

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: Cheri Trinidad
 Councilmember: Vacant



Councilmember: Vacant
 Councilmember: Brigitte Thomas
 Councilmember: Roger L. Wayson

People, Parks and Prosperity

REGULAR CITY COUNCIL MEETING MINUTES

**** NOTICE ****

The City Council held a regular meeting on Thursday, December 7, 2017 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 Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
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 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.

Citizen – Jean Langendorf addressed the City Council and audience with information regarding disability rights of Texas survey for all disabled persons. She submitted copies of the surveys to be available at City Hall.

5. Administrative Reports:

John Marr presented a report for Cottonwood Shores Volunteer Fire Department.

Minutes of the Regular Meeting of the City Council held on December 7, 2017

City Administrator / City Secretary Sheila C. Moore gave reports for code enforcement, building permits, court, public works and animal control
 Chief Liendo presented a report for the police department.
 Mayor Orr commented that the city now has a new Animal Control Officer – Cameron Whitis.

6. Consent Agenda

6.1. Minutes from the Regular Meeting of the City Council held on November 2, 2017.

6.2. Discussed and considered action on PUE relinquishment between lots 341 and 342. Yellowstone

6.2.1. Motion to approve the consent agenda.

6.2.1.1. Motion: Mayor Pro Tem Trinidad

6.2.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

6.2.2. Vote: Yea: 3 Nay: 0 Abstain: 0

6.2.3. Motion: Passed

7. New Business

7.1. Discussed and considered action on authorizing Hozhoni Development to proceed with rezoning from R-1 to PUD on Lots 4-21, Evergreen Section, Cottonwood Shores, Texas. *As requested by Marley Porter*

Mayor Orr addressed the council explaining this item had been previously discussed and this would be considered as the initial phase of the rezoning process required to change the property from R-1 to PUD.

After discussion between the council and with the Hozhoni Development liaison a motion was addressed.

City Administrator / City Secretary Sheila C. Moore explained the procedures that would now be taken to proceed in the rezoning.

7.1.1. Motion to proceed with rezoning R-1 to PUD.

7.1.1.1. Motion: Mayor Pro Tem Trinidad

7.1.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

7.1.3. Motion: Passed

Motion was made to move item 8.1 up before 7.2

Motion: Mayor Pro Tem Trinidad

Second: Councilmember Wayson

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

Vote: Yea: 3 Nay: 0 Abstain: 0

Motion: **Passed**

8.1. Discussed and considered action on officially naming the street directly east of Huey O's. *As requested by Staff*

Councilmember Wayson commented previously that he would like to see the street renamed to help draw attention inwards to the city.

Castle Rock representative Marley Porter addressed the City Council and audience and presented a name that had been suggested by Castle Rock Development. The name presented was Castle Mountain.

It was questioned as to whether to add a drive, road, street, etc. at the end and was decided to use only "Castle Mountain".

8.1.1. Motion to officially name the street directly east of Huey O's as Castle Mountain.

8.1.1.1. Motion: Councilmember Wayson

8.1.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

8.1.3. Motion: **Passed**

7.2. Discussed and considered action on approving Engineering Task for Emergency Water Connection with the City of Horseshoe Bay. *As requested by Staff*

Mayor Orr opened the discussion explaining the process needed to be conducted in regards to the connection with the City of Horseshoe Bay. He stated that LCRA was requesting the complete application process including surveys, drawings, etc. which must be conducted and the city's engineering firms' fees would be around \$10,000.00.

7.2.1. Motion to approve the \$10,000.00 to obtain the LCRA required documentation.

7.2.1.1. Motion: Mayor Pro Tem Trinidad

7.2.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

7.3. Discussed and considered action on approving Engineering Task for Hozhoni at Lake Marble Falls, LLC and Castle Rock utilities. *As requested by staff.*

Mayor Orr explained the interface process of the utilities. He covered that this survey would cost the city approximately \$10,000.00. He is recommending that the costs be split between all three parties so that each would pay 1/3rd of the costs. He suggested that if for some reason that Hozhoni at Lake Marble Falls did not pay up front, the City would cover their portion and the amount would be collected later.

