

## **1. - CALL MEETING TO ORDER**

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

PRESENT:

Alderman Colemere

Alderman Powers

Alderman Kautz

Mayor Pro Tem Ross

Mayor Werner

ABSENT:

Alderman Heintzelman

## **2. PLEDGE OF ALLEGIANCE AND INVOCATION**

Alderman Powers led the Pledge of Allegiance to the Flag. Alderman Kautz followed with the Invocation.

## **3. CITIZENS TO BE HEARD**

Citizens Pierce, Simpson, Fanning and Florine addressed City Council regarding a number of items on tonight's agenda.

## **4. CITY COUNCIL COMMENTS**

City Council thanked all that attended the meeting.

## **5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS**

### **5.1. Holiday Event - Mayor Pro Tem Ross**

Mayor Pro Tem Ross invited all to attend the City of Shavano Park Holiday Event scheduled for December 1<sup>st</sup> beginning at 2:30. We will have lots of fun activities.

## **6. REGULAR AGENDA ITEMS**

### **6.1. Public Hearing - Proposed re-plat of Lot 2143, Block 35, CB 4784 of the Shavano Park Unit-19C Phase II (PUD) and Lots 2160 and 2161, Block 35, CB 4784 of the Shavano Park Unit-19C Phase IV (PUD) to combine into new Lot 2164 - City Manager Hill**

Public hearing opened at 6:47 p.m.

City Manager Hill presented an overview of the Proposed re-plat of Lot 2143, Block 35, CB 4784 of the Shavano Park Unit-19C Phase II (PUD) and Lots 2160 and 2161, Block 35, CB 4784 of the Shavano Park Unit-19C Phase IV (PUD) to combine into new Lot 2164.

Public hearing closed at 6:49 p.m.

### **6.2. Discussion / action - Proposed re-plat of Lot 2143, Block 35, CB 4784 of the Shavano Park Unit-19C Phase II (PUD) and Lots 2160 and 2161, Block 35, CB 4784 of the Shavano Park Unit-19C Phase IV (PUD) to combine into new Lot 2164 - City Manager Hill**

Mayor Pro Tem Ross made a motion to approve the proposed re-plat of Lot 2143, Block 35, CB 4784 of the Shavano Park Unit-19C Phase II (PUD) and Lots 2160 and 2161, Block 35, CB 4784 of the Shavano Park Unit-19C Phase IV (PUD) to combine into new Lot 2164.

Alderman Colemere seconded the motion.

The motion to approve the re-plat of Lot 2143, Block 35, CB 4784 of the Shavano Park Unit-19C Phase II (PUD) and Lots 2160 and 2161, Block 35, CB 4784 of the Shavano Park Unit-19C Phase IV (PUD) to combine into new Lot 2164 carried with a unanimous vote.

**6.3. Discussion / action - Awarding bid for City of Shavano Park Depository - City Manager**

Alderman Colemere made a motion to award the bid for City of Shavano Park Depository to Frost Bank.

Alderman Kautz seconded the motion.

The motion to award the bid for the City of Shavano Park Depository to Frost Bank carried with a unanimous vote.

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

Alderman Kautz made a motion to consider repair costs to Shavano Estates rock wall along NW Military with the city to pay 1/3 of the cost after the completion of the NW Military Hwy project. Mayor Pro Tem Ross seconded the motion.

The motion failed with the following vote:

AYES: 1; NAYES: 3 (Aldermen Colemere, Powers and Mayor Pro Tem Ross)

**6.5. Setting the dates for the City sponsored events (Arbor / Earth Day / Independence Day / National Night Out / Holiday) - City Manager**

Mayor Pro Tem Ross made a motion to schedule the City sponsored event (Arbor / Earth/ Independence Day/ National Night Out / Holiday) as outlined below:

Arbor Day: April 13;

Independence Day: June 29;

NNO: October 1 and

Holiday Event: December 7

Alderman Powers seconded the motion.

The motion to approve the dates as outlined above carried with a unanimous vote.

**6.6. Discussion / action - Ordinance O-2018-013 prohibiting the use of a portable electronic device while operating a motor vehicles and creating an offense (first reading) - Ald. Heintzelman**

City Attorney Zech requested that City Council adjourn into Executive Session pursuant to Texas Government Code §551.071, Consultation with Legal Counsel.

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

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

Open meeting closed at 7:23 p.m.

Open meeting reconvened at 7:29 p.m.

Mayor Pro Tem Ross made a motion to postpone this item until the July 2019 City Council Meeting.

Alderman Kautz seconded the motion.

The motion to postpone this agenda item until the July 2019 City Council meeting carried with a unanimous vote.

**6.7. Discussion / action - Updating appearance / address maintenance issues with the Well #6 access roadway off DeZavala with possible relocating access to the rear of the tract using the shaded fuel break - Ald. Colemere**

Alderman Colemere made a motion to direct staff to review options to update appearance / address maintenance issues, cost estimates and time frame to present to City Council at the January meeting.

Mayor Pro Tem Ross seconded the motion.

The motion to direct staff to review options to update appearance / address maintenance issues, cost estimates and time frame to present to City Council at the January meeting carried with a unanimous vote.

**6.8. Discussion / action - Ordinance O-2018-015 revising small cell node Design Manual to adopt CPS Energy Pole Attachment Standards for City service poles and declare Municipal Parks (first reading) - City Manager**

Mayor Pro Tem Ross made a motion to approve Ordinance O-2018-015 revising small cell node Design Manual to adopt CPS Energy Pole Attachment Standards for City service poles and to delete any references to Municipal Parks.

