

**CITY OF COTTONWOOD SHORES
JUNE 12, 1998
3915 COTTONWOOD DRIVE**

1. **MAYOR PICKENS CALLED THE MEETING TO ORDER AT 10:10 A.M.
ROLL CALL: COMMISSIONER FRANK PFEIFER AND COMMISSIONER
WHITIS PRESENT, REPRESENTING A QUORUM.**

2. **WORKSHOP DISCUSSION AGENDA:**

**MAYOR PICKENS STATED THAT HE WOULD LIKE TO SEE A WORKSHOP
DISCUSSION REGARDING CHANGES TO THE BUILDING ORDINANCE AND
DRAFTING A FIREWORKS ORDINANCE.**

**A. FIREWORKS ORDINANCE. COMMISSIONER WHITIS EXPRESSED HIS
HOPE THAT A FIREWORKS ORDINANCE WOULD BE IN PLACE BEFORE THE JULY
4TH HOLIDAY. MAYOR PICKENS CONCURRED, SUGGESTING THAT WE
CONSIDER A TOTAL BAN THIS YEAR DUE TO THE DROUGHT AND BURN BAN AND
ASSESS PENALTIES IN LINE WITH THE BURNET COUNTY BURN BAN. A FLYER
ADVISING RESIDENTS WAS SUGGESTED, AS WELL AS A SIGN PERHAPS AT CITY
HALL, THE BOAT RAMP AND PARKS...AND POSSIBLY A NEWSPAPER NOTICE. A
RESOLUTION FOR A BAN THIS YEAR WILL BE DRAFTED FOR CONSIDERATION AT
THE JUNE 18TH REGULAR MEETING. THE MAYOR THEN BEGAN A DISCUSSION
ON CREATING A FIREWORKS ORDINANCE FOR THE CITY TO FOLLOW IN
GENERAL. SUGGESTIONS MADE AND DISCUSSED INCLUDED: ISSUE PERMITS,
CITY APPROVED, OPEN AREAS ONLY, HAVE WATER AVAILABLE OR VFD
NOTIFIED AND ON-CALL. DEFINITELY SUPERVISED AND CONTROLLED....PAYING
FOR A PERMIT WILL BE A FORM OF CONTROL AND PROVIDE FOR
PENALTY...DISCUSSED OTHER CITIES' POLICIES, WILL RESEARCH...THE MAYOR
SUGGESTED THAT IN GENERAL, WE DO NOT WANT TO ALLOW FIREWORKS
JUST "THROUGHOUT" THE CITY. COMMISSIONER PFEIFER ALSO SUGGESTED
THE CITY GET A RELEASE OF LIABILITY WHEN PERMITS ARE ISSUED; HE HAS A
CONCERN ABOUT LAWSUITS. COMMISSIONER WHITIS RECOMMENDED WE GET
A COPY OF THE SAN ANTONIO ORDINANCE WHICH HAS DESIGNATED AREAS
FOR PUBLIC FIREWORKS BY CERTIFIED SPECIALISTS OR JUST FAMILIES,
INDIVIDUALS, ETC. A DRAFT ORDINANCE WILL BE PREPARED AT A LATER DATE:
FOR IMMEDIACY, THE RESOLUTION FOR 1998 WILL BE PRESENTED AT THE JUNE
18TH MEETING.**

**B. BUILDING ORDINANCE. THE MAYOR REQUESTED THE
CONSIDERATION OF A CHANGE IN THE MOBILE HOME DESIGNATION (ZONING)
FOR CERTAIN LOTS FRONTING ON LAKEVIEW IN THE NORTHEAST CORNER OF
THE CITY - IN THE DRIFTWOOD SECTION II SUBDIVISION. REASONS INCLUDE
THE FACT THAT THIS IS A DEAD END STREET AREA AND SOME OF THE
PROPERTY LIES IN THE FLOOD PLAIN. THERE WAS SOME DISCUSSION AS TO
WHETHER OR NOT A PUBLIC HEARING WOULD BE REQUIRED: THE OPINIONS
WERE MIXED AND THIS WILL BE RESEARCHED. EXISTING MOBILE HOMES
WOULD BE GRANDFATHERED. IT WAS SUGGESTED DELETING A MOBILE HOME
ZONE ALTOGETHER AND COMMISSIONER WHITIS AGREED WITH THIS IDEA, IF IT
COULD BE DONE LEGALLY.**

ALSO DISCUSSED WAS THE POSSIBILITY THAT THE 20 ACRES ADJOINING THE CITY IN THE NORTHEAST CORNER MAY BE PURCHASED BY SOMEONE WANTING TO DEVELOP THE LAND, POSSIBLY BE ANNEXED, HAVE THE CITY PROVIDE UTILITIES AND BRING IN NEW RESIDENTS. THE PRIMARY CONCERN EXPRESSED WAS THAT THIS WOULD MEAN YET MORE TRAFFIC ON OUR STREETS; THERE IS NO MAIN ROAD ARTERY FOR THIS AREA. POSSIBLE ALTERNATIVE ROUTES WERE DISCUSSED WITH NOTHING FEASIBLE IN SIGHT.

