



**NOTICE OF MEETING  
OF THE  
GOVERNING BODY OF  
COPPERAS COVE, TEXAS**

*An agenda information packet is available for public inspection  
in the Copperas Cove Public Library, City Hall and  
on the City's Web Page, [www.ci.copperas-cove.tx.us](http://www.ci.copperas-cove.tx.us)*

Notice is hereby given that a **Regular Council Meeting** of the City of Copperas Cove, Texas, will be held on the **15th day of January 2008** at **7:00 p.m.** in the City Hall Council Chambers at 507 South Main Street, Copperas Cove, Texas 76522, at which time the following subjects will be discussed:

**A. CALL TO ORDER**

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

**C. ROLL CALL**

**D. ANNOUNCEMENTS**

**E. PUBLIC RECOGNITION**

**F. CITIZENS FORUM** At this time, citizens will be allowed to speak on any matter other than personnel matters, matters under litigation, or matters on the regular agenda, for a length of time not to exceed five minutes per person. Thirty minutes total has been allotted for this section.

**G. CONSENT AGENDA** All matters listed under this item are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

1. Consideration and approval of minutes from the January 3, 2008 regular council meeting. **Jane Lees, CMC, City Secretary**
2. Consideration and action on authorizing the release of funds in the amount of \$6,000 from the Hotel Occupancy Tax Fund to the Cove Live Community Theatre. **Wanda Bunting, Director of Financial Services**

3. Consideration and approval of placing a Charter Amendment on the May 10, 2008 ballot, which was proposed by an initiative petition. **Jane Lees, CMC, City Secretary**

**H. PUBLIC HEARINGS/ACTION – None.**

**I. ACTION ITEMS**

1. Consideration and action on authorizing the Mayor to execute an Independent Contractor Agreement for Municipal Court Judge services. **Kelli Sames, Human Resources Director**
2. Consideration and action on authorizing street closures during calendar year 2008 for the Copperas Cove Chamber of Commerce & Visitors Bureau, Copperas Cove Downtown Association, Olan Forest Smith, VFW Post No. 8577 and Ladies Auxiliary and Police Department's National Night Out "Kick Off Party 2008". **Tim Molnes, Police Chief**
3. Consideration and action on approval of the recommendations made by the Charter Review Committee. **Jane Lees, City Secretary**
4. Consideration and action on Resolution 2008-03, approving a moratorium on Chapter 20, Article IV, Section 20-24, § F (6) and (7) of the Code of Ordinances. **Andrea Gardner, City Manager**

**J. STAFF REPORTS**

1. Cove Live Community Theatre first quarter report for FY 2007-08. **Brandon Sanders, Cove Live Community Theatre**

**K. REPORTS OF ADVISORY COMMITTEES AND BOARDS – None.**

**L. ITEMS FOR FUTURE AGENDAS**

**M. EXECUTIVE SESSION**

1. Pursuant to §551.087 of the Open Meetings Act. *Tex. Gov't Code*, Council will meet in Executive Session for deliberations regarding Economic Development Negotiations to deliberate the offer of a financial or other incentive to a business prospect.

**N. RECONVENE INTO OPEN SESSION FOR POSSIBLE ACTION RESULTING FROM ANY ITEMS POSTED AND LEGALLY DISCUSSED IN EXECUTIVE SESSION**

**O. ADJOURNMENT**

The City Council reserves the right to adjourn into Executive Session at any time regarding any issue on this agenda for which it is legally permissible.

City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to the meeting. Please contact the City Secretary at (254) 547-4221, (254) 547-6063 TTY, or FAX (254) 547-5116 for information or assistance.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Governing Body of the City of Copperas Cove was posted on or before 5:00 p.m., January 11, 2008 on the glass front door of City Hall, a place convenient and readily accessible to the general public at all times.

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Jane Lees, City Secretary



**NOTICE OF WORKSHOP  
OF THE  
GOVERNING BODY OF  
COPPERAS COVE, TEXAS**

*An agenda information packet is available for  
public inspection in the Copperas Cove Public Library, City Hall and on the  
City's Web Page [www.ci.copperas-cove.tx.us](http://www.ci.copperas-cove.tx.us)*

Notice is hereby given that a **Workshop** of the City of Copperas Cove, Texas will be held on the **15th day of January 2008**, at **6:00 p.m.**, in the City Hall Council Chambers at 507 South Main Street, Copperas Cove, Texas 76522 at which time the following subjects will be discussed:

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. WORKSHOP ITEMS**

1. Presentation and discussion on a truck route ordinance. **James Thompson, City Attorney**

**D. ADJOURNMENT**

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I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Governing Body of the City of Copperas Cove was posted on or before 5:00 p.m., January 11, 2008 on the glass front door of City Hall, a place convenient and readily accessible to the general public at all times.

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Jane Lees, City Secretary

ORDINANCE NO. 2008-02

**AN ORDINANCE OF THE CITY OF COPPERAS COVE  
CREATING SPECIAL ROUTES FOR THROUGH TRUCK  
TRAFFIC.**

**WHEREAS,** trucks having no destination within the corporate limits of the city cause an inordinate amount of wear and tear and damage to the city's roadways; and

**WHEREAS,** the city receives no economic benefit from this activity; and

**WHEREAS,** the citizens of the city are burdened with continuous repair of these roadways; and

**WHEREAS,** designating specific routes for trucks to travel within the city does not create a hardship for these vehicle's drivers; and

**WHEREAS,** there are a number of State controlled and maintained roadways that provide a convenient route for trucks to travel through the city.

**NOW THEREFORE,** the City Council of the City of Copperas Cove adopts the following through truck ordinance:

**THROUGH-TRUCK TRAFFIC**

(A) *Definitions.*

(1) **AUTHORIZED EMERGENCY TRUCKS.** Fire department trucks, police trucks, public ambulances for which permits have been issued by the State Board of Health, emergency trucks of municipal departments or public service corporations as are designated or authorized by the governing body of an incorporated city, private trucks operated by volunteer firemen or certified emergency medical volunteers while answering a fire alarm or responding to a medical emergency, and trucks owned by the state or by a political subdivision engaged in emergency utility repair or electric, water, or wastewater services.

(2) **LIGHT TRUCK.** Any truck with a manufacturer's rated carrying capacity of two thousand (2,000) pounds or less, including trucks commonly known as pickup trucks, panel delivery trucks, and carryall trucks.

(3) **PROOF OF ROUTE.** A written verification of pick-ups, deliveries, or destinations, which may include a log book, delivery slip, shipping order, bill or any other document which identifies and specifies the date, address, and name of the person requesting or directing the pick-up or delivery and the destination of the pick up or delivery.

(4) **THROUGH TRUCK.** Trucks having no destination, pick-up, or delivery point within the corporate limits of the city.

(5) **TRUCK.** A motor vehicle designed, used or maintained primarily for the transportation of property, including "truck tractors," "road tractors," "trailers," "semi-trailers," "pole trailers," and "special mobile equipment" as those terms are defined in Tex. Trans. Code Ann. §541.201 (Vernon 1999).

Terms not defined herein shall be construed in accordance with customary usage.

(B) *Through Truck Traffic.*

(1) *Regulations.*

(a) All public streets, except Highway 190, FM 116, FM 1113, FM 3046, FM 2657 and other state controlled and maintained roadways within the corporate limits of the city are closed to through traffic.

(b) The prohibition in this section does not apply to authorized emergency trucks, light trucks, or trucks with drivers that are able to produce proof of route within the corporate limits of the city.

(c) Violation of this section is a Class C misdemeanor punishable by a fine not to exceed Two Hundred and no/100 (\$200.00) Dollars.

**PASSED, APPROVED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_ 2008, at a regular called meeting of the City Council of the City of Copperas Cove, Texas, which meeting was held in compliance with the Open Meetings Act, *Tex. Gov't Code 551.001, et.seq.*, at which meeting a quorum was present and voting.

\_\_\_\_\_  
Roger P. O'Dwyer, Mayor

ATTEST:

\_\_\_\_\_  
Jane Lees, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
James R. Thompson, City Attorney

**CITY OF COPPERAS COVE  
CITY COUNCIL REGULAR MEETING MINUTES  
JANUARY 3, 2008 – 7:00 P.M.**

**A. CALL TO ORDER**

Mayor Roger P. O'Dwyer called the regular meeting of the City Council of the City of Copperas Cove Texas to order at 7:00 p.m.

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

Mayor O'Dwyer gave the Invocation, and led the Pledge of Allegiance.

**C. ROLL CALL**

**ALSO PRESENT**

Roger P. O'Dwyer  
Bob Reeves  
Larry D. Sheppard  
Mark E. Peterson  
Charlotte Heinze  
Ray Don Clayton  
Fred Harris  
Frank D. Somera, Jr.

Andrea M. Gardner, City Manager  
James R. Thompson, City Attorney  
Jane Lees, City Secretary

**D. ANNOUNCEMENTS – None.**

**E. PUBLIC RECOGNITION – None.**

**F. CITIZENS' FORUM** citizens are allowed to speak on any matter other than personnel matters, matters under litigation, or matters on the regular agenda, for a length of time not to exceed five minutes per person. Thirty minutes total has been allotted for this section.

None.

**G. CONSENT ITEMS**

1. Consideration and action on approval of minutes from December 11, 2007 regular council meeting. **Jane Lees, CMC, City Secretary**

2. Consideration and action on approval of Resolution No. 2008-01, amending authorized Texas Local Government Investment Pool (TexPool) representatives for the City of Copperas Cove, Texas. **Andrea M. Gardner, City Manager**

3. Consideration and action on approving the change order to the professional services contract with Hearn Engineering in the amount of \$4,722.43. **Andrea M. Gardner, City Manager**

Council Member Clayton made a motion to approve consent items G-1, G-2, and G-3. Council Member Heinze seconded the motion, and with a unanimous vote, motion carried.

The Resolution caption is as follows:

**RESOLUTION NO. 2008-01**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS, AMENDING AUTHORIZED TEXAS LOCAL GOVERNMENT INVESTMENT POOL (TEXPOOL) REPRESENTATIVES FOR THE CITY OF COPPERAS COVE, TEXAS.**

**H. PUBLIC HEARINGS/ACTION – None.**

**I. ACTION ITEMS**

1. Consideration and action authorizing the City Manager to execute a contract with Keystone Construction, Inc. to construct the East Side Pump Station in the amount of \$1,337,093.00. **Robert M. McKinnon, Public Works Director**

Robert M. McKinnon, Public Works Director, gave an overview of agenda item I-1.

Council Member Somera made a motion to approve agenda item I-1. Council Member Heinze seconded the motion, and with a unanimous vote, motion carried.

2. Consideration and action on the appointment of members to the Code Enforcement Ordinance Review Committee. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager gave an overview of agenda item I-2.

Council Member Heinze made a motion to appoint Robert C. Schumacher, Annabelle L. Smith, and Gilbert T. Hancock to the Code Enforcement Ordinance Review Committee. Council Member Harris seconded the motion. Motion passed with a vote of six to one. Council Member Sheppard voted against the motion.

**J. STAFF REPORTS**

1. Financial Report for the month ended September 30, 2007. **Wanda Bunting, Director of Financial Services**

Wanda Bunting, Director of Financial Services, gave the Financial Report for the month ended September 30, 2007.

2. Update on Emergency Management Performance Grant (EMPG). **Andrea M. Gardner, City Manager**

Andrea Gardner, City Manager gave an update on Emergency Management Performance Grant (EMPG). Ms. Gardner said that the City has applied for funding

through the EMPG. She explained that although it was typical for the Council to approve this application through the Consent Agenda, the decision was made to go ahead with the application because there was not a second council meeting scheduled in December and because the grant does not require a match of City funds. Therefore, the application was submitted by December 14, 2007. The position is fully funded, therefore, there will be no impact on the budget other than the fact that if awarded the grant, the City will have some savings, which can be utilized in other areas.

3. Update on Fort Hood USO activities. **Robin Crouse, Program Manager**

Ms. Gardner explained that a change was recently made for the way this item will be funded. During the budget process, it was included in the Hotel/Motel Occupancy Tax Fund. After further review on the use of these funds, it was determined that this was not the most appropriate use of Hotel/Motel Funds for the support of the USO. The decision was made to fund the Fort Hood USO activities more appropriately through the General Fund. Ms. Gardner said there is sufficient funding available and wanted the Council and the citizens to be aware of this change.

Robin Crouse, Executive Director, gave an update on Fort Hood USO activities for the last six months. She reported that the USO Center is 4,000 sq. ft., located in the heart of Fort Hood in an original 1941 barracks. On a weekly basis, between 900 to 1300 soldiers use the Center. The Fort Hood USO services all inbound and outbound flights, providing meals, snacks and water. She thanked the Copperas Cove residents who participate. Recently the first annual luncheon was held for transitioning warriors, those who are being medically released from the military. She thanked the Council for the dollars given and said that the money will be used 100 percent for the soldiers.

4. Results of Keep Copperas Cove Beautiful's First Annual Christmas Decorating Contest. **Silvia Rhoads, Executive Director, KCCB**

Silvia Rhoads, Executive Director reported the results of Keep Copperas Cove Beautiful's First Annual Christmas Decorating Contest. Third Place winner was Jim Bush at 229 Blanket Drive, Second Place winners were Teresa and John Lochner of 907 Valley, and First Place went to Eddie and Jessie West of 411 John Henry Circle. Ms. Rhoads congratulated the winners and said that KCCB plans to make this an annual event.

**K. REPORTS OF ADVISORY COMMITTEES AND BOARDS**

1. Recommendations from the Charter Review Committee. **Jim Schmitz, Committee Chair**

Jim Schmitz, Committee Chair, presented the Council with recommendations from the Charter Review Committee. He thanked all the Committee members, Council Members and Staff for their hard work and input into making these recommendations to the Council. Council Members were each provided with a complete City Charter, showing all the recommended changes. The major changes were summarized as follows:

- (1) *Section 1.05. Eminent Domain.* The proposed change limits the use of eminent domain for public use only.

- (2) *Section 2.03. Presiding Officer:* Mayor and mayor pro tempore. The changes expand on the discussion of administrative duties.
- (3) *Section 2.05. Qualifications.* Changes recommended provide a more complete list of qualifications to run for a city office.
- (4) *Section 2.07. Vacancies, forfeitures, filling of vacancies.* Changes expand on acts that require a forfeiture of office and provide a process for the removal of an office holder from office who fails to resign from office after committing an act that requires forfeiture of office.
- (5) *Section 2.08. Prohibitions.* Added that individual council members are not prohibited from having a dialog with the city secretary, city judge, city attorney or city manager provided their intent is not to interfere with management and administration of the city.
- (6) *Section 2.15. Duties of the mayor as emergency management director and powers of the mayor during a local state of disaster.* Recommended limiting the power of the mayor that is held by the council as a whole.
- (7) *Section 3.05. Oath of Office.* Add language that an office holder must uphold and comply with the Charter of the City of Copperas Cove.
- (8) *Section 3.06. Power of Initiative.* An initiative petition must have a minimum of 500 signatures of qualified voters.
- (9) *Section 3.13. Power to recall.* An officeholder may be recalled for any reason. Also, the recall petition must be signed by qualified voters of the city equal to 51 percent of the number of those voting at the last regular municipal election of the city or signed by 750 qualified voters, whichever is greater.

#### **L. ITEMS FOR FUTURE AGENDAS**

Council Member Clayton asked if there were plans to place a moratorium for parking on the grass issues on a future agenda. Ms. Gardner said that this subject was brought up at the December 1, 2007 Special Council Meeting, and that she would place this on the next meeting agenda. Council Members Somera and Peterson concurred, although there was concurrence at the December 1, 2007 meeting as well.

#### **M. EXECUTIVE SESSION**

1. Pursuant to §551.074 of the Open Meetings Act. *Tex. Gov't Code*, Council will meet in Executive Session to discuss the evaluation of the City Attorney.

The Council adjourned to Executive Session at 7:50 p.m.

#### **N. RECONVENE INTO OPEN SESSION FOR POSSIBLE ACTION RESULTING FROM ANY ITEMS POSTED AND LEGALLY DISCUSSED IN EXECUTIVE SESSION**

The Council reconvened the open meeting at 8:31 p.m. Council Member Heinze made a motion as follows: "I move to approve the employment contract for the position of City Attorney, which includes the services of a legal assistant of the City Attorney's choice, subject to council approval, to be effective on January 3, 2008, with a contract ending date of 180 days' notice to either party." Council Member Reeves seconded the motion, and with a unanimous vote, motion carried.

Ms. Gardner reminded the Council that by approving this contract, a budget amendment will be required at some point during the fiscal year because the additional funds approved were not in the original budget.

**O. ADJOURNMENT**

There being no further business, Mayor O'Dwyer adjourned the meeting at 8:34 p.m.

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Roger P. O'Dwyer, Mayor

ATTEST:

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Jane Lees, City Secretary

**City of Copperas Cove  
January 15, 2008**

**Consideration and Action on Authorizing the Release of Funds  
in the Amount of \$6,000 from the Hotel Occupancy Tax Fund  
to the Cove Live Community Theatre**

**Attachment A**

This section includes the original requested submission from the Cove Live Community Theatre. This original request included prior fiscal year expenditures and the request for the reimbursement of sales tax. Since the City is exempt from payment of sales tax, the sales tax amounts were removed along with the prior year expenditures from this original request.

This City adjustment to the original Cove Live Community Theatre submission is included in Attachment B.

The portion of the original reimbursement request approved in Attachment A totaled \$5,275.45. An additional amount approved in Attachment C totaled \$1,810.52. The total amount in Cove Live Community Theatre receipts approved by the City is \$7,085.97. The adopted budget only allocated \$6,000 to the Cove Live Community Theatre.

# Supplies

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77	
8	9/4/2007	Wal-mart	Folders-supplies	44.43	
9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66	
11	9/15/2007		Props-Glass Menagerie	101.69	
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	
17	9/18/2007	Wal-mart	Props-Mulan	54.64	
18	9/18/2007		Props-Glass Menagerie	12.99	
19	9/21/2007	ACE	Hooks-Glass Menagerie	19.44	
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	
22	9/27/2007	Sherlyns Antiques	Set-Glass Menagerie	359.37	
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbarmerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	
33	10/23/2007	Party-n-Jump	Props-Lion	9.71	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	11/2/2007	Post Office	Cove Live- Stamps	41	
42	11/6/2007	ACE	Cove Live-Paintbrush	45.9	
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	
44	11/9/2007	ACE	Paint Materials	7.96	
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	
46	12/4/2007	Post Office	Postage-supplies	26.41	
47	12/15/2007	Cove Theatre	Rent-Lion	602	
48	12/1/2007	Cove Theatre	Rent-Mulan	907	
49	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
50	11/7/2007	ACE	Stapler - Paint Material	27.05	
51	10/30/2007	ACE	Paint Materials	12.88	
52					

Total: 186.18

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and  
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PORTFOLIO 005223841291 0.76 X  
PORTFOLIO 005223841291 0.76 X  
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52 AT 1 FOR 0.76 39.52 X  
SUBTOTAL 41.04  
TAX 1 8.250 % 3.39  
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ACCOUNT #1602  
APPROVAL #046528  
TRANS ID -  
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# ITEMS SOLD 54

TC# 7286 3487 9892 2798 4388



THANK YOU FOR SHOPPING WITH US  
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COPPERAS COVE, Texas  
76522218  
4879830522-0095

12/04/2007 (254)547-3605 04:44:16 PM

Sales Receipt

Product Description	Sale Unit Qty	Price	Final Price
26c Florida Panther PSA C1/100	1	\$26.00	\$26.00
41c Purple Heart PSA	1	\$0.41	\$0.41
<b>Total:</b>			<b>\$26.41</b>

Paid by:  
Cash \$40.00  
Change Due: -\$13.59

Order stamps at USPS.com/shop or call 1-800-Stamp24. Go to USPS.com/clicknship to print

COPPERAS COVE MPO  
COPPERAS COVE, Texas  
76522218  
4879830522-0095

11/02/2007 (254)547-3605 02:30:08 PM

Sales Receipt

Product Description	Sale Unit Qty	Price	Final Price
41c American 1g PSA 100	1	\$41.00	\$41.00
<b>Total:</b>			<b>\$41.00</b>

Paid by:  
Visa \$41.00  
Account #: XXXXXXXXXXXX1741  
Approval #: 183307  
Transaction #: 193  
23903481224

Order stamps at USPS.com/shop or call 1-800-Stamp24. Go to USPS.com/clicknship to print shipping labels with postage. For other information call 1-800-ASK-USPS.

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Clerk:77

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DERBED BOX 007314999586 12.84 X  
DERBED BOX 007314999586 12.84 X  
5QT LATCH 007169139818 1.62 X  
5QT LATCH 007169139818 1.62 X  
5QT LATCH 007169139823 8.97 X  
5QT LATCH 007169139823 8.97 X  
5QT LATCH 007169139823 8.97 X  
SUBTOTAL 68.67  
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TOTAL 74.34  
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ACCOUNT #9874  
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# ITEMS SOLD 8

TC# 1742 8820 6427 3810 431



Wal-Mart exclusive Eagles CD available October 30th!  
10/10/07 13:56:45

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# SLEEPING BEAUTY

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
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23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbamerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	
33	10/23/2007	Party-n-Jump	Props-Lion	9.71	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	11/2/2007	Post Office	Cove Live- Stamps	41	
42	11/6/2007	ACE	Cove Live-Paintbrush	45.9	
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	
44	11/9/2007	ACE	Paint Materials	7.96	
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	
46	12/4/2007	Post Office	Postage-supplies	26.41	
47	12/15/2007	Cove Theatre	Rent-Lion	602	
48	12/1/2007	Cove Theatre	Rent-Mulan	907	
49	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
50	11/7/2007	ACE	Stapler - Paint Material	27.05	
51	10/30/2007	ACE	Paint Materials	12.88	
52					

Total: 1545.82





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the web's most popular costume store!

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\*orders placed before 4pm CT (M-F)  
usually ship same day (except)

My Account    Shopping Cart \$0.00

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### 3. Order Complete



#### Details For Order #9835194

**Congratulations, Your order is now complete!**

Thanks for shopping at BuyCostumes.com! Please print this page for your records. To check on the status of your order please login to your account. Login instructions can be found in your email confirmation.

Your order information is listed below. If you need a receipt, print out this page. To check on the delivery status of shipments, click on the tracking number. Duplicate tracking numbers may appear if more than one item is shipped from the same warehouse.

#### Billing Address

Jenifer Sanders  
PO Box 807  
Copperas Cove, TX 76522  
US

#### Shipping Address

Jenifer Sanders  
111 W. Ave D  
Copperas COve, TX 76522  
US

#### Order Details

Order Number: 9835194

Order Date: 9/17/2007

Shipping: Standard Shipping (3-6 business days\*) - \$7.49

ITEM	DESCRIPTION	QTY	UNIT PRICE	TOTAL
	Crown and Robe Child Size: Small (135470), Weight: 1 (lbs) Item # 19711 Orders placed by 4pm CT usually ship same day.	1	\$24.99	\$24.99
	King's Scepter (125138), Weight: 0.5 (lbs) Item # 17005 Orders placed by 4pm CT usually ship same day.	1	\$3.99	\$3.99
	King Robe And Crown Set Child Size: Standard One Size (144627), Weight: 1 (lbs) Item # 31173 Orders placed by 4pm CT usually ship same day.	1	\$12.99	\$12.99
	Child King Deluxe Child Size: Large (100359), Weight: 1 (lbs) Item # 5741 Orders placed by 4pm CT usually ship same day.	1	\$19.99	\$19.99
	Plum Pixie Child Size: Medium (126844), Weight: 1 (lbs) Item # 17787 Orders placed by 4pm CT usually ship same day.	1	\$24.99	\$24.99

Subtotal: \$86.95

Tax: \$0.00

Shipping: \$7.49

Handling: \$0.00

**Grand Total: \$94.44**

**SECURE CHECKOUT** Need Help? [Security & Privacy](#) [Billing Info](#) [Shipping Info](#) [Order Tracking](#) [Return Policy](#) [Contact Us](#) [F.A.Q.](#)  
Still have questions? Call 1.800.459.2969 (M-F 9a-5p CT) to speak with a Customer Care Representative, or email us



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WEB10



Cove Theatre  
 111 W. Ave D  
 Copperas Cove, TX 76522

# Invoice

Date	Invoice #
10/26/2007	140

Bill To Cove Live Brandon Sanders 109 W. Ave D Copperas Cove, TX 76522
--



Description	Amount				
Theatre Rental - Sleeping Beauty	920.00				
	0.00				
<table border="1" style="width: 100%;"> <tr> <td style="width: 30%;">Phone #</td> <td style="width: 40%;">E-mail</td> </tr> <tr> <td>254-394-6849</td> <td>jenifer@covetheatre.com</td> </tr> </table>		Phone #	E-mail	254-394-6849	jenifer@covetheatre.com
Phone #	E-mail				
254-394-6849	jenifer@covetheatre.com				
<b>Total</b>					
	<b>\$920.00</b>				

# Glass Menagerie

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	✓
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77	
8	9/4/2007	Wal-mart	Folders-supplies	44.43	
9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66	
11	9/15/2007	<b>Thrift Store</b>	Props-Glass Menagerie	101.69	✓
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	✓
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	✓
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	
17	9/18/2007	Wal-mart	Props-Mulan	54.64	
18	9/18/2007	<b>Thrift Store</b>	Props-Glass Menagerie	12.99	✓
19	9/21/2007	ACE	Hooks-Glass Menagerie	<del>21.04</del> 21.04	✓
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	✓
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	✓
22	9/27/2007	Sherlyns Antiques	Set-Glass Menagerie	359.37	✓
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	✓
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbamerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	
33	10/23/2007	Party-n-Jump	Props-Lion	9.71	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	11/2/2007	Post Office	Cove Live- Stamps	41	
42	11/6/2007	ACE	Cove Live-Paintbrush	45.9	
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	
44	11/9/2007	ACE	Paint Materials	7.96	
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	
46	12/4/2007	Post Office	Postage-supplies	26.41	
47	12/15/2007	Cove Theatre	Rent-Lion	602	
48	12/1/2007	Cove Theatre	Rent-Mulan	907	
49	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
50	11/7/2007	ACE	Stapler - Paint Material	27.05	
51	10/30/2007	ACE	Paint Materials	12.88	
52					

Total: \$ 2,559.61



Save money. Live better.™

SUPER CENTER  
 WE SELL FOR LESS  
 HANABER RICHARD DONNELL  
 (254) 542-7600  
 ST# 0381 OPA 00003529 TEN 01 TRW 07417  
 \*\* ITEM PACKAGE 48580210826 \*\*  
 FABRIC 074672447500 3.00 X  
 3.000 Yd AT 1 Yd FOR 1.00  
 \*\* PACKAGED PRICE 3.00 \*\*  
 3.00  
 SUBTOTAL 0.25  
 TAX 1 8.250 % 3.25  
 TOTAL 3.25  
 NCARD TEND

ACCOUNT #1602  
 APPROVAL #07345B  
 TRANS ID -  
 VALIDATION -  
 PAYMENT SERVICE - A  
 CHANGE DUE 0.00

### # ITEMS SOLD 1

TC# 2836 3548 9235 2609 5377

Walmart exclusive Eagles CD  
 available October 30th!  
 09/21/07

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101.69  
 116.69  
 8.89  
 118.69  
 2.00  
 02.11

Cove Live

Date July 15-07  
 M Brouse House

Reg. No.	Clerk	Account Forward
1	<i>Chau</i>	75.00
2	<i>Cooper table</i>	29.95
3	<i>Sofa table</i>	50.00
4	<i>End table</i>	25.00
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35 Your Account Stated to Date - If Error is Found, Return at Once

THANKS FOR SHOPPING AT  
 SHERLYNS ANTIQUES  
 254-933-2819

09/27/2007 2:58PM 02  
 000000#0351 MIKA

FURNITURE \$325.99  
 FURNITURE \$5.99  
 MOUSE ST \$331.98  
 TAX1 \$27.39

ITEMS 20  
 CHARGE \$359.37

SHERLYNS.COM  
 FOR ESTATE SALE SERVICES  
 254 493 0389

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### S U P E R C E N T E R

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MANAGER RICHARD DONNELL

(254) 542-7600

STW 0381	OPW 00005134	TER 26	TR# 0883E	
HEADBAND	074198593527		4.47 X	
SB24 TAPE-WH	007596790974		2.88 X	
8IN FED	072136691929		0.74 X	
8IN FED	072136691929		0.74 X	
8IN FED	072136691929		0.74 X	
8IN FED	072136691929		0.74 X	
10IN TAPER	072136691921		0.74 X	
10IN TAPER	072136691921		0.74 X	
10IN TAPER	072136691921		0.74 X	
10IN TAPER	072136691921		0.74 X	
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FLORAL STEH	002625907243		4.44 X	
DP TBREEZ	003894900005		1.50 X	
DP TBREEZ	003894900005		1.50 X	
8U LEMMADE	007874208291	F	1.50 X	
8U WH 8P JCE	007874222689	F	2.27 H	
8U CHERRIES	007874237107	F	1.44 H	
PIBB	004900002979	F	1.25 X	
** ITEM PACKAGE	48500210724	**	4.00 X	
FABRIC	002757700503		4.00 X	
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FABRIC	073187504101		3.00 T	
1.000 yd	AT 1 yd	FOR 3.00		
FABRIC	073187504101		4.67 T	
1.556 yd	AT 1 yd	FOR 3.00		
** PACKAGED PRICE	20.59	**		
SUBTOTAL			59.76	
TAX 1	8.250		4.19	
TOTAL			57.89	
VISA TEND			57.89	

ACCOUNT #6994  
 APPROVAL #173617  
 TRANS ID -000726066690028  
 VALIDATION -HLRL  
 PAYMENT SERVICE - E

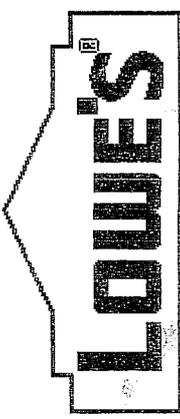
## # ITEMS SOLD 21

TC# 5631 6057 2724 9877 5690



Wal-Mart exclusive Eagles CD  
 available October 30th!  
 09/17/07 13:31:44

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LOWE'S HOME CENTERS, INC.  
 2801 SOUTH W.S. YOUNG DR  
 KILLEEN, TX 76542  
 (254)526-8110

-SALE-

SALES #: S0209KD1 1113592 09-27-07

165684	3-1/2 X 15 PLATE SB/PB		39.84
2 @	19.92		
165768	3-1/2 X 15 PLAT SB/PB		27.86
2 @	13.93		
91002	3-1/2 SPRG HINGE DB		19.72
2 @	9.86		
9216	36"6PHL PINE DR UT RH SOL		148.00
9217	36"6PHL PINE DR UT LH SOL		148.00

SUBTOTAL: 383.42  
 TAX 32294.: 31.63  
 INVOICE 11896 TOTAL: 415.05

BALANCE DUE: 415.05

H/C: 415.05

M/C XXXXXXXXXXXX6651 027321  
 AMOUNT: 415.05

0209 TERMINAL: 11 09/27/07 14:30:51

392886

392885

NAME		DATE				
ADDRESS		ORDER NO.				
CITY, STATE, ZIP						
SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RETD.	PAID OUT
QUAN.	DESCRIPTION		PRICE	AMOUNT		
1	1	owl	500			
2	7	glass animals	1595	11165		
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5				11665		
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8				87.49		
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11				29.16		
12						
13						
14						
RECEIVED BY		TAX		TOTAL		

adams 24705

869.80  
652.35  
217.45

NAME		DATE				
ADDRESS		ORDER NO.				
CITY, STATE, ZIP						
SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RETD.	PAID OUT
QUAN.	DESCRIPTION		PRICE	AMOUNT		
1	3	PM	2500	75		
2	1		8000			
3	1		5000			
4	1		55			
5	05		3730	18750		
6			30			
7	1		40			
8	1		2250			
9	1		1500			
10	2	pm	4500	90		
11	4	pm	3500	140		
12	1	clock	2495			
13	2	mugs	2395	4790		
14	1	Box	1195			
RECEIVED BY		TAX		TOTAL		

adams 24705

DUSTIN WILHITE  
117 W AVE D  
COPPERAS COVE, TX 76522

08/24/2007 12:47:34  
Merchant ID: 00000000679262  
Terminal ID: 00969827  
267622439888

CREDIT CARD  
MC SALE

CARD # XXXXXXXXXXXX1602  
INVOICE 0005  
Batch #: 000037  
Approval Code: 01994B  
Entry Method: Swiped  
Approved: Online

SALE AMOUNT \$356.38

392883

DATE 8-24-07

NAME		ORDER NO.		CITY, STATE, ZIP		
SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RETD.	PAID OUT
QUAN.	DESCRIPTION		PRICE	AMOUNT		
1	10	Public Covers	11.95	119.50		
2	10	" "	17.95	179.50		
3	10	" "	19.90	199.00		
4						
5						
6						
7						
8						
9						
10						
11	1	Cabinet	30.	30.		
12						

# INVOICE

PAGE NO 1

DATE

REF

## HOME LUMBER COMPANY, INC.

102 South 1st Street  
Copperas Cove, Texas 76522  
P.O. Box 128  
Phone 547-2131

ACE HA

COMMUNIT  
00495  
MPANY INC.  
S COVE TX 76522

PLEASE RETAIN RECEIPT FOR REFUND

ORATION  
THIS PORTION  
PAYMENT

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	TERMS	CLERK	DATE	TIME
100495			NET 10TH		HE101	9/21/07	12:41

AMOUNT

0.00  
21.04

S H I P T O

COVE LIVE COMMUNITY THEATRE  
111 WEST AVENUE D  
COPPERAS COVE TX 76522

DOC# L03741/1  
\*\*\*\*\*  
# INVOICE #  
\*\*\*\*\*

TERM#552

TAX : 001 TAX TABLE 001

QUANTITY SHIPPED	QUANTITY ORDERED	UM	SKU	DESCRIPTION	UNITS	PRICE/PER	EXTENSION
2	EA	13310	SPUNGE BX3-3/4X2-1/8	2	3.29 /EA	6.58	
1	EA	JMK299	JMK HAND TOOL	1	2.99 /EA	2.99	
3	EA	5292768	COAT HAT HOOK BR CD/2	3	3.29 /EA	9.87	
						TAXABLE	19.44
						NON-TAXABLE	0.00
						SUBTOTAL	19.44

\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

*[Handwritten Signature]*

W DUJ  
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Cove Theatre  
111 W. Ave D  
Copperas Cove, TX 76522

# Invoice

Date	Invoice #
9/30/2007	139

Bill To
Cove Live Brandon Sanders 109 W. Ave D Copperas Cove, TX 76522



Description	Amount				
Theatre Rental - For Glass Menagerie	1,022.00 0.00				
<table border="1"><tr><td>Phone #</td><td>E-mail</td></tr><tr><td>254-394-6849</td><td>jenifer@covetheatre.com</td></tr></table>		Phone #	E-mail	254-394-6849	jenifer@covetheatre.com
Phone #	E-mail				
254-394-6849	jenifer@covetheatre.com				
<b>Total</b> \$1,022.00					

# Mulan

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77	
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9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	✓
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66	
11	9/15/2007		Props-Glass Menagerie	101.69	
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	
17	9/18/2007	Wal-mart	Props-Mulan	54.64	✓
18	9/18/2007		Props-Glass Menagerie	12.99	
19	9/21/2007	ACE	Hooks-Glass Menagerie	19.44	
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	
22	9/27/2007	Sherlyns Antiques	Set-Glass Menagerie	359.37	
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	✓ <i>Mullington</i>
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	✓
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
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37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
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43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	✓
44	11/9/2007	ACE	Paint Materials	7.96	
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	✓
46	12/4/2007	Post Office	Postage-supplies	26.41	
47	12/15/2007	Cove Theatre	Rent-Lion	602	
48	12/1/2007	Cove Theatre	Rent-Mulan	907	✓
49	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
50	11/7/2007	ACE	Stapler - Paint Material	27.05	
51	10/30/2007	ACE	Paint Materials	12.88	
52					

Total: 1703.44



**S U P E R C E N T E R**

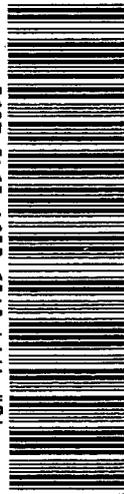
WE SELL FOR LESS  
MANAGER RICHARD DONNELL  
( 254 ) 542 - 7600

ST# 0381 OP# 00009049 TE# 49 TR# 06418  
 \*\* ITEM PACKAGE 48580210441 \*\*  
 FELT 002898154189 14.87 X  
 3.944 yd AT 1 yd FOR 3.77  
 TRIM 007065946817 1.15 T  
 1.000 yd AT 1 yd FOR 1.15  
 \*\* PACKAGED PRICE 16.02 \*\*  
 CVT 004630823906 24.64 X  
 BLACK MASK 008267699851 0.67 X  
 FOWL FEATHER 002844446682 0.77 X  
 FOWL FEATHER 002844446682 0.77 X  
 XACTO 007994632020 2.97 X  
 DOWEL ROD 004142602740 1.12 X  
 DOWEL ROD 004142602740 1.12 X  
 DOWEL ROD 004142602740 1.12 X  
 MT DEW 001200000131 F 1.28 X  
 SUBTOTAL 50.48  
 TAX 1 8.250 % 4.16  
 TOTAL 54.64  
 VISA TEND 54.64

ACCOUNT #8001  
 APPROVAL #03707B  
 TRANS ID -0007261626966205  
 VALIDATION -S3T3  
 PAYMENT SERVICE - E  
 CHANGE DUE 0.00

**# ITEMS SOLD 10**

TC# 4174 0189 3891 6948 2095



THE GOODWILL STORE  
 2421 E. HWY 190  
 COPPERAS COVE, TEXAS  
 254-547-8690

DATE 10/02/2007 TIME

*Costs*

BACK 1 \$4.29  
 HAL-RES-04 \$14.99  
 BACK 1 \$2.99  
 BACK 1 \$7.99  
 BACK 1 \$5.99  
 BACK 1 \$4.99  
 BACK 1 \$1.25  
 BACK 1 \$0.99  
 BACK 1 \$2.99  
 BACK 1 \$1.99  
 BACK 1 \$1.99  
 BACK 1 \$1.25

ITEMS 12.00

TAX AMT 1 \$4.27  
 TOTAL \$55.97  
 CREDIT CARDS \$55.97

THANK YOU FOR SHOPPING

AT GOODWILL

Manages C

TIME 14:02

Thank you!  
 Return Policy - 60 days with receipt.  
 Shop online at  
[www.hancockfabrics.com](http://www.hancockfabrics.com)

*Coolive - McLain*



Save money. Live better.™

WE SELL FOR LESS  
 MANAGER JOE STEWART  
 ( 254 ) 778 - 9235

ST# 0746 9PH 00007629 TE# 27 TR# 07515  
 ADULT MEN 003269205249 34.86 X  
 ADULT MEN 003269205249 34.86 X  
 SUBTOTAL 69.72  
 TAX 1 8.250 % 5.75  
 TOTAL 75.47  
 HCARD TEND 75.47

ACCOUNT #1602  
 APPROVAL #02784B  
 TRANS ID  
 VALIDATION -  
 PAYMENT SERVICE - A  
 CHANGE DUE 0.00

**# ITEMS SOLD 2**

TC# 4307 5924 7072 0066 0540



Val-Hart exclusive Eagles CD  
 available October 30th!  
 02/26/07 11:58:21

CUSTOMER COPY\*\*

Customer Copy  
 THANK YOU

MASTERCARD

XXXXXXXXXXXXXXXXXXXX

Appr Code: 002039 Invl: 000015

Amount: \$ 55.97

Tax: \$ 0.00

Total: \$ 55.97

768020101996  
 6000HILL #12  
 2421 E HIGHWAY 190  
 COPPERAS COVE, TX 76522  
 2546348008

Sale

ID: 00063360  
 10/02/07  
 Batch #: 000564

12:46:08

Hancock Fabrics 154  
 2825 THORNTON LN  
 TEMPLE  
 TX 76502 1-254-773-4031

QTY	ITEM	PRICE	TOTAL
6.000	000759092	\$5.99	\$35.94
	CLASSIC MUSLIN 108 NATURAL 68		
000	002193092	\$3.99	\$3.99
	SPRAY SNOW CH499-0506		
1.000	002193092	\$3.99	\$3.99
	SPRAY SNOW CH499-0506		

Sub Total \$43.92  
 Tax Amount \$3.62  
 Total: \$47.54  
 Visa \$47.54

Acct# \*\*\*\*\*8001  
 Auth08116B

E 012 T 9304 S1549 R 002 10/31/07 9:47



\*EHTRACNTWACHP\*



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WE SELL FOR LESS

MANAGER JOE STEWART

(254) 778 - 9235

ST# 0746 OR# 00003630 TEN 11 TR# 03971

NINJA 008268638299 6.97 X

PIRATE SWORD 002316808042 3.88 X

PIRATE SWORD 002316808042 3.88 X

NINJA 008268638299 6.97 X

HOOK 002316809160 1.44 X

PISTOL 009634752084 2.44 X

BACKPACK 008268606672 7.76 X

GOLD COINS 082513100940 1.00 X

GOLD COINS 082513100940 1.00 X

BACKPACK 008268606672 7.76 X

BACKPACK 008268606672 7.76 X

BACKPACK 008268606672 7.76 X

BOOT TOPS 008268643108 8.76 X

WEAPON 004427808333 1.97 X

BANDANA 008268606390 6.76 X

TATTOO SLEEV 062848113250 3.76 X

TATTOO SLEEV 062848113291 3.76 X

TATTOO SLEEV 062848113227 3.76 X

COSTUME 003269266906 12.97 X

COSTUME 088302826067 16.92 X

NINJA CSTH 088302830937 16.92 X

COSTUME 003269219592 19.97 X

COSTUME 003269219672 19.97 X

COSTUME 088302826067 16.92 X

NINJA CSTH 088302830937 16.92 X

COSTUME 088302829297 16.92 X

NINJA CSTH 088302830937 16.92 X

ADULT WOMEN 003269231309 24.82 X

ADULT WOMEN 003269236419 16.92 X

NINJA CSTH 008268619059 16.92 X

COSTUME 003269219592 19.97 X

COSTUME 003269219672 19.97 X

ADULT WOMEN 003269231309 24.82 X

LIGHT BULB 004316848690 2.00 X

LIGHT BULB 004316848690 2.00 X

LIGHT BULB 004316848689 2.00 X

LIGHT BULB 004316848690 2.00 X

LIGHT BULB 004316848690 2.00 X

SUBTOTAL 375.24

TAX 1 8.250 % 30.96

TOTAL 406.20

VISA TEND 406.20

ACCOUNT #1232

APPROVAL #015027

TRANS ID -0007257634484082

VALIDATION -78XV

PAYMENT SERVICE - E

CHANGE DUE 0.00

# ITEMS SOLD 38

TC# 6907 5504 3789 2056 7952 U



THANK YOU FOR SHOPPING WITH US  
09/14/07 12:37:39

\*\*\*CUSTOMER COPY\*\*\*

Custom Crafts Awards Galler  
101 Wolfe Rd.  
Copperas Cove, TX 76522  
Ph: 254-547-7503 Fax: 254

CUSTOM CRAFTS AWARDS  
101 WOLFE RD.  
COPPERAS COVE, TX 76322

TERMINAL ID:  
MERCHANT #:

001871557  
925200130886

INVOICE NO 2808

Sold To COVE LIVE

P.O. # \_\_\_\_\_ Order# \_\_\_\_\_

Address \_\_\_\_\_

City/ST/ZIP \_\_\_\_\_

MC  
#XXXXXXXXXXXX1602  
SALE  
BATCH: 800049  
DATE: NOV 06, 07  
SQ: 001

INVOICE: 049117  
TIME: 15:09  
AUTH NO: 051098

TOTAL \$139.30

CUSTOMER COPY

QTY	Description	Price	Amount
15	T-SHIRTS Mulan	9.90	154.50
	LESS TAX		15.50

Received by

IMPORTANT NOTICE -PLEASE READ

Terms: Net 30

Past Due Invoices are subject to a  
LATE PAYMENT FEE OF \$5.00 for Each  
Month Past Due and/or a 2% per month  
finance charge of the Total Balance Due  
for each month an Invoice is Past Due.

Sub Total	139.30
Tax	
Shipping	
Total	139.30
Deposit	139.30
Balance Due	0

Thank You

# Party-N-Jump Cove

705 E Hwy 190

Copperas Cove, Texas 76522-2227

254-518-4386 No Refunds or Exchanges.

All Sales and Deposits Final!

*Mae*

## Sales Receipt

Date	Sale No.
11/9/2007	15859

Sold To
Cash walk in Customer Thank you for your business Your headquarters f

Rep	Payment Method	Check No.
Ed	Cash	

Description		Rate	Amount
Adult Ninja	0.5	15.99	8.00T
Adult Ninja	0.5	15.99	8.00T
		<b>Subtotal</b>	\$16.00
		<b>Sales Tax (8.25%)</b>	\$1.32
		<b>Total</b>	\$17.32



Cove Theatre  
 111 W. Ave D  
 Copperas Cove, TX 76522

# Invoice

Date	Invoice #
12/1/2007	153



<b>Bill To</b> Cove Live Brandon Sanders 109 W. Ave D Copperas Cove, TX 76522
---

Description	Amount
Theatre Rental for Mulan	907.00 0.00
A-233, C-104	<b>Total</b> \$907.00

Phone #
254-394-6849

E-mail
jenifer@covetheatre.com

*Lion, witch, wardrobe*

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77	
8	9/4/2007	Wal-mart	Folders-supplies	44.43	
9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66	
11	9/15/2007		Props-Glass Menagerie	101.69	
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	
17	9/18/2007	Wal-mart	Props-Mulan	54.64	
18	9/18/2007		Props-Glass Menagerie	12.99	
19	9/21/2007	ACE	Hooks-Glass Menagerie	19.44	
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	
22	9/27/2007	Sherlyns Antiiques	Set-Glass Menagerie	359.37	
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbamerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	
33	10/23/2007	Party-n-Jump	Props-Lion	9.71	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	11/2/2007	Post Office	Cove Live- Stamps	41	
42	11/6/2007	ACE	Cove Live-Paintbrush	45.9	
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	
44	11/9/2007	ACE	Paint Materials	7.96	
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	
46	12/4/2007	Post Office	Postage-supplies	26.41	
47	12/15/2007	Cove Theatre	Rent-Lion	602	
48	12/1/2007	Cove Theatre	Rent-Mulan	907	
49	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
50	11/7/2007	ACE	Stapler - Paint Material	27.05	
51	10/30/2007	ACE	Paint Materials	12.88	
52					

*Total      \$1,031.88*

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SUPER CENTER  
WE SELL FOR LESS  
MANAGER ROBERT SYKES  
(254) 526 - 4102  
KILLEEN, TX

ST# 0407 OP# 00009049 TE# 49 TR# 06121  
LONG VEST 008268643103 14.88 X  
\*\* ITEM PACKAGE 48580212495 \*\*  
FABRIC 074743842681 13.84 X  
1,000 yd AT 1 yd FOR 13.84  
FABRIC 076967815391 9.94 X  
1,000 yd AT 1 yd FOR 9.94  
FABRIC 076967815391 9.94 X  
1,000 yd AT 1 yd FOR 9.94  
FABRIC 076967815391 9.94 X  
1,000 yd AT 1 yd FOR 9.94  
\*\* PACKAGED PRICE 43.66 \*\*

TAX 1 8.250 \*  
SUBTOTAL 58.54  
TOTAL 4.83  
MCARD TEND 63.37

ACCOUNT #9874  
APPROVAL #024274  
TRANS ID -  
VALIDATION -  
PAYMENT SERVICE - A  
CHANGE DUE 0.00

# ITEMS SOLD 2

TC# 0873 2140 1758 8823 4235



Wal-Mart exclusive Eagles CD  
available October 30th!  
10/24/07 12:34:00

\*\*\*CUSTOMER COPY\*\*\*

MARTY-N-JUMP  
795 EAST HWY 190  
CORPERS COVE, TX 76522  
PHONE# 254-518-4286  
TOLLFREE# 800-316-1601

RECEIPT 1116 06800001601 001  
DATE : 10/23/07 03:29 PM

ACCOUNT # : XXXXXXXXXX9874  
TYPE : MASTERCARD

REF # 11  
CARD # 296001  
AUTH # 023412

SALE \$ 9.71

I AGREE TO PAY THE ABOVE  
TOTAL AMOUNT ACCORDING TO  
THE CARD ISSUER AGREEMENT

*M. Seale*  
SIGNATURE

THANK YOU!  
COME AGAIN

TOP COPY RECEIPT / BOTTOM COPY CUSTOMER

**WAL★MART**  
Self Check-Out  
Fast! Easy! Fun!

SUPER CENTER  
WE SELL FOR LESS  
MANAGER RICHARD DONNELL  
(254) 542 - 7600

ST# 0381 OP# 00009047 TE# 47 TR# 02789  
CHILD BOY 062848112106 9.97 X  
SUBTOTAL 9.97  
TAX 1 8.250 \*  
TOTAL 0.82  
MCARD TEND 10.79

ACCOUNT #9874  
APPROVAL #023876  
TRANS ID -  
VALIDATION -  
PAYMENT SERVICE - A  
CHANGE DUE 0.00

# ITEMS SOLD 1

TC# 3297 5130 7769 0310 0558



Wal-Mart exclusive Eagles CD  
available October 30th!  
10/23/07 18:17:22

\*\*\*CUSTOMER COPY\*\*\*





Print



# Dramatic Publishing

U.S. and Canada: (800)448-7469 International: (815)338-7170

Dramatic Publishing  
 311 Washington St.  
 Woodstock, IL 60098  
 US & Canada: (800)448-7469  
 Worldwide (815)338-7170

## ORDER #5103169

**Payment Method:** Credit Card

Jenifer Sanders, XXXXXXXXXXXX8001 exp. ( Tran. No. DP20070824104026YeW-11402024962329.102)

**Date Purchased:** 2007-08-24 10:40:31

**SOLD TO:**

School of Fine Arts  
 Jenifer Sanders  
 111 W. Ave D  
 Copperas Cove, Texas 76522  
 United States

**SHIP TO:**

School of Fine Arts  
 Jenifer Sanders  
 111 W. Ave D  
 Copperas Cove, Texas 76522  
 United States

**Products**

20 x The Lion, the Witch and the Wardrobe

Model	Tax	Price (ex)	Total (ex)	Total (inc)
	0%	\$6.50	\$130.00	\$130.00

Sub-Total: \$130.00

United Parcel Service (2 Day: Usually UPS Blue Label ): \$19.77

Total: **\$149.77**



Print



**Dramatic Publishing**  
311 Washington St.  
Woodstock, IL 60098  
US & Canada: (800)448-7469  
Worldwide (815)338-7170

**ORDER #5104097**

**Payment Method:** Credit Card

Jenifer Sanders, XXXXXXXXXXXX8001 exp. ( Tran. No. DP20070914113003CSb-11304230006892.023)

**Date Purchased:** 2007-09-14 11:30:11

**SOLD TO:**

School of Fine Arts  
Jenifer Sanders  
111 W. Ave D  
Copperas Cove, Texas 76522  
United States

**SHIP TO:**

School of Fine Arts  
Jenifer Sanders  
111 W. Ave D  
Copperas Cove, Texas 76522  
United States

**Products**

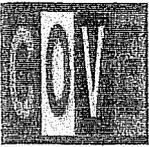
3 x The Lion, the Witch and the Wardrobe

Model	Tax	Price (ex)	Total (ex)	Total (inc)
	0%	\$6.95	\$20.85	\$20.85

Sub-Total: \$20.85

United States Postal Service (First-Class Mail): \$2.81

**Total: \$23.66**



Cove Theatre  
 111 W. Ave D  
 Copperas Cove, TX 76522

# Invoice

Date	Invoice #
12/15/2007	154

**PAID**

Bill To  
 Cove Live  
 Brandon Sanders  
 109 W. Ave D  
 Copperas Cove, TX 76522

Description	Amount				
Rental for Lion, Witch, Wardrobe	602.00				
	0.00				
<table border="1" style="width: 100%;"> <tr> <td style="width: 30%;">Phone #</td> <td style="width: 70%;">E-mail</td> </tr> <tr> <td>254-394-6849</td> <td>jenifer@covetheatre.com</td> </tr> </table>		Phone #	E-mail	254-394-6849	jenifer@covetheatre.com
Phone #	E-mail				
254-394-6849	jenifer@covetheatre.com				
A-148, K-79	<b>Total</b> \$602.00				

# LIGHTS / SOUND

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77	
8	9/4/2007	Wal-mart	Folders-supplies	44.43	
9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66	
11	9/15/2007		Props-Glass Menagerie	101.69	
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	
17	9/18/2007	Wal-mart	Props-Mulan	54.64	
18	9/18/2007		Props-Glass Menagerie	12.99	
19	9/21/2007	ACE	Hooks-Glass Menagerie	19.44	
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	
22	9/27/2007	Sherlyns Antiques	Set-Glass Menagerie	359.37	
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbamerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	
33	10/23/2007	Party-n-Jump	Props-Lion	9.71	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	11/2/2007	Post Office	Cove Live- Stamps	41	
42	11/6/2007	ACE	Cove Live-Paintbrush	45.9	
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	
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45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	
46	12/4/2007	Post Office	Postage-supplies	26.41	
47	12/15/2007	Cove Theatre	Rent-Lion	602	
48	12/1/2007	Cove Theatre	Rent-Mulan	907	
49	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
50	11/7/2007	ACE	Stapler - Paint Material	27.05	
51	10/30/2007	ACE	Paint Materials	12.88	
52					

Total: \$970.29



**HOME LUMBER COMPANY, INC.**  
 102 South 1st Street  
 Copperas Cove, Texas 76522

PLEASE RETAIN RECEIPT FOR REFLIND

**INVOICE**

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	TERMS	CLERK	DATE	TIME
100495						11/1/07	12:33

S  
O  
L  
D  
T  
O

COVE LIVE COMMUNITY THEATRE  
 111 WEST AVENUE D  
 COPPERAS COVE TX 76522

S  
H  
I  
P  
T  
O

TAX : 001 TAX TABLE 001

DOC# M01008/1  
 \*\*\*\*\*  
 \* INVOICE #  
 \*\*\*\*\*

QUANTITY SHIPPED	QUANTITY ORDERED	UNIT	SKU	DESCRIPTION	UNIT PRICE	UNITS	PRICE/UNIT	EXTENSION
1		EA	LINPOB	POST 5-1/2" 1-3/8 LINE	6.99	1	6.99 /EA	6.99
2		EA	BH233003B0	FEMALE GATE HINDB	.95	2	.95 /EA	1.90
2		EA	5030747	HOKR CLOTHBLN 7/16"X4.61	1.79	2	1.79 /EA	3.58
2		EA	BH233002E0	GALV. BOLTS	.35	2	.35 /EA	.70

\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

14.26 TAXABLE  
 0.00 NON-TAXABLE  
 13.17 SUBTOTAL

X *Boyle*  
 RECEIVED BY



**HOME LUMBER COMPANY, INC.**  
 102 South 1st Street  
 Copperas Cove, Texas 76522

P.O. Box 128  
 Phone 547-2131

PLEASE RETAIN RECEIPT FOR REFUND

**INVOICE**

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	NET 10TH	TERMS	CLERK	DATE	TIME
120495							11/1/07	10:33

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TAX : 001 TAX TABLE 001

DOC# 000924/1  
 \*\*\*\*\*  
 # INVOICE #  
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QUANTITY SHIPPED	QUANTITY ORDERED	UM	SKU	DESCRIPTION	UNIT	UNITS	PRICE/EA	EXTENSION
2	2	EA	34745	WIRE-SPEAKER 18/2 50"		2	0.99 /EA	17.98
2	2	EA	2058097	BIT INSERT #2 90 REC D02		2	1.79 /EA	3.58

\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

23.34 TAXABLE  
 0.00 NON-TAXABLE  
 21.56 SUBTOTAL

*X Bob LeVine*  
 RECEIVED BY



SALES INVOICE	
SI-1001815	10/12/2007

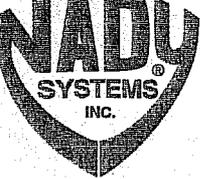


Customer	Contact	Ship To
Brandon Sanders Brandon Sanders PO Box 807 COPPERAS COVE TX 76522 Tel: (254)-7023021		Brandon Sanders Brandon Sanders 109 West Ave D COPPERAS COVE TX 76522 UNITED STATES

Account	Terms	Due Date	Account Rep	Schedule Date	
1001999	PREPAID	10/12/2007	Michelle Vermilyea	10/11/2007	
Sales Order	PO #	Reference	Ship VIA	Page	Printed
SO-1002125	Phone		FedEx Ground	1	10/12/2007 3:34:27PM

L	Item	Description	Order	Ship	Price	UM	Discount	Amount
1	OPT64B	Optima PAR64 Black CAN	16	16	\$20.75	EA		\$332.00
2	500PAR64NSP	500w 120v PAR64 NSP	16	16	\$18.35	EA		\$293.60
3	MCC-1	C-Clamp	16	16	\$3.92	EA		\$62.72
4	14932	500w 120v PAR64 MFL bulb Osram	2	2	\$23.95	EA		\$47.90
5	300PAR56MFL	300w 120v PAR56 MFL	2	2	\$9.85	EA		\$19.70
6	PCGS-PD1	12 pcs. Pre-Cut Gel Sheets 10''x10'' PD1	2	2	\$12.60	EA		\$25.20
7	9128PCGS	Bright Pink 10x10 PCGS	2	2	\$0.00	EA		\$0.00
8	9111PCGS	Dark Pink 10x10 PCGS	2	2	\$0.00	EA		\$0.00
9	9010PCGS	Medium Yellow PCGS	2	2	\$0.00	EA		\$0.00
10	9021PCGS	Golden Amber PCGS	2	2	\$0.00	EA		\$0.00
11	9182PCGS	Light Red 10x10 PCGS	2	2	\$0.00	EA		\$0.00
12	9027PCGS	Medium Red PCGS	2	2	\$0.00	EA		\$0.00
13	9339PCGS	Rose Purple PCGS	2	2	\$0.00	EA		\$0.00
14	9118PCGS	Light Blue 10x10 PCGS	2	2	\$0.00	EA		\$0.00
15	9343PCGS	Medium Lavender PCGS	2	2	\$0.00	EA		\$0.00
16	9119PCGS	Dark Blue 10x10 PCGS	2	2	\$0.00	EA		\$0.00
17	9181PCGS	Congo Blue 10x10 PCGS	2	2	\$0.00	EA		\$0.00
18	9124PCGS	Dark Green 10x10 PCGS	2	2	\$0.00	EA		\$0.00
19	SH	SHIPPING/HANDLING	1	1	\$61.77	EA		\$61.77

Thank you for shopping at BulbAmerica.com We are the Source for ALL your Lighting needs!  To place an order or ask a question, please call our TOLL FREE #888-505-2111 or email Sales@BulbAmerica.com	<b>Tax Details</b> EXEMPT \$0.000	<b>Taxable</b> \$0.00
	<b>Payment Details</b> 10/12/2007 APPLY SO APPLIED \$842.89	<b>Total Tax</b> \$0.00 <b>Exempt</b> \$842.89 <b>Total</b> \$842.89 <b>Payment Disc</b> \$0.00 <b>Paid</b> \$842.89 <b>Balance</b> \$0.00



**NADY SYSTEMS, INC.**

6701 SHELLMOUND ST., EMERYVILLE, CA 94608 U.S.A.

**INVOICE**

INVOICE DATE | INVOICE NO. | PAGE

PHONE: PRO-AUDIO DIVISION (510) 652-2411  
CONSUMER DIVISION (510) 652-2411

FAX: (510) 652-5075  
WEBSITE: www.nady.com

10/11/07 105532 1

PLEASE SEND REMITTANCE TO:  
NADY SYSTEMS, INC.  
6701 SHELLMOUND STREET  
EMERYVILLE, CA 94608

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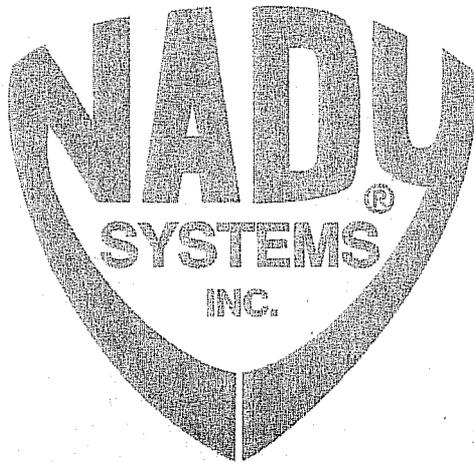
BRANDON SANDERS  
COVE LIVE COMMUNITY THEAT  
109 W AVE D / PO BOX 807  
COPPERAS COVE, TX 76522

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BRANDON SANDERS  
COVE LIVE COMMUNITY THEAT  
109 W AVE D / PO BOX 807  
COPPERAS COVE, TX 76522

ORDER NO	DATE	CUSTOMER NO.	SALES-MAN.	PURCHASE ORDER NO.	SHIP VIA	SHIP DATE	TERMS
96740	10/11/07	1970		841 1076/SANDERS	UPS REGULAR COM	10/11/07	90DAYS WARRAN

QUANTITY		ITEM NUMBER	ITEM DESCRIPTION	UNIT PRICE	PER UNIT	AMOUNT
ORDERED	SHIPPED					
2		10300-58	LM-14/D W/3.5 LOCKING P	17.95	EACH	35.90
2						
2		10300-67	HM-3 W/MINI LOCKING PLU	21.95	EACH	43.90
2						
2--634343257861			2--634343257922			
REG 10/11/07						

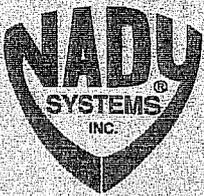


PA CD CV 2  
SHIPPING = 10  
PAID WITH CREDIT CARD  
\*\*\*

SALE AMOUNT	79.80
MISC. CHARGES	0.00
FREIGHT	10.00
SALES TAX	0.00
TOTAL	89.80

2% SERVICE CHARGE PER MONTH ON ACCOUNTS PAST DUE (ANNUAL PERCENTAGE RATE OF 24% PER ANNUM) UNLESS OTHERWISE SPECIFIED. SEE REVERSE SIDE FOR ADDITIONAL TERMS.  
PLEASE PAY FROM THIS INVOICE. NO CASH REFUND-NO RETURNS FOR CREDIT UNLESS AUTHORIZED

PAYMENT REC'D  
**BALANCE DUE**



NADY SYSTEMS, INC.

6701 SHELLMOUND ST., EMERYVILLE, CA 94608 U.S.A.

PHONE: PRO-AUDIO DIVISION: (510) 652-2411  
CONSUMER DIVISION: (510) 652-2411

FAX: (510) 652-5075  
WEBSITE: www.nady.com

P I C K I N G T I C K E T

Date: 10/11/07  
Page: 1

Order #: 96740 Order Date: 10/11/07

Sold To: BRANDON SANDERS  
COVE LIVE COMMUNITY THEAT  
109 W AVE D / PO BOX 807  
COPPERAS COVE, TX 76522

Ship To: BRANDON SANDERS  
COVE LIVE COMMUNITY THEAT  
109 W AVE D / PO BOX 807  
COPPERAS COVE, TX 76522

Cust #: 1970 P.O.#: 1076/SANDERS Terms: 90DAYS WAR Rep: 841

Ship Via: UPS Regular Date to Ship: 10/11/07 Date Shipped:

Loc Seq#	Item # Description-1 Description-2	Qty Ordered	Unit	Qty To Ship	Qty Shipped
10	10300-58 LM-14/O W/3.5 LOCKING PLG	2	EACH	1	<u>2</u>
20	10300-67 HM-3 W/MINI LOCKING PLUG	2	EACH	2	<u>2</u>

2 Line Item(2)

Comments: PA CD CV 2  
SHIPPING = 10  
PAID WITH CREDIT CARD

# PAINT

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77	
8	9/4/2007	Wal-mart	Folders-supplies	44.43	
9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66	
11	9/15/2007		Props-Glass Menagerie	101.69	
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	
17	9/18/2007	Wal-mart	Props-Mulan	54.64	
18	9/18/2007		Props-Glass Menagerie	12.99	
19	9/21/2007	ACE	Hooks-Glass Menagerie	19.44	
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	
22	9/27/2007	Sherlyns Antiques	Set-Glass Menagerie	359.37	
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbamerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	
33	10/23/2007	Party-n-Jump	Props-Lion	9.71	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	11/2/2007	Post Office	Cove Live- Stamps	41	
42	11/6/2007	ACE	Cove Live-Paintbrush	45.9	
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	
44	11/9/2007	ACE	Paint Materials	7.96	
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	
46	<del>11/9/2007</del>	<del>ACE</del>	<del>Paint</del>	<del>7.96</del>	
47	12/4/2007	Post Office	Postage-supplies	26.41	
48	12/15/2007	Cove Theatre	Rent-Lion	602	
49	12/1/2007	Cove Theatre	Rent-Mulan	907	
50	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
51	11/7/2007	ACE	Stapler - Paint Material	27.05	
52	10/30/2007	ACE	Paint Materials	12.88	

Total: 93.79



**HOME LUMBER COMPANY, INC.**  
 102 South 1st Street P.O. Box 128  
 Copperas Cove, Texas 76522 Phone 547-2131

PLEASE RETAIN RECEIPT FOR REFUND

**INVOICE**

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	TERMS	CLERK	DATE	TIME
100495					HEIDI	10/12/07	11:11

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TERMS552  
 DUC# L04952/1  
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 TAX : 001 TAX TABLE 001

QUANTITY SHIPPED	QUANTITY ORDERED	UNIT	SKU	DESCRIPTION	UNIT PRICE	UNITS	PRICE/EA	EXTENSION
2		EA	11717	ROLLER COVR 9"3/8"NAFPA/2	1.99	2	/EA	3.98
4		EA	10109	PAINTBRSH FOM 1" JEN	.69	4	/EA	2.76
3		EA	10111	PAINTBRSH FOM 2" JEN	.99	3	/EA	2.97



\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

9.71 TAXABLE  
 0.00 NON-TAXABLE  
 9.71 SUBTOTAL

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**HOME LUMBER COMPANY, INC.**  
 102 South 1st Street  
 Copperas Cove, Texas 76522

PLEASE RETAIN RECEIPT FOR REFUND

P.O. Box 128  
 Phone 547-2131

**INVOICE**

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	NET 107H	TERMS	CLERK	DATE	TIME
100425						HE101	10/5/07	10:43

**SOLD TO**  
 COVE LIVE COMMUNITY THEATRE  
 111 WEST AVENUE D  
 COPPERAS COVE TX 76522

**SHIPTO**

TAX : 001 TAX TABLE 001

DUPLICATE INVOICE

QUANTITY SHIPPED	QUANTITY ORDERED	UOM	SKU	DESCRIPTION	UNIT	UNITS	PRICE/PER	EXTENSION
3		EA	KE	KEYS		3	1.49 /EA	4.47
2		EA	12991	PAINTBRSH CHIP 1" MAT BRSL		2	1.39 /EA	2.78
1		EA	12990	PAINTBRSH CHIP 5"WT BRSL		1	1.19 /EA	1.19
3		EA	10111	PAINTBRSH FOAM 2" JEN		3	.99 /EA	2.97
2		EA	10109	PAINTBRSH FOAM 1" JEN		2	.69 /EA	1.38

\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

13.85 TAXABLE  
 0.00 NON-TAXABLE  
 12.79 SUBTOTAL

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HOME LUMBER COMPANY, INC.  
 102 South 1st Street P.O. Box 128  
 Coppell, Texas 75622 Phone 547-2131

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PLEASE RETURN RECEIPT FOR REFUND

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	TERMS	CLERK	DATE	TIME
100435				NET 10/15	PHASEL	11/2/87	1:2

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 COPPELL, TEXAS 75622

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QUANTITY SHIPPED	QUANTITY ORDERED	UM	SKU	DESCRIPTION	QTY	UNITS	PRICE/PER	EXTENSION
1		EA	1023034	ROLLER TRIM 3/8" X 1/2" X 20'		1	3.99 /EA	3.99
2		EA	10111	PAINTBRUSH 100MM 2" BRN		2	.99 /EA	1.98
2		EA	101093	PAINTBRUSH 100MM 1" BRN		2	.69 /EA	1.38

\*\* AMOUNT CHARGED TO YOUR ACCOUNT \*\*

7.95 TAXABLE  
 TAX-TAXABLE  
 SUBTOTAL 7.95

X



**HOME LUMBER COMPANY, INC.**  
 102 South 1st Street  
 Copperas Cove, Texas 76522

P.O. Box 128  
 Phone 547-2131

PLEASE RETAIN RECEIPT FOR REFUND

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	NET 10TH	TERMS	CLERK	DATE	TIME
100495						KARVM	10/30/07	4:25

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TAX : 001 TAX TABLE 001

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QUANTITY ORDERED	UNIT	SKU	DESCRIPTION	PRICE	UNITS	PRICE/UNIT	EXTENSION
10	EA	10112	PAINTBRUSH FORM 3" JEM		10	1.19 /EA	11.90

