

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: Cheri Trinidad
Councilmember: Vacant



Councilmember: Vacant
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, January 18, 2018 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 Trinidad	✓		
Vacant			
Vacant			
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 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 Comments

Mayor Orr acknowledged three students from the Marble Falls High School attending the meeting for their government class. (Colton Clakley, Cameron Sylvester, Lance Wright)

5. Administrative Reports: (see attached)

City Administrator / City Secretary Sheila C. Moore presented reports for Cottonwood Shores Volunteer Fire Department, Code Enforcement, Public Works, Water and Sewer, Animal Control.

Karrie Cummings gave a report on grants and where the city was standing with them

Police Chief Johnny Liendo gave a report for the Police Department

Court Clerk Bobby Herrin gave a report for the Municipal Court and Building Permits.

6. Consent Agenda

6.1. Minutes from the Regular Meeting of the City Council held on January 4, 2018.

6.1.1. Motion to approve the January 4, 2018 minutes

6.1.1.1. Motion: Mayor Pro Tem Trinidad

6.1.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

6.1.2. Vote: Yea: 3 Nay: 0 Abstain: 0

6.1.3. Motion: Passed

7. Unfinished Business

7.1. Discussed and considered action on Street Light locations. *As requested by Staff*

Mayor Orr opened the discussion indicating the locations for street lights were discussed somewhat last meeting.

Councilmember Wayson commented that one of the street lights discussed was at the boat ramp.

Councilmember Wayson stated the light to be added at the boat ramp should be Dark Sky Compliant.

7.1.1. Motion to add no street lights at the bus stops but add a light at the boat ramp, Dark Sky Approved.

7.1.1.1. Motion: Mayor Pro Tem Trinidad

7.1.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

7.1.2. Vote: Yea: 3 Nay: 0 Abstain: 0

7.1.3. Motion: Passed

7.2. Discussed and considered action on City Streets to be paved in 2018. *As requested by Staff*

Mayor Orr opened the discussion by informing the City Council that he had met with Homer Wills (Burnet County Precinct 4) and went over the streets in question. Mayor Orr stated that Homer assessed

Oak Lane and said it was not savable. He replied it must be started over from the scratch. It was suggested to do Maple, 2 Blocks of Dogwood, Oak Park and Twin Oaks Drive. Homer stated that he could bring in the county's milling machine to help with Oak Lane by milling up the areas in extremely bad shape and temporarily repairing them. Councilmember Wayson commented that the 600 block of Dogwood Lane would need a major culvert installed to take care of the drainage. The Mayor agreed that there would be a need for the installation of a large drainage culvert and advised the council that this has already been considered in the process of preparation of the street for paving but he would get with the City's Engineer.

7.2.1. Motion to accept the streets to be paved as Maple Lane, 2 blocks of Dogwood Lane, Oak Park and Twin Oaks.

7.2.1.1. Motion: Mayor Pro Tem Trinidad

7.2.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

7.2.2. Vote: Yea: 3 Nay: 0 Abstain: 0

7.2.3. Motion: Passed

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

Mayor Orr went over the changes that he recommended.

The City Council addressed several of the recommendations and requested the changes be made and brought back to the council at the next meeting.

7.3.1. Motion to accept the changes made to Ordinance 1005 and bring back at the next meeting for final approval.

7.3.1.1. Motion: Mayor Pro Tem Trinidad

7.3.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

7.3.2. Vote: Yea: 3 Nay: 0 Abstain: 0

7.3.3. Motion: Passed

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

Mayor Orr went over the changes that he had made to the ordinance and turned discussion to the council. Item 1.4 could not be or agreed upon therefore a motion was made.

Motion to not accept item 1.4.

Motion: Councilmember Wayson

Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

Vote: Yea: 3 Nay: 0 Abstain: 0

Motion: Passed

Council went over the other changes recommended. Several were accepted, some were changed. Council was unable to reach a consensus on some.

Mayor Orr, Councilmember Wayson, one other Councilmember and City Administrator / City Secretary Sheila C. Moore will meet to come to an agreement on the changes and resubmit to Council.

7.4.1. Motion to postpone discussion on Ordinance 9011 to the next City Council meeting.

7.4.1.1. Motion: Mayor Pro Tem Trinidad

7.4.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

7.4.2. Vote: Yea: 3 Nay: 0 Abstain: 0

7.4.3. Motion: Passed

Due to the length of the current meeting, a motion was made to move items 8.1, 8.2 and 8.4 to the next Council Meeting.

