

**CITY OF COPPERAS COVE  
CITY COUNCIL REGULAR MEETING MINUTES  
May 19, 2009 – 7:00 P.M.**

**A. CALL TO ORDER**

Mayor John Hull 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**

Pastor Tim O'Neil of Hillside Ministries gave the Invocation, and Mayor Hull led the Pledge of Allegiance.

**C. ROLL CALL**

John Hull  
Cheryl L. Meredith  
Larry D. Sheppard  
Chuck Downard  
Danny Palmer  
Bill L. Stephens  
Willie C. Goode  
Frank Seffrood

**ALSO PRESENT**

Andrea M. Gardner, City Manager  
Charles E. Zech, City Attorney  
Jane Lees, City Secretary

**D. ANNOUNCEMENTS**

Council Member Seffrood thanked everyone who participated in the postal union food drive last week. He said 6,500 pounds of food was collected and it will be distributed among the three food pantries in Copperas Cove.

Council Member Goode said that the Texas Gulf Coast Press Association was in Copperas Cove from May 14-16. He said that 318 newspapers were represented and that the attendees toured Fort Hood. The president of the Association, Ray Robinson, expressed his appreciation to Copperas Cove for the warm welcome they received.

Council Member Stephens said that the City appreciated those who turned out for Rabbit Fest last weekend, even though it rained on Saturday.

Council Member Downard announced that the City Council is seeking volunteers for various committees. He announced the recruitment reception on May 28, 2009 at 7:00 p.m. that will be held at the library and encouraged all citizens interested to attend.

Mayor Hull announced that the City is having a reception on June 1, 2009 at 6:00 p.m. in the Public Library for the purpose of honoring all outgoing council members over the last year and welcoming the newly elected council members. The community is invited.

**E. PUBLIC RECOGNITION**

1. Employee of the Quarter Recognitions. ***Andrea M. Gardner, City Manager***

Andrea Gardner presented James Dixon with recognition for being selected as one of the employees of the quarter from 4th quarter 2008.

1st Quarter 2009 Recipients: Public Safety Division, Kevin Miller; Patrol Officer; Community Services Division, Jose Velazco, Parks & Recreation Laborer; Public Works Division, Gary Jones, Sr., Solid Waste Driver; Administrative Services Division, Adam Wolf, Information Systems Specialist II.

2. Proclamation: Relay for Life Month – May 2009. **John Hull, Mayor**

Mayor John Hull read the proclamation and presented it to Barbara Mims. Stephanie, the American Cancer Society Staff Partner for the Relay, thanked the City for the proclamation. She said the Relay is a community event and community support is critical for its success. This year's Relay will be held at S.C. Lee Junior High on May 29-30, 2009. The goal is to raise \$56,000 and will be used for research, education, advocacy and patient services. All cancer survivors in this area are invited to attend and help show support for cancer research.

3. Proclamation: Hurricane Awareness Week – May 24-30, 2009. **John Hull, Mayor. John Hull, Mayor**

Mayor John Hull read the proclamation and presented it to Fire Chief Mike Baker.

Council Member Downard thanked Donna Baker, Tracy Molnes, and Robert Jones for placing the pictures of the former mayors back on the Council Chambers walls. He also stated that TxDOT planted trees near the entrance of our City, across from Wal-mart at the request of the City Manager.

Council Member Palmer made a motion to hear agenda item J-1 next. Council Member Downard seconded the motion, which passed unanimously.

**J. REPORTS FROM OUTSIDE ENTITIES, ADVISORY COMMITTEES AND BOARDS**

1. The HOP update. **Robert Ator, Director of Urban Operations**

Robert Ator, Director of Urban Operations, gave an update on HOP operations.

**F. CITIZENS' FORUM** At this time, citizens will be allowed to speak for a length of time not to exceed five minutes per person. Thirty minutes total has been allotted for this section.

Marty Smith, Chamber President. Ms. Smith thanked the City for their assistance with Rabbit Fest. She said that the entire City worked together, including the Fire Department, Police Department, Community Services Department, Solid Waste Department and Streets Department. This year was the 29th year for Rabbit Fest. Ms. Smith also thanked the citizens for their continued support of the event. She also recognized the hard work by the Chamber staff and the Chamber Ambassadors.

## G. CONSENT ITEMS

1. Consideration and action on approval of minutes from the May 5, 2009 regular council meeting. **Jane Lees, City Secretary**

3. Consideration and action on authorizing the Mayor to sign a letter of support for a grant application submitted by the City of Harker Heights. **Carl Ford, Director of Development Services**

Council Member Downard requested that item G-2 be removed from the Consent Agenda and be discussed separately. Council Member Palmer requested that item G-4 be removed from the Consent Agenda and be discussed separately.