Marley Porter questioned if the city still had funds available from what was initially fronted.

7.3.1. Motion to approve the \$10,000.00 study for the Engineering Task for Hozhoni at Lake Marble Falls, LLC and Castle Rock utilities.

7.3.1.1. Motion: Mayor Pro Tem Trinidad

7.3.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

7.3.2. Vote: Yea: 3 Nay: 0 Abstain: 0

7.3.3. Motion: **Passed**

7.4. Discussed and considered action on authorizing the Mayor to sign Community Development Block Grant Program Contract No. 7217080. *As requested by Staff*

Mayor Orr addressed the council explaining the contract is authorizing the community development block grant for the \$300,000.00 towards the new water treatment plant.

7.4.1. Motion to authorize the Mayor to sign Community Development Block Grant Program Contract No. 7217080.

7.4.1.1. Motion: Mayor Pro Tem Trinidad

7.4.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

7.4.2. Vote: Yea: 3 Nay: 0 Abstain: 0

7.4.3. Motion: **Passed**

7.5. Discussed and considered action bus shelters. *As requested by the Parks Committee*

Parks and Recreation Committee Vice Chair Rex Holloway submitted a presentation for bus stops in three locations of the city. He explained the Parks and Recreation Committee was only requesting stops at two locations. The presentation gave options of various type of construction.

Mayor Orr stated that the City would contribute around \$2500.00 from the child safety fund that is to be utilized in this type of project.

Councilmember Wayson commented his big issue was safety concerns.

A citizen commented that an electrical outlet would be good for Christmas lighting, etc.

Jean Langendorf stated that the stops would have to be ADA compliant in order to meet state and federal laws governing the ADA.

John Marr stated that in one area the fire department and EMS was unable to turn the vehicles around without entering onto private property and a bus could not turn around.

Mayor Pro Tem Trinidad questioned as to why the city was looking at utilizing parks and recreation money to complete the project. After further discussion a motion was made.

7.5.1. Motion to postpone to review and get more information.

7.5.1.1. Motion: Councilmember Thomas

7.5.1.2. Second: Councilmember Wayson

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

7.5.2. Vote: Yea: 3 Nay: 0 Abstain: 0

7.5.3. Motion: Passed

8. Old Business

8.2. Discussed and considered action on Water Plant Fence Planting. *As requested by Councilmember Wayson.*

Councilmember Wayson stated he did not have all of the information he would like to have to present.

8.2.1 Motion to postpone until the next available meeting

8.2.1.1. Motion: Councilmember Wayson

8.2.1.2. Second: Mayor Pro Tem Trinidad

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

8.2.2. Vote: Yea: 3 Nay: 0 Abstain: 0

8.2.3. Motion: Passed

8.3. Discussed and considered action on Deer Education Program. *As requested by Councilmember Wayson.*

Mayor Pro Tem Trinidad suggested that the feeding of deer and education of the people could possibly be featured in the newspaper to help spreading information as to how to feed or not feed the deer.

After discussion a motion was made.

8.3.1 Motion to postpone

8.3.1.1. Motion: Councilmember Wayson

8.3.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	√		
Vacant			
Vacant			
Councilmember Thomas	√		
Councilmember Wayson	√		

8.3.2. Vote: Yea: 3 Nay: 0 Abstain: 0

8.3.3. Motion: **Passed**

8.4. Discussed and considered action on adopting Resolution 711, Election of BCAD Directors for 2018-2019. *As requested by Stan Hemphill*

Information was attempted to be obtained about the individuals running for the offices, however none of the City Council or mayor was able to gather any.

Mayor Orr stated that Stan Hemphill needed to be asked to provide bios next time so the candidates could be evaluated.

8.4.1 Motion to withhold votes for this year.

8.4.1.1. Motion: Councilmember Wayson

8.4.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	√		
Vacant			
Vacant			
Councilmember Thomas	√		
Councilmember Wayson	√		

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

8.4.3. Motion: **Passed**

9. Workshop

9.1. Workshop on Personnel Policy, Ordinance 9011 (Coordinated Management) and Ordinance 1005 (Financial Management)

POSTPONED UNTIL NEXT CITY COUNCIL MEETING

10. Old Business (Continued)

10.1. Discussed and considered action on amending Ordinance 1005 (Financial Management). *As requested by Staff*

10.1.1 Motion to postpone until after the workshop.

10.1.1.1. Motion: Mayor Pro Tem Trinidad

10.1.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
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Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

10.1.2. Vote: Yea: 3 Nay: 0 Abstain: 0

10.1.3. Motion: **Passed**

10.2. Discussed and considered action on amending Ordinance 9011 (Coordinated Management). *As requested by Staff*

10.2.1. Motion to postpone until after the workshop

10.2.1.1. Motion: Mayor Pro Tem Trinidad

10.2.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad			
Vacant			
Vacant			
Councilmember Thomas			
Councilmember Wayson			

10.2.2. Vote: Yea: Nay: Abstain:

10.2.3. Motion: **Passed**

11. Future agenda items

- 11.1 Next City Council meeting December 14
- 11.2. Cancel December 21 Council Meeting
- 11.3. Water Plant Fencing
- 11.4. Workshop
- 11.5. Ordinances 9011 and 1005

12. Adjournment: 7:17 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 December 7, 2017.



Attest:

Sheila C. Moore

Sheila C. Moore
City Administrator / City Secretary

Cottonwood Shores Volunteer Fire Department

Cottonwood Shores, TX

This report was generated on 11/7/2017 12:20:10 PM



Incident Type Count per Station for Date Range

Start Date: 10/01/2017 | End Date: 10/31/2017

INCIDENT TYPE	# INCIDENTS
Station: 1 - COTTONWOOD SHORES VFD	
311 - Medical assist, assist EMS crew	6
# Incidents for 1 - Cottonwood Shores VFD:	6

Only REVIEWED incidents included.

Cottonwood Shores Volunteer Fire Department

Cottonwood Shores, TX

This report was generated on 11/7/2017 12:20:58 PM



Incident Response Detail for Date Range

Start Date: 10/01/2017 | End Date: 10/31/2017

DATE	INCIDENT #	APPARATUS	ALARM	DISPATCH	ARRIVE	BACK IN SERVICE
10/04/2017	2017-89	0000	10/4/2017 14:21:28	10/4/2017 14:21:28	10/4/2017 14:26:52	
10/08/2017	2017-90	0000	10/8/2017 15:53:43	10/8/2017 15:53:43	10/8/2017 15:56:28	
10/08/2017	2017-90	5181	10/8/2017 15:53:43	10/8/2017 15:53:43	10/8/2017 15:56:28	
10/13/2017	2017-91	0000	10/13/2017 02:07:55	10/13/2017 02:07:55	10/13/2017 02:10:24	
10/13/2017	2017-91	5181	10/13/2017 02:07:55	10/13/2017 02:07:55	10/13/2017 02:10:24	
10/21/2017	2017-92	0000	10/21/2017 17:07:57	10/21/2017 17:09:04	10/21/2017 17:11:24	
10/21/2017	2017-92	5181	10/21/2017 17:07:57	10/21/2017 17:09:04	10/21/2017 17:11:24	
10/25/2017	2017-93	0000	10/25/2017 15:29:24	10/25/2017 15:29:24	10/25/2017 15:32:56	
10/24/2017	2017-95	0000	10/24/2017 13:05:28	10/24/2017 13:05:28	10/24/2017 13:09:53	

Only REVIEWED incidents included

MONTHLY REPORT - CODE ENFORCEMENT DEPARTMENT

MID- OCTOBER, 2017 - MID- NOVEMBER, 2017

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

SUMMARY OF MONTHLY DOCUMENTS:

	<u># of Documents</u>	<u># of Lots</u>
TOTAL SERVICE ORDERS RECIEVED TO BE INVESTAGATED:	3	3
TOTAL VERBAL SERVICE ORDERS INVESTAGATED*:	1	1
* After investigation car was in ROW and Police took charge.		
TOTAL SERVICE ORDERS INVESTIGATED AND PENDING FINAL RESOLUTION	2	2
TOTAL SERVICE ORDERS INVESTIGATED AND (RESOLVED	02	02
TOTAL NUMBER OF " NEW WARNINGS" INVESTIGATED and WRITTEN:	06	08
TOTAL NUMBER OF "CITATIONS" WRITTEN :	01	01
TOTAL NUMBER OF "CITATION / NON-COMPLIANT" (continuation on pre-trail)	01	01

PLEASE NOTE:

Considerable time has been spent on the razing of a residential structure that was legal nonconforming and sub-standard beyond the ability to repair. It was suggested to the owner to apply for a demolition permit and remove the structure which after some research he complied.

By: Lewis S. Feder, Code Enforcement Official

COTTONWOOD SHORES POLICE DEPARTMENT

Chief of Police Johnny Liendo
Chief.Liendo@cottonwoodshores.org



Monthly Activity Report October 2017

Officer Jason Bartholomew

Child Concern	652 Pecan	Code 4
Suspicious Vehicle	Bobs Parking lot	Code 4
Suspicious Vehicle	City Boat Ramp	Code 4
Medical/Fall	3731 Northwood	Transported
Citizen Assist	CWSPD	Advised
Loud Music	700 Blk Driftwood	UTL
Close Patrol	635 Magnolia	Code 4
Assist OA/ Traffic	4119 FM 2147	Code 4
Assist OA/ Traffic	3800 Blk FM 2147	Code 4
Suspicious Vehicle	Dollar Gen. Lot	Advised
911 Hang up	728 Driftwood	Accidental
Suspicious Persons	Cottonwood Storage	Code 4
Asst. Veh. Homicide	Marble Falls PD	UTL
Vehicle vs Deer	3200Blk FM 2147	Towed
Assist OA/Suicidal	Magnolia	UTL
Assist OA/Traffic	FM 2147	Code 4
Traffic Control	Lakeview/Driftwood	Code 4
Assist OA/911	4900 FM 2147	Accidental
Suspicious Vehicle	Hiccups	Code 4
Suspicious Vehicle	Subway	Code 4
Loud Music	800 Blk Westwood	UTL
Found Property	Bobs	17CW01735
Deer in fence	3712 Lakeview	Removed
Suspicious Vehicle	Hiccups	Code 4

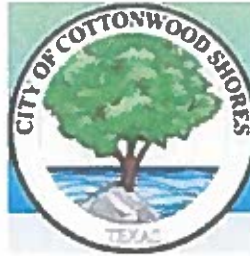
City Facility/ Business Security Check

Boat ramp	12
City Parks	17
Subway	15
Dollar Gen.	14
LBJ Marina	13
Hiccups	6
Bob's	5
Total	82

Traffic Enforcement

COTTONWOOD SHORES POLICE DEPARTMENT

Chief of Police Johnny Liendo
Chief.Liendo@cottonwoodshores.org



Stops 37
Warnings 20
Citations 6

Officer John Paul Pedraza

Assault	Dollar General	Unfounded
Property Damage	828 Westwood	Advised
Close Patrol	635 Magnolia	Code 4
Dog at Large	3903 Willow Dr.	Warning
Mental Disorder	709 Pecan	EMS
Dispatch Animal	731 Dogwood	Disposed
Terroristic Threat	Subway	Report
911 Hang Up	5108 FM 2147	Code 4
Welfare Ck.	621 Driftwood	Code 4
Warrant Arrest	Cottonwood Dr.	Report
Flag Down	600 Driftwood	Code 4
911 Hang Up	208 Kingsway	Code 4
EMS Assist	621 Driftwood	Code 4
Burn Permit	4303 Oak Park	Issued
Crash Report	5100 FM 2147	Report
Hit and Run	4000 Blk FM 2147	Report
Close Patrol	713 Magnolia	Code 4
VCO	613 Maple	Advised
Theft	Puffy's	Report
Dog at Large	600 Blk Maple	Kennel
Dog at Large	700 Magnolia	UTL
Disturbance	631 Driftwood	Code 4
Warrant Service	Cottonwood Shores	Report

City Facilities/Business Checks

Boat Ramp 9
City Parks 14
Splash Pad 2
Julies 2
LBJ Marina 6
Total 33

Traffic Enforcement

Stops 11

COTTONWOOD SHORES POLICE DEPARTMENT

Chief of Police Johnny Liendo
Chief.Liendo@cottonwoodshores.org



Warnings 3
Citations 8

Racial Profile

W/F 26
W/M 22
A/F 1
H/M 3

Arrest Summary

Four out of five individuals have been arrested and charged with assault causing bodily injury, one subject is still at large. A Theft of property from a local business resulted in the arrest of an individual who we charged with Theft over \$2,500 under \$30,000 this subject was placed in the Burnet County jail additional charges may be pending.

Department Highlights

We have added a new Reserve Officer to the department Mrs. Jessica Oestreich. Mrs. Oestreich will be going thru a 30 day training cycle to familiarize herself with the departments policies and procedures. We have also added to the department a new Field Training Officer (FTO). JP also known as Officer Pedraza or Big John will be serving in that capacity at the completion of his certification process. Both Big John and I assisted the Marble Falls Police Dept. in two separate investigations involving sexual assault and vehicular homicide. He and I translated Spanish into English the facts as provided by witnesses. Big John is also my alternate Evidence officer.

Chief of Police
Johnny Liendo

November 2017 Building Permits

11/3/2017	Patrick & Michelle Miller	759 Driftwood	Accessory Structure	\$0.00
Grand Total				\$0.00

0

9. MAGISTRATE'S ORDERS FOR IGNITION INTERLOCK DEVICE ISSUED (CCP, Art. 17.441)

0

10. ALL OTHER MAGISTRATE'S ORDERS ISSUED REQUIRING CONDITIONS FOR RELEASE ON BOND

0

11. DRIVER'S LICENSE DENIAL, REVOCATION OR SUSPENSION HEARINGS HELD (TC, Sec. 521.300)

0

12. DISPOSITION OF STOLEN PROPERTY HEARINGS HELD (CCP, Ch. 47)

0

13. PEACE BOND HEARINGS HELD

0

14. CASES IN WHICH FINE AND COURT COSTS SATISFIED BY COMMUNITY SERVICE

a. Partial Satisfaction

0

b. Full Satisfaction

0

15. CASES IN WHICH FINE AND COURT COSTS SATISFIED BY JAIL CREDIT

0

16. CASES IN WHICH FINE AND COURT COSTS WAIVED FOR INDIGENCY

0

17. AMOUNT OF FINES AND COURT COSTS WAIVED FOR INDIGENCY
(Round to the nearest dollar)

0

18. FINES, COURT COSTS AND OTHER AMOUNTS COLLECTED
(Round to the nearest dollar)

a. Kept by City

570

b. Remitted to State

474

c. Total

1045

Notes:

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Prepared By:

B Herrin

Submit

PUBLIC WORKS MONTHLY REPORT

Work Orders Completed

10-14-2017 to 11-15-2017

Water Department:

Water Leaks: 7
Sewer Leaks or Stoppages: 0
New Services: 6
Connects: 0
Reconnects: 1
Disconnects: 3
Disconnects for non-payment of services: 1
Re-establishment of services: 1
Misc. calls for water department: 1
Billing Problems – Re-read Meter: 1
Billing Problems – Audits: 1
Sewer Taps: 0
Water Taps: 0
Lift Stations: 0
Check or Replace Clean Outs: 0
Meter Head Change Outs: 0
Meter Readings: days
Utility Locates: 4
Open Water Department work orders: ?

Public Works:

Mowing: 1
Trim or Remove Brush: 1
Misc. calls for public works 2

Animal Control:

Vicious Animal: 1
Dead or Injured: 3
Animals at Large: 1
Misc. calls for animal control: 2