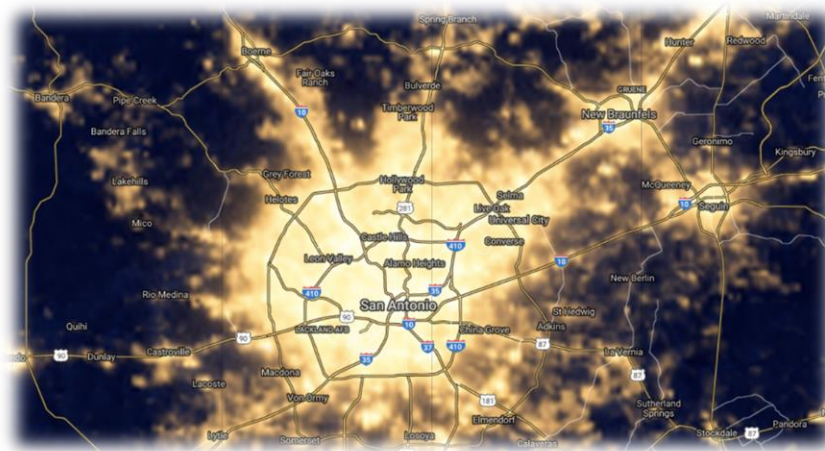
The City of Shavano Park is ideally located within commuting distances to major shopping centers, restaurants, banks, schools, the Medical Center, and the University of Texas at San Antonio. Additionally, the VIA Metropolitan Transit Authority provides transportation services from numerous locations within Shavano Park to locations throughout the metropolitan area of San Antonio.

The City's three major thoroughfares are NW Military Highway, Lockhill Selma Road, and De Zavala Road. Based on the 2016 traffic map as prepared by TxDOT, our City's traffic count at the intersection of NW Military Highway and De Zavala Road was 18,947 vehicles per day. With continued growth in the City of San Antonio, and with increased traffic congestion on its main thoroughfares, NW Military Highway, De Zavala Road, and Lockhill Selma Road have experienced significant increases in their traffic counts. In 2010, the traffic count at the intersection of NW Military Highway and De Zavala Road was 10,500 vehicles per day. This means traffic at this intersection has increased 80% in just six years. During the busiest times of the day, when the traffic count is at its highest, residents along NW Military Highway often find it difficult to safely turn onto or off NW Military Highway. This safety hazard for residents is the primary motivation for the City partnering with TxDOT on a project to widen NW Military Highway and create a

continuous center turn lane (see details on page 29). In addition in 2018 TxDOT is providing a west bound turnabout for the intersection of Loop 1604 Frontage Road and NW Military Highway. These projects should improve the traffic flow in our City.

Dark Skies

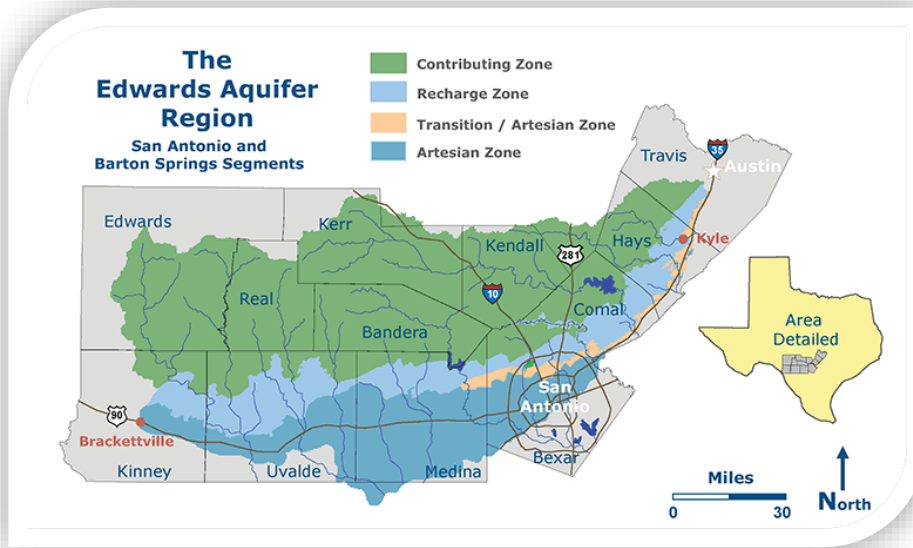
The United States Army expressed concern regarding its ability to conduct night training exercises because of excessive outdoor lighting within a five-mile perimeter of Camp Bullis. Shavano Park is located within this five-mile corridor, and in 2009, our City Council established regulations for outdoor lighting impacting Camp Bullis. These regulations support the United States Army and the community of Shavano Park benefits from the reduction of light pollution in the City.



San Antonio region at night.

Night Lights imagery by NASA's Earth Observatory.

Edwards Aquifer Recharge Zone



The Edwards Aquifer is an underground layer of porous, honeycombed, water-bearing rock that is between 300-700 feet thick. The City is located entirely over the environmentally sensitive Edwards Aquifer Recharge Zone that stretches across north Bexar County. All developments over the recharge zone are regulated by the Edwards Aquifer Authority (EAA) and require Water Pollution Abatement Plans. The City considers protecting the Aquifer a serious duty, and ensures all developments meet EAA and Texas Commission on Environmental Quality (TCEQ) standards. Towards these efforts, in 2017 the City built a rain garden at City Hall to collect runoff from the City Hall parking lot.

Tree Preservation

One of our City's greatest assets are our beautiful heritage trees. Trees maintain our attractive rural character, protect against soil erosion, and offer shade to homes. During the town plan process, residents made numerous comments about how our trees contributed to the allure and beauty of Shavano Park. In addition to these heritage trees, groves of "second generation trees" are found throughout the City.



Primarily established native trees within the City include: Live Oaks with a scattering of Burr, Red and Post Oaks, as well as Bald Cypress, Mountain Laurels, Texas Persimmons and Cedar Elms. A diversity of tree species is desirable because it not only adds to the aesthetic quality of the City, but it also helps prevent the widespread devastation caused by single species disease or infestation. By ordinance, sixteen native trees are protected as heritage trees during commercial development. Commercial business developers are required to conduct a tree survey of the development site and identify the location and diameter of all heritage trees. During development, 25% of the collective diameter of trees must be preserved. In addition ordinance requires preserved heritage trees be protected from damage during construction. These preserved heritage trees add to the lushness and pleasantness of the City's neighborhoods and commercial areas.



In 2005, the City adopted a tree preservation ordinance to protect certain trees during commercial development. This ordinance set the requirements for tree preservation that all commercial developments must follow. Developments are required to submit a tree survey to the City and mitigate any loss of heritage trees, as defined by ordinance, with the planting of new trees.



In 2015, the City adopted a Public Tree Care ordinance that created the Citizen's Tree Committee of Shavano Park. This committee provides advice and input regarding possible oak wilt, tree trimming and generally accepted urban forestry practices. This ordinance also granted the City Manager the authority and responsibility to oversee the planting, pruning, maintenance, and removal of trees

on public property. This ordinance ensures that the City's beautiful and lush trees are protected on public and commercial property.



In 2016 the Shavano Park Citizen's Tree Committee spearheaded the City's efforts to become a Tree City USA. This program, administered by the Arbor Day Foundation since 1976, recognizes communities committed to sound urban forestry management. Over 3,400 communities are a part of this program. A community is required to maintain a tree board, have a community tree ordinance, spend at least \$2 per capita on urban forestry and celebrate Arbor Day.

Sustainable Development

Residents have also expressed support for new sustainable development ideas. The City plans to work with residents in this endeavor without creating a financial burden on the City's budget.

As of October 2015, all new residences are required to be solar-ready. A solar-ready home is a residence that comes with pre-installed electrical infrastructure necessary for the installation of solar panels. By installing the necessary conduit and panels during construction, thousands of dollars are saved by a homeowner when installing solar panels in the future. The mandate costs builders around \$200 dollars; pocket change when compared to the thousands of dollars it

would cost to install solar panels once construction of the home is complete. Shavano Park is one of the few cities in Texas to require all developers to build solar-ready homes.

In 2016, the City lowered the cost of purchasing solar permits to \$150 instead of using a valuation-based permitting fee that charged one homeowner a \$1000 to permit. This substantially lowered the cost of installing solar panels in Shavano Park.

Finally, the City also maintains and updates its building and fire codes to the latest versions from the International Code Council and National Fire Protection Association to ensure that Shavano Park protects the well-being of its residents, and adopts the latest efficient heating and cooling building construction standards.

Achievements and Awards



Scenic City

The City of Shavano Park has been recognized as a Scenic City by the Scenic City Certification Program since 2016. Shavano Park maintains high-quality scenic standards for its roadways and public spaces. The Scenic City Certificate is a reflection of Shavano Park's excellent civic leadership, great community pride, and strong desire to maintain its rural character.



Firewise USA

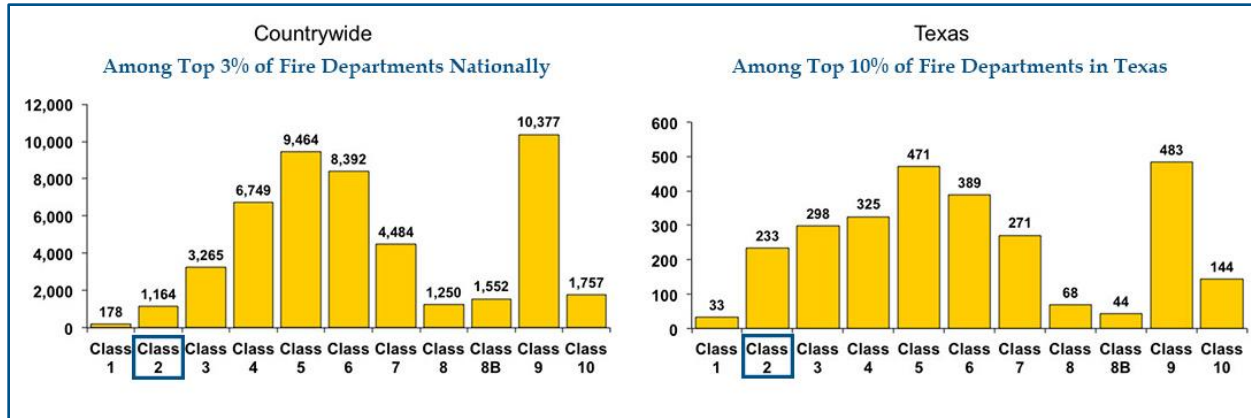
Shavano Park has been recognized as a Firewise Community by the National Fire Protection Association since 2016. The residents of Shavano Park are active participants in creating a safer community by engaging in wildfire risk reduction activities and by celebrating Firewise Day each year. Since being recognized the City completed two projects to improve wildfire safety in the City. In 2017, the City created a one acre demonstration area of a Firewise forest on the City's Municipal Tract to show residents how to improve wildfire safety on their properties. In 2018, the City with the Texas A&M Forest Service created a Shaded Fuel Break along the borders of the Municipal Tract to reduce the likelihood that any wildfire on the tract would spread to nearby areas.



Insurance Services Office (ISO) Rating of 2

The Insurance Services Office (ISO) collects information on municipal fire protection efforts in communities and analyzes the data. ISO will then assign a Public Protection Classification ranging from 1 to 10, with 1 being the best and 10 the worst. On June 10, 2016 the City of Shavano Park Fire Department received a classification of 2.

This classification places the Shavano Park Fire Department in elite company among the nation's fire departments. In addition, this rating entitles the residential and commercial property owners within the City of Shavano Park to receive the maximum credit on their insurance premiums. With a Class 2 ISO rate, Shavano Park property owners may realize a 10 to 15% decrease in their property insurance premiums.



Source: www.isomitigation.com

Texas Fire Chiefs Association Best Practices Recognition

In 2017, the Shavano Park Fire Department initiated efforts to certify under the Texas Fire Chiefs Association Best Practices Recognition Program. The Fire Department received comments on their submissions from the Recognition Program and is currently working on revisions.



Texas Police Chiefs Association Law Enforcement Best Practices Recognition

On February 22, 2018 the City of Shavano Police Department achieved “Recognized Status” for compliance with the Texas Law Enforcement Agency Best Practices Recognition Program of the Texas Police Chiefs Association. Of the 2,667 police agencies in Texas, the Shavano Park Police Department became the 146th agency that achieved this status. This recognition is based upon the policies, standards, and practices of the department following the 168 Best Practice Standards, and involved a comprehensive two year agency process culminating in a two day audit of all areas of the agency.



The men and women of the Shavano Park Police Department are commended for their hard work and dedication in obtaining this status.



Established in 2006, the Law Enforcement Recognition Program is a voluntary process where police agencies in Texas prove their compliance with 168 Texas Law Enforcement Best Practices. These Best Practices were carefully developed by Texas Law Enforcement professionals to assist agencies in the efficient and effective delivery of service, the reduction of risk and the protection of individual’s rights.

Sidewalks & Bike Lanes



The 2010 Town Plan

The 2010 Town Plan called for a network of sidewalks, bike lanes, and trailheads to interconnect the City and provide access to nearby San Antonio pathways and parks. During the 2010 Town Plan discussions residents supported increasing pedestrian and bicyclist accessibility in our City. Residents desired interconnected, safe, well built, and properly maintained pathways that would not conflict with the rural aesthetic of our City. Residents believed the network of sidewalks and bike lanes would enhance local property values and improve the community's ability to enjoy the City's natural beauty. This vision informed City actions in the coming years.

Current Sidewalk & Bike Lane Network

Since 2010 the City has made significant progress on the installation of sidewalks across the City. The City, with the assistance of Bitterblue, Inc., has completed construction of the following sidewalks and/or bike paths:

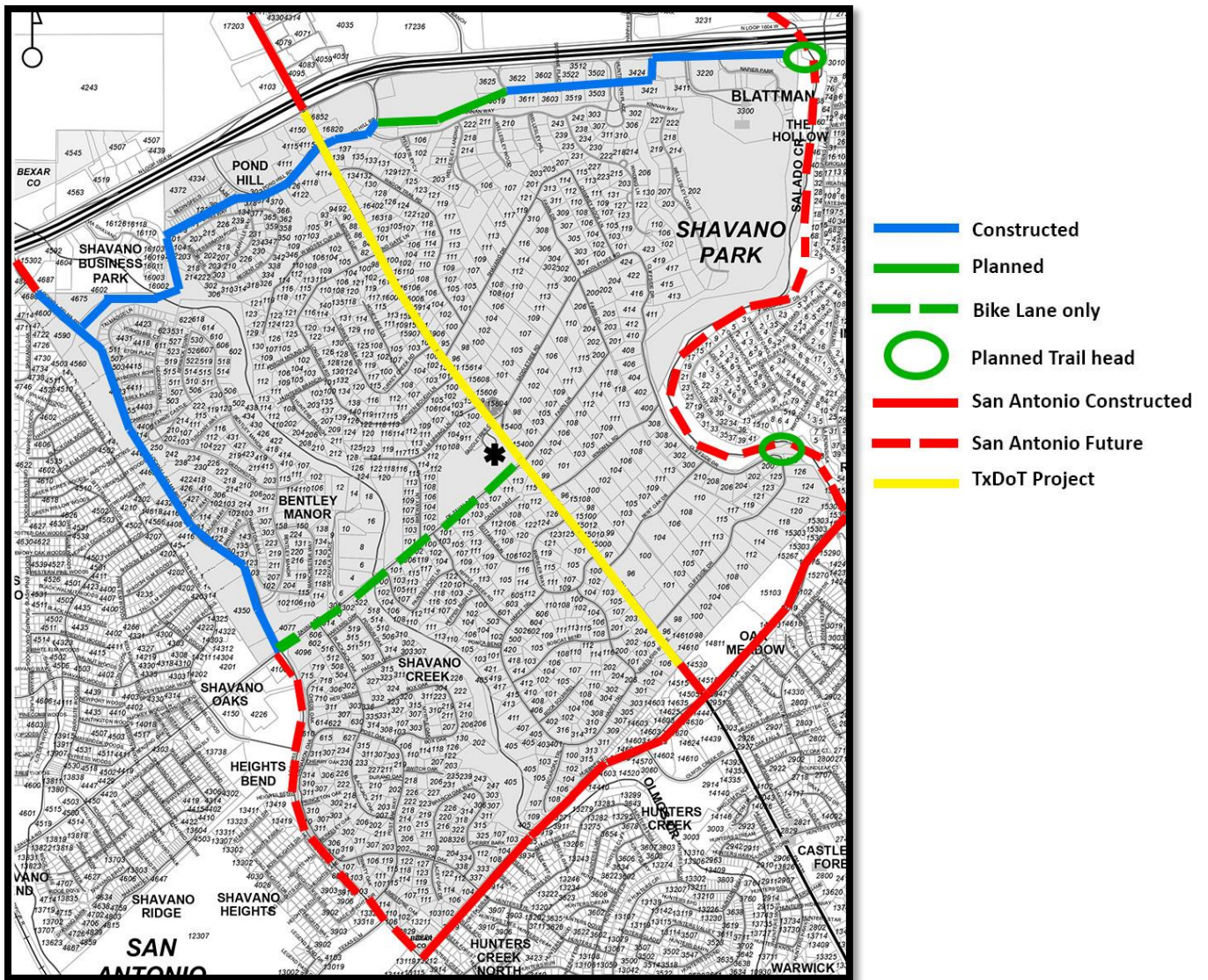
- Sidewalk from Lockhill Selma to Pond Hill



Sidewalk from Lockhill Selma to Pond Hill

- Sidewalks along Lockhill Selma between Loop 1604 and De Zavala
- Two portions of the sidewalks connecting NW Military Highway to the future Salado Creek Greenway
- Bike lanes on De Zavala Road from Lockhill Selma to NW Military Highway

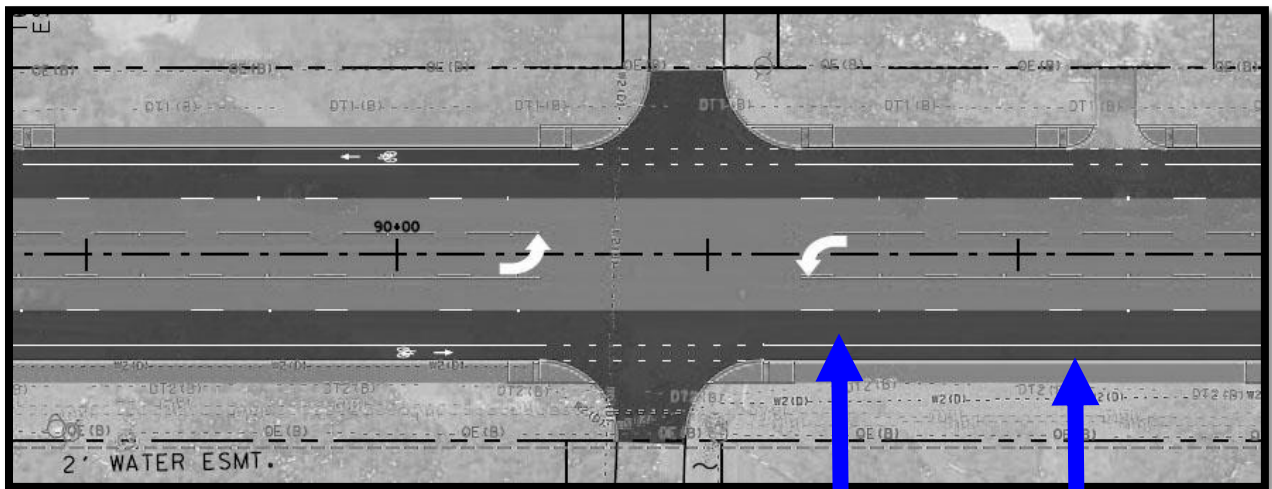
Map of Current Sidewalk & Bike Lane Network



Future Additions and Plans

In addition to these completed projects, the City approved the construction of the following projects.

- Sidewalks and bike lanes on NW Military Highway from Loop 1604 to Huebner Road. These improvements are a part of the Texas Department of Transportation (TxDOT) NW Military Improvement project slated to begin in fall 2020.



*Exhibit from 30% engineering plans near Long Bow and NW Military Highway shows the on street bike lanes and curb sidewalks next to the roadway.
(Note subject to change)*

**On street
Bike Lanes**

**Sidewalks next to
roadway curb**

- A sidewalk along Lockhill Selma from De Zavala Road to Huebner Road. This portion of the sidewalk is in the jurisdiction of San Antonio and will require San Antonio efforts, but will benefit the accessibility of Shavano Park residents. Staff will continue coordination with San Antonio to seek completion of this project.
- Two connections to San Antonio's Salado Creek Greenway: one near the southern portion of Cliffside Drive and the other near Blattman Elementary School. The Cliffside Drive connection will be minimalistic and preserve the natural setting. The City intends for the trail connection near Cliffside to be used by Shavano Park residents and will not create a dedicated public parking area on Cliffside. During the Town Plan public hearings residents expressed concerns about safety and parking. The City is committed to evaluating the situation and taking necessary actions once the San Antonio portion is constructed and in use by the public.

- A connection from NW Military Highway to the future Salado Creek trailhead. Two portions of the connection have been completed, but the middle segment near the 22 acres of undeveloped land to the west of Paesanos Parkway is planned for future development. This portion will be constructed in conjunction with the property's developments.



*Huntington sidewalk (in red)
(Note path is subject to change)*

- A sidewalk for Huntington residents that connects to the Shavano Park sidewalk network. The sidewalk will run along Kinnan Way, from Pond Hill Road to the planned future trailhead of the Salado Creek Greenway east of Blattman Elementary School.



*Connection of NW Military Highway to the future trailhead of the Salado Creek Greenway (in blue)
(Note path is subject to change)*

San Antonio Salado Creek Greenway and Shavano Park

In 2000, the City of San Antonio approved and began development on their linear park projects. This plan proposed the connection of major portions of San Antonio with hiking and biking trails. Today, approximately 65 miles of trails are available in and around the creek and river beds of the San Antonio metro area.

The Salado Creek Greenway is a 22.7 mile stretch of trail that extends from Huebner Road, through Phil Hardberger Park, to McAllister Park, to John James Park, and all the way to Southside Lions Park. The portion of the trail that is closest to Shavano Park extends from Huebner Road to Hardberger Park. In 2018, the City of San Antonio began constructing the trail portion that extends adjacent to Huntington and Cliffside Drive. The City of Shavano Park will connect the Cities' sidewalks to the Salado Creek Greenway for easy access to the San Antonio pathways by residents once the City of San Antonio portion is constructed in 2018 – 2019.

Sidewalk Plan – Issues and Action Steps

Issues:

- The materials and trail construction must support our City's rural aesthetic.
- Providing security on pathways and ensuring emergency access for Police, Fire & EMS services.
- Maintenance of sidewalks to ensure clear and unobstructed pathway.
- Make final determination on dedicated sidewalks for De Zavala Road.
- Design appropriate signage for positioning along sidewalks
- Be respectful of private property rights

Action Steps:

- Coordinate with City of San Antonio on Cliffside and Napier Park access to Salado Creek Greenway.
- Advocate to the City of San Antonio for a sidewalk on the east side of Lockhill Selma between Huebner and De Zavala Roads.
- Continue to study the need and viability and Budget for a preliminary engineering report for dedicated sidewalks on De Zavala Road.
- Determine funding and project scope required for a dedicated sidewalk on De Zavala Road.

NW Military Highway



History

NW Military Highway (FM 1535) is an 8.2 mile stretch of State Highway running from Loop 410 to Camp Bullis. This roadway dates from the 1950s and was built to connect Camp Bullis to the City of San Antonio. Since the 1950s, this roadway has grown to be a key artery for north Bexar County, with approximately 1.8 miles of NW Military Highway running through the middle of the City of Shavano Park. Since its construction the highway has changed from being a quiet two lane road used for military purposes into a busy thoroughfare connecting Loop 410 with Loop 1604.

The 2010 Town Plan addressed NW Military Highway by concluding, *"Throughout the planning process, the citizens of Shavano Park strongly expressed their desire and support for the City to take control, to the greatest extent possible, of the decision-making process for development, design, and the look and feel of the impact of the future improvements to NW Military Highway. The citizens of Shavano Park want NW Military Highway to essentially be the 'Main Street' for Shavano Park and effectively be designed to support the rural look and feel the citizens want for the City. In addition, the citizens do not want NW Military Highway to further bisect the City or generate a perception that it separates one section of the City from another section."*

This vision was the guide for the City as it worked towards improving the safety and traffic flow on NW Military Highway.

Building a Way Forward

As part of the 2010 Town Plan's action steps, in 2011 the City contracted a Traffic Study of NW Military Highway to determine present and future traffic conditions. The study counted 11,900 vehicles per day for Shavano Park's portion of NW Military Highway and also accurately predicted



that by 2016 traffic would increase by nearly 50% to 17,400 vehicles per day. By 2017 traffic counts were already at 18,365 vehicles per day - an increase of over 5% in vehicle traffic in just one year. With the accelerating rate of developments along Loop 1604, future projections call for continuing increases in traffic on NW Military Highway. It is clear the City needs to take action to ensure the safety of residents that both live or travel on NW Military Highway.

In 2015, the City Council approved a partnership with Texas Department of Transportation (TxDOT) for improvements to NW Military Highway. TxDOT agreed to submit a NW Military Highway improvement project on the City's behalf to the Alamo Area Metropolitan Planning Organization (MPO) for federal funding, provide the required 20% local match for the construction, provide payment for all non-construction related costs, and oversee construction of the project. In 2015, the Planning & Zoning Commission and the City Council developed a consensus for the City's future vision of NW Military Highway and provided it to TxDOT. In the spring of 2016, the City's project was funded by the MPO through a combination of federal and state dollars. The project is slated to begin construction in the fall of 2020 and construction will be overseen by TxDOT.

NW Military Hwy Improvement Project
(Huebner Road to Loop 1604)

Existing Conditions

- Approximately 2 miles
- 4-lane road without a continuous center-turn lane
- Turn lanes exist at Huebner Road, De Zavala Road, and approaching Loop 1604

Planned Improvements

- Addition of a center-turn lane
- Addition of sidewalks and bicycle accommodations
- Intersection improvements

Considerations

- Safety and mobility
- Trees and landscaping
- Drainage

Crash Data Reported (from 2012 to 2017)

- 146 minor crashes and 7 major crashes
- 2 crashes resulted in fatalities



Exhibit from preliminary schematic of improvement project

The 2020 Improvement Project

Beginning in 2017, the City began holding planning meetings with TxDOT on the design and development of the project. As of July 2018, TxDOT is engineering and designing the 60% schematic design – a significant step in the engineering process. The TxDOT plan thus far differs from the City’s consensus document by providing for on-street rather than off-street sidewalks. The TxDOT plan, however, is otherwise consistent with the City’s vision, and includes on-street bike lanes, road curbs, and a continuous 2-way center turn lane. City staff intends to continue to meet with TxDOT and stress the City’s desire for off-street sidewalks that would meander around roadway trees to increase the safety of our residents walking along NW Military Highway and to save as many trees as possible.



The City intends to joint bid with TxDOT any necessary relocation of the City’s water lines. This joint bidding will reduce the costs for the City due to efficiency in financing and mobilization and provide unified management of the construction and utility work. It is also known that the City will need to relocate the fiber communications conduit under NW Military Highway that connects City Hall with the Fire Station.

Even before 2015, when the City began coordination with TxDOT, the intersection of NW Military Highway and Pond Hill Road was a known safety hazard and a topic of discussion with TxDOT. The proposed improvements at the intersection are being included in the overall improvement project. The City’s position is that a traffic control device is needed to ensure the safety of residents.

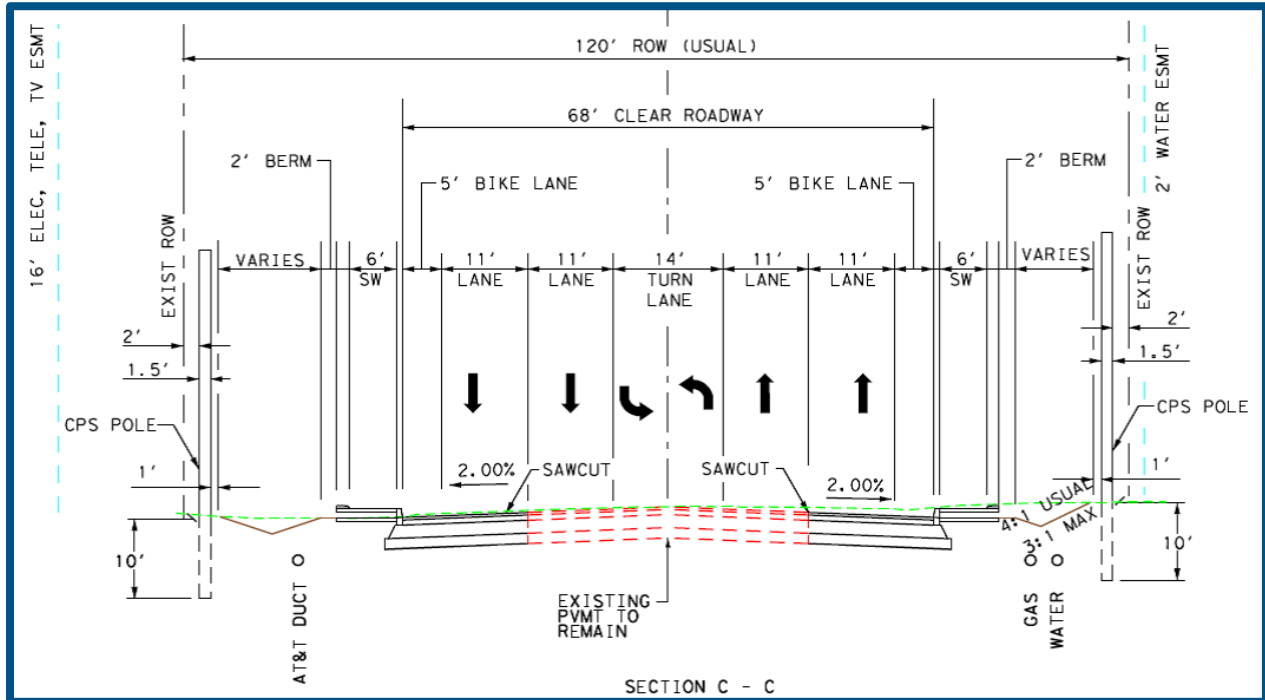


NW Military Highway on a typical weekday afternoon

During its initial planning, TxDOT considered several options for the intersection including a restriction on left turns at the intersection. This option is not supported by the residents or the City. During the Town Plan update, residents strongly voiced their concerns regarding restricted left turns at Pond Hill and NW Military Highway. There is, however, strong support from residents for the implementation of a signalized intersection. The City has also requested that TxDOT place

a 'No U-Turn' sign and create crosswalks at the intersection to improve resident safety and pedestrian accessibility.

After public comments received during the Town Plan Public Hearings, the City additionally requested that TxDOT place a crosswalk at the intersection of NW Military Highway and De Zavala Road.



A typical section of NW Military improvements

Concerns for Upcoming Northwest Military Highway Improvements

The residents of Shavano Park expressed concerns about the upcoming improvements to NW Military Highway during the Town Plan update process. Residents gave the following concerns:

Noise and access during construction. The City and TxDOT understand that like all roadway projects, noise and limited access will be inconveniences during construction. The City will rely on TxDOT's considerable experience with roadway construction to apply best practices to reduce noise and access inconveniences to residents. In addition, the City will continue to listen to resident concerns during construction and attempt to remedy problems as they occur.

Loss of trees and rural atmosphere. Residents expressed concerns that the widening of NW Military Highway would cause significant loss of large heritage trees and reduce the City's traditional atmosphere as a rural community. Although it is anticipated that a significant number of trees will be lost within TxDOT's right-of-way, the City will continue to work with TxDOT during

engineering to reduce the number of trees lost. After the project is complete, the City is committed to limiting any future expansion of NW Military Highway.

Drainage. Considering the City’s current drainage problems related to NW Military Highway, the residents of Shavano Park have shown concern that the expanded roadway surface could increase drainage and flooding problems. Thus far in engineering as of July 2018, TxDOT has included six drainage improvements along NW Military and satisfied all the City’s requests for improvements.

Water service during water line relocation. With the widening of NW Military Highway, the City as well as other utility providers, will have to relocate at least some utilities to ensure they are not located under the expanded roadway surface. The City intends to joint bid the water line relocation, placing the relocation under the considerable experience of TxDOT. The City will ensure that residents along NW Military Highway will maintain reliable water service throughout the water line relocation necessitated by the project.

Impact on driveways. Individual property owners will meet and have a chance to coordinate with TxDOT on the specific details of how the expanded roadway may impact their property. The City staff will be available to assist residents with their concerns as needed.

NW Military Highway – Issues and Action Steps

Issues:

- Safety of the intersection at Pond Hill Road & NW Military
- Loss of trees & rural atmosphere
- Drainage worsening with increased impervious cover
- Scope and cost of water line relocation
- Alleviating noise and traffic congestion during construction
- Protect NW Military Highway from further widening after project is complete
- Reducing speed limit on NW Military Highway

Action Steps:

- Continue coordination and cooperation with TxDOT
- Ensure a signalized intersection at Pond Hill Road & NW Military Highway
- Mitigate tree loss in planning stages with TxDOT
- Coordinate with TxDOT to address drainage problems identified in Master Drainage Plan
- Determine contractor staging area during road project
- Pursue joint bid with TxDOT for relocation of water lines
- Determine scope & budget for water line relocation

Residential Development



The City of Shavano Park offers a unique blend of rural small town character with urban conveniences. Residents enjoy upscale family living in a variety of quiet neighborhood settings ranging from the original established neighborhoods built before the city was incorporated in 1956 to newly built and exclusive gated communities.

Shavano Park's neighborhoods include the Old Shavano Park, Shavano Estates, Shavano Creek, De Zavala Estates, Bentley Manor, Huntington, Willow Wood, and Pond Hill Garden Villas.



Old Shavano Park

Residents consider Old Shavano Park to be comprised of two sections: East and West. The East section dates to before the original founding of the City of Shavano Park in 1956, and provides a rural atmosphere and setting. The neighborhood boasts some of the largest lot sizes of any residential area, with some lots approaching five acres. The spacious lots and quiet neighborhood roads provide the rural small town atmosphere so beloved by Shavano Park residents.



The western section of Old Shavano Park was developed in the 1970s and has a minimum lot size of 0.7 acres. It includes residential neighborhoods north of the Municipal Tract and west of NW Military as well as the homes along Ripple Creek, Pepper Bush and Painted Post south of De Zavala Road.



The Shavano Park Water System serves both sections of Old Shavano Park. All lots have homeowner-owned and maintained septic facilities for sewage.



Shavano Park Estates

Shavano Park Estates is the third oldest community in Shavano Park. The neighborhood has a minimum lot size of one acre and boasts the same quiet streets and exquisite homes amid natural beauty that is the hallmark of Shavano Park living. It was developed in the 1970s and does not have a homeowner's association. The Shavano Park Water System serves all homes in the Shavano Park Estates. All lots have homeowner owned and maintained septic facilities for sewage.



Shavano Creek

Located in the southwest corner of the City near the intersection of Lockhill Selma and Huebner Roads, Shavano Creek is a collection of luxury homes with minimum lot sizes of 0.7 acres. The City annexed the existing neighborhood in 2000. The community has its own homeowner's association and offers a sleepy suburban atmosphere. Shavano Creek receives its water and sewer service from the San Antonio Water System.



De Zavala Estates

De Zavala Estates is a small gated subdivision of eight homes on De Zavala Place Road with its own homeowner's association. De Zavala Estates was an existing neighborhood annexed by the City in 2000. The quiet De Zavala Estates neighborhood offers a gated entry and secluded quality of life in a suburban setting. Lot sizes range from two to six acres. The neighborhood receives its water service from the San Antonio Water System.



All lots have homeowner owned and maintained septic facilities for sewage.

Bentley Manor

This gated subdivision is located off of Lockhill Selma Road between De Zavala Road and Loop 1604 on the western side of Shavano Park. The City annexed the land in 1999 before Bentley Manor was developed. It is a family friendly neighborhood in a beautiful, tranquil and heavily landscaped enclave. Bentley Manor is comprised of 323 homes located in three distinct but cohesive communities.

The first section is called "The Cottage Estates" and is comprised of zero lot line homes of approximately 2,500 to 3,500 square feet in size.

The second section is called "The Garden Villas" and is also comprised of zero lot line homes of approximately 2,800 to 3,800 square feet in size.

"The Estates" section is comprised of large sized lots of approximately 0.7 acres that contain homes ranging from approximately 4,000 to 9,500 square feet in size.

Bentley Manor's water and sewer service is provided by San Antonio Water System (SAWS).



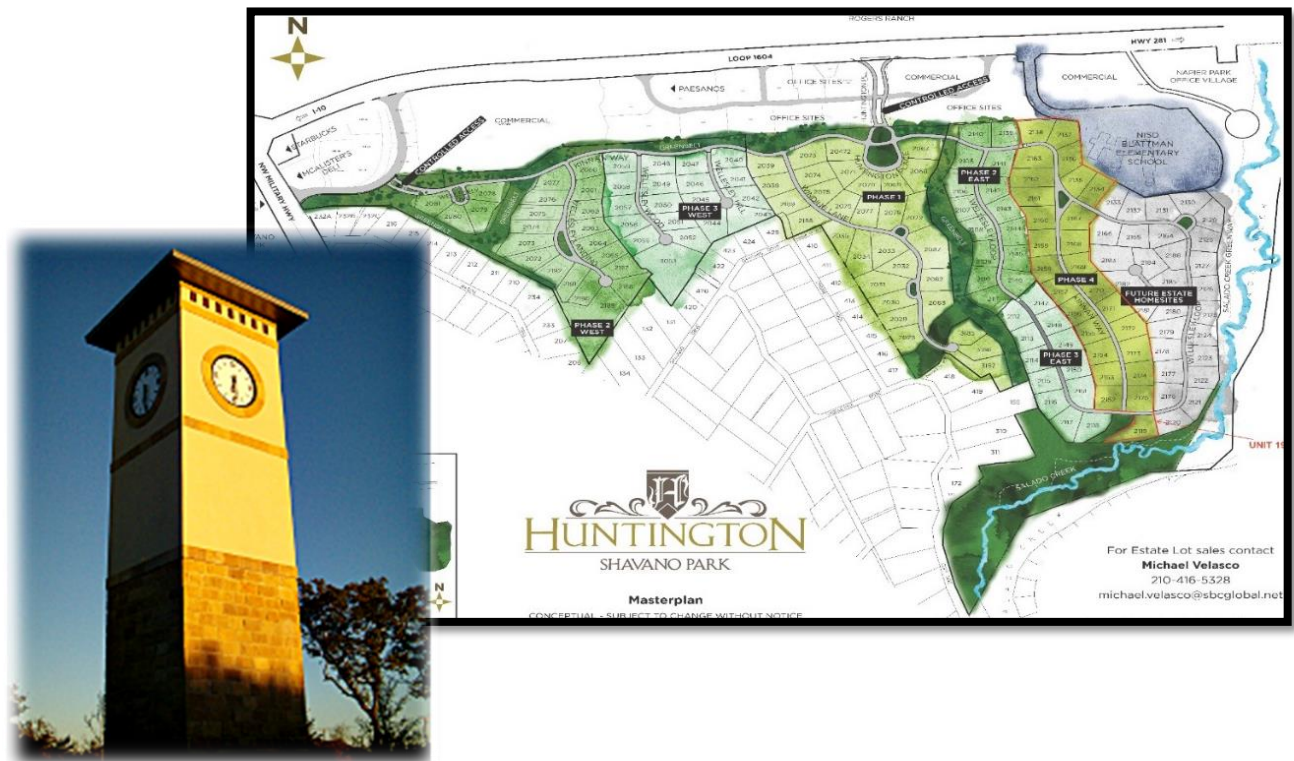
Huntington

Nestled in the northeast corner of Shavano Park, Huntington is a luxurious gated community boasting large acreage homesites. The estate-sized lots are positioned to insure privacy and create a palatial feel for each homesite. The neighborhood is a recent residential development of premier custom-designed homes that will eventually encompass 142 homes.



Huntington's location near Loop 1604 and IH-10 is within minutes of restaurants and destination shopping in The Vineyard, The Rim, The Shops at La Cantera and Stone Oak.

Huntington features a distinctive gated access and clock tower, giving the neighborhood an elegant entrance and a sense of arrival. Huntington's water and sewer service is provided by San Antonio Water System (SAWS).



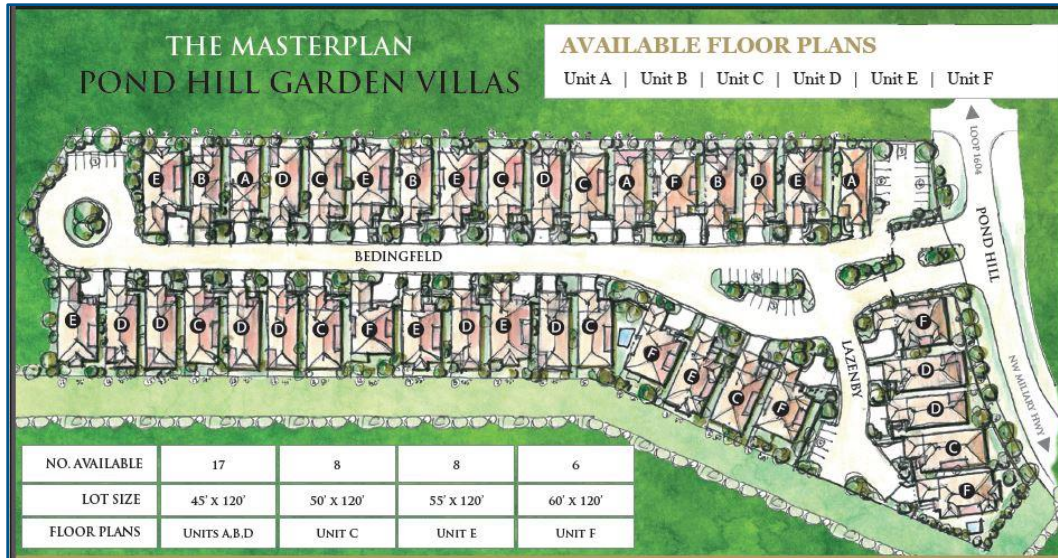
Willow Wood

Willow Wood offers a suburban living atmosphere surrounded by natural beauty in northern Shavano Park. This gated community is situated on a 49-acre tract of land and has 93 custom-built homes. Located off of NW Military Highway and Loop 1604 commercial areas, Willow Wood is within walking distance of the Shavano Park tennis club, a great amenity for tennis lovers. Willow Wood receives its water and sewer service from the San Antonio Water System.



Pond Hill Garden Villas

The Pond Hill Garden Villas is a master planned development of garden homes on both sides of Pond Hill Road. The Garden Villas provide a secluded luxury lifestyle, and like Willow Wood, it is located near the many amenities, restaurants, and offices on Pond Hill Road. The Garden Villas are also within walking distance of the Shavano Park Tennis Club. Pond Hill Garden Villas receives its water and sewer service from the San Antonio Water System.



Residential Development – Issues and Action Steps

Issues:

- Maintain the single-family residential neighborhoods with a mix of rural heritage homes and modern gated communities.
- Preserve the rural and small town character of the City's neighborhoods.
- Restrict redevelopment of existing residential lots into multi-family homes or condominiums.
- Pressure on residential lots along NW Military to commercialize after expansion of roadway.

Action Steps:

- Maintain zoning regulations regarding setbacks and masonry construction to preserve neighborhood look and character.
- Maintain exclusive single-family use in residential zoning districts.
- Maintain minimum lot size restrictions in residential zoning districts.
- Preserve single-family residential zoning districts along NW Military.

Commercial Development



Commercial Development



The commercial areas of Shavano Park are located in the prime north central area of metropolitan San Antonio. All undeveloped commercial land is owned by one developer who works closely with the City and develops upscale buildings and facilities. The City's vision is to maintain its existing rural character, charm, and quality of life while adding tax revenue and local services from future commercial developments.

The commercial property is located primarily along the Loop 1604 frontage road and Lockhill Selma Road. The majority of the City's commercial developments are office buildings. Other developments include convenience stores, upscale restaurants, coffee shops and a private tennis club. Furthermore, Shavano Park is surrounded by the City of San Antonio and a variety of shopping centers, restaurants and medical facilities are within close proximity to the City.



In the Town Plan update process, residents stated their desire for more local access to commercial services including: restaurants, retail, office, entertainment, and healthcare services. However, the residents continue to support strict regulations of commercial use and signage to preserve the high-quality business community that currently thrives within the City. Residents also desired that NW Military Highway remain residential and that zoning restrictions prevent future redevelopment for commercial use.



Huntington Office Building along Loop 1604 Frontage

Future Development

There remains only a small amount of land for future commercial development in Shavano Park. The few lots that are undeveloped or in development include:

1. The Pond Hill east commercial, which is planned for a mix of restaurants and retail
2. 22 acres of undeveloped land near Huntington (zoned B-2)
3. An approximate 2 acre size lot on the north-east corner of Lockhill Selma and De Zavala Road (zoned B-1)
4. Paramount Healthcare Assisted Living facility, on Lockhill Selma (zoned B-2 PUD)
5. Pond Hill west office and restaurant at Pond Hill and 1604 Frontage (East Bound) (zoned B-2 PUD)
6. Napier Park Office complex east of Blattman Elementary (zoned B-2 PUD)

Note: A comprehensive plan shall not constitute zoning regulations or establish zoning district boundaries.



1. Pond Hill East Commercial Subdivision



2. Undeveloped 22 acres near Huntington



3. The north-east corner lot of Lockhill Selma Road and De Zavala Road



5. Pond Hill West Office & Restaurant



6. Napier Park Offices to the east of Blattman Elementary

Commercial Development – Issues and Action Steps

Issues:

- Residents want more local access to commercial services – restaurants, retail, office space, entertainment and healthcare.
- Ensuring business uses remain compatible with Shavano Park.
- Ensuring business community maintains high standards.
- Residents support City encouraging sustainable development without additional cost to the City.

Action Steps:

- Maintain strict restrictions on business signage.
- Maintain restricted allowable business uses while monitoring changing business landscape for necessary additions.
- Maintain up-to-date building codes while being responsive to local developers during code adoption.
- Explore possible actions by City to encourage environmentally friendly developments.

Flooding and Drainage

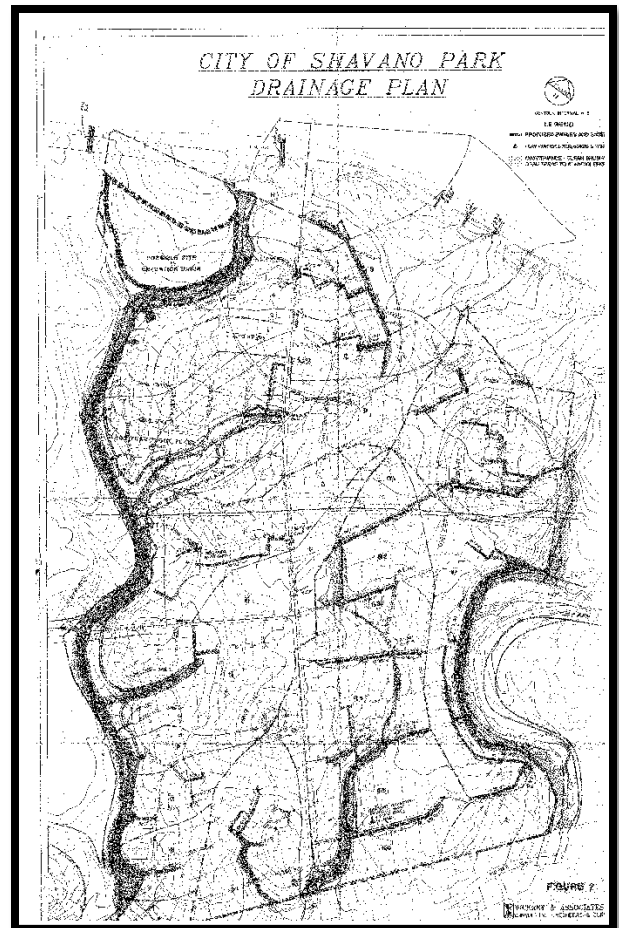


Flooding and Drainage

Some of the land north of Shavano Park drains into Olmos Creek, which is the major watercourse of the upper San Antonio River watershed and flows through Shavano Park. The storm water drainage system serving most areas of Shavano Park consists of overland flow to natural drainage ways or to unlined open ditches and channels alongside public and private roads.

Being situated between the Texas Hill Country to the north and the lower lying areas of San Antonio proper, Shavano Park has long experienced drainage challenges. These challenges intensified during the 1990's with the rapid development within and around Shavano Park. In 1993 the City commissioned the Vickery Study to analyze the drainage pathways within the City. This engineering study guided City efforts to provide necessary drainage infrastructure in the early 2000's, but with the rapid development in the City the study quickly became outdated.

Due to an increase in intense rainfall events in recent decades, flooding has become more frequent in certain areas of Shavano Park. In the last thirty years, the City experienced several 100 and 500 year flood events. Compounding the problem is the continuing rapid development of the greater San Antonio metro area around the City.

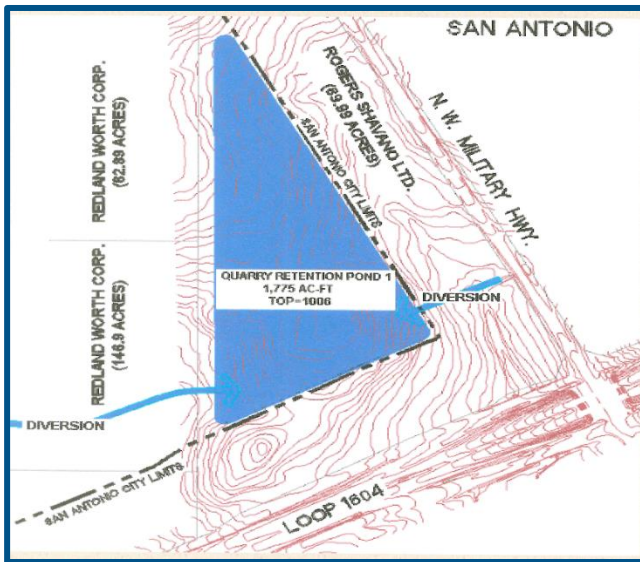


1993 Vickery Study Map

In 2010, the Town Plan made drainage infrastructure improvements a priority for the City and referenced two completed drainage improvement projects. From 2012 to 2015 the Planning & Zoning Commission maintained a drainage subcommittee who conducted interviews with

residents and other field work. This work laid the foundations for City efforts from 2016 to 2018.

During the Town Plan update process, residents expressed strong support for near-term action by the City to address flooding and storm water drainage problems, but provided mixed support for consideration of extra financing beyond current City reserves allocated to drainage.



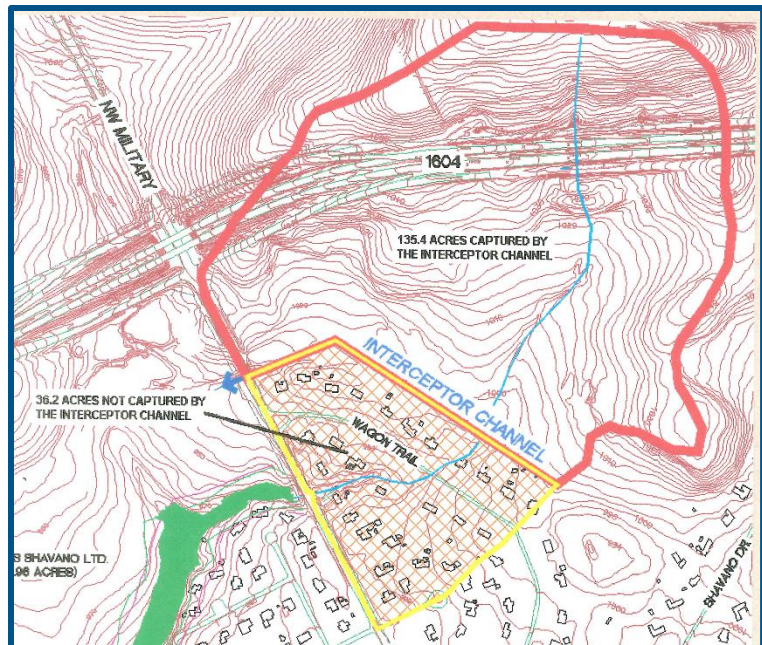
Quarry Retention Pond

In 2010 the City's primary developer completed construction of the Quarry Retention Pond. This pond channels water from the area northeast of Loop 1604 and NW Military Highway to a triangle shaped retention pond. The channel connecting to the culvert under NW Military Highway alleviates flooding in the northwest quadrant of the City along the Olmos Creek. The Retention Pond eliminated many of the City's flooding problems during times of heavy rainfall.

The Quarry Retention Pond has been engineered to have a water storage capacity equal to 940 acre feet, which is estimated to exceed the requirements for storm water run-off for two 100 year floods.

Interceptor Channel

The same developer constructed an interceptor channel to control periodic flooding to homes along Wagon Trail and accommodate storm water runoff from the development of Huntington. The channel intercepts storm waters from these areas and directs the stormflows downstream to the Olmos Creek Watershed.



Drainage Improvements: The Way Ahead

The City, residents, and developers are currently working together to address and improve drainage infrastructure to mitigate future flooding events. In January 2016 the Planning & Zoning drainage subcommittee presented a Drainage Prioritization Concept to City Council after years of interviews with residents and other field work. In response, on February 22, 2016, City Council approved Ordinance No. O-2016-002 which set aside an additional \$1,020,445 in funds to improve the drainage throughout the City.

Equipped with the drainage subcommittee’s plans and previous drainage studies the City enhanced its engineering services and hired KFW Engineers and Surveying as the City Engineer in 2017. Their first task was to complete a Master Drainage Plan using the drainage subcommittee findings and previous drainage studies as a foundation augmented with their modern tools and engineering expertise.

At the November 27, 2017 City Council meeting KFW presented the final Master Drainage Plan to City Council. The Master Drainage Plan uses 2010 radar data to model the effects of 25 and 100 year floods in Shavano Park. The Master Drainage Plan and subsequent surveying and analysis identifies the following projects and cost estimates in 2018 dollars (note some of the larger projects were given lower alternative costs estimates as a minimum):

Drainage Projects	Estimate - Full	City Estimate - Minimum	3rd Party	
Area 1 Wagon Trail Depression	\$ -		Denton	
Area 2 Kinnan Way Channel Berm	\$ -		Denton	
Area 5 Bent Oak Clearing	\$ 15,000			
Area 3 Turkey Creek Area	\$ 5,400,000	\$ 510,000	TxDoT partial	
Area 4 Elm Spring Area	\$ 2,150,000	\$ 140,000	TxDoT partial	
Area 12 Chimney Rock LWC	\$ 165,000			
Area 11 NW Military Culvert #1	\$ -		TxDoT	
Area 5 NW Military LWC #2	\$ -		TxDoT	
Area 5 Windmill LWC	\$ 235,000			
Area 5 Bent Oak LWC	\$ 263,000			
Area 4-2 Ripple Creek Area	\$ 735,000			
Area 6 Happy Trail	\$ 617,000			
Area 7 Bobcat Bend	\$ 60,000			
Area 7 Rock Squirrel	\$ 82,000			
Total Cost of Projects	\$ 9,722,000	\$ 2,822,000		Drainage Reserves
				\$ 1,456,649

This undertaking will be a multi-year challenge for the City. The largest projects in the Turkey Creek Area and Elm Spring are beyond current City reserves and require additional engineering to determine a more detailed scope and further justification for City funding. With a plan and the costs laid out, City Council voted to take action at the January 22, 2018 meeting.

On January 22, 2018, City Council voted to implement and fund portions of the Master Drainage Plan. In Fiscal Year 2018, the City Council allocated \$564,188 for drainage projects.

Action Plan

The City is addressing the drainage projects identified in the Master Drainage plan in three phases that serve as guideposts for the City moving forward. In 2018, City Council funded over half a million dollars in projects from Phase 1 with additional engineering work for Phase 2 projects. Note that estimates are in 2018 dollars and are subject to change based upon inflation, scope and market conditions in the future.

Phase 1: This includes tackling three small scale drainage projects as well as two low water crossings (LWC) on

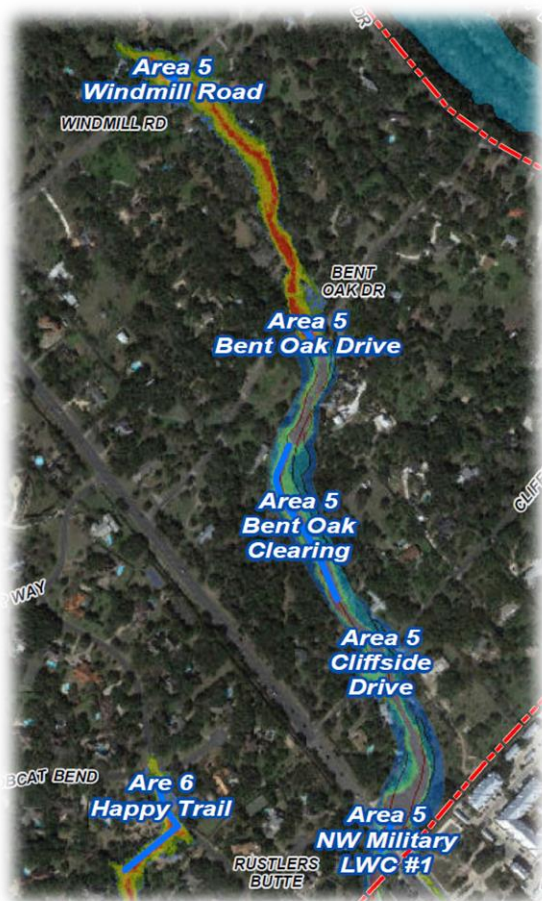
Chimney Rock Lane and Fawn Drive. These LWCs are near one another and their proximity will allow projects to be bid together saving on mobilization costs. The City has already begun Phase 1 by placing an order for the survey and design of the culverts to be installed on Chimney Rock and Fawn. In addition, City staff are in-house coordinating the installation of the pump facility for the Wagon Trail Depression, berm improvements along Kinnan Way and clearing of the Bent Oak drainage channel.

All projects in this phase are planned to be completed by 2019. As of July 2018, the Kinnan Way Berm and Bent Oak clearing have been completed as well as surveying, hydrological studies and 40% plans of the culverts at Bent Oak, Windmill and Chimney Rock. Surveying, hydrological analysis and feedback from residents led City staff to drop the proposed culvert on Fawn. Progress is currently underway on the Wagon Trail Depression.

Estimate	Projects
Phase 1 - FY 2018	
\$ 10,000	Area 1 Wagon Trail Depression
\$ 21,400	Area 2 Kinnan Way Berm
\$ 15,000	Area 5 Bent Oak clearing
\$ 165,000	Area 12 Chimney Rock LWC
\$ ———	Area 12 Fawn LWC
<i>Phase 1 Cost</i>	\$ 211,400
Phase 2 - 2019	
\$ 118,000	Area 3 Turkey Creek Engineering
	Area 4 Elm Spring/Bikeway Engineering
	Area 4-2 Munitract/Ripple Creek Engineering
\$ 235,000	Area 5 Windmill LWC
\$ 263,000	Area 5 Bent Oak LWC
<i>Phase 2 Cost</i>	\$ 616,000
Total Cost	\$ 827,400
Phase 3 - Future & Possible Projects	
\$ 617,000	Area 6 Happy Trail Stormsewer
\$ 60,000	Area 7 Bobcat Bend Channel
\$ 82,000	Area 7 Rock Squirrel Channel
\$ 5,400,000	Area 3 Turkey Creek Stormsewer
\$ 2,150,000	Area 4 Elm Spring Stormsewer
\$ 735,000	Area 4-2 Munitract/Ripple Creek
<i>Phase 3 Cost</i>	\$ 9,044,000
Total Cost	\$ 9,871,400



Projects in Phase 1 – Areas 1, 2 and 12 in Master Drainage Plan



Projects in Phase 2 include two culverts in Area 5

Phase 2: Phase 2 addresses engineering and construction of the three low water crossings at Windmill and Bent Oak as well as the preliminary engineering and partial surveying of Turkey Creek, Elm Spring / Bikeway and Munitract / Ripple Creek Areas.

The engineering for the culvert at Bent Oak is expected to be completed in 2018, while construction commences in 2019. After field work and speaking with residents, the proposed culvert improvement at Cliffside was removed as a project.

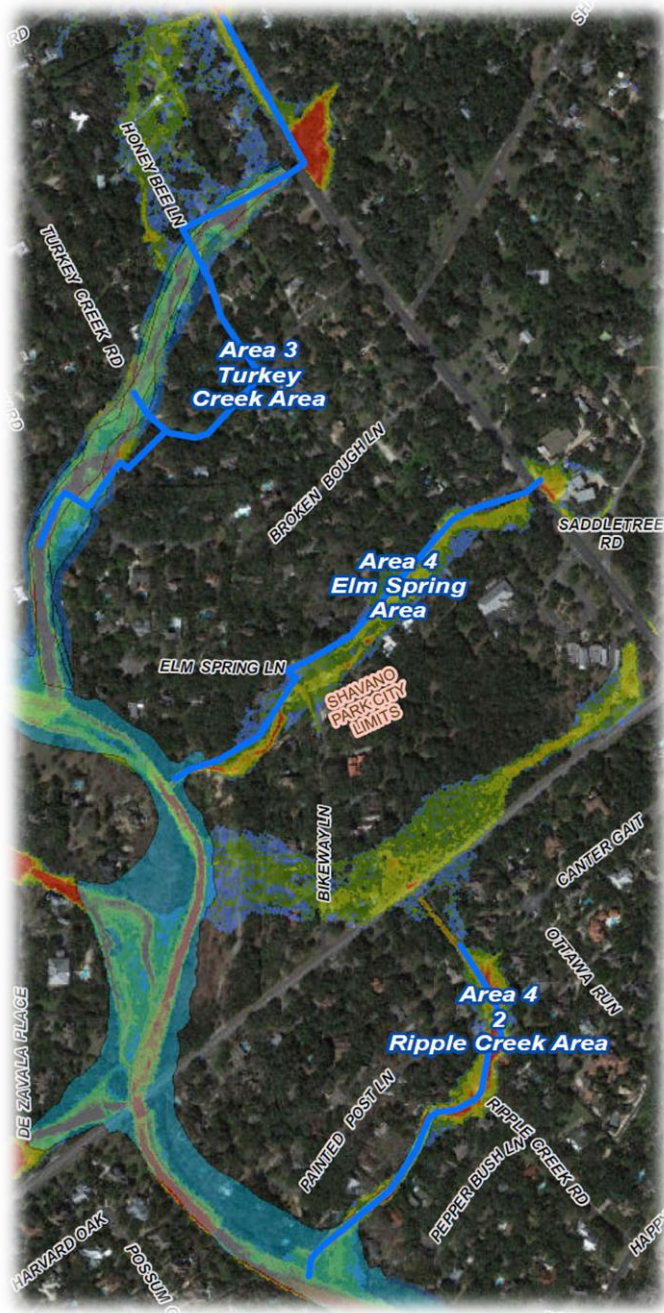
The three projects in the Turkey Creek area, Elm Spring area and the Munitract / Ripple Creek area are the largest and most expensive projects in the Master Drainage Plan. To better scope these projects and to justify the expenditure of potentially millions in City funds the City tasked the City Engineer to prepare partial surveys and on the ground analysis. This additional engineering will inform City Council decision-making on the projects in future years.

Upon completion of this preliminary engineering work, the City will have enough data and information to perform a cost-benefit analysis of completing any of the three projects. As of July 2018 the surveying and hydrological studies of the culverts at Bent Oak and Windmill have been completed and preliminary engineering of the three other projects is underway.

Phase 3 This final phase is designated for future possible projects, decisions, and funding. It is unknown, at this time, if City will ultimately construct these projects or not. The findings in Phase 2 preliminary engineering will play a considerable role in further City decision making.

Decisions on these projects are likely to occur after 2019.

Projects in Phase 2 include preliminary engineering for Areas 3 and 4 to determine further scope and cost-benefit of the largest projects.



Issues:

- Flooding & Drainage challenges remain a long-term issue for community.
- Project costs require funding beyond current City reserves.
- Some projects may prove challenging for City to acquire drainage easements from residents.
- Residents seeking rapid action by City.

Action Steps:

- Take immediate action to address drainage projects in 2018.
- Determine scope and cost-benefit of three largest drainage projects.
- Investigate grants and other funding sources for future drainage projects.
- Coordinate with TxDOT on drainage projects impacting NW Military right-of-way.

The Municipal Tract



The Municipal Tract History

The Municipal Tract consists of approximately 22 acres of land and is located in the center of the City at the northwest intersection of De Zavala Road and NW Military Highway.

Approximately 16 acres of the property currently remains undeveloped and are covered with native trees and other vegetation.

The Municipal Tract was deeded to the City by Rogers Shavano Ranch Inc. in 2000 to be used

exclusively for "general municipal, municipal recreational, or other community-orientated purposes and/or facilities." This restriction ensures the tract is designated solely for municipal and community use and will not be developed for any residential or commercial uses.



Plans for the Municipal Tract date back approximately 20 years to the 1999 20-Year Master Plan, which included a two phase plan for a municipal recreational area on the Municipal Tract. Phase one was the construction of walking trails and paths, restroom facilities and a picnic area with an open air pavilion. Phase two was for the construction of a Civic/Community Center. The first improvements to the Municipal Tract began in 2001 with the construction of the current City Hall building and the 911 Emergency Center. Since that time other smaller projects, including the City's marquee sign, walking garden / natural area, and a rain garden for cleansing of parking lot water runoff have been completed.



The City again reviewed options for use of the remaining acreage of the Municipal Tract during the 2010 Town Plan meetings, and envisioned that "developing the Municipal Tract into a community recreational and community center would help maintain the rural character of Shavano Park and provide a place for citizens to gather for community events." The 2010



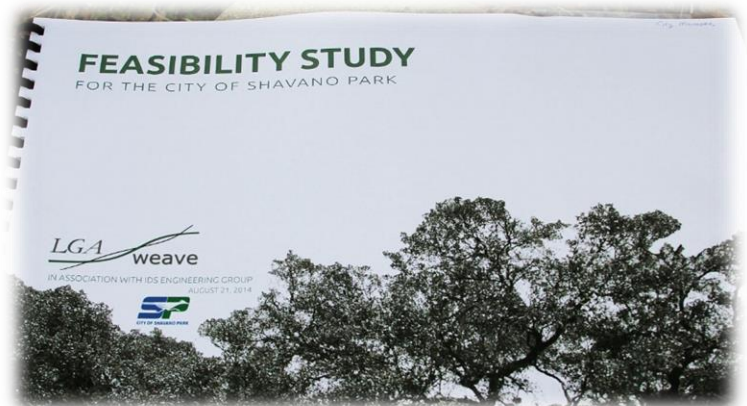
In blue outline: The undeveloped portion of Municipal Tract

Town Plan also proposed specific community-centered improvements for the undeveloped portions of the Municipal Tract, including a pavilion for community activities, water features, and walking trails amid the natural beauty of the property.

