

1. CALL MEETING TO ORDER

Mayor Werner called the meeting to order at 6:24 p.m.

PRESENT: ABSENT:

Alderman Colemere
Alderman Powers
Alderman Kautz
Mayor Pro Tem Ross
Alderman Heintzelman
Mayor Werner

2. PLEDGE OF ALLEGIANCE AND INVOCATION

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

3. CITIZENS TO BE HEARD

Citizen Walea addressed City Council regarding the access to the Salado Creek hike and bike trail and request a safety plan.

4. CITY COUNCIL COMMENTS

City Council welcomed all to the meeting and thanked Chief Lacy for the information presented at recent Coffee with a Cop meeting.

5. PRESENTATIONS, COMMENDATIONS AND ANNOUNCEMENTS

5.1. Holiday Event - Mayor Pro Tem Ross

Mayor Pro Tem Ross informed all that the Holiday Event was a huge success. All loved the snow.

5.2. Proclamation - Monarch Butterfly Month

Mayor Werner read the proclamation proclaiming the month of April 2019 as Monarch Butterfly Month.

5.3. Proclamation - City of Shavano Park Community Wildlife Habitat Certification

Mayor Werner presented proclamations to Vicky Maisel, Nancy Bula, Kim Lane, Dagne Fischer, Jean Countryman and Kristi Werner.

6. REGULAR AGENDA ITEMS

6.1. Discussion / action - Accepting the 2018 Audit – Finance Director

Finance Director Morey presented an overview of the 2018 Audit.

Alderman Heintzelman made a motion to accept the 2018 Audit.

Mayor Pro Tem Ross seconded the motion.

The motion to accept the 2018 Audit carried with a unanimous vote.

6.2. Discussion / action - Transfer portions of Fund Balance to Capital Replacement / Improvement Fund – Finance Director

Alderman Powers made a motion to Transfer 42k to the Capital Replacement / Improvement Plan allocating the 42k funds for the purchase of the ladder truck.

Mayor Pro Tem Ross seconded the motion.

The motion to transfer the portion transfer 42k to the Capital Replacement / Improvement Plan allocating the 42k funds for the purchase of the ladder truck carried with a unanimous vote.

6.3. Discussion - 2018 Annual Crime Report - Police Chief

Police Chief Lacy presented the 2018 Annual Crime Report to City Council.

6.4. Discussion / action - Well 6 Entrance Improvements Update - PW Director

Alderman Colemere made a motion to direct staff proceed with concrete curbing, millings, and installation of utility gate DeZavala to gate and from DeZavala to Well utilize the most inexpensive material to stabilize the road.

Mayor Pro Tem Ross seconded the motion.

The motion to direct staff to proceed with concrete curbing, millings, and installation of utility gate DeZavala to gate and from DeZavala to Well utilize the most inexpensive material to stabilize the road carried with a unanimous vote.

6.5. Discussion / action - Select members to the City Council Ad Hoc Muni Tract Pavilion Committee - MPT Ross

Mayor Pro Tem Ross made a motion for each Alderman to nominate a citizen to the City Council Ad Hoc Muni Tract Pavilion Committee.

Alderman Colemere seconded the motion.

Alderman Colemere - A. David Marne

Alderman Kautz – Marcia Stipek

Alderman Heintzelman – Todd Braulick

Mayor Pro Tem Ross – Ann Marie Marquette

Alderman Powers – did not select a citizen

Mayor Werner – Adam Holzhauser

The motion carried with a unanimous vote.

6.6. Discussion / action - Appointment of Council Appointed Positions (City Attorney, Judge, Prosecutor and Website) - City Manager

Mayor Pro Tem Ross made a motion to approve renewing the Website agreement for an additional two years.

Alderman Powers seconded the motion.

The motion to approve renewing the Website agreement for an additional two years carried with a unanimous vote.

Mayor Pro Tem Ross made a motion to solicit Request for Qualifications for City Attorney and City Judge and extending the Prosecutor and Alternate Prosecutor for two years.

Alderman Colemere seconded the motion.

The motion solicit Request for Qualifications for City Attorney and City Judge and extending the Prosecutor and Alternate Prosecutor for two years carried with a unanimous vote.

6.7. Discussion / action - Ordinance O-2018-012 adopting the 2018 International Fire Code with exceptions (final reading) - Fire Chief

Mayor Pro Tem Ross made a motion to approve Ordinance O-2018-012 adopting the 2018 International Fire Code with exceptions (final reading).

Alderman Heintzelman seconded the motion.

The motion to approve Ordinance O-2018-012 adopting the 2018 International Fire Code with exceptions (final reading) with the following vote:

AYES: 4; NAYES: 0 – NOT PRESENT TO VOTE: 1 (Alderman Colemere)

6.8. Discussion / action - Future purchase of an Aerial Platform Fire Demo Engine - Fire Chief
Fire Chief Dover presented an update regarding the future purchase of an Aerial Platform Fire Demo Engine.

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 - City Council Meeting Minutes, November 26, 2018

8.2. Approval - Special City Council Meeting Minutes, December 3, 2018

8.3. Approval - Special City Council Meeting Minutes, December 18, 2019

8.4. Approval - Ordinance O-2018-014 Purchasing Policy Updates - City Manager / Finance Director (final reading)

8.5. Approval - Schedule the Annual City-Wide Garage Sale

8.6. Approval - Resolution R-2019-001 ordering a General Election for the purpose of electing a Mayor and two Aldermen and ordering Special Election for a Referendum to continue the Shavano Park Crime Control and Prevention District on May 4, 2019

8.7. Accept - Quarterly and Annual Investment Reports ending September 30, 2018

8.8. Approval - Resolution R-2019-002 authorizing the submittal of a grant application to the 2019 State Homeland Security Program to request funding for enhancements to Shavano Park's Critical Infrastructure Cybersecurity in Fiscal Year 2019-2020.

8.9. Approval - Resolution R-2019-003 authorizing the submittal of a grant application for a National Incident-Based Reporting System-compliant Records Management System upgrade in Fiscal Year 2019-2020.

8.10. Approval - Property declared as Fiscal Year 2019 Surplus

8.11. Approval - Authorizing the City Manager to enter into an Interlocal Agreement concerning blood testing services for the prosecution of certain offenses with Bexar County District Attorney

Mayor Pro Tem Ross made a motion to approve 8.1 – 8.3 and 8.5 - 8.11.

Alderman Colemere seconded the motion.

The motion to approve Consent Agenda items 8.1 – 8.3 and 8.5 – 8.11 carried with a unanimous vote.

Discussion was held regarding agenda item 8.4 Approval - Ordinance O-2018-014 Purchasing Policy Updates - City Manager / Finance Director (final reading).

Mayor Pro Tem Ross made a motion to approve Ordinance O-2018-014 with amendment to state that services and capital items under \$250,000 will follow the guidelines and may be authorized by the City Manager if previously budgeted and approved by the City Council and purchased through an approved Buy Board.

Alderman Colemere seconded the motion.

The motion to approve Consent Agenda item 8.4 as amended carried with a unanimous vote.

9. ADJOURNMENT

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

Alderman Colemere seconded the motion.

The meeting adjourned at 8:13 p.m.

Robert Werner
Mayor

Zina Tedford
City Secretary

