

**CITY OF COPPERAS COVE
CITY COUNCIL WORKSHOP MEETING MINUTES
January 5, 2010 – 6:00 P.M.**

A. CALL TO ORDER

Mayor John Hull called the workshop meeting of the City Council of the City of Copperas Cove Texas to order at 6:00 p.m.

B. ROLL CALL

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

ALSO PRESENT

Andrea M. Gardner, City Manager
Jane Lees, City Secretary

C. WORKSHOP ITEMS

1. Presentation and update on the Northeast Sewer Line Project included in the approved 2010 CIP. **Robert M. McKinnon, Director of Public Works.**

Robert M. McKinnon, Director of Public Works, introduced Pat Lackey of River City Engineering. Mr. Lackey is the designing consultant for the Northeast Sewer Line Project. He updated the Council on both Phases for this Project. Phase IA is currently scheduled to come before the Council at the January 19, 2010 meeting.

Mr. Lackey gave a PowerPoint presentation, which is attached to and made a part of these minutes.

2. Provide direction to City staff on item C-1 above. **Andrea M. Gardner, City Manager.**

Individual members of the Council provided input during the topic discussion; however, the governing body as a whole did not provide clear direction.

D. ADJOURNMENT

There being no further business, Mayor Hull adjourned the meeting at 7:00 p.m.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary

City of Copperas Cove

EDC Master Plan Review & Eastside Wastewater Line

January 5th, 2010



EDC Master Plan Comments

City Staff & River City Engineering

- Received Plan on November 19th
- Follow Up Meeting on December 12th



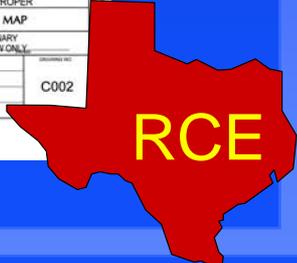
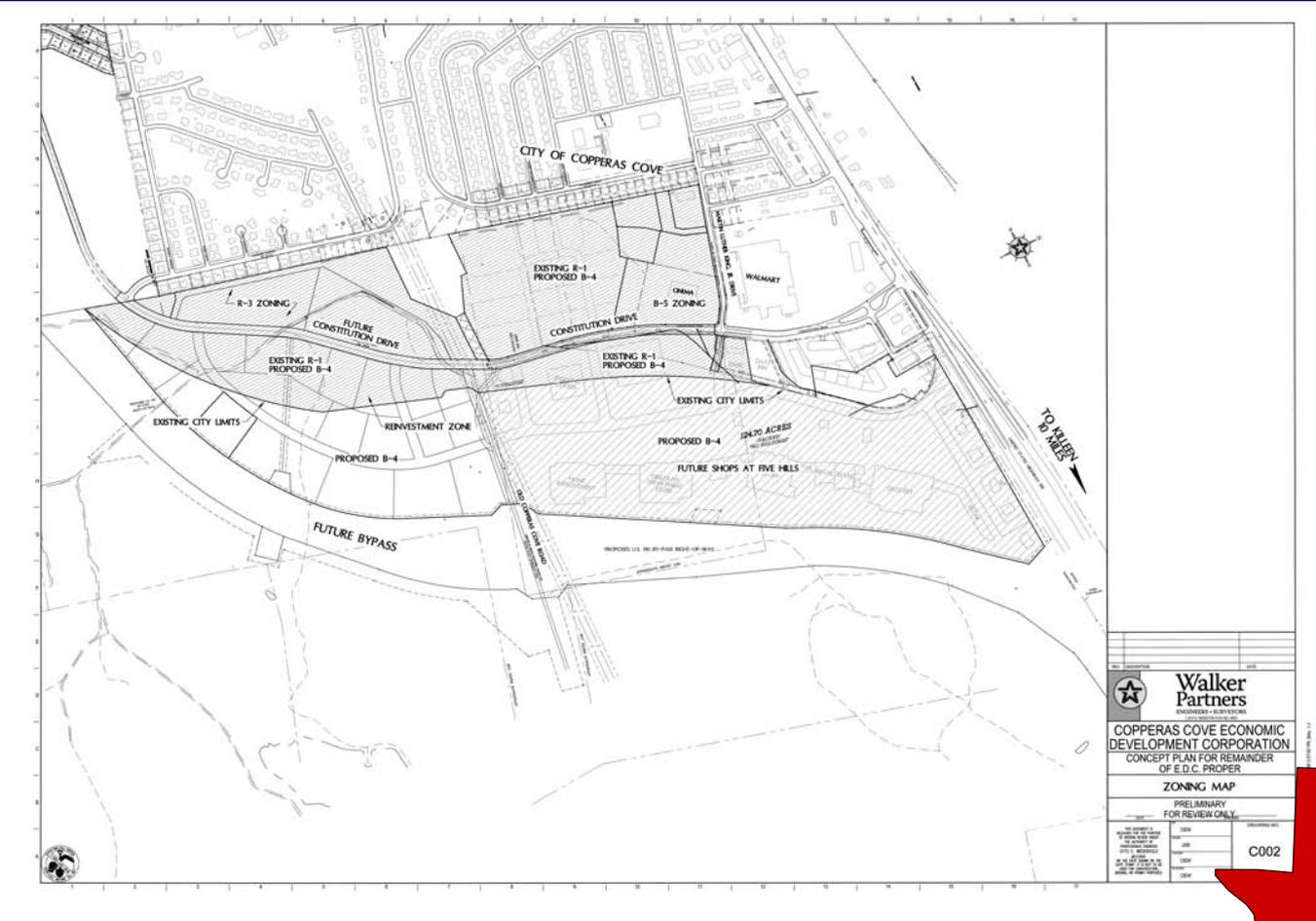
EDC Master Plan Comments

