

**MINUTES OF A WORKSHOP MEETING OF THE CITY COUNCIL
OF THE CITY OF COTTONWOOD SHORES, TEXAS
CIVIC CENTER – 4111 COTTONWOOD DRIVE
TUESDAY, AUGUST 31, 2004, AT 6:00 P.M.**

1. **CALL TO ORDER AND ROLL CALL:** Mayor Pro-Tem Pfeifer called this Workshop to Order at 6:05 p.m. with Council Members Beyer, Hildebrand, Carusi, and Plumley in attendance a Quorum was Present. Mayor Santee was absent.
2. **DISCUSSION REGARDING ANNUAL BUDGET FOR FISCAL YEAR BEGINNING OCTOBER 1, 2004 AND ENDING SEPTEMBER 30, 2005 FOR THE CITY OF COTTONWOOD SHORES, TEXAS:** Mayor Pro-Tem Pfeifer stated that the Council had figured six-thousand dollars (\$6,000.00) was as much as the City could afford for the VFD. Mr. Greg Widmer stated that was where we were last time. Mr. Mike Butler asked about changing the donation on the utility bills. Mayor Pro-Tem Pfeifer stated that we should be able to up the donation to \$4.00; \$2.00 for the EMS and \$2.00 for VFD. Councilman Hildebrand stated that he thought we were going to put a mandatory \$2.00 charge on the bills. Mayor Pro-Tem Pfeifer stated that you couldn't make it mandatory. He was concerned that making it \$4.00 would make it harder for people to pay and the contributions would go down, but he was willing to try it. Mr. Widmer stated that if that were the case he felt that the Council was not taking VFD seriously. Councilman Plumley wondered why the VFD didn't bill for services. He added that the City just didn't have twenty-four-thousand dollars (\$24,000.00). Mr. Lanny Atchley stated that billing property owner didn't work. Mr. Butler asked if the Council thought that the City would be in a better position to pay more next year. Mayor Pro-Tem stated that he thought that the City would be in a better position after the annexation. Councilman Carusi stated that he appreciated the VFD. Mr. Widmer asked if the Council thought they needed a fire department. He added that the VFD pretty much laid it on the line at the last meeting. Mayor Pro-Tem Pfeifer stated that the Council was trying to work with the VFD. Mrs. Janet Taylor-Carusi wondered if the City could add \$3.00 to the water and sewer tap fees to give to the VFD. She added that the City was poised to sell a few. Mr. Burl Harper stated that the City could not pass out public funds without a contract. He added that even though the VFD was a non-profit organization it was not a government entity. Councilman Plumley stated that if the City gave twenty-four-thousand dollars (\$24,000.00) then Johnny Campbell with the Marble Falls EMS would want the same amount. Mr. Widmer stated not this year. He added that he guaranteed that Johnny would get more than twenty-four-thousand dollars (\$24,000.00) from billing patience. He noted that he had explained that the other day. Councilman Plumley stated that what Johnny gets from the City was exactly what the contract was for which was six-thousand dollars (\$6,000.00) the same as the VFD. Mr. Butler asked if we had any additional options. He inquired that if the City did see an increase in funds from building permits and tap fees from development would the Council consider amending the budget for additional funds for VFD. He wondered if a fee could be passed on to the ratepayers. He stated that the VFD was concerned about the new construction as well as quality of services. He explained that the VFD tools were old and needed to be replaced. Mayor Pro-Tem Pfeifer suggested that we could go with a one-year contract and by February we should know more about project on the hill and if we could amend budget. Councilman Carusi stated that one of the contractors he talked to want to start in December, but the project was still up in the air and the developer could pull out anytime. Mr. Butler stated that the City needed to provide fire service. He added that the new annexed area would be required to have fire protection. He stated that a contract with the VFD would be needed especially if it is not a voluntary annexation. Councilman Plumley stated that both entities were in a bind with budgets. Mr. Butler stated so we could raise the donation from \$3.00 to \$4.00 and in six months come back before the Council too amend budget. Councilman Plumley stated that we had to start somewhere, but felt that twenty-four-thousand dollars (\$24,000.00) was not a place the City could afford to start. Mr. Atchley stated the VFD realized that twenty-four-thousand dollars (\$24,000.00) was not happening. Councilman Plumley stated that six-thousand dollars (\$6,000.00) was more realistic, but he

