



**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*

Notice is hereby given that a **Special Council Meeting** of the City of Copperas Cove, Texas will be held on the **8th day of October 2009**, at **6:00 p.m.**, in the City Hall Council Chambers located at 507 South Main Street, Copperas Cove, Texas 76522. The following subjects will be discussed:

- A. CALL TO ORDER**
- B. INVOCATION AND PLEDGE OF ALLEGIANCE**
- C. ROLL CALL**
- D. ANNOUNCEMENTS**
- E. PUBLIC RECOGNITION – None.**
- F. CITIZEN'S 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.
- G. CONSENT AGENDA – None.**
- H. PUBLIC HEARINGS/ACTION**
 - 1. Public Hearing on an ordinance amending the 2009-10 fiscal year budget for the City of Copperas Cove. **Wanda Bunting, Director of Financial Services**
 - 2. Public Hearing on an ordinance amending the 2009-10 fiscal year budget for the City of Copperas Cove. **Wanda Bunting, Director of Financial Services**

I. ACTION ITEMS

1. Consideration and action on rescheduling the date of the October 20, 2009 Regular City Council meeting to another date. **Andrea M. Gardner, City Manager**
2. Consideration and action on granting Council Member Bill L. Stephens, Position 5, an excused absence from a regular council meeting. **Jane Lees, City Secretary**

J. REPORTS FROM OUTSIDE ENTITIES, ADVISORY COMMITTEES AND BOARDS – None.

K. ITEMS FOR FUTURE AGENDAS

L. EXECUTIVE SESSION

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

N. 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 at _____, October 2, 2009 on the glass front door of City Hall, a place convenient and readily accessible to the general public at all times.

Jane Lees, TRMC, CMC, City Secretary

City of Copperas Cove City Council Agenda Item Report

October 8, 2009

Agenda Item H-1

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

SUBJECT: Public Hearing on an ordinance amending the 2009-10 fiscal year budget for the City of Copperas Cove.

1. BACKGROUND/HISTORY

The 2009-10 budget was adopted on September 15, 2009. According to Section 6.16(b)(1) of the Copperas Cove City Charter, in order for the City Council to amend the 2009-10 budget, it must first hold a public hearing on the proposed amendments. The Charter also provides a requirement that when fund balance is to be used to fund increases in expenditures that two public hearings be held. The proposed budget amendment will require the use of fund balance. The public hearing will be the first of two public hearings held as required by the Charter. The second Public Hearing will be on October 13, 2009.

2. FINDINGS/CURRENT ACTIVITY

The General Fund requires an increase of \$64,214 in expenditure appropriations to cover an increased benefit for health insurance to the City employees as requested by City Council. In addition to the cost for health insurance, City staff has included \$8,440 for the cost to provide a projector, screen, camera, and additional equipment necessary to place a projector and screen at the front of the City Council chambers to accommodate presentations that occur during the City Council workshops.

The various departments are expected to release over \$75,000 in the FY 2008-09 budget that will increase the City's fund balance. The fund balance will be reconciled with the annual audit after the year-end books are closed. A final adjustment will be made to the fund balance at that time. With this update, the City still maintains a fund balance that meets the ideal fund balance as recommended in the City Charter.

The Water and Sewer Fund requires an increase of \$2,678 in expenditure appropriations to cover the increased benefit for health insurance to the City employees as requested by City Council.

The Solid Waste Fund requires an increase of \$2,483 in expenditure appropriations to cover the increased benefit for health insurance to the City employees as requested by City Council.

The Drainage Fund requires an increase of \$3,814 in expenditure appropriations to cover the increased benefit for health insurance to the City employees as requested by City Council.

The Cemetery Fund requires an increase of \$548 in expenditure appropriations to cover the increased benefit for health insurance to the City employees as requested by City Council. The cemetery is expected to release at least \$548 in the FY 2008-09 budget that will increase the City's fund balance. The fund balance will be reconciled with the annual audit after the year-end books are closed. A final adjustment will be made to the fund balance at that time. With this update, the City still maintains a positive fund balance.

The Golf Course Fund will provide a decrease of \$1,917 in expenditure appropriations due to the selected health benefit options by the personnel at the Golf Course.

The City-Wide Grant Fund requires an increase of \$3,335 in revenue and expenditure appropriations to cover the increased benefit for health insurance to the City employees that are partially funded with the SAFER grant funds. The revenue increase is a transfer from the General Fund which is included in the expenditure appropriation shown above for the General Fund.

The City Manager and Human Resources offered all City staff an opportunity to update the health plan option. All staff were notified that any changes to the funding were contingent on City Council approval of a budget amendment to cover the costs for the increased benefit. The funds included in the budget amendment include all actual costs for employees currently on staff and a partial cost for vacant positions. If employees that fill the vacancies currently at the City choose health care options that are more than what is included in this budget amendment, another small amendment may be required by City Council at year end. If salary savings are sufficient in the appropriate department, no budget amendment would be necessary.

3. FINANCIAL IMPACT

See attached ordinance and proposed amendments.