City Staff & River City Engineering
Reviewed the Following:

- Zoning Plan
- Existing Lot Layout
- Proposed Lot Layout
- Water Concept Plan
- Waste Water Concept Plan
- Drainage Area Map



Zoning Map

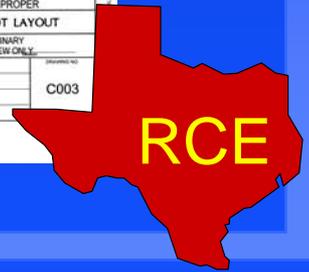
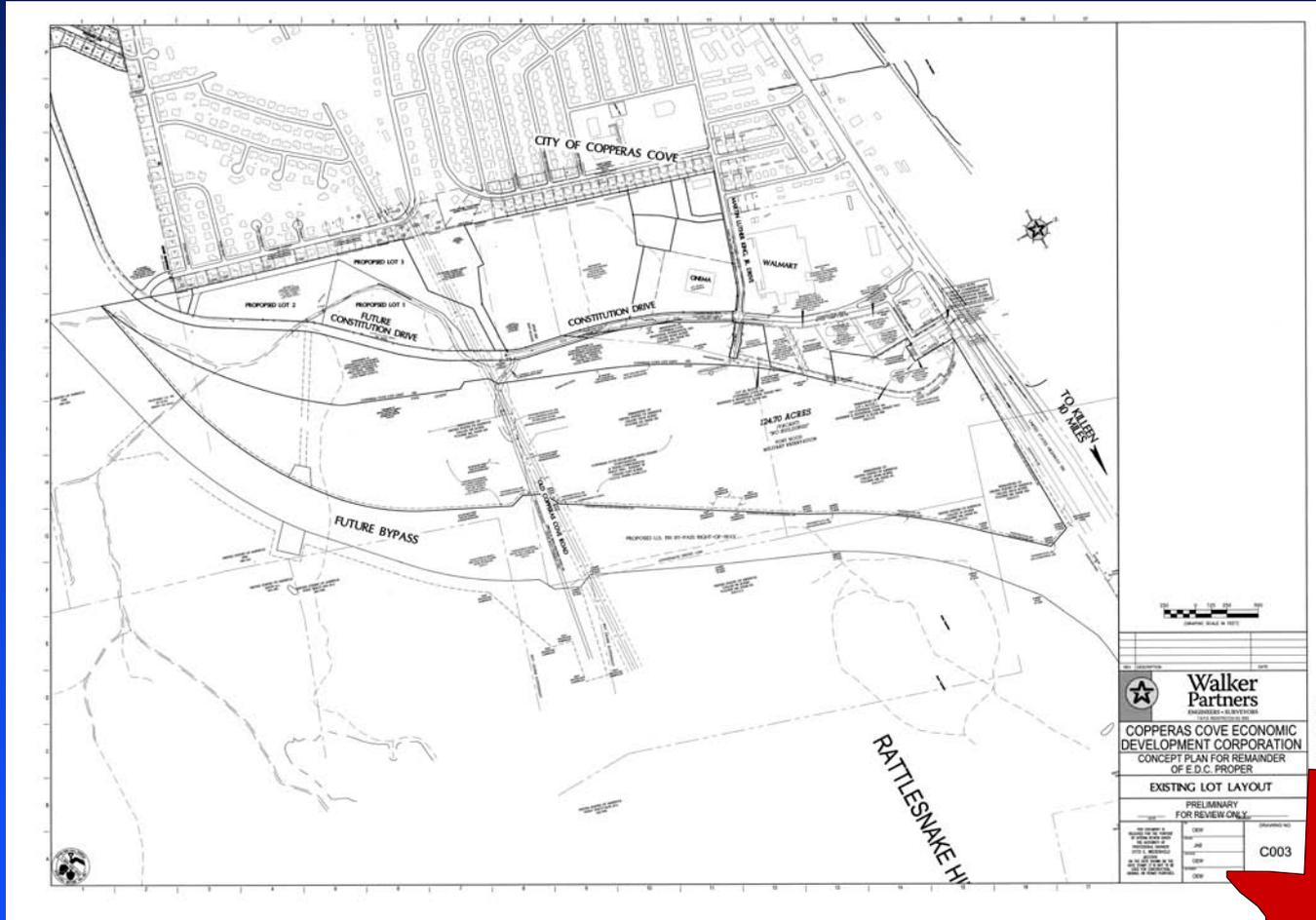


Zoning Map

- Needs to Show Existing Zoning
- Concept Plan is Limited
- Annexation Rules and Procedure
- Zoning of Annexed Tracts R-1 => B-4
- Buffer Limits Between Residential & Commercial
- Public Zoning for Fire Station Site



Existing Lot Layout



Existing Lot Layout

- Add Legend

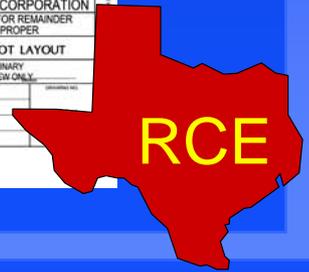
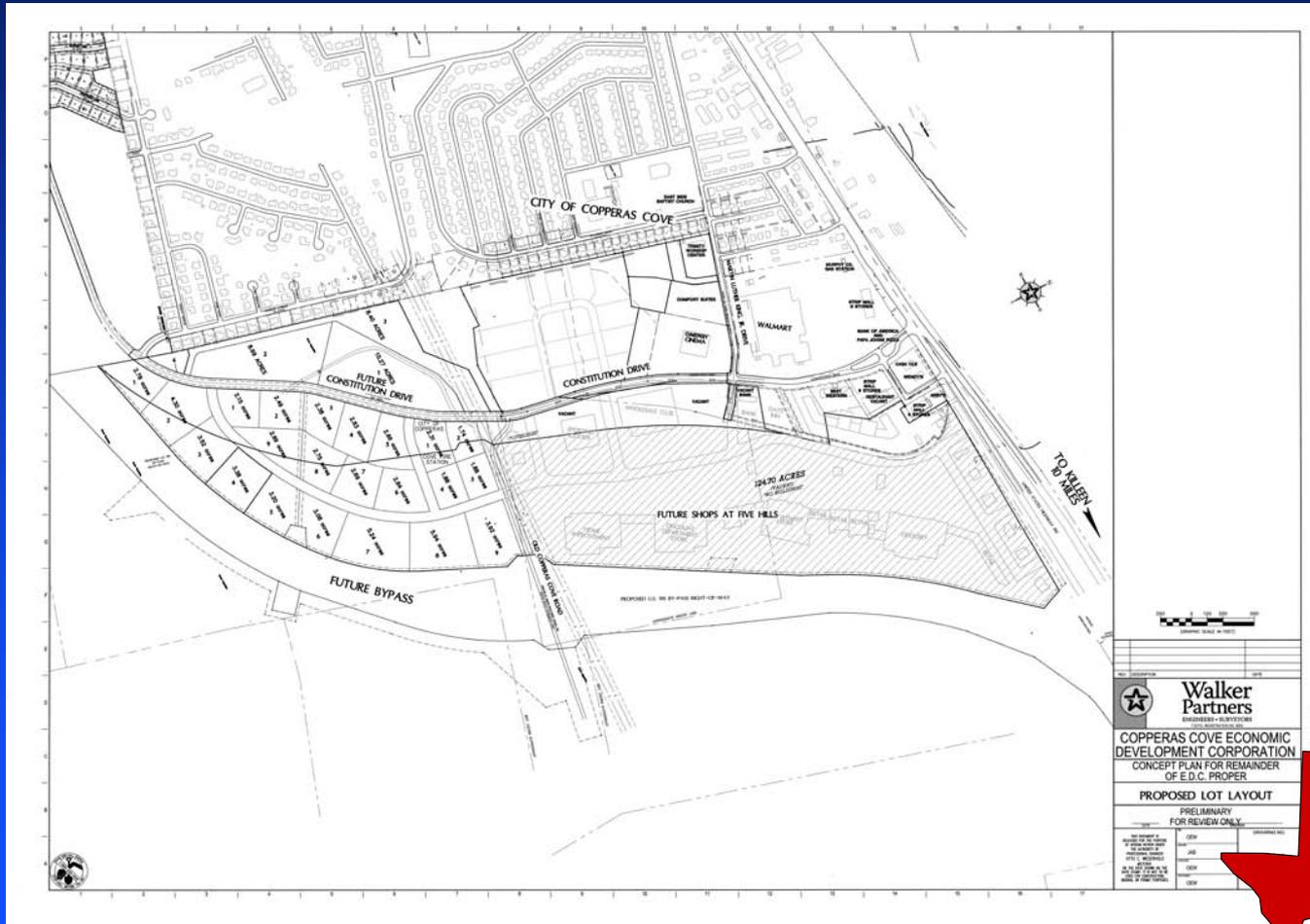
Tract Legal Descriptions

