

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, September 15, 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 C. Moore announced that a quorum was present.

3. Pledge of Allegiance to U.S. Flag and Texas Flag: Led by Mayor Pro-Tem Sherry

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.

Citizen – Keith Patschke commented on the property values of Cottonwood Shores. He also discussed mapping by Google which he has been working on. He then stated he wanted to protect the right to work, indicating the use of equipment, etc. on R1 properties.

5. Administrative Reports:

City Administrator / City Secretary Sheila C. Moore commented that Mayor Orr and she had attended a breakfast meeting with the county commissioners and they wanted to express a concern in the number of snakes (rattle snakes and corral snakes) that they have been finding through the county. Ms. Moore then presented reports for public works (indicating that the streets will be paved on Sept 20 & 21 bearing no complications), Animal Control, Code Enforcement, a report by Karrie Cummings on Grants, Development permits and the police report (see attached). Municipal Court clerk Bobby Herring presented his report and Cottonwood Shores Volunteer Fire Department representative John Marr presented a report for them (see attached). John Marr stated that the City of Marble Falls Fire Department would be having a live burn next month on a commercial structure and they were invited to send a truck and two firemen.

Mayor Orr stated the pot luck supper would be on September 30th, Friday.

6. Consent Agenda:

6.1. Minutes from a Regular Meeting of the City Council held on September 1, 2016.

6.1.1. Motion to approve the September, 2016 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: 3 Nay: 0 Abstain: 1

6.1.3. Motion: Passed

7. New Business:

7.1 Discussed and considered action on approving CWSVFD \$2,500.00 invoice for contract goal of Section 11.h. – cash donations. *As requested by CWSVFD.*

Mayor Pro Tem Sherry addressed the council and stated that he had looked at the request and agreed that the terms had been met therefore signed off on the invoice for payment.

7.1.1. Motion to approve CWSVFD \$2,500.00 invoice for contract goal of Section 11.h. – cash donations

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

7.2.3. Motion: Passed

7.2. Discussed and considered action on adding an additional fee to the fee schedule for Commercial Dual Grinder Pumps. *As requested by Staff.*

City Administrator / City Secretary Sheila C. Moore addressed the fee schedule change for the commercial dual grinder pumps. She pointed out to the council that the actual cost to the city for just the pumps and tap was \$5,500.00. She then asked the council how much they would like to mark up the item for labor. The council decided to markup the pumps \$250.00. It was decided to use the name of MEDU Dual Grinder Pumps. There were two motions made.

7.2.1. Motion to accept the addition of the MEDU fee system tap category, if indicated by the construction of \$5750.00.

7.2.1.1. Motion: Mayor Pro Tem Sherry
7.2.1.2. Second: Councilmember Trinidad

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

Mayor Orr broke the tie vote with a nay vote.

7.2.2. Vote: Yea: 2 Nay: 3 Abstain: 0
7.2.3. Motion: **Passed**

Second motion:

7.2.1.a. Motion to modify the fee schedule to include the additional fee of \$5750.00, as required by TCEQ, for MEDU Dual Grinder Pumps.

7.2.1.1.a. Motion: Councilmember Porter
7.2.1.2.a. Second: Councilmember Satsky

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

7.2.2.a. Vote: Yea: 4 Nay: 0 Abstain: 0
7.2.3.a. Motion: **Passed**

8. Unfinished Business

8.1. Discussed and considered action on appointing the City's CWSVFD alternate liaison. *As requested Staff*

Mayor Pro Tem Sherry opened discussion and stated that he had contacted Councilmember Trinidad to ascertain if she would accept the appointment of alternate liaison for the Cottonwood Shores Volunteer Fire Department in his absence.

Councilmember Trinidad stated that she did agree to the appointment if approved.

8.1.1. Motion to appoint Cheryl Trinidad as the Cottonwood Shores Volunteer Fire Department alternate liaison.

8.1.1.1. Motion: Mayor Pro Tem Sherry

8.1.1.2. Second: Councilmember Satsky

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

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

8.1.3. Motion: Passed

8.2. Discussed and considered action on amending Ordinance 14000 regarding cargo storage cargo containers, PODS, Conex, etc. in R-1 Zoning. *As requested Staff*

Councilmember Porter stated that the committee had not had a chance to schedule another meeting.