The 2010 Town Plan established nine action steps for devising an overall plan for improvements to the Municipal Tract. Based on these action steps, the City Council voted to fund and hire an engineering firm to study the property, address concerns regarding the suitability of the property for improvements, and determine additional improvement possibilities for the site.

2014 Feasibility Study

In 2014 the City contracted with LGA Weave and IDS Engineering Group to perform a feasibility study on the unimproved portion of the Municipal Tract. This study presented a number of suitable improvements that could be made on the Municipal Tract including new storm water infrastructure, pavilions, park buildings, picnic areas, trails, dog parks, playgrounds, swimming pools, basketball courts, gardens, and even a full sized recreation center. The study concluded that the site did not have any geographical, soil, drainage or legal issues preventing improvements to the Municipal Tract.



2015 Core Survey

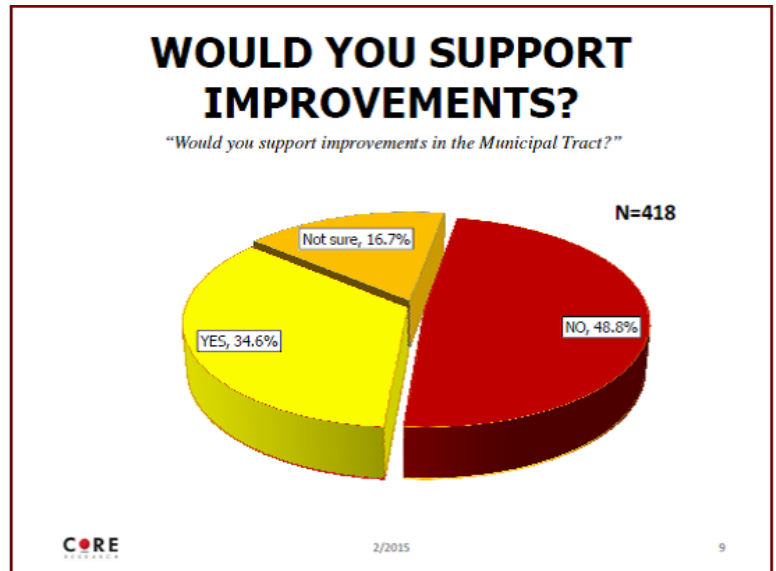
In 2015 the City conducted a survey of residents utilizing the professional services of Dr. Korbel of Core Research, a public polling company. The purpose of the survey was to seek resident input on options presented in the 2014 Feasibility Study.

This survey asked residents to respond to questions about the improvements as identified in the 2014 Feasibility Study. The survey was created as a hard copy and then mailed to each residential address in Shavano Park. There were a total of 438 responses from 416 residences, which represented about a 36% response rate from the City's residents.

The 2015 CORE survey concluded that there was no clear majority of residents favoring either "no change" or development of the Municipal Tract. A plurality of residents (48.8%) responded that they would not support improvements to the Municipal Tract, while 34.6% responded that they would support improvements, and 16.7% were unsure.

However, the survey results did show that the Municipal Tract features that would most likely be supported by residents were: a hike and bike trail; a park with gardens; a pavilion; and a picnic area.

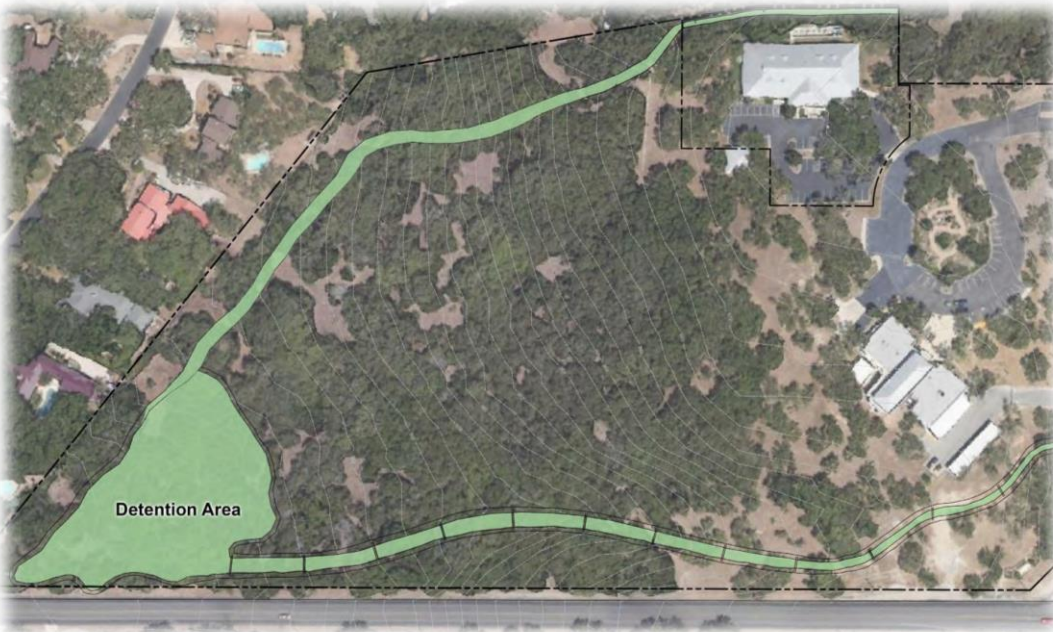
In addition, the survey revealed two 2014 Feasibility Study development options that received over 50% support from residents as follows (next page):



The “natural” option with a series of meandering trails and the addition of gardens, picnic tables or a playground near City Hall (see below).



Drainage and storm water infrastructure improvements on the Municipal Tract, specifically with the creation of two swells leading to a detention area in the southwest corner of the tract (see below).



Wildfire Safety on Municipal Tract

During 2017 the City Council concluded that the dense cedar and thick underbrush on the Municipal Tract posed a potential wildfire hazard to nearby homes. In an effort to earn recognition as a Firewise Community, the Fire Department, together with the Texas A&M University Forest Service, created a one acre demonstration area of a Firewise forest on the City's Municipal Tract. The purpose of the demonstration area was to show residents how to improve wildfire safety on their own properties. To combat any potential wildfire hazard, in 2017 the City Council established an objective to improve fire safety by reducing the risk of a forest fire on the Municipal Tract by constructing a shaded fuel break. A shaded fuel break involves removing undergrowth and the trimming up of all trees in a line similar to a fire break. Unlike a fire break however, many trees and their canopies are retained. The shaded fuel break reduces the likelihood that any wildfire on the tract spreads to nearby homes. In 2018 the Texas A&M University Forest Service team along with the Public Works Department plan to complete the shaded fuel break in the Municipal Tract and along De Zavala Road.

2018 Town Plan Update

During the 2017-18 Town Plan update, the Planning & Zoning Commission requested an online survey of residents and held a public hearing on the Municipal Tract. This online survey was not meant to replace the CORE survey but instead was intended to solicit input for the Town Plan revisions. The survey responses and public hearing comments highlighted the many differing opinions regarding any future improvements of the Municipal Tract.



2018 Arbor Day / Earth Day Celebration on Municipal Tract

Many residents expressed their views that developing the municipal tract would enhance the sense of community by providing a beautiful and safe gathering area for neighbors. In addition, civic participation could grow with the construction of community facilities and recreation areas. The improvements could also provide amenities desired by both existing and new residents, further enhancing the image of the City. In addition, residents expressed their opinion that the

Municipal Tract represented a valuable asset to the City and that improvements should be made that would benefit the City's current and future residents.

Many other residents expressed their desire for the Municipal Tract to remain undeveloped and undisturbed. The residents within this group hope to preserve the area for the wildlife that lives on the tract and to maintain the tract's natural landscape. These residents also feel that the surrounding metropolitan area of San Antonio is overdeveloped and the undeveloped Municipal Tract helps maintain the rural character of the community. Financial concerns were raised about the initial costs of construction, as well as long term cost for maintenance, repair and replacement. Usage and security will also have to be addressed.

Issues:

- Residents are divided regarding changes to the Municipal Tract, especially those changes that would be visible from De Zavala Road.
- Ensure wildfire safety for homes adjacent to the Municipal Tract.
- Protect nearby neighborhoods from storm water runoff.
- Any improvements should be based upon amenities desired by both current residents and those amenities that may be necessary to attract future residents to the City.
- Financial impact of any improvements

Action Steps:

- City Council makes a decision regarding any changes to the Municipal Tract.
- Develop options for any City Council approved changes.
- Ensure that a buffer of trees and vegetation remain for those areas that border the Municipal Tract.
- Continue to monitor need for changes relating to wildfire safety and storm water runoff.

Acknowledgements



Residents of Shavano Park

Mayor and Council

Bob Werner, Mayor
Michele Bunting Ross, Mayor Pro Tem
Mike Colemere
Bob Heintzelman
Lee Powers
Maggi Kautz
Mary Ann Hisel
Mike Simpson

Planning and Zoning Commission

Michael Janssen, Chairman
Albert Aleman, Vice-Chair
Kerry Dike
Carlos Ortiz
Jason Linahan
Bill Simmons
Carla Laws
Konrad Kuykendall
Shawn Fitzpatrick
Richard Lazor
Brian Harr

City Staff

Bill Hill, City Manager
Curtis Leeth, Assistant to the City Manager
Leah Robertson, Intern

CITY COUNCIL STAFF SUMMARY

Meeting Date: October 22, 2018

Agenda item: 6.2

Prepared by: Bill Hill

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / action - Repair of Shavano Estates rock wall along NW Military - Ald. Kautz

Attachments for Reference:

- 1) Attorney Memo (Jan 18)
- 2) Attorney Email Summary
- 3) DCCRs Describing Fences / Walls

BACKGROUND / HISTORY: Updates to January 2018 Summary highlighted in yellow.

According Laddie Denton, in the 1980's the developer had intended to build a solid rock wall along NW Military Hwy. At the request of the City, a rock wall was built but was limited to two feet of solid rock with cedar poles and fencing extending up about four feet. After several years of complaints by citizens, the City asked the developer to rebuild the wall solid up to six feet. This was completed by building the wall on top of the existing structure.

There are three Declarations of Conditions, Covenants, and Restrictions (DCCRs) that govern property owners in the Unit 15 area known as the "Estates". DCCRs for 15A and 15B require maintenance of a fence, while DCCR 15C includes wall requirements.

Over time, sections of the fence have begun to deteriorate, lean over, and fall down. In the 2012/13 time frame the City considered the question of assisting the property owner at 100 Warbler Way with the repair of a section of the wall and at that time the City declined.

Generally, an assessment of the wall surrounding the Estates would indicate that the wall that runs parallel to DeZavala and that part that runs along NW Mil Hwy from DeZavala to North Warbler is in good shape. In Jan 2018, the assessment of the wall that runs parallel to NW Mil Hwy from South Warbler to Huebner Road is approximately 3,356 feet. Of that:

- 2,386 ft Good
- 790 ft Fair
- 180 ft Need of Repair Now

At the November 27, 2017 City Council meeting, Council directed the City Manager to secure a legal opinion concerning the implications of repair and possible ownership of the wall (ATT 1).

At the January 22nd meeting, Council approved a motion that “we find repairing the wall to have a public purpose and authorize the City Manager to expeditiously coordinate with the property owners and Denton / Bitterblue with Denton or the property owners to take the lead and the City contribute not more than \$20,000, to be taken from fund balance, with the remainder of the cost being borne by the other parties.

Approximately 200 feet were repaired at a cost to the City of \$15,000. At the time of repair, the local contractor ID’ed another section of the wall that he deemed in poor repair and likely to fail at 101 Warbler Way. In his June 2018 assessment, the wall needed to be torn down and rebuilt at a cost of approximately \$39,000. No action was taken in response to this assessment.

DISCUSSION:

In July / August 2018, another section of the wall began collapse and at the August City Council meeting Mrs. Sonia Mendez addressed the Council asking for support in repair of the wall. She reported that she had previously repaired the wall twice.

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?

1. Public Benefit? Walls are generally considered as a public benefit based upon the protection they provide and the visual character and security they display. See attachment 2 for attorney discussion. Council could make a determination. The City Manager has fielded a number of calls and complaints regarding the wall from both residents and non-residents.

2. Expend Funds? The City has not received three estimates for repair of this section; however the previous contractor (who was the cheapest) provided in June an estimated the cost at \$39,000.

There are potentially several parties that may participate. The property owner, Bitterblue, and the City. At this time, there is a commitment to participate from Bitterblue and the property owner.

3. Future Repairs? It is likely that future sections of the wall will collapse. While Council may or may not provide support in the current situation, each situation can and should be considered independently. While supporting now may establish a precedence, the City is not bound to follow precedence no matter what way it decides. There are no known additional sections (above

101 Warbler Way) that have deteriorated and been repaired by the homeowners. There have been sections damaged by accident and previously repaired. There are a number of areas that need routine work on the wall and cap in order to extend the life of the existing wall.

Regardless of the outcome of this specific action, the City Manager intends to write a letter to all current property owners that have a section of the wall to remind them of their responsibility to maintain the wall (just like property owners with wooden fences e.g. paint/stain/and replace) and suggest that they complete preventive maintain to extend the life of the wall and that future support of the City for repairs is not likely.


COURSES OF ACTION:

- 1) Provide no assistance
 - 2) Approve City Manager to coordinate with Bitterblue and property owners to provide funding assistance (various degrees of assistance possible) to repair sections of the wall.
-

FINANCIAL IMPACT: Varies

MOTION REQUESTED: Discuss and provide guidance to City Manager.

DENTON NAVARRO ROCHA BERNAL & ZECH, P.C.
ATTORNEY CLIENT PRIVILEGE
NOT A PUBLIC RECORD
MEMORANDUM

TO: BILL HILL, CITY MANAGER
FROM: T. DANIEL SANTEE, ASST. CITY ATTORNEY 
ISSUE: ROCK WALL ALONG NW MILITARY HWY
DATE: 01/11/18

FACTS

In August 2017, the property owner at 100 Warbler Way again contacted the City and met with City Manager Hill concerning the rock wall on the west side of NW Military Hwy that extends from Huebner to De Zavala. The City had previously considered assisting the same property owner with a repair of a section of the wall in the 2012-13 time frame, and decided against it.

When this item was discussed at the November 2017 City Council meeting, it was suggested that in the 1980's the developer had intended to build a solid rock wall along NW Military Hwy. At the request of the City, a rock wall was built but was limited to two feet of solid rock with cedar poles and fencing extending up another four feet. After several years of complaints by citizens, the City asked the developer to rebuild the wall solid up to six feet. This was completed by building an extension to the wall on top of the existing structure.

Testimony at the November 2017 City Council meeting by the property owner at 100 Warbler Way varied somewhat in the details, but was consistent in the fact that the fence was initially built at a lower height and then later had additional rock added to increase the height. Over time, sections of the fence have begun to deteriorate, lean over, and fall down. Currently, there are three sections of the wall along the western boundary of the TxDOT right-of-way on residential property that have fallen.

There are 14 property owners that own sections of the wall. The covenants and restrictions state:

the owners of all lots adjacent to NW Military Hwy shall, at Owner's sole expense, maintain in good condition and repair, or replace, if need be, and without modification of color or design in the fence along the rear property line of said lots adjacent and parallel to NW Military Hwy.

There is not an existing homeowner's association to enforce the covenants and restrictions.

The plat of the subject area reflects a

- 120' right of way for NW Military Hwy adjacent to the properties at issue,
- the property line where the subject wall stands,
- a 1' non-access easement inside the property line, and
- a 16' utility easement.

The consensus was reached by the City Council that repair of the subject wall would serve a public purpose and have public benefit because NW Military Hwy is a major corridor and entry point for the City and has been identified by TxDOT for a transportation improvement project which will include sidewalks on both sides of the highway. There was concern expressed about the expenditure of public funds to improve private property, even if a public purpose was served, and that this concern would be lessened if the City owned the improvement. City Manager Hill requested assistance with identifying the legal issues that could arise with such ownership.

THE PUBLIC FUNDS ISSUE REVISITED

The question of whether or not a project such as the reconstruction of a boundary wall is a proper expenditure of public funds was initially answered prior to the November City Council meeting and included in the agenda packet for that meeting. It is revisited here to emphasize the fact that with the proper legislative findings by the City Council, the City expend funds and contribute to the reconstruction of the boundary wall.

Texas Constitution Article III, section 52, does not allow a city to “lend its credit or to grant public money or thing of value in aid of, or to any individual, association or corporation whatsoever ...”; article XI, section 3 does not allow a city to “make any appropriation or donation to [any private corporation or association], or in anywise loan its credit” These provisions of the Constitution have been construed to prohibit the expenditure of public funds in the absence of a legitimate public purpose. When there is a public purpose that can be articulated the courts typically find no violation of the grant prohibition of the state Constitution.

The appeals court, in *Bland v. Taylor*, 37 S.W.2d 291 (Tex. Civ. App. – Austin 1931) provides relevant discussion of a public purpose. City taxpayers sued the city to enjoin the collection of a tax to support a city development board to advertise and promote the growth of the city. It was argued that such use of tax money would be a grant or gratuity prohibited under the Texas Constitution. On the question of public purpose the court wrote, in 1931, the following:

What constitutes a public purpose or use as contradistinguished from a private purpose for which public funds may be applied has been repeatedly before the courts of practically every state in the Union and the Supreme Court of the United States. But no court has undertaken to lay down with minute detail an inexorable rule that would distinguish the one from the other. Obviously no such rule could be laid down. What was once a public purpose may now be obsolete through progress and changing economic, social, and political conditions. What was a private purpose even a generation ago has often through modern inventions and the complexities of community life become now essentially a public use and necessity. Consequently the modern trend of decision is to expand and liberally construe the

term “public use” in considering the state and municipal activities sought to be brought within its meaning.

The court went on to say that the local legislature’s determination of public purpose as reflected by the laws it passes should be presumed constitutional unless “palpably and manifestly arbitrary and incorrect.”

The case of *State v. Austin*, 160 Tex. 348 (1960), (superceded by statute as stated in *CenterPoint Energy Houston Elec. LLC v. Harris County Toll Road Authority*, 436 F.3d 541 (U.S. 5th Dist. 2006) is another leading Texas case in the field of public purpose. In this case the State of Texas questioned whether the Constitution permitted the public to pay for the cost of relocating utility lines that needed to be moved for highway construction. The court held such use of public money would not constitute a donation or a gift for strictly private purposes. Borrowing from criminal law, the court said that the constitutionality of the law should be upheld by the courts “unless its invalidity is apparent beyond a reasonable doubt.”

Several courts have had the opportunity to address the constitutional issue of public purpose. The practice by the City of Houston of enforcing private deed restrictions has been determined constitutional as supported by the declared public purpose of protecting property values. Article III, section 52 of the Constitution also has been held not to bar a county’s liability to a nonprofit hospital for more than \$740,000 in medical bills incurred in the treatment of a robbery suspect wounded in a shootout. The appeals court found that the statutory responsibility of the county for the safeguarding of prisoners served the requisite public purpose.

THE ISSUE OF CITY OWNERSHIP

If the City decides to participate in the funding of the wall rebuilding project, the question was asked whether or not the City must have some ownership interest in the wall or the underlying land. In our opinion, no ownership interest is required. In fact, with any ownership interest the City chooses to accept, it would also accept the potential liabilities and duties to maintain that come with ownership.

Having said that, the City may own the constructed improvement as well as the underlying land, or, the City may own the constructed improvement and holds an easement for the land upon which the improvement is located. An easement is the more common property interest held for similar improvements such as pipelines and drainage facilities. Moreover, roadways also typically held as dedicated right of way rather than owned in fee. If the City were to accept the dedication of the wall upon completion to own and maintain, it is recommended that the City require the dedication of an easement for the underlying land as well.

Assuming this is the direction the City takes, an evaluation as to whether or not this is a governmental or proprietary function is then necessary to understand the potential liability that comes along with owning the improvement. A city receives no immunity from suit for torts committed in the performance of its “proprietary functions,” and if negligent, a city is liable to the same extent as a private entity or individual. *City of Plano v. Homoky*, 294 S.W.3d 809 (Tex. App. – Dallas, 2009). “Proprietary function,” as opposed to governmental function, for sovereign

immunity purposes, is one performed by a city, in its discretion, primarily for the benefit of those within the corporate limits of the municipality rather than for use by the general public. *Perry v. Greanias*, 95 S.W.3d 683 (Tex. App. – Houston [1st Dist.] 2002).

The Texas Tort Claims Act (TTCA) would apply as a limited waiver of sovereign immunity in the event that the ownership of the wall were found to be a governmental function - those functions that are enjoined on a municipality by law and are given it by the state as part of the state's sovereignty, to be exercised by the municipality in the interest of the general public. See Tex. Civ. Prac. & Rem. Code (TCP) Sec. 101.0215.

Under the TTCA, ownership of the constructed wall would constitute ownership of property for which the City would be liable for personal injury and death if such were caused by a condition or use of the property in the same manner as the City would be liable under Texas law if it were a private person. TCP Sec. 101.021. There are fact specific variables that can influence the claim depending on whether or not it is based upon a premise defect theory and whether or not the recreational use statute is applicable.

It cannot be said with any certainty if the ownership of the constructed wall would be determined to be a proprietary or governmental function. If the argument can be made that the wall is an element of the larger transportation improvement project such as the sidewalks and landscaping elements, it could be held to be governmental as a contributing element to a transportation/trails project. Standing alone, it may be more likely that it would be held to be proprietary. Remember also that if there is potential liability, then there is also a need to discuss in what manner the City needs to insure the potential liability with its carrier. This is a topic for discussion with TML-IRP to make certain that ownership of the wall will not impact current coverage.

A PROCESS OPTION

Separate from the decision regarding any ownership interest is the decision on the proper way to provide funding and participate in the project. Should the City decide it wants to proceed with participation in the reconstruction of the wall along NW Military Hwy, there are various ways to structure the participation and funding of the project. Because the City Council expressed a desire to avoid any process that involved assessments or liens on the properties the wall crosses, we are limited to either bidding the project as a City project and seeking contribution from the developer and property owners, or perhaps structuring this similar to a Developer Participation Contract (DPC).

The City has traditional procurement process established, but a short explanation of how a DPC works might be helpful. A true DPC is available only to cities with more than 5,000 residents. Tex. Loc. Gov't Code Secs. 212.071-.074. However, the statute can provide a basic model to follow in determining your contribution. Also, because the municipal funds to be expended are estimated to be less than \$50,000.00, it is possible to allow the developer to oversee the design, bidding and construction of the wall with the City reimbursing an amount not to exceed the lesser of 30% or \$49,999.00.

The 30% is the statutory limit in the DPC statute, and represents a good guide for public participation on a project that will primarily benefit a specific development, and particular properties within that development. This assumes the developer and property owners would be willing to share the remaining 70% of the project cost. If the City still desires to own the wall, the wall could be dedicated upon completion along with an easement so that the City could maintain the wall. One outstanding issue regardless of how this is accomplished will be to obtain a temporary construction easement from all of the property owners as well as permission from TxDOT and the utility easement owners for access before activities commence.

Bill Hill

Blue – City Attorney summary

Red – City Manager clarification / questions

Green – City Attorney follow-up response

From: Charles Zech [<mailto:charles.zech@rampage-sa.com>]

Sent: Tuesday, August 29, 2017 4:43 PM

To: Bill Hill <citymanager@shavanopark.org>

Cc: Zina Tedford <ztedford@shavanopark.org>

Subject: RE: Rock Wall COMMENTS and distances

Bill:

Here is a quick summary of the law regarding your question regarding the use of public funds repairing the wall in question:

Texas Constitution Article III, section 52, does not allow a city to “lend its credit or to grant public money or thing of value in aid of, or to any individual, association or corporation whatsoever ...”; article XI, section 3 does not allow a city to “make any appropriation or donation to [any private corporation or association], or in anywise loan its credit ...” These provisions of the Constitution have been construed to prohibit the expenditure of public funds in the absence of a legitimate public purpose. When there is a public purpose that can be articulated the courts typically finds no violation of the grant prohibition of the state Constitution. So if we can articulate that they is a public purpose to maintaining the rock wall property of the resident, which located on the boundary of the ROW and along the major thoroughfare of the City that is representative of the City... then we can expend funds... CEZ - Yes. This is accurate. Having said that, not sure we can – but we can make a case that an attractive wall adds to the appeal and atmosphere of the City and adds to property values (e.g. In its recent subdivisions in Shavano Park, Denton Communities has routinely built masonry walls where the wall encloses private property, but in highly visible from roadways – It obviously improves the community look.

The appeals court, in Bland v. Taylor, provides relevant discussion of a public purpose. City taxpayers sued the city to enjoin the collection of a tax to support a city development board to advertise and promote the growth of the city. It was argued that such use of tax money would be a grant or gratuity prohibited under the Texas Constitution. On the question of public purpose the court wrote, in 1931, the following:

What constitutes a public purpose or use as contradistinguished from a private purpose for which public funds may be applied has been repeatedly before the courts of practically every state in the Union and the Supreme Court of the United States. But no court has undertaken to lay down with minute detail an inexorable rule that would distinguish the one from the other. Obviously no such rule could be laid down. What was once a public purpose may now be obsolete through progress and changing economic, social, and political conditions. What was a private purpose even a generation ago has often through modern inventions and the complexities of community life become now essentially a public use and necessity. Consequently the modern trend of decision is to expand and liberally construe the term “public use” in considering the state and municipal activities sought to be brought within its meaning.

The court went on to say that the local legislature's determination of public purpose as reflected by the laws it passes should be presumed constitutional unless "palpably and manifestly arbitrary and incorrect." **Amazingly well written opine that has stood up all these years and is still relevant.**

The case of State v. Austin is another leading Texas case in the field of public purpose. In this case the State of Texas questioned whether the Constitution permitted the public to pay for the cost of relocating utility lines that needed to be moved for highway construction. The court held such use of public money would not constitute a donation or a gift for strictly private purposes. Borrowing from criminal law, the court said that the constitutionality of the law should be upheld by the courts "unless its invalidity is apparent beyond a reasonable doubt."

Some courts have had the opportunity to address the constitutional issue of public purpose. The practice by the City of Houston of enforcing private deed restrictions has been determined constitutional as supported by the declared public purpose of protecting property values. **This is an interesting twist – Did I hear you correctly say that if it is a public purpose that the City can enforce the private deed restrictions – make them repair the wall? CEZ - No. The Court held that the City of Houston could expend public funds on the enforcement of private property deed restrictions. The Court did not "make" the City enforce the restrictions.** Article III, section 52 of the Constitution also has been held not to bar a county's liability to a nonprofit hospital for more than \$740,000 in medical bills incurred in the treatment of a robbery suspect wounded in a shootout. The appeals court found that the statutory responsibility of the county for the safeguarding of prisoners served the requisite public purpose. **So the County had to pay or did not have to pay?**

Regarding the questions of setting a precedent every situation has its own set of unique facts. I suppose you would be setting the precedent of even considering such a request. **Yes, I'm considering what options I even want to consider... Having said all that, this would be a really hard sell and I'm not sure I am for it nor do I think Council would be... just need to know the facts on the situation. Please clarify if I have misinterpreted what you laid out. Thanks.**

Charles E. Zech

DNRBZ

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From: Bill Hill [<mailto:citymanager@shavanopark.org>]
Sent: Friday, August 25, 2017 4:20 PM
To: Charles Zech <charles.zech@rampage-sa.com>
Cc: Zina Tedford <ztedford@shavanopark.org>
Subject: Rock Wall COMMENTS and distances

Charlie,

Attached note is from Kyle McCain's files regarding the Rock Wall that is crumbling.

Did you or your office write an opinion or have any backup material that you may be able to share with me regarding the City's role in repairing the wall? I have a resident formally asking the City to get involved in the repair of his wall.

Bill Hill

19. GARBAGE AND REFUSE DISPOSAL. No lot shall be used or maintained as a dumping ground for rubbish. All incinerators or other equipment for the storage or disposal of such material shall be kept in a clean and sanitary condition. Trash, garbage, or other waste shall not be kept except in sanitary containers. Materials incident to construction of improvements may be stored on lots during construction.

20. NO INDIVIDUAL WATER SUPPLY. No individual water supply system shall be permitted on any lot.

21. FENCES. No fence, wall, or hedge shall be built or maintained forward of the front wall line of the respective house. No chain link fencing shall be allowed on the street side of any lot, including the street sides of corner lots. No fence shall exceed a height of six (6) feet without written permission of the Architectural Control Committee.

Owners of all Lots adjacent to Northwest Military Highway shall, at Owner's sole expense, maintain in good condition and repair, or replace, if need be, and without modification of color or design in the fence along the rear property line of said Lots adjacent and parallel to Military Highway.

22. SIGHT DISTANCE AT INTERSECTIONS. No fence, wall, hedge, or shrub planting which obstructs sight lines at elevations between two (2) and six (6) feet above the roadways shall be placed or permitted to remain on any corner lot with the triangular area formed by the street property lines and a line connecting them at points twenty-five (25) feet from the intersection of the street lines or, in the case of a rounded property corner, from the intersection of the street property lines extended. No tree shall be permitted to remain within such distance of such intersections unless the foliage line is maintained at sufficient height to prevent obstruction of such sight lines.

23. RADIO AND TELEVISION ANTENNA. Any radio and/or television antenna erected on any building in this subdivision shall not extend more than eight (8) feet above the highest part of the roof of that respective dwelling, shall not be located on the front part of the dwelling, and shall not be located on the side of the dwelling nearer than ten (10) feet to the front wall line of the respective dwelling.

24. SIDEWALKS. Street sidewalks shall be constructed in accordance with requirements of the City of Shavano Park in existing ordinances, including subdivision development ordinance.

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boring for oil or natural gas shall be erected, maintained, or permitted upon any lot.

18. NO LIVESTOCK AND POULTRY: No animals, livestock, or poultry of any kind shall be raised, bred, or kept on any lot, except that dogs, cats, or other household pets may be kept provided that they are not kept, bred, or maintained for any commercial purpose and that they do not make objectional noises or otherwise constitute a nuisance or inconvenience to other residents of the subdivision.

19. GARBAGE AND REFUSE DISPOSAL: No lot shall be used or maintained as a dumping ground for rubbish. All incinerators or other equipment for the storage or disposal of such material shall be kept in a clean and sanitary condition. Trash, garbage, or other waste shall not be kept except in sanitary containers. Materials incident to construction of improvements may be stored on lots during construction.

20. NO INDIVIDUAL WATER SUPPLY: No individual water supply system shall be permitted on any lot.

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revisions of any action of the Committee except by procedure for injunctive relief when such action is patently arbitrary and capricious. Neither the Declarant, the Architectural Control Committee, nor any member of such Committee shall be liable in damages, or otherwise, to anyone submitting plans and specifications for approval or to any owner of land affected by this Declaration by reason of mistake of judgement, negligence or nonfeasance arising out of or in connection with the approval or disapproval or failure to approve or to disapprove any plans and specifications.

Within thirty (30) days after the Owner has submitted written notice upon the Committee that it desires to obtain Approval and has submitted to the Committee the plans, ("Submitted Plans"), the Committee shall notify Owner in writing whether the Submitted Plans are approved or disapproved. If plans and specifications are not sufficiently complete or are otherwise inadequate, the ACC may reject them as being inadequate or may approve or disapprove them in part, conditionally or unconditionally, and reject the balance. In the event the Submitted Plans have not been approved or disapproved within thirty (30) days after submitted, the Submitted Plans will be deemed to have been approved but such deemed approval shall not permit a violation of any of the terms of these covenants.

ARTICLE V

RESTRICTIONS ON LOTS

All Lots in the subdivision shall be used for residential purposes. No residential building shall remain incomplete for more than twelve (12) months after construction has commenced. Temporary use may be made of a house for builder's sales office, which shall be permitted until such house is occupied as a residence, provided such use is approved in writing by Declarant.

Every unit shall have and maintain a garage large enough to accommodate under roof a minimum of two (2) full-sized automobiles. No garage shall be permanently enclosed for conversion to any other use. Open car ports are not permitted, unless special design circumstances warrant their use, in which case permission must be obtained in writing from the ACC.

The term "residential purposes" as used herein shall be held and construed to exclude any commercial, industrial, apartment house, hospital, clinic and/or professional uses, and such excluded uses are hereby expressly prohibited. Business use will be permitted providing that the use conforms to zoning regulations, is not detectible by sight, sound or smell, and does not increase or obstruct vehicular or pedestrian traffic. This restriction shall not, however, prevent the inclusion of permanent living quarters for domestic servants or allowing domestic servants to be domiciled with an Owner or resident.

ARTICLE VI

WALL REQUIREMENTS

Lots 1340 through 1348 inclusive, and lots 1360 through 1361 inclusive, are required to have, constructed on or within one foot inside of lot property line adjacent to De Zavala Road and N.W. Military Hwy., a six foot rock wall substantially identical in design and materials to the wall adjacent to N.W. Military Hwy. in Shavano Park Unit 15A. A concrete footing adequate to support the wall shall be part of the required construction. Construction of this wall shall be required to be in conjunction with the construction of a home on these lots. No house plans for these lots shall be approved by the Architectural Control Committee without a site plan which indicates the location and construction of the wall as part of the plans for the home. No home on these lots shall be occupied prior to completion of the wall. The wall may vary in its location to accommodate existing trees with the approval of the Architectural Control Committee. The wall shall always terminate at adjoining lot lines with an existing wall or at the intersection of the property

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line adjacent to De Zavala Road and N.W. Military Hwy. and the intersecting lot property line unless otherwise approved by the Architectural Control Committee. Each resident shall be responsible for ongoing maintenance of the wall on their lot for the mutual benefit of Shavano Park Units 15A, 15B, and 15C. Adjacent lot owners shall be allowed to structurally adhere or tie into previously constructed rock walls.

ARTICLE VII

BUILDING MATERIALS

The exterior walls of all residential buildings shall be constructed with masonry, rock, stucco, brick or masonry veneer for at least 75% of the total exterior wall area. Window and door openings shall be included as masonry. Notwithstanding the foregoing, the ACC is empowered to waive this restriction if, in its sole discretion, such waiver is advisable in order to accommodate a unique or advanced building concept, design or material, and the resulting structure will not detract from the general appearance of the neighborhood. Wall materials used on all lots shall be restricted to those types and colors of bricks approved by the ACC.

Roofing shall be either slate, tile, factory fire treated wood, metal, or dimensional composition shingles, as approved by the ACC.

All fireplace flues and smoke stacks shall be enclosed and concealed from public view in finished chimneys or materials architecturally compatible with the principal finish material of the exterior walls of the dwelling or otherwise approved by the ACC.

ARTICLE VIII

FENCES

No fence or wall shall be built or maintained forward of the front wall line, nor any hedge planted or maintained forward of the front setback line, of the main structure, not including decorative walls or fences which are part of the architectural design of the main structure, and which are not to be built or maintained nearer than the building setback line of any Lot unless otherwise approved in writing by the ACC. All fences or walls located on his respective lots are to be maintained at owners expense.

All fences shall be all wood composed of one inch by four (1" X 4"), six feet (6') tall, notched, vertical cedar planks, without gaps between planks, unless approved in writing by the ACC.

An exception shall be made in case of retaining walls.

The ACC is empowered to waive the aforesaid composition requirements for fences and the aforesaid height or setback limitation in connection with retaining walls and decorative walls if, in its sole discretion, such waiver is advisable in order to accommodate a unique, attractive or advanced building concept, design or material, and the resulting fence, decorative wall and/or retaining wall (whichever is applicable) will not detract from the general appearance of the neighborhood.

No fence, wall or hedge or shrub planting which obstructs sight lines shall be placed or permitted to remain on any corner Lot within the triangular area as formed by the extension of curb property lines and a line connecting them at points twenty-five feet (25') from the intersection of the curb lines into the street, or in the case of a rounded property corner, from the intersection of three and one-half feet (3-1/2') tall shall be allowed in this inscribed triangle. No tree shall be permitted to remain within such distances of such intersections unless the foliage line is maintained at sufficient height to prevent obstruction of such sight lines.

CITY COUNCIL STAFF SUMMARY

Meeting Date: 10-22-18

Agenda item: 6.3

Prepared by: Zina Tedford

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / action – Selection – Boards, Commissions, and Committees – City Manager

Attachments for Reference: 1) Application packets for each board

BACKGROUND / HISTORY:

The City of Shavano Park solicited for volunteers to serve on various Boards/ Commissions / Committees as per the City of Shavano Park Code of Ordinances, Section 2.87(a) Applications. Timeline was modified due to rescheduling of the September meeting.

The deadline for accepting applications for the following vacancies was August 31, 2018:

Planning & Zoning Commission

Four (4) appointments

Investment Committee

One (1) appointment

Board of Adjustment

Two (2) appointments

Two (2) Alternate appointments

Tree Committee

To Be Determined –minimum Seven (7)

Water Advisory Committee

Three (3) appointments

NOTE: Staff received one application for the Citizen Tree Committee after the deadline due to an oversight (please see attached).

DISCUSSION: As per City of Shavano Park Code of Ordinances, Section 2.87(b) *Appointments*.

- (1) The City Secretary shall assemble and distribute committee applicant packets to the City Council by the second Monday of September.
- (2) For each specific board the Alderman shall consider each application.
- (3) Each Alderman shall nominate the same number of applicants as vacancies for each committee, in ranked order and submitted to the City Secretary by third Monday of September.
- (4) At the next regularly scheduled City Council meeting, the City Secretary shall present the information provided by each Council member.
- (5) The City Council will then consider the information and shall appoint to each vacancy a qualified applicant to serve on the appropriate board or committee.

a. The Mayor shall only vote in the event of a tie.

As per 2.87(b) (1), attached for your review are copies of:

- City of Shavano Park Code of Ordinances, Section 2.87
 - Attendance list of current board members
 - Excel Spreadsheet – listing all applicants and board preference in order of 1,2,3 and 4
-
- Planning & Zoning Commission (PZ)
 - Current listing of members
 - Planning & Zoning Commission (CoSP Code of Ordinances Section 36-69)
 - List of applicants that selected PZ
 - Applications
 - Board of Adjustment (BOA)
 - Current listing of members
 - Board of Adjustment Organization (CoSP Code of Ordinances -36-122)
 - List of applicants that selected BOA
 - Applications
 - Water Advisory Committee (WAC)
 - Current listing of members
 - Water Advisory Committee (CoSP Code of Ordinances Section 2 -112)
 - List of applicants that selected WAC
 - Applications
 - Investment Committee
 - Current listing of members
 - List of applicants that selected Investment Committee
 - Applications
 - Tree Committee
 - Current listing of members
 - Tree Committee Creations (CoSP Code of Ordinances Section 14-121)
 - List of applicants that selected Tree Committee
 - Applications

COURSES OF ACTION:

Each Alderman shall have the opportunity to consider the applications, nominate the same number of applicants as vacancies for each committee in ranked order, and submit to the City Secretary by the third Monday of September (September 10, 2018).

At the next regularly scheduled City Council meeting, September 17, 2018, the City Secretary shall present the information provided by each Council member.

The City Council will then consider the information and shall appoint to each vacancy a qualified applicant to serve on the appropriate board or committee.

- a. The Mayor shall only vote in the event of a tie.

This item was deferred to the October City Council meeting. A tabulation sheet will be sent for your selection of members.

FINANCIAL IMPACT: N/A

STAFF RECOMMENDATION: Nominate and select members as required.



To: Hon. Mayor and City Council
FROM: Zina Tedford, City Secretary
DATE: September 5, 2018
THRU: Bill Hill, City Manager

RE: Boards and Commission Applications

The City of Shavano Park solicited volunteers to service on Various Boards / Commissions / Committees per City of Shavano Park Code of Ordinances, Section 2.87(a) Applications.

The Request for volunteers was posted on the City of Shavano Park website on July 2, 2018. The deadline for accepting applications for the following vacancies was August 31, 2018.

The following Boards/Commissions vacancies:

Board of Adjustment	2 positions / 2 Alternates
Planning & Zoning	4 positions
Water Advisory Committee	3 positions
Investment Committee	1 position
Tree Committee	To Be Determined – minimum seven (7) residents

Sec. 2-7. - Boards and Commissions applications, appointments, Chairpersons and vacancies.

(a) *Applications.* Solicitation for applications shall be made to all residents to serve on standing commissions, committees and boards.

(1) The application document issued by the City Secretary shall contain current vacancies on the standing commissions, committees and boards.

(2) An application must be submitted to the City Secretary by September 1 each year. The application will remain on file one year, unless withdrawn by the individual.

(b) *Appointments.*

(1) *Multiple vacancies on a Commission, Committee or Board.* When multiple vacancies occur or are present on any commission, committee or board, Council shall fill them under this subsection.

a. The City Secretary shall assemble and distribute committee applicant packets to the City Council by the second Monday of September.

b. For each specific board the Alderman shall consider each application.

c. Each Alderman shall nominate the same number of applicants as vacancies for each committee, in ranked order and submitted to the City Secretary by the third Monday of September.

d. At the next regularly scheduled City Council meeting, the City Secretary shall present the information provided by each Council member.

e. The City Council will then consider the information and shall appoint to each vacancy a qualified applicant to serve on the appropriate board or committee.

(2) *Single vacancy.* When a single vacancy occurs or is present on any commission, committee or board, Council shall fill such vacancy under this subsection.

a. In the case of single vacancy on a commission, committee or board, the Council shall fill such vacancy following notice to the City Manager from three or more Council members that they wish to fill such vacancy.

b. The Chairman of a commission, committee or board may request to the City Manager to bring the board vacancy before Council.

c. Following receipt of the required notices to the City Manager, Council shall consider such vacancy at its next regularly scheduled meeting.

d. The City Secretary shall assemble and distribute committee applicant packets to the City Council at the same time city staff provides packages to Council members. Only applications on file as of such date shall be considered by Council. At the request of any Council Member, the City Secretary shall make a special solicitation for the position, and Council shall only consider applications received by the above deadline.

e. Council shall appoint the replacement on the affirmative majority vote following a nomination and second by Council Members from among the pool of applicants then on file.

(3) *Vote by Mayor.* The Mayor shall only vote in the event of a tie.

The Regular City Council meeting is scheduled for September 17th, an adjustment to the schedule is proposed:

5 September – City Secretary submit Board / Commission applications to City Council

10 September – Each Alderman shall nominate the same number of applicants as vacancies for each committee in rank order and submit to the City Secretary

14 September (or once results received from all) – City Secretary will provide a read ahead of the compiled results for City Council review

As per 2.87(b)(1), attached for your review are copies:

- **Excel Spreadsheet – listing all applicants and board preference in rank order**
- **Attendance list of current board members**
- **City of Shavano Park Code of Ordinances, Section 2.87**
 - Board of Adjustment (BOA)
 - Current Board directory
 - Board of Adjustment Organization (CoSP Code of Ordinances, Sec. 122)
 - List of applicants that selected BOA
 - Applications

- Investment Committee
 - Current directory
 - Policy
 - List of applicants that selected Investment Committee as first choice
 - Applications
- Planning & Zoning Commission
 - Current Commission Directory
 - Planning & Zoning Commission (CoSP Code of Ordinances, Sec 36-69)
 - List of applicants that selected P&Z
 - Applications
- Tree Committee
 - Current Committee Directory
 - List of applicants that selected Tree Committee
 - Applications
- Water Advisory Committee (WAC)
 - Current Committee Directory
 - City of Shavano Park Code of Ordinances Section 2
 - List of applicants that selected WAC
 - Applications

Each Alderman shall have the opportunity to reconsider the applications and nominate the same number of applicants as vacancies for each committee in ranked order and submit to the City Secretary. At the next regularly scheduled City Council Meeting, September 17, 2018, the City Secretary shall present the information provided by each Alderman.

City Council will then consider the information and shall appoint to each vacancy a qualified applicant to serve on each Board / Commission / Committee

PLANNING AND ZONING COMMISSION (P&Z)

<u>NAME</u>	<u>TERM EXP.</u>
Albert "Buddy" Aleman	09-30-2018
Konrad Kuykendall	09-30-2018
Carla Laws	09-30-2018
Shawn Fitzpatrick	09-30-2018
Michael Janssen	09-30-2019
Kerry Dike	09-30-2019
Carlos Ortiz	09-30-2019
Bill Simmons	09-30-2019
Jason Linahan	09-30-2019

Sec. 36-69. - Planning and Zoning Commission.

- (a) *Establishment.* Pursuant to Vernon's Local Government Code, § 211.007, the Planning and Zoning Commission is established consisting of nine members appointed as described in chapter IV, section 2-87.
- (b) *Terms of members.* The members of the Planning and Zoning Commission shall serve for overlapping two-year terms.
- (c) *Chairman.* The Planning and Zoning Commission shall elect a chairman and vice-chairman from its own membership of the Commission.
- (d) *Presiding officer.* The chairman shall preside over meetings of the Commission. The vice-chairman shall preside in the absence of or at the request of the chairman.
- (e) *Quorum, majority vote.* A quorum shall consist of five members of the Commission in attendance. Action on any matter shall require the affirmative vote of a majority of all members of the Commission, except in cases when the Commission has twice held a public hearing and considered a zoning application and is unable to reach a majority vote. In such instances, the Commission may submit a report instead of a recommendation to the City Council.
- (f) *Meetings.* Regular meetings shall be held on the first Wednesday of each month at 6:30 p.m. and may be recessed from time to time, effective September 2015, at Shavano Park City Hall, and notice of each meeting shall be given in accordance with the Texas Open Meetings Act. Special meetings may be called by the chairman, provided written notice thereof is mailed to each member at least 72 hours prior to the time thereof and notice of each such meeting shall be given in accordance with the Texas Open Meetings Act. All meetings of the Commission shall be open to the public. The place, day and/or hour of meetings may be changed by vote of the Commission at any regular meeting.
- (g) *Motions.* Any motion by a member shall require a second. After a motion has been made and duly seconded, discussion of the motion may be held for a reasonable time. Discussion by members or by opponents or proponents, of a question before the Commission shall terminate whenever a member shall call for a vote upon the question or whenever the chairman shall so rule.
- (h) *Procedure.* Whenever any question or procedure or qualification may be raised at a Commission meeting, the chairman shall rule thereon. A member may move to overrule the chairman's decision, which may be done only by a majority vote of the members present.
- (i) *Voting.* Voting on zoning applications shall be called by roll call vote. Voting on all other matters may be by voice vote, provided that roll call vote shall be taken upon demand of any member.
- (j) *Conflict of interest.* A member shall not vote or participate as a member in any matter before the Commission if the member has any interest in the matter, whether such interest is direct

or indirect, financial or otherwise. If a member has a conflict of interest, the member shall comply with Tex. Local Governmental Code § 171.001 et seq. In any case, where the question of a member's interest is raised, the chairman shall rule on whether the member should be disqualified.

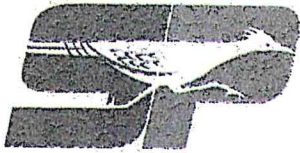
- (k) *Recommendations.* The Commission shall take no final action on any matter before it without first obtaining a recommendation from the director of planning and reports from the other city departments concerned, as determined by the Commission.
- (l) *Duties.* The duties of the Planning and Zoning commission are [as] follows:
 - (1) Review, consider and take action on all preliminary and final plats consistent with the requirements of State and local law;
 - (2) Review and make recommendations for zoning boundaries and appropriate zoning regulations for zoning districts;
 - (3) Review and consider amendments to the City's comprehensive plan;
 - (4) Hold public hearings and consider planning issues when deemed appropriate by the Planning and Zoning Commission upon a finding by a majority vote that the issue being considered is a "planning issue" with such findings being recorded in the minutes of the meeting.
 - (5) To perform duties and functions as required by State law; and
 - (6) To perform other duties and functions as requested by a majority vote of City Council.

(Ord. No. 100-02-08, § I(exh. A, § IX(A)), 8-12-2008; Ord. No. 100-04-12, § I, 7-23-2012; 0-2015-012, § III, 3-23-2015; Ord. No. 0-2015-017, 8-27-2015)

**PLANNING & ZONING
COMMISSION
4 POSITIONS**

1. Robert E. Bettac (1)
2. C. Michael Ireland (2)
3. Robert Lawrence (1)
4. Shawn Fitzpatrick (PZ) (1)
5. Jack J. Oiknine (1)
6. Carla Laws (PZ) (1)
7. Albert T. Aleman Jr. (PZ) (1)
8. Konrad Kuykendall (PZ) (1)
9. Lee Matecko (1)
10. M.J. Smoot (2)
11. William Stipek (1)

8-31-18
143



1 PZ
2 BOA
3 Tree

City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: Robert E. Bettac Date: 19 July 2018

Home Phone: 210-828-9060 Work or Cell Phone: (optional) 210-393-4863

Home Address: 108 Penns Way, Shavano Park, Texas 78231

Email Address: bob.bettac@me.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:

Retired after 37-year career as an attorney specializing in labor and employment-related matters. This included advising management clients in claim avoidance, responding to agency inquiries, and representing clients in state and federal courts. Many of my clients over the years were Texas cities. I remain licensed by the State Bar of Texas and am Board Certified in Labor & Employment Law by the Texas Board of Legal Specialization.

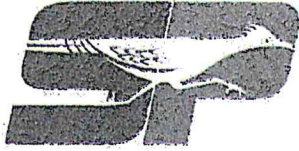
Professional and or community activities:

Served on numerous boards over the years, including the San Antonio Public Library Foundation, the San Antonio Economic Development Foundation, the Winston School San Antonio, and Meals on Wheels San Antonio (formerly Christian Senior Services). Life Fellow, San Antonio Bar Foundation.

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

My legal training and experience allows me to anticipate, analyze, and remedy potential legal and practical issues before they become problems.

My years of service on various boards has given me a solid understanding of the dynamics of volunteer organizations, the importance of common courtesy to other board members and the public at all times, and the need to respect established protocols; and a willingness to consider contrary opinions before taking final action.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 2nd BOARD OF ADJUSTMENT
- 1st PLANNING & ZONING COMMISSION
- _____ WATER ADVISORY COMMITTEE
- 3rd TREE COMMITTEE

If you have a preference for one Board/Commission appointment over another, please tell us why:

The frequency of the P&Z meetings suggests a higher level of activity, which I would prefer. The BOA is also of interest, however, because it could potentially require a closer analysis of particular facts in order to arrive at an equitable--and possibly creative--resolution.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) Robert E. Betto Date 19 July 2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:
City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210/ 493-3478 or Fax: 210/ 492-3816
ztedford@shavanopark.org

Staff Notations Only:
Date application received:
Council action:
If appointed, expiration of term:

PZ 1
BOA 2
Tree 3

Robert E. Bettac
108 Penns Way
Shavano Park, Texas 78231

19 July 2018

Ms. Zina Tedford
City Secretary
City of Shavano Park
900 Saddletree Court
Shavano Park, Texas 78231

Dear Zina:

I am pleased to enclose my application for appointment to the City's boards and commissions. As you know, Suzy and I have lived in Shavano Park for just under a year now, and since I am retired from the practice of law, I would enjoy volunteering my services to the City in whatever capacity it may deem appropriate. Naturally, I would be happy to answer any questions you or the City Council may have. I look forward to hearing from you.

Best always,



Robert E. Bettac

Enc.

BOA 1
P=Z



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: C. Michael Ireland, Jr. Date: 7/31/18

Home Phone: (210) 219-4358 (Mobile) Work or Cell Phone: *(optional)* (210) 560-1579 (W)

Home Address: 334 Branch Oak Way, Shavano Park, TX 78230

Email Address: michael@hifirmpc.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:

I am an attorney in San Antonio who practices real estate and commercial litigation and would like to broaden my base of knowledge and participate in my community

Professional and or community activities:

Secretary for CYO Board at St. Matthew Parish; Volunteer CYO coach at St. Matthew Parish

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

My knowledge of commercial and real estate law would come in helpful in reviewing ordinances and proposals by both citizens and city council. My years as an attorney and mediator may also help facilitate agreements and in the event disputes arise.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 1st **BOARD OF ADJUSTMENT (2 Positions / 2 Alternates)**
- 2nd **PLANNING & ZONING COMMISSION (4 Positions)**
- _____ **WATER ADVISORY COMMITTEE (3 Positions)**
- _____ **CITIZEN TREE COMMITTEE**
 (To be determined positions - Minimum 7 residents)
- _____ **INVESTMENT COMMITTEE (1 Position)**

If you have a preference for one Board/Commission appointment over another, please tell us why:

I would like to be on the Board of Adjustment because I feel my area of expertise most overlaps that board.
~~However, I think the same could be said for Planning & Zoning commission but I feel Adjustment speaks to me more.~~

Are you currently serving on a City of Shavano Park Board, Commission or Committee? ___ Yes ___ No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes ___ No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) WON _____ Date 7/31/18

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:	
Date application received:	7-31-18
Council action:	
If appointed, expiration of term:	



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

1 PZ
2 BOA
3 WAC
4 Free 5 Investment

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: ROBERT H LAWRENCE Date: 7-30-18

Home Phone: 214-814-6225 Work or Cell Phone: (optional) _____

Home Address: 105 TUSCARORA TRAIL

Email Address: BOB-LAWRENCE@SBCGLOBAL.NET

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:
1994-2015 CEO BRAND SOURCE, 2015-2017 CEO
TEMECULA OLIVE OIL CO.

Professional and or community activities:

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:
AFTER SERVING AS CEO OF A LARGE COMPANY (\$14B) AND
A SMALL COMPANY (\$5M) I HAVE WORKED WITH/MENTORED/
COLLABORATED WITH ALL TYPES OF PEOPLE AND IN JUST
ABOUT EVERY POSSIBLE SITUATION. I HAVE EXPERIENCE
IN MANAGEMENT, PROBLEM SOLVING, FUND RAISING,
FINANCIAL PLANNING AND PLAN EXECUTION.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 2 BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
- 1 PLANNING & ZONING COMMISSION (5 Positions)
- 3 WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- 4 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- 5 INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

Are you currently serving on a City of Shavano Park Board, Commission or Committee? ___ Yes X No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes X No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) _____ Date _____

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:
Date application received:

8-6-18

Council action:

If appointed, expiration of term:

PZ 1
BOAZ
WAC 3

Tree 4
Invest 5

July 30, 2018

Robert H. Lawrence

105 Tuscarora Trail

Shavano Park, Tx. 78231

Shavano Park City Council

900 Saddletree Court

Shavano Park, Tx. 78231

Dear City Council Members;

Thank you for the opportunity to participate in the activities and input into the success of the City Council and our City.

After concluding my forty year career that included CEO positions in two companies, one large and one small and after living in seven different places, my wife and I have settled into Shavano Park. My belief is after all I have received in my lifetime it is time for me to give back. One of the best ways is to help support the community that you live and participate in. We believe that Shavano Park is a beautiful and thriving community, resident's are very proud of their community and have a great deal of pride in their ownership of the city.

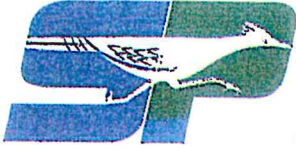
I would be very proud to offer my experience and input to continue to make Shavano Park a wonderful place to live and work. As a retiree I am available to help at almost any time. Our plans have been to live and enjoy all that Shavano Park has to offer.

Thank you for all that you do for Shavano Park. Should you have any questions or need more info please do not hesitate to call at 714-814-6225.

Sincerely,



Robert (Bob) Lawrence



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

8-14-18
1-P2
2-BOA

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: SHAWN FITZPATRICK Date: 08/13/2018

Home Phone: 210 493-9361 Work or Cell Phone: (optional) 210 573-6323

Home Address: 108 ELM SPRING LANE

Email Address: skfitz@yahoo.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? N/A

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? N/A

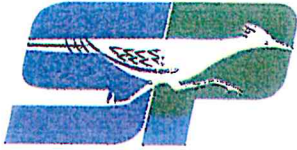
Current or past occupation or area of expertise:

present P&Z; municipal law experience

Professional and or community activities:

TX Bar / Fed Bar etc.
BoD Crosspoint

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 2 BOARD OF ADJUSTMENT (2 Positions / 2 Alternates)
- 1 PLANNING & ZONING COMMISSION (4 Positions)
- _____ WATER ADVISORY COMMITTEE (3 Positions)
- _____ CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- _____ INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

current PEZ Commr. Some amount of institutional knowledge gained in present term that will benefit 2nd term.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, which one? PEZ Term Expires: 8/31/18

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) [Handwritten Signature] Date 8/13/2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

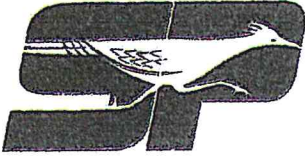
Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

Council action:

If appointed, expiration of term:



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: JACK J. DIKNINE Date: 8/7/18

Home Phone: 210.957.10.37 Work or Cell Phone: (optional) 714.323.57.26

Home Address: 302 MYRTLE OAK SHAVANO PARK 78230 TX

Email Address: _____

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:

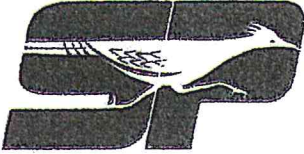
RETIRED IN 2017 - VP ENGINEERING - (CONSTRUCTION COMPANY)
CEO CONSTRUCTION COMPANY - PRESIDENT CONSULTING CO

Professional and or community activities:

ASCE - P.T.I.

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

48 YEARS IN ENGINEERING, & CONSTRUCTION. HIGHWAY AND BRIDGES
TREATMENT PLANTS. WATER & SEWERS AND STORM DRAIN
PIPELINES. EXPERIENCE IN US (37 YRS) AND IN FRANCE (10 YRS)



Rec 8-13-18
1 PZ
2 WAC

City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- BOARD OF ADJUSTMENT (2 Positions / 2 Alternates)
- 1st PLANNING & ZONING COMMISSION (4 Positions)
- 2^d WATER ADVISORY COMMITTEE (3 Positions) *not eligible*
- CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

PLANNING & ZONING: FITS MY EXPERIENCE

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) *Jack J. [Signature]* Date 8/7/2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:
Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:
Date application received:

Council action:

If appointed, expiration of term:

August 7, 2018]

Jack Oiknine
302 Myrtle Oak
Shavano Park, TX 78230

Office of the City Secretary
900 Saddletree
Shavano Park, Texas 78230

Reference Volunteer Application

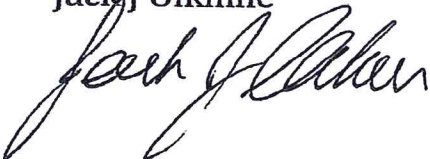
I am a new resident owner in Shavano Park.
In 2017, I retired after 49 years of activity in the Engineering and Heavy Construction Industry as a civil engineer, assuming top executive functions, within the USA as well as in France.
My US carrier started in fact in San Antonio late 1980, where I was transferred from France to run a subsidiary located in San Antonio that was involved in projects all over the country, as well as in Canada, the Philippines and Taiwan.
In 1988 we moved to the state of Maine, where I run an other subsidiary.
In 1991, we moved to California, where I took a job in one of the largest local Engineering Contractor in Southern California.
In 2017, my wife and I decided to "come back home" to the San Antonio, bought a house and retired.

I wish to contribute some time to our community, and help our beautiful city of Shavano Park by bringing my professional experience if it is needed.

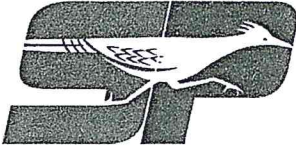
Should you have any questions please call me at 714-323-5726.

Thank you for your consideration.

Jack J Oiknine



P21



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: CARLA LAWS Date: 08.16.18

Home Phone: 210.764.1688 Work or Cell Phone: (optional) 210.473.4081

Home Address: 6 DEZAVALA PL

Email Address: carla.laws@satx.rr.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? N/A

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? N/A

Current or past occupation or area of expertise:

20 YEARS MULTIFAMILY REAL ESTATE EXPERIENCE (18 YEARS OWNING MY OWN COMPANY AND 2 YEARS CONSULTING)

Professional and or community activities:

IMPACT SAN ANTONIO - MARKETING AND COMMUNICATIONS COMMITTEE; SHAVANO LIVING - STAFF WRITER; ANTONIAN HIGH SCHOOL - HERITAGE GALA COMMITTEE; CONCORDIA LUTHERAN CHURCH - MEMBER; VANDERBILT UNIVERSITY - ADMISSIONS INTERVIEWER

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

MY TERM ON P21 WAS A VALUABLE EXPERIENCE AND ALTHOUGH I MADE CONTRIBUTIONS, A SECOND TERM WOULD ALLOW ME A GREATER CONTRIBUTION BECAUSE IN SOMEWAYS I WAS "LEARNING THE ROPES". MY ABILITY TO READ PLATS/SURVEYS AND MY WRITING SKILLS ARE USEFUL TO THE OVERALL EFFORT AND PURPOSE OF P21.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- BOARD OF ADJUSTMENT (2 Positions / 2 Alternates)
- 1 PLANNING & ZONING COMMISSION (4 Positions)
- WATER ADVISORY COMMITTEE (3 Positions)
- CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

PREFER PLANNING & ZONING BECAUSE I HAVE ONE TERM OF EXPERIENCE AND MY REAL ESTATE BACKGROUND IS USEFUL TO THAT COMMISSION.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, which one? PLANNING & ZONING Term Expires: 09.30.18

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, list name of Board, Commission or Committee and term of office: P&Z 10.01.16 - 09.30.18

(Signature) *Carl Law* Date 08.16.18

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

Council action:

If appointed, expiration of term:

August 22, 2018

City of Shavano Park
Attn: City Council
900 Saddletree Court
Shavano Park, 78231

Dear City of Shavano Park,

I would like to express my interest in continuing to serve the City of Shavano Park as a commissioner on the Planning and Zoning commission.

Challenging times lie ahead for our city and I'd like to be a part of the path forward. From solving drainage issues to alleviating traffic problems caused by prolific development on the fringes of our City, there is much important work to accomplish in the next two years and beyond, all while preserving the unique identity of Shavano Park. We must also navigate emotionally charged matters such as the future of the municipal tract and the perceived chasm between residents living on opposite sides of NW Military Highway.

I respectfully submit the attached completed Volunteer Application for Appointment to Boards/Commissions for your consideration. Please feel free to contact me should you have questions or require additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Carla Laws". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Carla Laws



P21
BOA2

City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: Albert T. Aleman Jr. Date: August 20, 2018

Home Phone: (210) 479-1882 Work or Cell Phone: *(optional)* (210) 844-3256

Home Address: 104 Cinnamon Oak, Shavano Park, TX 78230

Email Address: Buddyaleman@yahoo.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? Not applicable

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? Not applicable

Current or past occupation or area of expertise: Over 25 years experience of hands on experience as an executive/owner of businesses providing goods and services to the United States Government and commercial commerce. A proven record of performance in both domestic and war-torn areas worldwide, having operated multi-million dollar projects simultaneously achieving exceptional results. An experienced manager, effective communicator and operator with excellent organizational, administrative and people skills

Professional and or community activities: Served on various corporate & non-profit boards. I have organized city wide drives in combating homelessness for veteran population, 100,000 Hones Campaign. I have served on the Planning & Zoning Commission for the past 6 years heading up various committees. I was Vice Chairman this past year.

Describe how your past expertise/experience would qualify you to serve on this Board/Commission: I have served on the P&Z board for the past 6 years. I have participated in various committees during this time that have created or updated several ordinances vital to our city. I have lead several companies and organizations that have served the community and people of Bexar County. I was the Executive Director for the Housing Authority of Bexar County for 3 years and have vast experience in community affairs and public policy.



P21
BOAZ

City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

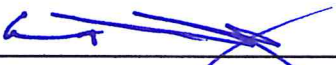
Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 2nd BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
- 1st PLANNING & ZONING COMMISSION (5 Positions)
- _____ WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- _____ CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- _____ INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:
I prefer the Planning & Zoning Commission, I'm currently Vice Chairman and have chaired various sub-committees for the commission.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, which one? Planning & Zoning Term Expires: September 30, 2018

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, list name of Board, Commission or Committee and term of office: Planning & Zoning 2011-current

(Signature)  Date August 20, 2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:
Date application received: 8-22-18
Council action:
If appointed, expiration of term:

Mr. Albert T. Aleman, Jr.

104 Cinnamon Oak

Shavano Park, Texas 78230

Telephone: Home: (210) 479-1882 Mobile/Work: (210) 844-3256

Buddyal Aleman@yahoo.com , albert.thomas.aleman@gmail.com

August 22, 2018

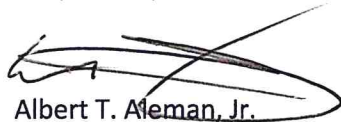
Ms. Zina Tedford
Office of the City Secretary
City of Shavano Park
900 Saddle Tree Court
Shavano Park, TX 78231

Dear Ms. Tedford,

Please accept this letter along with the enclosed Board/Commission Application as my interest for the board vacancies for the Planning & Zoning Commission or the Board of Adjustments for the City of Shavano Park.

As both a current resident and Planning & Zoning Commissioner, (Vice Chairman), of the City of Shavano Park, I am available to continue to serve our community. I currently have no conflicts that would prove me to be ineligible to continue to serve as a member of a City Board, Committee or Commission.

Respectfully,


Albert T. Aleman, Jr.

Enclosures



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: Konrad Kuykendall Date: July 12 2018

Home Phone: _____ Work or Cell Phone: (optional) _____

Home Address: 128 Cliffside

Email Address: KonradKuykendall@gmail.com

- Are you a citizen of Shavano Park? Yes No
- Are you 18 years or older? Yes No
- Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:

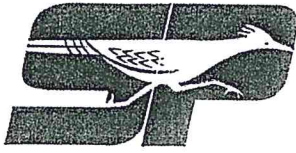
Financial Advisor, property owner (real & mineral)

Professional and or community activities:

Past experience with San Antonio Sports, YMCA and currently serving on Shavano Park Planning & Zoning Commission. Also participated in the first "Town Plan" meetings.

