

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

Mayor Pro Tem Ross called the meeting to order at 6:30 p.m.

PRESENT:

Alderman Colemere  
Alderman Heintzelman  
Alderman Hisel  
Mayor Pro Tem Ross  
Alderman Simpson

ABSENT:

Mayor Werner

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

Alderman Colemere led the Pledge of Allegiance to the Flag.

Alderman Heintzelman led the Invocation.

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

Citizens Florine, Pierce, Schwab, and Smoot addressed City Council regarding munitract development, DeZavala brush clean up, and thanked Alderman Hisel for her service to the City.

### **4. CITY COUNCIL COMMENTS**

City Council thanked all for coming out this evening and recognized the tragedy in Florida.

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

Randi Wayland provided a summary of the event and outlined invited all out to the City of Shavano Park Arbor / Earth Day event scheduled for April 21 and invited all to attend the event.

### **6. REGULAR AGENDA ITEMS**

#### **6.1. Discussion / possible action - authorizing the City Manager to extend an offer of employment to Brenda Morey for the position of Finance Director. Possible Executive Session pursuant to Texas Government Code 551.074, Personnel Matters - City Manager**

Alderman Simpson made a motion to authorize the City Manager to extend an offer of employment to Brenda Morey for the position of Finance Director with a start date of March 12<sup>th</sup>.

Alderman Heintzelman seconded the motion.

The motion to the City Manager to extend an offer of employment to Brenda Morey for the position of Finance Director with a start date of March 12<sup>th</sup> carried the following vote:

AYES: 4; NAYES: 0

**6.2. Re-approval - Final Plat establishing Shavano Park, Unit 19C Phase IV (Huntington), a 32.86 acre tract of land out of that 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD - City Manager**

Alderman Hisel made a motion for the re- approval Final Plat establishing Shavano Park, Unit 19C Phase IV (Huntington), a 32.86 acre tract of land out of that 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD.

Alderman Simpson seconded the motion.

The motion for the re- approval Final Plat establishing Shavano Park, Unit 19C Phase IV (Huntington), a 32.86 acre tract of land out of that 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD carried with the following vote:

AYES: 4; NAYES: 0

**6.3. Re-approval - Final Plat establishing Pond Hill East Commercial Subdivision, a 5.48 acre tract of land out of an 86.94 acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD - City Manager**

City Manager Hill stated as of February 20, 2018 the TxDOT approval of release of the easement has not been received by City staff. Per Planning & Zoning Commission recommendation, City staff pulled this item from the agenda.

**6.4. Presentation / discussion - Semiannual presentation by Bitterblue, Inc. / Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same - Denton Communities**

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

**6.5. Presentation / discussion - Upgrades to the City Hall Chamber audio and video capabilities - Asst to City Manager**

Asst. to the City Manager Curtis Leeth gave an overview of the new upgrades to the City Hall audio and video capabilities. The upgrades improved live audio and visual presentation to include video recordings.

**6.6. Discussion / action - Approval of Electronic Marquee Sign selecting bid - Asst to City Manager**

Alderman Simpson made a motion to approve the selection of Apex Signs for the electronic marquee project for a total of \$16,170.00.

Alderman Heintzelman seconded the motion.

The motion to approve the selection of Apex Signs for the electronic marquee project for a total of \$16,170.00 carried with the following vote:

AYES: 3; NAYES: 1 (Alderman Hisel)

**6.7. Discussion / action – Approval of additional funding for Household Hazardous Waste collection - City Manager**

Alderman Simpson made a motion to double down for next year and skip this year's funding of Household Hazardous Waste collection.

Alderman Colemere seconded the motion.

The motion carried with the following votes:

AYES: 4 : NAYES: 0

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

Alderman Simpson made a motion to approve the transfer portions of the Fund Balance to Capital Replacement / Improvement Fund with the deletion PW Env Friend Parking and moving funds in the amount of \$40,451 to Fire –Engine 2511 line item.

Alderman Hisel seconded the motion.