\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

12.88 TAXABLE  
 0.00 NON-TAXABLE  
 11.90 SUBTOTAL

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TAX AMOUNT

0.98



**INVOICE**

**HOME LUMBER COMPANY, INC.**  
 102 South 1st Street  
 Copperas Cove, Texas 76522 P.O. Box 128  
 Phone 547-2131

PLEASE RETAIN RECEIPT FOR REFUND

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	NET 10TH	TERMS	CLERK	DATE	TIME
100495						HEIDI	11/7/07	10:14

**SOLD TO**  
 COVE LIVE COMMUNITY THEATRE  
 111 WEST AVENUE D  
 COPPERAS COVE TX 76522

**SHIP TO**

TERMS: 552  
 DDC# M01325/1  
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 # INVOICE #  
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 TAX : 001 TAX TABLE 001

QUANTITY SHIPPED	ORDERED	UNIT	SKU	DESCRIPTION	LN	UNITS	PRICE/PER	EXTENSION
1		EA	2008662	STAPLER POWERSHOT		1	24.99 /EA	24.99 #



\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

27.03 TAXABLE  
 0.00 NON-TAXABLE  
 24.99 SUBTOTAL

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**HOME LUMBER COMPANY, INC.**  
 102 South 1st Street P.O. Box 128  
 Copperas Cove, Texas 76522 Phone 547-2131

**INVOICE**

PAGE NO 1

PLEASE RETAIN RECEIPT FOR REFUND

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	NET 10TH	TERMS	CLERK	DATE	TIME
100495						ANGEL	11/9/07	1:49

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 COPPERAS COVE TX 76522

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 # INVOICE #  
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QUANTITY SHIPPED	QUANTITY ORDERED	UM	SKU	DESCRIPTION	QTY	UNITS	PRICE/EA	EXTENSION
1		EA	1022094	ROLLER TRIM 3" REPLC 2PK		1	3.99 /EA	3.99
2		EA	10111	PAINTBRSH FDM 2" JEN		2	.99 /EA	1.98
2		EA	10109	PAINTBRSH FDM 1" JEN		2	.69 /EA	1.38

\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

7.95 TAXABLE  
 NON-TAXABLE 0.00  
 SUBTOTAL 7.35

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 RECEIVED BY

# Make-up

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77	
8	9/4/2007	Wal-mart	Folders-supplies	44.43	
9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66	
11	9/15/2007	Thrift Store	Props-Glass Menagerie	101.69	
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	
17	9/18/2007	Wal-mart	Props-Mulan	54.64	
18	9/18/2007	Thrift Store	Props-Glass Menagerie	12.99	
19	9/21/2007	ACE	Hooks-Glass Menagerie	21.04	
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	
22	9/27/2007	Sherlyns Antiques	Set-Glass Menagerie	359.37	
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbamerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	
33	10/23/2007	Party-n-Jump	Props-Lion	9.71	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	11/2/2007	Post Office	Cove Live- Stamps	41	
42	11/6/2007	ACE	Cove Live-Paintbrush	45.9	
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	
44	11/9/2007	ACE	Paint Materials	7.96	
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	
46	12/4/2007	Post Office	Postage-supplies	26.41	
47	12/15/2007	Cove Theatre	Rent-Lion	602	
48	12/1/2007	Cove Theatre	Rent-Mulan	907	
49	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
50	11/7/2007	ACE	Stapler - Paint Material	27.05	
51	10/30/2007	ACE	Paint Materials	12.88	
52					

Total: 815.04

Cove Live - Makeop

# WALMART®

Save money. Live better.™

SUPER CENTER  
WE SELL FOR LESS  
MANAGER RICHARD DONMELL  
( 254 ) 542 - 7600

ST# 036	OP# 00003529	TE# 12	TR# 06354
50FT CORD	078175664509		15.68 X
50FT CORD	078175664509		15.68 X
25FT CORD	078175664259		9.72 X
BARSTOOL	035027689154		27.88 X
12X48 MIRROR	004402178874		5.64 X
12X48 MIRROR	004402178874		5.64 X
12X48 MIRROR	004402178874		5.64 X
DRAWER ORG	007314917919		6.97 X
DRAWER ORG	007314917919		6.97 X
BEAUTY WEDGE	004834100075		2.12 X
SPONGES	007874200032		1.83 X
SPONGES	007874200032		1.83 X
BEAUTY WEDGE	004834100075		2.12 X
FAC WIPE RFL	060538856318		5.47 X
COTTON	007874200600		1.84 N
EQ SKIN CRM	030869740670		2.47 X
NEUT TOWELL	007050105100		7.64 X
COTTON	007874200600		1.84 N
DOMED NBRS	004589932167		1.86 X
DOMED NBRS	004589932165		1.86 X
DOMED NBRS	004589932163		1.86 X
DOMED NBRS	004589932161		1.86 X
DOMED NBRS	004589932159		1.86 X
DOMED NBRS	004589932159		1.86 X
DOMED NBRS	004589932159		1.86 X
DOMED NBRS	004589932159		1.86 X
DOMED NBRS	004589932159		1.86 X
DOMED NBRS	004589932159		1.86 X
DOMED NBRS	004589932168		1.86 X
DOMED NBRS	004589932168		1.86 X
DOMED NBRS	004589932168		1.86 X
DOMED NBRS	004589932168		1.86 X
BOX COVER	078599114390		0.46 X
VANITY	084223544116		6.94 X
LIGHT BULB	004316840870		4.16 X
LIGHT BULB	004316826535		4.16 X
LIGHT BULB	004316826535		4.16 X
HC SHLF LNER	008750803770		1.94 X
HC SHLF LNER	008750803770		1.94 X
HC SHLF LNER	008750803770		1.94 X
SUBTOTAL			176.86
TAX 1	8.250 %		14.29
TOTAL			191.15
HCARD TEND			191.15

ACCOUNT #3766  
APPROVAL #06007Z  
TRANS ID -  
VALIDATION -  
PAYMENT SERVICE - A  
CHANGE DUE 0.00

# ITEMS SOLD 39

TC# 5856 1361 7945 5260 5935 7



Wal-Mart exclusive Eagles CD  
available October 30th!  
10/18/07 14:18:56

\*\*\*CUSTOMER COPY\*\*\*

**From:**  "Carol Easley" <carol@easleys.com>  
**To:** "Brandon Rex Sanders" <rex@covelive.com>  
**Subject:** EASLEY'S FUN SHOP ONLINE Customer Receipt/Purchase Confirmation  
**Attachments:** (none)

Date: Monday, October 15, 2007 11:19 AM

[HTML](#) | [Plain Text](#) | [Header](#) | [Raw Content](#)

===== GENERAL INFORMATION =====

Merchant : EASLEY'S FUN SHOP ONLINE  
Date/Time : 15-Oct-2007 04:18:43 PM  
Transaction ID : 1588907576

===== ORDER INFORMATION =====

Invoice Number : 37843  
Description : Creme Foundations  
Total : 623.89 (USD)  
Payment Method : MasterCard

===== BILLING INFORMATION =====

Customer ID :  
First Name : Brandon Rex  
Last Name : Sanders  
Company : Cove Live  
Address : 109 W Ave D,P.O. Box 807  
City : Copperas Cove  
State/Province : TX  
Zip/Postal Code : 76522  
Country : US  
Phone : 254-702-3021  
Fax :  
Email : rex@covelive.com

===== SHIPPING INFORMATION =====

First Name : Brandon  
Last Name : Sanders  
Company : Cove Live  
Address : 109 W Ave D P.O. Box 807  
City : Copperas Cove  
State/Province : TX  
Zip/Postal Code : 76522  
Country : US

From:  "Easley's Web Store" <debbie@easlays.com>  
To: rex@covelive.com  
Subject: About Your Order: 37843  
Attachments: (none)

Date: Monday, October 15, 2007 11:19 AM

[HTML](#) | [Plain Text](#) | [Header](#) | [Raw Content](#)

**THANK YOU FOR SHOPPING AT EASLEY'S... where *OUR BUSINESS IS FUN!***

---

Orders placed before 12:00 noon (MST) Monday-Friday will be shipped via UPS within 24-48 hours, excluding Saturdays, Sundays and holidays. Orders placed after 12:00 noon on Friday will be shipped the following Monday or Tuesday. Products marked as SPECIAL ORDER will take up to two weeks to be shipped, as noted on the product.

---

Thank you for your order, Brandon Sanders

----- **Order Number** -----

Your Order Number Is: 37843  
Date Of Order: 10/15/2007 5:19:00 PM  
Order Status: New Order

----- **Billing Information** -----

Cove Live  
Brandon Sanders  
rex@covelive.com  
254-702-3021  
109 W Ave D  
P.O. Box 807  
Copperas Cove, TX 76522  
US

----- **Shipping Information** -----

Shipping Method: UPS Ground  
Shipping Information Is Same As Billing.

----- **Payment Information** -----

Paid via Authorize.net  
Credit Card Type: Mastercard  
Name On Credit Card: Brandon Rex Sanders  
Credit Card Number: \*\*\*\*\*8651  
Payment Was Received In Full.

----- **Your products ordered** -----



Creme Foundations  
Bright Color (BB) Series, Grey BB-2  
Product Part #: 0420-1265  
Manufacturer Part #: BB-2  
(Qty: 1 x \$7.00)



Creme Foundations  
Bright Color (BB) Series, Fire Red BB-4  
Product Part #: 0420-1266  
Manufacturer Part #: BB-4  
(Qty: 2 x \$7.00)



Creme Foundations  
Bright Color (BB) Series, Orange BB-5  
Product Part #: 0420-1267  
Manufacturer Part #: BB-5  
(Qty: 2 x \$7.00)



Creme Foundations  
Bright Color (BB) Series, Blue BB-6  
Product Part #: 0420-1268  
Manufacturer Part #: BB-6  
(Qty: 2 x \$7.00)



Creme Foundations  
Bright Color (BB) Series, Purple BB-7  
Product Part #: 0420-1269  
Manufacturer Part #: BB-7  
(Qty: 2 x \$7.00)



Creme Foundations  
Bright Color (BB) Series, Green BB-8  
Product Part #: 0420-1270  
Manufacturer Part #: BB-8  
(Qty: 2 x \$7.00)



Creme Foundations  
Bright Color (BB) Series, Kelly Green BB-81  
Product Part #: 0420-1273  
Manufacturer Part #: BB-81  
(Qty: 2 x \$7.00)



Creme Foundations  
Bright Color (BB) Series, Yellow BB-9  
Product Part #: 0420-1271  
Manufacturer Part #: BB-9  
(Qty: 2 x \$7.00)



Creme Colors, White CL-1  
Product Part #: 0420-0288  
Manufacturer Part #: CL-1  
(Qty: 3 x \$4.00)



Creme Colors, Forest Green CL-2  
Product Part #: 0420-0273  
Manufacturer Part #: CL-2  
(Qty: 3 x \$4.00)



Creme Colors, Kelly Green CL-211  
Product Part #: 0420-0276  
Manufacturer Part #: CL-211  
(Qty: 3 x \$4.00)



Creme Colors, Green CL-3  
Product Part #: 0420-0271  
Manufacturer Part #: CL-3  
(Qty: 3 x \$4.00)



Creme Colors, Army Green CL-31  
Product Part #: 0420-0272  
Manufacturer Part #: CL-31  
(Qty: 3 x \$4.00)



Creme Colors, Lime Green CL-32  
Product Part #: 0420-0275  
Manufacturer Part #: CL-32  
(Qty: 3 x \$4.00)



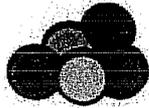
Creme Colors, Gecko Green CL-33  
Product Part #: 0420-0274  
Manufacturer Part #: CL-33  
(Qty: 3 x \$4.00)



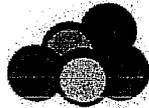
Creme Colors, Bright Pink CL-4  
Product Part #: 0420-0280  
Manufacturer Part #: CL-4  
(Qty: 3 x \$4.00)



Creme Colors, Yellow CL-5  
Product Part #: 0420-0289  
Manufacturer Part #: CL-5  
(Qty: 3 x \$4.00)



Creme Colors, Golden Rod CL-6  
Product Part #: 0420-0268  
Manufacturer Part #: CL-6  
(Qty: 3 x \$4.00)



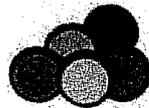
Creme Colors, Desert Tan CL-61  
Product Part #: 0420-0284  
Manufacturer Part #: CL-61  
(Qty: 3 x \$4.00)



Creme Colors, Orange CL-7  
Product Part #: 0420-0279  
Manufacturer Part #: CL-7  
(Qty: 3 x \$4.00)



Creme Colors, Sunburn Stipple CL-9  
Product Part #: 0420-0282  
Manufacturer Part #: CL-9  
(Qty: 1 x \$4.00)



Creme Colors, Dark Sunburn CL-10  
Product Part #: 0420-0283  
Manufacturer Part #: CL-10  
(Qty: 3 x \$4.00)



Creme Colors, Cinnamon CL-11  
Product Part #: 0420-0264  
Manufacturer Part #: CL-11  
(Qty: 2 x \$4.00)



Creme Colors, Copper Brown CL-12  
Product Part #: 0420-0263  
Manufacturer Part #: CL-12  
(Qty: 2 x \$4.00)



Creme Colors, Fire Red CL-13  
Product Part #: 0420-0266  
Manufacturer Part #: CL-13  
(Qty: 3 x \$4.00)



Creme Colors, Fresh Cut CL-131  
Product Part #: 0420-0267  
Manufacturer Part #: CL-131  
(Qty: 3 x \$4.00)



Creme Colors, Blood Red CL-14  
Product Part #: 0420-0257  
Manufacturer Part #: CL-14  
(Qty: 3 x \$4.00)



Creme Colors, Maroon CL-15  
Product Part #: 0420-0277  
Manufacturer Part #: CL-15  
(Qty: 3 x \$4.00)

Creme Colors, Vivid Violet CL-16  
Product Part #: 0420-0287  
Manufacturer Part #: CL-16



(Qty: 3 x \$4.00)



Creme Colors, Misty Violet CL-17  
Product Part #: 0420-0286  
Manufacturer Part #: CL-17  
(Qty: 3 x \$4.00)



Creme Colors, Purple CL-18  
Product Part #: 0420-0281  
Manufacturer Part #: CL-18  
(Qty: 3 x \$4.00)



Creme Colors, Blue CL-19  
Product Part #: 0420-0258  
Manufacturer Part #: CL-19  
(Qty: 3 x \$4.00)



Creme Colors, Cosmic Blue CL-191  
Product Part #: 0420-0259  
Manufacturer Part #: CL-191  
(Qty: 6 x \$4.00)



Creme Colors, Turquoise CL-20  
Product Part #: 0420-0285  
Manufacturer Part #: CL-20  
(Qty: 3 x \$4.00)



Creme Colors, Peacock Blue CL-21  
Product Part #: 0420-0261  
Manufacturer Part #: CL-21  
(Qty: 2 x \$4.00)



Creme Colors, Sky Blue CL-22  
Product Part #: 0420-0262  
Manufacturer Part #: CL-22  
(Qty: 3 x \$4.00)



Creme Colors, Blue Grey CL-23  
Product Part #: 0420-0260  
Manufacturer Part #: CL-23  
(Qty: 3 x \$4.00)



Creme Colors, Steel Grey CL-25  
Product Part #: 0420-0270  
Manufacturer Part #: CL-25  
(Qty: 3 x \$4.00)



Creme Colors, Grey CL-26  
Product Part #: 0420-0269  
Manufacturer Part #: CL-26  
(Qty: 3 x \$4.00)



Creme Colors, Beard Stipple CL-27  
Product Part #: 0420-0255  
Manufacturer Part #: CL-27  
(Qty: 3 x \$4.00)

Creme Colors, Coal CL-28  
Product Part #: 0420-0265  
Manufacturer Part #: CL-28

---

Shipping and handling fees are not refundable. Return shipping costs will be the responsibility of the customer. Collect shipments will be refused.

---

Upon receipt, all refunds and exchanges will be processed according to our policy.

---

**THANKS AGAIN AND HAVE A FUN DAY!**

[www.casleys.com](http://www.casleys.com)

**Telephone: 602.278.9331 . Toll Free: 1.800.260.6837 . Fax: 602.271.9151**



(Qty: 3 x \$4.00)



Creme Colors, Black CL-29  
Product Part #: 0420-0256  
Manufacturer Part #: CL-29  
(Qty: 3 x \$4.00)



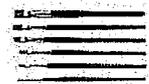
Makeup Brushes  
Flat, No. 2 FB-2  
Product Part #: 0420-0156  
Manufacturer Part #: FB-2  
(Qty: 3 x \$4.50)



Makeup Brushes  
Flat, No. 3 FB-3  
Product Part #: 0420-0159  
Manufacturer Part #: FB-3  
(Qty: 3 x \$5.00)



Makeup Brushes  
Flat, No. 5 FB-5  
Product Part #: 0420-0155  
Manufacturer Part #: FB-5  
(Qty: 3 x \$5.50)



Makeup Brushes  
Flat, No. 7 FB-7  
Product Part #: 0420-0158  
Manufacturer Part #: FB-7  
(Qty: 3 x \$6.00)



Brush Cleaner, 32 oz. Jug  
Product Part #: 0420-1991  
Manufacturer Part #: BC-4  
(Qty: 1 x \$35.00)

---

**Billing Totals**

**Subtotal: \$603.00**

**Tax: \$0.00**

**S&H: \$20.89**

**Final Total: \$623.89**

---

NO RETURNS OR EXCHANGES WITHOUT AUTHORIZATION. You may exchange your purchase within 2 days, however, no returns on makeup, teeth, wigs or hair products. Only one exchange is permitted.

---

In order to exchange, the item must be unused, unworn and undamaged, with all tags still attached.

---

Exchanges must be requested within 2 days of receiving your order via email at [Debbie@easleys.com](mailto:Debbie@easleys.com), by fax at 602.271.9151, or by phone at 1.800.260.6837. An exchange authorization number will be issued by either email or fax with instructions. Exchanges without a pre-assigned authorization number will not be accepted.

---

Merchandise must be shipped to us within 3 business days after the authorization number is issued.

---

For all returns a restocking fee of 15% of purchase amount will be applied.



5935 BOWCROFT STREET  
 LOS ANGELES, CA 90016  
 Telephone 310/ 839-1984  
 Fax 310/ 839-2640

<b>PACKING SLIP - 177446</b>		
YOUR P O NUMBER	CUSTOMER NUMBER	PAGE
	<b>B309</b>	<b>3</b>

\*\* FOB: LOS ANGELES \*\* PRICES MAY CHANGE WITHOUT NOTICE \*\*  
 \*\*\* THIS IS A REVISED SALES ORDER \*\*\*

SOLD TO:  
**Easley's Costumes**  
 509 West McDowell Road  
 Phoenix, AZ 85003

SHIP TO:  
~~Cove Live~~  
 109 W Avenue D  
 Copperas Cove, TX 76522

SALES ORDER	TERMS	SHIP VIA	INSTRUCTIONS	ORDER DATE	DATE REQUIRED	DATE SHIPPED
177446	2% 10, Net 30	UPS		10/16/07	10/16/07	

LINE	QTY ORDERED	ITEM NO	PRODUCT DESCRIPTION	QTY SHIPPED	QTY B/O
<del>45</del>	3	FB3	No.3 Flat Brush	3	
<del>46</del>	3	FB2	No.2 Flat Brush	3	
<del>47</del>	2	BC3	*16oz. Brush Cleaner	2	
<del>48</del>	1	DRPSHP	Drop Shipment Charge	1	

JC.

SHIPPED	CASES
RECEIVED	1
WEIGHT(S)	
SUBTOTAL	

Thank you for your order.

ALL CLAIMS FOR SHORTAGES OR DAMAGED MERCHANDISE MUST BE REPORTED IN 15 DAYS



5935 BOWCROFT STREET  
 LOS ANGELES, CA 90016  
 Telephone 310/ 839-1984  
 Fax 310/ 839-2640

<b>PACKING SLIP - 177446</b>		
YOUR P O NUMBER	CUSTOMER NUMBER	PAGE
	B309	2

\*\* FOB: LOS ANGELES \*\* PRICES MAY CHANGE WITHOUT NOTICE \*\*  
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SOLD TO:  
**Easley's Costumes**  
 509 West McDowell Road  
 Phoenix, AZ 85003

SHIP TO:  
**Cove Live**  
 109 W Avenue D  
 Copperas Cove, TX 76522

SALES ORDER	TERMS	SHIP VIA	INSTRUCTIONS	ORDER DATE	DATE REQUIRED	DATE SHIPPED
177446	2% 10, Net 30	UPS		10/16/07	10/16/07	

LINE	QTY ORDERED	ITEM NO	PRODUCT DESCRIPTION	QTY SHIPPED	QTY B/O
23	3	CL10	CL10 Dark Sunburn CremeClr Liner	3	
24	2	CL11	CL11 Cinnamon Creme Color Liner	2	
X25	3	CL13	CL13 Fire Red Creme Color Liner	3	0 3
26	3	CL131	CL131 Fresh Cut Creme Liner	3	
27	3	CL14	CL14 Blood Red Creme Color Liner	3	
28	3	CL15	CL15 Maroon Creme Color Liner	3	
29	3	CL16	CL16 Vivid Violet CremeClr Liner	3	3
30	3	CL17	CL17 Misty Violet CremeClr Liner	3	
31	3	CL18	CL18 Purple Creme Color Liner	3	
32	3	CL19	CL19 Blue Creme Color Liner	3	
33	6	CL191	CL191 Cosmic Blue Creme Color Liner	6	
34	3	CL20	CL20 Turquoise Creme Color Liner	3	
35	2	CL21	CL21 Peacock Blue CremeClr Liner	2	
36	3	CL22	CL22 Sky Blue Creme Color Liner	3	
X37	3	CL23	CL23 Blue-Grey Creme Color Liner	3	1 2
38	3	CL25	CL25 Steel Grey Creme Color Liner	3	
39	3	CL26	CL26 Grey Creme Color Liner	3	
40	3	CL27	CL27 Beard Stipple Color Liner	3	3
41	3	CL28	CL28 Coal Creme Color Liner	3	
42	3	CL29	CL29 Black Creme Color Liner	3	
43	3	FB7	No.7 Flat Brush	3	
44	3	FB5	No.5 Flat Brush	3	

RP-Ji



5935 BOWCROFT STREET  
 LOS ANGELES, CA 90016  
 Telephone 310/ 839-1984  
 Fax 310/ 839-2640

**PACKING SLIP - 177446**

YOUR P O  
 NUMBER

CUSTOMER  
 NUMBER PAGE

**B309 1**

\*\* FOB: LOS ANGELES \*\* PRICES MAY CHANGE WITHOUT NOTICE \*\*

\*\*\* THIS IS A REVISED SALES ORDER \*\*\*

SOLD TO:

**Easley's Costumes**  
**509 West McDowell Road**  
**Phoenix, AZ 85003**

SHIP TO:

**Cove Live**  
**109 W Avenue D**  
**Copperas Cove, TX 76522**

SALES ORDER	TERMS	SHIP VIA	INSTRUCTIONS	ORDER DATE	DATE REQUIRED	DATE SHIPPED
177446	2% 10, Net 30	UPS		10/16/07	10/16/07	

LINE	QTY ORDERED	ITEM NO	PRODUCT DESCRIPTION	QTY SHIPPED	QTY B/O
1	1	BB2	BB2 Grey Bright Color .5oz.	1	
2	2	BB4	BB4 Fire Red Bright Color .5oz.	2	
3	2	BB5	BB5 Orange Bright Color .5oz.	2	
4	2	BB6	BB6 Blue Bright Color .5oz.	2	
5	2	BB7	BB7 Purple Bright Color Series .5oz	2	
6	2	BB8	BB8 Green Bright Color .5oz.	2	
7	2	BB81	BB81 Kelly Green Bright Color .5oz.	2	
8	2	BB9	BB9 Yellow Bright Color .5oz.	2	
9	3	CL1	CL1 White Creme Color Liner	3	
10	2	CL12	CL12 Copper Brown Creme Clr Liner	2	
11	3	CL2	CL2 Forest Green Creme Clr Liner	3	
12	3	CL211	CL211 Kelly Green Creme Color Liner	3	
X13	3	CL3	CL3 Green Creme Color Liner	0	3
14	3	CL31	CL31 Army Green Creme Color Liner	3	
15	3	CL32	CL32 Lime Green Creme Color Liner	3	
16	3	CL33	CL33 Gecko Green Creme Color Liner	3	
17	3	CL4	CL4 Bright Pink Creme Color Liner	3	
18	3	CL5	CL5 Yellow Creme Color Liner	3	
19	3	CL6	CL6 Goldenrod Creme Color Liner	3	
20	3	CL61	CL61 Desert Tan Creme Color Liner	3	
21	3	CL7	CL7 Orange Creme Color Liner	3	
22	1	CL9	CL9 Sunburn Stipple Color Liner	1	

RR - J - 1

**City of Copperas Cove  
January 15, 2008**

**Consideration and Action on Authorizing the Release of Funds  
in the Amount of \$6,000 from the Hotel Occupancy Tax Fund  
to the Cove Live Community Theatre**

**Attachment B**

This City adjustment to the original Cove Live Community Theatre submission is included in Attachment B.

The original requested submission from the Cove Live Community Theatre (Attachment A) included prior fiscal year expenditures and the request for the reimbursement of sales tax. Since the City is exempt from payment of sales tax, the sales tax amounts were removed along with the prior year expenditures from this original request.

The portion of the original reimbursement request approved in Attachment A totaled \$5,275.45. An additional amount approved in Attachment C totaled \$1,810.52. The total amount in Cove Live Community Theatre receipts approved by the City is \$7,085.97. The adopted budget only allocated \$6,000 to the Cove Live Community Theatre.

January 8, 2007

Cove Live Community Theatre

To Whom it May Concern:

This letter is in regards to your submission for reimbursement from the City of Copperas Cove Hotel Occupancy Tax Fund budget. Your original submission included expenditures that occurred in August and September of 2007. These expenditures are considered to be in the prior fiscal year. The budgeted funds that are approved for the Cove Live Community Theater are out of the FY 2007-08 budget which includes the months of October 2007 through September 2008. We are returning all receipts related to prior months and will adjust your requested reimbursement for the first quarter in fiscal year 2007-08 to \$5,275.45. This amount also includes a reduction for any sales tax that was paid on the invoices. Sales tax is not to be paid by the City or a Non-Profit organization, thus the requests for sales tax reimbursement were removed.

Please let me know if you have any questions regarding this adjustment.

Sincerely,



Wanda Bunting, CPA  
Director of Financial Services

# Glass Menagerie

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	✓ X
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77	
8	9/4/2007	Wal-mart	Folders-supplies	44.43	
9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66	
11	9/15/2007	<del>Thrift Store</del>	Props-Glass Menagerie	101.69	✓ X
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	✓ X
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	✓ X
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	
17	9/18/2007	Wal-mart	Props-Mulan	54.64	
18	9/18/2007	<del>Thrift Store</del>	Props-Glass Menagerie	12.99	✓ X
19	9/21/2007	ACE	Hooks-Glass Menagerie	<del>21.04</del> 21.04	✓ X
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	✓ X
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	✓ X
22	9/27/2007	Sherlyns Antiques	Set-Glass Menagerie	359.37	✓ X
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	✓ X
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbamerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	
33	10/23/2007	Party-n-Jump	Props-Lion	9.71	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	11/2/2007	Post Office	Cove Live- Stamps	41	
42	11/6/2007	ACE	Cove Live-Paintbrush	45.9	
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	
44	11/9/2007	ACE	Paint Materials	7.96	
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	
46	12/4/2007	Post Office	Postage-supplies	26.41	
47	12/15/2007	Cove Theatre	Rent-Lion	602	
48	12/1/2007	Cove Theatre	Rent-Mulan	907	
49	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
50	11/7/2007	ACE	Stapler - Paint Material	27.05	
51	10/30/2007	ACE	Paint Materials	12.88	
52					

Returned all for "Glass Menagerie"

92.80

53.76

12.00

19.44

300

383.42

331.98

Total: \$ 2,559.61

2484.73

# Supplies

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77	
8	<del>9/4/2007</del>	<del>Wal-mart</del>	<del>Folders-supplies</del>	<del>44.43</del>	
9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66	
11	9/15/2007		Props-Glass Menagerie	101.69	
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	
17	9/18/2007	Wal-mart	Props-Mulan	54.64	
18	9/18/2007		Props-Glass Menagerie	12.99	
19	9/21/2007	ACE	Hooks-Glass Menagerie	19.44	
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	
22	9/27/2007	Sherlyns Antiques	Set-Glass Menagerie	359.37	
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	<del>10/10/2007</del>	<del>Wal-mart</del>	<del>Tubs-Supplies</del>	<del>74.34</del>	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbamerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	
33	10/23/2007	Party-n-Jump	Props-Lion	9.71	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	<del>11/2/2007</del>	<del>Post Office</del>	<del>Cove Live- Stamps</del>	<del>41</del>	
42	11/6/2007	ACE	Cove Live-Paintbrush	45.9	
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	
44	11/9/2007	ACE	Paint Materials	7.96	
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	
46	<del>12/4/2007</del>	<del>Post Office</del>	<del>Postage-supplies</del>	<del>26.41</del>	
47	12/15/2007	Cove Theatre	Rent-Lion	602	
48	12/1/2007	Cove Theatre	Rent-Mulan	907	
49	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
50	11/7/2007	ACE	Stapler - Paint Material	27.05	
51	10/30/2007	ACE	Paint Materials	12.88	
52					

X 41.04 Returned

68.67

Total: 186.18

177.12

# SLEEPING BEAUTY

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77	
8	9/4/2007	Wal-mart	Folders-supplies	44.43	
9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66	
11	9/15/2007		Props-Glass Menagerie	101.69	
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	
17	9/18/2007	Wal-mart	Props-Mulan	54.64	
18	9/18/2007		Props-Glass Menagerie	12.99	
19	9/21/2007	ACE	Hooks-Glass Menagerie	19.44	
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	
22	9/27/2007	Sherlyns Antiiques	Set-Glass Menagerie	359.37	
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbamerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	
33	10/23/2007	Party-n-Jump	Props-Lion	9.71	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	11/2/2007	Post Office	Cove Live- Stamps	41	
42	11/6/2007	ACE	Cove Live-Paintbrush	45.9	
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	
44	11/9/2007	ACE	Paint Materials	7.96	
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	
46	12/4/2007	Post Office	Postage-supplies	26.41	
47	12/15/2007	Cove Theatre	Rent-Lion	602	
48	12/1/2007	Cove Theatre	Rent-Mulan	907	
49	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
50	11/7/2007	ACE	Stapler - Paint Material	27.05	
51	10/30/2007	ACE	Paint Materials	12.88	
52					

X Returned  
 176.97  
 X Returned  
 29.94  
 X Returned

40.1

Total: 1545.82

1525.48

Mulan

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77	
8	9/4/2007	Wal-mart	Folders-supplies	44.43	
9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	✓ X
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66	
11	9/15/2007		Props-Glass Menagerie	101.69	
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	✓ X
17	9/18/2007	Wal-mart	Props-Mulan	54.64	Returned 50.48
18	9/18/2007		Props-Glass Menagerie	12.99	
19	9/21/2007	ACE	Hooks-Glass Menagerie	19.44	
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	
22	9/27/2007	Sherlyns Antiques	Set-Glass Menagerie	359.37	
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	✓ <del>51.70</del>
25	10/2/2007	GoodWill <del>Walmart</del>	Costumes-Mulan	75.47	✓ 69.72
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbamerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	
33	10/23/2007	Party-n-Jump	Props-Lion	9.71	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	✓ 43.92
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	11/2/2007	Post Office	Cove Live- Stamps	41	
42	11/6/2007	ACE	Cove Live-Paintbrush	45.9	
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	✓
44	11/9/2007	ACE	Paint Materials	7.96	
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	✓ 16.7
46	12/4/2007	Post Office	Postage-supplies	26.41	
47	12/15/2007	Cove Theatre	Rent-Lion	602	
48	12/1/2007	Cove Theatre	Rent-Mulan	907	✓
49	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
50	11/7/2007	ACE	Stapler - Paint Material	27.05	
51	10/30/2007	ACE	Paint Materials	12.88	
52					

Total: 1703.44

1653.36

Lion, witch, wardrobe

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77 ✓	X Returned
8	9/4/2007	Wal-mart	Folders-supplies	44.43	
9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66 ✓	X Returned
11	9/15/2007		Props-Glass Menagerie	101.69	
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	
17	9/18/2007	Wal-mart	Props-Mulan	54.64	
18	9/18/2007		Props-Glass Menagerie	12.99	
19	9/21/2007	ACE	Hooks-Glass Menagerie	19.44	
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	
22	9/27/2007	Sherlyns Antiques	Set-Glass Menagerie	359.37	
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbamerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	
33	10/23/2007	Party-n-Jump	Props-Lion	9.71 ✓	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	9.97
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	56.51
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	11/2/2007	Post Office	Cove Live- Stamps	41	
42	11/6/2007	ACE	Cove Live-Paintbrush	45.9	
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	
44	11/9/2007	ACE	Paint Materials	7.96	
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	
46	12/4/2007	Post Office	Postage-supplies	26.41	
47	12/15/2007	Cove Theatre	Rent-Lion	602	
48	12/1/2007	Cove Theatre	Rent-Mulan	907	
49	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
50	11/7/2007	ACE	Stapler - Paint Material	27.05	
51	10/30/2007	ACE	Paint Materials	12.88	
52					

Total \$1,031.80

1626.15

# LIGHTS / SOUND

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77	
8	9/4/2007	Wal-mart	Folders-supplies	44.43	
9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66	
11	9/15/2007		Props-Glass Menagerie	101.69	
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	
17	9/18/2007	Wal-mart	Props-Mulan	54.64	
18	9/18/2007		Props-Glass Menagerie	12.99	
19	9/21/2007	ACE	Hooks-Glass Menagerie	19.44	
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	
22	9/27/2007	Sherlyns Antiques	Set-Glass Menagerie	359.37	
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbamerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	
33	10/23/2007	Party-n-Jump	Props-Lion	9.71	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	11/2/2007	Post Office	Cove Live- Stamps	41	
42	11/6/2007	ACE	Cove Live-Paintbrush	45.9	
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	
44	11/9/2007	ACE	Paint Materials	7.96	
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	
46	12/4/2007	Post Office	Postage-supplies	26.41	
47	12/15/2007	Cove Theatre	Rent-Lion	602	
48	12/1/2007	Cove Theatre	Rent-Mulan	907	
49	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
50	11/7/2007	ACE	Stapler - Paint Material	27.05	
51	10/30/2007	ACE	Paint Materials	12.88	
52					

