

# 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: Brigitte Thomas  
 Councilmember: Roger L. Wayson

*People, Parks and Prosperity*

## REGULAR CITY COUNCIL MEETING MINUTES

### \*\* NOTICE \*\*

The City Council held a regular meeting on Thursday, February 16, 2017 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 Thomas	✓		
Councilmember Wayson	✓		

*City Administrator/City Secretary Sheila C. Moore announced that a quorum was present.*

3. Pledge of Allegiance to U.S. Flag and Texas Flag: Led by Mayor Pro-Tem Sherry

**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 Comments.

A group of the Marble Falls High School Governmental class seniors attended the City Council meeting to see how a local governmental agency presented, discussed and resolved issues for an entity.

**5. Administrative Reports:**

City Administrator / City Secretary Sheila C. Moore address the City Council with a code violation issue in reference to the Estate of Lucille Rodriguez. The lots in question are cluttered with excessive trash and the problem is progressively getting worse. The council discussed the issue and agreed that the city needed to take measures towards the clean-up of the trash.

Stephen Sherry, cities liaison for the Cottonwood Shores Volunteer Fire Department presented his report on the department. Some issues were addressed.

City Administrator / City Secretary Sheila C. Moore presented reports for Public Works, Animal Control, Permits and Code Enforcement.

Karrie Cummings presented a report on the grants and their status.

Bobby Herrin presented a report on the Municipal Court.

John Marr presented a report for the Cottonwood Shores Volunteer Fire Department.

Jason Bartholomew presented a report for the Police Department.

**6. Consent Agenda:**

**6.1. Minutes from a Regular Meeting of the City Council held on February 2, 2017.**

**Minutes from a Special Workshop Meeting of the City Council held on February 9, 2017.**

**6.1.1. Motion to approve the complete consent agendas with changes.**

**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 Thomas	✓		
Councilmember Wayson	✓		

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

**6.1.3. Motion: Passed**

**7. New Business:**

**7.1 Discussed and considered action on PUE relinquishment between lots 45 and 1, Yellowstone Section, Cottonwood Shores, TX. *As requested by Gary Black and Marley Porter***

Mayor Orr explained the reason for the relinquishment. He also stated there was a change of the SOP's for handling the relinquishments.

**7.1.1. Motion to relinquish easement between lots 45 and 1, Yellowstone Section, Cottonwood Shores, TX.**

**7.1.1.1. Motion:** Mayor Pro Tem Sherry

**7.1.1.2. Second:** Councilmember Trinidad

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

**7.1.2. Vote: Yea: 5      Nay: 0      Abstain: 0**

**7.2.3. Motion: **Passed****

**7.2. Discussed and considered action on approving a Resolution authorizing submission of a DJ17 Justice Assistance Grant to the Office of the Governor’s Criminal Justice Division. *As requested by Grant Development Services***

Mayor Orr addressed the City Council informing them this was a resolution about the new radios for the police department.

Councilmember Wayson requested insert what it was for in the resolution.

**7.2.1. Motion to approve Resolution 697 authorizing submission of a DJ17 Justice Assistance Grant to the Office of the Governor’s Criminal Justice Division.**

**7.2.1.1. Motion:** Councilmember Wayson

**7.2.1.2. Second:** Councilmember Thomas

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

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

**7.2.3. Motion: **Passed****

**7.3. Discussed and considered action on amending Ordinance 13004 (Solid Waste) to reflect 2017 Republic Services’ rate increase. *As requested by Staff***

Mayor Orr addressed the City Council presenting them with documentation showing the current rates verses increase rates from Republic Services. He also showed possible increased rates as he presented to City Council.

It was discussed to raise the basic rate to \$18.50 and the second cart to 8.95.

It was also discussed and decided to send out letters to all customers that lived outside the city limits informing them of the changes.