agreed to look at finances in February to see if the City could afford more. Councilman Hildebrand stated that with the development the property tax values for the City should double. Mr. Widmer stated that if they came back with twelve-thousand or fifteen-thousand dollars (\$12,000.00 or \$15,000.00) would the City work with them. He added that at the twelve-thousand dollar (\$12,000.00) mark the VFD had busted their budget back and cut everything. He stated that the Council was asking the VFD to give and they had given everything, but the Council not willing to give any. Mr. Butler asked if the Council had any other business to discuss beside the VFD. Mayor Pro-Tem Pfeifer replied the Council was going over the whole budget. Mr. Butler asked if the VFD could adjourn and have an executive meeting... Mr. Widmer interrupted by saying to get a response that the Council would take into consideration. He added that he didn't see the six-thousand dollars (\$6,000.00) working. Mayor Pro-Tem Pfeifer asked if that meant that he didn't even want to agree to the six-thousand dollars (\$6,000.00). Mr. Widmer replied that the board had to go talk it over. He added that you keep throwing the same number at us. Councilman Carusi stated that the City was at the edge of an increase in income, but that it had not happened. Mayor Pro-Tem Pfeifer stated that we would not know until February if funds would be there. Mr. Widmer inquired if the Council wanted to get insurance rate dropped. Councilman Hildebrand stated that he saw a place where the Council could gain four-thousand dollars (\$4,000.00) easily right now that the salaries had been broke down. He stated that two of these individuals on here made more than he made at LBJ MUD and didn't have the certification or the education that he had. Mrs. Taylor-Carusi explained how the salaries were figured based on current salaries with a seven-percent (7%) increase. Councilman Hildebrand stated that the City was a small city and could not afford these salaries. Mayor Pro-Tem Pfeifer stated that the Marble Falls EMS wanted sixteen-thousand dollars (\$16,000.00) and settled for six-thousand dollars (\$6,000.00). Councilman Hildebrand inquired what that had to do with payroll. Mayor Pro-Tem Pfeifer replied that it had nothing to do with the City's payroll. City Secretary, Tena Collier stated that she thought Mayor -Pro-Tem Pfeifer was trying to say that the since the City didn't give the Marble Falls EMS what they were asking for then how could we give the VFD more. Councilman Hildebrand. Stated if the Council could cut salaries to give the VFD four-thousand dollar (\$4,000.00) more this year. Mrs. Taylor-Carusi stated that the Council couldn't cut salaries too much or the City would have to pay unemployment if any employee quite. Councilman Hildebrand stated that he would just quite his job at LBJ MUD and come get rich over here. Mayor Pro-Tem Pfeifer wondered if twenty-five-hundred dollars (\$2,500.00) would be enough. Mrs. Taylor-Carusi explained what the funds were for as far as programs. She felt that was a sufficient amount. Councilman Carusi asked about the new phone system. Mrs. Collier explained that was on the list of proposed changes she had submitted. The Council discussed increasing electric for City Hall to one-thousand-three-hundred-fifty dollars (\$1,350.00) and water/sewer to six-hundred dollars (\$600.00). Mrs. Collier explained that the increase in Maintenance for City Hall was for someone to clean. She felt like it was cheaper for the City to pay someone \$10.00 an hour instead of paying her \$12.00. Councilman Carusi stated that was not over-time. Mrs. Collier stated that last weekend she came in and cleaned, but didn't clock in for work. Councilman Hildebrand asked why someone else, perhaps Amy couldn't clean. Mrs. Collier stated that was true, but when you are dressed nice for work you really don't want to get sweaty or clean the commode either. Councilman Hildebrand stated she wasn't going to get any sympathy from him. Councilman Plumley suggested setting a schedule for cleaning duties. Mayor Pro-Tem Pfeifer asked if anyone had any thing else to say. Mrs. Collier stated she had already scratched the idea. She then explained that the increase in Dues & Subscriptions, Education and Travel was for a City Secretary certification course and Human Resources subscription for updates in laws. She explained that the City Treasurer was required to attend a course within a year of being appointed, and she wanted to send Amy to a Customer Service class. Councilman Carusi asked if that included getting someone certified as a Notary Public. Mrs. Collier stated that she thought that was already in the budget amount. She explained that the list of proposed changes was to increase the budget amount. She stated that she wanted to get both Jerial and Amy bonded. She noted that she drove to Kingsland at 7:00 a.m. to get her signature notarized for the documents, which they