Motion: Councilmember Thomas

Second: Mayor Pro Tem Trinidad

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

Vote: Yea: 3 Nay: 0 Abstain: 0

Motion: Passed

New Business

- 8.1. Discussed and considered action on amending Ordinance 9002 (Chief of Police). *As requested by Staff***
- 8.2. Discussed and considered action on adopting Ordinance 9012 (City Administrator). *As requested by Staff***

Break: 7:28 p.m.
7:38 p.m. resumed

8.3. Discussed and considered action on amending Fiscal 2018 Budget. *As requested by Mayor Orr*

Mayor Orr presented a revised budget to the City Council and requested the City Council go over the figures and made them aware there was a need to resolve a shortfall of about \$29,000.00 due to issues like health insurance increases, emergency water line and a few others.

Mayor Orr stated that he will put the item on the next City Council meeting agenda to be taken up.

8.3.1. Motion to take no action and bring back at the next City Council meeting.

8.3.1.1. Motion: Mayor Pro Tem Trinidad

8.3.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro Tem Trinidad	✓		
Vacant			
Vacant			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

8.3.2. Vote: Yea: 3 Nay: 0 Abstain: 0

8.3.3. Motion: **Passed**

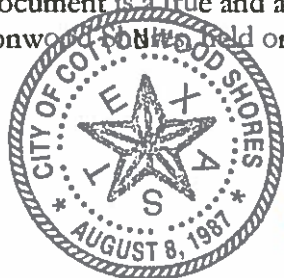
8.4. Discussed and considered action on amending Ordinance 12006 (Speed Limits and Signs). *As requested by Staff*

9. Future agenda items

- 9.1 Ordinance 1005
- 9.2 Ordinance 9011
- 9.3 Ordinance 9002
- 9.4 Ordinance 9012
- 9.5 Ordinance 12006
- 9.7 Budget

10. Adjournment: 7:56 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 18, 2018.



Attest:

Sheila C. Moore

Sheila C. Moore
City Administrator / City Secretary

December 2017
Court

	0
9. MAGISTRATE'S ORDERS FOR IGNITION INTERLOCK DEVICE ISSUED (CCP, Art. 17.441)	0
10. ALL OTHER MAGISTRATE'S 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	643
b. Remitted to State	393
c. Total	1036

Notes:

Prepared By:

B Herrin

Submit

December 2017 Building Permits

12/13/2017	Abel Naja	730 Magnolia Lane	Accessory Structure	0.00
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Grand Total \$0.00

Cottonwood Shores Volunteer Fire Department



Cottonwood Shores, TX

This report was generated on 1/2/2018 1:37:34 PM

Incident Type Count per Station for Date Range

Start Date: 12/01/2017 | End Date: 12/31/2017

INCIDENT TYPE	# INCIDENTS
Station: 1 - COTTONWOOD SHORES VFD	
100 - Fire, other	1
311 - Medical assist, assist EMS crew	2
# Incidents for 1 - Cottonwood Shores VFD:	3

Only REVIEWED incidents included.

Cottonwood Shores Volunteer Fire Department



Cottonwood Shores, TX

This report was generated on 1/2/2018 1:36:33 PM

Incident Response Detail for Date Range

Start Date: 12/01/2017 | End Date: 12/31/2017

DATE	INCIDENT #	APPARATUS	ALARM	DISPATCH	ARRIVE	BACK IN SERVICE
12/10/2017	2017-98	0000	12/10/2017 22:06:52	12/10/2017 22:06:52	12/10/2017 22:08:22	
12/13/2017	2017-99	0000	12/13/2017 10:08:17	12/13/2017 10:08:17	12/13/2017 10:11:01	
12/13/2017	2017-99	5150	12/13/2017 10:08:17	12/13/2017 10:08:17	12/13/2017 10:11:01	
12/31/2017	2017-100	0000	12/31/2017 21:54:24	12/31/2017 21:54:24	12/31/2017 21:58:06	
12/31/2017	2017-100	5161	12/31/2017 21:54:24	12/31/2017 21:54:24	12/31/2017 21:58:06	

Only REVIEWED incidents included

Cottonwood Shores Volunteer Fire Department

Cottonwood Shores, TX

This report was generated on 1/2/2018 1:38:03 PM



Incident Type Count per Station for Date Range

Start Date: 01/01/2017 | End Date: 12/31/2017

INCIDENT TYPE	# INCIDENTS
Station: 1 - COTTONWOOD SHORES VFD	
100 - Fire, other	3
112 - Fires in structure other than in a building	1
134 - Water vehicle fire	1
142 - Brush or brush-and-grass mixture fire	1
143 - Grass fire	1
160 - Special outside fire, other	3
300 - Rescue, EMS incident, other	1
311 - Medical assist, assist EMS crew	80
320 - Emergency medical service, other	1
324 - Motor vehicle accident with no injuries.	3
500 - Service Call, other	1
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	2
651 - Smoke scare, odor of smoke	1

Incidents for 1 - Cottonwood Shores VFD: 100

Only REVIEWED incidents included.

