

# 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, July 16, 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. Budget Workshop

*Mayor Orr presented his proposal of the newly balanced budget to the council. There was minor discussion in reference to the telephone costs. Mayor Orr will investigate the land line costs. The budget for 2015/2016 was approved. The budget workshop was closed at 6:15 p.m.*

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.*

*Citizen Billie Parker stated her concerns about the noise ordinance agenda item. She felt that all citizens should have a right to review it, speak and provide information regarding it and all ordinances before they are amended or adopted by Council. Mayor Orr informed Ms. Parker that the city*

*followed the open meetings act and informed her of the procedures. He also advised her that the city posted an agenda so all citizens could see in advance what the topics would be discussed during the council meetings and at that time they could input their concerns or suggestions.*

**6. Administrative Reports:**

*City Administrator Sheila C. Moore informed the council that we are looking for a Building Official – Inspector. Marley Porter is filling in as needed. She also informed the council that the work on the roads is still on schedule and the crew will finish Fir Lane and proceed to Pine Lane. All work should be completed before the August paving deadline. Ms. Moore then gave the reports for Public Works, Animal Control, Municipal Court, and Cottonwood Shores Volunteer Fire Department. The Police Report was presented by Chief Biege. (See attached)*

**7. Consent Agenda:**

**7.1. Minutes from a Special Workshop Meeting of the City Council held on July 9, 2015.**

**7.2. Minutes from a Special Meeting of the City Council held on July 9, 2015**

**7.2.1. Motion to approve the July 9, 2015 consent agendas with one correction**

**7.2.1.1. Motion:** Councilmember Trinidad

**7.2.1.2. Second:** Councilmember Porter

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

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

**7.1.3. Motion: **Passed****

**8. Unfinished Business:**

**8.1. Discussed and consider action on adopting Resolution 683 to secure loan from Security State Bank to purchase automatic water meters. *As requested by Staff***  
*After a short discussion a motion was made.*

**8.1.1. Motion to adopt Resolution 683**

**8.1.1.1. Motion:** Councilmember Wayson

**8.1.1.2. Second:** Councilmember Trinidad

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

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

**8.1.3. Motion: **Passed****

**9. New Business:**

**9.1 Discussed and considered action on signing the 2015/2016 Burnet County Election Services agreement. *As requested by Staff***  
*After a brief discussion it was agreed to approve the agreement.*

**9.1.1. Motion to adopt the 2015/2016 Burnet County Election Services agreement.**

**9.1.1.1. Motion:** Councilmember Satsky

**9.1.1.2. Second:** Councilmember Porter

NAME	Yea	Nay	Abstain

Mayor Pro-Tem Sherry			
Councilmember Satsky	✓		
Councilmember Trinidad	✓		
Councilmember Porter	✓		
Councilmember Wayson	✓		

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

9.1.3. Motion: **Passed**

9.2. Discussed and considered action on accepting Neffendorf, Knopp, Doss and Company's letter of intent to provide the 2014/2015 audit. *As requested by Staff*  
 Mayor Orr informed the council of the history of the prior audits for the city. The proposed amount this year is \$8,500.00 which was slightly higher than last year's \$8,000.00. After a brief discussion a motion was reached.

9.2.1. Motion to accept the letter of intent.

9.2.1.1. Motion: Councilmember Porter

9.2.1.2. Second: Councilmember Trinidad

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

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

9.2.3. Motion: **Passed**

9.3. Discussed and considered action on signing the Marble Falls Area Emergency Medical Services 2015/2016 contract. *As requested by Staff.*  
 The new contract submitted indicated the increased amount was only \$200.00 dollars more than last year. After a short discussion it was agreed to adopt the contract.

9.3.1. Motion to adopt and sign the Marble Falls Area Emergency Medical Service 2015/2016 contract.

9.3.1.1. Motion: Councilmember Trinidad

9.3.1.2. Second: Councilmember Satsky

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

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

9.3.3. Motion: **Passed**

9.4. Discussed and considered action on reaffirming Don Adams as Municipal Court Judge for the City of Cottonwood Shores. *As requested by Staff.*  
 It was agreed to reaffirm Don Adams as Judge after a brief discussion.