took to court today. Mayor Pro-Tem Pfeifer stated so that would increase everything on the proposed list by the amount on the list. Everyone agreed. Councilman Hildebrand thought that Customer Relations was the same as Customer Service. Mrs. Collier explained that Customer Relations was for something to put together a welcome informational package for new residents. She suggested a key ring or something that had the City's phone numbers on it for reference. Everyone agreed that was a good idea. *At this time, the VFD is back from their meeting.* Mr. Butler stated that the VFD had come up with the "Grow with the City Option". He explained that this would help the VFD and the City meet the annexation requirements. He stated the VFD considered accepting the six-thousand dollars (\$6,000.00), changing the donation to \$2.00, from \$3.00 to \$4.00, and changing the second paragraph to make the contract for only four months. He added if everything works out then the City would have additional funds. He understood that the City could not commit money it didn't have. Councilman Carusi inquired as to when the four months would start. He suggested October 1st. Mr. Butler Agreed. Councilman Carusi stated that would be the end of January so the Council should know something for sure by then. Mr. Butler explained that way the VFD didn't have to wait the entire year if the City did get additional funds this year. Mrs. Taylor-Carusi asked what if the project on the hill falls through. She questioned what would happen at the end of four months. Mr. Butler stated that we would be back here before the Council again. He added he was not saying that the City had to keep giving the VFD more money, but it was a way of keeping the VFD on the agenda. He stated if the City got it then we would all be happy and if not we will be back to where we are now. Councilman Carusi suggested having a meeting on the 9th for the VFD contract. The Council then looked at salaries again. Mayor Pro-Tem Pfeifer stated that the Administration Total was for the City Secretary, City Treasurer, and overtime was thirty-thousand dollars (\$30,000.00). Mrs. Collier explained that the Municipal Court Clerk and Judge were in a different department. She explained which positions were in each department. Mayor Pro-Tem Pfeifer questioned having overtime as a line item on the budget. He felt that you could not budget when you didn't know how much you were going to need. Councilman Plumley stated he felt that it showed one was not getting their job done in eight hours. He added that, however things do happen. Mrs. Collier stated she was on overtime right now. Mrs. Taylor-Carusi suggested that the Council make Mrs. Collier salary to save on overtime. Mr. Harper stated that you could anticipate an amount for overtime. He added that it would be a good idea so you could tell if you needed an additional person. *At this time, the Council is comparing totals according to the proposed changes with Mrs. Taylor-Carusi, who has been keeping up with the changes on her lap top computer.* Mrs. Taylor-Carusi stated that she would have a printed copy for everyone in the morning. Councilman Hildebrand questioned what the fence around the pound was about. Councilman Plumley stated that someone had broken in and stolen their dog so Chris wanted to replace existing fence. Mrs. Collier stated the three-thousand-nine-hundred-ninety dollars (\$3,990.00) was a proposal for a 6-ft. tall with three strands of wire and a 10-ft double gate. She added they would take down the old fence... Councilman Hildebrand stated no. Mayor Pro-Tem Pfeifer stated that we would have to get more bids on installing a fence. Mrs. Collier explained that she only got one to give a ballpark figure; she would get more before job was done. Councilman Carusi asked how many feet were in the fence. Mrs. Collier replied two-hundred-seventy-five (275) linear feet. She noted that was \$14.50 per linear foot, but she was sure there was a charge for taking down the existing fence included. Councilman Hildebrand stated no. He added that all it would take to fix this is a \$15.00 pad-lock. Sergeant Steven Hallman explained that there were 3 dogs in the kennel, which was locked, and someone got in the fence; pulled back the side of the kennel then took their dogs out. Councilman Hildebrand stated then we should get a welder over there and fix it. Mayor Pro-Tem Pfeifer stated that we had another fence to think about. Councilman Hildebrand asked what fence. Mayor Pro-Tem Pfeifer explained about putting a fence around the quarry in Castle Terrace. Councilman Hildebrand stated that was actually needed because that cliff was a liability to the City. Councilman Plumley stated that he thought we should look at fixing the kennel in another way. Mrs. Collier noted that the fifty-thousand dollars (\$50,000.00) in the Revenue for Public Works was the Park Fund money that the development would have to pay if goes through. She noted that it could only be spent on Parks, which is why there was twenty-