THE NEXT SUBJECT DISCUSSED WAS CHANGING THE MINIMUM SQUARE FOOTAGE FOR A RESIDENTIAL UNIT OF ANY TYPE - CONSTRUCTION, MOBILE HOME, OR MODULAR HOMES. THE 1,100-1,200 S.F. RANGE WOULD BE POSSIBLE ON ONE LOT 50' X 100' (STANDARD ACROSS THE CITY) BUT WOULD ENCOURAGE PEOPLE TO BUILD WITH AT LEAST TWO LOTS PER SITE. A DOUBLEWIDE MOBILE HOME WOULD BE NECESSITATED TO MEET THIS MINIMUM RANGE.

COMMISSIONER WHITIS REMINDED THE GROUP THAT REALTOR AND RESIDENT GLEN WALLACE HAD POINTED OUT AT A RECENT CITY COUNCIL MEETING THAT THE MOST VALUE A MOBILE HOME HAS IS THE DAY IT IS SET ON THE PROPERTY AND THEN IT DEPRECIATES RASHLY. COMPUTATIONS ON VARIOUS STYLES AND SIZES OF HOMES WERE MADE. A GENERAL CONSENSUS IS THAT THE MINIMUM SQUARE FOOTAGE FOR ANY RESIDENTIAL BUILDING OF ANY KIND SHOULD BE 1,200 SQUARE FEET.

THERE WAS A GREAT DEAL OF DISCUSSION REGARDING BUILDING PERMIT FEES. COMPARISONS WITH OTHER CITIES HAVE BEEN GATHERED AND THE GENERAL METHOD APPEARS TO BE TO BASE A PERMIT FEE ON A SLIDING SCALE GENERALLY BASED ON THE VALUE OF THE IMPROVEMENTS. THIS WOULD REQUIRE COMPUTATIONS BASED ON THE PLANS, CONSTRUCTION OR SALES COST AND OTHER FACTORS WHICH WOULD PROBABLY ENTAIL KNOWLEDGE AND WORK TIME NOT PRESENTLY AVAILABLE AT CITY HALL. THE MAYOR SUGGESTED THAT AT THE PRESENT TIME WE KEEP IN MIND WE DON'T HAVE ENFORCEMENT CAPABILITY EITHER, SO THE CITY NEEDS TO KEEP WHAT WE DO IN LINE WITH WHAT WE'VE GOT - IMPROVE WHAT WE CAN. COMMISSIONER PFEIFER SAID HE IS STILL FOR HAVING QUALIFIED PEOPLE DO THE WORK (ORDINANCE PROVIDES A HOMEOWNER CAN DO ANY TYPE OF WORK ON HIS OWN PROPERTY WITHOUT HIRING A CONTRACTOR). THE MAYOR AGREED THE CITY WOULD LIKE TO PROTECT PEOPLE FROM FLY-BY-NIGHT CONTRACTORS, TOO - THEY ARE HIRED, ASSUMED QUALIFIED...BUT NOT ALWAYS SO. THE SUGGESTION THAT PEOPLE COMING INTO THE CITY TO DO ELECTRICAL, PLUMBING OR MECHANICAL WORK BE REQUIRED TO OBTAIN A PERMIT PRIOR TO COMMENCING WORK WAS GENERALLY AGREED UPON. AS THE DISCUSSION CONTINUED, IT WAS SUGGESTED THAT THIS BE INCORPORATED INTO THE BUILDING ORDINANCE AND PERMIT APPLICATION, WITH THE APPLICANT BEING REQUIRED TO PROVIDE THE NAME AND PHONE NUMBER FOR ALL CONTRACTORS AND THEN THE CONTRACTORS BEING REQUIRED TO COME IN AND PAY A PERMIT FEE AND SHOW PROOF OF LICENSE OR CERTIFICATION, PRIOR TO WORKING. ULTIMATELY, COMMISSIONER PFEIFER RECOMMENDED THAT WHILE THERE WAS NOT A GENERAL AGREEMENT AND IT'S BEEN DISCUSSED, WE NEED TO DO SOMETHING. THE MAYOR REQUESTED THE CITY SECRETARY PREPARE A FIRST DRAFT OF A BUILDING ORDINANCE TO BE CONSIDERED IN REVIEW AT THE CITY COUNCIL MEETING JUNE 12, 1998.

