

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, January 21, 2016 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.

No Citizen's Comments

5. Administrative Reports:

Sara Peterson gave the Code Enforcement and Police Department Report (see attached).

City Administrator / City Secretary Sheila C. Moore gave the Public Works, Building Permits, Grand Report (see attached). Administrator Moore reported that the streets (Magnolia and Aspen Lanes) that are to be paved in this year are in the process

Minutes of the Regular Meeting of the City Council held on January 21, 2016

of being prepared. Administrator Moore also informed the council that staff is in the process of scanning all of the property files electronically and this will help alleviate storage space. She also advised the council that the election packets are ready for any citizen to pick up.

Bobby Herrin presented the Municipal Court Report (see attached).

Rex Holloway presented a report for the Parks and Recreation Commission (see attached).

Mayor Orr reported on the standing of the City of Horseshoe Bay's annexation effort. He stated he had requested them to table and not annex the 90 acres CWS is requesting to add to their CCN.

He will meet with the ESD6 at their next meeting. He also stated that would ask them to attend a workshop at the second meeting in February and the ESD6, CSVFD, and city would meet and discuss how ESD worked along with other topics.

He also stated that the auditors had been at the city and should have a report within the next two weeks for the council.

Mayor Orr reminded everyone that there will be a fund raiser for the fire department, Pancake Supper this Saturday. He also reminded everyone of the pot luck supper on the 29th.

6. Consent Agenda:

6.1. Minutes from a Regular Meeting of the City Council held on January 7, 2016.

6.1.1. Motion to approve the January 7, 2016 minutes

6.1.1.1. Motion: Councilmember Porter

6.1.1.2. Second: Mayor Pro Tem Sherry

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

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

6.1.3. Motion: Passed

7. Unfinished Business

7.1 Discussed and considered action on amending Ordinance 8005 (Noise). *As requested by Councilmember Wayson.*

Councilmember Wayson gave a presentation on the basic principles of a noise ordinance. He requested information from the council as to what they would suggest or wanted. Councilmember Wayson informed the council that a meter to test the dba levels, etc. would cost approximately \$2,200.00 to \$2,500.00.

Several items were addressed and the need for exceptions within the ordinance.

After receiving some input from the council a motion was made.

It was asked that all of the council members bring a list of exceptions to be considered to the next meeting or give them to Councilmember Wayson.

7.1.1. Motion to request Councilmember Wayson to bring an amended Noise Ordinance to next meeting for discussion and consideration.

7.1.1.1. Motion: Councilmember Porter

7.1.1.2. Second: Councilmember Satsky

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: 1

7.1.3. Motion: Passed

7.2. Discuss and consider action on amending Ordinance 3002 (Recreational Vehicles). *As requested by Staff*

Deputy Secretary Herrin addressed some of the changes that Councilmember Porter and he made to the ordinance. Councilmember Wayson and Mayor Pro Tem Sherry had suggestions for changes that they would like to see. Mayor Orr requested Councilmember Wayson and Mayor Pro Tem Sherry to get together and modify the ordinance and bring it back to the next meeting. Mayor Orr suggested putting off until the next meeting. It was then a workshop was proposed.

7.2.1. Motion to postpone until the workshop meeting in February.

7.2.1.1. Motion: Mayor Pro Tem Sherry

7.2.1.2. Second: Councilmember Satsky

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

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

7.2.3. Motion: Passed

7.3. Plan presentation for Police Department and City facilities. *As presented by Councilmember Porter*

Councilmember Porter addressed the council and audience with a proposal of putting a new prefabricated metal building behind the library for a new police structure. After discussion all council members were asked to consider this and call or bring any ideas they may have back to him.

7.4. Presentation of landscaping for City entrance signs. *As presented by Councilmember Porter*

A presentation handout from the parks and recreation commission (Susan Montgomery) was presented in conjunction with a presentation from Councilmember Porter. Councilmember Porter had an extraordinary landscape design and parks and recreation Susan Montgomery had an extraordinary layout of plants that could be utilized. After discussion, it was determined to let Councilmember Porter continue with his design. Councilmember Porter also presented a change to the Castle Terrance Entrance modifying the entrance helping vehicles entering.

8. New Business:

8.1. Discussion on having principal Council meeting on 1st Thursday of the month and retain 3rd Thursday of the month meeting for a meeting and/or workshop. *As requested by Staff*

After discussion it was decided to hold a regular meeting on the 1st Thursday and meeting and/or workshop on the second Thursday.

8.2. Discussed and considered action on amending Ordinance 9011 (Coordinated Management). *As requested by Staff*

After a brief discussion a motion was made

8.2.1. Motion to amend Ordinance 9011 as presented

8.2.1.1. Motion: Councilmember Porter

8.2.1.2. Second: Councilmember Satsky

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

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

8.2.3. Motion: **Passed**

8.3. Discussed and considered action approving CWSVFD \$1,000 invoice for contract goal of 1st Quarter Financials. *As requested by CWSVFD*

Both of the liaisons (Councilmember Wayson and Fireman John Marr) were questioned verifying that both the city and the fire department were in agreement of the goal completed. The VFD was informed that they needed to submit an invoice.

