



**City of San Marcos Regular Meeting Minutes**  
**Neighborhood Commission**  
**March 20, 2019 at 6:15 p.m.**  
**Code Compliance Conference Room**  
**630 E Hopkins (Neighborhood Enhancement Building)**  
**San Marcos, Texas 78666**

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**I. Call to Order**

*Meeting was called to order by Vice Chair **Roland Saucedo** at 6:15 p.m.*

**II. Roll Call**

*In attendance: Joe Cantu, Lupe Costilla, Lizbeth Dobbins, Estella Enriquez, Jennifer Katz, Michelle McWatters, Roland Saucedo, Shane Scott. Absent: Cathy Dillon, Angie Ramirez, Kendra Wesson*

**III. 30 Minute Citizen Comment Period:** *Each speaker signed up prior to the meeting being called to order will be called in order of sign-up, and will be allowed three minutes to speak about items posted or not on the agenda*

- *Margo Handwerker – concern for pedestrian safety after recent accident on Sessom where student was struck. Interested in being part of discussions with City on developing a plan to address the need for crosswalks, etc.*
- *Elena Duran – previous Neighborhood Commission chair from inception to February 20, 2019. Encouraged commission to vote in a new chair with experience, requests consideration of Lizbeth Dobbins.*
- *Cathy Carranco – 1400 Belvin – opposed to Belvin Street sidewalk project due to drainage issues.*
- *Lisa Marie Coppoletta – believes documentation of Belvin Street sidewalk project presented to commissioners in emailed Powerpoint presentation has been manipulated and is not transparent. Expressed concern regarding trees, one sided sidewalks, and lack of public input meetings about the sidewalks. Stated the need for infrastructure.*

**CHAIR/VICE CHAIR NOMINATIONS & ELECTION**

1. Receive Nominations and Elect The Chair And Vice-Chair, the term of office shall be one year, beginning April 1st and ending March 31<sup>st</sup> in accordance to the commission's adopted bylaws.
  - *Lizbeth Dobbins (Sector 9) nominated by Shane Scott. Roland Saucedo (Sector 5) nominated by Lizbeth Dobbins. Both nominees accept nomination and give brief overview of reasons for wanting to be chair. Call for vote. Lizbeth Dobbins receives 6 votes and Roland Saucedo receives 2 votes. All in favor, none opposed. **Lizbeth Dobbins** is chosen as chair.*
  - *Roland Saucedo is nominated by Shane Scott as vice chair. All in favor, none opposed. **Roland Saucedo** is chosen as vice chair.*

**MINUTES**

2. Consider approval, by motion, of the February 20, 2019 meeting minutes.  
*Motion made by **Lizbeth Dobbins** to approve minutes as written of February 20, 2019 minutes. Seconded by **Roland Saucedo**. Motion carried with none opposed.*

## PRESENTATIONS

3. Development Code Update (Planning)  
*Presentation was made by Will Parrish, Planning. Approaching one year anniversary of development code and a review is being made to eliminate vague, unclear language and to solicit issues/suggestions for updates. A form is located on the City's website to submit input.*
4. Sidewalk Project PowerPoint (provided via email prior to meeting)  
*Facilitated discussion was made concerning COSM's sidewalk project. **Roland Saucedo**: what was previous dais members positions on one sided sidewalks? **Shane Scott**: would like to compare Powerpoint presentations from 2013 to current day to identify any discrepancies/amendments. **Michelle McWatters**: supports sidewalks but concerned about the trees. **Roland Saucedo**: toured the area and is concerned about trees and vegetation, as well as wall in front of Cervantes property. Board would like to know about arborist involvement. **Jennifer Katz**: on a different note, what are City priorities for timeline to get sidewalks to Texas State area? **Lizbeth Dobbins**: are there fences that would need to be moved? Who's expense would that be? According to her conversations with City staff, Steve Parker, no fences would be in the way of the sidewalk project. **Lupe Costilla**: need to make council aware of issues that are brought to commission. **Michelle McWatters**: would like to request a public meeting. Commissioners noted that Powerpoint presentation indicates annual meetings are held on sidewalk project. **Joe Cantu**: perhaps a solution in addressing tree roots could be in grate system over root system as other cities have done. Notes that timing of Bishop project is good for trees. **Lizbeth Dobbins**: notes that narrow streets without sidewalks are dangerous for walkers.*