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

I have served on P&Z for almost 3 years and enjoyed almost 100% of my time at City Hall.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- BOARD OF ADJUSTMENT (2 Positions / 2 Alternates)
- PLANNING & ZONING COMMISSION (4 Positions)
- WATER ADVISORY COMMITTEE (3 Positions)
- CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, which one? Planning & Zoning Term Expires: Sept 2018

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) [Handwritten Signature] Date 8-29-18

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

8-22-18

Council action:

If appointed, expiration of term:



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
 Phone: 210/ 493-3478 Fax: 210/ 492-3816

PK-1
 Investment 2
 BOA - 3
 WAC - 4
 Tree - 5

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: Lee Matecko Date: 8-30-18

Home Phone: 210-408-1961 Work or Cell Phone: (optional) 512-637-1725

Home Address: 101 Arrow Mound Shavano Park Tx 78231

Email Address: Lee.Matecko@gmail.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:

Recently retired executive at Whole Foods Market for over 18 years; led
Store Development, long-term growth/organizational planning, finance,
environmental programs, risk management

Professional and or community activities:

Board of Directors - Children's Association of Maximum Potential, a
hill country camp for children & adults with special needs
Active member + leader at St. Francis Catholic Church

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

While I bring some relevant technical knowledge, my greatest
ability is to listen, learn, and collaboratively develop recommendations
and solutions to meet the needs of as many as possible.
Please see introductory letter of interest for more info/examples.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 3 BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
- 1 PLANNING & ZONING COMMISSION (5 Positions)
- 4 WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- 5 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- 2 INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

My experience I believe is best aligned with P+Z and/or the Investment Committee, though I am happy to learn & serve where most needed.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? ___ Yes No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) *Lee Matlock* Date 8-30-18

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

8-30-18

Council action:

If appointed, expiration of term:

August 30, 2018

Dear Shavano Park City Council,

I am submitting this application to express interest and desire to serve on one to two commissions / committees for the next several years. I believe the Planning and Zoning Commission and Investment Committee best align with the skills and experience I am able to provide.

My wife Sandee and I have enjoyed living in Shavano Park for 25 years. We've raised three children here, and would love current and future residents to enjoy the same charm, beauty, safety and security that our city offers for years to come.

I am very impressed with how our city is led and governed. The tax rate has continued to lower while service levels remain high, proactive and responsive. The recent 2018 Town Plan was very well done. The survey work was excellent, the traffic and drainage recommendations appear well thought out. This provides a healthy path forward, addressing our citizen's needs in a balanced and responsible way.

I was able to retire in 2017 and am available to serve. The experience I bring includes:

- Over 30 years in leadership positions at HEB and Whole Foods Market, 20 of those serving on the real estate committee for each company.
- 18 years with Whole Foods as a part of the senior leadership team, serving as Vice President of Operational Finance, then Global VP of Store Development.
 - o During my tenure we grew from about 90 stores to 460. We evolved from a fringe natural foods chain to a leader in providing healthy, wholesome, high quality food.
 - o I am most proud of adherence to a multi-stakeholder philosophy; decisions were made to balance and meet the needs of our communities, customers, investors, employees, suppliers and the environment.
- I served as co-leader of our WFM 2020 project, a very successful 3-year initiative launched in 2014 to plan our future business needs and organizational structure.
- I also co-led our environmental sustainability work for 9 years.
 - o For these two initiatives, I was initially appointed leader; I welcomed a co-leader as I found that several viewpoints were critical to success. My style is very participative, inclusive, and consensus-oriented wherever possible.
- I've been a licensed CPA in Texas for over 30 years, and bring a conservative view of finances and growth.

For over two years I've served on the Board of Directors of CAMP (Children's Association of Maximum Potential), and now lead the Building Committee as well as the Finance Committee. We are undertaking an \$8 million project to upgrade our 55-acre grounds and construct 3 new buildings. We are also financially strong, with no long term debt.

I'm also involved at St Francis of Assisi Catholic Church, recently serving on leadership teams for men's ACTS 4-day retreats. Over the last year we've helped over 100 men through different challenges in life. I also learned and grew tremendously through this service.

I believe all citizens have a viewpoint to be considered. I would come in with an open mind, eager to listen and learn. I would be proud to respectfully hear the input and needs of our citizens, and prudently work to find solutions that meet the needs of our beautiful community.

Sincerely yours,

A handwritten signature in cursive script that reads "Lee Matecko". The signature is written in black ink and has a long horizontal flourish extending to the right.

Lee Matecko

P2 - 1



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: William Stipek Date: 8-31-18

Home Phone: 210 492-7875 Work or Cell Phone: (optional) 210 413-6974

Home Address: 622 Bentley Manor

Email Address: WSTIPEK@SATK.PA.COM

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

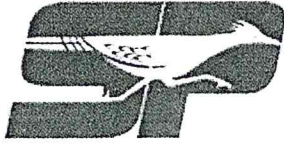
Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise: see attached letter

Professional and or community activities:

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- BOARD OF ADJUSTMENT (2 Vacancies / 2 Alternates)
- / PLANNING & ZONING COMMISSION (5 Vacancies)
- WATER ADVISORY COMMITTEE (3 Vacancies)
- CITIZEN TREE COMMITTEE (5 Vacancies)
- INVESTMENT COMMITTEE (1 Vacancy)

If you have a preference for one Board/Commission appointment over another, please tell us why:

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) LSD Stead Date 8-31-18

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210/ 493-3478 or Fax: 210/ 492-3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

Council action:

If appointed, expiration of term:

Rec 8/31 109

August 31, 2018

City of Shavano Park
Attn: City Council

Re: Application to Serve on Planning & Zoning Committee

After living in Shavano Park for over 20 years I feel it's time for me to try and give something back to this great community by seeking an appointment to a City Commission. I'm in the early stage of retirement and have the time. My over 36 years as an executive in the financial services industry would suggest something in the financial area but my most relevant expertise and interest would be as a member of the Planning and Zoning Commission. There are many issues to be resolved and decisions to be made regarding the growth and changes ahead in Shavano Park.

I recently retired as CEO of the World Savings Campus (now part of Wells Fargo) here in San Antonio and Corporate Executive Vice President with a managed staff of over 12,000 nationwide. During my 36 years with the company my particular focus of management was with mortgage production, legal and regulatory, IT, and strategic expansion into 40 states.

I also participated on several Boards most notably a large housing development company (Bridge Housing,) in California which developed over 20,000 housing units during my 15 year tenure. I was a member of Bridge's Projects Committee which made the decisions on all new developments and often worked with the Planning Commissions of various California cities. Bridge was a residential development company but we partnered/joint ventured with commercial developers on many of our projects. I have most recently served on the Non Profit Board of San Antonio Consumer Credit Counseling , as Chairman of a Home Owners Board in Burnet County and currently serve on the Architectural Control Committee for Bentley Manor.

It would be a privilege to serve on the Shavano Park Planning and Zoning Commission and I appreciate your consideration.



William Stipek
622 Bentley Manor
210-413-6974



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
 Phone: 210/ 493-3478 Fax: 210/ 492-3816

WAC - 1
 R2 - 2
 Tree - 3
 BOA - 4

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: M.J. Smoot Date: 8/31/2018

Home Phone: 210-492-7701 Work or Cell Phone: (optional) 21--849-1782

Home Address: 101 Shavano Dr - Shavano Park, Tx 78231

Email Address: mjs101@swbell.net

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise: Retired from Southwestern Bell Telephone Company/ATT - worked in Engineering/ Facilities Draftsman of outside plant projects / Also Retired From Southwest Airlines - Cust Service is my primary field/

Professional and or community activities: I have attened all Shavano Park meetings on a regular basis for 4 years now. i have learned a lot from attending these meetings. I wish to apply that knowledge to help bring the best possible solutions to each situation and committee.

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

We have lived here about 22 years now, all of those as a Shavano Park Water User. servered on the Three Committee and was 1 of 4 members of the Arbor Day City Wide Event.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 4 BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
- 2 PLANNING & ZONING COMMISSION (5 Positions)
- 1 WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- 3 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- _____ INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

being a SP Water User for 22 years now, I would enjoy working on this committee in particular.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, which one? Tree Committee Term Expires: 8/18

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, list name of Board, Commission or Committee and term of office: Tree Committee

(Signature) M J Smoot Date 8/31/2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:
Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:
Date application received:

Council action:

If appointed, expiration of term: 8-31-1241

BOARD OF ADJUSTMENT (BOA)

<u>NAME</u>	<u>TERM EXP.</u>
James McLendon	09-30-2018
Richard Miller	09-30-2018
Larry Lyons, Chairman	09-30-2019
Fred Hobbs	09-30-2019
William Hartman, II (Bill)	09-30-2019

ALTERNATE MEMBERS

<u>NAME</u>	<u>TERM EXP.</u>
Charles Brame	09-30-2018
Jessica Carvajal Bakke	09-30-2018

171001 – Per Mayor ORDER OF ALTERNATE – Charles Brame

Sec. 36-122. - Organization.

There is hereby created a Board of Adjustment consisting of five members who are citizens of the City and who are not members of the City Council or the Planning and Zoning Commission, shall be appointed as described in chapter 2, article IV, section 2-87. Positions shall exist for a term of two years, beginning on October 1 of each odd numbered year and ending on May 31 of the next succeeding odd-numbered year and continuing thereafter. Board members may be removable for cause by the City Council upon a written charge and after public hearing. The City Council shall confirm four alternate members of the Board of Adjustment who shall serve in the absence of one or more of the regular members when requested to do so by the Mayor, all cases to be heard by the Board of Adjustment will always be heard by a minimum number of four members. These alternate members, when appointed, shall serve for the same period as the regular members, and any vacancy shall be filled in the same manner and shall be subject to removal as the regular members.

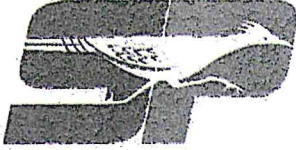
(Ord. No. 0-2016-008, § 1, 7-25-2016)

BOARD OF ADJUSTMENT APPLICATIONS

2 POSITIONS / 2 ALTERNATES

1. **Robert E. Bettac (2)**
2. **C. Michael Ireland (1)**
3. **Charles E. Brame (BOA Alternate) (1)**
4. **Robert Lawrence (2)**
5. **Shawn Fitzpatrick (PZ) (2)**
6. **Albert T. Aleman Jr. (PZ) (2)**
7. **Lee Matecko (3)**
8. **M.J. Smoot (Tree) (4)**

	A	B	C	D	E	F	G
1	APPLICANT	BOARD	BOA	P&Z	INVESTMENT	TREE	WAC
2	BOARD OF ADJUSTMENT						
3	2 Vacancies / 2 Alternates						
4	Robert E. Bettac		2	1		3	
5	C. Michael Ireland		1	2			
6	Charles E. Brame	BOA Alt	1				
7	Robert Lawrence		2	1	5	4	3
8	Shawn Fitzpatrick	PZ	2	1			
9	Albert T. Aleman	PZ	2	1			
10	Lee Matecko		3	1	2	5	4
11	M.J.Smoot	Tree	1				



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: Robert E. Bettac Date: 19 July 2018

Home Phone: 210-828-9060 Work or Cell Phone: (*optional*) 210-393-4863

Home Address: 108 Penns Way, Shavano Park, Texas 78231

Email Address: bob.bettac@me.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?

Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:

Retired after 37-year career as an attorney specializing in labor and employment-related matters. This included advising management clients in claim avoidance, responding to agency inquiries, and representing clients in state and federal courts. Many of my clients over the years were Texas cities. I remain licensed by the State Bar of Texas and am Board Certified in Labor & Employment Law by the Texas Board of Legal Specialization.

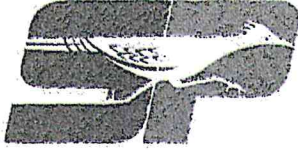
Professional and or community activities:

Served on numerous boards over the years, including the San Antonio Public Library Foundation, the San Antonio Economic Development Foundation, the Winston School San Antonio, and Meals on Wheels San Antonio (formerly Christian Senior Services). Life Fellow, San Antonio Bar Foundation.

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

My legal training and experience allows me to anticipate, analyze, and remedy potential legal and practical issues before they become problems.

My years of service on various boards has given me a solid understanding of the dynamics of volunteer organizations, the importance of common courtesy to other board members and the public at all times, and the need to respect established protocols; and a willingness to consider contrary opinions before taking final action.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 2nd BOARD OF ADJUSTMENT
- 1st PLANNING & ZONING COMMISSION
- _____ WATER ADVISORY COMMITTEE
- 3rd TREE COMMITTEE

If you have a preference for one Board/Commission appointment over another, please tell us why:

The frequency of the P&Z meetings suggests a higher level of activity, which I would prefer. The BOA is also of interest, however, because it could potentially require a closer analysis of particular facts in order to arrive at an equitable--and possibly creative--resolution.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? ___ Yes xx No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes xx No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) Robert E. Betts Date 19 July 2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210/ 493-3478 or Fax: 210/ 492-3816
ztedford@shavanopark.org

<p>Staff Notations Only: Date application received: Council action: If appointed, expiration of term:</p>

PZ 1
BOA 2
Tree 3


Robert E. Bettac
108 Penns Way
Shavano Park, Texas 78231

19 July 2018

Ms. Zina Tedford
City Secretary
City of Shavano Park
900 Saddletree Court
Shavano Park, Texas 78231

Dear Zina:

I am pleased to enclose my application for appointment to the City's boards and commissions. As you know, Suzy and I have lived in Shavano Park for just under a year now, and since I am retired from the practice of law, I would enjoy volunteering my services to the City in whatever capacity it may deem appropriate. Naturally, I would be happy to answer any questions you or the City Council may have. I look forward to hearing from you.

Best always,


Robert E. Bettac

Enc.

BOARD
P#2



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: C. Michael Ireland, Jr. Date: 7/31/18

Home Phone: (210) 219-4358 (Mobile) Work or Cell Phone: (*optional*) (210) 560-1579 (W)

Home Address: 334 Branch Oak Way, Shavano Park, TX 78230

Email Address: michael@hifirmpc.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:

I am an attorney in San Antonio who practices real estate and commercial litigation and would like to broaden my base of knowledge and participate in my community

Professional and or community activities:

Secretary for CYO Board at St. Matthew Parish; Volunteer CYO coach at St. Matthew Parish

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

My knowledge of commercial and real estate law would come in helpful in reviewing ordinances and proposals by both citizens and city council. My years as an attorney and mediator may also help facilitate agreements and in the event disputes arise.



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I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 1st **BOARD OF ADJUSTMENT (2 Positions / 2 Alternates)**
- 2nd **PLANNING & ZONING COMMISSION (4 Positions)**
- _____ **WATER ADVISORY COMMITTEE (3 Positions)**
- _____ **CITIZEN TREE COMMITTEE**
 (To be determined positions - Minimum 7 residents)
- _____ **INVESTMENT COMMITTEE (1 Position)**

If you have a preference for one Board/Commission appointment over another, please tell us why:

I would like to be on the Board of Adjustment because I feel my area of expertise most overlaps that board. However, I think the same could be said for Planning & Zoning commission but I feel Adjustment speaks to me more.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? ___ Yes ___ No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes ___ No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature)  Date 7/31/18

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:
Date application received:

7-31-18

Council action:

If appointed, expiration of term:



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: CHARLES BRAME Date: 7/23/2018

Home Phone: (210) 493-5512 Work or Cell Phone: (optional) _____

Home Address: 102 BOX OAK, SHAVANO PARK, TX 78230

Email Address: CHASB@SATX.PR.COM

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise: U.S. AIR FORCE OFFICER - RETIRED

Professional and or community activities:

FORMER SHAVANO PARK CITY COUNCILMAN
FORMER MEMBER OF BOARD OF ADJUSTMENTS

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

8 YEARS AS BOA MEMBER - 4 YRS AS BOA ALTERNATE
2 YEAR TERM AS CITY COUNCILMAN

5-31-18

JUL 28 2018

MK @ 2:46 PM



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- BOARD OF ADJUSTMENT (2 Positions / 2 Alternates)
- PLANNING & ZONING COMMISSION (4 Positions)
- WATER ADVISORY COMMITTEE (3 Positions)
- CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

BOA / ALTERNATE BOA

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, which one? BOA ALTERNATE Term Expires: 2018

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, list name of Board, Commission or Committee and term of office: BOA

(Signature) C. E. Brown Date 7/23/2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

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900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

Council action:

If appointed, expiration of term:



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: ROBERT H LAWRENCE Date: 7.30-18

Home Phone: 714-814-6225 Work or Cell Phone: (optional) _____

Home Address: 105 TUSCARORA TRAIL

Email Address: BOB-LAWRENCE@SBCGLOBAL.NET

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:
1994-2015 CEO BRAND SOURCE, 2015-2017 CEO
TEMECULA OLIVE OIL CO.

Professional and or community activities:

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:
AFTER SERVING AS CEO OF A LARGE COMPANY (\$14B) AND
A SMALL COMPANY (\$5M) I HAVE WORKED WITH/MENTORED/
COLLABORATED WITH ALL TYPES OF PEOPLE AND IN JUST
ABOUT EVERY POSSIBLE SITUATION. I HAVE EXPERIENCE
IN MANAGEMENT, PROBLEM SOLVING, FUND RAISING,
FINANCIAL PLANNING AND PLAN EXECUTION.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 2 BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
- 1 PLANNING & ZONING COMMISSION (5 Positions)
- 3 WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- 4 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- 5 INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

Are you currently serving on a City of Shavano Park Board, Commission or Committee? ___ Yes X No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes X No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) _____ Date _____

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

8-6-18

Council action:

If appointed, expiration of term:

PZ 1
BOA 2
WAC 3

Tree 4
Invest 5

July 30, 2018

Robert H. Lawrence

105 Tuscarora Trail

Shavano Park, Tx. 78231

Shavano Park City Council

900 Saddletree Court

Shavano Park, Tx. 78231

Dear City Council Members;

Thank you for the opportunity to participate in the activities and input into the success of the City Council and our City.

After concluding my forty year career that included CEO positions in two companies, one large and one small and after living in seven different places, my wife and I have settled into Shavano Park. My belief is after all I have received in my lifetime it is time for me to give back. One of the best ways is to help support the community that you live and participate in. We believe that Shavano Park is a beautiful and thriving community, resident's are very proud of their community and have a great deal of pride in their ownership of the city.

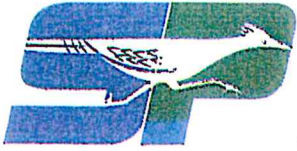
I would be very proud to offer my experience and input to continue to make Shavano Park a wonderful place to live and work. As a retiree I am available to help at almost any time. Our plans have been to live and enjoy all that Shavano Park has to offer.

Thank you for all that you do for Shavano Park. Should you have any questions or need more info please do not hesitate to call at 714-814-6225.

Sincerely,



Robert (Bob) Lawrence



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

8-14-18
1-P2
2-BOA

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: SHAWN FITZPATRICK Date: 08/13/2018

Home Phone: 210 493-9361 Work or Cell Phone: (optional) 210 573-6323

Home Address: 108 ELM SPRING LANE

Email Address: skfitz@yahoo.com

- Are you a citizen of Shavano Park? Yes No
- Are you 18 years or older? Yes No
- Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? N/A

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? N/A

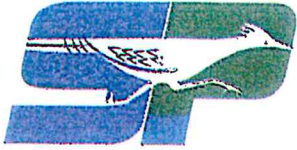
Current or past occupation or area of expertise:

present P&Z; municipal law experience

Professional and or community activities:

TX Bar / Fed Bar etc.
BoD Crosspoint

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 2 BOARD OF ADJUSTMENT (2 Positions / 2 Alternates)
- 1 PLANNING & ZONING COMMISSION (4 Positions)
- _____ WATER ADVISORY COMMITTEE (3 Positions)
- _____ CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- _____ INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

current P&Z Commr. Some amount of institutional knowledge gained in present term that will benefit 2nd term.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, which one? P&Z Term Expires: 8/31/18

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) [Signature] Date 8/13/2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

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900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

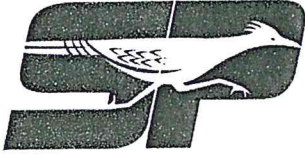
Staff Notations Only:

Date application received:

Council action:

If appointed, expiration of term:

PZ 1
BOAZ



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: Albert T. Aleman Jr. Date: August 20, 2018

Home Phone: (210) 479-1882 Work or Cell Phone: (optional) (210) 844-3256

Home Address: 104 Cinnamon Oak, Shavano Park, TX 78230

Email Address: Buddyaleman@yahoo.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? Not applicable

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

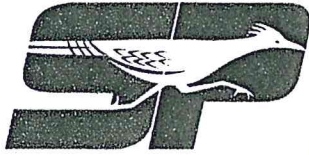
If yes, who and where do they serve? Not applicable

Current or past occupation or area of expertise: Over 25 years experience of hands on experience as an executive/owner of businesses providing goods and services to the United States Government and commercial commerce. A proven record of performance in both domestic and war-torn areas worldwide, having operated multi-million dollar projects simultaneously achieving exceptional results. An experienced manager, effective communicator and operator with excellent organizational, administrative and people skills

Professional and or community activities: Served on various corporate & non-profit boards. I have organized city wide drives in combating homelessness for veteran population, 100,000 Hones Campaign. I have served on the Planning & Zoning Commission for the past 6 years heading up vario committees. I was Vice Chairman this past year.

Describe how your past expertise/experience would qualify you to serve on this Board/Commission: I have served on the P&Z board for the past 6 years. I have participated in various committees during this time that have created or updated several ordinances vital to our city. I have lead several companies and organizations that have served the community and people of Bexar County. I was the Executive Directir for the Housing Authority of Bexar County for 3 years and have vast experience in community affairs and public policy.

P21
BOAZ



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 2nd BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
- 1st PLANNING & ZONING COMMISSION (5 Positions)
- _____ WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- _____ CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- _____ INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:
I prefer the Planning & Zoning Commission, I'm currently Vice Chairman and have chaired various sub-committees for the commission.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, which one? Planning & Zoning Term Expires: September 30, 2018

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, list name of Board, Commission or Committee and term of office: Planning & Zoning 2011-current

(Signature) [Signature] Date August 20, 2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:
Date application received: 8-22-18
Council action:
If appointed, expiration of term:

Mr. Albert T. Aleman, Jr.

104 Cinnamon Oak

Shavano Park, Texas 78230

Telephone: Home: (210) 479-1882 Mobile/Work: (210) 844-3256

Buddyaleman@yahoo.com , albert.thomas.aleman@gmail.com

August 22, 2018

Ms. Zina Tedford
Office of the City Secretary
City of Shavano Park
900 Saddletree Court
Shavano Park, TX 78231

Dear Ms. Tedford,

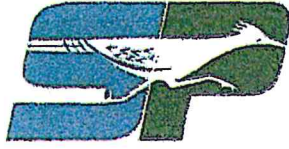
Please accept this letter along with the enclosed Board/Commission Application as my interest for the board vacancies for the Planning & Zoning Commission or the Board of Adjustments for the City of Shavano Park.

As both a current resident and Planning & Zoning Commissioner, (Vice Chairman), of the City of Shavano Park, I am available to continue to serve our community. I currently have no conflicts that would prove me to be ineligible to continue to serve as a member of a City Board, Committee or Commission.

Respectfully,


Albert T. Aleman, Jr.

Enclosures



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

P2 1
Investment 2
BOA 3
WAC 4
Jee 5

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: Lee Matecko Date: 8-30-18

Home Phone: 210-408-1961 Work or Cell Phone: (optional) 512-633-1725

Home Address: 101 Arrow Mound Shavano Park Tx 78231

Email Address: Lee.Matecko@gmail.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:

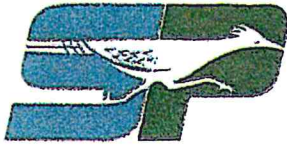
Recently retired executive at Whole Foods Market for over 18 years; led Store Development, long-term growth/organizational planning, finance, environmental programs, risk management

Professional and or community activities:

Board of Directors - Children's Association of Maximum Potential, a hill country camp for children & adults with special needs
Active member + leader at St. Francis Catholic Church

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

While I bring some relevant technical knowledge, my greatest ability is to listen, learn, and collaboratively develop recommendations and solutions to meet the needs of as many as possible.
Please see introductory letter of interest for more info/examples.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 3 BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
- 1 PLANNING & ZONING COMMISSION (5 Positions)
- 4 WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- 5 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- 2 INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

My experience I believe is best aligned with Pt-2 and/or the Investment committee, though I am happy to learn & serve where most needed.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? ___ Yes No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) *Lee Matlock* Date 8-30-18

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:
Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:
Date application received: 8-30-18
Council action:
If appointed, expiration of term:

August 30, 2018

Dear Shavano Park City Council,

I am submitting this application to express interest and desire to serve on one to two commissions / committees for the next several years. I believe the Planning and Zoning Commission and Investment Committee best align with the skills and experience I am able to provide.

My wife Sandee and I have enjoyed living in Shavano Park for 25 years. We've raised three children here, and would love current and future residents to enjoy the same charm, beauty, safety and security that our city offers for years to come.

I am very impressed with how our city is led and governed. The tax rate has continued to lower while service levels remain high, proactive and responsive. The recent 2018 Town Plan was very well done. The survey work was excellent, the traffic and drainage recommendations appear well thought out. This provides a healthy path forward, addressing our citizen's needs in a balanced and responsible way.

I was able to retire in 2017 and am available to serve. The experience I bring includes:

- Over 30 years in leadership positions at HEB and Whole Foods Market, 20 of those serving on the real estate committee for each company.
- 18 years with Whole Foods as a part of the senior leadership team, serving as Vice President of Operational Finance, then Global VP of Store Development.
 - o During my tenure we grew from about 90 stores to 460. We evolved from a fringe natural foods chain to a leader in providing healthy, wholesome, high quality food.
 - o I am most proud of adherence to a multi-stakeholder philosophy; decisions were made to balance and meet the needs of our communities, customers, investors, employees, suppliers and the environment.
- I served as co-leader of our WFM 2020 project, a very successful 3-year initiative launched in 2014 to plan our future business needs and organizational structure.
- I also co-led our environmental sustainability work for 9 years.
 - o For these two initiatives, I was initially appointed leader; I welcomed a co-leader as I found that several viewpoints were critical to success. My style is very participative, inclusive, and consensus-oriented wherever possible.
- I've been a licensed CPA in Texas for over 30 years, and bring a conservative view of finances and growth.

For over two years I've served on the Board of Directors of CAMP (Children's Association of Maximum Potential), and now lead the Building Committee as well as the Finance Committee. We are undertaking an \$8 million project to upgrade our 55-acre grounds and construct 3 new buildings. We are also financially strong, with no long term debt.

I'm also involved at St Francis of Assisi Catholic Church, recently serving on leadership teams for men's ACTS 4-day retreats. Over the last year we've helped over 100 men through different challenges in life. I also learned and grew tremendously through this service.

I believe all citizens have a viewpoint to be considered. I would come in with an open mind, eager to listen and learn. I would be proud to respectfully hear the input and needs of our citizens, and prudently work to find solutions that meet the needs of our beautiful community.

Sincerely yours,

A handwritten signature in cursive script that reads "Lee Matecko". The signature is written in black ink and is positioned above the printed name.

Lee Matecko

WAC - 1
P2 - 2
Tree - 3
BOA - 4



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
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VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: M.J. Smoot Date: 8/31/2018

Home Phone: 210-492-7701 Work or Cell Phone: (*optional*) 21--849-1782

Home Address: 101 Shavano Dr - Shavano Park, Tx 78231

Email Address: mjs101@swbell.net

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise: Retired from Southwestern Bell Telephone Company/ATT - worked
in Engineering/ Facilities Draftsman of outside plant projects / Also Retired From Southwest Airlines - Cust Service is my primary field/

Professional and or community activities: I have attened all Shavano Park meetings on a regular basis for 4 years
now. i have learned a lot from attending these meetings. I wish to apply that knowledge to help bring the best possible solutions
to each situation and committee.

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

We have lived here about 22 years now, all of those as a Shavano Park Water User. served on the Three Committee and was 1 of 4
members of the Arbor Day City Wide Event.



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Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 4 BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
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- 1 WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- 3 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

being a SP Water User for 22 years now, I would enjoy working on this committee in particular.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, which one? Tree Committee Term Expires: 8/18

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, list name of Board, Commission or Committee and term of office: Tree Committee

(Signature) M J Smoot Date 8/31/2018

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Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

Council action:

If appointed, expiration of term:

8-31-1241

WATER ADVISORY COMMITTEE (WAC)

NAME

TERM EXP.

Tommy Peyton appointed 7/2018 for remainder of term 09-30-2018

Steven Fleming 09-30-2018
appointed 9-20-2017 to unexpired term ending 9-30-2018

Sam Bakke 09-30-2018

Matthew Trippy 09-30-2019

Al Walea 09-30-2019

Tomas Palmer 09-30-2019

DIVISION 2. - WATER ADVISORY COMMITTEE

Sec. 2-112. - Creation; membership; terms.

- (a) *Creation.* There is hereby created a Water System Advisory Committee.
- (b) *Membership.* The Committee shall consist of six members, who shall be appointed by the City Council as described in Chapter 2, Article IV, Section 2-87.
- (c) *Terms.*
 - (1) Members shall be appointed for two-year terms.
 - (2) Members whose terms expire may continue to serve until a successor member is appointed. In such case when a new member is appointed, the term shall relate back to the time of expiration of the previous term. Service for a partial term of greater than one year constitutes a term for the purpose of determining the consecutive number of terms permissible.
 - (3) The initial terms of the members of the Committee shall be established and staggered as follows:
 - a. Three members shall be appointed with terms ending in January 2009.
 - b. Two members and the Mayor-recommended appointment shall be appointed with terms ending January 2010.
 - c. After the initial term of members, the members of the Water Advisory Committee shall serve overlapping two-year terms beginning October 1 and ending September 30.
- (d) *Vacancies.* Shall be filled as described in Chapter 2, Article IV, Section 2-87.
- (e) *Qualifications.*
 - (1) Committee members shall represent the public interest and have a commitment to ensuring the proper and efficient operation of the City Water System.
 - (2) Members shall be residents of the City and shall reside within the City Water System service area.
 - (3) No person employed on a full-time basis by the City or the San Antonio Water System Authority, or the County, shall be appointed to the Committee. No elected official or a family member of an elected official within the second degree of consanguinity shall be appointed to the Committee.
- (f) *Removal.*
 - (1) Members of the Committee serve at the pleasure of the City Council and may be removed at any time.
 - (2) Members of the Committee shall automatically forfeit their seat on the Committee for

the following reasons:

- a. The member has been absent from three consecutive meetings, unless the absence was excused by the Chair. For this purpose, being absent is defined as not being in attendance 75 percent or more of the duration of each officially called meeting.
- b. The member has been absent, whether excused or not, from more than 50 percent of the meetings during any 12 consecutive months.
- c. The member ceases to meet any of the required qualifications.

(Ord. No. 200-05-07, § II(I), 12-18-2007; Ord. No. 200-04-09, § I, 9-15-2009; Ord. No. 0-2015-012, § II, 3-23-2015)

Sec. 2-113. - Organization; meetings.

- (a) *Officers.* Annually, in the first quarter of the calendar year, the Water System Advisory Committee shall elect a Vice-Chair, and any other officers which the Committee deems appropriate. Officers shall be elected by vote of the majority of the Committee members. Officers shall be elected for one-year terms. No officer shall serve in the same position for more than two consecutive terms at a time.
- (b) *Meetings.*
 - (1) The Committee shall meet at times as established by a majority of the Committee but at least once a quarter. Should the workload diminish sufficiently, as determined by the Committee, the Committee may reduce its meeting schedule to no less than twice a year.
 - (2) All meetings shall be in compliance with the provisions of the Texas Open Meetings Act.
- (c) *Conduct of business.*
 - (1) Unless the Committee adopts other written rules to govern its proceedings, the Committee shall conduct business according to Robert's Rules of Order, which the Committee may modify in writing as it deems appropriate.
 - (2) A quorum of three members shall be necessary to transact business, adopt motions, or conduct voting. Actions may be decided by a majority of the members present.
- (d) *Records.* A record shall be kept of all meetings of the Committee, including the vote of each member on each action. The records shall be filed with the City Secretary's office and shall be made available for public inspection at reasonable times.
- (e) *Conflict of interest.*
 - (1) Any member who has a conflict of interest regarding a policy, decision, or determination before the Committee or one of its committees or work groups on which the member serves shall, as soon as possible after the conflict of interest becomes apparent,

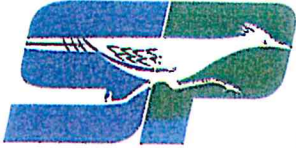
WATER ADVISORY COMMITTEE APPLICATIONS

3 POSITIONS

1. **Tommy Peyton (WAC) (1)**
2. **Steven W. Fleming (WAC) (1)**
3. **Robert Lawrence (3)**
4. **Jack W. Oiknine (not eligible – Myrtle Oak)**
5. **J. David Pierce (Tree) (2)**
6. **Sam Bakke (WAC) (1)**
7. **Lee Matecko (4)**
8. **M.J. Smoot (1)**

	A	B	C	D	E	F	G
1	APPLICANT	BOARD	WAC	BOA	P&Z	INVESTMENT	TREE
2	WATER ADVISORY						
3	3 Positions						
4	Tommy Peyton	WAC	1				
5	Steven W. Fleming	WAC	1				
6	Robert Lawrence		3	2	1	5	4
7	Jack W. Oiknine		NA		1		
8	J. David Pierce		2				1
9	Sam Bakke	WAC	1				
10	Lee Matecko		4	3	1	2	5
11	M.J. Smoot	Tree	1	4	2		3
12							

WAC 1



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: Thomas Peyton Date: 7/9/18

Home Phone: 210-493-2931 Work or Cell Phone: (optional) 210 219-5540

Home Address: 121 Shavano Dr

Email Address: Tompeyton@sbcglobal.net

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

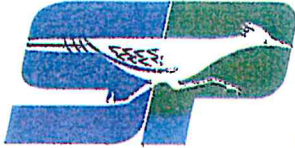
Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:
Mfg. + operation of water process equipment
Mfg water desalination equip.

Professional and or community activities:
Past mayor of CSP

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:
Experience + knowledge



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- WATER ADVISORY COMMITTEE (3 Positions)
- CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, which one? _____ Term Expires: _____

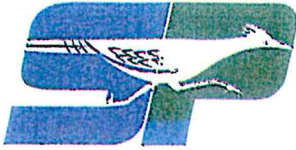
Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, list name of Board, Commission or Committee and term of office: MAVY, BOA, WATER

(Signature) *Shano Poynter* Date 7-9-18

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ztedford@shavanopark.org

Staff Notations Only:
Date application received: 7-9-18
Council action:
If appointed, expiration of term:



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VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: STEVEN FLEMING Date: July 10, 2018

Home Phone: 214-435-9994 Work or Cell Phone: (optional) 210-572-8264

Home Address: 203 Hunters Branch South, Shavano Park, TX

Email Address: SFLEMING8@YANOO.COM

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:

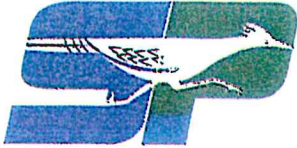
- PLEASE SEE THE ATTACHED -

Professional and or community activities:

- PLEASE SEE THE ATTACHED -

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

- PLEASE SEE THE ATTACHED -



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- _____ PLANNING & ZONING COMMISSION (4 Positions)
- 1 WATER ADVISORY COMMITTEE (3 Positions)
- _____ CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- _____ INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

I AM MOST QUALIFIED FOR THE WAC.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, which one? WATER ADVISORY Term Expires: Aug 1st, 2018

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes ___ No
If yes, list name of Board, Commission or Committee and term of office: -

(Signature) Steven Fleming Date 7/10/18

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

Council action:

If appointed, expiration of term:

WAC 1

7-11-18

Ms. Zina Tedford
City Secretary
900 Saddletree Court
Shavano Park, Texas 78231

July 10, 2018

Ms. Tedford,

I would like to be considered by the City Council for a seat on the Water Advisory Committee. I have an undergraduate degree from Sul Ross State University where I majored in Environmental Biology with an emphasis on chemistry and minor in geology. I then pursued a Master's of Science in Limnology (freshwater ecology) from Baylor University. At Baylor, I studied a variety of water quality parameters. Upon graduation from Baylor with my Master's degree, I managed a National Institute of Health (NIH) funded research lab at Lake Chapala, Jalisco, Mexico. Our team was studying heavy metal impacts to the local water supply and fishery there. Upon completion of that one-year assignment in 1998, I entered the environmental consulting industry in the Dallas / Fort Worth area. In 2004, I obtained my Professional Geoscientist accreditation through the State of Texas Licensing Board (P.G. 5584). During my 12 years in the consulting industry, I performed soil and groundwater assessments related to water quality and exercised various corrective remediation techniques. I also provided consulting services related to groundwater sourcing, aquifer characterization and aquifer viability and water well construction. In 2010, I joined Apache Corporation, where I currently serve as the Environmental Supervisor in the San Antonio office. In 2016, I was appointed by Governor Greg Abbot to serve on the Board of Professional Geoscientists, where I continue to serve as part of my six-year appointment.

As is apparent from my credentials, I have a very strong interest in environmental science, water quality, public health and public policy related to drinking water sources. I believe I would be well suited to serve the City of Shavano Park as a member of the Water Advisory Committee and would bring significant value.

Thank you,



Steven W. Fleming, P.G.
203 Hunters Branch Street South
Shavano Park

Office 210-572-8264
Mobile 214-435-9994

Attachment to Volunteer Application for Appointment to Boards / Commissions

1) Current or past occupation or area of expertise:

I became a Texas licensed professional geoscientist in 2004 (License # 5584). I currently work as Environmental Supervisor for a large oil and gas company where I oversee a variety of environmental issues related to water quality and aquifers, including public drinking water system compliance under TAC 30 Chapter 290.

2) Professional and or community activities:

In 2016, Governor Greg Abbot appointed me to the Board of the Texas Board of Professional Geoscientists. Additionally I currently serve on the Permian Basin Petroleum Association - Environmental and Regulatory Affairs Committee, specializing in issues related to water, air and environmental compliance. I was previously an active member of the Eastern Hills Homeowners Association in Fort Worth Texas (2004-2010).

3) Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

In addition to having overseen the management of public drinking water systems subject to TCEQ regulations, I obtained my Masters in Limnology from Baylor University in 1998, subsequently worked on a one-year assignment for National Institute of Health funded research project related to heavy metals in drinking water. In 1998, I entered the private consulting industry where I performed groundwater assessments and aquifer viability studies. I was also responsible for evaluating water contaminants according to both public drinking water standards and assessment and screening standards under the Texas Risk Reduction Program (TAC 350). I joined my current employer in 2010 where I continue to manage environmental issue related to water, aquifers and air quality.



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1 PZ
 2 BOA
 3 WAC
 4 Free 5 Investment

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: ROBERT H LAWRENCE Date: 7.30-18

Home Phone: 214-814-6225 Work or Cell Phone: (optional) _____

Home Address: 105 TUSCARORA TRAIL

Email Address: BOB-LAWRENCE@SBCGLOBAL.NET

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:
1994-2015 CEO BRAND SOURCE, 2015-2017 CEO
TEMECULA OLIVE OIL CO.

Professional and or community activities:

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:
AFTER SERVING AS CEO OF A LARGE COMPANY (\$14B) AND
A SMALL COMPANY (\$5M) I HAVE WORKED WITH/MENTORED/
COLLABORATED WITH ALL TYPES OF PEOPLE AND IN JUST
ABOUT EVERY POSSIBLE SITUATION. I HAVE EXPERIENCE
IN MANAGEMENT, PROBLEM SOLVING, FUND RAISING,
FINANCIAL PLANNING AND PLAN EXECUTION.



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(To be determined positions - Minimum 7 residents)
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If you have a preference for one Board/Commission appointment over another, please tell us why:

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If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) _____ Date _____

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ztedford@shavanopark.org

Staff Notations Only:

Date application received:

8-6-18

Council action:

If appointed, expiration of term:

PZ 1
BOA 2
WAC 3

Tree 4
Invest 5

July 30, 2018

Robert H. Lawrence
105 Tuscarora Trail
Shavano Park, Tx. 78231

Shavano Park City Council
900 Saddletree Court
Shavano Park, Tx. 78231

Dear City Council Members;

Thank you for the opportunity to participate in the activities and input into the success of the City Council and our City.

After concluding my forty year career that included CEO positions in two companies, one large and one small and after living in seven different places, my wife and I have settled into Shavano Park. My belief is after all I have received in my lifetime it is time for me to give back. One of the best ways is to help support the community that you live and participate in. We believe that Shavano Park is a beautiful and thriving community, resident's are very proud of their community and have a great deal of pride in their ownership of the city.

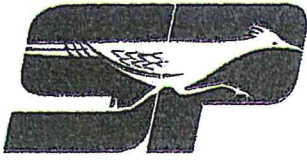
I would be very proud to offer my experience and input to continue to make Shavano Park a wonderful place to live and work. As a retiree I am available to help at almost any time. Our plans have been to live and enjoy all that Shavano Park has to offer.

Thank you for all that you do for Shavano Park. Should you have any questions or need more info please do not hesitate to call at 714-814-6225.

Sincerely,



Robert (Bob) Lawrence



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: JACK J. DIKNINE Date: 8/7/18

Home Phone: 210.957.10.37 Work or Cell Phone: (optional) 714.323.57.26

Home Address: 302 MYRTLE OAK SHAVANO PARK 78230 TX

Email Address: _____

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:

RETIRED IN 2017 - VP ENGINEERING (CONSTRUCTION COMPANY)
CEO CONSTRUCTION COMPANY - PRESIDENT CONSULTING CO

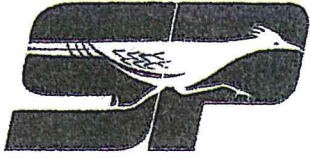
Professional and or community activities:

ASCE - P.T.I.

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

48 YEARS IN ENGINEERING, & CONSTRUCTION. HIGHWAY AND BRIDGES
WATER TREATMENT PLANTS. WATER & SEWERS AND STORM DRAIN
PIPELINES. EXPERIENCE IN US (37 YRS) AND IN FRANCE (10 YRS)

Rec 8-13-18
1 PZ
2 WAC



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

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(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- BOARD OF ADJUSTMENT (2 Positions / 2 Alternates)
- 1st PLANNING & ZONING COMMISSION (4 Positions)
- 2^d WATER ADVISORY COMMITTEE (3 Positions) *not eligible*
- CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

PLANNING & ZONING: FITS MY EXPERIENCE

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) Jack J. Quinn Date 8/7/2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:
Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:
Date application received:

Council action:

If appointed, expiration of term:

August 7, 2018J

Jack Oiknine
302 Myrtle Oak
Shavano Park, TX 78230

Office of the City Secretary
900 Saddletree
Shavano Park, Texas 78230

Reference Volunteer Application

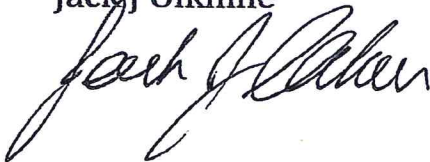
I am a new resident owner in Shavano Park.
In 2017, I retired after 49 years of activity in the Engineering and Heavy Construction Industry as a civil engineer, assuming top executive functions, within the USA as well as in France.
My US carrier started in fact in San Antonio late 1980, where I was transferred from France to run a subsidiary located in San Antonio that was involved in projects all over the country, as well as in Canada, the Philippines and Taiwan.
In 1988 we moved to the state of Maine, where I run an other subsidiary.
In 1991, we moved to California, where I took a job in one of the largest local Engineering Contractor in Southern California.
In 2017, my wife and I decided to "come back home" to the San Antonio, bought a house and retired.

I wish to contribute some time to our community, and help our beautiful city of Shavano Park by bringing my professional experience if it is needed.

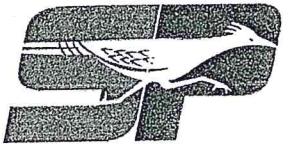
Should you have any questions please call me at 714-323-5726.

Thank you for your consideration.

Jack, J Oiknine



Tree 1
WAC 2



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: J. David Pierce Date: 8-14-2018

Home Phone: (210) 493-7404 Work or Cell Phone: (optional) (210) 789-4952 (preferred)

Home Address: 118 Fawn Dr.

Email Address: j david.pierce@yahoo.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? N/A

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? N/A

Current or past occupation or area of expertise:
Served on S.P. Tree Committee past two years. Have a B.S. in Biology with many classes in upper division Plant Biology + Ecology and am familiar with the plants in our area. Retired Sr. Embryologist, Dept. DB/EN, U.T.H. S.C.S.A.

Professional and or community activities:
Having enjoyed being a part of Arbor Day + making contributions to this event. Participate in National Night Out. Attend City Council meetings.

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:
I dealt with infection control on a daily basis, so I believe this helps me deal with the prevention + spread of OAK Wilt. I also have good report with my fellow committee members, and our Texas Forest Service advisor. Our Chair, Randy Smith, has also thanked me for my input and asked me to continue.

To: Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231

8/21/2018

From: J. David Pierce
118 Fawn Dr.
Shavano Park, Texas 78231

To whom it may concern,

I am interested in continuing to serve on the Citizen Tree Committee, and believe the residents of Shavano Park, value their trees, and want to do the right thing, in order to control, and stop the spread of Oak Wilt. I believe with education, and due diligence, this fungus can be controlled. I believe Our Tree Committee has been successful through our Arbor Day event in reaching and educating our citizens. Our Arbor Dave event also does more than "Talk" trees. There is Re-Cycling, Expired Pharmaceutical collection, Landscape ideas, and Wildlife education. This is all Great. I personally have had problems with commercial tree companies, who do not follow through on their promises. Citizen complaints need to be noted, and these companies need to agree to safe practices, or not do business in SP.

Sincerely,

A handwritten signature in cursive script that reads "J. David Pierce". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

J. David Pierce



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- BOARD OF ADJUSTMENT (2 Positions / 2 Alternates)
- PLANNING & ZONING COMMISSION (4 Positions)
- 2 WATER ADVISORY COMMITTEE (3 Positions)
- 1 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:
Tree Committee is what I have expertise in,
Since I live on The "Old" Side of SP + am supplied E SP well water,
it would be interesting to learn about OUR System

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, which one? Tree Committee Term Expires: Sep. 30, 2018

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes No
If yes, list name of Board, Commission or Committee and term of office: Tree Committee / 2 Years.

(Signature) Joel D. Pierce Date 8-21-2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:
Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:
Date application received: 8-21-18
Council action:
If appointed, expiration of term:

WAC-1



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: sam bakke Date: 8/22/2018 10:00:01 PM PDT

Home Phone: 210.300.1414 Work or Cell Phone: (optional)

Home Address: 100 Chimney Rock Ln

Email Address: sam.bakke@carvajalgroup.com

- Are you a citizen of Shavano Park? X Yes ___ No
- Are you 18 years or older? X Yes ___ No
- Are you registered to vote? X Yes ___ No

Do you have immediate family working for the City of Shavano Park? ___ Yes X No

If yes, who?

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 X Yes ___ No

If yes, who and where do they serve? Jessie Bakke - Board of Adjustments (Alternate)

Current or past occupation or area of expertise:

 Real Estate

Professional and or community activities:

 SALE for Kids - San Antonio Rodeo

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

 Have served the past two years on the Water Advisory Committee and am committed to the continued growth and well being of our water system.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- BOARD OF ADJUSTMENT (2 Positions / 2 Alternates)
- PLANNING & ZONING COMMISSION (4 Positions)
- WATER ADVISORY COMMITTEE (3 Positions)
- CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

Water Advisory Committee - Served the past term

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, which one? Water Advisory Committee Term Expires: 9/30/18

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes No
If yes, list name of Board, Commission or Committee and term of office: WAC 9/30/16 - 9/30/2018

(Signature) DocuSigned by:
Sam Bakke
4C7B4383E384443... Date 8/22/2018 10:00:01 PM PDT

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

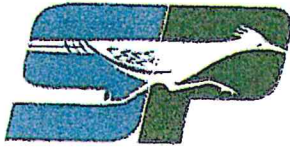
Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

Council action:

If appointed, expiration of term:



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

P 2-1
Investment 2
BOA 3
WAC 4
Tree 5

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: Lee Matecko Date: 8-30-18

Home Phone: 210-408-1961 Work or Cell Phone: (optional) 512-633-1725

Home Address: 101 Arrow Mound Shavano Park Tx 78231

Email Address: Lee.Matecko@gmail.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:

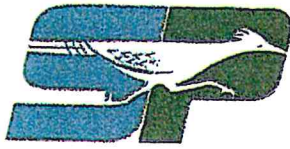
Recently retired executive at Whole Foods Market for over 18 years; led Store Development, long-term growth/organizational planning, finance, environmental programs, risk management

Professional and or community activities:

Board of Directors - Children's Association of Maximum Potential, a hill country camp for children & adults with special needs
Active member + leader at St. Francis Catholic Church

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

While I bring some relevant technical knowledge, my greatest ability is to listen, learn, and collaboratively develop recommendations and solutions to meet the needs of as many as possible.
Please see introductory letter of interest for more info/examples.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

P2 - 1
Investment - 2
BoA - 3
WAC 4
Tree 5

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 3 BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
- 1 PLANNING & ZONING COMMISSION (5 Positions)
- 4 WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- 5 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- 2 INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

My experience I believe is best aligned with P2 and/or the Investment committee, though I am happy to learn & serve where most needed.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? ___ Yes No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) *Lee Matlock* Date 8-30-18

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

8-30-18

Council action:

If appointed, expiration of term:

August 30, 2018

Dear Shavano Park City Council,

I am submitting this application to express interest and desire to serve on one to two commissions / committees for the next several years. I believe the Planning and Zoning Commission and Investment Committee best align with the skills and experience I am able to provide.

My wife Sandee and I have enjoyed living in Shavano Park for 25 years. We've raised three children here, and would love current and future residents to enjoy the same charm, beauty, safety and security that our city offers for years to come.

I am very impressed with how our city is led and governed. The tax rate has continued to lower while service levels remain high, proactive and responsive. The recent 2018 Town Plan was very well done. The survey work was excellent, the traffic and drainage recommendations appear well thought out. This provides a healthy path forward, addressing our citizen's needs in a balanced and responsible way.

I was able to retire in 2017 and am available to serve. The experience I bring includes:

- Over 30 years in leadership positions at HEB and Whole Foods Market, 20 of those serving on the real estate committee for each company.
- 18 years with Whole Foods as a part of the senior leadership team, serving as Vice President of Operational Finance, then Global VP of Store Development.
 - o During my tenure we grew from about 90 stores to 460. We evolved from a fringe natural foods chain to a leader in providing healthy, wholesome, high quality food.
 - o I am most proud of adherence to a multi-stakeholder philosophy; decisions were made to balance and meet the needs of our communities, customers, investors, employees, suppliers and the environment.
- I served as co-leader of our WFM 2020 project, a very successful 3-year initiative launched in 2014 to plan our future business needs and organizational structure.
- I also co-led our environmental sustainability work for 9 years.
 - o For these two initiatives, I was initially appointed leader; I welcomed a co-leader as I found that several viewpoints were critical to success. My style is very participative, inclusive, and consensus-oriented wherever possible.
- I've been a licensed CPA in Texas for over 30 years, and bring a conservative view of finances and growth.

For over two years I've served on the Board of Directors of CAMP (Children's Association of Maximum Potential), and now lead the Building Committee as well as the Finance Committee. We are undertaking an \$8 million project to upgrade our 55-acre grounds and construct 3 new buildings. We are also financially strong, with no long term debt.

I'm also involved at St Francis of Assisi Catholic Church, recently serving on leadership teams for men's ACTS 4-day retreats. Over the last year we've helped over 100 men through different challenges in life. I also learned and grew tremendously through this service.

I believe all citizens have a viewpoint to be considered. I would come in with an open mind, eager to listen and learn. I would be proud to respectfully hear the input and needs of our citizens, and prudently work to find solutions that meet the needs of our beautiful community.

Sincerely yours,

A handwritten signature in cursive script that reads "Lee Matecko". The signature is written in black ink and is positioned above the printed name.

Lee Matecko



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

WAC - 1
R2 - 2
Tree - 3
BOA - 4

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: M.J. Smoot Date: 8/31/2018

Home Phone: 210-492-7701 Work or Cell Phone: (optional) 21--849-1782

Home Address: 101 Shavano Dr - Shavano Park, Tx 78231

Email Address: mjs101@swbell.net

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

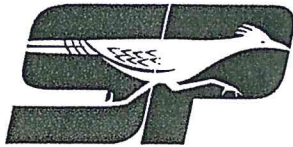
If yes, who and where do they serve? _____

Current or past occupation or area of expertise: Retired from Southwestern Bell Telephone Company/ATT - worked
in Engineering/ Facilities Draftsman of outside plant projects / Also Retired From Southwest Airlines - Cust Service is my primary field/

Professional and or community activities: I have attened all Shavano Park meetings on a regular basis for 4 years
now. i have learned a lot from attending these meetings. I wish to apply that knowledge to help bring the best possible solutions
to each situation and committee.

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

We have lived here about 22 years now, all of those as a Shavano Park Water User. servered on the Three Committee and was 1 of 4
members of the Arbor Day City Wide Event.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 4 BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
- 2 PLANNING & ZONING COMMISSION (5 Positions)
- 1 WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- 3 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- _____ INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

being a SP Water User for 22 years now, I would enjoy working on this committee in particular.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, which one? Tree Committee Term Expires: 8/18

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, list name of Board, Commission or Committee and term of office: Tree Committee

(Signature) M J Smoot Date 8/31/2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

Council action:

If appointed, expiration of term:

8-31-1241

INVESTMENT COMMITTEE

NAME

TERM EXP.

Bill Hill, City Manager
bhill@shavanopark.org

Brenda Morey
Finance1@shavanopark.org

George Fillis 09-30-2018

Mark Standeford 09-30-2019

RESPONSIBILITY AND CONTROL

Investment Committee

Members

A five member Investment Committee, shall consist of the City Manager, Finance Director and at least one City Council member and two outside committee members as selected by Council.

Scope

The Investment Committee shall meet at least semi-annual or other time frame to determine operational strategies and to monitor results. Include in its deliberation such topics as: performance reports, economic outlook, portfolio, diversification, maturity structure, potential risk to the City's funds, authorized brokers and dealers and the target rate of return on the investment portfolio. The committee may make recommendations to the Investment Officer and the Council.

Procedures

The Investment Committee shall establish its own rules of procedures as it is not required to conform to open meetings act. Meeting

INVESTMENT COMMITTEE APPLICATIONS

1 POSITION

1. George Fillis (Investment) (1)
2. Robert H. Lawrence (5)
3. Lee Matecko (2)

8-30-18

	A	B	C	D	E	F	G
1	APPLICANT	BOARD	INVESTMENT	BOA	P&Z	TREE	WAC
2							
3	INVESTMENT COMMITTEE						
4	1 Vacancy						
5	George Fillis	INV	1				
6	Robert H. Lawrence		5	2	1	4	3
7	Lee Matecko		2	3	1	4	5
8							

Bill Hill

From: george fillis [mailto:gfillis@icloud.com]
Sent: Wednesday, July 11, 2018 2:56 PM
To: Bill Hill <citymanager@shavanopark.org>
Subject: Re: Investment Committee

Bill,

We are in Ontario, north of Toronto till the first week in September. Is it possible to duplicate my application from the last filing and submitted it with my approval?

Best regards,

George Fillis | President
Paschal Capital Advisors, Inc.
210.884.5553 | gfillis@icloud.com
123 Warbler San Antonio, TX 78231
<http://www.PaschalCapitalAdvisors.com>
[LinkedIn Profile](#)

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On Jul 11, 2018, at 9:16 AM, Bill Hill <citymanager@shavanopark.org> wrote:

Yes, your term will be up 1 Oct. We need application turned in by 31 Aug.

Here to Serve!

Bill Hill
City Manager

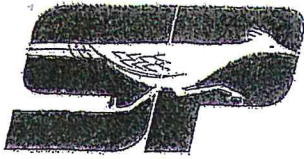
www.shavanopark.org
<image001.jpg>

Attention Public Officials: Please be reminded that a "Reply to All" could lead to violations of the Texas Open Meetings Act. Please reply only to the sender.

From: george fillis [mailto:gfillis@icloud.com]
Sent: Tuesday, July 10, 2018 6:14 PM
To: Bill Hill <citymanager@shavanopark.org>
Subject: Re: Investment Committee

Bill,

I am in Canada through the end of August. Is my term up and do I need to fill out the application before a certain date?



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: George Fillis Date: 8/28/14

Home Phone: _____ Work or Cell Phone: (optional) 210-884-5553

Home Address: 123 Warbler

Email Address: G.Fillis@SATX.RR.COM

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

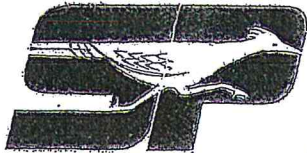
If yes, who and where do they serve? _____

Current or past occupation or area of expertise: Over 30 years experience with
Registered Investment Advisor (RIA) + Texas Real Estate Broker
PRINCIPAL of Paschal Capital Advisors + Paschal Investments

Professional and or community activities: Planning / Zoning Commission Shavano Park
Board of Directors of San Antonio Lighthouse for the Blind
Finance Committee Member / St. Mary's School of Business Advisory
Master Leadership Program - San Antonio Council

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

With the experience of over 30 years in investments in
the capital markets + real estate and serving as an
advisor to various banks, schools-universities, + non-profits
providing a context to be able to offer critical thinking
as it may be needed in advising on investment committee.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
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I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
 (Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- _____ BOARD OF ADJUSTMENT
- _____ PLANNING & ZONING COMMISSION
- _____ CONSTRUCTION BOARD OF APPEALS
- _____ WATER ADVISORY COMMITTEE
- _____ COMMUNICATION COMMITTEE
- 1st Investment Committee

If you have a preference for one Board/Commission appointment over another, please tell us why:

Time constraints would allow for the required meetings with the Investment Committee from a discussion with Vicky Maisel (City Council Member)

Do you serve on any other Board/Commission at this time? If so, please list with length you have been serving?

NO.

When does your term expire?

(Signature) George J. J. J. Date 8/25/14

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
 900 Saddletree Court
 Shavano Park, Texas 78231
 210/ 493-3478 or Fax: 210/ 492-3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received: 8-25-14

Council action:

If appointed, expiration of term: 9/25/16



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

1 PZ
2 BOA
3 WAC
4 Free 5 Investment

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: ROBERT H LAWRENCE Date: 7.30-18

Home Phone: 714-814-6225 Work or Cell Phone: (optional) _____

Home Address: 105 TUSCARORA TRAIL

Email Address: BOB-LAWRENCE@SBCGLOBAL.NET

Are you a citizen of Shavano Park? Yes ___ No

Are you 18 years or older? Yes ___ No

Are you registered to vote? Yes ___ No

Do you have immediate family working for the City of Shavano Park? ___ Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
___ Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:
1994-2015 CEO BRAND SOURCE, 2015-2017 CEO
TEMECULA OLIVE OIL CO.

Professional and or community activities:

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:
AFTER SERVING AS CEO OF A LARGE COMPANY (\$14B) AND
A SMALL COMPANY (\$5M) I HAVE WORKED WITH/MENTORED/
COLLABORATED WITH ALL TYPES OF PEOPLE AND IN JUST
ABOUT EVERY POSSIBLE SITUATION. I HAVE EXPERIENCE
IN MANAGEMENT, PROBLEM SOLVING, FUND RAISING,
FINANCIAL PLANNING AND PLAN EXECUTION.



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I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 2 BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
- 1 PLANNING & ZONING COMMISSION (5 Positions)
- 3 WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- 4 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- 5 INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

Are you currently serving on a City of Shavano Park Board, Commission or Committee? ___ Yes No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) _____ Date _____

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received: *8-6-18*

Council action:

If appointed, expiration of term:

PZ 1
BOA 2
WAC 3

Tree 4
Invest 5

July 30, 2018

Robert H. Lawrence

105 Tuscarora Trail

Shavano Park, Tx. 78231

Shavano Park City Council

900 Saddletree Court

Shavano Park, Tx. 78231

Dear City Council Members;

Thank you for the opportunity to participate in the activities and input into the success of the City Council and our City.

After concluding my forty year career that included CEO positions in two companies, one large and one small and after living in seven different places, my wife and I have settled into Shavano Park. My belief is after all I have received in my lifetime it is time for me to give back. One of the best ways is to help support the community that you live and participate in. We believe that Shavano Park is a beautiful and thriving community, resident's are very proud of their community and have a great deal of pride in their ownership of the city.

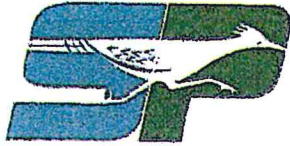
I would be very proud to offer my experience and input to continue to make Shavano Park a wonderful place to live and work. As a retiree I am available to help at almost any time. Our plans have been to live and enjoy all that Shavano Park has to offer.

Thank you for all that you do for Shavano Park. Should you have any questions or need more info please do not hesitate to call at 714-814-6225.

Sincerely,



Robert (Bob) Lawrence



P2 - 1
Investment - 2
BOA - 3
WAC 4
Tree 5

City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: Lee Matecko Date: 8-30-18

Home Phone: 210-408-1961 Work or Cell Phone: (optional) 512-633-1725

Home Address: 101 Arrow Mound Shavano Park Tx 78231

Email Address: Lee.Matecko@gmail.com

- Are you a citizen of Shavano Park? Yes No
- Are you 18 years or older? Yes No
- Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

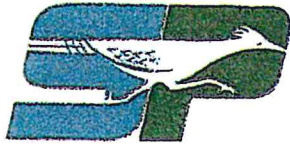
Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:
Recently retired executive at Whole Foods Market for over 18 years; led Store Development, long-term growth/organizational planning, finance, environmental programs, risk management

Professional and or community activities:
Board of Directors - Children's Association of Maximum Potential, a hill country camp for children & adults with special needs
Active member + leader at St. Francis Catholic Church

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:
While I bring some relevant technical knowledge, my greatest ability is to listen, learn, and collaboratively develop recommendations and solutions to meet the needs of as many as possible.
Please see introductory letter of interest for more info/examples.



P2-1
Investment-2
BOA 3
WAC 4
Trees 5

City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 3 BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
- 1 PLANNING & ZONING COMMISSION (5 Positions)
- 4 WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- 5 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- 2 INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

My experience I believe is best aligned with P2 and/or the Investment Committee, though I am happy to learn + serve where most needed.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? ___ Yes No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) *Lee Matlock* Date 8-30-18

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

8-30-18

Council action:

If appointed, expiration of term:

August 30, 2018

Dear Shavano Park City Council,

I am submitting this application to express interest and desire to serve on one to two commissions / committees for the next several years. I believe the Planning and Zoning Commission and Investment Committee best align with the skills and experience I am able to provide.

My wife Sandee and I have enjoyed living in Shavano Park for 25 years. We've raised three children here, and would love current and future residents to enjoy the same charm, beauty, safety and security that our city offers for years to come.

I am very impressed with how our city is led and governed. The tax rate has continued to lower while service levels remain high, proactive and responsive. The recent 2018 Town Plan was very well done. The survey work was excellent, the traffic and drainage recommendations appear well thought out. This provides a healthy path forward, addressing our citizen's needs in a balanced and responsible way.

I was able to retire in 2017 and am available to serve. The experience I bring includes:

- Over 30 years in leadership positions at HEB and Whole Foods Market, 20 of those serving on the real estate committee for each company.
- 18 years with Whole Foods as a part of the senior leadership team, serving as Vice President of Operational Finance, then Global VP of Store Development.
 - o During my tenure we grew from about 90 stores to 460. We evolved from a fringe natural foods chain to a leader in providing healthy, wholesome, high quality food.
 - o I am most proud of adherence to a multi-stakeholder philosophy; decisions were made to balance and meet the needs of our communities, customers, investors, employees, suppliers and the environment.
- I served as co-leader of our WFM 2020 project, a very successful 3-year initiative launched in 2014 to plan our future business needs and organizational structure.
- I also co-led our environmental sustainability work for 9 years.
 - o For these two initiatives, I was initially appointed leader; I welcomed a co-leader as I found that several viewpoints were critical to success. My style is very participative, inclusive, and consensus-oriented wherever possible.
- I've been a licensed CPA in Texas for over 30 years, and bring a conservative view of finances and growth.

For over two years I've served on the Board of Directors of CAMP (Children's Association of Maximum Potential), and now lead the Building Committee as well as the Finance Committee. We are undertaking an \$8 million project to upgrade our 55-acre grounds and construct 3 new buildings. We are also financially strong, with no long term debt.

I'm also involved at St Francis of Assisi Catholic Church, recently serving on leadership teams for men's ACTS 4-day retreats. Over the last year we've helped over 100 men through different challenges in life. I also learned and grew tremendously through this service.

I believe all citizens have a viewpoint to be considered. I would come in with an open mind, eager to listen and learn. I would be proud to respectfully hear the input and needs of our citizens, and prudently work to find solutions that meet the needs of our beautiful community.

Sincerely yours,

A handwritten signature in cursive script that reads "Lee Matecko". The signature is written in dark ink and is positioned above a horizontal line that extends to the right.

Lee Matecko

TREE COMMITTEE

<u>NAME</u>	<u>TERM EXP.</u>
Gerald S. Reamey	09-30-2018
Kenneth Chorn	09-30-2018
Louise Chumley	09-30-2018
Nancy E. Bula	09-30-2018
J. David Pierce APPOINTED VICE CHAIR 9-20-17	09-30-2018
A.D. Smoot	9-30-2018
M.J. Smoot	09-30-2018
Kim Lane	9-30-2019
Randy Smith APPOINTED CHAIR 9-20-17	9-30-2019
Randi Wayland	9-30-2019
Howard Marnan	9-30-2019

City Staff Representative
Brandon Peterson

Tree C Mark A. Kroeze, CF, CA Urban Forester
Texas A&M Forest Service, 15110 Jones Maltzberger San Antonio, TX 78247
C: 210-859-9253 - O: 210-494-4771 mkroeze@tfs.tamu.edu

Sec. 14-121. - Tree Committee creation; membership; terms.

- (a) *Creation.* That a Shavano Park Citizens Tree Committee is hereby authorized to be established with membership being appointed as provided for herein. The committee is an ad hoc committee which may be abolished or suspended, and whose purposes and activities may be amended, at any time through by a majority vote of City Council.
- (b) *Membership.* Membership of the committee shall be as follows:
 - (1) One City Council member appointed by City Council.
 - (2) One City staff member appointed by the City Manager;
 - (3) A minimum of seven residents of the City of Shavano Park appointed by the City Council to represent the community at large; as described in chapter 2, article IV, section 2-87.
 - (4) One International Society of Arboriculture Certified Arborist or forester appointed by the City Council, preferably a resident, to serve as subject matter expert for the committee;
- (c) *Chairperson.* Shall be selected as described in chapter 2, article IV, section 2-87.
- (d) *Terms.* Members shall serve for two-year staggered terms with the initial membership splitting one- and two-year terms evenly distributed as determined by City Council.
- (e) *Vacancies.* Shall be filled as described in chapter 2, article IV, section 2-87.

