

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: Stephen Sherry
Councilmember: Tony Satsky



Councilmember: Cheri Trinidad
Councilmember: Marley Porter
Councilmember: Roger L. Wayson

People, Parks and Prosperity

REGULAR CITY COUNCIL MEETING MINUTES

**** NOTICE ****

The City Council held a regular meeting on Thursday, June 19, 2014 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. Regular Meeting Called to Order: 6:03 pm
2. Roll Call:

NAME	PRESENT	ABSENT EXCUSED	ABSENT UNEXCUSED
Mayor Orr	√		
Mayor Pro-Tem Sherry	√		
Councilmember Satsky	√		
Councilmember Trinidad	√		
Councilmember Porter		√	
Councilmember Wayson		√	

Assistant City Secretary Karrie Cummings announced that a quorum was present.

3. Budget Workshop – See Attached Budget Spreadsheet

Mayor Orr presented actual financials with budget comparison through May 2014 for both the General Fund and Utility Fund.

4. Pledge of Allegiance to U.S. and Texas flags was led by Mayor Donald Orr

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.

6. Administrative Reports: - See Attached Reports

Minutes of a Regular Meeting of the City Council held on June 19, 2014

Fire Department Additional Comment – *Travis Hockensmith reported that they are now State Certified with EMS. They will also be having an open house at the Fire Department in July. Mayor Orr asked when we would be receiving financials from the Fire Department and Travis said as soon as the CPA puts the Liabilities and Assets into the financials he will get it to us.*

Mayor Report - *The Mayor advised Council of the upcoming increase from \$151.00 to \$175.00 dollars an acre foot for Raw Water from LCRA effective January 1, 2015. This will be an overall increase of 4% across the board for the City of Cottonwood Shores water only. He also noted that in order to make the pricing change effective January 1, 2015 that we would have to start the process in October. The City cannot absorb the additional \$10,000 a year the increase would cause.*

7. Consent Agenda:

7.1. Minutes from a Regular Meeting of the City Council held on June 5, 2014

7.1.1. Motion to approve June 5 minutes with changes to number 3 to led by Mayor Pro-Tem Sherry not Mayor Orr.

7.1.2. Motion: Mayor Pro-Tem Sherry

7.1.2. Seconded: Councilmember Satsky

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Satsky	√		
Councilmember Trinidad	√		
Councilmember Porter			
Councilmember Wayson			

7.2. Vote: Yea: 3 Nay: Abstain:

7.3. Motion: Passed

8. Old Business:

8.1. Council presented their nominations for 2 alternate members on the Board of Adjustment.

As requested by Mayor Orr

Councilmember Roger Wayson nominated Ray Whitis, this was the only nomination.

Councilmember Tony Satsky offered but the Mayor said he would rather not have that.

8.2. Discussed and considered action on appointing 2 alternate members to the Board of Adjustment. As requested by Mayor Orr

8.2.1. Motion to appoint Ray Whitis

8.2.1.1. Motion: Councilmember Trinidad

8.2.1.2. Seconded: Mayor Pro-Tem Sherry

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Satsky	√		
Councilmember Trinidad	√		
Councilmember Porter			
Councilmember Wayson			

8.2.2. Vote: Yea: 3 Nay: Abstain:

8.2.3. Motion: Passed

8.3. Council presented their nominations to fill vacancies for 1 Commissioner and 2 alternate members on the Parks & Recreation Commission. *As requested by Mayor Orr*

Chairperson Susan Montgomery said she had changed her request sent via email to the council, changing it to the following:

Sylvia Breen as a full member, Lynn Porter and Rex Holloway as Alternates

8.4. Discussed and considered action on appointing 1 Commissioner and 2 alternate members to the Parks & Recreation Commission. *As requested by Mayor Orr*

8.4.1. Motion to appoint *Sylvia Breen as a full member, Lynn Porter and Rex Holloway as Alternates*

8.4.1.1. Motion: *Mayor Pro-Tem Sherry*

8.4.1.2. Seconded: *Councilmember Trinidad*

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Satsky	√		
Councilmember Trinidad	√		
Councilmember Porter			
Councilmember Wayson			

