

1. CALL MEETING TO ORDER

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

PRESENT:

Alderman Berrier
Mayor Pro Tem Ross
Alderman Heintzelman
Alderman Hisel
Alderman Maisel
Mayor Werner

ABSENT:

2. PLEDGE OF ALLEGIANCE AND INVOCATION

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

3. CITIZENS TO BE HEARD

The following citizens signed up to be heard on the listed topic

Citizen Susan Rehm – thanked the City Council for their service and questioned an ordinance on number of vehicles allowed at residences.

Citizen Kennie Kahn addressed City Council regarding election concerns.

Citizens Mike Simpson, Etta Fanning, Gary Arnold, addressed City Council regarding numerous ordinances.

Citizens Karen Leitko and Maggie Kautz addressed City Council regarding the need for Neighborhood Watch signs.

Citizens Dagne Florine and Dick Zucker addressed City Council regarding nepotism issues.

Citizen MJ Smoot addressed City Council regarding Neighborhood Watch and various topics.

4. CITY COUNCIL COMMENTS

Mayor Werner commended the Shavano Park Women's Club for completing the 2015 Shavano Park Directory.

City Council welcomed everyone to the meeting and congratulated the City of Shavano Park be recognized as the (2nd Best Place to Live) by various entities as top places to live.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Plaques of Appreciation - Arbor / Earth Day 2015

- Ms. Megan Lira

5.2. Commendation

- Corporal Villanueva

Mayor Werner recognized Corporal Villanueva for this role in apprehension of individuals involved in criminal activity within the city.

5.3. Independence Day Celebration

- Alderwoman Maisel

Alderman Maisel invited everyone to the Independence Day event being held July 4th at City Hall. There will be a pet parade beginning at 9:30, carnival, GameTruck, face painting, dunking booth, food trucks and music from 10 a.m. - 2 p.m.

6. REGULAR AGENDA ITEMS

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

Mayor Pro Tem Ross made a motion to approve a preliminary plat of Pond Hill Garden Villas. Alderman Berrier seconded the motion.

AYES: 5; NAYES: 0

6.2. Discussion / action –

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

City Manager Hill presented the status report on the completed Public Works /Water Building.

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

Mayor Pro Tem Ross made a motion to set the date for the dedication/open house for the Public Works / Water Building to Saturday, August 15, 2015 from 10:00 a.m. – 1:00 p.m. Alderman Maisel seconded the motion.

AYES: 5; NAYES: 0

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

Mayor Werner discussed the need to remove 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

6.4. Discussion / action - Grant Policy – City Manager

Alderman Heintzelman made a motion to approve Grant Policy, R-2015-005.

Mayor Pro Tem Ross seconded the motion.

AYES: 5; NAYES: 0

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

Mayor Pro Tem Ross made a motion to schedule the following meetings:

Goals & Objectives /Budget Workshop, July 15 at 6 p.m.

Special City Council Meeting - August 6 @ 6 p.m.

Special City Council Meeting - August 13 @ 6 p.m.

Special City Council Meeting - August 19 @ 6 p.m.

Alderman Hisel seconded the motion

AYES: 5; NAYES: 0

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

Alderman Maisel withdrew agenda item 6.6.1 with the consent of City Council.

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

Alderman Maisel withdrew agenda item 6.6.2 with the consent of City Council.

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

The item died due to the lack of a motion.

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

The item died due to the lack of a motion.

It was the consensus of City Council that City Manager Hill prepare a revision to the ordinance to include that the Chairman of a Board/Commission/Committee that has a vacancy may make request that City Council fill the vacancy and that City Council may request a nomination process to fill a vacancy.

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

Mayor Pro Tem Ross made a motion for staff to prepare a policy for document destruction and periodic date for destruction of emails and other transitory information.

Alderman Maisel seconded the motion.

AYES: 5; NAYES: 0

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

Mayor Pro Tem Ross made a motion to authorize the City Manager to

- 1) Assign Staff Point-of Contact for Shavano Park's city-sponsored 2016 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) Approval of the City Council for the use of National Night Out Banner signs in advance of and during the 2015 and subsequent events.

Alderman Berrier seconded the motion.

Mayor Pro Tem Ross moved to amend the motion to 1) be changed to include multiple staff points of contact.

Alderman Maisel seconded the amendment to the motion.

Mayor Pro Tem Ross called the question.

AYES: 5; NAYES: 0

6.10. Discussion - Neighborhood Watch Program - City Manager Hill

City Manager Hill informed City Council that he had received a request for Neighborhood Watch signs. It was the consensus of City Council that City Manager Hill proceed with the purchase of the requested Neighborhood Watch signs.

6.11. Discussion / action - City of Shavano Park 2015 Employee Handbook as a City Policy - City Manager Hill

City Manager Hill presented the draft 2015 Employee Handbook.

Mayor Pro Tem Ross made a motion to postpone this item until the next City Council meeting.

Alderman Berrier seconded the motion.

AYES: 5; NAYES: 0

6.12. Discussion / action - Use/Access of City resources by Mayor and City Council - Mayor Pro Tem Bunting Ross

It was the consensus of City Council that Mayor Pro Tem Ross and Alderman Maisel will review the use/access of City resources by Mayor and City Council and report findings back to City Council

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

Alderman Maisel made a motion to postpone this item until the next meeting.

Mayor Pro Tem Ross seconded the motion.

AYES: 5; NAYES: 0

7. CITY MANAGER'S REPORT

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**

Mayor Pro Tem Ross made accept the consent agenda as presented.

Alderman Maisel seconded the motion.

AYES: 5; NAYES: 0

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

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

Alderman Berrier seconded the motion.

The meeting adjourned at 9:30 pm.

Robert Werner
Mayor

Zina Tedford
City Secretary