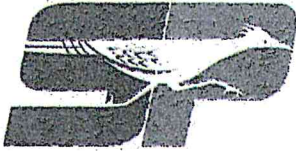
(Ord. No. 0-2015-25, § II, 12-21-2015)

CITIZEN TREE COMMITTEE

**TO BE DETERMINED – MINIMUM SEVEN (7)
RESIDENTS**

1. Robert E. Bettac (3)
2. Robert Lawrence (4)
3. Gerald S. Reamey (Tree) (1)
4. J. David Pierce (Tree) (1)
5. Lee Matecko (5)
6. M.J. Smoot (Tree) (3)

	A	B	C	D	E	F	G
1	APPLICANT	BOARD	TREE	BOA	P&Z	INVESTMENT	WAC
2	TREE COMMITTEE						
3	Minimum 7 residents						
4	Robert E. Bettac		3	2	1		
5	Robert Lawrence		4	2	1	5	3
6	Gerald S. Reamey	TREE	1				
7	J. David Pierce	TREE	1				2
8	Lee Matecko		5	3	1	2	4
9	M.J. Smoot	TREE	3	4	2		1



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

1 PZ
2 BOA
3 Tree

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: Robert E. Bettac Date: 19 July 2018

Home Phone: 210-828-9060 Work or Cell Phone: (optional) 210-393-4863

Home Address: 108 Penns Way, Shavano Park, Texas 78231

Email Address: bob.bettac@me.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:

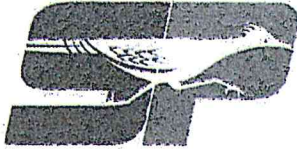
Retired after 37-year career as an attorney specializing in labor and employment-related matters. This included advising management clients in claim avoidance, responding to agency inquiries, and representing clients in state and federal courts. Many of my clients over the years were Texas cities. I remain licensed by the State Bar of Texas and am Board Certified in Labor & Employment Law by the Texas Board of Legal Specialization.

Professional and or community activities:

Served on numerous boards over the years, including the San Antonio Public Library Foundation, the San Antonio Economic Development Foundation, the Winston School San Antonio, and Meals on Wheels San Antonio (formerly Christian Senior Services). Life Fellow, San Antonio Bar Foundation.

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

My legal training and experience allows me to anticipate, analyze, and remedy potential legal and practical issues before they become problems.
My years of service on various boards has given me a solid understanding of the dynamics of volunteer organizations, the importance of common courtesy to other board members and the public at all times, and the need to respect established protocols; and a willingness to consider contrary opinions before taking final action.



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 Phone: 210/ 493-3478 Fax: 210/ 492-3816

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 (Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 2nd BOARD OF ADJUSTMENT
- 1st PLANNING & ZONING COMMISSION
- _____ WATER ADVISORY COMMITTEE
- 3rd TREE COMMITTEE

If you have a preference for one Board/Commission appointment over another, please tell us why:

The frequency of the P&Z meetings suggests a higher level of activity, which I would prefer. The BOA is also of interest, however, because it could potentially require a closer analysis of particular facts in order to arrive at an equitable--and possibly creative--resolution.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? ___ Yes xx No
 If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? _____ Yes xx No
 If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) Robert E. Betta Date 19 July 2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:
 City Secretary
 900 Saddletree Court
 Shavano Park, Texas 78231
 210/ 493-3478 or Fax: 210/ 492-3816
ztedford@shavanopark.org

Staff Notations Only:
 Date application received:
 Council action:
 If appointed, expiration of term:

PZ 1
BOA 2
Tree 3

Robert E. Bettac
108 Penns Way
Shavano Park, Texas 78231

19 July 2018

Ms. Zina Tedford
City Secretary
City of Shavano Park
900 Saddletree Court
Shavano Park, Texas 78231

Dear Zina:

I am pleased to enclose my application for appointment to the City's boards and commissions. As you know, Suzy and I have lived in Shavano Park for just under a year now, and since I am retired from the practice of law, I would enjoy volunteering my services to the City in whatever capacity it may deem appropriate. Naturally, I would be happy to answer any questions you or the City Council may have. I look forward to hearing from you.

Best always,


Robert E. Bettac

Enc.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

1 PZ
2 BOA
3 WAC
4 Tree 5 Investment

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: ROBERT H LAWRENCE Date: 7.30-18

Home Phone: 214-814-6225 Work or Cell Phone: (optional) _____

Home Address: 105 TUSCARORA TRAIL

Email Address: BOB-LAWRENCE@SBCGLOBAL.NET

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:
1994-2015 CEO BRAND SOURCE, 2015-2017 CEO
TEMECULA OLIVE OIL CO.

Professional and or community activities:

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:
AFTER SERVING AS CEO OF A LARGE COMPANY (\$14B) AND
A SMALL COMPANY (\$5M) I HAVE WORKED WITH/MENTORED/
COLLABORATED WITH ALL TYPES OF PEOPLE AND IN JUST
ABOUT EVERY POSSIBLE SITUATION. I HAVE EXPERIENCE
IN MANAGEMENT, PROBLEM SOLVING, FUND RAISING,
FINANCIAL PLANNING AND PLAN EXECUTION.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

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Please indicate your order of preference by using 1st, 2nd, 3rd etc.

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(4 Positions - 1 position for one year term ending 9-0-2018)
- 4 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- 5 INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

Are you currently serving on a City of Shavano Park Board, Commission or Committee? ___ Yes X No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes X No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) _____ Date _____

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received: 8-6-18

Council action:

If appointed, expiration of term:

PZ 1
BOA 2
WAC 3

Tree 4
Invest 5

July 30, 2018

Robert H. Lawrence
105 Tuscarora Trail
Shavano Park, Tx. 78231

Shavano Park City Council
900 Saddletree Court
Shavano Park, Tx. 78231

Dear City Council Members;

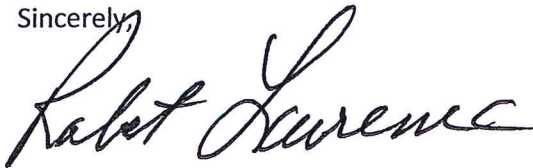
Thank you for the opportunity to participate in the activities and input into the success of the City Council and our City.

After concluding my forty year career that included CEO positions in two companies, one large and one small and after living in seven different places, my wife and I have settled into Shavano Park. My belief is after all I have received in my lifetime it is time for me to give back. One of the best ways is to help support the community that you live and participate in. We believe that Shavano Park is a beautiful and thriving community, resident's are very proud of their community and have a great deal of pride in their ownership of the city.

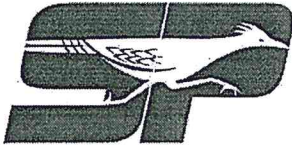
I would be very proud to offer my experience and input to continue to make Shavano Park a wonderful place to live and work. As a retiree I am available to help at almost any time. Our plans have been to live and enjoy all that Shavano Park has to offer.

Thank you for all that you do for Shavano Park. Should you have any questions or need more info please do not hesitate to call at 714-814-6225.

Sincerely,



Robert (Bob) Lawrence



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: Gerald S. Reamey Date: August 21, 2018

Home Phone: (210) 492-5876 Work or Cell Phone: (optional) (210) 475-1004

Home Address: 103 Rustlers Butte

Email Address: reamey@yahoo.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

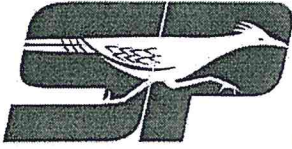
Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise: Attorney and Professor of Law

Professional and or community activities:
Community Justice Program volunteer attorney for military veterans,
Texas Public Radio Community Advisory Board

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:
I have experience working as an attorney in municipal government, in
interpreting and drafting ordinances, and as a member of Shavano Park
Tree Committee.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- _____ BOARD OF ADJUSTMENT (2 Positions / 2 Alternates)
- _____ PLANNING & ZONING COMMISSION (4 Positions)
- _____ WATER ADVISORY COMMITTEE (3 Positions)
- X _____ CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- _____ INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

I have been a member of the Tree Committee since its inception.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, which one? Tree Committee Term Expires: 09/2018

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, list name of Board, Commission or Committee and term of office: Tree Committee 2016-present

(Signature) Gerald D. Reamy Date 8-21-2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

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900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

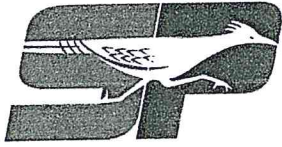
Date application received:

8-21-18

Council action:

If appointed, expiration of term:

Tree!
WAC 2



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: J. David Pierce Date: 8-14-2018

Home Phone: (210) 493-7404 Work or Cell Phone: (optional) (210) 789-4952 (preferred)

Home Address: 118 Fawn Dr.

Email Address: j david.pierre@yahoo.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? N/A

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? N/A

Current or past occupation or area of expertise:
Served on S.P. Tree Committee past two years. Have a B.S. in Biology with many classes in upper division Plant Biology + Ecology and am familiar with the plants in our area. Retired Sr. Embryologist, Dept. OB/GYN, U.T.H. S.C.S.A.

Professional and or community activities:
Having enjoyed being a part of Arbor Day + making contributions to this event. Participate in National Night Out. Attend City Council meetings.

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:
I dealt with infection control on a daily basis, so I believe this helps me deal with the prevention + spread of DAK Wilt. I also have good report with my fellow committee members, and our Texas Forest Service advisor. Our Chair, Randy Smith, has also thanked me for my input and asked me to continue.

To: Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231

8/21/2018

From: J. David Pierce
118 Fawn Dr.
Shavano Park, Texas 78231

To whom it may concern,

I am interested in continuing to serve on the Citizen Tree Committee, and believe the residents of Shavano Park, value their trees, and want to do the right thing, in order to control, and stop the spread of Oak Wilt. I believe with education, and due diligence, this fungus can be controlled. I believe Our Tree Committee has been successful through our Arbor Day event in reaching and educating our citizens. Our Arbor Dave event also does more than "Talk" trees. There is Re-Cycling, Expired Pharmaceutical collection, Landscape ideas, and Wildlife education. This is all Great. I personally have had problems with commercial tree companies, who do not follow through on their promises. Citizen complaints need to be noted, and these companies need to agree to safe practices, or not do business in SP.

Sincerely,

A handwritten signature in cursive script that reads "J. David Pierce". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

J. David Pierce

Tree 1
WAC 2



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- _____ BOARD OF ADJUSTMENT (2 Positions / 2 Alternates)
- _____ PLANNING & ZONING COMMISSION (4 Positions)
- 2 WATER ADVISORY COMMITTEE (3 Positions)
- 1 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- _____ INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

Tree Committee is what I have expertise in.
Since I live on the "Old" Side of SP + am supplied w/ SP well water,
it would be interesting to learn about OUR System

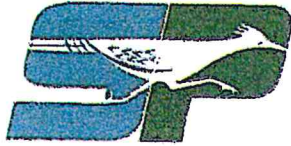
Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, which one? Tree Committee Term Expires: Sep. 30, 2018

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, list name of Board, Commission or Committee and term of office: Tree Committee / 2 Years.

(Signature) John D. Pierce Date 8-21-2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:
Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:
Date application received: 8-21-18
Council action:
If appointed, expiration of term:



P2-1
Investment 2
BOA-3
WAC 4
Tree 5

City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: Lee Matecko Date: 8-30-18

Home Phone: 210-408-1961 Work or Cell Phone: (optional) 512-633-1725

Home Address: 101 Arrow Mound Shavano Park Tx 78231

Email Address: Lee.Matecko@gmail.com

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise:

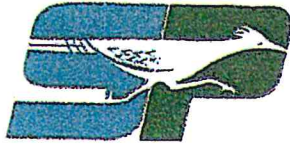
Recently retired executive at Whole Foods Market for over 18 years; led Store Development, long-term growth/organizational planning, finance, environmental programs, risk management

Professional and or community activities:

Board of Directors - Children's Association of Maximum Potential, a hill country camp for children & adults with special needs
Active member + leader at St. Francis Catholic Church

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

While I bring some relevant technical knowledge, my greatest ability is to listen, learn, and collaboratively develop recommendations and solutions to meet the needs of as many as possible.
Please see introductory letter of interest for more info/examples.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 3 BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
- 1 PLANNING & ZONING COMMISSION (5 Positions)
- 4 WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- 5 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- 2 INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

My experience I believe is best aligned with P+Z and/or the Investment Committee, though I am happy to learn & serve where most needed.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? ___ Yes No
If yes, which one? _____ Term Expires: _____

Have you ever served on a City of Shavano Park Board, Commission or Committee? ___ Yes No
If yes, list name of Board, Commission or Committee and term of office: _____

(Signature) *Lee Matlock* Date 8-30-18

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

8-30-18

Council action:

If appointed, expiration of term:

August 30, 2018

Dear Shavano Park City Council,

I am submitting this application to express interest and desire to serve on one to two commissions / committees for the next several years. I believe the Planning and Zoning Commission and Investment Committee best align with the skills and experience I am able to provide.

My wife Sandee and I have enjoyed living in Shavano Park for 25 years. We've raised three children here, and would love current and future residents to enjoy the same charm, beauty, safety and security that our city offers for years to come.

I am very impressed with how our city is led and governed. The tax rate has continued to lower while service levels remain high, proactive and responsive. The recent 2018 Town Plan was very well done. The survey work was excellent, the traffic and drainage recommendations appear well thought out. This provides a healthy path forward, addressing our citizen's needs in a balanced and responsible way.

I was able to retire in 2017 and am available to serve. The experience I bring includes:

- Over 30 years in leadership positions at HEB and Whole Foods Market, 20 of those serving on the real estate committee for each company.
- 18 years with Whole Foods as a part of the senior leadership team, serving as Vice President of Operational Finance, then Global VP of Store Development.
 - o During my tenure we grew from about 90 stores to 460. We evolved from a fringe natural foods chain to a leader in providing healthy, wholesome, high quality food.
 - o I am most proud of adherence to a multi-stakeholder philosophy; decisions were made to balance and meet the needs of our communities, customers, investors, employees, suppliers and the environment.
- I served as co-leader of our WFM 2020 project, a very successful 3-year initiative launched in 2014 to plan our future business needs and organizational structure.
- I also co-led our environmental sustainability work for 9 years.
 - o For these two initiatives, I was initially appointed leader; I welcomed a co-leader as I found that several viewpoints were critical to success. My style is very participative, inclusive, and consensus-oriented wherever possible.
- I've been a licensed CPA in Texas for over 30 years, and bring a conservative view of finances and growth.

For over two years I've served on the Board of Directors of CAMP (Children's Association of Maximum Potential), and now lead the Building Committee as well as the Finance Committee. We are undertaking an \$8 million project to upgrade our 55-acre grounds and construct 3 new buildings. We are also financially strong, with no long term debt.

I'm also involved at St Francis of Assisi Catholic Church, recently serving on leadership teams for men's ACTS 4-day retreats. Over the last year we've helped over 100 men through different challenges in life. I also learned and grew tremendously through this service.

I believe all citizens have a viewpoint to be considered. I would come in with an open mind, eager to listen and learn. I would be proud to respectfully hear the input and needs of our citizens, and prudently work to find solutions that meet the needs of our beautiful community.

Sincerely yours,

A handwritten signature in cursive script that reads "Lee Matecko". The signature is written in black ink and is positioned above the printed name.

Lee Matecko



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

WAL - 1
P2 - 2
Tree - 3
BOA - 4

VOLUNTEER APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: M.J. Smoot Date: 8/31/2018

Home Phone: 210-492-7701 Work or Cell Phone: (optional) 21--849-1782

Home Address: 101 Shavano Dr - Shavano Park, Tx 78231

Email Address: mjs101@swbell.net

Are you a citizen of Shavano Park? Yes No

Are you 18 years or older? Yes No

Are you registered to vote? Yes No

Do you have immediate family working for the City of Shavano Park? Yes No

If yes, who? _____

Do you have immediate family serving on City Council/Board/Commissions for the City of Shavano Park?
 Yes No

If yes, who and where do they serve? _____

Current or past occupation or area of expertise: Retired from Southwestern Bell Telephone Company/ATT - worked
in Engineering/ Facilities Draftsman of outside plant projects / Also Retired From Southwest Airlines - Cust Service is my primary field/

Professional and or community activities: I have attened all Shavano Park meetings on a regular basis for 4 years
now. i have learned a lot from attending these meetings. I wish to apply that knowledge to help bring the best possible solutions
to each situation and committee.

Describe how your past expertise/experience would qualify you to serve on this Board/Commission:

We have lived here about 22 years now, all of those as a Shavano Park Water User. servered on the Three Committee and was 1 of 4
members of the Arbor Day City Wide Event.



City of Shavano Park, 900 Saddletree Court, Shavano Park, Texas 78231
Phone: 210/ 493-3478 Fax: 210/ 492-3816

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARDS OR COMMISSIONS:
(Note: Most of these Boards/Commissions require meetings that occur in the evenings)

Please indicate your order of preference by using 1st, 2nd, 3rd etc.

- 4 BOARD OF ADJUSTMENT (3 Positions / 2 Alternates)
- 2 PLANNING & ZONING COMMISSION (5 Positions)
- 1 WATER ADVISORY COMMITTEE
(4 Positions - 1 position for one year term ending 9-0-2018)
- 3 CITIZEN TREE COMMITTEE
(To be determined positions - Minimum 7 residents)
- _____ INVESTMENT COMMITTEE (1 Position)

If you have a preference for one Board/Commission appointment over another, please tell us why:

being a SP Water User for 22 years now, I would enjoy working on this committee in particular.

Are you currently serving on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, which one? Tree Committee Term Expires: 8/18

Have you ever served on a City of Shavano Park Board, Commission or Committee? Yes ___ No
If yes, list name of Board, Commission or Committee and term of office: Tree Committee

(Signature) M J Smoot Date 8/31/2018

PLEASE RETURN THIS FORM ALONG WITH A LETTER OF INTEREST & AVAILABILITY TO:

Office of the City Secretary
900 Saddletree Court
Shavano Park, Texas 78231
210.493.3478 or Fax: 210.492.3816
ztedford@shavanopark.org

Staff Notations Only:

Date application received:

Council action:

If appointed, expiration of term:

8-31-1241

CITY COUNCIL STAFF SUMMARY

Meeting Date: October 22, 2018

Agenda item: 6.4

Prepared by: Alderman Heintzelman

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Discussion - Ordinance prohibiting the use of hand-held mobile communication devices and portable electronic devices while operating a motor vehicle by adding Article 32 to Chapter 7 of the City Code of Ordinances of the City of Shavano Park, Texas, providing a fine of up to \$200.00 per violation, providing an effective date, and other matters in connection therewith - Ald. Heintzelman

X

Attachments for Reference: 1) 6.4a List of Cities – Stricter Laws

BACKGROUND / HISTORY: [City staff] In 2017, the Texas Legislature passed and Governor signed House Bill 62 that enacted a statewide ban on using a wireless communications device for electronic messaging while operating a motor vehicle. Texting, as well as reading or writing email, is prohibited while driving in Texas.

Many Texas Cities have passed stricter “hands-free” ordinances which completely limit any cell phone use while driving (see attachment 6.10).

According to the Texas Department of Transportation one in five crashes involves driver distraction.

DISCUSSION: [City staff] **At the September 17, 2018 City Council meeting, discussion was tabled on prohibiting the use of hand-held mobile communication devices while operating a motor vehicle.**

House Bill 62 provides the following prohibition:

Sec. 545.4251. USE OF PORTABLE WIRELESS COMMUNICATION
DEVICE FOR ELECTRONIC MESSAGING; OFFENSE.

...

(b) An operator commits an offense if the operator uses a portable wireless communication device to read, write, or send an electronic message while operating a motor vehicle unless the vehicle is stopped. To be prosecuted, the behavior must be committed in the presence of or within the view of a peace officer or established by other evidence.

First time offenders face fines ranging from \$25 to \$99. Repeat offenders face fines as much as \$200. Points will not be assessed for these violations.

If an accident occurs while texting and driving that results in someone being injured or killed, the offending driver can be penalized up to \$4,000 and may receive a jail sentence up to one year. This comes in addition to any other charges that may be applied.

In addition subsection (j) pre-empts all City ordinances related to the use of of a portable wireless communication device by the operator of a motor vehicle to read, write, or send an electronic message:

(j) This section preempts all local ordinances, rules, or other regulations adopted by a political subdivision relating to the use of a portable wireless communication device by the operator of a motor vehicle to read, write, or send an electronic message.

COURSES OF ACTION: Not an action item.

FINANCIAL IMPACT: N/A

MOTION REQUESTED: Not an action item at this time.

From Texas Department of Transportation

<https://www.txdot.gov/driver/laws/cellphones.html>

- Alamo
- Alice
- Amarillo
- Angleton
- Anthony
- Aransas Pass
- Argyle
- Arlington
- Austin
- Balcones Heights
- Bedford
- Bee Cave
- Bellaire
- Big Lake
- Boerne
- Brazoria
- Brownsville
- Buda
- Canyon
- Carrizo Springs
- Castle Hills
- Conroe
- Converse
- Corpus Christi
- Deer Park
- Denton
- Edinburg
- El Paso
- Farmers Branch
- Floresville
- Fredericksburg
- Galveston
- Garden Ridge
- Grand Prairie
- Groesbeck
- Harlingen
- Helotes
- Hereford
- Hill Country Village
- Hurst
- Jacksonville
- Kingsville
- Kyle
- Laguna Vista
- Lake Dallas
- Lake Tanglewood
- Lakeway
- La Porte
- Laredo
- Liberty Hill
- Little Elm
- Lockhart
- Magnolia
- Maypearl
- McAllen
- Meadowlakes
- Midland
- Midlothian
- Mission
- Missouri City
- Mount Belvieu
- Mount Pleasant
- Mount Vernon
- Nacogdoches
- New Braunfels
- Overton
- Palmview
- Pampa
- Pecos
- Penitas
- Pharr
- Port Aransas
- Richwood
- Rowlett
- San Angelo
- San Antonio
- San Benito
- San Juan
- San Marcos
- Schertz
- Seagoville
- Seguin
- Selma
- Shoreacres
- Sinton
- Snyder
- Socorro
- Stephenville
- Sunnyvale
- Sunset Valley
- Sweetwater
- Tomball
- Universal City
- Watauga
- Westlake Hills
- West University Place
- White Settlement
- Wimberly
- Windcrest

CITY COUNCIL STAFF SUMMARY

Meeting Date: October 22, 2018

Agenda item: 6.6

Prepared by: MPT Ross / Bill Hill

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Discussion / action – Resolution R-2018-011 adopting City Policy No. 14 – City Publications – Mayor Pro Tem Ross / City Manager

X

Attachments for Reference:

1) 6.6a Resolution R-2018-011

2) 6.6b City Policy No. 14 – City Publications

BACKGROUND / HISTORY: [MPT Ross] Communication is a critical component of our municipality.

The Roadrunner is paid for with advertising and mailed using tax dollars. It is mailed to all resident and businesses addresses in our city.

We don't have a policy in place for submissions to city publications and use of communications tools, as in our marquee and I-info.

At one point, in council minutes, a consensus existed to forbid any incumbent from publication of their name in the Roadrunner, as author or a mention in an article, 60 or 90 days out from election. That is the only written directive.

It is time to review our practice and write a policy.

DISCUSSION: [City Staff] At the September 6, 2018 City Council meeting, Council provided guidance: "Council consensus is that the City Manager prepare draft resolution/policy regarding procedures for submissions to city publications and use of communication tools i.e. marquee and I-info."

The Draft City Policy No. 14 – City Publications defines the proper usage of City publications, both digital and print. These publications include the Roadrunner newsletter, official City website (www.shavanopark.org), the electronic marquee and other forms of digital or print media. See attachment 6.6b for full policy.

[MPT Ross] There are many more details to running our City, than had been before. We have a much larger budget, capital and staff. We have more needs and requirements. We have a duty to

provide as much useful city business information as possible. All newsletter content should be City business related. Although one page should be available for community information.

Content for RR or posting on I-info or marque should not be accepted from anyone or group or business in litigation with the City.

An editorial calendar should be created to ensure that topics of relevance are included in each issue. The existing standing columns, addressing city business, should remain. Possible editorial calendar:

STANDING COLUMNS	STANDING INFO	QUARTERLY	AS NEEDED
City Manager	Vision	Financial Qtrly Reports	City Events
Mayor	Mission	City Goals	Capital Projects
Police Blotter	Contact Info/Phone Directory	Council Goals	
Fire/EMS Blotter	Calendar	Did you know?	Committees, Boards, Commissions
Public Works/Water – projects, conservation	Website		
Code Enforcement	Town Plan		
Permit Clerk			
City Clerk – All motions made, votes taken and by whom	Council		
Financial Summary			
Court Clerk			

COURSES OF ACTION: Approve Resolution R-2018-011 adopting City Policy No. 14 – City Publications; or alternative decline and provide further guidance to staff.

FINANCIAL IMPACT: N/A

MOTION REQUESTED: Approve Resolution R-2018-011 adopting City Policy No. 14 – City Publications.

RESOLUTION R-2018-011

**A RESOLUTION ADOPTING CITY POLICY NO. 14 AND PROVIDING
POLICY FOR THE CONTENT OF CITY PUBLICATIONS.**

WHEREAS, the City Council of the City of Shavano Park desires to establish an official policy defining general content guidelines for City of Shavano Park publications; and

WHEREAS, the City Council of the City of Shavano Park desires to clarify the editorial review of City print publications and ensure contain contains information relevant to residents; and

WHEREAS, the City Council of the City of Shavano Park desires to establish an editorial calendar to ensure City print publications contain predictable topics of community interest and provide timely notice of community events;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS THAT:

The City Council has reviewed the policy, attached herein Exhibit A, and adopts in its entirety as City Policy No. 14 – City Publications.

PASSED AND APPROVED by the City Council of the City of Shavano Park on the 22nd day of October, 2018.

Bob Werner
Mayor

Attest:

Zina Tedford
City Secretary



CITY OF SHAVANO PARK
900 Saddletree Court
Shavano Park, TX 78231

CITY POLICY NO. 14

SUBJECT: City Publications Policy

October 22, 2018

1. **Reference.** Minutes of September 17, 2018 City Council meeting
2. **Purpose.** The purpose of this policy is to define the proper usage of City publications.
3. **Staff Point-of-Contact.** The staff point of contact for this policy is the City Secretary at 210.581.1116 or ztedford@shavanopark.org.
4. **Definition.** *City publications.* Digital or print media intended for disbursement to the public that are paid for and administered by the City. These publications include the Roadrunner newsletter, official City website (www.shavanopark.org), the electronic marquee and other forms of digital or print media.
5. **Editorial Review of Print Publications.** All information / articles submitted to City print publications shall receive an editorial review by the City Secretary. Editorial review will ensure that articles contain information relevant to residents.
6. **Editorial Calendar.** The City Secretary shall maintain an editorial calendar to ensure City print publications contain predictable topics of community interest and provide timely notice of community events on a reoccurring schedule as appropriate.
7. **General Content Guidelines.** The City Manager, or his/her designee, will have final approval authority over all content included in City publications.
 - a. The content published in City publications will be generated by City Staff, City Council, and members of the official Commissions and Committees.
 - b. The content of City publications shall be purely informational in nature, non-partisan, and is limited to that content which is related to the City and Community activities. Examples include: content updating the citizens on City related activities such as, City events, police, fire, public works, elections, information related to City government, such as relevant laws, regulations and policies, public service announcements and content related to community activities.
 - c. Business advertisements are authorized in print publications to off-set the cost of the publications.
 - d. The City's official monthly print publication will be known as the Roadrunner Newsletter. One page will be reserved for notifications of non-official community activities.

Examples include: Shavano Park Classifieds, notifications of upcoming community club events (e.g. Women's Club; Dining Clubs; HOA and neighborhood activities)

e. No candidate name or likeness will appear in the Roadrunner Newsletter for 90 days before an election.

CITY COUNCIL STAFF SUMMARY

Meeting Date: October 22, 2018

Agenda item: 6.6

Prepared by: MPT Ross / Ald. Kautz

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / Action - Formation of a City Council Ad Hoc Beautification Committee - MPT Ross

Attachments for Reference: 1)

BACKGROUND / HISTORY: Council has authorized funds for beautification.

DISCUSSION:

Committee to make recommendations to City Council on beautification of City monuments and muni tract. Slots may be designated for citizens wishing to participate. Committee will be chaired by a City Council member. Committee not to exceed 7 members, including two sitting council members, and citizens invited to participate by recommendation of Council. Committee can consider possible options of involvement from UTSA and/or other schools that have landscape programs.

COURSES OF ACTION:

FINANCIAL IMPACT:

MOTION REQUESTED: Formation of a Committee and selection of Council members to serve.

CITY COUNCIL STAFF SUMMARY

Meeting Date: October 22, 2018

Agenda item: 6.7

Prepared by: MPT Ross

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / Action - Formation of a City Council Ad Hoc Muni Tract Pavilion Committee - MPT Ross



Attachments for Reference: 1)

BACKGROUND / HISTORY: Council has approved moving forward with exploring funding of a pavilion on the Muni Tract.

DISCUSSION:

Recommend formation of a committee to move forward. Slots may be designated for citizens wishing to participate. Committee will be chaired by a City Council member. Committee not to exceed 7 members, including two sitting council members, and citizens invited to participate by recommendation of Council. Committee can consider possible options of involvement from local architects, etc.

COURSES OF ACTION:

FINANCIAL IMPACT:

MOTION REQUESTED: Formation of a Committee and selection of Council members to serve.

CITY COUNCIL STAFF SUMMARY

Meeting Date: October 22, 2018

Agenda item: 6.8

Prepared by: MPT Ross

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / Action - Adopt the National Neighborhood Watch Program as a city sponsored / managed program. Appoint management of the program to the Police Department with the Chief designated as the POC - MPT Ross

Attachments for Reference: 1)

BACKGROUND / HISTORY:

DISCUSSION:

Neighborhood Watch Programs will be managed by the Shavano Park Police Department. The Shavano Park Police Chief will be appointed the NNWP coordinator for the City.

COURSES OF ACTION:

FINANCIAL IMPACT:

MOTION REQUESTED: Adopt the National Neighborhood Watch Program as a city-sponsored/managed Program. Appoint management of the program to the Police Department with the Chief designated as the POC.

City of Shavano Park
 PERIODIC REPORT OF ISSUED PERMITS (GROUPED BY REPORT CODE)

Printed: 10-01-2018

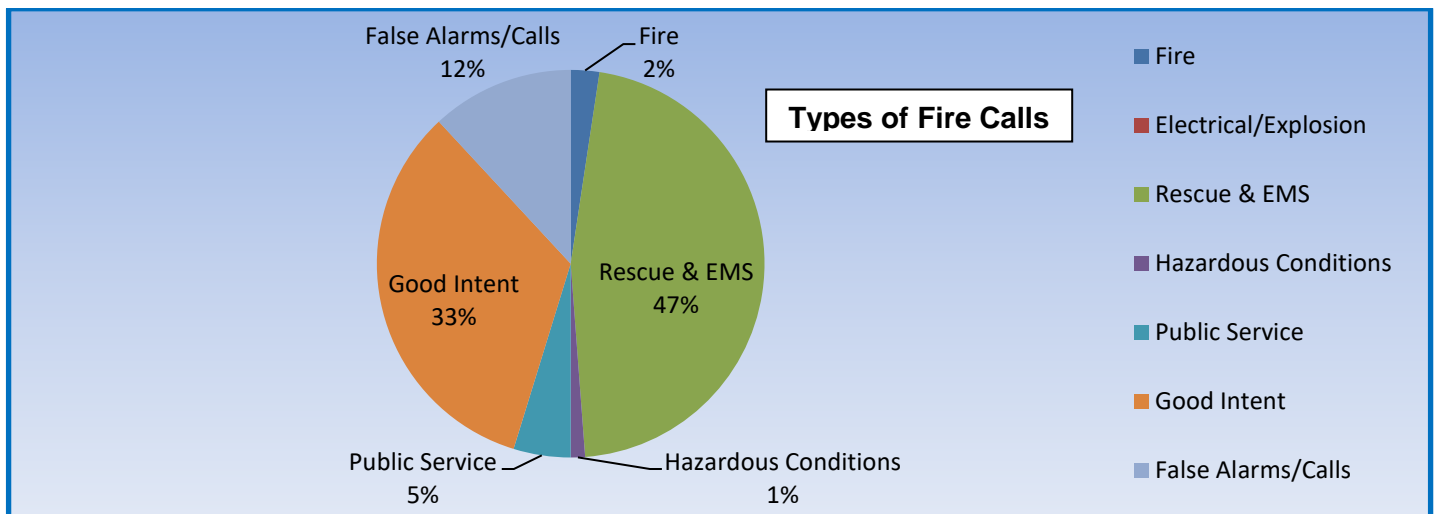
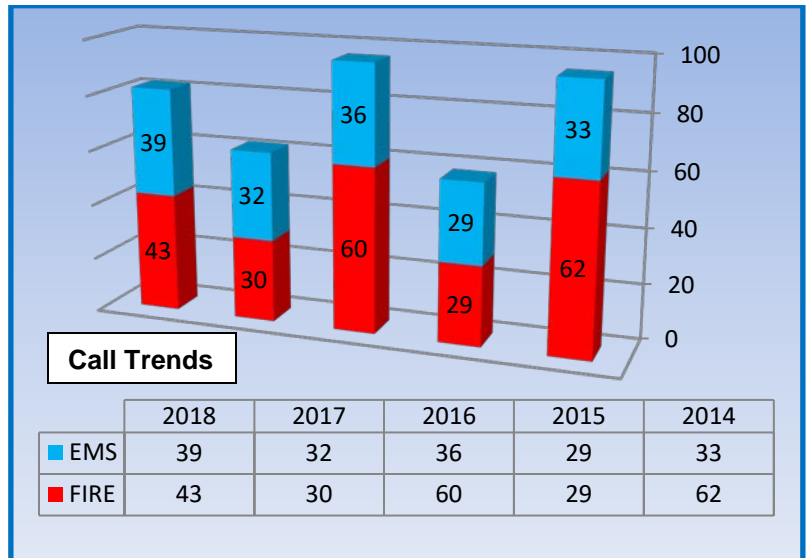
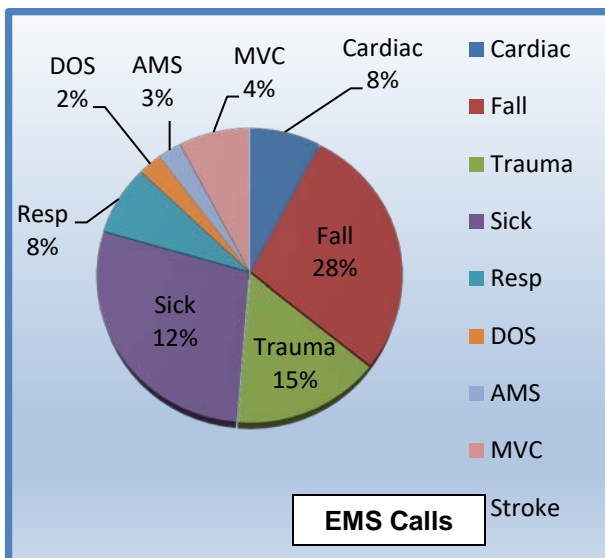
	[Designated period: 09/01/18 to 09/30/18]				[Prior period: 09/01/17 to 09/30/17]				
	Code	Prms	Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units
NEW RESIDENTIAL HOUSEKEEPING BLDGS:									
SINGLE FAMILY HOUSES DETACHED	101	1	391,175.00	3,294.00	1	2	1,158,789.60	9,198.12	2
SINGLE FAMILY HOUSES ATTACHED	102		.00	.00	0	0	.00	.00	0
IF - IMPROVEMENTS	105		.00	.00	0	3	217,514.22	2,724.00	3
RESIDENTIAL NON-HOUSEKEEPING BLDGS:									
HOTELS, MOTELS & TOURIST CABINS	213		.00	.00	0	0	.00	.00	0
OTHER NON-HOUSEKEEPING SHELTER	214		.00	.00	0	3	9,108.29	500.00	3
NEW NON-RESIDENTIAL BUILDINGS:									
AMUSEMENT, SOCIAL & RECREATIONAL	318		.00	.00	0	0	.00	.00	0
SERVICE STATIONS & REPAIR GARAGES	322		.00	.00	0	0	.00	.00	0
OFFICES, BANKS, & PROFESSIONAL	324	1	2,871,700.00	17,419.92	1	2	654,367.48	6,375.04	2
PUBLIC WORKS & UTILITIES	325		.00	.00	0	0	.00	.00	0
STORES & CUSTOMER SERVICE	327		.00	.00	0	0	.00	.00	0
OTHER NON-RESIDENTIAL BLDGS	328		.00	.00	0	0	.00	.00	0
STRUCTURES OTHER THAN BUILDINGS	329		.00	.00	0	0	.00	.00	0
ADDITIONS, ALTERATIONS, & CONVERSION									
RESIDENTIAL	434	1	17,455.03	411.60	1	0	.00	.00	0
NON-RESIDENTIAL & NON-HOUSEKEEPING	437		.00	.00	0	0	.00	.00	0
ADDS OF RESID. GARAGES (ATCH/DETC)	438		.00	.00	0	0	.00	.00	0
Solar Panels Install	439		.00	.00	0	0	.00	.00	0
DEMOLITION AND RAZING OF BUILDINGS									
SINGLE FAMILY HOUSES (ATCH/DETACH)	645		.00	.00	0	1	6,000.00	200.00	1
ALL OTHER BUILDINGS & STRUCTURES	649		.00	.00	0	1	5,085.00	200.00	1
FENCE	650	1	1,625.00	50.00	1	8	15,466.40	700.00	8
FIRE ALARM & SPRINKLERS	675	1	18,560.00	431.20	1	1	3,312.00	237.20	1
PLUMBING	701	2	5,527.71	100.00	2	9	194,023.00	2,934.61	9
GAS	702		.00	.00	0	0	.00	.00	0
ELECTRICAL	705	4	135,409.10	1,573.20	4	6	270,105.00	3,276.40	6
HVAC	710	7	156,847.00	2,809.00	8	7	76,166.00	1,734.00	7
IRRIGATION	715	1	4,193.30	100.00	1	1	8,873.00	300.00	1
POOL	720	2	149,000.00	2,042.00	2	4	258,124.00	4,000.00	4
ROOF	725	1	17,302.04	150.00	1	9	510,859.18	1,350.00	8
SEPTIC SYSTEM	730	1	23,950.00	410.00	0	1	13,000.00	650.00	0
WATER SOFTENER	735		.00	.00	0	0	.00	.00	0
CONTRACTORS	800	1	10.00	10.00	1	2	20.00	20.00	2
TREE PERMIT	801		.00	.00	0	5	175.00	175.00	3
TOTALS FOR PERMITS SHOWN ABOVE									
		24	3,792,754.18	28,800.92	24	65	3,400,988.17	34,574.37	61
Totals of other permits in the period									
		1	16,095.00	400.00	1	3	11,900.00	450.00	2
TOTAL FOR ALL PERMITS IN THE PERIOD									
		25	3,808,849.18	29,200.92	25	68	3,412,888.17	35,024.37	63

Shavano Park Fire Department



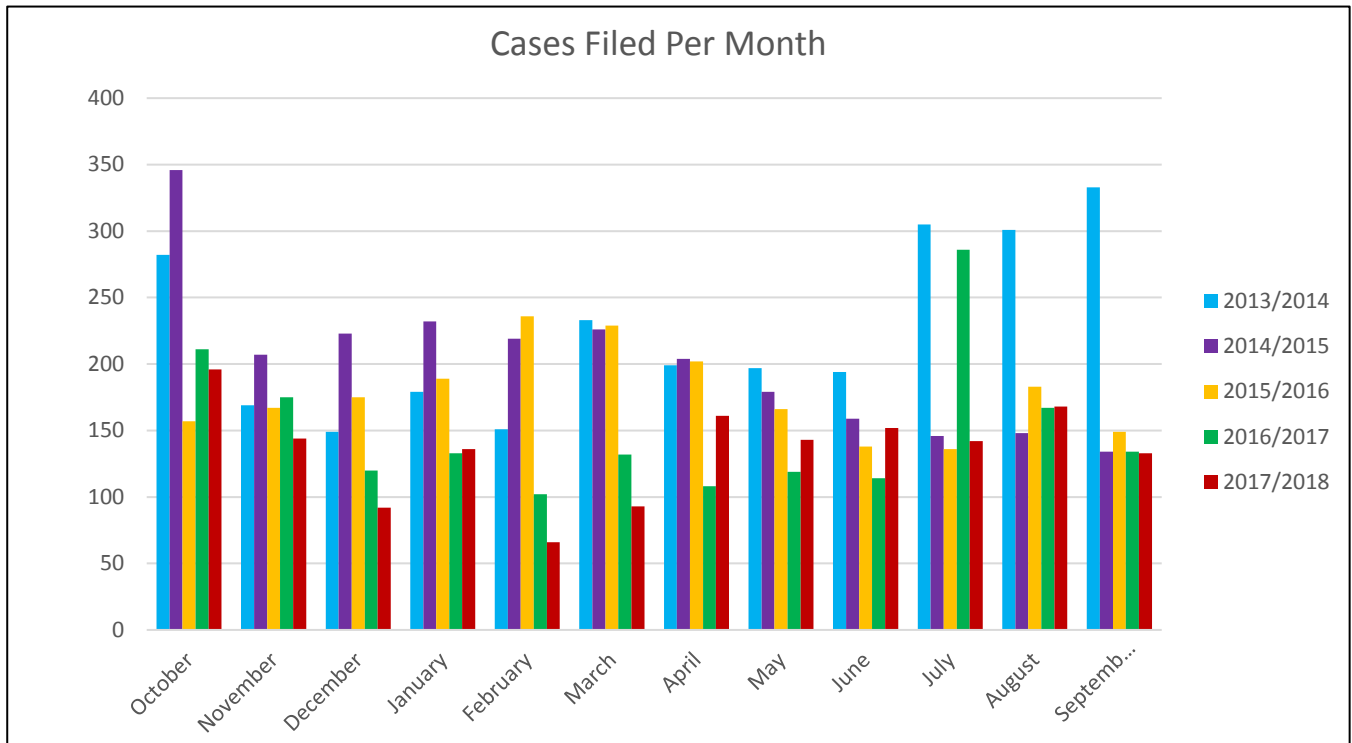
Summary of Events for September 2018

- Shavano Park FD responded to **82** requests for service in September.
- This is a **32.26% increase** from the previous September.
- Shavano Park FD responded to **6** automatic aid requests from Hollywood Park FD and Leon Valley FD.
- Shavano Park FD received **6** automatic aid responses for Castle Hills FD, Hollywood Park FD and Leon Valley FD.
- Shavano Park FD Responded/stood-by for **23** mutual aid requests from other departments
- The average response time for calls within Shavano Park is **4 minutes, 39 seconds** this month.
- Fire Fighters completed a total of **326 hours of fire** and **56 hours of EMS** training in the month of September
- Certified Fire Inspector inspected **33** commercial buildings.
- Fire crews performed **5** pre-incident fire plan reviews
- Certified Plans Examiners reviewed **4** sets of commercial building/renovation plans/changes to previously submitted plans



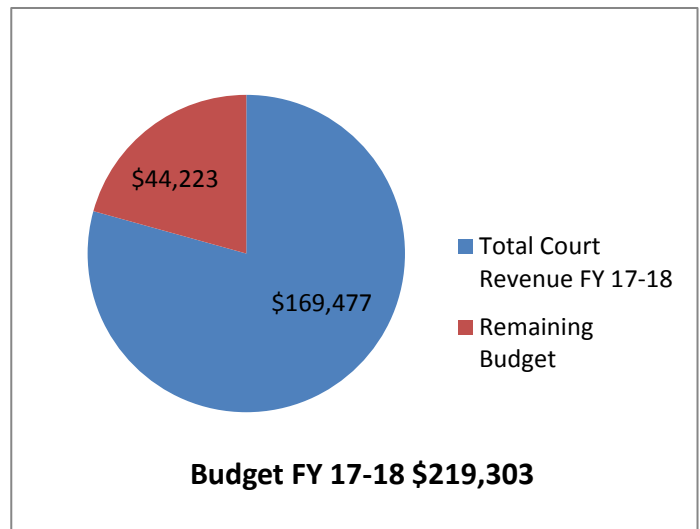
City of Shavano Park

Municipal Court Activity September 2018



Cases Resolved	Current Month	Prior Year
Fine	49	62
Not Guilty By Judge	2	5
Guilty	17	13
Dismissed	2	2
Compliance Dismissal	43	17
Defensive Driving	10	13
Deferred Disposition	25	24
Proof of Insurance	3	3
TOTAL	151	139

Court Revenue	Current 17/18	Prior 16/17
October	\$ 10,597	\$ 23,350
November	16,677	15,321
December	10,926	13,699
January	11,992	14,530
February	16,171	15,088
March	16,604	21,023
April	15,136	15,381
May	12,236	16,254
June	15,187	10,408
July	15,632	13,552
August	11,798	20,554
September	16,523	15,649
TOTAL	\$ 169,477	\$ 194,808



**Monthly Activity Report
City of Shavano Park Police Department
September 2018**

**Activity Report: 178 incidents were responded to by the Police Department.
2090 total incidents were responded to by the Department for 2018.**

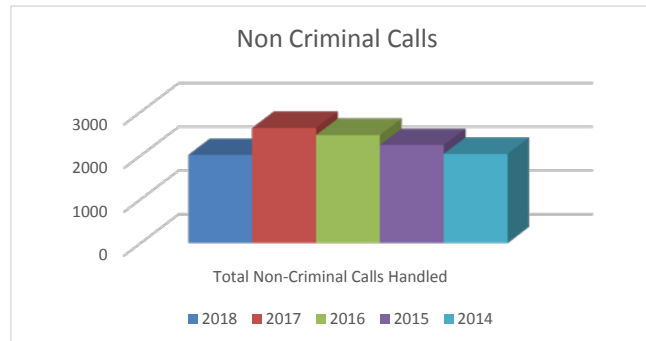
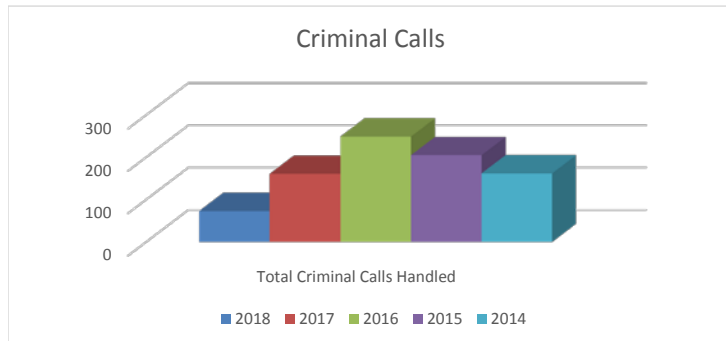
Criminal Calls	Sept	Calendar Year				
		2018	2017	2016	2015	2014
Alcohol Beverage Code Violations	0	1	0	0	0	0
Arrest of Wanted Persons (Outside Agency)	2	14	21	31	39	27
Assault	0	1	1	3	2	1
Burglary Building	0	1	3	17	15	8
Burglary of Habitation	1	2	4			
Burglary Vehicle	0	5	13	50	29	26
Criminal Mischief / Reckless Damage	0	4	15	19	11	13
Criminal Mischief Mail Box	0	0	2	5		
Cruelty to Animals	0	0	0	0	0	0
Deadly Conduct	0	0	0	1	0	0
D.U.I. - Minor	0	0	1	0	0	0
D.W.I. / D.U.I.	0	3	4	6	2	3
Driving while License Suspended / Invalid	2	4	0	2	2	4
Endangerment of Child	0	0	1	0	0	0
Evading Arrest	0	3	0	3	2	2
Failure to Identify	0	0	1	0	1	0
Family Violence	0	1	3	2	2	2
Fraud / Forgery / False Reports / Tamper w/ Govt. Record	0	1	0	4	6	2
Harassment / Retaliation / Terroristic Threat	0	0	2	1	0	4
M.I.P. Alcohol / Tobacco	0	0	0	1	0	0
Murder	0	0	0	0	0	0
Narcotics Violation (class B and up)	1	8	16	30	16	7
Narcotics Violation (class C)	2	13	43	42	27	20
Possession of Prohibited Weapon / Unlawful Carry	0	0	1	3	1	0
Public Intoxication	0	0	3	4	3	4
Resisting Arrest	0	0	1	0	0	1
Robbery	0	0	1	0	2	0
Sexual Assault	0	0	0	1	1	0
Solicitation of a Minor / Indecency with a Minor	0	1	0	1	0	0
Suicide	0	0	0	0	0	0
Theft	1	11	22	17	40	36
Theft of Mail	0	0	1	4		
Theft of Motor Vehicle / Unauthorized Use of Motor Veh.	0	0	2	2	3	2
Total Criminal Calls Handled	9	73	161	249	204	162

**Monthly Activity Report
City of Shavano Park Police Department
September 2018**

Non-Criminal Calls

	Sept	Calendar Year				
		2018	2017	2016	2015	2014
Accidents Major (With Injuries)	1	6	10	7	11	9
Accidents Minor (Non-Injury)	7	51	50	62	47	44
Alarm Call	41	380	557	536	528	495
Animal Calls / Complaints	18	128	143	148	143	170
Assist Fire Department / EMS	32	332	388	339	276	285
Assist Other Law Enforcement Agencies	3	66	81	59	69	69
Assist the Public	3	54	106	93	87	108
City Ordinance Violations solicitor 1	1	365	420	386	343	289
Criminal Trespass Warning	1	5	7	0	1	0
Deceased Person / Natural / Unattended	1	11	17	22	8	11
Disturbance / Keep the Peace	4	47	56	81	86	66
Emergency Detention	0	3	10	13	26	12
Health & Safety Violations	0	0	0	0	0	0
Information Reports	13	159	195	176	137	78
Missing Person / Runaway	0	0	1	2	1	5
Recovered Property / Found Property	1	7	21	28	19	15
Suspicious Activity, Circumstances, Persons, Vehicles	17	151	285	288	260	234
Traffic Hazard	2	26	49	62	55	42
Welfare Concern	6	41	52	38	38	18
911 Hang-up Calls	18	134	188	132	109	90
Total Non-Criminal Calls Handled	169	1966	2636	2472	2244	2040
Officer Initiated Contacts						
Community Policing Contacts / Crime Prevention	339	1919	2630	3817	3817	2751
Out of Town / Patrol-By Reports	38	289	480	551	568	626
Total Officer Initiated Contacts	377	2208	3110	4368	4385	3377

There was no reported gang activity for September 2018. For 2018 there have been no reported gang activity.



September 2018 Breakdown

Arrest of Wanted Person

1. 4100 blk. N. Loop 1604 W. - Bexar County warrants
2. 4100 blk. Pond Hill Road - Bexar County warrants

Burglary of Habitation

1. 200 blk. Durand Oak - nothing taken, arrest made

DWLI

1. 4000 blk. DeZavala Road - driving while license invalid
2. 4400 blk. Lockhill-Selma Road - driving while license invalid

Narcotics Violations (class C)

1. 4500 blk. Lockhill-Selma Road - possession of drug paraphernalia
2. 3700 blk. DeZavala Road - possession of drug paraphernalia

Narcotics Violations (class B and up)

1. 16000 blk. N.W. Military Hwy. - possession of marijuana

Theft

1. 4100 blk. N. Loop 1604 W. - shoplifting

Mileage	September	Calendar Year				
		2018	2017	2016	2015	2014
Total Monthly / Annual Mileage	12387	103332	144779	151041	140356	148885

City of Shavano Park Police Department September 2018

Officer	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	Total A
Warnings	23	28	14	0	24	2	23	5	5	29	17	3	8	4		185
Citations	1	5	15	0	20	4	22	3	5	14	21	6	4	3		123
Cases	12	7	13	20	14	3	18	6	23	9	23	14	4	12		178
Activity Totals	36	40	42	20	58	9	63	14	33	52	61	23	16	19	0	486
Vehicles Stopped	24	30	25	0	39	4	40	8	9	40	29	7	8	6		269
Community Policing	46	64	55	0	4	12	80	6	31	0	19	14	0	8		339

Officer	P	Q	R	S	T	U	V	W	X	Y	Z	Total B
Warnings												0
Citations												0
Cases												0
Activity Totals	0	0	0	0	0	0	0	0	0	0	0	0
Vehicles Stopped												0
Community Policing												0

Grand Total
185
123
178
486
269
339

PUBLIC WORKS DEPARTMENT
Monthly Report - September 2018

Water Utility

- Well # 5 – was chlorinated on Wednesday and tested on Thursday, and placed back on line Friday
- Frank and Brandon took Customer Service Inspection tests and passed, this will help us in fulfilling another with TCEQ. Supervisor (Ireal) already has a CSI license.
- Troy (new hire) passed his class D water license
- New air release valve was installed between 410 and 411 Cliffside

STREETS

- Trimmed trees along Dezavala
- Trimmed trees at all the well sites
- Installed a covered structure for material in PW yard

DRAINAGE

- Met with 115 & 117 Wagon trail to discuss flooding issues
- Crews cleaned out the drainage channel from Chimney Rock and Saddletree through to Huntington
- Crews cleaned storm drain inlets in Shavano Creek Subdivision before the major storms

FACILITIES

- City Crews trimmed trees around city hall
- Crews started trenching the electric lines for the external power around City Hall
- Installed deer proof fence around young trees around City Hall

OTHER

- AT&T Fiber crews continued boring and overhead installations in the Shavano Estates
- PWD met with McCoy's Tree Service regarding trimming trees around pole replacement locations
- Small dump/flat bed truck is back from the shop, new driver door, front panel, front bumper, and seat

Water Utility	SEPTEMBER	MO	FY
# of Gallons Pumped		9,650,000	168,202,924
# of Gallons Pumped from Trinity		185,583	16,948,165
Total Pumped		<u>9,835,583</u>	<u>185,151,089</u>
# of Gallons Sold		9,650,000	177,673,344
Water Lossed in gallons	House fire & filters stuck 2 times	1,215,545	9,776,934
% of Loss		12.36%	
Water Revenue		\$35,215.99	\$662,658.29
EAA Fees Collected		\$4,825.00	\$88,894.23
Water Service Fees		\$4,897.94	\$56,139.39
Debt Service Collected		\$4,467.20	\$55,680.28
Late Fees		\$1,089.88	\$8,113.02
Water Used by City		275,000	2,153,000
Water Cost Used by City		\$2,098.36	\$17,621.48
# of Water Complaints (resolved)		3(3)	40

CITY COUNCIL STAFF SUMMARY

Meeting Date: October 22 2018

Agenda item: 7.6

Prepared by: Brenda

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Presentation of September 2018 Monthly Reports

X

Attachments for Reference:

- 1) September 2018 Revenue and Expense Report
- 2) September 2018 Monthly Check Register

BACKGROUND / HISTORY: The current data provided within the attachments are for the FY 2017-18 Budget period, month ending September 30, 2018. The “Current Budget” column within attachment #1 contains the original adopted budget, plus two approved budget amendments.

DISCUSSION: The attached September 2018 Revenue and Expense Report is **preliminary** only and subject to year-end cut off procedures and the annual financial audit.

A number of year end entries will be prepared and posted that effect revenues such as sales tax accrual, water sales accrual, interest, miscellaneous receivables, and transfers-in from other funds. Total General Fund revenues are expected to fall short of the total budgeted revenues even after considering the planned used of fund balance (by approximately \$40K). The categories with the largest shortfalls include taxes – approximately \$120,000 and permits and licenses – approximately \$75,000.

Expenditures will continue to be recorded for September year end with invoices that have not been received and/or produced by vendors. In addition the year-end entries will effect personnel, capital, transfers-out, depreciation, and debt. After additional entries, the total General Fund expenditures are not expected to exceed total budgeted amount.

The year-end financial audit is schedule for the first week of December. The auditors will present their report at the regularly scheduled January 2019 City Council meeting.

COURSES OF ACTION: None related to the Report.

FINANCIAL IMPACT: N/A

STAFF RECOMMENDATION: N/A

10 -GENERAL FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	6,022,463.00	305,096.61	5,452,713.02	569,749.98	90.54
TOTAL REVENUES	6,022,463.00	305,096.61	5,452,713.02	569,749.98	90.54
EXPENDITURE SUMMARY					
CITY COUNCIL	30,084.00	2,057.50	32,671.47 (2,587.47)	108.60
ADMINISTRATION	953,179.00	76,030.89	896,639.24	56,539.76	94.07
COURT	87,695.00	5,965.69	83,399.82	4,295.18	95.10
PUBLIC WORKS	732,081.00	43,253.24	690,325.79	41,755.21	94.30
FIRE DEPARTMENT	2,283,435.00	294,602.55	2,185,349.77	98,085.23	95.70
POLICE DEPARTMENT	1,839,089.00	140,921.95	1,845,867.84 (6,778.84)	100.37
DEVELOPMENT SERVICES	96,900.00	6,229.00	102,599.23 (5,699.23)	105.88
TOTAL EXPENDITURES	6,022,463.00	569,060.82	5,836,853.16	185,609.84	96.92
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(263,964.21)	(384,140.14)	384,140.14	0.00

10 -GENERAL FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
TAXES					
10-599-1010 CURRENT ADVALOREM TAXES	3,094,801.00	5,171.84	3,078,355.91	16,445.09	99.47
10-599-1020 DELINQUENT ADVALOREM TAXES	20,000.00	115.14	(40,361.55)	60,361.55	201.81-
10-599-1030 PENALTY & INTEREST REVENUE	7,000.00	890.99	11,751.53	(4,751.53)	167.88
10-599-1040 MUNICIPAL SALES TAX	460,000.00	33,564.62	411,809.10	48,190.90	89.52
10-599-1060 MIXED BEVERAGE TAX	20,000.00	0.00	20,646.74	(646.74)	103.23
TOTAL TAXES	3,601,801.00	39,742.59	3,482,201.73	119,599.27	96.68
FRANCHISE REVENUES					
10-599-2020 FRANCHISE FEES - ELECTRIC	282,000.00	0.00	298,557.36	(16,557.36)	105.87
10-599-2022 FRANCHISE FEES - GAS	33,000.00	0.00	28,927.98	4,072.02	87.66
10-599-2024 FRANCHISE FEES - CABLE	77,677.00	0.00	79,716.35	(2,039.35)	102.63
10-599-2026 FRANCHISE FEES - PHONE	25,143.00	0.00	25,481.02	(338.02)	101.34
10-599-2027 FRANCHISE FEES - SAWS	11,000.00	0.00	13,950.00	(2,950.00)	126.82
10-599-2028 FRANCHISE FEES - REFUSE	30,383.00	0.00	32,173.81	(1,790.81)	105.89
TOTAL FRANCHISE REVENUES	459,203.00	0.00	478,806.52	(19,603.52)	104.27
PERMITS & LICENSES					
10-599-3010 BUILDING PERMITS	425,000.00	10,298.00	350,101.60	74,898.40	82.38
10-599-3012 PLAN REVIEW FEES	62,000.00	1,158.00	59,884.96	2,115.04	96.59
10-599-3018 CERT OF OCCUPANCY PERMITS	5,000.00	800.00	10,400.00	(5,400.00)	208.00
10-599-3020 PLATTING FEES	10,000.00	0.00	2,965.00	7,035.00	29.65
10-599-3025 VARIANCE/RE-ZONE FEES	2,000.00	0.00	1,100.00	900.00	55.00
10-599-3040 CONTRACTORS' LICENSES	500.00	339.75	6,555.25	(6,055.25)	1,311.05
10-599-3045 INSPECTION FEES	11,000.00	400.00	9,550.00	1,450.00	86.82
10-599-3048 COMMERCIAL SIGN PERMITS	500.00	0.00	2,300.00	(1,800.00)	460.00
10-599-3050 GARAGE SALE & OTHER PERMITS	1,200.00	10.00	450.00	750.00	37.50
10-599-3055 HEALTH INSPECTIONS	4,500.00	250.00	3,050.00	1,450.00	67.78
10-599-3060 DEVELOPMENT FEES	64,440.00	0.00	64,440.00	0.00	100.00
TOTAL PERMITS & LICENSES	586,140.00	13,255.75	510,796.81	75,343.19	87.15
COURT FEES					
10-599-4010 MUNICIPAL COURT FINES	170,000.00	13,425.01	135,445.15	34,554.85	79.67
10-599-4021 ARREST FEES	5,000.00	468.62	4,872.46	127.54	97.45
10-599-4028 STATE COURT COST ALLOCATION	6,000.00	6,955.45	6,955.45	(955.45)	115.92
10-599-4030 WARRANT FEES	24,000.00	1,791.00	20,348.80	3,651.20	84.79
10-599-4036 JUDICIAL FEE - CITY	1,000.00	65.24	682.08	317.92	68.21
TOTAL COURT FEES	206,000.00	22,705.32	168,303.94	37,696.06	81.70
POLICE/FIRE REVENUES					
10-599-6010 POLICE REPORT REVENUE	400.00	25.00	427.70	(27.70)	106.93
10-599-6030 POLICE DEPT. REVENUE	4,000.00	310.00	3,533.79	466.21	88.34
10-599-6060 EMS FEES	110,000.00	5,027.56	119,207.45	(9,207.45)	108.37
TOTAL POLICE/FIRE REVENUES	114,400.00	5,362.56	123,168.94	(8,768.94)	107.67

10 -GENERAL FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISC./GRANTS/INTEREST					
10-599-7000 INTEREST INCOME	56,000.00	5,202.49	52,332.90	3,667.10	93.45
10-599-7021 FEDERAL GRANTS	15,000.00	0.00	13,250.00	1,750.00	88.33
10-599-7025 US DOJ VEST GRANT	2,000.00	0.00	2,259.80 (259.80)	112.99
10-599-7030 FORESTRY SERVICE GRANT	10,000.00	2,325.00	2,725.00	7,275.00	27.25
10-599-7037 STRAC	7,000.00	0.00	6,459.86	540.14	92.28
10-599-7040 PUBLIC RECORDS REVENUE	100.00	0.00	20.90	79.10	20.90
10-599-7050 ADMINISTRATIVE INCOME	2,000.00	0.00	4,169.44 (2,169.44)	208.47
10-599-7060 CC SERVICE FEES	3,000.00	291.45	4,631.19 (1,631.19)	154.37
10-599-7070 RECYCLING REVENUE	2,000.00	204.00	2,942.44 (942.44)	147.12
10-599-7075 SITE LEASE/LICENSE FEES	44,124.00	3,757.46	43,815.54	308.46	99.30
10-599-7084 DONATIONS- FIRE DEPARTMENT	0.00	14.10	64.10 (64.10)	0.00
10-599-7085 DONATIONS- POLICE DEPARTMEN	255.00	0.00	550.00 (295.00)	215.69
10-599-7086 DONATIONS- ADMINISTRATION	8,000.00	0.00	7,180.00	820.00	89.75
10-599-7090 SALE OF CITY ASSETS	38,920.00	0.00	39,464.13 (544.13)	101.40
10-599-7097 INSURANCE PROCEEDS	31,140.00	1,896.00	37,543.01 (6,403.01)	120.56
TOTAL MISC./GRANTS/INTEREST	219,539.00	13,690.50	217,408.31	2,130.69	99.03
TRANSFERS IN					
10-599-8020 TRF IN -WATER FUND	22,050.00	22,050.00	22,050.00	0.00	100.00
10-599-8040 TRF IN -CRIME CONTROL	212,837.00	48,036.11	205,806.57	7,030.43	96.70
10-599-8050 TRF IN -COURT RESTRICTED	8,749.00	0.00	8,748.55	0.45	99.99
10-599-8070 TRF IN -CAPITAL REPLACEMENT	244,501.00	140,253.78	235,421.65	9,079.35	96.29
10-599-8099 FUND BALANCE RESERVE	347,243.00	0.00	0.00	347,243.00	0.00
TOTAL TRANSFERS IN	835,380.00	210,339.89	472,026.77	363,353.23	56.50
<hr/>					
TOTAL NON-DEPARTMENTAL	6,022,463.00	305,096.61	5,452,713.02	569,749.98	90.54
<hr/>					
TOTAL REVENUES	6,022,463.00	305,096.61	5,452,713.02	569,749.98	90.54
	=====	=====	=====	=====	=====

10 -GENERAL FUND
CITY COUNCIL

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
SUPPLIES					
10-600-2020 GENERAL OFFICE SUPPLIES	300.00	0.00	463.78 (163.78)	154.59
10-600-2035 COUNCIL/EMPLOYEE APPRECIATI	1,000.00	48.00	892.42	107.58	89.24
10-600-2037 CITY SPONSORED EVENTS	15,000.00	633.63	19,203.92 (4,203.92)	128.03
10-600-2040 MEETING SUPPLIES	1,000.00	84.00	892.92	107.08	89.29
TOTAL SUPPLIES	17,300.00	765.63	21,453.04 (4,153.04)	124.01
SERVICES					
10-600-3018 CITY WIDE CLEAN UP	1,750.00	700.00	1,400.00	350.00	80.00
10-600-3020 ASSOCIATION DUES & PUBS	1,700.00	0.00	1,628.00	72.00	95.76
10-600-3030 TRAINING/EDUCATION	2,000.00	0.00	1,580.00	420.00	79.00
10-600-3040 TRAVEL/LODGING/MEALS	3,500.00	591.87	3,269.29	230.71	93.41
TOTAL SERVICES	8,950.00	1,291.87	7,877.29	1,072.71	88.01
CONTRACTUAL					
10-600-4088 ELECTION SERVICES	2,500.00	0.00	2,913.14 (413.14)	116.53
TOTAL CONTRACTUAL	2,500.00	0.00	2,913.14 (413.14)	116.53
CAPITAL OUTLAY					
10-600-8015 NON-CAPITAL-COMPUTER EQUIPM	1,334.00	0.00	428.00	906.00	32.08
TOTAL CAPITAL OUTLAY	1,334.00	0.00	428.00	906.00	32.08
TOTAL CITY COUNCIL	30,084.00	2,057.50	32,671.47 (2,587.47)	108.60

