

**BUDGET WORKSHOP
OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD SHORES, TEXAS
MONDAY, JULY 2, 2007 AT 5:30 P.M.
CITY HALL, 3808 COTTONWOOD DRIVE**

MINUTES

1. Call to Order by Mayor Breen at 5:40p.m.
2. Roll Call by City Secretary Capps. He reported the following members present, except for the absence of Councilmember Shirley Adams, constituting a quorum: Sylvia Breen, Mayor; Terry Ortiz, Councilmember; Ray Whitis, Councilmember; Donald Orr, Councilmember and Keith Patschke, Councilmember.
3. Discuss the General and Utility Fund Budget for FY 2007-2008. Councilmember Donald Orr presented his plan for preparation of the FY 2007-2008. The tasks outlined as follows:

Tasks	Assignments	Designated
1.	Overall budget responsibility	Orr for the Council & Wafer for Staff
2.	Salaries and wages	Breen
3.	I & S Tax Revenue Calculate Debt Service	Wafer
4.	O & M Tax Revenue—supply to Tax Appraiser & Coordinate	Wafer
5.	Development Comm.—Develop definition additions 80% chance of occurring	Adams
6.	Administration revenue & expenses	Adams
7.	Public Works revenue & expenses	Patschke
8.	Police revenue & expenses	Whitis
9.	Municipal Court revenue & expenses	Whitis
10.	Water revenue & expenses	Whitis
11.	Sewer revenue & expenses	Patschke
12.	Garbage revenue & expenses.	Wafer
13.	Grants revenue and expenses	Adams
14.	Compile Information into Budget spreadsheet	Orr & Wafer
15.	Meeting w/Dept heads before Task 4-11 is complete after 13 is analyzed for balance	Orr & Wafer
16.	Prepare agendas for public hearings, council mtg & submission	Breen, Wafer & Capps
17.	Final Budget preparation	Orr & Wafer
18.	Final Council approval	Breen & Orr

Councilmember Orr projected tasks 1-4 should be completed by the end of July; Task 16 for July and August; and 17 & 18 for September.

4. Adjournment

Motion by Councilmember Whitis, Councilmember Orr that we adjourn (6:30 p.m.) The Vote: Ayes—All, Nays—None; Motion carried.


Sylvia Breen, Mayor

Attest

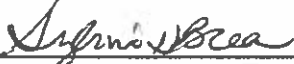

Larry Joe Capps, City Secretary

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COTTONWOOD SHORES, TX.**

Agenda

1. Call to Order
2. Roll Call
3. Discuss the General and Utility Fund Budget for FY 2007-2008
4. Adjournment

I certify that the above notice was posted at City Hall, 3808 Cottonwood Drive, Cottonwood Shores, Texas on this the 27th day of June, 2007 at 5:00 p.m.



Sylvia H. Breen, Mayor

ATTEST:


Larry Joe Capps, City Secretary