Total: \$ 970.29

21.56  
1317

967.42

# Make-up

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77	
8	9/4/2007	Wal-mart	Folders-supplies	44.43	
9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66	
11	9/15/2007	Thrift Store	Props-Glass Menagerie	101.69	
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	
17	9/18/2007	Wal-mart	Props-Mulan	54.64	
18	9/18/2007	Thrift Store	Props-Glass Menagerie	12.99	
19	9/21/2007	ACE	Hooks-Glass Menagerie	21.04	
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	
22	9/27/2007	Sherlyns Antiques	Set-Glass Menagerie	359.37	
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbamerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	176.80
33	10/23/2007	Party-n-Jump	Props-Lion	9.71	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	✓
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	11/2/2007	Post Office	Cove Live- Stamps	41	
42	11/6/2007	ACE	Cove Live-Paintbrush	45.9	
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	
44	11/9/2007	ACE	Paint Materials	7.96	
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	
46	12/4/2007	Post Office	Postage-supplies	26.41	
47	12/15/2007	Cove Theatre	Rent-Lion	602	
48	12/1/2007	Cove Theatre	Rent-Mulan	907	
49	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
50	11/7/2007	ACE	Stapler - Paint Material	27.05	
51	10/30/2007	ACE	Paint Materials	12.88	
52					

Total: \$15.04

800.75

# PAINT

	A	B	C	D	E
1		<u>Expenses</u>			
2					
3	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Cost</b>	
4	4/10/2007	Samuel French	Scripts-Rumors	76.94	
5	7/16/2007	Ledger Furniture	Bar-Rumors	1168.13	
6	8/24/2007	Dustin Wilhite	Props-Glass Menagerie	356.38	
7	8/24/2007	Dramatic Publishing	Scripts-Lion	149.77	
8	9/4/2007	Wal-mart	Folders-supplies	44.43	
9	9/14/2007	Wal-mart	Costumes-Mulan	406.2	
10	9/14/2007	Dramatic Publishing	Scripts-Lion	23.66	
11	9/15/2007		Props-Glass Menagerie	101.69	
12	9/15/2007	Browse House	Set-Glass Menagerie	209.95	
13	9/17/2007	Wal-mart	Costumes-Sleeping Beauty	191.57	
14	9/17/2007	Wal-mart	Props, Fabric-Glass Menagerie	57.89	
15	9/17/2007	Hobby Lobby	Props-Sleeping Beauty	32.41	
16	9/17/2007	BuyCostumes.com	Costumes-Sleeping Beauty	94.44	
17	9/18/2007	Wal-mart	Props-Mulan	54.64	
18	9/18/2007		Props-Glass Menagerie	12.99	
19	9/21/2007	ACE	Hooks-Glass Menagerie	19.44	
20	9/21/2007	Wal-mart	Fabric-Glass Menagerie	3.25	
21	9/27/2007	Lowe's	Doors-Glass Menagerie	415.05	
22	9/27/2007	Sherlyns Antiques	Set-Glass Menagerie	359.37	
23	9/30/2007	Cove Theatre	Rent-Glass Menagerie	1022	
24	10/2/2007	GoodWill	Costumes-Mulan	55.97	
25	10/2/2007	GoodWill	Costumes-Mulan	75.47	
26	10/9/2007	Custom Crafts	Shirts- Sleeping Beauty	264.1	
27	10/10/2007	Wal-mart	Costumes-Sleeping Beauty	43.3	
28	10/10/2007	Wal-mart	Tubs-Supplies	74.34	
29	10/11/2007	Nady Systems	Microphones-Sound	89.8	
30	10/12/2007	Samuel French	Scripts-Barefoot in the Park	62.4	
31	10/12/2007	bulbamerica	Cove Live-Lights	842.89	
32	10/18/2007	Wal-mart	Cove Live-Makeup Room	191.15	
33	10/23/2007	Party-n-Jump	Props-Lion	9.71	
34	10/23/2007	Wal-mart	Costumes-Lion	10.79	
35	10/24/2007	Wal-mart	Costumes-Lion	63.37	
36	10/30/2007	Easley's Fun Shop	Cove Live-Makeup	623.89	
37	10/30/2007	Cove Theatre	Sleeping Beauty- Rent	920	
38	10/31/2007	Hancock Fabrics	Mulan-Muslin	47.54	
39	11/1/2007	ACE	Cove Live- Sound	23.34	
40	11/1/2007	ACE	Cove Live-Sound	14.26	
41	11/2/2007	Post Office	Cove Live- Stamps	41	
42	<del>11/6/2007</del>	<del>ACE</del>	<del>Cove Live-Paintbrush</del>	<del>45.9</del>	<del>X - No receipt provided</del>
43	11/6/2007	Custom Crafts	Shirts-Mulan	139.3	
44	<del>11/9/2007</del>	<del>ACE</del>	<del>Paint Materials</del>	<del>7.96</del>	7.35
45	11/9/2007	Party-n-Jump	Costumes-Mulan	17.32	
46	<del>11/9/2007</del>	<del>ACE</del>	<del>Paint Materials</del>	<del>12.88</del>	
47	12/4/2007	Post Office	Postage-supplies	26.41	
48	12/15/2007	Cove Theatre	Rent-Lion	602	
49	12/1/2007	Cove Theatre	Rent-Mulan	907	
50	11/26/2007	Custom Crafts	Shirts-Lion	172.5	
51	<del>11/7/2007</del>	<del>ACE</del>	<del>Stapler - Paint Material</del>	<del>27.05</del>	24.99
52	<del>10/30/2007</del>	<del>ACE</del>	<del>Paint Materials</del>	<del>12.88</del>	11.90

Add-receipts  
 Attached  
 10/12 \$9.21  
 10/5 12.29  
\$22.50

Total: 93.79

44.24

**City of Copperas Cove  
January 15, 2008**

**Consideration and Action on Authorizing the Release of Funds  
in the Amount of \$6,000 from the Hotel Occupancy Tax Fund  
to the Cove Live Community Theatre**

**Attachment C**

Included in Attachment C is a follow-up from the Cove Live Community Theatre for additional expenditures not submitted in the original request (Attachment A). The Christmas Post performing arts event took place in the 1<sup>st</sup> quarter of FY 2007-08, but was not submitted in the original request by the Cove Live Community Theatre since they believed that they had already reached the maximum amount authorized in the City of Copperas Cove Adopted Budget.

The portion of the original reimbursement request approved in Attachment A totaled \$5,275.45. An additional amount approved in Attachment C totaled \$1,810.52. The total amount in Cove Live Community Theatre receipts approved by the City is \$7,085.97. The adopted budget only allocated \$6,000 to the Cove Live Community Theatre.

# Christmas Post Expenses

Date	Vendor	Description	Cost
12/28/2007	Cove Theatre	Christmas Post- Rental	1350
11/25/2007	All Costumes	Christmas Post- Costumes	79.95
12/26/2007	ACE	Christmas Post- Set and Paint	411.98
		<b>Total</b>	<b>1841.93</b>

\$1810.52 (taxes  
reverted)



**HOME LUMBER COMPANY, INC.**  
 102 South 1st Street  
 Copperas Cove, Texas 76522

P.O. Box 128  
 Phone 547-2131

PLEASE RETAIN RECEIPT FOR REFUND

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	TERMS	CLERK	DATE	TIME
100495			NET 10TH		HEIDI	12/14/07	10:40

SOLD TO  
 COVE LIVE COMMUNITY THEATRE  
 111 WEST AVENUE D  
 COPPERAS COVE TX 76522

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TAX : 001 TAX TABLE 001

DOCS 003245/1  
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QUANTITY SHIPPED	QUANTITY ORDERED	UM	SKU	DESCRIPTION	CHRG	UNITS	PRICE/UNIT	EXTENSION
1	1	EA	5192315	HEADBOLT SINGLE PB		1	9.49 /EA	9.49
1	1	EA	RK5C	KEY KEY SINGLE CYLINDER		1	5.00 /EA	5.00 *
1	1	EA	KE	KEYS		1	1.49 /EA	1.49

\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

17.98 TAXABLE  
 0.00 NON-TAXABLE  
 17.98 SUBTOTAL

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 Copperas Cove, Texas 76522

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**INVOICE**

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	NET 10TH	TERMS	CLERK	DATE	TIME
100435							12/14/07	2:58

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QUANTITY ORDERED	QUANTITY ORDERED	UNIT	SKU	DESCRIPTION	AMOUNT	UNITS	PRICE PER	EXTENSION
1		EA	31672	LAMPHOLDR PLASTIC STAKE		1	6.49 /EA	6.49
1		EA	20361	STAPLE 1/4" T-50 1250PK		1	4.29 /EA	4.29
1		EA	3203718	FLOODLIGHT RFL B100R30/G		1	3.99 /EA	3.99
1		EA	5295282	HINGE STAP LD 2"ZN CD/2		1	3.49 /EA	3.49

\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

TAXABLE 19.77  
 NON-TAXABLE 0.00  
 SUBTOTAL 19.77

*X B. A.*  
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CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	NET 10TH	TERMS	CLERK	DATE	TIME
100495							12/13/07	16:03

SOLD TO  
 COVE LIVE COMMUNITY THEATRE  
 111 WEST AVENUE D  
 COPPERAS COVE TX 76522

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TAX : 001 TAX TABLE 001

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QUANTITY SHIPPED	QUANTITY ORDERED	UOM	SKU	DESCRIPTION	SUPP	UNITS	PRICE/PER	EXTENSION
1		EA	1964220	RVL ACC LTX FLT NEUT GL		1	19.99 /EA	19.99

\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

21.64 TAXABLE  
 NON-TAXABLE  
 SUBTOTAL 19.99

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*William M. ...*



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CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	NET 10TH	TERMS	CLERK	DATE	TIME
192495						ANGEL	12/13/07	10:42

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QUANTITY SHIPPED	QUANTITY ORDERED	UM	SKU	DESCRIPTION	DISC	UNITS	PRICE/EE	EX/EXTENSION
3		EA	11717	ROLLER COVR 9"3/8"RAPPK2		3	1.99 /EA	5.97

\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

6.46 TAXABLE  
 MON-TAXABLE  
 SUBTOTAL

5.97  
 0.00  
 5.97

*Shelley Meester*  
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CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	NET 10TH	TERMS	CLERK	DATE	TIME
100495							12/13/07	12:54

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 111 WEST AVENUE D  
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QUANTITY SHIPPED	QUANTITY ORDERED	SKU	DESCRIPTION	CHG	UNITS	PRICE/PER	EXTENSION
4		EA 5235324	STRAP HINGE LD 3"ZN CDR		4	3.79 /EA	15.16

\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

15.16 TAXABLE  
 0.00 NON-TAXABLE  
 15.16 SUBTOTAL

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PAGE NO 1

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CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	TERMS	CLERK	DATE	TIME
100495				NET 10TH	CASSANDRA	12/12/07	1:00A

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QUANTITY SHIPPED	QUANTITY ORDERED	UNIT	SKU	DESCRIPTION	UNITS	UNITS	PRICE/PER	EXTENSION
39		EA	5YF00210410	5YF 1X 4X 10 #2	39		3.59 /EA	107.70

\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

116.59 TAXABLE  
 107.70 TAXABLE  
 107.70 SUBTOTAL

*X [Signature]*  
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**INVOICE**

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	NET 10TH	TERMS	CLERK	DATE	TIME
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QUANTITY SHIPPED	QUANTITY ORDERED	UM	SKU	DESCRIPTION	SUM	UNITS	PRICE/PER	EXTENSION
3		EA	13416	ROLLER 4" 1/2" NHP LINZR		3	2.99/EA	8.97



\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

9.71 TAXABLE  
 NON-TAXABLE  
 SUBTOTAL 9.97

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FORM NO 1

**INVOICE**

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	NET 10TH	TERMS	CLERK	DATE	TIME
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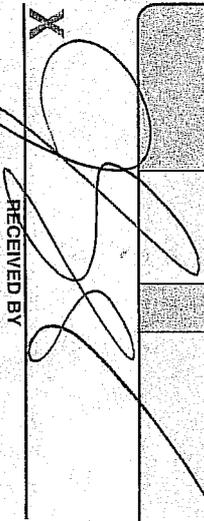
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QUANTITY	ORDERED	UM	SKU	DESCRIPTION	UNIT	UNITS	PRICE/UNIT	EXTENSION
1		EA	1969013	PLY LTX FLT INT DEER QT		1	7.49 /EA	7.49
1		EA	1969005	PLY LTX FLT INT MID QT		1	7.49 /EA	7.49
4		EA	10109	PAINTERSH FORM 1" JEN		4	.69 /EA	2.76
3		EA	10112	PAINTERSH FORM 3" JEN		3	1.19 /EA	3.57
3		EA	10111	PAINTERSH FORM 2" JEN		3	.99 /EA	2.97
1		EA	9530993	100MM DRUMNTS/TINSEL 8'LT		1	10.99 /EA	10.99 S



\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

39.10 TAXABLE  
 MDH-TAXABLE  
 SUBTOTAL 35.27

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 Copperas Cove, Texas 76522 Phone 547-2131

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CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	NET 10TH	TERMS	CLERK	DATE	TIME
100495							2/10/07	3:15

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1		EA	1965102	GLY LTX FLT INT ULTRA GL		1	15.99 /EA	15.99
1		EA	90446	CANDY CORN 4OZ		1	.50 /EA	.50
2		EA	12995	PAINTBRSH CHIP3"WHIT BRSL		2	2.49 /EA	4.98
2		EA	12992	PAINTBRSH CHIP1.5MT BRSL		2	1.69 /EA	3.38
2		EA	12993	PAINTBRSH CHIP2"WHIT BRSL		2	1.89 /EA	3.78
2		EA	10111	PAINTBRSH FLOAM 2" JEN		2	.99 /EA	1.98
2		EA	10112	PAINTBRSH FLOAM 3" JEN		2	1.19 /EA	2.38
2		EA	10109	PAINTBRSH FLOAM 1" JEN		2	.69 /EA	1.38

\*\* AMOUNT CHANGED TO STORE ACCOUNT \*\*

37.21 TAXABLE  
 0.00 NON-TAXABLE  
 34.37 SUBTOTAL

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QUANTITY SHIPPED	QUANTITY ORDERED	UM	SKU	DESCRIPTION	UNIT	UNITS	PRICE/PER	EXTENSION
1	1	EA	50763	BEARING LAZY SUSAN 4"		1	3.79 /EA	3.79
1	1	EA	56882	SHelf 12X30X60 SLUR GALV		1	23.99 /EA	23.99



\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

30.07 TAXABLE  
 NON-TAXABLE  
 SUBTOTAL

27.78  
 0.00  
 27.78

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P.O. Box 128  
 Phone 547-2131

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CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	NET 10TH	TERMS	CLERK	DATE	TIME
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QUANTITY	SHIPPED	ORDERED	UOM	SKU	DESCRIPTION	SIZE	UNITS	PRICE/PER	EXTENSION
1		EA	5172K04		SKU DRY PHL CR 6X1.25" H		1	4.49	4.49
14		EA	51F00210412		51F 1X 4X 12 #2		14	4.29	59.06
4		EA	51F00210400		51F 1X 4X 8 #2		4	2.90	11.60

\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

TAXABLE 82.43  
 NON-TAXABLE 0.00  
 SUBTOTAL 82.43

*X* RECEIVED BY *[Signature]*

TAX AMOUNT 6.74



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 Phone 547-2131

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PAGE NO 1

PLEASE RETAIN RECEIPT FOR REFUND

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	TERMS	CLERK	DATE	TIME
100495					HEIDI	1/29/07	4:10

**SOLD TO**  
 COVE LIVE COMMUNITY THEATRE  
 111 WEST AVENUE D  
 COPPERAS COVE TX 76522

**SHIP TO**

TAX : 001 TAX TABLE 001

DATE 02/21/07  
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 # INVOICE #  
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QUANTITY SHIPPED	QUANTITY ORDERED	UOM	SKU	DESCRIPTION	UNITS	PRICE/PER	EXTENSION
1	1	EA	17100	SPRAYKYLON GLOSS WHT120Z	1	3.49 /EA	3.49 *
		EA	17101	SPRAYKYLON FLAT WHT 120Z	1	3.49 /EA	3.49 *



\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

7.98 TAXABLE  
 0.00 NON-TAXABLE  
 6.98 SUBTOTAL

X *M. B. B...*  
 RECEIVED BY



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 102 South 1st Street P.O. Box 128  
 Copperas Cove, Texas 76522 Phone 547-2131

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PAGE NO 1

CUSTOMER NO.	JOB NO.	PURCHASE ORDER NO.	REFERENCE	TERMS	CLERK	DATE	TIME
100435			NET 10TH		AMEL	11/27/07	12:04

**SOLD TO**  
 COVE LIVE COMMUNITY THEATRE  
 111 WEST AVENUE D  
 COPPERAS COVE TX 76522

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TAX : 001 TAX TABLE 001

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QUANTITY SHIPPED	ORDERED	UM	SKU	DESCRIPTION	UNITS	PRICE/UM	EXTENSION
1		EA	1193416	BRUSH 4PC SET	1	7.99 / EA	7.99



\*\* AMOUNT CHARGED TO STORE ACCOUNT \*\*

8.65 TAXABLE  
 NON-TAXABLE  
 SUBTOTAL

7.99  
 0.00  
 7.99

*X B Scie*  
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TOT AMOUNT

# ALL COSTUMES.com

2708 Sylvania Ave.  
Toledo, OH 43613  
Phone: 888-433-9220 Fax: 419-473-9650  
www.allcostumes.com

## Invoice

DATE	INVOICE #
11/25/2007	150955
7:35 PM	

Bill To
Patrick W Brown  201 Bronc Dr.  Copperas Cove TX 76522 US 254-542-1970  patrickandmissy@hotmail.com

Ship To
Patrick W Brown  201 Bronc Dr.  Copperas Cove TX 76522 US 254-542-1970

TERMS	SHIP VIA
Credit	Ground

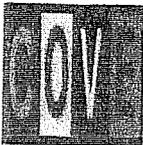
CC TYPE	CC NUMBER
American Express	Ends in 3157

Item Number	Description	Quantity	Price	Total
R15103	Keystone Kop Costume Adult X-Large	1	\$52.50	\$52.50
JF502	Blue Bobbie Hat	1	\$6.25	\$6.25
GL605	Cotton Gloves Large White	1	\$4.50	\$4.50
F28522	Police Club	1	\$3.95	\$3.95
MCKB81	Tube Whistle	1	\$1.75	\$1.75
<b>Order Sub-Total</b>				<b>\$68.95</b>
<b>Shipping Cost</b>				<b>\$11.00</b>
<b>Grand Total</b>				<b>\$79.95</b>

THANK YOU

Customer Copy

*pd check # 1134*  
*\$100*  
*(\$20.05 extra for jell, donut)*  
*Patrick Brown*



Cove Theatre  
 111 W. Ave D  
 Copperas Cove, TX 76522

# Invoice

Date	Invoice #
12/28/2007	155

**PAID**

Bill To  
 Cove Live  
 Brandon Sanders  
 109 W. Ave D  
 Copperas Cove, TX 76522

Description	Amount				
Theatre Rental for Christmas Post	1,350.00				
	0.00				
<table border="1" style="width: 100%;"> <tr> <td style="width: 30%;">Phone #</td> <td style="width: 40%;">E-mail</td> </tr> <tr> <td>254-394-6849</td> <td>jenifer@covetheatre.com</td> </tr> </table>		Phone #	E-mail	254-394-6849	jenifer@covetheatre.com
Phone #	E-mail				
254-394-6849	jenifer@covetheatre.com				
a-392, k-87, f- 52	<b>Total</b> \$1,350.00				

# City of Copperas Cove

## City Council Agenda Item Report

January 15, 2008

### Agenda Item No. G-2

Contact – Wanda Bunting, Director of Financial Services, 547-4221  
wbunting@ci.copperas-cove.tx.us

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**SUBJECT: Consideration and action on authorizing the release of funds in the amount of \$6,000 from the Hotel Occupancy Tax Fund to the Cove Live Community Theatre.**

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#### 1. BACKGROUND/HISTORY

During the FY 2007-08 budget process, the Cove Live Community Theatre submitted a funding request in the amount of \$6,000 to cover expenditures associated with Cove Live Theatre performing arts events. On September 4, 2007 the FY 2007-08 Budget was adopted by City Council.

#### 2. FINDINGS/CURRENT ACTIVITY

On January 9, 2008, the City of Copperas Cove was presented with an updated summary from the Cove Live Community Theatre totaling \$7,201.25 along with receipts and proof of payment. The eligible expenditures totaled \$7,085.97 of which the City of Copperas Cove may release \$6,000 based on the approved adopted annual budget. Performing arts events put on by the Theatre included Sleeping Beauty, Mulan, Lion, Witch & Wardrobe, and the Christmas Post. Expenditures were paid by the Cove Live Community Theatre in advance to cover these performing arts events. It was agreed during the budget process that upon presentation of such documentation, the Cove Live Theatre could seek reimbursement from the City of Copperas Cove's Hotel Occupancy Tax Fund for expenditures incurred as a result of these performing arts events.

#### 3. FINANCIAL IMPACT

Total expenditures of \$6,000 were approved in FY 2007-08 Budget through the Hotel Occupancy Tax Fund to reimburse expenditures incurred for performing arts events held at the Cove Live Community Theatre.

#### 4. ACTION OPTIONS/RECOMMENDATION

City Staff recommends that City Council authorize the release of funds in the amount of \$6,000 from the Hotel Occupancy Tax Fund to the Cove Live Community Theatre.

# City of Copperas Cove

## City Council Agenda Item Report

January 15, 2008

### Agenda Item No. G-3

Contact – Jane Lees, CMC, City Secretary, 547-4221  
jlees@ci.copperas-cove.tx.us

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**SUBJECT: Consideration and approval of placing a Charter Amendment on the May 10, 2008 ballot, which was proposed by an initiative petition.**

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#### 1. BACKGROUND/HISTORY

An initiative petition was received by the City on November 13, 2007. The Petitioners requested that the City of Copperas Cove repeal Article III, Section 3-13(a) Power to Recall and (b 1-4) Definitions and that the City adopt the following proposed Charter Amendment: Section 3-13 (a) Any city council member can be recalled from office for any stated reason.

On November 26, 2007, the petition was returned to the Petitioners Committee by the City Secretary for a deficiency. That deficiency was the lack of a proper affidavit required on each petition page by the circulator of the petition. Section 3.09 of the City Charter states that deficiencies may be corrected and that the Petitioners Committee may take an additional 10 days in which to do so. However, once a petition has been amended, it cannot be amended again.

The Petitioners Committee submitted the amended petition to the City Secretary's Office on December 3, 2007. On December 6, 2007, a letter was written to the Petitioners Committee stating that the petition was sufficient and that the City Secretary certified it.

#### 2. FINDINGS/CURRENT ACTIVITY

At the December 11, 2007 Council Meeting, the City Secretary certified the results of the petition to the Council in a Staff Report. Section 3.11 of the City Charter states: *When the council receives a petition for initiative which has been certified by the city secretary to be sufficient, the council shall either enact the proposed ordinance within thirty (30) days, or it shall submit the proposed ordinance to a vote of the qualified voters of the city at a regular or special election to be held within ninety (90) days after the date of the certification to the council.*

The council did not enact the proposed ordinance within 30 days; therefore, it must be submitted to a vote of the qualified voters of the City at the next regular election.

**3. FINANCIAL IMPACT**

Minimal. The amendment may be placed on the ballot along with the city's general election, to be held May 10, 2008.

**4. ACTION OPTIONS/RECOMMENDATION**

City Staff recommends City Council take action to approve this proposed amendment being placed on the May 10, 2008 ballot as a Special Election, along with the approved recommendations by the Charter Review Committee.

## City of Copperas Cove Agreement for Municipal Court Judge Services

This Municipal Court Judge Services Agreement is entered into this 3rd day of January, 2008 by and between F.W. Price, hereinafter referred to as "Judge" and the City of Copperas Cove, Texas, hereinafter referred to as "City."

1. Municipal Court Established. The Judge has agreed to provide legal services to the City of Copperas Cove as its Municipal Court Judge as provided by Sections 5.02 and 5.03 of the City's Charter.

2. Description of Services. The Judge agrees to serve as the Municipal Court Judge for the City with all the powers, duties, privileges and obligations which said office confers. In addition to scheduling and conducting arraignment sessions, pre-trial sessions, docket calls and jury and non-jury trials for the Copperas Cove Municipal Court, the Judge shall, insofar as he may be reasonably available, conduct Magistrate proceedings at the Copperas Cove Police Department Jail, issue appropriate writs and warrants, and perform such other judicial and administrative duties that are normally performed by Texas Municipal Court Judges. The Judge agrees that, except in emergency situations, he will give the Mayor and the City Manager 48 hours notice when he intends to be out of the city and unavailable to perform the magistrate functions described above.

3. Court Facilities. The City shall provide a suitable place for holding court and shall pay for all of the expense of maintaining it. The City will also provide office space for the use of the Judge and will furnish supplies and equipment for the operation of the Court. For security reasons, the Judge may not connect his own personal computer and/or printer to the City's computer system, and he agrees to use equipment provided by the City. The City agrees to provide computer and printer equipment technologically on the level with that provided to the City Manager, the City Secretary, and the City Attorney. The Judge further agrees to abide by City rules and regulations regarding internet security insofar as they may be provided to him by the City.

4. Consideration. As consideration for services provided under this agreement as described in paragraph 2 above, the City agrees to pay the Judge \$2,475.00 per month for calendar year 2008 and \$2,575.00 per month for calendar year 2009. As additional consideration for entering into this contract, the City agrees to pay the Judge an additional amount of \$700.00 in January of 2008 and an additional amount of \$700.00 in January 2009.

5. Qualification. The Judge declares that he is qualified to serve as a Municipal Court Judge in that he is a citizen of the United States and of the State of Texas, and an attorney admitted to practice law before the courts of record of the State of Texas. The Judge represents that he is a duly licensed attorney of the State of Texas in good standing and his State Bar of Texas number is \_\_\_\_\_ The taxpayer I.D. number of the Judge is \_\_\_\_\_ . The Judge agrees to maintain his professional qualifications by attending continuing judicial education as required by law.

6. Independent Contractor. Nothing herein shall be construed to create an employer - employee relationship between the parties. The consideration set forth above shall be the sole payment due for services rendered. It is understood that the City will not withhold any amounts for payment of taxes from the compensation of Judge and that Judge will be solely responsible to pay all applicable taxes from said payments.

7. Indemnification. Judge agrees to indemnify, defend and hold harmless the City, it's elected and appointment representatives, and any employee or agent of the City of Copperas Cove from and all claims on behalf of any person, firm, corporation, or agent, arising from the performance of this contract by Judge.

8. Associate Judge. In the event that the Judge is unable to serve due to disability, illness, absence, or conflict of interest, it shall be his responsibility to so notify the City. The City shall make arrangements for the presence of the Associate Judge. The Associate Judge shall be qualified to hold the position of Judge of the Municipal Court, as provided herein. After eight (8) occurrences in a calendar year in which an Associate Judge is required, \$250.00 of the cost of the Associate Judge shall be deducted from the Judge's compensation in the following month.

9. Modification. No change or addition to this Agreement shall be valid or binding upon either party unless such change or addition be in writing, executed by both parties.

10. State Law. This contract shall be construed in a manner consistent with and not in derogation of the provisions of State law governing the Judge's jurisdiction, powers, duties, obligations or statutory term of office.

11. Licensing. The Judge agrees to comply with all applicable state or municipal standards for the licensing, certification, operation of facilities and accreditation, if any, necessary for service as Copperas Cove Municipal Court Judge.

12. Administration. The City Council shall be responsible for administering this Agreement.

13. Term. This Agreement shall commence on January 3, 2008 and shall terminate on January 3, 2010. At the end of the contract term and by written agreement between the Judge and the City, the contract may be renewed for a like term and under the same terms and conditions. Either party shall have the right to terminate this Agreement upon 30 days' written notice to the other party. This Agreement shall renew automatically and may be reviewed biennially on or before the first regularly scheduled City Council Meeting in December.

14. Continuing Education. The City recognizes that the Judge also holds office as Justice of the Peace and that the City receives benefits from the Judge's continuing education at both Municipal Court training sessions and at Justice Court training. The City agrees that absences for scheduled training for either office shall not be considered an absence under

paragraph 8, and the City agrees to pay for the services of the Associate Municipal Judge on those occasions.

15. Notice. Any notice or communication permitted or required by this Agreement shall be deemed effective when personally delivered or deposited, postage prepaid, by first-class regular mail, addressed to the other parties last known business address.

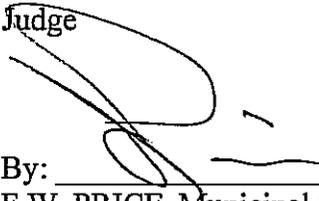
16. Entire Agreement. This Agreement constitutes the entire agreement of the parties with regard to the subject matter hereof, and replaces and supersedes all other agreements or understandings, whether written or oral. No amendment, extension, or change of the agreement shall be binding unless in writing and signed by both parties.

17. Binding effect. This Agreement shall be binding upon and shall inure to the benefit of the Judge and the City and to the City's successors and assigns. Nothing in this Agreement shall be construed to permit the assignment by Judge of any of its rights or obligations hereunder to any third party without the City's prior written consent.

WHEREFORE, the parties have executed this Agreement as of the date first written above.

City of Copperas Cove

By:   
ROGER P. O'DWYER, Mayor

Judge  
  
By: \_\_\_\_\_  
F.W. PRICE, Municipal Court Judge

ATTEST:

  
JANE LEES, City Secretary

# City of Copperas Cove

## City Council Agenda Item Report

January 15, 2008

### Agenda Item No. I-1

Contact – Kelli Sames, Human Resources Director, 547-4221  
ksames@ci.copperas-cove.tx.us

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**SUBJECT: Consideration and action on authorizing the Mayor to execute an Independent Contractor Agreement for Municipal Court Judge services.**

---

**1. BACKGROUND/HISTORY**

The City of Copperas Cove re-appointed F.W. Price as the Municipal Court Judge for a two-year term of office, beginning on January 3, 2008 and ending on January 3, 2010 at the city council meeting held on December 11, 2007.

**2. FINDINGS/CURRENT ACTIVITY**

The written independent contractor agreement is attached.

**3. FINANCIAL IMPACT**

Municipal Court fiscal year budget 07-2008 does not provide for a salary increase for the independent contractor services of the Judge, therefore; if additional funds are needed, a budget amendment may be required mid year.

**4. ACTION OPTIONS/RECOMMENDATION**

City Staff recommends that the attached written Independent Contractor Agreement be authorized between the City and F.W. Price, re-affirming his appointment to Municipal Court Judge.



204 E. Robertson Ave  
Copperas Cove, TX 76522

December 27, 2007

Tim Molnes, Chief of Police  
202 South 4<sup>th</sup> Street  
Copperas Cove, TX 76522

Dear Chief Molnes,

The Copperas Cove Chamber of Commerce is requesting the following services from the Police Department and other city services as indicated.

As per your request we have included the dates and route maps for each event.

We are looking forward to another successful year of great events that promote our city and community.

If you have any questions, please contact our office at 547-7571.

Thank you,

A handwritten signature in cursive script that reads "Betty Price".

Betty Price  
Vice President  
Copperas Cove Chamber of Commerce  
254-547-7571

**Cheryl Forester - Police Dept.**

---

**From:** Betty Price [bjp120@embarqmail.com]  
**Sent:** Wednesday, January 02, 2008 3:16 PM  
**To:** Cheryl Forester - Police Dept.  
**Subject:** Chamber of Commerce

Mrs. Forester,  
Is there anyway we can add the following date to the request?  
2009 - January 17th - TBI Bike Race.  
The date of approval and the race are very close together and it puts us in a crunch.  
Please let me know if it is too late to add this.  
Thank you,  
Betty Price

Copperas Cove Chamber Of Commerce  
Events and Road Closures requests for 2008.

**January 19, 2008 - TBI Bike Race**

7a to 5p

Route map A attached

Participants will leave from the back parking lot of CCHS, turn east (right) onto Ave D, turn north (left) onto 7<sup>th</sup> street, turn west (left) onto FM 1113 Turn West to Topsey Left on 580 right on 2527 right on 1690 to Izoro down Harman Road right on 580 and back to Topsey and east on FM 1113 back to City Park.

Request police support for traffic control at the CCHS back parking lot as the riders leave and return.

Request that EMS/Fire Dept be notified of event.

Request use of the signage poles on Hwy 190(east and west) and FM 116(north and south) to display event banners beginning one week prior to the event.

**April 6, 2008 - Tough Cookie**

7a to 3p

Route map B attached

Participants will leave south park turn left on FM 3046 south on FM 116 to Oakalla Road and back to South Park.

Request police support for traffic control at FM 3046 and FM 116 .

Request that EMS/Fire Dept be notified of event.

Request use of the signage poles on Hwy 190(east and west) and FM 116(north and south) to display event banners beginning one week prior to the event.

**May 10, 2008 - Jack Rabbit Run 4 Hope**

7a to 5p

Route map C attached

Participants of the 5K will leave from Ogletree Gap Park east on Highway 190 to Pecan Cove Rd. to Freedom Lane down to Colorado turns and proceeds back to Ogletree Gap via Freedom and Ogletree Pass.

Participants in the 10 K will leave Ogletree turn east on 190 to Pecan Cove Rd to Freedom, over to Veteran onto Babb and return to Ogletree via the same route.

Request Copperas Cove Police Dept. for traffic control.

Request that EMS/Fire Dept be notified of event.

Request use of the signage poles on Hwy 190(east and west) and FM 116(north and south) to display event banners beginning one week prior to the event.

**May 14<sup>th</sup> – 18<sup>th</sup> 2008 - Request use of City Park for Annual Rabbit Fest.**

(need time frame)

Direct traffic control on FM 1113 to regulate inbound and outbound traffic at the city park.

Request that EMS/Fire Dept be notified of event.

Request use of the signage poles on Hwy 190(east and west) and FM 116(north and south) to display event banners beginning one week prior to the event.

**May 17, 2008 – Annual Rabbit Fest Parade**

7a to 12p

Route map D attached

Request for annual Rabbit Fest Parade from the back parking lot of the high school

Located on Avenue D and turn east on Avenue D to the Cove Terrace Shopping Center.

Request police for traffic control.

Request that EMS/Fire Dept be notified of event.

Request street sweeper for cleanup after the parade.

**June 20, 21, 2008 - State Bike Race**

7a to 5p each day

Route map E attached

Race will leave from City Park located on FM 1113 turn west to Topsey

Left on 580 right on 2527 right on 1690 to Izoro down Harman Road to 580

Right on 580 to Topsey and east on FM 1113 back to City Park.

Request police support for traffic control at the civic center as the Riders leave and return.

Request that EMS/Fire Dept be notified of event.

Request use of the signage poles on Hwy 190(east and west) and FM 116(north and south) to display event banners beginning one week prior to the event.