9.4.1. Motion to reaffirm Don Adams as Municipal Court Judge

9.4.1.1. Motion: Councilmember Trinidad

9.4.1.2. Second: 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: 0 Abstain: 1

9.4.3. Motion: **Passed**

**9.5. Discussed and considered action on the purchase of an Integrated Accounting System. As requested by Mayor Orr.**

*Mayor Orr presented to the council the specifications sent out for bid on the System. Six vendors were approached to provide RFP. 4 out of the 6 responded with a bid. 2 of the 4 were out of the City's budget limits. The remaining two were evaluated – UTSI and Banyon. The staff's recommendation was UTSI/Asyst.*

9.5.1. Motion to purchase the Integrated Accounting System from UTSI at a cost of \$ 27,389.00.

9.5.1.1. Motion: Councilmember Porter

9.5.1.2. Second: Councilmember Trinidad

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

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

9.5.3. Motion: **Passed**

**9.6. Discussed and considered action on amending Ordinance 8005 (Noise). As requested by Staff.**

*Billie Parker complained about On the Rocks loud music lasting until midnight and was concerned about the ordinance.*

*Matthew Orlando (owner of On the Rocks) advised that he had adjusted the hours of operation to 10 – 11:30 on Friday and Saturday and Wednesday nights, music usually cut off around 9:30 p.m.*

*Councilmember Wayson stated some concern to the verbiage in the proposed ordinance and suggested several revisions. After further discussion it was agreed that Councilmember Wayson would make his revisions to the Ordinance and give them to City Administrator Moore to present at the next Council meeting.*

9.6.1. Motion to postpone until next meeting

9.6.1.1. Motion: Councilmember Porter

9.6.1.2. Second: Councilmember Satsky

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

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

9.6.3. Motion: **Passed**

**9.7. Discussed and considered action on making null and void the development agreement for the Krumm/Sealy Ranch. As requested by Councilmember Porter.**

*It was determined this agreement was signed in August 2006. Mayor Orr felt the original agreement should never have been signed. He recommended dissolving the agreement on conditions. The conditions are: 1) Disband the W.C.I.D.; 2) Current owners of the ranch must*

**ORIGINAL**

agree to not object to the cities extension of the CCN to include all of the Krumm Ranch; 3) New owners agree to engage in a development agreement with the City if it does develop.  
Councilmember Porter suggested that once the W.C.I.D. is dropped, we can do the CNN at any time. Councilmember Wayson agrees with the mayor stating they want us to relinquish the only leverage to develop the property.

**9.7.1. Motion to formally dissolve and nullify the Krumm Ranch Partners Development agreement conditional on receiving, prior to the closing, a signed and notarized statement from Scott Sealy or authorized signatory for the W.C.I.D. stating that the W.C.I.D. will be dissolved within two years.**

**9.7.1.1. Motion:** Councilmember Porter

**9.7.1.2. Second:** Councilmember Satsky

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

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

**9.7.3. Motion: Passed**

**10. Future agenda items:**

**10.1 Noise Ordinance (8005)**

**10.2 Road Exchange (As requested by Councilmember Porter)**

**10.3 Assistance with Culvert Replacement (As requested by Councilmember Wayson)**

**11. Adjournment: 8:15 p.m.**

The preceding document is a true and accurate reflection of the minutes of the Special City Council Meeting of the City of Cottonwood Shores, held on July 16, 2015.



Attest:

*Sheila C. Moore*

Sheila C. Moore  
City Administrator/City Secretary

# PUBLIC WORKS REPORT

## Work Orders Completed

6/10/15 to 7/13/15

## Water Department

Water leaks: 10

Sewer leak/Stoppages: 1

Connects: 8

Disconnects: 6

Disconnects for non- payment of services: 10

Re-establishment of service: 8

Misc. calls for water dept.: 15

Billing Problems/Water Audits: 1

Sewer Taps:

Water Taps: 1

Lift Stations: 0

Check/Replace cleanouts: 2

Meter Head Change outs: 2

Meter reading: 3 days

*600 ft of culverts on for*

## Public Works

Potholes: 1

Signs: 1

Misc. Calls: 8 known

Culverts cleaned –repaired-installed or replaced: 21 to 25 lost count

**Road Work:** 3 blocks on fir just need to put down some granite gravel and base material

Work has been slow on fir and pine we spent 3 days repairing places that were damaged by the light rain shower that we had already worked on, fixing the drainage has slowed us down a lot

We are still working on stockpiling granite gravel from lots on maple to put on fir and pine to offset cost of material needed for roads as we can

