

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: Travis Hockensmith



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, March 6, 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: 6:00 pm
2. Roll Call:

NAME	PRESENT	ABSENT EXCUSED	ABSENT UNEXCUSED
Mayor Orr	√		
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith		√ Arrived at 6:05pm	
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson	√		

City Secretary Sheila Moore announced that a quorum was present.

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

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.

Wendy Wayson would like to know who the Councilmember candidates are and what their platforms are.

Chris Alvarenga asked when the City would start blading the roads.

5. Mayor's Report: Mayor Orr reported on the CWS Cash Accounts

City Administrator's report attached.

6. Consent Agenda:

- 6.1. Minutes from a Regular Meeting of the City Council held on February 20, 2014

Minutes of a Regular Meeting of the City Council held on March 6, 2014

- 6.1.1. Motion to accept February 20 minutes
 - 6.1.1.1. Motion: Mayor Pro Tem Sherry
 - 6.1.1.2. Seconded: Councilmember Porter

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

- 6.1.2. Vote: Yea: 3 Nay: 0 Abstain: 1 Present: 1
- 6.1.3. Motion: **Passed**

7. Old Business:

- 7.1. Discussed and considered action on amending Ordinance 3006 (Signage). *As requested by Staff*

Discussion included eliminating the current annual sign permit fee or reverting back to the \$100 per sign annual fee. Most surrounding communities do not have any annual fees.

- 7.1.1. Motion to eliminate annual license fee, accept Ordinance 3006 as amended and to refund this year's cash collected on the fees

- 7.1.1.1. Motion: Councilmember Porter
- 7.1.1.2. Seconded: Councilmember Trinidad

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

- 7.1.2. Vote: Yea: 3 Nay: 2 Abstain: 0
- 7.1.3. Motion: **Passed**

- 7.2. Discussed and considered action on nominations for an alternate member to the Board of Adjustments. *As requested by Staff*

Councilmember Trinidad nominated Doris Basham

- 7.2.1. Motion to nominate Doris Basham as an alternate member to the Board of Adjustments

- 7.2.1.1. Motion: Councilmember Trinidad
- 7.2.1.2. Seconded: Councilmember Wayson

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

- 7.2.2. Vote: Yea: 5 Nay: 0 Abstain: 0
- 7.2.3. Motion: **Passed**

8. New Business:

8.1. Discussed and considered action on Zoning Variance from R-1 to M-1 on lots 155, 156 and 157 in Scarlet Oaks Section. *As requested by Frances Ornelaz, 620 Driftwood, CWS*
Request was not a variance it was a Zoning Change request. Council asked that Ms. Ornelaz look into the procedures of a Zoning change and was informed that it was a costly transaction.

8.1.1. Motion to have petitioner come back to Council and request a Zoning change from R-1 to M-1

8.1.1.1. Motion: Councilmember Porter

8.1.1.2. Seconded: Mayor Pro Tem Sherry

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

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

8.1.3. Motion: Passed

8.2. Discussed and considered action on the purchase of a Roller/Compactor. *As requested by Staff*

Discussion included the City building roads or maintaining roads. Is the current PW department staffed to justify the new equipment? Councilmember Wayson asked for complete bids on the CB34B and the CB54 which included the government discount and BryBoard discount.

8.2.1. Motion to postpone to next meeting to gather more information

8.2.1.1. Motion: Councilmember Wayson

8.2.1.2. Seconded: Councilmember Porter

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

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

8.2.3. Motion: Postpone

8.3. Discussed and considered action on approving one of three bids to install the electric in the metal building at the water plant. *As requested by Staff*

8.3.1. Motion to accept the Hitt Electric bid

8.3.1.1. Motion: Mayor Pro Tem Sherry

8.3.1.2. Seconded: Councilmember Hockensmith

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

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

8.3.3. Motion: Passed

Motion was made to move Agenda Item 8.12 up so City staff could answer questions and then be able to go home

Motion: Mayor Pro Tem Sherry

Seconded: Councilmember Hockensmith

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

Vote: Yea: 5 Nay: 0 Abstain: 0

Motion: **Passed**

8.12. Discussed and considered action on a maintenance agreement with Holt for the Backhoe and Motor Grader. *As requested by Staff*

Discussion included going with the Cat/Holt agreement or contracting the equipment maintenance out.

Would need to ensure you had a Certified Cat mechanic.

8.12.1. Motion to postpone and gather more information

8.12.1.1. Motion: Councilmember Porter

8.12.1.2. Seconded: Mayor Pro Tem Sherry

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

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

8.12.3. Motion: **Postpone**

8.4. Discussed and considered action on water rates. *As requested by Staff*

It is prudent to evaluate rates once a year. Do other cities absorb LCRA increases or pass on to customers?

Mayor Orr is recommending increasing base rate 3% effective April 1 as well as tier increases to encourage conservation. Councilmember Wayson stated that the City really needed to look at all the numbers and do a cost analysis on chemicals, sewer, etc. Could be premature increasing right away. Councilmember Wayson to work with Mayor Orr to establish a base.

