

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, August 29, 2016 immediately following the Special meeting scheduled at 6:00 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 §551.0415(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. Proclamation - National Payroll Week**
- 5.2. Proclamation - Recognizing the induction of Randi Wayland into the 2016 Texas Freshwater Fishing Hall of Fame**
- 5.3. Recognition - Lara Feagins, Finance Director and the Distinguished Budget Presentation Award**
- 5.4. Recognition - Curtis Leeth, Planner/Information Systems Manager and the Scenic City Recognition**

6. REGULAR AGENDA ITEMS

- 6.1. Discussion / action - City's authority to by ordinance limit the opt out fee or to require the installation of smart meters under supervision of trained journeyman, lineman, or licensed electrician - City Manager / City Attorney**
- 6.2. Public Hearing - Receive comments from members of the public regarding an application for a proposed drive through Automatic Teller Machine to be located at Huntington West Office Building, 3424 Paesanos Parkway**
- 6.3. Discussion / action - Ordinance O-2016-011 approving drive through Automatic Teller Machine to be located at Huntington West Office Building, 3424 Paesanos Parkway**
- 6.4. Discussion / action - Approval of City of Shavano Park Compensation Study - City Manager / Stephen Werling, Werling Associates**
- 6.5. Presentation / discussion - Semi-annual Development Presentation - Bitterblue, Inc. / Denton Communities**
- 6.6. Discussion / action - Adopting a policy to allow citizens to address the City Council during Council meetings apart from Citizens to be Heard - Ald. Simpson**
- 6.7. Discussion / action - Encourage Solar by considering lowering permitting cost for solar electricity panels on residential and commercial properties – Ald.**

Simpson / Mayor Pro Tem Ross

- 6.8. Discussion - Proposed FY 2016-17 Budget – City Manager**
- 6.9. Discussion / action - Briefing by City Manager on procedures to nominate and appoint citizens to Boards, Committees and Commissions. Discussion and possible action concerning those procedures - Ald. Simpson**
- 6.10. Discussion / action - Recording of Council workshop meeting for the benefit of residents in accordance with the City’s Record Control Management policy and Council’s goals and objectives for promoting open, clear, proactive, and transparent communications and outreach with citizens – Ald. Hisel**
- 6.11. Discussion / action - Consider revision of ordinance to allow carports to be substituted for garage space, open to street, load in front and be freestanding. In addition, ordinance should specify type of structures allowed.- Mayor Pro Tem Ross**
- 6.12. Discussion / action - Resolution R-2016-016 adopting a 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 - Ald. Simpson**
- 6.13. Discussion / action - Review of tree trimming permit fees and permit period - Mayor Pro Tem Ross**
- 6.14. Discussion/action - Resolution R-2016-017 seeking Shavano Park's State Representative and Senator to sponsor legislation to clarify/enhance how Public Education and Governmental Programming Funds (PEG) may be utilized within the guidelines of Texas Utilities Code Chapter 66 - Ald. Hisel**

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 (July)

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 Workshop Meeting, August 16, 2016

8.2. Approval - Special City Council Meeting, August 11, 2016

8.3. Approval - City Council Workshop, August 11, 2016

8.4. Approval - Special City Council Meeting Budget Workshop, August 4, 2016

8.5. Approval - City Council Meeting Minutes, July 25, 2016

8.6. Approval - City Council Workshop Meeting Minutes, July 19, 2016

8.7. Approval - City Council Workshop Meeting Minutes, July 13, 2016

8.8. Accept - Planning & Zoning Commission Meeting Minutes, July 6, 2016

8.9. Approval - Final Plat of Napier Park, Unit-1, a 2.250 acre tract of land out of a 289.5 acre tract out of the Refugio Vargas, Survey Number 80, Abstract Number 781, in County Block 4787

8.10. Approval - Final Plat of Napier Park, Unit-2, a 1.961 acre tract of land out of 289.5 acre tract out of the Refugio Vargas, Survey Number 80, Abstract Number 781, City County Block 4787

8.11. Approval – Ordinance No. O-2016-013 amending the FY 2015-16 General Fund and Water Budgets due to repair roof (General fund) and Trinity Well (Water Fund)

8.12. Approval – Rescheduling the City Council meetings scheduled for:

8.12.1. November 28 to November 21

8.12.2. December 26 to December 19

8.13. Approval – Quarterly Investment Report

8.14. Discussion / action - Ordinance O-2016-012 water heaters - City Manager

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 22nd day of August 2016 at 6:00 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. **Resolution adopting the Crime Control and Prevention Budget of the City of Shavano Park Crime Control & Prevention for FY 2016-17 - Annual September**
- b. **Ordinance approving and adopting a budget for the City of Shavano Park, Texas for the fiscal year beginning October 1, 2016 and ending September 30, 2017 - Annual September**
- c. **Resolution adopting the City of Shavano Park 2016 Effective Tax Rate (Record Vote) - Annual September**
- d. **Record vote to ratify the property tax increase reflected in the FY 2016-17 budget (Record Vote) - Annual September**
- e. **Selection - Boards, Commissions, and Committees - Annual September**
- f. **Approval of selection of the City of Shavano City Engineer - September**
- g. **City Council adoption of organizational chart - Annual September**
- h. **Discussion / action - VIA Shelters - Ald. Simpson - September**
- i. **Update - Online payment and survey capabilities (requested by MPT Ross) - September**
- j. **Discussion / action - Greater Edwards Aquifer Alliance Community Rain Garden project for drainage flow from City Hall parking lot - City Manager - September**
- k. **Discussion / action - Ordinance O-2016-010 amendments to City of Shavano Park Code of Ordinances, Chapter 24 – Signs - September**
- l. **Request for Proposals for City of Shavano Park Auditors - December 2016 for 2016-2017 Fiscal Year**
- m. **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 - Open**
- n. **Consideration for creating additional citizen committees - Mayor Pro Tem Ross - Open**

- o. City Council Orientation - Ald. Hisel - Open**
- p. Designation of City of Shavano Park Official Paper - Annual October**
- q. Disposal of City Equipment / Furniture - Annual October**
- r. Official City Holidays - Annual November**
- q. Records Retention Policy - Annual December**
- r. Consideration for transfer portions of Fund Balance to Capital Replacement / Improvement Fund - Annual December or January**
- s. Appointment of Council Appointed Positions - Annual January**
- t. City of Shavano Park Investment Policy - Annual February**
- u. Scheduling the Date for the Annual City - Wide garage sale - Annual February**
- v. City Manager Review - Annual April**
- w. Resolution reflecting signatories for the City of Shavano Park – Annual June**
- x. Auditors Engagement Letter – Annual July**
- y. Shavano Park Commercial and Residential Development Semi-annual Presentation - Bitterblue, Inc. / Denton Communities - August/February**