

# CITY OF COTTONWOOD SHORES

3808 Cottonwood Drive, Cottonwood Shores, Texas 78657  
Office: (830) 693-3830 [www.cottonwoodshores.org](http://www.cottonwoodshores.org) Fax: (830) 693-6436

Mayor: Donald Orr  
Mayor Pro-Tem: Stephen Sherry  
Councilmember: Travis Hockensmith



Councilmember: Cheri Trinidad  
Councilmember: Marley Porter  
Councilmember: Roger L. Wayson

*People, Parks and Prosperity*

## REGULAR CITY COUNCIL MEETING MINUTES

### **\*\* NOTICE \*\***

The City Council held a regular meeting on Thursday, February 20, 2014 at 6:00 p.m.  
The meeting was held at the Cottonwood Shores City Hall located at:  
3808 Cottonwood Drive in Cottonwood Shores, TX 78657

### AGENDA

1. Regular Meeting Called to Order: 6:00 pm
2. Roll Call:

NAME	PRESENT	ABSENT EXCUSED	ABSENT UNEXCUSED
Mayor Orr	√		
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith		√	
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson		√	

*City Secretary Sheila Moore announced that a quorum was present.*

3. Pledge of Allegiance to U.S. and Texas flags was led by Mayor Donald Orr
4. Citizen's Comments:

*This is the opportunity for the public to address the City Council. Please sign up to speak and indicate the subject you intend to address. Speakers will be recognized in their order of sign-up. City Council may not discuss or act on any issue not posted on the agenda for this meeting. (Attorney General Opinion JC-0169). Citizen's comments will be limited to 3 minutes after they have been acknowledged to speak by the chair of the meeting. If the Citizen wishes to make comments about an item that is already on the agenda, discussion will be deferred until the item comes up.*

*Doris Basham: Castle Terrace entryway, move the "Open" Sign, sand and trash. Dead tree.*

5. Update on City of Cottonwood Shores Children's Library plans. Presented by Anne Kay

*Anne spoke about the Library being open on Saturday's from noon to 5:00pm and she will initiate her children's story hour every Saturday from 1:00pm to 2:00 pm for children of all ages.*

Closed open Session at 6:10 pm

6. Executive Session of the City Council of the City of Cottonwood Shores:

6.1. 6:12 pm, Convened into Executive Session, pursuant to Section 551.071 of the Texas Government Code to discuss procedural issues involving matters within the Attorney/Client Privilege.

6.2. 6:36 pm Re-convened into open session and took action on Item 6.1:

6.2.1. Motion to take no action

6.2.1.1. Motion: Councilmember Porter

6.2.1.2. Seconded: Mayor Pro Tem Sherry

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson			

6.2.2. Vote: Yea: 3 Nay: 0 Abstain: 0

6.2.3. Motion: **Passed**

7. Administrative Reports: City Administrator Report, Building Official Report, Public Works Report, Library Report, Court Report and Grant Report were presented by City Administrator Sheila Moore (See attached).

Police Report was given by Chief Piatt: Department has been issuing speeding tickets on 2147; new police officer Christopher Bieze; have removed the lights and equipment from the 2 brown Crown Victoria vehicles and Burnet county will be coming to pick them up. Sent out Ordinance violation notices and have had about a 20% response rate of scheduling vacant lots to be cleaned up; most of the junk cars have been removed.

New CWSVFD Heather Hyslop reported on the current status of the department. 8 firefighters, 7 support – 15 member department and call report as well as some background on her experience and what her goals for the department are.

8. Consent Agenda:

8.1. Minutes from a Regular Meeting of the City Council held on February 6, 2014

8.1.1. Motion to accept February 6 minutes

8.1.1.1. Motion: Mayor Pro Tem Sherry

8.1.1.2. Seconded: Councilmember Porter

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson			

8.1.2. Vote: Yea: 3 Nay: 0 Abstain: 0

8.1.3. Motion: **Passed**

9. Old Business:

9.1. Discussed and considered action on the CWS Volunteer Fire Department Agreement. As requested by Staff

Discussion included: Do we have a trained, staffed fire department with leadership. Can the FD currently meet their contractual obligations and standards required. Staffing and response time is an issue. If a fire were to break out, how many certified firefighters would/could respond?