8.4.1. Motion to postpone to next meeting

8.4.1.1. Motion: Councilmember Wayson

8.4.1.2. Seconded: Councilmember Porter

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

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

8.4.3. Motion: **Postpone**

8.5. **Discussed and reviewed** neighborhood associations. *As requested by Councilmember Porter There is a huge difference between Neighborhood Associations and Homeowners Associations. Councilmember Porter would like to make a presentation to the Development Committee regarding what Neighborhood Associations are.*

8.6. **Discussed and reviewed** the responsibilities of the CWS Board of Adjustments. *As requested by Councilmember Porter Review Zoning Ordinance, discuss with attorneys and revisit.*

8.7. **Discussed and considered action** on the minimum square footage of new homes in CWS. *As requested by Councilmember Marley Porter Councilmember Porter to bring more studies regarding minimum square footage to the Development Committee.*

8.7.1. **Motion to take no action**

8.7.1.1. **Motion:** Mayor Pro Tem Sherry

8.7.1.2. **Seconded:** Councilmember Porter

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

8.7.2. **Vote:** Yea: 5 Nay: 0 Abstain: 0

8.7.3. **Motion:** **Take no Action**

8.8. **Discussed and reviewed** walking/jogging/biking trails in CWS. *As requested by Councilmember Porter Councilmember Porter said there were grants available. Would like to explore possibilities of trails in the Wilderness Preserve. Asked that the Parks Committee look into this item.*

8.9. **Discussed and reviewed** a Senior Center in CWS. *As requested by Councilmember Porter Grants are available to fund and build. Maybe Castle Rock Park? More affordable to adjunct with an existing facility.*

8.10. **Discussed and reviewed** conservation easements for Parks. *As requested by Councilmember Porter Councilmember Porter will bring an Attorney in to make a presentation to the Development Committee.*

8.11. **Discussed** initial recommendations for the CWS Volunteer Fire Department 2015 Contract. *As requested by Staff Mayor Orr presented a set of items he would like to recommend including in the Contract. Council agreed.*

8.13. **Discussed and considered action** on adopting Resolution 670 providing access to job training, employment and contracting opportunities to Section 3 residents and Section 3 business concerns during implementation of Community Development Block Grant projects. *As requested by Grant Development Services*

8.13.1. **Motion to adopt** Resolution 670.

8.13.1.1. **Motion:** Councilmember Porter

8.13.1.2. **Seconded:** Councilmember Hockensmith

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

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

8.13.3. Motion: **Passed**

NOTE: COUNCILMEMBER HOCKENSMITH LEFT THE MEETING PRIOR TO THE CLOSED SESSION

Closed open Session at 8:07 pm.

9. Executive Session of the City Council of the City of Cottonwood Shores:

9.1. 8:10 pm, Convened into Executive Session pursuant to Section 551.074 of the Texas Government Code to deliberate the appointment, employment, evaluation, or reassignment of:

City of Cottonwood Shores City Administrator/City Secretary

9.2 8:54 pm Re-convened into open session and took action on Item 9.1:

9.2.1. Motion to take no action

9.2.1.1. Motion: Mayor Pro Tem Sherry

9.2.1.2. Seconded: Councilmember Trinidad

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

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

9.2.3. Motion: **Passed**

10. Future agenda items:

- 10.1. Fire Control Plan
- 10.2. Elect BOA alternate
- 10.3. Zoning Change
- 10.4. Roller/Compactor
- 10.5. Water Rates
- 10.6. Maintenance Agreement
- 10.7. Board of Adjustments

11. Adjournment at 8:55 pm.

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 March 6, 2014.




Sheila C. Moore
City Administrator/City Secretary

City Administrator Report – March 6, 2014

City Prosecutor – Our current prosecutor Linda Bayless won the election for County Court at Law Judge so we will need to start a search for a new prosecutor.

Kudos to Officer Bieze – This is a letter to Chief Piatt from a couple that were driving through CWS

Dear Sir,

I would like to thank you and your department for the excellent help that we received last weekend from Officer Bieze.

My husband and I were driving through Cottonwood last weekend, when we ran out of gas. We called the Cottonwood Police and Officer Bieze answered the phone. Upon hearing about our situation, he immediately offered his services. He helped us get gas & then he made sure that we made it safely to the service station.

His professionalism and kindness was greatly appreciated!

Thank you for the excellent service your department provided!

Respectfully,

Debbie & Trevor Willhite

Election – All candidates have filed for the upcoming May 10 Election. The candidates running for Councilmember are:

Place 1: Tony Satsky running unopposed

Place 3: Cheri Trinidad and Janelle Long

Place 5: Roger Wayson running unopposed

The Public Meeting with TxDot for the 2147 road widening project had a great turnout. I believe all questions were answered to the residents' satisfaction.

Three new construction sites water taps have been installed and 1 of the sewer taps is complete

Front of Police Department – We will have community service workers come in next week during Spring Break. I plan for them to remove all the shrubs and signage from in front of the PD. Looking for a couple of volunteers to help me purchase and replant new native and drought tolerant shrubs and plants. I want the first thing people see when they come into the City to be a little more aesthetically pleasing. Future plans, after the 2147 road work is to perhaps look at the entrance rock work and Welcome signs.