**7.3.1. Motion to amend Ordinance 13004 (Solid Waste) to reflect 2017 Republic Services’ rate increase as noted**

**7.3.1.1. Motion:** Councilmember Trinidad

**7.3.1.2. Second:** Mayor Pro Tem Sherry

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

**7.3.2. Vote: Yea: 5      Nay: 0      Abstain: 0**

**7.3.3. Motion: **Passed****

**Motion to make the effective date of March 15<sup>th</sup> for the rate increase.**

**Motion:** Mayor Pro Tem Sherry

**Second:** Councilmember Trinidad

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

Vote: Yea: **5**      Nay: **0**      Abstain: **0**  
 Motion: **Passed**

7.4. Discussed and considered action on adopting Ordinance 1130 (Calling the 2017 General Election). *As requested by Staff*  
 Mayor Orr addressed the City Council stating this process was required for the calling of the election in May.

7.4.1. Motion to adopting Ordinance 1130 (Calling the 2017 General Election).

7.4.1.1. Motion: Mayor Pro Tem Sherry

7.4.1.2. Second: Councilmember Satsky

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

7.4.2. Vote: Yea: **5**      Nay: **0**      Abstain: **0**

7.4.3. Motion: **Passed**

7.5. Discussed and considered action on adopting Ordinance 11093 (Reauthorizing a Local Sales and Use Tax through a Special Election). *As requested by Staff*  
 Mayor Orr addressed the City Council stating that every five years the reauthorization of the local sales and use tax must be approved through an election process

7.5.1. Motion to adopt Ordinance 11093 (Reauthorizing a Local Sales and Use Tax through a Special Election).

7.5.1.1. Motion: Mayor Pro Tem Sherry

7.5.1.2. Second: Councilmember Thomas

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

7.5.2. Vote: Yea: **5**      Nay: **0**      Abstain: **0**

7.5.3. Motion: **Passed**

7.6. Discussed and considered action on codification of Ordinance 042888-1A to Ordinance 14020 (1988 Zoning of Property within CWS). *As requested by Staff*

City Administrator / City Secretary Sheila C. Moore explained to the City Council the need to codify this old ordinance.

Councilmember Wayson expressed his concern that if we accepted this codification it would make this ordinance effective over the existing one.

**7.6.1. Motion to codification of Ordinance 042888-1A to Ordinance 14020 (1988 Zoning of Property within CWS) and allow supersessions of that ordinance to stand.**

**7.6.1.1. Motion:** Mayor Pro Tem Sherry

**7.6.1.2. Second:** Councilmember Trinidad

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

**7.6.2. Vote: Yea: 4 Nay: 1 Abstain: 0**

**7.6.3. Motion: Passed**

**7.7. Discussed and considered action on Ordinance 1005 (Financial Management).** *As requested by Staff*

City Administrator / City Secretary Sheila C. Moore presented information as to why they wanted to change the amount in the petty cash from \$500 to \$300.

It was also requested a change in the personnel that could write or endorse checks removing the finance officer and the city administrator.

Councilmember Wayson stated petty cash must be approved by the city administrator or mayor in the event the administrator is out of pocket.

**7.7.1. Motion to accept Ordinance 1005 (Financial Management) with changes.**

**7.7.1.1. Motion:** Mayor Pro Tem Sherry

**7.7.1.2. Second:** Councilmember Trinidad

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

**7.7.2. Vote: Yea: 5 Nay: 0 Abstain: 0**

**7.7.3. Motion: Passed**

**7.8. Discussed and considered action on adopting Resolution 696 (Signatories on Depository Accounts).** *As requested by Staff*

City Administrator / City Secretary Sheila C. Moore explained when a council member left the council a new signatories on deposits of accounts was required. All signatories must be resubmitted.

**7.8.1. Motion to adopt Resolution 696 (Signatories on Depository Accounts).**

**7.8.1.1. Motion:** Councilmember Trinidad

**7.8.1.2. Second:** Mayor Pro Tem Sherry

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	✓		

Councilmember Satsky	✓		
Councilmember Trinidad	✓		
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

7.8.3. Motion: **Passed**

Motion to move 7.9 to the end of agenda after item 8.5.