4. ACTION OPTIONS/RECOMMENDATION

City staff recommends that the City Council hold a public hearing on Ordinance No. 2009-32, amending the fiscal year 2009-10 Budget.

ORDINANCE NO. 2009-32

AN ORDINANCE APPROVING AND ADOPTING AN AMENDMENT TO THE BUDGET FOR OPERATING THE MUNICIPAL GOVERNMENT OF THE CITY OF COPPERAS COVE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2009, AND ENDING ON SEPTEMBER 30, 2010; REPEALING ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE; AND ESTABLISHING A SAVINGS CLAUSE AND AN EFFECTIVE DATE.

WHEREAS, The City Council desires to amend the operating budget of the municipal government of the City of Copperas Cove for the fiscal year October 1, 2009 to September 30, 2010; and

WHEREAS, Said budget amendments have been submitted to the City Council by the City Manager in accordance with the City Charter; and

WHEREAS, Public notices of public hearings upon this budget have been duly and legally made as required by City Charter and law.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COPPERAS COVE:

SECTION I.

That the City Council of the City of Copperas Cove ratify, approve and adopt the amendments to the budget considered for the fiscal year of October 1, 2009 to September 30, 2010, as identified in "Attachment A" of this ordinance.

SECTION II.

That all ordinances for which provision has heretofore been made are hereby expressly repealed if in conflict with the provisions of this ordinance.

SECTION III.

That should any part, portion, or section of this ordinance be declared invalid or inoperative or void for any reason by a court of competent jurisdiction, such decision, opinion or judgment shall in no way affect the remaining portions, parts, or sections or parts of section of this ordinance, which provisions shall be, remain and continue to be in full force and effect.

SECTION IV.

That this ordinance shall take effect and be in full force and effect from and after its passage and publication according to law.

PASSED, APPROVED AND ADOPTED this 13th day of October 2009, 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.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary

APPROVED AS TO FORM:

Denton, Navarro, Rocha
& Bernal, P.C., City Attorney

CITY OF COPPERAS COVE, TEXAS
FISCAL YEAR 2009-10 BUDGET
GENERAL FUND
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

Description	Projected FY 2008-09	Adopted FY 2009-10	Proposed Amendment	Amended Budget FY 2009-10
BEGINNING FUND BALANCE:				
Unreserved, Undesignated	\$ 3,259,675	\$ 3,217,395	\$ 75,000	\$ 3,292,395
Prior Yr Enc Voided in Current Yr	125		-	-
Prior Period Adjustment	76,952	-	-	-
Unreserved, Designated	1,000,000	1,000,000	-	1,000,000
TOTAL BEGINNING FUND BALANCE	\$ 4,336,752	\$ 4,217,395	\$ 75,000	\$ 4,292,395
REVENUES:				
Taxes	\$ 10,620,455	\$ 10,879,365	\$ -	\$ 10,879,365
Permits & Licenses	163,190	180,870	-	180,870
Charges for Services	888,242	898,510	-	898,510
Fines	867,460	919,398	-	919,398
Administrative Reimbursements	1,250,500	1,250,500	-	1,250,500
Miscellaneous Revenue	369,582	367,882	-	367,882
TOTAL REVENUES	\$ 14,159,429	\$ 14,496,525	\$ -	\$ 14,496,525
TOTAL FUNDS AVAILABLE	\$ 18,496,181	\$ 18,713,920	\$ 75,000	\$ 18,788,920
EXPENDITURES:				
City Council (21)	\$ 26,376	\$ 41,399	\$ -	\$ 41,399
City Manager (22)	259,965	279,106	1,436	280,542
City Secretary (23)	166,888	151,726	1,096	152,822
City Attorney (24)	218,071	87,922	-	87,922
Finance (31)	638,966	712,536	4,804	717,340
Human Resources (34)	240,670	298,512	1,760	300,272
Public Affairs Office (4250)	115,389	113,394	548	113,942
Information Systems (35)	241,113	237,163	10,736	247,899
Municipal Court (41)	339,612	415,840	(3,206)	412,634
Police (42)	4,560,574	4,790,808	16,211	4,807,019
Animal Control (43)	232,539	236,196	(1,865)	234,331
Fire/EMS (44)	3,197,297	3,270,595	24,756	3,295,351
Emergency Management (4420)	5,545	7,359	-	7,359
Engineering (51)	161,780	155,898	(688)	155,210
Streets (53)	805,326	879,014	2,373	881,387
Fleet Services (55)	252,940	254,048	955	255,003
Facility Maintenance (57)	106,196	104,634	1,096	105,730
Planning (61)	177,213	102,169	548	102,717
Building Development (52)	246,768	278,868	(3,161)	275,707
Code & Health (72)	205,259	221,311	(3,161)	218,150
Parks and Recreation (54)	1,014,813	1,067,763	9,786	1,077,549
Library (71)	510,226	551,737	5,295	557,032
Non-Departmental (75)	555,260	677,376	3,335	680,711
TOTAL EXPENDITURES	\$ 14,278,786	\$ 14,935,374	\$ 72,654	\$ 15,008,028
OTHER EXPENDITURES:				
Capital Outlay	\$ -	\$ 27,200	\$ -	\$ 27,200
TOTAL OTHER EXPENDITURES	\$ -	\$ 27,200	\$ -	\$ 27,200
TOTAL EXPENDITURES	\$ 14,278,786	\$ 14,962,574	\$ 72,654	\$ 15,035,228
ENDING FUND BALANCE:				
Unreserved, Undesignated	\$ 3,217,395	\$ 2,751,346	\$ -	\$ 2,753,692
Unreserved, Designated	1,000,000	1,000,000	-	1,000,000
TOTAL ENDING FUND BALANCE	\$ 4,217,395	\$ 3,751,346	\$ 2,346	\$ 3,753,692
IDEAL FUND BALANCE	\$ 3,569,697	\$ 3,733,844	\$ 18,164	\$ 3,752,007
OVER (UNDER) IDEAL FUND BALANCE	\$ 647,698	\$ 17,502	\$ (15,818)	\$ 1,684