**August 16, 2008 - Cove House Classic**

7a to 3p

Route map F attached

Participants will leave from First Baptist Church located on FM 1113 turn west to Topsey

left on 580 right on 2527 right on 1690 to Izoro down Harman Rd .to 580 right on 580 to Topsey and back to City Park on FM 1113.

Request Copperas Cove Police for traffic control.

Request that EMS/Fire Dept be notified of event.

Request use of the signage poles on Hwy 190(east and west) and FM 116(north and south) to display event banners beginning one week prior to the event.

**September 27, 2008 - Gallop or Trot**

7a to 5p

Route map G attached

Participants will leave from City Park turn east on FM 1113 To Courtney past Dryden and turn and proceed back to City Park.

Request police for traffic control.

Request that EMS/Fire Dept be notified of event.

Request use of the signage poles on Hwy 190(east and west) and FM 116(north and south) to display event banners.

**October 17, 18 and 19, 2008 Request use of Ogletree Gap for  
The Annual Heritage Festival**

Request use of the signage poles on Hwy 190(east and west) and FM 116(north and south) to display event banners beginning one week prior to the event.

No additional assistance for traffic control.

Request that EMS/Fire Dept be notified of event.

**October 25, 27, 28, 29, 30, 30 and November 1, 2008**

**Request use of Ogletree Gap for Spooktacular Trail**

Request use of the signage poles on Hwy 190(east and west) and FM 116(north and south) to display event banners beginning one week prior to the event

No additional assistance for traffic control.

Request that EMS/Fire Dept be notified of event.

**December 6, 2008 – Annual Christmas Parade**

6p to 7p

Route map D attached

3<sup>rd</sup> Annual Lighted Christmas Parade

The parade will leave the back parking lot of CCHS turn left on Avenue D and turn left into Cove Terrace Shopping Center.

Request police for traffic control.

Request that EMS/Fire Dept be notified of event.

Request street sweeper for cleanup after the parade

MOTELS IN COPPERAS COVE

Best Western .....(254) 518-3363

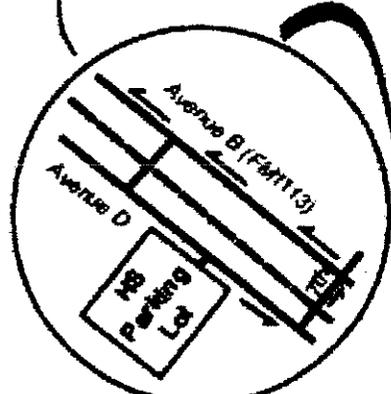
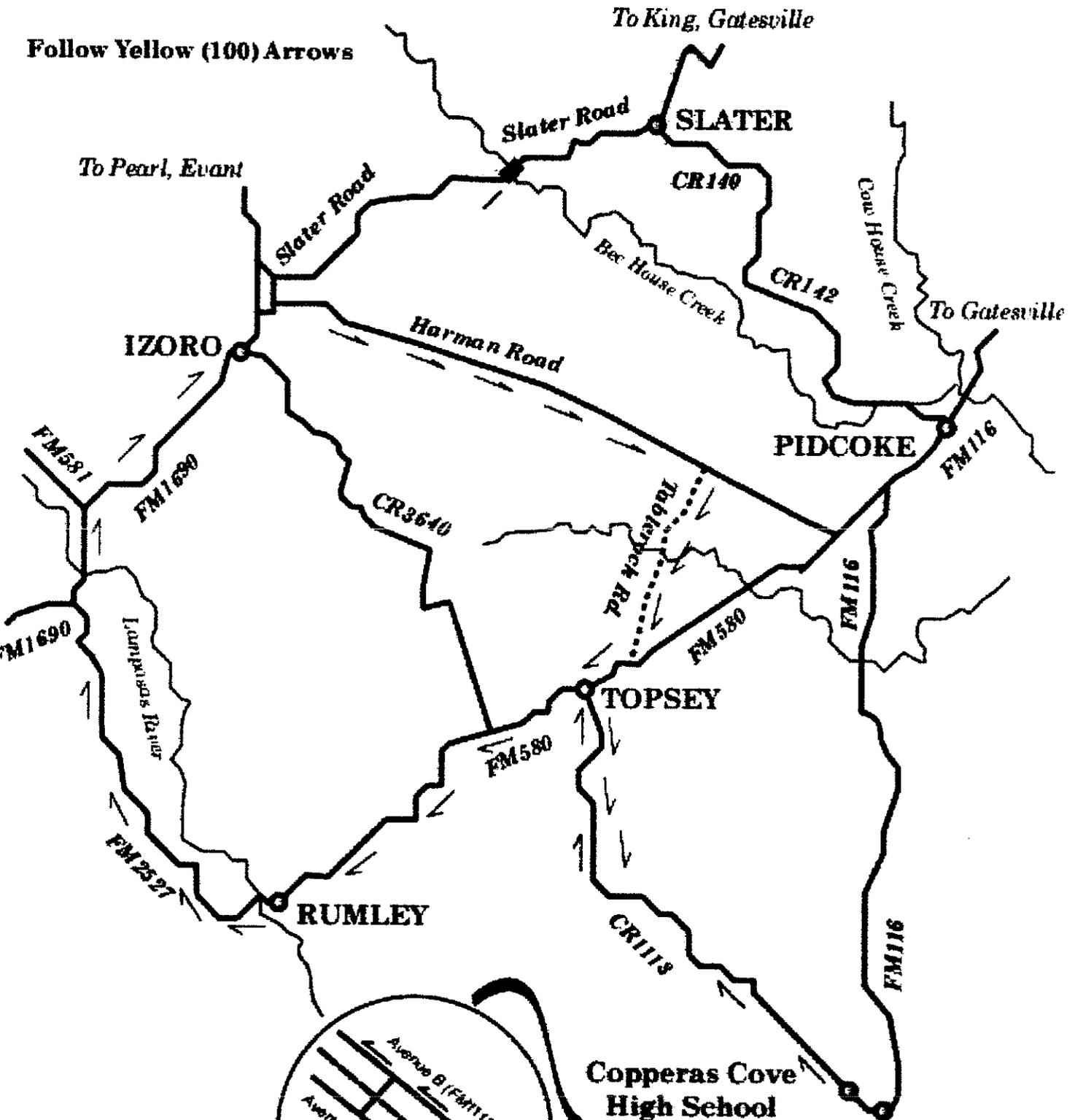
Cactus Lodge.....(254) 547-4271

Howard Johnson.....(254) 547-2345

Relax Inn.....(254) 542-6615

# COPPERAS COVE CLASSIC RACE ROUTE

Follow Yellow (100) Arrows

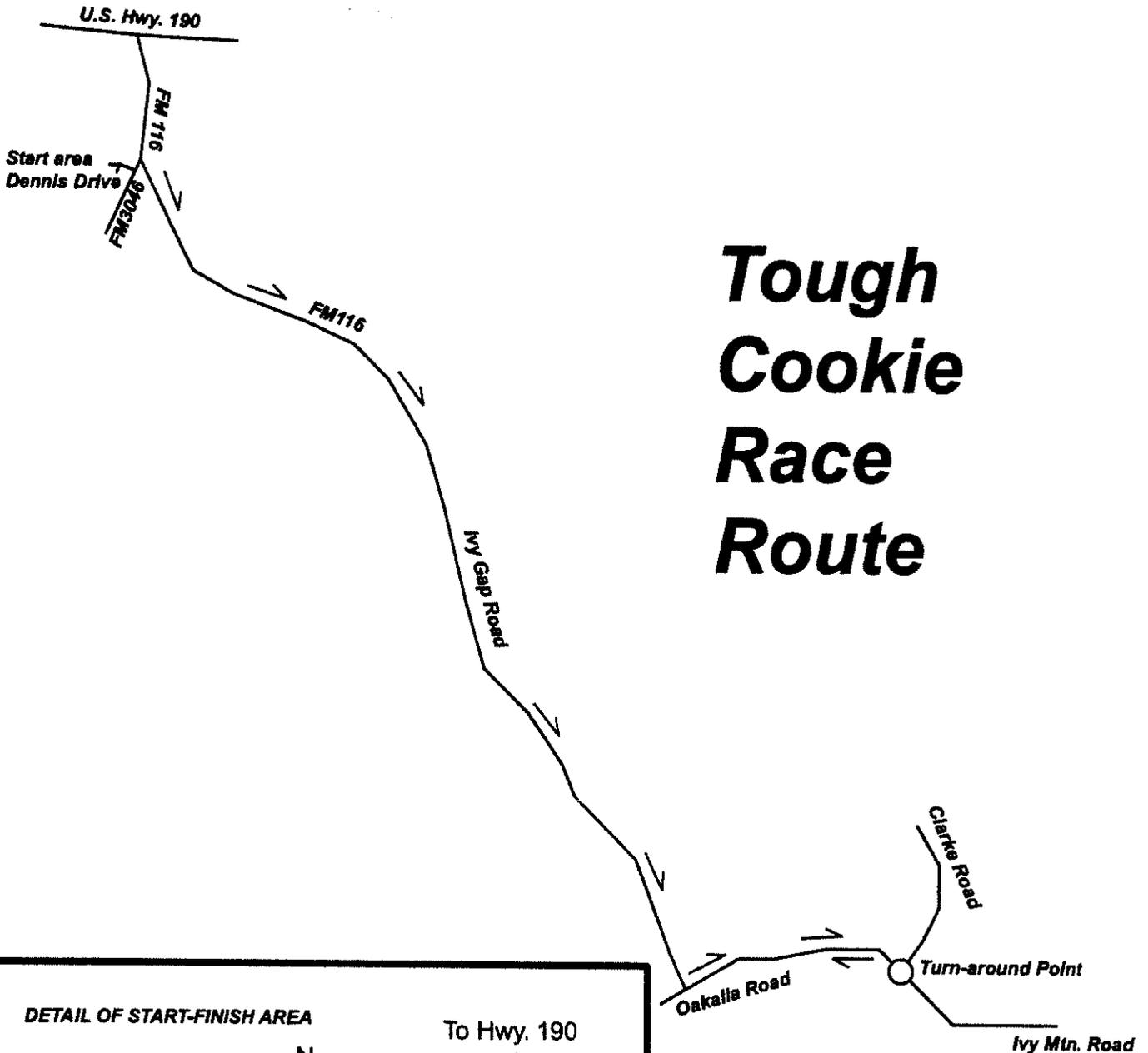


**Copperas Cove High School START/FINISH**

**COPPERAS COVE**

NOTE: Race starts and ends in CCHS parking lot on Avenue D. Race will leave lot right on Ave. D, then left across tracks to Ave. B, and then left. Finish will be reverse of start.

# Tough Cookie Race Route

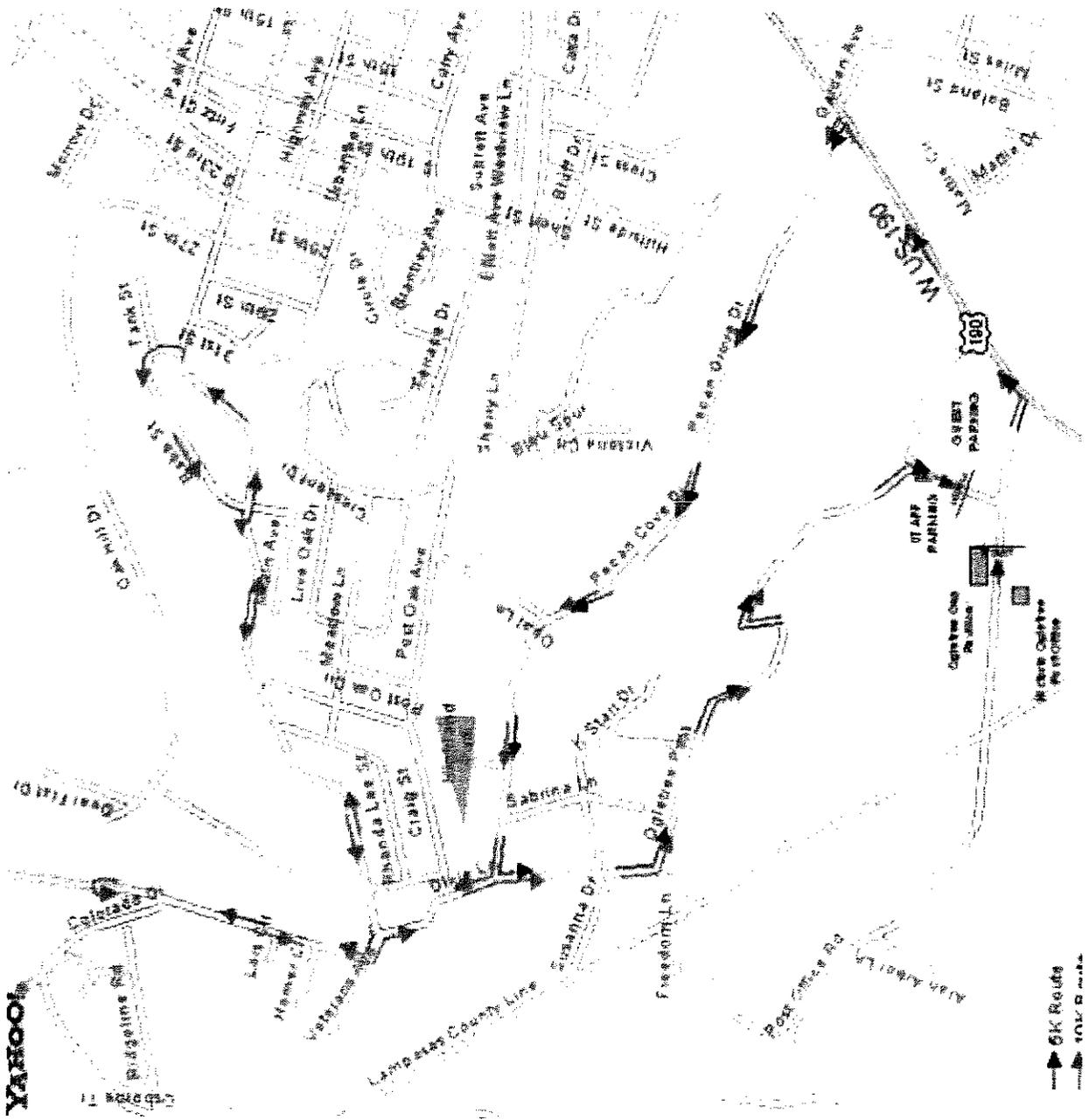


**DETAIL OF START-FINISH AREA**

This detailed inset map shows the start and finish area. A dashed line labeled 'Run Course' starts at point 'Q4' and runs south-southwest. A north arrow is located above the course. The course ends at a 'Jogging Path, run course (out and back), Start-Finish' area. To the east of the course are 'Dennis Dr.', 'FM 116', and 'FM 3046'. A road labeled 'To Hwy. 190' runs north from the intersection. Three numbered locations are marked: 1. Martin Walker School, parking; 2. South Park Pool, transition area; 3. Jogging Path, run course (out and back), Start-Finish.

1. Martin Walker School, parking
2. South Park Pool, transition area.
3. Jogging Path, run course (out and back), Start-Finish

Rabbit Run 4 Hope - Copperas Cove, TX





# BIKECENTRAL, TX

# MAP E

## 100K ROUTE

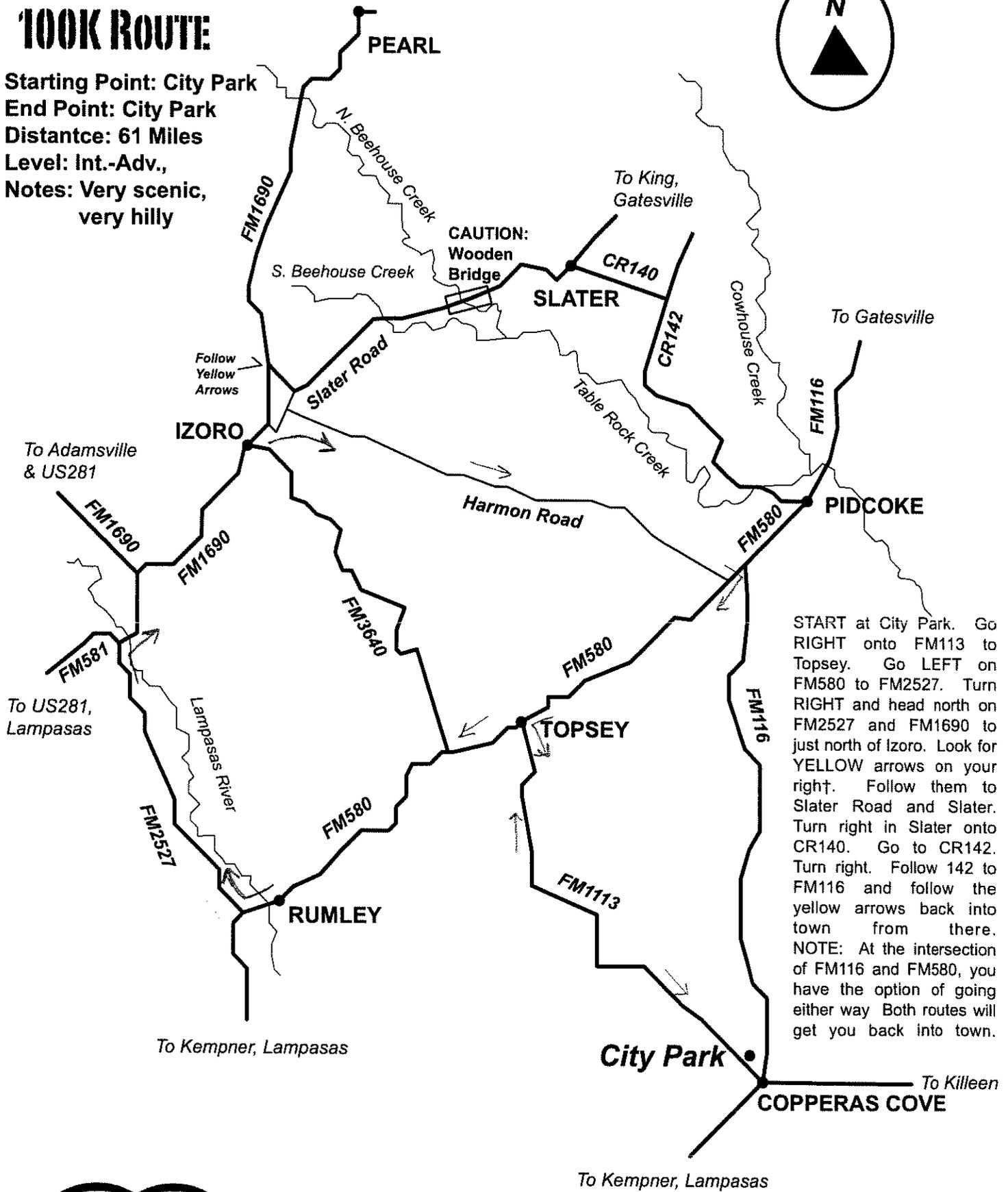
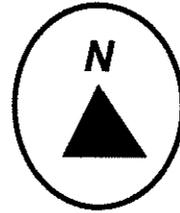
Starting Point: City Park

End Point: City Park

Distance: 61 Miles

Level: Int.-Adv.,

Notes: Very scenic,  
very hilly



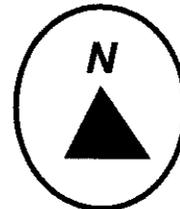
START at City Park. Go RIGHT onto FM113 to Topsey. Go LEFT on FM580 to FM2527. Turn RIGHT and head north on FM2527 and FM1690 to just north of Izoro. Look for YELLOW arrows on your right. Follow them to Slater Road and Slater. Turn right in Slater onto CR140. Go to CR142. Turn right. Follow 142 to FM116 and follow the yellow arrows back into town from there. NOTE: At the intersection of FM116 and FM580, you have the option of going either way Both routes will get you back into town.



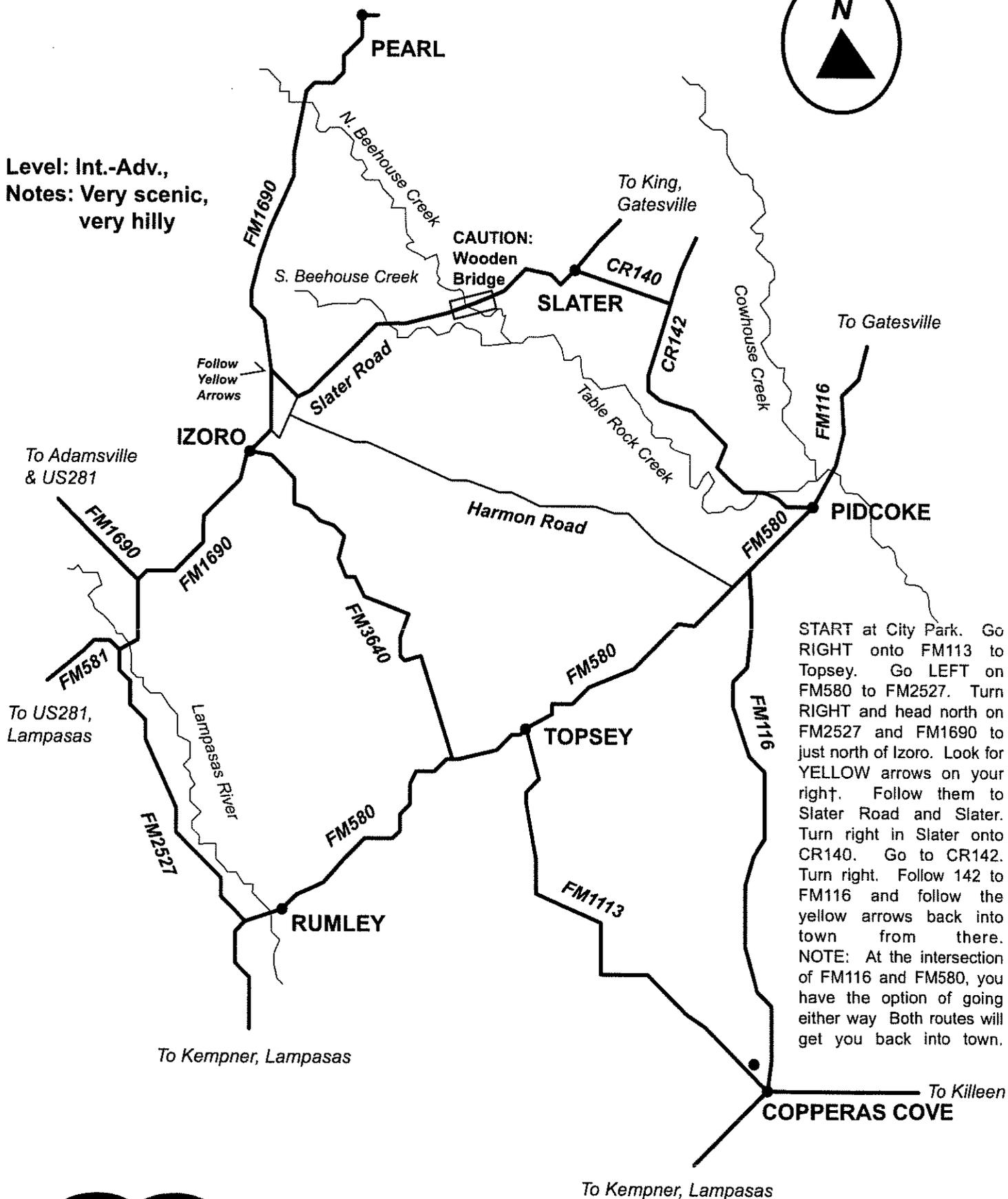
Copperas Cove

Head for the Hills

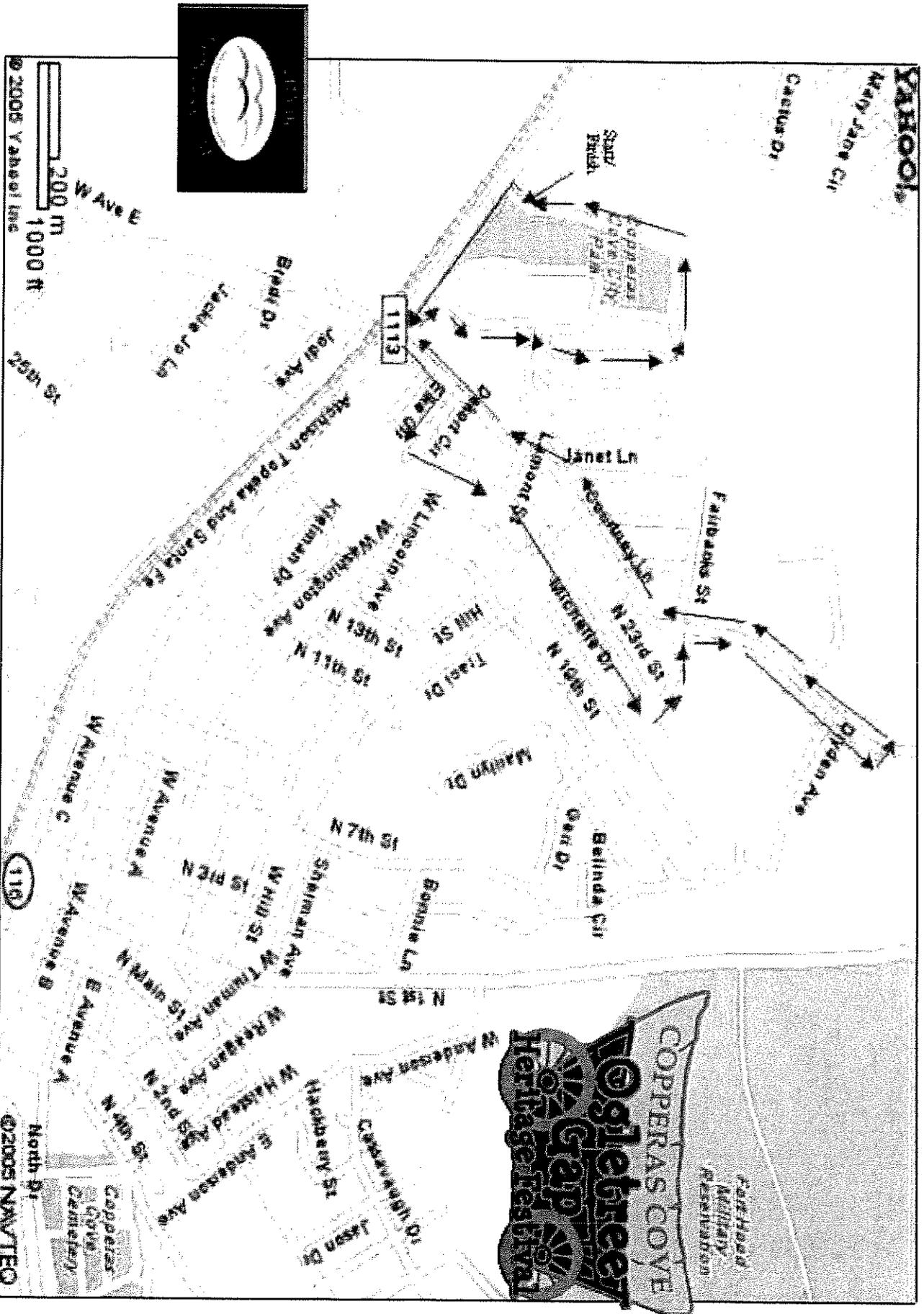
Copperas Cove Chamber of Commerce & Visitors Bureau



Level: Int.-Adv.,  
Notes: Very scenic,  
very hilly



# Gallop or Trot 5K Run/Walk Course Map



**Cheryl Forester - Police Dept.**

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**From:** Betty Price [bjp120@embarqmail.com]  
**Sent:** Friday, December 28, 2007 12:03 PM  
**To:** Cheryl Forester - Police Dept.  
**Subject:** Copperas Cove Downtown Association  
**Attachments:** dtaclosurelist.doc

Mrs. Forester,

The following list is for the Downtown Association request for street closures.

The point of contact is Jody Schmidt - 518-1612, she is the President of the DTA for 2008.

Thank you,

Betty Price

Past President

Copperas Cove Downtown Association

Copperas Cove Downtown Association  
Proposed Street Closures  
Annual Events

All Events use the same downtown area.

A four (4) block area is closed to vehicle traffic during these events.

Those streets are: Main Street from Ave D to Ave F

Ave. E from 1 Street to 2<sup>nd</sup> Street.

**Street department request:**

Barricades and sand bags or 4 intersections

Street sweeper after each event

**Solid Waste:**

Dumpster for City Wide Garage Sale and Krist Kindl Markt

Large rolling trash cans for all events

The requested for upcoming annual events are as listed:

**October 31, 2008 – Safe Trick or Treat**

12p – 12a

**December 5 – December 7, 2008 – Krist Kindl Markt**

6a December 5 to 12a December 8

**June 6, 2009 – City Wide Garage Sale**

6a - 7p

**March 21, 2009 – Copperas Cove's 130<sup>th</sup> Birthday Party**

6a – 12a

The following events for 2008 were on last year's request for street closure.

March 22, 2008 – Copperas Cove's 129<sup>th</sup> Birthday Party

June 7, 2008 – City Wide Garage Sale

# VFW



VETERANS OF FOREIGN WARS OF THE U.S.  
OLAN FOREST SMITH POST NO. 8577  
P.O. Box 15  
1506 Veterans Avenue  
Copperas Cove, Texas 76522

December 28, 2007

City Council  
City of Copperas Cove  
Copperas Cove, TX 76522

Re: Tex. Adm. Code Sec. 22.12

Dear City Council Members:

In accordance with the cited reference, request that the Copperas Cove City Council allow Olan Forest Smith, Post No. 8577, Veterans of Foreign Wars, and its Ladies Auxiliary to hold its 39th Annual Veterans Day Parade on Tuesday, November, 11, 2008, an event which serves historic and patriotic public purposes.

This year's theme is to be determined in early July 2008.

Line up will begin at 8:00 a.m. at the Copperas Cove High School Student parking lot.. The parade will begin at 9:30 a.m. utilizing the enclosed parade route. (Encl. 1)

Requirements set forth by the Texas Department of Transportation have been complied with see enclosure 2.

A copy of our Insurance Binder will be provided when renewed. (As at enclosure 3.)

Local news media will be informed of the route and times of the event to comply with referenced codes and enlighten the citizenry about the benefits that the parade provides to our national heritage.

Thank you for your attention to these matters. I remain,

Yours in Comradeship,

Michael Tingley  
Post Commander

OFFICIAL:

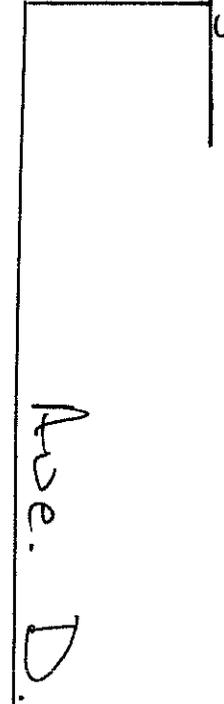
T. Carrero

Adjutant

3 Encl. a/s

cc: City of Copperas Cove City Manager  
Chief of Police  
Fire Chief  
Director Public Works;  
President, Ladies Auxiliary VFW Post 8577  
City Secretary  
President, Copperas Cove Chamber of Commerce  
Copperas Cove High School

Abbe Terrace  
Shopping Center  
Parking Lot



Abbe. D.

Coppersas  
Abbe High  
School  
Parking Lot

## **Cheryl Forester - Police Dept.**

---

**From:** Daniel Austin - Police Dept.  
**Sent:** Thursday, January 03, 2008 10:54 AM  
**To:** Cheryl Forester - Police Dept.  
**Cc:** Tim Molnes - Police Chief  
**Subject:** FW: National Night Out 2008

FYI.....

-----Original Message-----

**From:** Nancy Gresham [mailto:Nancy.Gresham@oag.state.tx.us]  
**Sent:** Thursday, January 03, 2008 10:45 AM  
**To:** Daniel Austin - Police Dept.  
**Subject:** Fwd: National Night Out 2008

FYI n

This memorandum may be confidential and/or privileged pursuant to Government Code Sections 552.101, 552.103, 552.107 and 552.111, and should not be disclosed without the express authorization of the Attorney General.

>>> "Tammy Snider" <tammys@plano.gov> 1/2/2008 9:40 PM >>>  
Please forward to the membership!

This is very exciting! I am pleased to announce that National Association of Town Watch has officially agreed to change NNO in TEXAS!  
NNO for Texas will be the first Tuesday in October 2008! This will be a test and it is only for Texas no other states will be allowed to change dates at this time. If and when Texas proves that participation will grow with this date change they have agreed to offer the choice of the two dates August or October in 2009.