After confirmation from both liaisons a motion was made.

8.3.1. Motion to approve the CWSVFD \$1,000.00 for the contract goal of 1st Quarter Financials.

8.3.1.1. Motion: Councilmember Porter

8.3.1.2. Second: Councilmember Wayson

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: **Passed**

9. Future agenda items:

- 9.1. 2nd March Meeting -Workshop - Cottonwood Shores Beautification. *As requested by Councilmember Trinidad. (Possibly in the Library)*
- 9.2. Noise Ordinance
- 9.3. Dark Sky Requirements
- 9.4. Calling the Election
- 9.5. February 18 Workshop – ESD6 and RV Ordinance

10. Adjournment: 7:45 p.m.

The preceding document is a true and accurate reflection of the minutes of the Regular Council Meeting of the City of Cottonwood Shores, held on ~~January~~ **January**, 21, 2016.



Attest:

Bobby Herrin

Bobby Herrin
Deputy City Secretary

Municipal Court

November 2015

Description	Retained	Disbursed	Total Collected
Cash & Checks Collected	\$1,092.00	\$394.00	\$1,487.00
Jail Time Credit:	\$0.00	\$0.00	\$0.00
Credit Card Payments:	\$0.00	\$0.00	\$0.00
Totals:	\$1,092.00	\$394.00	\$1,487.00

Municipal Court

December 2015

Description	Retained	Disbursed	Total Collected
Cash & Checks Collected	\$940.00	\$273.00	\$1,212.00
Jail Time Credit:	\$0.00	\$159.00	\$159.00
Credit Card Payments:	\$0.00	\$0.00	\$0.00
Totals:	\$940.00	\$432.00	\$1,371.00

Totals Monies Collected

November
December

\$1,486.65
\$1,371.49

\$2,858.14



Parks Committee Report

Submitted to City Council

Jan 2016

Recent Activities

1. Parks Committee election of officers effective Jan 18, 2016
 - a. Chairman: Ray Whitis
 - b. Vice Chairman: Rex Holloway
 - c. Board members:
 - i. Sylvia Breen
 - ii. Wendy Wayson
 - iii. Barbara Bristow
 - d. Alternates:
 - i. Susan Montgomery
 - ii. Lynn Porter
2. ADA Contract still has the following outstanding actions to complete:
 - a. Installing Picnic Table Slab at Noah Thompson (Placement design to be completed and submitted for approval)
 - b. Installing 2 ADA compliant picnic tables, one in P-Squared, one in Noah Thompson).
 - c. Bike Trail markings to be finalized and discussions on required width to be completed.
3. Saturday, Jan 23rd, is a volunteer work day to install new playscape addition to Aspen Park play area.
4. Parks Commission requesting City support to install Blue bench at Boat Ramp area.

Requested Support from City Council

1. Have the 2 ADA compliant picnic tables been ordered? ETA date?

Budget Comments

2. Detailed 2015/16 Budget plans for the Parks have been submitted and approved. The Parks Committee will begin the activities and provide the request for approval of the funds for each project as we go. Priorities will include:
 - a. Aspen Park: Playscape expansion and safety, appearance of landscaping and improved grass in play area.

Future Plans

1. Future Visions for our parks will be prepared and presented to Council reflecting our goals for 2016 and beyond.
2. Parks committee is designing directional PARK signs throughout the city for future submission to the city Council for funding approvals.
3. Reconditioning the Splash Pad at Community Park (Spring 2016)
4. The Parks Committee would like to submit quarterly update flyers regarding the new activities and improvements at the parks, and would like to include a flyer in the Mar Water billings.

December Code *Enforcement*

19 inspections

9 warnings issued

9 Reinspections

2 permits

1 compliance

6 citations issued

15 voicemails answered

6 Pd walk ups addressed

1 lot inspection with photographs *812 Southwood*

6 reinspections for November

January Code 1-1-16/1-15-16

17 phone call/voicemails (December questions)

14 lot inspections

6 warnings issued

4 pd walk ups

1 lot reinspection complied.

