

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: Tony Satsky



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, December 4, 2014 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. Call to Order: 6:00 p.m.
2. Roll Call: Roll called by City Administrator / City Secretary Sheila C. Moore

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

City Administrator/ City Secretary Sheila Moore announced that a quorum was present.

3. Pledge of Allegiance to U.S. Flag and Texas Flag: Led by Mayor Donald Orr

Texas Flag Pledge: Honor the Texas Flag. I pledge allegiance to Thee, Texas, one state under God, one and indivisible.

4. PUBLIC HEARING

The City Council of the City of Cottonwood Shores conducted a Public Hearing to receive citizen comment regarding a possible application to the Texas Department of Agriculture/ Office of Rural Affairs under the 2015-2016 Community Development Block Grant Program.

Public Meeting Open at 6:01pm. By Mayor Orr.

Gandolf Burrus presented fact and answered questions on the 2015 Texas Community Development Block Grant Application process, (Up to \$275,000.00) indicating Water and Sewer Grants or Projects were easier to obtain. These grants must be filed before the 27th of February, 2015.

Mr. Burrus described process his company utilizes to surveys within cities to meet ORCA and other State criteria.

Mayor Orr advised the need for the council to schedule a meeting to discuss what the city needs in the form of a grant and before the deadline of Feb. 27, 2015. Gandolf Burrus advised the council he would be willing to come and work with

them. Mayor Orr would like Staff and Council to put together any ideas as to what they want to apply for with this grant.

Mayor Orr ended the Public Hearing at 6:16pm.

5. 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 Public Comments presented

6. Update on CastleRock Market/Bazaar as presented by Mark Love

Mark Love presented a verbal report indicating the Market / Bazaar would be shut down until sometime in March 2015 due to not having vendors and the weather. He advised he has a list of about 85 vendors that have inquired about the market and he is still working to get them to come and join. Mayor Orr advised the city was standing behind him and thought the project would still be a great asset to the city. The council asked for Mr. Love to send them updates by person or email on what was happening.

7. Mayor’s Report and October 2014 Financial discussion:

Mayor Orr presented his report, advising he will send out reports for the council to look at monthly. This will help in the Budget Tracking process.

City Administrator / City Secretary Sheila C. Moore presented a report on the fire department for the month of October – See attached; Municipal Court – See attached

Public Works Director Joey Krueger presented a report on the Water, Wastewater, Street Departments and Animal Control Calls – See Report

Mayor Orr informed the council that the Cottonwood Volunteer Fire Department has as of this date failed to provide a Financial Statement to the City as required by the terms of the contractual agreement with the city. He stated if they did not send the report he was going to hold payments until one was received. Councilmember Porter advised he may want to send them a certified letter to notify them not just a regular letter.

8. Police Chief Introduction and Report:

Mayor Orr informed the council and audience the new police chief Tom Williams could not be present; Officer John Michael Talamantez presented the Police Department report – See attached; Officer Talamantez also presented facts about high crime activity in the county – terrorist activists, etc.

9. Consent Agenda:

9.1. Minutes from a Regular Meeting of the City Council held on November 6, 2014

9.1.1 Motion to approve November 6 minutes

9.1.1.1. Motion: Mayor Pro-Tem Sherry

9.1.1.2. Seconded: Councilmember Trinidad

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

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

9.1.3. Motion: **Passed**

9.2. Minutes from a Special Meeting of the City Council held on November 10, 2014

9.2.1 Motion to approve November 10 minutes

9.2.1.1. Motion: Mayor Pro-Tem Sherry

9.2.1.2. Seconded: Councilmember Trinidad

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

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

9.2.3. Motion: **Passed**

10. Old Business:

10.1. Discussed and considered action on amending Ordinance 13002 (Culvert Requirements). *As requested by Staff*

Mayor Pro-Tem Sherry discussed changes he thought needed to be addressed; Sheila Moore addressed the credit section; it was discussed to make some minor changes to the proposed document and to accept it as changed.

10.1.1 Motion to adopt ordinance 13002 with changes

10.1.1.1. Motion: Councilmember Porter

10.1.1.2. Seconded: Councilmember Trinidad

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

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

10.1.3. Motion: **Passed**

11. New Business:

11.1. Discussed and considered action on Letter of Agreement for CDBG application preparation services in connection with the Texas Department of Agriculture/ Office of Rural Affairs' 2015-2016 Community Development Block Grant Program. *As requested by Grant Development Services Mayor Orr presented information on the grant services application; It was discussed among the council to accept the 11.5% option or the lump sum option fee. Gandolf Burrus clarified the difference between the two options for the council.*

11.1.1 Motion to authorize Mayor Orr to sign the 11.5% option of the grant.

11.1.1.1. Motion: Councilmember Porter

11.1.1.2. Seconded: Councilmember Wayson

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Satsky	√		

Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson	√		

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

11.1.3. Motion: **Passed**

11.2. **Update on water meter replacement.** *As presented by Mayor Orr*
 Mayor Orr discussed the options presented by the company handling the AMRS meters. The cost presented to the city was \$65.00 per meter to change out. Total Cost of about \$35,000.00. It was brought to the attention of the council that the water meter company had financing available also. Mayor Orr advised he was still gathering and obtaining facts that he would bring to the next council meeting.

11.3. **Discussion on the Parks and Recreation Commission versus a Parks Committee.** *As requested by Staff*
 The formality of the meeting procedure the Parks and Recreation Commission utilize was the basis of discussion. The council advised the board that it was a commission not a committee and therefore must follow the open meetings act. Mayor Orr asked the commission to present their preference to remain a commission or be changed to a committee with reasoning for their choice at the January 15 meeting.

12. **Future agenda items:**

- 12.1. Dark Sky Ordinance – *Councilmember Wayson advised he would have information for the next meeting.*
- 12.2. Community Development Block Grant
- 12.3 Parks and Recreation Commission

13. **Adjournment: 8:14 p. m.**

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 December 4, 2014.



Attest:

Sheila C. Moore

City Administrator/City Secretary

911 Investigation (open line)	5
Abandon Vehicle	1
Alarm Calls	1
Assaults	2
Assist EMS	1
Assist Other Agency	1
Citizen Req Assistance	12
Civil Issues	4
Collisions	1
Criminal Trespass	1
Disturbance	2
Drug Paraphernalia	1
Follow Ups	3
Fraud Reports	1
Mental Health	1
Noise Disturbance	4
Reckless Driver	1
Security Check	2
Stranded Motorist	1
Suspicious Person	4
Traffic Stops	45
Theft	1
UUMV	1
Violate City Ord	9
Warrant Service	6

Total Calls For Service

111

Cottonwood Shores Volunteer Fire Department



Cottonwood Shores, TX

This report was generated on 11/17/2014 6:35:48 PM

Incident Type Count per Station for Date Range

Start Date: 10/01/2014 | End Date: 10/31/2014

INCIDENT TYPE	# INCIDENTS
Station: 1 - COTTONWOOD SHORES VFD	
311 - Medical assist, assist EMS crew	8
# Incidents for 1 - Cottonwood Shores VFD:	8

Only REVIEWED incidents included.



Municipal Court

October 2014

Description	Retained	Disbursed	Total Collected
Cash & Checks Collected	\$1,768.12	\$167.31	\$1,935.43
Jail Time Credit:	\$0.00	\$0.00	\$0.00
Credit Card Payments:	\$221.71	\$77.39	\$299.10
	<hr/>		
Totals:	\$1,989.83	\$244.70	\$2,234.53