



**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*

Notice is hereby given that a **Workshop** of the City of Copperas Cove, Texas will be held on the **6th day of April 2010**, 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 Safe Routes to School. **Wesley Wright, P.E., City Engineer**
2. Provide direction to the City Manager on item C-1 above. **Andrea M. Gardner, City Manager.**

D. ADJOURNMENT

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 _____, **April 1, 2010** 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



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

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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 **Regular Council Meeting** of the City of Copperas Cove, Texas, will be held on the **6th day of April 2010 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

1. Employee Service Awards. ***Andrea M. Gardner, City Manager***

- Anthony Kostner, Patrol Officer, Police Department – 5 years
- Jeffrey Rodriquez, Patrol Officer, Police Department – 5 years
- Kevin Sheldon, Patrol Officer, Police Department – 5 years
- Jeremy Alber, Police Sergeant, Police Department – 10 years
- Corey Schmidt, Patrol Officer, Police Department – 10 years
- Gretchen McWhorter, Administrative Assistant, Police Department – 10 years
- Lisa Taylor, Communications Operator, Police Department – 10 years

2. Proclamations. ***John Hull, Mayor***

- a. Public Safety Telecommunicators Week
- b. National Library Week
- c. Donate Life Texas Month

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. Pursuant to §551.042 of the Texas Open Meetings Act, any deliberation or decision about the subject of inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

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 considered separately.

1. Consideration and action on approving the minutes from the workshop council meeting on March 16, 2010. **Jane Lees, City Secretary**
2. Consideration and action on approving the minutes from the regular council meeting on March 16, 2010. **Jane Lees, City Secretary**
3. Consideration and action on approving the minutes from the special council meeting on March 29, 2010. **Jane Lees, City Secretary**

H. PUBLIC HEARINGS/ACTION

1. Public hearing and action on an ordinance amending Chapter Four of the 2007 Comprehensive Plan of the City of Copperas Cove, Texas; providing for changes in the Future Land Use Plan; providing for changes on Plate 4-1, the Future Land Use Map. **Wesley Wright, P.E., City Engineer**
2. Public hearing and action on an ordinance rezoning a 3.01-Acre Tract of Land in the W.H. Davis Survey, Abstract Number 276, locally known as 816 N. First Street, from B-3 (local business) to B-4 (business). **Wesley Wright, P.E., City Engineer**
3. Public hearing and action on approving an ordinance rezoning Part of Outlot 15 of the J. George Survey, Abstract 389, locally known as 814 S. Main Street, from R-3 (multi-family residential) to B-2 (local retail). **Wesley Wright, P.E., City Engineer**

I. ACTION ITEMS

1. Consideration and action on authorizing the City Manager to execute an agreement between the City of Copperas Cove and SCS Engineers for professional services to provide specifications for the resurfacing of the Transfer Station tipping floor. **Michael Mundell, Superintendent of Solid Waste**
2. Consideration and action on rejecting all bids received for the renovation of the Civic Center, and directing staff to amend the 2010 CIP to allow for the project to be completed with a phased approach. **Ken Wilson, Director of Community Services**

3. Consideration and action on appointing a member to the Hotel/Motel Tax Committee. **Wanda Bunting, Director of Financial Services**
4. Consideration and action on appointing members to an ad hoc committee for the purposes of creating a draft Animal Rescue Transfer Program with established criteria incorporated to provide written requirements for Animal Rescue Organizations desiring to participate in the program. **Andrea M. Gardner, City Manager**

J. REPORTS FROM OUTSIDE ENTITIES, ADVISORY COMMITTEES AND BOARDS

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.

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Jane Lees, TRMC, CMC
City Secretary



PROCLAMATION

WHEREAS, the men and women who serve as public safety telecommunicators are invaluable to the City of Copperas Cove; and

WHEREAS, as 9-1-1 operators and dispatchers they are dedicated to saving lives, frequently responding to citizens in hours of great need; and

WHEREAS, throughout Texas, the Commission on State Emergency Communications works with local and state governments to ensure reliable access to emergency telecommunications services. To highlight the invaluable role of public safety telecommunicators, the commission designates a week in April for an awareness campaign; and

NOW, THEREFORE, I, John Hull, Mayor of the City of Copperas Cove, Texas do hereby proclaim the week of April 11-17, 2010 shall be observed as:

“Public Safety Telecommunicators Week”

in the City of Copperas Cove, Texas, and I urge each and every citizen to extend their appreciation to public safety telecommunicators. They serve with distinction, placing their fellow citizens first. Together, their expertise and commitment highlight the best of the City of Copperas Cove.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Copperas Cove to be affixed this 6th day of April 2010.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary



PROCLAMATION

WHEREAS, The American Library Association and the American Book Publisher's Council formed the National Book Committee in 1954 to encourage reading and to keep books free and widely available; and

WHEREAS, The National Book Committee organized the first National Library Week in the United States of America during the week of March 16 – 22, 1958; and

WHEREAS, The American Library Association Council voted in 1959 to continue observing National Library Week in April of each year; and

WHEREAS, The American Library Association has designated the week of April 11 - 17 as National Library Week 2010; and

WHEREAS, Free libraries continue to provide invaluable educational, cultural and entertainment resources for their communities; and

WHEREAS, The City of Copperas Cove has demonstrated its commitment to library excellence by its support for the public library in Copperas Cove.

NOW THEREFORE, I, John Hull, Mayor of the City of Copperas Cove, Texas, do hereby proclaim the week of April 11 – 17, 2010 as:

“National Library Week”

in the City of Copperas Cove, and urge all citizens to visit the library to become better acquainted with the services offered by libraries and the contributions which they have made to American life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Copperas Cove to be affixed this 6th day of April 2010.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary



PROCLAMATION

WHEREAS, organ, eye and tissue donation are life-giving acts recognized worldwide as expressions of compassion to those in need; and

WHEREAS, more than 105,000 individuals nationwide and almost 10,000 in Texas are currently on the national organ transplant waitlist, and every 90 minutes one person dies while waiting for a donated organ – 18 per day; and

WHEREAS, in a single individual’s donation of the heart, lungs, liver, kidneys, pancreas and small intestine can save up to eight lives; eye donation can restore sight; and donation of tissue can save and enhance the lives of up to 50 others; and

WHEREAS, more than 600,000 Texans have signed up with the state-authorized Glenda Dawson Donate Life – Texas Registry to ensure their wishes to be organ, eye and tissue donors are honored; and

WHEREAS, Texas residents can sign up with the Donate Life – Texas Registry when applying for or renewing their driver’s licenses or ID cards at the Texas Department of Motor Vehicles; and

WHEREAS, millions of lives are saved and enhanced each year by donors of organs, eye and tissue.

NOW THEREFORE, I, John Hull, Mayor of the City of Copperas Cove, Texas, in recognition of National Donate Life Month, proclaim the month of April 2010 as

“Donate Life Texas Month”

in Copperas Cove, Texas, and in doing so we encourage all Texans to check “YES!” when applying for or renewing their driver’s license or ID card or by signing up at www.donatelifetexas.org or www.donevidatexas.org.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Copperas Cove to be affixed this 6th day of April 2010.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary

SAFE ROUTES TO SCHOOL

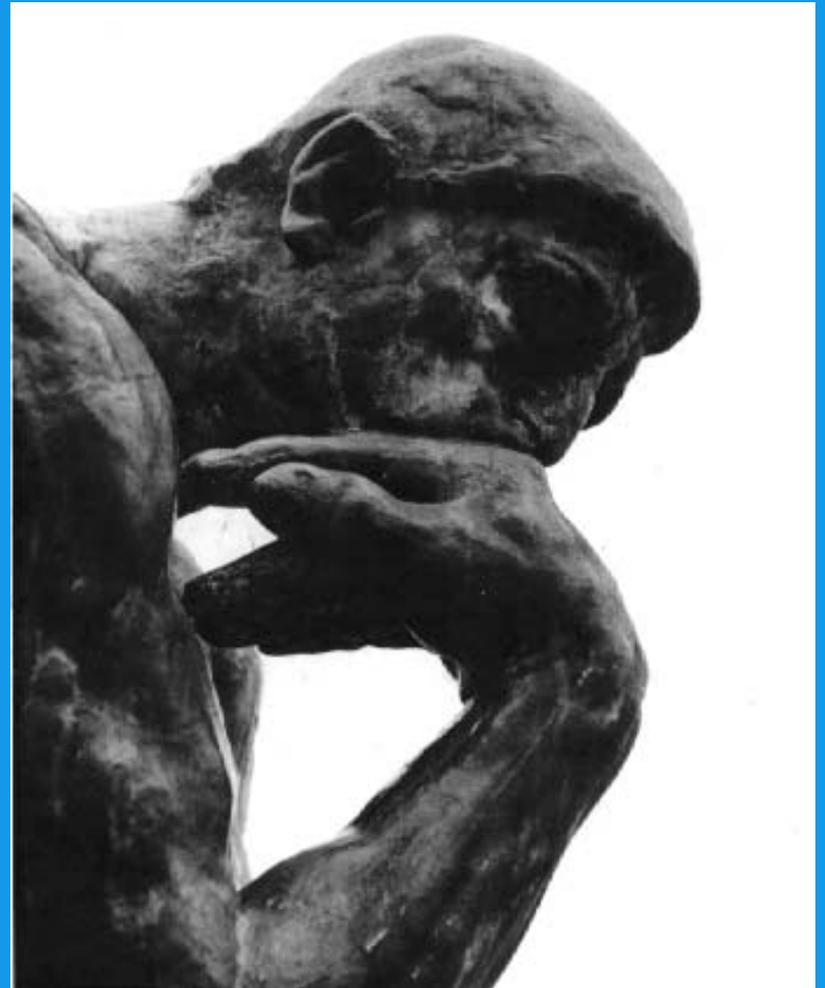
**City of Copperas Cove
April 6, 2010**

**Wesley Wright, P.E.
City Engineer**

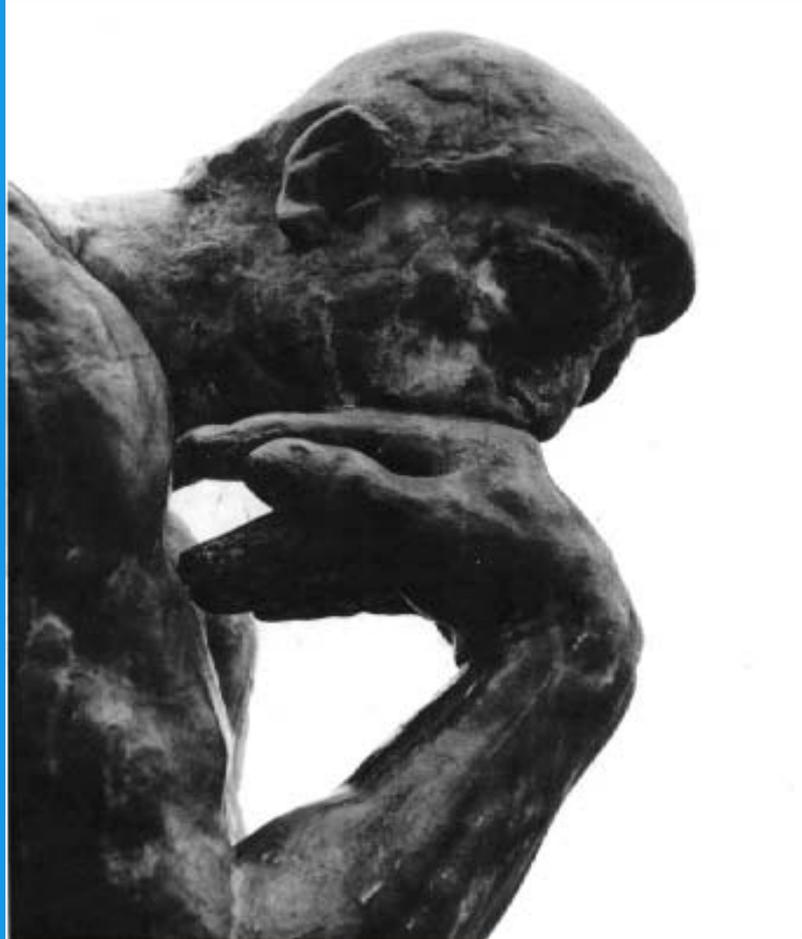


TOPICS

- What exactly is the program?
- Why consider the program?
- Challenges?
- What level of City involvement?



WHAT IS THE SAFE ROUTES TO SCHOOL PROGRAM?



THE PURPOSE OF THE SAFE ROUTES TO SCHOOL PROGRAM IS...

- Educate and encourage children to walk and bike to school by making it safer and more appealing
- Facilitate the planning, development and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity of schools.



**COMPONENTS OF THE SAFE ROUTES
TO SCHOOL PROGRAM ARE...**

EDUCATION



Focus on safety awareness

Includes parents, students,
and the public

Maps – staff/consultants

Surveys – parents, schools

ENFORCEMENT



Police presence

Increases awareness

Improves driver behavior

Teaches children traffic laws

ENCOURAGEMENT

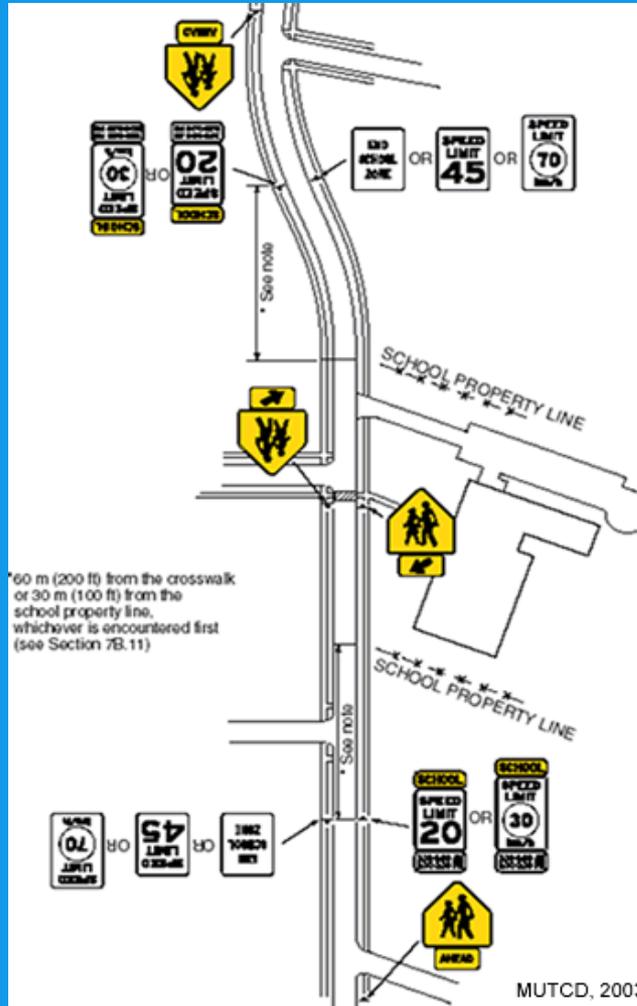


Increases popularity of walking and riding

Easy and cheap to implement

Involves wide ranging participation – schools, students, parents, police, and the public

ENGINEERING



- Traffic flow
- School zones
- Signage
- Crosswalks
- Signalization

EVALUATION

SURVEY ABOUT WALKING AND BIKING TO SCHOOL

- FOR PARENTS -

Dear Parent or Caregiver,

Your child's school wants to learn your thoughts about children walking and biking to school. This survey will take about 5 - 10 minutes to complete. We ask that each family complete only one survey per school your children attend. If more than one child from a school brings a survey home, please fill out the survey for the child with the next birthday from today's date.

After you have completed this survey, send it back to the school with your child or give it to the teacher. Your responses will be kept confidential and neither your name nor your child's name will be associated with any results. Thank you for participating in this survey!

School Name:

Completing this form: Please write with CAPITAL letters. Mark boxes with "X" instead of "✓".

1. What is the grade of the child who brought home this survey? (K - 8) grade
2. Is the child who brought home this survey male or female? MALE FEMALE
3. How many children do you have in Kindergarten through 8th grade? children
4. What is the street intersection nearest your home? (provide the names of two intersecting streets)

 AND

5. How far does your child live from school? (choose one and mark box with X)

- a. less than 1/4 mile c. 1/2 mile up to 1 mile e. More than 2 miles
 b. 1/4 mile up to 1/2 mile d. 1 mile up to 2 miles f. Don't know

6. On most days, how does your child arrive at school and leave for home after school? (select one choice per column, mark box with X)

Arrive at school

- a. Walk
 b. Bike
 c. School Bus
 d. Family vehicle (only with children from your family)
 e. Carpool (riding with children from other families)
 f. Transit (city bus, subway, etc.)
 h. Other (skateboard, scooter, inline skates, etc.)

Leave for home

- a. Walk
 b. Bike
 c. School Bus
 d. Family vehicle (only with children from your family)
 e. Carpool (riding with children from other families)
 f. Transit (city bus, subway, etc.)
 h. Other (skateboard, scooter, inline skates, etc.)

