

# CITY OF COTTONWOOD SHORES

3808 Cottonwood Drive, Cottonwood Shores, Texas 78657  
 Office: (830) 693-3830 [www.cottonwoodshores.org](http://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, June 5, 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. Regular Meeting Called to Order: 6:00 pm
2. Roll Call:

NAME	PRESENT	ABSENT EXCUSED	ABSENT UNEXCUSED
Mayor Orr		√	
Mayor Pro-Tem Sherry	√		
Councilmember Satsky	√		
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 Pro-Tem Stephen Sherry
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 comments.*

5. Mayor's Report: *No report.*
6. Discuss and consider action on electing a Mayor Pro-Tem. *As requested by Staff*

6.1. Motion to re-elect Stephen Sherry as Mayor Pro-Tem

6.1.1. Motion: Councilmember Wayson

6.1.2. Seconded: Councilmember Porter

NAME	Yea	Nay	Abstain

Mayor Pro-Tem Sherry			√
Councilmember Satsky	√		
Councilmember Trinidad			
Councilmember Porter	√		
Councilmember Wayson	√		

6.2. Vote: Yea: 3 Nay: 0 Abstain: 1

6.3. Motion: **Passed**

Motion made to move Agenda Item 9.1. up before Agenda Item 7.

Motion: Councilmember Porter

Seconded: Councilmember Wayson

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

Vote: Yea: 4 Nay: 0 Abstain: 0

Motion: **Passed**

Break: 6:50pm – 6:56pm

**9.1. Discuss and consider action on the City Council’s Vote of No Confidence with the Cottonwood Shores Volunteer Fire Department. *As requested by Staff***  
*Assistant Fire Chief Travis Hockensmith responded to the Vote of No Confidence with financial reporting, membership roster, training documentation, Grant money applied for and received and equipment status. Fire Chief Heather Hyslop spoke regarding mutual aid with other departments and firefighter equipment. Councilmember Wayson asked how many firefighters can and/or are trained to actually fight a fire. The answer was 6. Mayor Pro Tem Sherry asked if the VFD could assure the community they can respond and take care of any type of fire call. Councilmember Porter stated that the Fire Department needed to get things done in a businesslike and professional way. A couple of residents spoke one stating how well the VFD responded when she had called them and another spoke on the fact that she had called the VFD several times and was never called back. The Council stated that they wanted the VFD to continue to work with the City and that they were pleased with tonight’s response.*

**9.1.1. Motion to rescind the Vote of No Confidence and revisit October 1, 2014**

**9.1.1.1. Motion: Councilmember Wayson**

**9.1.1.2. Seconded: Councilmember Satsky**

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

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

9.1.3. Motion: **Passed**

7. Consent Agenda:

7.1. Minutes from a Regular Meeting of the City Council held on May 15, 2014

7.2. Minutes from a Special Meeting of the City Council held on May 21, 2014

7.1.1. Motion to approve May 5 and May 21 minutes with one change

7.1.2. Motion: Councilmember Porter

7.1.2. Seconded: Councilmember Satsky

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

7.2. Vote: Yea: 3 Nay: 0 Abstain: 1

7.3. Motion: **Passed**

8. Old Business:

8.1. Discuss and consider action on Zoning Change Request from ~~R1 to M1~~ on lots 155, 156 and 157 in the ~~Scarlet Oaks~~ Section. *As requested by Billy Duke*

**STRUCK FROM AGENDA DUE TO REQUESTOR'S ABSCENSE.**

8.2. Update on Cottonwood Rocks Festival. *As requested by Mary Ann Plumley*  
*The Festival will be held on October 18, 2014. Profits will go to the Library and the Volunteer Fire Department. Mary Ann asked that the land around the Library and VFD be mowed and cleaned up by first week in October. Councilmember Satsky volunteered to mow the areas. Mary Ann said she had a solid 8 vendors and many have registered for the BBQ cook-off. She presented her layout in regard to vendors, the band stand and dancing, BBQ trailers, etc. Still working on parking.*

8.3. Discuss and consider action on water and sewer guidelines for residential and commercial new development. *As requested by Councilmember Porter*  
*John Marr of the Development Committee had spoken with other Municipalities in the area as to their policies on the issue. All have the same SOP as CWS. Discussion included whether or not CWS's Ordinance stated if the City can subcontract for the services after acquiring 3 bids. If not, the Ordinance should include those terms. Councilmember Porter will provide specific verbiage to amend the Ordinance, if needed, to be voted on at the next meeting*

8.3.1. Motion to postpone to next meeting

8.3.1.1. Motion: Councilmember Porter

8.3.1.2. Seconded: Councilmember Wayson

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

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

8.3.3. Motion: **Postponed**

9. New Business:

- 9.2. Discuss and consider action on amending Ordinance 13001 (Water/Wastewater) as it applies to sewer inflow maintenance. *As requested by Staff*  
*Councilmember Wayson felt sewer maintenance may not be a fineable offense. He also felt repairing the cleanout caps and checking for Grinder Pump leaks would not be enough of an action to reduce the inflows when it rains. Need to find the major issue. He suspects areas around 3 manholes is the problem. Councilmembers Porter and Wayson to provide their suggestion on what the letter to residents regarding the issue should say.*