9.1.1. Motion to take no action

9.1.1.1. Motion: Mayor Pro Tem Sherry

9.1.1.2. Seconded: Councilmember Porter

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson			

9.1.2. Vote: Yea: 3 Nay: 0 Abstain: 0

9.1.3. Motion: **Passed**

Mayor Orr requested that Agenda Item 10.1. be moved to before Item 9.2. since it also applied to the Fire Department and the Fire Department members would not need to sit through the entire meeting if they wished to leave.

Motion: Councilmember Porter

Seconded: Mayor Pro Tem Sherry

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson			

Vote: Yea: 3 Nay: 0 Abstain: 0

Motion: **Passed**

9.2. Discussed and considered action on filling the Code Enforcement Officer vacancy. *As requested by City Administrator Sheila Moore Chief has not been able to find someone to fill the vacancy on a part time basis, similar to the Building Official. Requested 90 more days to keep looking.*

9.2.1. Motion to take no action

9.2.1.1. Motion: Mayor Pro Tem Sherry

9.2.1.2. Seconded: Councilmember Porter

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson			

9.2.2. Vote: Yea: 3 Nay: 0 Abstain: 0

9.2.3. Motion: **Passed**

9.3. Peddlers and Itinerant Vendors

9.3.1. Discussed and considered action on adopting Ordinance 4009 (Peddlers and Itinerant Vendors). *As requested by City Administrator Sheila Moore*

9.3.1.1. Motion to adopt as written

9.3.1.1.1. Motion: Mayor Pro Tem Sherry

9.3.1.1.2. Seconded: Councilmember Porter

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		

Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson			

9.3.1.2. Vote: Yea: 3 Nay: 0 Abstain: 0

9.3.1.3. Motion: **Passed**

9.3.2. Discussed and considered action on amending Peddlers and Solicitors Permit Application. *As requested by City Administrator Sheila Moore*

9.3.2.1. Motion to amend Permit Application as written

9.3.2.1.1. Motion: Councilmember Porter

9.3.2.1.2. Seconded: Mayor Pro Tem Sherry

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson			

9.3.2.2. Vote: Yea: 3 Nay: 0 Abstain: 0

9.3.2.3. Motion: **Passed**

9.4. Discussed and considered action on rescinding variance regarding connecting to sewer in Castle Terrace; 205 Kings Way, CWS. *As requested by Staff and City Attorney Elliot Barner*  
 Council was not aware that the City would be in breach of the Certificate of Obligation contract by granting the variance. The contract stated that "all residents of the City of Cottonwood Shores must hook up to the City's water and wastewater system." The Council is obligated to reverse their original decision to grant a variance. Would like to see existing septic system be used for rainwater collection. City Attorney cited legal issues of granting the variance as well.

*Mr. Gillis restated why he asked for the original variance. Feels he should be grandfathered in and not have to use City sewer until and if he sells the house. If the City makes him do this they should pay for the cost to install. He stated he had an issue with the Mayor for initiating the waiver reversal.*

9.4.1. Motion to rescind "variance" and give family 6 months to hook up to City Sewer.

The City would waive any fees for the installation.

9.4.1.1. Motion: Councilmember Porter

9.4.1.2. Seconded: Mayor Pro Tem Sherry

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson			

9.4.2. Vote: Yea: 3 Nay: 0 Abstain: 0

9.4.3. Motion: **Passed**

10. New Business:

10.1. Discussed and considered action on negotiation of FY 2015 CWS Volunteer Fire Department Agreement. *As requested by Staff*

*Mayor Orr would like to begin negotiations as soon as possible since it took 5 months to negotiate the 2014 contract.*

**10.1.1. Motion to take no action**

**10.1.1.1. Motion:** Councilmember Porter

**10.1.1.2. Seconded:** No second, motion died

**10.1.1.A. Motion for the City to entertain negotiations with the VFD for the 2015 contract**

**10.1.1.A.1. Motion:** Mayor Pro Tem Sherry

**10.1.1.A.2. Seconded:** Councilmember Trinidad

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson			

**10.1.A.2. Vote:** Yea: 3 Nay: 0 Abstain: 0

**10.1.A.3. Motion:** **Passed**

**10.2. Discussed and considered action on amending Zoning Ordinance 14000 to include reference to brick, stone or rock veneer on R-1 building exteriors. *As requested by Staff***