**CITY OF COPPERAS COVE
FISCAL YEAR 2009-10 BUDGET
WATER & SEWER FUND
SUMMARY OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE**

Description	Projected FY 2008-09	Adopted FY 2009-10	Proposed Amendment	Amended Budget FY 2009-10
BEGINNING FUND BALANCE:				
Unreserved, Undesignated	\$ 1,730,313	\$ 1,765,613	\$ -	\$ 1,765,613
Prior Period Adjustment	81,721	-	-	-
TOTAL BEGINNING FUND BALANCE	\$ 1,812,034	\$ 1,765,613	\$ -	\$ 1,765,613
Water Revenue	\$ 4,900,000	\$ 4,981,455	\$ -	\$ 4,981,455
Sewer Revenue	3,460,000	3,737,155	-	3,737,155
Senior Citizen Discount	(142,000)	(142,000)	-	(142,000)
Water Tap Fees	35,000	35,000	-	35,000
Sewer Tap Fees	11,500	11,500	-	11,500
Connect Fee	53,000	53,000	-	53,000
Meter Box Reset Fee	150	300	-	300
Composting Sales Revenue	15,000	15,000	-	15,000
Subtotal	<u>\$ 8,332,650</u>	<u>\$ 8,691,410</u>	<u>\$ -</u>	<u>\$ 8,691,410</u>
Admin Reimb-Drainage	\$ 20,000	\$ 20,000	\$ -	\$ 20,000
Transfer from Bond Funds	-	300,000	-	300,000
Interest Revenue	25,000	25,000	-	25,000
Late Charge For Billing	265,000	260,000	-	260,000
Miscellaneous Revenues	60,890	54,890	-	54,890
Insurance Proceeds	3,400	-	-	-
Riser Forfeiture Revenue	2,000	2,000	-	2,000
Auction Proceeds	10,500	1,000	-	1,000
Subtotal	<u>\$ 386,790</u>	<u>\$ 662,890</u>	<u>\$ -</u>	<u>\$ 662,890</u>
TOTAL REVENUE	<u>\$ 8,719,440</u>	<u>\$ 9,354,300</u>	<u>\$ -</u>	<u>\$ 9,354,300</u>
TOTAL FUNDS AVAILABLE	<u>\$ 10,531,474</u>	<u>\$ 11,119,913</u>	<u>\$ -</u>	<u>\$ 11,119,913</u>
OPERATING EXPENSES:				
Public Works (80)	\$ 168,596	\$ 176,419	\$ (640)	\$ 175,779
Utility Administration (81)	589,358	595,717	4,606	600,323
Water Distribution (82)	1,251,375	1,320,869	721	1,321,590
Sewer Collection (83)	514,995	545,346	(422)	544,924
Wastewater Treatment (84)	1,390,587	1,326,062	(2,147)	1,323,915
Composting (84-01)	176,107	185,655	560	186,215
Non-Departmental (85)	2,884,403	2,932,754	-	2,932,754
TOTAL OPERATING EXPENSES	<u>\$ 6,975,421</u>	<u>\$ 7,082,822</u>	<u>\$ 2,678</u>	<u>\$ 7,085,500</u>
OTHER EXPENSES:				
Capital Outlay	\$ -	\$ 31,835	\$ -	\$ 31,835
Principal & Int Debt Pymts	2,675,475	2,797,847	-	2,797,847
Principal & Int Pymts in Bond Funds	(1,185,035)	(430,000)	-	(430,000)
Transfer to Bond Funds	300,000	25,500	-	25,500
TOTAL OTHER EXPENSES	<u>\$ 1,790,440</u>	<u>\$ 2,425,182</u>	<u>\$ -</u>	<u>\$ 2,425,182</u>
TOTAL EXPENSES	<u>\$ 8,765,861</u>	<u>\$ 9,508,004</u>	<u>\$ 2,678</u>	<u>\$ 9,510,682</u>
ENDING FUND BALANCE:				
Unreserved, Undesignated	\$ 1,765,613	\$ 1,611,909	\$ (2,678)	\$ 1,609,231
TOTAL ENDING FUND BALANCE	<u>\$ 1,765,613</u>	<u>\$ 1,611,909</u>	<u>\$ (2,678)</u>	<u>\$ 1,609,231</u>
IDEAL FUND BALANCE	\$ 1,743,855	\$ 1,770,706	\$ 670	\$ 1,771,375
OVER (UNDER) IDEAL FUND BALANCE	\$ 21,758	\$ (158,796)	\$ (3,348)	\$ (162,143)

