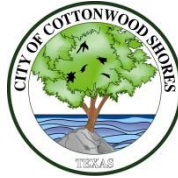


CITY OF COTTONWOOD SHORES

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 D. Parsons



Councilmember: Michael Hibdon
Councilmember: Brigitte Thomas
Councilmember: Roger L. Wayson

People, Parks and Prosperity

REGULAR "ONLINE" CITY COUNCIL MEETING

**** NOTICE ****

Due to the current health situation (COVID-19)

the City Council held a Regular Online City Council Meeting on Thursday, April 16, 2020, at 6:00 p.m.

- ONLINE over the Internet -

The meeting will be held using online meeting software.

Those wishing to join in on these meetings may do so by following directions on the front page of City website.

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 J. C. Hughes announced that a quorum was present.

3. Pledge of Allegiance to U.S. Flag and Texas Flag: (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. Department Monthly Reports:

- Budget Tracking** (Mayor Orr)
- City Administrator / City Secretary** (J. C. Hughes)
- Court and Development** (Bobby Herrin)
- Code Enforcement and Police** (Chief Johnny Liendo)
- Grants and Finance** (Karrie Cummings)
- Parks and Recreation Committee** (Andrea Stephens)
- Public Works and Water Utilities** (Shawn Brady)
- Volunteer Fire Department** (John Marr)

6. Consent Agenda:

Approval of the Consent Agenda authorizes City Staff to proceed with recommended action, a copy of which is filed herein below and with the minutes of the meeting. Any Council Member may remove items from the Consent Agenda by making such request prior to a motion and vote on the Consent Agenda.

Mayor Orr opened the item for discussion.

Mayor Pro Tem Trinidad made motions.

6.1. Minutes from a Regular Meeting of the City Council held on March 05, 2020.

6.1.1. Motion to approve the March 05, 2020 Regular minutes

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

6.2. Minutes from a Special Online Workshop Meeting of the City Council held on April 9, 2020.

6.2.1. Motion to approve the April 09, 2020 Special Online Workshop minutes

6.2.1.1. Motion: Mayor Pro Tem Trinidad

6.2.1.2. Second: Councilmember Thomas

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

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

6.2.3. Motion: Passed

6.3. Discuss and consider action for the approval of a Proclamation declaring April 2020 as Child Abuse Prevention and Awareness Month. (Mayor)

6.3.1. Motion to approve proclamation declaring April 2020 as Child Abuse Prevention and Awareness Month.

6.3.1.1. Motion: Mayor Pro Tem Trinidad

6.3.1.2. Second: Councilmember Thomas

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. New Business:

7.1. Discussed and considered action on accepting the Cottonwood Shores Volunteer Fire Department, Inc. Audit Report for the Year Ended September 30, 2019 with Comparative Totals as of September 30, 2018. (Taber & Burnett, P.C., Certified Accountants)

Mayor Orr opened the item for discussion. Mayor Orr commented the fire department had assets last time of approximately \$460,000 and now they only are showing approximately \$395,000 dollars in assets indicating a loss creating a dissatisfaction in his opinion.

Councilmember Hibdon suggested someone needed to be at this meeting from the fire department. Councilmember Wayson commented the fire department met their requirements providing the audit report.

7.1.1. Motion to accept the Cottonwood Shores Volunteer Fire Department, Inc. Audit Report for the Year Ended September 30, 2019

7.1.1.1. Motion: Councilmember Parsons

7.1.1.2. Second: Mayor Pro Tem Trinidad

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**

7.2. Discussed and considered action approving streets for submittal to Burnet County for consideration of our annual Street Improvement Interlocal Agreement and street maintenance for Fiscal Year 2020. **(City Administrator)**

Mayor Orr opened the item for discussion and relinquished the floor to City Administrator J. C. Hughes. City Administrator J. C. Hughes addressed the City Council informing them he had consulted Homer Wills and Rick with Burnet County Pct 4, in regards to the streets to be paved. He advised the City Council that the streets suggested to be paved this upcoming year were All of the Castle Terrace Subdivision, Aspen Lane 600 to 800 blocks, Cottonwood Drive in front of the Police Department, Fir Lane 600 block, Cypress and Oak Lanes 800 block.

Councilmember Wayson advised the City Council that the 700 block of oak where it meets Brookwood Lane is in desire need also.

The City Council decided to add this to the list of streets if possible.

City Administrator J. C. Hughes advised he would get with Homer and Rick and double check if there was enough funding to include this also.

7.2.1. Motion to approve streets for submittal to Burnet County for consideration of our annual Street Improvement Interlocal Agreement and street maintenance for Fiscal Year 2020.

7.2.1.1. Motion: Mayor Pro Tem Trinidad

7.2.1.2. Second: Councilmember Hibdon

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 and considered action authorizing the Mayor to execute Change Order #1 to the Police Department Building Purchase Agreement to provide with Ramtech Building Systems, Inc. to add additional masonry due to excessively tall set and crane cost due to stem-wall set up. (City Administrator)

Mayor Orr opened the item and relinquished the floor to City Administrator J. C. Hughes.
 City Administrator J. C. Hughes explained the changes to the agreement with Ramtech. He explained the funds required to fulfill the agreement.
 Councilmember Wayson stated it was his belief that the funds had already been allocated

7.3.1. Motion to authorize the Mayor to execute Change Order #1 to the Police Department Building Purchase Agreement to provide with Ramtech Building Systems

7.3.1.1. Motion: Councilmember Parsons

7.3.1.2. Second: Councilmember Thomas

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

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

7.3.3. Motion: Passed

7.4. Discussed and considered action authorizing the Mayor to execute Change Order #3 to the PALL Water Plant Construction Agreement in the amount of \$8,650.04. (City Administrator)

Mayor Orr opened the item for discussion and relinquished the floor to City Administrator J. C. Hughes.
 City Administrator J. C. Hughes explained the changes that were required in the PALL Water Plant Construction Agreement after the walk thru.

7.4.1. Motion to authorize the Mayor to execute Change Order #3 to the PALL Water Plant Construction Agreement in the amount of \$8,650.04.

7.4.1.1. Motion: Mayor Pro Tem Trinidad

7.4.1.2. Second: Councilmember Hibdon

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

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

7.4.3. Motion: Passed

7.5. Discussed and considered action authorizing the Mayor to execute Change Order 2.1 from surplus Water Development Board funds, from the Water Plant Construction Project to fund on-site operational training of the PALL Water Treat System for four (4) days by PALL employee in the amount of \$13,695.00. **(City Administrator)**

Mayor Orr opened the item for discussion relating to the need to authorize the execution of Change Order 2.1 to allocate the funds for the training of the PALL employees.

7.5.1. Motion to authorize the Mayor to execute Change Order 2.1 from surplus Water Development Board funds for the training.

7.5.1.1. Motion: Councilmember Hibdon

7.5.1.2. Second: Councilmember Parsons

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

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

7.5.3. Motion: Passed

8. Unfinished Business:

8.1 Discuss and consider action to amend Ordinance 14000 addressing accessory structures, and landscaping requirements. **(City Staff)**

Mayor Orr opened the item for discussion and relinquish the floor to City Administrator J. C. Hughes and City Secretary Bobby Herrin.

J. C. and Bobby explained the changes to the accessory structure section which were in line with the previous changes suggested by Councilmember Wayson.

Councilmember Wayson suggested two changes to the ordinance which were accepted with the others. It was decided to vote on the items on the agenda separately.

8.1.1. Motion to amend Ordinance 14000 addressing accessory structures as presented with the two additional statements.

8.1.1.1. Motion: Councilmember Wayson

8.1.1.2. Second: Councilmember Parsons

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

8.1a Discuss and consider action to amend Ordinance 14000 addressing accessory structures, and landscaping requirements. **(City Staff)**

Mayor Orr opened the item for discussion and relinquish the floor to City Administrator J. C. Hughes and City Secretary Bobby Herrin.

J. C. and Bobby explained the changes to the landscaping requirements section which needed to be updated to various sizes or calipers, etc., and existing trees.

8.1a.1. Motion to amend Ordinance 14000 addressing landscaping requirements as presented.

8.1a.1.1. Motion: Councilmember Wayson

8.1a.1.2. Second: Councilmember Hibdon

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

8.1a.2. Vote: Yea: 5 Nay: 0 Abstain: 0

8.41a3. Motion: Passed

9. Future Agenda Items:

- 9.1 PUD - Housing Development Agreement (May)**
- 9.2 PUD - Add three lots to existing PUD (May)**
- 9.3 Discuss and consider action** to appoint members to the Cottonwood Shores Development Committee. **(City Council)**
- 9.4 Discuss and consider action** appointing members to the Board of Adjustment. **(City Council)**
- 9.5 Oaths of Office (Delayed until November)**
- 9.6 Discuss and consider action** regarding 2020 mid-year budget amendments and review of 2020 budget forecasts. **(Mayor & City Staff)**
- 9.7 Annual Police Department Racial Profiling Report. (Police Chief Liendo)**
- 9.8 Amend Ordinance 13001 (Water/Wastewater) Reference Taps**

10. Adjournment 7:15 p.m.

The preceding document is a true and accurate reflection of the minutes of the Regular Online Council Meeting of the City of Cottonwood Shores, held on April 16, 2020.

Attest:



Bobby Herrin

Bobby Herrin / City Secretary