thousand dollars (\$20,000.00) in Civic Center Repairs. Councilman Hildebrand asked if we had already collected that amount. Mrs. Collier replied no so this could not be spent unless we do, but since it was a possibility she felt as though should show in budget. Mrs. Taylor-Carusi stated that was the same for the park vehicle. She explained that Mr. Gandolf Burrus had told her that since the man who mowed the parks and the rights of way would be using it, the City could use the Park Fund. Councilman Hildebrand inquired as to the Radar Certification in the Police Department. Sergeant Hallman explained that the Police radar guns had to be certified annually. Mayor Pro-Tem Pfeifer asked about the six-hundred dollar (\$600.00) change in Salaries for the Court. Mrs. Collier explained that included a fifty dollar (\$50.00) per month raise for the Judge. Mayor Pro-Tem Pfeifer stated that we needed to add the fence around the reservoir in the Utility Department. Councilman Hildebrand thought that the City might be able to get a grant for the fence. Councilman Plumley agreed he thought something under Homeland Security. Councilman Hildebrand stated that was something that needed to be done. Councilman Hildebrand wondered if the City could assess a fee to the property owner. Mayor Pro-Tem Pfeifer suggested adding in fourteen-thousand-five-hundred dollars (\$14,500.00) in for a fence. Mrs. Collier stated that the Overtime and On-Call in Salaries was pretty much exact. She explained how she calculated these amounts. Councilman Hildebrand thought the Council should think about revisiting how the On-Call time is paid. *The Council is comparing totals again for the different departments.* Mrs. Collier asked the Council to consider adding a line item for the newly elected officials to go to school so that you didn't have to pay for your own again. Everyone agreed this was a good idea. She stated that one school was one-hundred-twenty-five dollars (\$125.00) and was a two-day event, which meant a motel. Councilman Hildebrand stated that was too much. Councilman Carusi stated that he thought every member should attend. Mrs. Collier stated that the class that he attended was a one-day class and was only twenty-five dollars (\$25.00). Mrs. Collier asked if we could put four-hundred-sixty-nine dollars and sixty-five cents (\$469.65) in for Council Education.

3. **CITIZENS' COMMENTS:** Mrs. Dorothy Butler stated that when the fence goes up there should be a sign in Spanish and English stated that property was for employees only to protect against a lawsuit.
4. **ADJOURNMENT:** Councilman Carusi wanted to put a resolution to add signatures on the bank account and a resolution declaring the Civic Center a City Park on the agenda for the 9th. Councilman Plumley suggested putting an Information Technology person on the agenda, too. Councilman Carusi made a motion to put these three items on the agenda for September 9th along with VFD. Councilman Plumley seconded his motion, which carried by unanimous vote. Mayor Pro-Tem Pfeifer adjourned this Workshop at 8:27 p.m.

ATTEST:


TENA COLLIER, CITY SECRETARY



CITY OF COTTONWOOD SHORES

3808 COTTONWOOD DRIVE
COTTONWOOD SHORES, TX 78654
(830) 693-3830 FAX: (830) 693-6436



ATTENDANCE RECORD CITY COMMISSIONERS MEETING CITY OF COTTONWOOD SHORES, TEXAS

DATE: 8.31.04

PLEASE SIGN IN:

Jane Taylor
Randa Pfeifer
Darlene Day
Steve
Tom Wilson
Larry Clark
Judy Robinson

[Signature]
[Signature]

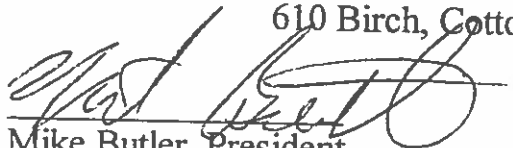
City of Cottonwood Shores Service Agreement