Police Activity	
Dec 11 thru Jan 12	
911 Investigation (open line)	1
Abandon Vehicle	1
Alarm Calls	
Assaults	1
Assist EMS	2
Assist Other Agency	10
Burglary	
Citizen Req Assistance	47
Civil Issues	3
Collisions	3
Criminal Mischief	1
Criminal Trespass	3
Disturbance	2
Deceased Person	
Drug Paraphernalia	
DWI	1
Follow Ups	11
Fraud Reports	
Harassment	1
Mental Health	
Missing Person	
Noise Disturbance	
Public Relations	7
Reckless Driver	1
Security Check	141
Stranded Motorist	
Suspicious Person	8
Traffic Stops	81
Theft	2
UUMV	
Violate City Ord	19
Violate Protective Order	
Warrant Service	2
Welfare Concerns	2

Total Calls For Service

350

PUBLIC WORKS REPORT

Work Orders Completed

11/13/15 to 1/11/16

Water Department

Water leaks: 6

Sewer leak/Stoppages: 0

Connects: 11

Disconnects: 6

Disconnects for non- payment of services: 9

Re-establishment of service: 7

Misc. calls for water dept.: 6 known

Billing Problems/Water Audits: 3

Sewer Taps: 0

Water Taps: 0

Lift Stations: 0

Check/Replace cleanouts: 0

Meter Head Change outs: 0

Meter reading: 3 days

Public Works

Blocks graded: 4

Potholes: 5 (not including the ones filled in on gravel roads)

Signs: 0

Misc. Calls: 17 known

Culverts cleaned –repaired-installed or replaced: 4

Road Work: graded a few of the real bad spots around town added granite gravel to several bad spots and working on more, started rimming tree limbs in right of way and working on ditches for Magnolia and Aspen prep work

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

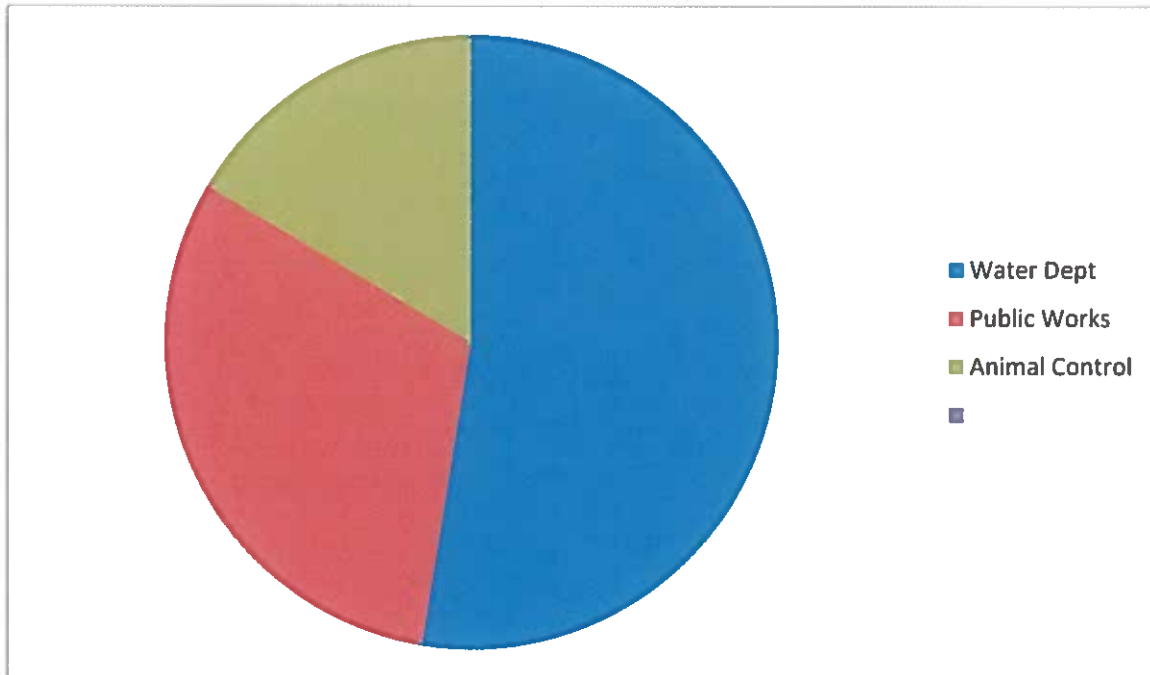
Animal Control

Dogs/Cats: 13 known

Dead Animals: 5

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.



December 2015

Building Permits

12/18/2015	Lillian Xuan Lan Nguyen	634 Birch Lane	141215
12/18/2015	Lillian Xuan Lan Nguyen	636 Birch Lane	141215
12/18/2015	Nancy Garcia	701 Oak lane	181215

Lance

Project Timeline

- January 2016:** Submit grant application to LCRA.
- March 2016:** LCRA announces awards.
- May 2016:** Receive funds from LCRA.
- June 2016:** Purchase new patrol vehicle.
- September 2016:** Introduce new patrol vehicle in fleet.

Grant Report
LCRA CDPP GRANT
January 2016

Thursday I submitted our grant application to Matthew Gonzalez at the Pedernales Electric Coop. The submittal was done electronically until I have the minutes from the meeting that authorized the loan with SSB&T for 19,000 dollars and the authorization of submitting application for the grant from council. When I have everything I will then send the grant package certified return receipt to him. The deadline for submittal is January 31st and the grants will be awarded on March 31st. *Funding TBD*

I submitted the loan request to SSB&T on January 14, 2016 and it was approved January 15, 2016. So everything is ready to go for the purchase if we receive the grant.