

**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, June 22, 2015 at 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

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

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

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

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV'T CODE §551.415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. "Items of Community Interest" include:

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

to be attended by a member of the governing body or an official or employee of the municipality or county; and

- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Plaques of Appreciation - Arbor / Earth Day 2015

- Ms. Megan Lira

5.2. Commendation

- Corporal Villanueva

5.3. Independence Day Celebration

- Alderwoman Maisel

6. REGULAR AGENDA ITEMS

6.1. Discussion / action – approval of a preliminary plat of Pond Hill Garden Villas – City Manager

6.2. Discussion / action –

6.2.1. Status report on the Public Works / Water Building – City Manager

6.2.2. Set a date for dedication/open house for Public Works / Water Building – Mayor Pro Tem Bunting Ross

6.3. Discussion - removal of certain policies from the City of Shavano Park Code of Ordinances, adoption of policies by Resolution, creation and maintenance of a policy continuity book for annual review, revision and adoption by each City Council – Mayor Werner

6.4. Discussion / action - Grant Policy – City Manager

6.5. Discussion / action –FY15-16 budget development calendar – City Manager.

6.6. Discussion / action - Ordinance No. O-2015-016 and Resolution No. R-2015-011

6.6.1. Adoption of Resolution No. R-2015-011 providing a nepotism policy for service as member of a City board, committee or commission - Alderman Maisel

6.6.2. Adoption of Ordinance O-2015-016 repealing Section 2.86 of the City Code of Ordinances regarding a nepotism policy for service as a member of a City board, committee or commission (Administrative) - Alderman Maisel

6.7. Discussion / action - Ordinance No. O-2015-015 and Resolution No. R-2015-010

- 6.7.1. Adoption of Resolution No. R-2015-010 providing a policy for City Council appointments to boards, committees and commissions - Alderman Hisel / Mayor Werner**
- 6.7.2. Adoption of Ordinance O-2015-015 amending the City of Shavano Park Code of Ordinances by repealing Section 2-87 regarding procedures and processes for appointing board and commission members and revisions to all boards and commissions to make consistent with city policy (Administrative) - Mayor Werner**
- 6.8. Discussion/ action - Revisions to Record retention policy by establishing annual date for Council authorization of document destruction and periodic dates for destruction of emails and other transitory information - Mayor Werner**
- 6.9. Discussion / action - Authorize City Manager to (1) assign a Staff Point-of-Contact for Shavano Park's city-sponsored 2015 National Night Out Event to be held October 6, 2015, (2) formulate budget recommendation for event, (3) establish a written policy concerning the same, and (4) approve use of National Night Out banner signs in advance of and during the 2015 and subsequent events – Mayor Pro Tem Bunting Ross**
- 6.10. Discussion - Neighborhood Watch Program - City Manager Hill**
- 6.11. Discussion / action - City of Shavano Park 2015 Employee Handbook as a City Policy - City Manager Hill**
- 6.12. Discussion / action - Use/Access of City resources by Mayor and City Council - Mayor Pro Tem Bunting Ross**
- 6.13. Discussion / action - Review of the City Manager - Possible Executive Session pursuant to Texas Government Code 551.074, Personnel Matters - Mayor Pro Tem Bunting 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. Code Compliance Activity Report**
 - 7.3. Fire Department Activity Report**
 - 7.4. Municipal Court Activity Report**
 - 7.5. Police Department Activity Report**

7.6. Public Works Activity Report

7.7. Finance Department Activity Report

8. CONSENT AGENDA

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

8.1. Approval - Regular City Council Meeting Minutes, May 26, 2015

8.2. Approval - Workshop City Council Meeting Minutes, June 1, 2015

8.3. Accept - Water Advisory Workshop Meeting Minutes, March 12, 2015

8.4. Approval - Bexar Metro 9-1-1 Network District Fiscal Year 2016 Proposed Budget

9. POTENTIAL FUTURE AGENDA ITEMS

9.1. Alderman please contact City staff to add new or reconsider old agenda items.

9.2. Pending agenda items for consideration at subsequent Council meetings may include one or more of the following:

- **FY 2015-16 Budget – City Manager Hill**
- **FY 2015-16 Budget Development Calendar – City Manager Hill**
- **Policy on use of CoSP resources – Alderwomen Hisel and Ross**
- **Report on cost of installing GPS equipment in all City of Shavano Park vehicles – City Manager**
- **Report on new entrance to Willow Wood off of Loop 1604 and direction to City Manager - City Manager**
- **Report on litigation, Texas Ardmor Properties LP ET AL vs. Lockhill Ventures LLC, Case Number 2014-CI-10796. (Possible Executive Session pursuant to TEX. GOV'T CODE §551.071, Consultation with Attorney) – City Manager / City Attorney**
- **Technical Code Update – 2015 International Codes and 2014 National Electric Code – City Manager**

10. ADJOURNMENT

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

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

CERTIFICATION:

I, the undersigned authority, do hereby certify that the above Notice of Meeting was posted at Shavano City Hall, 900 Saddletree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 15th of June 2015 at 5:00 p.m.

Zina Tedford
City Secretary