Motion: Councilmember Wayson

Second: Mayor Pro Tem Sherry

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

Vote: Yea: 5 Nay: 0 Abstain: 0

Motion: **Passed**

7.9. Discussed and considered action on CWS VFD financials. *As requested by Mayor Orr*

7.9.1. Motion to move after Agenda Item 8.5

7.9.1.1. Motion:

7.9.1.2. Second:

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

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

7.9.3. Motion: **Passed**

7.10. Discuss and consider action on authorizing CWSVFD \$2,500.00 invoice for completion of contract goal 13.c: Audit and 990. *As requested by CWS Volunteer Fire Department*

Stephen Sherry liaison for the city, addressed that the Cottonwood Shores Volunteer Fire Department has produced documentation as per the contract for completion of this process. Mayor Orr presented several questions in reference to the audit and 990 which were requested to bring back to the next meeting. Mayor Orr read the questions to the City Council and audience. Mayor Orr submitted the questions to the fire department in an official written format to requesting answers to the questions.

Councilmember Trinidad stated it would be helpful to have some of the fire department officials present to address the issues.

John Marr liaison for the fire department was present.

7.10.1. Motion to authorize CWSVFD \$2,500.00 invoice for completion of contract goal 13.c: Audit and 990.

7.10.1.1. Motion: Mayor Pro Tem Sherry

**7.10.1.2. Second: Councilmember Trinidad**

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

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

7.10.3. Motion: **Passed**

**8. Unfinished Business**

**8.1. Discussed and considered action on adopting Ordinance 14019 (Heavy Equipment). *As requested by Staff***

City Administrator / City Secretary Sheila C. Moore presented one change to the ordinance. Mayor Pro Tem Sherry suggested including some addition information such as definitions and verbiage changes. (Add Improved Lots and delete developed lots)

Councilmember Wayson made a motion to approve the Ordinance 14019 as presented by city administrator changes for non-contiguous and add the definition of improved lots.

Councilmember Thomas seconded.

Mayor Pro Tem Sherry requested to amend motion with changes presented.

Councilmember Wayson withdrew motion

Councilmember Wayson withdrew her second.

Move to accept with the following additions that on the abandoned vehicle paragraph to add to meet the derelict definition, amend section 5 par 2 to reflect section 3,

Add has not been moved for more than 6 months and to meet the derelict vehicle definition.

Add definition of improved lot

Add non-contiguous to new section 3

Add definition of contiguous

**8.1.1. Motion to accept with the following additions. On the abandoned business (nuisance?) vehicle paragraph add has not been moved for more than 6 months and to meet the derelict vehicle definition; and in Section 5, Paragraph 3 violates and conflicts section 3; amend Section 5, Paragraph 2 to reflect Section 3, include addition of Item 3 Section 2, add definition of improved as talked about; add non-contiguous in to new Section 3.**

**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 Thomas	✓		
Councilmember Wayson	✓		

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

8.1.3. Motion: **Passed**

**8.2. Discussed and considered action on nominating and electing officer to fill vacancy on the Board of Adjustment. *As requested by Mayor Orr***  
No nomination were presented

- 8.2.1. Motion to postpone to next meeting
  - 8.2.1.1. Motion: Mayor Pro Tem Sherry
  - 8.2.1.2. Second: Councilmember Satsky

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

- 8.2.2. Vote: Yea: 5      Nay: 0      Abstain: 0
- 8.2.3. Motion: **Passed**

- 8.3. Discussed and considered action on reconciling Ordinance 5005 (Wildfire Prevention) and Ordinance 8007 (Nuisance) Section 4.2. as to intent, application and scope of enforcement. *As requested by Mayor Pro Tem Sherry*  
The ordinance was discussed at length at the last meeting. Mayor Pro Tem Sherry and Councilmember Wayson were to put together information and bring it back to council.

- 8.3.1. Motion to postpone item 8.3 until next meeting.
  - 8.3.1.1. Motion: Mayor Pro Tem Sherry
  - 8.3.1.2. Second: Councilmember Wayson

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

- 8.3.2. Vote: Yea: 5      Nay: 0      Abstain: 0
- 8.3.3. Motion: **Passed**

- 8.4. Discussed and considered action on amending Ordinance 8009 (Dark Sky) in regard to security lighting. *As requested by Staff*  
Councilmember Wayson presented a handout to the councilmembers. Councilmember Wayson discussed the topics in the handout and gave some examples where dark sky assisted cities. Councilmember Wayson then requested a video to be shown followed with discussion. There were no changes made to the ordinance.

