

REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF COTTONWOOD SHORES, TEXAS
4111 COTTONWOOD DRIVE - CIVIC CENTER
THURSDAY, AUGUST 19, 2004 AT 7:00 P.M.

AGENDA

1. CALL TO ORDER AND ROLL CALL.
2. QUARTERLY PRESENTATION BY MR. GEORGE BIRD WITH PEDERNALES ELECTRIC COOPERATIVE.
3. CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST FROM JANE MARIE HURST FOR ANNEXATION AND APPROVAL OF PLANNED USE DEVELOPMENT OF 26.28 ACRE TRACT OF THE JOHN M. DARLIN SURVEY NO. 4, ABSTRACT NO. 248, BURNET COUNTY, TEXAS.
4. CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST BY MR. MARLEY PORTER REGARDING PLANNING AND ZONING BOARD AND DESIGN REVIEW GUIDELINES FOR THE CITY OF COTTONWOOD SHORES, TEXAS.
5. CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST BY MAYOR SANTEE TO DETERMINE WHETHER TO KEEP OR AUTHORIZE THE SALE OF THE 1990 FORD CROWN VICTORIA.
6. CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST FROM COUNCIL MEMBERS PFEIFER, HILDEBRAND, BEYER, CARUSI, AND PLUMLEY FOR VOTE OF CONFIDENCE FOR THE CITY SECRETARY, TENA COLLIER BY THE CITY COUNCIL OF COTTONWOOD SHORES.
7. CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST FROM COUNCIL MEMBERS PFEIFER, HILDEBRAND, BEYER, CARUSI, AND PLUMLEY TO ADOPT AN ORDINANCE PRESCRIBING THE DUTIES, RESPONSIBILITIES AND AUTHORITY OF THE MAYOR FOR THE CITY OF COTTONWOOD SHORES, TEXAS.
8. CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST FROM COUNCIL MEMBERS PFEIFER, HILDEBRAND, BEYER, CARUSI, AND PLUMLEY ON APPOINTING A TREASURER TO SERVE AS CHIEF FINANCIAL OFFICER FOR THE CITY OF COTTONWOOD SHORES, TEXAS.
9. CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST FROM COUNCIL MEMBERS PFEIFER, HILDEBRAND, BEYER, CARUSI, AND PLUMLEY ON SETTING A DATE AND TIME FOR A SPECIAL MEETING TO DISCUSS THE FINANCIAL SITUATION AND 2004-2005 ANNUAL BUDGET FOR THE CITY OF COTTONWOOD SHORES, TEXAS.
10. CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST BY BURL HARPER ON ADOPTING A RESOLUTION AUTHORIZING SIGNATORIES IN CONNECTION WITH THE CITY'S C.P.A., BURL HARPER.
11. CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST BY MAYOR SANTEE AUTHORIZING THE CITY SECRETARY TO OBTAIN BIDS FOR A NEW TELEPHONE SYSTEM FOR CITY HALL.
12. CITIZENS COMMENTS.

13. ADJOURNMENT.

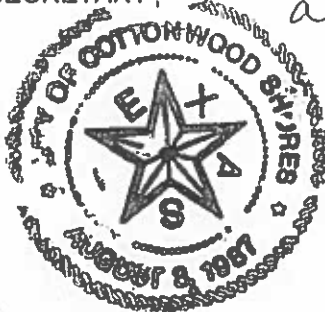
I CERTIFY THAT THE ABOVE NOTICE WAS POSTED AT CITY HALL, 3808 COTTONWOOD DRIVE, COTTONWOOD SHORES, TEXAS ON THIS 16TH DAY OF AUGUST, 2004 AT 5:00 P.M.

*Donald E. Santee**

DONALD E. SANTEE, MAYOR

ATTEST:

Tena Collier
TENNA COLLIER, CITY SECRETARY



*Approved with exception:
as to items 6, 7, 8.*

DES

*Approved Items 6, 7, 8
Mayor Brantley
Frank J. Jaffe*

**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF COTTONWOOD SHORES, TEXAS
4111 COTTONWOOD DRIVE – CIVIC CENTER
THURSDAY, AUGUST 19, 2004 AT 7:00 P.M.**

1. **CALL TO ORDER AND ROLL CALL:** Mayor Pro-Tem Frank Pfeifer called this Regular Meeting to Order at 7:00 p.m. with Council Members Ollie Beyer, Lee Hildebrand, Bill Plumley, and Rick Carusi Present and only Mayor Santee was absent.
2. **QUARTERLY PRESENTATION BY MR. GEORGE BIRD WITH PEDERNALES ELECTRIC COOPERATIVE:** Mr. Trey Grevy, District Manager for PEC, stated that tree care was the major contributor for power outages. He noted that the tree trimmers were out performing maintenance and encouraged everyone to call PEC if they saw trees in the power lines with the location. He stated that PEC had a new awareness program – WOW Watch Out for Wires. He noted that if you are working within 10 ft. of power lines the law requires you to call PEC and they will come out to cover lines. He added that if you are digging over 16 in. deep then you have to call DIGTEST.
3. **CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST FROM JANE MARIE HURST FOR ANNEXATION AND APPROVAL OF PLANNED USE DEVELOPMENT OF 26.28 ACRE TRACT OF THE JOHN M. DARLIN SURVEY NO. 4, ABSTRACT NO. 248, BURNET COUNTY, TEXAS:** Ms. Hurst apologized for just getting the request to the Council. She then showed them a map of the proposed property to be annexed. She noted that under the City's ordinance the property would be zoned R-1, Single Family Residential, but she asked that the property be zoned as requested. She explained that they wanted a Planned Unit Development (PUD) with a combination of R-3, Multi-Family Residential and C-1, Light Commercial. Councilman Plumley asked exactly where the C-1 was on the map. Mrs. Hurst showed where, but added that they were not doing the zoning now just asking for the annexation. She noted that the PUD would be done as described in the ordinance. She added that the roads would not be public, but would belong to the property owners. Councilman Hildebrand expressed concerns with increase in sewage sent to Lake LBJ MUD and the added burden on the water plant. Mrs. Hurst stated that she was not asking for permits at this time, but those would be considered later when building started. Mr. Marley Porter stated at this time, only the annexation was being considered. He added that he would tie zoning limits to the Concept Plan. Councilman Plumley asked if it would be better to accept annexation at this time then approve development later. Mr. Porter stated that they needed the vote for annexation into Cottonwood Shores to start. He added that there would be lots of time to develop. Councilman Carusi asked who pays for cost to improve water lines. Mrs. Hurst stated that the cost to upgrade lines would be the developers. Councilman Hildebrand made a motion to approve item three on the agenda. Councilwoman Beyer seconded his motion. The vote was unanimous.
4. **CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST BY MR. MARLEY PORTER REGARDING PLANNING AND ZONING BOARD AND DESIGN REVIEW GUIDELINES FOR THE CITY OF COTTONWOOD SHORES, TEXAS:** Mr. Porter stated that Cottonwood Shores was growing and that development can be positive or negative. He added that a Planning & Zoning Board would help insure that growth was positive. He noted that guidelines are adhered to so control what comes into City. He stated that he would like to have three to five individuals to come up with ideas of what direction we want the City to grow. He added without that input we don't have any guidelines for direction we as a community want. He noted that the Board would not have any power to change ordinances that would be the decision of the Council. Ms. Judy Pace asked if the Board would be made of people in Cottonwood Shores. Mr. Porter replied yes. He noted that Keith Patschke, Diane Wells and Ray Whitis had volunteered, but he wanted five people who were citizens or business owners. He planned several meetings to listen to suggestions and review ordinances to make recommendations for changes. He added that we needed a Zoning Map. Ms. Diane Wells stated that the City is growing and we can't stop the growth so it is important to have preplanning to eliminate nonconforming and for long range planning. Councilman Plumley asked if the Planning & Zoning Board would address a Mater Plan for the City. Mr. Porter said that was a job for the Council. He

added that the Board was not a City Manager, but just looks at zoning request and makes recommendations to the Council. Mrs. Hurst added that the City did need a Master Plan. Councilman Plumley made a motion to approve the formation of a Planning and Zoning Board. Councilman Hildebrand seconded his motion. The vote was unanimous.

5. **CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST BY MAYOR SANTEE TO DETERMINE WHETHER TO KEEP OR AUTHORIZE THE SALE OF THE 1990 FORD CROWN VICTORIA:** Mayor Pro-Tem Pfeifer stated that an employee just used the car last week to go to school in Temple. He thought we should keep the car for going to the post office and things such as that. Councilman Hildebrand questioned how much the insurance cost. He thought that was a big expense for a car that didn't get used much. Councilman Plumley made a motion to take no action until we could see how much it does cost. Councilman Hildebrand seconded his motion. The vote was unanimous.
6. **CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST FROM COUNCIL MEMBERS PFEIFER, HILDEBRAND, BEYER, CARUSI, AND PLUMLEY FOR VOTE OF CONFIDENCE FOR THE CITY SECRETARY, TENA COLLIER BY THE CITY COUNCIL OF COTTONWOOD SHORES:** Councilwoman Beyer read the Vote of Confidence authorizing City Secretary, Tena Collier full authority to act on behalf of the City of Cottonwood Shores in all matters necessary, and report to the Council when needed. Ms. Ava Vercher questioned whether the Council should be doing this since the Mayor didn't approve. She thought that it was not fair since the Mayor was not present. Mr. Curtis Rittman stated that it was up to the citizens, including the Mayor to stay up on the agenda. Councilman Carusi stated that this was in direct response to the pending court case filed by Mayor Santee. Councilman Hildebrand stated that the allegations made against Tena were not true and that she should not have been publicly accused of illegal activity since it was not proven. Councilman Carusi made a motion to approve the Vote of Confidence as stated. Councilman Plumley seconded his motion. The vote was unanimous.
7. **CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST FROM COUNCIL MEMBERS PFEIFER, HILDEBRAND, BEYER, CARUSI, AND PLUMLEY TO ADOPT AN ORDINANCE PRESCRIBING THE DUTIES, RESPONSIBILITIES AND AUTHORITY OF THE MAYOR FOR THE CITY OF COTTONWOOD SHORES, TEXAS:** Mrs. Martha Logan asked if there was nothing in existence now to do this. Mr. John Lamar asked why the Mayor was not here. Mr. Rittman stated that he thought it was time to adopt a policy and look into other procedures. Councilman Carusi stated that he would like to amend Section 2, (D). Mr. Tommy Pfeifer recommended the files be kept at City Hall. Councilman Carusi stated that files would remain at City Hall, but if he wanted to conduct business and make phone calls from home that was okay. Mrs. Betty Pfeifer stated that the Mayor needs to be at City Hall. Councilman Plumley read the ordinance. Mayor Pro-Tem Pfeifer stated that if this ordinance was passed it would apply to all future Mayors. City Secretary, Tena Collier stated that the ordinance could be amended anytime the Council chose to do so. Mrs. Jo Anne Austin asked if the ordinance had been reviewed by the City Attorney. Councilman Hildebrand replied yes. Councilman Carusi stated that most Cities don't give Mayor the power that past Mayors had. Ms. Vercher stated that she objected. She added that she had friends who could not come tonight and they didn't agree with the Mayor being striped of duties. Mrs. Austin stated that the Council was elected by the people who had confidence in them, not by a small group. Mr. Tommy Pfeifer stated that the Mayor was not elected, he was appointed. Councilman Hildebrand stated that the reason was not to cut off Mayor, but it was better to spread power between five people which gave better representation. Mrs. Wells pointed out that the Mayor and Council were not paid positions and they were volunteering their time. Mr. Keith Patschke stated that he was glad to see City business moving forward. Councilman Carusi made a motion to adopt ordinance, eliminating D as discussed. Councilman Plumley seconded his motion. The vote was unanimous.
8. **CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST FROM COUNCIL MEMBERS PFEIFER, HILDEBRAND, BEYER, CARUSI, AND PLUMLEY ON APPOINTING A TREASURER TO SERVE AS CHIEF FINANCIAL OFFICER FOR THE CITY OF COTTONWOOD SHORES, TEXAS:** Councilman Plumley stated that we had two applicants; Ms. Kristi O'Neill and Mr. Jerrial

Wafer. He then asked if there were any applicants present. Mr. Wafer was present and explained his experience to the Council. He expressed that he was interested in working for the City and looked forward to helping the City establish policies and procedures as needed. Councilman Hildebrand stated that he thought Mr. Wafer had the experience and asked how quick he would be available. Mr. Wafer replied that he would need to give two-weeks notice at his current job. Mr. Ray Whitis asked if this would be a paid position. Mayor Pro-Tem Pfeifer said yes, but there was no money in the current budget. He added that money would be put into next year's budget. He recommended tabling this item until next budget workshop. Councilman Hildebrand made a motion to table this item until next week. Councilman Plumley seconded his motion. Council Members Plumley, Beyer, Hildebrand, and Pfeifer voted yea. Councilman Carusi voted nay. Motion carried.

9. **CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST FROM COUNCIL MEMBERS PFEIFER, HILDEBRAND, BEYER, CARUSI, AND PLUMLEY ON SETTING A DATE AND TIME FOR A SPECIAL MEETING TO DISCUSS THE FINANCIAL SITUATION AND 2004-2005 ANNUAL BUDGET FOR THE CITY OF COTTONWOOD SHORES, TEXAS:** Councilman Carusi suggested Thursday, August 26th for a Budget Workshop at 6:00 p.m. with a Special Meeting after. Councilman Plumley made a motion to set a Budget Workshop for August 26th at 6:00 p.m. Councilman Hildebrand seconded his motion. The vote was unanimous.

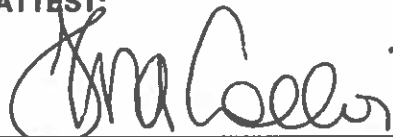
10. **CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST BY BURL HARPER ON ADOPTING A RESOLUTION AUTHORIZING SIGNATORIES IN CONNECTION WITH THE CITY'S C.P.A., BURL HARPER:** Mr. Harper stated that the City had a three step approval process. He noted that the Council or Mayor approved disbursements with a second approval on the check and the final is when Council approves Financial Statement. He noted that we had a recovery if needed. He added that the Council makes the final decision and he felt every one of the Council Members should have approval authority. Mayor Pro-Tem Pfeifer stated that in the past, the Mayor approved all invoices. Mrs. Hurst suggested that whoever approved should not be the one to sign on the check. Mr. Harper stated that he was not an approval authority. He added if he did he lost his independence. Councilman Hildebrand made a motion to allow any Council Member to approve purchases. Councilman Carusi seconded his motion. The vote was unanimous.

11. **CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST BY MAYOR SANTEE AUTHORIZING THE CITY SECRETARY TO OBTAIN BIDS FOR A NEW TELEPHONE SYSTEM FOR CITY HALL:** Councilman Hildebrand made a motion to approve. Mayor Pro-Tem Pfeifer seconded his motion. The vote was unanimous.

12. **CITIZENS COMMENTS:** Mrs. Austin stated that it was good to see the Council able to do City business. Mrs. Vercher stated that she didn't mean any disrespect. She added that she thought that the church was supposed to be on the agenda. Councilman Carusi apologized he explained that he forgot, but that it would be on the next agenda. Mr. Lamar stated that he would rather have renegades before a dictator. Mrs. Day asked why we needed a Mayor. She added that it looks like City Secretary and City Council were going to run City. Mayor Pro-Tem Pfeifer stated that we were trying to get everything worked out. Mrs. Martha Logan thanked the Council for sticking it out and encouraged them to hang in there.

13. **ADJOURNMENT:** Mayor Pro-Tem Pfeifer adjourned this Regular Meeting at 8:47 p.m.

ATTEST:



TENA COLLIER, CITY SECRETARY



CITY OF COTTONWOOD SHORES

3808 COTTONWOOD DRIVE
COTTONWOOD SHORES, TX 78654
(830) 693-3830 FAX: (830) 693-6436




ATTENDANCE RECORD
CITY COMMISSIONERS MEETING
CITY OF COTTONWOOD SHORES, TEXAS

DATE: 8-19-04

PLEASE SIGN IN:

Doris White Blair
 Jared Taylor
 Len Nichols
 Judy Van
 George Bird - PEC
 Trey Sheke - PEC
 Marjorie Phapp
 E. Y. Phapp
 Curtis Wood Pittman
 Janne Austin
 Nathan Logan
 Nancy Hughes
 MARLEY FORBES
 Ruby Shipson
 Johnny Pfeifer
 Betty Pfeifer
 Jennifer Pfeifer
 Karl Pfeifer

Paula Pfeifer


 Shane Wells
~~Donna Wood~~
 Brian Faulk
 Ray Schuster
 Rita Schuster
~~Stella~~
 Lisa Veneman
~~John~~
 Lemmy O'Quilly
 Darline Day
 April Henry
 Ray White
 Leroy S. Saly
 Brian Bevan
 Amy Jensen
 Johnny Maxwell
 Paul Pfeifer

CITY OF COTTONWOOD SHORES

3808 COTTONWOOD DRIVE
COTTONWOOD SHORES, TX 78657
(830) 693-3830 FAX: (830) 693-6436



AGENDA ITEM REQUEST

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

Date of next Regular Meeting: 8/19/04 or 8/26/04

Subject to be Addressed: ^① PLANNING & ZONING BOARD
& DESIGN REVIEW GUIDELINES
_②

Informational Presentation: Yes No

Requires Action By Council: Yes No

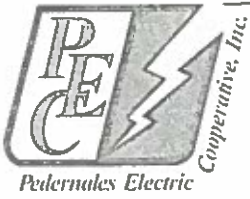
Name(s) of Requester: MARLEY FORGER ARCHITECT

Address: ~~4443~~ LAKEVIEW DRIVE

Phone No.: 512-736-4566 #

MARLEY FORGER
Requester Date

Anda Coelin 8.6.04 2:10
Received by City Employee Date Time am/pm



P.O. Box 1 Johnson City, Texas 78636-0001
(830) 868-7155 • 1-888-554-4732

RECEIVED

JUL 22 2004

July 20, 2004

The Honorable Donald Santee
City of Cottonwood Shores
3808 Cottonwood Drive
Cottonwood, Texas 78654

Dear Mayor Santee:

Pedernales Electric requests that time be reserved on Cottonwood Shores' city council agenda for the meeting scheduled August 19, 2004, at 7:00 p.m. George Bird will be attending to provide the council with an update on the Cooperative's activities in your area as well as answer any questions you may have.

If there is a change in the date or time of the above scheduled meeting, please notify Ginny Bain at (830) 868-4921 or toll free at 1-888-554-4732, Extension 4921.

Sincerely,



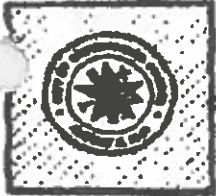
Jeanell Davis
Operations Manager

JD:GB:gb

cc: Trey Grebe
✓ Ms. Tena Collier, Secretary

CITY OF COTTONWOOD SHORES

3806 COTTONWOOD DRIVE
COTTONWOOD SHORES, TX 78857
(830) 693-3630 FAX: (830) 693-6436



AGENDA ITEM REQUEST

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

Date of next Regular Meeting: 8.19.04

Subject to be Addressed:
Discussion AND Authorization of a volunteer for computer
Technology and information Technology

Informational Presentation: Yes No

Requires Action By Council: Yes No

Name(s) of Requester: Ollie "Teatsie" Beyer

Address: _____

Phone No.: _____

Ollie Beyer 8-12-04
Requester Date

Cathy Ferguson 8/12/04 3:30pm
Received by City Employee Date Time am/pm

CITY OF COTTONWOOD SHORES

3808 COTTONWOOD DRIVE
COTTONWOOD SHORES, TX 78657
(830) 693-3830 FAX: (830) 693-6436



AGENDA ITEM REQUEST

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

Date of next Regular Meeting: Thursday, August 19, 2004

Subject to be Addressed:

26.28 acre tract of the John M. Darlin Survey No. 4
Abstract No. 298, Burnet Co., Tx;
request annexation & approval of planned use development on/of

Informational Presentation: Yes No

Requires Action By Council: Yes No

Name(s) of Requester: Jane Marie Hurst

Address: 645 Knights Row, MF, TX 78657

Phone No.: day 512-715-8600 or 512-755-2294

Jane Marie Hurst 8-12-04
Requester Date

Inda Cooley 8-12-04 1:30
Received by City Employee Date Time am/pm

REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF COTTONWOOD SHORES, TEXAS
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13. ADJOURNMENT.

I CERTIFY THAT T'
COTTONWOOD '



MONTHLY REPORT FOR AUGUST

MOWED VARIOUS LOCATIONS

PATCHED SOME STREET CUTS ON PECAN, COTTONWOOD, AND DRIFTWOOD WITH MATT

8-4-04 BROWN/BLACK PUG AT LARGE

8-4-04 RELEASED TO JOHN HALL

8-12-04 CHOCOLATE LAB AT LARGE

8-16-04 RELEASED TO ERIC SANCHEZ

8-20-04 BROWN/WHITE PUPPIES AT LARGE

8-28-04 PUPPIES WERE STOLEN

8-24-04 BLK/BRWN/WHITE DOG AT LARGE

8-28-04 DOG WAS STOLEN

COTTONWOOD SHORES POLICE DEPARTMENT

3915 COTTONWOOD DRIVE
COTTONWOOD SHORES ,TEXAS 78654

MONTHLY REPORT FOR AUGUST 2004

SUSPICIOUS PERSON/VEHICLES:	<u> 2 </u>
ABANDONED VEHICLE	<u> </u>
ACCIDENTS	<u> </u>
AGGRAVATED /ASSAULTS	<u> </u>
SEXUAL ASSAULTS	<u> </u>
ASSAULTS	<u> </u>
SIMPLE ASSAULT	<u> </u>
ASSAULT/FAMILY VIOLENE	<u> </u>
BURGLARIES	<u> 1 </u>
CRIMINAL MISCHIEF	<u> </u>
DISTURBANCES	<u> </u>
THEFT	<u> 2 </u>
MISSING PERSONS	<u> 2 </u>
OTHER AGENCY ASSISTS / EMS/FIRE	<u> 2 </u>
HARASSMENT	<u> </u>
TRESPASS	<u> 1 </u>
WELFARE CONCERN	<u> </u>
DEATHS	<u> 1 </u>
MISCELLANEOUS CALLS	<u> 45 </u>
TOTAL CALLS	<u> 56 </u>

OPEN INVESTIGATION FORGERY, THEFTS, BURGLARY AND
 UUMV. FOLLOW UP : BURGLAES, THEFTS

MUNICIPAL COURT CITATIONS	<u>12</u>
ARRESTS	<u> </u>
JUVENILE ARRESTS	<u> 1</u>
HOURS WORKED	<u>370</u>
HOURS ON CALL	<u>350</u>
RES. HRS. WORKED	<u> 0</u>
TOTAL HRS	<u>720</u>
TOTAL MILES DRIVEN	<u>1,991</u>