**10.2.1. Motion to amend Ordinance 14000**

**10.2.1.1. Motion:** Mayor Pro Tem Sherry

**10.2.1.2. Seconded:** Councilmember Trinidad

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson			

**10.2.2. Vote:** Yea: 3 Nay: 0 Abstain: 0

**10.2.3. Motion:** **Passed**

**10.3. Discussed and considered action on amending Ordinance 3006 (Signage). *As requested by Staff***

*City needs to have backup to support the annual license fee. Signs need to be kept up for safety issues. Council recommended a one-time fee and enforce. Need to discuss further.*

**10.3.1. Motion to take no action until next meeting**

**10.3.1.1. Motion:** Mayor Pro Tem Sherry

**10.3.1.2. Seconded:** Councilmember Trinidad

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson			

**10.3.2. Vote:** Yea: 3 Nay: 0 Abstain: 0

**10.3.3. Motion:** **Passed**

**10.4. Discussed and considered action on adopting Ordinance 1122 - Calling a General Election within the City of Cottonwood Shores, Texas, for the tenth (10<sup>th</sup>) day of May, 2014, for the purpose of electing three (3) Council Members. *As requested by Staff***

**10.4. Discutir y considerar el curso de acción en relación a la adopción de la Ordenanza 1122 – Convocación de Elección General dentro de la Ciudad de Cottonwood Shores, Texas, para el día diez (10) de mayo de 2014, con el fin de elegir tres (3) Concejales. *A pedido del personal***

**10.4.1. Motion adopt Ordinance 1122**

**10.4.1.1. Motion: Mayor Pro Tem Sherry**

**10.4.1.2. Seconded: Councilmember Trinidad**

NAME	Yea	Nay	Abstain
Mayor Pro-Tem Sherry	√		
Councilmember Hockensmith			
Councilmember Trinidad	√		
Councilmember Porter	√		
Councilmember Wayson			

**10.4.2. Vote: Yea: 3 Nay: 0 Abstain: 0**

**10.4.3. Motion: Passed**

**11. Future agenda items:**

- 11.1. Fire Control Plan
- 11.2. Discussion on neighborhood associations
- 11.3. Minimum square footage of new homes in the City
- 11.4. Discuss walking/jogging/biking trails
- 11.5. Review what other City's BOAs do
- 11.6. BOA alternate member nominations
- 11.7. Pneumatic Roller Compactor
- 11.8. Senior Center
- 11.9. Conservation Easement for Parks

**12. Adjournment at 8:59 pm.**

*The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on this agenda, as authorized by the Texas Government Code including, but not limited to Sections: 551.074 (Consultation with Attorneys), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts & Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.183 (Deliberations about Homeland Security Issues), and as authorized by the Texas Tax Code.*

The preceding document is a true and accurate reflection of the minutes of the Regular City Council Meeting of the City of Cottonwood Shores, held on February 20, 2014.



*Sheila C. Moore*

Sheila C. Moore  
City Administrator/City Secretary

**Administrative Report for February 20, 2014:**

The Mayor and I met with Commissioner Joe Don Dockery yesterday to discuss the Fiscal 2015 Burnet County Interlocal Agreement for Road Maintenance. We asked that Commissioner Dockery look at costs to retop Pecan, Lakeview and the 600 and 700 block of Driftwood. It will cost \$17-18,000 a road mile for the chip and seal and does not include prep. To do the 3 streets cost would be approximately \$43,000. We have \$36,500 in the budget. When Joe Don comes back with totals and the interlocal agreement, we will present to Council to discuss further and vote.

The TxDot Public Meeting to review the widening of the road 30% plans is scheduled for March 4 at 5:00-6:30pm in the Library. This meeting is for commercial property owners along 2147 and interested residents to review the 2147 road widening project with TxDot in a question/answer format.