- 9.2.1. Motion to postpone to next meeting  
 9.2.1.1. Motion: Councilmember Satsky  
 9.2.1.2. Seconded: Councilmember Wayson

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

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

9.2.3. Motion: **Postponed**

- 9.3. Discussion and consider action on Line of Credit opportunities for the City. *As requested by Councilmember Porter*  
*Staff to research opportunities*

- 9.3.1. Motion to authorize staff to establish a line of credit  
 9.3.1.1. Motion:  
 9.3.1.2. Seconded:

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

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

9.3.3. Motion: **Passed**

- 9.4. Call for nominations for 2 alternate members on the Board of Adjustments. *As requested by Mayor Orr*

- 9.5. Discuss and consider action on rescinding Billie Parker's appointment as a Commissioner on the Parks and Recreation Commission. *As requested by Pe&R Commission*

- 9.5.1. Motion to rescind Billie Parker's appointment  
 9.5.1.1. Motion: Councilmember Porter  
 9.5.1.2. Seconded: Councilmember Wayson

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

Councilmember Porter	√		
Councilmember Wayson	√		

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

9.5.3. Motion: **Passed**

9.6. Call for nominations for a new Commissioner and 2 alternate members on the Parks and Recreation Commission. *As requested by Mayor Orr*  
*Pe&R Chairperson Susan Montgomery asked the Council to consider nominating Lynn Porter, Sylvia Breen and Rex Holloway*

9.7. Discuss and consider action on Parks and Recreation Commission’s recommendations and updates. *As requested by Pe&R Commission Chairman Susan Montgomery*  
*Chairperson Susan Montgomery addressed the Council. Discussion included the Commission to focus on Aspen Park first. It would need to be made ADA compliant and repairs/purchases would need to be made to address acute safety issues including drainage and erosion. Jim Bristow is currently repairing items without a budget. Susan stated a long list of things that needed to be done. She requested Council provide a budget of \$4,000 for this fiscal year and establish a line item for Parks Maintenance in next year’s budget.*

9.7.1. Motion to authorize \$8,000 out of this year’s budget for the Parks. \$4,000 of which is to make Aspen ADA compliant first thing. Also to put a line item for Parks Maintenance in next year’s City Budget.

9.7.1.1. Motion: Councilmember Porter

9.7.1.2. Seconded: Councilmember Wayson

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

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

9.7.3. Motion: **Passed**

9.8. Discuss and consider action on adopting Resolution 671 (Signatories on Depository Accounts 2014). *As requested by Staff*

9.8.1. Motion to adopt Resolution 671

9.8.1.1. Motion: Councilmember Wayson

9.8.1.2. Seconded: Councilmember Porter

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

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

9.8.3. Motion: **Passed**

9.9. Discuss and consider action on amending TML Resolution 662 (Signatories). *As requested by Staff*

**9.9.1. Motion to amend TML Resolution 662 by adding Karrie Cummings**

**9.9.1.1. Motion: Councilmember Wayson**

**9.9.1.2. Seconded: Councilmember Porter**

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

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

**9.9.3. Motion: **Passed****

**9.10. Discuss and consider action on amending Ordinance 9010 (City Attorney) and appointing Elliot Barner as the City's Attorney of Record. *As requested by Staff***

**9.10.1. Motion to amend Ordinance 9010 and appoint Elliot Barner as the City's Attorney of Record**

**9.10.1.1. Motion: Councilmember Porter**

**9.10.1.2. Seconded: Councilmember Wayson**

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

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

**9.10.3. Motion: **Passed****

**9.11. Discuss and consider action on City Hall's HVAC system. *As requested by Staff***  
*Staff presented 3 bids for new HVAC system and 3 bids for the electrical work. The 3 bids were from Kens Heating and Air, Lett's AC and Clarkson and Company. Electrical bids were with Hitt Electric, Gray Electric and Hinkle Electric. Funds would come from 2014 I&S funds.*

**9.11.1. Motion to authorize Option 3 with Clarkson and Company at \$10,344.77 and Hitt Electric at \$500.00**

**9.11.1.1. Motion: Councilmember Satsky**

**9.11.1.2. Seconded: Councilmember Wayson**

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

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

**9.11.3. Motion: **Passed****

**10. Future agenda items:**

- 10.1. Fire Control Plan
- 10.2. Gray Water Ordinance
- 10.3. Fire Marshall Ordinance
- 10.4. Culvert Ordinance
- 10.5. Development Committee
- 10.6. Splash Pad
- 10.7. Household Hazardous Waste
- 10.8. Closing or roads for Festival
- 10.9. Ordinance 13001 – water and sewer guidelines
- 10.10. BOA Nominees
- 10.11. P&R Nominees
- 10.12. Ordinance 9010
- 10.13. Sewer Inflow Letter/Ordinance 13001

**11. Adjournment: 8:34pm**

*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 June 5, 2014.



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