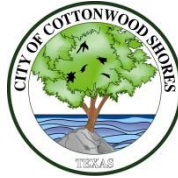


# CITY OF COTTONWOOD SHORES

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

*The City on Two Lakes*

## 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 15, 2021, 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 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:**

- Mayor’s Report** (Donald 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** (Dennis Smart)
- 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.*

**6.1. Minutes from a Regular Meeting of the City Council held on April 1, 2021.**

No changes were made

**6.1.1. Motion to approve the April 1, 2021 Regular minutes**

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

**6.1.1.2. Second:** Councilmember Parsons

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

**6.1.2. Vote: Yea: 3 Nay: 0 Abstain: 1**

**6.1.3. Motion: Passed**

**7. Unfinished Business:**

**7.1. Discussed and considered action** on Master Plan, Section 4 and 5 modifications. *(As requested by Staff)*

Mayor Orr opened the item for discussion and relinquished the floor to City Administrator J. C. Hughes. Administrator Hughes stated that he was supportive of the comments submitted by Mayor Orr and Councilmember Wayson; City Council moved to accept their comments.

**7.1.1. Motion to** accept their comments.

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

**7.1.1.2. Second:** Councilmember Hibdon

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: 0**

**7.1.3. Motion: Passed**

**7.2. Discussed and considered action** on Master Plan, Chapter 6 and 7. *(As requested by Staff)*

Mayor Orr opened the item for discussion and relinquished the floor to City Administrator J. C. Hughes. Administrator Hughes stated he was still waiting on comments from the City Council. City Council moved to postpone until May 6, 2021 meeting.

**7.2.1. Motion to** postpone until May 6, 2021 City Council meeting.

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

**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: 4      Nay: 0      Abstain: 0**

**7.2.3. Motion: Passed**

**7.3. Discussed and considered action** on LiDar Mapping. *(As requested by Staff)*

Mayor Orr opened the item for discussion and relinquished the floor to City Administrator J. C. Hughes. Administrator Hughes described why we need detailed topo mapping, drainage and confirmation of FEMA floodway and floodplain. He has been working with LCRA and plans to meet with them.

**7.3.1. Motion to postpone**

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

**7.3.1.2. Second:** Councilmember Parsons

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

**7.3.2. Vote: Yea: 4      Nay: 0      Abstain: 0**

**7.3.3. Motion: Passed**

**7.4. Discussed and considered action on Dark Sky. (As requested by Councilmember Wayson)**

Mayor Orr opened the item for discussion and relinquished the floor to City Administrator J. C. Hughes. Administrator Hughes forwarded a copy of our existing Dark Sky ordinance and asked the International Dark Sky Association (IDA) to confirm our ordinance is still in compliance because our ordinance was passed in 2016 and IDA came out with updated regulations in 2018.

**7.4.1. Motion to postpone**

**7.4.1.1. Motion:** Councilmember Wayson

**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: 4      Nay: 0      Abstain: 0**

**7.4.3. Motion: Passed**

**8. New Business:**

**8.1 Discussed and considered action on Emergency Repairs and Damaged High Service Motors needed at the Water Treatment Plant for \$28,162.20. (As requested by City Administrator)**

Mayor Orr opened the item for discussion and relinquished the floor to City Administrator J. C. Hughes. Administrator Hughes explained that this emergency purchase is necessary because two high service pumps were damaged during the frigid weather event and the wiring had to be cross wired to by-pass non-operational pump motors, and sensor wiring was both from a Tonka and PALL system.

**8.1.1. Motion to** approve Emergency Repairs and Damaged High Service Motors needed at the Water Treatment Plant for \$28,162.20.

**8.1.1.1. Motion:** Councilmember Parsons

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

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

**8.1.2. Vote: Yea: 4    Nay: 0    Abstain: 0**

**8.1.3. Motion: Passed**

**8.2 Discussed and considered action** on adopting Ordinance 13007 (Grease and Backflow) establishing regulations for the wastewater disposal of grease and the backflow protection to water or wastewater services. *(As requested by Staff)*

Mayor Orr opened the item for discussion and relinquished the floor to City Administrator J. C. Hughes. Administrator Hughes presented the need for the ordinance. Councilmember Wayson showed a concern to change a section, could be done in an amendment later.

**8.2.1. Motion to** adopt Ordinance 13007 (Grease and Backflow) establishing regulations for the wastewater disposal of grease and the backflow protection to water or wastewater services.

**8.2.1.1. Motion:** Councilmember Wayson

**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: 4    Nay: 0    Abstain: 0**

**8.2.3. Motion: Passed**

**8.3 Discussed and reviewed** to status of Waste Management installing Recycling Cart lid stickers to help designate which cart is used for recycling. *(As requested by City Administrator)*

Mayor Orr opened the item for discussion and relinquished the floor to City Administrator J. C. Hughes. Administrator Hughes explained that Waste Management will be adding describing stickers to all of the new 95 gallon rolling recycle carts. *(As requested by City Administrator)*.

**8.4 Discussed and reviewed** on future Master Plan Chapters 8, 9 and 10. *(As requested by City Administrator)*

Mayor Orr opened the item for discussion and relinquished the floor to City Administrator J. C. Hughes. Administrator Hughes requested that City Council members submit comments to his office asap for Master Plan Chapters 8, 9, and 10. *(As requested by City Administrator)*.

**8.5 Discussed and reviewed** on next steps needed for development of impact fees schedules for Water, Wastewater, and Streets. *(As requested by City Administrator)*.

Mayor Orr opened the item for discussion and relinquished the floor to City Administrator J. C. Hughes. Administrator Hughes presented the steps needed for the development of the impact fees.

Mayor Orr questioned the need for impact fees at all.

**8.5.1. Motion to Continue** with a future workshop.

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

**8.5.1.2. Second:** Councilmember Hibdon

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: 0**

**8.5.3. Motion: Passed**

**8.6 Discuss and consider action** on *(As requested by Staff)*

Mayor Orr opened the item for discussion and relinquished the floor to City Administrator J. C. Hughes. Administrator Hughes set a preliminary schedule to complete the Master Plan.

May 6 – Maps

May 20 – Master Plan

May 27 – Public Hearing & City Council Approval

**8.6.1. Motion to** approve the preliminary schedule to complete the Master Plan.

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

**8.6.1.2. Second:** Councilmember Parsons

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

**8.6.2. Vote:** Yea: 4    Nay: 0    Abstain: 0

**8.6.3. Motion:** **Passed**

**9. Future Agenda Items:**

- 9.1 Master Plan – Consider Action of Chapters 8, 9 and 10 (05-06-2021)
- 9.2 Mayor & Council Oaths of Office
- 9.3 Budget Workshops (Future – May, June, July & August)
- 9.4 Public Hearing(s) – City Comprehensive Master Plan 2020 – 2030 (May)
- 9.5 Public Hearing(s) – City Impact Fees
- 9.6 Resilience Report
- 9.7 Amendment Ordinance 13007
- 9.8 Audit Report

**10. Adjournment      7:11 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 15, 2021.

**Attest:**

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Bobby Herrin / City Secretary