As mentioned at last meeting the raw water intake underwater pipe had a break. The divers have since located and repaired the pipe, but not before there was a significant decline in the turtle population. During the process of troubleshooting the intake problems it was discovered that the impeller in the pump was also damaged. The new impeller has come in and will be installed. The total cost for labor and parts will run about \$6,000.

The parts to complete the installation of the new raw water pump finally came in and Smith Pump completed installation Wednesday. All that is needed to complete and implement the new pump is hooking up the electric which should be done by Friday.

TCEQ conducted an investigation to evaluate compliance with applicable regulations for public water systems, specifically drinking water quality on January 30. No violations were found, but there were 2 additional issues that will need to be addressed. 1) The galvanized clearwell had corrosion and pitting of the exterior and interior of the tank. 2) The flocculation weirs on the Tonka treatment unit have a significant amount of light corrosion.

Library – Complete. Hot water heater, dishwasher, stove, fireplace and lights all installed and working. Bingo and Mahjong on Wednesdays and Crochet and embroidery classes on Friday afternoons at 1:30.

Some Street Signs and poles have been replaced; children at play signs installed.

Public Works is almost caught up on backlog of work orders. Barring any foreseen emergencies, just about ready to start working on the roads. Have already purchased some base and polymer as well as some cold patch asphalt. Need a roller/compactor...

Will be reviewing properties in need of culverts

The ugly boat has been removed. Hooray!!

Trench filled and most rock moved to water plant.

Burnet County has agreed to purchase back the 2 brown Crown Victoria Police Cars for \$1.00 each. Should be by to pick them up soon.

Have been in discussions with Birth of Hope Baptist Church. They will be sponsoring a Baptist Youth Ministry here in Cottonwood Shores. Over 200 young adults will be here 3 days in June to work on any projects the City would like for them to help with. We have collectively decided the majority of the 25 crews of 8 will work to totally complete 2 of the parks one of them being P-squared the other TBD. Marley will supervise these groups. The other crews will paint the Police Station and outside of City Hall; and maybe the bed in front of the PD. I will supervise those groups. This is so exciting because these youth ministries have been working with communities all over the US, but this will be the very first in Texas and they selected our community as the state's kickoff. More info to come as we get nearer to the date.

The Drawing for position on the ballot will be held on March 5 at 6:00pm at City Hall (if necessary).

In the future, I would like to start looking at ways to improve the aesthetics of the entrance to Cottonwood Shores. This would include the landscaping in front of the PD and the entrance signs on either side of Dutch Leming.



# **PUBLIC WORKS REPORT**

## **Work Orders Completed**

### **Water Department**

**Water leaks: 9**

**Sewer leak/Stoppages: 8**

**Connects: 21**

**Disconnects: 12**

**Misc. calls for water dept.: 15**

**Billing Problems/Water Audits: 2**

### **Public Works**

**Potholes: 4**

**Signs: 4**

**Misc. Calls: 14**

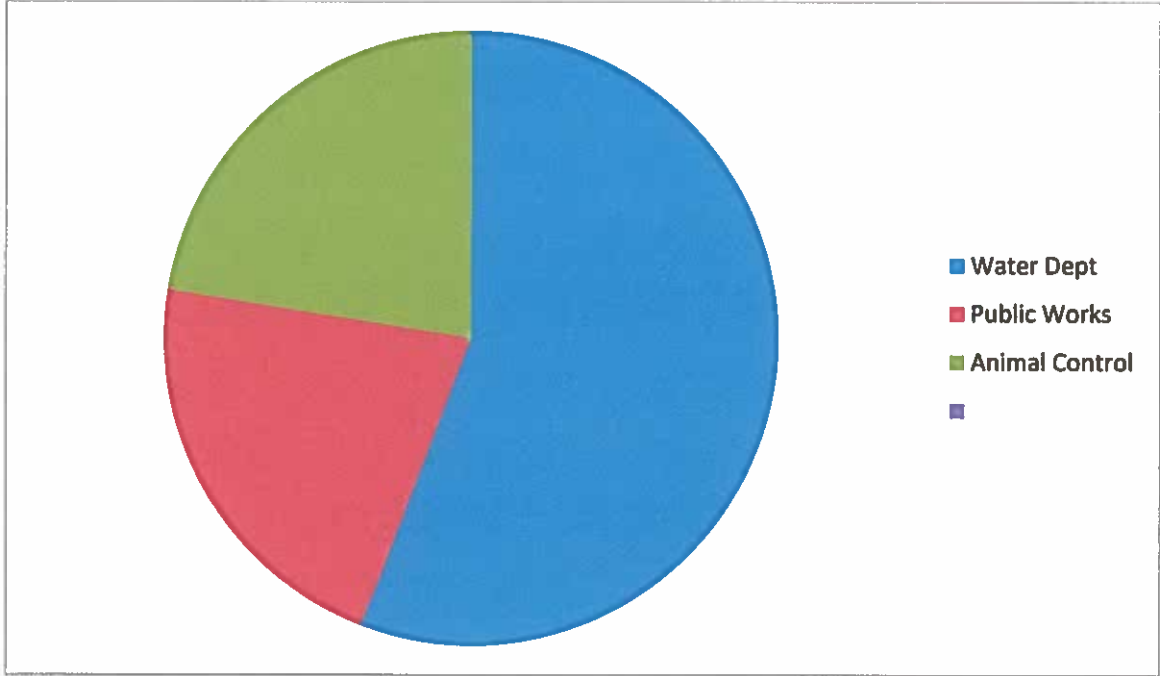
**Partially completed work orders for grant project: 4**

