

# CITY OF COTTONWOOD SHORES

3808 Cottonwood Drive, Cottonwood Shores, Texas 78657  
Office: (830) 693-3830 [www.cottonwoodshores.org](http://www.cottonwoodshores.org) Fax: (830) 693-6436

Mayor: Donald Orr  
Mayor Pro-Tem: Cheri Trinidad  
Councilmember: Gary D. 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, August 2, 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.

### **PRESENTED THE CITIZEN OF THE YEAR AWARDS TO Roger Wayson and Sylvia Breen**

Mayor Orr presented the Citizen of the Year plaques to Roger Wayson and Sylvia Breen and commented on both of their services with and for the City of Cottonwood Shores.

4. **PUBLIC HEARING**

The City of Cottonwood Shores City Council held a Public Hearing on the Crime Control and Prevention District Proposed 2018-2019 Budget.

### ORDINANCE 11099

**Minutes of the Regular Meeting of the City Council held on August 2, 2018**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD SHORES, BURNET COUNTY, TEXAS, ADOPTING THE CRIME CONTROL AND PREVENTION DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 01, 2018 ENDING SEPTEMBER 30, 2019 AND DECLARING AN EFFECTIVE DATE.**

**Opened Hearing at 6:08 p.m.**

Mayor Orr opened the hearing to discussion or comments on the Crime Control and Prevention District’s budget. He addressed how the Crime Control Prevention District obtained some of their funding. It was also addressed as to how the Crime Control Prevention District board allocated or utilized this funding.

There were no citizen comments on the public hearing.

**Closed Hearing at 6:22 p.m.**

**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.*

Joe Schultz requested a citizen’s comment which will be discussed later down on the agenda.

No other comments.

**6. Mayor’s Report:**

Mayor Orr reported the City will be installing a bus stop at the boat ramp. Chief Liendo and he met with the Marble Falls Independent School District and an agreement to designate this area as a pick up location for the children was reached. The City has initiated the project. The structure will be of a carport type with sides and benches. It will have a slab that is flat and requires no steps in order to be ADA Compliant. The monies are allocated from the Child Safety Fund which must be spend on this type of project. There is approximately \$3,500.00 in the fund which will more than cover this project.

**7. Consent Agenda:**

**7.1. Minutes from a Special Workshop Meeting of the City Council held on July 19, 2018.**

**7.2. Minutes from a Regular Meeting of the City Council held on July 19, 2018.**

**7.2.1. Motion to approve the consent agendas July 19, 2018 minutes**

**7.2.1.1. Motion: Mayor Pro Tem Trinidad**

**7.2.1.2. Second: Councilmember Thomas**

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**

**8. Old Business:**

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

Mayor Orr opened the item for discussion.

Requestor Barbara Lee was not present at the meeting

Joe Schultz commented that it was his belief that this was discrimination to landlords.

Mayor Orr explained that no part of the Ordinance was or was ever intended to be discriminatory towards any landlord or rental property. It was to help and improve the health and safety for all tenants within the City of Cottonwood Shores.

Councilmember Wayson agreed that the Ordinance should not be revoked, but did request some changes to be addressed or made. One particular is the administrative search warrant portion.

**8.1.1. Motion to amend Ordinance 3016 and make changes as presented.**

**8.1.1.1. Motion:** Councilmember Wayson

**8.1.1.2. Second:** Councilmember Thomas

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

**8.1.2. Vote:** Yea: 2      Nay: 3      Abstain: 0

**8.1.3. Motion:** **Not 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***

Mayor Orr opened discussion on the item. The Parks and Recreation Committee did not present a budget to the city for approval. The city had allocated \$12,000.00 within their budget for the Parks and Recreation Committee.

Councilmember Wayson requested the Parks and Recreation Committee to be allocated the same as the previous year of \$18,000.00

After consideration a compromise was \$15,000.00. It was addressed that the Parks and Recreation Committee did not have their FY2018/2019 Plans.

Sylvia Breen requested that Expenditure for the 2018 physical year to be moved to the next meeting.

**8.2.1. Motion to Postpone**

**8.2.1.1. Motion:** Councilmember Wayson

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

Mayor Orr opened the item by presenting to the City Council that Councilmember Wayson and he had worked on this Ordinance and it was basically complete with just a couple of changes to be made. Mayor Orr stated that a change in the City Administrator Officer or Chief Operating Officer needed to be addressed. He commented that the mayor is the Chief Executive Officer and the City Administrator is the chief administrative officer (Not a Title)

Councilmember Wayson commented that the definition of City Administrator needed to be addressed as with other ordinances utilized within and be the same.

The wording within the section of City Administrator was the issue.

City Administrator / City Secretary Sheila C. Moore also commented that the definition of the International Building Codes needed to be inserted within the Ordinance and was agreed upon.