- 8.4.1. Motion to take no action on ordinance.
  - 8.4.1.1. Motion: Mayor Pro Tem Sherry
  - 8.4.1.2. Second: Councilmember Thomas

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

- 8.4.2. Vote: Yea: 5      Nay: 0      Abstain: 0
- 8.4.3. Motion: **Passed**



**8.5. Discussed and considered action on CWS Library. *As requested by Staff***

It was mentioned that resolutions 603 and 612 are non-continuing resolutions and need to be renewed.

Questions were asked if the alteration of the library use would affect any grants.

It was mentioned that PEC gives \$1,000 dollars to cities which may be lost. It was also stated that the city has not received these monies from PEC for some time now.

Councilmember Thomas presented information she obtained from the library in Spicewood which is supported by donations from the friends of the library as well as an income from the thrift store. The store and library must be staffed. Staffing must be provided for the days and times of open operations.

Councilmember Trinidad stated the building should be used as a community or senior center. You cannot rely on grants as the main source of income.

Councilmember Wayson wanted to initiate an electronic library.

Mayor Orr commented that Councilmember Wayson could get more information and present it to the City Administrator / City Secretary Sheila C. Moore to bring back to the council for some type of recommendation.

**8.5.1. Motion to take no action.**

**8.5.1.1. Motion:** Mayor Pro Tem Sherry

**8.5.1.2. Second:** Councilmember Trinidad

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

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

**8.5.3. Motion: Passed**

**MOVED**

**7.9. Discussed and considered action on CWS VFD financials. *As requested by Mayor Orr***

Councilmember Wayson suggested for the liaison for the fire department to really take note we do have the right to make sure we have fire services for the city. He also questioned where the finances are going. He stated that there was a great need for the fire departments financial officers to come to the council meeting and talk about the problems in question.

The fire department liaison stated that some items were more costly than projected in the contract and budget.

Mayor Pro Tem Sherry stated that the fire department was basically a backup company and brush company for other agencies which has the manpower to attack fire issues within the city. The fire department must rely on the mutual aid program for sufficient manpower and any extra equipment needed to provide the fire service to the city.

7.9.1. Motion to **MAYOR ORR CALLED ITEM**

7.9.1.1. Motion:

7.9.1.2. Second:

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

7.9.2. Vote: Yea:                      Nay:                      Abstain:

7.9.3. Motion:

Closed regular session at 8:10 p.m.  
 Convened into Executive Session at 8:15 p.m.

9. Executive Session

9.1. Convened into Executive Session pursuant to Section 551.074 of the Texas Government Code for the purpose of discussing the appointment, employment, evaluation, compensation and reassignment of City Staff.

9.2. Reconvened into open Session at 8:52 p.m. and took action on Item 9.1.

9.2.1. Motion to take no action

9.2.1.1. Motion: Mayor Pro Tem Sherry

9.2.1.2. Second: Councilmember Satsky

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

9.2.2. Vote: Yea: **5**                      Nay: **0**                      Abstain: **0**

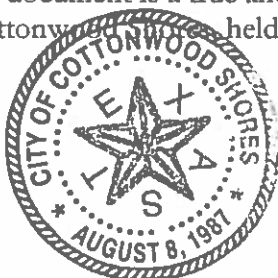
9.2.3. Motion: **Passed**

10. Future agenda items

- 10.1. Presentation of Granite Shoals Deer Management Program – March
- 10.2. City staff sick days
- 10.3. Water and sewer rates
- 10.4. BOA nominations
- 10.5. Wildfire and Nuisance Ordinances

11. Adjournment: 8:55 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 16, 2017.



Attest:

*Bobby Herrin*

Bobby Herrin  
 Deputy City Secretary

# PUBLIC WORKS REPORT

## Work Orders Completed

1/12/17 to 2/10/17

## Water Department

Water leaks: 5

Sewer leak/Stoppages: 0

Connects: 7

Reconnects: 0

Disconnects: 6

Disconnects for non- payment of services: 4

Re-establishment of service: 4

Misc. calls for water dept.: 0

Billing Problems/Water Audits: 4

Sewer Taps: 0

Water Taps: 0

Lift Stations: called out to lift station #4 and monitored all lift stations during horseshoe bay shut down of 6 inch line so they could complete a bypass