Alderman Powers seconded the motion.

The motion to approve Ordinance O-2018-015 revising small cell node Design Manual to adopt CPS Energy Pole Attachment Standards for City service poles and to delete any references to Municipal Parks with a unanimous vote.

**6.9. Discussion / action - Ordinance O-2018-014 Purchasing Policy Updates - City Manager / Finance Director**

Alderman Colemere made a motion to approve Ordinance O-2018-014 Purchasing Policy Updates.

Mayor Pro Tem Ross seconded the motion.

Mayor Pro Tem Ross made a motion to amend the Ordinance O-2018-014 by deleting the words “and approved” under #5.

Alderman Powers seconded the motion to amend Ordinance O-2018-014 by deleting the words “and approved” under #5.

The motion to approve Ordinance O-2018-014 Purchasing Policy Updates carried with a unanimous vote.

The motion to amend Ordinance O-2018-014 by deleting the words “and approved” under #5 carried with a unanimous vote.

**6.10. Discussion / action - Reschedule / Cancel the Regular City Council Meeting scheduled for December 24<sup>th</sup> - City Manager**

Mayor Pro Tem Ross made a motion to reschedule the December 24<sup>th</sup> City Council Meeting to December 17 with the option to cancel meeting if no immediate agenda items must be addressed. Alderman Colemere seconded the motion.

The motion to reschedule the December 24<sup>th</sup> City Council Meeting to December 17 with the option to cancel meeting if not immediate agenda items must be addressed.

**6.11. Discussion / action - Resolution R-2018-012 Formation of a City Council Ad Hoc Beautification Committee - MPT Ross / Ald. Kautz**

Mayor Pro Tem Ross made a motion to approve Resolution R-2018-012 Formation of a City Council Ad Hoc Beautification Committee with the Chairman selecting the number of members under Robert’s Rules of Order.

Alderman Kautz seconded the motion.

The motion approve Resolution R-2018-012 Formation of a City Council Ad Hoc Beautification Committee with the Chairman selecting the number of members under Robert’s Rules of Order carried with a unanimous vote.

**6.12. Discussion / action - Resolution R-2018-013 Formation of a City Council Ad Hoc Muni Tract Pavilion Committee - MPT Ross**

Mayor Pro Tem Ross made a motion to approve Resolution R-2018-013 Formation of a City Council Ad Hoc Muni Tract Pavilion Committee with members to be selected by each Council member.

Alderman Colemere seconded the motion.

The motion to approve Resolution R-2018-013 Formation of a City Council Ad Hoc Muni Tract Pavilion Committee with members to be selected by each Council member carried with a unanimous vote.

**6.13. Discussion / action - Review Policy for meeting requirements for sub-committees - Mayor Pro Tem Ross**

Mayor Pro Tem Ross made a motion to reject the verbal policy requiring all committees and subcommittees of the City Council, Planning and Zoning Commission, Water Board or any other municipal board, corporation or commission to post notice of meetings and conduct its meetings in a location open to the general public.

Alderman Kautz seconded the motion.

The motion to reject the verbal policy requiring all committees and subcommittees of the City Council, Planning and Zoning Commission, Water Board or any other municipal board, corporation or commission to post notice of meetings and conduct its meetings in a location open to the general public carried with a unanimous vote.

**6.14. Discussion / action - Ordinance O-2018-012 adopting the 2018 International Fire Code with exceptions (first reading) - City Manager**

Mayor Pro Tem Ross made a motion to approve Ordinance O-2018-012 adopting the 2018 International Fire Code with exceptions as discussed.

Alderman Colemere seconded the motion.

The motion to approve Ordinance O-2018-012 adopting the 2018 International Fire Code with exceptions as discussed carried with a unanimous vote.

**6.15. Discussion / action - Proposal for leadership and team development session by Davis Success Solutions - Ald. Kautz / City Manager**

Alderman Kautz pulled this agenda item with the consensus of City Council.

**6.16. Discussion / action - City Manager Review - Possible Executive Session pursuant to Texas Government Code §551.074, Personnel Matters regarding the City Manager - MPT Ross**

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

Alderman Colemere seconded the motion.

The motion carried with the following vote:

AYES; 3 NAYES: 1 (Alderman Kautz)

Open meeting closed at 9:07 p.m.

The Open meeting reconvened at 10:01 p.m.

No action was taken on this item.

## **7. CITY MANAGER'S REPORT**

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

### **7.1. Building Permit Activity Report**

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

**8. CONSENT AGENDA**

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

- 8.1. Approval - City Council Meeting Minutes, October 22, 2018**
- 8.2. Accept - Planning & Zoning Commission Meeting Minutes, October 4, 2018**
- 8.3. Approval - Resolution R-2018-014 approving Investment Policy change in the composition of the Investment Committee**
- 8.4. Adoption - 2019 Official City Holiday Schedule**
- 8.5. Approval - Resolution No. R-2018-015 approving the 2018 tax roll for the City of Shavano Park**

Mayor Pro Tem Ross made a motion to approve Consent Agenda items 8.1 – 8.5 as presented. Alderman Colemere seconded the motion.

The motion to approve Consent Agenda items 8.1 – 8.5 carried with a unanimous vote.

**9. ADJOURNMENT**

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

Alderman Kautz seconded the motion.

The meeting adjourned at 10:02 p.m.

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Robert Werner  
Mayor

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Zina Tedford  
City Secretary