Current Land Use

Utility Easements



Proposed Lot Layout



Proposed Lot Layout

- Fire Department Location has Changed
- Oncor Zoning Designation and Access to Site
- Site Drainage Easements

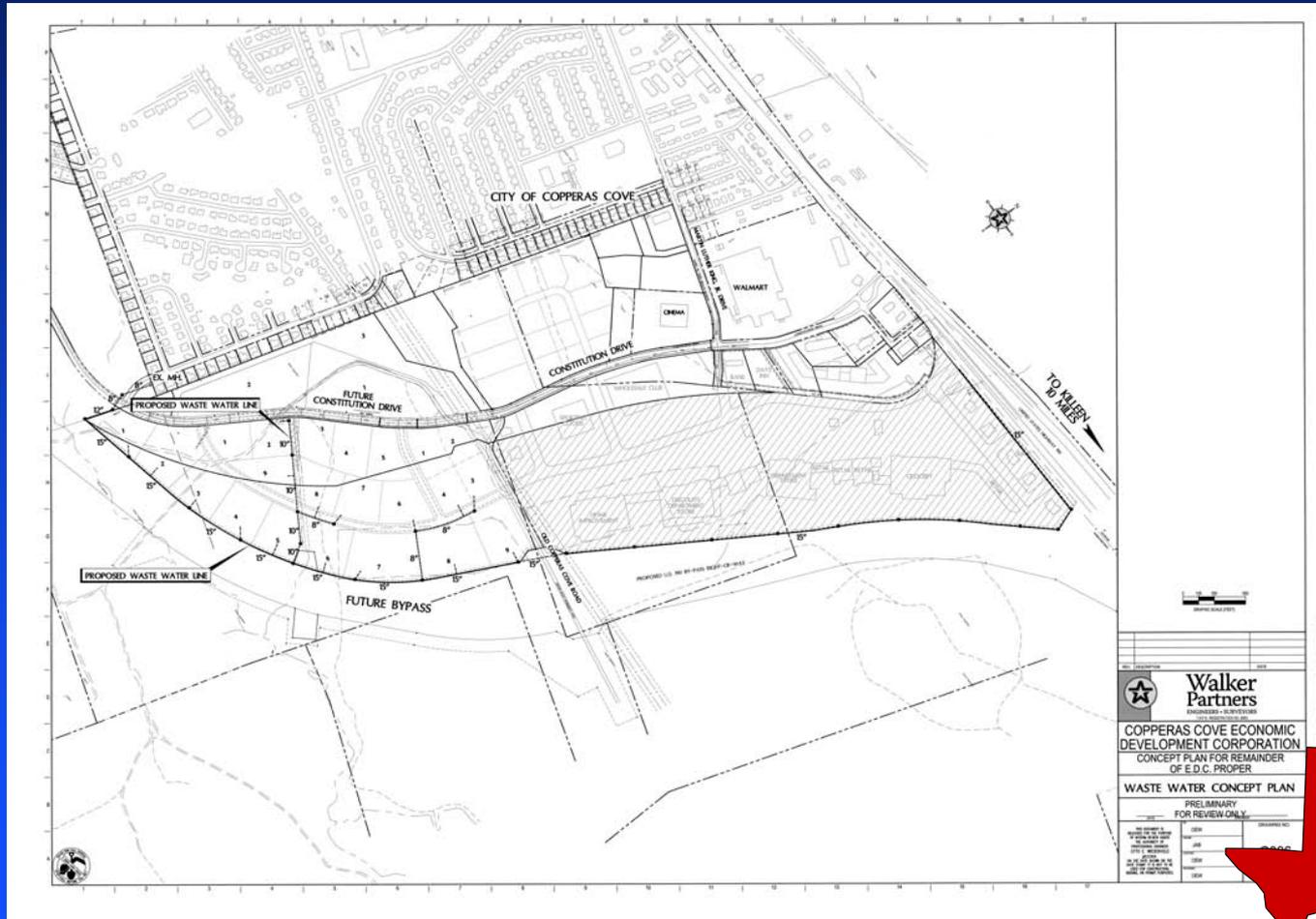


Water Concept Plan

- Show Existing Infrastructure
- How is Area Getting Water from Grid?
- Water Study Needed For Fire Flow
- Water Load for Five Hills Site Plan
- Define Min. Water Service Requirements (Peak/Emergency)
- Off-site Water Imp.



Waste Water Concept Plan



Waste Water Concept Plan

- Will Pipe Sizes Work for Zoning
- Who Maintains Temporary Lift Station at End of Constitution
- Tie in to Abandoned Lift Station
- Off-site Service Extension (Across Bypass)



Drainage Area Map

- Not Accounting for Drainage from Hill at Oncor Property & Exist. Off-site Development
- City Recommends Regional Detention
- Is Drainage Detention On Site for Shops at Five Hills?



Wastewater Improvements

Eastside Waste Water Line

- Phase 1A & 1B
 - 24" Gravity Line (4,200 LF)
 - 12" Force Main (2,300 LF)
- Apparent Low Bidder: Lupe Rubio Const. for \$685,658.00
- Jan. 19th for Council Consideration



Wastewater Improvements

Eastside Waste Water Line

- Phase 2

12" Force Main (3,200 LF)

Lift Station - Triplex 700GPM Pumps (3)