Check/Replace cleanouts: 0

Meter Head Change outs: 0

Meter reading: 3 days

Utility locate: 5

Open Water dept. work orders: 10

We have been working on the by-pass extension of 6" water line from hwy. 2147 west to ridgeview lane

Public Works

Potholes: 1

Signs: 0

Misc. Calls: 2

Culverts cleaned –repaired-installed or replaced: 0

Road Work: filled in bad ruts all over town

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

Public works open work orders: 31 and almost all of them are for trimming trees

## Animal Control

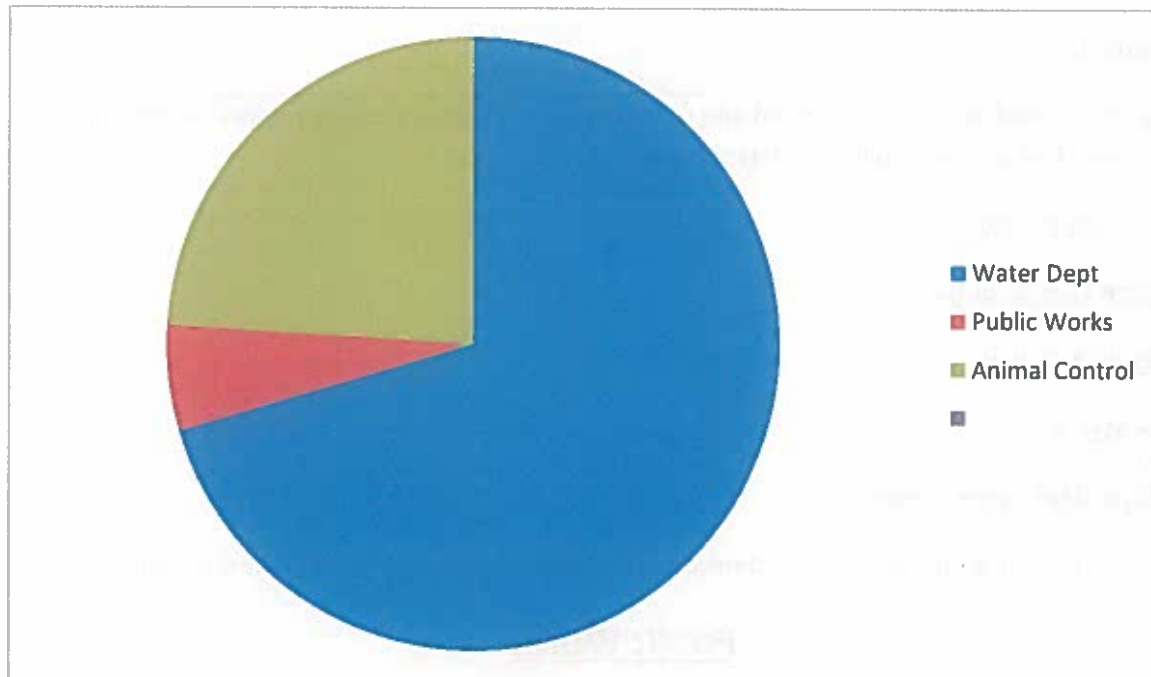
Dogs/Cats: 5

Dead Animals: 1

Misc.: 2 known

Animal Control open work orders: 0

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.



## Liaison's Report for 2-7-17

1. Line of duty deaths report for 2017 ytd 4
2. Citizen's comments:
  - Cheri Trinidad shared shared food program information from Burnet County Hunger Alliance Org.
  - Janet Taylor-Carusi notified firefighters that W-9 forms are now necessary.
3. Audit was presented by Charity Tabor
4. Firefighter certifications were made.
5. Secretary Report : Rescue equipment grant covers 3 members training
6. Treasurers Report : Brief overview of bank acct. status.
7. Fire Chief's Report : 9 calls all medical
8. Membership applications were accepted for Nicole Austin and Joan Blackwell.
9. Accepted the audit for 2015-2016
10. Resolved meeting conflict
11. Discussed funding for event.
12. Standardized access to SOP's
13. Amended SOP for payments related to training school.
14. Amended SOP for membership
15. Amended SOP for Apparatus Operator
16. Approved dropping insurances on inop. vehicles.
17. Approved NFPA template for situation pre-planning.
18. Discussed maximum seating certification issues concerning responsible entity
19. Lively discussion in regard to City's request for budget clarification. E-mail to be drafted.
  - Concerns were raised about the City not following areas of the contract. Tank truck not available.
20. Strike exec. Session
21. Board was reminded about W-9 requirements.