**CITY OF COPPERAS COVE
FISCAL YEAR 2009-10 BUDGET
SOLID WASTE FUND
SUMMARY OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE**

Description	Projected FY 2008-09	Adopted FY 2009-10	Proposed Amendment	Amended Budget FY 2009-10
BEGINNING FUND BALANCE:				
Unreserved, Undesignated	\$ 837,422	\$ 810,320	\$ -	\$ 810,320
Prior Yr Enc Voided in Current Yr	4,338	-	-	-
Prior Period Adjustment	(150,911)	\$ -	-	-
TOTAL BEGINNING FUND BALANCE	\$ 690,849	\$ 810,320	\$ -	\$ 810,320
REVENUES:				
Refuse Collection Fees	\$ 2,387,100	\$ 2,504,264	\$ -	\$ 2,504,264
Senior Discount	(38,700)	(37,900)	-	(37,900)
Sanitary Landfill Fees	319,000	350,000	-	350,000
Recycling Proceeds	26,500	30,000	-	30,000
Sale of Kraft Bags	9,000	9,000	-	9,000
Sale of Scrap Metal	6,500	12,000	-	12,000
Container Reload-On Site	10,500	8,500	-	8,500
Rtn Svce-Overload Container	700	500	-	500
Auto-Lid Locks	900	900	-	900
Rear Load Dumpster Rental	3,900	2,700	-	2,700
Roll-Off Rental Income	34,000	30,000	-	30,000
Bulky/White Goods Collection	62,900	31,000	-	31,000
Container Removal from Curb	5,000	7,500	-	7,500
Miscellaneous Solid Waste Fees	-	1,500	-	1,500
Subtotal	<u>\$ 2,827,300</u>	<u>\$ 2,949,964</u>	<u>\$ -</u>	<u>\$ 2,949,964</u>
Interest Revenue	\$ 7,200	\$ 7,200	\$ -	\$ 7,200
Late Charge For Billing	118,000	118,000	-	118,000
Auction Proceeds	5,000	-	-	-
Miscellaneous Revenues	5,000	3,000	-	3,000
Subtotal	<u>\$ 135,200</u>	<u>\$ 128,200</u>	<u>\$ -</u>	<u>\$ 128,200</u>
TOTAL REVENUES	\$ 2,962,500	\$ 3,078,164	\$ -	\$ 3,078,164
TOTAL FUNDS AVAILABLE	\$ 3,653,349	\$ 3,888,484	\$ -	\$ 3,888,484
OPERATING EXPENSES:				
Solid Waste Operations (90)	\$ 229,727	\$ 237,711	\$ (3,161)	\$ 234,550
Solid Waste Collection - Residential (91-01)	351,265	354,113	1,712	355,825
Solid Waste Collection - Recycling (91-02)	145,301	154,731	1,096	155,827
Solid Waste Collection - Brush (91-03)	145,131	159,075	(36)	159,039
Solid Waste Collection - Commercial (91-04)	387,319	376,459	1,812	378,271
Solid Waste Collection - KCCB (91-05)	19,339	26,639	-	26,639
Solid Waste Disposal (92)	1,038,191	1,177,501	1,060	1,178,561
Non-Departmental (95)	508,553	508,744	-	508,744
TOTAL OPERATING EXPENSES	\$ 2,824,826	\$ 2,994,973	\$ 2,483	\$ 2,997,456
OTHER EXPENSES:				
Principal & Int Debt Pymts	\$ 18,203	\$ 114,222	\$ -	\$ 114,222
TOTAL OTHER EXPENSES	\$ 18,203	\$ 114,222	\$ -	\$ 114,222
TOTAL EXPENSES	\$ 2,843,029	\$ 3,109,195	\$ 2,483	\$ 3,111,678
ENDING FUND BALANCE:				
Unreserved, Undesignated	\$ 810,320	\$ 779,289	\$ (2,483)	\$ 776,806
TOTAL ENDING FUND BALANCE	\$ 810,320	\$ 779,289	\$ (2,483)	\$ 776,806
IDEAL FUND BALANCE	\$ 706,207	\$ 748,743	\$ 621	\$ 749,364
OVER (UNDER) IDEAL FUND BALANCE	\$ 104,114	\$ 30,546	\$ (3,104)	\$ 27,442

**CITY OF COPPERAS COVE
FISCAL YEAR 2009-10 BUDGET
GOLF COURSE FUND
SUMMARY OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE**