Engineering Est. = \$1 Million



Phase 1A



Phase 1B

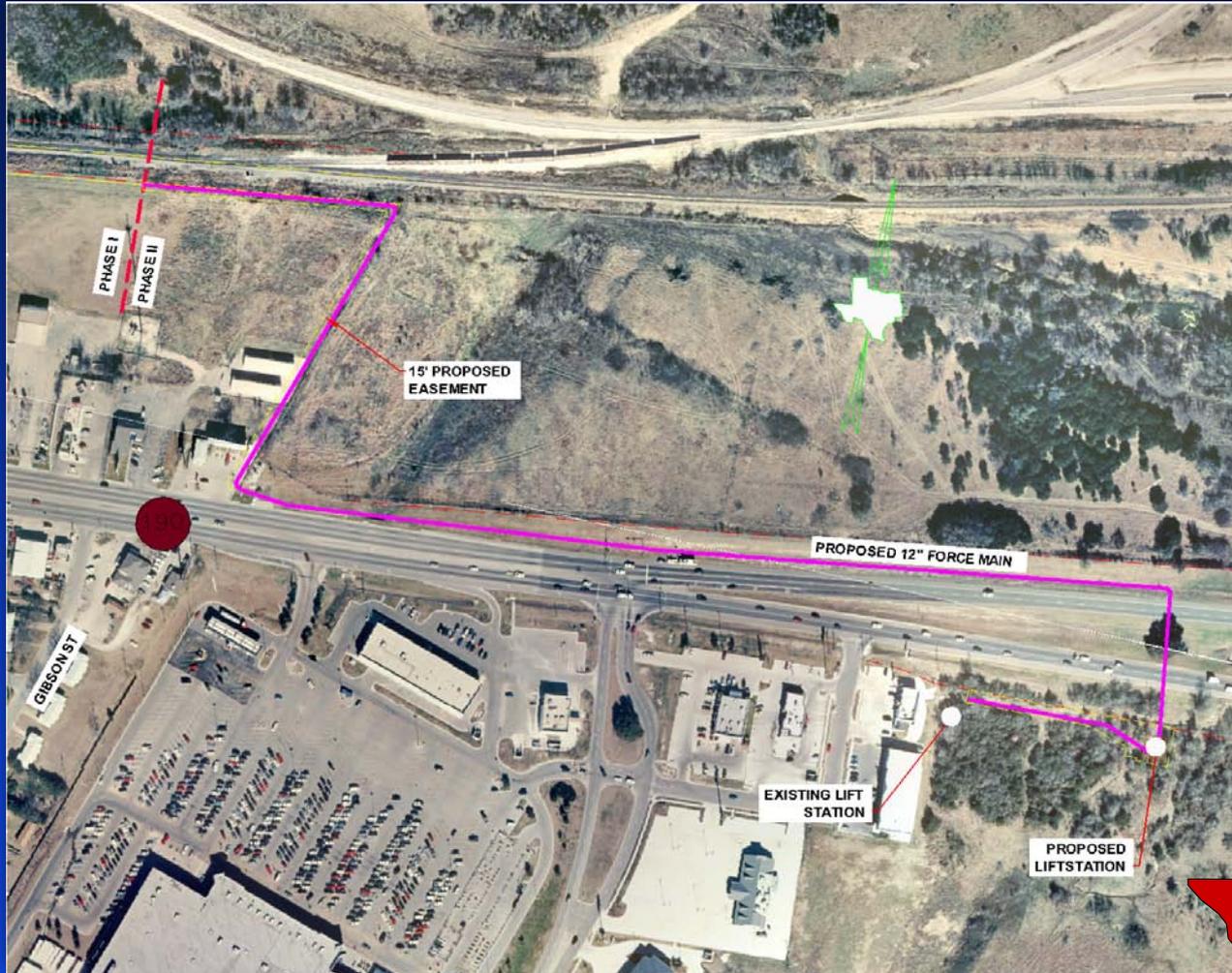


Phase 1A & 1B

- Purpose: To Relieve WW Bottleneck
- Add Alternate Headworks for NE Plant
- Easements Pending.
- 1A Will Allow Work To Begin on Golf Course in off season



Phase 2



Phase 2

- Purpose: Collect Industrial Park Flow
- Advertising for Bid in January
- Open Bid in February
- Easements and TxDOT Approval Pending



Further Considerations

- Future Service Across Bypass
- Who Maintains any temporary lift stations



City of Copperas Cove

EDC Master Plan Review & Eastside Wastewater Line

January 5th, 2010



**CITY OF COPPERAS COVE
CITY COUNCIL REGULAR MEETING MINUTES
January 5, 2010 – 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 7:07 p.m.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Rev. Richard Barrett, of Saint Martin's Episcopal Church, gave the Invocation and Mayor Hull led the Pledge of Allegiance.

C. ROLL CALL

John Hull
Cheryl L. Meredith
Charlie D. Youngs
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 Downard encouraged everyone to come out and welcome home 1st CAV troops on January 6, 2010 at 7:45 p.m. at Cooper Field on Fort Hood.

Council Member Seffrood thanked all those who assisted in removing wreaths at the Veterans Cemetery.

City Manager Gardner said that the Governor's Division of Emergency Management issued a warning for this area because of the extreme cold weather saying that in order to keep exposed water lines from freezing, partially turn on one of the faucets in your house.