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

2. Report of activities, collections and costs associated with the opening of the Transfer Station on Saturdays during FY 2009. **Michael Mundell, Superintendent of Solid Waste**

Michael Mundell, Superintendent of Solid Waste, gave an overview of agenda item G-2.

Council Member Downard made a motion to approve item G-2. Council Member Palmer seconded the motion, and with a unanimous vote, motion carried.

4. Consideration and action on authorizing the Mayor to sign an Interlocal Government Agreement with Coryell County regarding the regulation of subdivisions within the City of Copperas Cove Extraterritorial Jurisdiction. **Carl Ford, Director of Development Services**

Carl Ford, Director of Development Services, gave an overview of agenda item G-2.

Council Member Palmer made a motion to approve item G-4. Council Member Stephens seconded the motion, and with a unanimous vote, motion carried.

## H. PUBLIC HEARINGS/ACTION

1. Public hearing and action on an ordinance amending the 2008-09 fiscal year budget for the City of Copperas Cove. **Wanda Bunting, Director of Financial Services**

Mayor Hull opened the public hearing at 7:49 p.m.

Wanda Bunting, Director of Financial Services, gave an overview of agenda item H-1.

Speaking for: None.

Speaking Against: None.

Mayor Hull closed the public hearing at 7:51 p.m.

Council Member Downard made a motion to approve agenda item H-1. Council Member Palmer seconded the motion, and with a unanimous vote, motion carried.

2. Public hearing and action on approval of the Final Plat of Christian House of Prayer Addition Phase Two. **Carl Ford, Director of Development Services**

Mayor Hull opened the public hearing at 7:52 p.m.

Carl Ford, Director of Development Services, gave an overview of agenda item H-2.

Speaking for: Mike Kriegel of Mitchell & Associates said he would be happy to answer any questions from the Council.

Speaking Against: None.

Mayor Hull closed the public hearing 7:53 p.m.

Council Member Downard made a motion to approve agenda item H-2. Council Member Meredith seconded the motion, and with a unanimous vote, motion carried.

## I. ACTION ITEMS

1. Consideration and action on authorizing the City Manager to issue payment for the amount exceeding the previous Council authorized amount to Blackwell Environmental, LLC for legal assistance provided on the proposed oil & gas ordinance. **Andrea M. Gardner, City Manager**

Carl Ford, Director of Community Development, gave an overview of agenda item I-1.

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

2. Consideration and action on authorizing the City Manager to execute a professional services agreement with Hearn Engineering for engineering services associated with the utilization of the uncommitted Community Development Block Grant (CDBG) grant funds. **Andrea M. Gardner, City Manager**

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

Council Member Seffrood made a motion to approve agenda item I-2, Option 3. Council Member Stephens seconded the motion, and with a unanimous vote, motion carried.

3. Consideration and action on authorizing the City Manager to execute an addendum to the professional services agreement with Grant Development Services for consulting services associated with the utilization of the uncommitted Community Development Block Grant (CDBG) grant funds. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item I-3.

Council Member Goode made a motion to approve the addendum to the professional services agreement. Council Member Meredith seconded the motion, and with a unanimous vote, motion carried.

4. Consideration and action on the mayoral recommendations for council member appointments to various ad hoc committees, outside agencies, committees, task forces and commissions. **John Hull, Mayor**

John Hull, Mayor, gave an overview of agenda item I-4.

Mayor Hull nominated Council Members Seffrood and Meredith to serve on the Charter Review Committee, and nominated himself to serve on the Joint Image Campaign and Andrea M. Gardner, City Manager as the Alternate.

Council Member Sheppard made a motion to approve Mayor Hull's nominations. Council Member Palmer seconded the motion, and with a unanimous vote, motion carried.

5. Consideration and action on a Resolution expressing intent to finance expenditures to be incurred. **Wanda Bunting, Director of Financial Services**

Wanda Bunting, Director of Financial Services, gave an overview of agenda item I-5.

Council Member Palmer made a motion to approve agenda item I-5. Council Member Goode seconded the motion, and with a unanimous vote, motion carried.

The Resolution caption is as follows:

#### **RESOLUTION NO. 2009-25**

#### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS, EXPRESSING INTENT TO FINANCE EXPENDITURES TO BE INCURRED.**

6. Consideration and action on authorizing the City Manager to execute a professional services agreement with Hearn Engineering for design and engineering services associated with the Lutheran Church Road Street Reconstruction Project. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item I-6.