Description	Projected FY 2008-09	Adopted FY 2009-10	Proposed Amendment	Amended Budget FY 2009-10
BEGINNING FUND BALANCE:				
Unreserved, Undesignated	\$ 6,076	\$ (150,066)	\$ -	\$ (150,066)
Prior Yr Enc Voided in Current Yr	-	-	-	-
Prior Period Adjustment	(7,731)	-	-	-
TOTAL BEGINNING FUND BALANCE	<u>\$ (1,655)</u>	<u>\$ (150,066)</u>	<u>\$ -</u>	<u>\$ (150,066)</u>
REVENUES:				
Swimming Pool Receipts	\$ 375	\$ 500	\$ -	\$ 500
Green Fees	134,000	160,000	-	160,000
Cart Rental Fees	140,000	150,000	-	150,000
Membership Dues	90,000	105,000	-	105,000
Tournament-Green Fees	10,000	15,500	-	15,500
Tournament-Cart Fees	5,625	12,500	-	12,500
Cart Storage Fees	23,000	41,400	-	41,400
Trail Fees	17,000	16,200	-	16,200
Pro Shop Sales	42,000	34,000	-	34,000
Facility Rental Income	1,000	3,000	-	3,000
Driving Range Fees	26,000	40,000	-	40,000
Snack Bar Revenue-Food & Beverage	46,000	36,000	-	36,000
Food & Beverage (Non-Tax)	1,100	1,000	-	1,000
Snack Bar Revenue-Alcohol Sale	17,000	20,000	-	20,000
Miscellaneous Revenue	1,900	75	-	75
Special Green Fees	8,500	6,500	-	6,500
Special Lunch	1,500	3,500	-	3,500
Golf Lesson Revenue	250	1,000	-	1,000
TOTAL REVENUES	<u>\$ 565,250</u>	<u>\$ 646,175</u>	<u>\$ -</u>	<u>\$ 646,175</u>
TOTAL FUNDS AVAILABLE	<u>\$ 563,595</u>	<u>\$ 496,109</u>	<u>\$ -</u>	<u>\$ 496,109</u>
OPERATING EXPENSES:				
Golf Course - Operations	\$ 276,816	\$ 213,496	\$ (1,236)	\$ 212,260
Golf Course - Concessions	73,253	38,090	-	38,090
Golf Course - Maintenance	348,000	347,593	(681)	346,912
TOTAL OPERATING EXPENSES	<u>\$ 698,069</u>	<u>\$ 599,179</u>	<u>\$ (1,917)</u>	<u>\$ 597,262</u>
OTHER EXPENSES:				
Principal & Int Debt Pymts	\$ 18,601	\$ 22,710	\$ -	\$ 22,710
Principal & Int Pymts in Bond Funds	(3,009)	(11,807)	-	(11,807)
TOTAL OTHER EXPENSES	<u>\$ 15,592</u>	<u>\$ 10,903</u>	<u>\$ -</u>	<u>\$ 10,903</u>
TOTAL EXPENSES	<u>\$ 713,661</u>	<u>\$ 610,082</u>	<u>\$ (1,917)</u>	<u>\$ 608,165</u>
ENDING FUND BALANCE:				
Unreserved, Undesignated	\$ (150,066)	\$ (113,973)	\$ 1,917	\$ (112,056)
TOTAL ENDING FUND BALANCE	<u>\$ (150,066)</u>	<u>\$ (113,973)</u>	<u>\$ 1,917</u>	<u>\$ (112,056)</u>
IDEAL FUND BALANCE	\$ 174,517	\$ 149,795	\$ (479)	\$ 149,316
OVER (UNDER) IDEAL FUND BALANCE	\$ (324,583)	\$ (263,767)	\$ 2,396	\$ (261,371)

**CITY OF COPPERAS COVE
FISCAL YEAR 2009-10 BUDGET
DRAINAGE UTILITY FUND
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**

