

**WORKSHOP MEETING OF THE CITY COUNCIL
WEDNESDAY, DECEMBER 05, 2007 AT 6:45 P.M.
PFEIFER CENTER- 4111 COTTONWOOD DRIVE
CITY OF COTTONWOOD SHORES, TEXAS**

MINUTES

1. Call to Order by Mayor at 8:06 pm
2. Roll Call by Asst. City Secretary Schwertner for Mayor Breen, Councilmember Whitis, Councilmember Ortiz not present, Councilmember Adams, Councilmember Patschke, and Councilmember Orr. A quorum is present.
3. Discussion of Meeting Decorum Policy and Procedures began with Councilmember Adams bringing up that we need a Meeting Decorum and Procedures, and has the original been found. Mayor Breen replied we did not find. Asst. City Secretary Schwertner provided this was last one copied from former Secretary Capps. Councilmember Adams reported the man that she was going to work on the website was able to find the deleted history that had been zapped out found the website from when former IT person cleared it. Councilmember Whitis brought up this is a large document and maybe we could break this down into sections, and each of us work a section or the entire document. Councilmember Adams remarked we could try to find another from another City or from TML. Mayor Breen replied this is supposed to have the arrangement of the agenda that is to be followed, and the proceedings of meetings. Councilmember Adams believes we need to adjourn this meeting until we can get this organized.
4. Adjournment motion was made by Councilmember Adams. All approved. Mayor Breen adjourned the meeting at 8:20 pm.


Sylvia H. Breen Mayor

ATTEST:


Cynthia Schwertner Asst. City Secretary



**SPECIAL MEETING OF THE CITY COUNCIL
OF THE CITY OF COTTONWOOD SHORES, TEXAS
WEDNESDAY, DECEMBER 05, 2007 AT 6:00 P.M.
PFEIFER CENTER- 4111 COTTONWOOD DRIVE**

Minutes

1. Call to Order at 6:09 pm by Mayor Breen
2. Roll call by Assistant City Secretary Schwertner for Mayor Breen, Councilmember Whitis, Councilmember Ortiz (not present), Councilmember Adams, Councilmember Patschke, and Councilmember Orr. A quorum is present. *** Councilmember Ortiz arrived at 6:15 pm.
3. Discuss and consider possible action on awarding contract for Management of Parks Grants began with Councilmember Orr explaining about the 3 packaged sheets. See the attachment with minutes
 - 1) Parks Program Costs; 2) Parks Costs Offsets; and 3) Letter of Agreement.

Councilmember Orr reported how he worked on the figures of costs, how the phases of costs of construction can be stretched over the 2 budget years. There are 4 Grants totaling over 1 million dollars. Councilmember Orr worked with Charles Watkins and Marley Porter on cost estimate figures totaling \$55 to \$60 thousand dollars. The 2 budget years will run at a cost of about \$30,000.00 per year, and Councilmember Orr reported that the yearly maintenance, grading and leveling, securities, utilities, repairs, and upkeep. Councilmember Adams inquired with some of the development coming in; can some of that money be used for Parks? As for the Skate Park and Tennis Center they could have fundraisers to raise money towards the Parks expenses. Councilmember Whitis asked for confirmation that Marley Porter is doing all the plans, all the sites, all construction details, specifications, and contracts is that my understanding as correct? Councilmember Orr reported yes Keith donated as in kind service a contract signed donation. Councilmember Whitis inquired as to what is a contract signed donation? Councilmember Orr replied that it is a contract brought before Council for approval, and there is no money associated with the contract. Councilmember Adams brought up if Texas Parks and Wildlife or LCRA would work for a road to the boat dock. Guest Grant Writer Charles Watkins reported development of the boat dock proper involves parking area for boats, but does not include roadway from Lakeview. Parks and Wildlife doesn't do this, nor does LCRA, will check to see if can be added to phase II, but will check to see what can be done. Marley Porter will be having a hotel, bed and breakfast, entertainment venues, shops, restaurants, business to include beverage sales, and building permits. Councilmember Whitis inquired about the ad valorem 2008 showing zero, hotel bed revenue 2008 showing \$248,000.00. Councilmember Orr replied ad valorem doesn't go in books until year after being built. Councilmember Whitis retorted it is my understanding as soon as toilets go in ad valorem can be kicked in. Councilmember Orr replied maybe this is something more to check into but as for houses or homes that is my understanding is the way this is done. Mayor Breen asked if the entertainment tax could be voted in by Council. Councilmember Orr replied he thinks that is correct, will check on to see if needs to be voted on by residence or not, but if not Council would take vote as did the Hotel Tax. Councilmember Whitis inquired as to when the building is going to begin? Councilmember Orr replied by later part of 2008 the develop estimates work by calendar year (Jan. to Dec.); whereas we work by fiscal year (Oct. to Sep.). More construction will ensue throughout 2010 and the budget will be constrained in 2009 for parks project with the \$30,000.00. Councilmember Whitis questioned about an email comment that LCRA announces in May. Also Councilmember Whitis asked about the costs figure of \$5,000.00 for 1 acre as to who came up with that. Guest Grant Writer Charles Watkins reported the figure was an approximation for an acre of park land. Councilmember Orr came up with the other figures for future for parks expenses. Mr. Watkins reported Gandolf Burrus authorized him to suggest that if needed the Grant Development administration fee could be rolled over to help with cost. If the \$3,000.00 can't fully be fit into the 2009 budget that balance could be rolled into 2010. Mayor Breen spoke that with the City's financial situation as it is maybe we should wait, and not accept this at this time, that property owners are asking why the City would use money on parks, and not use the money for roads. Mr. Watkins replied that these grants are for parks, not roads, waiting too long, you lose your season, and more important if we get it. Councilmember Whitis asked if we are denied the one, could we continue with the other. Mr. Watkins replied yes. Mayor Breen asked if these could be applied for out of sequence if need be, as needed. Mr. Watkins reported sure you could do the trails, per timetable schedule, and then as fees are paid. Councilmember Patschke remarked as business is growing, taxes will begin to come into the City. Councilmember