8.2.1. Motion to postpone to next meeting

8.2.1.1. Motion: Mayor Pro Tem Sherry

8.2.1.2. Second: Councilmember Porter

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 appointing a CAPCOG City representative. *As requested Staff*

Mayor Orr addressed the council an indicated he would like to see Karrie Cummings appointed to this position.

8.3.1. Motion to appoint Karrie Cummings as the CAPCOG City representative.

8.3.1.1. Motion: Councilmember Trinidad

8.3.1.2. Second: Mayor Pro Tem Sherry

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

9. Future agenda items

9.1 Community Garden

9.2 Ordinance 14000 regarding cargo storage cargo containers, PODS, Conex, etc. in R-1 Zoning.

9.3 Executive Session – Employee Evaluation

10. Adjournment: 6:35 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 September 15, 2016.

Attest:



Bobby Herrin

Bobby Herrin
Deputy City Secretary

PUBLIC WORKS REPORT

Work Orders Completed

8/13/16 to 9/11/16

Water Department

Water leaks: 1

Sewer leak/Stoppages: 1

Connects: 2

Disconnects: 2

Disconnects for non- payment of services: 4

Re-establishment of service: 4

Misc. calls for water dept.: 4 that work orders were made for

Billing Problems/Water Audits: 0

Sewer Taps: 1

Water Taps: 1

Lift Stations: called out to lift station #4 and lift station #3 throughout the month

Check/Replace cleanouts: 2 done on site no work order made

Meter Head Change outs: 0

Meter reading: 3 days

Utility locate: 5 work orders made

Public Works

Potholes: 2 that work order was made for

Signs: 0

Misc. Calls: 12 known

Culverts cleaned –repaired-installed or replaced: installed swells and culverts on aspen doing finishing touches on magnolia and aspen the rains and county scheduling has delayed the chip and seal

Road Work:

We are still working on stockpiling granite gravel from lots on maple to put on magnolia, aspen and other roads to offset cost of material needed for roads as we can

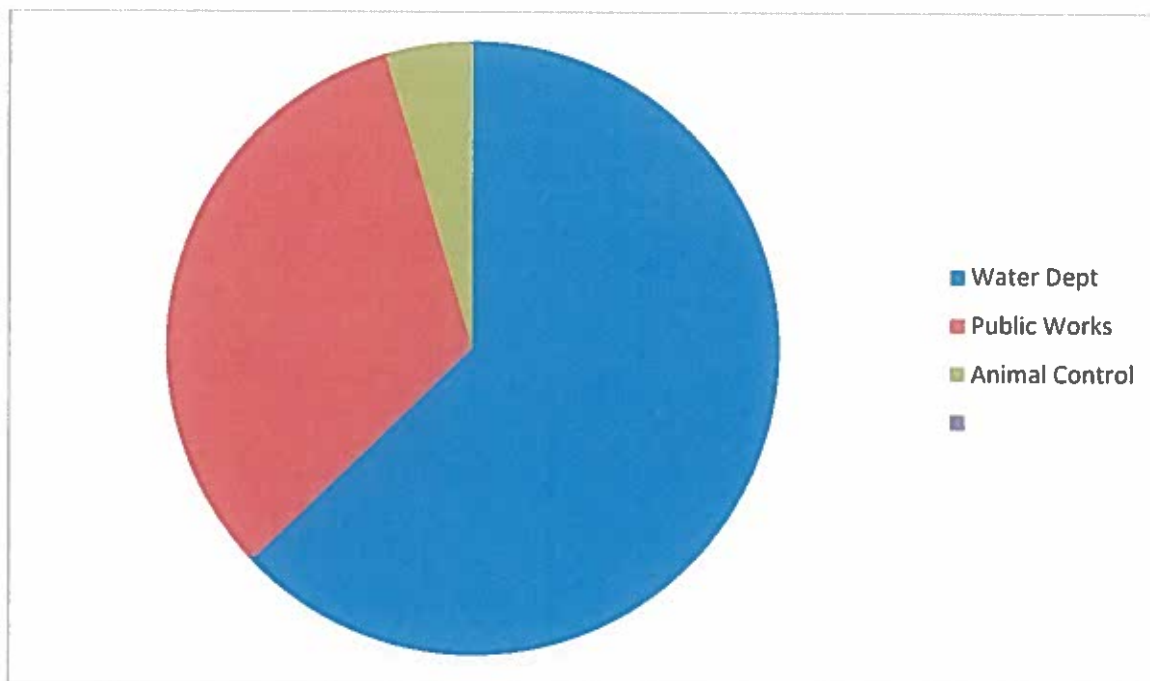
Animal Control

Dogs/Cats: 0

Dead Animals: 2

Misc.: 0 known

Just a note about the chart even though public works area is small does not mean there is no work being done in that area it takes more time to complete those projects then in the other areas.