The motion to transfer portions of Fund Balance to Capital Replacement / Improvement Fund to Capital Replacement / Improvement Fund with the deletion PW Env Friend Parking and moving funds in the amount of \$40,451 to Fire –Engine 2511 line item carried with the following vote:

AYES: 3; NAYES: 1 (Alderman Heintzelman)

**6.9. Discussion / action - Approval of Ordinance O-2018-001 amending the FY 2017-18 Budget resourcing drainage projects, transfer to Capital, purchase of a metal detector; Fiesta Medals; ADA Assisted Listening Device; repair of NW Military Rock Wall, Household Hazardous Waste collection, and increasing building maintenance (first reading) - City Manager**

Alderman Simpson made a motion to approve Ordinance O-2018-001 amending the FY 2017-18 Budget resourcing drainage projects, transfer to Capital, purchase of a metal detector; Fiesta Medals; ADA Assisted Listening Device; repair of NW Military Rock Wall, Household Hazardous Waste collection, and increasing building maintenance (first reading) taking in consideration the earlier votes regarding Household Hazardous Waste Collection and transfer to Capital.

Alderman Colemere seconded the motion.

The vote to approve Ordinance O-2018-001 amending the FY 2017-18 Budget resourcing drainage projects, transfer to Capital, purchase of a metal detector; Fiesta Medals; ADA Assisted

Listening Device; repair of NW Military Rock Wall, Household Hazardous Waste collection, and increasing building maintenance (first reading) taking in consideration the earlier votes regarding Household Hazardous Waste Collection and transfer to Capital carried with the following vote:

AYES: 4; NAYES: 0

**6.10. Discussion / action – Approve of Ordinance O-2018-002 creating Chapter 32, Article V of the City of Shavano Park Code of Ordinances regulating the physical use, occupancy and maintenance of city rights-of-way by small cell wireless Network providers (first reading) - City Manager**

Alderman Hisel made a motion to approve Ordinance O-2018-002 creating Chapter 32, Article V of the City of Shavano Park Code of Ordinances regulating the physical use, occupancy and maintenance of city rights-of-way by small cell wireless Network providers (first reading).

Alderman Simpson seconded the motion.

The motion to Ordinance O-2018-002 creating Chapter 32, Article V of the City of Shavano Park Code of Ordinances regulating the physical use, occupancy and maintenance of city rights-of-way by small cell wireless Network providers (first reading) carried with the following vote:

AYES: 4; NAYES: 0

**6.11. Discussion / action – Approve Ordinance O-2018-003 amending Appendix A – City of Shavano Park Fee schedule to establish small cell network node right-of-way fees, on-site sewage facility fees and amending EMS fees (first reading) - City Manager**

Alderman Heintzelman made a motion to approve Ordinance O-2018-003 amending Appendix A – City of Shavano Park Fee schedule to establish small cell network node right-of-way fees, on-site sewage facility fees and amending EMS fees (first reading).

Alderman Hisel seconded the motion.

The motion to approve Ordinance O-2018-003 amending Appendix A – City of Shavano Park Fee schedule to establish small cell network node right-of-way fees, on-site sewage facility fees and amending EMS fees (first reading) carried with the following vote:

AYES: 4; NAYES: 0

## **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, January 22, 2018**

### **8.2. Accept - Planning & Zoning Commission Meeting Minutes, January 11, 2018**

### **8.3. Accept - Water Advisory Committee Minutes, January 8, 2018**

### **8.4. Approval – Resolution R-2018-002 authorizing the submittal of an application for the Investigations Interview Room Recording Equipment Grant**

### **8.5. Accept - Shavano Park Police Department 2017 Racial Profiling Report**

### **8.6. Approval - Annual Review of City of Shavano Park Investment Policy**

### **8.7. Approval - Date for the Annual Citywide Garage Sale on April 7th**

### **8.8. Approval - Adopting Resolution R-2018-003 to amend the City of Shavano Park Employee Handbook**

### **8.9. Approval – Quarterly investment report ending December 31, 2017**

Alderman Simpson made a motion to approve Consent Agenda items 8.1 - 8.9.

Alderman Hisel seconded the motion.

The motion to approve Consent Agenda items 8.1 - 8.9 carried unanimously.

**9. ADJOURNMENT**

Alderman Simpson made a motion to adjourn the meeting.

Alderman Hisel seconded the motion.

The meeting adjourned at 9:34 p.m.

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Robert Werner  
Mayor

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Zina Tedford  
City Secretary