Sheila

MONTHLY REPORT - CODE ENFORCEMENT DEPARTMENT

MID- DECEMBER, 2017 TO MID- JANUARY, 2018

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

SUMMARY OF MONTHLY DOCUMENTS:

	<u># of Documents</u>	<u># of Lots</u>
TOTAL SERVICE ORDERS RECIEVED TO BE INVESTAGATED:	03	03
TOTAL SERVICE ORDERS INVESTIGATED AND (RESOLVED	01	01
TOTAL NUMBER OF " NEW WARNINGS" INVESTIGATED and WRITTEN:	03	03
TOTAL NUMBER OF "EXISTING WARNINGS" WAITING FOR COMPLIANCE	11	21
TOTAL NUMBER OF "CITATIONS" WRITTEN :	08	15
TOTAL NUMBER OF "CITATION / NON-COMPLIANT" (continuation on pre-trail)	?	?
One special report on house under construction on Pecan Lane	01	01

By: Lewis S. Feder, Code Enforcement Official

Grant Report

January 18, 2018

I am working with Chief Liendo on the COPS Hiring Grant. We applied two years ago under the command of Chief Beize and didn't qualify. This grant will pay for 25% percent of an additional officers wages, we will need to agree to hire them for 3 years total and retain him/her for an additional year after the grant is finished. Chief Liendo is looking at the Administration part of the scoring system from the previous application, hoping to get a much better score and qualifying us this round.

Two years ago in May we received a grant from LCRA/PEC CDPP Grant for our new police truck, they paid 19,100. The city took out a three year loan and received permission from the CCPD board to make the monthly payments. We will be eligible to apply again in July of this year for another grant.

