



# CITY COUNCIL MEETING NOTICE

The City Council held a regular meeting  
May 5, 2011 at 6:30 pm  
Cottonwood Shores City Hall, 3808 Cottonwood Dr.  
Cottonwood Shores, TX 78657

## MINUTES

1. Call to Order at 6:30 pm by Mayor Long.
2. Roll Call by City Secretary Schwertner.

Mayor Long	Present
Councilmember Chavez	Present
Councilmember Plumley	Present
Councilmember Hartline	Present
Councilmember Pace	Present
Councilmember Sherry	Present

City Secretary Schwertner announced a quorum was present.

3. Pledge of Allegiance led by Mayor Long.
4. Invocation led by Rick Copple.
5. Presentations: None
6. Consent Agenda:
  - 6.1 Minutes; April 20 & 21, 2011
  - 6.2 Councilmember Pace motioned to accept minutes.
  - 6.3 Councilmember Hartline seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

6.4 Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

7. Departmental Reports:
  - 7.1 Mayor/Administration Report:
    - 7.1.1 City Secretary Schwertner read report sent by Cottonwood Shores

Volunteer Fire Department on water usage at 841 Westwood fire.

7.1.2 Chief Chris Johnson presented copies of Crime Control & Prevention District Board budget to Council inquiring about information.

7.1.2.1 Don Orr explained to Chief Johnson how the Board and Budget works seperate from Council.

8 . Civic Organization Reports: None

9 . Community Input, Citizen's Comments

*This is the opportunity for the public to address the City Council on any issue. Please sign up to speak and indicate the subject you intend to address. Speakers will be recognized in their order of sign-up. City Council may not discuss or act on any issue not posted on the agenda for this meeting. (Attorney General Opinion JC-0169)*

10 Grandma Day inquired about her water bill, that she had a leak from the freeze, asked if her rates could be fixed since she is on a senior income.

Financial Officer Rick Copple told her he could reset her average.

10 Doris Cook inquired that she has brought treats for the city, but was told city cant accept any longer with new ordinance going into effect.

Councilmember Hartline spoke to her that this is just a mandated state law.

10 George Perry asked when he can get his personal possessions of tools?

Mayor Long spoke by word from the City Attorney, to wait on letter from former City Administrator Schneider.

10 . City Financial Request:

10.1 Discuss & consider a proposed vote on the priorities for the City Treasurer with respect to the past audits. Requested by Donald Orr/Financial Analyzer

10.1.1 Councilmember Sherry motioned to reaffirm Rick Copple's priority on audit.

10.1.2 Councilmember Pace seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

10.1.3 Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

10.1.4 Councilmember Hartline made second motion to amend former motion to just say no.

10.1.5 Councilmember Chavez seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye

Councilmember Sherry	Vote - Aye
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10.1.6 Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

11 . City Commission Request:

11.1 Discuss & possibly confirm the Council Commitment to the 2011 STEP Grant application. Requested by Development Committee

11.1.1 Councilmember Chavez motioned to accept.

11.1.2 Councilmember Plumley seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

11.1.3 Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

11.2 Discuss & consider action on authorizing Janet Taylor-Carusi, Donald Orr, Roger Wayson, and Janelle Long as Spark Plugs for submission, evaluation and implementation of a STEP Grant for City of Cottonwood Shores. Requested by Development Committee

11.2.1 Councilmember Chavez motioned to accept authorization.

11.2.2 Councilmember Plumley seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

11.2.3 Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

12 . Old Business:

12.1 Discuss & consider action for a proposed new Personnel Policy for City of Cottonwood Shores staff and volunteers.

12.1.1 Councilmember Hartline moved to pass the new Personnel Policy.

12.1.2 Councilmember Plumley seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye

Councilmember Sherry	Vote - Aye
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12.1.3 Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

12.2 Discuss & consider action on Ordinance No. 9001 (Administrative Management) for further review of clarification to finalize this Ordinance.

12.2.1 Councilmember Sherry moved to go to workshop for clarification.

12.2.2 Councilmember Plumley seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

12.2.3 Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

12.3 Discuss & consider action on Ordinance No. 4001 (Rules of Procedure, Conduct and Decorum) for further review of clarification to finalize this Ordinance.

12.3.1 Councilmember Pace moved to adopt.

12.3.2 Councilmember Sherry seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

12.3.3 Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

13 . New Business:

13.1 Discuss & consider action on proposal for AMR (American Meter Readers) Meters for City Utility. Requested by Mayor Long

13.1.1 Councilmember Sherry motioned to move forward to take advantage of this opportunity.

13.1.2 Councilmember Chavez seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

13.1.3 Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

**13.2 Discuss and consider action on an agreement for rental purchase of Holt Cat Backhoe for City Utility. Requested by Mayor Long**

13.2.1 Councilmember Chavez motioned to approve on agreement.

13.2.2 Councilmember Plumley seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

13.2.3 Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

**13.3 Discuss & consider action to amend budget in the Police Department salary for Police Department Clerk temporarily for 2 months until Chief Johnson places other officer. Requested by Councilmember Pace**

13.3.1 Councilmember Plumley motioned to allow for money for Police Officer be used for 90 days for temporary clerk.

13.3.2 Councilmember Chavez seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

13.3.3 Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

**13.4 Discuss & consider action to add the position for Police Department Clerk to chain of command order on Ordinance No. 9001 (Administrative Management).**

**Requested by Councilmember Pace**

13.4.1 Councilmember Sherry moved to take no action.

13.4.2 Councilmember Plumley seconded the motion.

13.4.3 Councilmember Sherry withdrew motion.

13.4.4 Councilmember Hartline moved to amend the Ordinance 9001 to add to chain of command.

13.4.5 Councilmember Sherry seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye

Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

**13.4.6** Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

**13.5 Discuss & consider action on the resignation of Judge Edward Cutchins as Municipal Court Judge of the City of Cottonwood Shores. Requested by City Secretary Schwertner**

**13.5.1** Councilmember Hartline moved to accept resignation.

**13.5.2** Councilmember Pace seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

**13.5.3** Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

**13.6 Discuss & consider action on the resignation of Prosecutor Eduardo Arredondo as Prosecutor for the City of Cottonwood Shores. Requested by City Secretary Schwertner**

**13.6.1** Councilmember Hartline moved to accept resignation.

**13.6.2** Councilmember Chavez seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

**13.6.3** Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

**13.7 Discuss & consider action on the appointment of Don Adams for Municipal Court Judge for the City of Cottonwood Shores. Requested by Mayor Long**

**13.7.1** Councilmember Pace moved to accept appointment.

**13.7.2** Councilmember Sherry seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

**13.7.3** Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

**13.8 Discuss & consider action for proposal of Ordinance No. 8001 (Sexual Offenders) in City. Requested by Mayor Long**

**13.8.1** Councilmember Chavez motioned to accept Ordinance 8001.

**13.8.2** Councilmember Plumley seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

**13.8.3** Votes 5 ayes, 0 nays, 0 nays. Motion carried.

**13.9 Discuss and Consider action on setting a date for a workshop on the necessary corrections to the Policy needed in the Water/Wastewater Ordinance No. 1301. Requested by Mayor Long**

**13.9.1** Councilmember Pace motioned to accept next Wednesday May 11<sup>th</sup> for workshop on Water/Wastewater.

**13.9.2** Councilmember Sherry seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

**13.9.3** Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

**13.10 Discuss and Consider action on setting a date for a workshop on the necessary corrections to the Policy needed in the Animal Control Ordinance No. 2001. Requested by Mayor Long**

**13.10.1** Councilmember Pace motioned to set May 18<sup>th</sup> workshop for Ordinance 2001.

**13.10.2** Councilmember Chavez seconded the motion.

Councilmember Chavez	Vote – Aye
Councilmember Plumley	Vote – Aye
Councilmember Hartline	Vote – Aye
Councilmember Pace	Vote – Aye
Councilmember Sherry	Vote - Aye

**13.10.3** Votes 5 ayes, 0 nays, 0 abstains. Motion carried.

**14 . Future Agenda Items:**

- 14.1 Mayor Long requested bring back 12.2 Ordinance 9001 on 18<sup>th</sup>.
- 14.2 Councilmember Hartline requested to set interviews for City Administrator.
- 14.3 Janet Taylor-Carusi requested to set meeting agenda for 05/24/11 for Council to attend an LCRA advisory.
- 14.4 Councilmember Chavez requested to add to 19<sup>th</sup> meeting concerning letter for Step Grant due in June.

**15 . Adjournment at 8:51 pm by Mayor Long.**

City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on this agenda, as authorized by the Texas Government Code including, but not limited to Sections: 551.074 (Consultation with Attorneys), 551.072 Deliberations about Real Property), 551.073 (Deliberations about Gifts & Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.183 (Deliberations about Homeland Security Issues), and as authorized by the Texas Tax Code.

I, Cynthia Schwertner, City Secretary for the City of Cottonwood Shores, Texas do hereby certify that this meeting notice was posted on the Official Public Notices Board at City Hall, a place readily accessible to the general public at all times, on \_\_\_\_\_, 2011 at \_\_\_\_\_p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of said meeting.

\_\_\_\_\_  
Janelle Long, Mayor

Attest:

\_\_\_\_\_  
Cynthia Schwertner, City Secretary



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