Account	Description	Projected FY 2008-09	Adopted FY 2009-10	Proposed Amendment	Amended Budget FY 2009-10
BEGINNING FUND BALANCE:					
	Unreserved, Undesignated	\$ 126,827	\$ 328,441	\$ -	\$ 328,441
	Prior Yr Enc Voided in Current Yr	139,500	-	-	-
	Prior Period Adjustment	(10,818)	-	-	-
TOTAL BEGINNING FUND BALANCE		<u>\$ 255,509</u>	<u>\$ 328,441</u>	<u>\$ -</u>	<u>\$ 328,441</u>
REVENUES					
05-340-1020	Drainage Utility Fee	\$ 852,000	\$ 868,000	\$ -	\$ 868,000
Subtotal		<u>\$ 852,000</u>	<u>\$ 868,000</u>	<u>\$ -</u>	<u>\$ 868,000</u>
Other Revenue					
05-370-6001	Interest Revenue	\$ 7,600	\$ 7,600	\$ -	\$ 7,600
05-392-1001	Auction Proceeds	380	200	-	200
Subtotal		<u>\$ 7,980</u>	<u>\$ 7,800</u>	<u>\$ -</u>	<u>\$ 7,800</u>
TOTAL REVENUES		<u>\$ 859,980</u>	<u>\$ 875,800</u>	<u>\$ -</u>	<u>\$ 875,800</u>
TOTAL FUNDS AVAILABLE		<u>\$ 1,115,489</u>	<u>\$ 1,204,241</u>	<u>\$ -</u>	<u>\$ 1,204,241</u>
OPERATING EXPENDITURES					
	Drainage	\$ 364,373	\$ 372,897	\$ 3,814	\$ 376,711
	Non-Departmental	119,778	109,778	-	109,778
TOTAL OPERATING EXPENDITURES		<u>\$ 484,151</u>	<u>\$ 482,675</u>	<u>\$ 3,814</u>	<u>\$ 486,489</u>
OTHER EXPENDITURES					
	Capital Improvement Projects	\$ -	\$ 291,600	\$ -	\$ 291,600
	Capital Outlay	-	9,000	-	9,000
	Principal & Int Debt Pymts	302,897	313,175	-	313,175
TOTAL OTHER EXPENDITURES		<u>\$ 302,897</u>	<u>\$ 613,775</u>	<u>\$ -</u>	<u>\$ 613,775</u>
TOTAL EXPENDITURES		<u>\$ 787,048</u>	<u>\$ 1,096,450</u>	<u>\$ 3,814</u>	<u>\$ 1,100,264</u>
ENDING FUND BALANCE					
	Unreserved, Undesignated	\$ 328,441	\$ 107,791	\$ (3,814)	\$ 103,977
TOTAL ENDING FUND BALANCE		<u>\$ 328,441</u>	<u>\$ 107,791</u>	<u>\$ (3,814)</u>	<u>\$ 103,977</u>

**CITY OF COPPERAS COVE
FISCAL YEAR 2009-10 BUDGET
CEMETERY FUND
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**

Account	Description	Projected FY 2008-09	Adopted FY 2009-10	Proposed Amendment	Amended Budget FY 2009-10
BEGINNING FUND BALANCE					
	Unreserved, Undesignated	\$ 2,237	\$ 3,131	\$ 548	\$ 3,679
	Prior Period Adjustment	(236)		-	-
TOTAL BEGINNING FUND BALANCE		<u>\$ 2,001</u>	<u>\$ 3,131</u>	<u>\$ 548</u>	<u>\$ 3,679</u>
REVENUES					
06-340-1001	Cemetery Plot Sales	\$ 14,000	\$ 13,000	\$ -	\$ 13,000
06-370-6001	Interest Revenue	20	20	-	20
06-390-5002	Transfer from General Fund	24,000	23,400	-	23,400
06-390-6005	Miscellaneous Revenue	50	50	-	50
TOTAL REVENUES		<u>\$ 38,070</u>	<u>\$ 36,470</u>	<u>\$ -</u>	<u>\$ 36,470</u>
TOTAL FUNDS AVAILABLE		<u>\$ 40,071</u>	<u>\$ 39,601</u>	<u>\$ 548</u>	<u>\$ 40,149</u>
EXPENDITURES					
	Salaries & Benefits	\$ 32,619	\$ 33,343	\$ 548	\$ 33,891
	Supplies	100	1,300	-	1,300
	Repairs & Maintenance	1,678	2,092	-	2,092
	Contractual Services	750	1,558	-	1,558
	Designated Expenses	1,793	1,293	-	1,293
TOTAL EXPENDITURES		<u>\$ 36,940</u>	<u>\$ 39,586</u>	<u>\$ 548</u>	<u>\$ 40,134</u>
ENDING FUND BALANCE:					
	Unreserved, Undesignated	\$ 3,131	\$ 15	\$ -	\$ 15
TOTAL ENDING FUND BALANCE		<u>\$ 3,131</u>	<u>\$ 15</u>	<u>\$ -</u>	<u>\$ 15</u>

NOTICE OF PUBLIC HEARING

On October 8, 2009, during a Special City Council Meeting, the City Council of the City of Copperas Cove will hold a public hearing on the ordinance to amend the FY 2009-10 Budget for the City of Copperas Cove. The October 8, 2009 City Council Meeting will begin at 6:00 pm and will be held in the City Council Chambers at City Hall, 507 South Main Street, Copperas Cove, Texas 76522.

The proposed amendments to the FY 2009-10 Annual Budget are as follows:

	Increase (Decrease)
General Fund	
Beginning Fund Balance	\$75,000
Expenditure Appropriations	\$72,654
Water and Sewer Fund	
Expenditure Appropriations	\$2,678
Solid Waste Fund	
Expenditure Appropriations	\$2,483
Drainage Fund	
Expenditure Appropriations	\$3,814
Cemetery Fund	
Beginning Fund Balance	\$548
Expenditure Appropriations	\$548
Golf Course Fund	
Expenditure Appropriations	(\$1,917)
City-Wide Grant Fund	
Revenue	\$3,335
Expenditure Appropriations	\$3,335

City of Copperas Cove City Council Agenda Item Report

October 8, 2009

Agenda Item H-2

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

SUBJECT: Public Hearing on an ordinance amending the 2009-10 fiscal year budget for the City of Copperas Cove.

1. BACKGROUND/HISTORY

The 2009-10 budget was adopted on September 15, 2009. According to Section 6.16(b)(1) of the Copperas Cove City Charter, in order for the City Council to amend the 2009-10 budget, it must first hold a public hearing on the proposed amendments. The Charter also provides a requirement that when fund balance is to be used to fund increases in expenditures that two public hearings be held. The proposed budget amendment will require the use of fund balance. The public hearing will be the first of two public hearings held as required by the Charter. The second Public Hearing will be on October 13, 2009.

2. FINDINGS/CURRENT ACTIVITY

The Water & Sewer Fund requires an increase of \$22,800 in expenditure appropriations to cover the cost to send second notices to City utility customers. The condition in the municipal utility ordinance to provide second notices requires funds to provide the service to the customers. The \$22,800 was not included in the City Manager's Proposed Budget and ultimately not included in the budget that was adopted by City Council on September 15, 2009. Removal of second notices was discussed at the August 3, 2009 City Council workshop.

The increase to the Water and Sewer fund expenditure appropriation budget will result in reducing the fund balance to \$187,296 below the ideal fund balance as required in the City's fund balance policy per City ordinance.

3. FINANCIAL IMPACT

See attached ordinance and proposed amendments.

4. ACTION OPTIONS/RECOMMENDATION

City staff recommends that the City Council hold a public hearing on Ordinance No. 2009-35, amending the fiscal year 2009-10 Budget.

ORDINANCE NO. 2009-35

AN ORDINANCE APPROVING AND ADOPTING AN AMENDMENT TO THE BUDGET FOR OPERATING THE MUNICIPAL GOVERNMENT OF THE CITY OF COPPERAS COVE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2009, AND ENDING ON SEPTEMBER 30, 2010; REPEALING ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE; AND ESTABLISHING A SAVINGS CLAUSE AND AN EFFECTIVE DATE.

WHEREAS, The City Council desires to amend the operating budget of the municipal government of the City of Copperas Cove for the fiscal year October 1, 2009 to September 30, 2010; and

WHEREAS, Said budget amendments have been submitted to the City Council by the City Manager in accordance with the City Charter; and

WHEREAS, Public notices of public hearings upon this budget have been duly and legally made as required by City Charter and law.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COPPERAS COVE:

SECTION I.

That the City Council of the City of Copperas Cove ratify, approve and adopt the amendments to the budget considered for the fiscal year of October 1, 2009 to September 30, 2010, as identified in "Attachment A" of this ordinance.

SECTION II.

That all ordinances for which provision has heretofore been made are hereby expressly repealed if in conflict with the provisions of this ordinance.

SECTION III.

That should any part, portion, or section of this ordinance be declared invalid or inoperative or void for any reason by a court of competent jurisdiction, such decision, opinion or judgment shall in no way affect the remaining portions, parts, or sections or parts of section of this ordinance, which provisions shall be, remain and continue to be in full force and effect.

SECTION IV.

That this ordinance shall take effect and be in full force and effect from and after its passage and publication according to law.

PASSED, APPROVED AND ADOPTED this 13th day of October 2009, 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.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary

APPROVED AS TO FORM:

Denton, Navarro, Rocha
& Bernal, P.C., City Attorney

**CITY OF COPPERAS COVE
FISCAL YEAR 2009-10 BUDGET
WATER & SEWER FUND
SUMMARY OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE**

