

**MINUTES OF SPECIAL MEETING  
CITY OF COTTONWOOD SHORES  
JANUARY 30, 1988  
3915 COTTONWOOD DRIVE**

1. **MAYOR PICKENS CALLED THE MEETING TO ORDER AT 4:20 P.M.  
ROLL CALL: COMMISSIONER FRANK PFEIFER AND COMMISSIONER  
RAY WHITIS PRESENT.**
  
2. **DISCUSSION/ACTION:**
  - A. **GRANT-WRITING CONTRACT WITH GANDOLF BURRUS FIRM.  
TABLED BY THE MAYOR AS NO CONTRACT WAS YET PRESENTED.**
  
  - B. **APPOINTMENT OF CODE ENFORCEMENT OFFICERS.  
THE MAYOR ADVISED THAT IT WAS HIS INTENTION TO APPOINT LARRY LETT,  
THE WATER PLANT OPERATOR AND EDDIE PROCTOR, MAINTENANCE  
SUPERVISOR, AS CODE ENFORCEMENT OFFICERS WITH THE CITY OF  
COTTONWOOD SHORES. BADGES IDENTIFYING EACH INDIVIDUAL WILL BE  
PROVIDED AND MUNICIPAL JUDGE JOANNE AUSTIN WILL PERFORM THE  
SWEARING IN OF BOTH OFFICERS. THE REASONING, STATED THE MAYOR, IS  
THAT BOTH LARRY AND EDDIE ARE ON THE CITY STREETS SEEING VIOLATIONS,  
ARE EMPLOYEES OF THE CITY AND OFFER FULL SUPPORT OF THE POLICE  
DEPARTMENT. COMMISSIONER WHITIS ASKED WHAT THEIR DUTIES WOULD  
ENTAIL AND THE MAYOR RESPONDED ALL ORDINANCE VIOLATIONS, INCLUDING  
SIGHTING OF ABANDONED BUILDINGS, VEHICLES, ANIMAL CONTROL, ETC.  
COMMISSIONER PFEIFER INTERJECTED THAT THE BUILDING ORDINANCE WAS  
EXCEPTED AS THE BUILDING COMMITTEE OVERSEES THAT MATTER. MAYOR  
PICKENS CONTINUED TO SUPPORT HIS PLAN BY NOTING THAT PREVIOUSLY  
APPOINTED CODE ENFORCERS HAD NOT BEEN CITY EMPLOYEES AND DID NOT  
GENERALLY HAVE THE TIME TO CANVASS THE ENTIRE CITY STREETS TO  
OBSERVE VIOLATIONS. ENFORCEMENT ON A REGULAR BASIS IS NEED AND  
FULL-TIME EMPLOYEES ARE IN THE BEST POSITION TO PROVIDE ON-GOING  
ENFORCEMENT. COMMISSIONER PFEIFER STATED HE HAD NO OBJECTION TO  
THIS SELECTION, ADDING THAT LARRY AND EDDIE WERE IN AND AROUND THE  
CITY ALL THE TIME ANYWAY. MAYOR PICKENS EXPECTS THE VIOLATION  
PROCESS TO SPEED UP, HAVE A MORE THOROUGH PROCESS AND THIS WOULD  
GIVE THEM LEGAL AUTHORITY TO PICK UP DOGS, POST NOTICES ON  
PROPERTIES. HE ADDED THAT THIS WOULD NOT EXTEND ARREST AUTHORITY  
TO THE CODE ENFORCEMENT OFFICERS, ANY MORE THAN AS ORDINARY  
CITIZEN'S ARREST PROVISIONS SET OUT BY THE STATE OF TEXAS. THERE  
BEING NO FURTHER DISCUSSION, THE MAYOR FORMALLY APPOINTED LARRY  
LETT AND EDDIE PROCTOR TO THE POSITION OF CODE ENFORCEMENT  
OFFICERS.**

C. ROAD EQUIPMENT. THE COUNCIL DISCUSSED THE ROLLER FOUND AT THE SAN ANTONIO FEDERAL PROPERTY SURPLUS LOCATION. IT IS ADVERTISED AT \$700.00, A 5,000 POUND ROLLER THAT WOULD GREATLY ENHANCE THE CITY'S ROAD IMPROVEMENT PLANS. AS THIS IS THE CITY'S FIRST PURCHASE THERE IS A 25% DISCOUNT AND DELIVERY CAN BE MADE OFF A TRUCK HEADED FOR LUBBOCK. NET PRICE IS \$400.00 PLUS FREIGHT. COMMISSIONER PFEIFER SUPPORTED THE PURCHASE, SO THAT THE STREET MATERIALS COULD BE PACKED DOWN. MAYOR PICKENS ALSO STATED THAT A NEW MOTOR WILL BE NEEDED FOR THE SMALL ROLLER, , SO IT CAN CONTINUE TO BE USED FOR SMALL JOBS AND CASTLE TERRACE PROJECTS. IT WAS DETERMINED THAT THE COST OF AN 8-HORSEPOWER INDUSTRIAL ENGINE WOULD BE APPROXIMATELY \$499.00. THIS, AGAINST LAST SUMMER'S RENTAL OF \$325 PLUS \$15 TRAILER HAUL FROM BURNET, WOULD BE A PRACTICAL EXPENDITURE. THIS UNBUDGETED EXPENSE CAN BE ALLOCATED FROM UNEXPECTED INCOME RECEIVED BY THE CITY AT THE END OF 1997. COMMISSIONER WHITIS ASKED WHAT OTHER EQUIPMENT WOULD BENEFIT THE CITY AND MAYOR PICKENS RESPONDED A SPREADER FOR THE DUMP TRUCK MIGHT BE NEXT TO PURSUE. THE PROS AND CONS OF ASPHALT VS CHIP AND SEAL WAS DISCUSSED.....A BRAND NEW SPREADER PRICES AS ABOUT \$2,000 BUT THE CITY CAN GET BY WITHOUT IT - IT'S ON THE LIST, STATED THE MAYOR. COMMISSIONER WHITIS MOVED, GIVEN THE NEED TO BUILD OUR ROAD STRUCTURE, TO PURCHASE THE ROLLER FROM FEDERAL PROPERTY SURPLUS. COMMISSIONER PFEIFER SECONDED THE MOTION WHICH PASSED ON VOTE.

3. THERE BEING NO OTHER BUSINESS, THE MAYOR ADJOURNED THE MEETING AT 4:45 P.M.

ATTEST:

BY Sue Porter  
SUE PORTER, CITY SECRETARY

Dale Pickens  
DALE PICKENS, MAYOR

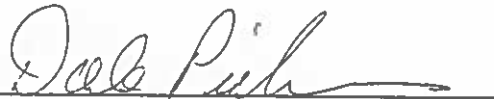
SPECIAL MEETING  
CITY COUNCIL - CITY OF COTTONWOOD SHORES  
3915 COTTONWOOD DRIVE

FRIDAY - JANUARY 30, 1998  
4:00 P.M.

A G E N D A

1. CALL TO ORDER AND ROLL CALL.
2. DISCUSSION/ACTION:
  - a. Grant-Writing Contract with Gandolf Burrus firm.
  - b. Appointment of Code Enforcement Officers.
  - c. road equipment.
3. ADJOURNMENT.

I certify that a copy of this notice was posted at 4:00 p.m.  
on January 26, 1998, as required by law.



DALE PICKENS, MAYOR