Council Member Goode made a motion to approve agenda item I-6. Council Member Palmer seconded the motion, and with a unanimous vote, motion carried.

7. Consideration and action on a proposal from Langford Community Management Services to initiate an application for an EDA Grant for Business/Industrial Park infrastructure. **Jerry Conner, Executive Director, Copperas Cove Economic Development Corporation**

Dan Yancey, President of the Board, Copperas Cove Economic Development Corporation, gave an overview of agenda item I-7.

Council Member Stephens made a motion to approve agenda item I-7. Council Member Downard seconded the motion, and with a unanimous vote, motion carried.

8. Consideration and action on a Master Concept Plan for the Business and Industrial Park area. **Jerry Conner, Executive Director, Copperas Cove Economic Development Corporation**

Dan Yancey, President of the Board, Copperas Cove Economic Development Corporation, gave an overview of agenda item I-8.

Council Member Meredith made a motion to postpone approval of agenda item I-8 until such time as the CCEDC is able to obtain an additional proposal for professional engineering services to complete the master plan concept for the business and industrial park area. Council Member Palmer seconded the motion, and with a unanimous vote, motion carried.

9. Consideration and action on authorizing the City Manager to execute an agreement for a golf cart lease with Club Car Inc. **Mike Chandler, Golf Course General Manager**

This item was pulled from the agenda and no action was taken.

10. Consideration and action on a Resolution canvassing returns and declaring the results of the General Election held on May 9, 2009. **Jane Lees, City Secretary**

Jane Lees, City Secretary, gave an overview of agenda item I-10.

Council Member Sheppard made a motion to approve agenda item I-10. Council Member Goode seconded the motion, and with a unanimous vote, motion carried.

The Resolution caption is as follows:

#### **RESOLUTION NO. 2009-26**

#### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS, CANVASSING RETURNS AND DECLARING THE RESULTS OF THE GENERAL ELECTION HELD ON MAY 9, 2009.**

11. Discussion and possible action on items discussed during City Council Workshops conducted March 3, 2009 – May 5, 2009. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item I-11. Ms. Gardner requested guidance from the Council on the following items which were previously presented:

1. Code of Ordinances Chapter 4 – Building. Council Member Palmer recommended appointing a committee to review the Code of Ordinances, Chapter 4 – Building. The Council concurred.

2. Railroad Quiet Zones. Council Member Stephens recommended that no action be taken regarding railroad quiet zones. The Council concurred.

3. Draft Land Disturbance Ordinance. Council Member Palmer recommended appointing a committee research and recommend a draft land disturbance ordinance. The Council concurred.

4. Fire Department Strategic Master Planning Program, including staffing recommendations, apparatus, equipment, and facility needs. Council Member Stephens recommended that all these actions should be brought up during the budget workshops. After a lengthy discussion, the Council concurred to bring the personnel portion of the request back at a future Council Meeting.

12. Consideration and action on authorizing the City Manager to execute a professional services agreement with Hearn Engineering for the Colorado, Skyline & Circle Drives Project Hazard Mitigation Grant Submission. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item I-12.

Council Member Goode made a motion to approve agenda item I-12. Council Member Seffrood seconded the motion, and with a unanimous vote, motion carried.

13. Report and possible discussion on the Hazard Mitigation Grant submission. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item I-13.

No action required.

#### **K. ITEMS FOR FUTURE AGENDAS**

Council Member Palmer requested the following:

1. Research financial options and job responsibilities for adding the position of assistant city manager. Council Member Meredith concurred.

2. A cost estimate on fixing the tennis courts located at the golf course. Council Member Meredith concurred.

Council Member Downard stated that abandoned cars are a problem for the City and asked that the City do something to change the current ordinance because it is too easy for a citizen who has a red-tagged vehicle to just move it a few feet and no longer be in violation. City Manager Gardner said she is already working on this problem and it will be included on a future agenda.

Council Member Stephens requested that the EDC bylaws, written in 1993 and updated in 1996, be revised. He requested that the bylaws be updated within 45-60 days and given to the City Attorney for review, then the City Council for approval. Council Member Palmer concurred.

**L. EXECUTIVE SESSION – None.**

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

**N. ADJOURNMENT**

There being no further business, Mayor Hull adjourned the meeting at 8:48 p.m.

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John Hull, Mayor

**ATTEST:**

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Jane Lees, City Secretary