10 -GENERAL FUND
ADMINISTRATION

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
10-601-1010 SALARIES	413,719.00	32,856.65	407,650.01	6,068.99	98.53
10-601-1015 OVERTIME	1,000.00	0.00	0.00	1,000.00	0.00
10-601-1020 MEDICARE	6,105.00	450.46	5,696.14	408.86	93.30
10-601-1025 TWC (SUI)	1,242.00	0.00	1,133.99	108.01	91.30
10-601-1030 HEALTH INSURANCE	32,221.00	0.00	31,951.50	269.50	99.16
10-601-1031 HSA	222.00	0.00	220.15	1.85	99.17
10-601-1033 DENTAL INSURANCE	2,448.00	0.00	2,589.20 (141.20)	105.77
10-601-1035 VISION CARE INSURANCE	609.00	0.00	496.86	112.14	81.59
10-601-1036 LIFE INSURANCE	477.00	0.00	471.44	5.56	98.83
10-601-1037 WORKERS' COMP INSURANCE	1,178.00	260.18	1,128.26	49.74	95.78
10-601-1040 TMRS RETIREMENT	57,711.00	4,581.89	52,531.82	5,179.18	91.03
10-601-1070 SPECIAL ALLOWANCES	6,300.00	490.40	6,375.20 (75.20)	101.19
TOTAL PERSONNEL	523,232.00	38,639.58	510,244.57	12,987.43	97.52
SUPPLIES					
10-601-2020 GENERAL OFFICE SUPPLIES	7,000.00	426.66	7,399.65 (399.65)	105.71
10-601-2025 BENEFITS CITYWIDE	3,000.00	0.00	2,410.71	589.29	80.36
10-601-2030 POSTAGE/METER RENTAL	12,000.00	2,233.21	11,843.60	156.40	98.70
10-601-2035 EMPLOYEE APPRECIATION	2,500.00	1,708.82	2,479.01	20.99	99.16
10-601-2050 PRINTING & COPYING	1,000.00	223.00	988.95	11.05	98.90
10-601-2060 MED EXAMS/SCREENING/TESTING	2,750.00	0.00	1,147.08	1,602.92	41.71
10-601-2080 UNIFORMS	900.00	0.00	0.00	900.00	0.00
TOTAL SUPPLIES	29,150.00	4,591.69	26,269.00	2,881.00	90.12
SERVICES					
10-601-3010 ADVERTISING EXPENSE	5,000.00	0.00	2,941.50	2,058.50	58.83
10-601-3012 PROF. SERVICES-ENGINEERS	0.00	35.20	3,199.91 (3,199.91)	0.00
10-601-3013 PROFESSIONAL SERVICES	24,500.00	0.00	17,532.50	6,967.50	71.56
10-601-3015 PROF. SERVICES-LEGAL	60,000.00	1,380.00	30,097.49	29,902.51	50.16
10-601-3016 CODIFICATION EXPENSE	3,600.00	0.00	5,225.00 (1,625.00)	145.14
10-601-3020 ASSOCIATION DUES & PUBLICAT	4,000.00	290.00	3,221.75	778.25	80.54
10-601-3030 TRAINING/EDUCATION	7,000.00	0.00	4,434.04	2,565.96	63.34
10-601-3040 TRAVEL/MILEAGE/LODGING/PERD	5,000.00	197.29	6,670.65 (1,670.65)	133.41
10-601-3050 LIABILITY INSURANCE	7,500.00	0.00	9,141.65 (1,641.65)	121.89
10-601-3075 BANK/CREDIT CARD FEES	6,000.00	267.11	4,383.66	1,616.34	73.06
10-601-3085 WEBSITE TECHNOLOGY	2,400.00	0.00	2,400.00	0.00	100.00
10-601-3087 CITIZENS COMMUNICATION/EDUC	6,000.00	1,235.00	4,397.15	1,602.85	73.29
TOTAL SERVICES	131,000.00	3,404.60	93,645.30	37,354.70	71.48
CONTRACTUAL					
10-601-4050 DOCUMENT STORAGE/ARCHIVES	5,000.00	880.00	4,454.00	546.00	89.08
10-601-4060 IT SERVICES	28,000.00	6,708.98	32,856.78 (4,856.78)	117.35
10-601-4075 COMPUTER SOFTWARE/INCODE	13,330.00	0.00	12,607.14	722.86	94.58
10-601-4083 AUDIT SERVICES	16,900.00	0.00	16,000.00	900.00	94.67
10-601-4084 BEXAR COUNTY APPRAISAL DIST	15,447.00	3,979.00	16,182.00 (735.00)	104.76
10-601-4085 BEXAR COUNTY TAX ASSESSOR	3,032.00	0.00	3,237.04 (205.04)	106.76
10-601-4086 CONTRACT LABOR	14,300.00	0.00	14,315.69 (15.69)	100.11
TOTAL CONTRACTUAL	96,009.00	11,567.98	99,652.65 (3,643.65)	103.80

10 -GENERAL FUND
ADMINISTRATION

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MAINTENANCE					
10-601-5005 EQUIPMENT LEASES	3,600.00	275.48	4,182.52 (582.52)	116.18
10-601-5010 EQUIPMENT MAINT & REPAIR	500.00	0.00	0.00	500.00	0.00
10-601-5015 ELECTRONIC EQPT MAINT	1,000.00	0.00	0.00	1,000.00	0.00
10-601-5030 BUILDING MAINTENANCE	35,000.00	4,098.65	42,837.83 (7,837.83)	122.39
TOTAL MAINTENANCE	40,100.00	4,374.13	47,020.35 (6,920.35)	117.26
UTILITIES					
10-601-7042 UTILITIES - PHONE/CELL/VOIP	16,620.00	1,452.91	16,636.34 (16.34)	100.10
TOTAL UTILITIES	16,620.00	1,452.91	16,636.34 (16.34)	100.10
CAPITAL OUTLAY					
10-601-8010 NON-CAPITAL-ELECTRONIC EQUI	1,500.00	0.00	1,375.83	124.17	91.72
10-601-8015 NON-CAPITAL-COMPUTER	6,334.00	0.00	6,216.18	117.82	98.14
10-601-8025 NON-CAPITAL-OFFICE FURNITUR	100.00	0.00	0.00	100.00	0.00
10-601-8080 CAPITAL - IMPROVEMENTS	65,719.00	12,000.00	52,164.02	13,554.98	79.37
TOTAL CAPITAL OUTLAY	73,653.00	12,000.00	59,756.03	13,896.97	81.13
INTERFUND TRANSFERS					
10-601-9010 TRANSFERS/CAPITAL REPLACEME	43,415.00	0.00	43,415.00	0.00	100.00
TOTAL INTERFUND TRANSFERS	43,415.00	0.00	43,415.00	0.00	100.00
TOTAL ADMINISTRATION	953,179.00	76,030.89	896,639.24	56,539.76	94.07

10 -GENERAL FUND
COURT

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
10-602-1010 SALARIES	44,364.00	3,582.21	44,482.53 (118.53)	100.27
10-602-1015 OVERTIME	1,000.00	0.00	0.00	1,000.00	0.00
10-602-1020 MEDICARE	658.00	51.94	644.96	13.04	98.02
10-602-1025 TWC (SUI)	207.00	0.00	162.00	45.00	78.26
10-602-1035 VISION CARE INSURANCE	122.00	0.00	0.00	122.00	0.00
10-602-1036 LIFE INSURANCE	80.00	0.00	79.68	0.32	99.60
10-602-1037 WORKERS' COMP INSURANCE	127.00	28.01	121.24	5.76	95.46
10-602-1040 TMRS RETIREMENT	6,233.00	492.20	5,643.04	589.96	90.53
TOTAL PERSONNEL	52,791.00	4,154.36	51,133.45	1,657.55	96.86
SUPPLIES					
10-602-2020 OFFICE SUPPLIES	700.00	106.17	707.30 (7.30)	101.04
10-602-2050 PRINTING & COPYING	1,200.00	0.00	843.49	356.51	70.29
TOTAL SUPPLIES	1,900.00	106.17	1,550.79	349.21	81.62
SERVICES					
10-602-3015 JUDGE/PROSECUTOR	16,800.00	1,300.00	15,600.00	1,200.00	92.86
10-602-3020 ASSOCIATION DUES & PUBS	200.00	189.00	613.00 (413.00)	306.50
10-602-3030 TRAINING/EDUCATION	800.00	0.00	770.00	30.00	96.25
10-602-3040 TRAVEL/MILEAGE/LODGING/PERD	800.00	0.00	911.73 (111.73)	113.97
10-602-3050 LIABILITY INSURANCE	80.00	0.00	97.51 (17.51)	121.89
10-602-3070 PROPERTY INSURANCE	40.00	0.00	48.76 (8.76)	121.90
10-602-3075 BANK/CREDIT CARD FEES	2,900.00	128.69	1,368.55	1,531.45	47.19
TOTAL SERVICES	21,620.00	1,617.69	19,409.55	2,210.45	89.78
CONTRACTUAL					
10-602-4075 COMPUTER SOFTWARE/INCODE	4,128.00	0.00	4,127.76	0.24	99.99
TOTAL CONTRACTUAL	4,128.00	0.00	4,127.76	0.24	99.99
UTILITIES					
10-602-7042 UTILITIES - PHONE/CELL/VOIP	1,020.00	87.47	1,041.40 (21.40)	102.10
TOTAL UTILITIES	1,020.00	87.47	1,041.40 (21.40)	102.10
CAPITAL OUTLAY					
10-602-8010 NON CAPITAL-ELECTRONIC EQUI	4,736.00	0.00	4,735.55	0.45	99.99
10-602-8015 NON-CAPITAL-COMPUTER	1,500.00	0.00	1,401.32	98.68	93.42
TOTAL CAPITAL OUTLAY	6,236.00	0.00	6,136.87	99.13	98.41
TOTAL COURT	87,695.00	5,965.69	83,399.82	4,295.18	95.10

10 -GENERAL FUND

PUBLIC WORKS

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
10-603-1010 SALARIES	183,482.00	17,141.18	174,145.00	9,337.00	94.91
10-603-1015 OVERTIME	4,000.00	27.98	1,222.88	2,777.12	30.57
10-603-1020 MEDICARE	3,099.00	251.32	2,578.23	520.77	83.20
10-603-1025 TWC (SUI)	828.00	0.00	816.89	11.11	98.66
10-603-1030 HEALTH INSURANCE	25,776.00	0.00	24,078.15	1,697.85	93.41
10-603-1031 HSA	178.00	0.00	142.63	35.37	80.13
10-603-1033 DENTAL INSURANCE	1,480.00	0.00	1,368.29	111.71	92.45
10-603-1035 VISION CARE INSURANCE	365.00	0.00	324.34	40.66	88.86
10-603-1036 LIFE INSURANCE	318.00	0.00	297.75	20.25	93.63
10-603-1037 WORKERS' COMP INSURANCE	7,559.00	1,333.22	5,752.99	1,806.01	76.11
10-603-1040 TMRS RETIREMENT	29,364.00	2,417.76	23,138.69	6,225.31	78.80
10-603-1070 SPECIAL ALLOWANCES	7,200.00	588.50	7,373.54 (173.54)	102.41
TOTAL PERSONNEL	263,649.00	21,759.96	241,239.38	22,409.62	91.50
SUPPLIES					
10-603-2020 OFFICE SUPPLIES	1,000.00	0.00	1,256.03 (256.03)	125.60
10-603-2050 PRINTING & COPYING	150.00	0.00	0.00	150.00	0.00
10-603-2060 MEDICAL EXAMS/SCREENING/TESS	175.00	0.00	164.44	10.56	93.97
10-603-2070 JANITORIAL SUPPLIES	2,000.00	404.60	2,524.57 (524.57)	126.23
10-603-2080 UNIFORMS	900.00	491.70	1,016.25 (116.25)	112.92
10-603-2090 SMALL TOOLS	3,000.00	65.39	2,693.47	306.53	89.78
10-603-2091 SAFETY GEAR	1,400.00	52.93	1,378.22	21.78	98.44
TOTAL SUPPLIES	8,625.00	1,014.62	9,032.98 (407.98)	104.73
SERVICES					
10-603-3012 PROFESSIONAL - ENGINEERING	26,000.00	1,375.00	23,925.00	2,075.00	92.02
10-603-3013 PROFESSIONAL SERVICES	19,500.00	1,304.78	16,112.19	3,387.81	82.63
10-603-3020 ASSOCIATION DUES & PUBS	195.00	0.00	0.00	195.00	0.00
10-603-3030 TRAINING/EDUCATION	250.00	0.00	455.00 (205.00)	182.00
10-603-3040 TRAVEL/MILEAGE/LODGING/PERD	250.00	0.00	29.96	220.04	11.98
10-603-3050 LIABILITY INSURANCE	2,836.00	0.00	3,456.77 (620.77)	121.89
10-603-3060 UNIFORM SERVICE	1,500.00	229.21	1,135.67	364.33	75.71
10-603-3070 PROPERTY INSURANCE	1,399.00	0.00	1,705.22 (306.22)	121.89
TOTAL SERVICES	51,930.00	2,908.99	46,819.81	5,110.19	90.16
CONTRACTUAL					
MAINTENANCE					
10-603-5005 EQUIPMENT LEASES	3,000.00	0.00	3,467.21 (467.21)	115.57
10-603-5010 EQUIPMENT MAINT & REPAIR	15,500.00	1,332.56	17,230.33 (1,730.33)	111.16
10-603-5020 VEHICLE MAINTENANCE	15,500.00	3,805.87	6,956.51	8,543.49	44.88
10-603-5030 BUILDING MAINTENANCE	10,000.00	2,376.59	13,119.98 (3,119.98)	131.20
10-603-5060 VEHICLE & EQPT FUELS	4,000.00	371.48	6,519.66 (2,519.66)	162.99
TOTAL MAINTENANCE	48,000.00	7,886.50	47,293.69	706.31	98.53

10 -GENERAL FUND
PUBLIC WORKS

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
DEPT MATERIALS-SERVICES					
10-603-6011 CHEMICALS	1,000.00	150.71	717.82	282.18	71.78
10-603-6055 FIRE HYDRANTS	2,000.00	1,993.06	1,993.06	6.94	99.65
10-603-6080 STREET MAINTENANCE	35,000.00	678.59	19,660.06	15,339.94	56.17
10-603-6081 SIGN MAINTENANCE	3,000.00	0.00	2,911.94	88.06	97.06
TOTAL DEPT MATERIALS-SERVICES	41,000.00	2,822.36	25,282.88	15,717.12	61.67
UTILITIES					
10-603-7040 UTILITIES - ELECTRIC	44,000.00	3,363.61	39,738.34	4,261.66	90.31
10-603-7041 UTILITIES - GAS	2,000.00	21.85	1,340.45	659.55	67.02
10-603-7042 UTILITIES - PHONE	300.00	46.11	434.11 (134.11)	144.70
10-603-7044 UTILITIES - WATER	7,200.00	1,946.69	15,240.63 (8,040.63)	211.68
10-603-7045 STREET LIGHTS	34,000.00	2,300.55	34,018.45 (18.45)	100.05
TOTAL UTILITIES	87,500.00	7,678.81	90,771.98 (3,271.98)	103.74
CAPITAL OUTLAY					
10-603-8015 NON-CAPITAL-COMPUTER	1,000.00	0.00	578.88	421.12	57.89
10-603-8020 NON-CAPITAL-MAINTENANCE EQU	4,000.00	399.20	3,539.90	460.10	88.50
10-603-8060 CAPITAL - EQUIPMENT	62,500.00	0.00	61,889.29	610.71	99.02
10-603-8080 CAPITAL IMPROVEMENT PROJECT	0.00 (1,217.20)	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	67,500.00 (818.00)	66,008.07	1,491.93	97.79
INTERFUND TRANSFERS					
10-603-9010 TRF TO CAPITAL REPLACEMENT	163,877.00	0.00	163,877.00	0.00	100.00
TOTAL INTERFUND TRANSFERS	163,877.00	0.00	163,877.00	0.00	100.00
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TOTAL PUBLIC WORKS	732,081.00	43,253.24	690,325.79	41,755.21	94.30

10 -GENERAL FUND
FIRE DEPARTMENT

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
10-604-1010 SALARIES	1,069,162.00	89,876.41	1,006,778.61	62,383.39	94.17
10-604-1015 OVERTIME	25,000.00	1,324.07	39,333.18 (14,333.18)	157.33
10-604-1020 MEDICARE	16,091.00	1,293.47	14,938.38	1,152.62	92.84
10-604-1025 TWC (SUI)	3,519.00	87.06	2,922.99	596.01	83.06
10-604-1030 HEALTH INSURANCE	109,489.00	0.00	106,014.75	3,474.25	96.83
10-604-1031 HSA	755.00	0.00	593.85	161.15	78.66
10-604-1033 DENTAL INSURANCE	6,908.00	0.00	6,287.09	620.91	91.01
10-604-1035 VISION CARE INSURANCE	1,623.00	0.00	1,507.78	115.22	92.90
10-604-1036 LIFE INSURANCE	1,351.00	0.00	1,304.96	46.04	96.59
10-604-1037 WORKERS' COMP INSURANCE	22,490.00	5,285.66	22,706.73 (216.73)	100.96
10-604-1040 TMRS RETIREMENT	152,741.00	12,884.19	134,988.19	17,752.81	88.38
10-604-1070 SPECIAL ALLOWANCES	12,700.00	1,392.66	17,468.82 (4,768.82)	137.55
TOTAL PERSONNEL	1,421,829.00	112,143.52	1,354,845.33	66,983.67	95.29
SUPPLIES					
10-604-2020 OFFICE SUPPLIES	1,500.00	208.16	1,294.65	205.35	86.31
10-604-2060 MEDICAL EXAMS/SCREENING/TESTS	2,000.00	0.00	619.00	1,381.00	30.95
10-604-2070 JANITORIAL SUPPLIES	2,500.00	0.00	2,668.06 (168.06)	106.72
10-604-2080 UNIFORMS & ACCESSORIES	7,000.00	875.27	5,596.61	1,403.39	79.95
TOTAL SUPPLIES	13,000.00	1,083.43	10,178.32	2,821.68	78.29
SERVICES					
10-604-3017 PROFESSIONAL - MEDICAL DIRE	5,900.00	400.00	4,805.00	1,095.00	81.44
10-604-3020 ASSOCIATION DUES & PUBLICATIONS	6,820.00	1,303.94	7,254.97 (434.97)	106.38
10-604-3030 TRAINING/EDUCATION	9,040.00	317.45	8,178.13	861.87	90.47
10-604-3040 TRAVEL/MILEAGE/LODGING/PERD	3,000.00	115.83	3,474.79 (474.79)	115.83
10-604-3050 LIABILITY INSURANCE	13,873.00	0.00	16,909.63 (3,036.63)	121.89
10-604-3070 PROPERTY INSURANCE	6,899.00	0.00	8,409.11 (1,510.11)	121.89
10-604-3080 SPECIAL SERVICES	2,710.00	0.00	2,710.00	0.00	100.00
10-604-3090 COMMUNICATIONS SERVICES	4,668.00	71.57	4,072.25	595.75	87.24
TOTAL SERVICES	52,910.00	2,208.79	55,813.88 (2,903.88)	105.49
CONTRACTUAL					
10-604-4045 RADIO ACCESS FEES - COSA	7,000.00	0.00	5,832.00	1,168.00	83.31
10-604-4075 COMPUTER SOFTWARE/MAINTENANCE	0.00	0.00	216.49 (216.49)	0.00
TOTAL CONTRACTUAL	7,000.00	0.00	6,048.49	951.51	86.41
MAINTENANCE					
10-604-5010 EQUIPMENT MAINT & REPAIR	6,000.00	1,267.22	4,224.30	1,775.70	70.41
10-604-5020 VEHICLE MAINTENANCE	18,920.00	5,877.90	21,062.87 (2,142.87)	111.33
10-604-5030 BUILDING MAINTENANCE	7,000.00	1,396.85	6,036.18	963.82	86.23
10-604-5060 VEHICLE & EQPT FUELS	9,000.00	1,321.37	11,214.24 (2,214.24)	124.60
TOTAL MAINTENANCE	40,920.00	9,863.34	42,537.59 (1,617.59)	103.95

10 -GENERAL FUND
FIRE DEPARTMENT

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
DEPT MATERIALS-SERVICES					
10-604-6015 ELECTRONIC EQPT MAINT	9,000.00	163.71	10,047.98 (1,047.98)	111.64
10-604-6030 INVESTIGATIVE SUPPLIES/PROC	1,500.00	279.15	438.15	1,061.85	29.21
10-604-6040 EMS SUPPLIES	26,219.00	4,350.61	24,663.90	1,555.10	94.07
10-604-6045 FIRE FIGHTING EQPT SUPPLIES	14,000.00	1,456.95	9,675.16	4,324.84	69.11
10-604-6060 PPE MAINTENENCE	14,100.00	343.35	13,571.34	528.66	96.25
TOTAL DEPT MATERIALS-SERVICES	64,819.00	6,593.77	58,396.53	6,422.47	90.09
UTILITIES					
10-604-7044 UTILITIES - WATER	2,000.00	137.74	1,404.41	595.59	70.22
TOTAL UTILITIES	2,000.00	137.74	1,404.41	595.59	70.22
CAPITAL OUTLAY					
10-604-8010 NON-CAPITAL-ELECTRONIC EQUI	17,854.00	0.00	16,600.46	1,253.54	92.98
10-604-8012 NON-CAPITAL-FIRE ARMS/TASER	760.00	0.00	797.48 (37.48)	104.93
10-604-8015 NON-CAPITAL-COMPUTER EQUIPM	500.00	468.37	468.37	31.63	93.67
10-604-8020 NON-CAPITAL MAINTENANCE EQP	4,000.00	0.00	0.00	4,000.00	0.00
10-604-8025 NON CAPITAL-OFFICE FURN/EQU	500.00	0.00	268.79	231.21	53.76
10-604-8050 CAPITAL - VEHICLE	187,126.00	161,047.34	186,369.76	756.24	99.60
10-604-8060 CAPITAL - EQUIPMENT	30,874.00	356.25	21,519.75	9,354.25	69.70
TOTAL CAPITAL OUTLAY	241,614.00	161,871.96	226,024.61	15,589.39	93.55
INTERFUND TRANSFERS					
10-604-9000 GRANT EXPENDITURES	17,000.00	700.00	7,757.61	9,242.39	45.63
10-604-9010 TRF TO CAPITAL REPLACEMENT	422,343.00	0.00	422,343.00	0.00	100.00
TOTAL INTERFUND TRANSFERS	439,343.00	700.00	430,100.61	9,242.39	97.90
TOTAL FIRE DEPARTMENT	2,283,435.00	294,602.55	2,185,349.77	98,085.23	95.70

10 -GENERAL FUND
POLICE DEPARTMENT

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
10-605-1010 SALARIES	1,075,322.00	86,550.38	1,072,727.68	2,594.32	99.76
10-605-1015 OVERTIME	12,000.00	1,370.80	13,584.70 (1,584.70)	113.21
10-605-1020 MEDICARE	16,167.00	1,270.21	15,743.22	423.78	97.38
10-605-1025 TWC (SUI)	3,933.00	0.00	3,078.00	855.00	78.26
10-605-1030 HEALTH INSURANCE	122,437.00	0.00	122,225.76	211.24	99.83
10-605-1031 HSA	844.00	0.00	799.20	44.80	94.69
10-605-1033 DENTAL INSURANCE	6,908.00	0.00	7,359.64 (451.64)	106.54
10-605-1035 VISION CARE INSURANCE	1,744.00	0.00	1,730.56	13.44	99.23
10-605-1036 LIFE INSURANCE	1,510.00	0.00	1,513.92 (3.92)	100.26
10-605-1037 WORKERS' COMP INSURANCE	28,762.00	6,504.84	28,334.71	427.29	98.51
10-605-1040 TMRS RETIREMENT	153,194.00	12,270.62	141,815.25	11,378.75	92.57
10-605-1070 SPECIAL ALLOWANCES	27,625.00	2,736.52	31,894.07 (4,269.07)	115.45
TOTAL PERSONNEL	1,450,446.00	110,703.37	1,440,806.71	9,639.29	99.34
SUPPLIES					
10-605-2020 OFFICE SUPPLIES	2,500.00	235.45	2,498.57	1.43	99.94
10-605-2050 PRINTING & COPYING	1,300.00	0.00	1,297.08	2.92	99.78
10-605-2060 MEDICAL/SCREENING/TESTING/B	1,000.00	116.00	264.00	736.00	26.40
10-605-2070 JANITORIAL/BUILDING SUPPLIE	500.00	5.28	420.30	79.70	84.06
10-605-2080 UNIFORMS & ACCESSORIES	25,500.00	693.72	25,286.05	213.95	99.16
TOTAL SUPPLIES	30,800.00	1,050.45	29,766.00	1,034.00	96.64
SERVICES					
10-605-3020 ASSOCIATION DUES & PUBS	5,820.00	0.00	6,022.56 (202.56)	103.48
10-605-3030 TRAINING/EDUCATION	2,000.00	175.00	2,012.94 (12.94)	100.65
10-605-3040 TRAVEL/MILEAGE/LODGING/PERD	2,500.00	0.00	2,652.82 (152.82)	106.11
10-605-3050 LIABILITY INSURANCE	12,448.00	0.00	17,343.16 (4,895.16)	139.32
10-605-3060 UNIFORM MAINTENANCE	3,000.00	0.00	3,543.89 (543.89)	118.13
10-605-3071 PROPERTY INSURANCE	5,692.00	0.00	6,937.91 (1,245.91)	121.89
10-605-3072 ANIMAL CONTROL SERVICES	12,500.00	2,000.00	12,000.00	500.00	96.00
10-605-3087 CITIZENS COMMUNICATION/ED	400.00	0.00	610.37 (210.37)	152.59
10-605-3090 COMMUNCIATIONS SERVICES	4,600.00	455.88	5,984.70 (1,384.70)	130.10
TOTAL SERVICES	48,960.00	2,630.88	57,108.35 (8,148.35)	116.64
CONTRACTUAL					
10-605-4045 CONTRACT/RADIO FEES COSA	8,400.00	0.00	7,776.00	624.00	92.57
10-605-4075 COMPUTER SOFTWARE/INCODE	13,101.00	363.00	13,403.19 (302.19)	102.31
TOTAL CONTRACTUAL	21,501.00	363.00	21,179.19	321.81	98.50
MAINTENANCE					
10-605-5005 EQUIPMENT LEASES	2,900.00	143.30	2,168.49	731.51	74.78
10-605-5010 EQUIPMENT MAINT & REPAIR	3,000.00	0.00	2,835.88	164.12	94.53
10-605-5015 ELECTRONIC EQPT MAINT	5,350.00	419.00	3,791.04	1,558.96	70.86
10-605-5020 VEHICLE MAINTENANCE	27,328.00	14,947.34	34,528.52 (7,200.52)	126.35
10-605-5060 VEHICLE & EQPT FUELS	30,000.00	3,540.78	35,967.60 (5,967.60)	119.89
TOTAL MAINTENANCE	68,578.00	19,050.42	79,291.53 (10,713.53)	115.62

10 -GENERAL FUND
POLICE DEPARTMENT

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
DEPT MATERIALS-SERVICES					
10-605-6030 INVESTIGATIVE SUPPLIES	2,500.00	82.73	2,224.35	275.65	88.97
10-605-6032 POLICE SAFETY SUPPLIES	2,250.00	0.00	2,250.00	0.00	100.00
10-605-6035 FIREARMS EQUIPMENT/SUPPLIES	6,000.00	0.00	5,968.58	31.42	99.48
TOTAL DEPT MATERIALS-SERVICES	10,750.00	82.73	10,442.93	307.07	97.14
UTILITIES					
10-605-7042 UTILITES- PHONE	4,300.00	344.10	4,474.02 (174.02)	104.05
TOTAL UTILITIES	4,300.00	344.10	4,474.02 (174.02)	104.05
CAPITAL OUTLAY					
10-605-8010 NON-CAPITAL-ELECTRONIC EQUI	20,400.00	3,637.54	20,397.29	2.71	99.99
10-605-8012 NON CAPITAL-FIRE ARMS/TASER	8,640.00	0.00	8,640.00	0.00	100.00
10-605-8015 NON-CAPITAL-COMPUTER EQUIP.	9,800.00	0.00	9,705.85	94.15	99.04
10-605-8025 NON-CAPITAL - OFFICE FURNIT	3,102.00	0.00	3,106.65 (4.65)	100.15
10-605-8050 CAPITAL - VEHICLES	146,812.00	3,059.46	146,949.32 (137.32)	100.09
TOTAL CAPITAL OUTLAY	188,754.00	6,697.00	188,799.11 (45.11)	100.02
INTERFUND TRANSFERS					
10-605-9000 GRANT EXPENDITURES	15,000.00	0.00	14,000.00	1,000.00	93.33
TOTAL INTERFUND TRANSFERS	15,000.00	0.00	14,000.00	1,000.00	93.33
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TOTAL POLICE DEPARTMENT	1,839,089.00	140,921.95	1,845,867.84 (6,778.84)	100.37

10 -GENERAL FUND
 DEVELOPMENT SERVICES

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
SUPPLIES					
10-607-2020 OFFICE SUPPLIES	0.00	0.00	339.92 (339.92)	0.00
10-607-2050 PRINTING & COPYING	500.00	0.00	1,096.06 (596.06)	219.21
TOTAL SUPPLIES	500.00	0.00	1,435.98 (935.98)	287.20
SERVICES					
10-607-3012 PROF -ENGINEERING REVIEW	10,000.00	0.00	0.00	10,000.00	0.00
10-607-3015 PROF -BLDG INSPECTION SERVI	80,000.00	6,049.00	94,603.25 (14,603.25)	118.25
10-607-3016 PROF -HEALTH INSPECTOR	2,000.00	180.00	2,160.00 (160.00)	108.00
10-607-3017 PROF -SANITARY INSPECTION S	3,000.00	0.00	3,000.00	0.00	100.00
TOTAL SERVICES	95,000.00	6,229.00	99,763.25 (4,763.25)	105.01
CONTRACTUAL					
10-607-4075 COMPUTER SOFTWARE/MAINTENAN	1,400.00	0.00	1,400.00	0.00	100.00
TOTAL CONTRACTUAL	1,400.00	0.00	1,400.00	0.00	100.00
TOTAL DEVELOPMENT SERVICES	96,900.00	6,229.00	102,599.23 (5,699.23)	105.88
TOTAL EXPENDITURES	6,022,463.00	569,060.82	5,836,853.16	185,609.84	96.92
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (263,964.21)	(384,140.14)	384,140.14	0.00

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2018

20 -WATER FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	1,069,890.00	77,482.55	935,651.61	134,238.39	87.45
TOTAL REVENUES	<u>1,069,890.00</u>	<u>77,482.55</u>	<u>935,651.61</u>	<u>134,238.39</u>	<u>87.45</u>
EXPENDITURE SUMMARY					
WATER DEPARTMENT	882,183.00	82,242.44	873,162.20	9,020.80	98.98
DEBT SERVICE	187,707.00	0.00	187,756.42 (49.42)	100.03
TOTAL EXPENDITURES	<u>1,069,890.00</u>	<u>82,242.44</u>	<u>1,060,918.62</u>	<u>8,971.38</u>	<u>99.16</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (4,759.89) (125,267.01)	125,267.01	0.00

20 -WATER FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
WATER SALES					
20-599-5015 WATER CONSUMPTION	639,534.00	56,781.31	661,864.34 (22,330.34)	103.49
20-599-5016 LATE CHARGES	7,000.00	1,171.92	6,010.42	989.58	85.86
20-599-5018 DEBT SERVICE	53,376.00	4,492.80	53,529.60 (153.60)	100.29
20-599-5019 WATER SERVICE FEE	58,092.00	4,797.66	58,645.96 (553.96)	100.95
20-599-5036 EAA PASS THRU CHARGE	82,626.00	7,554.44	89,139.44 (6,513.44)	107.88
TOTAL WATER SALES	840,628.00	74,798.13	869,189.76 (28,561.76)	103.40
MISC./GRANTS/INTEREST					
20-599-7000 INTEREST INCOME	10,000.00	1,236.18	11,429.17 (1,429.17)	114.29
20-599-7011 OTHER INCOME	500.00	0.00	49.27	450.73	9.85
20-599-7012 LEASE OF WATER RIGHTS	8,800.00	0.00	10,000.00 (1,200.00)	113.64
20-599-7040 ASR LEASE PROGRAM	24,000.00	0.00	24,000.00	0.00	100.00
20-599-7060 CC SERVICE FEES	4,000.00	181.47	787.83	3,212.17	19.70
20-599-7075 SITE/TOWER LEASE REVENUE	15,165.00	1,266.77	15,490.72 (325.72)	102.15
20-599-7090 SALE OF FIXED ASSETS	5,000.00	0.00	4,704.86	295.14	94.10
TOTAL MISC./GRANTS/INTEREST	67,465.00	2,684.42	66,461.85	1,003.15	98.51
TRANSFERS IN					
20-599-8072 TRF IN - CAPITAL REPLACEMEN	37,048.00	0.00	0.00	37,048.00	0.00
20-599-8099 TRF IN - RESERVES	124,749.00	0.00	0.00	124,749.00	0.00
TOTAL TRANSFERS IN	161,797.00	0.00	0.00	161,797.00	0.00
TOTAL NON-DEPARTMENTAL	1,069,890.00	77,482.55	935,651.61	134,238.39	87.45
TOTAL REVENUES	1,069,890.00	77,482.55	935,651.61	134,238.39	87.45

20 -WATER FUND

WATER DEPARTMENT

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
20-606-1010 SALARIES	173,594.00	16,541.28	169,238.66	4,355.34	97.49
20-606-1015 OVERTIME	7,600.00	898.83	8,741.14 (1,141.14)	115.02
20-606-1020 MEDICARE	2,523.00	233.60	2,616.51 (93.51)	103.71
20-606-1025 TWC (SUI)	828.00	0.00	507.56	320.44	61.30
20-606-1030 HEALTH INSURANCE	25,776.00	0.00	22,625.34	3,150.66	87.78
20-606-1031 HSA	178.00	0.00	134.87	43.13	75.77
20-606-1033 DENTAL INSURANCE	1,480.00	0.00	1,275.16	204.84	86.16
20-606-1035 VISION CARE INSURANCE	365.00	0.00	304.04	60.96	83.30
20-606-1036 LIFE INSURANCE	318.00	0.00	312.95	5.05	98.41
20-606-1037 WORKERS' COMP INSURANCE	6,153.00	1,353.11	5,217.82	935.18	84.80
20-606-1040 TMRS RETIREMENT	23,903.00	2,178.20	23,057.05	845.95	96.46
20-606-1070 SPECIAL ALLOWANCES	11,700.00	726.96	8,666.17	3,033.83	74.07
TOTAL PERSONNEL	254,418.00	21,931.98	242,697.27	11,720.73	95.39
SUPPLIES					
20-606-2020 OFFICE SUPPLIES	1,400.00	0.00	1,462.64 (62.64)	104.47
20-606-2030 POSTAGE	4,000.00	231.35	2,774.11	1,225.89	69.35
20-606-2050 PRINTING & COPYING	500.00	0.00	459.02	40.98	91.80
20-606-2060 MED EXAMS/SCREENING/TESTING	0.00	0.00	146.50 (146.50)	0.00
20-606-2070 JANITORIAL SUPPLIES	500.00	0.00	0.00	500.00	0.00
20-606-2075 BANK/CREDITCARD FEES	6,500.00	939.73	7,000.95 (500.95)	107.71
20-606-2080 UNIFORMS	1,000.00	139.24	742.70	257.30	74.27
20-606-2090 SMALL TOOLS	2,000.00	0.00	1,929.28	70.72	96.46
20-606-2091 SAFETY SUPPLIES/EQUIPMENT	1,200.00	0.00	1,172.65	27.35	97.72
TOTAL SUPPLIES	17,100.00	1,310.32	15,687.85	1,412.15	91.74
SERVICES					
20-606-3012 ENGINEERING SERVICES	1,000.00	0.00	191.25	808.75	19.13
20-606-3013 PROFESSIONAL SERVICES	8,000.00	0.00	0.00	8,000.00	0.00
20-606-3020 ASSOCIATION DUES & PUBS	1,800.00	0.00	996.00	804.00	55.33
20-606-3030 TRAINING/EDUCATION	3,000.00	120.00	2,583.00	417.00	86.10
20-606-3040 TRAVEL/MILEAGE/LODGING/PERD	1,500.00	55.85	1,779.34 (279.34)	118.62
20-606-3050 INSURANCE - LIABILITY	3,022.00	0.00	6,183.47 (3,161.47)	204.62
20-606-3060 UNIFORM SERVICES	2,000.00	229.48	1,675.62	324.38	83.78
20-606-3070 INSURANCE - PROPERTY	1,503.00	0.00	1,831.99 (328.99)	121.89
20-606-3075 WATER CONSERVATION EDUCATIO	100.00	0.00	0.00	100.00	0.00
20-606-3080 SPECIAL SERVICES	0.00	20.00	113.50 (113.50)	0.00
20-606-3082 WATER ANALYSIS FEES	9,000.00	87.00	5,073.88	3,926.12	56.38
TOTAL SERVICES	30,925.00	512.33	20,428.05	10,496.95	66.06
CONTRACTUAL					
20-606-4075 COMPUTER SOFTWARE/INCODE	8,625.00	128.00	4,917.93	3,707.07	57.02
20-606-4085 EAA -WATER MANAGEMENT FEES	70,045.00	5,606.52	69,764.56	280.44	99.60
20-606-4099 WATER RIGHTS/LEASE PAYMENTS	77,951.00	0.00	78,227.10 (276.10)	100.35
TOTAL CONTRACTUAL	156,621.00	5,734.52	152,909.59	3,711.41	97.63

20 -WATER FUND

WATER DEPARTMENT

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MAINTENANCE					
20-606-5005 EQUIPMENT LEASES	2,000.00	0.00	1,954.32	45.68	97.72
20-606-5010 EQUIPMENT MAINT & REPAIR	9,000.00	876.27	3,641.50	5,358.50	40.46
20-606-5015 ELECTRONIC EQPT MAINTENANCE	500.00	0.00	0.00	500.00	0.00
20-606-5020 VEHICLE MAINTENANCE	3,000.00	3,738.00	5,682.93 (2,682.93)	189.43
20-606-5030 BUILDING MAINTENANCE	2,000.00	873.92	2,006.23 (6.23)	100.31
20-606-5060 VEHICLE & EQPT FUELS	3,500.00	316.43	3,339.73	160.27	95.42
TOTAL MAINTENANCE	20,000.00	5,804.62	16,624.71	3,375.29	83.12
DEPT MATERIALS-SERVICES					
20-606-6011 CHEMICALS	17,600.00	753.51	19,271.78 (1,671.78)	109.50
20-606-6050 WATER METERS & BOXES	5,134.00	0.00	5,223.79 (89.79)	101.75
20-606-6055 FIRE HYDRANTS	2,000.00	0.00	3,366.54 (1,366.54)	168.33
20-606-6060 HUEBNER STORAGE TANK	14,000.00	0.00	15,232.14 (1,232.14)	108.80
20-606-6061 ELEVATED STORAGE TANK- #1 W	5,000.00	350.00	3,286.12	1,713.88	65.72
20-606-6062 WELL SITE #2-EAA MONITORED	500.00	0.00	0.00	500.00	0.00
20-606-6065 WELL SITE #5-EDWARDS BLENDI	25,000.00	2,320.00	26,282.31 (1,282.31)	105.13
20-606-6066 WELL SITE #6-MUNI TRACT	8,800.00	0.00	8,887.19 (87.19)	100.99
20-606-6067 WELL SITE #7	5,000.00	350.00	5,906.75 (906.75)	118.14
20-606-6068 WELL SITE #8	5,000.00	0.00	2,132.26	2,867.74	42.65
20-606-6069 WELL SITE #9-TRINITY	5,000.00	0.00	2,407.65	2,592.35	48.15
20-606-6070 SCADA SYSTEM MAINTENANCE	2,000.00	0.00	4,967.26 (2,967.26)	248.36
20-606-6071 SHAVANO DRIVE PUMP STATION	20,000.00	13,752.05	33,710.45 (13,710.45)	168.55
20-606-6072 WATER SYSTEM MAINTENANCE	20,000.00	273.50	20,120.67 (120.67)	100.60
20-606-6080 STREET MAINT SUPPLIES	3,000.00	0.00	1,098.68	1,901.32	36.62
TOTAL DEPT MATERIALS-SERVICES	138,034.00	17,799.06	151,893.59 (13,859.59)	110.04
UTILITIES					
20-606-7040 UTILITIES - ELECTRIC	70,000.00	5,603.74	78,782.13 (8,782.13)	112.55
20-606-7042 UTILITIES - PHONE/CELL	800.00	18.99	810.47 (10.47)	101.31
20-606-7044 UTILITIES - WATER	600.00	13.88	254.15	345.85	42.36
TOTAL UTILITIES	71,400.00	5,636.61	79,846.75 (8,446.75)	111.83
CAPITAL OUTLAY					
20-606-8010 NON-CAP ELECTRONIC EQUIPMEN	1,000.00	0.00	0.00	1,000.00	0.00
20-606-8020 NON-CAPITAL MAINTENANCE EQU	6,500.00	698.00	6,209.62	290.38	95.53
20-606-8060 CAPITAL- EQUIPMENT	5,000.00	0.00	4,906.09	93.91	98.12
20-606-8080 WATER SYSTEM IMPROVEMENTS	43,900.00	765.00	44,673.82 (773.82)	101.76
20-606-8087 WATER METER REPLACEMENT	5,748.00	0.00	5,747.86	0.14	100.00
TOTAL CAPITAL OUTLAY	62,148.00	1,463.00	61,537.39	610.61	99.02
INTERFUND TRANSFERS					
20-606-9010 TRF TO GENERAL FUND	22,050.00	22,050.00	22,050.00	0.00	100.00
20-606-9020 TRF TO CAPITAL REP. FUND 72	109,487.00	0.00	109,487.00	0.00	100.00
TOTAL INTERFUND TRANSFERS	131,537.00	22,050.00	131,537.00	0.00	100.00
TOTAL WATER DEPARTMENT	882,183.00	82,242.44	873,162.20	9,020.80	98.98

20 -WATER FUND
 DEBT SERVICE

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY					
20-607-8014 2009 GO REFUND - PRINCIPAL	36,990.00	0.00	36,990.00	0.00	100.00
20-607-8015 2009 GO REFUND - INTEREST	15,279.00	0.00	15,278.92	0.08	100.00
20-607-8016 2017 GO REFUNDING (2009) PR	65,000.00	0.00	65,000.00	0.00	100.00
20-607-8017 2017 GO REFUNDING (2009) IN	70,288.00	0.00	70,287.50	0.50	100.00
20-607-8030 BOND AGENT FEES	150.00	0.00	200.00 (50.00)	133.33
TOTAL CAPITAL OUTLAY	187,707.00	0.00	187,756.42 (49.42)	100.03
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TOTAL DEBT SERVICE	187,707.00	0.00	187,756.42 (49.42)	100.03
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TOTAL EXPENDITURES	1,069,890.00	82,242.44	1,060,918.62	8,971.38	99.16
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REVENUES OVER/(UNDER) EXPENDITURES	0.00 (4,759.89)	(125,267.01)	125,267.01	0.00
=====					

30 -DEBT SERVICE FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	203,082.00	631.68	145,302.29	57,779.71	71.55
TOTAL REVENUES	203,082.00	631.68	145,302.29	57,779.71	71.55
EXPENDITURE SUMMARY					
DEBT SERVICE	203,082.00	150.00	202,381.08	700.92	99.65
TOTAL EXPENDITURES	203,082.00	150.00	202,381.08	700.92	99.65
REVENUES OVER/(UNDER) EXPENDITURES	0.00	481.68 (57,078.79)	57,078.79	0.00

30 -DEBT SERVICE FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
TAXES					
30-599-1010 CURRENT ADVALOREM TAXES	111,031.00	242.19	144,157.18 (33,126.18)	129.84
30-599-1020 DELINQUENT ADVALOREM TAXES	0.00	6.51 (3,216.80)	3,216.80	0.00
30-599-1030 PENALTY & INTEREST	0.00	42.08	572.52 (572.52)	0.00
TOTAL TAXES	111,031.00	290.78	141,512.90 (30,481.90)	127.45
TRANSFERS IN					
30-599-8010 INTEREST INCOME	0.00	340.90	3,789.39 (3,789.39)	0.00
30-599-8030 FUND BALANCE - TRANSFER IN	92,051.00	0.00	0.00	92,051.00	0.00
TOTAL TRANSFERS IN	92,051.00	340.90	3,789.39	88,261.61	4.12
TOTAL NON-DEPARTMENTAL	203,082.00	631.68	145,302.29	57,779.71	71.55
TOTAL REVENUES	203,082.00	631.68	145,302.29	57,779.71	71.55

30 -DEBT SERVICE FUND
 DEBT SERVICE

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY					
30-607-8050 2009 GO REFUNDING-PRINCIPAL	143,010.00	0.00	143,010.00	0.00	100.00
30-607-8052 2009 GO REFUNDING-INTEREST	59,072.00	0.00	59,071.08	0.92	100.00
30-607-8054 BOND AGENT FEE - 2009 REF	1,000.00	150.00	300.00	700.00	30.00
TOTAL CAPITAL OUTLAY	203,082.00	150.00	202,381.08	700.92	99.65
<hr/>					
TOTAL DEBT SERVICE	203,082.00	150.00	202,381.08	700.92	99.65
<hr/>					
TOTAL EXPENDITURES	203,082.00	150.00	202,381.08	700.92	99.65
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	481.68	(57,078.79)	57,078.79	0.00

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2018

40 -CRIME CONTROL DISTRICT
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	253,837.00	9,309.71	110,811.49	143,025.51	43.65
TOTAL REVENUES	253,837.00	9,309.71	110,811.49	143,025.51	43.65
	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY					
FIRE DEPARMENT	6,612.00	0.00	6,612.00	0.00	100.00
POLICE DEPARTMENT	247,225.00	70,198.36	240,749.16	6,475.84	97.38
TOTAL EXPENDITURES	253,837.00	70,198.36	247,361.16	6,475.84	97.45
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(60,888.65)	(136,549.67)	136,549.67	0.00

40 -CRIME CONTROL DISTRICT
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
TAXES					
40-599-1050 SALES - CRIME CONTROL DIST	115,009.00	8,399.36	102,773.26	12,235.74	89.36
TOTAL TAXES	115,009.00	8,399.36	102,773.26	12,235.74	89.36
MISC./GRANTS/INTEREST					
TRANSFERS IN					
40-599-8005 INTEREST INCOME	8,000.00	910.35	8,038.23 (38.23)	100.48
40-599-8099 FUND BALANCE RESERVE	130,828.00	0.00	0.00	130,828.00	0.00
TOTAL TRANSFERS IN	138,828.00	910.35	8,038.23	130,789.77	5.79
TOTAL NON-DEPARTMENTAL	253,837.00	9,309.71	110,811.49	143,025.51	43.65
TOTAL REVENUES	253,837.00	9,309.71	110,811.49	143,025.51	43.65

40 -CRIME CONTROL DISTRICT
 FIRE DEPARTMENT

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY					
INTERFUND TRANSFERS					
40-604-9011 TRANSFER OUT - GENERAL FUND	6,612.00	0.00	6,612.00	0.00	100.00
TOTAL INTERFUND TRANSFERS	6,612.00	0.00	6,612.00	0.00	100.00
TOTAL FIRE DEPARTMENT	6,612.00	0.00	6,612.00	0.00	100.00

40 -CRIME CONTROL DISTRICT
 POLICE DEPARTMENT

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
SERVICES					
40-605-3030 TRAINING/EDUCATION	2,500.00	0.00	2,526.00 (26.00)	101.04
40-605-3087 CITIZENS COMMUNICATION/EDUC	5,500.00	10.81	5,482.61	17.39	99.68
TOTAL SERVICES	8,000.00	10.81	8,008.61 (8.61)	100.11
CAPITAL OUTLAY					
40-605-8050 CAPITAL - VEHICLES	33,000.00	22,151.44	33,545.98 (545.98)	101.65
TOTAL CAPITAL OUTLAY	33,000.00	22,151.44	33,545.98 (545.98)	101.65
INTERFUND TRANSFERS					
40-605-9011 TRANSFER TO - GENERAL FUND	206,225.00	48,036.11	199,194.57	7,030.43	96.59
TOTAL INTERFUND TRANSFERS	206,225.00	48,036.11	199,194.57	7,030.43	96.59
<hr/>					
TOTAL POLICE DEPARTMENT	247,225.00	70,198.36	240,749.16	6,475.84	97.38
<hr/>					
TOTAL EXPENDITURES	253,837.00	70,198.36	247,361.16	6,475.84	97.45
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (60,888.65)	(136,549.67)	136,549.67	0.00

42 -PEG FUNDS
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	36,000.00	105.76	17,198.47	18,801.53	47.77
TOTAL REVENUES	36,000.00	105.76	17,198.47	18,801.53	47.77
	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY					
ADMINISTRATION	36,000.00	0.00	35,784.27	215.73	99.40
TOTAL EXPENDITURES	36,000.00	0.00	35,784.27	215.73	99.40
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	105.76 (18,585.80)	18,585.80	0.00

42 -PEG FUNDS
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
FRANCHISE REVENUES					
42-599-2024 FRANCHISE - PEG FEES	15,500.00	0.00	15,943.26 (443.26)	102.86
TOTAL FRANCHISE REVENUES	15,500.00	0.00	15,943.26 (443.26)	102.86
MISC./GRANTS/INTEREST					
42-599-7000 INTEREST	5.00	105.76	1,255.21 (1,250.21)	5,104.20
TOTAL MISC./GRANTS/INTEREST	5.00	105.76	1,255.21 (1,250.21)	5,104.20
TRANSFERS IN					
42-599-8099 FUND BALANCE RESERVE	20,495.00	0.00	0.00	20,495.00	0.00
TOTAL TRANSFERS IN	20,495.00	0.00	0.00	20,495.00	0.00
TOTAL NON-DEPARTMENTAL	36,000.00	105.76	17,198.47	18,801.53	47.77
TOTAL REVENUES	36,000.00	105.76	17,198.47	18,801.53	47.77
	=====	=====	=====	=====	=====

42 -PEG FUNDS
 ADMINISTRATION

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
CAPITAL OUTLAY					
42-601-8030 CAPITAL-ELECTRONIC EQUIPMEN	36,000.00	0.00	35,784.27	215.73	99.40
TOTAL CAPITAL OUTLAY	36,000.00	0.00	35,784.27	215.73	99.40
<hr/>					
TOTAL ADMINISTRATION	36,000.00	0.00	35,784.27	215.73	99.40
<hr/>					
TOTAL EXPENDITURES	36,000.00	0.00	35,784.27	215.73	99.40
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	105.76 (18,585.80)	18,585.80	0.00
<hr/>					

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

45 -OAK WILT FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	10,500.00	2,520.88	12,915.88 (2,415.88)	123.01
TOTAL REVENUES	10,500.00	2,520.88	12,915.88 (2,415.88)	123.01
	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY					
ADMINISTRATION	500.00	0.00	0.00	500.00	0.00
TOTAL EXPENDITURES	500.00	0.00	0.00	500.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	10,000.00	2,520.88	12,915.88 (2,915.88)	129.16

45 -OAK WILT FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
PERMITS & LICENSES					
45-599-3015 TREE TRIMMING PERMITS	10,500.00	2,520.88	12,915.88 (2,415.88)	123.01
TOTAL PERMITS & LICENSES	10,500.00	2,520.88	12,915.88 (2,415.88)	123.01
MISC./GRANTS/INTEREST	_____	_____	_____	_____	_____
TRANSFERS IN	_____	_____	_____	_____	_____
TOTAL NON-DEPARTMENTAL	10,500.00	2,520.88	12,915.88 (2,415.88)	123.01
TOTAL REVENUES	10,500.00	2,520.88	12,915.88 (2,415.88)	123.01

45 -OAK WILT FUND
 ADMINISTRATION

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
SERVICES					
45-601-3087 CITIZENS COMMUNICATION/EDUC	500.00	0.00	0.00	500.00	0.00
TOTAL SERVICES	500.00	0.00	0.00	500.00	0.00
DEPT MATERIALS-SERVICES					
TOTAL ADMINISTRATION	500.00	0.00	0.00	500.00	0.00
TOTAL EXPENDITURES	500.00	0.00	0.00	500.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	10,000.00	2,520.88	12,915.88	(2,915.88)	129.16

CITY OF SHAVANO PARK
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

48 -STREET MAINTENANCE FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	115,009.00	8,391.16	102,952.30	12,056.70	89.52
TOTAL REVENUES	115,009.00	8,391.16	102,952.30	12,056.70	89.52
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	115,009.00	8,391.16	102,952.30	12,056.70	89.52

48 -STREET MAINTENANCE FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
TAXES					
48-599-1040 SALES - STREET MAINTENANCE	115,009.00	8,391.16	102,952.30	12,056.70	89.52
TOTAL TAXES	115,009.00	8,391.16	102,952.30	12,056.70	89.52
TOTAL NON-DEPARTMENTAL	115,009.00	8,391.16	102,952.30	12,056.70	89.52
TOTAL REVENUES	115,009.00	8,391.16	102,952.30	12,056.70	89.52
REVENUES OVER/(UNDER) EXPENDITURES	115,009.00	8,391.16	102,952.30	12,056.70	89.52

50 -COURT RESTRICTED FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	12,436.00	773.04	8,083.09	4,352.91	65.00
TOTAL REVENUES	12,436.00	773.04	8,083.09	4,352.91	65.00
EXPENDITURE SUMMARY					
OPERATING EXPENSES	8,749.00	0.00	8,748.55	0.45	99.99
TOTAL EXPENDITURES	8,749.00	0.00	8,748.55	0.45	99.99
REVENUES OVER/(UNDER) EXPENDITURES	3,687.00	773.04 (665.46)	4,352.46	18.05-

50 -COURT RESTRICTED FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
COURT FEES					
50-599-4022 COURT EFFICIENCY REVENUE	100.00	5.00	104.48 (4.48)	104.48
50-599-4023 COURT SECURITY REVENUE	3,400.00	329.16	3,419.40 (19.40)	100.57
50-599-4025 COURT TECHNOLOGY REVENUE	4,200.00	438.88	4,559.21 (359.21)	108.55
TOTAL COURT FEES	7,700.00	773.04	8,083.09 (383.09)	104.98
TRANSFERS IN					
50-599-8099 FUND BALANCE RESERVE	4,736.00	0.00	0.00	4,736.00	0.00
TOTAL TRANSFERS IN	4,736.00	0.00	0.00	4,736.00	0.00
TOTAL NON-DEPARTMENTAL	12,436.00	773.04	8,083.09	4,352.91	65.00
TOTAL REVENUES	12,436.00	773.04	8,083.09	4,352.91	65.00

50 -COURT RESTRICTED FUND
 OPERATING EXPENSES

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
SERVICES	_____	_____	_____	_____	_____
MAINTENANCE	_____	_____	_____	_____	_____
CAPITAL OUTLAY	_____	_____	_____	_____	_____
INTERFUND TRANSFERS					
50-602-9010 TRANSFER TO GENERAL FUND	8,749.00	0.00	8,748.55	0.45	99.99
TOTAL INTERFUND TRANSFERS	8,749.00	0.00	8,748.55	0.45	99.99
TOTAL OPERATING EXPENSES	8,749.00	0.00	8,748.55	0.45	99.99
TOTAL EXPENDITURES	8,749.00	0.00	8,748.55	0.45	99.99
REVENUES OVER/(UNDER) EXPENDITURES	3,687.00	773.04 (665.46)	4,352.46	18.05-

CITY OF SHAVANO PARK
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2018

52 -CHILD SAFETY FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON DEPARTMENTAL	5,500.00	351.75	4,221.19	1,278.81	76.75
TOTAL REVENUES	5,500.00	351.75	4,221.19	1,278.81	76.75
	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY					
FIRE DEPARTMENT	3,000.00	0.00	3,043.62 (43.62)	101.45
POLICE DEPARTMENT	2,500.00	59.95	2,199.91	300.09	88.00
TOTAL EXPENDITURES	5,500.00	59.95	5,243.53	256.47	95.34
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	291.80 (1,022.34)	1,022.34	0.00

52 -CHILD SAFETY FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON DEPARTMENTAL					
MISC./GRANTS/INTEREST					
52-599-7010 SCHOOL CROSSING GUARD FUNDS	3,840.00	351.75	4,221.19 (381.19)	109.93
TOTAL MISC./GRANTS/INTEREST	3,840.00	351.75	4,221.19 (381.19)	109.93
TRANSFERS IN					
52-599-8089 FUND BALANCE RESERVE	1,660.00	0.00	0.00	1,660.00	0.00
TOTAL TRANSFERS IN	1,660.00	0.00	0.00	1,660.00	0.00
TOTAL NON DEPARTMENTAL	5,500.00	351.75	4,221.19	1,278.81	76.75
TOTAL REVENUES	5,500.00	351.75	4,221.19	1,278.81	76.75

52 -CHILD SAFETY FUND
 FIRE DEPARTMENT

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
SERVICES					
52-604-3087 CITIZENS COMMUNICATION/EDUC	3,000.00	0.00	3,043.62 (43.62)	101.45
TOTAL SERVICES	3,000.00	0.00	3,043.62 (43.62)	101.45
<hr/>					
TOTAL FIRE DEPARTMENT	3,000.00	0.00	3,043.62 (43.62)	101.45

52 -CHILD SAFETY FUND
 POLICE DEPARTMENT

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
SERVICES					
52-605-3087 CITIZENS COMMUNICATION/EDUC	2,500.00	59.95	2,199.91	300.09	88.00
TOTAL SERVICES	2,500.00	59.95	2,199.91	300.09	88.00
TOTAL POLICE DEPARTMENT					
	2,500.00	59.95	2,199.91	300.09	88.00
TOTAL EXPENDITURES					
	5,500.00	59.95	5,243.53	256.47	95.34
REVENUES OVER/(UNDER) EXPENDITURES					
	0.00	291.80	(1,022.34)	1,022.34	0.00

53 -LEOSE
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	2,070.00	0.00	1,551.80	518.20	74.97
TOTAL REVENUES	2,070.00	0.00	1,551.80	518.20	74.97
	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY					
POLICE DEPARTMENT	2,070.00	0.00	2,064.52	5.48	99.74
TOTAL EXPENDITURES	2,070.00	0.00	2,064.52	5.48	99.74
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	(512.72)	512.72	0.00

53 -LEOSE
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
POLICE/FIRE REVENUES					
53-599-6020 LEOSE FUNDS	1,563.00	0.00	1,551.80	11.20	99.28
TOTAL POLICE/FIRE REVENUES	1,563.00	0.00	1,551.80	11.20	99.28
TRANSFERS IN					
53-599-8089 FUND BALANCE RESERVE	507.00	0.00	0.00	507.00	0.00
TOTAL TRANSFERS IN	507.00	0.00	0.00	507.00	0.00
TOTAL NON-DEPARTMENTAL	2,070.00	0.00	1,551.80	518.20	74.97
TOTAL REVENUES	2,070.00	0.00	1,551.80	518.20	74.97

53 -LEOSE
 POLICE DEPARTMENT % OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
SERVICES					
53-605-3030 TRAINING/EDUCATION	2,070.00	0.00	2,064.52	5.48	99.74
TOTAL SERVICES	2,070.00	0.00	2,064.52	5.48	99.74
TOTAL POLICE DEPARTMENT	2,070.00	0.00	2,064.52	5.48	99.74
TOTAL EXPENDITURES	2,070.00	0.00	2,064.52	5.48	99.74
=====					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	(512.72)	512.72	0.00
=====					

70 -CAPITAL REPLACEMENT FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
OTHER SOURCES	703,203.00	4,224.33	666,061.92	37,141.08	94.72
TOTAL REVENUES	703,203.00	4,224.33	666,061.92	37,141.08	94.72
EXPENDITURE SUMMARY					
ADMIN	52,030.00	25,280.00	46,299.02	5,730.98	88.99
PUBLIC WORKS	157,508.00	16,450.00	97,065.70	60,442.30	61.63
FIRE	154,971.00	113,623.78	154,971.00	0.00	100.00
TOTAL EXPENDITURES	364,509.00	155,353.78	298,335.72	66,173.28	81.85
REVENUES OVER/(UNDER) EXPENDITURES	338,694.00	(151,129.45)	367,726.20	(29,032.20)	108.57

70 -CAPITAL REPLACEMENT FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
OTHER SOURCES					
TRANSFERS IN					
70-599-8010 INTEREST INCOME	13,000.00	4,224.33	36,426.92 (23,426.92)	280.21
70-599-8020 TRF IN - GENERAL FUND	629,635.00	0.00	629,635.00	0.00	100.00
70-599-8099 FUND BALANCE RESERVE	60,568.00	0.00	0.00	60,568.00	0.00
TOTAL TRANSFERS IN	703,203.00	4,224.33	666,061.92	37,141.08	94.72
TOTAL OTHER SOURCES	703,203.00	4,224.33	666,061.92	37,141.08	94.72
TOTAL REVENUES	703,203.00	4,224.33	666,061.92	37,141.08	94.72

70 -CAPITAL REPLACEMENT FUND
COUNCIL

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL	_____	_____	_____	_____	_____

70 -CAPITAL REPLACEMENT FUND
 ADMIN

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY					
INTERFUND TRANSFERS					
70-601-9010 TRANSFER TO - GENERAL FUND	52,030.00	25,280.00	46,299.02	5,730.98	88.99
TOTAL INTERFUND TRANSFERS	52,030.00	25,280.00	46,299.02	5,730.98	88.99
TOTAL ADMIN	52,030.00	25,280.00	46,299.02	5,730.98	88.99

70 -CAPITAL REPLACEMENT FUND
PUBLIC WORKS

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY					
70-603-8080 CAPITAL-IMPROVEMENT PROJECT	120,008.00	15,100.00	62,914.07	57,093.93	52.42
TOTAL CAPITAL OUTLAY	120,008.00	15,100.00	62,914.07	57,093.93	52.42
INTERFUND TRANSFERS					
70-603-9010 TRANSFER TO - GENERAL FUND	37,500.00	1,350.00	34,151.63	3,348.37	91.07
TOTAL INTERFUND TRANSFERS	37,500.00	1,350.00	34,151.63	3,348.37	91.07
TOTAL PUBLIC WORKS	157,508.00	16,450.00	97,065.70	60,442.30	61.63

70 -CAPITAL REPLACEMENT FUND
 FIRE

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY					
INTERFUND TRANSFERS					
70-604-9010 TRANSFER TO - GENERAL FUND	154,971.00	113,623.78	154,971.00	0.00	100.00
TOTAL INTERFUND TRANSFERS	154,971.00	113,623.78	154,971.00	0.00	100.00
TOTAL FIRE	154,971.00	113,623.78	154,971.00	0.00	100.00

70 -CAPITAL REPLACEMENT FUND
 POLICE

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL	_____	_____	_____	_____	_____
INTERFUND TRANSFERS	_____	_____	_____	_____	_____
TOTAL EXPENDITURES	364,509.00 =====	155,353.78 =====	298,335.72 =====	66,173.28 =====	81.85 =====
REVENUES OVER/(UNDER) EXPENDITURES	338,694.00 =====	(151,129.45) =====	367,726.20 =====	(29,032.20) =====	108.57 =====

72 -WATER CAPITAL REPLACEMENT
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-DEPARTMENTAL	142,755.00	0.00	109,487.00	33,268.00	76.70
TOTAL REVENUES	142,755.00	0.00	109,487.00	33,268.00	76.70
EXPENDITURE SUMMARY					
WATER DEPARTMENT	37,048.00	0.00	0.00	37,048.00	0.00
TOTAL EXPENDITURES	37,048.00	0.00	0.00	37,048.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	105,707.00	0.00	109,487.00 (3,780.00)	103.58
REVENUES & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	105,707.00	0.00	109,487.00 (3,780.00)	103.58

72 -WATER CAPITAL REPLACEMENT
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENTAL					
TRANSFERS IN					
72-599-8020 TRANSFER FROM WATER FUND	109,487.00	0.00	109,487.00	0.00	100.00
72-599-8099 FUND BALANCE RESERVE	33,268.00	0.00	0.00	33,268.00	0.00
TOTAL TRANSFERS IN	142,755.00	0.00	109,487.00	33,268.00	76.70
TOTAL NON-DEPARTMENTAL	142,755.00	0.00	109,487.00	33,268.00	76.70
TOTAL REVENUES	142,755.00	0.00	109,487.00	33,268.00	76.70

72 -WATER CAPITAL REPLACEMENT
 WATER DEPARTMENT

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
CONTRACTUAL					
<hr/>					
CAPITAL OUTLAY					
72-606-8087 WATER METER REPLACEMENT	37,048.00	0.00	0.00	37,048.00	0.00
TOTAL CAPITAL OUTLAY	37,048.00	0.00	0.00	37,048.00	0.00
<hr/>					
INTERFUND TRANSFERS					
<hr/>					
TOTAL WATER DEPARTMENT	37,048.00	0.00	0.00	37,048.00	0.00
<hr/>					
TOTAL EXPENDITURES	37,048.00	0.00	0.00	37,048.00	0.00
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	105,707.00	0.00	109,487.00 (3,780.00)	103.58
<hr/>					
OTHER FINANCING SOURCES					
<hr/>					
REVENUES & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER USES	105,707.00	0.00	109,487.00 (3,780.00)	103.58

75 -PET DOC & RESCUE FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
ADMINISTRATION	0.00	2.87	25.45 (25.45)	0.00
TOTAL REVENUES	0.00	2.87	25.45 (25.45)	0.00
=====					
EXPENDITURE SUMMARY					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	2.87	25.45 (25.45)	0.00

75 -PET DOC & RESCUE FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ADMINISTRATION					
TAXES					
MISC./GRANTS/INTEREST					
75-599-7000 INTERES INCOME	0.00	2.87	25.45 (25.45)	0.00
TOTAL MISC./GRANTS/INTEREST	0.00	2.87	25.45 (25.45)	0.00
TOTAL ADMINISTRATION					
	0.00	2.87	25.45 (25.45)	0.00
TOTAL REVENUES					
	0.00	2.87	25.45 (25.45)	0.00

75 -PET DOC & RESCUE FUND
ADMINISTRATION

% OF YEAR COMPLETED: 100.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	2.87	25.45 (25.45)	0.00