Description	Projected FY 2008-09	Adopted FY 2009-10	Proposed Amendment	Amended Budget FY 2009-10
BEGINNING FUND BALANCE:				
Unreserved, Undesignated	\$ 1,730,313	\$ 1,765,613	\$ -	\$ 1,765,613
Prior Period Adjustment	81,721	-	-	-
TOTAL BEGINNING FUND BALANCE	\$ 1,812,034	\$ 1,765,613	\$ -	\$ 1,765,613
Water Revenue	\$ 4,900,000	\$ 4,981,455	\$ -	\$ 4,981,455
Sewer Revenue	3,460,000	3,737,155	-	3,737,155
Senior Citizen Discount	(142,000)	(142,000)	-	(142,000)
Water Tap Fees	35,000	35,000	-	35,000
Sewer Tap Fees	11,500	11,500	-	11,500
Connect Fee	53,000	53,000	-	53,000
Meter Box Reset Fee	150	300	-	300
Composting Sales Revenue	15,000	15,000	-	15,000
Subtotal	\$ 8,332,650	\$ 8,691,410	\$ -	\$ 8,691,410
Admin Reimb-Drainage	\$ 20,000	\$ 20,000	\$ -	\$ 20,000
Transfer from Bond Funds	-	300,000	-	300,000
Interest Revenue	25,000	25,000	-	25,000
Late Charge For Billing	265,000	260,000	-	260,000
Miscellaneous Revenues	60,890	54,890	-	54,890
Insurance Proceeds	3,400	-	-	-
Riser Forfeiture Revenue	2,000	2,000	-	2,000
Auction Proceeds	10,500	1,000	-	1,000
Subtotal	\$ 386,790	\$ 662,890	\$ -	\$ 662,890
TOTAL REVENUE	\$ 8,719,440	\$ 9,354,300	\$ -	\$ 9,354,300
TOTAL FUNDS AVAILABLE	\$ 10,531,474	\$ 11,119,913	\$ -	\$ 11,119,913
OPERATING EXPENSES:				
Public Works (80)	\$ 168,596	\$ 176,419	\$ -	\$ 176,419
Utility Administration (81)	589,358	595,717	22,800	618,517
Water Distribution (82)	1,251,375	1,320,869	-	1,320,869
Sewer Collection (83)	514,995	545,346	-	545,346
Wastewater Treatment (84)	1,390,587	1,326,062	-	1,326,062
Composting (84-01)	176,107	185,655	-	185,655
Non-Departmental (85)	2,884,403	2,932,754	-	2,932,754
TOTAL OPERATING EXPENSES	\$ 6,975,421	\$ 7,082,822	\$ 22,800	\$ 7,105,622
OTHER EXPENSES:				
Capital Outlay	\$ -	\$ 31,835	\$ -	\$ 31,835
Principal & Int Debt Pymts	2,675,475	2,797,847	-	2,797,847
Principal & Int Pymts in Bond Funds	(1,185,035)	(430,000)	-	(430,000)
Transfer to Bond Funds	300,000	25,500	-	25,500
TOTAL OTHER EXPENSES	\$ 1,790,440	\$ 2,425,182	\$ -	\$ 2,425,182
TOTAL EXPENSES	\$ 8,765,861	\$ 9,508,004	\$ 22,800	\$ 9,530,804
ENDING FUND BALANCE:				
Unreserved, Undesignated	\$ 1,765,613	\$ 1,611,909	\$ (22,800)	\$ 1,589,109
TOTAL ENDING FUND BALANCE	\$ 1,765,613	\$ 1,611,909	\$ (22,800)	\$ 1,589,109
IDEAL FUND BALANCE	\$ 1,743,855	\$ 1,770,706	\$ 5,700	\$ 1,776,406
OVER (UNDER) IDEAL FUND BALANCE	\$ 21,758	\$ (158,796)	\$ (28,500)	\$ (187,296)

NOTICE OF PUBLIC HEARING

On October 8, 2009, during a Special City Council Meeting, the City Council of the City of Copperas Cove will hold a public hearing on the ordinance to amend the FY 2009-10 Budget for the City of Copperas Cove. The October 8, 2009 City Council Meeting will begin at 6:00 pm and will be held in the City Council Chambers at City Hall, 507 South Main Street, Copperas Cove, Texas 76522.

The proposed amendments to the FY 2009-10 Annual Budget are as follows:

	Increase (Decrease)
Water and Sewer Fund	
Expenditure Appropriations	\$ 22,800

City of Copperas Cove City Council Agenda Item Report

October 8, 2009

Agenda Item No. I-1

Contact – Andrea M. Gardner, City Manager, 547-4221

agardner@ci.copperas-cove.tx.us

SUBJECT: Consideration and action on rescheduling the date of the October 20, 2009 Regular City Council meeting to another date.

1. BACKGROUND/HISTORY

The City Charter Sec. 2.09 states “*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 for by law. Special meetings of the council shall be held at the call of the mayor or of four (4) or more council members.*” City Ordinance 2000-26 Sec. 2.1(c) City Council Rules of Order and Procedure states “*At other times when the council deems appropriate, one or more regular meetings may be canceled and rescheduled by a majority vote of the council.*”

2. FINDINGS/CURRENT ACTIVITY

The October 20, 2009 regular council meeting falls during the annual Texas Municipal League Conference. Several council members will be in attendance at this conference. Alternative dates for the meeting are Monday, October 26, 2009, Tuesday, October 27, 2009 and Wednesday, October 28, 2009. In order to allow the regular legal representative, Charles Zech, to attend the meeting for continuity purposes, the preference in dates is Monday, October 26, 2009 or Wednesday, October 28, 2009.

City Council approval is required to change the date of a regular meeting.

3. FINANCIAL IMPACT

None.

4. ACTION OPTIONS/RECOMMENDATION

City Council has the option to reschedule the regular City Council meeting of October 20, 2009 to another date.

City of Copperas Cove City Council Agenda Item Report

October 8, 2009

Agenda Item No. I-2

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

SUBJECT: Consideration and action on granting Council Member Bill L. Stephens, Position 5, an excused absence from a regular council meeting.

1. BACKGROUND/HISTORY

The City of Copperas Cove City Charter Sec. 2.04. Absenteeism states: *“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.”* The Charter also states in Sec. 2.07 (b)(1)(4). Vacancies, forfeitures, filling of vacancies.: *(1) A council member or the mayor shall forfeit his/her office if he/she...(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...”*

2. FINDINGS/CURRENT ACTIVITY

Council Member Bill L. Stephens requests an excused absence for the October 13, 2009 regular council meeting due to business travel.

3. FINANCIAL IMPACT

N/A.

4. ACTION OPTIONS/RECOMMENDATION

City staff recommends the City Council take action on the request.