8.4.2. Vote: Yea: 3 Nay: Abstain:

8.4.3. Motion: **Passed**

9. New Business:

9.1. Discussed and considered action on closing off Oak Lane and barricading Birch Lane during the Cottonwood Rocks festival. *As requested by Staff*

9.1.1. Motion to *accept with emergency access provided*

9.1.1.1. Motion: *Mayor Pro-Tem Sherry*

9.1.1.2. Seconded: *Councilmember Trinidad*

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Satsky	√		
Councilmember Trinidad	√		
Councilmember Porter			
Councilmember Wayson			

9.1.2. Vote: Yea: 3 Nay: Abstain:

9.1.3. Motion: **Passed**

9.2. Discussed and reviewed the responsibilities and duties of the Development Committee. *As requested Councilmember Porter*

Mayor Orr said he was going to strike this item because Councilmember Porter was not present.

9.3. Discussed and considered action on the Splash Pad at Community Park. *As requested by Staff*

9.3.1. Motion to authorize Parks & Recreation Commission to recommend details of when to open the splash pad.

9.3.1.1. Motion: *Councilmember Cheri Trinidad*

9.3.1.2. Seconded: *Mayor Pro-Tem Sherry*

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Satsky	√		
Councilmember Trinidad	√		

Councilmember Porter			
Councilmember Wayson			

9.3.2. Vote: Yea: 3 Nay: Abstain:

9.3.3. Motion: **Passed**

9.4. Discussed and considered action adopting Resolution 672 (Establishing a Line of Credit).
As requested by Staff

9.4.1. Motion to adopt Resolution 672

9.4.1.1. Motion: *Mayor Pro-Tem Sherry*

9.4.1.2. Seconded: *Councilmember Satsky*

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Satsky	√		
Councilmember Trinidad	√		
Councilmember Porter			
Councilmember Wayson			

9.4.2. Vote: Yea: 3 Nay: Abstain:

9.4.3. Motion: **Passed**

9.5. Discussed and considered action on Council authorizing staff to use the Line of Credit for interim payments to grant contractors, on grants 713109 and F-239-B, that will be reimbursed by the granting agents. *As requested by Staff*

9.5.1. Motion to *authorizing staff to use the Line of Credit for interim payments to grant contractors, on grants 713109 and F-239-B, that will be reimbursed by the granting agents.*

9.5.1.1. Motion: *Councilmember Trinidad*

9.5.1.2. Seconded: *Mayor Pro-Tem Sherry*

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Satsky	√		
Councilmember Trinidad	√		
Councilmember Porter			
Councilmember Wayson			

9.5.2. Vote: Yea: 3 Nay: Abstain:

9.5.3. Motion: **Passed**

9.6. Discussed and considered action on participating in Burnet County HHW Program. *As requested by Staff*

9.6.1. Motion to *participate in the HHW in the amount of \$500.00 dollars*

9.6.1.1. Motion: *Councilmember Trinidad*

9.6.1.2. Seconded: *Councilmember Satsky*

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Satsky	√		
Councilmember Trinidad	√		

Councilmember Porter			
Councilmember Wayson			

9.6.2. Vote: Yea: 3 Nay: Abstain:

9.6.3. Motion: **Passed**

9.7. Discussed and considered action on repealing Ordinance 9010 (City Attorney). *As requested by Councilmember Wayson*

9.7.1. Motion to repeal Ordinance 9010

9.7.1.1. Motion: *Mayor Pro-Tem Sherry*

9.7.1.2. Seconded: *Councilmember Trinidad*

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Satsky	√		
Councilmember Trinidad	√		
Councilmember Porter			
Councilmember Wayson			

9.7.2. Vote: Yea: 3 Nay: Abstain:

9.7.3. Motion: **Passed**

9.8. Discussed and considered action on adopting Resolution 673 (Appointing Elliot Barner as City Attorney). *As requested by Councilmember Wayson*