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
9/06/18	TX CSDU	00089527162015EM5059	GENERAL FUND	NON-DEPARTMENTAL	69.23
9/06/18	TX CSDU	0012999273 DAVIS	GENERAL FUND	NON-DEPARTMENTAL	366.86
9/06/18	ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	GENERAL FUND	NON-DEPARTMENTAL	2,693.08
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	NON-DEPARTMENTAL	7,603.28
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	NON-DEPARTMENTAL	7,563.34
9/06/18	FROST NATIONAL BANK 941 TAX	FEDERAL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	11,232.33
9/06/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	GENERAL FUND	NON-DEPARTMENTAL	1,512.44
9/06/18	CITY OF SHAVANO PARK GF/PAYROLL	GENERAL FUND DUE TO PAYROL	GENERAL FUND	NON-DEPARTMENTAL	78,585.73
9/06/18	DENTON, NAVARRO, ROCHA, BERNAL, HYDE &	LEGAL FEES	GENERAL FUND	CITY ADMINISTRATION	1,930.02
9/06/18	DENTON, NAVARRO, ROCHA, BERNAL, HYDE &	LEGAL FEES	GENERAL FUND	CITY ADMINISTRATION	1,464.00
9/06/18	HORIZON TELEPHONE SYSTEMS, INC.	WIFI ACCESS POINT	GENERAL FUND	CITY ADMINISTRATION	255.00
9/06/18	HORIZON TELEPHONE SYSTEMS, INC.	WIFI ACCESS POINT	GENERAL FUND	CITY ADMINISTRATION	335.00
9/06/18	HORIZON TELEPHONE SYSTEMS, INC.	CYLANCE	GENERAL FUND	CITY ADMINISTRATION	809.00
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	CITY ADMINISTRATION	2,177.71
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	CITY ADMINISTRATION	2,177.71
9/06/18	NEIGHBORHOOD NEWS	SEPTEMBER ROAD RUNNER	GENERAL FUND	CITY ADMINISTRATION	649.58
9/06/18	B. RHODES ELECTRIC, INC.	INSTALL GROUND ROD CH	GENERAL FUND	CITY ADMINISTRATION	125.00
9/06/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	GENERAL FUND	CITY ADMINISTRATION	213.28
9/06/18	STEPHEN P. TAKAS, JR.	JUDGE	GENERAL FUND	MUNICIPAL COURT	650.00
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	MUNICIPAL COURT	234.45
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	MUNICIPAL COURT	234.45
9/06/18	DARRELL S. DULLNIG	PROSECUTOR	GENERAL FUND	MUNICIPAL COURT	650.00
9/06/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	GENERAL FUND	MUNICIPAL COURT	24.74
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,020.23
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	975.36
9/06/18	US BANK VOYAGER FLEET SYSTEM	FLEET FUEL PW	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	448.46
9/06/18	SAFELANE TRAFFIC SUPPLY LLC	SIGNS & MATERIALS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	474.20
9/06/18	JANI KING OF SAN ANTONIO	JANITORIAL SVCS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	652.39
9/06/18	CRAFCO TEXAS INC	CRACK SEAL MACHINE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	3,982.50
9/06/18	ASCO	BACKHOE REPAIR	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	230.29
9/06/18	ASCO	AIR COMPRESSOR REPAIR	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	247.35
9/06/18	ASCO	ASCO	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	265.70
9/06/18	ASCO	SKID STEAR REPAIR	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	680.30
9/06/18	B. RHODES ELECTRIC, INC.	SECURITY CAMERAS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	550.00
9/06/18	VULCAN CONSTRUCTION MATERIALS, LP	A-2 BASE MATERIAL FOR MISC	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	226.64
9/06/18	VULCAN CONSTRUCTION MATERIALS, LP	CONCRETE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	349.53
9/06/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	103.30
9/06/18	CITY OF SHAVANO PARK WATER DEPT.	PW	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	12.09
9/06/18	CITY OF SHAVANO PARK WATER DEPT.	GENERAL ADMN	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	3,207.39
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	FIRE DEPARTMENT	5,769.17
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	FIRE DEPARTMENT	5,540.46
9/06/18	US BANK VOYAGER FLEET SYSTEM	FLEET FUEL FD	GENERAL FUND	FIRE DEPARTMENT	936.01
9/06/18	NAFECO, INC.	FIRE HOSE	GENERAL FUND	FIRE DEPARTMENT	706.00
9/06/18	NAFECO, INC.	FIRE FIGHTING GEAR	GENERAL FUND	FIRE DEPARTMENT	3,920.00
9/06/18	NAFECO, INC.	HELMET SHIELD	GENERAL FUND	FIRE DEPARTMENT	64.00
9/06/18	FARRWEST ENVIRONMENTAL SUPPLY INC	REPLACEMENT PARTS MICROFON	GENERAL FUND	FIRE DEPARTMENT	174.75
9/06/18	LONE STAR EMERGENCY GROUP	AUTO EJECT CHARGER REPAIR	GENERAL FUND	FIRE DEPARTMENT	228.40
9/06/18	BEXAR COUNTY ESD NO.8	INCIDENT SAFETY OFFICER CO	GENERAL FUND	FIRE DEPARTMENT	350.00
9/06/18	BEXAR COUNTY ESD NO.8	INCIDENT SAFETY OFFICER CO	GENERAL FUND	FIRE DEPARTMENT	350.00
9/06/18	DRAGO INVESTMENTS LTD	EMPLOYEE OF THE YEAR AWARD	GENERAL FUND	FIRE DEPARTMENT	12.00
9/06/18	DRAGO INVESTMENTS LTD	EMPLOYEE OF THE YR AWARD	GENERAL FUND	FIRE DEPARTMENT	55.95
9/06/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	GENERAL FUND	FIRE DEPARTMENT	570.37
9/06/18	DAILEY WELLS COMMUNICATIONS, INC.	RADIOS	GENERAL FUND	FIRE DEPARTMENT	4,289.50
9/06/18	CITY OF SHAVANO PARK WATER DEPT.	FIRE	GENERAL FUND	FIRE DEPARTMENT	132.19
9/06/18	TCOLE	INVESTIGATOR CERTIF-NAUGHT	GENERAL FUND	FIRE DEPARTMENT	35.00
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	POLICE DEPARTMENT	5,722.63

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	GENERAL FUND	POLICE DEPARTMENT	5,917.84
9/06/18	US BANK VOYAGER FLEET SYSTEM	FLEET FUEL PD	GENERAL FUND	POLICE DEPARTMENT	3,681.91
9/06/18	OMG NATIONAL	MAGNETS	GENERAL FUND	POLICE DEPARTMENT	211.00
9/06/18	SHAVANO PARK, PETTY CASH	PARKING AT BEXAR COUNTY	GENERAL FUND	POLICE DEPARTMENT	2.00
9/06/18	SHAVANO PARK, PETTY CASH	SCOURING PADS	GENERAL FUND	POLICE DEPARTMENT	4.48
9/06/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	GENERAL FUND	POLICE DEPARTMENT	600.75
9/06/18	SORCERERS APPRINTICE	TREE TRIMMING FORMS	GENERAL FUND	DEVELOPMENT SERVICES	223.00
9/06/18	ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	WATER FUND	NON-DEPARTMENTAL	226.92
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	NON-DEPARTMENTAL	530.73
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	NON-DEPARTMENTAL	494.27
9/06/18	FROST NATIONAL BANK 941 TAX	FEDERAL WITHHOLDING	WATER FUND	NON-DEPARTMENTAL	614.44
9/06/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	WATER FUND	NON-DEPARTMENTAL	107.50
9/06/18	CITY OF SHAVANO PARK GF/PAYROLL	WATER FUND DUE TO PAYROLL	WATER FUND	NON-DEPARTMENTAL	5,820.26
9/06/18	PRAXAIR DISTRIBUTION INC.	RENTAL CYLINDERS	WATER FUND	WATER DEPARTMENT	753.41
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	WATER DEPARTMENT	1,041.73
9/06/18	TMRS	EMPLOYEE AND EMPLOYER CONT	WATER FUND	WATER DEPARTMENT	970.18
9/06/18	US BANK VOYAGER FLEET SYSTEM	FLEET FUEL WATER DEPT	WATER FUND	WATER DEPARTMENT	444.62
9/06/18	SAFELANE TRAFFIC SUPPLY LLC	WARNING SIGNS FOR TRUCKS	WATER FUND	WATER DEPARTMENT	198.00
9/06/18	TEXAS MUNICIPAL UTILITIES ASSOCIATION	MEMBERSHIP-PETERSON	WATER FUND	WATER DEPARTMENT	75.00
9/06/18	USA BLUEBOOK	WATER SAMPLES	WATER FUND	WATER DEPARTMENT	128.34
9/06/18	B. RHODES ELECTRIC, INC.	POLE LINE BREAKER MAINT	WATER FUND	WATER DEPARTMENT	1,110.26
9/06/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	WATER FUND	WATER DEPARTMENT	107.50
9/06/18	CITY OF SHAVANO PARK WATER DEPT.	WATER DEPT	WATER FUND	WATER DEPARTMENT	12.09
9/06/18	TCOLE	SAFVIC CERT-FLORES	CRIME CONTROL DIST	POLICE DEPARTMENT	35.00
9/06/18	TCOLE	SAFVIC CERT-RANGEL	CRIME CONTROL DIST	POLICE DEPARTMENT	35.00
9/06/18	TCOLE	SAFVIC CERT-TORRES	CRIME CONTROL DIST	POLICE DEPARTMENT	35.00
9/06/18	TENTCRAFT INC	PUBLIC RELATIONS DISPLAY	CHILD SAFETY FUND	FIRE DEPARTMENT	2,487.16
9/13/18	CIVIL SYSTEMS INC	CIVIL SYSTEMS INC	GENERAL FUND	NON-DEPARTMENTAL	97.75-
9/13/18	GE MONEY BANK	SAMS MEMBERSHIP FEES	GENERAL FUND	CITY ADMINISTRATION	140.00
9/13/18	SAN ANTONIO EXPRESS NEWS	LEGAL NOTICE	GENERAL FUND	CITY ADMINISTRATION	177.75
9/13/18	SAN ANTONIO EXPRESS NEWS	LEGAL NOTICE	GENERAL FUND	CITY ADMINISTRATION	116.00
9/13/18	BIZDOC, INC.	COPIER FEES-ADMIN	GENERAL FUND	CITY ADMINISTRATION	413.07
9/13/18	UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	32.75
9/13/18	UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	32.75
9/13/18	UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	321.75
9/13/18	UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	32.75
9/13/18	UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	32.75
9/13/18	UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	32.75
9/13/18	UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	32.75
9/13/18	UNIFIRST	FLOOR MATS	GENERAL FUND	CITY ADMINISTRATION	321.75-
9/13/18	SAFESITE, INC.	DOCUMENT STORAGE	GENERAL FUND	CITY ADMINISTRATION	216.00
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	202.66
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	2,327.74
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,157.42
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.09
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,845.65
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	543.60
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	11.17
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.01
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	133.20
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	8.85
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.75
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	16.93
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.15
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	10.15
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	20.91
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	11.65

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	12.44
9/13/18	DEWINNE EQUIPMENT CO.	CHIANS AND BAR FOR CHAINSA	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	688.78
9/13/18	DEWINNE EQUIPMENT CO.	HUS POWERBOX CARRY CASE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	49.95
9/13/18	DEWINNE EQUIPMENT CO.	PRUNER REPAIR	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	246.31
9/13/18	DEWINNE EQUIPMENT CO.	CHAINSAW REPAIR	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	33.55
9/13/18	DEWINNE EQUIPMENT CO.	EQUIPMENT FUEL	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	150.00
9/13/18	DEWINNE EQUIPMENT CO.	OIL FOR CHAINSAW	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	266.60
9/13/18	DEWINNE EQUIPMENT CO.	CHAINSAW SHARPENING	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	147.80
9/13/18	DEWINNE EQUIPMENT CO.	BACKPACK BLOWER	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	399.20
9/13/18	HOME DEPOT CREDIT SERVICE	WD 40	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	22.08
9/13/18	HOME DEPOT CREDIT SERVICE	HOMER BRACKET	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	3.25
9/13/18	HOME DEPOT CREDIT SERVICE	PAINT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	23.28
9/13/18	HOME DEPOT CREDIT SERVICE	SAFETY GLASSES,ETC	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	39.94
9/13/18	HOME DEPOT CREDIT SERVICE	QUICK LINK & CHAIN	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	33.80
9/13/18	HOME DEPOT CREDIT SERVICE	CABINET 35"	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	129.00
9/13/18	O'REILLY AUTO PARTS	TAIL LIGHTS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	25.56
9/13/18	O'REILLY AUTO PARTS	MOTOR OIL	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	71.88
9/13/18	O'REILLY AUTO PARTS	MIRROR, BULBS ETC	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	118.60
9/13/18	UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	26.30
9/13/18	UNIFIRST	JANITORIAL	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	57.10
9/13/18	UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	26.30
9/13/18	UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	26.30
9/13/18	UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	26.30
9/13/18	UNIFIRST	JANITORIAL SUPPLIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	127.00
9/13/18	UNIFIRST	UNIFORMS	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	26.30
9/13/18	INTERSTATE BATTERIES	BATTERIES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	273.95
9/13/18	MCCOY'S BUILDING SUPPLY	MATERIAL FOR PW BUILDING	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,879.14
9/13/18	GE MONEY BANK	GATORADE	GENERAL FUND	FIRE DEPARTMENT	110.21
9/13/18	GE MONEY BANK	CLEANING SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	132.24
9/13/18	GE MONEY BANK	PENS/NOTEPADS	GENERAL FUND	FIRE DEPARTMENT	20.86
9/13/18	GE MONEY BANK	MATS	GENERAL FUND	FIRE DEPARTMENT	19.96
9/13/18	HOME DEPOT CREDIT SERVICE	REPLACEMENT VEH REMOTE	GENERAL FUND	FIRE DEPARTMENT	74.41
9/13/18	HOME DEPOT CREDIT SERVICE	MAINT SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	113.74
9/13/18	HOME DEPOT CREDIT SERVICE	GEAR DRYING RACK	GENERAL FUND	FIRE DEPARTMENT	822.38
9/13/18	HOME DEPOT CREDIT SERVICE	DIGITAL LEVEL FOR INVESTIG	GENERAL FUND	FIRE DEPARTMENT	159.00
9/13/18	HOME DEPOT CREDIT SERVICE	FENCE REPAIR	GENERAL FUND	FIRE DEPARTMENT	13.82
9/13/18	HOME DEPOT CREDIT SERVICE	CHARGING PLUGS	GENERAL FUND	FIRE DEPARTMENT	49.44
9/13/18	HOME DEPOT CREDIT SERVICE	DRYING RACK SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	139.93
9/13/18	O'REILLY AUTO PARTS	ALTERNATOR	GENERAL FUND	FIRE DEPARTMENT	176.21
9/13/18	O'REILLY AUTO PARTS	VEHICLE CHARGERS WIFI DEVI	GENERAL FUND	FIRE DEPARTMENT	24.98
9/13/18	O'REILLY AUTO PARTS	RETURN OF VEH CHARGER	GENERAL FUND	FIRE DEPARTMENT	12.99-
9/13/18	SOUTHWEST PUBLIC SAFETY	FLASHLIGHT PARTS	GENERAL FUND	FIRE DEPARTMENT	41.04
9/13/18	WELSCO Inc.	MEDICAL OXYGEN	GENERAL FUND	FIRE DEPARTMENT	33.50
9/13/18	NAFECO, INC.	FIREFIGHTING GEAR	GENERAL FUND	FIRE DEPARTMENT	937.00
9/13/18	INTERSTATE BATTERIES	REPLACEMENT BATTERIES	GENERAL FUND	FIRE DEPARTMENT	102.75
9/13/18	GALLS	UNIFORMS	GENERAL FUND	FIRE DEPARTMENT	73.73
9/13/18	HEAT SAFETY EQUIPMENT	GAS DETECTION EQUIPMENT	GENERAL FUND	FIRE DEPARTMENT	2,205.28
9/13/18	BIZDOC, INC.	COPIER FEES-PD	GENERAL FUND	POLICE DEPARTMENT	320.25
9/13/18	SOUTHWEST PUBLIC SAFETY	LIGHTS FOR UNIT 511	GENERAL FUND	POLICE DEPARTMENT	132.95
9/13/18	SOUTHWEST PUBLIC SAFETY	SPOT LIGHT REPAIR	GENERAL FUND	POLICE DEPARTMENT	30.00
9/13/18	GT DISTRIBUTORS, INC.	FLASHLIGHT	GENERAL FUND	POLICE DEPARTMENT	104.29
9/13/18	GT DISTRIBUTORS, INC.	HOLSTER	GENERAL FUND	POLICE DEPARTMENT	118.80
9/13/18	GT DISTRIBUTORS, INC.	AMMUNITION	GENERAL FUND	POLICE DEPARTMENT	468.50
9/13/18	GT DISTRIBUTORS, INC.	AMMUNITION	GENERAL FUND	POLICE DEPARTMENT	2,394.82
9/13/18	BUTLER & LAND, INC.	CAMERA EQUIP	GENERAL FUND	POLICE DEPARTMENT	1,765.82
9/13/18	LEXISNEXIS RISK SOLUTIONS	INVESTIGATIONS	GENERAL FUND	POLICE DEPARTMENT	33.00

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
9/13/18	Texas Academy of Animal Control	ACO CERTIFICATION COURSE	GENERAL FUND	POLICE DEPARTMENT	175.00
9/13/18	Applied Concepts, Inc.	ANTENNA FOR UNIT 521	GENERAL FUND	POLICE DEPARTMENT	136.00
9/13/18	MONTY JOE MCGUFFIN	HEALTH INSPECTIONS	GENERAL FUND	DEVELOPMENT SERVICES	60.00
9/13/18	MONTY JOE MCGUFFIN	HEALTH INSPECTIONS	GENERAL FUND	DEVELOPMENT SERVICES	250.00
9/13/18	CIVIL SYSTEMS INC	CIVIL SYSTEMS INC	GENERAL FUND	DEVELOPMENT SERVICES	454.00
9/13/18	BRUCE C. BEALOR	PERMIT INSPECTIONS	GENERAL FUND	DEVELOPMENT SERVICES	5,050.00
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	WATER FUND	WATER DEPARTMENT	300.75
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	WATER FUND	WATER DEPARTMENT	161.86
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	WATER FUND	WATER DEPARTMENT	23.44
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	WATER FUND	WATER DEPARTMENT	152.75
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	WATER FUND	WATER DEPARTMENT	25.40
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	WATER FUND	WATER DEPARTMENT	1,011.49
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	WATER FUND	WATER DEPARTMENT	18.22
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	WATER FUND	WATER DEPARTMENT	4,042.84
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	WATER FUND	WATER DEPARTMENT	2,313.82
9/13/18	CITY PUBLIC SERVICE	CITY PUBLIC SERVICE	WATER FUND	WATER DEPARTMENT	2,313.82
9/13/18	UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	26.29
9/13/18	UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	26.29
9/13/18	UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	26.29
9/13/18	UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	26.29
9/13/18	UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	26.29
9/13/18	UNIFIRST	UNIFORMS	WATER FUND	WATER DEPARTMENT	26.29
9/13/18	INTERSTATE BATTERIES	BATTERIES	WATER FUND	WATER DEPARTMENT	112.00
9/13/18	BUCKHORN LLC	REPAIRS	WATER FUND	WATER DEPARTMENT	401.00
9/13/18	Applied Concepts, Inc.	EQUIPMENT FOR NEW VEHICLE	CRIME CONTROL DIST	POLICE DEPARTMENT	2,078.50
9/13/18	Applied Concepts, Inc.	EQUIPMENT FOR NEW VEHICLE	CRIME CONTROL DIST	POLICE DEPARTMENT	5,323.00
9/17/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	594.06
9/17/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	594.06
9/17/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	742.45
9/17/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	742.45
9/17/18	PRE-PAID LEGAL SERVICES, INC.	PRE-PAID LEGAL SERVICES, I	GENERAL FUND	NON-DEPARTMENTAL	18.96
9/17/18	PRE-PAID LEGAL SERVICES, INC.	PRE-PAID LEGAL SERVICES, I	GENERAL FUND	NON-DEPARTMENTAL	25.90
9/17/18	PRE-PAID LEGAL SERVICES, INC.	PRE-PAID LEGAL SERVICES, I	GENERAL FUND	NON-DEPARTMENTAL	25.90
9/17/18	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	GENERAL FUND	NON-DEPARTMENTAL	150.63
9/17/18	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	GENERAL FUND	NON-DEPARTMENTAL	150.63
9/17/18	PRE-PAID LEGAL SERVICES, INC.	PRE-PAID LEGAL SERVICES, I	GENERAL FUND	NON-DEPARTMENTAL	25.90
9/17/18	PRE-PAID LEGAL SERVICES, INC.	PRE-PAID LEGAL SERVICES, I	GENERAL FUND	NON-DEPARTMENTAL	25.90
9/17/18	PRE-PAID LEGAL SERVICES, INC.	PRE-PAID LEGAL SERVICES, I	GENERAL FUND	NON-DEPARTMENTAL	15.91
9/17/18	AMERICAN FIDELITY ASSURANCE	AMERICAN FIDELITY LIFE DUE	GENERAL FUND	NON-DEPARTMENTAL	51.00
9/17/18	AMERICAN FIDELITY ASSURANCE	AMERICAN FIDELITY LIFE DUE	GENERAL FUND	NON-DEPARTMENTAL	51.00
9/17/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	WATER FUND	NON-DEPARTMENTAL	22.70
9/17/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	WATER FUND	NON-DEPARTMENTAL	22.70
9/17/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	WATER FUND	NON-DEPARTMENTAL	23.55
9/17/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	WATER FUND	NON-DEPARTMENTAL	23.55
9/17/18	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	WATER FUND	NON-DEPARTMENTAL	19.76
9/17/18	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	WATER FUND	NON-DEPARTMENTAL	19.76
9/18/18	TIME WARNER CABLE	UTILITIES/TV	GENERAL FUND	CITY ADMINISTRATION	76.74
9/18/18	BEXAR APPRAISAL DISTRICT	4TH QTR 2018	GENERAL FUND	CITY ADMINISTRATION	3,979.00
9/18/18	AT&T	PHONE LINES-CITY HALL ALAR	GENERAL FUND	CITY ADMINISTRATION	65.91
9/18/18	GFOAT	MEMBERSHIP MOREY	GENERAL FUND	CITY ADMINISTRATION	75.00
9/18/18	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	22.49
9/18/18	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	127.96
9/18/18	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	CITY ADMINISTRATION	180.56
9/18/18	ORKIN, INC.	HORNET NEST REMOVAL	GENERAL FUND	CITY ADMINISTRATION	350.00
9/18/18	AT&T	PHONE LINES-COURT	GENERAL FUND	MUNICIPAL COURT	87.47
9/18/18	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	MUNICIPAL COURT	89.99
9/18/18	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	MUNICIPAL COURT	43.68

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
9/18/18	MJ CENTRAL TEXAS SEPTIC, LLC	SEPTIC REPAIR	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	125.00
9/18/18	GARZITAS WINDOW TINT	DOOR TINTING	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	120.00
9/18/18	AT&T	PHONE LINES-FD	GENERAL FUND	FIRE DEPARTMENT	131.00
9/18/18	STRYKER SALES CORPORATION	ACCESSORY FOR STRETCHER	GENERAL FUND	FIRE DEPARTMENT	174.54
9/18/18	RALPH N. TERPOLILLI	MEDICAL DIRECTION	GENERAL FUND	FIRE DEPARTMENT	400.00
9/18/18	A-1 ENTERPRISE INC.	FIRE EXTINGUISHER TESTING	GENERAL FUND	FIRE DEPARTMENT	120.00
9/18/18	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	30.48
9/18/18	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	47.68
9/18/18	Mine Safety Appliance Company	SCBA REPAIR	GENERAL FUND	FIRE DEPARTMENT	13.38
9/18/18	AT&T	PHONE LINES-PD	GENERAL FUND	POLICE DEPARTMENT	124.32
9/18/18	LOCKHILL RETAIL, INC	CAR WASHES	GENERAL FUND	POLICE DEPARTMENT	268.00
9/18/18	OFFICE DEPOT	STORAGE ORGANIZER	GENERAL FUND	POLICE DEPARTMENT	279.98
9/18/18	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	DEVELOPMENT SERVICES	157.83
9/18/18	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	DEVELOPMENT SERVICES	13.63
9/18/18	OFFICE DEPOT	OFFICE SUPPLIES	GENERAL FUND	DEVELOPMENT SERVICES	63.24
9/18/18	EDWARDS AQUIFER AUTHORITY	EDWARDS AQUIFER AUTHORITY	WATER FUND	WATER DEPARTMENT	2,803.26
9/18/18	EDWARDS AQUIFER AUTHORITY	EDWARDS AQUIFER AUTHORITY	WATER FUND	WATER DEPARTMENT	2,803.26
9/18/18	ONE CALL CONCEPTS	LOCATOR TICKETS	WATER FUND	WATER DEPARTMENT	20.00
9/18/18	SERVICE KING PAINTand BODY	DUMP TRUCK REPAIRS	WATER FUND	WATER DEPARTMENT	3,287.00
9/18/18	RIVER CITY LOCK & KEY	REPAIRS AT #1	WATER FUND	WATER DEPARTMENT	732.50
9/18/18	POLLUTION CONTROL SERVICES	WATER TESTING	WATER FUND	WATER DEPARTMENT	87.00
9/18/18	Wells Fargo	AGENT FEE	DEBT SERVICE FUND	DEBT SERVICE	150.00
9/21/18	TX CSDU	00089527162015EM5059	GENERAL FUND	NON-DEPARTMENTAL	69.23
9/21/18	TX CSDU	0012999273 DAVIS	GENERAL FUND	NON-DEPARTMENTAL	366.86
9/21/18	ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	GENERAL FUND	NON-DEPARTMENTAL	2,693.08
9/21/18	FROST NATIONAL BANK 941 TAX	FEDERAL WITHHOLDING	GENERAL FUND	NON-DEPARTMENTAL	11,108.80
9/21/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	GENERAL FUND	NON-DEPARTMENTAL	1,501.39
9/21/18	CITY OF SHAVANO PARK GF/PAYROLL	GENERAL FUND DUE TO PAYROL	GENERAL FUND	NON-DEPARTMENTAL	78,191.95
9/21/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	GENERAL FUND	CITY ADMINISTRATION	213.28
9/21/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	GENERAL FUND	MUNICIPAL COURT	24.74
9/21/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	103.47
9/21/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	GENERAL FUND	FIRE DEPARTMENT	556.94
9/21/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	GENERAL FUND	POLICE DEPARTMENT	602.96
9/21/18	ICMA - VANTAGEPOINT TRANSFER-457	ICMA-FLAT AMOUNTS	WATER FUND	NON-DEPARTMENTAL	226.92
9/21/18	FROST NATIONAL BANK 941 TAX	FEDERAL WITHHOLDING	WATER FUND	NON-DEPARTMENTAL	618.86
9/21/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	WATER FUND	NON-DEPARTMENTAL	108.55
9/21/18	CITY OF SHAVANO PARK GF/PAYROLL	WATER FUND DUE TO PAYROLL	WATER FUND	NON-DEPARTMENTAL	5,911.76
9/21/18	FROST NATIONAL BANK 941 TAX	MEDICARE TAXES	WATER FUND	WATER DEPARTMENT	108.55
9/24/18	CIVIL SYSTEMS INC	CIVIL SYSTEMS INC	GENERAL FUND	NON-DEPARTMENTAL	15.75-
9/24/18	CIVIL SYSTEMS INC	CIVIL SYSTEMS INC	GENERAL FUND	NON-DEPARTMENTAL	28.75-
9/24/18	PITNEY BOWES - PURCHASE POWER	QTRLY LEASE POSTAGE METER	GENERAL FUND	CITY ADMINISTRATION	170.13
9/24/18	PITNEY BOWES - PURCHASE POWER	FINANCE/ OVERAGE FEE	GENERAL FUND	CITY ADMINISTRATION	13.50
9/24/18	PITNEY BOWES - PURCHASE POWER	REFILL 8.20.18	GENERAL FUND	CITY ADMINISTRATION	1,500.00
9/24/18	INTRUDER ALERT SYSTEMS	ALARM MONITORING	GENERAL FUND	CITY ADMINISTRATION	35.95
9/24/18	LOGIX COMMUNICATIONS	INTERNET/PHONE/FAX	GENERAL FUND	CITY ADMINISTRATION	1,310.26
9/24/18	SOUTH TEXAS PRESS INC.	VEHICLE STICKERS	GENERAL FUND	CITY ADMINISTRATION	500.00
9/24/18	GARZITAS WINDOW TINT	WIN DOW TINTING	GENERAL FUND	CITY ADMINISTRATION	240.00
9/24/18	ORKIN, INC.	PEST CONTROL	GENERAL FUND	CITY ADMINISTRATION	115.40
9/24/18	QUICK COURIER	QUICK COURIER	GENERAL FUND	CITY ADMINISTRATION	12.00
9/24/18	EWING IRRIGATION SYSTEMS	ROUNDUP	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	150.71
9/24/18	SHAVANO PARK, PETTY CASH	GATORADE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	12.99
9/24/18	GOODYEAR AUTO SERVICE CTR.	TRAILER TIRES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	211.82-
9/24/18	GOODYEAR AUTO SERVICE CTR.	TRAILER TIRES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	211.82
9/24/18	GOODYEAR AUTO SERVICE CTR.	TRAILER TIRES	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	211.82
9/24/18	GOODYEAR AUTO SERVICE CTR.	DUMPTRUCK REPAIR	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,171.08
9/24/18	MJ CENTRAL TEXAS SEPTIC, LLC	SEPTIC MAINTENANCE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	1,050.00

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
9/24/18	MJ CENTRAL TEXAS SEPTIC, LLC	SEPTIC MAINTENANCE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	675.00
9/24/18	MJ CENTRAL TEXAS SEPTIC, LLC	SEPTIC MAINTENANCE	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	85.00
9/24/18	MJ CENTRAL TEXAS SEPTIC, LLC	SEPTIC IN FIRE DEPT	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	125.00
9/24/18	INTRUDER ALERT SYSTEMS	ALARM MONITORING	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	49.95
9/24/18	ASCO	BACKHOE REPAIR	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	614.06
9/24/18	AT&T MOBILITY	FD CELL PHONES	GENERAL FUND	FIRE DEPARTMENT	9.71
9/24/18	JOHN WRIGHT ASSOCIATES	REPLACEMENT LIGHT BULBS e1	GENERAL FUND	FIRE DEPARTMENT	36.50
9/24/18	VOSS LIGHTING	LIGHT BULBS	GENERAL FUND	FIRE DEPARTMENT	834.15
9/24/18	TSM DIGITAL PRINTING	HOSEBED COVER REPAIR	GENERAL FUND	FIRE DEPARTMENT	110.00
9/24/18	MUSTANG EQUIPMENT	MAINT&REPAIR ON LAWNMOWER	GENERAL FUND	FIRE DEPARTMENT	915.44
9/24/18	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	1,608.81
9/24/18	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	56.94
9/24/18	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	156.03
9/24/18	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	656.39
9/24/18	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	146.99
9/24/18	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	GENERAL FUND	FIRE DEPARTMENT	2,799.98
9/24/18	FRAZER, LTD.	MOUNTING PLATE	GENERAL FUND	FIRE DEPARTMENT	145.23
9/24/18	GOODYEAR AUTO SERVICE CTR.	OIL CHANGE UNIT 512	GENERAL FUND	POLICE DEPARTMENT	55.95
9/24/18	GOODYEAR AUTO SERVICE CTR.	TIRE UNIT 517	GENERAL FUND	POLICE DEPARTMENT	157.71
9/24/18	GOODYEAR AUTO SERVICE CTR.	DIAGNOSTIC FOR UNIT 711	GENERAL FUND	POLICE DEPARTMENT	57.50
9/24/18	GOODYEAR AUTO SERVICE CTR.	OIL CHANGE UNIT 508	GENERAL FUND	POLICE DEPARTMENT	55.45
9/24/18	GOODYEAR AUTO SERVICE CTR.	OIL AND FILTER CHANGE	GENERAL FUND	POLICE DEPARTMENT	52.45
9/24/18	ANCIRA-WINTON CHEVROLET, INC.	REPAIRS UNIT 516	GENERAL FUND	POLICE DEPARTMENT	7,121.04
9/24/18	TEXAS MED CLINIC	MEDICAL SCREENING	GENERAL FUND	POLICE DEPARTMENT	112.00
9/24/18	BUTLER & LAND, INC.	SOUND AND LIGHT METERS	GENERAL FUND	POLICE DEPARTMENT	202.54
9/24/18	SHAVANO PARK, PETTY CASH	VEHICLE INSPECTION	GENERAL FUND	POLICE DEPARTMENT	7.00
9/24/18	SHAVANO PARK, PETTY CASH	BATTERIES	GENERAL FUND	POLICE DEPARTMENT	43.86
9/24/18	CIVIL SYSTEMS INC	CIVIL SYSTEMS INC	GENERAL FUND	DEVELOPMENT SERVICES	350.50
9/24/18	QUICK COURIER	PLAN REVIEW	GENERAL FUND	DEVELOPMENT SERVICES	8.00
9/24/18	KUKRAL, ROBERT	1-0468-01	WATER FUND	NON-DEPARTMENTAL	181.65
9/24/18	ZARATE, ERIKA	1-0518-01	WATER FUND	NON-DEPARTMENTAL	250.00
9/24/18	SHAVANO PARK, PETTY CASH	TCEQ CLASS REFRESHMENTS	WATER FUND	WATER DEPARTMENT	37.37
9/24/18	SHAVANO PARK, PETTY CASH	TCEQ CLASS REFRESHMENTS	WATER FUND	WATER DEPARTMENT	18.48
9/24/18	SHAVANO PARK, PETTY CASH	CSI EXAM-PETERSON	WATER FUND	WATER DEPARTMENT	40.00
9/24/18	SHAVANO PARK, PETTY CASH	CSI EXAM-URBANECK	WATER FUND	WATER DEPARTMENT	40.00
9/24/18	SHAVANO PARK, PETTY CASH	D LICENSE - DIETZMANN	WATER FUND	WATER DEPARTMENT	40.00
9/24/18	TYLER TECHNOLOGIES, INC. INCODE DIVIS	MONTHLY UTILITY BILLING SU	WATER FUND	WATER DEPARTMENT	128.00
9/24/18	GOODYEAR AUTO SERVICE CTR.	REPLACEMENT TIRES	WATER FUND	WATER DEPARTMENT	451.00
9/24/18	PITNEY BOWES - PURCHASE POWER	UTILITY BILLING	WATER FUND	WATER DEPARTMENT	231.35
9/24/18	B. RHODES ELECTRIC, INC.	WELL MAINTENANCE	WATER FUND	WATER DEPARTMENT	350.00
9/24/18	B. RHODES ELECTRIC, INC.	SCADA MAINTENANCE	WATER FUND	WATER DEPARTMENT	350.00
9/24/18	WRC LLC	REPAIRS ON WELL	WATER FUND	WATER DEPARTMENT	3,468.24

* REFUND CHECKS *

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
9/24/18		US REFUNDS	WATER FUND	NON-DEPARTMENTAL	173.47
9/24/18		US REFUNDS	WATER FUND	NON-DEPARTMENTAL	250.00
9/24/18		US REFUNDS	WATER FUND	NON-DEPARTMENTAL	250.00
9/24/18		US REFUNDS	WATER FUND	NON-DEPARTMENTAL	250.00
9/24/18		US REFUNDS	WATER FUND	NON-DEPARTMENTAL	250.00
9/30/18	COLONIAL SUPPLEMENTAL INS	ADJUSTMENT-9/21	GENERAL FUND	NON-DEPARTMENTAL	124.28-
9/30/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	648.53
9/30/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	594.06
9/30/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	812.26
9/30/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	GENERAL FUND	NON-DEPARTMENTAL	742.45
9/30/18	PRE-PAID LEGAL SERVICES, INC.	ADJUSTMENT	GENERAL FUND	NON-DEPARTMENTAL	25.90-
9/30/18	PRE-PAID LEGAL SERVICES, INC.	ADJUSTMENT	GENERAL FUND	NON-DEPARTMENTAL	235.22-
9/30/18	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	GENERAL FUND	NON-DEPARTMENTAL	358.41
9/30/18	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	GENERAL FUND	NON-DEPARTMENTAL	219.89
9/30/18	AMERICAN FIDELITY ASSURANCE	AMERICAN FIDELITY LIFE DUE	GENERAL FUND	NON-DEPARTMENTAL	51.00
9/30/18	AMERICAN FIDELITY ASSURANCE	AMERICAN FIDELITY LIFE DUE	GENERAL FUND	NON-DEPARTMENTAL	51.00
9/30/18	FROST - VISA DEBIT CARD	FROST - SAMS CLUB	GENERAL FUND	CITY COUNCIL	155.50
9/30/18	FROST - VISA DEBIT CARD	FROST - HOLIDAY LIGHTS	GENERAL FUND	CITY COUNCIL	155.50
9/30/18	FROST - VISA DEBIT CARD	FROST - HEB -STICKERS FOR	GENERAL FUND	CITY COUNCIL	11.63
9/30/18	FROST - VISA DEBIT CARD	FROST - GO DADDY	GENERAL FUND	CITY ADMINISTRATION	339.98
9/30/18	FROST - VISA DEBIT CARD	FROST - NEWEGG	GENERAL FUND	CITY ADMINISTRATION	42.98
9/30/18	FROST - VISA DEBIT CARD	FROST - GRISTMILL	GENERAL FUND	CITY ADMINISTRATION	339.16
9/30/18	FROST - VISA DEBIT CARD	FROST - BLANCO BBQ	GENERAL FUND	CITY ADMINISTRATION	541.86
9/30/18	FROST - VISA DEBIT CARD	FROST -TRI COUNTY MEAT MAR	GENERAL FUND	CITY ADMINISTRATION	510.00
9/30/18	FROST - VISA DEBIT CARD	FROST - TML- TMHRA	GENERAL FUND	CITY ADMINISTRATION	75.00
9/30/18	FROST - VISA DEBIT CARD	FROST - SHRM	GENERAL FUND	MUNICIPAL COURT	189.00
9/30/18	FROST - VISA DEBIT CARD	FROST - PENA BROS UPHOLSTR	GENERAL FUND	PUBLIC WORKS/GOV. BLDG	525.00
9/30/18	FROST - VISA DEBIT CARD	FROST - THE VIAL STORE	GENERAL FUND	FIRE DEPARTMENT	86.93
9/30/18	FROST - VISA DEBIT CARD	FROST - RUGGED COMPUTING	GENERAL FUND	FIRE DEPARTMENT	111.75
9/30/18	FROST - VISA DEBIT CARD	FROST - BEXAR CO/TX.GOV	GENERAL FUND	FIRE DEPARTMENT	9.50
9/30/18	FROST - VISA DEBIT CARD	FROST - AMAZON	GENERAL FUND	FIRE DEPARTMENT	110.25
9/30/18	FROST - VISA DEBIT CARD	FROST - TEXAS COMM FIRE	GENERAL FUND	FIRE DEPARTMENT	56.49
9/30/18	FROST - VISA DEBIT CARD	FROST - TEXAS COMM FIRE	GENERAL FUND	FIRE DEPARTMENT	1,303.94
9/30/18	FROST - VISA DEBIT CARD	FROST - TEXAS COMM FIRE	GENERAL FUND	FIRE DEPARTMENT	56.49
9/30/18	FROST - VISA DEBIT CARD	FROST - TEXAS COMM FIRE	GENERAL FUND	FIRE DEPARTMENT	56.49
9/30/18	FROST - VISA DEBIT CARD	FROST - TEXAS COMM FIRE	GENERAL FUND	FIRE DEPARTMENT	56.49
9/30/18	FROST - VISA DEBIT CARD	FROST - TEXAS COMM FIRE	GENERAL FUND	FIRE DEPARTMENT	56.49
9/30/18	FROST - VISA DEBIT CARD	FROST - NEW EGG	GENERAL FUND	FIRE DEPARTMENT	418.42
9/30/18	FROST - VISA DEBIT CARD	FROST - MY LOR	GENERAL FUND	FIRE DEPARTMENT	34.10
9/30/18	FROST - VISA DEBIT CARD	FROST - BEST BUY	GENERAL FUND	FIRE DEPARTMENT	709.95
9/30/18	FROST - VISA DEBIT CARD	FROST - PIZZA HUT	GENERAL FUND	FIRE DEPARTMENT	38.54
9/30/18	FROST - VISA DEBIT CARD	FROST -BUSH'S CHICKEN	GENERAL FUND	FIRE DEPARTMENT	52.45
9/30/18	FROST - VISA DEBIT CARD	FROST - BRIDGE BLDG FOUNDA	GENERAL FUND	FIRE DEPARTMENT	50.00
9/30/18	FROST - VISA DEBIT CARD	FROST - TACO CABANA	GENERAL FUND	FIRE DEPARTMENT	24.84
9/30/18	FROST - VISA DEBIT CARD	FROST - SQ AUTO GLASS	GENERAL FUND	FIRE DEPARTMENT	189.00
9/30/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	WATER FUND	NON-DEPARTMENTAL	22.70
9/30/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-AFTER TAX	WATER FUND	NON-DEPARTMENTAL	22.70
9/30/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	WATER FUND	NON-DEPARTMENTAL	23.55
9/30/18	COLONIAL SUPPLEMENTAL INS	COLONIAL-PRE-TAX	WATER FUND	NON-DEPARTMENTAL	23.55
9/30/18	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	WATER FUND	NON-DEPARTMENTAL	19.76
9/30/18	PRE-PAID LEGAL SERVICES, INC.	PREPAID LEGAL SERVICES	WATER FUND	NON-DEPARTMENTAL	19.76
9/30/18	FROST - VISA DEBIT CARD	FROST - WAREHOUSE RACK	WATER FUND	WATER DEPARTMENT	728.00_
				TOTAL:	400,761.54

DATE	VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
------	-------------	-------------	------	------------	---------

===== FUND TOTALS =====

10	GENERAL FUND		342,514.53		
20	WATER FUND		48,103.35		
30	DEBT SERVICE FUND		150.00		
40	CRIME CONTROL DISTRICT		7,506.50		
52	CHILD SAFETY FUND		2,487.16		

 GRAND TOTAL: 400,761.54

TOTAL PAGES: 8

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-CITY OF SHAVANO PARK
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 0/00/0000 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 9/01/2018 THRU 9/30/2018

PAYROLL SELECTION

PAYROLL EXPENSES: NO
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: Check Date
SEQUENCE: By Date
DESCRIPTION: Distribution
GL ACCTS: YES
REPORT TITLE: C O U N C I L A / P R E P O R T
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:15 p.m.

PRESENT:

Alderman Colemere

Alderman Powers

Alderman Kautz

Alderman Heintzelman

Mayor Werner

ABSENT:

Mayor Pro Tem Ross

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Alderman Powers led the Pledge of Allegiance to the Flag.

Alderman Heintzelman followed with the Invocation.

3. CITIZENS TO BE HEARD

Citizens Simpson, Pierce, Johnston, and Florine addressed City Council regarding publications policy, brush / bulky pickup, cleanup of DeZavala and proposed Town Plan.

4. CITY COUNCIL COMMENTS

City Council welcomed all to the meeting and extended appreciation to all First Responders.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Proclamation - Fire Prevention Week - Mayor Werner

Mayor Werner presented Fire Chief Naughton with a proclamation for Fire Prevention Week.

5.2. Recognition - Police staff in capture of attempted home burglars - Chief Ray Lacy / Mayor Werner

Police Chief Lacy and Mayor Werner recognized the following Police staff members in the capture of attempted home burglars:

Sgt. DeLeon

Sgt. Flores

Cpl. Villanueva

Officer Cantu

Officer Martinez

Officer Quintanilla

Mayor Werner recessed the meeting until 6:40 p.m. and deviated back to agenda item 3 Citizens Participation.

6. REGULAR AGENDA ITEMS

6.1. Public Hearing / discussion / action – Ordinance No. O-2018-011 approving and adopting the proposed 2018 Town Plan as the City’s Comprehensive Plan as recommended by the Planning and Zoning Commission - Chairman Janssen

Public hearing opened at 6:48 p.m.

Public hearing closed at 6:53 p.m.

Planning & Zoning Chairman Janssen presented an outline of events leading the proposed Town Plan presented to City Council.

Alderman Kautz made a motion to approve Ordinance No. O-2018-011 approving and adopting the proposed 2018 Town Plan as the City's Comprehensive Plan as recommended by the Planning and Zoning Commission with a modification to verbiage on page 12 referencing "disproportionate aging population".

Alderman Heintzelman seconded the motion.

The motion to approve Ordinance No. O-2018-011 approving and adopting the proposed 2018 Town Plan as the City's Comprehensive Plan as recommended by the Planning and Zoning Commission with a modification to verbiage on page 12 referencing "disproportionate aging population" carried with a unanimous vote for the first reading.

6.2. Public Hearing - Crime Control & Prevention District Budget of the City of Shavano Park Crime Control and Prevention District for FY 2018-19

Public hearing opened at 7:02 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 2018-19.

Public hearing closed at 7:05 p.m.

6.3. Discussion / action - Resolution R-2018-008 adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention District for FY 2018-19 - City Manager

Alderman Powers made a motion to approve Resolution R-2018-008 adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention District for FY 2018-19.

Alderman Colemere seconded the motion.

The motion to approve Resolution R-2018-008 adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention District for FY 2018-19 carried with a unanimous vote.

6.4. Public Hearing - Proposed Annual Operating and Capital Budget - FY 2018-19

Public hearing opened at 7:07 p.m.

City Manager Hill presented an overview of the Proposed Annual Operating and Capital Budget - FY 2018-19

Public hearing closed at 7:13 p.m.

6.5. Discussion / action - Ordinance No. O-2018-009 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2018 and ending September 30, 2019; making appropriations for each fund and department; establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date (Record Vote) (final reading) - City Manager

Alderman Heintzelman made a motion to approve Ordinance No. O-2018-009 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2018 and ending September 30, 2019; making appropriations for each fund and department; establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date.

Alderman Kautz seconded the motion.

The vote to approve Ordinance No. O-2018-009 approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2018 and ending September 30, 2019; making appropriations for each fund and department; establishing a Sinking Fund for existing city financial obligations; providing for the levying and collection of a sufficient tax to pay the interest and on such Sinking Fund obligations; repealing conflicting ordinances; providing a savings and severability clause; and declaring an effective date carried with the following vote:

Alderman Colemere	- Aye
Alderman Kautz	- Aye
Alderman Heintzelman	- Aye
Mayor Pro Tem Ross	- Absent
Alderman Powers	- Aye

6.6. Discussion / action - Adopt Resolution R-2018-009 setting the City of Shavano Park 2018 total Tax Rate of \$0.287742 with the Maintenance & Operation rate being \$0.273279 and the Interest & Sinking rate being \$0.014463. (Record Vote) - City Manager

Alderman Heintzelman made a motion to adopt Resolution R-2018-009 setting the City of Shavano Park 2018 total Tax Rate of \$0.287742 with the Maintenance & Operation rate being \$0.273279 and the Interest & Sinking rate being \$0.014463.

Alderman Powers seconded the motion.

The motion to adopt Resolution R-2018-009 setting the City of Shavano Park 2018 total Tax Rate of \$0.287742 with the Maintenance & Operation rate being \$0.273279 and the Interest & Sinking rate being \$0.014463 carried with the following vote;

Alderman Colemere - Aye
Alderman Kautz - Aye
Alderman Heintzelman - Aye
Mayor Pro Tem Ross - Absent
Alderman Powers - Aye

6.7. Record vote to ratify the property tax increase reflected in the FY 2018-19 budget (Record Vote) - City Manager

The record vote to ratify the property tax increase reflected in the FY 2018-19 budget is as follows:

Alderman Colemere - Aye
Alderman Kautz - Aye
Alderman Heintzelman - Aye
Mayor Pro Tem Ross - Absent
Alderman Powers - Aye

6.8. Discussion / action - Ordinance No. O -2018-010 by the Aldermen of the City of Shavano Park, Texas, authorizing the issuance of “City of Shavano Park, Texas General Obligation Refunding Bonds Series 2018”, levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the bonds; prescribing the form, terms, conditions, and resolving other matters incident and related to the issuance, sale, and delivery of the bonds; authorizing the execution of a paying agent/ registrar agreement, a purchase and investment letter, and an escrow deposit letter; complying with the letter of representations on file with the depository trust company; delegating the authority to certain members of the board of Aldermen and city staff to approve and execute certain documents relating to the sale of the bonds; authorizing the executions of any necessary engagement agreements with the City’s financial advisors and/or Bond Counsel; and providing an effective date – City Manager

Alderman Colemere made a motion to approve Ordinance No. O -2018-010 by the Aldermen of the City of Shavano Park, Texas, authorizing the issuance of “City of Shavano Park, Texas General Obligation Refunding Bonds Series 2018”, levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the bonds; prescribing the form, terms, conditions, and resolving other matters incident and related to the issuance, sale, and delivery of the bonds; authorizing the execution of a paying agent/ registrar agreement, a purchase and investment letter, and an escrow deposit letter; complying with the letter of representations on file with the depository trust company; delegating the authority to certain members of the board of Aldermen and city staff to approve and execute certain documents relating to the sale of the bonds; authorizing the executions of any necessary engagement agreements with the City’s financial advisors and/or Bond Counsel; and providing an effective date.

Alderman Kautz seconded the motion.

The motion to approve to approve Ordinance No. O -2018-010 by the Aldermen of the City of Shavano Park, Texas, authorizing the issuance of “City of Shavano Park, Texas General Obligation Refunding Bonds Series 2018”, levying an annual ad valorem tax, within the limitations prescribed by law, for the payment of the bonds; prescribing the form, terms, conditions, and resolving other matters incident and related to the issuance, sale, and delivery of the bonds; authorizing the execution of a paying agent/ registrar agreement, a purchase and investment letter, and an escrow deposit letter; complying with the letter of representations on file with the depository trust company; delegating the authority to certain members of the board of Aldermen and city staff to approve and execute certain documents relating to the sale of the bonds; authorizing the executions of any necessary engagement agreements with the City’s financial advisors and/or Bond Counsel; and providing an effective date carried with a unanimous vote.

6.9. Discussion - Ordinance prohibiting the use of hand-held mobile communication devices and portable electronic devices while operating a motor vehicle by adding Article 32 to Chapter 7 of the City Code of Ordinances of the City of Shavano Park, Texas, providing a fine of up to \$200.00 per violation, providing an effective date, and other matters in connection therewith - Ald. Heintzelman

Alderman Heintzelman presented an overview of concerns regarding the use of hand-held mobile communication devices and portable electronic devices while operating a motor vehicle

Alderman Powers made a motion to postpone this item.

Alderman Colemere seconded the motion.

The motion to postpone this item carried with the following vote:

AYES: 3; NAYES: 1 (Alderman Heintzelman)

6.10. Discussion / action – Reallocating funds planned for Environmental Friendly Parking to Electrical improvements and approval for boring of electrical conduit - City Manager / Public Works Director

Alderman Heintzelman made a motion to approve reallocating funds planned for Environmental Friendly Parking to Electrical improvements and approval for boring of electrical conduit.

Alderman Colemere seconded the motion.

The motion to approve reallocating funds planned for Environmental Friendly Parking to Electrical improvements and approval for boring of electrical conduit carried with a unanimous vote.

7. CITY MANAGER’S REPORT

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

7.1. Building Permit Activity Report

- 7.2. Fire Department Activity Report**
- 7.3. Municipal Court Activity Report**
- 7.4. Police Department Activity Report**
- 7.5. Public Works Activity Report**
- 7.6. Finance Report**

8. CONSENT AGENDA

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

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

Alderman Heintzelman made a motion to approve Consent Agenda items 8.1 – 8.6
Alderman Kautz seconded the motion.

The motion to approve Consent Agenda items 8.1 – 8.6 carried with a unanimous vote.

9. ADJOURNMENT

Alderman Heintzelman made a motion to adjourn the meeting.

Alderman Kautz seconded the motion.

The meeting adjourned at 8:15 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

1. **Call to order**

Chairman Janssen called the meeting to order at 6:30 p.m.

PRESENT:	ABSENT:
Konrad Kuykendall	Carla Laws
Carlos Ortiz	Bill Simmons
Albert Aleman	
Shawn Fitzpatrick	
Kerry Dike	
Jason Linahan	
Michael Janssen	

2. **Vote under Section 36-69 of the Shavano Park City Code (“Code”) concerning a finding that each of the items following item 2 on the agenda are “planning issues” or otherwise prescribed Planning & Zoning Commission duties under 36-69(l) of the Code or the severance of one or more of such items for an individual vote on such item or items.**

Upon a motion made by Commissioner Dike and a second made by Commissioner Fitzpatrick, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve the agenda as it was provided as Planning & Zoning Commission issues. The motion carried.

3. **Citizens to be heard**

Citizen Florine addressed the Planning & Zoning Commission regarding the Town Plan Update.

4. **Consent Agenda:**

A. Approval – Planning & Zoning Commission minutes, July 11, 2018

Upon a motion made by Commissioner Ortiz and a second made by Commissioner Linahan, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve the Planning & Zoning Commission July 11, 2018 minutes as presented. The motion carried.

5. **Presentation / discussion – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.**

Darryl Lange presented an update of the residential and commercial development in Shavano Park and surrounding areas

6. **Discussion / action – Approval of changes and updates to the City’s 2010 Town Plan – City Manager Hill.**

Upon a motion made by Commissioner Aleman and a second made by Commissioner Dike, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve the City’s 2018 Town Plan with revisions and forward the revised Town Plan to City Council for their consideration. The motion carried.

7. **Report / update – City Council items considered at previous City Council meetings and discussion concerning the same – City Manager Hill.**

City Manager Hill provided an overview of items considered at the previous City Council Meeting.

8. **Chairman Announcements:**

- A. Advise members to contact City staff to add new or old agenda items.
- B. Remind members concerning September 1, 2018 Boards / Commissions application deadline.
- C. Advise members of pending agenda items, as follows:
 - i. September – Discussion / action regarding possible updates and amendments to the City’s 2010 Town Plan.
 - ii. October – Welcome to new members and thank you to departing members. Presentation advising new Planning & Zoning Commissioners to secure appropriate open meeting and open records training, and discussion regarding open meeting and open records requirements.
 - iii. February, 2019 – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.

9. **Adjournment**

Upon a motion made by Commissioner Dike and a second made by Commissioner Aleman, the Planning & Zoning Commission voted six (6) for and none (0) opposed to adjourn the meeting. The meeting adjourned at approximately 743 p.m.

MICHAEL JANSSEN
Chairman

ZINA TEDFORD
City Secretary

CITY COUNCIL STAFF SUMMARY

Meeting Date: October 22, 2018

Agenda item: 8.3

Prepared by: Chief Naughton

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Approval - Purchase of Self-Contained Breathing Apparatus

Attachments for Reference:

- 1) Request for Bid Notice
- 2) Proposal from Heat Safety Equipment
- 3) Proposal from Metro Fire Apparatus Specialists

BACKGROUND / HISTORY: Self-Contained Breathing Apparatus are a vital piece of safety equipment used by fire fighter and all types of fires. This piece of equipment provides safe breathing air while working in an atmosphere that contains toxins which are hazardous to breath.

The Texas Commission of Fire Protection requires all municipal fire departments to provide a Self-Contained Breathing Apparatus for every firefighter on-duty. The Shavano Park Fire Department provides Self-Contained Breathing Apparatus in each seated position on fire engines and both EMS units. Our normal response to a fire in SP is one engine and one EMS unit.

Self-Contained Breathing Apparatus are regulated by the Texas Commission on Fire Protection and have a regulated useful life of 15 years. After this 15 year, the units are not allowed on any fire service vehicle for any reason. Shavano Park Fire purchased the current Self-Contained Breathing Apparatus in January of 2004.

DISCUSSION: The Shavano Park Fire Department has budgeted for the replacement of the current Self-Contained Breathing Apparatus through the capital replacement fund. Through the sealed bid process, the City received two bid proposals for Self-Contained Breathing Apparatus. Bids were received from Heat Safety Equipment and Metro Fire Apparatus Specialists. Both bids met the bid specifications for the required equipment.

This purchase includes the Self-Contained Breathing Apparatus, two tablet computers for remote operations and mounting brackets to replace our existing brackets that with not fit the new packs. The only portion of the purchase that was required to have a sealed bid in the actual Self-Contained Breathing Apparatus. The submitted bids are as follows:

1. Heat Safety Equipment \$111,330.09
2. Metro Fire Apparatus Specialists \$118,972.00

The remaining items are less than \$6,000 which will bring the total replacement cost to approximately \$117,500. The anticipated delivery time for the Self-Contained Breathing Apparatus to be delivered is 90 days.

COURSES OF ACTION: Approve Purchase of Self-Contained Breathing Apparatus from Heat Safety Equipment or provide further guidance.

FINANCIAL IMPACT: Approximately \$117,500.00

MOTION REQUESTED: Approve Purchase of Self-Contained Breathing Apparatus from Heat Safety Equipment.



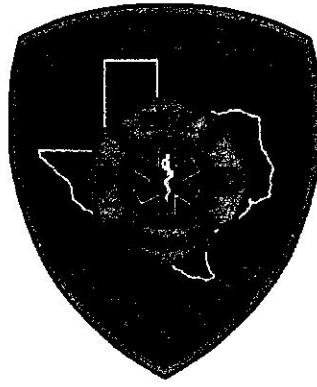
REQUEST FOR BID – SCBA for SHAVANO PARK FIRE DEPARTMENT

The City of Shavano Park (City) is soliciting from qualified vendors to provide Self-Contained Breathing Apparatus equipment for the Shavano Park Fire Department. This equipment will be used in fire suppression activities. The equipment, at a minimum, must meet 2018 edition of the NFPA 1981 and 1982 standards.

Bids for the equipment will be accepted until 2:30 p.m. Central Standard Time on **September 28, 2018**, at which time the bids will be publicly open and read aloud, at the City of Shavano Park City Hall located at 900 Saddletree Court, Shavano Park, Texas 78231. All bids must be packaged in a sealed envelope or package and be clearly marked on the outside with the proposer's name and address and the following written information:

**BID FOR SCBA - SHAVANO PARK FIRE DEPARTMENT
City of Shavano Park, TX**

The City reserves the right to reject any or all bids and to waive informalities. The Request for Bid packet is available on the City's web site or may be obtained from the City of Shavano Park Fire Department.



REQUEST FOR BID

**SELF CONTAINED BREATHING APPARATUS (SCBA)
SHAVANO PARK FIRE DEPARTMENT**

**Prepared by
City of Shavano Park Fire Department
September 5, 2018**

**RESPONSES DUE:
2:30 P.M., Friday, September 28, 2018**

**HEAT SAFETY EQUIPMENT
5465 Curran Rd.
Von Ormy TX 78073
Ph (210) 624-2320
Fax (210) 624-2043**

BIDDER DATA SHEET

Bidding Company Name: HEAT Safety Equipment LLC

City: Van Ormy State: Tx

Federal Employer Identification Number: 26-4479206

OR Social Security Number (if sole proprietorship): _____

Corporation: YES NO

Proposal Contact Person:

Name: Jimmie-John Pursant

Title: Manager

Phone: 210 488 3648 Fax Phone: N/A

Email: jimmie-john@heat-safety-equipment.com

Mailing address where reimbursements are to be mailed and person the department should contact concerning billing:

Name: Same As Above

Title: _____

Phone: _____ Fax Phone: _____

Email: _____

Is the firm submitting this proposal as an individual?

YES

NO

**CITY OF SHAVANO PARK
SPECIFICATIONS AND QUANTITIES EXHIBIT**

Brand	Item	Description	Quantity
3M/Scott	ATO	X3714022205A04, X3 PRO SC HOSE EBSS SEMS PRO WITH RECTUS FITTING	12
3M/Scott	201088-03	SEMSII, USB GATEWAY	2
3M/Scott	8005197	SCOTT CONNECT MONITOR BASE COMMAND INSTALL	1
3M/Scott	8006951	SCOTT CONNECT MONITOR, PRO EDITION ADD ON	1
3M/Scott	200129-01	CYLINDER & VALVE ASSY (NXG), CARBON, 4500, 45- MIN	24
3M/Scott	201215-27	ASSY, AV3 HT W/4PT KEV, RED, RT, S	2
3M/Scott	201215-28	ASSY, AV3 HT W/4PT KEV, RED, RT, MED	11
3M/Scott	201215-29	ASSY, AV3 HT W/4PT KEV, RED, RT, L	11
3M/Scott	200954-02	RIT-PAK III ASSY, 4500 PSI	2
3M/Scott	804723-01	4500, 60-MIN CARBON CYL & VALVE	2
3M/Scott	200266-04	PAK-TRACKER HAND HELD RECEIVER (HHR) WITH EXTENDED RANGE	2
3M/Scott	200433-01	PAK-TRACKER TRUCK MOUNTED CHARGER	2
3M/Scott	201275-01	PACKAGING, EPIC 3 AMP, SINGLE	19
3M/Scott	200773-01	SEMS II RFID PROGRAMMER KIT	1
3M/Scott	200774-01	SEMS II RFID TAG KIT	1
3M/Scott	200673-01	ASSEMBLY, WIRELESS BOOT LOADER	1
N/A	SHIPPING	SHIPPING	1
N/A	N/A	MASK FIT TEST PRIOR TO ORDER (PER SHIFT)	3
N/A	N/A	POST SALE IN-SERVICE TRAINING (PER SHIFT)	3
Scott	N/A	PROVIDE SCOTT SCBA SPECIALIST TRAINING ON-SITE	1

BIDDING COMPANY NAME: HEAT Safety Equipment

H E A T Safety Equipment LLC.

5465 Curran Rd.
 Von Army, Texas 78073
 Ph. (210) 624-2320

Quotation

DATE	Quotation No.
9/20/2018	Q18-11055

NAME / ADDRESS
Shavano Park Fire Department 15604 N.W. Military Hwy. Shavano Park, Texas 78231

P.O. NO.

ITEM	DESCRIPTION	QTY	COST	TOTAL
ATO	X3714022205A04	12	5,936.30	71,235.60
201088-03	X3 PRO SC QD HOSE EBSS SEMS PRO	2	1,569.75	3,139.50
8005197	SEMS II, USB GATEWAY	1	0.00	0.00
8006951	SCOTT CONNECT MONITOR BASE COMMAND INSTALL	1	0.00	0.00
200129-01	SCOTT CONNECT MONITOR, PRO EDITION ADD ON	1	0.00	0.00
200129-01	CYLINDER & VALVE ASSY (NXG), CARBON, 4500 PSI, 45 MIN	12	918.51667	11,022.20
200129-01	CYLINDER & VALVE ASSY (NXG), CARBON, 4500 PSI, 45 MIN	12	0.00	0.00
201215-27	Assy,AV3 HT W/4PT KEV,RED,RT,S	2	245.63	491.26
201215-28	ASSY, AV3 HT W/4PT KEV, RED, RT, MED	11	245.62818	2,701.91
201215-29	Assy,AV3 HT W/4PT KEV,RED,RT,L	11	245.62818	2,701.91
200954-02	RIT-PAK III ASSY, 4500 PSI	2	2,145.44	4,290.88
804723-01	4500, 60-MIN CARBON CYL & VALVE	2	1,024.57	2,049.14
200266-04	PAK-TRACKER HAND HELD RECEIVER (HHR) WITH EXTENDED RANGE	2	1,237.60	2,475.20
200433-01	PAK-TRACKER TRUCK MOUNTED CHARGER	2	444.08	888.16
201275-01	PACKAGING, EPIC 3 AMP, SINGLE	19	444.76263	8,450.49
200773-01	SEMS II RFID PROGRAMMER KIT	1	512.04	512.04
200774-01	SEMS II RFID TAG KIT	1	97.50	97.50
200673-01	ASSEMBLY, WIRELESS BOOT LOADER	1	924.30	924.30
Shipping	SHIPPING		350.00	350.00
	NFPA 2018 upgrade included when available			
FITTESTOHD	FIT TEST OHD	3	0.00	0.00
	3 shifts of personnel on shift			
Training	TRAINING	3	0.00	0.00
	3 shifts of personnel on shift			
Training	TRAINING	1	0.00	0.00
	Scott authorized Specialist Repair Training			
QUOTE BASED ON QTY QUOTED			Total	\$111,330.09



**An Affiliate of
ASTM INTERNATIONAL**

September 19, 2017

Mr. Klaus Wilkens
Senior Certification Engineer
Scott Health & Safety
4320 Goldmine Road
Monroe, NC 28110

Certification Letter
SEI Ref. No.'s: SBA SCT 11, Variants 1104, 1107, 1110,
and Accessories 1109 & 1120
Scott Ref. No.: NFPA X31627

Dear Mr. Wilkens:

We are pleased to confirm that the items indicated below, for use with the AirPak X3 2.2/4.5/5.5 CBRN SCBA, are considered certified by the Safety Equipment Institute effective September 19, 2017. Testing and evaluation was successfully completed in accordance with the requirements of NFPA 1981, *Standard on Open-Circuit Self-Contained Breathing Apparatus for Emergency Services, 2013 Edition* and NFPA 1982, *Standard on Personal Alert Safety Systems (PASS), 2013 Edition*.

SEI Reference No.'s	Scott Model No.	Description
SBA SCT 11	595279-01	Revised User Instructions, Rev. E
	595265-01	Revised User Instructions, Rev. E
SBA SCT 11 Variant 1104 (SCBA Backpacks)	201615-XX	Addition of Backframe, X3, Comfort
SBA SCT 11 Variant 1107 (SCBA Intermediate Pressure Hoses)	201136-03	Addition of Regulator Supply Hose, QD, 6-Pin, X3



Safety Equipment Institute
1307 Dolley Madison Blvd. Suite 3A McLean, Virginia 22101
Tel: 703/442-5732 FAX: 703/442-5756
www.SEInet.org



SEI Reference No.'s	Scott Model No.	Description
SBA SCT 11 Variant 1110 (SCBA Integrated Nonremovable PASS Devices)	201160-23	Addition of PASS Module w/o Beacon, X3, 6-Wire, 2018 Sound
	201160-24	Addition of PASS Module w Beacon, X3, 6-Wire, 2018 Sound
SBA SCT 11/Accessory 1109 (SCBA Airline Adapter Kits)	201095-XX	Revised EBSS Pouch, X3
SBA SCT 11/Accessory 1120 (Miscellaneous)	201160-XX	Addition of PASS, Non-NFPA 1982 Compliant
	201160-61	Obsolete PASS Module, 60 second, w/o Beacon, X3
	201160-62	Obsolete PASS Module, 60 second, w/Beacon, X3
	201160-71	Obsolete PASS Module, w/o Beacon, X3, No Motion Sensor
	201160-72	Obsolete PASS Module, w/Beacon, X3, No Motion Sensor

The above noted components were submitted for certification with your letter of January 9, 2017. Certification testing and evaluation was successfully completed on June 29, 2017. In addition, confirmation of NIOSH 42 CFR Part 84 approval has been received.

Additionally, SEI has received confirmation (see attached) from NISOH that configurations as shown on NIOSH CBRN Approval Numbers TC-13F-0711CBRN through TC-13F-0726CBRN and TC-13F-0811CBRN through TC-13F-0826CBRN have successfully completed NIOSH CBRN testing.

The SEI Certification Mark may be used in the marketing, packaging and promotion of the model detailed above, in accordance with the provisions of the SEI Certification Program Manual.

Per the SEI Certification Program Manual, SEI shall certify the manufacturer's product model(s) and grant the right to use the SEI certification mark when 1) the Testing Laboratory has determined that the product model submitted and tested successfully meets the appropriate product standard, 2) the Quality Assurance Auditor has determined that the manufacturer complies with SEI quality assurance requirements through an on-site audit, including a review of the quality manual and procedures, 3) the manufacturer has paid all fees, and 4) product liability insurance requirements are met.

Following initial certification, all product models are tested, at least annually, and are selected by the SEI auditor during the annual quality assurance audit. SEI's certification program is accredited as a System Type 5 per ISO/IEC 17067:2013(E).

Thank you for your participation in the SEI Certification Program. If you have any questions, please contact the SEI Office.