Stephen A. Sherry  
Liaison

# PUBLIC WORKS REPORT

## Work Orders Completed

1/12/17 to 2/10/17

## Water Department

Water leaks: 5

Sewer leak/Stoppages: 0

Connects: 7

Reconnects: 0

Disconnects: 6

Disconnects for non- payment of services: 4

Re-establishment of service: 4

Misc. calls for water dept.: 0

Billing Problems/Water Audits: 4

Sewer Taps: 0

Water Taps: 0

Lift Stations: called out to lift station #4 and monitored all lift stations during horseshoe bay shut down of 6 inch line so they could complete a bypass

Check/Replace cleanouts: 0

Meter Head Change outs: 0

Meter reading: 3 days

Utility locate: 5

Open Water dept. work orders: 10

We have been working on the by-pass extension of 6" water line from hwy. 2147 west to ridgeview lane

Public Works

## JANUARY PERMITS 2017

1/17/2017	Omar Garza	648 Magnolia Lane	Storage Shed & Deck addition	170117	\$75
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# MONTHLY REPORT - CODE ENFORCEMENT DEPARTMENT

MID- JAN. 2017 - MID- FEB., 2017

PREPARED FOR THE CITY ADMINISTRATOR : MS. SHEILA C. MOORE

## SUMMARY OF MONTHLY DOCUMENTS:

TOTAL SERVICE ORDERS RECIEVED TO BE INVESTAGATED:	0
TOTAL SERVICE ORDERS INVESTIGATED AND PENDING FINAL RESOLUTION	0
TOTAL SERVICE ORDERS INVESTIGATED AND RESOLVED:	2
TOTAL NUMBER OF "WARNINGS" INVESTIGATED, WRITTEN & MAILED:	05
TOTAL NUMBER OF "WARNINGS" CITIZENS COMPLIED WITH:	02
TOTAL NUMBER OF "CITATIONS" WRITTEN & MAILED:	01
TOTAL NUMBER OF "CITATIONS" CITIZENS COMPLIED WITH:	00
TOTAL NUMBER OF "CITATION / NON-COMPLIANT" (going to court from my records)	01

\* Several of these warnings and citations involved additional investigation and meetings at the property and / or owners of same. (on-going)

\*\* These Warnings and Citations involve 70 +/- parcels of land and houses. (To Council)

By: Lewis S. Feder, Code Enforcement Offical



Payments Summary

Transaction Dates from 1/1/2017 to 1/31/2017 and Including Time Served

Receipt #	Name	Date	Bond	Forfeited	Payment	Amount	Docket Number	Citation Number	Charge Code	Applied	Reference
<b>Total:</b>						\$4,391.89				\$4,391.89	
<b>Payment Method Summary</b>											
Cash				\$1,734.07					Costs/Fees/Fines Payment Summary	\$626.85	
Check				\$984.62					Consolidated Court Cost - State	\$31.34	
Credit card				\$522.10					Indigent Defense Fund - State	\$94.02	
Money Order				\$109.10					Judicial Support Fee - State	\$62.68	
Credits				\$1,042.00					Jury Reimbursement Fee - State	\$69.65	
<b>Total:</b>						\$4,391.89			Consolidated Court Cost - City	\$884.54	
<b>Costs:</b>											
									Indigent Defense Fee - City	\$3.47	
									Moving Vehicle Fee - City	\$0.06	
									Local Traffic Fee	\$17.00	
									Juvenile Case Management Fund	\$34.81	
									Justice Court Tech Fund	\$69.65	
									Municipal Arrest Fee	\$87.06	
									Judicial Support Fee - City	\$10.45	
									Municipal Court Security Fee	\$52.25	
									Fine	\$116.67	
									Deferred Disposition Fee	\$84.12	
									Jury Reimbursement Fee - City	\$6.97	
									Warrant Fee	\$150.00	
									Omni Fee - City	\$19.80	
									Omni Fee - State	\$40.20	
									State Traffic Fee - City	\$8.50	
									State Traffic Fee - State	\$161.50	
									Time Payment Fee - City	\$67.71	
									Time Payment Fee - State	\$67.62	
									Moving Vehicle Fee - State	\$0.51	
<b>Fees:</b>											
									No Driver License	\$998.35	
									Failure to Appear	\$450.00	
									Expired or No License Plates / Registration	\$332.34	
									Driving With No Drivers License	\$65.66	
									Driving While License Invalid	\$225.00	
									Accumulation Rubbish & Garbage	\$560.00	
									Speeding 10-19 Over Posted Limit	\$200.00	
									Animal Running at Large 1	\$501.00	
									Fines	\$175.00	
<b>Total:</b>						\$2,509.00				\$2,509.00	
<b>Total:</b>						\$4,391.89				\$4,391.89	