MONTHLY REPORT - CODE ENFORCEMENT DEPARTMENT

AUGUST, 2016 - SEPTEMBER, 2016

PREPARED FOR THE CITY ADMINISTRATOR : MS. SHEILA C. MOORE

INTERACTION WITH POLICE DEPARTMENT:

Junk and/or abandoned vehicle. 00

INTERACTION WITH ROAD DEPARTMENT: 00

INTERACTION WITH COUNTY, STATE DEPARTMENTS:

L.C.R.A. 01

SUMMARY OF MONTHLY DOCUMENTS:

TOTAL SERVICE ORDERS RECIEVED TO BE INVESTAGATED: 08

TOTAL SERVICE ORDERS INVESTIGATED AND PENDING FINAL RESOLUTION 03

TOTAL SERVICE ORDERS INVESTIGATED AND RESOLVED: 05

TOTAL NUMBER OF "WARNINGS" INVESTIGATED, WRITTEN & MAILED: 00

TOTAL NUMBER OF "WARNINGS" CITIZENS COMPLIED WITH: 03

TOTAL NUMBER OF "CITATIONS" WRITTEN & MAILED: 04

TOTAL NUMBER OF "CITATIONS" CITIZENS COMPLIED WITH: 02

TOTAL NUMBER OF "CITATION / NON-COMPLIANT" (GOING TO COURT) 01

By: Lewis S. Feder, Code Enforcement Officer

Grant Report

September 9, 2016

1. Still waiting on the COPS hiring program to announce who will receive the grant which will allow us to hire another full time police officer. We should know something by the end of this month.
2. Working on a grant for a new public works vehicle
3. Working on a small grant for Public Safety equipment for the police dept through Firehouse Subs.

Development Permits

August 2016

8/5/2016	Chris Godwin	4119 W fm 2147	Remodling Foundation -	050816	\$250.00
8/8/2016	Julie's Cocina	4319 W. FM 2147 802 Magnolia Lane	temporary permit	050816	0
8/12/2016	Keith Larue		New residence	120816	\$4,108.00
8/18/2016	Steve Bishop Marley Porter DBA	614 Magnolia	Fence Permit	190816	\$25.00
8/24/2016	Porterhouse Homes	4305 Oak Park	Foundation Only	240816	0 \$500.00
9/2/2016	Kenneth Ratliff	753 Pine Lane	Addition	020916	

**City of Cottonwood Shores
Municipal Court Monthly Report
Additional Activity**

Court: 720270600		Number Given	Number Requests for Counsel
Month: 8	Year: 2016		
1. Magistrate Warnings			
a. Class C Misdemeanor		0	
b. Class A and B Misdemeanors		0	0
c. Felonies		0	0
			Total
2. Arrest Warrants Issued			
a. Class C Misdemeanor			0
b. Class A and B Misdemeanors			0
c. Felonies			0
3. Capiases Pro Fine Issued			
4. Search Warrants Issued			
5. Warrants For Fire, Health, and Code Inspections			
6. Examining Trials Conducted			
7. Emergency Mental Health Hearings Held			
8. Magistrate's Orders for Emergency Protection			
9. Magistrate's Orders for Ignition Interlock Device			
10. Other Magistrate's Orders Issued			
11. Driver's License Denial/Susp /Revocation Hearing			
12. Disposition of Stolen Property Hearing			
13. Peace Bond Hearings Held			
14. Fine and Court Costs Satisfied by Community Service			
a. Partial Satisfaction			0
b. Full Satisfaction			0
15. Satisfied by Jail Credit			
16. Waived for Indigency			
17. Amount of Fines and Court Costs Waved for Indigency			
18. Fines, Court Costs and Other Amounts Collected			
a. Kept by City			\$2358
b. Remitted to State			\$528
c. Total			\$2886

