

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, September 5, 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.

John Marr spoke regarding discharging of firearms during hunting seasons so close to the City Limits and the potential safety hazards to citizens.

Manny Trinidad questioned the OLD EMS fee for \$2.00 on his water bill and reminded all of the VFD's National Night Out on October 1.

Billy Parker stated that she felt she had no recourse when questioning charges for water usage.

Minutes of a Regular Meeting of the City Council held on September 5, 2013

5. Administrative Reports:

Mayor presented his report – see attached. Discussion was held regarding City Employee salaries. Councilmember requested that salaries be discussed as an Agenda Item at a future meeting.

6. Consent Agenda:

6.1 Minutes from a Special Meeting of the City Council held on August 15, 2013

6.1.1. Motion to approve August 15 minutes with one change

6.1.1.1. Motion: Mayor Pro Tem Sherry

6.1.1.2. Seconded: Councilmember Hockensmith

| NAME | Yea | Nay | Abstain |
|---------------------------|-----|-----|-------------------|
| Mayor Pro-Tem Sherry | √ | | |
| Councilmember Hockensmith | √ | | |
| Councilmember Trinidad | √ | | |
| Councilmember Porter | √ | | |
| Councilmember Wayson | | | √ (voted present) |

6.1.2. Vote: Yea: 4 Nay: 0 Abstain: 0 Present: 1

6.1.3. Motion: Passed

7. Old Business:

7.A. Motion to change order of Items 7.1. and 7.2. on the agenda

7.A.1. Motion: Councilmember Porter

7.A.2. Seconded: Mayor Pro Tem Sherry

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

7.B. Vote: Yea: 5 Nay: 0 Abstain: 0

7.C. Motion: Passed

7.2. Discussed and considered action on Parks and Recreation Commission and Ordinance

1010. *As requested by Councilmember Porter*

7.2.1. Motion that Councilmember Wayson and a member of the current P&R

Commission would rewrite Ordinance 1010 and present to council

7.2.1.1. Motion: Councilmember Wayson

7.2.1.2. Seconded: Councilmember Trinidad

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

7.2.2. Vote: Yea: 5 Nay: 0 Abstain: 0

7.2.3. Motion: Passed

7.1. Discussed and considered action on proposal for a Volunteer Parks Committee and adopting Resolution 662 (Establishing a Parks Committee). *As presented by Councilmember Porter and Mayor Pro Tem Sherry*

7.1.1. Motion to postpone until new P&R Commission Ordinance is prepared and presented to Council

7.1.1.1. Motion: Councilmember Porter

7.1.1.2. Seconded: Councilmember Trinidad

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

7.1.2. Vote: Yea: 3 Nay: 2 Abstain: 0

7.1.3. Motion: Postponed

7.3. Discussed and considered action on City Fire Control Plan Proposals. *As requested by Councilmember Wayson and Porter*

7.3.1. Motion to postpone until next Council Meeting

7.3.1.1. Motion: Councilmember Wayson

7.3.1.2. Seconded: Councilmember Hockensmith

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

7.3.2. Vote: Yea: 5 Nay: 0 Abstain: 0

7.3.3. Motion: Postponed

7.4. Discussed and considered action on City nominations to fill vacancy on the Board of Adjustments. *As requested by Staff*

7.4.1. Motion to nominate Brigitte Thomas

7.4.1.1. Motion: Councilmember Trinidad

7.4.1.2. Seconded: Councilmember Porter

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

7.4.2. Vote: Yea: 5 Nay: 0 Abstain: 0

7.4.3. Motion: Passed

7.5. Review Budget Calendar regarding Public Hearings in September.

Due to scheduling conflicts the 9/12/13 Public Hearing needed to be moved to the 9/19/13 meeting.

8. New Business:

8.1. Discussed and considered action on approving lot combination request for lots 101, 102 and 103 in the Yellowstone Section. *As requested by Charles and Sandra Keaton*

8.1.1. Motion to approve lot combination request

8.1.1.1. Motion: Mayor Pro Tem Sherry

8.1.1.2. Seconded: Councilmember Trinidad

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

8.1.2. Vote: Yea: 5 Nay: 0 Abstain: 0

8.1.3. Motion: Passed

8.2. Discussed and considered action on approving lot combination request for lots 117, 118 and 119 in the Rollingwood Section. *As requested by Angela Henry*

8.2.1. Motion to approve lot combination request

8.2.1.1. Motion: Councilmember Porter

8.2.1.2. Seconded: Mayor Pro Tem Sherry

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

8.2.2. Vote: Yea: 5 Nay: 0 Abstain: 0

8.2.3. Motion: Passed

8.3. Discussed and considered action on approving a tax rate of .5172 for the City of Cottonwood Shores Fiscal Year 2013-2014 and announce date of tax rate adoption by Ordinance (Sept 19). *As requested by Staff*
City Secretary clarified that Council would not be adopting the tax rate at this meeting, but approving it to be adopted at the September 19 meeting.