7. How long does it normally take your child to get to/from school? (tick circle for one choice per column)

Travel time to school

- a. Less than 5 minutes
 b. 5 - 10 minutes
 c. 11 - 20 minutes
 d. More than 20 minutes
 e. Don't know / Not sure

Travel time from school

- a. Less than 5 minutes
 b. 5 - 10 minutes
 c. 11 - 20 minutes
 d. More than 20 minutes
 e. Don't know / Not sure

**WHY HAVE A SAFE ROUTES TO
SCHOOL PROGRAM?**

FUNDING



Over \$600MM to states from
2005-2009

\$40MM to Texas

No local match

Projects up to \$500k

INTANGIBLES AND HEALTH BENEFITS

Intangibles

Reduced congestion around schools

Reduced need for busing

Increased sense of freedom

Teach safe habits

Health Benefits

Many kids are physically inactive

Decreased emissions/air pollution



**WHAT CHALLENGES EXIST TO THE
SRTS PROGRAM?**

COMPETITIVENESS AND AVAILABILITY

Competitive Grants

- Limited project calls
- Limited funds
- Many applicants

Lack of Funding

- Potential Program Elimination
- TxDOT call for projects every two years



FUNDING AND PRIORITIZATION



Lack of Funding

ADA Ramp ~ \$1,000

4' sidewalk ~ \$35/LF

Prioritization

11 schools within Cove

Conflicts with the CIP?

Is there a problem now?

TRANSPORTATION CHOICES

Fewer kids hike and bike to school

1969 – 42% walk

2001 – 16% walk



Why?

More parents drive

Larger schools

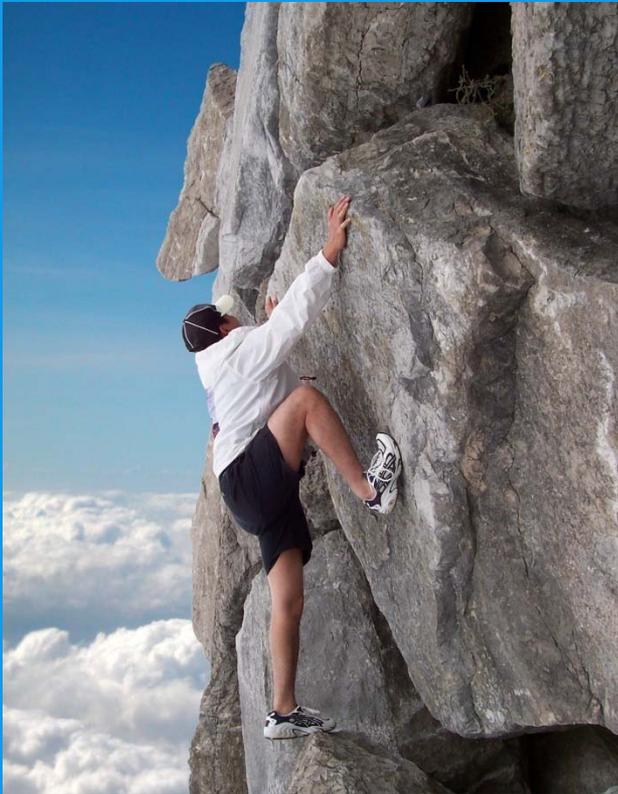
Long distances – 62%

Traffic danger – 30%

Adverse weather – 19%

Fear of crime – 12%

LOGISTICS AND ADMINISTRATION



CCISD has 10 schools plus 1
Lampasas elementary school

Private and public meetings

Maps, Surveys, Studies – internal
staff and external consultants

Multiple Stakeholders - City Staff,
School District Staff, Individual School
Administrators, PTA, Parents, Students

SUMMARY

What exactly is the program?

5 E's

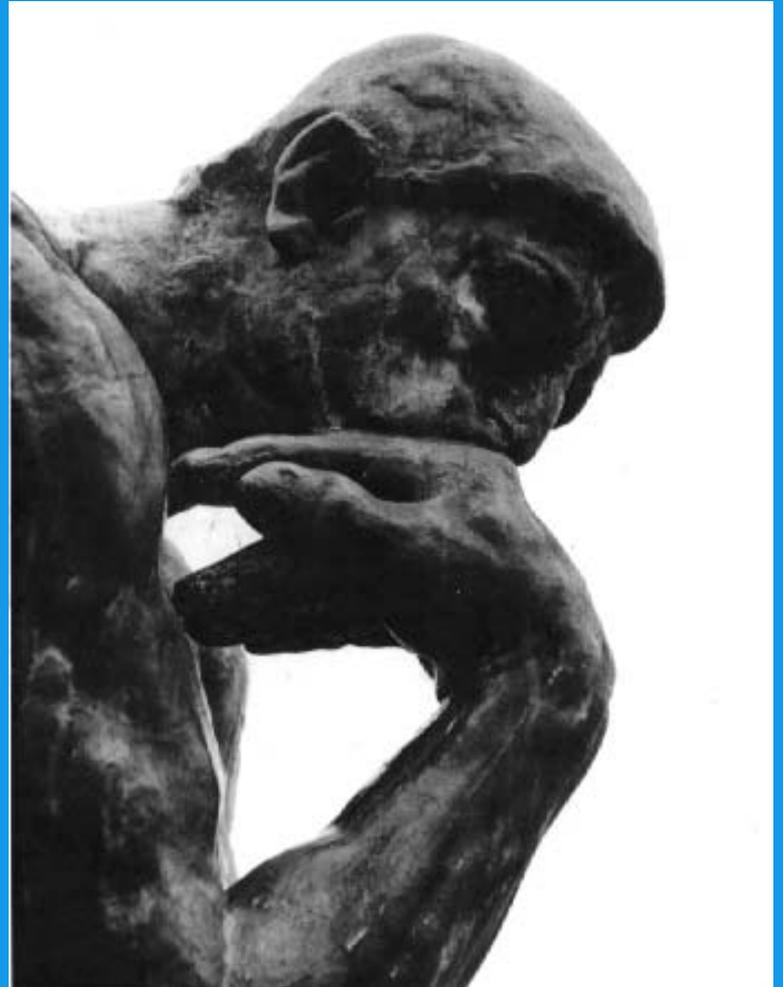
Education

Enforcement

Encouragement

Engineering

Evaluation



SUMMARY

Why consider the program?

