

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, January 7, 2016 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:

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. 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.

Wendy Wayson addressed the council asking if by next year the city could possibly add some electrical outlets at the front entrance and also by the Power Pole at the Police Department to assist in the Holiday Lighting. She mentioned the possibility of maybe some snowflake lights also along Cottonwood Drive.

Mayor Orr advised he would look into these requests.

Minutes of the Regular Meeting of the City Council held on January 7, 2016

5. Mayor's Report

Mayor Orr opened by stating there were fire department reports that were to be given at the last meeting, but since that meeting was cancelled, asked fire department liaison John Marr to present the reports. John Marr presented the council with the fire department reports for the months of November and December.

Mayor Orr mentioned the possibility of having only one regular council meeting per month and the second meeting being utilized as a workshop.

City Administrator / City Secretary Sheila C. Moore advised the council that we were having 2 court dates in February. She also addressed that our code enforcement officer was doing a good job and the cases were just now filtering into the court.

6. Consent Agenda:

6.1. Minutes from a Regular Meeting of the City Council held on December 3, 2015.

6.1.1. Motion to approve the December 3, 2015 minutes

6.1.1.1. Motion: Mayor Pro Tem Sherry

6.1.1.2. Second: Councilmember Porter

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

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

6.1.3. Motion: Passed

7. Unfinished Business

7.1 Discussed and considered action on amending Ordinance 8005 (Noise). *As requested by Councilmember Wayson.*

Mayor Orr stated that this was in reference to court cases. It was stated that the parties had gone to mediation. He agreed to put this on the agenda to discuss options and request that Roger Wayson assist in rewriting the Ordinance and to bring the information back to the council. Roger is preparing computer modeling and noise impact for the City of Cottonwood Shores. Once this is complete and decibel levels are agreed upon, equipment to measure would be a couple thousand dollars.

It was agreed to postpone and Roger to bring amended Ordinance to the next meeting.

7.1.1. Motion to take no action

7.1.1.1. Motion: Mayor Pro Tem Sherry

7.1.1.2. Second: Councilmember Porter

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

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

7.1.3. Motion: Passed

7.2. Plan presentation for Police Department and City facilities. *As presented by Councilmember Porter*

Due to the Holidays, Councilmember Porter was unable to put together his presentation for the meeting. It was suggested to postpone until the next council meeting.

7.3. Discussed and considered action on amending Ordinance 3002 (Recreational Vehicles). *As requested by Staff*

Due to the Holidays Ordinance amendment was not completed for this meeting.

7.3.1. Motion to postpone until next meeting.

7.3.1.1. Motion: Councilmember Porter

7.3.1.2. Second: Mayor Pro Tem Sherry

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

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

7.3.3. Motion: **Passed**

8. New Business:

8.1. Discussed and considered action on streets to be topped by County in 2016. *As requested by Staff*

Councilmember Porter informed the council that Wayne Hartman was willing to buy the materials to pave Oak Park Circle.

Councilmember Wayson pointed out some options and suggested in paving two streets with high population being Magnolia and Aspen Lanes..

City Administrator / City Secretary Sheila C. Moore presented some criteria that Public Works Director Joey Krueger and she had obtained which gave to options: pave Magnolia and Aspen due to highest population or pave Dogwood which in the worst condition.

After further discussion, Mayor Orr suggested paving Magnolia and Aspen Lanes next.

Mayor Orr suggested the option of making Dogwood Lane a passable street by utilizing some road base and working the street at a later date.

Councilmember Wayson also suggested when Dogwood Lane was repaired to possibly connect it with Lakeview Drive.

8.1.1. Motion to pave Magnolia and Aspen Lanes next summer.

8.1.1.1. Motion: Councilmember Porter

8.1.1.2. Second: Councilmember Trinidad

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

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

8.1.3. Motion: **Passed**

8.2. Discussed and considered action on updated Water Conservation Plan. *As requested by LCRA*

Mayor Orr addressed the previous plan that the city had turned into LCRA. He then addressed the new plan and adjustment that would be turned into LCRA.

Councilmember Wayson advised he has some problems with the figures in a few areas. He stated some of the numbers did not jive and a need to recheck the figures may need to be addressed.

Mayor Orr stated he did know the numbers were correct.

8.2.1. Motion to accept the Water Conservation Plan as presented.

8.2.1.1. Motion: Councilmember Porter

8.2.1.2. Second: Mayor Pro Tem Sherry

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

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

8.2.3. Motion: Passed

8.3. Discussed and considered action on amending Ordinance 1101 (Water Conversation). As requested by Staff.

City Administrator / City Secretary Sheila C. Moore presented the changes she had made in the ordinance.

8.3.1. Motion to amend Ordinance 1101 (Water Conservation).

8.3.1.1. Motion: Councilmember Porter

8.3.1.2. Second: Councilmember Trinidad

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: Passed

8.4. Discussed and considered action on status of Fire Suppression Services As requested by Staff.

Mayor Orr addressed the council and stated he sent each an email.

Mayor Orr presented to the council the possible option to utilize an ESD for fire suppression services within the City of Cottonwood Shores. He addressed the procedures to become part of the ESD. The ESD6 tax rate is 7.9% that would give the ESD about \$40,000.00. He also indicated the value of an appraisal would be the determining factor as what each individual would have to pay. Basically a structure with \$100,000.00 value would pay out about \$79.00. Mayor Orr pointed out the city could adjust the taxation rate to help adjust this with the city taxpayers.

Mayor Pro Tem Sherry indicated he was in favor of the option and suggested the mayor proceed with the process of the ESD for possible future management.

Councilmember Wayson indicated he was not in favor of this option and that the county may reevaluate the tax rate of each individual and causes the taxes to increase. He also indicated the need to let the current contract with the volunteer fire department progress.

Councilmember Trinidad suggested putting together a workshop for discussion and getting the agencies involved with the public. She also suggested utilizing an outside Management Company to provide input.

8.4.1. Motion to schedule a workshop and invite ESD6, Fire Department and community to discuss alternate management options.

8.4.1.1. Motion: Councilmember Porter

8.4.1.2. Second: Mayor Pro Tem Sherry

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

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

8.4.3. Motion: **Passed**

8.5. Discussed and considered action approving CWSVFD \$5,000 invoice for 2016 signed contract and \$2,500 invoice for electronic submission of roster. *As requested by CWSVFD*

The council discussed the process of receiving the invoices. It was determined the invoices must be approved by the liaisons, signed and delivered to City Administrator Sheila C. Moore, per contract. Mayor Orr also reminded Council that the City will only pay up to \$5,000 per month, per contract.

8.5.1. Motion to approve the \$5,000.00 check for signing the contract goal. Councilmember Wayson and John Marr to review and sign the \$2,500.00 invoice for the roster goal and present to City Administrator. Once approved, this invoice will be paid in February.

8.5.1.1. Motion: Councilmember Porter

8.5.1.2. Second: Mayor Pro Tem Sherry

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

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

8.5.3. Motion: **Passed**

8.6. LCRA Community Development Partnership Program Grant

8.6.A. Discuss and consider action on authorization to pursue an LCRA CDPP Grant to purchase a new police vehicle. *As requested by Staff*

Mayor Orr stated that Karrie Cummings found this grant opportunity for a new police vehicle. This is a matching grant and the minimum is 20% but the odds of obtaining goes up as the matching funds increase. The CCPD agreed to match 50% OR \$19,000.00. They cannot fund the entire amount in one year and they agreed that the City take out a 3 year auto loan with Security. Mayor Orr checked with the bank and they would do a loan for the monies.

If the Grant is awarded, the CCPD will actually be paying for the loan within a 3 year period, not the City.

8.6.A.1. Motion to authorize proceeding on grant.

8.6.A.1.1. Motion: Mayor Pro Tem Sherry

8.6.A.1.2. Second: Councilmember Trinidad

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

8.6.A.2. Vote: Yea: 4 Nay: 0 Abstain: 0

8.6.A.3. Motion: Passed

8.6.B. Discuss and consider action on adopting Resolution 687 (CCPD Grant Match Vehicle Loan). *As requested by Staff*

This is for the bank pre-qualification process if needed.

8.6.B.1. Motion to adopt Resolution 687 (CCPD Grant Match Vehicle Loan).

8.6.B.1.1. Motion: Councilmember Trinidad

8.6.B.1.2. Second: Councilmember Porter

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

8.6.B.2. Vote: Yea: 4 Nay: 0 Abstain: 0

8.6.B.3. Motion: Passed

8.7. Discussed and considered action amending Ordinance 9004 (Code Enforcement Official). *As requested by Staff*

City Administrator / City Secretary Sheila C. Moore presented her requests for the changes in the ordinance. Once a Code Enforcement warning is issued, the warning is in effect for one year. If a warning is issued and the property is cleaned up, but then a month later, falls out of compliance, the original warning is in effect and the Code Enforcement Officer can proceed to a citation.

8.7.1. Motion to amend Ordinance 9004 (Code Enforcement Official) with adjustment

8.7.1.1. Motion: Councilmember Trinidad

8.7.1.2. Second: Councilmember Wayson

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

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

8.7.3. Motion: Passed

8.8. Presentation of landscaping for City entrance signs. *As presented by Councilmember Porter*

Councilmember Porter stated that he was waiting on Texas Department of Transportation to give him a map showing state right of ways. He stated several requirements both from state and other means. It was requested to add this to the future agenda items list.

9. Executive Session of the City Council of the City of Cottonwood Shores

9.1 7:18 pm Convened into Executive Session pursuant to Section 551.074 of the Texas Government Code for discussion of personnel matters and to deliberate the appointment, employment, evaluation, compensation or reassignment of the Deputy Financial Officer/Grant Administrator.

9.2 7:41 pm Re-convened into open session and took action on Item 9.1

9.2.1. Motion to appoint Karrie Cummings as Financial Officer

9.2.1.1. Motion: Mayor Pro Tem Sherry

9.2.1.2. Second: Councilmember Porter

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

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

9.2.3. Motion: **Passed**

10. Future agenda items:

- 10.1 Landscaping for City Entrance Signs. As requested by Councilmember Porter.
- 10.2 Noise Ordinance. As requested by Councilmember Wayson.
- 10.3 RV Ordinance. As requested by Councilmember Porter.
- 10.4 Plan presentation for PD and City facilities. Councilmember Porter
- 10.5 Workshop - Cottonwood Shores Beautification. As requested by Councilmember Trinidad.

11. Adjournment: 7:42 p.m.

The preceding document is a true and accurate reflection of the minutes of the Regular Council Meeting of the City of Cottonwood Shores, held on January 7, 2016.



Attest:

Bobby Herrin

Bobby Herrin
Deputy City Secretary