

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: Gary D. Parsons



Councilmember: Michael Hibdon
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, September 6, 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	✓		
Councilmember Parsons	✓		
Councilmember Hibdon		✓	
Councilmember Thomas	✓		
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. Public Hearing

THE CITY OF COTTONWOOD SHORES CITY COUNCIL HELD A PUBLIC HEARING ON THE PROPOSED 2018-2019 AD VALOREM TAX RATE OF 0.5423 PER \$100 TAXABLE VALUE

Opened Hearing at 6:01 p.m.

No Citizen Comments

Closed Hearing at 6:02 p.m.

Minutes of the Regular Meeting of the City Council held on September 6, 2018

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 – Roger Wayson commented that there were several volunteers that assisted and helped at the water treatment plant vegetation project. They donated in excess of 46 hours towards the project and he believed they should be acknowledged. The volunteers were Mark Greenwood, Rex Holloway, Susan Montgomery, Mike Montgomery, Don Orr, Ray Whitis, Roger Wayson and Cameron Whitis.

6. Mayor’s Report:

Mayor Orr stated he wanted to discuss the Sewer Rates in the first meeting of October.

He commented about the updates to the Civic Center

City Administrator / City Secretary Sheila C. Moore addressed the City Council and audience informing them the city has hired a new receptionist, Vanessa Ortega who lives within the city.

7. Consent Agendas:

- 7.1. Minutes from a Regular Meeting of the City Council held on August 16, 2018.**
- Minutes from a Special Meeting of the City Council held on August 30, 2018.**

7.1.1. Motion to approve the consent agendas.

7.1.1.1. Motion: Mayor Pro-Tem Trinidad

7.1.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	✓		
Councilmember Parsons	✓		
Councilmember Hibdon			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

7.1.3. Motion: **Passed**

8. Unfinished Business:

- 8.1. Discussed and considered action on the Parks and Recreation Committee in regard to FY2017/2018 budget balance and FY2018/2019 Plans and Budget. *As requested by Staff***

Katie Erwin, member of the Parks and Recreation Committee gave a presentation on how the committee would like to utilize funds from the 2018 budget. She submitted several proposals for painting the splash pad and replacing the playscape at Community Park.

After observing the presentation, the council decided that Builders Painting, Fun Abound would be granted the bid.

- 8.1.1. Motion to authorize the bids for Builders Paint for \$1,455.00 and Fun Abounds for \$11,871 for purchase out of the 2018 budget.**

8.1.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	✓		
Councilmember Parsons	✓		
Councilmember Hibdon			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

8.1.3. Motion: **Passed**

8.2. Discussed and considered action on appointing remainder of new CCPD Boardmembers. As requested by Staff

Councilmember Parsons commented his possible member declined to be appointed

Councilmember Thomas commented she did not have an appointee.

Councilmember Hibdon was not present to appoint a member

Mayor Orr suggested to postpone until next meeting

8.2.1. Motion to postpone

8.2.1.1. Motion: Mayor Pro-Tem Trinidad

8.2.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	✓		
Councilmember Parsons	✓		
Councilmember Hibdon			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

8.2.3. Motion: **Passed**

8.3. Discussed and considered action on approving a work contract for the City Administrator. As requested by Staff

Mayor Orr opened the item for discussion

Councilmember Wayson suggested to move this item into executive session.

Mayor Orr stated the item was not one that could be moved into executive session under Local Government Code guidelines.

Mayor Orr commented this was an item that needed to be approved or rejected.

8.3.1. Motion to accept the work contract for the City Administrator.

8.3.1.1. Motion: Mayor Pro-Tem Trinidad

8.3.1.2. Second: Councilmember Parsons

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	✓		
Councilmember Parsons	✓		
Councilmember Hibdon			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

8.3.3. Motion: Passed

8.4. Discussed and considered action on amending Ordinance 1109 (Meetings and Decorum) as it relates to locations for Council meetings. *As requested by Staff*

Mayor Orr opened the item for discussion informing the City Council that in accordance with the Texas Local Government Code the City must, by Ordinance, establish a set location as to where the City Council meetings will be held. It was decided the meeting's location would move to the Civic Center, 4111 Cottonwood Drive, Cottonwood Shores, Texas 78657

8.4.1. Motion to amend Ordinance 1109 (Meetings and Decorum) as it relates to location for Council meetings.

8.4.1.1. Motion: Councilmember Parsons

8.4.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	✓		
Councilmember Parsons	✓		
Councilmember Hibdon			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

8.4.3. Motion: Passed

9. New Business

9.1. Discussed and considered action on approving PUE request between lots 10 and 11, Castle Terrace 2 Subdivision. *As requested by Andrew and Debie Pirkle*

Mayor Orr presented the documentation on the PUE Request. Mr. Pirkle answered a few questions in relation to the request. There were no public utilities within the requested lot lines between the two lots

9.1.1. Motion to approve the PUE request between lots 10 and 11, Castle Terrace 2 Subdivision.

9.1.1.1. Motion: Councilmember Thomas

9.1.1.2. Second: Councilmember Wayson

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	✓		
Councilmember Parsons	✓		
Councilmember Hibdon			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

9.1.3. Motion: Passed

9.2. Discussed and considered action on adopting Ordinance 3017 (Adoption of 2015 IBC). *As requested by Staff*

Mayor Pro-Tem Trinidad made a motion to approve the Ordinance which was seconded by Councilmember Parsons. Upon discussion Councilmember Wayson commented several issues and comments that must be addressed and or changed within the Ordinance. After the discussion, Mayor Pro-Tem Trinidad withdrew her motion and Councilmember Parsons withdrew his second. A new motion was made.

9.2.1. Motion to postpone

9.2.1.1. Motion: Mayor Pro-Tem Trinidad

9.2.1.2. Second: Councilmember Parsons

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	√		
Councilmember Parsons	√		
Councilmember Hibdon			
Councilmember Thomas	√		
Councilmember Wayson	√		

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

9.2.3. Motion: **Passed**

9.3. Discussed and considered action on adopting Resolution 716 (Mutual Maintenance Agreement with TxDot). *As requested by TxDot*

Mayor Orr opened the item by advising the City Council that this was an annual agreement with the state.

9.3.1. Motion to adopt Resolution 716 (Mutual Maintenance Agreement with TxDot).

9.3.1.1. Motion: Mayor Pro-Tem Trinidad

9.3.1.2. Second: Councilmember Thomas

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	√		
Councilmember Parsons	√		
Councilmember Hibdon			
Councilmember Thomas	√		
Councilmember Wayson	√		

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

9.3.3. Motion: **Passed**

9.4. Discussed and considered action on the possibility of implementing tiered wastewater rates. *As requested by Staff*

Mayor Orr commented that he had sent this information out to the City Council and they should have worksheets that they can work with to see options. He then showed the City Council and audience how the worksheet could be manipulated. He suggested to postpone this to the October meeting for discussion, requesting the City Council to bring any changes, ideas and proposals back to that meeting.

9.4.1. Motion to postpone

9.4.1.1. Motion: Mayor Pro-Tem Trinidad

9.4.1.2. Second: Councilmember Parsons

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	√		
Councilmember Parsons	√		
Councilmember Hibdon			
Councilmember Thomas	√		
Councilmember Wayson	√		

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

9.4.3. Motion: **Passed**

10. 6:55pm Executive Session of the City Council of the City of Cottonwood Shores

10.1. Convened into executive session, pursuant to Section 551.074 of the Texas Government Code and deliberated the appointment, employment, evaluation, or reassignment of: City of Cottonwood Shores City Administrator/City Secretary

10.2. 8:18pm Re-convened into open session and took action on Item 10.1:

10.2.1. Motion to continue search process for City Administrator/City Secretary

10.2.1.1. Motion: Councilmember Parsons

10.2.1.2. Second: Mayor Pro Tem Trinidad

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Trinidad	✓		
Councilmember Parsons	✓		
Councilmember Hibdon			
Councilmember Thomas	✓		
Councilmember Wayson	✓		

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

10.2.3. Motion: **Passed**

11. Future agenda items:

- 11.1. Ordinance 3017 IBC 2015
- 11.2. CCPD nominations
- 11.3. Wastewater Rates
- 11.4. Wilderness Area General Discussion

12. Adjournment: 8:22 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 September 6, 2018



Attest:

Sheila C. Moore

Sheila C. Moore

City Administrator / City Secretary