### **Animal Control**

**Dogs/Cats: 15**

**Dead Animals: 6**

**Misc.: 6**





Judge: Don Adams

Court: City of Cottonwood Shores Municipal Court

Page: 1

Ticket	Cause Number	Defendant Information	Other Offense Related Information	Owed:	
000109	1401-0109-1	BUSTILLOS, SYLVIA SANCHEZ 612 PINE LANE COTTONWOOD SHORES TX 78605	Offense: 01-26-2014 Animal Running at Large - Ord Dispos: Status: 01-27-2014 Preliminary Plea: No Plea DL-NO: 00207797	Owed:	141.00
				Paid:	0.00
				Date:	
				Bal:	141.00

Total Citations Written = 1      Total Owed = 141.00      Total Paid = 0.00      Total Bal-due = 141.00

000109  
1401-0109-1  
BUSTILLOS, SYLVIA SANCHEZ  
612 PINE LANE  
COTTONWOOD SHORES TX 78605

000109

000109  
1401-0109-1  
BUSTILLOS, SYLVIA SANCHEZ  
612 PINE LANE  
COTTONWOOD SHORES TX 78605

000109

000109  
1401-0109-1  
BUSTILLOS, SYLVIA SANCHEZ  
612 PINE LANE  
COTTONWOOD SHORES TX 78605

000109

Ticket	Cause Number	Defendant Information	Other Offense Related Information	Owed:	
000609	1401-0609-1	PARAS, MARIA 655 ASPEN LANE COTTONWOOD SHORES	TX 78057 Offense: 01-22-2014 Warning - Animal Running at La Dispos: 01-23-2014 WARNING - CLOSED Status: 01-23-2014 Other Plea: No Plea DL-NO:	Owed:	0.00
				Paid:	0.00
				Date:	
				Bal:	0.00
000609	1401-0609-2	PARAS, MARIA 655 ASPEN LANE COTTONWOOD SHORES	TX 78057 Offense: 01-22-2014 Warning - Animal Running at La Dispos: 01-23-2014 WARNING - CLOSED Status: 01-23-2014 Other Plea: No Plea DL-NO:	Owed:	0.00
				Paid:	0.00
				Date:	
				Bal:	0.00
000609	1401-0609-3	PARAS, MARIA 655 ASPEN LANE COTTONWOOD SHORES	TX 78057 Offense: 01-22-2014 Warning - Animal Running at La Dispos: 01-23-2014 WARNING - CLOSED Status: 01-23-2014 Other Plea: No Plea DL-NO:	Owed:	0.00
				Paid:	0.00
				Date:	
				Bal:	0.00
000609	1401-0609-4	PARAS, MARIA 655 ASPEN LANE COTTONWOOD SHORES	TX 78057 Offense: 01-22-2014 Warning - Animal Not Registere Dispos: 01-23-2014 WARNING - CLOSED Status: 01-23-2014 Other Plea: No Plea DL-NO:	Owed:	0.00
				Paid:	0.00
				Date:	
				Bal:	0.00
000609	1401-0609-5	PARAS, MARIA 655 ASPEN LANE COTTONWOOD SHORES	TX 78057 Offense: 01-22-2014 Warning - Animal Not Registere Dispos: 01-23-2014 WARNING - CLOSED Status: 01-23-2014 Other Plea: No Plea DL-NO:	Owed:	0.00
				Paid:	0.00
				Date:	
				Bal:	0.00
000609	1401-0609-6	PARAS, MARIA 655 ASPEN LANE COTTONWOOD SHORES	TX 78057 Offense: 01-22-2014 Warning - Animal Not Registere Dispos: 01-23-2014 WARNING - CLOSED Status: 01-23-2014 Other Plea: No Plea DL-NO:	Owed:	0.00
				Paid:	0.00
				Date:	
				Bal:	0.00
