

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, February 18, 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.

Citizen – John Parker addressed the council with his concerns about a court procedure regarding loud music.

Citizen – Wendy Wayson spoke to the council about the responsibility of the parks and recreation members and also indicated the need for the city to mow and weed eat the city parks, possibly having a city employee designated once a month for one day to accomplish this task.

Citizen – Billy Parker suggested the possibility of utilizing community service personnel to do this task.

5. Administrative Reports:

City Administrator / City Secretary Sheila C. Moore presented reports for the Public Works and Street Departments, Animal Control, Municipal Court (see attached), and updated the council on the scanning status of the property files. She also advised the council of a pilot program that the City of Granite Shoals was going to initiate by having a City Bow Hunting Season allowing bow hunters to sign up, qualify and then be able to hunt game legally within the city. She also reported that Doug Ferguson was the new election administrator for Burnet County and he was looking to initiate a process of allowing people to vote anywhere not just in their designated precinct.

Cottonwood Shores Volunteer Fire Department report was presented by John Marr (see attached).

Parks and Recreation report was given by Vice Chair Holloway (see attached). He informed the council of some of the ideas the commission was in the process of initiating which included signs, splash pad, a newsletter and presented an amended budget.

Mayor Orr requested the parks and recreation to inform the city as soon as possible of the days and hours the splash pad would be open this summer. He also informed them that the city's main objective was for them to bring the parks up to standards for ADA compliance before the other issues were addressed.

Police report was presented by John-Michael Talamantez (see attached).

6. Consent Agenda:

6.1. Minutes from a Regular Meeting of the City Council held on February 4, 2016.

6.1.1. Motion to approve the February 4, 2016 minutes

6.1.1.1. Motion: Mayor Pro Tem Sherry

6.1.1.2. Second: Councilmember Satsky

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. Audit Presentation:

7.1. Discussed and considered action on accepting the 2014-2015 Audit. *As requested by Neffendorf, Knopp, Doss and Company, CPA*

Mr. Neffendorf presented the 2014 – 2015 audit to the council. He stated that it did comply with all standards required, that it was a good clean audit and the City was in good financial shape.

7.1.1. Motion to accept the 2014 – 2015 audit.

7.1.1.1. Motion: Councilmember Porter

7.1.1.2. Second: 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: 5 Nay: 0 Abstain: 0

7.1.3. Motion: Passed

Motion was made to reverse items 8 & 9 on the agenda.

Motion: Councilmember Porter

Second: Councilmember Satsky

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

Vote: Yea: 4 Nay: 0 Abstain: 1

Motion: **Passed**

9. Unfinished Business

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

Councilmember Wayson made a presentation to the council and audience indicating his proposal for the amended Ordinance for Noise. Mayor Pro Tem Sherry pointed out several changes he thought needed to be addressed. Other council members also made some suggestions. After further discussion Mayor Orr asked Councilmember Wayson to talk to the other council members, make the suggested changes and bring the revised Ordinance back to the next council meeting.

Mark Orlando stated a concern as to holiday's vs the ordinance and this item will be taken into consideration.

9.1.1. Motion to request Councilmember Wayson bring amended Ordinance back to the next meeting for a vote.

9.1.1.1. Motion: Councilmember Porter

9.1.1.2. Second: Mayor Pro Tem Sherry

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

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

9.1.3. Motion: **Passed**

Motion was made to move item # 10 up before item # 8.

Motion: Councilmember Wayson

Second: Councilmember Trinidad

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**

10. New Business

10.1. Discussed and considered action on approving CWSVFD \$2,500 invoice for contract goal of a Certified Audit for 2015 along with all required documentation. *As requested by CWSVFD*

Mayor Orr requested that the council not approve the invoice until the next meeting due to the time frame in which it was submitted to the council.

Liaison John Marr of the fire department objected and requested payment, stating he presented the contract to the city's liaison in time.

Mayor Orr informed Mr. Marr that the contract requested two signatures and was to be presented to the city on the

Friday before a council meeting.

10.1.1. Motion to postpone until 1st meeting in March.

10.1.1.1. Motion: Mayor Pro Tem Sherry

10.1.1.2. Second: Councilmember Wayson

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

10.1.2. Vote: Yea: 3 Nay: 1 Abstain: 1

10.1.3. Motion: **Passed**

8. Workshop

8.1. Discussed and considered action on amending Ordinance 3002 (Recreational Vehicles). *As requested by Staff*

It was discussed that there was a need to possibly delay until such time all information could be presented and where all parties could attend.

8.1.1. Motion to postpone Ordinance 3002 (Recreational Vehicles) until all Council can be present.

8.1.1.1. Motion: Councilmember Trinidad

8.1.1.2. Second: Councilmember Porter

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**

11. Future agenda items:

- 11.1. ESD6 Workshop March 17
- 11.2. Zoning Ordinance Workshop – Later Date
- 11.3. Fire Department Invoices - 2

12. Adjournment: 8:23 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 February 18, 2016.



Attest:

Bobby Merrin

Bobby Merrin
Deputy City Secretary

PUBLIC WORKS REPORT

Work Orders Completed

11/18/16 to 2/17/16

Water Department

Water leaks: 4

Sewer leak/Stoppages: 2

Connects: 1

Disconnects: had several that were transferred to landlord accounts

Disconnects for non- payment of services: 8

Re-establishment of service: 7

Misc. calls for water dept.: 4 that required work orders

Billing Problems/Water Audits: 0

Sewer Taps: 0

Water Taps: 2

Lift Stations: 0

Check/Replace cleanouts: 2

Meter Head Change outs: 0

Meter reading: 3 days

Utility locates: 2

Public Works

Blocks graded: 2

Potholes: 5 (not including the ones filled in on gravel roads) done without work orders

