

**REGULAR MEETING OF THE CITY COUNCIL  
CITY OF COTTONWOOD SHORES  
THURSDAY, OCTOBER 19, 2006 AT 7:00P.M.  
CWS CIVIC CENTER, 4111 COTTONWOOD DRIVE**

**MINUTES**

1. Call to Order by Mayor Sylvia Breen at 7:05 p.m.
2. Invocation—a minister not present
3. Pledge of Allegiance was lead by Mayor Sylvia Breen.
4. Roll Call by City Secretary Capps. He reported the following members present and constituting a quorum, except for absence of Councilmember Frank Pfeifer due to hospitalization: Sylvia Breen, Mayor; Lee Hildebrand, Pro-Tem.; Ray Whitis, Councilmember; Shirley Adams, Councilmember; Niki Lauby, Councilmember.
5. Consent Agenda:
  - A. Minutes of the meeting of September 21, 2006 (Regular)
  - B. Financial Statement (s)
  - C. Budget Amendment (s)
  - D. Adopt Local Government Records Control Schedule, presented by City Secretary Capps: Roads & Street Maintenance and Repair; Traffic Engineering Records; Municipal Court Records; Parks & Recreation and Gaming Records
  - E. Motion Councilmember Adams, seconded by Councilmember Lauby that we approve items 5a-5d as presented. The Vote: Ayes—Four, Nays—None; Absent—One (Pfeifer); Motion carried.
6. Department Reports:
  - A. Water and Wastewater Report—written report submitted by Tim McClain, Public Works Director, noting the city need to start spending money on repairs to the Water Treatment Plant. The ORCA contractor laid line all the way down Driftwood and Westwood and installed six fire hydrants. Public Works installed 13 Traffic Control Signs.

- B. Police Department Report—submitted written report showing 70 miscellaneous calls out of 84 total calls, of which the following were made: suspicious persons, 2; abandoned vehicle, 2; accidents, 1; assault, 1; burglaries, 1; disturbances, 3; missing persons, 1; other agency assists/ems/fire, 3.
  - C. Fire Department Report—None
  - D. Fire Marshall Report—None
  - E. Animal Control Report—submitted a written report that 7 dogs and 2 cats were picked up; three dogs and no cats were returned to owner; two cats put down; two ACO warnings issued; 12 coons and 1 opossum caught; No complaints filed with Municipal Court.
  - F. City Secretary's Report—Mr. Capps stated he attended a meeting with Mr. Leonard Young, P. E. on seeking grants; attended a free TML Lost Risk Prevention training in Marble Falls along with employees Maxwell, Trucker, and Gonzalez; spoke about starting an in-house Safety training program in the near future.
  - G. City Attorney's Report—None
  - H. Mayor's Report—City received a safe drinking water certificate.
  - I. Special Committee Reports—the Ordinances and Parks Committee has been organized. The ordinance committee meets on 2<sup>nd</sup> and 4<sup>th</sup> Thursday each month.
  - J. Community Organizations Report—None
7. Citizen' Comments—increase deer population needs to be controlled.
8. Presentations—Leonard Young, P.E., Consultant in Management, Planning and Engineering for municipalities explained his services.
9. Old Business—None.
10. New Business
- A. Discussion and possible action on waving building permit for Habitat for Humanity requested by Jon Bergstrom. Motion by Councilman Hildebrand, seconded by Councilmember Adams that we wave Building Permit Fees. The Vote: Ayes—Three, Nays—One (Whitis); absent—One (Pfeifer); Motion carried.

B. Discussion and possible action on a Re-plat Application by New Castle Rock Development, LLC. Combining four lots into one lot, located in the ETJ, property described as Lots 36-39, Castle Acres Subdivision, requested by Bret Burton, Surveyor. This item was withdrawn by Castle Rock Development, LLC.

C. Discussion and possible action of an ordinance concerning relinquishment of delegated authority to regulate on-site sewage (septic systems) facilities, requested by Mayor Breen. Motion by Councilmember Lauby, seconded by Councilmember Hildebrand that we table item 10c. The Vote: Ayes—Four, Nays—None, Absent—One (Pfeifer); Motion carried.

D. Discussion and possible action of an ordinance providing for participation in the Texas Municipal Retirement System (TMRS), requested by the City Secretary. Motion by Councilmember Adams, seconded by Councilmember Hildebrand that we table TMRS Ordinance due to budget issues. The Vote: Ayes—Four, Nays—None, Absent—One (Pfeifer); Motion carried.

E. Discussion and possible action concerning erecting a sign designating "City Hall" and a Flag, requested by Councilmember Adams. Motion by Councilmember Hildebrand, seconded by Councilmember Lauby that we table item 10e; contact County for Burnet County Jail inmates to make a sign. The Vote: Ayes—Four, Nays—None, Absent—One (Pfeifer), Motion carried.

F. Discussion and possible action concerning renters to present a lease agreement before city office turns on service for protection of homeowner, requested by Billing Clerk Zell and Assistant Schwertner. Motion by Councilmember Hildebrand, seconded by Councilmember Lauby that we require renters present proof before turning on utilities. The Vote: Ayes—Four, Nays—None, Absent—One (Pfeifer); Motion carried.

G. Discussion and possible action on an amendment to the City of Cottonwood Shores Personnel Policy to add required disclosure to employment of relatives section.

**ORDINANCE NO. 101906**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD SHORES, TEXAS ADOPTING A PROPOSED AMENDMENT TO THE CITY OF**

**COTTONWOOD SHORES PERSONNEL POLICY TO ADD  
REQUIRED DISCLOSURE TO EMPLOYMENT OF RELATIVE  
SECTION**

Motion by Councilmember Lauby, seconded by Councilmember Adams that we pass item 10G—Ordinance No. 101906 required disclosure to employment of relative section. The Vote: Ayes—Four, Nays-None, Absent—One (Pfeifer); Motion carried.

11. Future Agenda Items—Review Water Treatment Plant Cost and possible alternate.

12. Adjournment

Motion by Councilmember Adams, seconded by Councilmember Hildebrand that we adjourn (8:45 p.m.)

  
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Sylvia H. Breen, Mayor

ATTEST:

  
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Larry Joe Capps, City Secretary