Tammy Snider  
President Texas Crime Prevention Association Plano Police Department 972.941.2060  
Tammys@plano.gov

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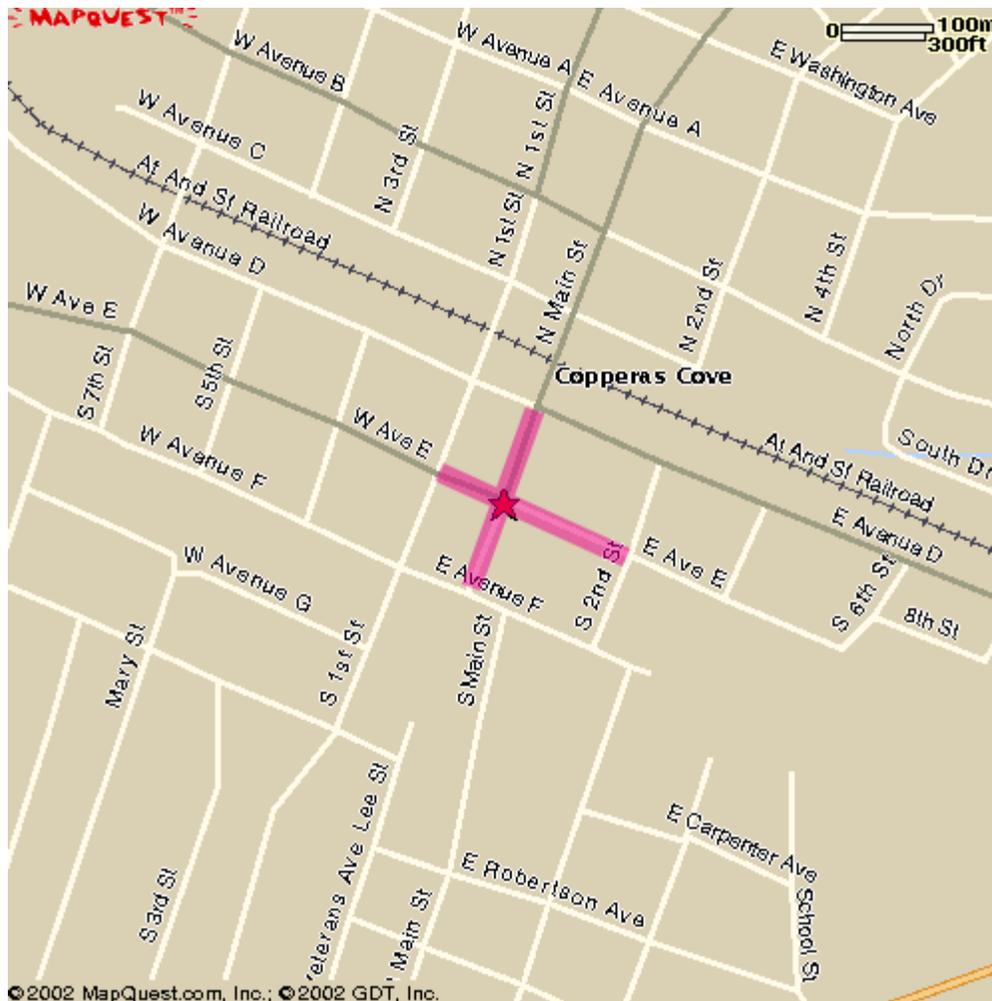
**From:** Matt Peskin  
**Sent:** Wed 1/2/2008 4:52 PM  
**To:** Tammy Snider  
**Subject:** National Night Out 2008

Hi, Tammy. Pursuant to our recent discussions, we are pleased to announce that, for the first time in NNO's twenty-five year history, we are instituting an Alternate Date Test in 2008. The test, which will initially be limited to the State of Texas, will enable law enforcement agencies and communities to officially participate in NNO 2008 on an optional, to-be-determined date. This date, which will be announced shortly, will allow Texans to enjoy National Night Out during a cooler time of year - and remain apart of the NATW team. Additionally, Texas cities, towns and counties will be eligible to enter the NNO National Awards Program. (More information regarding the Texas deadline for award submissions will be announced within the next month or so.) As we agreed, there will only be two NNO dates which shall be: (1) The first Tuesday in August and; (2) the soon to be announced Alternate Texas Date. No other dates will be acceptable and will be considered an infringement on NNO. If the Test is indeed successful, we will look forward to continue working together with you and others in the region to expand the NNO Alternate Date concept nationally beginning in 2009. Please feel free to contact us with any questions during the coming

weeks. Thank you for your input and insights.

Matt A. Peskin, Executive Director  
National Association of Town Watch

STREET CLOSURE MAP  
FOR  
NATIONAL NIGHT OUT KICK-OFF PARTY 2008  
(Closed Area Highlighted in Pink)



# City of Copperas Cove City Council Agenda Item Report

January 15, 2008

## Agenda Item No. I-2

Contact – Tim Molnes, Police Chief, 547-4274

tmolnes@ci.copperas-cove.tx.us

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**SUBJECT: Consideration and action on authorizing street closures during calendar year 2008 for the Copperas Cove Chamber of Commerce & Visitors Bureau, Copperas Cove Downtown Association, Olan Forest Smith, VFW Post No. 8577 and Ladies Auxiliary and Police Department's National Night Out "Kick Off Party 2008".**

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### 1. BACKGROUND/HISTORY

Each year the Copperas Cove Chamber of Commerce & Visitors Bureau as well as the Copperas Cove Downtown Association host various special events. The Olan Forest Smith, VFW Post No. 8577 and the Ladies Auxiliary also sponsor an annual Veterans Day Parade. The Police Department also hosts the National Night Out "Kick Off Party" in the downtown area. Street closures for these events have been the norm, with no significant problems, violence or disturbances. The requests for these street closures have been submitted for this year's events.

### 2. FINDINGS/CURRENT ACTIVITY

Attached is a letter of request from the Copperas Cove Chamber of Commerce & Visitors Bureau for annual events requesting street closures as follows:

January 19, 2008 – TBI Bike Race: Participants will leave from the rear parking lot of CCHS, turn right onto Avenue D, turn left onto 7<sup>th</sup> Street, turn left onto FM 1113, turn west to Topsey, left on FM 580, right on FM 2527, right on FM 1690 to Izoro down Harman Road, right on FM 580 and back to Topsey and east on FM 1113 back to City Park. (Route Map A)  
Times: 7:00 a.m. until 5 p.m.

April 6, 2008 – Tough Cookie Race: Participants will leave South Park, turn left on FM 3046, turn south on FM 116 to Oakalla Road and back to South Park. (Route Map B)  
Times: 7:00 a.m. until 3 p.m.

May 10, 2008 – Jack Rabbit Run 4 Hope: Participants of the 5K race will leave from Ogletree Gap Park east on Hwy 190 to Pecan Cove Road to Freedom Lane down to Colorado, turn and proceed back to Ogletree Gap

via Freedom Lane and Ogletree Pass. Participants of the 10K race will leave Ogletree Gap Park, turn east on Hwy 190 to Pecan Cove Road to Freedom Lane to Veterans Blvd. onto Babb and return to Ogletree via the same route. (Route Map C)

Times: 7:00 a.m. until 5:00 p.m.

May 17, 2008 – Rabbit Fest Parade: Route begins at rear parking lot of CCHS located on Avenue D and turns east on Avenue D to the Cove Terrace Shopping Center. (Route Map D)

Times: 7:00 a.m. to 12 noon

June 7 & 8, 2008 – State Bike Race: Race will leave from City Park located on FM 1113 turn west to Topsey, left on FM 580, right on FM 2527, right on FM 1690 to Izoro down Harman Road to FM 580, right on FM 580 to Topsey and east on FM 1113 back to City Park. (Route Map E)

Times: 7:00 a.m. until 5 p.m. each day.

August 16, 2008 – Cove House Classic: Participants will leave from First Baptist Church located on FM 1113, turn west to Topsey, left on FM 580, right on FM 2527, right on FM 1690 to Izoro down Harman Road to FM 580 right on FM 580 to Topsey and back to City Park on FM 1113. (Route Map F)

Times: 7:00 a.m. to 3:00 p.m.

September 27, 2008 – Gallop or Trot: Participants will leave from City Park, turn east on FM 1113 to Courtney past Dryden and turn and proceed back to City Park. (Route Map G)

Times: 7:00 a.m. to 5:00 p.m.

December 6, 2008 – 3<sup>rd</sup> Annual Lighted Christmas Parade: The parade will leave the rear parking lot of CCHS located on Avenue D, turn east on Avenue D to Cove Terrace Shopping Center.

Times: 6 p.m. to 7 p.m.

The Copperas Cove Chamber of Commerce & Visitors Bureau has also requested the following street closure item be approved for January 2009:

January 17, 2009 – TBI Bike Race: Participants will leave from the rear parking lot of CCHS, turn right onto Avenue D, turn left onto 7<sup>th</sup> Street, turn west onto FM 1113, turn west to Topsey, left on FM 580, right on FM 2527, right on FM 1690 to Izoro down Harman Road, right on FM 580 and back to Topsey and east on FM 1113 back to City Park. (Route Map A)

Times: 7:00 a.m. until 5 p.m.

Attached is an email request and list of annual events from the Copperas Cove Downtown Association requesting street closures. All events use the same downtown area which includes a four (4) block area that is closed to vehicle

traffic during the event. Those streets include: Main Street from Avenue D to Avenue F and Avenue E from 1<sup>st</sup> Street to 2<sup>nd</sup> Street. The events are as follows:

March 22, 2008 – Copperas Cove's 129<sup>th</sup> Birthday Party

Times: 6:00 a.m. – 12:00 a.m.

June 7, 2008 – City Wide Garage Sale

Times: 6:00 a.m. to 12:00 a.m.

October 31, 2008 – Safe Trick or Treat

Times: 12:00 p.m. to 12:00 a.m.

December 5–7, 2008 – Krist Kindl Markt

Times: 6:00 a.m. December 5 to 12:00 a.m. December 8

The Copperas Cove Downtown Association has also requested street closures for the following events held in 2009:

March 21, 2009 – Copperas Cove's 130<sup>th</sup> Birthday Party

Times: 6:00 a.m. to 12:00 a.m.

June 6, 2009 – City Wide Garage Sale

Times: 6:00 a.m. to 7:00 p.m.

Also attached is a letter of request and route map from the Olan Forest Smith, VFW Post No. 8577 and the Ladies Auxiliary requesting street closures for the 39<sup>th</sup> Annual Veterans Day Parade – November 11, 2008.

The Police Department also requests a street closure of Avenue E from 1<sup>st</sup> Street to 2<sup>nd</sup> Street and Main Street from Avenue D to Avenue F for the National Night Out "Kick Off Party 2008" – October 4, 2008.

### **3. FINANCIAL IMPACT**

The City does incur some costs associated with the various events due to temporary road closures by the Street Department and traffic/crowd control by the Police Department, but these costs are minimal and probably do not warrant any written terms or conditions.

### **4. ACTION OPTIONS/RECOMMENDATION**

City Staff recommends approval of the requested street closures on the dates specified by the Copperas Cove Chamber of Commerce & Visitors Bureau, Copperas Cove Downtown Association, Olan Forest Smith VFW Post No. 8577 and Ladies Auxiliary and the Police Department. The Police Department will assure TxDot approval has been received for all events prior to their scheduled date. Upon Council approval, information copies of agenda item, letters of request and street closure maps will be furnished to the following city departments: Engineering, Fire, Police, Public Works, and Streets.

## CHARTER\*

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**\*Editor's note:** This charter was adopted on Jan. 20, 1979. The charter appears herein as adopted, except that words and numerals have been inserted in brackets for clarification and footnotes have been inserted by the editor. Amendments are cited in parentheses following amended provisions.

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- Art. I. Incorporation: Form of Government: Corporate Powers, §§ 1.01--1.16
  - Art. II. The Council, §§ 2.01--2.16
  - Art. III. Elections, Initiative, Referendum and Recall, §§ 3.01--3.18
  - Art. IV. Administrative Services, §§ 4.01--4.06
  - Art. V. Legal Departments and Municipal Court, §§ 5.01--5.03
  - Art. VI. The Budget, §§ 6.01--6.16
  - Art. VII. Issuance and Sale of Bonds, §§ 7.01, 7.02
  - Art. VIII. Finance Administration, §§ 8.01--8.13
  - Art. IX. Tax Administration, § 9.01
  - Art. X. Franchises and Public Utilities, §§ 10.01--10.11
  - Art. XI. General Provisions, §§ 11.01--11.21

## **ARTICLE I. INCORPORATION: FORM OF GOVERNMENT: CORPORATE POWERS**

### **Sec. 1.01. Incorporation.**

The inhabitants of the City of Copperas Cove, within the corporate limits as now established or to be established in the future by law as directed by this charter, shall be a municipal body politic and corporate in continued growth under the name of the City of Copperas Cove.

(As Amended 5-1-93)

### **Sec. 1.02. Form of government.**

The municipal government provided by this charter shall be of the type known as the council-manager government. The municipal government provided by this charter shall consist of a mayor and council members, elected by the people and responsible to the people, and a city manager, appointed by and responsible to the council for proper administration of the affairs of the city.

(As Amended 5-1-93)

### **Sec. 1.03. Home rule.**

(a) The city shall be a home rule city with full powers of local self-government, including the right to amend this charter, as provided by the constitution and laws of this state. The city and its people shall have all the powers granted to cities by the Constitution of the State of Texas, V.T.C.S. Art 1175 as amended, may be amended or disposed of in the future and other laws of this state, together with all the implied powers necessary to carry into execution such granted powers.

(b) All powers of the city shall be vested in the city council, except as otherwise provided by law or this charter, and the council shall provide for the exercise thereof and for the performance of all duties and obligations imposed on the city by law.

(c) The powers of the city under this charter shall be construed liberally in favor of the city, and the specific mention of particular powers in the charter shall not be construed as limiting in any way the general power granted by the state or this charter.

(As Amended 5-1-93)

### **Sec. 1.04. Change of boundaries.**

*Annexation.* The boundaries of the City of Copperas Cove may be enlarged and extended by the annexation of additional territory in any of the methods and in any manner and by any procedure that may now be provided by state law, or that may be hereafter provided by such law. Any territory annexed shall become a part of the city, and said land and its residents and future residents shall be entitled to all the rights and privileges of other citizens of the city subject to federal, state and local laws and regulations.

*Disannexation.* Whenever there exists within the corporate limits of the City of Copperas Cove any territory not suitable or necessary for city purposes, or for the purpose of effectuating common boundary line agreements between the City of Copperas Cove and adjoining cities, the city council may, by ordinance duly passed, disannex said territory as a part of the city; said ordinance shall accurately describe the territory sought to be eliminated from the city and shall contain a plat designating such territory so that the same can be definitely ascertained, and when said ordinance has been duly passed the territory shall cease to be a part of said city, but said territory shall remain liable for its pro rata share of any debts incurred while said area was a part of the city, and the city shall continue to levy, assess and collect taxes on the property

within said territory to pay the indebtedness incurred while said area was a part of the city as though the same had not been excluded from the boundaries of the city.

*Agreement.* Upon mutual agreement between the City of Copperas Cove and any other adjacent municipality may, by ordinance duly passed, exchange territory with the other adjoining municipality for the purpose of effectuating a common boundary line agreement.  
(Amended 5-1-93; As Amended 5-3-97; As Amended 5-8-01)

#### **Sec. 1.05. Eminent domain.**

The city shall have the full right, power, and authority to exercise the right of eminent domain for public use when necessary or desirable to carry out any of the powers conferred upon it by this charter, or by the constitution or laws of the State of Texas.

(As Amended 5-1-93)

**State law references:** V.T.C.A., Local Government Code, Title 8, Subtitle A and V.T.C.A., Property Code, Chapter 21, Subchapter B, as they are amended, may be amended or disposed of in the future.

#### **Sec. 1.06. Zoning and appeals.**

The city council shall have the power and authority to zone the city and to pass all necessary ordinances, rules and regulations governing same, under and by virtue of the authority given to cities and legislative bodies thereof, by V.T.C.A., Local Government Code Chapter 211, Subchapter A, as amended, may be amended or disposed of in the future.

The city council shall have the power to create a planning and zoning commission to act as an advisory body on all zoning matters.

The city council shall have further power to create a board of adjustments, as provided by V.T.C.A., Local Government Code, Chapter 211, Subchapter A, as amended, may be amended or disposed of in the future.

(As Amended 5-1-93)

#### **Sec. 1.07. Establishment and control of streets.**

The city shall have the power to lay out, establish, open, alter, widen, lower, extend, grade, relocate, redefine, name, number and replat, abandon, discontinue, abolish, close, care for, pave, supervise, maintain and improve streets, alleys, sidewalks, parks, squares, public places and bridges, and regulate the use of them, and require the removal from streets, sidewalks, alleys and other public property or places of all obstructions and encroachments of every nature or character.

(As Amended 5-1-93)

#### **Sec. 1.08. Garbage disposal.**

The city council shall have the right by ordinance to adopt and prescribe rules and regulations for the collection, handling and disposition of all garbage, trash, refuse, and rubbish within the City of Copperas Cove, and shall further have the right to fix charges and compensation to be charged by the city for the removal of garbage, trash, refuse and rubbish.

#### **Sec. 1.09. Sanitary sewer system.**

The city shall have the power to provide and own a sanitary sewer system and to require property owners to connect their premises with such sewer system where available; and to provide for fixing penalties for failure to make sanitary sewer connections; and shall further have the right to fix charges and compensation to be charged by the city for sewage service, providing rules and regulations for the collection thereof. The technical operational employees shall meet state certification requirements.

**Sec. 1.10. Water system.**

The city shall have the power to provide for and own a water system and to prescribe charges, rules, regulations, rates and restriction with reference to the use, consumption, waste, payment, cutoff, turn on, connections and management of such system and to prescribe penalties for violation of such rules and regulations. The technical operational employees shall meet state certification requirements.

**Sec. 1.11. Public library.**

The city shall have the right to establish and maintain a public library within the city and cooperate with any person, firm, association, corporation, or political subdivision of the State of Texas, or of the United States of America, under such terms as the city council may prescribe, for the establishment or maintenance of such public library.

**Sec. 1.12. Public parks and playgrounds.**

The city shall have control over all city parks and playgrounds with the right to control said property and to improve it in accordance with the desires of the citizens as approved by the city council.

**Sec. 1.13. Cemeteries.**

The city shall have the power to regulate burial grounds, cemeteries, and crematories owned by any person, corporation, firm, or association now or hereafter established, to purchase, establish, own, regulate and to maintain one or more cemeteries, and to condemn and close any such when public interest or public health may so demand.

**Sec. 1.14. Fire department.**

The city shall have the authority to establish and maintain a fire department within the city and to cooperate with any person, other governmental body, association or corporation in the operation of the fire department, under such terms as the city council may prescribe.

**Sec. 1.15. Police department.**

The city shall have the authority to establish and maintain a police department within the city and to cooperate with any person, other governmental body, association or corporation in the operation of the police department, under such terms as the city council may prescribe.

**Sec. 1.16. Other services.**

The city may establish other services as required as authorized by Sec. 1.03 (a).  
(As Amended 5-1-93)

## ARTICLE II. THE COUNCIL

### Sec. 2.01. Composition and terms of office.

(a) *Composition.* The council shall be composed of a mayor and seven (7) ~~other~~ council members. The mayor and all ~~other~~ council members shall be elected from the city at large, and each council member, ~~other than the mayor,~~ shall occupy a position on the council, such positions being numbered one (1) through seven (7) consecutively.

(b) *Terms of office.* At the first general election held under this charter, and each three (3) years thereafter, the mayor and two (2) ~~other~~ council members shall be elected, with the mayor filling the office of mayor and the ~~other~~ two (2) council members filling the office of numbered positions one (1) and two (2). The mayor will not be designated as a numbered position on the ballot but shall be designated as "MAYOR." The following year, and each three (3) years thereafter, three (3) council members shall be elected, to fill the office of numbered positions three (3), four (4) and five (5). The following year, and each three (3) years thereafter, two (2) council members shall be elected to fill the office of numbered positions six (6) and seven (7). A council member, unless sooner removed from office under the provisions of this charter, shall serve for a term of three (3) years, and shall serve not more than two (2) terms in succession in the office to which elected. Sec. 2.07(c) also applies.

(As Amended 5-1-93)

### Sec. 2.02. Restrictions.

If any member of the city council desires to run for a different council office other than that which he/she holds, he/she must resign and vacate his/her present office at least sixty (60) days prior to the next election for the desired office. The resignation shall be effective on the date of such resignation. For the purposes of this provision there shall be only two (2) offices; the office of mayor and the office of numbered council member.

(As Amended 5-1-93)

### Sec. 2.03. Presiding officer: Mayor and mayor pro tempore.

The mayor shall be elected in the manner provided by this charter to serve for a term of three (3) years and shall not serve more than two (2) terms in succession. The mayor shall preside at all meetings of the city council and shall be recognized as head of the city government for all ceremonial purposes and by the governor for purposes of martial law, but shall have no regular day-to-day administrative duties other than signatory duties where the mayor signs a variety of documents to give them official legal effect. The mayor shall vote at council meetings only when his/her vote will affect the result of the voting in progress in the following manner: he/she shall vote to break a tie, and he/she shall vote when his/her vote will cause the number of votes required elsewhere in this charter to cause a valid or binding action of the council. The mayor shall have no veto power.

At the city council's second regular meeting following each yearly regular election of council members, or runoff election if required, the council shall elect one of its members as mayor pro tem, for a period of one (1) year. The mayor pro tem shall act as mayor during the absence or disability of the mayor and, when so acting, shall have the same powers, duties, and restrictions as set forth for the office of mayor.

In the event that both the mayor and mayor pro tem are absent from a council meeting, if there be a quorum as elsewhere stated in this charter, the council members present shall elect a chairperson who shall have the authority to conduct the meeting as if he/she were the mayor.

(Amended 5-1-93; As Amended 5-3-97)

#### **Sec. 2.04. Absenteeism.**

Any member of the council requiring absence for two (2) regular consecutive meetings, will first obtain a leave of absence at a regularly scheduled meeting.

#### **Sec. 2.05. Qualifications.**

~~The mayor and other council members shall each be a citizen of the United States of America; be a qualified voter in the City of Copperas Cove, and shall have resided within the corporate limits of Copperas Cove for at least one (1) year next preceding the day of the election at which they are candidates; and shall not be disqualified by reason of any provision of any section of this Charter or of state law.~~ A candidate for office must:

- (1) be a United States citizen.
- (2) be 18 years of age or older upon the commencement of the term to be filled at the election.
- (3) be a qualified voter in the City of Copperas Cove.
- (4) be domiciled within the corporate limits of Copperas Cove for at least one (1) year next preceding the day of the election at which they are a candidate.
- (5) not have been convicted of a felony for which he or she has not been pardoned or otherwise released from the resulting disabilities.
- (6) not have been found mentally incompetent by a final judgment of the court, and
- (7) shall not be disqualified by reason of any section of this charter or by state or federal law.

(Amended 5-1-93; As Amended 5-3-97)

**Cross references:** Vacancies, forfeitures, filling of vacancies, § 2.07; eligibility of candidates, § 3.02(a).

**State law references:** V.T.C.A., Election Code, Chap. 141, Public Office Generally, Subchapter A, Eligibility for Public Office.

#### **Sec. 2.06. Compensation of council members and mayor.**

~~The mayor and each council member shall receive compensation for attendance at council meetings. Each council member shall receive \$25.00 for each regular and specially called meeting attended and the mayor shall receive \$50.00 for each regular and specially called meeting attended and n~~ The mayor shall receive \$50 and all other council members shall receive \$25 for each regular and specially called meeting attended. ~~No council member and mayor~~ shall receive any compensation for attendance at any workshop meeting, except for any workshop meeting that is conducted on a date separate from a regular or special called meeting. In addition, city council shall establish by ordinance methods of reimbursement for all actual and necessary expenses incurred by the mayor and council members in the performance of their duties.

(As Amended 4-2-83; As Amended 5-8-01)

#### **Sec. 2.07. Vacancies, forfeitures, filling of vacancies.**

(a) *Vacancies.* The office of a council member or office of the mayor shall become vacant upon death, resignation, removal from office by recall, or forfeiture of his/her office.

(b) *Forfeiture.*

(1) A council member or the mayor shall forfeit his/her office if he/she: (1) lacks at any time during the term of office any qualification for the office prescribed by this charter or by law, (2) violates any express prohibition of this charter, or (3) is convicted of a misdemeanor involving moral turpitude, felony or is assessed a deferred adjudication or probation for a felony, or (4) fails to attend two (2) consecutive regular meetings unless caused by sickness or emergency,

without first having obtained a leave of absence from the council, or (5) moves his/her permanent residence outside the city limits.

(2) If a council member forfeits his/her office; ~~and does not immediately resign from office;~~ the council and mayor may, ~~by an affirmative vote of five (5) members, declare the office of said council member to be forfeited and vacant.~~ conduct a hearing to determine if the office holder has forfeited and should vacate his/her office. The hearing shall be held within 30 days of the council, as a body, learning of the alleged forfeiture. The council may, by an affirmative vote of five (5) members, declare the office of said office holder to be forfeited and vacant. Disposition of the matter under this Charter is final and is res judicata. Further relief may be sought in a court of law. The office holder subject to the forfeiture shall not have a vote. The mayor shall vote unless he is the office holder subject to the forfeiture. The vacant position shall be filled as provided elsewhere in this Charter for vacant positions. Provisions found elsewhere in the Charter restricting the authority of the mayor to vote in council meetings not withstanding, the mayor shall vote in all cases concerning the forfeiture of a council member's office.

**Cross references:** Qualifications, § 2.05.

(c) *Filling of vacancies.* Any city council member or mayoral vacancy will be filled by majority vote of qualified voters at a special election called for that purpose. ~~The special election will be conducted not later than one hundred twenty (120) days after the vacancy occurs and may be held in conjunction with a general election, if the general election falls within forty-five (45) to one hundred twenty (120) days of the vacancy.~~ The special election will be conducted in accordance with state and federal election laws. The term of office will be for the unexpired term of the office vacated. If the unexpired term is one (1) year or less, that council member may seek re-election for two (2) additional consecutive terms. If the unexpired term exceeds one (1) year that council member may succeed himself/herself only once. For the purposes of this section the period from one annual general election to the next annual general election shall be considered as one year or less regardless of the number of calendar days involved.

(Amended 5-1-93; As Amended 5-3-97; As Amended 5-8-01; Ord. No. 2005-08, § 1, 6-21-05/9-10-05; Ord. No. 2005-15, Prop. No. 5, 9-20-05/9-10-05)

## **Sec. 2.08. Prohibitions.**

(a) *Holding other office.* Except where authorized by law, no mayor or council member shall hold any other city office or city employment during his/her term as mayor or council member, and no former mayor or council member shall hold any compensated appointive city office or city employment until one (1) year after the expiration of his/her term as mayor or council member.

(b) *Appointments and removals.* Neither the council nor any of its individual members, including the mayor, shall in any manner dictate the appointment or removal of any city administrative officer or employee whom the city manager or any of his/her subordinates are empowered to appoint, ~~but however,~~ the council may express its views and fully and freely discuss with the city manager anything pertaining to appointment and removal of such officers and employees.

(c) *Interference with administration.* Neither the council nor its individual members, including the mayor, shall give any orders or direction, public or private, to any officer or employee who is subject to the direction and supervision of the city manager. Council members, including the mayor, shall not give orders or direction to the city secretary, city judge, city attorney or city manager unless acting as a council as a whole. This is not to preclude the council or its individual members, including the mayor, from conducting a dialog with city staff where the spirit and intent is not to interfere with the management and administration of the city. The mayor is not prohibited from performing administrative duties under a Declaration of Emergency Disaster per Section 2.13 or when performing administrative duties as the Emergency Management

~~Director per Section 2.15, either publicly or privately. However, the council, acting as a whole, may give directions to the city secretary, city judge and the city attorney and city manager.~~

(Amended 5-1-93; As Amended 5-3-97; As Amended 5-8-01)

### **Sec. 2.09. Meetings of council.**

The council shall hold at least two (2) regular meetings each month with the exception of December, which shall have a minimum of one (1) regular meeting, and as many additional meetings as it deems necessary to transact the business of the city and its citizens. The council shall fix, by ordinance, the days, time and place of the regular meetings. All meetings shall be open to the public, except as otherwise provided by law. Special meetings of the council shall be held at the call of the mayor or of four (4) or more council members.

**State law references:** Texas open meetings law, V.T.C.S. art. 6252-17.

### **Sec. 2.10. Rules of procedure.**

The council shall, by ordinance, determine its own rules and order of business and the rules shall provide that citizens of the city shall have a reasonable opportunity to be heard at all regular and special council meetings in regard to any matter under consideration. The council shall provide for minutes being taken and recorded of all meetings, and such minutes shall be a public record. Voting, except on unanimous votes, shall be by roll call and the yeas, nays, and abstentions shall be recorded in the minutes. Five (5) council members other than the mayor or the council member taking the mayor's place at the meeting, shall constitute a quorum for the purpose of transaction of business. No action of the council shall be valid or binding unless adopted by the affirmative vote of four (4) or more members of the council.

(As Amended 5-1-93; As Amended 5-8-01)

### **Sec. 2.11. Investigative power of the council.**

The council shall have the power to inquire into or investigate the official conduct of any department, agency, office, officer, ~~or employee,~~ **council members and mayor** of the city and for that purpose shall have the power to administer oaths, subpoena witnesses, compel the production of books, papers, records or other evidence, and as it shall provide by ordinance, to punish and fix penalties for contempt for failure or refusal to obey any such subpoena or to produce any such books, papers, records, or other evidence, unless otherwise stated by state law.

### **Sec. 2.12. City secretary.**

The city council shall appoint to the office of city secretary a person to serve as city secretary at the discretion of the council. Any adjustments to the salary, the compensation package or employment status of the city secretary will be approved by the city council.

The secretary shall be provided an office in the City Hall sufficient to maintain the records entrusted to his/her care and shall be entitled to a seat at the council table at all official meetings.

The secretary shall give notices of its meetings, shall keep the journal of its proceedings, shall authenticate by signature and record in full in a book kept and indexed for that purpose, all ordinances and resolutions, and shall perform such other duties as the council may assign.

The secretary shall recommend to the council rules and regulations to be adopted by ordinances to protect the safety and security of the municipal records.

The city secretary shall have such additional duties and authority not herein specified as shall be included for city secretaries in the Texas Civil or Penal Statutes presently existing or adopted in the future, except such duties and authority as may be expressly excluded by ordinance adopted by the city council consistent with the mandatory duties and authority

prescribed either by state or federal law. The city council and the mayor shall evaluate the city secretary in accordance with the city's personnel policies manual, and each council member and the mayor shall sign the evaluation. The city council shall also appoint an alternate city secretary to serve in the absence of the city secretary.

(Amended 4-2-83; Amended 5-1-93; As Amended 5-3-97; As Amended 5-8-01; Ord. No. 2003-03, § 1, 2-4-03/5-3-03; Ord. No. 2003-09, §§ 1--3, 5-6-03/5-3-03)

### **Sec. 2.13. Emergency Powers.**

A state of emergency shall be deemed to exist when, as the consequences of a major calamity, activities of a war-like nature, riots, or insurrection, the normal procedures of the municipal government are inadequate for the protection of persons or property. A Declaration of Local Disaster may be declared by the vote of council, or by order of the mayor, or, in his absence or disability, the mayor pro tempore, if a meeting of the council cannot be called within the time available, whenever conditions threaten to render inadequate the normal procedures of the municipal government for protection of persons or property. A Declaration of Local Disaster may not be continued or renewed for a period of more than seven (7) days except with the consent of council. An ordinance declaring, continuing, or terminating a local state of disaster shall be given prompt and general publicity and shall be promptly filed with the City Secretary.

(As Amended 5-8-01)

### **Sec. 2.14. Emergency ordinances.**

To meet a public emergency affecting life, health, property or the public peace, the council may adopt emergency ordinances, but such ordinances may not levy taxes, grant, renew or extend a franchise, regulate the rate charged by any public utility for its service, or authorize the borrowing of money except as provided in Sec. 2.14. An emergency ordinance shall be introduced in the form and manner prescribed for ordinances generally, except that it shall be plainly designated as an emergency ordinance and shall contain, after the enacting clause, a declaration stating that an emergency exists and describing the emergency in clear and specific terms. An emergency ordinance may be adopted, or amended by a simple majority of the council members present. After adoption, emergency ordinances shall be published and printed as prescribed for other ordinances. They shall become effective upon adoption or at such later time as the ordinance may specify. Every emergency ordinance except one made pursuant to Sec. 2.14 shall automatically stand repealed as of the sixty-first (61st) day following the date of adoption, but this shall not prevent re-enactment of the ordinance in the manner specified in this section if the emergency still exists. An emergency ordinance may also be repealed by adoption of a repealing ordinance in the same manner prescribed in this section for adoption of emergency ordinances.

(As Amended 5-8-01)

### **Sec. 2.15. Duties of the Mayor as Emergency Management Director and Powers of the Mayor during a Local State of Disaster.**

The Mayor is designated as the Emergency Management Director for the City of Copperas Cove, and shall serve as the Governor's designated agent in administration and supervision of the Texas Disaster Act of 1975, and may exercise powers, on an appropriate local scale, granted the Governor therein. During a state of emergency the mayor, or, in his absence or disability, the mayor pro tempore, ~~shall have all the powers which would be vested in the council under this Charter and may exercise those powers to the extent he considers to be reasonable or necessary for the protection of persons or property. In addition thereto, he~~ shall be specifically empowered:

- a. To place temporarily any city officers, employees, services, equipment or properties under the direction or control of any office or officers of the county, state, or federal governments, including the military services, and the duly constituted officers for the civil defense;
- b. To enter upon cooperative agreements with the proper authorities of county, state or federal governments, or other municipalities, for mutual assistance within the area of an existing or threatened emergency;
- c. To order the evacuation of persons from all or any part of the city and to close any buildings or areas within the city;
- d. To re-establish the seat of the city's government at another place, provided that such place, if outside the city's territorial limits, shall be at the place nearest thereto which is suitable and practical.

(As Amended 5-8-01)

**Sec. 2.16. When emergency powers of mayor to terminate.**

The emergency powers herein provided shall be exercised only to the extent made necessary by the nature of the emergency and during the continuation of the Declaration of Local Disaster. The Declaration of Local Disaster shall terminate when so ordered by the Governor, mayor, or by the mayor pro tempore in the absence or disability of the mayor, or may be terminated by vote of a majority of the council.

(As Amended 5-8-01)

## ARTICLE III. ELECTIONS, INITIATIVE, REFERENDUM AND RECALL

### Sec. 3.01. Municipal elections.

(a) *Schedule.* The general municipal election shall be held annually on the ~~first~~ second Saturday in May or such other date as may be required by state or federal law. The ~~last Saturday in May or such other date as may be required by state or federal law is designated as the~~ runoff election date will be held in accordance with state election law. The city council shall be responsible to specify places for holding ~~such~~ all elections.

(b) *Special elections.* The city council may order a special election for ordinances, bond issues, charter amendments, recall or other purposes deemed appropriate. ~~The city council shall fix time and places for holding such special elections and provide all means for holding same.~~ Special elections must be held on a uniform election date in accordance with state election law.

(c) *Voter eligibility.* A certified list of voter registrants within the city, ~~as taken from the~~ shall be requested by the city secretary from ~~official list prepared by~~ the county tax assessor-collector, ~~shall be maintained current by the city secretary.~~ If for a purpose relating only to a city election or to candidates or issues involved in such election, any organization, group or person may request a list of qualified voters of the city. Permission to copy the current list shall be granted by the city secretary.

(d) *Conduct and regulation of elections.* All city elections shall be governed by the constitution of the State of Texas, general laws of the state, this charter, and ordinances of the city, in the order named. Municipal elections shall be conducted by the election officials appointed or approved by the city council. Sample ballots for the specific election shall be posted in the voting place(s) for purpose of voter orientation.

(Ord. No. 1988-10, 4-5-88; As Amended 5-1-93)

**State law references:** V.T.C.A. Election Code, Chap. 41, as amended, may be amended or may be disposed of in the future.

### Sec. 3.02. Filing for office.

(a) *Eligibility to file.* Each candidate for an elective city office shall meet the following qualifications: listed in Section 2.05 and shall not file for more than one office or position number per election. No employee of the city shall continue in such position after becoming a candidate for an elective office.

