



**City of San Marcos Regular Meeting Minutes**  
**Neighborhood Commission**  
**April 17, 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 Chair **Lizbeth Dobbins** at 6:15 p.m.*

**II. Roll Call**

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

- *Sara Lee Underwood Myers – 1415 Harper – Sector 6 – excited about Neighborhood Commission making a difference in neighborhoods. Addressed Belvin Street sidewalk plan and cautioned commissioners in their decisions, referencing Woods apartments and council members who are no longer serving because they lost the vote.*

**IV. MINUTES**

Consider approval, by motion, of the **March 20, 2019** meeting minutes.

- *Motion made by **Lizbeth Dobbins** to approve minutes as written of March 20, 2019 minutes. Seconded by **Roland Saucedo**. All in favor, none opposed, motion carried.*

**V. PRESENTATIONS**

1. Commission requested presentation by Lisa Marie Coppoletta on concerns regarding Sidewalk Project (15 minutes)
  - *Presentation was made by Lisa Marie Coppoletta of 1322 Belvin regarding proposed sidewalk and her strong opposition against it. Supporting documentation previously provided to commissioners via email and posted on City's website. Presentation included artifacts discovered in her yard and well as other surface finds, including arrowheads, fossils and crystals. Concerning to Ms. Coppoletta is danger to oak trees and historic aspects of street, as well as flooding.*

**VI. ITEMS FOR ACTION/DISCUSSION**

- a) Discuss and consider action regarding a possible resolution to Council related to the Sidewalk Project on Belvin Street.
  - **MOTION** to discuss by **Roland Saucedo** and seconded by **Shane Scott**
  - *Discussion was made regarding concerns surrounding sidewalk project on Belvin Street. **Roland Saucedo** states he personally went out and scouted area and reported his findings to the Commission. Feels that this needs to be looked at more closely and City needs to do more investigation and communication, especially with the arborist.*

- **MOTION** by **Roland Saucedo** and seconded by **Shane Scott** for “resolution to council to look at plan and investigate communication among all parties including arborist.”
- Further discussion included **Cathy Dillon**: why are sidewalks needed? Are the bus stops legit? Is this happening elsewhere in town? **Michelle McWatters**: why do we have sidewalks? It is for the safety of pedestrians. However, we need to weigh it out. Killing trees vs. safety. vs. historical pieces. **Joe Cantu**: should focus on putting sidewalks in other neighborhoods that want them and leave this as is. **Roland Saucedo**: not telling City to stop it or postpone it, but bring to the attention of the Council that they look at and take into consideration the breakdown in communication, etc. **Shane Scott**: asked Lisa Marie Coppoletta if she was in the historic district? No was the answer. His thought was that the Council might ask HPC to get involved. **Staff**: requested commissioners to focus on the motion on the table. **Shane Scott**: would like to add that the Council be sensitive to the historic district implications. **Roland Saucedo**: wants to stick with original motion and keep to the issues reflected. **Staff**: amendment is needed to the main motion in order to capture additional concerns/comments.
- **MOTION TO AMEND** made by **Cathy Dillon** and seconded by **Shane Scott** to add language “in particular we ask that Council be sensitive to sidewalks in our irreplaceable historic areas.”
- **AMENDED MOTION** wording was discussed and a motion was made by **Roland Saucedo** and seconded by **Estella Enriquez** to finalize the wording as, “resolution to City Council to advise City Manager to look into the sidewalk plan and ensure clear communication amongst all city departments and all affected citizens involved in this project; in particular we ask that Council be sensitive to sidewalks affecting our irreplaceable historic areas.” Commissioners request that City Manager be copied on finalized resolution. All in favor, motion carried.

**MOTION** made by **Lizbeth Dobbins**, seconded by **Jennifer Katz** to move staff reports up in the agenda. All in favor, none opposed, motion carried.

