

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: Gary Parsons



Councilmember: Michael Hibdon
 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, June 7, 2018 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	✓		
Councilmember Parsons	✓		
Councilmember Hibdon	✓		
Councilmember Thomas	✓		
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.

No Citizen Comments

5. Mayors Report:

Mayor Orr opened by advising the City Council that the city has fenced in the property on the west side of city hall making an enlargement to the storage and parking area.

He commented that the holes at the water plant were being dug and Councilmember Wayson and he would be working on the drip line system that will be installed.

He commented about development situations, one on Thanksgiving Mountain, will be coming back to the city council for approval.

City Administrator / City Secretary Sheila C. Moore asked about reports from the city liaison officer for the fire department regarding meetings.

Cottonwood Shores Volunteer Fire Department John Marr advised the City Council that the car show was a success, they had about 35 cars at the show and a good citizen turnout.

6. Consent Agenda:

6.1. Minutes from a Regular Meeting of the City Council held on May 17, 2018.

6.2. Discussed and considered action on PUE relinquishment request between lots 246 and 247 and 247 and 248, Driftwood Section, Pecan Lane. *As requested by Miguel and Julie Briceno*

6.1.1. Motion to approve consent agenda items 6.1 and 6.2

6.1.1.1. Motion: Mayor Pro Tem Trinidad

6.1.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	✓		
Councilmember Parsons	✓		
Councilmember Hibdon	✓		
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

6.1.3. Motion: Passed

6.3. Discussed and considered action on granting a waiver on setback and easement encroachments.

As requested by Chris Bean, Sound Design

Mayor Orr opened explaining the reasoning behind the request for the waiver on setbacks and easements. Councilmember Wayson questioned the location of the easement and setbacks to be released. He showed concerns of the rights of the surrounding property owners.

6.3.1. Motion to relinquish the 10-foot easement separating 5A and 5B but in no way applies to small accessory structure in easement.

6.3.1.1. Motion: Councilmember Wayson

6.3.1.2. Second: Councilmember Hibdon

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	✓		
Councilmember Parsons	✓		
Councilmember Hibdon	✓		
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

6.3.3. Motion: Passed

7. Old Business

7.1. Discussed and considered action on bus stops and bus stop parking. *As request by Chief of Police Liendo*

Mayor Orr addressed the City Council and explained the Chief Liendo and he met with the Marble Falls Independent School District Superintendent and Upper Management to discuss the bus stop location at Driftwood Lane and Lakeview. It was agreed that in September 2018 the bus stop will be relocated to Lakeview Drive and the Boat Ramp where there is sufficient parking and room for the children to gather. In regards to the bus stop shelter, it was discussed to place a carport type structure with two sides and setting flat on the ground or parking surface with no steps or stairs which would allow all citizens or children access. Councilmember Wayson argued that this would not be ADA.

The child safety funds can assist in the construction of a shelter in which there is approximately 3,500 dollars available. This will help construct 1 or 2 shelter stops

It was discussed the stop location was good.

Mayor Orr suggested the verbalizing of the agenda item needed to be addressed and requested the item to be postponed.

It was decided this needed more information.

7.1.1. Motion to take no action

7.1.1.1. Motion: Mayor Pro Tem Trinidad

7.1.1.2. Second: Councilmember Wayson

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	✓		
Councilmember Parsons	✓		
Councilmember Hibdon		✓	
Councilmember Thomas		✓	
Councilmember Wayson	✓		

7.1.2. Vote: Yea: 3 Nay: 2 Abstain: 0

7.1.3. Motion: **Passed**

7.2. Discussed and considered action on adopting Ordinance 10002 (Subdivision Regulations). *As requested by Staff*

Councilmember Wayson opened by requesting a change of the Ordinance being about non-platted lots only. He also mentioned that a lot of the information may need to be placed within the Zoning Ordinance.

Mayor Orr covered why he believed they should be kept separated.