PUBLIC WORKS REPORT

Work Orders Completed

12/13/17 to 1/12/17

Water Department

Water leaks: 9

Sewer leak/Stoppages: 0

Connects: 4

Reconnects: 1

Disconnects: 4

Disconnects for non- payment of services: 10

Re-establishment of service: 10

Misc. calls for water dept.: 3 that work orders were made up for

Billing Problems/Water Audits: 0

Sewer Taps: 0

Water Taps: 0

Lift Stations: 0

Check/Replace cleanouts: 1

Meter Head Change outs: 1

Meter reading: 3 days

Utility locate: 2

Open Water dept. work orders: 9

Public Works

Mowing: mows area's when needed and weedeats where needed

Trim Trees: as needed

Potholes: 1 pending we are going to be working on road in that area

Signs: 1

Misc. Calls: 6

Culverts cleaned –repaired-installed or replaced: 1

Road Work: working on maple lane

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: 10

Animal Control

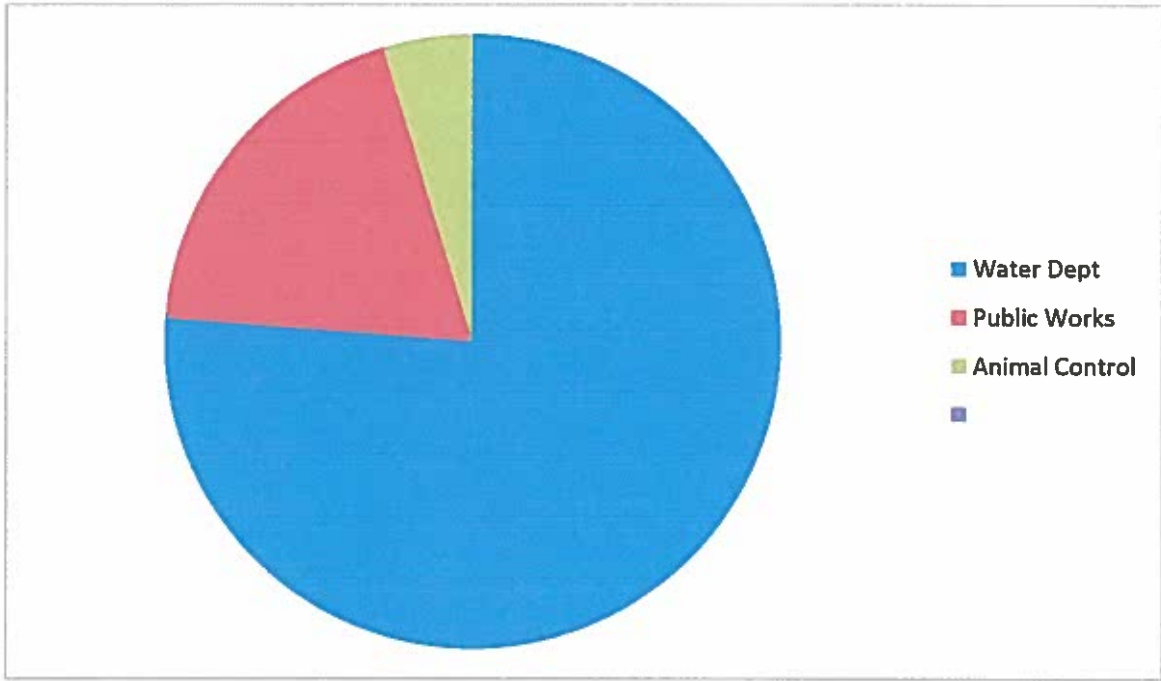
Dogs/Cats: 6

Dead Animals: 1

Misc.: 1

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.



COTTONWOOD SHORES POLICE DEPARTMENT

Chief of Police Johnny Liendo
Chief.Liendo@cottonwoodshores.org



Traffic Enforcement

Stops	32
Warnings	19
Citations	10
Arrest	4

Profile	
W/F	10
W/M	11
H/M	5

Officer John Paul Pedraza

Noise Disturbance	Southwood	advised
Lost and Found	LBJ	Report
Grand Jury	Burnet	True Bill
Theft	Prince Peak	Report
Suspicious	Hodges Drive	UTL
Warrant Service	Driftwood	arrest
Verbal Disturbance	Pine	advised
Suspicious Person	City Park	UTL
Burt Permit	Pine	issued
Dog at Large	Pine	PD / Kennel
Found Property	Driftwood	stored
Noise Disturbance	Eastwood	advised
Flag Down	Driftwood	advised
Harassment	Northwood	Report
Injured Deer	Maple	advised
Welfare check	Magnolia	advised
EMS assist	Oak	transported
Shots Fired	Driftwood	UTL
Loud Music	Fir	advised
Suspicious Vehicle	Westwood	advised
Suspicious Person	Donut Shop	advised
Dog at Large	Pine	advised
Assist Agency	HSB	Translate
Veh. Accident	Jules	Information

COTTONWOOD SHORES POLICE DEPARTMENT

Chief of Police Johnny Liendo
Chief.Liendo@cottonwoodshores.org



Monthly Activity Report December 2017

Officer Jason Bartholomew

Suspicious vehicle	Driftwood	Code 4
Suspicious vehicle	Donut Shop	Code 4
Suspicious vehicle	Saucys Lot	Code 4
Traffic Hazard	FM 2147	Signal Issue
Warrant Service	Driftwood	Arrest
Suspicious Noise	Pecan	UTL
Loud Music	Westwood	UTL
Abandoned Vehicle	Dollar General	Code 4
Loose Dog	Birch	UTL
DWLI	Cottonwood Dr.	arrest
Welfare Check	Prince Path	Code 4
Verbal Disturbance	Cypress	17cw01601
Assist Citizen	FM 2147	Advised
Assault	Pecan	17cw01569

Security Check

Boat ramp	11
City Parks	13
Subway	12
Dollar Gen.	13
LBJ Marina	13
Hiccups	6
Bob's	5
Splash Pad	1
Dollar	9
City Hall	1
Skate Park	1
Puffy's	1
Subway	12
Hiccups	6
Julies	1
Century Oaks	7
Total	109

COTTONWOOD SHORES POLICE DEPARTMENT

Chief of Police Johnny Liendo
Chief.Liendo@cottonwoodshores.org



Welfare concern	Aspen	advised
Criminal Trespass	Lakeview	advised
Dog at Large	Pecan	advised
Permit	Maple	issued
Suspicious	Dogwood Park	UTL
Welfare concern	Birch	advised

Security Checks

Boat Ramp	13
City Parks	12
Castle Terrace	2
Julies	7
LBJ Marina	8
Dollar	2
City Hall	10
Bass Contest	1
Bobs	2
Storage	1
Century Oaks	7
Water Plant	2
On the Rocks	2
640 Pecan	2
3711 Northwood	2
Dogwood Park	1
Total	73

Traffic Enforcement

Stops	10
Warnings	7
Citations	4
Arrest	2

Racial Profile

W/F	10
W/M	7
H/F	3
H/M	