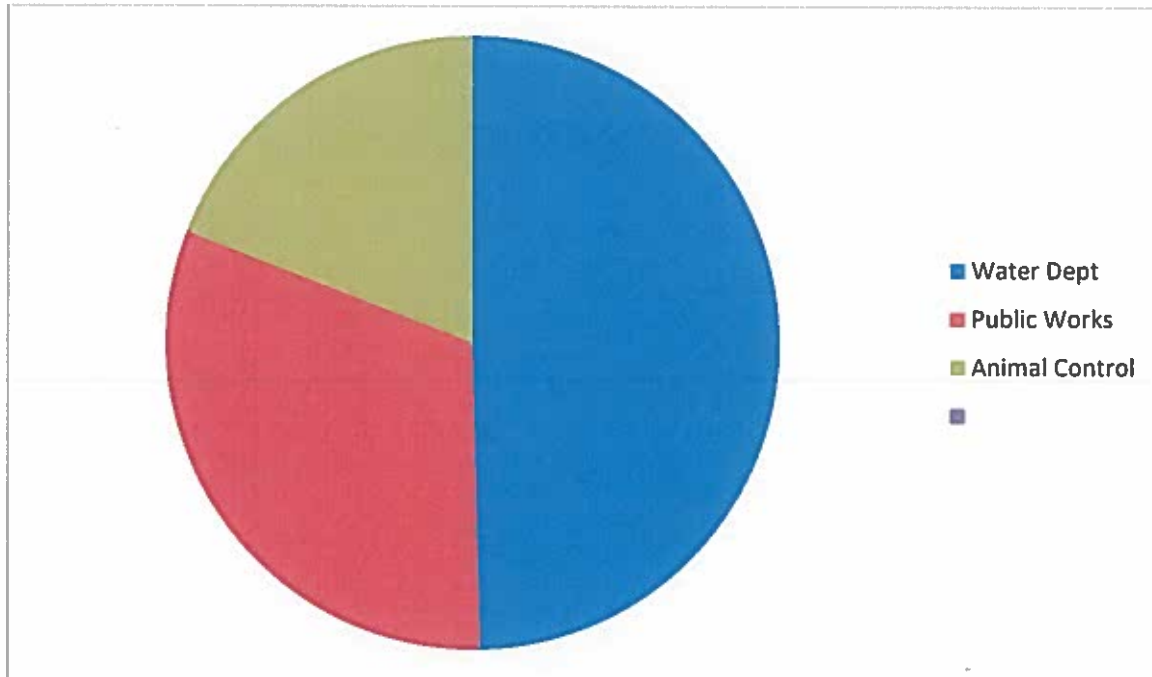
## **Animal Control**

**Dogs/Cats:** 8

**Dead Animals:** 9

**Misc.:** 5 known

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.



**Municipal Court**

**June 2015**

<b>Description</b>	<b>Retained</b>	<b>Disbursed</b>	<b>Total Collected</b>
Cash & Checks Collected	\$63.42	\$154.78	\$218.20
Jail Time Credit:	\$0.00	\$0.00	\$0.00
Credit Card Payments:	\$19.65	\$34.45	\$54.10
	<hr/>		
Totals:	\$83.07	\$189.23	\$272.30



# Cottonwood Shores Volunteer Fire Department

Cottonwood Shores, TX

This report was generated on 7/5/2015 9:36:41 PM



## Incident Type Count per Station for Date Range

Start Date: 06/01/2015 | End Date: 06/30/2015

INCIDENT TYPE	# INCIDENTS
<b>Station: 1 - COTTONWOOD SHORES VFD</b>	
311 - Medical assist, assist EMS crew	5
324 - Motor vehicle accident with no injuries	1
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	1
<b># Incidents for 1 - Cottonwood Shores VFD:</b>	<b>8</b>

Only REVIEWED incidents included.

<b>Police Activity</b>	
<b>June 12th thru July 9th</b>	
911 Investigation (open line)	4
Abandon Vehicle	
Alarm Calls	2
Assaults	1
Assist EMS	1
Assist Other Agency	13
Burglary	1
Citizen Req Assistance	33
Civil Issues	5
Collisions	3
Criminal Mischief	1
Criminal Trespass	
Disturbance	4
Deceased Person	
Drug Paraphernalia	
DWI	1
Follow Ups	7
Fraud Reports	
Harassment	
Mental Health	
Missing Person	
Noise Disturbance	3
Public Relations	8
Reckless Driver	1
Security Check	69
Stranded Motorist	
Suspicious Person	5
Traffic Stops	57
Theft	1
UUMV	
Violate City Ord	20
Violate Protective Order	
Warrant Service	3
Welfare Concerns	3

Total Calls For Service

246