Mayor Pro Tem Trinidad asked if any of the information was in the old ordinance but stated they needed to be separated for simplicity.

Councilmember Wayson stated he could write a new ordinance covering the material required and have it completed within a week.

7.2.1. Motion to postpone

7.2.1.1. Motion: Councilmember Wayson

7.2.1.2. Second: Councilmember Parsons

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	✓		
Councilmember Parsons	✓		

Councilmember Hibdon	✓		
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

7.2.3. Motion: **Passed**

7.3. Discussed City owned property and assets. *As requested by Staff*

Mayor Orr opened by addressing the properties and assets of the city, stating that some assets needed to added such as a new Jet-Vac machine for the water and sewer department.
Other assets were discussed and covered including the need to maintain or build up the cities assets.

8. New Business:

8.1. Discussed the possible purchase of a Jet-Vac machine. *As requested by Joey Krueger-Public Works Director*

Public Works Director Joey Krueger presented 5 bids for jet vac machines. He would like the City Council to consider the purchase of a new machine. After discussion the City Council requested additional information as to which machine would be the best for the monies spent vs the functions they are capable of doing.

It was requested to put the information together and bring it back to the City Council for discussion and or approval.

City Administrator / City Secretary Sheila C. Moore and Public Works Director Joey Krueger will put together a spreadsheet to show the pros and cons of the machines and bring them to the next City Council meeting.

8.2. Discussed and considered action on accepting Neffendorf & Knopp’s letter of engagement for the 2018 CWS Audit. *As requested by Staff*

Mayor Orr addressed the City Council and explained why there were two different bids for the services offered. He stated that the normal price is approximately 9,000 dollars and the second price was approximately 10,500 dollars. Which would be for a single audit for the TWDF if needed.
The reason is that if a city obtains 750,000 or more from or out of a federal funding program they would need the second audit.

8.2.1. Motion to accept Neffendorf & Knopp’s letter of engagement for the 2018 CWS Audit.

8.2.1.1. Motion: Mayor Pro Tem Trinidad

8.2.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	✓		
Councilmember Parsons	✓		
Councilmember Hibdon	✓		
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

8.2.3. Motion: **Passed**

8.3. Discussed adopting an updated version of the International Building Codes. *As requested by Staff*

Mayor Orr opened by explaining the reasoning to update the International Building Codes. He expressed the City's inspection service mentioned updating the codes to be consistent with other local cities. There will be a cost for this update. The City is currently utilizing the 2006 version and there have been updates in 2009, 2012, 2015 and upcoming 2018.

IBC uses data obtained from across the country.

Councilmember Wayson commented that there will be some changes in construction costs however in the long run he believed this to be a good idea.

Councilmember Hibdon was also in favor of adopting the new codes.

Mayor Orr stated that the City Council had the information on the codes and would like the City Council to study the codes and changes it could or would make to the city and bring this item back to the City Council.

8.4. Discussed and considered action on accepting a contractor bid to alleviate the water infiltration into the library building. *As requested by Staff.*

Mayor Orr addressed the City Council and presented the bid for alleviating the water infiltration into the library building. It was stated there were options within the bid.

Councilmember Wayson commented that it was time and something needed to be done.

Mayor Orr proceeded with some of the various cost for different stages of construction or work.

8.4.1. Motion to approve the bid from JM Pipeline LLC less the cost of a sidewalk and possibly add perforated drainage.

8.4.1.1. Motion: Councilmember Wayson

8.4.1.2. Second: Councilmember Hibdon

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	✓		
Councilmember Parsons	✓		
Councilmember Hibdon	✓		
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

8.4.3. Motion: **Passed**

9. Future agenda items:

9.1 Subdivision Ordinance

9.2 Jet Vac Machine

9.3 Building Code Update

9.4 Future Agenda Item – Water Plant Bid

10. Adjournment: 7:38 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 June 7, 2018



Attest:

Sheila C. Moore

Sheila C. Moore

City Administrator / City Secretary