

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, July 19, 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. Continue Budget Workshop (if needed)

Mayor Orr stated continuing budget workshop would not be required

5. 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 – Becky Evans asked the City Council if the City was permitting golf carts on the city streets. She was advised golf carts were not allowed on City streets unless they were registered. Any infractions should be forwarded to the police department.

6. Administrative Reports:

Chief Liendo presented a report on code enforcement, police and animal control.

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

City Administrator / City Secretary Sheila C. Moore gave reports for the water, sewer, public works, mowing.

Bobby Herrin gave reports on the municipal court and building permits

City Administrator / City Secretary Sheila C. Moore informed the City Council that the part time mower would be starting on Tuesday. He will be working Tuesdays through Thursdays from 8 am to 3 pm.

Mayor Orr spoke on the completion of paving two more streets in the City. He said it has taken 12 years to hardtop every street in the City and the City will continue to do road maintenance each year.

7. Consent Agenda:

7.1. Minutes from a Regular Meeting of the City Council held on July 5, 2018.

7.1.1. Motion to approve the July 5, 2018 minutes with changes

7.1.1.1. Motion: Mayor Pro Tem Trinidad

7.1.1.2. Second: Councilmember Thomas

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

7.1.2. Vote: Yea: 4 Nay: 0 Abstain: 1

7.1.3. Motion: Passed

8. Old Business:

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

Mayor Orr requested this item to be taken off the agenda.

8.1.1. Motion to postpone to next meeting

8.1.1.1. Motion: Councilmember Wayson

8.1.1.2. Second: Councilmember Hibdon

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

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

8.1.3. Motion: Passed

Motion to move item 8.4 up before item 8.2

Motion: Mayor Pro Tem Trinidad
Second: Councilmember Wayson

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

Vote: Yea: 5 Nay: 0 Abstain: 0

Motion: Passed

8.4. Discussed and considered action on request to revoke Ordinance 3016 (Residential Rental Property Inspections). *As requested by Barbara Lee*

Landlord/ Property Owner Barbara Lee addressed the City Council with her reasoning as to why the Ordinance should be revoked. She had several letters from her tenants as to them not wanting the Ordinance. She commented on the part of the ordinance that authorized the city to perform a search warrant should not be allowed for it may infringe on some rights.

Councilmember Wayson commented the ordinance may need to be reevaluated. He commented the search warrant section possibly should not be allowed.

Councilmember Thomas addressed that the search warrant may need to be addressed.

Mayor Orr commented the ordinance may need to be put back on the agenda for revision.

City Administrator / City Secretary commented in the ordinance the search warrant is actually specified as an Administrative Search Warrant, not just a police search warrant.

8.4.1. Motion to not revoke ordinance 3016 but to be placed back on the next agenda.

8.4.1.1. Motion: Councilmember Wayson

8.4.1.2. Second: Councilmember Parsons

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

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

8.4.3. Motion: Passed

8.2. Discussed and considered action on the Parks and Recreation Committee in regard to FY2018/2019 Plans and Budget. *As requested by Staff*

Lizbell Marcano-Nater gave a presentation for the Parks and Recreation Committee budget. She covered multiple ideas that the committee wanted to accomplish as well as a budget. She stated that the Parks and Recreation Committee had volunteers that could help with some of their ideas.

Mayor Orr questioned the actual cost of the projects they presented. He was advised these were not exact figures versus pictured equipment.

Citizen – Jim Bristow stated the existing wooden structure was actually unsafe and needed to be removed

and or replaced.

The Parks and Recreation Committee was asked to bring back to the City Council an actual cost of each item they wanted with quotes and pictures.

City Administrator Moore stated that this was an outstanding presentation however it just needed a little more work.

8.2.1. Motion to postpone

8.2.1.1. Motion: Mayor Pro Tem Trinidad

8.2.1.2. Second: Councilmember Parsons

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

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

8.2.3. Motion: **Passed**

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

Mayor Orr opened the discussion. He advised the City Council that they have covered the idea of adopting the newer version of the codes. He also commented there would be a cost to builders if the City upgraded to the 2015 version. Additionally, there are the IEBC codes which pertain to remodeling only.

Mayor Pro Tem Trinidad stated she believed it would be good to adopt the 2015 codes.

City Administrator / City Secretary Sheila C. Moore also reminded the City Council to keep the cost increases within construction in mind.

Councilmember Wayson advised he believed the increase should not affect construction and should be accepted by most new home owners.

Councilmember Hibdon commented the new energy conservation rules would be to people's advantage as they would want lower electric bills, etc.

8.3.1. Motion to adopt the 2015 version of the International Building Codes.

8.3.1.1. Motion: Councilmember Thomas

8.3.1.2. Second: Councilmember Hibdon

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

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

8.3.3. Motion: **Passed**

8.5. Nominated and elected the City of Cottonwood Shores' Citizen of the Year. *As requested by Mayor Orr*

Mayor Orr opened by asking for nominations.

Mayor Orr nominated Roger Wayson

Councilmember Wayson nominated John Marr

Mayor Pro Tem Trinidad nominated Sylvia Breen

A vote was taken, 2 for Roger, 1 for John, 2 for Sylvia.

After consideration it was voted on and decided to have two citizens this year, being Roger Wayson and Sylvia Breen.

8.5.1. Motion to elect two citizens of the year for 2018, Roger Wayson and Sylvia Breen

8.5.1.1. Motion: Mayor Pro Tem Trinidad

8.5.1.2. Second: Councilmember Parsons

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

8.5.2. Vote: Yea: 4 Nay: 0 Abstain: 1

8.5.3. Motion: **Passed**

9. New Business

9.1. Discussed the Volunteer Fire Department 2018-2019 Contract. *As requested by Staff*

Mayor Orr opened the discussion regarding the new Volunteer Fire Department contract for 2018-2019. He asked Mayor Pro Tem Trinidad and Councilmember Wayson to again work on the contract. Councilmember Wayson suggested due to his lack of free time to have someone else be appointed. Councilmember Parsons agreed to assist Mayor Pro Tem Trinidad and put together a contract to bring back to the City Council.

9.2. Discussed and considered action on awarding a bid for finish out on the inside of the Civic Center Building. *As requested by Staff*

Mayor Orr addressed the bids for the interior finish-out at the civic center. He pointed out comments on both bids submitted. After deliberation the City Council chose to accept the bid from Pro Man for \$8,550.00 dollars.

9.2.1. Motion to accept the Pro Man bid of \$8,550.00

9.2.1.1. Motion: Councilmember Wayson

9.2.1.2. Second: Councilmember Thomas

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

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

9.2.3. Motion: **Passed**

10. Future agenda items:

- 10.1. Present Citizen of the Year
- 10.2. Parks Committee Budget
- 10.3. Subdivision Ordinance

- 10.4. Cottonwood Shores Volunteer Fire Department Contract
- 10.5. Ordinance 1036 Residential Rental Registration
- 10.6. Public Meeting and Approval of CCPD Budget 2018/2019

11. Adjournment: 8:01 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 July 19, 2018



Attest:

A handwritten signature in blue ink that reads "Sheila C. Moore". The signature is written in a cursive style and is positioned above a horizontal line.

Sheila C. Moore
City Administrator / City Secretary