

**CITY OF COPPERAS COVE
CITY COUNCIL SPECIAL MEETING MINUTES
August 20, 2009 – 10:00 A.M.**

A. CALL TO ORDER

Mayor John Hull called the special meeting of the City Council of the City of Copperas Cove Texas to order at 10:00 a.m.

B. ROLL CALL

John Hull	Andrea M. Gardner, City Manager
Cheryl L. Meredith	Tim Molnes, Assistant City Manager/Police Chief
Charlie D. Youngs – Absent	Jane Lees, City Secretary
Chuck Downard	Stefanie Brown, Deputy City Secretary
Danny Palmer	Ken Wilson, Director of Community Services
Bill L. Stephens	Danny Zincke, Asst. Director of Community Services
Willie C. Goode	Wesley Wright, City Engineer
Frank Seffrood	Bob McKinnon, Public Works Director
	Wanda Bunting, Director of Financial Services
	Kathy Soll, Assistant to the City Manager

C. 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.

Kirby Lack, 1802 Martin Luther King Jr. Drive. Mr. Lack expressed an interest on serving on the Copperas Cove Hospital Authority Board of Directors.

D. WORKSHOP ITEMS

1. Discussion and possible action on the creation of a Parks & Recreation Board.
Andrea M. Gardner, City Manager

Ms. Gardner explained that the public has shown an interest in creating a Parks & Recreation Board. The board would deal with the city sporting events and the city parks. The Council determined that the Parks and Recreation Board should consist of five members, two alternate members, one staff member, and one Council Member. Once the Board is formed, it will be responsible for setting terms and guidelines that will need to be presented to City Council for approval.

2. Discussion and possible action on the creation of a Subdivision & Land Disturbance Committee. **Andrea M. Gardner, City Manager**

Ms. Gardner recommended that the Council create a Subdivision and Land Disturbance Committee to review the land disturbance ordinance and to update the subdivision ordinance. The Committee would only be in effect when creating or making changes to these ordinances. The Council determined that the Committee should consist of four members, one from each quadrant of the City, one developer, one realtor, one Planning and Zoning Board member, and the City Attorney.

3. Discussion and possible action on the creation of a Hotel/Motel Tax Committee. **Andrea M. Gardner, City Manager**

Ms. Gardner stated that the purpose of the Hotel/Motel Tax Committee is to help simplify the budget process for the City Council by insuring that contracts are executed properly and that invoices are turned in on time. The Committee would work with each entity and would present the release of funds as one item to the Council. The Committee would also make recommendations on ordinances. They could also change the way funds are distributed such as changing the process to become more restrictive than State law, which is what City staff recommends. Council Member Stephens said the Committee should be overseen the first six months.

4. Discussion and possible action on the creation of a Drainage Criteria Committee. **Andrea M. Gardner, City Manager**

Ms. Gardner recommended creating a Drainage Criteria Committee to review and update the drainage criteria ordinance. The Committee would only be in effect when creating or making changes to ordinances. The Council determined that the Committee should consist of four members, one from each quadrant of the City, one developer, one realtor, one Planning and Zoning Board member, and the City Attorney. The City Engineer would review the applications and make recommendations on appointments for the Committee to the Council.

5. Discussion and possible action on the creation of an Adopt-A-Park Program. **Andrea M. Gardner, City Manager**

Ms. Gardner recommended the Adopt-A-Park Program. The Council decided that the program should fall under and be created by the Parks & Recreation Board.

6. Update and report on Turkey Creek tennis courts. **Andrea M. Gardner, City Manager**

Ms. Gardner discussed the proposal on the Turkey Creek tennis courts, which did not include ADA compliance. Council determined that this project should be discussed by the Parks & Recreation Board.

7. Discussion on the City's existing Ordinance No. 2007-03, regarding the feeding of deer within the corporate limits of the City of Copperas Cove. **Andrea M. Gardner, City Manager**

Ms. Gardner discussed the many phone calls she has received recently pertaining to feeding deer and about the Deer Committee that was created in 2003. Tim Molnes, Police Chief, informed the Council on the many causes of the increased deer population and the cost to the City to try and remove the deer. Chief Molnes also stated that Texas Parks & Wildlife is currently making changes to their policy concerning deer. The Council decided to take no action at this time on the current ordinance.

8. Discussion on the Golf Cart Operating Lease. **Andrea M. Gardner, City Manager**

Wanda Bunting, Director of Financial Services, clarified the terms of the golf cart operating lease for the Council. She stated the lease is a true operating lease and once the four years are completed, the carts will not be the property of the City. The lease is not lease to own, and there is no balloon payment at the end of the lease. The City will return the carts when the lease is done and go out for bids on a new lease.

D. CLOSING COMMENTS

E. ADJOURNMENT

There being no further business, Mayor Hull adjourned the meeting at 11:32 p.m.

John Hull, Mayor

ATTEST:

Stefanie Brown
Deputy City Secretary