

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 Hisel	
Alderman Heintzelman	
Alderman Simpson	
Mayor Werner	

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Alderman Simpson led the Pledge of Allegiance to the Flag. Alderman Heintzelman followed with the Invocation.

3. CITIZENS TO BE HEARD

No one signed up to address City Council.

4. CITY COUNCIL COMMENTS

City Council welcome everyone to the meeting.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Proclamation – Arbor / Earth Day 2017

Mayor Werner read the Proclamation – Arbor / Earth Day 2107.

5.2. Data call for facts and history of Shavano Park to support the digital archives of our history with Bexar County Bibliotech Library initiative - City Manager

City Manager Hill informed City Council of the Bexar County Bibliotech initiative and we are requesting citizens that have historical records/documents to contact IT / Planner Curtis Leeth.

6. REGULAR AGENDA ITEMS

6.1. Presentation - Bitterblue, Inc. semi-annual development presentation - Dan Kossl and Daryl Lange

Dan Kossl and Daryl Lange presented the semiannual update regarding residential and commercial development in Shavano Park and surrounding areas.

6.2. Presentation - Update on refuse / recycling services within the City of Shavano Park – Tom Armstrong, Republic Services

Tom Armstrong presented an update on refuse / recycling services within the City of Shavano Park.

6.3. Discussion / action - Ordinance O-2017-005 amending Chapter 2, Article V of the City of Shavano Park Code of Ordinances to conform with Resolution R-2015-024

**regarding policies and procedures governing the management of public records -
City Manager**

Alderman Heintzelman made a motion to approve Ordinance O-2017-005 amending Chapter 2, Article V of the City of Shavano Park Code of Ordinances to conform with Resolution R-2015-024 regarding policies and procedures governing the management of public records Alderman Berrier seconded the motion.
Ordinance O-2017-005 was approved unanimously.

6.4. Discussion / action - Setting the date for the City sponsored Independence Day event - City Manager

Alderman Simpson made a motion to set Tuesday, July 4, 2017 as the date for the City sponsored Independence Day event.

The motion died due the lack of a second.

Alderman Berrier made a motion to schedule the event on Saturday, July 1st.

Alderman Heintzelman seconded the motion.

A brief discussion was held regarding coordination with the committee members. Alderman Berrier amended his motion to postpone this item until the next meeting.

Alderman Heintzelman seconded the motion.

The motion to postpone agenda item 6.4 until the next meeting carried unanimously.

6.5. Discussion / action - Update on initiative to clarify the Texas Open Meeting Act to exempt Candidate Forums - City Manager

City Manager Hill presented an update on the initiative to clarify the Texas Open Meetings Act to exempt Candidate Forums and it was Council consensus to pursue discussions with Representative Larson, Senator Campbell and other actions as necessary.

6.6. Discussion/action - Update and report on all current Council sub-committees - Ald. Hisel

City Manager Hill presented an update and a report on the status of all current Council sub-committees.

6.7. Discussion / action - PEG funds: history of local PEG fee collection; current available funds; statutory limitations on eligible expenditures and statutory provisions governing collections; available options - Ald. Hisel

City Council discussed this item and it was the consensus of Council that city staff prepare a plan of action, milestones and provide recommendations for use of capital improvement funds for implementation of a PEG channel.

6.8. Discussion / action - Adopting Resolution R-2017-003 to amend the City of Shavano Park Employee Handbook - City Manager

Alderman Simpson made a motion to adopt R-2017-003 to amend the City of Shavano Park Employee Handbook.

Alderman Heintzelman seconded the motion.

The motion to approve R-2017-003 to amend the City of Shavano Park Employee Handbook carried unanimously.

6.9. Discussion / action - City Manager Assessment format and timeline - Mayor Werner

Alderman Heintzelman made a motion to approve the City Manager Assessment Format and timeline as presented.

Alderman Hisel seconded the motion.

The motion carried unanimously.

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

7.4.1. Racial Profiling Report

7.5. Public Works Activity Report

7.6. Finance Report

City Council did not request discussion of any of the above agenda items 7.1-7.6.

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 Meeting Minutes, January 23, 2017**
- 8.2. **Accept - Planning & Zoning Commission Meeting Minutes, January 9, 2017**
- 8.3. **Accept - Water Advisory Committee Meeting Minutes, November 3, 2016**
- 8.4. **Accept - Water Advisory Committee Meeting Minutes, January 10, 2017**
- 8.5. **Accept - Water Advisory Committee Meeting Minutes, January 17, 2017**
- 8.6. **Approval - City Wide Garage Sale - April 8, 2017**
- 8.7. **Approval - reschedule the May 22, 2017 Regular City Council meeting to Monday, May 15, 2017**
- 8.8. **Approval - Resolution No. R-2017-004 Adopting the City of Shavano Park Investment policy**
- 8.9. **Approval - Ordinance O-2017-004 amending Ordinance 200-01-99 outlining the duties of the office of City of Shavano Park Fire Marshal (second reading)**
- 8.10. **Approval - Ordinance O-2017-002 proposed amendments to Appendix A – City of Shavano Park Fee Schedule to amend subdivision and platting filing fees, contractor registration fees, residential roofing permit fees, and the commercial and residential building permit fees (second reading)**
- 8.11. **Approval – Disposal / sale of surplus of various office IT electronics equipment**
- 8.12. **Approval – Quarterly Investment Report ending December 31, 2016**
- 8.13. **Approval – Ordinance O-2016-019 amending Appendix A - Administration Section of the Fee schedule to establish a transaction fee and service charge for the use of credit and debit cards as a form of payment for fees, fines, court costs, utility payments and other charges, providing for a savings / repealing clause; severability clause and declaring an effective day**

Alderman Simpson pulled agenda item 8.13.

Alderman Simpson made a motion to approve / accept Consent Agenda items 8.1-8.12.

Alderman Berrier seconded the motion.

Consent items 8.1- 8.12 were approved / accepted unanimously.

Alderman Simpson made a motion to amend Section 2 of the proposed ordinance O-2016-019 to read as follows:

Section 2. The City hereby approves the establishment of a credit and debit card transaction fee of 2.5% per transaction, excluding any third party payment processors which collect fees separately.

Alderman Heintzelman seconded the motion.
Ordinance O-2016-019 was approved as amended unanimously.

9. ADJOURNMENT

Alderman Berrier made a motion to adjourn the meeting.
Alderman Heintzelman seconded the motion.
The meeting adjourned at 8:34 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary