

**SPECIAL MEETING OF THE
CITY COUNCIL OF THE CITY OF COTTONWOOD SHORES, TEXAS
3808 COTTONWOOD DRIVE – CITY HALL
THURSDAY, JUNE 22, 2000 AT 2:00 P.M.**

A G E N D A

1. CALL TO ORDER AND ROLL CALL.
2. CONSIDER AND POSSIBLY TAKE ACTION ON SELECTION OF AN ENGINEERING FIRM TO PROVIDE PROFESSIONAL ENGINEERING SERVICES IN CONJUNCTION WITH THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS C.D.B.G., IF FUNDED.
3. CONSIDER AND POSSIBLY TAKE ACTION ON APPROVAL AND EXECUTION OF A LETTER OF AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES REQUIRED TO IMPLEMENT THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS C.D.B.G., IF FUNDED.
4. CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST BY MR. CHARLES CARNEY TO RELOCATE THE UTILITY EASEMENT AND THE EXISTING CITY WATER MAIN FROM OLD ROAD EASEMENT ON OLD SOUTH LAKE DRIVE ADJACENT TO LOT D, CASTLE ACRES SUBDIVISION.
5. CITIZEN COMMENTS.
6. ADJOURNMENT.

I CERTIFY THAT THE ABOVE NOTICE WAS POSTED AT CITY HALL, 3808 COTTONWOOD DRIVE, COTTONWOOD SHORES, TEXAS ON THIS 19TH DAY OF JUNE 2000 AT 2:00 PM.



DALE PICKENS, MAYOR

ATTEST:



TENA COLLIER, CITY SECRETARY



**MINUTES OF A SPECIAL MEETING OF THE
CITY COUNCIL OF THE CITY OF COTTONWOOD SHORES, TEXAS
3808 COTTONWOOD DRIVE – CITY HALL
THURSDAY, JUNE 22, 2000 AT 2:00 P.M.**

1. **CALL TO ORDER AND ROLL CALL:** Mayor Pickens called this Special Meeting to Order at 2:00 p.m. with both Commissioner Phipps and Commissioner Pfeifer in attendance, a Quorum was present.

2. **CONSIDER AND POSSIBLY TAKE ACTION ON SELECTION OF AN ENGINEERING FIRM TO PROVIDE PROFESSIONAL ENGINEERING SERVICES IN CONJUNCTION WITH THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS C.D.B.G., IF FUNDED:** Mr. Gandolf Burrus, with Grant Development Services, stated this engineering firm would not be for the water tower project. This would be for the upcoming water lines or for the STEP housing infrastructure such as streets and gutters. He passed out the Score Sheets and noted this was not rocket science. Just help with evaluation of engineering firm. He noted he would flip a coin to see who went first with their presentation. The first firm to give a presentation was S. D. Kallman, Inc. Mr. Kallman stated he was a Registered Professional Engineer with over twenty-eight years experience with small cities in Central Texas. His office was in Round Rock. He introduced his Chief Planner and Administrative Assistant, Ms. Courtney Dow. She passed out a list of their firms recent grant projects. Mr. Kallman noted there were nine people employed by his firm. He stated his firm specialized in municipal improvements. They had just recently completed the Main Street project in Marble Falls. Currently, they were working with Kingsland Water Supply on a STEP Grant. He was familiar with Texas Department of Housing Grants as well as a variety of street and paving projects. He noted projects come in under budget and on time. Lots of contractors reply to build their projects. They solicit bids from various places, not just the DODGE Reports. He has never received less than three bids for a project. He is in this area all the time working on projects in Marble Falls, Horseshoe Bay, Granite Shoals, and Kingsland. All work is done on AutoCAD for future records. He uses all the latest equipment. He then asked for any questions and thanked the Council for the opportunity to represent his firm. Then Mr. Tony Plumble with Willis Environmental Engineering gave his presentation. He thanked the Council for the opportunity to meet with them today. He stated Willis would like the opportunity to assist the City for the up coming year with the STEP Grant and infrastructure design. He noted they had an extreme amount of experience in wastewater and water line installation. Currently, they were working on the wastewater project in Castle Terrace. He realized the City's main goal was to improve it's water distribution system. He stated he had worked with the City in the past with other grant projects. He felt confident that they could meet the three-month deadline. He stated he liked to allow thirty days advertise for bids. This gives more time for accurate bids. He stated they would be out to check project every couple of days. If there was a problem he could be here in minutes. He would encourage the City to inspect all aspects. He added while they were working on the streets there would probably be lots of inspectors, which was okay. This helped to keep the contractor honest. He stated Willis Engineering was qualified to do the project. He stated they could meet and exceed the expectations of the City. He would solicit their service and assistance on this project. He then thanked the Council again. He stated it had been a privilege to assist with other projects. He added he does not take the Council's confidence for granted. At this time, Mr. Burrus added the Score Sheets for each firm. The results were 88 for Willis and 87 for Kallman. Mr. Burrus suggested since the scores were so close perhaps the Council should discuss further and do the scoring again. Commissioner Pfeifer stated he thought the Council should discuss further. He then made a motion to postpone the selection of an engineering firm and discuss further. Mayor Pickens asked Mr. Burrus for his time frame and if it was possible to wait. Mr. Burrus stated the application was due August 24th. He added he needed time for the Council to decide on a project to upgrade, time for the engineers to do a map and give estimate for improvements. Once funded the engineer would do a complete set of specifications and a map. The state doesn't expect a complete set of specifications to request funds. He noted it would be better to make a selection before the next Regular Meeting if possible. Then Commissioner Phipps seconded the motion, which carried.

3. **CONSIDER AND POSSIBLY TAKE ACTION ON APPROVAL AND EXECUTION OF A LETTER OF AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES REQUIRED TO IMPLEMENT THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS C.D.B.G., IF FUNDED:** This item was tabled until an engineering firm could be selected.

4. **CONSIDER AND POSSIBLY TAKE ACTION ON A REQUEST BY MR. CHARLES CARNEY TO RELOCATE THE UTILITY EASEMENT AND THE EXISTING CITY WATER MAIN FROM OLD ROAD EASEMENT ON OLD SOUTH LAKE DRIVE ADJACENT TO LOT D, CASTLE ACRES SUBDIVISION:** Mr. Carney was not available. He sent Mr. Brad Hatfield to represent him in regards to this matter. Mr. Hatfield stated Mr. Carney regretted not being here in person. He then gave a short history of Lot D. He stated last year it was discovered that the water main was on Lot D. The line apparently followed the old road which was abandoned by the County. He added that Burnet County signed it over to the owner at that time. Mr. Carney purchased land and wants to move line to RR 2147. This would allow him use of his property. Mayor Pickens stated the Council did not want to hinder development of anyone's property. He explained that the City was small with a small staff. The City doesn't have the funds to move the line. He stated that the water line had been in the ground since the 1960's. He added that the water company had changed owners three times since line was installed. Commissioner Pfeifer stated the document from Burnet County indicated the County Commissioners motion was that they did not have any claim to a portion of road. It doesn't say it was abandoned. Mr. Hatfield stated abandoned was interpreted. Commissioner Pfeifer noted the water line was installed in the early 1960's when the restaurant and cabins were down there by the lake. He stated he didn't see why the City should have to bear the expense in moving the water line. He added there has to be an easement since PEC has their electric poles there, too. Mr. Hatfield stated there was no record of an easement by the City of Cottonwood Shores. Commissioner Pfeifer stated there was a road easement and that's where you put utilities, in the right-of-way. Mayor Pickens asked if Mr. Hatfield had any documents to confirm property was abandoned. Mr. Hatfield stated just no claim to property. Mayor Pickens stated the water line was in the ground for sometime now. He added it serves people in our community, it is their only water supply. He noted the County Commissioners couldn't just give away County property, just as our Council cannot give away City property. He explained the cost to move the water line was high. There was about 800 foot of line to be moved which runs between \$14.00 to \$15.00 per foot. He added that's quite a sum of money. Mr. Hatfield stated his client understood expense was a problem. Mayor Pickens stated he understood Mr. Carney wants to use his land. Mr. Hatfield asked if the Council could give him a time frame if the money became available in the future. Mayor Pickens noted the Council was just discussing grant application for new lines to be installed, but it would be down the road. He noted that there is a lot of money and time involved in applying for a grant. He added he wished the City could just move the water line. He just wasn't sure how the City could afford to do so now. Commissioner Pfeifer stated with the gully that is down there, it would probably come to \$20,000 to move the water line. Mr. Hatfield noted Mr. Carney might have a solution to expense problem. Mayor Pickens invited Mr. Carney over to discuss any possibilities with the Council. Mr. Hatfield stated Mr. Carney wanted to answer the Council's questions. He added Mr. Carney was aware that this might not be done today. Mayor Pickens then asked the Council for any motions. There were none.

5. **CITIZEN COMMENTS:** None.

6. **ADJOURNMENT:** Mayor Pickens adjourned this Special Meeting at 3:10 p.m.



DALE PICKENS, MAYOR

ATTEST:



TENA COLLIER, CITY SECRETARY