Signs: 0

Misc. Calls: 6 known

Culverts cleaned –repaired-installed or replaced: 10

Road Work: started prep work on magnolia lane fixing drainage and replacing culverts in the 600 block

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

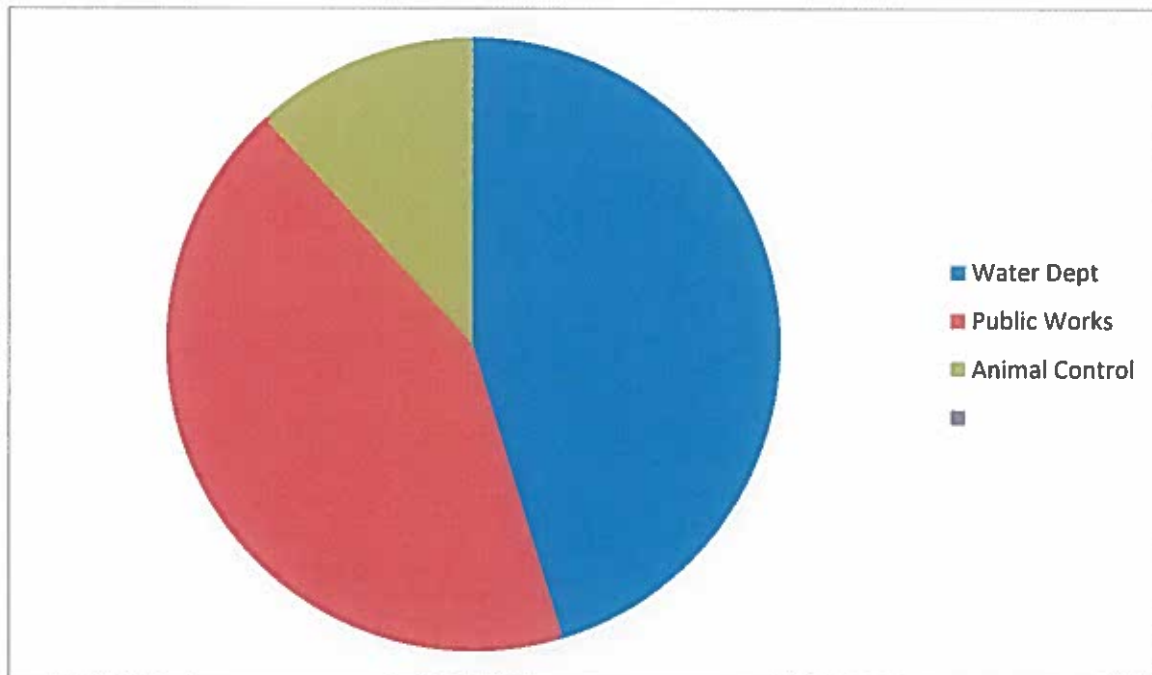
Animal Control

Dogs/Cats: 2 work orders called into to city hall had several PD calls

Dead Animals: 0

Misc.: 3 work orders made

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.





Parks Committee Report

Submitted to City Council

Feb 2016

Recent Activities

1. ADA Contract still has the following outstanding actions to complete:
 - a. Prepare for Registration and Final Inspection:
 - i. Installing Picnic Table Slabs and ADA tables at Noah Thompson and P-Squared
 - ii. All Parks need Site plans and AS Built site plans as noted in the Park Project update. (Marley will complete the Site Plans by March 22 and submitted to TPWD for approval)
 - iii. Complete the BMX We are setting up a meeting with some people with expertise in BMX parks for design guidance.
 - iv. Bike Trail markings to be finalized and discussions on required width to be completed. We will work with Roger Wayson on these actions
2. Installed Benches at Boat Ramp: Installed new slide at Aspen



Requested Support from City Council

1. Order the 2 ADA compliant picnic tables . Formal request will be submitted upon receipt of the site plans and approval from TPWD.
2. Add frequency to the mowing and trimming of the parks in preparation for seasonal use.

Budget Comments

3. Adjusted 2015 budget to meet \$15,000 allocated dollars. See Attached tentative strategies.

Future Activities

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 April Water billings.

Police Activity	
Jan 13 Thru Feb 4	
911 Investigation (open line)	1
Abandon Vehicle	
Alarm Calls	
Assaults	3
Assist EMS	2
Assist Other Agency	7
Burglary	
Citizen Req Assistance	46
Civil Issues	5
Collisions	2
Criminal Mischief	
Criminal Trespass	
Disturbance	3
Deceased Person	
Drug Paraphernalia	
DWI	
Follow Ups	5
Fraud Reports	
Harassment	1
Mental Health	
Missing Person	
Noise Disturbance	
Public Relations	5
Reckless Driver	1
Security Check	87
Stranded Motorist	
Suspicious Person	2
Traffic Stops	70
Theft	3
UUMV	
Violate City Ord	6
Violate Protective Order	
Warrant Service	1
Welfare Concerns	2

Total Calls For Service

252

Cottonwood Shores Volunteer Fire Department



Cottonwood Shores, TX

This report was generated on 1/31/2016 10:06:48 PM

Incident Type Count per Station for Date Range

Start Date: 01/01/2016 | End Date: 01/31/2016

INCIDENT TYPE	# INCIDENTS
Station: 1 - COTTONWOOD SHORES VFD	
311 - Medical assist, assist EMS crew	8
# Incidents for 1 - Cottonwood Shores VFD:	8

Only REVIEWED incidents included.

Municipal Court

January 2016

Description	City Retained	Disbursed to State	Total Collected
Monies Collected	\$610.65	\$254.45	\$865.10
Jail Time Credit:	\$0.00	\$0.00	\$0.00

Totals: \$610.65 \$254.45 \$865.10