~~(1) Shall be a qualified voter of the city.~~

~~(2) Shall have resided for at least twelve (12) months preceding the election within the corporate limits of the city.~~

~~(3) No candidate may file for more than one office or position number per election.~~

~~(4) No employee of the city shall continue in such position after becoming a candidate for an elective office.~~

(b) *How to get on ballot.* Any qualified person may have his or her name placed on the official ballot as a candidate for mayor or council member at any election held for the purpose of electing a mayor or council member by filing with the mayor or city secretary at least forty-five (45) days prior to the date of election before 5:00 p.m., a sworn application as provided in V.T.C.A. Election Code, 141.031 as amended, may be amended or disposed of in the future.  
(As Amended 5-1-93)

**Cross references:** Qualifications of mayor and council members § 2.05.

**State law references:** Election Dates and Hours for Voting, V.T.C.A. Election Code, Chap. 41; Application for Home-Rule City Office, V.T.C.A. Chap. 143 as amended, may be amended or disposed of in the future.

### **Sec. 3.03. Official ballots.**

(a) *Names on ballot.* The names of all candidates for office shall be printed on the official ballots without party designation or symbol. If two (2) or more candidates have the same surname or surnames so similar as to be likely to cause confusion, their residence addresses shall be printed with their names on the ballot.

(b) *Order of listing.* The order on the ballot of the names of the candidates shall be determined in accordance with Texas state law.

(c) *Early voting ballots.* Procedures for voting by early voting ballot shall be consistent with the current edition of Texas election laws.

(d) *Ballots for ordinances and charter amendments.* An ordinance or charter amendment, to be voted on by the city, shall be presented for voting by ballot title. The ballot title of a measure may differ from its legal title and shall be a clear, concise statement, approved by majority of the whole city council, describing the substance of the measure without argument or prejudice. Below the ballot title shall appear the following question: "Shall the above described (ordinance) (amendment) be adopted?" Immediately below or to the left of such question shall appear, in the following order, the words "Yes" and "No" each with a square.

(e) *Write-in votes.* Procedures for write-in votes shall be consistent with current edition of Texas election laws.

(As Amended 5-1-93; As Amended 5-8-01)

**State law references:** Election Supplies, V.T.C.A. Election Code, Title 5, as amended, may be amended or disposed of in the future.

### **Sec. 3.04. Elections.**

(a) To be elected for the office of council member or mayor, the candidate must receive a majority vote of qualified voters who voted in the general election. If no candidate receives a majority vote, the two (2) candidates with the highest number of votes will participate in a runoff election.

(b) *Canvassing elections.* Returns of elections shall be accomplished according to state law.

(c) *Notification and taking office.* It shall be the duty of the city secretary to notify all persons elected. Those elected shall take office and enter upon their duties after qualifying by taking and subscribing to their oath of office at the second regular city council meeting after the election.

(Ord. No. 1988-10, 4-5-88; As Amended 5-1-93; As Amended 5-8-01; Ord. No. 2005-08, § 1, 6-21-05/9-10-05; Ord. No. 2005-15, Prop. No. 7, 9-20-05/9-10-05)

**State law references:** Conduct of Elections, V.T.C.A., Election Code Title 6, as amended, may be amended or disposed of in the future.

### **Sec. 3.05. Oath of office.**

Every officer of the city, whether elected or appointed, before entering upon the duties of office, shall take and subscribe to the appropriate oath or affirmation prescribed by the secretary of state of the State of Texas. The oath shall also contain a statement affirming that the officer will uphold and comply with the Charter of the City of Copperas Cove, Texas. Executed oaths of office to be filled and shall be kept in the office of the city secretary.

(As Amended 5-1-93)

**State law references:** Article 16, Section 1, of the Constitution of the State of Texas.

### **Sec. 3.06. Power of initiative.**

The voters of this city shall have the power to propose any ordinance, ~~repeal any ordinance,~~ or reject the same at the polls. An initiated ordinance may be submitted to the council by a petition signed by qualified voters of the city, equal in number to at least twenty-five (25) percent of the number of those voting at the last regular municipal election of the city, or

signed by ~~three~~ five hundred (~~5~~300) qualified voters, whichever is greater; ~~except in cases of recall which will require thirty-three (33) percent of the number voting at the last regular municipal election of the city, or signed by five hundred (500) voters, which ever is greater.~~  
(As Amended 5-1-93)

### **Sec. 3.07. Power of referendum.**

The voters of this city shall have the power to ~~approve or reject~~ repeal at the polls any ordinance enacted by the city council which is subject to the initiative process under this charter, except for bonds that have been legally awarded to a successful bidder or other legal obligations. The petition for referendum shall require the same number and qualification of signers as required by this charter for an initiative petition.  
(As Amended 5-1-93)

### **Sec. 3.08. Requirements of petition.**

Any five (5) qualified voters may begin initiative or referendum proceedings by filing with the city secretary an affidavit stating they constitute the petitioners committee and will be responsible for circulating the petition and filing it in proper form, stating their names and addresses, and setting out in full the proposed initiative ordinance or the ordinance sought to be considered. Petitions shall contain, or have attached to them, the full texts of the ordinance proposed or sought to be considered. The signatures to the initiative or referendum need not all be appended to one paper, but each signer shall sign his/her name in ink, ~~and~~ shall add his/her place of residence by street and number, shall include his/her date of birth or voter registration number, and shall state his/her county of residence. The circulators of each petition page shall make an affidavit that he/she, and he/she only, personally circulated that page of the petition, and that each signature is the genuine signature of the person as is written, and further, that no signatures shall have been placed there more than forty-five (45) days prior to the filing of such petition. Petitions shall be returned to the city secretary for filing within forty-five (45) days after ~~issuance of the appropriate blanks to the petitioners committee.~~ filing of the affidavit of petitioners committee.  
(As Amended 5-1-93)

### **Sec. 3.09. Filing, examination and certification of petition.**

Within ~~ten (10)~~ twenty (20) business days after an initiative, referendum or recall petition is filed, the city secretary shall determine whether such petition is signed by a sufficient number of qualified voters and has proper affidavit(s). After completing examination of the petition, the city secretary shall certify the results to the city council at its next regular meeting. If such petition is insufficient, the city secretary shall set forth in a certificate the particulars in which it is insufficient, and an additional ten (10) days shall be allowed in which to file an amendment or supplement which will correct the deficiency. No petition, once amended, may be amended again.

### **Sec. 3.10. Effect of certification of referendum petition.**

When a referendum petition or amended petition has been certified as sufficient by the city secretary, the ordinance specified in the petition shall not go into effect, or further action shall be suspended if it shall have gone into effect, until and unless it is approved by the voters.

### **Sec. 3.11. Council consideration and submission to voters.**

When the council receives a petition for initiative which has been certified by the city secretary to be sufficient, the council shall either enact the proposed ordinance within thirty (30) days, or after certification it shall submit the proposed ordinance shall be submitted to a vote of

the qualified voters of the city at a regular or special election to be held at the first uniform election date within ninety (90) days after the date of the certification to the council in accordance with state election law.

When the council receives a referendum petition certified by the city secretary to be sufficient, the council shall reconsider the referred ordinance within thirty (30) days; and if not repealed, it shall submit that ordinance to the qualified voters of the city at a regular or special election to be held at the first uniform election date not more than ninety (90) days after the date of the certification to the council in accordance with state election law.

### **Sec. 3.12. Ballot form and results of elections.**

The ballot used in voting upon an initiated or referred ordinance shall state the caption of the ordinance and below the caption shall set forth on separate lines the words: "For the Ordinance" "Against the Ordinance." Any number of ordinances may be voted upon at the same election in accordance with the provisions of this charter. An ordinance submitted, and receiving an affirmative majority of the votes cast, shall then become effective as an ordinance of the city. An ordinance so adopted may be repealed or amended at any time after the expiration of two (2) years by a majority vote of the entire city council. A referred ordinance which is not approved by a majority of the votes shall be deemed to be repealed.

### **Sec. 3.13. Power to recall.**

(a) *Power to recall.* The voters of ~~this city~~ the City of Copperas Cove shall have the power to recall any elected officer of this city ~~on grounds of incompetence, official misconduct, or malfeasance in office as defined herein.~~

~~(b) Definitions. In this section, the following words have the definitions assigned to them:~~

~~(1) Incompetence means: (1) gross ignorance of official duties; (2) gross carelessness in the discharge of official duties; of (3) inability or unfitness to promptly and properly discharge official duties because of a serious mental or physical defect that did not exist at the time of the officer's election. Such mental or physical defect must be certified as existing by a court of competent jurisdiction.~~

~~(2) Official misconduct means intentional unlawful behavior relating to official duties by an officer entrusted with the administration of justice or the execution of the law. The term includes an intentional or corrupt failure, refusal, or neglect of an officer to perform a duty imposed on the officer by law. To be recalled for official misconduct an officer must have been convicted of such official misconduct by a court of competent jurisdiction.~~

~~(3) Malfeasance means the unlawful performance of an act, which the officer has no right to perform. Therefore, the term shall be considered as the same as official misconduct and the same requirements for recall shall apply.~~

~~(4) Gross means flagrant or scandalous.~~

~~(d)~~ (b) *Requirements of a recall petition.*

(1) A petition for recall shall specifically state the grounds alleged for the removal of the officer in plain and intelligible language and must cite the time and place of the occurrence of each act alleged as a ground for removal with as much certainty as the nature of the case permits.

(2) The petition shall be signed by qualified voters of the city equal in number to ~~thirty-three percent (33%)~~ fifty-one percent (51%) of the number of those voting at the last regular municipal election of the city, or signed by ~~five hundred (500)~~ seven hundred fifty (750) qualified voters, whichever is greater. The petition shall be verified by the same number of signers, with the same qualifications, and in the same manner required in the charter for an initiative petition.

(e) *Ordering of an election.* If the petition is certified by the city secretary to be sufficient, the council shall order and hold, or cause to be held, on the next feasible date for such, an election as specified under state law, to determine whether such officer shall be recalled.

(d) *Limitation for removal.* An officer may not be removed for an act the officer committed before election to office.

(As Amended 5-1-93; As Amended 5-8-01)

### **Sec. 3.14. Results of recall election.**

If the majority of the votes cast at a recall election shall be for the removal from office of the elected officer named on the petition and ballot, his/her office shall immediately be declared vacant and shall be filled as vacancies in the city council are filled, as provided in this charter. An elected officer who has been so removed from office shall not be eligible to succeed himself/herself.

(As Amended 5-1-93)

### **Sec. 3.15. Limitation on recall.**

No petition shall be filed against an elected officer within ~~six (6) months~~ 180 days after he/she has taken office. A recall election need not be ordered by the council if the term of office of the elected officer against whom a petition is filed is to expire within ~~ninety (90)~~ 180 days after the petition is filed with the city secretary. An elected officer previously the subject of a recall election, shall not be listed on a recall petition within 365 days of the previous recall election.

(As Amended 5-1-93)

### **Sec. 3.16. Public hearing.**

The officer whose removal is sought may, within five (5) days after such recall petition has been presented to the council, request that a public hearing be held to permit him/her to present facts pertinent to the charges specified in the recall petition. In this event, the council shall order such public hearing to be held, not less than five (5) days nor more than fifteen (15) days after receiving such requests for a public hearing.

(As Amended 5-1-93)

### **Sec. 3.17. Ballots in recall election.**

Ballots used at recall elections shall conform to the following requirements: (1) With respect to each person whose removal is sought, the question shall be submitted "Shall (name of person) be removed from the office of (mayor) (council member) by recall?" (2) immediately below the question, there shall be printed the two (2) following propositions, one above the other, in the order indicated: "For the recall of (name of person)." "Against the recall of (name of person)".

### **Sec. 3.18. Failure of council to call a recall election.**

When all the requirements of this charter shall have been met and the council shall fail or refuse to receive the recall petition, or order such recall election, or discharge other duties imposed upon the council by the provisions of the charter with reference to such recall, then it shall be the duty of the district judge of Coryell County, Texas, upon proper application being made, to order such election and to enforce the carrying into effect of the provisions of the article of the charter.

## ARTICLE IV. ADMINISTRATIVE SERVICES

### Sec. 4.01. City manager.

(a) *Appointment and qualifications.*

(1) The council shall appoint a city manager, who shall be the chief administrative and executive officer of the city. He/she shall be chosen solely on the basis of his/her executive and administrative training, experience and ability. He/she need not be a resident of the city when appointed; however, during his/her tenure of office he/she shall reside in the city.

(2) No mayor or council member shall receive such appointment during the term for which he/she shall have been elected or within one (1) year after the expiration of his/her term.

(b) *Term and salary.* The city manager shall serve at the discretion of the city council and shall receive such salary as may be fixed by the council.

(c) *Powers and duties.* The city manager shall be responsible to the council for the administration of all the affairs of the city. The powers and duties conferred upon the city manager shall include, but shall not be limited by the following:

(1) He/she shall see that all laws, provisions of this charter, and acts of the city council, subject to enforcement by him/her, or by officers subject to his/her direction and supervision, are faithfully executed.

(2) Appoint, suspend or remove any employee of the city, including department heads, not appointed by council.

(3) Attend all meetings of the council.

(4) Prepare the annual budget and submit it to the council and be responsible for its administration after its adoption.

(5) Prepare and submit to council at the end of the fiscal year a complete report on the finances and administrative activities of the city for the preceding year.

(6) Keep the council advised of the financial condition and future needs of the city and make such recommendations as may seem necessary.

(7) Perform such other duties as may be prescribed by this charter or required of him/her by the council.

(8) Manage, as administrative head, all employees of the city. However, the city manager may not lower, change or alter in any manner the salary and/or the compensation package of personnel directly responsible to the city council.

(9) Reserved.

(10) The city council, including the mayor, shall evaluate the city manager annually in accordance with the city's personnel policies manual, and each council member shall sign the evaluation.

(Amended 4-2-83; Amended 5-1-93; As Amended 5-3-97; As Amended 5-8-01; Ord. No. 2003-03, § 1, 2-4-03/5-3-03; Ord. No. 2003-09, §§ 1--3, 5-6-03/5-3-03)

**State law references:** Municipal Form of Government V.T.C.A., Local Government Code, Sec. 25.029 as amended, may be amended or disposed of in the future.

### Sec. 4.02. ~~Appointment of city manager.~~ Reserved.

~~The city council shall appoint a city manager who shall have the powers and will perform the duties as provided in this charter. No mayor or council member shall receive such appointment during the term for which he/she shall have been elected or within one (1) year after the expiration of his/her term.~~

~~(Amended 4-2-83; As Amended 5-1-93)~~

**Sec. 4.03. Acting city manager.**

The city manager within sixty (60) days after taking office, shall designate by letter filed with the city secretary, a qualified administrative officer of the city to perform the duties of the city manager in his/her absence or disability. Such designation shall be approved by council.  
(As Amended 5-1-93; As Amended 5-8-01)

**Sec. 4.04. Department heads.**

The head of each department, except those specifically mentioned in this charter, shall be appointed by, responsible to, and removed by the city manager, and shall be directly responsible for the administration of his or her department. The city manager shall determine the salary of the head of each department under his or her supervision.

No department or office established by this charter shall be discontinued by the city council, and no duties of any such departments shall be transferred therefrom or added thereto.  
(As Amended 5-1-93; As Amended 5-8-01)

**Sec. 4.05. Participation of city manager and other department heads in meetings.**

The city manager shall have the right to ~~take part~~ participate in the discussion of all matters coming before the council. Other department heads shall take part in all discussions of the council relating their respective offices, departments or agencies, subject to the provisions of the Open Meetings Act.  
(As Amended 5-8-01)

**Sec. 4.06. Reserved.**

**Editor's note:** Res. No. 2001-15, adopted May 8, 2001, repealed § 4.06 in its entirety. Formerly, § 4.06 pertained to the city grants administrator and derived from original codification.

## ARTICLE V. LEGAL DEPARTMENTS AND MUNICIPAL COURT

### Sec. 5.01. City attorney.

The city council shall appoint a competent attorney, licensed by the State of Texas, who shall be its "city attorney". The city attorney shall serve at the discretion of the city council. The city attorney shall designate assistant(s) city attorney and submit the name(s) to the city council for concurrence, if the council appropriates sufficient funds for that position. The city attorney shall receive for his/her services such compensation as may be fixed by the council. The city attorney shall appear, in any court, on behalf of the city.

The city attorney shall represent the city in all litigation. He/she shall be the legal advisor, counsel for the city, and counsel for the departments of the city.

The city attorney shall review any and all ordinances considered suspect for change or deletion and cause said ordinance to be brought before the city council with his/her recommendations. The city council and the mayor shall evaluate the city attorney annually, and each council member and the mayor shall sign the evaluation.

(Amended 5-1-93; As Amended 5-3-97; Ord. No. 2003-03, § 1, 2-4-03/5-3-03)

### Sec. 5.02. Municipal court.

There shall be a court for the trial of misdemeanor offenses known as the "Municipal Court of Copperas Cove, Texas," with such powers and duties as are given and prescribed by laws of the State of Texas and this charter.

The municipal court shall be presided over by a magistrate, who shall be known as "the judge of the municipal court."

The court shall be served by a clerk, to be known as the "municipal court clerk", who shall be a city employee.

All fines imposed by the municipal court, or by any court in cases appealed from judgments of the municipal court, shall be paid into the city treasury for the use and benefit of the city. The municipal judge will review with the city attorney all ordinances that are suspected for or need review by the city council for updating or deletion as a city ordinance.

(As Amended 5-1-93)

**State law references:** Municipal Courts, V.T.C.A., Government Code, Chap. 29 as amended, may be amended or disposed of in the future.

### Sec. 5.03. Municipal judge.

There shall be a magistrate of the municipal court known as the "judge of the municipal court", appointed by the city council for a period of two years, or until resignation, or replacement by the city council for cause, whichever shall occur earlier. He/she shall receive such compensation as may be fixed by the city council.

The city council and the mayor shall evaluate the municipal judge annually, and each council member and the mayor shall sign the evaluation.

Further, the city council may appoint an associate municipal judge to serve in the absence of the municipal judge. The associate judge shall serve at the discretion of the city council, who shall fix his/her compensation.

(Amended 4-2-83; Amended 5-1-93; As Amended 5-3-97; Ord. No. 2003-03, § 1, 2-4-03/5-3-03; Ord. No. 2003-09, §§ 1--3, 5-6-03/5-3-03)

**State law references:** Municipal Courts, V.T.C.A., Government Code, Chap. 29 and Art XI, Sec. 11, Texas Constitution as they are amended, may be amended or disposed of in the future.

## **ARTICLE VI. THE BUDGET**

### **Sec. 6.01. Fiscal year.**

The fiscal year of the City of Copperas Cove shall begin the first day of October and shall end on the last day of September of each calendar year. Such fiscal year shall also constitute the budget and accounting year.

### **Sec. 6.02. Preparation and submission of proposed budget.**

The city manager, between ninety (90) and sixty (60) days prior to the beginning of each fiscal year, shall submit to the city council a proposed budget, which shall provide a complete financial plan for the fiscal year and shall contain the following:

- (a) A budget message, explanatory of the budget, shall contain an outline of the proposed financial policies of the city for the fiscal year, shall set forth the reasons for salient changes from the previous fiscal year in expenditures and revenue items, and shall explain any major changes in financial policy.
  - (b) A consolidated statement of receipts and expenditures of all funds.
  - (c) An analysis of property valuations.
  - (d) An analysis of the tax rate.
  - (e) Tax levies and tax collections by year for at least five (5) years or, if records for five (5) years are not available, for as many years as are available.
  - (f) General fund resources in detail.
  - (g) Summary of proposed expenditures by function, department, and activity.
  - (h) Summary of proposed expenditures by character and subject.
  - (i) Detailed estimates of expenditures shown separately for each activity to support the summaries numbers (g) and (h) above. Such estimates of expenditures are to include an itemization of positions showing the number of persons having each title and the rate of pay.
  - (j) A revenue and expense statement for all types of bonds.
  - (k) A description of all bond issues outstanding, showing rates of interest, date of issue, maturity date, amount and authorized amount issued, and amount outstanding.
  - (l) A schedule of requirements for the principal and interest of each issue of bonds.
  - (m) A special funds section.
  - (n) The appropriation ordinance.
  - (o) The tax levying ordinance.
  - (p) A capital program, which may be revised and extended each year to indicate capital improvements pending or in process of construction or acquisition and shall include the following items:
    - (1) A summary of proposed programs.
    - (2) A list of all capital improvements which are proposed to be undertaken during the next five (5) fiscal years, with appropriate supporting information as to the necessity for such improvements.
    - (3) Cost estimates, method of financing and recommended time schedules for each such improvement.
    - (4) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.
- (As Amended 5-1-93)

### **Sec. 6.03. Anticipated revenue compared with other years in budget.**

The city manager shall, in the preparation of the budget, place in parallel columns opposite all items of revenue the actual amount of each item for the last completed fiscal year,

the estimated amount for the current fiscal year, and the proposed amount for the ensuing fiscal year.

**Sec. 6.04. Proposed expenditures compared with other years.**

The city manager, in the preparation of the budget, shall place in parallel columns opposite all items of expenditures, the actual amount of such items of expenditures for the last completed fiscal year, the estimated amount for the current fiscal year, and the proposed amount for the ensuing fiscal year.

(As Amended 5-1-93)

**Sec. 6.05. Proposed budget: A public record.**

The proposed budget and all supporting schedules shall be filed with the city secretary when submitted to the council and shall be a public record for inspection by anyone.

(As Amended 5-1-93)

**Sec. 6.06. Notice of public hearing on proposed budget.**

At the meeting of the council at which the proposed budget is submitted, the council shall fix the time and place of a public hearing on the budget and shall cause to be published in a local newspaper a notice of the hearing, setting forth the time and place thereof at least five (5) days before the date of hearing.

(As Amended 5-1-93)

**Sec. 6.07. Public hearing on proposed budget.**

At the time and place set forth in the notice required by Section 6.06, the council shall hold a public hearing on the proposed budget submitted, and all interested persons shall be given an opportunity to be heard, for or against any item or the amount of any item therein contained.

(As Amended 5-1-93)

**Sec. 6.08. Public hearing amending or supplementing proposed budget.**

After the conclusion of such public hearing, the council may insert new items or may increase or decrease the items of the proposed budget, except items in proposed expenditures fixed by law. Before inserting any additional item or increasing any item of appropriation, it must cause to be published a notice setting forth the nature of the proposed changes and fixing a place and time, not less than five (5) days after publication, at which the council will hold a public hearing thereon.

After such further hearing, the council may insert the additional item or items and make the increase or increases to the amount in each case indicated by the published notice, or to a lesser amount; but where it shall increase the total proposed expenditures, it shall also provide for an increase in the total anticipated revenue to at least equal such total proposed expenditures.

(As Amended 5-1-93)

**Sec. 6.09. Vote required for adoption.**

The budget shall be adopted by a majority vote of the council.

(As Amended 4-2-83)

**Sec. 6.10. Date of final adoption.**

The budget shall be finally adopted not later than the ~~fifteenth (15<sup>th</sup>)~~ thirtieth (30<sup>th</sup>) of September. If the council fails to adopt the budget by the ~~fifteenth (15<sup>th</sup>)~~ thirtieth (30<sup>th</sup>) day of September, the amounts appropriated for the current fiscal year shall be deemed adopted for the ensuing fiscal year on a month-to-month basis with all items in it pro-rated accordingly, until such time as the council adopts a budget for the ensuing fiscal year. The levy of property tax ~~normally approved as a part of the budget adoption will be set to equal the total current fiscal year tax receipts~~ will be set based on the State Law provisions governing property tax levy and the adoption requirements for said levy.

(As Amended 5-1-93)

#### **Sec. 6.11. Effective date and distribution of budget.**

Upon final adoption, the budget shall be in effect for the ensuing fiscal year. A copy of the budget, as finally adopted, shall be filed with the city secretary, the county clerk of Coryell County, the county clerk of Lampasas County, and as required by state law. The final budget shall be printed, ~~mimeographed~~ or otherwise reproduced, and a reasonable number of copies shall be made available for the use of all offices, departments and agencies, and for the use of interested persons and civic organizations and placed on file with the city secretary, municipal library, and on the city's website.

(As Amended 5-1-93)

#### **Sec. 6.12. Budget establishes appropriations.**

From the effective date of the budget, all amounts stated therein as proposed expenditures shall be and become appropriated to all objects and purposes therein named.

#### **Sec. 6.13. Amount to be raised by property tax.**

From the effective date of the budget, the amount stated therein as the amount to be raised by property tax shall constitute a determination of the amount of the levy for the purposes of the city in the corresponding tax year.

#### **Sec. 6.14. Contingent appropriations.**

Provision shall be made in the annual budget and in the appropriation ordinance for a contingent appropriation, in an amount not more than fifteen (15) per centum of the total general fund expenditure, to be used in case of unforeseen items of expenditures. Such contingent appropriation shall be under the control of the city manager and distributed by him/her after approval by the city council. A detailed account of such expenditures shall be recorded and reported. The proceeds of the contingent appropriation shall be disbursed only by transfer to other departmental appropriations, the spending of which shall be charged to the departments or activities for which the appropriations were made.

(Amended 4-2-83; As Amended 5-1-93)

#### **Sec. 6.15. Estimated expenditures shall not exceed estimated resources.**

The total estimated expenditures of the general fund and debit services fund shall not exceed the total estimated resources of each fund (projected income plus cash on hand). The classification of revenue and expenditure accounts shall conform as nearly as local conditions will permit to the uniform classification as promulgated by the National Committee on Municipal Accounting, or some other nationally accepted classification.

#### **Sec. 6.16. Amending the budget.**

(a) *Program/budget action conference.* Within fifteen (15) days after the end of the second quarter of the fiscal year the council will hold a program/budget action conference with the city

manager to determine the fiscal condition of the city at that time and to determine if the current budget for that fiscal year should be amended in any manner.

(b) *Budget amendments.*

(1) If, at any time, the council desires to amend the budget it will call for a public hearing and cause to be published, in local newspapers of general circulation in the city, at least five (5) days prior to such public hearing a description of the proposed amendments.

(2) After the public hearing mentioned above, the city council may adopt, modify and adopt, or decline to adopt the proposed amendments.

(3) In those cases where the council desires to move funds or make appropriations from reserve accounts, two (2) public hearings, held a minimum of five (5) days apart, must be held prior to such action being taken.

(4) In those cases where state law requires that a state of grave public necessity be declared prior to amending the budget, the actual fact of the grave public necessity may be established by an unanimous vote of the council or by the certification in writing by not less than one hundred fifty (150) resident qualified voters. If a grave public necessity is established as herein required, then the budget may be amended by customary council action.

(5) Transfers of appropriations authorized in Sec. 8.02 are budget actions that do not require the amendment procedures required elsewhere in this article.

(As Amended 5-1-93)

**State law references:** Municipal Budget, V.T.C.A., Local Government Code, Chap. 102 as amended, may be amended or disposed of in the future.

## **ARTICLE VII. ISSUANCE AND SALE OF BONDS**

### **Sec. 7.01. Power to borrow.**

The City of Copperas Cove shall have the right and power to issue its general obligation bonds on the full faith and credit of the city, payable from ad valorem taxes not to exceed the maximum rate permitted by the Texas constitution, for the purpose of providing permanent public improvements or for any other public purpose. The city shall also have the right and power to issue its revenue bonds payable from the revenues of any municipally owned utility or utilities, and may secure such revenue bonds by a mortgage or deed of trust on the physical properties of such utility or utilities. The city shall also have the right and power to issue interest bearing time warrants pursuant to Article 2368a., Vernon's Annotated Civil Statutes as amended, may be amended or disposed of in the future and interest bearing certificates of obligation pursuant to Acquisition, Sale or Lease of Property, V.T.C.A., Local Government Code, Chap. 271, Subchapter C, as amended, may be amended or disposed of in the future.  
(As Amended 5-1-93)

**State law references:** Street improvements and assessments, V.T.C.S. art. 1105b as amended, may be amended or disposed of in the future.

### **Sec. 7.02. Issuance of bonds, time warrants, and certificates of obligation.**

All bonds, warrants, and certificates of obligation of the City of Copperas Cove shall be issued pursuant to the procedures and requirements established by the Constitution and general laws of the State of Texas. All tax bond issues must be presented to the voters for referendum.

(As Amended 5-1-93)

**State law references:** Texas Constitution, Art. 11, Sec. 5 and V.T.C.A., Local Government Code, Sec. 402.041 et seq., as amended, may be amended or disposed of in the future.

## ARTICLE VIII. FINANCE ADMINISTRATION

### Sec. 8.01. Director of finance.

(a) *Appointment.* The council may set up a department of finance, the head of which shall be the director of finance, who shall be appointed by the city manager.

(b) *Qualifications.* The director of finance shall have the proper knowledge of municipal accounting and sufficient experience in budgeting and financial control to properly perform the duties of the office.

(c) *Power and duties.* Under the direction of the city manager, the director of finance shall have charge of the administration of the financial affairs of the city, and to that end he/she shall have the authority and shall be required to:

(1) Supervise and be responsible for the disbursement of all monies and have control over all expenditures to ensure that budget appropriations as established or changed by the city council are not exceeded.

(2) Maintain a general accounting system for the city government each of its offices, departments, and agencies; keep books for and exercise financial budgetary control over each office, department and agency; keep separate accounts for the items of appropriation contained in the city budget, each of which accounts shall show the amount of the appropriation, the amounts paid therefrom, the unpaid obligations against it and the unencumbered balance; require reports of receipts and disbursements from each receiving and spending agency of the city government to be made daily or at such intervals as may be deemed expedient.

(3) Submit to the council through the city manager a monthly statement of all receipts and disbursements in sufficient detail to show the exact financial condition of the city.

(4) Prepare, as of the end of each fiscal year, a complete financial statement and report.

(5) Collect license fees and other revenues of the city, or for whose collection the city is responsible, and receive all money receivable by the city from state or federal government, or from any court, or from any office, department or agency of this city.

(6) Have custody of all public funds belonging to or under the control of the city of any office, department or agency of the city government, and deposit all funds coming into his/her hands in such depository or depositories as may be designated by the city council, subject to the requirements of law in force at the time as to the furnishing of bond or the deposit of securities and the payment of interest on deposits. All such interests shall be the property of the city and shall be accounted for and credited to the proper account.

(7) Have custody of all investments and invested funds of the city government, or in possession of such government in a fiduciary capacity, and have the safekeeping of all bonds and notes of the city and the receipt and delivery of city bonds and notes for transfer, registration or exchange.

(8) Supervise and be responsible for the purchase, storage and distribution of all supplies, materials, equipment and other articles used by any office, department or agency of the city government.

(9) Approve all proposed expenditures; provided that there is an unencumbered balance of appropriated and available funds.

(10) Supervise and be responsible for the sale or disposal of surplus or obsolete supplies, materials and equipment belonging to the city.

(d) *Acting.* In the absence of a director of finance, the city manager will serve in the capacity of director of finance.

(As Amended 5-1-93)

### Sec. 8.02. Transfers of appropriations.

The director of finance may at any time transfer any unencumbered appropriation balance or portion thereof between general classifications of expenditures within an office, department or agency (restrictions in Sec. 4.01(c)(8) apply). At the request of the city manager and within the last three (3) months of the fiscal year, the council may by resolution transfer any unencumbered appropriation balance or portion thereof from one office, department or agency to another.

(As Amended 5-1-93)

### **Sec. 8.03. Accounting supervision and control.**

The ~~director of finance~~city manager shall have power and shall be required to:

- (a) Prescribe the forms of receipts, vouchers, bills or claims to be used by all the offices, departments or agencies of the city government.
- (b) Examine and sign all contracts, orders and other documents by which the city government incurs financial obligations, having previously ascertained that monies have been appropriated and allotted and will be available when the obligations shall become due and payable.
- (c) Audit and approve, before payment, all bills, invoices, payrolls, and other evidence of claims, demands or charges against the city government and with the advice of the city attorney determine the regularity, legality and correctness of such claims, demands or charges.
- (d) Inspect and audit any accounts or records of financial transactions which may be maintained in any office, department or agency of the city government apart from or subsidiary to the accounts kept in his/her office.

(As Amended 5-1-93)

### **Sec. 8.04. Lapse of appropriations.**

All appropriations shall lapse at the end of the fiscal year to the extent that they shall not have been expended or lawfully encumbered. The finance director shall transfer such lapsed appropriations to the reserve account of the fund to which the lapsed appropriation belongs.

(As Amended 5-1-93)

### **Sec. 8.05. Fees shall be paid to city.**

All fees received by any officer or employee shall belong to the city government and shall be paid to the department of finance at such times as required by the director of finance.

### **Sec. 8.06. Sale of city property.**

Any sale, gift, or contract for the sale of any real property belonging to the City, either in form of land, real estate or other real properties, shall be in accordance with the Texas Constitution, Texas Local Government Code, Chapters 253 and 263, and the acts amendatory thereof and supplementary thereto, now or hereafter enacted, and all other applicable State law. Personal property shall be disposed of according to ordinance.

(Amended 5-1-93; As Amended 5-3-97; Ord. No. 2003-03, § 1, 2-4-03/5-3-03; Ord. No. 2003-09, §§ 1--3, 5-6-03/5-3-03)

### **Sec. 8.07. Purchase procedure.**

The Director of Finance shall have authority to make expenditures from one or more municipal funds without the approval of the City Council for all budgeted items up to that amount which, under State law, triggers the competitive bid-procurement process. All contracts or purchases requiring expenditures from one or more municipal funds in the amount involving more than the dollar amount which, according to Section 252.021 of the Local Government Code, or any successor statute thereto triggers the competitive bidding process, shall be let in compliance with the procedures prescribed by Chapter 252 of the Local Government Code and

the acts amendatory and supplementary thereto, now or hereafter enacted, for competitive sealed bidding or competitive sealed proposals.

(Amended 5-1-93; As Amended 5-3-97; As Amended 5-8-01)

#### **Sec. 8.08. Contract for improvements.**

Any city contract requiring an expenditure by, or imposing an obligation or liability on the city shall be made in accordance with the requirements of the Constitution and statutes of the State of Texas. These contracts shall include, but are not limited to, contracts for the construction of public works or the purchase of materials, equipment, supplies, or machinery. If changes in plans or specifications are necessary after the performance of the contract is begun or it is necessary to decrease or increase the quantity of work to be performed or of materials, equipment, or supplies to be furnished, the changes shall be made in accordance with the requirements of the Constitution and statutes of the State of Texas. If contracts executed pursuant to Section 252 of the Local Government Code, require a change order involving a decrease or an increase equal to or less than the amount provided in Section 252.048(c) of the Texas Local Government Code and the acts amendatory thereof and supplementary thereto, the city manager may approve the change order.

(Amended 5-1-93; As Amended 5-3-97; As Amended 5-8-01)

**State law references:** Acquisition, Sale or Lease of Property, V.T.C.A., Local Government Code, Chapters 251, 252, and 253 as amended, may be amended or disposed of in the future.

#### **Sec. 8.09. Disbursement of funds.**

All checks, vouchers or warrants for the withdrawal of money from the city depository shall be signed by the director of finance, or his/her deputy, and countersigned by the city manager. In the event the city manager is the director of finance, all checks signed by him/her shall be countersigned by the ~~city secretary~~ assistant director of finance.