000610	1401-0610-1	FALCON, CRISTAL 722 FIR LANE COTTONWOOD SHORES	TX 78057 Offense: 01-24-2014 Warning - Animal Running at La Dispos: 01-24-2014 WARNING - CLOSED Status: 01-24-2014 Other Plea: No Plea DL-NO:	Owed:	0.00
				Paid:	0.00
				Date:	
				Bal:	0.00
000610	1401-0610-2	FALCON, CRISTAL 722 FIR LANE COTTONWOOD SHORES	TX 78057 Offense: 01-24-2014 Warning - Animal Running at La Dispos: 01-24-2014 WARNING - CLOSED Status: 01-24-2014 Other Plea: No Plea DL-NO:	Owed:	0.00
				Paid:	0.00
				Date:	
				Bal:	0.00
000610	1401-0610-4	FALCON, CRISTAL 722 FIR LANE COTTONWOOD SHORES	TX 78057 Offense: 01-24-2014 Warning - Animal Not Registere Dispos: 01-24-2014 WARNING - CLOSED Status: 01-24-2014 Other Plea: No Plea DL-NO:	Owed:	0.00
				Paid:	0.00
				Date:	
				Bal:	0.00

Total Citations Written = 9      Total Owed = 0.00      Total Paid = 0.00      Total Bal-due = 0.00

*9 warnings*

Ticket	Cause Number	Defendant Information	Other Offense Related Information	Owed:	Paid:	Date:	Bal:	
	CWSPD1490009	RHODES, MARIAH LYNN 731 DOGWOOD LANE ARRESTED FOR PI / ACCIDENT COTTONWOOD SHORES TX 78603	Offense: 01-27-2014 Public Intoxication Dispos: Status: 01-30-2014 Preliminary Plea: No Plea DL-NO: TX:28664156	0.00	0.00		0.00	
000065	1401-0065-1	MADSEN, STEPHANIE EILEEN 307 CRESTVIEW (2) 509-491-0193 HORSESHOE BAY TX 78657	Offense: 01-06-2014 Speeding Over 10% Posted Limit Dispos: Status: 01-28-2014 Deferred Plea: Nolo Cont DL-NO: MADSESE063BW	334.10	111.38	02-18-2014	222.72	
000066	1401-0066-1	SALAZAR, FRANK JR 912 CALLE LIMON 512-287-1506 AUSTIN TX 78282	Offense: 01-07-2014 Warning - Failure to Signal Tu Dispos: 01-10-2014 WARNING - CLOSED Status: 01-10-2014 Closed Plea: No Plea DL-NO: 14128097	0.00	0.00		0.00	
000107	1401-0107-1	CASTRO, MIRNA DAMARIS 5205 N HOLLY LANE 409-332-1594 ORANGE TX 77632	Offense: 01-19-2014 Speeding Over 10% Posted Limit Dispos: 02-03-2014 CLOSED - PAID FINES AND COSTS Status: 02-03-2014 Closed Plea: Nolo Cont DL-NO: 11543080	196.10	196.10	02-03-2014	0.00	
000108	1401-0108-1	RATLIFF, TANNER MICHAEL 750 PECAN LANE 830-385-5489 COTTONWOOD SHORES TX 78603	Offense: 01-21-2014 Failure to Control Speed Dispos: Status: 01-23-2014 Preliminary Plea: No Plea DL-NO: 00188459	249.00	0.00		249.00	
000111	1401-0111-1	SMITH, KATRINA LEIGH 7583 SMITH WEST RR ROUND MOUNTIAN TX 78663	Offense: 01-27-2014 Speeding Over 10% Posted Limit Dispos: Status: 01-28-2014 Preliminary Plea: No Plea DL-NO: 17707974	196.10	0.00		196.10	
Total Citations Written =		6	Total Owed =	975.30	Total Paid =	307.48	Total Bal-due =	667.82

