

# 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: 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, February 5, 2015 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 Sherry	✓		
Councilmember Satsky			✓
Councilmember Trinidad		✓	
Councilmember Porter	✓		
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.

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.*

*Councilmember Porter stated that when we are creating ordinances and voting on them we may want to utilize the TML attorneys to assist for aid and clarification of our actions so we can stay in compliance with state law. He also stated a concerned citizen had questioned some of the City's actions, which Councilmember Porter clarified.*

**5. Mayor's Report:**

Mayor Orr stated that the City had received the Cottonwood Shores Volunteer Fire Department financial statement. Councilmember Wayson questioned if the check had been released. Mayor Orr informed the council that it had indeed been released. The Pot Luck Supper at the library had approximately 25 to 35 participants. The City of Cottonwood Shores had the grand opening of the boat ramp on the 27<sup>th</sup> of January and it received good editorial coverage. The highway project FM 2147 is moving along as scheduled and after consulting the business owners and contractors with the drainage issues, most of them are being corrected. Financial Officer Orr presented the financial report/status of finances for the City. Total net income was approximately \$108,000. He also commented as far as our financial status we are on budget and target. Councilmember Wayson questioned where the excess money was being utilized. Financial Officer Orr indicated the surplus was being placed in the reserve account. This will allow the City to build the 3 month operational reserve that is needed.

**6. Consent Agenda:**

**6.1. Minutes from a Regular Meeting of the City Council held on January 15, 2015**

Councilmember Wayson questioned verbiage utilized in the 8.1 lot combination request on Aspen Lane stating the minutes should show or indicate more information regarding the easements. It really needs to indicate that the City is relinquishing the easements between the lots being combined. Mayor Orr stated that records are recorded also with Burnet County.

**6.1.1. Motion to approve January 15 minutes with Item 8.1 with the lots the City relinquished the easements on included**

**6.1.1.1. Motion:** Councilmember Wayson

**6.1.1.2. Seconded:** No Second

Motion dies for lack of a second

**6.1.1.A. Motion to approve January 15 minutes as is**

**6.1.1.A.1. Motion:** Councilmember Porter

**6.1.1.A.2. Motion:** No Second

Motion dies for lack of a second

Item struck from agenda

**7. Old Business:**

**7.1. Discussed and considered action on amending Ordinance 13001 (Water/Wastewater). As requested by Staff**

Mayor Orr informed the public attending the meeting that this ordinance had been clarified in a workshop on Monday by the council prior to this meeting. Mayor Pro-Tem Sherry concurred it was in good shape.

**7.1.1. Motion to amend Ordinance 13001 (Water/Wastewater) as modified**

**7.1.1.1. Motion:** Councilmember Porter

**7.1.1.2. Seconded:** Mayor Pro-Tem Sherry

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

**7.1.2. Vote: Yea: 3 Nay: 0 Abstain: 0**

**7.1.3. Motion: Passed**

**7.2. Discussed and considered action on removing stop sign at Brookwood and Driftwood. As requested by Chief Williams**

Chief of Police Tom Williams gave a presentation as to the safety stand point of the intersection and the need to remove the stop signs on Driftwood Lane. Several citizens submitted concerns as to leave or keep the signs in place due to children playing or elderly citizens walking in the streets. The legality of children playing in the streets was implemented into the concerns. A compromise was reached to replace the two stop signs on Driftwood Lane with yield signs and leave the stop sign on Brookwood.

Citizens Responding with Comments: John Marr; Kim Wilkerson; Donna Mansfield; Sharon Strebe; Tracy Carroll and Will Bentley. The City Council also looked at the legality issues.

Mayor Orr stated these should be operational issues not council issues. Also he advised in the future this should be handled by operational methods. The City owns the northwest corner lot and could modify it to improve visibility at the intersection.

**7.2.1. Motion to replace stop signs on Driftwood Lane at Brookwood Drive with yield signs**

**7.2.1.1. Motion:** Councilmember Porter

**7.2.1.2. Seconded:** Mayor Pro-Tem Sherry

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

**7.2.2. Vote: Yea: 2 Nay: 1 Abstain: 0**

**7.2.3. Motion: Passed**

**7.3. Discussed and considered action on adopting Ordinance 8010 (Alarm Systems). As requested by Staff**

*This ordinance is to assist in the violations of false alarms within the City of Cottonwood Shores. It will define the fees and costs. Citizen Wendy Wayson questioned how many false alarm calls the police department had so far. Chief of Police Tom Williams advised so far this year the police department has had 3 to 4 businesses or commercial alarms and 2 residential alarms. Chief of Police Tom Williams advised the council that practically all major cities have an ordinance of this type in place. Mayor Pro-Tem Sherry stated that he thought the alarm ordinance was not necessary, and if anything have only a straight fee for any false alarm. Councilmember Porter also agreed with Mayor Pro-Tem Sherry. Councilmember Wayson stated he also believes there is no reason for any permits as well as some of the other issues within the ordinance that are not acceptable therefore he is against the ordinance as it is written. Mayor Orr asked Mayor Pro-Tem Sherry and City Administrator / City Secretary Sheila C. Moore to work together to amend or modify this ordinance.*

**7.3.1. Motion to postpone action regarding Ordinance 8010 (Alarm Systems)**

**7.3.1.1. Motion:** Mayor Pro-Tem Sherry

**7.3.1.2. Seconded:** Councilmember Porter

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

**7.3.2. Vote: Yea: 3 Nay: 0 Abstain: 0**

**7.3.3. Motion: Passed**

**8. New Business:**

**8.1. Discussed and considered action on adopting Resolution 678 (TCDBG Submission App), authorizing the submission of a Texas Community Development Block Grant Program Application to the Texas Department of Agriculture for the Community Development Fund; and authorizing the Mayor to act as the City's Executive Officer and Authorized Representative in all matter pertaining to the City's participation in the TCDBG Program. As requested by Grant Development Services**

*Gandolf Burrus, representative for Grant Development Services presented a lay out and proposed budget justification of costs to the council. He stressed that the Grant must provide a City-wide benefit and must identify what needs most work. His proposal included 7 new fire hydrants being added to the system throughout the City. Gandolf Burrus asked the City council to approve the grant and the 5 percent match. Questions were raised that the new water meters had not been incorporated into the proposal. After a brief discussion, it was agreed upon to approve the resolution to submit the grant, but Mayor Orr will meet with Gandolf Burrus to review the grant budget and reach a decision on what will need to be cut in order to include the \$30K for the water meters.*

**8.1.1. Motion to adopt Resolution 678**

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 Satsky			
Councilmember Trinidad			
Councilmember Porter	✓		
Councilmember Wayson		✓	

8.1.2. Vote: Yea: 2 Nay: 1 Abstain: 0

8.1.3. Motion: **Passed**

8.2. ~~Discussed and considered action on appointing a CWSVED liaison. As requested by Mayor Orr~~  
Struck from agenda by Mayor Orr

8.3. Discussed and considered action on accepting Larry Baggett and Jerral Boling's resignations from the Board of Adjustment. *As requested by Staff*

8.3.1. Motion to accept resignations from Larry Baggett and Jerral Boiling.

8.3.1.1. Motion: Councilmember Porter

8.3.1.2. Seconded: Mayor Pro-Tem Sherry

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

8.3.2. Vote: Yea: 3 Nay: 0 Abstain: 0

8.3.3. Motion: **Passed**

8.4. Called for nominations for one Boardmember and two Alternates on the Board of Adjustment.  
*As requested by Mayor Orr*  
*City Administrator / City Secretary Sheila C. Moore stated that at the next meeting the council would to make their suggestions for boardmembers and alternates and appoint the members.*

8.5. Discussed and considered action on adopting Resolution 679 (Definition of Municipality Support) authorizing support of an amendment to the definition of "Municipality" in the TLGC.  
*As requested by Staff.*  
*City Administrator / City Secretary Sheila C. Moore presented to the City council information as to the need of support for this resolution. Councilmember Wayson questioned the ETJ areas. After a brief discussion it was determined to accept the resolution.*

8.5.1. Motion to adopt Resolution 679

8.5.1.1. Motion: Mayor Pro-Tem Sherry

8.5.1.2. Seconded: Councilmember Porter

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

8.5.2. Vote: Yea: 3 Nay: 0 Abstain: 0

8.5.3. Motion: **Passed**

**8.6. Discussed and considered action on signing an agreement to establish an Interjurisdictional Emergency Management Program with Burnet County. *As requested by Staff***  
*City Administrator / City Secretary Sheila C. Moore informed the City council that we do have an emergency management plan in place but we do not have a signed Interjurisdictional agreement executed. The documentation/agreement presented was furnished to the City by Burnet County. Councilmember Wayson questioned the coordinator positions. It was determined the county would be in charge if a major event was to take place. Jim Barbo and Herb Darling were the contacts with Burnet County. The mayor is the CEO of the City and therefore considered the emergency management coordinator for the City of Cottonwood Shores.*

**8.6.1. Motion to sign the Interjurisdictional Emergency Management Program with Burnet County.**

**8.6.1.1. Motion:** Mayor Pro-Tem Sherry

**8.6.1.2. Seconded:** Councilmember Porter

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

**8.6.2. Vote: Yea: 2 Nay: 0 Abstain: 1**

**8.6.3. Motion: Passed**

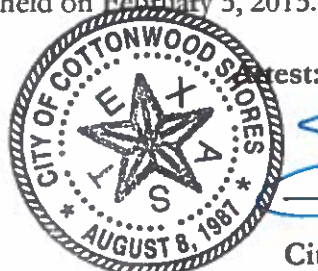
**8.7. Discussed and reviewed methods of encouraging development through reduced or rebated permit fees. *As requested by Councilmember Sherry***  
*Mayor Pro-Tem Sherry suggested that the City suspend or reduce some of the fees for residential construction in the City as an incentive to bring in new construction. This task could possibly be accomplished by reducing inspection fees, offering some type of rebate, cut or lower the tap fees by a percentage, therefore encouraging growth. Councilmember Porter reported that the City of Marble Falls had utilized this theory approximately 1 year ago and it has been beneficial therefore agrees that this would be a good idea. City Administrator / City Secretary Sheila C. Moore advised the council that the City of Burnet has started a program like this and the results have been overwhelming for growth. After a brief discussion, Mayor Orr and Mayor Pro-Tem Sherry agreed to put together a proposal and bring it back to the council with additional input from Sheila Moore and others.*

**9. Future agenda items:**

- 9.1. Ordinance 1005 (Financial Management) MP
- 9.2. Ordinance 3003 (Building Permits) Marley Porter
- 9.3. Approval of Minutes for the January 15, 2015 meeting
- 9.4. Ordinance 1112 (Emergency Management) Review and bring up to date
- 9.5. Ordinance 8010 (Alarms)
- 9.6. VFD Liaison

**10. Adjournment: 7:42 pm**

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 February 5, 2015.



Attest:

*Sheila C. Moore*  
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 Sheila C. Moore  
 City Administrator/City Secretary