Ms. Gardner announced that the new FEMA National Flood Insurance Rate Maps will be effective for Coryell County on February 17, 2010. The new maps detail the limits of the one percent chance annual flood, commonly referred to as the base flood or 100-year floodplain. Most property owners in Copperas Cove will be unaffected by these map changes. However, there may be properties currently not located in the floodplain based on the previous 1996 maps that will be brought into the floodplain by the new maps. Property owners should understand that flood insurance rates could increase as a result of the new maps. There are provisions for grandfathering that can be discussed with insurance providers.

Property owners with current flood insurance policies and those interested in obtaining new flood insurance policies are encouraged to review the proposed maps and discuss insurance options with their insurance provider. FEMA and the National Flood Insurance Program strongly recommend that all area residents have flood insurance because any property owner can experience a flood. You do not have to be in a mapped floodplain to be flooded.

Floodplain maps are available electronically on the City website under the Engineering Department. Go to the "Departments" tab and choose "Administration", then choose "City Engineer." Full size maps can be reviewed in person at City Hall or Public Works. Full size copies can be made at City Hall for a fee of \$4 per sheet. There is also some literature on floodplain insurance on the City website and on the back table in Council Chambers.

E. PUBLIC RECOGNITION

1. Employee Service Awards: Tim Molnes, Police Chief – 30 years. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, presented the January 2010 recipient with his pin: Tim Molnes, Police Chief – 30 years.

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. – None.

G. CONSENT ITEMS

1. Consideration and action on approving the minutes from the special council meeting on December 10, 2009. **Stefanie Brown, Deputy City Secretary**

2. Consideration and action on approving the minutes from the special (6:00 p.m.) council meeting on December 14, 2009. **Jane Lees, City Secretary**

3. Consideration and action on approving the minutes from the special (7:00 p.m.) council meeting on December 14, 2009. **Jane Lees, City Secretary**

4. Report and possible action on approving the by-laws for the City of Copperas Cove Parks Committee. **Danny Zincke, Assistant Director of Community Services**

5. Consideration and action upon approving a resolution authorizing the City Manager to execute a grant application for the 2009 Statewide Transportation Enhancement Program. **Wesley Wright, P.E., City Engineer**

The resolution caption is as follows:

RESOLUTION NO. 2010-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS, AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION FOR THE 2009 STATEWIDE TRANSPORTATION ENHANCEMENT PROGRAM, AUTHORIZING THE CITY MANAGER TO ACT ON THE CITY'S BEHALF TO ADMINISTER THE GRANT, AND PLEDGING THAT THE CITY OF COPPERAS COVE WILL COMPLY WITH THE GRANT REQUIREMENTS.

Council Member Downard made a motion to approve items G-1, G-2, G-3, G-4 and G-5 as presented. Council Member Goode seconded the motion, and with a unanimous vote, motion carried.

H. PUBLIC HEARINGS/ACTION – None.

I. ACTION ITEMS

1. Consideration and action on adopting an ordinance designating Reinvestment Zone No. 2 for purposes of granting a tax abatement per the Texas Property Tax Code.
Andrea M. Gardner, City Manager

Andrea M. Gardner, City Manager, gave an overview of agenda item I-1.

Council Member Stephens made a motion to approve Ordinance No. 2010-02 as presented. Council Member Seffrood seconded the motion, and with a unanimous vote, motion carried.

The ordinance caption is as follows:

ORDINANCE NO. 2010-02

AN ORDINANCE OF THE CITY OF COPPERAS COVE, TEXAS, DESIGNATING REINVESTMENT ZONE NO. 2; PROVIDING ELIGIBILITY OF THE ZONE FOR COMMERCIAL-INDUSTRIAL TAX ABATEMENT; CONTAINING FINDINGS THAT THE AREA QUALIFIES TO BE DESIGNATED AS A TAX ABATEMENT REINVESTMENT ZONE AND THE IMPROVEMENTS SOUGHT ARE FEASIBLE AND PRACTICABLE AND OF BENEFIT TO THE LAND AND THE CITY; AUTHORIZING AGREEMENTS IN WRITING WITH THE OWNERS OF ANY TAXABLE REAL AND TANGIBLE PERSONAL PROPERTY LOCATED WITHIN THE DESIGNATED ZONE AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME ON BEHALF OF THE CITY OF COPPERAS COVE; PROVIDING A SEVERABILITY CLAUSE; PROVIDE A REPEALING CLAUSE; PROVIDING AN EFFECTIVE DATE; AND PROVIDING AN OPEN MEETINGS CLAUSE.

2. Consideration and action on authorizing the City Manager to execute a Property Tax Abatement Agreement with Canyon Creek Developers, LLC, dba Stoney Brook of Copperas Cove. **Andrea M. Gardner, City Manager**

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

Council Member Goode made a motion to authorize the City Manager to execute a Property Tax Abatement Agreement with Canyon Creek Developers, LLC, dba Stoney Brook of Copperas Cove. Council Member Stephens seconded the motion, and with a unanimous vote, motion carried.

3. Consideration and action on adopting an ordinance to annex a 20.51 acre tract of land known as Taylor Creek Elementary School to the City of Copperas Cove, Texas.
Andrea M. Gardner, City Manager

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

Council Member Meredith made a motion to approve Ordinance No. 2010-03 as presented. Council Member Downard seconded the motion, and with a unanimous vote, motion carried.

The ordinance caption is as follows:

ORDINANCE NO. 2010-03

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS, ANNEXING THE 20.51 ACRE TRACT, BEING TAYLOR CREEK ELEMENTARY SCHOOL TO THE CITY OF COPPERAS COVE, TEXAS, AND EXTENDING THE BOUNDARY OF SAID CITY SO AS TO INCLUDE THIS TRACT WITHIN THE CITY LIMITS; AND DECLARING AN EFFECTIVE DATE.

4. Consideration and action on appointing a member to the Hotel/Motel Tax Committee. **Frank Seffrood, City Council, Place 7**

Frank Seffrood, City Council, Place 7, gave an overview of agenda item I-4.