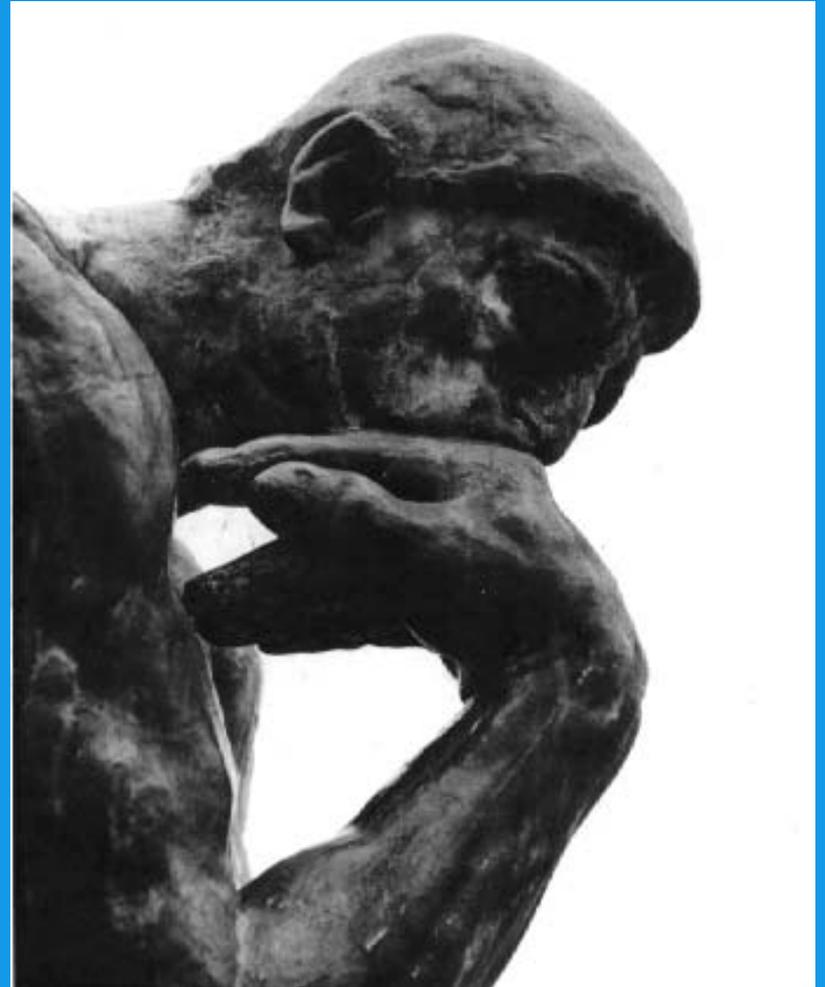
Funding – Grants

Promote Physical Activity

Health Benefits

Reduced Congestion

Safety Improvements



SUMMARY

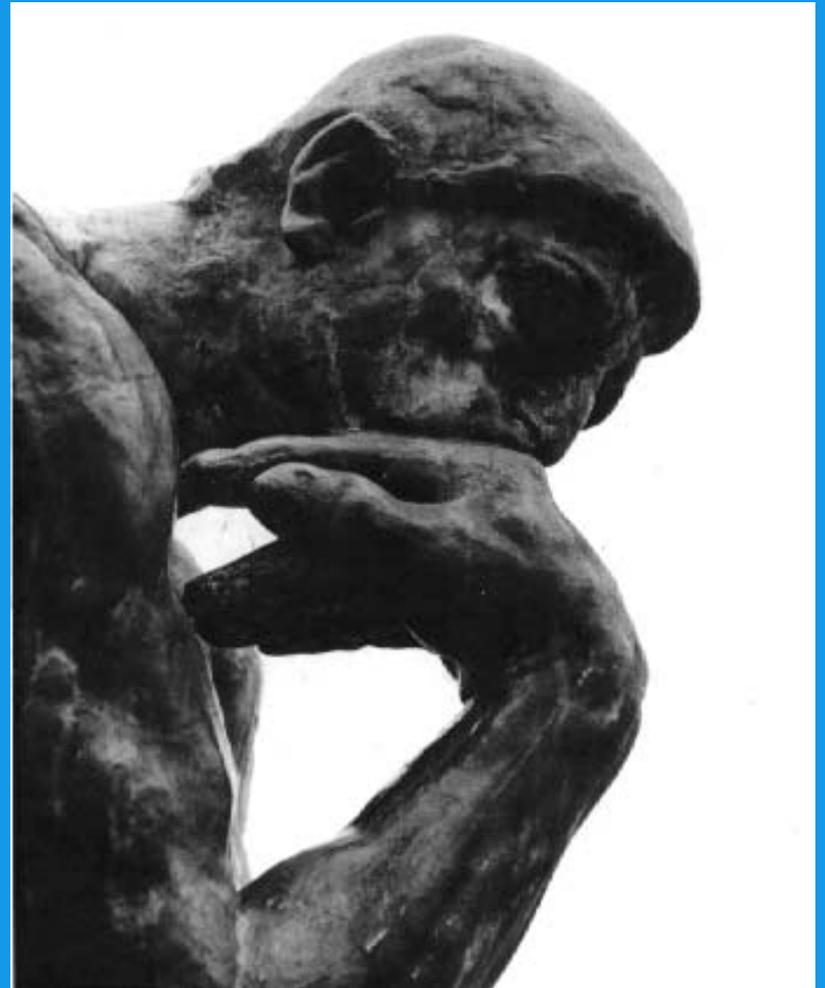
Challenges?

Fewer consider walking & biking as a viable option

Potential consultant costs

Unfunded program

Substantial administrative requirements



POLICY DIRECTION



At what level does City Council desire City Staff involvement in a detailed Safe Routes to School Program?

SAFE ROUTES TO SCHOOL

**City of Copperas Cove
April 6, 2010**

**Wesley Wright, P.E.
City Engineer**



CITY OF COPPERAS COVE
CITY COUNCIL WORKSHOP MEETING MINUTES
March 16, 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 - Absent
Willie C. Goode
Frank Seffrood - Absent

ALSO PRESENT

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

C. WORKSHOP ITEMS

1. Update on Lutheran Church Road. ***James Trevino, Assistant Public Works Director***

James Trevino, Assistant Public Works Director, presented a PowerPoint presentation to the City Council. The presentation is made a part of and attached to these minutes.

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

None.

D. ADJOURNMENT

There being no further business, Mayor Hull adjourned the meeting at 6:15 p.m.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary

LUTHERAN CHURCH ROAD PROJECT UPDATE

March 16, 2010

Presented By

JAMES A. TREVINO

Assistant Public Works Director

Construction of
House Creek North
Began in Early 2000

Development Has
Increased Number
Of Vehicles Using Road

24 Hour Traffic Count

- **2005 – 2,116**
- **2008 – 8,887**



November 2008
Voters Approve
\$1 Million Bond

Design Contract
Awarded To
Hearn Engineering
May 2009

Construction Contract
Awarded To
David Smith Construction
January 2010

Project Elements

- **Rebuild 5,315 LF**
- **Widen From 22' to 40'**
- **Drainage Improvements**







Martin Walker Area Drainage

Grading To Intercept
And Divert Runoff Away
From Area Homes





Financial Impact

➤ Base Bid	\$792,427.61
➤ Alternate #1	\$ 3,055.20
➤ Alternate #2	<u>\$ 21,163.49</u>
➤ Total	\$816,646.30

Funding Sources

- **2009 GO Bond (TS) \$ 1,000,000.**
- **2009 GO Bond (Drainage) \$ 100,000.**
- **2008A Tax Note \$ 50,000.**

Contract Time

- **180 Days**
- **Begin March 2010**
- **Completion August 2010**



TxDOT Plans Installation
Of Traffic Signal At
N. FM 116 And Lutheran Church Road
In Late Fall 2010

Questions ?

**CITY OF COPPERAS COVE
CITY COUNCIL REGULAR MEETING MINUTES
March 16, 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 7:00 p.m.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Ms. Peggy Thompson, Minister at New Beginnings: A Ministry of Restoration, gave the Invocation and Mayor Hull led the Pledge of Allegiance.

C. ROLL CALL

ALSO PRESENT

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

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

D. ANNOUNCEMENTS

Council Member Downard invited all citizens to take part in the upcoming Keep Copperas Cove Beautiful Waterway Cleanup Event on Saturday, March 20, 2010 at 9:00 a.m. in the Library parking lot on Main Street. A free T-shirt will be provided for all participants, along with the cleanup supplies.

Andrea M. Gardner, City Manager, announced upcoming Household Hazardous Waste events as follows: 1) March 20, 2010 in Belton at the Expo Center, 301 West Loop 121, from 8:00 a.m. to 1:00 p.m.; 2) May 8, 2010 in Copperas Cove at the Transfer Station, 2605 South FM 116, from 9:00 a.m. to 2:00 p.m.; and 3) June 12, 2010 in Temple at the Nathaniel Mitchell Service Center, 3210 East Avenue H, from 9:00 a.m. to 2:00 p.m.

Ms. Gardner also announced that Fort Hood will hold Earth Fest on April 23, 2010. Time and location will follow at a later date.

E. PUBLIC RECOGNITION

1. Proclamation: Boys & Girls Club Week, March 21-27, 2010. *John Hull, Mayor*

Mayor John Hull read the proclamation and presented it to Allison Shopbell, Branch Director of the Boys & Girls Club. Ms. Shopbell thanked the City and the Council for the proclamation and the recognition. She said it was an honor to serve the children of Copperas Cove.

F. CITIZENS' FORUM – None.

G. CONSENT ITEMS

1. Consideration and action on approving the minutes from the workshop council meeting on March 2, 2010. **Jane Lees, City Secretary**

2. Consideration and action on approving the minutes from the regular council meeting on March 2, 2010. **Jane Lees, City Secretary**

4. Consideration and action on awarding the purchase of police uniforms to Miller Uniforms & Emblems, Inc. of Austin, Texas, on a BuyBoard (State Contract). **Eddie Wilson, Police Lieutenant**

5. Consideration and action on the presentation of the 2009 Animal Control Annual Report. **Mike Heintzelman, Deputy Police Chief**

6. Consideration and action on authorizing the City Manager to execute a Professional Services Agreement between River City Engineering, Inc. and the City for engineering services for the Texas Department of Rural Affairs 2010 CDBG Grant No. 729171, awarded for the purpose of water system improvements. **Andrea M. Gardner, City Manager**

7. Consideration and action on granting Council Member Frank Seffrood, Position 7, an excused absence from a regular council meeting. **Jane Lees, City Secretary**

8. Consideration and action on authorizing the Mayor to execute a letter of support to accompany the Cen-Tex Sustainability Partnership submittal of a Letter of Interest to the Environmental Protection Agency (EPA) in response to the 2010 Request for Letters of Interest (RFLI) for Smart Growth Implementation Assistance. **Andrea M. Gardner, City Manager**

9. Consideration and action on granting Council Member Bill L. Stephens, Position 5, an excused absence from a regular council meeting. **Jane Lees, City Secretary**

Council Member Downard requested that item G-3 be removed from the Consent Agenda for further discussion.

Council Member Downard made a motion to approve G-1, G-2, G-4, G-5, G-6, G-7, G-8, and G-9 as presented. Council Member Goode seconded the motion, and with a unanimous vote, motion carried.

3. Consideration and action to approve updated cost for engineering relating to the extension of Constitution Drive. **Dan Yancey, Chair, CCEDC Board of Directors**

Council Member Downard asked Dan Yancey several questions on this item. He was concerned about Constitution being a dead end and that two housing projects were to be located there. He said that the streets in the area are already crowded and perhaps Constitution should be connected to Mueller to alleviate the traffic flow. Mr. Yancey said that Constitution would be tied into Mueller. The preliminary plans will be ready for Planning & Zoning by the end of next week and construction drawings will be available about a week after that.

Council Member Downard made a motion to approve G-3 as presented. Council Member Palmer seconded the motion, and with a unanimous vote, motion carried.

H. PUBLIC HEARINGS/ACTION

1. Public hearing and action on an ordinance amending the 2009-10 fiscal year budget for the City of Copperas Cove for a position update. **Wanda Bunting, Director of Financial Services**

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

Mayor Hull opened the public hearing at 7:17 p.m.

Speaking for: None.

Speaking Against: None.

Mayor Hull closed the public hearing at 7:18 p.m.

Council Member Meredith made a motion to approve Ordinance No.2010-13 as presented. There was no second to the motion, therefore, the motion died. No action was taken.

The ordinance caption is as follows:

ORDINANCE NO. 2010-13

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.

2. Public hearing and action on a Final Plat for the Copperas Cove 190 Business & Industrial Park, Phase Five. **Wesley Wright, P.E., City Engineer**

Wesley Wright, City Engineer, gave an overview of agenda item H-2.

Mayor Hull opened the public hearing at 7:22 p.m.

Speaking for: None.

Speaking Against: None.

Mayor Hull closed the public hearing at 7:23 p.m.

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

3. Public hearing and action on an ordinance amending the fiscal year 2010-2014 Capital Improvement Plan and the fiscal year 2010 Capital Improvement budget for the City of Copperas Cove. **Wanda Bunting, Director of Financial Services**

Wanda Bunting, Director of Financial Services, gave an overview of agenda item H-3.

Mayor Hull opened the public hearing at 7:25 p.m.

Speaking for: None.

Speaking Against: Council Member Downard recommended that the Council postpone the remainder of the hearing and have City staff come back with another briefing on a timetable as to how the City will put the complete project in, according to the five-year Capital Improvement Plan. He said that there does not appear to be a project to tie in to FM 116, going across the Lehmann property, and tying in the water system on Topsey or going to the water tank on Mesa Verde. He stated that the water model reflects a less-costly 24-inch line vs, the current 30-inch. It also reflects tying in to an existing 16-inch vs, a staff recommendation of an uncapped transmission line going to the water tank. He also recommended that staff consider installing a stretch of 30-inch water line along FM 116 at the intersection of the northern loop.

Mayor Hull closed the public hearing at 7:27 p.m.

Council Member Downard made a motion that item H-3 be postponed. Council Member Palmer seconded the motion and a roll call vote was taken as follows:

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

Motion carried four to one to postpone item H-3.

The ordinance caption is as follows:

ORDINANCE NO. 2010-15

AN ORDINANCE APPROVING AND ADOPTING AN AMENDMENT TO THE CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2010-2014 AND BUDGET FOR FISCAL YEAR 2010; REPEALING ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE; AND ESTABLISHING A SAVINGS CLAUSE AND AN EFFECTIVE DATE.

Mayor Hull requested that Item I-13 be moved to before I-1 due to the presenter being from out of town.

H. ACTION ITEMS

13. Discussion and update on the City Hall Needs Assessment. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, introduced Hal Sargent of Brinkley Sargent Architects. She said that Brinkley Sargent Architects was hired to conduct a City Hall needs assessment. She further stated that this item was discussed at the 2009 Council Retreat that was held in June. Ms. Gardner turned the presentation over to Mr. Sargent.

Mr. Sargent briefed the Council on the study. First, each department filled out a questionnaire, met with their staff and discussed constraints and challenges. This process took several meetings and a final meeting to review the results with the City Manager.

The report projected staff for 10 and 20 years from now. The budgets presented are given for the 20-year projected growth. The current City Hall staff is at 43.5 positions. The 2020 projection is for 64 positions and the 2030 projection is for 73 positions. For each position, the duties/activities were identified and the size of the space needed was established. The total square footage of space needed in City Hall in 2030 would be 37,622 square feet. The existing City Hall is 14,000 square feet. Mr. Sargent said that the square footage needed also included the Utility Administration Department and the Chamber of Commerce moving into the building.

Mr. Sargent presented three options to City Council. The first option was to construct a new City Hall building behind the current building, demolish the old City Hall building and turn that space into a parking lot to be shared with the Library. One negative to this plan is that there may be a shortage of parking. Parking spaces would number 84, of which 48 would be shared with the Library. This could cause problems on evenings when council meetings or other events were held. The total budget for this option is \$15,775,000. This price reflects the inclusion of environmental testing, construction, demolition of the old building, water retention, furniture, security system, telephone system, civil engineering, platting, AV, among other things. The price also assumes a start date of July 2010. A 5% increase would have to be added for each year after 2010.

The second option is to use the bank building across the street. This would include renovation of the existing building and constructing a new 16,700 square foot addition to the building. The existing City Hall would then be demolished and a parking lot established. The advantage to this option is that there would be plenty of parking available. The budget for this option is \$16,570,000. The option includes the land cost of \$1,790,000.

The third option would be to tear down the bank building completely and construct a new building. The budget for this option would be \$18,284,000.

1. Discussion and action on scheduling a Special Meeting of the City Council.
Andrea M. Gardner, City Manager

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

Council Member Palmer made a motion to schedule a Special Meeting of the Council to be held on March 29, 2010 at 7:00 p.m. Council Member Downard seconded the motion, and with a unanimous vote, motion carried.

2. Consideration and action on a resolution expressing intent to finance expenditures to be incurred for the North Loop Waterline. **Wanda Bunting, Director of Financial Services**

Wanda Bunting, Director of Financial Services, gave an overview of agenda item I-2.

Council Member Meredith made a motion to approve Resolution No. 2010-14 as presented. Council Member Youngs seconded the motion, and with a unanimous vote, motion carried.

The resolution caption is as follows:

RESOLUTION NO. 2010-14

A RESOLUTION OF THE CITY OF COPPERAS COVE, TEXAS, EXPRESSING INTENT TO FINANCE EXPENDITURES TO BE INCURRED FOR THE NORTH LOOP WATERLINE.

3. Consideration and action upon authorizing the City Manager to execute an agreement with KBR for the North Water Loop design. **Wesley Wright, P.E., City Engineer**

Wesley Wright, City Engineer, gave an overview of agenda item I-3.

Council Member Meredith made a motion authorizing the City Manager to execute an agreement with KBR for the North Water Loop design. Council Member Goode seconded the motion, and with a unanimous vote, motion carried.

4. Consideration and possible action on authorizing the City Manager to execute an agreement for the lease of space at the Hills of Cove Golf Course for the purpose of preparation and sale of concessions. **Danny Zincke, Assistant Director of Community Services**

Danny Zincke, Assistant Director of Community Services, gave an overview of agenda item I-4.

Council Member Goode made a motion authorizing the City Manger to execute an agreement for the lease of space at the Hills of Cove Golf Course. Council Member Palmer seconded the motion, and with a unanimous vote, motion carried.

5. Consideration and action on an ordinance amending Personnel Policy No. 120, Salary Program Administration. **Kelli Sames, Human Resources Director**

Andrea Gardner, City Manager, gave an overview of agenda item I-5.

Council Member Meredith made a motion to approve Ordinance No. 2010-16 as presented. Council Member Youngs seconded the motion and a roll call vote was taken as follows:

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

Motion failed two to three.

The ordinance caption is as follows:

ORDINANCE NO. 2010-16

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS, APPROVING THE ATTACHED PERSONNEL POLICIES AND PROCEDURES OF THE CITY OF COPPERAS COVE BY REPEALING THE CURRENT PERSONNEL POLICY, NO. 120, (SALARY PROGRAM ADMINISTRATION) AND REPLACING THE EXISTING POLICY WITH A REVISED PERSONNEL POLICY, NO. 120, (SALARY PROGRAM ADMINISTRATION) AND RATIFYING THE REMAINING SECTIONS OF THE PERSONNEL POLICIES AND PROCEDURES MANUAL; AND DECLARING AN EFFECTIVE DATE.

6. Consideration and action on a resolution endorsing certain legislative changes relating to the sunset review of the Texas Public Utility Commission and the special purpose review of the Electric Reliability Council of Texas to enhance the competitive electric market supported by Cities Aggregation Power Project (CAPP), Inc. **Wanda Bunting, Director of Financial Services**

Wanda Bunting, Director of Financial Services, gave an overview of agenda item I-6.

Council Member Palmer made a motion to approve Resolution No. 2010-13 as presented. Council Member Meredith seconded the motion, and with a unanimous vote, motion carried.

The resolution caption is as follows:

RESOLUTION NO. 2010-13

A RESOLUTION OF THE CITY OF COPPERAS COVE, TEXAS, ENDORSING CERTAIN LEGISLATIVE CHANGES RELATING TO THE SUNSET REVIEW OF THE TEXAS PUBLIC UTILITY COMMISSION AND THE SPECIAL PURPOSE REVIEW OF THE ELECTRIC RELIABILITY COUNCIL OF TEXAS.

7. Consideration and action on authorizing the Mayor to appoint a Fair Housing/Equal Opportunity/Section 504 Standards Officer for TxCDBG 728267, awarded for the purpose of drainage system improvements and TxCDBG 729171, awarded for the purpose of water system improvements. **Andrea M. Gardner, City Manager**

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

Mayor Hull recommended that Brian Hawkins, Risk Manager, be appointed as the Fair Housing/Equal Opportunity/Section 504 Standards Officer for the City of Copperas Cove.

Council Member Youngs made a motion to authorize the Mayor to appoint Brian Hawkins as the Officer for the City. Council Member Downard seconded the motion, and with a unanimous vote, motion carried.

8. Consideration and action on an Ordinance adopting Section 504 Grievance Procedures for the City of Copperas Cove. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item I-8.

Council Member Goode made a motion to approve Ordinance No. 2010-18 as presented. Council Member Palmer seconded the motion, and with a unanimous vote, motion carried.

The ordinance caption is as follows:

ORDINANCE NO. 2010-18

AN ORDINANCE OF THE CITY OF COPPERAS COVE TO ADOPT A CITY OF COPPERAS COVE SECTION 504 GRIEVANCE PROCEDURES.

9. Consideration and action on an ordinance revising Chapter 19, § 19-67(b) of the Code of Ordinances. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item I-9.

Council Member Youngs made a motion to approve Ordinance No. 2010-17 as presented. Council Member Downard seconded the motion, and with a unanimous vote, motion carried.

The ordinance caption is as follows:

ORDINANCE NO. 2010-17

AN ORDINANCE OF THE CITY OF COPPERAS COVE, TEXAS, AMENDING CHAPTER 19 OF THE CITY'S CODE OF ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND DECLARING AN EFFECTIVE DATE.

10. Consideration and action on establishing an ad hoc committee for the purposes of reviewing Chapter 3 of the Code of Ordinances for the City of Copperas Cove. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item I-10.

Dr. Kevin Kruse, current veterinarian member of the Animal Advisory Board, stated that the Animal Advisory Board should do this task. Creation of the two ad hoc committees on the agenda would cause him to have extra duties as long as there is a requirement for a licensed veterinarian to be on the committees.

Council Member Palmer made a motion to establish an ad hoc committee for the purposes of reviewing Chapter 3 of the Code of Ordinances for the City of Copperas Cove. Council Member Goode seconded the motion, and with a unanimous vote, motion carried.

11. Consideration and action on establishing an ad hoc committee for the purposes of creating a draft Animal Rescue Transfer Program with established criteria

incorporated to provide written requirements for Animal Rescue Organizations desiring to participate in the program. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item I-11.

Joe Latanzio, 184 Wyatt Earp Loop, Nolanville. Mr. Latanzio said he worked with the Second Chance Animal Shelter. He suggested that the Animal Advisory Board be allowed to work with the ad hoc committees that were being established.

Council Member Meredith made a motion to establish an ad hoc committee for the purposes of creating a draft Animal Rescue Transfer Program with established criteria incorporated to provide written requirements for Animal Rescue Organizations desiring to participate in the program. Council Member Youngs seconded the motion, and with a unanimous vote, motion carried.

12. Discussion on Chapter 3 of the Code of Ordinances for the City of Copperas Cove. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item I-12. She discussed the feral cat situation at South Park. After researching the subject on the Internet, she contacted Bill Stephenson, the Animal Control Supervisor in St. Paul, Minnesota. Ms. Gardner and other staff members reviewed their feral cat ordinance and determined that this ordinance, with a few minor changes, would be a good one for the City to adopt because it is very concise and easy to understand. The ordinance does not have stringent requirements on individuals or rescue organizations.

In addition, another ordinance from the Towne of Cooley City was reviewed because of the section on feeding of feral cats within the city limits. The only change that staff would make to this sample ordinance would be to change the part that states it is "unlawful for any person to feed feral cats," to add "individuals not authorized by the city shall not feed feral cats." This way a rescue organization could set up a program to feed the cats rather than trapping them and possibly euthanize the animals.

Ms. Gardner said she spent a lot of time on the phone with Mr. Stephenson and he was very positive about their program. He stated more than once that their program would not be successful if he did not develop a good working relationship with the rescue organizations. The ordinance in St. Paul has been in place since 2007 and he stated that there was a colony in one area of approximately 200 cats, and now that population is down to 30 cats. The remaining information on this program was handed out in a packet to the Council.

Council consensus was that the City Manager should prepare a similar ordinance for the City of Copperas Cove and bring it back to the Council for approval.

J. REPORTS FROM OUTSIDE ENTITIES, ADVISORY COMMITTEES AND BOARDS

1. Copperas Cove Downtown Association 2009-10 Report. **Betty Price, Copperas Cove Downtown Association**

Betty Price, Copperas Cove Downtown Association, gave the Copperas Cove Downtown Association 2009-10 Repot.

- K. ITEMS FOR FUTURE AGENDAS – None.**
- 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 8:25 p.m.

ATTEST:

John Hull, Mayor

Jane Lees, City Secretary

**CITY OF COPPERAS COVE
CITY COUNCIL SPECIAL MEETING MINUTES
March 29, 2010 – 7:00 P.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 7:00 p.m.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Council Member Palmer gave the Invocation and Mayor Hull led the Pledge of Allegiance.

C. ROLL CALL

ALSO PRESENT

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

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

D. ANNOUNCEMENTS

Council Member Downard announced that the Harlem Ambassador Basketball game is scheduled for Tuesday, March 30, 2010 at 7:00 p.m. at the CCISD Gym. He encouraged everyone to attend this event, which is sponsored by the Chamber of Commerce Ambassadors and C.H.A.M.P.S. Tickets are \$5. In addition, Council Member Downard stated that the 2010 Easter Egg Round Up will be held on Saturday, April 3, 2010 in Field 9, behind the Civic Center. Ages 1-3 is at 10:00 a.m., ages 4-6 at 10:45 a.m. and ages 7-10 at 11:30 a.m. The event is free and there will be an appearance by the Easter Bunny!

E. PUBLIC RECOGNITION – None.

F. CITIZENS' FORUM – None.

G. CONSENT ITEMS – None.

H. PUBLIC HEARINGS/ACTION – None.

I. ACTION ITEMS

1. Presentation of Fiscal Year 2009 Comprehensive Annual Financial Report.
Wanda Bunting, Director of Financial Services

Wanda Bunting, Director of Financial Services, gave an overview of agenda item I-1. Ms. Bunting gave a brief overview of the entire process and said that the entire Finance staff did an

excellent job assisting the auditors. She especially thanked Imelda Rodriguez, Assistant Director of Financial Services, for her invaluable assistance and knowledge during the process.

Ms. Bunting introduced Mr. Todd Pruitt of the firm Patillo, Brown & Hill, L.L.P. Mr. Pruitt gave an overview of the audit process. He then discussed three specific documents the firm provided to the City—a letter outlining the standards required for the audit, the Comprehensive Annual Financial Report or CAFR, and the Single Audit Report.

Council Member Downard made a motion to accept the 2009 audit. Council Member Seffrood seconded the motion, and with a unanimous vote, motion carried.

- J. REPORTS FROM OUTSIDE ENTITIES, ADVISORY COMMITTEES AND BOARDS – None.**
- K. ITEMS FOR FUTURE AGENDAS – None.**
- 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 7:36 p.m.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary

City of Copperas Cove City Council Agenda Item Report

April 6, 2010

Agenda Item No. H-1

Contact – Wesley Wright, P.E, City Engineer, 547-0751
wwright@ci-copperas-cove.tx.us

SUBJECT: Public hearing and action on an ordinance amending Chapter Four of the 2007 Comprehensive Plan of the City of Copperas Cove, Texas; providing for changes in the Future Land Use Plan; providing for changes on Plate 4-1, the Future Land Use Map.

1. BACKGROUND/HISTORY

The 2007 Comprehensive Plan of the City of Copperas Cove states:

“Approval of development proposals that are inconsistent with the Future Land Use Plan will often result in inconsistency between the Future Land Use Plan and zoning regulations. It is recommended that Copperas Cove amend the Future Land Use Plan prior to rezoning land that would result in such inconsistency, if the proposed zoning were appropriate. In order to expedite the process of amending the Future Land Use Plan to ensure zoning regulations correspond, the related amendment recommendation(s) should be forwarded simultaneously with the rezoning request(s).”

The 2007 Comprehensive Plan continues:

“Rezoning...for land uses not consistent with the Future Land Use Plan, except previously established and approved land uses, should not be considered until the Comprehensive Plan has been amended as necessary to provide for such land uses.”

2. FINDINGS/CURRENT ACTIVITY

Please see accompanying report and exhibit prepared by Chris Stewart, AICP of Espey Consultants regarding proposed changes to the 2007 Comprehensive Plan's Future Land Use Plan.

Also, please see accompanying proposed ordinance updating the Future Land Use Plan.

3. FINANCIAL IMPACT

No direct costs exist in updating the Future Land Use Plan.

4. ACTION OPTIONS/RECOMMENDATION

City staff, Espey Consultants, and the Planning and Zoning Commission recommend City Council conduct a Public Hearing on, and approve an ordinance amending Chapter Four of the 2007 Comprehensive Plan of the City of Copperas Cove, Texas; providing for changes in the Future Land Use Plan; providing for changes on Plate 4-1, the Future Land Use Map.

ORDINANCE NO. 2010-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS AMENDING CHAPTER FOUR OF THE 2007 COMPREHENSIVE PLAN OF THE CITY OF COPPERAS COVE, TEXAS; PROVIDING FOR CHANGES IN THE FUTURE LAND USE PLAN; PROVIDING FOR CHANGES ON PLATE 4-1; THE FUTURE LAND USE PLAN.

WHEREAS, the location described in Exhibit A has a current future land use designation of low density residential; and

WHEREAS, the location described in Exhibit A has a proposed future land use designation of retail; and

WHEREAS, the Planning and Zoning Commission of the City of Copperas Cove held a public hearing on March 15, 2010, and voted to recommend approval of the amendment to the Future Land Use Plan to the City Council of the City of Copperas Cove; and

WHEREAS, the City Council of the City of Copperas Cove held the required public hearing concerning the proposed amendment on April 6, 2010, and approved the amendment.

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

SECTION 1.

That Chapter Four of the 2007 Comprehensive Plan of the City of Copperas Cove be amended providing for changes in the Future Land Use Plan (Plate 4-1) as described in Exhibit A.

SECTION 2.

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

SECTION 3.

That should any section, clause, or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this ordinance or any other ordinance of the City as a whole or any part thereof, other ordinance of the City as a whole or any part thereof, other than the part so declared to be invalid.

SECTION 4.

That this ordinance shall go into effect upon passage.

PASSED, APPROVED AND ADOPTED this 6th day of April 2010, 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.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary

APPROVED AS TO FORM:

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

**ITEM: PUBLIC HEARING / CONSIDERATION / ACTION ON AN AMENDMENT
TO THE FUTURE LAND USE PLAN**

PREPARED BY: Chris Stewart, AICP, Espey Consultants, Inc.
CONTACT: cstewart@espeyconsultants.com, 512-326-5659
or Wes Wright, City Engineer

BACKGROUND

The Comprehensive Plan is the policy document that guides growth and development decisions for City Staff, P&Z, and City Council. The Plan evaluates the larger set of issues affecting the orderly development of the City, and attempts to place these into priorities, goals, and policies in a comprehensive manner. Perhaps the most significant component of the Comprehensive Plan is the Future Land Use Plan, which sets forth a pattern of land use intensities relative to a number of factors: the existing land use pattern, the current and projected availability of transportation and utility infrastructure, economic development, parks and recreation, housing, etc..

A Future Land Use designation is not a zoning district boundary; it should serve as a guide for appropriate zoning classification, and legally, zoning must be based upon a Comprehensive Plan (LGC 211.004). For this reason, a rezoning request is always evaluated for consistency with the Comprehensive Plan. If a rezoning is not consistent with the Plan, it becomes unclear what the basis for granting the change would be, and could be declared by a court to be arbitrary and capricious.

Over time and at times, changing market conditions or other forces may require the consideration of amendments to this plan (see page 4.20 of the Future Land Use Plan). At issue is a tract of land for which B-3 zoning currently exists, for which B-4 zoning is requested, and for which the Future Land Use Plan, Plate 4.1, shows the area as Low Density Residential.

**CONSIDERATIONS TO BE MADE IN EVALUATING AN AMENDMENT TO
THE COMPREHENSIVE PLAN**

The 2007 Comprehensive Plan provides guidance for how it should be amended, and what considerations should be made (page 4.19):

- Will the proposed change enhance the site and the surrounding area?
- Is the proposed change a better use than that recommended by the Future Land Use Plan?
- Will the proposed use impact adjacent residential areas in a negative manner? Alternatively, will the proposed use be compatible with, and/or enhance, adjacent residential areas?
- Are uses adjacent to the proposed use similar in nature in terms of appearance, hours of operation, and other general aspects of compatibility?
- Does the proposed use present a significant benefit to the public health, safety, and welfare of the community? Would it contribute to the City's long-term economic well-being?

These are policy questions that P&Z and Council evaluate as they make their recommendation and decision, respectively. To assist P&Z and Council with this policy decision, the following analysis provides some factual information about the specific case.

ANALYSIS

The Future Land Use Plan seeks to keep a balance of land uses consistent with future population needs, and discusses three characteristics that are important in keeping this balance in place (see page 4.11):

Land Use Intensity

The area of consideration is generally of lighter intensity, including adjacent single-family uses, a church, and vacant property.

- Moderate intensity uses are beginning to transition in along the FM 116 corridor (i.e. the taxi service, Dollar General Store, the rezoning subject property's zoning request from last year, and an area of R-3 residential zoning further to the north).
- The Future Land Use map along the FM 116 corridor shows a limited strip of retail (400' in width) from the central business district area to approximately the general intersection of N. 1st Street and W. Reagan Ave..
- At the north end of the FM 116 corridor, a larger strip of retail use is envisioned (approximately 1,250' in width) extending southward until the Public Works Facility, where an area of public and institutional use encompasses city and school district facilities.
- The intersection of Courtney Lane and FM 116 shows a transition from retail to high density residential to medium density residential. The area in between this transition and the retail is envisioned according to the Future Land Use Plan as low density residential.

This pattern on the adopted Future Land Use map reflects an avoidance of the potential future scenario of the entire corridor developing as retail/commercial, and the potential problems of traffic congestion, access management, and impacts to adjacent residential properties from these higher intensity uses.

Land Use Quantity

The Future Land Use Plan discusses the concept of "over-zoning", a condition in which "the available supply of zoned land exceeds the projected demand for the use of the land" (see page 4.11, 4.12).

Recall that retail uses "are intended to provide for a variety of retail trade, personal, and business services and establishments" (page 4.15) and that "retail establishments generally require greater visibility than do other types of non-residential land use (e.g. office, commercial)" while commercial uses often locate along major thoroughfares not because they need the visibility, as retail uses generally do, but because they need the accessibility." (pp 4.15-16).

Table 4-3 of the Future Land Use Plan (see page 4.9) shows that to support the projected 2030 population, approximately 322 acres of retail land use, and approximately 290 acres of commercial would be required. The following table shows the current distribution of Business District zoning classifications in the City:

District Code	District Name	Acreage	Number of Properties
B1	Professional Business	5.66	2
B2	Local Retail	36.11	25
B3	Local Business	20.44	14
B4	Business	375.89	150
B5	Business	472.67	54
TOTAL RETAIL-ORIENTED		56.55	
TOTAL RETAIL/COMMERCIAL ORIENTED		848.56	
TOTAL ALL DISTRICTS		910.77	

This indicates that the city is currently over-zoned with respect to the total acreage of retail and retail/commercial oriented districts, and yet under-zoned with respect to true retail zoning.

Land Use Compatibility

A request to zone to a higher intensity use, where a low intensity use is shown on the map and where existing residential is adjacent naturally brings about questions of land use compatibility. Generally, the Future Land Use Plan attempts to locate retail and commercial land uses along major roadways and away from established neighborhoods, and also provide a transition of use intensity between the extremes.

The buffer, or transition, between the proposed use and the existing lower intensity use is then an important consideration to be made (page 4.12, Future Land Use Plan). Under the current zoning ordinance, a screening device would be required (Sec. 20-19[6], Zoning Ordinance) for a commercial use adjacent to a residential use.

PROPOSED FUTURE LAND USE PLAN AMENDMENT

Since the plan is utilized as a cornerstone of the decision-making process about a rezoning request, a proposal is developed that reflects the minimum change necessary to demonstrate consistency. The proposed change to Plate 4.1 is provided as an attachment hereto. The change was recommended for approval by the Planning and Zoning Commission at its March 15th meeting. The Council may, in receiving the recommendation from P&Z and in evaluating all of the issues associated with this particular plan amendment, find that the proposed amendment should be recommended: a) as presented; or, b) with specific modifications; or, c) not at all. The Council may also, under the general wording of the agenda item, recommend changes to the text of the Future Land Use Plan, since the policies and map (Plate 4.1) are intended to be considered together.