**8.3.1. Motion to accept the Ordinance 10002 (Subdivision Regulation) with 1 change, definition of City Administrator to be in Charge of Day to Day Operations and not Chief Administrative Officer**

**8.3.1.1. Motion:** Councilmember Wayson

**8.3.1.2. Second:** Councilmember Thomas

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**

**8.4. Discussed and considered action on the Volunteer Fire Department 2018-2019 Contract. *As requested by Staff***

Mayor Pro Tem Trinidad opened by advising the City Council that Councilmember Parsons and she had met with the Cottonwood Shores Volunteer Fire Department and discussed the contract and information within.

Mayor Pro Tem and Councilmember Parsons had reached an agreement with the VFD to increase the annual budget from \$30,000 to \$34,000.

It was agreed that the City Liaisons would be Cheri Trinidad and Gary Parsons, the VFD Liaisons would be John Marr with Mary Ann Plumley as alternate.

After discussion, the Council agreed the yearly budget for services by the Cottonwood Shores Volunteer Fire Department would remain at \$30,000.00 with no increase as requested

**8.4.1. Motion to accept the City's Volunteer Fire Department contract with an annual budget of \$30,000.00 and remove section regarding burn pile mitigation**

**8.4.1.1. Motion:** Mayor Pro Tem Trinidad

**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: 5      Nay: 0      Abstain: 0**

**8.4.3. Motion: Passed**

**9. New Business**

**9.1. Discussed and considered action on approving the CWS proposed FY 2018-2019 Budget. *As requested by Staff***

Councilmember Wayson requested that the City Council approve the Parks and Recreation Committee budget of \$15,000.00 and fund the additional \$3,000.00 out of the reserve.

Mayor Orr opposed this request.

Citizen – Wendy Wayson commented that the City Council should get more involved with the Parks and Recreation Committee.

Other areas of resources were discussed to obtain the extra monies.

Volunteer Fire Department Representative John Marr commented that they took a cut from \$33,000.00 to \$30,000.00 last year. The amount budget was the same as last year.

**9.1.1. Motion to balance budget by moving parks to \$15,000.00 and take the money from the reserve**

**9.1.1.1. Motion:** Councilmember Wayson

**9.1.1.2. Second:** Councilmember Parsons

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

**9.1.2. Vote: Yea: 4    Nay: 1    Abstain: 0**

**9.1.3. Motion: **Passed****

**9.2. Discussed and considered action on proposing a FY 2018-2019 Tax Rate. *As requested by Staff***

Mayor Orr presented data that had been received from Stan Hemphill with Burnet County Appraisal Office. He commented the roll back rate was calculated at \$0.5423 and the effective rate was \$0.4788. He addressed the procedures the City would have to follow if they decided to leave the rate the same as last year at \$0.5438.

Councilmember Wayson commented the city should utilize the roll back rate.

**9.2.1. Motion to propose a 2018 tax rate of .5423**

**9.2.1.1. Motion:** Councilmember Wayson

**9.2.1.2. Second:** Mayor Pro Tem Trinidad

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****

**9.3. Discussed and considered action on adopting Ordinance 11099 (Crime Control and Prevention District's FY 2018-2019 Budget). *As requested by CCPD***

Mayor Orr opened the item for discussion explaining the funding procedures for the CCPD.

Councilmember Wayson asked why the Council wasn't given more of a breakdown of the expenditures, as an example, the line item for Equipment at \$8,500.00. He felt Council should know what that included.

Crime Control Prevention District Member Jim Bristow commented the monies questioned by Councilmember Wayson would be utilized by the department for new officer equipment, tasers, body cams, uniforms, etc.

Mayor Orr explained to Council that they had appointed a CCPD Board to make these decisions.

**9.3.1. Motion to adopt Ordinance 11099 (Crime Control and Prevention District's FY 2018-2019 Budget).**

**9.3.1.1. Motion:** Mayor Pro Tem Trinidad

**9.3.1.2. Second:** Councilmember Thomas

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

**9.3.2. Vote:** Yea: 4      Nay: 0      Abstain: 1

**9.3.3. Motion:** Passed

**9.4. Called for nominations for Crime Control Prevention District appointees and discussed procedures.**

Mayor Orr opened the item for discussion. He advised that the CCPD Ordinance stated that each Councilmember and the Mayor appoint a member to the CCPD Board  
The City Council were advised that after every election any new Council person or new Mayor that come in would appoint a new Boardmember to set on the Crime Control Prevention District board for a term that runs with the City Council member.  
All of the City Council members will need to appoint a person to set on the Crime Control Prevention District board at the next meeting.

**10. Future agenda items:**

- 10.1. Tax Rate Public Hearing 8/30 and 9/6
- 10.2. Subdivision Ordinance
- 10.3. Parks and Recreation Committee Expenditures
- 10.4. Adopt 2015 IBC Code Ordinance
- 10.5. Appoint CCPD Board

**11. Adjournment: 7:45 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 August 2, 2018



Attest:

*Sheila C. Moore*

Sheila C. Moore  
City Administrator / City Secretary