(As Amended 5-1-93)

#### **Sec. 8.10. Accounting control of purchases.**

All purchases made shall be pursuant to a written requisition from the head of the office, department or agency whose appropriation will be charged, and no contract or order shall be issued to any seller unless and until the director of finance certifies that there is to the credit of such office, department or agency a sufficient unencumbered balance to pay for the supplies, materials, equipment or contractual services for which the contract or order is to be issued.

#### **Sec. 8.11. Borrowing in anticipation of property taxes.**

For the purpose of temporary borrowing, the city council shall have the power by ordinance to raise money on the credit of the city by the issuance of warrants and notes in anticipation of the collection of taxes and of special assessments.

#### **Sec. 8.12. Sale of notes: Report of sale.**

All notes issued pursuant to this article may be sold at not less than face value and accrued interest at private sale by the director of finance without previous advertisement, but such sale shall be authorized by Council. Issuance of notes pursuant to this section is specifically exempt from the provisions of section 8.07.

(As Amended 5-8-01)

#### **Sec. 8.13. Surety bonds.**

The directors of all administrative departments whose duties include the handling of monies and all employees whose duties include the handling of monies belonging to the City of

Copperas Cove shall, before entering upon the duties of this office or employment, be bonded with a responsible surety company acceptable to the city council for such amount as the council may prescribe, the premium of which bond shall be paid by the city; and the city council may also require any such surety bond to be further conditioned that the principal thereon will faithfully perform and/or discharge the duties of his/her office, and if there are provisions of state law bearing upon the functions of his/her office under which the execution of a surety bond is required, it shall be further conditioned to comply therewith.

(As Amended 5-1-93)

## ARTICLE IX. TAX ADMINISTRATION

### Sec. 9.01. Power to tax.

The city shall have all the same powers of taxation granted by the constitution and the general laws of the State of Texas governing cities with a population in excess of five thousand (5,000) inhabitants and by virtue of this charter shall have the power to:

~~(a) Regulate the manner and mode of making out tax lists, inventories and appraisements of property therein; to regulate how, when and where property shall be rendered; to adopt such measures as may be deemed advisable to secure the assessment of all property within the city limits and to assess and collect taxes thereon; to do all things necessary or proper to render effectual the collection of monies by taxation; and to prescribe the oath that shall be administered to each person rendering property for taxation.~~

(b~~a~~) Authorize the granting and issuance of licenses and direct the manner of issuing and registering the same and fix the fees therefor; but no license shall be issued for a longer period than one (1) year and shall not be assignable except by permission of the governing authority of the city; and may adopt such measures as may be deemed necessary to enforce the registration requirements;

(c~~b~~) Assessing the penalty and interest rate and the method of determining the amount of collector's cost to be charged to delinquent tax accounts;

~~(d) Create a board of equalization comprised of selected persons other than those elected city officials or city employees, whose duties shall be to equalize the values of all property rendered for taxation in the city; prescribe the qualifications, compensation and number necessary to constitute said board, and enact all ordinances necessary to regulate and control the equalization of values by such board.~~

~~It is further provided that n~~No irregularities in the time or manner of making or returning the city assessment rolls or the approval of such rolls shall invalidate any assessment.

(Ord. No. 1988-10, 4-5-88; As Amended 5-1-93)

**State law references:** Power to Tax, Texas Constitution Art. VIII. as amended or may be amended in the future.

## **ARTICLE X. FRANCHISES AND PUBLIC UTILITIES**

### **Sec. 10.01. Powers of the city.**

The city shall have the power to buy, construct, lease, maintain, operate and regulate public utilities and to manufacture, distribute and sell the output of such utility operations. In addition, the city shall have additional powers as granted by the constitution and the laws of the State of Texas. The city shall not provide any utility services outside the city limits except by a written contract with the prospective customer requesting such services.

(As Amended 5-1-93)

**State law references:** Utility Regulatory Act, V.T.C.S. Art. 1446c as amended, may be amended or disposed of in the future.

### **Sec. 10.02. Power to grant franchise.**

The council shall have the power, by ordinance, to grant, renew, extend and amend by mutual agreement, all franchises of all public utilities operating within the city. No franchise shall be granted, renewed or extended for an indeterminate period or for a term of more than twenty (20) years.

### **Sec. 10.03. Ordinance granting franchise.**

Each ordinance granting, renewing, extending or amending a public utility franchise shall be read at a public hearing during two (2) separate regular meetings of the council and shall not be acted upon until the second and final reading. Within seven (7) days following the first reading the ordinance shall be published once, as allowed by law. The prospective franchise holder shall be responsible for the expense of publication. No ordinance shall take effect until thirty (30) days after passage.

(As Amended 5-8-01)

### **Sec. 10.04. Grant not to be exclusive.**

No grant to construct, maintain or operate a public utility and no renewal or extension of such grant shall be exclusive.

### **Sec. 10.05. Transfer of franchise.**

No public utility franchise shall be transferable except by city ordinance. The term "transferable," as used in this article, shall not be interpreted in such a manner as to prevent the franchise holder from pledging the franchise as security for a valid debt or mortgage.

### **Sec. 10.06. Franchise value not to be allowed.**

No value shall be assigned to any franchisee granted by the city in:

- (a) Fixing reasonable rates and charges for utility services within the city.
- (b) Determining the just compensation to be paid by the city for public utility property which it may acquire.

(As Amended 5-1-93)

### **Sec. 10.07. Right of regulation.**

Each grant, renewal, extension and amendment of public utility franchises shall be subjected to the right of the city, and the city shall have the power in accordance with state law:

- (a) To forfeit any franchise, by ordinance, at any time if the holder fails to comply with the terms of the franchise. This power shall be exercised only after notice and hearing, and the franchise holder has had an opportunity to correct the default.

- (b) To, ~~in accordance with state law,~~ require expansion, extension and maintenance of plants and facilities as necessary to provide adequate service to the public at the highest reasonable standard of efficiency.
  - (c) To establish reasonable standards of service and quality of products and prevent discrimination in service or rates.
  - (d) To impose regulations to insure safe, efficient and continuous service to the public. The franchise holder, in opening and refilling of all openings and in the disturbance of property, shall do all work necessary to complete restoration to a condition as good as when disturbed.
  - (e) To examine and audit, at any time during regular businesses hours, the accounts and records of any public utility, providing such examination or audits is relevant to the city's right of regulation.
  - (f) To require compensation and rental permitted by the laws of the State of Texas.
  - (g) To require that each public utility maintain its accounts in accordance with the uniform systems of accounts prescribed by the National Association of Regulatory Commissioners, or the Federal Energy Regulatory Commission, or the Federal Communications Commission, or the Railroad Commission of Texas or their successor, as applicable. If the maintenance of accounts for any public utility is not prescribed by any federal or State of Texas agency, then the city shall prescribe the form of accounts.
  - (h) To establish specifications for materials and construction for public utilities used within or beyond the limits of the city.
  - (i) To prescribe penalties for noncompliance of this provision of the article or ordinances pertaining to franchises and public utilities.
- (As Amended 5-8-01)

#### **Sec. 10.08. Regulation of rates.**

The council shall have the power, after notice and hearing, to regulate by ordinance the rates, charges and fares of every public utility franchise holder to that which the council is permitted to regulate under state and federal law. However, no such ordinance shall be passed as an emergency measure. Every franchise holder requesting an increase in rates, charges or fares shall have, at the hearing called to consider such request, the burden of presenting clear, competent and convincing evidence to substantiate the increase. The council shall have the power to employ expert advice and assistance in determining rates, charges and fares and an equitable profit to the public utility and the franchise holders requesting the increase shall pay the cost of such expert ~~advise~~ advice and assistance.

(Ord. No. 1988-10, 4-5-88; As Amended 5-1-93)

#### **Sec. 10.09. Submission of annual reports.**

Each franchise holder of a public utility operating in the city shall submit a sworn annual report to the city manager. The report will include receipts from the operation of the public utility for the current year, amount of expenditures to include the amounts for betterments or improvements, the rates, charges or fares for services rendered to the public and any other information that the council may require. The content, submission and inclusive dates of the report will be established by ordinance. The council shall review these reports at least once annually to determine if rates, charges or fares are right and proper.

#### **Sec. 10.10. Municipally owned utilities.**

An account will be maintained by the city manager for each public utility owned or operated. ~~by the city manager.~~ Each account will show the true and complete financial results of the city ownership and operation including assets and liabilities by classes, depreciation reserve, other reserves and surplus, revenues, operating expenses, depreciation, interest

payments, rental and disposition of annual income, capital cost of each city-owned utility, cost of and service rendered to any city department, and other information required by the council. Annually, a certified public accountant will prepare, and the council will cause to be published, a financial report for each public utility owned or operated by the city. Each report will contain the information specified in this section and such other information as required by the council. The council will establish, by ordinance, the submission and inclusive dates of each report.

**Sec. 10.11. Records.**

The city shall compile and maintain a public record of city-owned and operated public utilities, public utility franchises and related annual reports.

## **ARTICLE XI. GENERAL PROVISIONS**

### **Sec. 11.01. Publicity of records.**

All records of the city shall be open for inspection by any citizen or by any representative of a citizen's organization or the press during normal business hours subject only to the provisions and limitations of the Texas Public Information Act as now exists or hereafter amended.

(As Amended 5-1-93; As Amended 5-8-01)

**State law references:** Texas access to public information law, V.T.C.S. art. 6252-17 a.

### **Sec. 11.02. Conflict of interest.**

Any member of the city council, any city officer, any city employee or any city board or commission member who has a substantial financial interest, direct or indirect, in any firm, or by reason of ownership of stock in any corporation, or employment with any employer in any contract with the city or in the sale of any land, material, supplies or services to the city or to a contractor supplying the city shall make known that interest and shall refrain from voting upon or otherwise participating in his/her capacity as a city council member, city officer or city employee in the making of such sale or the making or performance of such contract. Any city council member, city officer or city employee who willfully conceals such substantial financial interest or willfully violates the requirements of this section shall be guilty of malfeasance in office or position and shall forfeit his/her office or position. Violation of this section with the knowledge expressed or implied of the person or corporation contracting with or making a sale to the city shall render the contract or sale voidable by the city manager or the city council.

(As Amended 5-1-93; As Amended 5-8-01)

### **Sec. 11.03. Gratuities.**

Officers or employees of the City of Copperas Cove shall not accept, directly or indirectly, any gift, favor, privilege or employment from any public utility corporation enjoying the grant of any franchise, privilege or easement from the city during the term of office of such officer or during such employment of such employee, except as may be authorized by law or ordinance; provided, however, that policemen and firemen in uniform or wearing their official badges may accept such free service where the same is permitted by ordinance. Any officer or employee of the city who shall violate the provisions of this section shall be guilty of a misdemeanor and may be punished by any fine that may be prescribed by ordinance for this offense and shall forthwith be removed from office.

### **Sec. 11.04. Equal employment opportunities.**

All employment vacancies in the city shall be filled in a manner prescribed and based upon provisions of the Equal Employment Opportunity Act. Persons employed by the city shall not be related within the second degree of affinity, or within the third degree consanguinity, to any elected officer or the city manager. This provision shall not affect officers or employees who are already employed by the city at the time any elected official related within the named degree takes office. Further, this provision shall not affect officers or employees who obtain such degrees of affinity or consanguinity described above due to his/her marriage after they have become officers or employees of the City.

(As Amended 5-8-01)

### **Sec. 11.05. Employee relations.**

Nothing in this charter shall limit the City of Copperas Cove from terminating employment at will. The City of Copperas Cove is an at will employer. The employment

relationship between the employee and the City can be terminated at any time and by either party. Therefore, nothing herein is intended, nor shall it be construed, to confer on or award to any employee of the City any property right in his or her employment with the City of Copperas Cove, Texas.

(As Amended 5-1-93)

#### **Sec. 11.06. Damage suits.**

Before the city shall be liable to damage claim or suit for personal injury, or damage to property, which does not constitute a taking or damaging of property under Article 1, section 17 of the constitution of Texas, the person who is injured or whose property is damaged, or someone in his behalf, shall give the city manager or the city secretary notice in writing, duly verified, within thirty (30) days after the occurring of the alleged injury or damage, stating specifically in such notice when, where and how the injury or damage was sustained, and setting forth the extent of the injury or damage as accurately as possible, and giving the names and addresses of all witnesses upon whose testimony such person is relying to establish the injury or damage.

No action at law for damages shall be brought against the city for personal injury or damage to property prior to the expiration of sixty (60) days after the notice herein described has been filed with the city manager or the city secretary. After the expiration of the sixty (60) days aforementioned, the complainant may then have two (2) years in which to bring action of law.

In case of injuries resulting in death, before the city shall be liable in damages therefor, the person or persons claiming such damages shall, within thirty (30) days after the death of the injured persons, give notice as above required in case of personal injury.

(As Amended 5-1-93)

**State law references:** Texas Tort Claims Act, V.T.C.A., Civil Practices And Remedies, Chap. 101 as amended, may be amended or disposed of in the future.

#### **Sec. 11.07. Power to settle claims.**

The city council, and only the city council, shall have the power to compromise and settle any and all claims and lawsuits of every kind and character in favor of or against the city, including suits by the city to recover delinquent taxes. The city council may utilize the services of a negotiator so long as the negotiator works within the direction and guidelines set by the city council and the city council makes the final decision on the part of the city in any such negotiations. However, the foregoing notwithstanding, in any case where an insurance carrier with whom the city is insured assumes liability for the case, the insurance carrier may make the final settlement decision so long as the city is released from all liability, fiscal and other. Further, the city council may delegate final decision authority for delinquent tax settlements to retained counsel.

(As Amended 5-1-93)

#### **Sec. 11.08. Service of process against the city.**

All legal process against the city shall be served upon the mayor or city secretary.

(As Amended 5-1-93)

**State law references:** V.T.C.A., Civil Practices and Remedies Code, Sec. 17.024 as amended, may be amended or disposed of in the future.

#### **Sec. 11.09. City not required to give security or execute bond.**

It shall not be necessary in any action, suit or proceeding in which the City of Copperas Cove is a party, for any bond, undertaking or security to be demanded, executed by or on behalf

of said city in any of the state courts, but in all such actions, suits, appeals or proceedings, same shall be conducted in the same manner as if such bond, undertaking or security had been given as required by law, and said city shall be just as liable as if security of bond had been duly executed.

**Sec. 11.10. Liens against city property.**

No lien of any kind shall ever exist against any property, real or personal, owned by the city except that the same be created by this charter.

**Sec. 11.11. Provisions relating to assignment, execution and garnishment.**

The property, real and personal, belonging to the city shall not be liable to be sold or appropriated under any writ of execution or cost bill. The funds belonging to the city, in the hands of any person, firm or corporation, shall not be liable to garnishment, attachment, or sequestration; nor shall the city be liable to garnishment on account of any debt it may owe or funds or property it may have on hand or owing to any person. Neither the city nor any of its officers or agents shall be required to answer any such writ or garnishment on any account whatever. The city shall not be obligated to recognize any assignment of wages or funds by its employees, agents or contractors.

**Sec. 11.12. Power to remit penalties.**

The city council shall have the right to remit in whole or in part any fine or penalty belonging to the city, which may be imposed under any ordinance or resolution passed in pursuance of this charter.

**Sec. 11.13. Churches and school property not exempt from special assessments.**

No property of any kind, church, school, or otherwise, in the City of Copperas Cove shall be exempt from any of the special taxes and assessments authorized by this charter for local improvements unless the exemption is required by state law.

**Sec. 11.14. Sale or lease of property other than public utilities or acquired by tax sale.**

Any real property owned by the City of Copperas Cove may be sold or leased by the city council when in its judgment such sale or lease will be for the best interests of the city; provided, however, a sale or a lease for more than five (5) years shall never become effective until thirty (30) days after passage of the ordinance or resolution affecting same. If, during such thirty (30) day period, a referendum petition is presented to the city secretary which in all respects conforms to the referendum provisions of Article II of this charter, and same is found sufficient, then the secretary shall certify the sufficiency of same to the city council, and an election shall be called submitting the question of whether or not the sale or lease shall be consummated. Provided, further, however, the provisions of this section shall not apply to public utilities nor to property purchased by the city at tax sales.

**Sec. 11.15. Effect of this charter on existing law.**

All ordinances, resolutions, rules and regulations now in force under the city government of Copperas Cove, and not in conflict with the provisions of this charter, shall remain in force under this charter until altered, amended or repealed by the council after this charter takes effect; and all rights of the City of Copperas Cove under existing franchises and contracts are preserved in full force and effect to the City of Copperas Cove. Upon adoption of this charter, it shall constitute the charter of the City of Copperas Cove.

### **Sec. 11.16. Continuance of contracts and succession of rights.**

All contracts entered into by the city or for its benefit, prior to the taking effect of this charter, shall continue in full force and effect. Public improvements for which legislative steps have been taken under laws or ordinances existing at the time this charter takes effect may be carried to completion in accordance with the provisions of such existing laws or ordinances. All suits, taxes, penalties, forfeitures and all other rights, claims and demands, which have accrued under the laws heretofore in force governing the City of Copperas Cove, shall belong to and be vested in and shall be prosecuted by and for the use and benefit of the corporation hereby created, and shall not in any way be diminished, effected or prejudiced by the adoption and taking effect of this charter.

### **Sec. 11.17. Construction and separability clause.**

The charter shall be liberally construed to carry out its intents and purposes. If any section or part of section of this charter shall be held invalid by a court of competent jurisdiction, such holding shall not affect the remainder of this charter nor the context in which such section or part of section may be inseparably connected in meaning and effect with the section or part of section to which such holding shall directly apply.

### **Sec. 11.18. Amending the charter.**

Amendments to this charter may be framed and submitted to the qualified electors of the city by a charter commission in the manner provided by law for framing and submitting a new charter.

Amendments may also be proposed and submitted by ordinance, passed by a majority vote of the full membership of the council, or by a petition signed by not less than twenty-five (25) per cent of the number of those who voted at the last regular municipal election, or signed by ~~one~~ ~~five~~ hundred ~~fifty~~ ~~(150)~~ ~~(500)~~ qualified voters, whichever is greater.

When a charter amendment petition shall have been filed with the council in conformity with the provisions of this charter as to petitions for initiated ordinances, the council shall forth with provide by ordinance for submitting such proposed amendment to a vote of the qualified electors. Any ordinance for submitting a charter amendment to the qualified electors shall provide that such amendment be submitted at the next regular municipal election if one shall occur not less than thirty (30) days nor more than ninety (90) days after the passage of the ordinance; otherwise it shall provide for the submission of the amendment at a special election ~~to be called and held within the time aforesaid.~~ held on a uniform election date in accordance with state law.

Notice of the election for the submission of said amendment or amendments shall be given by publication thereof, in some newspaper of general circulation in said city, on the same day in each of two (2) successive weeks; the date of the first publication to be not less than fourteen (14) days prior to the date set for said election. If a proposed amendment be approved by a majority of the qualified electors voting thereon, it shall become a part of the charter at the time fixed therein. Each amendment shall be confined to one subject; and when more than one amendment shall be submitted at the same time, they shall be so submitted as to enable the qualified electors to vote on each amendment separately.

### **Sec. 11.19. Effective date and interim government.**

This charter shall take effect from and after the date of its adoption, and the date of the special election held for the purpose of voting upon the acceptance or rejection of this charter shall be considered the date of adoption if said charter is accepted at such election. From and after the effective date of this charter and until the completion of the first election under this

charter and the qualification of the mayor and council members thereby elected, the present qualified and acting mayor and the five (5) council members shall constitute the city council of the City of Copperas Cove and the city secretary shall remain in office and continue to conduct the same until said new council is elected and qualified. During the interim period the present city council shall have and possess all of the powers provided by this charter.

**Sec. 11.20. Submission of the charter to electors.**

The charter commission in preparing this charter finds that it is impractical to segregate each subject so as to permit a vote of "yes" or "no" on the same, for the reason that the charter is so constructed that in order to enable it to work and function it is necessary that it should be adopted in its entirety. For these reasons the charter commission directs that the said charter be voted upon as a whole and that it shall be submitted to the qualified voters of the City of Copperas Cove at an election to be held on January 20, 1979. If a majority of the qualified voters voting in such election shall vote in favor of the adoption of this charter, it shall become the charter of the City of Copperas Cove, and after the returns have been canvassed, the same shall be declared adopted.

Not less than thirty (30) days prior to such election the city council shall cause the city clerk to mail a copy of this charter to each qualified voter of the City of Copperas Cove.

An official copy of the charter shall be filed with the records of the city, and the mayor shall, as soon as practicable, certify to the secretary of state an authenticated copy under the seal of the city, showing the approval by the qualified voters of such charter.

**Sec. 11.21. Rules of construction.**

As used in this charter, a word importing the masculine gender only shall extend to, and be applied to, females as well as males. A word importing the singular number shall include the plural, and a word importing the plural number shall include the singular.  
(As Amended 5-8-01)

## CHARTER COMPARATIVE TABLE\*

**\*Note:** Charter Amendment No. 1 of 5-1-93 amended the charter by correcting spelling, punctuation, grammatical errors; by correcting legal references; and by changing masculine pronouns to masculine/feminine or gender free forms.

This table shows the disposition of amendments made to the city's Home Rule Charter as compiled in this volume.

TABLE INSET:

Home Rule Charter Section	Disposition this Charter
1.01--1.15	1.01--1.15
2.01--2.12	2.01--2.12
3.01--3.18	3.01--3.18
4.01--4.06	4.01--4.06
5.01--5.03	5.01--5.03
6.01--6.16	6.01--6.16
7.01, 7.02	7.01, 7.02
8.01--8.13	8.01--8.13
9.01	9.01
10.01--10.11	10.01--10.11
11.01--11.20	11.01--11.20

TABLE INSET:

Date	Amendment Number	Disposition
4- 2-83	1	2.06
	2	2.12
	3	4.01(c)(8)
	4	4.02
	5	5.03
	6	6.09
	7	6.14
4- 5-88	2	3.01(a)

	3	3.04(a)
	6	9.01[1], [2]
	7	10.08
5- 1-93	1	See Note*
	2	1.03
	3	1.04
	4	1.05
	5	1.07
	6	1.16
	7	2.01
	8	2.02
	9--11	2.03
	12	2.05
	14, 15	2.07
	16	2.08
	17	2.10
	18	2.12
	19, 20	3.02
	21	3.03
	22	3.05
	23	3.06
	24--26	3.13
	27, 28	4.01
	29	4.04
	30	5.01
	31	5.02
	32	5.03
	33	6.02
	34	6.02, 6.05, 6.06, 6.07, 6.08
	35	6.11

	36	6.14
	37	6.16
	38	7.02
	39	8.02
	40	8.04
	41, 42	8.06
	43	8.09
	44	10.07
	45	11.02
	46	11.04
	47, 48	11.05
	49	11.07
	50	11.08
5- 3-97	1	1.04
	2	2.03
	3	2.05
	4	2.07
	5	2.08
	6	2.12
	7	4.01
	8	5.01
	9	5.03
	10	8.06
	11	8.07
	12	8.08
5- 8-01 (Res.)	1--3	1.04
	4	2.07
	5	2.08(c)
	6	2.06
	7	2.10

	8--11	2.13--2.16
4- 2-83	1	2.06
	12	3.03(d)
	13	3.04(b)
	14, 15	3.13
	16, 17	4.01
	18	4.03
	19, 20	4.04
	21	4.05
	22	4.06
	23	2.12
	24, 25	8.07, 8.08
	26	8.12
	27	10.03
	28	10.07
	29, 30	11.01, 11.02
	31	11.04
	32	11.22

TABLE INSET:

Ord. No.	Adoption Date	Election Date	Section	Charter Section
2003-03	2- 4-03	5- 3-03	1	Char., art. II, § 2.12
				Char., art. IV, § 4.01
				Char., art. V, §§ 5.01, 5.03
				Char., art. VIII, § 8.06
2003-09	5- 6-03	5- 3-03	1--3	Char., art. II, § 2.12
				Char., art. IV, § 4.01
				Char., art. V, §§ 5.01, 5.03
				Char., art. VIII, § 8.06
2005-08	6-21-05	9-10-05	1	Char., art. II, § 2.07

				Char., art. III, § 3.04
2005-15	9-20-05	9-10-05	2(Prop. 5)	Char., art. II, § 2.07
			(Prop. 7)	Char., art. III, § 3.04

# City of Copperas Cove

## City Council Agenda Item Report

January 15, 2008

### Agenda Item No. I-3

Contact – Jane Lees, CMC, City Secretary, 547-4221  
jlees@ci.copperas-cove.tx.us

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**SUBJECT: Consideration and action on approval of the recommendations made by the Charter Review Committee.**

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#### 1. BACKGROUND/HISTORY

The City of Copperas Cove City Charter was last amended at a Special Election on September 10, 2005. The Texas Constitution, Article 11 – Municipal Corporations, Section 5 – Cities of more than 5,000 population; adoption or amendment of charters; taxes; debt restrictions, states the following:

*Cities having more than five thousand (5,000) inhabitants may, by a majority vote of the qualified voters of said city, at an election held for that purpose, adopt or amend their charters. The adoption or amendment of charters is subject to such limitations as may be prescribed by the Legislature, and no charter or any ordinance passed under said charter shall contain any provision inconsistent with the Constitution of the State, or of the general laws enacted by the Legislature of this State. Furthermore, no city charter shall be altered, amended or repealed oftener than every two years.*

The City Council formed a Charter Review Committee on July 17, 2007. Seven citizens were appointed at that time as regular committee members and four citizens as alternate members. Council Members Frank D. Somera, Jr. and Mark E. Peterson were previously appointed to the Committee. In addition, the City Attorney and City Secretary served as the regular Staff members.

#### 2. FINDINGS/CURRENT ACTIVITY

The Charter Amendment Committee met nine times and reviewed the charter in its entirety. The recommended changes have been provided to you in the agenda packet. In addition, the Committee held two public meetings for citizen input on the recommended charter changes. As a result of the two public meetings, in its' wrap up meeting, the Committee made one change. Jim Schmitz, the Committee Chair, reported the recommendations to the City Council at the January 3, 2008 Council Meeting.

**3. FINANCIAL IMPACT**

Minimal. The amendments may be placed on the ballot along with the city's general election, to be held May 10, 2008.

**4. ACTION OPTIONS/RECOMMENDATION**

City Staff recommends City Council take action on the recommendations by the Charter Review Committee. The Council has several options. First, the Council may accept all recommendations as proposed by the Committee, or reject all of them. The Council may also make changes in any recommendation, delete any recommendation, or add their own proposed change. The approved recommendations will be placed on the May 10, 2008 ballot as a Special Election, along the Charter Amendment proposed by an initiative petition, with the City's General Election.

**RESOLUTION NO. 2008-03**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS APPROVING A MORATORIUM ON THE ENFORCEMENT OF CHAPTER 20, ARTICLE IV, SECTION 20-24, § F (6) AND (7) OF THE CODE OF ORDINANCES.**

**WHEREAS**, the City of Copperas Cove, Texas approved Section 20-24, § F (6) and (7) of Ordinance 2003-16 on July 1, 2003; and

**WHEREAS**, this section of the ordinance prohibits parking or storing of all motor vehicles and motor driven equipment on or in the front yard or exterior side yard unless it is on an all weather surface; and

**WHEREAS**, this City Council of the City of Copperas Cove formed a Code Enforcement Ordinance Review Committee by appointment of committee members on January 3, 2008; and

**WHEREAS**, formation of the committee and its review of the ordinance serves as justification for the requested moratorium; and

**WHEREAS**, proper procedures were applied for placement of the moratorium on a future council agenda.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS:**

**Section 1.**

That the City of Copperas Cove hereby institutes a moratorium on the enforcement of Chapter 20, Article IV, Section 20-24, § F (6) and (7) of the code of ordinances prohibiting parking or storing of all motor vehicles and motor driven equipment on or in the front yard or exterior side yard unless it is on an all weather surface. The moratorium shall commence on the effective date of this resolution and shall expire on July 15, 2008, unless terminated earlier by the City Council. The Fire Chief, City Attorney, and City Manager are therefore directed to take such steps as necessary to ensure that enforcement of Chapter 20, Article IV, Section 20-24, § F (6) and (7) of the code of ordinances is performed in compliance with Chapter 20, Article IV, Section 20-24, § F (6) and (7) of the code of ordinances, this moratorium, and other current laws, including requesting dismissal of any citations inadvertently filed which are contrary to this resolution.

**PASSED, APPROVED, AND ADOPTED** on this 15th day of January 2008 at a regular meeting of the City Council of the City of Copperas Cove, Texas which

meeting was held in compliance with the Open Meetings Act, *Tex. Gov't Code*, §551.001, et.seq. at which meeting a quorum was present and voting.

\_\_\_\_\_  
Roger P. O'Dwyer, Mayor

**ATTEST:**

\_\_\_\_\_  
Jane Lees, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
James R. Thompson, City Attorney

**Sec. 20-24. Off-street parking, loading and storage.**

(6) All motor vehicles and other motor driven equipment, and manufactured housing shall be parked, stored, or displayed on an all-weather surface, which shall be connected to an all-weather surfaced drive-way to a street or alley. Parking, storing or displaying motor vehicles, other motor driven equipment, and manufactured housing on grass, gravel, shell, dirt, or any other type of surface except an all-weather surface is hereby strictly prohibited. Manufactured housing for residential purposes which is permanently anchored in accordance with Federal and State regulations and which is connected to utilities shall not be located on an all-weather surface.

(7) All motor vehicles and motor driven equipment including, but not limited to, recreational vehicles, trailers of all kinds, boats, and special interest vehicles, parked or stored in the front yard or exterior side yard of single family or two family dwellings shall be parked or stored on an all-weather surface which shall be connected to an all-weather surfaced driveway to a street. All motor vehicles and other motor driven equipment including recreational vehicles, trailers, boats, and special interest vehicles parked or stored in the interior side or rear yard of single family or two family dwellings shall be parked or stored with all wheels, including the trailer jack or stand, resting on an all-weather surface, but shall not be required to be connected to an all-weather surfaced driveway to a street or alley.

# City of Copperas Cove

## City Council Agenda Item Report

January 15, 2008

### Agenda Item I-4

Contact – Andrea Gardner, City Manager, 547-4221  
agardner@ci.copperas-cove.tx.us

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**SUBJECT: Consideration and action on Resolution No. 2008-03, approving a moratorium on Chapter 20, Article IV, Section 20-24, § F (6) and (7) of the Code of Ordinances.**

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#### 1. BACKGROUND/HISTORY

At the October 16, 2007 City Council Workshop, City staff provided an overview of the Code Enforcement Ordinance. During this workshop the Council consensus was to form an ordinance review committee.

A second City Council Workshop was conducted on December 11, 2007 as a follow up to the October 16, 2007 workshop.

#### 2. FINDINGS/CURRENT ACTIVITY

On January 3, 2008 at a Regular Meeting of the City Council, three members were appointed to serve on the Code Enforcement Ordinance Review Committee.

During the January 3, 2008 meeting, Council Member Ray Don Clayton requested placement of an item on a future agenda to implement a moratorium on the enforcement of Chapter 20, Article IV, Section 20-24, § F (6) and (7) of the code of ordinances. Sufficient concurrence was received at the meeting for placement on a future agenda.

#### 3. FINANCIAL IMPACT

None.

#### 4. ACTION OPTIONS/RECOMMENDATION

City Staff recommends the City Council take action on this item.

**Cove Live Community Theatre  
4th Quarter 2007 Income & Expense Report**

Income Description	Amount
<b>Income:</b>	
Sponsorships	\$950.00
Sleeping Beauty Ticket Sales	\$920.00
Mulan Ticket Sales	\$907.00
Lion, Witch & Ward Ticket Sales	\$602.00
Christmas Post Ticket Sales	\$4,651.00
<b>Total Income</b>	<b>\$8,030.00</b>

Expense Account Category	Fall '07 Actual	Fall '07 Budget
<b>Expenses:</b>		
Office Supplies/Storage Supplies	\$151.75	\$150.00
Sleeping Beauty	\$1,227.40	\$1,250.00
Mulan Jr.	\$1,242.60	\$1,250.00
Lion, Witch, and Wardrobe	\$858.45	\$1,000.00
Lights/Sound	\$970.29	\$1,000.00
Paint Supplies	\$93.79	\$200.00
Make-up Supplies	\$815.04	\$800.00
Christmas Post	\$1,841.93	\$1,850.00
<b>Total Expenses Paid</b>	<b>\$7,201.25</b>	<b>\$7,500.00</b>
<b>Expenses under budget:</b>	<b>\$298.75</b>	

**Account Descriptions:**

<p>Office/Storage Supplies- stamps, paper, pens, envelopes, storage tubs, ect.  Sleeping Beauty- costumes, set, props, shirts, ect.  Glass Menagerie- costumes, set, props, shirts, ect.  Mulan Jr.- costumes, set, props, shirts, ect.  Lion- costumes, set, props, shirts, ect.  Lights/Sound- lighting equipment, bulbs, speakers, wires ect.  Paint Supplies- paint, paint brushes, rollers, spray paint, covers, ect.  Christmas Post- costumes, rental fees, set, props, ect.  Make-up- colors, make-up remover, sponges, basic make-up kit, applicators, ect.</p>
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**Cove Live Community Theatre**  
**4th Quarter 2007 Performance Indicators**

	2007		
	# of Participants	# of Patrons	# of Hotel Rooms
Sleeping Beauty (Oct)	30	348	Approx. 50
Mulan (Nov)	16	337	
Lion, Witch, and Wardrobe (Nov)	21	227	
Christmas Post (Dec)	50	531	

**Cove Live Community Theatre'**

Performance Indicator
Number Hits to Website
<i>3,992 Feb. '07 - Dec. '07</i>

# City of Copperas Cove City Council Agenda Item Report

January 15, 2008

## Agenda Item No. J-1

Contact – Brandon Sanders, Cove Live Community Theatre, 394-6849  
[rex@covelive.com](mailto:rex@covelive.com)

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**SUBJECT: Cove Live Community Theatre first quarter report for FY 2007-08.**

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**1. BACKGROUND/HISTORY**

The Cove Live Community Theatre has a Hotel Occupancy Tax Agreement with the City of Copperas Cove to provide performing arts events at the Cove Live Community Theatre. The Cove Live Community Theatre is responsible for providing quarterly tourism financial reports on the performance of the arts activities that are conducted to generate tourism and provide performing arts events for the City of Copperas Cove. Moreover, each quarterly report shall be accompanied by a performance report outlining both quantitative and qualitative data pertaining to activities of the Theatre.

**2. FINDINGS/CURRENT ACTIVITY**

See attached report.

**3. FINANCIAL IMPACT**

None.

**4. ACTION OPTIONS/RECOMMENDATION**

None.