8.3.1. Motion to approve tax rate of .5172 as the effective rate

8.3.1.1. Motion: Mayor Pro Tem Sherry

8.3.1.2. Seconded: Councilmember Porter

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

8.3.2. Vote: Yea: 4 Nay: 1 Abstain: 0

8.3.3. Motion: Passed

8.4. Discussed and considered action on CWS Volunteer Fire Department proposed 2013-2014 Contract. *As requested by Staff*

8.4.1. Motion to postpone to next Council meeting so VFD can address concerns of Council in a revised contract

8.4.1.1. Motion: Councilmember Porter

8.4.1.2. Seconded: Councilmember Trinidad

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

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

8.4.3. Motion: Postponed

AT 8:10 PM, MAYOR ORR CALLED FOR A BREAK

AT 8:20 PM, MAYOR ORR RECONVENED MEETING

8.5. Discussed and considered action on amending Ordinance 1100 (Drought Contingency).

As requested by Staff

8.5.1. Motion to adopt Ordinance 1100

8.5.1.1. Motion: Mayor Pro Tem Sherry

8.5.1.2. Seconded: Councilmember Hockensmith

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

8.5.2. Vote: Yea: 5 Nay: 0 Abstain: 0

8.5.3. Motion: Passed

8.6. Discussed and considered action on amending Ordinance 1103 (Records Retention) to specify retention limit for Council Meeting audio recordings, per the Texas State Library retention schedule. *As requested by Staff*

8.6.1. Motion to amend Ordinance 1103

8.6.1.1. Motion: Councilmember Porter

8.6.1.2. Seconded: Councilmember Trinidad

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

8.6.2. Vote: Yea: 5 Nay: 0 Abstain: 0

8.6.3. Motion: Passed

8.7. Discussed and considered action on appointing CAPCOG General Assembly representative. *As requested by Staff*

8.7.1. Motion to appoint Sheila Moore as CAPCOG General Assembly Rep

8.7.1.1. Motion: Mayor Pro Tem Sherry

8.7.1.2. Seconded: Councilmember Porter

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

8.7.2. Vote: Yea: 5 Nay: 0 Abstain: 0

8.7.3. Motion: Passed

9. At 8:30 pm, convened into Executive Session of the City Council of the City of Cottonwood Shores:

9.1. Convened into Executive Session, pursuant to Section 551.074 of the Texas Government Code to deliberate the appointment, employment, evaluation, or reassignment of:

City of Cottonwood Shores City Administrator, City Secretary and Interim Assistant City Administrator

9.2. At 9:24 pm, re-convened into Open Session and took action on Item 9.1.:

9.2.1. Motion to appoint Sheila Moore as City Administrator/City Secretary

9.2.1.1. Motion: Mayor Pro Tem Sherry

9.2.1.2. Seconded: Councilmember Hockensmith

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

9.2.2. Vote: Yea: 5 Nay: 0 Abstain: 0

9.2.3. Motion: Passed

9.2.1.A. Motion to appoint Karrie Cummings Assistant City Administrator/Assistant City Secretary

9.2.1.A.1. Motion: Councilmember Porter

9.2.1.A.2. Seconded: Mayor Pro Tem Sherry

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

9.2.2.A. Vote: Yea: 5 Nay: 0 Abstain: 0

9.2.3.B. Motion: Passed

10. Future Agenda Items:

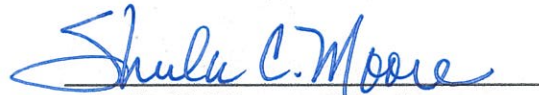
- 10.1. Langford Grant Management Report
- 10.2. Boat Ramp Plans
- 10.3. 2147 Speed Limit
- 10.4. Amend Ordinance 3006 Signage
- 10.5. VFD Contract
- 10.6. Fire Control Plan Proposals
- 10.7. Report on Parks ADA Inspection
- 10.8. P&R Commission new Ordinance
- 10.9. P&R Committee
- 10.10. Welcome Packet
- 10.11. Elect Brigitte Thomas to BOA

11. Adjournment at 9:32 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 September 5, 2013.




Sheila C. Moore – City Secretary