Orr commented as the City grows be it now or later, Parks will happen. Councilmember Whitis inquired about LCRA cash matching funds. Mr. Watkins replied that upon grant approval they would deposit half of the money to begin and then the other half to complete project. Other grants will have you spend your money and they will then refund your money. Mr. Watkins agreed most of 2008 would be administration work. Councilmember Ortiz asked if these are the only grants available. Mr. Watkins reported yes, there are plenty more to work with, but it is better to start with these 2. Time lapse for work coverage is 3 years. Councilmember Orr remarked that this is a great deal economically, and if this is managed correctly this is too good a deal to pass up. Councilmember Orr commented there is one thing that concerns him about the spending for parks instead of for roads is that; somehow we need to convince our neighbors that the city needs to raise ad valorem tax base in order to sell houses at higher prices. These residents are going to have to clean up their yards as a neighborhood. The City has minimum support for this kind of effort city wide. Neighborhoods are going to have to work together to get these clean ups done. It can not be done by the City alone. Councilmember Adams reported 2 files were turned over to Court, 4 more have a court date due. There are over 50 + files being worked on. Councilmember Orr commented about the commercial business, and future revenues. Councilmember Patschke commented even with the property across the street, if they would have just started with that. Councilmember Whitis commented how the parks could enhance development, and his appreciation of the detail work Councilmember Orr put into this work to explain more. Councilmember Orr described where and why his changes were made on the contract, and also noted on contract that Keith Patschke be appointed authorization person, since he is on the Parks Committee at this time, and is also a Council Member. Councilmember Whitis inquired as to the question about the Paragraph 7, GDS authority, and asked for an explanation. Councilmember Orr explained that there has to be someone who can serve as a check and balance for the Council. Councilmember Whitis remarked so this is the method that info will be brought back before Council. Mr. Watkins remarked you could have me stop at any moment, or anytime. Councilmember Whitis questioned about the 2 grants due in June. There are lots of questions of what if, just like a new council. With this we could make a clear and conscience decision to move on. Councilmember Orr made the motion to authorize the Mayor to sign agreement contract and to name Keith Patschke as contact person. Councilmember Whitis raised the question asking if there would be any problems or conflicts. Councilmember Patschke replied he wants to see parks. Motion was 2nd by Councilmember Patschke. All approved. Motion carried. GDS writer Charles Watkins thanked Council for approval.

4. Discuss and consider possible action related to Code Enforcement Ad Hoc Committee began with Councilmember Whitis making a motion to reappoint Councilmember Adams to head the Code Enforcement Ad Hoc Committee. Motion was 2nd by Councilmember Patschke. All approved. Motion carried. Councilmember Adams reported Clerk and Coordinator Hans Schneider is working on a Resolution to be prepared by next meeting.

➤ Councilmember Whitis motioned for Agenda item #5 be moved before #4. Councilmember Patschke 2nd the motion. All approved. Motion carried.