0

9. MAGISTRATE'S ORDERS FOR IGNITION INTERLOCK DEVICE ISSUED (CCP, Art. 17.411)

0

10. ALL OTHER MAGISTRATES ORDERS ISSUED REQUIRING CONDITIONS FOR RELEASE ON BOND

0

11. DRIVER'S LICENSE DENIAL, REVOCATION OR SUSPENSION HEARINGS HELD (TC, Sec. 521.300)

0

12. DISPOSITION OF STOLEN PROPERTY HEARINGS HELD (CCP, Ch. 47)

0

13. PEACE BOND HEARINGS HELD

0

14. CASES IN WHICH FINE AND COURT COSTS SATISFIED BY COMMUNITY SERVICE

a. Partial Satisfaction

0

b. Full Satisfaction

0

15. CASES IN WHICH FINE AND COURT COSTS SATISFIED BY JAIL CREDIT

0

16. CASES IN WHICH FINE AND COURT COSTS WAIVED FOR INDIGENCY

0

17. AMOUNT OF FINES AND COURT COSTS WAIVED FOR INDIGENCY  
(Round to the nearest dollar)

0

18. FINES, COURT COSTS AND OTHER AMOUNTS COLLECTED  
(Round to the nearest dollar)

a. Kept by City

2398

b. Remitted to State

951

c. Total

3350

Notes:

Empty text box for notes with up and down arrow icons.

Prepared By:

B Herrin

Submit

# Cottonwood Shores Volunteer Fire Department



Cottonwood Shores, TX

This report was generated on 2/16/2017 10:08:01 AM

## Incident Type Count per Station for Date Range

Start Date: 01/01/2017 | End Date: 01/31/2017

INCIDENT TYPE	# INCIDENTS
<b>Station: 1 - COTTONWOOD SHORES VFD</b>	
311 - Medical assist, assist EMS crew	9
<b># Incidents for 1 - Cottonwood Shores VFD:</b>	<b>9</b>

Only REVIEWED incidents included.