C. CONTRACTS.

(1) NEXT DISCUSSED WERE WATER AND SEWER TAP FEES. THE CITY STILL CHARGES THE FEES ESTABLISHED WHEN THE SYSTEM WENT IN AND IS NOT IN LINE WITH OTHER CITIES OR THE ACTUAL COSTS INVOLVED IN MANY CASES. ONE PROPOSAL WAS TO DOUBLE THE EXISTING FEES OF WATER \$250 AND SEWER \$750....ANOTHER IS TO CHARGE MORE FOR TAPS INSTALLED OUTSIDE THE CITY LIMITS....SOME CITIES BASE THE FEE ON TYPE OF MATERIALS AND OTHER CRITERIA.

(2) THE NEXT SUBJECT THE MAYOR BROUGHT UP IS RENEWAL OF THE CONTRACT WITH OUR ACCOUNTING FIRM. THIS IS A STANDARD RENEWAL AND JUST A MATTER OF FORM AS THERE ARE NO CHANGES. COMMISSIONER WHITIS EXPRESSED A CONCERN THAT THE FIRM PERFORMS THE FINANCIAL END OF THE CITY'S ADMINISTRATION AND ALSO THE ANNUAL AUDIT. MAYOR PICKENS EXPLAINED IT WAS LEGAL SINCE THE AUDITOR IS FROM ANOTHER BRANCH OF THE FIRM IN LAMPASAS AND IT HAS BEEN ACCEPTED BY OUR BOND COMPANIES, TNRCC, ETC.

(3) ANOTHER CONTRACT COVERS A SERVICE REQUIRED BY TNRCC AND IS PERFORMED BY HACH COMPANY. CITY WATER PLANT METERS ARE CALIBRATED, MAINTAINED AND INSPECTED SEMI-ANNUALLY FOR \$1,000. COMMISSIONER PFEIFER MADE A VERY GOOD SUGGESTION: THAT HACH BE REQUIRED TO SUPPLY A #800 NUMBER FOR WALK-THRU ASSISTANCE DURING PROBLEM SITUATIONS. (WE HAVE ASCERTAINED FROM LARRY L. LETT THAT HE HAS THIS NUMBER)

(4) VFD CONTRACT. NO DISCUSSION AS THERE HAVE NOT BEEN ANY DEVELOPMENTS TO WARRANT CONSIDERATION. COMMISSIONER WHITIS DID SAY HE BELIEVES THE CITY IS AT RISK AND NEEDS TO SETTLE WITH A FIRE DEPARTMENT.

3. OPEN DISCUSSION.

NONE.

THE WORKSHOP ENDED WITH THE MAYOR ASKING FOR ANOTHER SPECIAL MEETING TO TAKE UP THE VFD AND STREET MAINTENANCE BEFORE THE JULY MEETING. ALL AGREED IT WAS A VERY PRODUCTIVE MEETING.

4. THE MAYOR ADJOURNED THIS MEETING AT 1:02 P.M.

ATTEST.

BY Sue Porter
SUE PORTER, CITY SECRETARY

Dale Pickens
DALE PICKENS, MAYOR

SPECIAL MEETING

**CITY COUNCIL OF THE CITY OF COTTONWOOD SHORES
3915 COTTONWOOD DRIVE - CITY HALL**

FRIDAY, JUNE 12, 1998 - 10:00 A.M.

AGENDA

1. **CALL TO ORDER AND ROLL CALL.**
2. **WORKSHOP DISCUSSION AGENDA:**
 - A. **ORDINANCES AND CONTRACTS.**
 - B. **FIREWORKS ORDINANCE.**
 - C. **BUILDING ORDINANCE.**
 - D. **TAP FEES**
3. **OPEN DISCUSSION.**
4. **ADJOURNMENT.**

**I CERTIFY THAT THE ABOVE NOTICE WAS POSTED AT CITY HALL, 3915
COTTONWOOD DRIVE, COTTONWOOD SHORES TEXAS ON THIS 9TH DAY OF
JUNE, 1998 AT 10:00 A.M.**

ATTEST:
BY 
SUE PORTER, CITY SECRETARY


DALE PICKENS, MAYOR

**[THIS FACILITY IS WHEELCHAIR ACCESSIBLE & ACCESSIBLE PARKING SPACES
ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS FOR INTERPRETIVE
SERVICES MUST BE MADE 48 HOURS PRIOR TO THE MEETING. CONTACT 693-
3830]**