Sincerely,



Stephen R. Sanders
Technical Director



William A. Fithian
Technical Director

cc: Mr. Paul Clarke, SEI Auditor



A Tyco Business

September 19, 2016

Dear Valued Customer,

As the leading manufacturer of SCBA in the North American fire services market, Scott Safety strives to keep our valued customers informed of upcoming regulatory standard changes. There are two such standards quickly nearing completion that will affect Self-Contained Breathing Apparatus (SCBA):

NFPA 1981 – *Standard on Open-Circuit Self-Contained Breathing Apparatus for Emergency Services*
NFPA 1982 – *Standard on Personal Alert Safety Systems (PASS)*

The information below provides a current snapshot of the schedule and timeline for implementation of the standards:

Current Schedule

- The standards will be marked as 2018 Edition
- The 2018 revision cycle is confirmed for Fall 2017
- The issuance date is tentatively scheduled for November 2017
- The effective date is tentatively scheduled for December 2017
- The tentative last ship date for 2013 Edition SCBA would be August 31, 2018, provided the issuance date is met.

There are significant areas of focus that the standards committee has reviewed as part of the development process, some of which may have an impact on SCBA manufacturers as it relates to the design and operation of the SCBA.

Summary of Proposed Changes

NFPA 1981:

- Second Stage Regular Retention & Removal
 - Incorporate a strength of interface test between the facepiece and second stage regulator to ensure that the second stage regulator will not inadvertently pull out of the facepiece lens
 - If the SCBA incorporates a removable regulator, two distinct actions for disconnection shall be required prior to removal of the regulator (i.e. pull latch and rotate regulator)
- Pneumatic Data Logging
 - Incorporate data logging of air pressure at prescribed time intervals
 - Incorporate data logging of pressure milestones (i.e. 100%, 75%, 50%, 33%)
 - Incorporate data logging of breathing rate at prescribed time intervals
- Universal EBSS Fitting
 - Incorporate a standardized EBSS fitting that would be universal between SCBA manufacturers
 - The EBSS shall have an operating pressure range between 80 psi and 150 psi

NFPA 1982:

- New Universal PASS Tone
 - Incorporate a new universal PASS tone to improve audible detection by the human ear
- Transmitting RF PASS
 - Incorporate two new tests to the RF PASS section to improve reliability

For your convenience, a presentation highlighting the proposed changes to the NFPA 2018 Edition standards is available for download at www.scottssafety.com or www.scottssafetynation.com by searching for "NFPA Standard."



A Tyco Business

The First Draft Reports for NFPA 1981 and NFPA 1982 have been posted and are available for viewing through the NFPA website. The First Draft Report serves as documentation of the Input Stage and is published for public review and comment. The First Draft Report contains a compilation of the First Draft of the NFPA Standard, First Revisions, Public Input, Committee Input, Committee Statements, and Ballot Results and Statements. Where applicable, the First Draft Report also contains First Correlating Revisions, Correlating Notes, and Correlating Input.

The second stage of the standards development process is known as the Comments stage (also referred to as the Public Comment period). During the Public Comment period, both customers and manufacturers alike are able to propose changes to the First Draft Report that the responsible NFPA Technical Committee will consider when developing the NFPA 1981 and NFPA 1982, 2018 edition standards. The First Draft Reports should be used as background in the submission of public comments.

Scott Safety strongly encourages you to get familiar with the proposed changes to the standards and to voice your opinion. As part of the first responder community, now is the time to provide your input to the NFPA to help shape the future direction of the standards.

Public comments may be submitted online up until the closing date of November 17, 2016.

NFPA 1981 Public Comment Period

NFPA 1982 Public Comment Period

Once the Public Comment closing date has passed, all submitted Public Comments will be forwarded to the responsible Technical Committee to be addressed at a Second Draft meeting, where the committee reviews all Public Comments and develops the Second Draft of the new standard. The Second Draft meeting for NFPA 1981 will take place the week of January 14, 2017. The Second Draft meeting for NFPA 1982 will take place the week of December 10, 2016.

NOTE: All Technical Committee meetings are open to the public. For more information on committee activities and other information related to a particular standard, please visit the "Doc info" pages at www.nfpa.org/aboutthecodes, and select the appropriate standard from the List of NFPA Codes and Standards.

As the Second Draft Report is posted and we begin to move closer to the issuance date for the final 2018 edition of the NFPA 1981 and NFPA 1982 standards, we will keep you informed as a valued customer.

Thank you for your continued support and confidence in Scott Safety's respiratory protection products. Should you have further questions, please feel free to contact your local Scott Regional Sales Manager or Field Service Specialist.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jason Cannon', written over a horizontal line.

Jason Cannon
Product Line Manager, Air-Pak SCBA
Scott Safety

Scott Air-Pak Warranty

A Scott Air-Pak® has multiple serial numbers. This table indicates when to use each serial number and the applicable warranty policy.

When completing a warranty repair on	Enter in Scott Plus the serial number from this label	Applicable Warranty Policy
Pressure Reducer	Reducer	15 Year Reducer Warranty (AP50, AP75, NXG, X3)
Console	Console	10 Year Electronics Warranty (X3, AP75 2013) 3 Year Electronics Warranty (AP75 2007, NXG) 1 Year Electronics Warranty (AP50)
Sensor module	Sensor module	10 Year Electronics Warranty (X3, AP75 2013) 3 Year Electronics Warranty (AP75 2007, NXG) 1 Year Electronics Warranty (AP50)
Regulator	Regulator	10 Year Bumper-to-Bumper Warranty (AP75, NXG, X3) 8 Year Bumper-to-Bumper Warranty (AP50)
All other SCBA components, including	Backframe/Harness Assembly	10 Year Bumper-to-Bumper Warranty (AP75, NXG, X3) 8 Year Bumper-to-Bumper Warranty (AP50)
<ul style="list-style-type: none"> • RIC/UAC fitting • Relief valve (Kunkle) • High pressure hose • EBSS hose • Console gauge, gaugeline and mounting block, transducer manifold • Backframe and harness assembly 		
Facepiece	Facepiece	10 Year Facepiece Warranty
Cylinder valve	Cylinder Valve (different from cylinder S/N)	10 Year Cylinder Warranty 5 Year Industrial Cylinder Warranty

For products not listed, refer to the product Operation & Maintenance instructions for warranty information.



HEAT Safety Equipment
5465 Curran Rd
Von Ormy, Texas 78073
09/20/18

City of Shavano Park
900 Saddletree Court
Shavano Park, Texas 78231

Dear City of Shavano Park:

Thank you for choosing HEAT Safety Equipment for your SCBA needs. We are confident that you will be very satisfied with the services that we offer. We have been in business for 23 years and service the majority of Texas. We are located around San Antonio, Texas and provide service and repairs as well as sales. Our repair center has a large amount of parts as well as technicians to service your equipment.

The information enclosed will help you make the most of our services. If you have questions, please contact us. Your account manager, Jimmie-John Durant , can be reached at 210-488-3648.

As your needs change, we will be happy to help you evaluate those needs and offer you the services that will help you achieve your new goals. Again, thank you for choosing HEAT Safety Equipment.

Sincerely,

Jimmie-John Durant
Manager

INFORMATION ABOUT METRO FIRE APPARATUS SPECIALISTS, INC.

Address: Metro Fire Apparatus Specialists, Inc.
17350 State Hwy 249
Suite 250
Houston, Texas 77064-1142
Phone: 713.692.9011
Fax: 713.692.1591

Contact: Steve Fikac
Territory Manager
(cell) 210.792.8988
sfikac@mfas.com

Number of year in business: 20 years

BIDDER DATA SHEET

Bidding Company Name: METRO FIRE APPARATUS SPECIALISTS, INC

City: HOUSTON State: TEXAS

Federal Employer Identification Number: 76-0598763

OR Social Security Number (if sole proprietorship): _____

Corporation: YES NO

Proposal Contact Person:

Name: STEVEN FIKAC

Title: TERRITORY MANAGER

Phone: 210 792 8988 Fax Phone: _____

Email: SFIKAC@MFAS.COM

Mailing address where reimbursements are to be mailed and person the department should contact concerning billing:

Name: CLARK KING

Title: CONTROLLER

Phone: 713 692 0911 Fax Phone: 713 692 1591

Email: CKING@MFAS.COM

Is the firm submitting this proposal as an individual?

YES

NO



QUOTE

Corporate
 17350 State Hwy 249
 Suite 250
 Houston TX 77064-1142
 (713) 692-0911 Phone
 (713) 692-1591 Fax

Mansfield
 625 S Wisteria St Ste 121
 Mansfield TX 76063-2528
 (817) 467-0911 Phone
 (817) 375-1775 Fax

South Houston
 514 Michigan St
 South Houston TX 77587-3221
 (713) 475-2411 Phone
 (713) 475-2428 Fax

Number	129875-0
Quote Date	09/17/2018
Page	1

Bill to: SHAVANO PARK FIRE DEPT
 15604 NW MILITARY
 SAN ANTONIO, TX 78231

Ship to: SHAVANO PARK FIRE DEPT
 15604 NW MILITARY
 SAN ANTONIO, TX 78231

Cust Code	Ordered By	Salesman	Job/Rel#	Customer PO		
SGA002		STEVE FIKAC				
Entered By	FOB	Ship Via	Terms			
STEVE FIKAC	DESTINATION	BEST WAY	NET 20 DAYS			
Quantity	U/M	Item #	Description	Price	Extension	
Order	Ship	Back				
12	12	0	EA SCT-X37144022205A04	X3 PRO AIR PAK, SC ROSE *	5607.00	67284.00
2	2	0	EA SCT-201088-03	CONNECT MONITOR SEMS II	1491.00	2982.00
1	1	0	EA SCT-8005197	SC-MON-BASE-UNL SEMS 2 LICENSE	0.00	0.00
1	1	0	EA SCT-8006951	SCOTT CONNECT MONITOR PRO ADDITION ADD ON *	0.00	0.00
24	24	0	EA SCT-200129-01	45 MINUTE, CARBON CYLINDER 4500 PSI, SNAP CHANGE	949.00	22776.00
2	2	0	EA SCT-201215-27	AV3000 BT, KEVLAR HEAD HARNESS SMALL FACESEAL, RIGHT COMM BRACKET, 4-STRAP	254.00	508.00
11	11	0	EA SCT-201215-28	AV3000 BT, KEVLAR HEAD HARNESS MEDIUM FACESEAL, RIGHT COMM BRACKET, 4-STRAP	254.00	2794.00
11	11	0	EA SCT-201215-29	AV3000 BT, KEVLAR HEAD HARNESS LARGE FACESEAL, RIGHT COMM BRACKET, 4-STRAP	254.00	2794.00
2	2	0	EA SCT-200954-02	RIT-PAK III ASSY 4500 PSI	2501.00	5002.00
2	2	0	EA SCT-804723-01	60 MINUTE, CARBON CYLINDER 4500 PSI, CGA	1059.00	2118.00
2	2	0	EA SCT-200266-04	PAK-TRACKER HAND HELD RECEIVER (HER) W/EXTENDED RANGE- INCLUDES CHARGER	1207.00	2414.00
2	2	0	EA SCT-200433-01	PAK-TRACKER, VEHICLE CHARGER	433.00	866.00

Continued on next page...

QUOTE GOOD FOR 45 DAYS



QUOTE

Corporate
 17350 State Hwy 249
 Suite 250
 Houston TX 77064-1142
 (713) 692-0911 Phone
 (713) 692-1591 Fax

Mansfield
 625 S Wisteria St Ste 121
 Mansfield TX 76063-2528
 (817) 467-0911 Phone
 (817) 375-1775 Fax

South Houston
 514 Michigan St
 South Houston TX 77587-3221
 (713) 475-2411 Phone
 (713) 475-2428 Fax

Number	129875-0
Quote Date	09/17/2018
Page	2

Bill to: SHAVANO PARK FIRE DEPT
 15604 NW MILITARY
 SAN ANTONIO, TX 78231

Ship to: SHAVANO PARK FIRE DEPT
 15604 NW MILITARY
 SAN ANTONIO, TX 78231

Cust Code	Ordered By	Salesman	Job/Rel#	Customer PO		
SGA002		STEVE FIRAC				
Entered By	FOB	Ship Via	Terms			
STEVE FIRAC	DESTINATION	BEST WAY	NET 20 DAYS			
Quantity	U/M	Item #	Description	Price	Extension	
Order	Ship	Back				
19	19	0	EA SCT-201275-01	EPICS VOICE AMPLIFIER	422.00	8018.00
1	1	0	EA SCT-200773-01	SEMS II RFID PROGRAMMER KIT	486.00	486.00
1	1	0	EA SCT-200774-01	SEMS II RFID TAG KIT	89.00	89.00
1	1	0	EA SCT-200673-01	FIREFIGHTER LOCATOR PROGRAMMER	841.00	841.00
1	1	0	EA MET-SHIPPING	FREIGHT CHARGES	0.00	0.00
1	1	0	EA MET-MISC-EQUIPMENT	MASK FIT TESTING ON-SITE	0.00	0.00
1	1	0	EA MET-MISC-EQUIPMENT	IN-SERVICE TRAINING	0.00	0.00
1	1	0	EA MET-MISC-EQUIPMENT	SCOTT ON-SITE TRAINING	0.00	0.00

SubTotal 118,972.00

Total 118,972.00

Steve Fira

QUOTE GOOD FOR 45 DAYS

CITY COUNCIL STAFF SUMMARY

Meeting Date: October 22, 2018

Agenda item: 8.4

Prepared by: Curtis Leeth

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Approval – Resolution R-2018-010 designating the San Antonio Express News as the City of Shavano Park’s official newspaper for posting of public and legal notices



Attachments for Reference:

1) 8.4a Resolution R-2018-010

BACKGROUND / HISTORY: Texas Local Government Code Section 52.011 requires a Type A General-Law Municipality to establish an official newspaper for posting of public and legal notices for the City as may be required by law.

It is an annual requirement that Council designate an official paper in the October meeting of each year.

DISCUSSION: This resolution designates the San Antonio Express News as the official newspaper for the City.

COURSES OF ACTION: Approve Resolution R-2018-010 designating the San Antonio Express News as the City of Shavano Park’s official newspaper for posting of public and legal notices; or alternatively decline and provide further guidance to staff.

FINANCIAL IMPACT: N/A

MOTION REQUESTED: Approve Resolution R-2018-010 designating the San Antonio Express News as the City of Shavano Park’s official newspaper for posting of public and legal notices.

RESOLUTION No. R-2018-010

A RESOLUTION OF THE CITY OF SHAVANO PARK CITY COUNCIL DESIGNATING THE SAN ANTONIO EXPRESS NEWS AS THE CITY OF SHAVANO PARK'S OFFICIAL NEWSPAPER FOR POSTING OF PUBLIC AND LEGAL NOTICES.

WHEREAS, The City Council of the City of Shavano Park is required to select an official newspaper for the posting of public and legal notices; and

WHEREAS, the San Antonio Express News covers all of Shavano Park including zip codes 78230, 78231 and 78249 within Shavano Park;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS:

The San Antonio Express News is hereby designated as the official newspaper of the City of Shavano Park for posting of public and legal notices for the City as may be required by law.

PASSED AND APPROVED by the City Council of the City of Shavano Park this the 22nd day of October, 2018.

Robert Werner
MAYOR

Attest: _____
Zina Tedford
City Secretary

Approved as to Form: _____
CHARLES E. ZECH
City Attorney

CITY COUNCIL STAFF SUMMARY

Meeting Date: October 22, 2018

Agenda item: 6.6

Prepared by: Chief Michael Naughton

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / action – Ordinance O-2018-012 adopting the 2018 International Fire Code with exceptions - City Manager / Fire

X

Attachments for Reference:

- 1) Ordinance O-2018-012 Adopting 2018 IFC**
- 2) Summary of Changes Technical Code**

BACKGROUND / HISTORY: The City is currently on 2012 version of the International Fire Code. When the current version was adopted, several additions were also included. The Fire Department maintains that fire prevention is where we can impact fire safety in the City most effectively. The current fire codes have proven to be effective in preventing fire and other emergencies in our commercial buildings.

The most recent version of the International Fire Code is 2018. The 2018 Code is widely adopted by many cities and is acceptable to maintain the highest ISO ratings. The 2018 International Fire Code is the current standard and the code that is currently being used and referenced in the majority of the submitted commercial building plans. The 2018 Code has been reviewed thoroughly.

DISCUSSION: The current inspectors within the Fire Department have read and reviewed the 2018 International Fire Code and the 2018 edition provides an easier to use, more manageable reference, and is an update to safe building construction design standards.

Our overriding priority in the review of the proposed fire code adoption is fire prevention. We feel that preventing fires and other emergencies should be our goal in addition to be able to effectively fight fires. Shavano Park worked with Leon Valley FD, Live Oak, Schertz, Kerrville, Seguin, Castle Hills, Balcones Heights, Hollywood Park, Olmos Park and Universal City and reviewed current fire code amendments from Schertz, Castle Hills, Leon Valley, San Antonio and Terrell Hills in order to select and propose exceptions (adds or deletions) to the 2018 edition in order to best serve the City of Shavano Park.

This proposed IFC 2018 with amendments has already been approved in Leon Valley and is slated for submission to Castle Hills, Live Oak, Kerrville and Schertz within the next two months. The regional fire marshals met over a two-month period at Shavano Park City Hall and

have agreed to support a common code throughout the suburban cities to help builders by having the same codes. These common codes should speed the plan review process and prevent building conflicts when building here or in other cities.

This update also compliments the work to improve the city's ISO ratings with the Building Code Effectiveness Group (BCEG). The ISO requires the adopted fire code to be the current or the previous code to receive full credit for ISO. The same is true for the Building Code Effectiveness Group. Our current ISO rating is 2 and our Building Code Effectiveness Group is 5.

There are a significant amount of proposed amendments to the 2018 IFC. The primary reason for the amount of changes is that a detailed review of the Code was conducted collectively by a number of Fire Marshals. Previous adopted IFC did not undergo the same rigorous review. In this review, clarifications and standards were established where appropriate. Additionally, common and established practices and procedures that are already in place but not addressed in the IFC were added. A number of explanations have been added to the track changes paragraphs with the redline version of the draft ordinance to provide background.

COURSES OF ACTION: Approve or provide further guidance / direction. (First Reading)

FINANCIAL IMPACT: N/A

STAFF RECOMMENDATION: Approve the International Fire Codes 2018 with the amendments as listed.

ORDINANCE NO. O-2018-012

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS AMENDING THE CODE OF ORDINANCES OF THE CITY OF SHAVANO PARK BY REPEALING EXISTING FIRE CODE AND ADOPTING NEW A FIRE CODE; PROVIDING FOR A PENALTY; PROVIDING INDEMNITY FOR THE CITY; PROVIDING REPEALING AND SAVINGS CLAUSES; PROVING A TEXAS OPEN MEETINGS ACT CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Texas Local Governmental Code empowers the cities to enact fire codes and regulations and provide for their administration, enforcement, and amendment; and

WHEREAS, the regulation of building and building construction by the City of Shavano Park (the "City") is necessary to protect the public health and welfare; and

WHEREAS, the City Council of the City desires to protect the safety and welfare of the citizens of the City through regulation of construction activities in the City; and

WHEREAS, the City has previously adopted multiple International Fire Codes; and

WHEREAS, a more recent International Fire Code has been adopted by the International Code Committee; and

WHEREAS, City Staff has undertaken a review of the newly adopted International Fire Code as compared to the City's existing code; and

WHEREAS, City Staff recommends adopting the International Fire Codes provided for herein along with certain amendments; and

WHEREAS, the City Council has determined that the regulation of construction activities in the City, as set forth herein, is in the best interests of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHAVANO PARK, TEXAS:

**I
REPEALER**

Chapter 22, "Public Safety Services" of the Code of Ordinances, City of Shavano Park, Texas, Article IV, Section 22-87 - 90 is hereby repealed.

II CODE AMENDMENT

Chapter 22, "Public Safety Services" of the Code of Ordinances, City of Shavano Park, Texas, Article IV, Section 22-87 - 90, is hereby amended to read as follows:

Sec. 22-87. - International Fire Code adopted.

There is hereby adopted by reference, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion those certain codes known as the Fire Prevention Code (NFPA-101, Life Safety Code), 2018 edition, as recommend by the National Fire Protection Association, and the International Fire Code, 2018 edition, published by the International Code Council, Inc., together with all revisions and additions thereto, save and accept such portions of such codes as are hereinafter deleted, modified or amended, or inconsistent with or in conflict with any other provisions of City ordinances, or any statute of the State of Texas, and the same are otherwise hereby adopted and incorporated herein as fully as if set out verbatim herein.

(1) This article shall provide for the City rules and regulations to improve safety of the public by promoting the control of fire hazards; regulating the installation, use and maintenance of equipment; the use of structures, premises, and open areas; providing for the abatement of fire hazards; and setting forth standards for compliance to achieve these objectives.

(2) It shall be unlawful for any person to violate this article, to permit or maintain such violation, to refuse to obey any provision thereof, or to fail or refuse to comply with any such provision or regulation except as variation may be allowed where permitted herein, by action of the Chief of the Fire Department in writing. Proof of such unlawful act or failure to act shall be deemed prima facie evidence that such act is that of the owner. Prosecution or lack thereof of either the owner or the occupant shall not be deemed to relieve the other.

(3) This article shall apply equally to both public and private commercial property. It shall apply to all new structures and their occupancies including buildings, structures, equipment, etc. and, except as otherwise specified, to existing structures and their occupancies including buildings, structures, equipment, etc., which constitute a clear and present hazard to life or to property.

(4) Establishment and duties of the City Fire Department's Office of Fire Prevention. The Fire Chief/Fire Marshal shall develop procedures for scheduling facility inspection, recordkeeping, and fire code compliance procedures.

(5) This article and NFPA Fire Prevention Code shall be enforced by the City Fire Department, Office of Fire Prevention which is hereby established and which shall be operated under the supervision of the Chief of the Fire Department/Fire Marshal according to the authority granted by City ordinances.

(6) The Chief of the Fire Department may detail such members of the fire department as inspectors as shall from time to time be necessary. The Chief of the Fire Department shall recommend to the City Manager the employment of technical inspectors, who, when such authorization is made, shall be selected through an examination to determine their fitness for the position.

Amendments to the IFC 2018 edition:

(1) Section 101.1, Scope and General Requirements, is entirely deleted and replaced with the following language:

101.1 Scope and General Requirements

These regulations shall be known as the Fire Code of the City of Shavano Park, hereinafter referred to as "this code."

(2) Section 101.2.1, Appendices, is added, and shall read:

101.2.1 Appendices

The Provisions within the appendices shall apply unless specifically stated otherwise through other section in amendments.

(3) Section 101.6, Requirements of other agencies, is added, and shall read:

101.6 Requirements of other Agencies.

The City of Shavano Park Building Codes do not include all additional requirements for buildings and structures that may be imposed by other state/county agencies, occupational licensing boards or commissions. It shall be the responsibility of a permit holder, design professional, contractor or occupational license holder to determine whether any additional requirements exist.

(4) Section 102.3, Change of use or occupancy, is added, and shall read:

102.3 Change of use or occupancy

A change of occupancy shall not be permitted unless the use or occupancy is made to comply with the requirements of this code and the *International Existing Building Code*. A change of the business name, responsible party, designated use, or any activity that deviates from the original submitted application within the occupancy shall qualify as a change of occupancy. No exceptions.

(5) Section 102.3.1, Notice of Alteration to be given to Fire Chief, is added, and shall read:

102.3.1 Notice of Alteration to be given to Fire Chief.

The Permitting Clerk and/or the Building Official shall provide written notice to the Fire Chief of every application made to repair, alter, or remodel any occupancy and any building or structure with the exception of non-commercial single-family dwellings.

(6) Sections 104.3.2, Photographic Documentation, is added, and shall read;

104.3.2 Photographic Documentation.

Members of the Fire Department making such examinations or inspections shall have the right, with proper credentials, and be authorized to take a reasonable number of photographs or videotapes for evidence and for records for use by the Fire Department to study hazards and scientific control for fire safety.

(7) Section 104.8, Modification, is entirely deleted and replaced with the following language:

104.8 Modification

The fire marshal shall have authority to modify any of the provisions of the Fire Prevention Code, the National Fire Code and the International Fire Code upon application in writing by the owner or lessee, or his duly authorized agent, when there are practical difficulties in the way of carrying out the strict letter of the codes, provided that the spirit of the codes shall be observed, public safety secured, and substantial justice done. The particulars of such modification when granted or allowed and the decision of the fire marshal thereon shall be entered upon the records of the department and a signed copy shall be furnished the applicant.

(8) Section 104.8.1, Appeals, is added, and shall read;

104.8.1 Appeals

Whenever the fire marshal shall disapprove an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the codes do not apply or that the true intent and meaning of the codes have been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the fire marshal, then to the city manager. The applicant may further appeal to the city council within 30 days from the date of the decision appealed.

(9) Section 105.2.5, Operating without a permit, is added, and shall read;

105.2.5 Operating without a permit

In addition to other remedies provided by law, any person, company, firm, corporation or entity operating in violation of section 105 shall be subject to a double permit fee. Work requiring a permit shall not commence until said permit is posted in a conspicuous place on the job site and approved plans are available at this location. All work shall cease until the required permits are obtained and inspections completed. It shall be unlawful for any person to continue any work after having been served with a stop work order, except such work as that person is directed to perform by the fire marshal, in order to remove a violation or unsafe condition.

(10) Section 105.4.1, Submittals, is entirely deleted and replaced with the following language:

105.4.1 Submittals

Construction documents and supporting data shall be submitted in two or more sets, and at least once by portable document format accepted on electronic memory card with each application for a permit and in such form and detail as required by the fire code official. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed.

Exception: The fire code *official* is authorized to waive the submission of construction documents and supporting data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that review of *construction documents* is not necessary to obtain compliance with this code.

(11) Section 105.6.1, Aerosol Products, is added, and shall read:

105.6.1 Aerosol Products

An operational permit is required to manufacture, store or handle an aggregate quantity of Level 2 or Level 3 aerosol products in excess of 250 pounds net weight. Aerosol storage in excess of 250 pounds net weight shall comply with the requirements of Chapter 51 of the International Fire Code, 2018 edition, and NFPA 30B, 2015 edition. The classification of aerosol, Level 1, 2 or 3, will be printed on the product manufacturer's packaging.

There shall not be allowed any storage or handling an aggregate quantity of any combination or single type of Level 1 or Level 2 aerosol products more than a combined net weight to exceed 1,000 pounds at any time, unless the products are stored in approved flammable liquid storage rooms (NFPA 30B, 2015 edition).

When stored or handled within the allowable quantities, segregation rules apply as referenced in Chapter 51 of the International Fire Code, 2018 edition. Where chain link fence enclosures are required, the fencing must comply with the following:

1. The fence shall not be less than No. 9 gage steel wire, woven into a maximum 2-inch diamond mesh.
2. The fence shall be installed from the floor to the underside of the roof or ceiling above.
3. Class III, IV and high-hazard commodities shall be stored outside of the aerosol storage area and a minimum of 8 feet (2438 mm) from the fence.
4. Access openings in the fence shall be provided with either self-closing or automatic-closing devices or a labyrinth opening arrangement preventing aerosol containers from rocketing through the access openings.
5. Not less than two means of egress shall be provided from the fenced enclosure.

Aisle requirements for segregated storage in general purpose warehouses shall comply with Table 5104.3.2.2

(12) Section 105.6.14, Explosives, is added and shall read:

105.6.14 Explosives

The manufacture, storage, handling, sale or use of any quantity of *explosives, explosive materials*, fireworks or pyrotechnic special effects within the city limits of Shavano Park is strictly prohibited unless permitted.

(13) Section 105.6.32, Open Burning, is added and shall read:

105.6.32 Open Burning

Whenever it shall become necessary for any person to have a fire out-of-doors for cooking, washing, or any other purely domestic purpose, such person is hereby required to build such fire in an appropriate fire-resistant container of some kind, made of brick, stone, metal or other fire-resistant material in such manner as to prevent said fire from escaping. Open burning of leaves, trash, construction waste, yard debris and any

vegetation is strictly prohibited.

Exception: When authorized and supervised by the Fire Department, open burning for ceremonial or training purposes, such as a flag retirement, or live fire training by Firefighters will be permitted.

(14) Section 105.6.37 Places of assembly. - Deleted

(15) Section 105.7.12.1, Fire apparatus and personnel access, is added and shall read:

105.7.12.1 Fire apparatus and personnel access

A permit is required:

- a. To modify or encroach on any fire apparatus access road or fire lane.

(16) Section 105.7.21, Solar photovoltaic power systems, shall read:

105.7.21 Solar photovoltaic power systems

A construction permit is required to install or modify solar photovoltaic power systems. Photovoltaic power systems shall be installed and maintained according to listed manufacturer instructions, and the most current standards established by the International Electrotechnical Commission (IEC).

(17) Section 105.7.7, Fire alarm and detection system and related equipment, shall read:

105.7.7 Fire alarm and detection system and related equipment

A construction permit is required for installation of or modification to fire alarm and detection systems and related equipment. Maintenance performed in accordance with this code is not considered a modification and does not require a permit. Replacing a fire alarm panel is not considered maintenance to an existing system and shall require construction permit.

(18) Section 106.3 Work commencing before permit issuance, shall read:

106.3 Work commencing before permit issuance

Any person who commences any work, activity or operation regulated by this code before obtaining the necessary permits shall be subject to a double permit fee. All work shall cease until the required permits are obtained and inspections completed. It shall be unlawful, and a violation of this code, subject to penalties as described herein, for any person to continue any work after having been served with a stop work order, except such work as that person is directed to perform by the fire chief, in order to remove a

violation or unsafe condition.

(19) Section 106.5, Refunds, shall read:

106.5 Refunds

Refunds to permit fees will be issued if no part of a plans review or fire inspections have been scheduled or performed, minus a \$50 administrative processing fee.

(20) Section 108.3.1, Records of Hazardous Materials, is added, and shall read:

108.3.1 Records of Hazardous Materials

Owners or the Owners Representative of buildings or properties that store or use hazardous materials shall maintain chemical documents (SDS), and building/site data, construction, maintenance and modifications over the entire life of the building. A means shall be developed for off-site storage and maintenance of the documents. In addition, a secondary source of this information shall be made available in suitably designed hard copy or electronic format for use by emergency responders within a reasonable timeframe. The primary source of information shall be easily accessible by responders during emergencies.

(21) Section 109, Board of Appeals, shall be retitled to read:

Section 109 Appeals

(22) Section 109.1, Appeals, is added, and shall read:

109.1 Appeals

Appeals shall be made first to the Fire Chief, then the City Manager. Further appeals may be presented to the City Council.

(23) Section 110.4, Violation penalties, shall read:

110.4 Violation penalties

Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire chief, or of a permit or certificate used under provisions of this code, shall be guilty of a class C misdemeanor punishable by a fine of not more than \$2,000.00 or by imprisonment not exceeding 30 days, or both such fine and imprisonment. Such fine and imprisonment shall be at the

discretion of the city judge. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

(24) Section 111.2.1 Removal of Occupants is added, and shall read:

111.2.1 Removal of Occupants.

A member of the Fire Department is authorized to require the removal of occupants at a location when actual occupancy exceeds the permitted or posted occupant load. A person commits an offense if he refuses to obey an order to vacate.

(25) Section 112.4, Failure to comply, shall read:

112.4 Failure to comply

Any person continues any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than \$50 dollars or more than \$2,000.00 dollars.

(26) Section 113.1.1 Prohibition of Electrical Service, is added and shall read:

113.1.1 Prohibition of Electrical Service

When any fire hazard is permitted to continue in existence by the owner after receiving the notice provided in Section 110.1 and after expiration of the time limit as determined under Section 110.3 if the Fire Marshal shall find and determine from the facts that the danger to human life is materially increased by the electrical wiring and appliances present in the building, he shall notify City Public Service of the city to disconnect its service and forthwith cease supplying electric current thereto. It shall thereupon be the duty of the manager of City Public Service to cause said service to be disconnected and the supply of electrical current disconnected immediately.

(27) Section 113.1.2 Prohibition of Gas Service, is added and shall read:

113.1.2 Prohibition of Gas Service

When any fire hazard is permitted to continue in existence by the owner after receiving the notice provided in Section 110.1 and after expiration of the time limit as determined under Section 110.3, if the Fire Marshal shall find and determine from the facts that the danger to human life is materially increased by the gas plumbing and/or appliances present in the building, he shall notify City Public Service to disconnect its gas service and forthwith cease supplying gas thereto. It shall thereupon be the duty of the manager of the City Public Service to cause said service to be disconnected and the supply of gas disconnected immediately.

(28) Section 202, Add to definitions in section 202:

FIRE HAZARD shall mean any condition or act which increases or may cause an increase of the hazard or menace of fire to a greater degree than that customarily recognized as normal by persons in the public service regularly engaged in preventing, suppressing or extinguishing fire, or which may obstruct, delay, hinder or interfere with the operations of the fire department or the egress of occupants in the event of fire.

FIRE LANE shall mean any area appurtenant to entrances or exits of a building deemed necessary by the Fire Chief or his designee to remain free and clear of parked vehicles for access to such building in case of fire or other emergency and designated by him as such, and may include sidewalks, driveways, portions of parking lots, or any other area adjacent to or near building entrances or exits, or any fire hydrant.

FIRE MARSHAL shall mean the fire code official responsible for investigations of fires, inspection of facilities, and code enforcement.

FIRE WATCH Qualified individuals are defined as State Certified Fire Inspectors assigned to the Fire Prevention Division of the City of Shavano Park, or, if approved by the Fire Marshal, Texas Certified Firefighters, Peace Officers, individuals employed by a private security firm, or other designated individuals whose sole duty when assigned a fire watch is to perform constant patrols of the premises and keep watch for signs of unwanted fire. A written attendance log must be maintained and personnel must have at least one approved means of notifying the fire department of fire or other emergencies.

FOSTER CARE FAMILY HOME shall mean a single independent residential occupancy that is the primary residence of the caregiver and licensed by the state to provide twenty-four (24) hour care for six or fewer children (including those related to the caregiver) up to the age of eighteen (18) years.

MOBILE FOOD ESTABLISHMENT shall mean a mobile food operation using any heat producing equipment to cook, fry, or warm products for consumption from a motorized vehicle, towable trailer, or watercraft.

PARK shall mean the standing of a vehicle, whether occupied or not, upon a street otherwise than temporarily for the purpose of, and while actively engaged in, receiving or discharging passengers or loading or unloading merchandise or in obedience to traffic regulations, signs, or signals or an involuntary stopping of a vehicle by reason of a cause beyond the control of the operator of the vehicle.

Whenever the word "**JURISDICTION**" is used in the International Fire Code, it shall be held to mean the City of Shavano Park, Texas.

Whenever the words "**Chief of the Bureau of Fire Prevention**", or "**Fire Code Official**" are used in the International Fire Code, it shall be held to mean "The Fire Chief."

(29) 304.2.1 Dangerous Storing of Combustibles is added and shall read:

304.2.1 Dangerous Storing of Combustibles

It shall be unlawful and a nuisance for any person to have or keep or store, within the city, any quantity of tar, pitch, resin, petroleum or its products, or other combustible materials or substances in such manner that such materials or substances shall be in danger of taking and communicating fire.

(30) Section 307.1, General, shall read:

307.1 General

Except for domestic purposes to include; cooking food, or for heating. Open burning of leaves, trash, yard debris and any vegetation is strictly prohibited.

Exception: When authorized and supervised by the Fire Department, open burning for ceremonial or training purposes, such as a flag retirement, or live fire training by Firefighters will be allowed.

(31) Section 307.2, Permit required, is deleted in its entirety.

(32) Section 307.2.1, Authorization, is deleted in its entirety.

(33) Section 307.3 Extinguishment Authority, shall read:

307.3 Extinguishment Authority

The fire code official is authorized to order the extinguishment by the person responsible or the fire department of open burning that creates or adds to a hazardous or objectionable situation.

(34) Section 307.4, Location, is deleted in its entirety.

(35) Section 307.4.1, Bonfires, is deleted in its entirety.

(36) Section 307.4.2, Recreational Fires, is hereby deleted in its entirety.

(37) Section 307.4.3, Portable Outdoor Fireplaces, shall read:

307.4.3 Portable Outdoor Fireplaces

The use of portable outdoor fireplaces within the complex of any group R is prohibited. Portable outdoor fireplaces shall be used in accordance with the manufacturer's instructions and shall not be operated within 15 feet of a structure or combustible material.

Exception: Portable outdoor fireplaces used at one and two-family dwellings.

(38) Section 307.5 Attendance, shall read:

307.5 Attendance

The use of portable outdoor fireplaces shall be constantly attended until the fire is extinguished. A minimum of one portable fire extinguisher complying with Section 906 with a minimum 4-A rating or other *approved* on-site fire-extinguishing equipment, such as dirt, sand, water barrel, garden hose or water truck, shall be available for immediate utilization.

(39) Section 307.6 Sky Lanterns prohibited is added, and shall read:

307.6 Sky Lanterns

Sky lanterns; also known as Chinese lanterns, sky candles, or fire balloons, which are airborne lanterns constructed of combustible material and contain a candle or fuel cell that when lit, causes the device to go airborne and travel in the air; are prohibited within the city limits.

(40) Section 311.2.2 Fire Protection, exceptions number one (1), two (2), and three (3) are deleted and shall read:

311.2.2 Fire protection

Fire alarm, sprinkler, and stand-pipe systems shall be maintained in an operable condition at all times.

(41) Section 501.3, Construction Documents, shall read;

501.3 Construction Documents

Construction documents for proposed fire apparatus access, location of fire lanes, security gates across fire apparatus access and construction documents and hydraulic calculations for fire hydrant systems shall be submitted to the fire department for review and approval prior to construction.

Upon completion of construction and prior to issuance of a certificate of occupancy, a copy of finished drawings (as built) shall be provided to the fire department in an

electronic format, acceptable by the Fire Chief.

(42) Section 501.3.1 Fire Protection Site Plan is added, shall read:

501.3.1 Fire Protection Site Plan

A Fire Protection Site Plan (labeled as such) shall be submitted electronically in portable document format with the construction documents when application is made for a building permit. Plans must be reviewed and approved by the Fire Marshal and/or fire plan review staff before a building permit is issued. The approved Fire Protection Site Plan will be retained by the City of Shavano Park. The Fire Protection Site Plan shall be drawn to scale and shall show and include, but not be limited to, the following:

1. Compass reading.
2. Property and/or lot lines.
3. Street frontages.
4. Location of all buildings (existing and proposed).
5. Fire apparatus access roads (i.e., fire lanes, aerial apparatus access roads) to buildings. Fire lanes shall be highlighted and shall include dimensions (width, turning radii, clearance to overhead obstructions, etc.). The plans shall also show dimensions and calculations for evaluation of compliance with Section D105.3.
6. Fences, gates, walls, streams and other obstructions to firefighter access.
7. Location of all fire hydrants (existing and proposed). This shall include the direction and the distance to all hydrants not shown on the site plan, but within one thousand (1000) feet of the building to be protected.
8. Size (diameter and length) and locations of all fire main piping (proposed and existing). The pressure class and type of new pipe to be installed shall be identified.
9. The location, type, and size of backflow prevention devices, where installed.
10. Number of lanes, including turning lanes, of all adjacent streets and the location of medians as applicable.
11. Location of all automatic sprinkler and standpipe risers.
12. Location of Fire Department connection(s).
13. Size, type, and location of valves including post indicator valve (if they are located in a pit), control room automatic sprinkler system shut-off, etc.
14. Other water supplies.
15. Where required, type of protection from collision that may cause physical damage to fire protection equipment.

(43) Section 503.2.1, Dimensions, is entirely deleted and replaced with the following language:

503.2.1 Dimensions

Fire apparatus access roads shall have an unobstructed width of not less than 20 feet, except where a fire hydrant is located on a fire department access road, in which case the minimum road width shall be 26 feet. An unobstructed vertical clearance of not less than 14 feet shall be required and maintained at all times. Security gates shall be sized to match the required road width.

(44) Section 503.2.1.2 Mountable Curbs, is added, and shall read:

503.2.1.2 Mountable Curbs

Mountable curbs are permitted when approved by the Fire Marshal.

(45) Section 503.2.3 Surface, is amended by adding a second paragraph to read as follows:

503.2.3 Surface

Drivable grass surfaces, or other alternative drivable surfaces, are permitted when approved by the Fire Marshal or his designee and in accordance with all of the following conditions:

1. Sealed documents indicating compliance with the provisions of 503.2.3 shall be submitted by a registered design professional for review.
2. The drivable grass surface, or alternative drivable surface, shall not be used as the primary access to the site.
3. The surface shall be capable of supporting the imposed load of fire apparatus weighing at least 75,000 pounds.
4. Blue traffic reflectors shall be provided on each side of the surface every 20 feet to clearly mark its boundaries. Vegetation on and surrounding the surface shall be maintained such that said reflectors are visible at all times.
5. Sod is not permitted to be placed over the drivable base.
6. If the surface proposed is to be used as the aerial apparatus access road for the facility, concrete curbing, or other approved edging, shall be installed along both sides of the portion to be used as such for enhanced lateral stability. A registered design professional shall design said curbing. Sealed drawings of the design shall be provided to the Fire Department and Development Services for review.
7. If sand or other free-flowing fill is used as a main structural component for the surface, concrete curbing or other approved edging shall be installed along both sides of the surface for material containment. A registered design professional shall design such curbing. Sealed drawings of the design shall be provided to the Fire Department and Development Services for review. A signed letter from the manufacturer shall be provided to the Fire Marshal certifying that the installation meets all requirements in the manufacturer's installations prior to issuance of the Certificate of Occupancy.

8. The surface shall be maintained in proper working order at all times when utilized as a required fire lane. Should the surface become damaged or fall into disrepair, the Fire Marshal or his designee shall be authorized to require the repair and re-certification of said surface.

(46) 503.2.4 Turning radius, shall read:

503.2.4 Turning radius

The required turning radius of a fire apparatus access road shall be determined by the fire code official. The turning radii of a fire apparatus access roadway shall require a minimum of 50 feet outside radius and a minimum of 25 feet clear distance to the inside radius on all turns in excess of 30 degrees

(47) Section 503.2.5, Dead ends, shall read:

503.2.5 Dead ends

Dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) in length shall be provided with an *approved* area for turning around fire apparatus. Turn arounds approved by the Fire Marshal or as permitted by Appendix D are acceptable. Dead-end fire apparatus access roads located between buildings shall have a 10-foot setback from the edge of the access road to the structures on each side of the road.

(48) Section 503.2.7 Grade, is amended to read as follows:

503.2.7 Grade

The gradient for a fire apparatus access road shall not exceed ten percent (10%).

(49) Section 503.2.8 Angles of approach and departure, shall read:

Section 503.2.8 Angles of approach and departure

An angle of approach and an angle of departure shall be designed so that at least 8 degrees shall be maintained at the front and the rear of the department's apparatus when it is loaded to the estimated in-service weight.

(50) Section 503.2.9, Divided entrances, is added and shall read:

503.2.9 Divided entrances

Subdivisions or complexes may have a divided entrance and exit. The entrance side shall have a clearance of 20 feet clear width, and the exit side shall have a 20-foot clear width. Gates shall be sized to match the openings.

(51) Section 503.3 Marking, shall read:

503.3 Marking

Striping, signs or other markings, when approved by the fire code official, shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. Striping, signs, and other markings shall be maintained in a clean and legible condition at all times and shall be replaced or repaired necessary to provide adequate visibility.

503.3.1 Striping

Fire apparatus access roads shall be continuously marked by painted lined of red traffic paint six inches (6") in width to show the boundaries of the lane. The words "NO PARKING FIRE LANE" or "FIRE LANE NO PARKING" shall appear in four-inch (4") white letters at twenty-five feet (25') intervals on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on the vertical and horizontal of the curb.

503.3.2. Signs

Signs, when approved by the fire code official, shall read "NO PARKING FIRE LANE" or "FIRE LANE NO PARKING" and shall be twelve inches (12") wide and eighteen inches (18") high. Signs shall be on a white background with letters and borders in red, using not less than two inch (2") tall lettering. Signs shall be permanently affixed to a stationary post and the bottom of the sign shall be six feet, six inches (6' 6") above finished grade. Signs shall be spaced not more than fifty feet (50') apart along both sides. Signs may be installed on permanent buildings or walls or as approved by the Fire Chief.

(52) Section 503.3.3, Maintenance of markings, is added and shall read:

503.3.3 Maintenance of markings

The person in possession of the premises on and into which a fire apparatus access roadway or fire lane is required shall be solely responsible for the maintenance of such roadways or fire lanes and all required signs. No owner, manager, or other person(s) in charge of premises served by a required fire apparatus access roadway or fire lane shall abandon, close, or alter the fire apparatus roadway or any part thereof without permission of the fire chief. The person(s) in possession of the premises shall be responsible for ensuring that fire apparatus roadways are clear at all times.

(53) Section 503.4.2, Parking in fire lane, is added and shall read:

503.4.2 Parking in fire lane

It shall be unlawful for any vehicle, equipment or device to park or block a fire lane. Any vehicle, equipment or device found parked in or blocking a fire lane, shall be cited or have the vehicle, equipment, or device removed and impounded by police or the fire department.

(54) Section 503.6 Security Gates, shall read:

503.6 Security Gates

The installation of a security gate(s) across a fire apparatus access road shall be approved by the fire chief. Where security gates are installed, they shall be required to have installed on such gate a siren operated sensor, and manual access controls. The siren operated sensor shall open gates when approached by an emergency apparatus. Manual access controls shall open gates during non-emergency responses and serve as a backup in the event that the siren operated sensor fails to operate. The maintenance of access controls and the siren operated sensor system shall be the responsibility of the Owner or Owners Agent. The security gates and the emergency operation shall be maintained operational at all times. Electric gate operators, where provided, shall be *listed* in accordance with UL 325. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F 2200.

(55) Section 503.6.1, Gate and entrance design, is added and shall read:

503.6.1 Gate and entrance design

Gates shall be designed so that the access roadway or turning radius (AASHTO WB50) shall not be obstructed by the operation of the gate. Minimum setback from the public street shall be a distance determined by the city engineer and shall allow the emergency vehicle the ability to safely operate the lock box or panel without the rear of the vehicle protruding into the street. Turning radius from the public street shall be in accordance with American Association of State Highway and Transportation Officials (AASHTO) standard, WB50.

(56) Section 503.6.1.1, Access controls, is added and shall read:

503.6.1.1 Access controls

Access controls shall be exterior to the gate and located for activation by the vehicle operator without leaving the vehicle. The height of the lock box/control panel shall be 66 inches, measured from the finished grade line of the street.

(57) Section 503.6.1.2, Gate timing, is added and shall read:

503.6.1.2 Gate timing

Gates must fully open within 15 seconds of activation and remain in the open position until closed by operation of the electrical control device.

(58) Section 503.6.1.3, Control pedestal, is added and shall read:

503.6.1.3 Control pedestal

The control pedestal must be identified with a minimum 6-inch by 10-inch reflective sign with red letters on a white background. This sign must be securely fastened to the pedestal and legible from the approaching vehicle.

(59) Section 503.6.1.4, Fail safe position, is added and shall read:

503.6.1.4 Fail safe position

Fire department access gates shall fail safe (open) in the event of a power failure.

(60) Section 503.6.2, Additional access, is added and shall read:

503.6.2 Additional access

If required by the fire chief, additional "exit only" or "emergency access" gates shall be set up for fire department emergency access. Exit only gates, which are not motorized, shall be installed per the fire department's recommendations. Exit only gates shall have a minimum clearance of 20 feet clear width and be posted with a sign that states "Caution Gate Opens Out" and designated as a Fire Lane. In addition to Fire Lane marking, the marking on the pavement shall be painted with a 5-inch yellow stripe showing the depth of the gate swing.

(61) Section 503.6.2.1, Additional access gate controls, is added and shall read:

503.6.2.1 Additional access gate controls

Where motorized, operation of an additional gate shall be by operated by siren operated sensors.

(62) Section 503.7, Temporary fire department access roads, is added and shall read:

503.7 Temporary fire department access roads

When required, temporary access roadways shall be a minimum of 16 feet (4,877 mm wide), with a minimum of 4 inches (101.6 mm) thickness of aggregate base course or decomposed granite compacted to a 90% density where natural soil will not meet compaction.

(63) Section 505.1, Address Identification, is entirely deleted and replaced with the following language:

505.1 Address Identification

All address numerals shall be in contrasting color with their background; Where a building stands alone, it is required that the address numerals be placed on the building front in an approved location by the Fire Department Official, visible from the nearest primary roadway, and that the minimum height of address numerals be six (6) inches when the building front is less than 150 feet from the nearest primary roadway, and increase two inches in height for every 50 feet more than 150 feet from the nearest primary roadway to a maximum required height of 12 inches. The stroke width shall be minimum one-half ($\frac{1}{2}$) inch for numerals up to eight (8) inches in height and increase in size to one (1) inch in width when the numeral height is required to be more than eight (8) inches. Where in a commercial building complex with multiple tenant spaces that share a main sign visible from the nearest primary roadway, each tenant space shall have their respective suite number on their business front that meets the requirements for standalone buildings as stated in this section, and the commercial building complex sign or sign post shall have address numerals on each side of the sign that faces a primary roadway, or on the post or pillar facing the roadway that holds sign, of at least eight (8) inches in height and a minimum stroke width of one (1) inch for signs less than thirty-five (35) feet in height and ten (10) inches in height with a minimum stroke width of two (2) inch for signs more than thirty-five (35) feet in height. All suites within a commercial building complex that have a rear exit, shall have their

respective address numerals affixed to the rear exits, with the same requirements applicable to the business front.

(64) Section 505.1.1 Building Complex Identification, is added and shall read:

505.1.1 Building Complex Identification

A building complex composed of multiple structures shall have an official suite/unit number assigned to each building as well as a street address number. If there is sufficient street frontage, each unit or building may be assigned a separate official street address number. The official street address number of each structure as designated by the Building Official must be prominently posted on the building so that it is visible from the nearest public street. Each number designated by the Building Official for each individual suite/unit must be conspicuously posted on the suite/unit.

(65) Section 505.4 Additional markings and signs, is added and shall read:

505.4 Additional markings and signs

When required by the fire code official, the following signs shall be posted in an approved manner, in conspicuous location(s):

(66) Section 506.1 Where required, is entirely deleted and replaced with the following language:

506.1 Where required

Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an approved location. The key box shall be a Knox ® rapid entry system capable of holding the number of keys necessary for operation and access of necessary equipment, doors, and other areas necessary for access as determined and approved by the fire code official. The Knox ® rapid entry system shall be keyed to system code registered for the City of Shavano Park Fire Department.

(67) Section 506.1.1 Locks, is entirely deleted and replaced with the following language:

506.1.1 Locks

Any lock required by the fire code official for access, or where a lock is placed per request of the owner or manager of the business or property, and the area locked is determined by the fire code official to require access; the lock shall be a Knox ® rapid entry system keyed to the system code registered by the City of Shavano Park Fire Department.

(68) Section 506.1.2 Key boxes for non-standardized fire service elevator keys, is entirely deleted and replaced with the following language:

506.1.2 Key boxes for non-standardized fire service elevator keys

Key boxes provided for non-standardized fire service elevator keys shall comply with Section 506.1 and all of the following:

1. The key box shall be a Knox ® rapid entry system keyed to the system code registered by the City of Shavano Park Fire Department.
2. The front cover shall be permanently labeled with the words "Fire Department Use Only-Elevator Keys."
3. The key box shall be mounted at each elevator bank at the lobby nearest to the lowest level of fire department access.
4. The key box shall be mounted 5 feet 6 inches (1676 mm) above the finished floor to the right side of the elevator bank.
5. Contents of the key box are limited to fire service elevator keys. Additional elevator access tools, keys and information pertinent to emergency planning or elevator access shall be permitted when authorized by the *fire code official*.
6. In buildings with two or more elevator banks, a single key box shall be permitted to be used when such elevator banks are separated by not more than 30 feet (9144 mm). Additional key boxes shall be provided for each individual elevator or elevator bank separated by more than 30 feet (9144 mm).

Exception: A single key box shall be permitted to be located adjacent to a *fire command center* or the nonstandard fire service elevator key shall be permitted to be secured in a key box used for other purposes and located in accordance with Section 506.1.

(69) Section 506.2.1 Key Box Access and Removal of Keys, is added and shall read:

506.2.1 Key Box Access and Removal of Keys

The Shavano Park Fire Department shall have the only key to the key box. Removal of any key by other than the authorized Fire Department personnel shall be a violation of this Code.

(70) Section 507.3 Fire flow, is amended and shall read:

507.3 Fire flow

The approved method to determine the required Fire Flow for buildings or portions of buildings and facilities shall be as per Appendix B of the International Fire Code, 2018 edition. When utilizing Table B105.1 to determine number and distribution of fire

hydrants, and the flow requirement falls between the values on the table, the flow requirement shall be rounded up to meet the higher value.

(71) Section 507.4 Water Supply Test, is amended and shall read:

507.4 Water Supply Test

Adequacy of the water supply shall be determined by an approved flow test that is conducted on the fire hydrants nearest the project site. The flow test shall be as follows:

1. The flow test shall have been conducted no more than twelve (12) months prior to the date of construction document submittal to the City of Shavano Park.
2. The flow test shall be constructed in accordance with the 2016 edition of NFPA 291, Recommended Practice for Fire Flow Testing and Marking of Hydrants.
3. The flow test results shall be submitted with the construction documents in accordance with the NFPA standard fire flow test format.
4. If the water supply piping is not yet constructed, hydraulic calculations for the proposed piping design shall be submitted. The calculations shall be based on the flow test conducted on the fire hydrants nearest the project site and shall verify that the piping design provides the minimum required fire flow at no less than 25 psi residual. Upon completion of construction and prior to final certificate of occupancy, a flow test shall be conducted to verify the results of the calculations.

(72) 507.5.1.2 Additional Locations required, is added and shall read:

507.5.1.2 Additional Locations required

Public and/or private fire hydrants are required to be installed where one or more of the following conditions exist:

1. Existing fire hydrants do not meet the required fire hydrant location and spacing criteria defined in Section 507.5.1, or Appendix C.
2. The complexity of the project justifies their installation as determined by the Fire Marshal.

(73) 507.5.5 Clear space around hydrants, is amended and shall read:

507.5.5 Clear space around hydrants

A 3-foot (914 mm) clear space shall be maintained around the circumference of fire hydrants except as otherwise required or approved. The clear space around hydrant and the access to the hydrant shall be level, unobstructed, and firefighters must be able to operate the hydrant without climbing above surrounding grade level.

(74) 507.5.7 Fire Hydrant Installation Criteria, is added and shall read:

507.5.7 Fire Hydrant Installation Criteria

Fire hydrants shall be installed per the following criteria:

1. Fire hydrants shall be a minimum of one (1) foot and a maximum of seven (7) feet from the gutter face of the curb.
2. The steamer connection shall be a minimum of one and one-half (1.5) feet and a maximum of two (2) feet above grade.
3. All private hydrants shall be painted to the same standard as public hydrants.
4. Fire hydrants shall be right turn only.
5. The steamer connection shall face the street, fire access road or fire lane.
6. All new fire hydrants will have 4" steamer connection and open to the right.

(75) Section 511, Maintenance of records, is added and shall read:

511 Maintenance of records

Owners or managers of buildings or properties that store or use hazardous materials shall maintain chemical documents (MSDS), and building/site data, construction, maintenance and modifications over the entire life of the building. A means shall be developed for offsite storage and maintenance of the documents. In addition, this information shall be made available in suitably designed hard copy or electronic format for use by emergency responders. Such information shall be easily accessible by responders during emergencies.

(76) Section 603.5.3 Special day care provision, is added and shall read:

603.5.3 Special day care provision

In adult and child day care facilities, unvented fuel burning heaters and portable electric heaters of all types are prohibited.

(77) Section 604.12 Electrical service disconnect, is added and shall read:

604.12 Electrical service disconnect

Where electrical service disconnect controls are located inside a building, a door providing direct access from the exterior to the room containing such electrical shutoff controls shall be provided, when required by the fire chief.

(78) Section 703.2 identification of protected openings, is added and shall read:

703.2 Identification of protected openings

Walls and partitions required to have protected openings (fire walls, fire barriers, fire partitions, smoke barriers, and smoke partitions) shall be permanently identified with signs or stenciling. Such identification shall be above any ceiling or other concealed space. Markings shall be red in color, with at least four (4) inch letters with one half (½) inch stroke width and shall be spaced so that no more than ten (10) feet is visible without a marking. Markings shall include the phrase, "Fire Barrier, Protect All Openings".

(79) Section 901.4.6.2 Marking on access doors, shall read:

901.4.6.2 Marking on access doors

Access doors for automatic sprinkler system riser rooms and fire pump rooms shall be labeled with an approved sign. The lettering shall be in contrasting color to the background and reflective. Letters shall have a minimum height of 2 inches (51 mm) with a minimum stroke of 3/8 inch (10 mm).

(80) Section 901.4.6.5, Exterior identification of main fire sprinkler valve assembly and riser area, is added and shall read:

Section 901.4.6.5, Exterior identification of main fire sprinkler valve assembly and riser area

Where an exterior access door is required by the fire chief, a weatherproof horn and strobe unit shall be installed on the exterior wall outside of the main fire sprinkler valve assembly and riser area. This horn and strobe shall be installed according to the requirements for a water-flow notification appliance referenced in NFPA 13. It shall be interconnected to actuate concurrently with the water-flow alarm-initiating device of the system, but its placement is in addition to the minimum requirements for water-flow alarm, unless otherwise approved by the fire chief.

(81) Section 901.5 Installation Acceptance Testing, is hereby amended to read as follows:

901.5 Installation Acceptance Testing.

Fire detection and alarm systems, fire-extinguishing systems, fire hydrant systems, fire standpipe systems, fire pump systems, private fire service mains and all other *fire protection systems* and appurtenances thereto shall be subject to acceptance tests as contained in the installation standards and as *approved* by the *fire code official*. *The fire code official* shall be notified before any required acceptance testing. A representative of the Fire Marshal shall witness all required acceptance tests for all these systems.

(82) Section 901.6 Inspection, testing and maintenance, is added and shall read:

901.6.2.3 Maintenance Agreement.

A maintenance agreement, as defined by Section 202, with a licensed fire protection company shall be provided to the Fire Marshal for each fire protection system at all times. Proof of a maintenance agreement shall be provided during any system acceptance test. Agreements for testing and inspection only as defined by Section 202 shall not be credited with having met this requirement.

(83) Section 901.7 Systems out of service, is hereby amended to read as follows:

901.7 Systems out of service.

Where a required *fire protection system* is out of service, the fire department and the *fire code official* shall be notified immediately and, where required by the *fire code official*, the building shall either be evacuated or an *approved* fire watch shall be provided for all occupants left unprotected by the shutdown until the *fire protection system* has been returned to service.

A fire watch will be performed at all times that a system is taken out of service. Except for emergencies, the *fire code official* shall be given 72-hours' notice before a system is voluntarily taken out of service. When, at the discretion of the Fire Chief or his designee, there is a life safety issue, uniformed employees of the Shavano Park Fire Department or other fire watch personnel as *approved* by the Fire Chief or his designee shall perform a fire watch. Fire watch personnel shall be provided with at least one approved means for notification to the fire department dispatch and their sole duty shall be to perform constant patrols and watch for safety hazards and occurrences of fire. The cost of the fire watch shall be at the current overtime rate for fire inspections and shall be the sole responsibility of the owner/contractor to pay. The fire watch fee shall be paid before final approval is granted on system work.

(84) Section 903.2.1.1 Group A-1, Shall read:

903.2.1.1 Group A-1

An automatic sprinkler system shall be provided for Group A-1 occupancies where one of the following conditions exists:

1. The fire area exceeds 10,000 square feet.
2. The fire area has an occupant load of 100 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The fire area contains a multi-theater complex.

(85) Section 903.2.1.3 Group A-3, Shall read:

903.2.1.3 Group A-3

An automatic sprinkler system shall be provided for Group A-1 occupancies where one of the following conditions exists:

1. The fire area exceeds 10,000 square feet.
2. The fire area has an occupant load of 100 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The fire area contains a multi-theater complex.

(86) Section 903.2.1.4 Group A-4, Shall read:

903.2.1.4 Group A-4

An automatic sprinkler system shall be provided for Group A-1 occupancies where one of the following conditions exists:

1. The fire area exceeds 10,000 square feet.
2. The fire area has an occupant load of 100 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The fire area contains a multi-theater complex.

(87) Section 903.2.3 Group E, shall read:

903.2.3 Group E

An automatic sprinkler system shall be provided for throughout all Group E occupancy fire areas greater than 10,000 square feet or with accessible areas above or below the level of exit discharge.

(88) Section 903.2.4 Group F-1, Shall read:

903.2.4 Group F-1

Automatic sprinkler system shall be provided throughout all buildings containing Group F-1 occupancy where one of the following conditions exists:

1. A Group F-1 fire area exceeds 10,000 square feet.
2. A Group F-1 fire area is located more than two stories above grade plane.
3. The combined area of all Group F-1 fire areas on all floors, including any mezzanines, exceeds 12,000 square feet.

(89) Section 903.2.7 Group M, shall read:

903.2.7 Group M

An automatic sprinkler system shall be provided throughout all buildings containing Group M occupancy where one of the following conditions exists:

1. A Group M fire area exceeds 10,000 square feet.
2. A Group M fire area is located more than two stories above grade plane.
3. The combined area of all Group M fire areas on all floors, including any mezzanines, exceeds 10,000 square feet.
4. A Group M occupancy is used for the display and sale of upholstered furniture.

(90) Section 903.2.9 Group S-1, Shall read:

903.2.9 Group S-1

An automatic sprinkler system shall be provided throughout all buildings containing Group S-1 occupancy where one of the following conditions exists:

1. A Group S-1 fire area exceeds 10,000 square feet.
2. A Group S-1 fire area is located more than two stories above grade plane.
3. The combined area of all Group S-1 fire areas on all floors, including any mezzanines, exceeds 12,000 square feet.
4. A Group S-1 *fire area* used for the storage of commercial trucks or buses where the *fire area* exceeds 5,000 square feet.

(91) Section 903.3.1.2.3 Elevator Machine Room, is added and shall read:

903.3.1.2.3 Elevator Machine Room

In all R occupancies or occupancies using a 13R system with elevator systems, the elevator machine room shall be sprinklered as per NFPA 13 standards.

(92) Section 905.2.1 Class-I Reducer is added, and shall read:

905.2.1 Class-I Reducer

A two and one-half (2-1/2) inch by one and one-half (1-1/2) inch reducer shall be provided on Class-I standpipe connections with caps and chains.

(93) Section 906.5.1 Conspicuous location in Group R occupancies, is added and shall read:

Section 906.5.1 Conspicuous Locations in Group R occupancies

In addition to other areas listed herein or in NFPA10, fire extinguishers in R occupancies may also be placed in any of the following locations to satisfy the requirements:

1. On a wall in the unit;
2. Inside a closet, cabinet or pantry as long as the door has a label indicating that there is a fire extinguisher inside;
3. Inside a mechanical closet as long as the door has a label indicating that there is a fire extinguisher inside; or
4. Inside storage closets as long as the door has a label indicating that there is a fire extinguisher inside and there is no locking device on the door that requires a key or combination to open it.

(94) Section 907.2, Delete exception to section 907.2.

(95) Section 907.2.1, Delete exception to section 907.2.1.

(96) Section 907.2.2, Delete exception to section 907.2.2.

(97) Section 907.2.3, Delete all exceptions in section 907.2.3.

(98) Section 907.2.4, Delete exception to section 907.2.4.

(99) Section 907.2.6, Delete exceptions to section 907.2.6.

(100) Section 907.2.6.1, Delete exceptions to section 907.2.6.1.

(101) Section 907.2.6.2, Delete exceptions to section 907.2.6.2.

(102) Section 907.2.6.3.3, Delete exceptions to section 907.2.6.3.3.

(103) Section 907.2.7, Delete exception to section 907.2.7.

(104) Section 907.2.8, Delete exceptions to section 907.2.8.

(105) Section 907.2.8.2, Delete exceptions to section 907.2.8.2.

(106) Section 907.2.9.1, Delete exceptions to section 907.2.9.1.

(107) Section 907.2.12, Delete exceptions to section 907.2.12.

(108) Section 912.1.1 Installation, is added and shall read:

912.1.1 Installation

When single or multiple fire department connections service a building or group of buildings, the piping shall be arranged so that use of any fire department connection will supply the entire building or group of buildings.

(109) Section 912.2 Location, is amended with the following inserted and shall read:

912.2 Location

Sprinkler system and standpipe fire department connections shall be:

1. Within forty (40) feet of a public street, approved fire lane, or access roadway;
2. Within one hundred (100) feet of an approved fire hydrant as measured and approved by the Fire Chief.
3. Minimum of two (2) feet above finished grade and a maximum of four (4) feet above finished grade for standard inlets and minimum of 30 inches at lowest point above finished grade and maximum of four (4) feet above finished grade for the fire department connection;
4. The Fire Chief shall approve the location of any freestanding fire department connections;
5. Fire department connections for H occupancies will be freestanding remote and located as determined by the Fire Chief.
6. Fire department connection(s) shall be located on the main entrance side of the building, and within 100 feet of a fire hydrant.
7. All fire department connections will utilize a 5" Stortz® connector with a 30 degree turn-down unless approved by the fire chief during the plans review process.

(110) Section 912.5.1, Additional signage, is added and shall read:

912.5.1 Additional signage

An additional metal sign with dimensions twelve (12) inches wide and ten (10) inches in height shall be posted not more than 72 and not less than 60 inches from the bottom of the sign to grade level and within 6 feet of the fire department connection. This additional sign shall have a white reflective background and have the letters "FDC" in red reflective material and be permanently affixed to a wall or post. The letters shall be at least 4 inches in height and a ½ inch stroke width.

(111) Section 1003.8 Special Provisions, is added and shall read:

1003.8 Special Provisions

Rooms in E occupancies used for kindergarten or daycare, children 5 or under, classified as an E occupancy shall not be located above or below the first story.

(112) Section 1008.3.4 Illumination in Group E is added, and shall read:

1008.3.4 Illumination in Group A and Group E

Group E occupancies shall have emergency lighting in interior stairs, corridors, shops, and laboratories, and windowless areas with student occupancy.

(113) Section 1009.1 Accessible Means of Egress, shall read:

Section 1009.1 Accessible Means of Egress

All buildings or portions of buildings must comply with the accessibility standards adopted by the State of Texas. Projects shall be submitted to the Texas Department of Licensing and Regulation for review, inspection and approval in accordance with State law. Copies of the approval on plans shall be submitted to the fire department for review and final approval.

