

**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF COTTONWOOD SHORES, TEXAS
4111 COTTONWOOD DRIVE – CIVIC CENTER
THURSDAY, JULY 17, 2003 AT 7:00 P.M.**

1. **CALL TO ORDER AND ROLL CALL:** Mayor Pickens called this Regular Meeting to Order with both Commissioner Pfeifer and Commissioner Hildebrand in attendance, a Quorum was present.
2. **CONSENT AGENDA:**
 - A. **MINUTES OF A REGULAR MEETING ON APRIL 24, 2003:** Commissioner Pfeifer made a motion to approve minutes of April 24, 2003. Commissioner Hildebrand seconded his motion, which carried.
 - B. **FINANCIAL STATEMENTS FOR THE MONTH OF JUNE 2003:** Mayor Pickens stated that he had a preview copy of the financial statements and had some changes. Commissioner Hildebrand made a motion to approve the financial statements; Item 2-B. Commissioner Pfeifer seconded his motion, which carried.
3. **CONSIDER AND POSSIBLY TAKE ACTION ON THE REPAIR OF THE DANGEROUS BUILDING LOCATED ON LOTS 375 AND 376, SCARLET OAKS SECTION, COTTONWOOD SHORES, BURNET COUNTY, TEXAS AS REQUESTED BY MR. DOUG FRANK:** Mr. Frank stated that the reason for the meeting tonight was to come before the Council to report progress so far and make sure that we are in compliance with Phase I of the proposal submitted in March. He asked if the Council would consider lifting the Demolition Order. Commissioner Pfeifer asked if they had started on the inside. Mr. Frank replied no. He noted that they had started cleaning and planned on gutting the house down to the bare studs next week. Commissioner Pfeifer stated that they came close to the deadline and the demolition came close to happening. Mr. Frank apologized for the close call, and added that they had every intention of meeting the deadline. Commissioner Pfeifer stated that they had done a good job and it really looked nice. He then made a motion to lift the Demolition Order. Commissioner Hildebrand seconded his motion, which carried.
4. **CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST BY THE COTTONWOOD SHORES' VOLUNTEER FIRE DEPARTMENT FOR A VARIANCE TO THE BUILDING PERMIT FEES AS PRESCRIBED IN ORDINANCE NO. 061898, AN ORDINANCE OF THE CITY OF COTTONWOOD SHORES, TEXAS:** Mr. Mike Butler with the VFD stated that he had given his presentation last month, but would be happy to do it again if somebody wanted to see it. Mayor Pickens stated that what we had on the agenda was the waiving of building permit fees. Mr. Butler stated that he would just explain what they wanted to do. He stated that they had identified a need to expand the fire station. He noted that right now they had five fire trucks and only three bays. He stated that the building permit was a significant cost in consideration of the structure. He added that whatever we could get waived from that cost, both from the City and Mike Light on the inspection fees, the less money they would have to have to start this expansion. Mayor Pickens stated that we couldn't go forward with this without the plans, which have to be approved. Mr. Butler stated that he was not looking for a building permit now. He just wanted the City's support. He understood that the building permit would not be issued until the plans were approved. Mayor Pickens stated that the permit fees were based on the size of the structure. He noted that he had no problem with discussing waiving part or the entire fee. He added that he felt that it was in the best interest of the City to have a better structure to protect your equipment. He stated that we could not speak for the Building Inspector, Mike Light, about his fees. Commissioner Hildebrand stated that he had no problem with waiving the permit fees. He felt that it would clearly benefit the citizens. Commissioner Pfeifer stated he agreed. He had no problem. He just needed to check with the inspector on his fees. Mr. Butler stated that he would check with Mike Light about the inspection fees. Commissioner Hildebrand then made a motion to waive the City's building permit fees for the VFD. Commissioner Pfeifer seconded his motion, which carried.
5. **CONSIDER AND POSSIBLY TAKE ACTION ON A RESOLUTION ACCEPTING THE OFFICE OF RURAL COMMUNITY AFFAIRS 2003 TCDP GRANT, NO. 723179, AWARDED FOR THE**

PURPOSE OF IMPROVEMENTS TO THE CITY WATER SYSTEM: Mayor Pickens stated that it seems like a long time since we applied for the grant, but this is the formal approval. He added that we had to tell them that yes, we do want to receive this money. Commissioner Hildebrand made a motion to approve the resolution. Commissioner Pfeifer seconded his motion, which carried.

6. **CONSIDER AND POSSIBLY TAKE ACTION ON A RESOLUTION AUTHORIZING SIGNATORIES IN CONNECTION WITH THE OFFICE OF RURAL COMMUNITY AFFAIRS TCDP GRANT, NO. 723179, AWARDED FOR THE PURPOSE OF CONSTRUCTION OF IMPROVEMENTS TO THE CITY WATER SYSTEM:** Mayor Pickens stated that this was required to be done by resolution. He explained that every time the contractor submitted a draw to be paid there was a tremendous amount of paperwork involved and the documents must be signed by authorized parties of the City. Commissioner Pfeifer made a motion to approve the resolution. Commissioner Hildebrand seconded his motion, which carried.
7. **CONSIDER AND POSSIBLY TAKE ACTION ON THE APPOINTMENT OF EDWARD F. CUTCHIN AS MUNICIPAL COURT JUDGE FOR THE CITY OF COTTONWOOD SHORES, TEXAS:** Mayor Pickens stated that we had been without a municipal judge for sometime now since the retirement of Joanne Austin. He noted that there are not many people around who are active judges who want to be municipal judges and take on the additional responsibility. He explained that he had a conversation with the gentlemen and asked him to come by and have a conversation with the court clerk. He noted that he is currently the Justice of the Peace for Preceint 4 and has lived in this area for a long time. He stated that he is knowledgeable with computers and the justice system. He had attended some schooling and will keep up the annual requirements. He noted that other judges moonlight so it's not unusual. Mrs. Austin stated that unless the new judge was willing to take on a fair amount of the clerical work involved with the court the City might want to consider hiring a part-time assistant clerk. She noted that there is quite a lot of clerical type things that she did and even though Tena helped with some of them she didn't think Tena would have time to do all of them with her current responsibilities. Mayor Pickens stated that was something we could discuss with the gentleman. He noted that he was very knowledgeable with computer programs and a lot of that could be done on the computer. He stated that we still had money in the Technology Fund and we could get him a computer. Mrs. Austin stated that would help simplify the paperwork. Commissioner Hildebrand asked if this was a paid position. Mayor Pickens stated that it was an appointed position and he had agreed to work for \$250.00 a month. Commissioner Hildebrand asked if he would be holding court once a week. Mayor Pickens stated for now, but more if needed. He added that he would be available. Commissioner Hildebrand stated that before tonight he was unaware that we were entertaining the appointment of this man for judge. He stated that he would prefer not to be left out of the City's affairs in the future. He explained that was the reason he took the job and he wanted to be involved. He stated that he had never met this man and it would have been nice to be able to talk to him before he was expected to approve his appointment. Commissioner Pfeifer stated that he was not invited either. Commissioner Hildebrand stated that he didn't say that he was... Mayor Pickens stated that he invited the gentleman and asked him to come by and meet with Tena. He added that no one else was invited. Commissioner Hildebrand stated that it was hard to approve someone he had never met. He added he would like to meet the person. Mayor Pickens stated that he was out of town or would have been here. Commissioner Pfeifer made a motion to approve the appointment. Commissioner Hildebrand seconded his motion, which carried.
8. **MONTHLY ACTIVITY REPORTS:**
 - A. **POLICE DEPARTMENT:**
 - (1) **ACTIVITY LOG:** Sergeant Hallman read the report for the Police Department. He noted that on Friday at 10:30am, PEC and LCRA would be here to present the grant money to the Police Department for new radios. Mayor Pickens stated that it was Friday, the 25th and it would be at City Hall actually, since it looks a little more presentable if people needed to go in. Mrs. Collier stated that she thought Sergeant Hallman had cleaned the Police Department. Mayor Pickens stated that he had painted the bathroom at the Police Department. Commissioner Hildebrand stated that a couple of weeks ago there was a young man riding a four-wheeler up and down Pine Lane and he put in a couple of phone calls into the Police

Department while he saw him riding around, but he never received a call back. Sergeant Hallman stated that he didn't receive any calls about a four-wheeler. Commissioner Hildebrand stated that the answering machine didn't give much time to leave a message so perhaps they needed to get a new answering machine. Mayor Pickens stated that they are not in that office all the time. He noted that the procedure is to call dispatch if you need them. Commissioner Hildebrand stated that they should still get a new answering machine. Sergeant Hallman stated that he would keep an eye out for the four-wheeler.

B. PUBLIC WORKS:

(1) **WATER & SEWER SYSTEM PERFORMANCE & USAGE:** Mr. Nathan Cantrell stated that the water usage was down. He noted that they had cleaned up around the water plant some before the inspection coming up. He added that the plant was in good shape. He noted that they had traded out the number one pump at the number one lift station.

(2) **ANIMAL CONTROL:** Mr. Nathan Cantrell stated that there were a couple of dogs in the kennels if anyone needed a dog.

C. CIVIC PRIDE:

(1) **UPCOMING MEETING DATES:** No one present to give a report.

(2) **FUTURE PROJECTS.**

D. VOLUNTEER FIRE DEPARTMENT: No one present to give a report.

9. **CITIZEN COMMENTS:** Ms. Karen Call stated that she had a terrible roaring in her water lines since Nathan had put the brass things on her house. She noted that her water stinks and taste bad. Nathan stated that the vacuum breakers should not cause any noise. Ms. Call stated that there was no noise until those things were put on. She stated that when she had her water turned on we charged her \$75.00 for those three little brass things. She added that he walked in her house and looked up under her sinks. She wanted to know why she could not have done that inspection and saved her hard-earned money. Mayor Pickens stated that the state requires those inspections. Ms. Call wanted to know why the citizens didn't have the option to do that themselves instead of being charged. Mayor Pickens explained that Nathan had been to school and was certified to do the inspections as required by the state. Ms. Joanne Austin stated that the Mayor has the authority to appoint a municipal judge. She noted that the ordinance gives him the authority to do so and does not require any kind of formal interviewing process. She stated that then the Mayor would submit his choice to the Council for approval. Commissioner Hildebrand stated that this was not the first time he was left out of the interview process. He noted that prior it was on an employee of the City and he felt he should be included. He added that he wanted to be involved, that's why he ran for commissioner. Commissioner Pfeifer stated that the hiring of the employees was up to the Mayor. He noted that the Mayor made that decision himself. Commissioner Hildebrand stated that it was up to the Council to approve it. He noted that he didn't like coming to a meeting uninformed and when he asked questions being told that it was not public knowledge. Mayor Pickens stated that maybe if we put a packet together for each agenda item that would solve the problem. Commissioner Hildebrand stated that all he was trying to do was look out for the City, all he wanted to know was who was being hired. He added he didn't like saying yes, lets hire someone when he didn't know anything about that person. He felt that was exactly what he was being asked to do. Commissioner Pfeifer stated that it was the commissioner's duty to find out all the information. Mr. Nathan Cantrell asked if this was something that needed to be addressed in executive session. Mayor Pickens stated that he might be right. Ms. Joanne Austin stated that perhaps we needed a special meeting to discuss this issue. Ms. Tena Collier stated that we did need to have a special meeting to discuss the Womble lawsuit.

10. **ADJOURNMENT:** Mayor Pickens adjourned this Regular Meeting at 8:06 p.m.


TENA COLLIER, CITY SECRETARY



COTTONWOOD SHORES POLICE DEPARTMENT

3915 COTTONWOOD DRIVE
COTTONWOOD SHORES, TEXAS 78654

MONTHLY REPORT FOR JUNE 2003

SUSPICIOUS PERSON/VEHICLES:	<u> </u>
ABANDONED VEHICLE	<u> </u>
ACCIDENTS	<u> 1 </u>
ASSAULTS/FAMILY VIOLENE	<u> </u>
BURGLARIES	<u> 3 </u>
CRIMINAL MISCHIEF	<u> 1 </u>
DISTURBANCES	<u> 4 </u>
THEFT	<u> 2 </u>
MISSING PERSONS	<u> 1 </u>
OTHER AGENCY ASSISTS / EMS/FIRE	<u> </u>
HARASSMENT	<u> </u>
TRESPASS	<u> 1 </u>
WELFARE CONCERN	<u> 3 </u>
DEATHS	<u> </u>
MISCELLANEOUS CALLS	<u> 27 </u>
TOTAL CALLS	<u> 43 </u>
MUNICIPAL COURT CITATIONS	<u> 3 </u>
ARRESTS	<u> 1 </u>
JUVENILE ARRESTS	<u> 0 </u>
HOURS WORKED	<u> 390 </u>
RES. HRS. WORKED	<u> 0 </u>
TOTAL HRS	<u> 390 </u>
TOTAL MILES DRIVEN	<u> 2347 </u>



City of Cottonwood Shores

Chartered 1987

3915 Cottonwood Drive
Marble Falls, Texas 78654
830/ 693-3830
Fax 830/ 693-6436

Dale Pickens - Mayor

Tena Collier - City Secretary

AGENDA ITEM REQUEST

I hereby request the following subject to be placed on the Agenda for the next Regular Meeting of the City Commissioners of the City of Cottonwood Shores, Texas:

Date of next Regular Meeting: 7-17-03

Subject to be addressed: Building Permits

Informational Presentation: Yes No

Requires Action by Commission: Yes No

Name(s) of requester: Fire Chief, CHARLIE MYERS

Address: 612 OAK LN. Cottonwood Shores

Phone No.: 830 798 4374

[Signature] Requester Date 06-27-03

Received by City Employee _____ Date _____ Time _____ a.m./p.m.

REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF COTTONWOOD SHORES, TEXAS
4111 COTTONWOOD DRIVE – CIVIC CENTER
THURSDAY, JULY 17, 2003 AT 7:00 P.M.

AGENDA

1. CALL TO ORDER AND ROLL CALL.
2. CONSENT AGENDA:
 - A. MINUTES OF A REGULAR MEETING ON APRIL 24, 2003.
 - B. FINANCIAL STATEMENTS FOR THE MONTH OF JUNE 2003.
3. CONSIDER AND POSSIBLY TAKE ACTION ON THE REPAIR OF THE DANGEROUS BUILDING LOCATED ON LOTS 375 AND 376, SCARLET OAKS SECTION, COTTONWOOD SHORES, BURNET COUNTY, TEXAS AS REQUESTED BY MR. DOUG FRANK.
4. CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST BY THE COTTONWOOD SHORES' VOLUNTEER FIRE DEPARTMENT FOR A VARIANCE TO THE BUILDING PERMIT FEES AS PRESCRIBED IN ORDINANCE NO. 061898, AN ORDINANCE OF THE CITY OF COTTONWOOD SHORES, TEXAS.
5. CONSIDER AND POSSIBLY TAKE ACTION ON A RESOLUTION ACCEPTING THE OFFICE OF RURAL COMMUNITY AFFAIRS 2003 TCDP GRANT, NO. 723179, AWARDED FOR THE PURPOSE OF IMPROVEMENTS TO THE CITY WATER SYSTEM.
6. CONSIDER AND POSSIBLY TAKE ACTION ON A RESOLUTION AUTHORIZING SIGNATORIES IN CONNECTION WITH THE OFFICE OF RURAL COMMUNITY AFFAIRS TCDP GRANT, NO. 723179, AWARDED FOR THE PURPOSE OF CONSTRUCTION OF IMPROVEMENTS TO THE CITY WATER SYSTEM.
7. CONSIDER AND POSSIBLY TAKE ACTION ON THE APPOINTMENT OF EDWARD F. CUTCHIN AS MUNICIPAL COURT JUDGE FOR THE CITY OF COTTONWOOD SHORES, TEXAS.
8. MONTHLY ACTIVITY REPORTS:
 - A. POLICE DEPARTMENT:
 - (1) ACTIVITY LOG.
 - B. PUBLIC WORKS:
 - (1) WATER & SEWER SYSTEM PERFORMANCE & USAGE.
 - (2) ANIMAL CONTROL.
 - C. CIVIC PRIDE:
 - (1) UPCOMING MEETING DATES.
 - (2) FUTURE PROJECTS.
 - D. VOLUNTEER FIRE DEPARTMENT.
9. CITIZEN COMMENTS.
10. ADJOURNMENT.

I CERTIFY THAT THE ABOVE NOTICE WAS POSTED AT CITY HALL, 3808 COTTONWOOD DRIVE, COTTONWOOD SHORES, TEXAS ON THIS 14TH DAY OF JULY, 2003 AT 5:00 P.M.

ATTEST:


TENA COLLIER, CITY SECRETARY


DALE PICKENS, MAYOR