Cottonwood Shores Police Department
Monthly Activity Report

Police Activity	
August 1st thru August 31st	
911 Investigation (open line)	3
Abandon Vehicle	
Alarm Calls	2
Assaults	
Assist EMS	3
Assist Other Agency	11
Burglary	1
Citizen Req Assistance	53
Civil Issues	1
Collisions	2
Criminal Mischief	1
Criminal Trespass	3
Disturbance	2
Deceased Person	
Drug Paraphernalia	
DWI / Public Intox	2
Follow Ups	5
Fraud Reports	2
Harassment	1
Mental Health	
Missing Person	
Noise Disturbance	
Public Relations	
Reckless Driver	1
Security Check	101
Stranded Motorist	
Suspicious Person	7
Traffic Stops	58
Theft	1
UUMV	
Violate City Ord	24
Violate Protective Order	
Warrant Service	3
Welfare Concerns	3

Total Calls For Service

290

Cottonwood Shores Volunteer Fire Department



Cottonwood Shores, TX

This report was generated on 9/6/2016 5:22:06 PM

Incident Type Count per Station for Date Range

Start Date: 08/01/2016 | End Date: 08/31/2016

INCIDENT TYPE	# INCIDENTS
Station: 1 - COTTONWOOD SHORES VFD	
111 - Building fire	1
311 - Medical assist, assist EMS crew	7
# Incidents for 1 - Cottonwood Shores VFD:	8

Only REVIEWED incidents included.

Cottonwood Shores Volunteer Fire Department



Cottonwood Shores, TX

This report was generated on 9/6/2016 5:20:28 PM

Incident Response Detail for Date Range

Start Date: 08/01/2016 | End Date: 08/31/2016

DATE	INCIDENT #	APPARATUS	ALARM	DISPATCH	ARRIVE	BACK IN SERVICE	
08/05/2016	2016-76	5150	8/5/2016 09:00:00	8/5/2016 09:01:00	8/5/2016 09:10:00	9:00 Min	1
08/06/2016	2016-77	0000	8/6/2016 18:00:00	8/6/2016 18:01:00	8/6/2016 18:04:00	Min	2
08/08/2016	2016-77	5161	8/8/2016 18:00:00	8/8/2016 18:01:00	8/8/2016 18:04:00	Min	3
08/08/2016	2016-78	0000	8/8/2016 08:30:00	8/8/2016 08:31:00	8/8/2016 08:34:00	Min	4
08/08/2016	2016-79	0000	8/8/2016 18:40:00	8/8/2016 18:41:00	8/8/2016 18:43:00	Min	5
08/08/2016	2016-79	5150	8/8/2016 18:40:00	8/8/2016 18:41:00	8/8/2016 18:43:00	Min	6
08/08/2016	2016-79	5161	8/8/2016 18:40:00	8/8/2016 18:41:00	8/8/2016 18:43:00	Min	7
08/10/2016	2016-80	0000	8/10/2016 11:15:01	8/10/2016 11:16:00	8/10/2016 11:19:00	Min	8
08/10/2016	2016-80	5161	8/10/2016 11:15:01	8/10/2016 11:16:00	8/10/2016 11:19:00	Min	9
08/14/2016	2016-81	0000	8/14/2016 18:20:00	8/14/2016 18:21:00	8/14/2016 18:24:00	Min	10
08/14/2016	2016-81	5150	8/14/2016 18:20:00	8/14/2016 18:21:00	8/14/2016 18:24:00	Min	11
08/14/2016	2016-81	5161	8/14/2016 18:20:00	8/14/2016 18:21:00	8/14/2016 18:24:00	Min	12
08/20/2016	2016-82	0000	8/20/2016 18:22:00	8/20/2016 18:22:50	8/20/2016 18:24:00	Min	13
08/29/2016	2016-83	0000	8/29/2016 11:10:00	8/29/2016 11:10:57	8/29/2016 11:13:24	Min	14
08/29/2016	2016-83	5161	8/29/2016 11:10:00	8/29/2016 11:10:57	8/29/2016 11:13:24	Min	15

Only REVIEWED incidents included