*6 citations*

## Administrative

### Report

### Grants

February 20, 2014

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TPWD Boat Ramp Project – Kicked off in January. Buoy permitting has been approved by LCRA permit #BOO303, The Army Cor has submitted our permit good through 2017. The plans and specifications were approved by TPWD in June of 2013, the plans are located in the front lobby of City Hall for viewing. This project ends January 31, 2015.

Advertising and Invitation for Bids was in the Highlander on February 7 and 14. We will receive bids until 3:30pm On Wednesday March 5, 2014. The bids will be publically opened and read aloud at 3:30pm.

The City of Cottonwood Shores 2013/2014 Sludge Thickener for the water treatment plant. Texas Department of Agriculture (TDA) Contract #713109 – Plans and Specs have been approved by council and were hand delivered to TCEQ on February 13, 2014 for review and comment.

The project includes the following:

Reinforced Concrete Sludge Thickener Basin

Backwash Waste Gravity Piping and Manholes

Supernatant Return Pump Station, Valves and Piping

Upgrade Existing Water Treatment Plant Backwash Waste Sump

Electrical Work

Sit Work and Restoration

Project Sign

Step Grant 711036 Project Completion form has been sent in to TDA.

## INTEROFFICE MEMORANDUM

**TO:** MAYOR & CITY COUNCIL

**FROM:** SHERRY HENDERSON

**SUBJECT:** MONTHLY REPORT FOR JANUARY

**DATE:** 1/1/2014 – 1/31/2014

### **LIBRARY REPORT**

Sherry Henderson , Librarian

02/17/2014

### **LIBRARY USAGE FOR THE MONTH OF JANUARY 2014**

#### **LIBRARY VISITTIORS**

**82**

#### **OTHER LIBRARY SERVICES**

Bingo          Pot Lucks          Church services

#### **NEW PARTONS**

**11**

#### **COMPUTER ACTIVITY**

**15**

#### **WI-F- USAGE LAPTOPS INSIDE AND OUTSIDE USAGE(estimate)**

**73**

#### **BIOKS CHECKED OUT**

**24**

#### **DVD AND VHS**

**23**

#### **NEW MATERIALS**

**8 chairs, 4 computers and a round computer desk and 4 tall stools and 2 short stools from Marble Falls, 20 boxes of books from Kingsland library, 5 boxes of books from Bud Goodwin, Sunrise Beach, stuffed animals, toys and prizes for story hour from Anne Kay.**

**LIBRARY UPDATE:**          Starting March 1,2014 on Saturdays along with our regular hours we will be opening the library from 12:pm to 5:00pm due to patron request so the ones who work and go to school are able to use our library.

**Anne Kay, our new Children's Coordinator, will be holding Story Hour for all children who want to participate (along with their parents).**



# Cottonwood Shores Volunteer Fire Department

Cottonwood Shores, TX

This report was generated on 2/11/2014 2:28:51 PM



## Incident Type Count per Station for Date Range

Start Date: 10/01/2013 | End Date: 01/31/2014

INCIDENT TYPE	# INCIDENTS
<b>Station: 1 - COTTONWOOD SHORES VFD</b>	
111 - Building fire	1
118 - Trash or rubbish fire, contained	2
142 - Brush or brush-and-grass mixture fire	1
311 - Medical assist, assist EMS crew	26
322 - Motor vehicle accident with injuries	1
<b># Incidents for 1 - Cottonwood Shores VFD:</b>	<b>31</b>

Only REVIEWED incidents included.