9.8.1. Motion to adopt Resolution 673

9.8.1.1. Motion: *Mayor Pro-Tem Sherry*

9.8.1.2. Seconded: *Councilmember Satsky*

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Satsky	√		
Councilmember Trinidad	√		
Councilmember Porter			
Councilmember Wayson			

9.8.2. Vote: Yea: 3 Nay: Abstain:

9.8.3. Motion: **Passed**

10. Future agenda items:

- 10.1. Fire Control Plan
- 10.2. Gray Water Ordinance
- 10.3. Fire Marshall Ordinance
- 10.4. Culvert Ordinance
- 10.5. Ordinance 13001 – water and sewer guidelines
- 10.6. Sewer Inflow Letter/Ordinance 13001
- 10.7. Parks and Recreation Splash Pad recommendations
- 10.8. Discussed and Reviewed the responsibilities and duties of the Development Committee. *As requested by Councilmember Porter*

11. Adjournment: 7:03pm

The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on this agenda, as authorized by the Texas Government Code including, but not limited to Sections: 551.074 (Consultation with Attorneys), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts & Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.183 (Deliberations about Homeland Security Issues), and as authorized by the Texas Tax Code.

The preceding document is a true and accurate reflection of the minutes of the Regular City Council Meeting of the City of Cottonwood Shores, held on June 19, 2014.

Attest:





Karrie Cummings
Asst. City Administrator/Asst. City Secretary

City Administrator Report – June 19, 2014

Code Enforcement: The City had hired John Goble as Code Enforcement Officer, but after the first week of employment he was offered a full time job and resigned his position with us. The Chief and I have since hired another Code Official Officer – Peter McKinney. Pete has all his Code Enforcement Certifications and works for other cities as well. He started on Monday June 16.

Utility Clerk: We have lost another employee to the City of Granite Shoals. Casandra has resigned her position as front desk/utility clerk, her last day was today (6/19). We have hired Gladys Montoya as her replacement who started Monday and has been busily training to get ready for tomorrow – CUT OFF DAY. YIKES.

Baptist Youth Ministry: Will arrive in the City on Tuesday, June 24 and work through Thursday June 26. There will be 100 assigned to work at P-Squared and 50 at the Nature Preserve supervised by Councilman Porter. There will be 8-10 each painting City Hall, the PD and maybe the Library and Pavilion. They will also be working at the new Church Site and having Bible Study at the Pavilion. There will also be groups walking the City and spreading the ministry. So be on the lookout for this wonderful group of kids.

Kids Germ Event: Saturday, June 28 at the Pavilion. This event is hosted by Scott and White and the City. Posters have been put up at all the businesses in the City and on Facebook. I have asked KBEY to make an announcement about the event and the Highlander as well. Don't know if that will happen or not. Spread the word! The more attendance we have, the more likely Scott and White will sponsor more events.

The old Black and White Crown Vic police vehicle has been for sale on the City website for some time now. Now anyone who would like to purchase it??

FM 2147 Project: TxDot held their 2nd Public Outreach meeting to review the 95% plan schematic with the residents of CWS on June 12 at the Library. The project is still on schedule to begin in January. Actual work will probably start in March/April. No confirmation as yet on the Traffic Light, if it will be installed before, during or after the road work.

Dogwood Lane: PW working on drainage issues and repairing. It was getting so bad, the school bus driver said she would not pick up the kids on that street until it is repaired.

Roller Compactor was delivered on Tuesday, 6/17/2014.

PUBLIC WORKS REPORT

(2)

Work Orders Completed

Water Department

Water leaks: 4

Sewer leak/Stoppages: 0

Connects: 14

Disconnects: 5

Disconnects for non- payment of services: 10

Re-establishment of service: 10

Misc. calls for water dept.: 7

Billing Problems/Water Audits: 5

Sewer Taps: 0

Water Taps: 0

Lift Stations: 3 In the last month we have put in about 30 hours in over time for call outs after hours

Public Works

Potholes:

Signs: 2

Misc. Calls: 2

Road Work: 1

We are currently working on Dogwood Ln. fixing the ditches ,culverts and road width

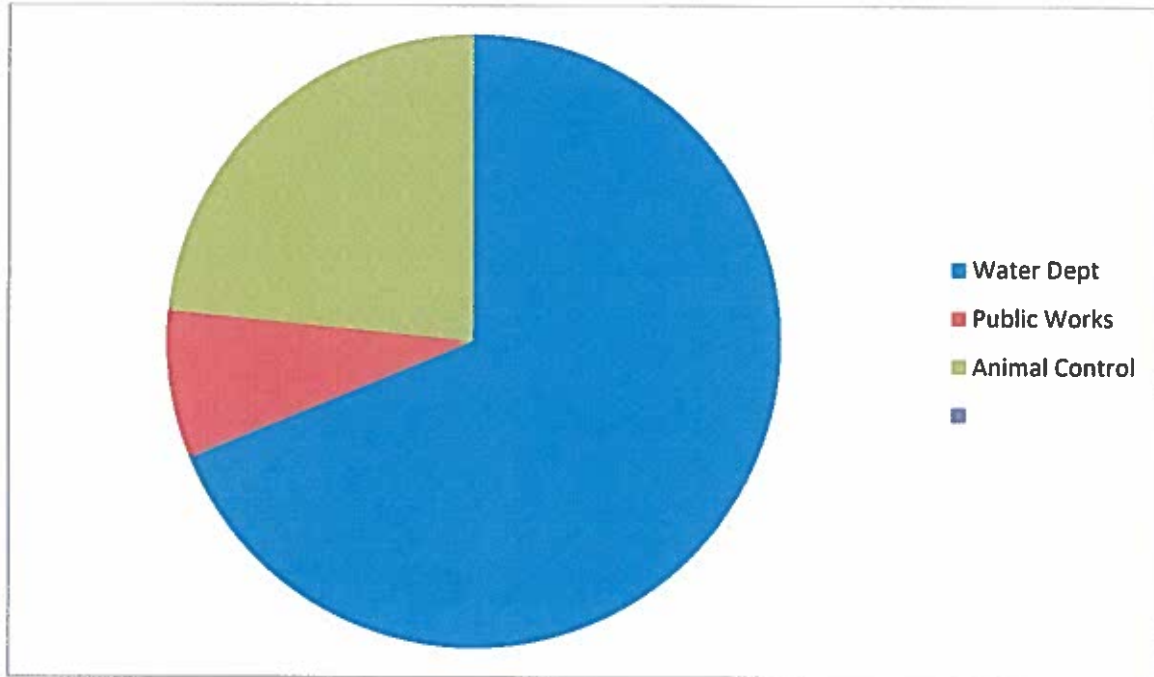
Animal Control

Dogs/Cats: 10

Dead Animals: 4

Misc.: 2

Just a note about the chart even though public works area is small does not mean there is no work being done in that area it takes more time to complete those projects then in the other areas.



3

INTEROFFICE MEMORANDUM

TO: CITY ADMINISTRATOR

FROM: SHERRY HENDERSON

SUBJECT: MONTHLY REPORT FOR May

DATE: 5/1/2014 – 5/31/2014

LIBRARY REPORT

Sherry Henderson , Librarian

06/3/2014

LIBRARY USAGE FOR THE MONTH OF May 2014

LIBRARY VISITORS

172

OTHER LIBRARY SERVICES

Bingo

Pot Lucks

Church services

NEW PARTONS

8

BOOKS

39

VIDEOS

6

COMPTER ACTIVITY

39

WI-F USAGE LAPTOPS INSIDE AND OUTSIDE USAGE(estimate)

78

NEW MATERIALS

LIBRARY UPDATE:

4

Court:

April Court is Over:

Warrants have been issued for the ones that did not show up.

Advised Judge the warrants are ready for signature.

He came by and signed all of the paperwork I had for him.

For May Court we had the following:

Pending Cases: (0) Trials – By Jury

Pending Cases: (1) Trials – By Judge

Pending Cases. (8) Through Citations

1 Ordinance Violations – Animal at Large

3 Traffic Violations – Speeding

1 Non Traffic Violation – Defective Exhaust

1 Non Traffic Violations – Possession of Drug Paraphernalia

1 Non Traffic Violations – Driving While License Suspended

1 Non Traffic Violations – Public Intoxication

All paperwork is prepared; the Judge came by and signed it so it can be mailed off.

Bobby Herrin

Municipal Court Clerk

**City of Cottonwood Shores
David Brasich - May Permits 2014**

Date Issued	Property Owner	Physical Address	Permit Description	Permit #	Total Paid
5/23/2014	French Bakery & Café Inc.	4320 Cottonwood Dr.	Certificate of Occupancy	230514	\$0
5/29/2014	Juan Lopez	N/A	Fence Plan Check	N/A	\$25.00
5/29/2014	Rex & Debbie Holloway	3911 Lakeview Dr.	Building Permit	290514	\$753.25

\$778.25

6



City of Cottonwood Shores Police Dept.
Harold L. Piatt – Chief of Police
chief.piatt@cottonwoodshores.org

May report to council
6/13/2014

During the month of May the CWSPD noted the following activity;

- 7 traffic citations
- 1 warrant arrest
- 1 DWI arrest
- 2 civil calls
- 1 criminal call
- 1 unattended natural death

Harold Piatt

Chief of Police

Grant Report

June 19, 2014

1. **Boat Ramp Grant – Fonseca Construction Mobilized on 6/16/2016 according to Crystal in their office. They are coming out to stake off the property to begin construction. The recycle receptacle was moved across the street from City Hall yesterday.**
2. **Sludge Pond Grant – LCRA approved the sludge pond plans, after the waiting period of 15 days, Latrice Hertzler who wrote the environmental Assessment sent it to David Brown on May 22, 2014 at the Texas Department of Agriculture. He signed it on June 9th which releases construction funds and we can now begin the construction portion of the grant. An add went in the paper last Friday the 13th and another tomorrow the 20th we will be getting bids for construction, we will receive bids at City Hall until 3pm on July 9th and will follow at 3pm with the bid opening the same day.**
3. **TDLR – Get information from TDLR on the 90 day extension to finish getting the parks in compliance. Still waiting to hear from them.**
4. **CAMPO is charged with selecting project to receive funding in the region under the Federal Highway Administration's Surface Transportation Program – Metropolitan Mobility (STP – MM). Camp is conducting a call for projects allocate this funding to projects throughout the region. There is total amount of \$75,625,770 dollars to be given over the next 5 years starting in 2015. Councilmember Roger Wayson is filling out the call for project. Our project is going to be paving and drainage along our current bus route.**

There are two major updates to the FYs 2015-2019 STP-MM call for projects.

1. **The submission deadline has been extended to July 21 at 5:00 PM.** At last night's meeting the Transportation Policy Board approved moving the submission deadline back one month from June 20 to July 21.
2. **Sponsors will not have to complete a 2035 Plan amendment application if their project requires one.** CAMPO staff will handle all required Plan amendments for projects awarded STP-MM funding.

Cottonwood Shores Volunteer Fire Department



Cottonwood Shores, TX

This report was generated on 6/19/2014 5:52:29 PM

Incident Count for All Call Statuses per ALL Actions Taken for Date Range
Start Date: 05/01/2014 | End Date: 05/31/2014

ACTION TAKEN	# INCIDENTS	PERCENTAGE
21 - Search	1	9.09%
31 - Provide first aid & check for injuries	10	90.91%

TOTAL: 11

This report includes all Incomplete, Complete and Reviewed incidents, NOT just Reviewed Incidents.