Council Member Meredith made a motion to appoint Mark Peterson to the Hotel/Motel Tax Committee. Council Member Goode seconded the motion and a roll call vote was taken as follows:

Frank Seffrood	Aye
Cheryl L. Meredith	Aye
Charlie D. Youngs	Nay
Chuck Downard	Aye
Danny Palmer	Aye
Bill L. Stephens	Aye
Willie C. Goode	Aye

Motion carried, six to one.

5. Discussion on legal services provided to the City of Copperas Cove. **Willie C. Goode, City Council, Place 6**

Willie C. Goode, City Council, Place 6, gave an overview of agenda item I-5. Council Member Goode said that he requested this item to stimulate discussion between Council Members and find out what direction the Council wanted to go regarding legal services for the City. Discussion included comments that the City should hire a full time attorney, and/or hire a local attorney to take care of City work and Municipal Court. Council Member Meredith requested that the Council provide direction to the City Manager to hire the current legal firm with a contract. Discussion continued with additional comments that the present legal assistance is good and the guidance the City is getting is effective. Ms. Gardner added that it takes more than one individual to provide services needed within a City and that a lot of time has been saved for the City because of the current firm's knowledge.

6. Consideration and action on the resignation request by Council Member Chuck Downard from the Liaison position with the Economic Development Corporation (EDC). **Chuck Downard, City Council, Place 3**

Chuck Downard, City Council, Place 3, presented his letter of resignation to the City Council.

Council Member Goode made a motion to approve accept Council Member Downard's resignation as Council Liaison to the CCEDC Board. Council Member Stephens seconded the motion, and with a unanimous vote, motion carried.

7. Consideration and action on authorizing the City Manager to execute a land purchase agreement for the Fire Station #2 relocation project. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item I-7.

Council Member Goode made a motion to authorize the City Manager to execute the land purchase agreement. Council Member Palmer seconded the motion, and with a unanimous vote, motion carried.

8. Consideration and action on authorizing the City Manager to execute a contract with David Smith Construction for the Lutheran Church Road Street and Drainage Improvements project. **James A. Trevino, Assistant Public Works Director**

James A. Trevino, Assistant Public Works Director, gave an overview of agenda item I-8.

Council Member Meredith made a motion to authorize the City Manager to execute the contract. Council Member Downard seconded the motion, and with a unanimous vote, motion carried.

9. Consideration and action on authorizing the City Manager to enter into an interlocal agreement with North Central Texas Council of Governments (NCTCOG) and a master agreement with Gabriel, Roeder, Smith & Co. (GRS) for actuarial services for the fiscal year 2008-09 audit. **Wanda Bunting, Director of Financial Services**

Wanda Bunting, Director of Financial Services, gave an overview of agenda item I-9.

Council Member Downard made a motion to authorize the City Manager to execute the interlocal agreement and the master agreement. Council Member Goode seconded the motion, and with a unanimous vote, motion carried.

10. Consideration and action on an ordinance amending the City's "Fee Schedule." **Wanda Bunting, Director of Financial Services**

Wanda Bunting, Director of Financial Services, gave an overview of agenda item I-10.

Council Member Downard made a motion to approve Ordinance No. 2010-01 as presented. Council Member Palmer seconded the motion, and with a unanimous vote, motion carried.

The ordinance caption is as follows:

ORDINANCE NO. 2010-01

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS AMENDING THE FEE SCHEDULE FOR THE CITY OF COPPERAS COVE; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING A SAVINGS CLAUSE; AND DECLARING AN EFFECTIVE DATE.

J. REPORTS FROM OUTSIDE ENTITIES, ADVISORY COMMITTEES AND BOARDS

1. CCEDC digital sign update. *Dan Yancey, Chairman, CCEDC Board of Directors*

Monica Hull, CCEDC Marketing Director, gave an update on the CCEDC digital sign to the Council. Ms. Hull stated that the CCEDC now owns the sign. The remaining \$16,000 on the contract is for installation of the sign. The CCEDC is currently gathering quotes to insure the sign and they are still waiting for word from TxDOT on approval for the location of the sign.

K. ITEMS FOR FUTURE AGENDAS

Council Member Goode requested that an item be placed on the next agenda to consider removing Ray Don Clayton as a Council liaison to the CCEDC. The Council concurred.

Council Member Downard recommended that the Council consider modifying brush collection from one time a month to two times a month. The Council concurred.

Mayor Hull requested that the Council consider revising Chapter 16.5, § 16.5-8(c) of the Code of Ordinances. The Council 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 8:00 p.m.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary