

CITY OF COTTONWOOD SHORES

3808 Cottonwood Drive, Cottonwood Shores, Texas 78657
 Office: (830) 693-3830 www.cottonwoodshores.org Fax: (830) 693-6436

Mayor: Donald Orr
 Mayor Pro-Tem: Stephen Sherry
 Councilmember: Travis Hockensmith



Councilmember: Cheri Trinidad
 Councilmember: Marley Porter
 Councilmember: Roger L. Wayson

People, Parks and Prosperity

REGULAR CITY COUNCIL MEETING MINUTES

**** NOTICE ****

The City Council held a regular meeting on Thursday, October 17, 2013 at 6:00 p.m.
 The meeting was held at the Cottonwood Shores City Hall located at:
 3808 Cottonwood Drive in Cottonwood Shores, TX 78657

AGENDA

1. Called to Order: 6:00 pm
2. Roll Call:

NAME	PRESENT	ABSENT EXCUSED	ABSENT UNEXCUSED
Mayor Orr	√		
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith		√	
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson	√		

City Secretary Sheila Moore announced that a quorum was present.

3. Pledge of Allegiance to U.S. and Texas flags was led by Mayor Donald Orr

4. Citizen's Comments:

This is the opportunity for the public to address the City Council. 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). Citizen's comments will be limited to 3 minutes after they have been acknowledged to speak by the chair of the meeting. If the Citizen wishes to make comments about an item that is already on the agenda, discussion will be deferred until the item comes up.

No Citizen's Comments

5. Administrative Reports:

Mayor Orr gave his report (see attached). Police Chief Piatt reported several warrants had been issued, one for grand theft and is in jail. Sent 20 abandoned car notices out, 15 of which are now removed and gone. Also enforcing codes on weeds. Assistant City Administrator Karrie Cummings reported that the Clear Well Grant had been closed out. City is looking for boats/volunteers to retrieve adrift buoys. There will be a work day at City Hall on October 26 to

Minutes of a Regular Meeting of the City Council held on October 17, 2013

clean out storage and send files and documents to be destroyed as appropriate. City Administrator read Public Works report (see attached)

6. Consent Agenda:

6.1 Minutes from a Regular Meeting of the City Council held on October 3, 2013

6.1.1. Motion to approve October 3 minutes

6.1.1.1. Motion: Mayor Pro Tem Sherry

6.1.1.2. Seconded: Councilmember Porter

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson	√		

6.1.2. Vote: Yea: 4 Nay: 0 Abstain: 0

6.1.3. Motion: Passed

7. Old Business:

7.1. Discussed and considered action on amending Ordinance 3006 (Signage). *As requested by Councilmember Porter*

Amended definitions, 61 square feet or larger signs' license fee information, private traffic control sign sizes, removed temporary window signs text and clarified text requiring that sign owner is responsible for annual signage fees.

7.1.1. Motion to amend Ordinance 3006

7.1.1.1. Motion: Councilmember Porter

7.1.1.2. Seconded: Councilmember Wayson

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson	√		

7.1.2. Vote: Yea: 4 Nay: 0 Abstain: 0

7.1.3. Motion: Passed

7.2. Discussed and considered action on report detailing cost to complete ADA accessibility for each Park. *As requested by Mayor Orr*

Report to be presented at next meeting. Per Councilmember Porter, Aspen and Community Parks will not be included in the report as their ADA compliance will be completed.

7.2.1. Motion to: Postpone until next meeting

7.2.1.1. Motion: Councilmember Porter

7.2.1.2. Seconded: Mayor Pro Tem Sherry

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		

Councilmember Wayson	√		
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7.2.2. Vote: Yea: 4 Nay: 0 Abstain: 0

7.2.3. Motion: **Postponed**

7.3. Discussed and considered action on the Cottonwood Shores Volunteer Fire Department

2014 Contract and/or contingency plan in lieu of contract. *As requested by Staff*

CWSVFD rejected the last contract sent over by the City and their board voted to discontinue going of fire calls without a contract. Councilmember Wayson questioned why the VFD wouldn't sign a contract to work with the City. Mayor Orr reported that he and the City Administrator had met with Horseshoe Bay City Administrator and Fire Chief as well as Marble Falls VFD. The City is not legally required to have a Fire Department. He spoke with County Commissioner Joe Don Dockery who suggested setting up a meeting with a mediator to try and work out an agreement.

7.3.1. Motion to: Postpone until after a possible mediation could be arranged

7.3.1.1. Motion: Mayor Pro Tem Sherry

7.3.1.2. Seconded: Councilmember Porter

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson	√		

7.3.2. Vote: Yea: 4 Nay: 0 Abstain: 0

7.3.3. Motion: **Postponed**

7.4. VES Funds

7.4.1. Discussed and considered action on authorizing Escrow Account with VFD and CCWS as depository of VES monies, with CCWS as custodian, until contract negotiations can be resolved. *As requested by Staff*

7.4.1.1. Motion to: Authorize Escrow Account with a fire protection agency and the City.

7.4.1.2. Motion: Councilmember Porter

7.4.1.3. Seconded: Motion died for lack of a second

7.4.1.4. Motion to: Establish an Escrow Account for VES monies for the Fire Department

7.4.1.5. Motion: Mayor Pro Tem Sherry

7.4.1.6. Seconded: Councilmember Porter

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson	√		

7.4.1.2. Vote: Yea: 4 Nay: 0 Abstain: 0

7.4.1.3. Motion: **Passed**

7.4.2. Discussed and considered action on authorizing Mayor Orr to sign Resolution 667 (Opening Escrow Account with Security State Bank). *As requested by Staff*

- 7.4.2.1. Motion to: Authorize Resolution 667
- 7.4.2.2. Motion: Mayor Pro Tem Sherry
- 7.4.2.3. Seconded: Councilmember Trinidad

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson	√		

- 7.4.2.4. Vote: Yea: 4 Nay: 0 Abstain: 0
- 7.4.2.5. Motion: **Passed**

8. New Business:

8.1. CBDG Grant Administrative Services

- 8.1.1. Discussed and reviewed report from evaluation Committee on firm most qualified to perform Administration duties for Community Development Block Grant #713109. *As requested by Staff*
Sludge pond at the water plant. Department of Agriculture puts out a scoring form to use to evaluate bids on Administration, engineering, etc.
- 8.1.2. Discussed and considered action on entering into an agreement to provide Administrative services in connection with Community Development Block Grant #713109. *As requested by Staff*
 - 8.1.2.1. Motion to enter into an agreement with Grant Development Services to provide Administrative services for Grant #713109
 - 8.1.2.2. Motion: Councilmember Porter
 - 8.1.2.3. Seconded: Mayor Pro Tem Sherry

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson	√		

- 8.1.2. Vote: Yea: Nay: Abstain:
- 8.1.3. Motion: **Passed**

8.2. Discussed and considered action on City Stop Sign proposal. *As presented by Councilmember Wayson*

Stop Signs should not be used for speed control. Based on TXDot criteria, 14 of the City's signs meet with Criteria where minor streets connect to those with more traffic; 4 with the Criteria for major traffic sources, and 2 and for a Criteria related to sight distance, totaling 20 signs in Cottonwood Shores northern portion. Recommendation was to remove stop signs on Pecan except at Cottonwood Drive and Lakeview; stop signs on Cottonwood Drive except at Pecan and Dutch Leming; stop signs on Lakeview; and the stop signs on Driftwood at Willow. In addition, it was agreed that a stop sign should be added to the southbound approach on Driftwood at Brookwood.

- 8.2.1. Motion to remove stop signs after giving public 1 week notice
- 8.2.1.1. Motion: Councilmember Wayson

8.2.1.2. **Seconded: Councilmember Trinidad**

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson	√		

8.2.2. **Vote: Yea: 4 Nay: 0 Abstain: 0**

8.2.3. **Motion: Passed**

8.2.4. **2nd Motion:** Move to amend to include a 3-way stop sign at Brookwood and Driftwood

8.2.4.1. **Motion:** Mayor Pro Tem Sherry

8.2.4.2. **Seconded: Councilmember Porter**

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson	√		

8.2.5. **Vote: Yea: 4 Nay: 0 Abstain: 0**

8.2.6. **Motion: Passed**

8.2.7. **3rd Motion:** Move to amend notifying public from 1 week to 2 weeks

8.2.7.1. **Motion:** Mayor Pro Tem Sherry

8.2.7.2. **Seconded: Councilmember Porter**

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson	√		

8.2.8. **Vote: Yea: 4 Nay: 0 Abstain: 0**

8.2.9. **Motion: Passed**

8.3. **Discussed and considered action** on nominations for Parks and Recreation Commission Board. *As requested by Staff*

8.3.1. **Motion to:** Nominate Barbara Bristow, Susan Montgomery, Richard Frazier, Billy Parker and Richard Long

8.3.1.1. **Motion:** Councilmember Wayson

8.3.1.2. **Seconded: Councilmember Porter**

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		

Councilmember Wayson	✓		
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8.3.2. Vote: Yea: 4 Nay: 0 Abstain: 0

8.3.3. Motion: **Passed**

8.4. **Discussed and reviewed** CWS City Attorney options. *As requested by Councilmember Porter City may conduct a review during next year's budget process.*

8.5. **Discussed and reviewed** plans for a CastleRock cemetery development. *As requested by Councilmember Porter Councilmember Porter conducted a lot of research, there are a lot of restrictions. Not a lot of options for Citizens regarding this type of service. More research needed before presenting a proposal to the Development Committee.*

8.6. **Discussed and reviewed** abandoning and closing off road at West end of Cottonwood Drive. *As requested by Councilmember Porter If road isn't closed, it would need to be improved which could prove to be costly.*

9. Future Agenda Items:

- 9.1. Permit Fees
- 9.2. Street light at Willow/Pecan
- 9.3. Fire Control Plan
- 9.4. Elect Parks Commission

10. Adjournment at 8:20 pm.

The 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.

The preceding document is a true and accurate reflection of the minutes of the Regular City Council Meeting of the City of Cottonwood Shores, held on October 17, 2013.



Sheila C. Moore
 Sheila C. Moore
 City Administrator/City Secretary

Mayor's Report – 17 October 2013

1. We are continuing to work with the Accounting system. Still plan to have October budget vs. actual information in November. Financial information on FY2013 will slip to December. Much cleanup still going on – much progress is made. As of now for the combined company: Net Ordinary Income = \$15,000. Net Income = \$270,000.
2. We should implement the network storage and back-up system this weekend. File transfer to take place next week. This system provides both centralized password protected storage and complete back-up as well. We are also implementing a once a week off-site back-up storage for catastrophic recovery.
3. The recent rain has probably moved the possibility of having to move to Phase 2 water rationing into next year. We are still in a drought, but we have backed a little away from the edge.
- 4.

Public Works Report

fixed 4 water leaks since last meeting, 2 on Fir, 1 on Dittwood and 1 ~~on Cypress~~ Between cypress and Pine

fixed 2 ~~clean~~ 6" clean out caps that were broken

Got Roller ~~that~~ hauled off to scrap yard and got white Truck ready to be scraped

Ordered the base