



## City of Cottonwood Shores

3915 Cottonwood Drive  
Marble Falls, Texas 78654  
Tel: 512/693-3830

### WORKSHOP MEETING

July 19 1993

7:05p.m.

The meeting was called to order by Mayor Kathy Griffith at the City Hall located at 3915 Cottonwood Drive, Cottonwood Shores, Texas. All members of the City Council were present and confirmed by roll call.

The Mayor stated that the meeting was a workshop to audit personnel salaries and other personnel costs.

Councilor Wilson requested the telephone bills and the telephone logs. They were provided for him.

All personnel payroll records were audited. There was some questions regarding Sharon Mullen's payroll record. Sharon was called to come to the office to explain her pay record. The Council decided that when Shirley Pitts would take time off, Sharon would come in during the time she was off. If it's in the afternoon, Sharon would come in later than her normal hours, then stay later. This way, there would not be any extra hours worked. The employees now have a time sheet to keep track of their hours worked, vacation time and sick time. The Mayor stated we should compensate Ken McBride and Shirley Pitts for any overtime worked according to the Labor Board. The City should make their salary decent enough for all of the overtime they put in. Mike Cherry's hours were questioned. The Council was advised that he had not been paid as of the 15th of July. Sharon arrived and explained the hours that she had worked. She also explained that she was paid for the meetings that she worked for Shirley. The Mayor explained to Sharon exactly what hours she is to work and any overtime would have to be approved by the Mayor.

The 1991-92 Audit was provided for the Council to examine. The suggestion was made to have another audit of the city books by someone other than the accountant in Fredricksberg. The Mayor said she would contact a CPA to come and audit the books.

Councilor Smyrl made the suggestion that the City should not wait until October to put a tax increase in motion. It needs to be increased more than 8%.

There was some discussion of increasing the water rate for customers outside the city limits.

There was some discussion regarding the percentage of operating costs that the Garbage Department is paying. The Mayor explained that there is another garbage pick-up service available to Cottonwood called Vance and Sons. When the contract with BFI is expired, we will put it out for bid for garbage service. The Mayor also stated that BFI is going to construct transfer stations.

Councilor Smyrl stated that he had been told that there has been people playing around with the computer and that only the two girls in the office should have access to the computer. The City Secretary said she was not aware of anyone else using the computer other than Ken. She also explained that Ken used the computer to keep track of the meters installed and inventory. The Mayor stated that the Water Supervisor in Burnet kept all of his information on computer also. It is not up to the utility clerk to keep track of it. Councilor Wilson asked if we could do the billing for the water on the computer. The Mayor stated that we

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could not do computer billing until we purchased another terminal. The Council discussed looking into the purchase of another computer with Petty's Computer Service so we will be able to do computer billing. It should be included in next year's budget.

Councilor Wilson asked if we have a firecracker ordinance in effect. The Mayor stated that we have an ordinance against bb guns, pellet guns, or any firearms.


The Budget Workshop was scheduled for August 2, 1993 at 7:00 p.m. at City Hall.

The Mayor stated that the Council decided that she can transfer funds from the Hi-Fi account to operate the City for the next two months.

The meeting adjourned at 8:55 p.m.

Respectfully,

  
Shirley Pitts, City Secretary

  
Kathy Griffith, Mayor





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WORKSHOP MEETING  
OF THE CITY COUNCIL  
July 19, 1993  
7:00 P.M.

### AGENDA

There will be a Workshop Meeting being held Monday, July 19, 1993 at 7:00 p.m. at City Hall, 3915 Cottonwood Drive, Cottonwood Shores, Texas. The meeting is being held so the City Council can perform an internal audit of personnel salaries and other personnel costs and also deliberate on amending the budget.

I certify that the above notice was posted on the bulletin board located at 3915 Cottonwood Drive, Cottonwood Shores, Texas this 15th day of July, 1993.

Respectfully,

A handwritten signature in cursive script that reads "Shirley Pitts".

Shirley Pitts  
City Secretary/Clerk