

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 18, 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.

Two citizens requested to speak to the council;

1) John Marr – Mr. Marr wanted to inform the council that he mowed the police department and the flower beds / garden were in need of some special attention such as mulch, etc.

2) Sylvia Breen – Ms. Breen wanted to inform the council that Susan Montgomery (Vice Chair of the Parks and Recreation Commission) was in the newspaper and presented an outstanding article in favor of the progress within the City of Cottonwood Shores.

She also attended the retirement party for Judge Cutchins and expressed her gratitude towards him and his functions within the City of Cottonwood Shores as well as the County.

5. Administrative Reports:

City Administrator / City Secretary Sheila C. Moore addressed the council informing them that on September 12, 2015 Burnet County will hold the annual Batteries, Oil, Paint, Antifreeze, Tires & Electronics Collection. It will be held at the Burnet County Fairgrounds. Mayor Orr informed the council that the city donated \$500.00 to this event. Mayor Orr implied that he really would like to see the citizens participate in this function and we need to make an attempt to forward this information to our citizens. One citizen suggested placing something in the quarterly mail out. It was mentioned that volunteers for the trash pick would be needed.

City Administrator / City Secretary Sheila C. Moore informed the city council that starting the 27th of July we will have a new code enforcement officer (Sarah Petersen). Sarah will be performing the code enforcement task 2 days a week. David Brasich will still continue to be our City Inspector. She also advised the council that Fir and Pine are being prepared for paving and Burnet County will be out to top the roads the 1st or 2nd week in August.

She presented reports on Public Works; Grants; Volunteer Fire Department; Code Enforcement; Building Official. Deputy City Secretary Bobby Herrin presented the report on the municipal court; Interim Police Chief Bieze presented the Police Report; Mayor Orr presented a report on the wastewater pumped to Horseshoe Bay.

Public Works Director Joey Krueger stated within his report that he would like to inform the Council that on June 25, 2015 at 2:00 p.m. a company will be here to give a demo on a Sewer Cleanout Machine and hopes all councilmembers can attend to see how the machine functions and how such a machine could benefit the City.

6. Consent Agenda:

6.1. Minutes from a Regular Meeting of the City Council held on June 4, 2015.

6.1.1. Motion to approve the June 4, 2015 minutes

6.1.1.1. Motion: Mayor Pro Tem Sherry

6.1.1.2. Second: Councilmember Porter

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

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

6.2.3. Motion: **Passed**

7. Unfinished Business:

7.1. Discussed and reviewed status on Automatic Water Meter replacement. *As requested by Staff Mayor Orr addressed the council stating that after consultation with Gandolff, the TDA grant that the city was attempting to obtain to fund the water meters would not to be an option this year; therefore the city will not receive the grant funds. Mayor Orr did indicate the grant and funds possibly would be available next year. Mayor Orr advised that the city will need to fund this project through outside financing. The city received a quote from Government Capital and will receive one from two other companies indicating a cost of approximately \$32,000.00 dollars. Mayor Orr informed the council that the money could be borrowed and payment for these funds could be spread out over the next three years. He informed the council that he would have more information on this project available to them at the next council meeting. This item will be placed on the next council meeting agenda.*

8. New Business:

8.1 Discussed and considered action on hiring City Administrator's recommendation for Chief of Police. *As requested by Staff*

City Administrator / City Secretary Sheila C. Moore recommended the City hire Chris Bieze as the new Chief of Police for the City of Cottonwood Shores. After a short discussion, a motion was brought before the council.

8.1.1. Motion to approve the recommendation of the City Administrator for Chief of Police.

8.1.1.1. Motion: Mayor Pro Tem Sherry

8.1.1.2. Second: Councilmember Wayson

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	✓		
Councilmember Satsky	✓		
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 approving Chief of Police contract. *As requested by Staff*

Mayor Pro Tem Sherry and Councilmember Wayson brought up several items that they believed needed to be addressed and/or changed. After further discussion a decision was reached.

8.2.1. Motion to approve the contract with Mayor Pro Tem Sherry's modifications.

8.2.1.1. Motion: Councilmember Porter

8.2.1.2. Second: Councilmember Trinidad

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

8.2.2. Vote: Yea: 4 Nay: 1 Abstain: 0

8.2.3. Motion: **Passed**

8.3. Discussed and considered action on validity of Ordinance 9002 (Chief of Police) and amending if necessary. *As requested by Staff*

City Administrator / City Secretary Sheila C. Moore requested from Councilmember Wayson the statutes he indicated made Ordinance 9002 invalid. He did not have this information with him and stated he would provide this to her later and asked that the City Attorney provide an opinion. After a short discussion it was determined a postponement may be needed.