# Cottonwood Shores Volunteer Fire Department

Cottonwood Shores, TX

This report was generated on 2/16/2017 10:10:19 AM



Incident Response Detail for Date Range

Start Date: 01/01/2017 | End Date: 01/31/2017

DATE	INCIDENT #	APPARATUS	ALARM	DISPATCH	ARRIVE	BACK IN SERVICE
01/07/2017	2017-1	0000	1/7/2017 17:30:37	1/7/2017 17:30:37	1/7/2017 17:34:00	
01/07/2017	2017-1	5150	1/7/2017 17:30:37	1/7/2017 17:30:37	1/7/2017 17:34:00	
01/09/2017	2017-2	0000	1/9/2017 03:58:26	1/9/2017 03:58:26	1/9/2017 04:01:00	
01/09/2017	2017-2	5100	1/9/2017 03:58:26	1/9/2017 03:58:26	1/9/2017 04:01:00	
01/10/2017	2017-3	0000	1/10/2017 19:16:31	1/10/2017 19:16:31	1/10/2017 19:18:09	
01/10/2017	2017-3	5100	1/10/2017 19:16:31	1/10/2017 19:16:31	1/10/2017 19:18:09	
01/10/2017	2017-3	5150	1/10/2017 19:16:31	1/10/2017 19:16:31	1/10/2017 19:18:09	
01/16/2017	2017-4	0000	1/16/2017 20:40:48	1/16/2017 20:40:48	1/16/2017 20:46:11	
01/16/2017	2017-4	5161	1/16/2017 20:40:48	1/16/2017 20:40:48	1/16/2017 20:46:11	
01/17/2017	2017-5	5150	1/17/2017 20:44:00	1/17/2017 20:44:00	1/17/2017 20:46:02	
01/17/2017	2017-5	5161	1/17/2017 20:44:00	1/17/2017 20:44:00	1/17/2017 20:46:02	
01/21/2017	2017-6	0000	1/21/2017 12:17:19	1/21/2017 12:17:19	1/21/2017 12:19:27	
01/21/2017	2017-7	0000	1/21/2017 21:06:27	1/21/2017 21:06:27	1/21/2017 21:26:18	
01/25/2017	2017-8	0000	1/25/2017 17:27:37	1/25/2017 17:27:37	1/25/2017 17:28:44	
01/25/2017	2017-8	5100	1/25/2017 17:27:37	1/25/2017 17:27:37	1/25/2017 17:28:44	
01/25/2017	2017-8	5161	1/25/2017 17:27:37	1/25/2017 17:27:37	1/25/2017 17:28:44	
01/31/2017	2017-9	0000	1/31/2017 08:26:10	1/31/2017 08:26:10	1/31/2017 08:31:26	
01/31/2017	2017-9	5100	1/31/2017 08:26:10	1/31/2017 08:26:10	1/31/2017 08:31:26	

Only REVIEWED incidents included

# Cottonwood Shores Volunteer Fire Department

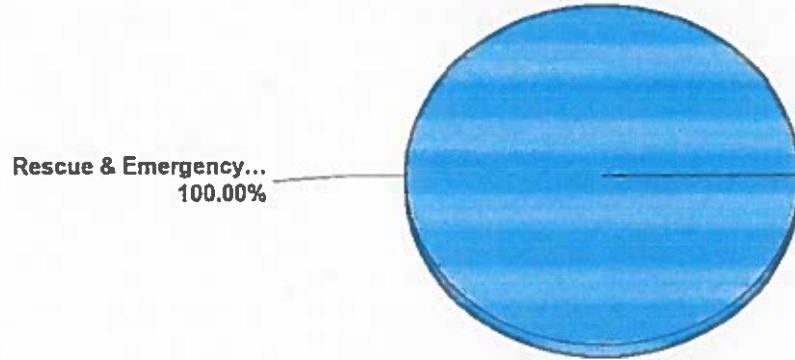
Cottonwood Shores, TX

This report was generated on 2/16/2017 10:08:23 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2017 | End Date: 01/31/2017



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Rescue & Emergency Medical Service	9	100.00%
<b>TOTAL</b>	<b>9</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
311 - Medical assist, assist EMS crew	9	100.00%
<b>TOTAL INCIDENTS:</b>	<b>9</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

Cottonwood Shores Police Department  
Monthly Activity Report

<b>Police Activity</b>	
<b>January 1st thru January 31 2017</b>	
911 Investigation (open line)	2
Abandon Vehicle	
Alarm Calls	
Assaults	1
Assist EMS	3
Assist Other Agency	13
Burglary	
Citizen Req Assistance	31
Civil Issues	2
Collisions	2
Criminal Mischief	1
Criminal Trespass	
Disturbance	3
Deceased Person	1
Drug Paraphernalia	
DWI / Public Intox	/
Follow Ups	10
Fraud Reports	1
Harassment	1
Mental Health	
Missing Person	
Noise Disturbance	5
Public Relations	3
Reckless Driver	2
Security Check / Close Patrol	44
Stranded Motorist	
Suspicious Person	7
Traffic Stops	60
Theft	
UUMV	
Violate City Ord	12
Violate Protective Order	
Warrant Service	9
Welfare Concerns	5

Total Calls For Service

218