## ITEMS FOR ACTION/DISCUSSION

5. Discussion of request by commissioners to receive 15-minute presentation by Lisa Marie Coppoletta regarding sidewalk project on Belvin Street at next regular meeting. (motion/vote)
  - *Motion made by **Roland Saucedo** and seconded by **Shane Scott** to allow Lisa Marie Coppoletta to make formal 15-minute presentation to commission regarding sidewalk project on Belvin Street at next regular meeting scheduled April 17, 2019 and to discuss and take action following the presentation. Motion carries.*
6. New board business
  - *Introductions of new commissioners: **Joe Cantu (Sector 2)**, **Jennifer Katz (Sector 3)**, **Shane Scott (Sector 7)**, **Estella Enriquez (Sector 5)**. Two current board vacancies: Sector 8 and Association of Student Government positions.*
  - *Review of new bylaws and agenda processes*  
*Discussion was made to review language of charge and to possibly bring forward a resolution to Council that will include potential revisions. Commissioners will review purpose and duties section in advance of April meeting. Clarification is requested on role of commission making recommendations to other boards/commissions and staff versus only to council. Motion made by **Shane Scott** and seconded by **Lizbeth Dobbins** to "bring back bylaws to review revisions necessary to reflect the goals of this commission and for staff liaison to clarify article 2." All in favor, motion passed.*
  - *Discussion of shirt/badge/business cards (motion/vote)*

*Commission would like to see options for shirts, generic business cards and name badges at April 17<sup>th</sup> meeting that would help identify them in workshops and neighborhood events.*

7. Discussion of host neighborhoods for 2019 Neighborhood Workshops (*motion/vote*)  
*Discussion was made by the commission and motion was made by **Roland Saucedo** and seconded by **Michelle McWatters** to host 2019 neighborhood workshops in the following sectors:*
  - *Downtown (Sector 8) – first quarter*
  - *Blanco Gardens (Sector 6) – second quarter*
  - *Rio Vista/Victory Gardens (Sector 4) – third quarter*

*All in favor, motion carried.*

#### **REPORTS**

8. Receive a status update from staff of Code Compliance Manager hiring process  
*A final candidate has accepted the offer of Code Compliance Manager and is expected to start in 2-3 weeks.*
9. Review a written staff report of 510 and 524 Hopkins rezoning and discuss  
*Discussion was made regarding a rezoning request to 510 and 524 Hopkins, an existing structure built in 1912. No exterior changes are expected. Historical district is pushing back on request. Owners are attempting to come into compliance and noted past residency restriction issues. It was noted by Jeff Caldwell that there are no current records of occupancy restrictions for these addresses. Owners were present at the meeting to answer questions from commissioners. Discussion was made by commission to wait until next meeting to review when Cathy Dillon (Sector 9) can weigh in since this involves her sector. Motion was made by **Shane Scott** and seconded by **Jennifer Katz** to “bring back zoning request for 510 and 524 W. Hopkins rezoning application for discussion and action for April meeting.” Motion opposed by **Michelle McWatters** due to unfocused discussion and purpose. All others in favor. Motion passed.*

#### **FUTURE AGENDA ITEMS** (*motions to place a discussion item on an agenda for a regular commission meeting*)

10. Discuss and consider discussion items for future agendas.
  - *Motion was made by **Shane Scott** and seconded by **Estella Enriquez** to “discuss and take action on speed display signs at school zones” during the April 17<sup>th</sup> commission meeting. All in favor, motion passed.*
  - *Motion was made by **Jennifer Katz** and seconded by **Michelle McWatters** to “discuss and take action on walk bridge at Sessom and Comanche” during the April 17<sup>th</sup> commission meeting. All in favor, motion passed.*
  - *Motion was made by **Jennifer Katz** and seconded by **Shane Scott** to “receive staff update about timeline for sidewalk project along Sessom connecting to Texas State University campus” during the April 17<sup>th</sup> commission meeting. All in favor, motion passed.*
  - *Motion was made by **Michelle McWatters** and seconded by **Jennifer Katz** to “discuss and take action on strategic planning exercise” during the April 17<sup>th</sup> commission meeting.*
  - *Motion was made by **Roland Saucedo** and seconded by **Lizbeth Dobbins** to “discuss and take action regarding the development code update from planning and development services” during the April 17<sup>th</sup> commission meeting.*

#### VI. Question and Answer Session with Press and Public

- Question from Cathy Carranco: where does my concern go from here? Answer: commission will discuss and take action regarding the sidewalk project following the presentation of Lisa Marie Coppoletta at the next commission meeting as reflected in future agenda items.
- Question from Lisa Marie Coppoletta: can she be kept in the loop with questions/answers between board and staff regarding the sidewalk project? Answer: **Roland Saucedo** indicated that she would need to go through proper channels of requesting information and/or attend future meetings, as citizens will not be automatically updated on commission findings, except as reflected in meeting minutes or as discussed in regularly scheduled commission meetings.
- **Joe Cantu** asked Lisa Marie Coppoletta what action she is expecting from commission after her presentation, reminding her that the board's role is advisory in nature. Requested that the board receive a copy of her presentation in advance of the meeting, to which Ms. Coppoletta agreed.

#### VII. Adjournment

Motion was made by **Michelle McWatters** and seconded by **Joe Cantu** to adjourn the meeting at 8:50 p.m. All approved, motion carried.

The minutes for the March 20, 2019 meeting of the City of San Marcos, Texas Neighborhood Commission are respectfully submitted on April 17, 2019 by Tammy Strakos, Staff Liaison, Neighborhood Enhancement

Approved by:

  
Chair or Vice Chair