(114) Section 1009.2.2, Elevators, is added and shall read:

1009.2.2 Elevators

Where an elevator is required to meet the standards of an accessible means of egress, its construction shall be hardened, designed to withstand a maximum credible fire scenario without collapse. The structure's fire resistance shall be enhanced to ensure that an uncontrolled fire shall result in a burnout without collapse of the elevator structure. The building's structure shall not depend on the elevator shaft for support. The elevator car shall be of such a size and arrangement to accommodate a 24 inch by 84-inch ambulance stretcher in the horizontal, open position and shall be identified by the international symbol for emergency medical services (star of life). The symbol shall not be less than 3 inches high and shall be placed inside on both sides of the hoist way doorframe.

(115) Section 1010.1.9.5 Bolt locks. Delete exceptions; #3, #4, and #5.

(116) Section 2303.2 Emergency disconnect switches, shall read:

2303.2 Emergency disconnect switches

An approved, clearly identified and readily accessible emergency disconnect switch shall be provided at an approved location to stop the transfer of fuel to the fuel dispensers in the event of a fuel spill or other emergency. An emergency disconnect switch for exterior fuel dispensers shall be located within 100 feet (30 480 mm) of, but not less

than 20 feet (6096 mm) from, the fuel dispensers. For interior fuel-dispensing operations, the emergency disconnect switch shall be installed at an approved location. Such devices shall be distinctly labeled as: EMERGENCY FUEL SHUTOFF. Signs shall be provided in approved locations and be a minimum of 18 inches high and 24 inches wide.

(117) Section 2303.2.2 Additional Emergency disconnect switches for attended self-service, is added and shall read:

2303.2.2 Additional emergency disconnect for attended self-service.

Attended facilities shall have an additional emergency disconnect switch located inside the building for attendant use at a location approved by the fire code official.

(118) Section 2306.2.1.1 Inventory Control for underground tanks, is amended to read as follows:

2306.2.1.1 Inventory Control for underground tanks.

Accurate daily (normal working days only) inventory records shall be maintained and reconciled on all Class I, II or III-A liquid storage tanks for indication of possible leakage from tanks or piping. The records shall be made available for inspection by the Fire Marshal, and shall include, as a minimum, records showing by product: daily reconciliation between sales, use, receipts, and inventory on hand. If there is more than one system consisting of a tank(s), serving pump(s), or dispenser(s) for any product, the reconciliation shall be made separately for each tank system.

1. Daily inventory shall be maintained for each tank system at each location by the operator. The inventory records shall be kept for the past 12 months at the premises.
2. Inventory shall be based on the actual daily measurement and recording daily recording of actual sales, or by readout from an automated gauging system. The inventory records shall include a daily compilation of gain or loss. The mere recording of pump meter reading and product delivery receipts shall not constitute adequate inventory records.
3. The operator of the location shall be held responsible for notifying the owner or person(s) in control of the facility to take action to correct any abnormal loss or gain not explainable by spillage, temperature variations or both causes.
4. The Fire Marshal may require the operator of an underground tank storage system to test the system for tightness, at the operator's expense, when accurate daily inventory records have not been maintained as required or when in his judgment conditions indicate possible leakage of product from the location of such tanks.
5. The Fire Marshal may require copies of Class I, II and III-A liquid storage tank inventories, deliveries or receipt of product sales and dip gauge stick readings or other control measures in addition to copies of any tank tightness or line leakage test results from the station operator, agent, or terminal management.

6. When a service station tank is found to be leaking, its contents shall be removed immediately. If any investigations or tests indicate the source of such loss, the owner shall take immediate action to correct the system failure and remove dangerous spillage from the environment.
7. The Fire Marshal may order the closure of a Service Station by barricading if necessary and the emptying of contents from storage tanks should the operator of a service station be unwilling to cooperate with the Fire Department during the search for the source of such leakage or should the Fire Marshal determine that a hazardous condition exists that merits such action.

(119) Section 2306.2.3 Above-ground tanks located outside, above grade, is amended by adding Sections 2306.2.3.1 Inspections, 2306.2.3.2 Required Access, and 2306.2.3.3 Fire Hydrant Access as follows:

2306.2.3.1 Inspections.

An inspection of the installation shall be conducted prior to loading the tank with fuel. For those installations approved by the Fire Chief or his designee to dispense class 1 liquids, the initial loading of fuel shall be witnessed by the fire inspector.

2306.2.3.2 Required Access.

Fire apparatus access roads shall be provided for every aboveground storage tank. The aboveground storage tank shall not be more than 150 feet from fire apparatus access roads as measured by an approved route.

2306.2.3.3 Fire Hydrant Access.

A minimum of one fire hydrant shall be provided for every aboveground storage tank. The aboveground storage tank shall not be located more than 250 feet from a fire hydrant as measured by an approved route.

(120) Section 2308.3.2, Vehicle impact protection, is added and shall read:

2308.3.2 Vehicle impact protection

Vehicle impact protection shall be installed and approved by the Fire Chief.

(121) Section 3103.5, Use Period, is entirely deleted and replaced with the following language:

3103.5 Use Period

Temporary tents, air-supported, air-inflated or tensioned membrane structures and canopies shall not be erected for a period of more than four (4) days within a 12-month period on a single premise.

(122) Section 5601.1.3.1 Unlawful Possession of Fireworks, is added and shall read:

5601.1.3.1 Unlawful Possession of Fireworks

It shall be unlawful for any person to have, keep, store, sell, offer for sale, give away, use, transport or manufacture fireworks or pyrotechnics of all kinds in any quantity, within the corporate limits of the City of Shavano Park.

Exception: A permit for public display has been issued by the Shavano Park Fire Department consistent with Section 5608.

(123) Section 5601.1.3.2 Instigating or Aiding a Minor to Violate the Ordinance Prohibiting Fireworks, is added and shall read:

5601.1.3.2 Instigating or Aiding a Minor to Violate the Ordinance Prohibiting Fireworks. No person shall furnish money or a thing of value to a minor for the purchase of fireworks or encourage, act in conjunction with or in any manner instigate or aid a minor in the act of having, keeping, storing, selling, offering for sale, giving away, using, transporting, or manufacturing fireworks within or 5000 feet beyond the corporate limits of the City. Such actions shall constitute Class C misdemeanors and be punished by a fine not to exceed \$2,000.00.

(124) 5601.1.3.3 Summons to be issued for Violation of Fireworks Ordinance are added to read as follows:

5601.1.3.3 Summons to be issued for Violation of Fireworks Ordinance.

A summons or notice to appear in answer to a charge of illegal possession or use of fireworks in violation of this section specifying the location of such violation, the date and time of such violation, and the name and address of the offender, may be issued by any Police Officer, Arson Investigator, Fire Inspector or by any Firemen who has been assigned to citation duties by the Fire Chief.

(125) Section 5602.1 Definitions, is amended by adding a definition as follows:

5602.1 Definitions

The following words and terms shall, for the purposes of this chapter and as used elsewhere in this code, have the meanings shown herein.

HIGHWINDS. Sustained wind velocity of 15 mph or gusts of 25 mph.

(126) Delete Appendix A, Board of Appeals.

(127) Section Appendix C, 105.2 Additional Distribution, is added and shall read:

Appendix C, 105.2 Additional Distribution

A fire hydrant shall be located not more than 100 feet from an unobstructed and approved route to a fire department connection (FDC) located at ground level. The FDC may be installed in an approved remote location, and within 100 feet to a fire hydrant. This distance and route is as approved by the Fire Chief.

(128) Delete Appendix J, "Building Information System".

(129) Delete Appendix L, "Requirements for Firefighter Air Replenishment Systems".

III CUMULATIVE CLAUSE

That this ordinance shall be cumulative of all provisions of the City of Shavano Park, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinance, in which event the conflicting provisions of such Ordinance are hereby repealed.

IV SEVERABILITY

That it is hereby declared to be the intention of the City Council of the City of Shavano Park that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinances, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrases, clause, sentence, paragraph or section.

V PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government

VI
EFFECTIVE DATE

This ordinance shall be effective upon passage and publication as required by State and Local law.

PASSED AND APPROVED on the first reading by the City Council of the City of Shavano Park this the 22nd day of October, 2018.

PASSED AND APPROVED on the second reading by the City Council of the City of Shavano Park on this the _____ day of _____ 2018.

BOB WERNER, MAYOR

Attest: _____
ZINA TEDFORD, City Secretary

Approved as to Form:

CHARLES E. ZECH, City Attorney

Sec. 22-87. - International Fire Code adopted.

There is hereby adopted by reference, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion those certain codes known as the Fire Prevention Code (NFPA-101, Life Safety Code), 2018 edition, as recommend by the National Fire Protection Association, and the International Fire Code, 2018 edition, published by the International Code Council, Inc., together with all revisions and additions thereto, save and accept such portions of such codes as are hereinafter deleted, modified or amended, or inconsistent with or in conflict with any other provisions of City ordinances, or any statute of the State of Texas, and the same are otherwise hereby adopted and incorporated herein as fully as if set out verbatim herein.

Deleted: 2012

Deleted: 2012

Deleted: .

(1)

This article shall provide for the City rules and regulations to improve safety of the public by promoting the control of fire hazards; regulating the installation, use and maintenance of equipment; the use of structures, premises, and open areas; providing for the abatement of fire hazards; and setting forth standards for compliance to achieve these objectives.

(2)

It shall be unlawful for any person to violate this article, to permit or maintain such violation, to refuse to obey any provision thereof, or to fail or refuse to comply with any such provision or regulation except as variation may be allowed where permitted herein, by action of the Chief of the Fire Department in writing. Proof of such unlawful act or failure to act shall be deemed prima facie evidence that such act is that of the owner. Prosecution or lack thereof of either the owner or the occupant shall not be deemed to relieve the other.

(3)

This article shall apply equally to both public and private commercial property. It shall apply to all new structures and their occupancies including buildings, structures, equipment, etc. and, except as otherwise specified, to existing structures and their occupancies including buildings, structures, equipment, etc., which constitute a clear and present hazard to life or to property.

(4)

Establishment and duties of the City Fire Department's Office of Fire Prevention. The Fire Chief/Fire Marshal shall develop procedures for scheduling facility inspection, recordkeeping, and fire code compliance procedures.

(5)

This article and NFPA Fire Prevention Code shall be enforced by the City Fire Department, Office of Fire Prevention which is hereby established and which shall be operated under the supervision of the Chief of the Fire Department/Fire Marshal according to the authority granted by City ordinances.

(6)

The Chief of the Fire Department may detail such members of the fire department as inspectors as shall from time to time be necessary. The Chief of the Fire Department shall recommend to the City Manager the employment of technical inspectors, who, when such authorization is made, shall be selected through an examination to determine their fitness for the position.

Amendments to the IFC 2018 edition:

(1)

Section 101.1, Scope and General Requirements, is entirely deleted and replaced with the following language:

101.1 Scope and General Requirements

These regulations shall be known as the Fire Code of the City of Shavano Park, hereinafter referred to as "this code."

(2)

Section 101.2.1, Appendices, is added, and shall read:

101.2.1 Appendices

The Provisions within the appendices shall apply unless specifically stated otherwise through other section in amendments.

(3)

Section 101.6, Requirements of other agencies, is added, and shall read:

101.6 Requirements of other Agencies.

The City of Shavano Park Building Codes do not include all additional requirements for buildings and structures that may be imposed by other state/county agencies, occupational licensing boards or commissions. It shall be the responsibility of a permit holder, design professional, contractor or occupational license holder to determine whether any additional requirements exist.

Deleted: Exceptions

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(4)

Section 102.3, Change of use or occupancy, is added, and shall read:

102.3 Change of use or occupancy

A change of occupancy shall not be permitted unless the use or occupancy is made to comply with the requirements of this code and the *International Existing Building Code*. A change of the business name, responsible party, designated use, or any activity that deviates from the original submitted application within the occupancy shall qualify as a change of occupancy. No exceptions.

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(5)

Section 102.3.1, Notice of Alteration to be given to Fire Chief, is added, and shall read:

102.3.1 Notice of Alteration to be given to Fire Chief.

The Permitting Clerk and/or the Building Official shall provide written notice to the Fire Chief of every application made to repair, alter, or remodel any occupancy and any building or structure with the exception of non-commercial single-family dwellings.

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(6)

Sections 104.3.2, Photographic Documentation, is added, and shall read:

104.3.2 Photographic Documentation.

Members of the Fire Department making such examinations or inspections shall have the right, with proper credentials, and be authorized to take a reasonable number of photographs or videotapes for evidence and for records for use by the Fire Department to study hazards and scientific control for fire safety.

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(7)

Section 104.8, Modification, is entirely deleted and replaced with the following language:

104.8 Modification

The fire marshal shall have authority to modify any of the provisions of the Fire Prevention Code, the National Fire Code and the International Fire Code upon application in writing by the owner or lessee, or his duly authorized agent, when there are practical difficulties in the way of carrying out the strict letter of the codes, provided that the spirit of the codes shall be observed, public safety secured, and substantial justice done. The particulars of such modification when granted or allowed and the decision of the fire marshal thereon shall be entered

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upon the records of the department and a signed copy shall be furnished the applicant.

(8)

Section 104.8.1, Appeals, is added, and shall read:

104.8.1 Appeals

Whenever the fire marshal shall disapprove an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the codes do not apply or that the true intent and meaning of the codes have been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the fire marshal, then to the city manager. The applicant may further appeal to the city council within 30 days from the date of the decision appealed.

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(9)

Section 105.2.5, Operating without a permit, is added, and shall read:

105.2.5 Operating without a permit

In addition to other remedies provided by law, any person, company, firm, corporation or entity operating in violation of section 105 shall be subject to a double permit fee. Work requiring a permit shall not commence until said permit is posted in a conspicuous place on the job site and approved plans are available at this location. All work shall cease until the required permits are obtained and inspections completed. It shall be unlawful for any person to continue any work after having been served with a stop work order, except such work as that person is directed to perform by the fire marshal, in order to remove a violation or unsafe condition.

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(10)

Section 105.4.1, Submittals, is entirely deleted and replaced with the following language:

105.4.1 Submittals

Construction documents and supporting data shall be submitted in two or more sets, and at least once by portable document format accepted on electronic memory card with each application for a permit and in such form and detail as required by the fire code official. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed.

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Exception: The fire code *official* is authorized to waive the submission of construction documents and supporting data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that review of *construction documents* is not necessary to obtain compliance with this code.

(5)

Section 105.6.1, Aerosol Products, is added, and shall read:

105.6.1 Aerosol Products

An operational permit is required to manufacture, store or handle an aggregate quantity of Level 2 or Level 3 aerosol products in excess of 250 pounds net weight. Aerosol storage in excess of 250 pounds net weight shall comply with the requirements of Chapter 51 of the International Fire Code, 2018 edition, and NFPA 30B, 2015 edition. The classification of aerosol, Level 1, 2 or 3, will be printed on the product manufacturer's packaging.

There shall not be allowed any storage or handling an aggregate quantity of any combination or single type of Level 1 or Level 2 aerosol products more than a combined net weight to exceed 1,000 pounds at any time, unless the products are stored in approved flammable liquid storage rooms (NFPA 30B, 2015 edition).

When stored or handled within the allowable quantities, segregation rules apply as referenced in Chapter 51 of the International Fire Code, 2018 edition. Where chain link fence enclosures are required, the fencing must comply with the following:

1. The fence shall not be less than No. 9 gage steel wire, woven into a maximum 2-inch diamond mesh.

2. The fence shall be installed from the floor to the underside of the roof or ceiling above.

3. Class III, IV and high-hazard commodities shall be stored outside of the aerosol storage area and a minimum of 8 feet (2438 mm) from the fence.

4. Access openings in the fence shall be provided with either self-closing or automatic-closing devices or a labyrinth opening arrangement preventing aerosol containers from rocketing through the access openings.

5. Not less than two means of egress shall be provided from the fenced enclosure.

Aisle requirements for segregated storage in general purpose warehouses shall comply with Table 5104.3.2.2

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(11)

Section 105.6.14, Explosives, is added and shall read:

105.6.14 Explosives

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The manufacture, storage, handling, sale or use of any quantity of explosives, explosive materials, fireworks or pyrotechnic special effects within the city limits of Shavano Park is strictly prohibited unless permitted.

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(12)

Section 105.6.32, Open Burning, is added and shall read:

105.6.32 Open Burning

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Whenever it shall become necessary for any person to have a fire out-of-doors for cooking, washing, or any other purely domestic purpose, such person is hereby required to build such fire in an appropriate fire-resistant container of some kind, made of brick, stone, metal or other fire-resistant material in such manner as to prevent said fire from escaping. Open burning of leaves, trash, construction waste, yard debris and any vegetation is strictly prohibited.

Exception: When authorized and supervised by the Fire Department, open burning for ceremonial or training purposes, such as a flag retirement, or live fire training by Firefighters will be permitted.

(13)

Section 105.6.37 Places of assembly. - Deleted

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(14)

Section 105.7.12.1, Fire apparatus and personnel access, is added and shall read:

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105.7.12.1 Fire apparatus and personnel access

A permit is required:

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To install or modify any access gate across a fire apparatus access road or fire lane.¶
b.¶

- a. To modify or encroach on any fire apparatus access road or fire lane.

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(15)

Section 105.7.21, Solar photovoltaic power systems, shall read:

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105.7.21 Solar photovoltaic power systems

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A construction permit is required to install or modify solar photovoltaic power systems. Photovoltaic power systems shall be installed and maintained according to listed manufacturer instructions, and the most current standards established by the International Electrotechnical Commission (IEC).

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(16)

Section 105.7.7, Fire alarm and detection system and related equipment, shall read:

105.7.7 Fire alarm and detection system and related equipment

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A construction permit is required for installation of or modification to fire alarm and detection systems and related equipment. Maintenance performed in accordance with this code is not considered a modification and does not require a permit. Replacing a fire alarm panel is not considered maintenance to an existing system and shall require construction permit.

(17)

Section 106.3 Work commencing before permit issuance, shall read:

106.3 Work commencing before permit issuance

Any person who commences any work, activity or operation regulated by this code before obtaining the necessary permits shall be subject to a double permit fee. All work shall cease until the required permits are obtained and inspections completed. It shall be unlawful, and a violation of this code, subject to penalties as described herein, for any person to continue any work after having been served with a stop work order, except such work as that person is directed to perform by the fire chief, in order to remove a violation or unsafe condition.

(18)

Section 106.5, Refunds, shall read:

106.5 Refunds

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Refunds to permit fees will be issued if no part of a plans review or fire inspections have been scheduled or performed, minus a \$50 administrative processing fee.

(19)

Section 108.3.1, Records of Hazardous Materials, is added, and shall read:

108.3.1 Records of Hazardous Materials

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Owners or the Owners Representative of buildings or properties that store or use hazardous materials shall maintain chemical documents (SDS), and building/site

data, construction, maintenance and modifications over the entire life of the building. A means shall be developed for off-site storage and maintenance of the documents. In addition, a secondary source of this information shall be made available in suitably designed hard copy or electronic format for use by emergency responders within a reasonable timeframe. The primary source of information shall be easily accessible by responders during emergencies.

(20)

Section 109, Board of Appeals, shall be retitled to read:

Section 109 Appeals

(21)

Section 109.1, Appeals, is added, and shall read:

109.1 Appeals

Appeals shall be made first to the Fire Chief, then the City Manager. Further appeals may be presented to the City Council.

(22)

Section 110.4, Violation penalties, shall read:

110.4 Violation penalties

Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire chief, or of a permit or certificate used under provisions of this code, shall be guilty of a class C misdemeanor punishable by a fine of not more than \$2,000.00 or by imprisonment not exceeding 30 days, or both such fine and imprisonment. Such fine and imprisonment shall be at the discretion of the city judge. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

(23)

Section 111.2.1 Removal of Occupants is added, and shall read:

111.2.1 Removal of Occupants.

A member of the Fire Department is authorized to require the removal of occupants at a location when actual occupancy exceeds the permitted or posted occupant load. A person commits an offense if he refuses to obey an order to vacate.

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(24)

Section 112.4, Failure to comply, shall read:

112.4 Failure to comply

Any person continues any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than \$50 dollars or more than \$2,000.00 dollars.

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(25)

Section 113.1.1 Prohibition of Electrical Service, is added and shall read:

113.1.1 Prohibition of Electrical Service

When any fire hazard is permitted to continue in existence by the owner after receiving the notice provided in Section 110.1 and after expiration of the time limit as determined under Section 110.3 if the Fire Marshal shall find and determine from the facts that the danger to human life is materially increased by the electrical wiring and appliances present in the building, he shall notify City Public Service of the city to disconnect its service and forthwith cease supplying electric current thereto. It shall thereupon be the duty of the manager of City Public Service to cause said service to be disconnected and the supply of electrical current disconnected immediately.

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(26)

Section 113.1.2 Prohibition of Gas Service, is added and shall read:

113.1.2 Prohibition of Gas Service

When any fire hazard is permitted to continue in existence by the owner after receiving the notice provided in Section 110.1 and after expiration of the time limit as determined under Section 110.3, if the Fire Marshal shall find and determine from the facts that the danger to human life is materially increased by the gas plumbing and/or appliances present in the building, he shall notify City Public Service to disconnect its gas service and forthwith cease supplying gas thereto. It shall thereupon be the duty of the manager of the City Public Service to cause said service to be disconnected and the supply of gas disconnected immediately.

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(27)

Section 202, Add to definitions in section 202:

FIRE HAZARD shall mean any condition or act which increases or may cause an increase of the hazard or menace of fire to a greater degree than that customarily

recognized as normal by persons in the public service regularly engaged in preventing, suppressing or extinguishing fire, or which may obstruct, delay, hinder or interfere with the operations of the fire department or the egress of occupants in the event of fire.

FIRE LANE shall mean any area appurtenant to entrances or exits of a building deemed necessary by the Fire Chief or his designee to remain free and clear of parked vehicles for access to such building in case of fire or other emergency and designated by him as such, and may include sidewalks, driveways, portions of parking lots, or any other area adjacent to or near building entrances or exits, or any fire hydrant.

FIRE MARSHAL shall mean the fire code official responsible for investigations of fires, inspection of facilities, and code enforcement.

FIRE WATCH Qualified individuals are defined as State Certified Fire Inspectors assigned to the Fire Prevention Division of the City of Shavano Park, or, if approved by the Fire Marshal, Texas Certified Firefighters, Peace Officers, individuals employed by a private security firm, or other designated individuals whose sole duty when assigned a fire watch is to perform constant patrols of the premises and keep watch for signs of unwanted fire. A written attendance log must be maintained and personnel must have at least one approved means of notifying the fire department of fire or other emergencies.

FOSTER CARE FAMILY HOME shall mean a single independent residential occupancy that is the primary residence of the caregiver and licensed by the state to provide twenty-four (24) hour care for six or fewer children (including those related to the caregiver) up to the age of eighteen (18) years.

MOBILE FOOD ESTABLISHMENT shall mean a mobile food operation using any heat producing equipment to cook, fry, or warm products for consumption from a motorized vehicle, towable trailer, or watercraft.

PARK shall mean the standing of a vehicle, whether occupied or not, upon a street otherwise than temporarily for the purpose of, and while actively engaged in, receiving or discharging passengers or loading or unloading merchandise or in obedience to traffic regulations, signs, or signals or an involuntary stopping of a vehicle by reason of a cause beyond the control of the operator of the vehicle.

Whenever the word "**JURISDICTION**" is used in the International Fire Code, it shall be held to mean the City of Shavano Park, Texas.

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Whenever the words "**Chief of the Bureau of Fire Prevention**", or "**Fire Code Official**" are used in the International Fire Code, it shall be held to mean "The Fire Chief."

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(28)

304.2.1 Dangerous Storing of Combustibles is added and shall read:

304.2.1 Dangerous Storing of Combustibles

It shall be unlawful and a nuisance for any person to have or keep or store, within the city, any quantity of tar, pitch, resin, petroleum or its products, or other combustible materials or substances in such manner that such materials or substances shall be in danger of taking and communicating fire.

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(29)

Section 307.1, General, shall read:

307.1 General

Except for domestic purposes to include; cooking food, or for heating. Open burning of leaves, trash, yard debris and any vegetation is strictly prohibited.

Exception: When authorized and supervised by the Fire Department, open burning for ceremonial or training purposes, such as a flag retirement, or live fire training by Firefighters will be allowed.

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(30)

Section 307.2, Permit required, is deleted in its entirety.

(31)

Section 307.2.1, Authorization, is deleted in its entirety.

(32)

Section 307.3 Extinguishment Authority, shall read:

307.3 Extinguishment Authority

The fire code official is authorized to order the extinguishment by the person responsible or the fire department of open burning that creates or adds to a hazardous or objectionable situation.

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(33)

Section 307.4, Location, is deleted in its entirety.

(34)

Section 307.4.1, Bonfires, is deleted in its entirety.

(35)

Section 307.4.2, Recreational Fires, is hereby deleted in its entirety.

(36)

Section 307.4.3, Portable Outdoor Fireplaces, shall read:

307.4.3 Portable Outdoor Fireplaces

The use of portable outdoor fireplaces within the complex of any group R is prohibited. Portable outdoor fireplaces shall be used in accordance with the manufacturer's instructions and shall not be operated within 15 feet of a structure or combustible material.

Exception: Portable outdoor fireplaces used at one and two-family dwellings.

(37)

Section 307.5 Attendance, shall read:

307.5 Attendance

The use of portable outdoor fireplaces shall be constantly attended until the fire is extinguished. A minimum of one portable fire extinguisher complying with Section 906 with a minimum 4-A rating or other approved on-site fire-extinguishing equipment, such as dirt, sand, water barrel, garden hose or water truck, shall be available for immediate utilization.

(38)

Section 307.6 Sky Lanterns prohibited is added, and shall read:

307.6 Sky Lanterns

Sky lanterns; also known as Chinese lanterns, sky candles, or fire balloons, which are airborne lanterns constructed of combustible material and contain a candle or fuel cell that when lit, causes the device to go airborne and travel in the air; are prohibited within the city limits.

(39)

Section 311.2.2 Fire Protection, exceptions number one (1), two (2), and three (3) are deleted and shall read:

311.2.2 Fire protection

Fire alarm, sprinkler, and stand-pipe systems shall be maintained in an operable condition at all times.

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Deleted: Replace section 404.2, Where required, shall read:¶

a.¶

An approved fire and safety evacuation plan shall be prepared and maintained for the following occupancies and buildings.¶

1)¶

Group A¶

2)¶

Group B with an occupant load of 250 or more or more than 50 occupants above or below the level of exit discharge¶

3)¶

Group E¶

4)¶

Group F¶

5)¶

Group I¶

6)¶

Group R-1¶

7)¶

Group R-2¶

8)¶

Group R-3¶

9)¶

Group R-4¶

10)¶

High-rise buildings¶

11)¶

Group M buildings having an occupant load of 250 or more or more than 50 occupants above or below the level of exit discharge.¶

12)¶

Covered mall building¶

13)¶

Buildings with an atrium and having occupancy of Group A, E, or M.¶

(9)¶

Deleted: Replace section 404.5, Availability, shall read: Fire safety and evacuation plans shall be distributed and made available in the workplace for reference and review by employees, and copies shall be furnished to the fire code official upon request.¶

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Section 501.3. Construction Documents, shall read:

501.3 Construction Documents

Construction documents for proposed fire apparatus access, location of fire lanes, security gates across fire apparatus access and construction documents and hydraulic calculations for fire hydrant systems shall be submitted to the fire department for review and approval prior to construction.

Upon completion of construction and prior to issuance of a certificate of occupancy, a copy of finished drawings (as built) shall be provided to the fire department in an electronic format, acceptable by the Fire Chief.

(41)

Section 501.3.1 Fire Protection Site Plan is added, shall read:

501.3.1 Fire Protection Site Plan

A Fire Protection Site Plan (labeled as such) shall be submitted electronically in portable document format with the construction documents when application is made for a building permit. Plans must be reviewed and approved by the Fire Marshal and/or fire plan review staff before a building permit is issued. The approved Fire Protection Site Plan will be retained by the City of Shavano Park. The Fire Protection Site Plan shall be drawn to scale and shall show and include, but not be limited to, the following:

1. Compass reading.
2. Property and/or lot lines.
3. Street frontages.
4. Location of all buildings (existing and proposed).
5. Fire apparatus access roads (i.e., fire lanes, aerial apparatus access roads) to buildings. Fire lanes shall be highlighted and shall include dimensions (width, turning radii, clearance to overhead obstructions, etc.). The plans shall also show dimensions and calculations for evaluation of compliance with Section D105.3.
6. Fences, gates, walls, streams and other obstructions to firefighter access.
7. Location of all fire hydrants (existing and proposed). This shall include the direction and the distance to all hydrants not shown on the site plan, but within one thousand (1000) feet of the building to

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be protected.

8. Size (diameter and length) and locations of all fire main piping (proposed and existing). The pressure class and type of new pipe to be installed shall be identified.
9. The location, type, and size of backflow prevention devices, where installed.
10. Number of lanes, including turning lanes, of all adjacent streets and the location of medians as applicable.
11. Location of all automatic sprinkler and standpipe risers.
12. Location of Fire Department connection(s).
13. Size, type, and location of valves including post indicator valve (if they are located in a pit), control room automatic sprinkler system shut-off, etc.
14. Other water supplies.
15. Where required, type of protection from collision that may cause physical damage to fire protection equipment.

(42)

Section 503.2.1, Dimensions, is entirely deleted and replaced with the following language:

503.2.1 Dimensions

Fire apparatus access roads shall have an unobstructed width of not less than 20 feet, except where a fire hydrant is located on a fire department access road, in which case the minimum road width shall be 26 feet. An unobstructed vertical clearance of not less than 14 feet shall be required and maintained at all times. Security gates shall be sized to match the required road width.

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Section 503.2.1.2 Mountable Curbs, is added, and shall read:

503.2.1.2 Mountable Curbs

Mountable curbs are permitted when approved by the Fire Marshal.

(44)

Section 503.2.3 Surface, is amended by adding a second paragraph to read as follows:

503.2.3 Surface

Drivable grass surfaces, or other alternative drivable surfaces, are permitted when approved by the Fire Marshal or his designee and in accordance with all of the following conditions:

1. Sealed documents indicating compliance with the provisions of 503.2.3 shall be submitted by a registered design professional for review.
2. The drivable grass surface, or alternative drivable surface, shall not be used as the primary access to the site.
3. The surface shall be capable of supporting the imposed load of fire apparatus weighing at least 75,000 pounds.
4. Blue traffic reflectors shall be provided on each side of the surface every 20 feet to clearly mark its boundaries. Vegetation on and surrounding the surface shall be maintained such that said reflectors are visible at all times.
5. Sod is not permitted to be placed over the drivable base.
6. If the surface proposed is to be used as the aerial apparatus access road for the facility, concrete curbing, or other approved edging, shall be installed along both sides of the portion to be used as such for enhanced lateral stability. A registered design professional shall design said curbing. Sealed drawings of the design shall be provided to the Fire Department and Development Services for review.
7. If sand or other free-flowing fill is used as a main structural component for the surface, concrete curbing or other approved edging shall be installed along both sides of the surface for material containment. A registered design professional shall design such curbing. Sealed drawings of the design shall be provided to the Fire Department and Development Services for review. A signed letter from the manufacturer shall be provided to the Fire Marshal certifying that the installation meets all requirements in the manufacturer's installations prior to issuance of the Certificate of Occupancy.
8. The surface shall be maintained in proper working order at all times when utilized as a required fire lane. Should the surface become damaged or fall into disrepair, the Fire Marshal or his designee shall be authorized to require the repair and re-certification of said surface.

(45)

503.2.4 Turning radius, shall read:

503.2.4 Turning radius

The required turning radius of a fire apparatus access road shall be determined by the fire code official. The turning radii of a fire apparatus access roadway shall require a minimum of 50 feet outside radius and a minimum of 25 feet clear distance to the inside radius on all turns in excess of 30 degrees

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(46)

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Section 503.2.5, Dead ends, shall read:

503.2.5 Dead ends

Dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) in length shall be provided with an approved area for turning around fire apparatus. Turn arounds approved by the Fire Marshal or as permitted by Appendix D are acceptable. Dead-end fire apparatus access roads located between buildings shall have a 10-foot setback from the edge of the access road to the structures on each side of the road.

(47)

Deleted: Add section 503.2.5.1, Dead ends. Dead-end fire apparatus access roads located between buildings shall have a 10-foot setback from the edge of the access road to the structures on each side of the road.

Section 503.2.7 Grade, is amended to read as follows:

503.2.7 Grade

The gradient for a fire apparatus access road shall not exceed ten percent (10%).

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(48)

Section 503.2.8 Angles of approach and departure, shall read:

Section 503.2.8 Angles of approach and departure

An angle of approach and an angle of departure shall be designed so that at least 8 degrees shall be maintained at the front and the rear of the department's apparatus when it is loaded to the estimated in-service weight.

(49)

Section 503.2.9, Divided entrances, is added and shall read:

503.2.9 Divided entrances

Subdivisions or complexes may have a divided entrance and exit. The entrance side shall have a clearance of 20 feet clear width, and the exit side shall have a 20-foot clear width. Gates shall be sized to match the openings.

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Section 503.3 Marking, shall read:

503.3 Marking

Striping, signs or other markings, when approved by the fire code official, shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. Striping, signs, and other markings shall be maintained in a clean and legible condition at all times and shall be replaced or repaired necessary to provide adequate visibility.

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503.3.1 Striping

Fire apparatus access roads shall be continuously marked by painted lined of red traffic paint six inches (6") in width to show the boundaries of the lane. The words "NO PARKING FIRE LANE" or "FIRE LANE NO PARKING" shall appear in four-inch (4") white letters at twenty-five feet (25') intervals on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on the vertical and horizontal of the curb.

503.3.2. Signs

Signs, when approved by the fire code official, shall read "NO PARKING FIRE LANE" or "FIRE LANE NO PARKING" and shall be twelve inches (12") wide and eighteen inches (18") high. Signs shall be on a white background with letters and borders in red, using not less than two inch (2") tall lettering. Signs shall be permanently affixed to a stationary post and the bottom of the sign shall be six feet, six inches (6' 6") above finished grade. Signs shall be spaced not more than fifty feet (50') apart along both sides. Signs may be installed on permanent buildings or walls or as approved by the Fire Chief.

(51)

Section 503.3.3, Maintenance of markings, is added and shall read;

503.3.3 Maintenance of markings

The person in possession of the premises on and into which a fire apparatus access roadway or fire lane is required shall be solely responsible for the maintenance of such roadways or fire lanes and all required signs. No owner, manager, or other person(s) in charge of premises served by a required fire apparatus access roadway or fire lane shall abandon, close, or alter the fire apparatus roadway or any part thereof without permission of the fire chief. The person(s) in possession of the premises shall be responsible for ensuring that fire apparatus roadways are clear at all times.

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(52)

Section 503.4.2, Parking in fire lane, is added and shall read:

503.4.2 Parking in fire lane

It shall be unlawful for any vehicle, equipment or device to park or block a fire lane. Any vehicle, equipment or device found parked in or blocking a fire lane, shall be ~~cited or have the vehicle, equipment, or device removed and impounded~~ by police or the fire department.

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(53)

Section 503.6 Security Gates, shall read:

503.6 Security Gates

The installation of a security gate(s) across a fire apparatus access road shall be approved by the fire chief. Where security gates are installed, they shall be required to have installed on such gate a siren operated sensor, and manual access controls. The siren operated sensor shall open gates when approached by an emergency apparatus. Manual access controls shall open gates during non-emergency responses and serve as a backup in the event that the siren operated sensor fails to operate. The maintenance of access controls and the siren operated sensor system shall be the responsibility of the Owner or Owners Agent. The security gates and the emergency operation shall be maintained operational at all times. Electric gate operators, where provided, shall be listed in accordance with UL 325. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F 2200.

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(54)

Section 503.6.1, Gate and entrance design, is added and shall read:

503.6.1 Gate and entrance design

Gates shall be designed so that the access roadway or turning radius (AASHTO WB50) shall not be obstructed by the operation of the gate. Minimum setback from the public street shall be a distance determined by the city engineer and shall allow the emergency vehicle the ability to safely operate the lock box or panel without the rear of the vehicle protruding into the street. Turning radius from the public street shall be in accordance with American Association of State Highway and Transportation Officials (AASHTO) standard, WB50.

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Section 503.6.1.1, Access controls, is added and shall read;

503.6.1.1 Access controls

Access controls shall be exterior to the gate and located for activation by the vehicle operator without leaving the vehicle. The height of the lock box/control panel shall be 66 inches, measured from the finished grade line of the street.

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Section 503.6.1.2, Gate timing, is added and shall read;

503.6.1.2 Gate timing

Gates must fully open within 15 seconds of activation and remain in the open position until closed by operation of the electrical control device.

(57)

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Section 503.6.1.3, Control pedestal, is added and shall read;

503.6.1.3 Control pedestal

The control pedestal must be identified with a minimum 6-inch by 10-inch reflective sign with red letters on a white background. This sign must be securely fastened to the pedestal and legible from the approaching vehicle.

(58)

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Section 503.6.1.4, Fail safe position, is added and shall read;

503.6.1.4 Fail safe position

Fire department access gates shall fail safe (open) in the event of a power failure.

(59)

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Section 503.6.2, Additional access, is added and shall read;

503.6.2 Additional access

If required by the fire chief, additional "exit only" or "emergency access" gates shall be set up for fire department emergency access. Exit only gates, which are not motorized, shall be installed per the fire department's recommendations. Exit only gates shall have a minimum clearance of 20 feet clear width and be posted with a sign that states "Caution Gate Opens Out" and designated as a Fire Lane.

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In addition to Fire Lane marking, the marking on the pavement shall be painted with a 5-inch yellow stripe showing the depth of the gate swing.

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Section 503.6.2.1, Additional access gate controls, is added and shall read:

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503.6.2.1 Additional access gate controls

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Where motorized, operation of an additional gate shall be by operated by siren operated sensors.

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(61)

Deleted: the gate shall be by preemption device and/or electronic key switch.

Section 503.7, Temporary fire department access roads, is added and shall read:

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503.7 Temporary fire department access roads

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When required, temporary access roadways shall be a minimum of 16 feet (4,877 mm wide), with a minimum of 4 inches (101.6 mm) thickness of aggregate base course or decomposed granite compacted to a 90% density where natural soil will not meet compaction.

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(62)

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Section 505.1, Address Identification, is entirely deleted and replaced with the following language:

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505.1 Address Identification

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All address numerals shall be in contrasting color with their background; Where a building stands alone, it is required that the address numerals be placed on the building front in an approved location by the Fire Department Official, visible from the nearest primary roadway, and that the minimum height of address numerals be six (6) inches when the building front is less than 150 feet from the nearest primary roadway, and increase two inches in height for every 50 feet more than 150 feet from the nearest primary roadway to a maximum required height of 12 inches. The stroke width shall be minimum one-half (1/2) inch for numerals up to eight (8) inches in height and increase in size to one (1) inch in width when the numeral height is required to be more than eight (8) inches. Where in a commercial building complex with multiple tenant spaces that share a main sign visible from the nearest primary roadway, each tenant space shall have their respective suite number on their business front that meets the requirements for standalone buildings as stated in this section, and the commercial building complex sign or sign post shall have address numerals on each side of the sign

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that faces a primary roadway, or on the post or pillar facing the roadway that holds sign, of at least eight (8) inches in height and a minimum stroke width of one (1) inch for signs less than thirty-five (35) feet in height and ten (10) inches in height with a minimum stroke width of two (2) inch for signs more than thirty-five (35) feet in height. All suites within a commercial building complex that have a rear exit, shall have their respective address numerals affixed to the rear exits, with the same requirements applicable to the business front.

(63)

Section 505.1.1 Building Complex Identification, is added and shall read:

505.1.1 Building Complex Identification

A building complex composed of multiple structures shall have an official suite/unit number assigned to each building as well as a street address number. If there is sufficient street frontage, each unit or building may be assigned a separate official street address number. The official street address number of each structure as designated by the Building Official must be prominently posted on the building so that it is visible from the nearest public street. Each number designated by the Building Official for each individual suite/unit must be conspicuously posted on the suite/unit.

(64)

Section 505.4 Additional markings and signs, is added and shall read:

505.4 Additional markings and signs

When required by the fire code official, the following signs shall be posted in an approved manner, in conspicuous location(s):

(65)

Section 506.1 Where required, is entirely deleted and replaced with the following language:

506.1 Where required

Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an approved location. The key box shall be a Knox ® rapid entry system capable of holding the number of keys necessary for operation and access of necessary equipment, doors, and other areas necessary for access as determined and approved by the fire code official. The Knox ® rapid entry system shall be keyed to system code registered for the City of Shavano Park Fire Department.

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(66)

Section 506.1.1 Locks, is entirely deleted and replaced with the following language:

506.1.1 Locks

Any lock required by the fire code official for access, or where a lock is placed per request of the owner or manager of the business or property, and the area locked is determined by the fire code official to require access; the lock shall be a Knox ® rapid entry system keyed to the system code registered by the City of Shavano Park Fire Department.

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(67)

Section 506.1.2 Key boxes for non-standardized fire service elevator keys, is entirely deleted and replaced with the following language:

506.1.2 Key boxes for non-standardized fire service elevator keys

Key boxes provided for non-standardized fire service elevator keys shall comply with Section 506.1 and all of the following:

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1. The key box shall be a Knox ® rapid entry system keyed to the system code registered by the City of Shavano Park Fire Department.
2. The front cover shall be permanently labeled with the words "Fire Department Use Only-Elevator Keys."
3. The key box shall be mounted at each elevator bank at the lobby nearest to the lowest level of fire department access.
4. The key box shall be mounted 5 feet 6 inches (1676 mm) above the finished floor to the right side of the elevator bank.
5. Contents of the key box are limited to fire service elevator keys. Additional elevator access tools, keys and information pertinent to emergency planning or elevator access shall be permitted when authorized by the *fire code official*.
6. In buildings with two or more elevator banks, a single key box shall be permitted to be used when such elevator banks are separated by not more than 30 feet (9144 mm). Additional key boxes shall be provided for each individual elevator or elevator bank separated by more than 30 feet (9144 mm).

Exception: A single key box shall be permitted to be located adjacent to a *fire command center* or the nonstandard fire service elevator key shall be permitted to

be secured in a key box used for other purposes and located in accordance with Section 506.1.

(68)

Section 506.2.1 Key Box Access and Removal of Keys, is added and shall read:

506.2.1 Key Box Access and Removal of Keys

The Shavano Park Fire Department shall have the only key to the key box. Removal of any key by other than the authorized Fire Department personnel shall be a violation of this Code.

(69)

Section 507.3 Fire flow, is amended and shall read:

507.3 Fire flow

The approved method to determine the required Fire Flow for buildings or portions of buildings and facilities shall be as per Appendix B of the International Fire Code, 2018 edition. When utilizing Table B105.1 to determine number and distribution of fire hydrants, and the flow requirement falls between the values on the table, the flow requirement shall be rounded up to meet the higher value.

(70)

Section 507.4 Water Supply Test, is amended and shall read:

507.4 Water Supply Test

Adequacy of the water supply shall be determined by an approved flow test that is conducted on the fire hydrants nearest the project site. The flow test shall be as follows:

1. The flow test shall have been conducted no more than twelve (12) months prior to the date of construction document submittal to the City of Shavano Park.
2. The flow test shall be constructed in accordance with the 2016 edition of NFPA 291, Recommended Practice for Fire Flow Testing and Marking of Hydrants.
3. The flow test results shall be submitted with the construction documents in accordance with the NFPA standard fire flow test format.
4. If the water supply piping is not yet constructed, hydraulic calculations for the proposed piping design shall be submitted. The calculations shall be based on the flow test conducted on the fire hydrants nearest the project

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site and shall verify that the piping design provides the minimum require fire flow at no less than 25 psi residual. Upon completion of construction and prior to final certificate of occupancy, a flow test shall be conducted to verify the results of the calculations.

(71)

507.5.1.2 Additional Locations required, is added and shall read:

507.5.1.2 Additional Locations required

Public and/or private fire hydrants are required to be installed where one or more of the following conditions exist:

1. Existing fire hydrants do not meet the required fire hydrant location and spacing criteria defined in Section 507.5.1, or Appendix C.
2. The complexity of the project justifies their installation as determined by the Fire Marshal.

(72)

507.5.5 Clear space around hydrants, is amended and shall read:

507.5.5 Clear space around hydrants

A 3-foot (914 mm) clear space shall be maintained around the circumference of fire hydrants except as otherwise required or approved. The clear space around hydrant and the access to the hydrant shall be level, unobstructed, and firefighters must be able to operate the hydrant without climbing above surrounding grade level.

(73)

507.5.7 Fire Hydrant Installation Criteria, is added and shall read:

507.5.7 Fire Hydrant Installation Criteria

Fire hydrants shall be installed per the following criteria:

1. Fire hydrants shall be a minimum of one (1) foot and a maximum of seven (7) feet from the gutter face of the curb.
2. The steamer connection shall be a minimum of one and one-half (1.5) feet and a maximum of two (2) feet above grade.
3. All private hydrants shall be painted to the same standard as public hydrants.

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4. Fire hydrants shall be right turn only.

5. The steamer connection shall face the street, fire access road or fire lane.

6. All new fire hydrants will have 4" steamer connection and open to the right.

(74)

Section 511, Maintenance of records, is added and shall read:

511 Maintenance of records

Owners or managers of buildings or properties that store or use hazardous materials shall maintain chemical documents (MSDS), and building/site data, construction, maintenance and modifications over the entire life of the building. A means shall be developed for offsite storage and maintenance of the documents. In addition, this information shall be made available in suitably designed hard copy or electronic format for use by emergency responders. Such information shall be easily accessible by responders during emergencies.

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(75)

Section 603.5.3 Special day care provision, is added and shall read:

603.5.3 Special day care provision

In adult and child day care facilities, unvented fuel burning heaters and portable electric heaters of all types are prohibited.

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(76)

Section 604.12, Electrical service disconnect, is added and shall read:

604.12 Electrical service disconnect

Where electrical service disconnect controls are located inside a building, a door providing direct access from the exterior to the room containing such electrical shutoff controls shall be provided, when required by the fire chief.

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(77)

Section 703.2 identification of protected openings, is added and shall read:

703.2 Identification of protected openings

Walls and partitions required to have protected openings (fire walls, fire barriers, fire partitions, smoke barriers, and smoke partitions) shall be permanently

identified with signs or stenciling. Such identification shall be above any ceiling or other concealed space. Markings shall be red in color, with at least four (4) inch letters with one half (½) inch stroke width and shall be spaced so that no more than ten (10) feet is visible without a marking. Markings shall include the phrase, "Fire Barrier, Protect All Openings".

(78)

Section 901.4.6.2 Marking on access doors, shall read:

901.4.6.2 Marking on access doors

Access doors for automatic sprinkler system riser rooms and fire pump rooms

shall be labeled with an approved sign. The lettering shall be in contrasting color to the background and reflective. Letters shall have a minimum height of 2 inches (51 mm) with a minimum stroke of 3/8 inch (10 mm).

Section 901.4.6.5, Exterior identification of main fire sprinkler valve assembly and riser area, is added and shall read:

Section 901.4.6.5, Exterior identification of main fire sprinkler valve assembly and riser area

Where an exterior access door is required by the fire chief, a weatherproof horn and strobe unit shall be installed on the exterior wall outside of the main fire sprinkler valve assembly and riser area. This horn and strobe shall be installed according to the requirements for a water-flow notification appliance referenced in NFPA 13. It shall be interconnected to actuate concurrently with the water-flow alarm-initiating device of the system, but its placement is in addition to the minimum requirements for water-flow alarm, unless otherwise approved by the fire chief.

(79)

Section 901.5 Installation Acceptance Testing, is hereby amended to read as follows:

901.5 Installation Acceptance Testing.

Fire detection and alarm systems, fire-extinguishing systems, fire hydrant systems, fire standpipe systems, fire pump systems, private fire service mains and all other fire protection systems and appurtenances thereto shall be subject to acceptance tests as contained in the installation standards and as approved by the fire code official. The fire code official shall be notified before any required acceptance testing. A representative of the Fire Marshal shall witness all required

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Deleted: Add section 901.4.1.1, Main fire sprinkler valve assembly and riser area. The main fire sprinkler valve assembly and riser area shall be installed inside the building. A door providing direct access from the exterior wall into the room containing fire sprinkler controls shall be provided. The main fire sprinkler valve assembly and riser area shall be installed in accordance with NFPA 13, and shall be equipped with a listed double horizontal or vertical backflow prevention device(s) sized to match riser piping. Clearance around the fire riser and other equipment shall not be less than 36 inches. This room shall be designed and used for fire protection and fire detection equipment only.¶
(28)

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acceptance tests for all these systems.

(80)

Section 901.6 Inspection, testing and maintenance, is added and shall read:

901.6.2.3 Maintenance Agreement.

A maintenance agreement, as defined by Section 202, with a licensed fire protection company shall be provided to the Fire Marshal for each fire protection system at all times. Proof of a maintenance agreement shall be provided during any system acceptance test. Agreements for testing and inspection only as defined by Section 202 shall not be credited with having met this requirement.

(81)

Section 901.7 Systems out of service, is hereby amended to read as follows:

901.7 Systems out of service.

Where a required fire protection system is out of service, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, the building shall either be evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shutdown until the fire protection system has been returned to service.

A fire watch will be performed at all times that a system is taken out of service. Except for emergencies, the fire code official shall be given 72-hours' notice before a system is voluntarily taken out of service. When, at the discretion of the Fire Chief or his designee, there is a life safety issue, uniformed employees of the Shavano Park Fire Department or other fire watch personnel as approved by the Fire Chief or his designee shall perform a fire watch. Fire watch personnel shall be provided with at least one approved means for notification to the fire department dispatch and their sole duty shall be to perform constant patrols and watch for safety hazards and occurrences of fire. The cost of the fire watch shall be at the current overtime rate for fire inspections and shall be the sole responsibility of the owner/contractor to pay. The fire watch fee shall be paid before final approval is granted on system work.

(82)

Section 903.2.1.1 Group A-1, Shall read:

903.2.1.1 Group A-1

An automatic sprinkler system shall be provided for Group A-1 occupancies where one of the following conditions exists:

1. The fire area exceeds 10,000 square feet.

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2. The fire area has an occupant load of 100 or more.

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3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.

4. The fire area contains a multi-theater complex.

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(83)

Section 903.2.1.3 Group A-3, Shall read:

903.2.1.3 Group A-3

An automatic sprinkler system shall be provided for Group A-1 occupancies where one of the following conditions exists:

1. The fire area exceeds 10,000 square feet.

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2. The fire area has an occupant load of 100 or more.

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3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.

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4. The fire area contains a multi-theater complex.

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(84)

Section 903.2.1.4 Group A-4, Shall read:

903.2.1.4 Group A-4

An automatic sprinkler system shall be provided for Group A-1 occupancies where one of the following conditions exists:

1. The fire area exceeds 10,000 square feet.

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2. The fire area has an occupant load of 100 or more.

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3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.

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4. The fire area contains a multi-theater complex.

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(85)

Section 903.2.3 Group E, shall read:

903.2.3 Group E

An automatic sprinkler system shall be provided for throughout all Group E occupancy fire areas greater than 10,000 square feet or with accessible areas

above or below the level of exit discharge.

(86)

Section 903.2.4 Group F-1, Shall read:

903.2.4 Group F-1

Automatic sprinkler system shall be provided throughout all buildings containing Group F-1 occupancy where one of the following conditions exists:

1. A Group F-1 fire area exceeds 10,000 square feet.
2. A Group F-1 fire area is located more than two stories above grade plane.
3. The combined area of all Group F-1 fire areas on all floors, including any mezzanines, exceeds 12,000 square feet.

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Section 903.2.7 Group M, shall read:

903.2.7 Group M

An automatic sprinkler system shall be provided throughout all buildings containing Group M occupancy where one of the following conditions exists:

1. A Group M fire area exceeds 10,000 square feet.
2. A Group M fire area is located more than two stories above grade plane.
3. The combined area of all Group M fire areas on all floors, including any mezzanines, exceeds 10,000 square feet.
4. A Group M occupancy is used for the display and sale of upholstered furniture.

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(88)

Section 903.2.9 Group S-1, Shall read:

903.2.9 Group S-1

An automatic sprinkler system shall be provided throughout all buildings containing Group S-1 occupancy where one of the following conditions exists:

1. A Group S-1 fire area exceeds 10,000 square feet.
2. A Group S-1 fire area is located more than two stories above grade plane.

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3. The combined area of all Group S-1 fire areas on all floors, including any mezzanines, exceeds 12,000 square feet.

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4. A Group S-1 fire area used for the storage of commercial trucks or buses where the fire area exceeds 5,000 square feet.

(89)

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Section 903.3.1.2.3 Elevator Machine Room, is added and shall read:

903.3.1.2.3 Elevator Machine Room

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In all R occupancies or occupancies using a 13R system with elevator systems, the elevator machine room shall be sprinklered as per NFPA 13 standards.

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(90)

Section 905.2.1 Class-I Reducer is added, and shall read:

905.2.1 Class-I Reducer

A two and one-half (2-1/2) inch by one and one-half (1-1/2) inch reducer shall be provided on Class-I standpipe connections with caps and chains.

(91)

Section 906.5.1 Conspicuous location in Group R occupancies, is added and shall read:

Section 906.5.1 Conspicuous Locations in Group R occupancies

In addition to other areas listed herein or in NFPA10, fire extinguishers in R occupancies may also be placed in any of the following locations to satisfy the requirements:

1. On a wall in the unit;

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2. Inside a closet, cabinet or pantry as long as the door has a label indicating that there is a fire extinguisher inside;

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3. Inside a mechanical closet as long as the door has a label indicating that there is a fire extinguisher insider; or

4. Inside storage closets as long as the door has a label indicating that there is a fire extinguisher insider and there is no locking device on the door that requires a key or combination to open it.

(92)

Section 907.2. Delete exception to section 907.2.

(93)

Section 907.2.1, Delete exception to section 907.2.1.

(94)

Section 907.2.2, Delete exception to section 907.2.2.

(95)

Section 907.2.3, Delete all exceptions in section 907.2.3.

(96)

Section 907.2.4, Delete exception to section 907.2.4.

(97)

Section 907.2.6, Delete exceptions to section 907.2.6.

(98)

Section 907.2.6.1, Delete exceptions to section 907.2.6.1.

(99)

Section 907.2.6.2, Delete exceptions to section 907.2.6.2.

(100)

Section 907.2.6.3.3, Delete exceptions to section 907.2.6.3.3.

(101)

Section 907.2.7, Delete exception to section 907.2.7.

(102)

Section 907.2.8, Delete exceptions to section 907.2.8.

(103)

Section 907.2.8.2, Delete exceptions to section 907.2.8.2.

(104)

Section 907.2.9.1, Delete exceptions to section 907.2.9.1.

(105)

Section 907.2.12, Delete exceptions to section 907.2.12.

(106)

Section 912.1.1 Installation, is added and shall read:

912.1.1 Installation

When single or multiple fire department connections service a building or group of buildings, the piping shall be arranged so that use of any fire department connection will supply the entire building or group of buildings.

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(107)

Section 912.2 Location, is amended with the following inserted and shall read:

912.2 Location

Sprinkler system and standpipe fire department connections shall be:

1. Within forty (40) feet of a public street, approved fire lane, or access roadway;
2. Within one hundred (100) feet of an approved fire hydrant as measured and approved by the Fire Chief.
3. Minimum of two (2) feet above finished grade and a maximum of four (4) feet above finished grade for standard inlets and minimum of 30 inches at lowest point above finished grade and maximum of four (4) feet above finished grade for the fire department connection;
4. The Fire Chief shall approve the location of any freestanding fire department connections;
5. Fire department connections for H occupancies will be freestanding remote and located as determined by the Fire Chief.
6. Fire department connection(s) shall be located on the main entrance side of the building, and within 100 feet of a fire hydrant.
7. All fire department connections will utilize a 5" Stortz® connector with a 30 degree turn-down unless approved by the fire chief during the plans review process.

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Deleted: Replace section 912.2, Location. Fire department connection(s) shall be located on the main entrance side of the building, remote from the building, outside of the collapse zone, and within 100 feet of a fire hydrant. Fire department connections shall be so located that the fire apparatus and hose connected to supply the system will not obstruct access to the building for other fire apparatus. The location of the fire department connections shall be approved by the Fire Chief.¶

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Add section 912.2.1.1, Identification of remote fire department connection(s). A weatherproof, electronic visual indicator (strobe) shall be installed as part of any remote fire department connection. Its type and connection shall be consistent with NFPA 72 for water-flow devices, be interconnected to actuate with other dedicated water-flow devices but shall not take the place of any other required exterior water-flow device unless otherwise approved by the fire chief.¶

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(108)

Section 912.5.1, Additional signage, is added and shall read:

912.5.1 Additional signage

An additional metal sign with dimensions twelve (12) inches wide and ten (10) inches in height shall be posted not more than 72 and not less than 60 inches from the bottom of the sign to grade level and within 6 feet of the fire department connection. This additional sign shall have a white reflective background and have the letters "FDC" in red reflective material and be permanently affixed to a wall or post. The letters shall be at least 4 inches in height and a ½ inch stroke width.

(109)

Section 1003.8 Special Provisions, is added and shall read:

1003.8 Special Provisions

Rooms in E occupancies used for kindergarten or daycare, children 5 or under, classified as an E occupancy shall not be located above or below the first story.

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(110)

Section 1008.3.4 Illumination in Group E is added, and shall read:

1008.3.4 Illumination in Group A and Group E

Group E occupancies shall have emergency lighting in interior stairs, corridors, shops, and laboratories, and windowless areas with student occupancy.

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(111)

Section 1009.1 Accessible Means of Egress, shall read:

Section 1009.1 Accessible Means of Egress

All buildings or portions of buildings must comply with the accessibility standards adopted by the State of Texas. Projects shall be submitted to the Texas Department of Licensing and Regulation for review, inspection and approval in accordance with State law. Copies of the approval on plans shall be submitted to the fire department for review and final approval.

Deleted: Add section 1007.3.1, Exit stairways. shall read: In order to be considered a part of an accessible means of egress, an exit stairwell shall have a clear width of 60 inches (1524 mm) minimum between handrails and shall either incorporate an area of refuge within an enlarged floor-level landing or shall be accessed from either an area of refuge complying with section 1007.6 or a horizontal exit. Exit access stairways that connect levels in the same story are not permitted as part of an accessible mean of egress. Exception numbers 2, 3, and 4 are hereby deleted.¶

(112)

Section 1009.2.2, Elevators, is added and shall read:

1009.2.2 Elevators

Where an elevator is required to meet the standards of an accessible means of egress, its construction shall be hardened, designed to withstand a maximum credible fire scenario without collapse. The structures fire resistance shall be

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enhanced to ensure that an uncontrolled fire shall result in a burnout without collapse of the elevator structure. The building's structure shall not depend on the elevator shaft for support. The elevator car shall be of such a size and arrangement to accommodate a 24 inch by 84-inch ambulance stretcher in the horizontal, open position and shall be identified by the international symbol for emergency medical services (star of life). The symbol shall not be less than 3 inches high and shall be placed inside on both sides of the hoist way doorframe.

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(113)

Deleted: 34

Section 1010.1.9.5 Bolt locks. Delete exceptions; #3, #4, and #5.

(114)

Section 2303.2 Emergency disconnect switches, shall read:

2303.2 Emergency disconnect switches

An approved, clearly identified and readily accessible emergency disconnect switch shall be provided at an approved location to stop the transfer of fuel to the fuel dispensers in the event of a fuel spill or other emergency. An emergency disconnect switch for exterior fuel dispensers shall be located within 100 feet (30 480 mm) of, but not less than 20 feet (6096 mm) from, the fuel dispensers. For interior fuel-dispensing operations, the emergency disconnect switch shall be installed at an approved location. Such devices shall be distinctly labeled as: EMERGENCY FUEL SHUTOFF. Signs shall be provided in approved locations and be a minimum of 18 inches high and 24 inches wide.

Deleted: Replace section 1011.2, Where required. Add the following: Where floor proximity exit signs are required in [chapter 11](#) through chapter 42 of NFPA 101 (Life Safety Code), such signs shall be located near the floor level in addition to those signs required for doors or corridors. The signs shall be illuminated and sized in accordance with this code. The bottom of the sign shall be not less than 10 inches (254 mm), but not more than 12 inches (305 mm), above the floor. For exit doors, the sign shall be mounted on the door or adjacent to the door, with the nearest edge of the sign within 4 inches (100 mm) of the doorframe.¶

(35)¶
Add Exception 1011.3.1, Illumination. Tritium-powered or photo-luminescent exit signs are not acceptable and are prohibited.¶

(36

Deleted:)¶

(115)

Section 2303.2.2 Additional Emergency disconnect switches for attended self-service, is added and shall read:

2303.2.2 Additional emergency disconnect for attended self-service.

Attended facilities shall have an additional emergency disconnect switch located inside the building for attendant use at a location approved by the fire code official.

(116)

Section 2306.2.1.1 Inventory Control for underground tanks, is amended to read as follows:

2306.2.1.1 Inventory Control for underground tanks.

Accurate daily (normal working days only) inventory records shall be maintained and reconciled on all Class I, II or III-A liquid storage tanks for

indication of possible leakage from tanks or piping. The records shall be made available for inspection by the Fire Marshal, and shall include, as a minimum, records showing by product: daily reconciliation between sales, use, receipts, and inventory on hand. If there is more than one system consisting of a tank(s), serving pump(s), or dispenser(s) for any product, the reconciliation shall be made separately for each tank system.

1. Daily inventory shall be maintained for each tank system at each location by the operator. The inventory records shall be kept for the past 12 months at the premises.

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2. Inventory shall be based on the actual daily measurement and recording daily recording of actual sales, or by readout from an automated gauging system. The inventory records shall include a daily compilation of gain or loss. The mere recording of pump meter reading and product delivery receipts shall not constitute adequate inventory records.

3. The operator of the location shall be held responsible for notifying the owner or person(s) in control of the facility to take action to correct any abnormal loss or gain not explainable by spillage, temperature variations or both causes.

4. The Fire Marshal may require the operator of an underground tank storage system to test the system for tightness, at the operator's expense, when accurate daily inventory records have not been maintained as required or when in his judgment conditions indicate possible leakage of product from the location of such tanks.

5. The Fire Marshal may require copies of Class I, II and III-A liquid storage tank inventories, deliveries or receipt of product sales and dip gauge stick readings or other control measures in addition to copies of any tank tightness or line leakage test results from the station operator, agent, or terminal management.

6. When a service station tank is found to be leaking, its contents shall be removed immediately. If any investigations or tests indicate the source of such loss, the owner shall take immediate action to correct the system failure and remove dangerous spillage from the environment.

7. The Fire Marshal may order the closure of a Service Station by barricading if necessary and the emptying of contents from storage tanks should the operator of a service station be unwilling to cooperate with the Fire Department during the search for the source of such leakage or should the Fire Marshal determine that a hazardous condition exists that merits such action.

Section 2306.2.3 Above-ground tanks located outside, above grade, is amended by adding Sections 2306.2.3.1 Inspections, 2306.2.3.2 Required Access, and 2306.2.3.3 Fire Hydrant Access as follows:

2306.2.3.1 Inspections.

An inspection of the installation shall be conducted prior to loading the tank with fuel. For those installations approved by the Fire Chief or his designee to dispense class 1 liquids, the initial loading of fuel shall be witnessed by the fire inspector.

2306.2.3.2 Required Access.

Fire apparatus access roads shall be provided for every aboveground storage tank. The aboveground storage tank shall not be more than 150 feet from fire apparatus access roads as measured by an approved route.

2306.2.3.3 Fire Hydrant Access.

A minimum of one fire hydrant shall be provided for every aboveground storage tank. The aboveground storage tank shall not be located more than 250 feet from a fire hydrant as measured by an approved route.

(118)

Section 2308.3.2, Vehicle impact protection, is added and shall read.

2308.3.2 Vehicle impact protection

Vehicle impact protection shall be installed and approved by the Fire Chief.

(119)

Section 3103.5, Use Period, is entirely deleted and replaced with the following language:

3103.5 Use Period

Temporary tents, air-supported, air-inflated or tensioned membrane structures and canopies shall not be erected for a period of more than four (4) days within a 12-month period on a single premise.

(120)

Section 5601.1.3.1 Unlawful Possession of Fireworks, is added and shall read:

5601.1.3.1 Unlawful Possession of Fireworks

It shall be unlawful for any person to have, keep, store, sell, offer for sale, give

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Deleted: Vehicle impact protection for CNG gas storage containers, pumps and dispensers shall be provided in accordance with section 2306.4.¶

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away, use, transport or manufacture fireworks or pyrotechnics of all kinds in any quantity, within the corporate limits of the City of Shavano Park.

Exception: A permit for public display has been issued by the Shavano Park Fire Department consistent with Section 5608.

(121)

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Section 5601.1.3.2 Instigating or Aiding a Minor to Violate the Ordinance Prohibiting Fireworks, is added and shall read:

5601.1.3.2 Instigating or Aiding a Minor to Violate the Ordinance Prohibiting Fireworks.

No person shall furnish money or a thing of value to a minor for the purchase of fireworks or encourage, act in conjunction with or in any manner instigate or aid a minor in the act of having, keeping, storing, selling, offering for sale, giving away, using, transporting, or manufacturing fireworks within or 5000 feet beyond the corporate limits of the City. Such actions shall constitute Class C misdemeanors and be punished by a fine not to exceed \$2,000.00.

(122)

5601.1.3.3 Summons to be issued for Violation of Fireworks Ordinance are added to read as follows:

5601.1.3.3 Summons to be issued for Violation of Fireworks Ordinance.

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A summons or notice to appear in answer to a charge of illegal possession or use of fireworks in violation of this section specifying the location of such violation, the date and time of such violation, and the name and address of the offender, may be issued by any Police Officer, Arson Investigator, Fire Inspector or by any Firemen who has been assigned to citation duties by the Fire Chief.

(123)

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Section 5602.1 Definitions, is amended by adding a definition as follows:

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5602.1 Definitions

The following words and terms shall, for the purposes of this chapter and as used elsewhere in this code, have the meanings shown herein.

HIGHWINDS. Sustained wind velocity of 15 mph or gusts of 25 mph.

(124)

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Delete Appendix A, Board of Appeals.

(125)

Section Appendix C, 105.2 Additional Distribution, is added and shall read:

Appendix C, 105.2 Additional Distribution

A fire hydrant shall be located not more than 100 feet from an unobstructed and approved route to a fire department connection (FDC) located at ground level. The FDC may be installed in an approved remote location, and within 100 feet to a fire hydrant. This distance and route is as approved by the Fire Chief.

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Deleted: A fire hydrant shall be required within 100 feet of a fire department stan

(126)

Delete Appendix J, "Building Information System".

(127)

Delete Appendix L, "Requirements for Firefighter Air Replenishment Systems".