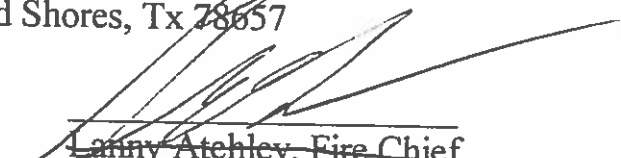
This Agreement by and between the City of Cottonwood Shores, Texas, hereinafter referred to as "City", and the Cottonwood Shores Area Volunteer Fire Department, Incorporated, and its successors, hereinafter referred to as "Cottonwood VFD", for and in consideration of the mutual covenants herein contained, the parties hereby agree as follows:

- I. Cottonwood VFD agrees to provide emergency services to the City and agrees to perform the services that are customarily performed by a typical municipal fire department.
- II. Cottonwood VFD agrees to provide these services for a period from October 1st, 2004 thru January 31st, 2005 for a contract funding amount of \$6,000 plus an increase from \$1.00 to \$2.00 from the VES Fund. Negotiations will resume on or before January 1st, 2005 for the remainder of the fiscal year 2005 for the services provided under this Agreement.
- III. VES and Contract Funding amounts shall be payable monthly by the tenth of the month by check, beginning October 10th, 2004. Any discrepancies in payments shall be determined by the Board of Directors of the Cottonwood VFD and the Cottonwood Shores City Council.
- IV. Cottonwood VFD will provide an accounting to the City of the funds received pursuant to this Agreement at the end of the contract period.
- V. Cottonwood VFD will provide a monthly report to the City of the activities of the Cottonwood VFD.
- VI. It is expressly provided that the Cottonwood VFD will indemnify and hold the City harmless for any of its acts, either by negligence or intentional torts, and that the City does not accept any responsibility for the negligence of the Cottonwood VFD, or any of its actions.
- VII. The Cottonwood VFD is an independent contractor and none of its actions or non actions are governed by the City. Nothing in this agreement shall require the City to renew this contract.

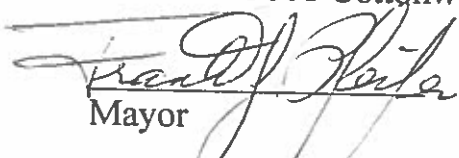
VIII. This Agreement contains the entire Agreement between the Cottonwood VFD and the City. Any modifications to this Agreement must be in writing and approved by the Cottonwood Shores VFD Board of Directors in open session.

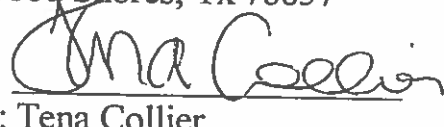
Cottonwood Shores Area Vol. FD. Inc.
610 Birch, Cottonwood Shores, Tx 78657


Mike Butler, President


Lanny Atchley, Fire Chief
GREG WIDMER Vice Pres

City of Cottonwood Shores
3808 Cottonwood Drive, Cottonwood Shores, Tx 78657


Mayor


Attested By: Tena Collier,
City Secretary



**WORKSHOP MEETING OF THE CITY COUNCIL
OF THE CITY OF COTTONWOOD SHORES, TEXAS
CIVIC CENTER – 4111 COTTONWOOD DRIVE
TUESDAY, AUGUST 31, 2004, AT 6:00 P.M.**

AGENDA

1. CALL TO ORDER AND ROLL CALL.
2. DISCUSSION REGARDING ANNUAL BUDGET FOR FISCAL YEAR BEGINNING OCTOBER 1, 2004 AND ENDING SEPTEMBER 30, 2005 FOR CITY OF COTTONWOOD SHORES, TEXAS
3. CITIZENS' COMMENTS.
4. ADJOURNMENT.

I CERTIFY THAT THE ABOVE NOTICE WAS POSTED AT CITY HALL, 3808 COTTONWOOD DRIVE, COTTONWOOD SHORES, TEXAS, ON THIS 27th DAY OF AUGUST, 2004 AT 5:00 P.M.

Donald E. Santee

DONALD SANTEE, MAYOR

ATTEST:

Tena Collier
TENA COLLIER, CITY SECRETARY