## VII. REPORTS

- f) **ITEM (f) MOVED TO TOP**: Introduction of new code compliance manager. **Shanna O’Brien** (in attendance) has been hired as the new Code Compliance Manager for the City of San Marcos and is already diving into code issues and researching possible changes to code. Looking forward to working with commissioners and their respective neighborhoods.
- a) Receive a status update from staff of timeline for sidewalk project along Sessom connecting to Texas State University campus (**Tammy Strakos**: refer to Questions/Follow-Up document included in packet and previously sent via email to commissioners on 3/27/19)
- b) Receive staff guidance from City Clerk’s office on new bylaws and procedures for boards (**Jamie Lee Case**: Council adopted new bylaws in November of 2018. **Roland Saucedo**: confusion surrounding who board can advise. Moving forward board needs clarification. **Jamie Lee Case**: ordinance and bylaws and charter are all in conflict. Needs to be ironed out at Council level. **Jeff Caldwell**: working on charge later in this meeting to correct those areas in conflict. **Jamie Lee Case**: need to get ordinance changed first for the purpose (activities) and duties. Once resolution is approved, goes from staff liaison to City Clerk and it is forwarded to Council. Mayor or two councilmembers can add to an agenda or not. City Staff takes direction from City Manager. City Manager takes direction from Council. Need to correct this.

- c) Receive staff update regarding the use of digital communication related to matters of City business (*Jamie Lee Case: Anything done related to this board is subject to Public Information Act. Emails, text messages, etc. Up to you to decide how you want to handle. Some folks carry two phones, some have separate emails, etc. It is a personal preference and whatever you feel is manageable. It is a violation of Open Meetings Act to create a "walking quorum" per Jeff Caldwell. Only engage in one-way communication. Never reply to all on emails. Be cautious of the possibility of a perceived quorum.*)
- d) Commissioner Report: Post Office update from **Lizbeth Dobbins**.
  - **TABLED FOR MAY 15, 2019 MEETING**
- e) Commissioner Report: Citizen concerns regarding narrow streets/parking in Sector 2
  - **TABLED FOR MAY 15, 2019 MEETING**

Commissioners returned to **VI. ITEMS FOR ACTION/DISCUSSION:**

- b) Discuss and consider action regarding a possible resolution to Council on strategic planning exercise. *Facilitated by Samantha Armbruster. Exercise was successfully completed. MOTION made by Lizbeth Dobbins and seconded by Shane Scott to table to next meeting after commission receives summary. All in favor, none opposed. Motion carries.*
- c) Discuss and consider action regarding a possible resolution to Council regarding the development code update.
  - **MOTION made by Roland Saucedo to request Council to review density levels and use of ND3.5 affecting existing neighborhoods. No second, motion failed.**
  - **MOTION made by Lizbeth Dobbins and seconded by Shane Scott to draft resolution to Council to "review density levels and use of ND3 and ND3.5 affecting existing neighborhoods." All in favor, none opposed, motion carried.**
  - *Discussion was made regarding the timing of Council's review for Land Development Code updates and the requested resolution by the Commission for review/approval. MOTION made by Lizbeth Dobbins and seconded by Michelle McWatters to "hold special meeting for review and approval of resolution to Council regarding amendment to Land Development Code." All in favor, none opposed, motion carried.*

**MOTION was made by Roland Saucedo and seconded by Shane Scott to table items VI. (d) and VII. (d) and (e) until May 2019 meeting. All in favor, none opposed, motion carried.**

- f) Discuss and consider action regarding a possible resolution to Council on zoning request for 510 and 524 W. Hopkins. *Discussion was made regarding the denied request by Planning & Zoning. Request will now go to City Council for consideration and super vote. MOTION was made by Jennifer Katz and seconded by Roland Saucedo to send a resolution to Council "to deny request due to citizen concerns and outcry against the zoning change." All in favor, none opposed, motion carried.*

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

- a) Discuss and consider discussion items for future agendas.
  - *None*

**IX. Question and Answer Session with Press and Public**

- *None*

**X. Adjournment**

*Motion was made by **Lizbeth Dobbins** and seconded by **Roland Saucedo** to adjourn the meeting at 9:30 p.m. All approved, none opposed, motion carried.*

The minutes for the April 17, 2019 meeting of the City of San Marcos, Texas Neighborhood Commission are respectfully submitted on May 15, 2019 by Tammy Strakos, Staff Liaison, Neighborhood Enhancement

Approved by:

  
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Chair or Vice Chair