5. **Executive Session for Legal Matters**

i. Convene in Executive Session pursuant to *Section 551.074 of the Texas Government Code*: deliberate the appointment, employment, evaluation, reassignment, duties, or dismissal of, or for the evaluation of the following employee(s): **Law Enforcement Employee Matter**

Executive Session convened at 7:30 pm

ii. Reconvene into Open Session and take action on Item 5i, as necessary.

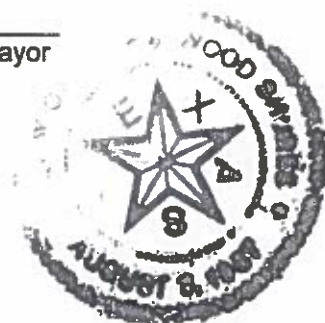
Executive Session reconvened into open session at 7:45 pm with Councilmember Whitis making the motion to take action as discussed in executive session. Motion was 2nd by Councilmember Adams. All approved. Motion carried.

4. Adjournment motion was made by Councilmember Adams. Mayor Breen adjourned meeting at 8 pm.


Sylvia H. Breen Mayor

ATTEST:


Cynthia Schwertner Asst. City Secretary



WORKSHOP MEETING OF THE CITY COUNCIL
WEDNESDAY, DECEMBER 05, 2007 AT 6:45 P.M.
PFEIFER CENTER- 4111 COTTONWOOD DRIVE
CITY OF COTTONWOOD SHORES, TEXAS

 ORIGINAL

AGENDA

1. Call to Order
2. Roll Call
3. Discussion of Meeting Decorum Policy and Procedures
4. Adjournment

I certify that the above notice was posted at City Hall, 3808 Cottonwood Drive, Cottonwood Shores, Texas on this the 30th day of NOVEMBER, 2007 at 5:00 p.m.



Sylvia H. Breen Mayor

ATTEST:



Cynthia Schwertner Asst. City Secretary



**SPECIAL MEETING OF THE CITY COUNCIL
OF THE CITY OF COTTONWOOD SHORES, TEXAS
WEDNESDAY, DECEMBER 05, 2007 AT 6:00 P.M.
PFEIFER CENTER- 4111 COTTONWOOD DRIVE**


AGENDA

1. Call to Order
 2. Roll call
 3. Discuss and consider possible action on awarding contract for Management of Parks Grants
 4. Discuss and consider possible action related to Code Enforcement Ad Hoc Committee.
 5. **Executive Session for Legal Matters**
 - i. Convene in Executive Session pursuant to *Section 551.074 of the Texas Government Code*: deliberate the appointment, employment, evaluation, reassignment, duties, or dismissal of, or for the evaluation of the following employee(s):
Law Enforcement Employee Matter
 - ii. Reconvene into Open Session and take action on Item 5i, as necessary.
4. Adjournment

I certify that the above notice was posted at City Hall, 3808 Cottonwood Drive, Cottonwood Shores, Texas on this the 30th day of NOVEMBER, 2007 at 5:00 p.m.


Sylvia H. Breen Mayor

ATTEST:


Cynthia Schwertner Ass. City Secretary





City of Cottonwood Shores
3808 Cottonwood Drive
Cottonwood Shores, Texas 78657
(830) 693-3830 FAX (830) 693-6436

RECEIVED
NOV 30 2007
BY:

AGENDA ITEM REQUEST

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

Date of next ^{Special} Regular Meeting: 12/05/07

I would like for this to be on the Agenda if a Special Meeting is Called: Yes No

Subject to be Addressed:

Code Enforcement Ad hoc Committee

Informational Presentation: Yes No

Required By Council: Yes No

Name(s) of Requester: Sylvia Beece

Address: _____

Phone No.: 693 3718

Sylvia Beece Requester 12/30/07 Date

D. Zell Received by City Employee 12/30/07 Date 4:40 Time am/pm



City of Cottonwood Shores
3808 Cottonwood Drive
Cottonwood Shores, Texas 78657
(830) 693-3830 FAX (830) 693-6436

RECEIVED
NOV 30 2007
BY: _____

AGENDA ITEM REQUEST

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

Date of next ^{Special} Regular Meeting: 12/5/07

I would like for this to be on the Agenda if a Special Meeting is Called: ___ Yes ___ No

Subject to be Addressed:

Contract for management of Parks Grants

Informational Presentation: Yes No

Required By Council: Yes No

Name(s) of Requester: Sybil Beer for Donald Orr

Address: _____

Phone No.: 693 9370

Sybil Beer for Donald Orr 11/30/07
Requestor Date

[Signature] 11-30-07 4:40 am/pm
Received by City Employee Date Time