8.3.1. Motion to postpone until next council meeting to reconsider Ordinance 9002

8.3.1.1. Motion: Mayor Pro Tem Sherry

8.3.1.2. Second: Councilmember Trinidad

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

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

8.3.3. Motion: **Postponed**

8.4. Discussed and considered action on adopting CWS Police Policy and Procedures. *As requested by Chief Bierz*

Chief of Police Chris Bieze presented his Police Policy Manual to the council. Mayor Pro Tem Sherry addressed changes he believed needed to be changed. Councilmember Wayson agreed with most of the changes requested by Mayor Pro Tem Sherry, then presented a few additional changes. City Administrator / City Secretary Sheila C. Moore informed the council that this contract was designed by TCOLE and slightly modified to fit the City of Cottonwood Shores. The council was informed the current manual was last approved in 2005. After a lengthy discussion a decision was made.

8.4.1. Motion to adopt the CWS Police Policy and Procedure Manual as discussed with changes.

8.4.1.1. Motion: Councilmember Porter

8.4.1.2. Second: Councilmember Satsky

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

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

8.4.3. Motion: Passed

Motion to move item 8.8 up at this time

Motion to move item 8.8 after Agenda item 8.4.

Motion: Councilmember Wayson

Second: Mayor Pro Tem Sherry

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

Vote: Yea: 5 Nay: 0 Abstain: 0

Motion: Passed

8.8. Discussed and considered action on CWS Public Library status. *As requested by Staff*

Mayor Orr informed the council that there was a need to re-evaluate the library status. He indicated that due to the current volunteer librarian's health she was unable to operate the facility 4 to 5 days a week. Citizen Sylvia Breen, who had in the past pulled together volunteers to assist in the facility, said she could possibly still get some to help but was not sure. Mayor Orr commented the library needed a coordinator to develop new uses, set up functions and manage volunteers. It is currently not being utilized at it should be. (Resident Jan Grape stated that she believed the library was a great asset to the city and should be maintained and kept open. City Administrator Moore stated that it cannot be kept open until someone stepped forward to manage it.

8.8.1. Motion to postpone indefinitely

8.8.1.1. Motion: Mayor Pro Tem Sherry

8.8.1.2. Second: Councilmember Porter

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

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

8.8.3. Motion: **Passed**

8.5. Discussed and considered action on adopting Ordinance 3014 (PUE Process). *As requested by Staff*

After a short discussion Mayor Pro Tem Sherry stated the council had discussed this issue at the prior council meeting, therefore no more discussion was necessary.

8.5.1. Motion to adopt Ordinance 3014 (PUE Process)

8.5.1.1. Motion: Mayor Pro Tem Sherry

8.5.1.2. Second: Councilmember Porter

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

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

8.5.3. Motion: **Passed**

8.6. Discussed and considered action on amending Ordinance 2001 (Animal Control). *As requested by Staff*

A request was presented to the council to change the number of days an animal was housed at our facility before it was taken to Christ Yoder Animal Shelter. The number of days currently is 10 and the Animal Control Officer would like this to be changed to five. Councilmember Wayson advised he would like to see Christ Yoder Animal Shelter changed to "an established animal shelter" in the Ordinance. The council agreed to this change. The council also agreed to change the number of days an animal would be impounded at the City facility to five days, versus 5 business days.

8.6.1. Motion to amend Ordinance 2001 (Animal Control) with changes

8.6.1.1. Motion: Councilmember Wayson

8.6.1.2. Second: Mayor Pro Tem Sherry

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

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

8.6.3. Motion: **Passed**

8.7. Discussed and considered action on a Citizen Recognition Program. *As requested by Councilmember Wayson*

Councilmember Wayson addressed the council and requested for the City of Cottonwood Shores to implement a Citizen Recognition Program to help recognize some of the outstanding citizens within the city. He suggested a large plaque to be placed in the front lobby of City Hall and put the names of the citizens on it. He further stated that the city could give each citizen recognized a personal wooden plaque to be presented in a council meeting. It was discussed to possibly implement this program and give out a plaque 3 to 4 times per year. All of the council believed this program would be helpful to our community. Councilmember Wayson informed the city he would furnish the large plaque for the lobby.

8.7.1. Motion to Implement Program with Councilmember Wayson's donation of the large plaque

8.7.1.1. Motion: Mayor Pro Tem Sherry

8.7.1.2. Second: Councilmember Porter

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

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

8.7.3. Motion: **Passed**

8.9. Discussed and reviewed 2015-2016 Budget Calendars. *As requested by Staff*

City Administrator Moore stated it was time to begin developing the 2015/2016 fiscal budget. Calendars with suggested dates for workshops, meetings and public hearings were presented. Financial Officer Orr said he would not be ready for the first scheduled workshop date of June 24, 2015. Councilmember Wayson also advised that he would not be available on the June 24, 2015 date. The date was changed to the 2nd of July and will start at 5:00 p.m. and end at 6:00 p.m. The 2nd workshop will be on July 16 at 5:00pm. If necessary, an additional workshop could be scheduled on July 30.

9. Future agenda items:

- 9.1 Personnel Policy
- 9.2 Validity of Ordinance 9002 (Chief of Police)
- 9.3 Water Meter Replacement Financing

10. Adjournment: 8:29 p.m.

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 18, 2015.



Attest:

Sheila C. Moore

Sheila C. Moore
City Administrator/City Secretary