

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

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

**PRESENT:** **ABSENT:**

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

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

Alderman Berrier led the Pledge of Allegiance to the Flag. Alderman Heintzelman led the Invocation.

At this time, Mayor Werner deviated to agenda 5.2 ad 5.3 recognition of Police Officers Casares and Torres and Shavano Park Fire Fighters “Fill the Boot” Campaign.

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

Citizens Bowker, Wood, Simpson, Showalter, Colemere, Zucker, Savedra, Franco, Florine, Cole, Johnston, Johnston, Stipek, Smoot, Kahn, Fanning, Pierce, Smoot, and Kautz addressed City Council regarding items 6.5 and 6.6. Mayor Werner read two emails submitted to the City Secretary referencing agenda items 6.5.

## **4. CITY COUNCIL COMMENTS**

City Council thanked all for attending the meeting, the great participation at the Holiday Event. Mayor Werner expressed our appreciation for the recent donation of the Menorah.

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

### **5.1. Holiday Festival - Alderman Maisel**

Alderman Maisel presented an overview of the 2015 Holiday Event.

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

Mayor Werner commended Police Officers Casares and Torres for their recent actions in the apprehension of subjects that had entered residential properties without permission and evading arrest.

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

Mayor Werner presented a Proclamation to Shavano Park Fire Fighters for their successful participation in “Fill the Boot” campaign for muscular dystrophy.

Mayor Werner presented a Proclamation to the Shavano Park Professional Fire Fighters “Fill the Boot” campaign for muscular dystrophy.

Mayor Werner deviated back to agenda item 3.

## **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**

Public hearing opened at 7:20 p.m.

City Manager Hill presented an overview of the preliminary replat.

Public hearing closed at 7:23 p.m.

### **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**

Mayor Pro Tem Ross made a motion to approve the 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.

Alderman Maisel seconded the motion.

Motion to approve the 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 carried unanimously.

### **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**

Mayor Pro Tem Ross made a motion to approve final reading O-2015-021.

Alderman Heintzelman seconded the motion.

The motion to approve O-2015-021 for the final reading carried AYES: 3; NAYES: 2 (Alderman Maisel, Mayor Pro Tem Ross)

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

Alderman Hisel made a motion to award the bid to Utility Services in the amount of \$163,000.

Alderman Berrier seconded the motion.

The motion to approve awarding the bid to Utility Services in the amount of \$163,000 carried unanimously.

Mayor Werner deviated to agenda item 8.14, the item is pulled from the Consent Agenda for discussion /action.

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

Mayor Pro Tem Ross made motion to discuss this agenda item.

Alderman Hisel seconded the motion.

Motion to discuss agenda item 6.5 carried unanimously.

Mayor Pro Tem Ross made a motion to conduct a Workshop meeting to discuss this item before the next City Council meeting.

Alderman Hisel seconded the motion.

The motion to conduct a Workshop meeting to discuss item carried unanimously.

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

Alderman Berrier made a motion the existing policies continue in place for use of City Hall uninterrupted.

Alderman Maisel seconded the motion.

The motion carried AYES: 4; NAYES: 1 (Mayor Pro Tem Ross)

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

Mayor Pro Ross made a motion to appoint Alderman Maisel to the Shavano Park Tree Committee.

Alderman Hisel seconded the motion.

Motion to appoint Alderman Maisel to the Tree Committee carried with 4 AYES (Alderman Heintzelman stepped away during the vote).

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

Mayor Pro Tem made a motion to maintain the current fund balance policy designate an appropriate amount of fund balance to the Capital Replacement Fund (70) and with designation between streets, hike and bike trails, drainage and Oak Wilt and that the City Manager present City Council with a recommendation on allocation of any excess funds at the next meeting.

Alderman Maisel seconded the motion.

Mayor Pro Tem Ross amended the motion to include if there are any capital improvement items that are not current that funds be allocated to those items.

Alderman Maisel seconded the amended motion.

The motion carried unanimously.

**6.9. Website Update and Demonstration - IT / Planner**

IT / Planner Leeth presented City Council with the website update and demonstration. Launch date for new website is January 4<sup>th</sup>.

**6.10. Discussion / action - Resolution R-2015-024 City of Shavano Park Records Management Policy - City Manager**

Alderman Heintzelman made a motion to approve R-2015-024.

Alderman Berrier seconded the motion.

Motion to approve R-2015-024 carried unanimously.

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

City Manager Hill presented the professional contract listing to City Council.

**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**

Alderman Heintzelman made a motion to authorize the purchase of a radar speed trailer.  
Mayor Pro Tem Ross seconded the motion.

Alderman Heintzelman made a motion to authorize the purchase of Stalker SAM radar speed monitoring system out of current crime control funds.  
Alderman Maisel seconded the motion.

Mayor Pro Tem Ross amended the motion to direct that the radar speed monitoring system be made out of existing police department general fund.  
Alderman Maisel seconded the motion to the amendment.

Mayor Pro Tem Ross withdrew the amendment to the motion.  
Alderman Maisel withdrew the second to the amendment.

Alderman Heintzelman withdrew the motion to authorize the purchase of the Stalker SAM radar speed monitoring system.  
Alderman Maisel withdrew the second to the motion.

Alderman Heintzelman made a motion to direct staff to purchase Stalker Sam radar speed monitoring system and staff present City Council with a proposed budget amendment.

Alderman Berrier seconded the motion.

Motion carried unanimously.

**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**

Alderman Maisel made a motion to approve the interlocal agreement for purchasing services between the City of Shavano Park and Bexar County.

Mayor Pro Tem Ross seconded the motion.

The motion carried unanimously.

**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**

Mayor Pro Tem Ross made a motion to approve the 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.

Alderman Maisel seconded the motion.

The motion to approve the final plat 4.360 acre tract carried unanimously.

Mayor Werner deviated back to agenda item 6.5.

**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**

Alderman Berrier made a motion to pull agenda item 8.1 for discussion.

Mayor Pro Tem Ross made a motion to pull agenda item 8.7 for discussion.

Alderman Maisel made to approve the consent agenda items 8.2 - 8.6 and 8.8 - 8.13 and 8.15.

Alderman Berrier seconded the motion.

Motion carried unanimously.

**9. ADJOURNMENT**

Alderman Maisel made a motion to adjourn the meeting.

Mayor Pro Tem Ross seconded the motion.

The meeting adjourned at 9:26 p.m.

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Robert Werner  
Mayor

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Zina Tedford  
City Secretary

