

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

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Public Hearing / Regular Meeting on Monday, December 21, 2015 scheduled at 6:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

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

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

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

4. CITY COUNCIL COMMENTS

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

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

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

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

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Holiday Festival - Alderman Maisel

5.2. Recognition of Police Officers Roberto Casares and Aaron Torres - Mayor Werner

5.3. Proclamation – Shavano Park Professional Fire Fighters “Fill the Boot” Campaign for muscular dystrophy

6. REGULAR AGENDA ITEMS

6.1. Public Hearing - Preliminary replat establishing lot 1328A, being a 10.219 acre tract of land situated in Shavano Park Unit-17A in the City of Shavano Park - City Manager

6.2. Discussion / action - Preliminary replat establishing lot 1328A, being a 10.219 acre tract of land situated in Shavano Park Unit-17A in the City of Shavano Park - City Manager

6.3. Discussion / action - Ordinance O-2015-021 proposed changes to the City’s Home occupation regulations provided for in Shavano Park Code of Ordinances, Chapter 36 (final reading) - City Manager

6.4. Discussion /action - Awarding bid for the City of Shavano Park Water Storage Tank Painting Project - City Manager

6.5. Discussion / action - Resolution R-2015-023 Policy on the use of City Hall - Mayor Pro Tem Ross / Alderman Hisel

6.6. Discussion / action - Meet the Candidates Night - City Council

6.7. Discussion / action - Appointment of City Council Member to the Shavano Park Tree Committee - City Council

6.8. Discussion / action - Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - City Manager

6.9. Website Update and Demonstration - IT / Planner

6.10. Discussion / action - Resolution R-2015-024 City of Shavano Park Records

Management Policy - City Manager

6.11. Review of City of Shavano Park contracts - City Manager

7. CITY MANAGER'S REPORT

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

7.1. Building Permit Activity Report

7.2. Fire Department Activity Report

7.3. Municipal Court Activity Report

7.4. Police Department Activity Report

7.5. Public Works Activity Report

7.6. Finance Report

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 - Authorization of the purchase of a radar speed trailer - City Manager

8.2. Approval - City Council Meeting Minutes, November 16, 2015

8.3. Accept - Planning & Zoning Commission Meeting Minutes, November 7, 2015

8.4. Accept - Tree Committee Minutes, October 20, 2015

8.5. Accept - Tree Committee Minutes, November 2, 2015

8.6. Approval - Ordinance O-2015-025 proposed changes to the Citizens' Tree Committee and addition of Public Tree Care (final reading) - City Manager

8.7. Approval - Interlocal agreement for purchasing services between the City of Shavano Park and Bexar County - City Manager

8.8. Approval - R-2015-021 approving the 2015 Tax Roll - City Manager

- 8.9. Approval - Ordinance No. O-2015-026 Amending City of Shavano Park Code of Ordinances Sec. 22-132 to increase the number of authorized Police Reserve Officers**
- 8.10. Approval - Quarterly Investment Report**
- 8.11. Approval - Resolution R-2015-022 accepting donation of Menorah**
- 8.12. Approval - Agreement with DeZavala - Shavano Veterinary Clinic for Animal Care Services**
- 8.13. Approval - Agreement for Health Inspector / On-Site Sewer Facility Designated Representative**
- 8.14. Approval – Final plat of 4.360 acre tract of land situated in the City of Shavano Park and being out of a remaining portion of 46.94 acre tract of land**
- 8.15. Approval – use of city facilities by Bexar County Elections in support of the upcoming Primary, Spring (including City of Shavano Park Elections), Primary Runoff, Spring Runoff and Presidential Election**

9. ADJOURNMENT

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

Attendance by Other Elected or Appointed Officials:

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

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign

interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

CERTIFICATION:

I, the undersigned authority, do hereby certify that the above Notice of Meeting was posted at Shavano City Hall, 900 Saddletree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 15th day of December 2015 at 4:30 p.m.

Zina Tedford
City Secretary

POTENTIAL FUTURE AGENDA ITEMS

No Items listed as a potential future agenda item will be considered unless listed as a regular agenda item.

Alderman please contact City staff to add new or reconsider old agenda items. Pending agenda items for consideration at subsequent Council meetings may include one or more of the following:

- a. Veterans' Memorial**
- b. Discussion / action - City of Shavano Park logo options for consideration - City Manager**
- c. Policy on use of CoSP resources – Alderman Hisel / Mayor Pro Tem Ross**
- d. Report on litigation, Texas ARD MOR Properties LP ET AL vs. Lockhill Ventures LLC, Case Number 2014-CI-10796. (Possible Executive Session pursuant to TEX. GOV'T CODE §551.071, Consultation with Attorney) – City Manager / City Attorney**
- e. Consideration for creating additional citizen committees - Mayor Pro Tem Ross**
- f. Report on website development - Mayor Pro Tem Ross / Ald. Maisel**
- g. City Council Orientation - Ald. Hisel**
- h. Martin Marietta Quarry blasting levels - January**
- i. Consideration for improvements to the City of Shavano Park's Water Supervisory Control and Data Acquisition (SCADA) system - January**
- j. Storm water runoff / drainage mitigation - January**
- k. Review of Fund Balance Policy. Decide whether or not City Council wishes to change the current policy percentage of savings to be maintained based on annual budget expenses; whether or not there should be a policy as to how much additionally be kept in unreserved vs designating it to specific projects for funds – December / January**
- l. Authorization to purchase Body-Worn Camera for Police Officers – City Manager**
- m. Selection of city committee and board members - Annual September**
- n. City Council adoption of organizational chart - Annual September**
- o. Designation of City of Shavano Park Official Paper - Annual October**

- p. Disposal of city equipment / furniture - Annual October**
- q. Records Retention Policy - Annual November**
- r. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund – Annual December / January**
- s. Presentation by Commissioner Lazor on 1993 City Drainage Plan and the establishment of priorities for any proposed drainage projects, a timetable**
- t. Appointment of Council Appointed Positions – Annual January**