STAFF RECOMMENDATION

To arrive at a recommendation, a review of the guidance questions should be conducted. Following is staff's summary review of the guidance questions:

- Will the proposed change enhance the site and the surrounding area?
 - The change would offer increased service opportunities to the surrounding area, but would present an abrupt transition between use intensities.
- Is the proposed change a better use than that recommended by the Future Land Use Plan?
 - The Future Land Use Plan deliberately breaks the extension of retail use near the intersection of N. 1st Street and W. Reagan Ave
 - However, retail and commercial uses are present in the immediate area and the precise boundaries of the retail use area should be better defined to assist in future similar requests in this area.
- Will the proposed use impact adjacent residential areas in a negative manner? Alternatively, will the proposed use be compatible with, and/or enhance, adjacent residential areas?
 - The set of uses that can be placed on the site under the current or proposed zoning classification have the potential to impact adjacent areas negatively in terms of traffic, lighting/glare, noise, hours of operation, and odor.
- Are uses adjacent to the proposed use similar in nature in terms of appearance, hours of operation, and other general aspects of compatibility?
 - Uses across FM 116 are similar and compatible, but the adjacent single-family use is not similar in these aspects.
- Does the proposed use present a significant benefit to the public health, safety, and welfare of the community? Would it contribute to the City's long-term economic well-being?
 - The proposed use would contribute valuable tax base to the City.
 - The city has ample existing zoning at the B-4 level, and is over-zoned for higher-intensity zoning districts.

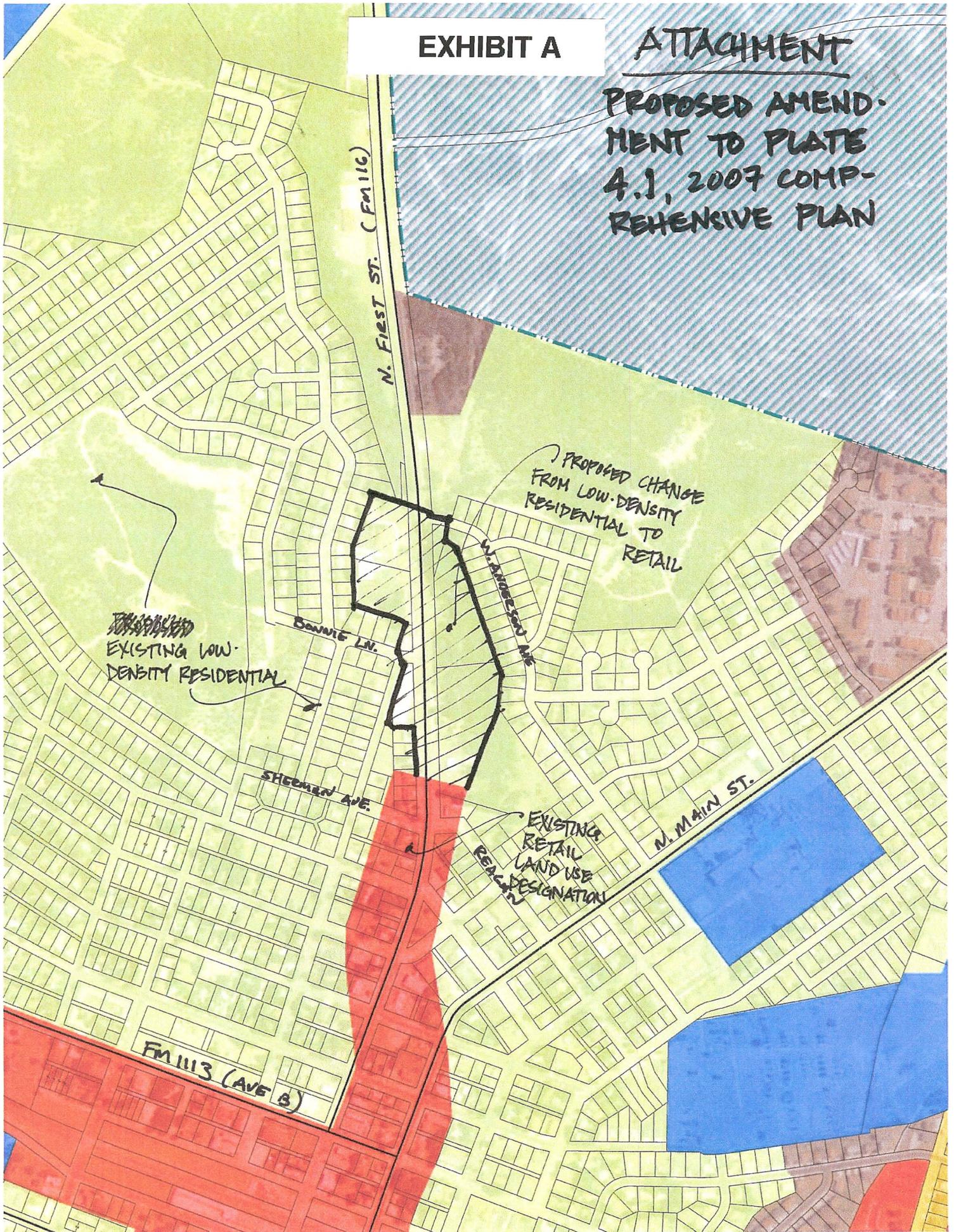
Staff recommends that Plate 4.1 of the Future Land Use plan be amended as presented, with the emphasis that a clear boundary is set to avoid future encroachment, and to avoid the development of the entire FM 116 Corridor as retail/commercial uses. Staff also recommends that P&Z and the Council consider at a later date:

- 1) a differentiation between retail and commercial uses during any future, larger-scale updates to the Future Land Use Plan.
- 2) The inclusion of district intent statements during any future, larger-scale updates to the Zoning Ordinance.
- 3) The future consideration of buffering requirements during any larger-scale updates to the Zoning Ordinance.
- 4) The inclusion of a conditional use permit provision in any future, larger-scale updates to the Zoning Ordinance.

EXHIBIT A

ATTACHMENT

PROPOSED AMENDMENT TO PLATE 4.1, 2007 COMPREHENSIVE PLAN



City of Copperas Cove

City Council Agenda Item Report

April 6, 2010

Agenda Item No. H-2

Contact – Wesley Wright, P.E, City Engineer, 547-0751
wwright@ci-copperas-cove.tx.us

SUBJECT: Public hearing and action on an ordinance rezoning a 3.01-Acre Tract of Land in the W.H. Davis Survey, Abstract Number 276, locally known as 816 N. First Street, from B-3 (local business) to B-4 (business).

1. BACKGROUND/HISTORY

On February 2, 2009, the Planning and Zoning Commission recommended that City Council rezone the subject tract from R-1 (single-family residential) to B-4 (business).

On March 3, 2009, City Council approved a rezone of the subject tract from R-1 (single-family residential) to B-3 (local business).

On March 15, 2010, the Planning and Zoning Commission recommended that City Council rezone the subject tract from B-3 (local business) to B-4 (business).

2. FINDINGS/CURRENT ACTIVITY

On February 22, 2010, the property owners requested a rezone from B-3 (local business) to B-4 (business). The property is locally known as 816 N. First Street (N. FM 116), and is located south of W. Anderson Avenue. The property has over 600 feet of frontage along N. First Street.

The stated purpose of the rezone request is “convenience store gas sta.” If approved, use would not be limited to the stated purpose. If approved, any allowable use in B-4 zoning districts, including but not limited to most offices, auto repair/sales, storage, and banks, would be permitted on this site.

North and east of the property are R-1 (single-family residential) zoned properties. West of the property is a Dollar General, an unoccupied real estate office, and a church. South of the property are residential lots and Cove Taxi. Screening at least six feet in height is required where business zoned property abuts residentially zoned property (R-1, R-2, and R-3).

3. FINANCIAL IMPACT

No direct costs exist in considering the rezone request.

4. ACTION OPTIONS/RECOMMENDATION

City staff, Espey Consultants, and the Planning and Zoning Commission recommend that the City Council approve an ordinance rezoning the subject property from B-3 (local business) to B-4 (business) subject to an amendment to the 2007 Comprehensive Plan that establishes consistency for this rezone request with the Future Land Use Plan.

ORDINANCE NO. 2010-16

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS APPROVING A ZONING CHANGE BY REZONING A 3.01 ACRE TRACT OUT OF THE W.H. DAVIS SURVEY, ABSTRACT NO. 276 LOCALLY KNOWN AS 816 NORTH FIRST STREET (NORTH F.M. 116) FROM R-1 (SINGLE-FAMILY RESIDENTIAL) TO B-4 (BUSINESS).

WHEREAS, the hereinabove described property has a current zoning of B-3 (local business); and

WHEREAS, the owner thereof has requested that such property should be zoned B-4 (business) rather than B-3; and

WHEREAS, the Planning and Zoning Commission of the City of Copperas Cove held a public hearing on March 15, 2010, and voted to recommend approval of the zoning change to the City Council of the City of Copperas Cove; and

WHEREAS, the City Council of the City of Copperas Cove held the required public hearing concerning the zoning change on April 6, 2010, and approved the change.

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

SECTION 1.

That the hereinabove described 3.01 acre tract (see Exhibit A) be given the permanent zoning of B-4 (business);

SECTION 2.

That should any section, clause, or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this ordinance or any other ordinance of the City as a whole or any part thereof, other ordinance of the City as a whole or any part thereof, other than the part so declared to be invalid.

SECTION 3.

That this ordinance shall go into effect upon passage.

PASSED, APPROVED AND ADOPTED this 6th day of April 2010, 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.

John Hull, Mayor

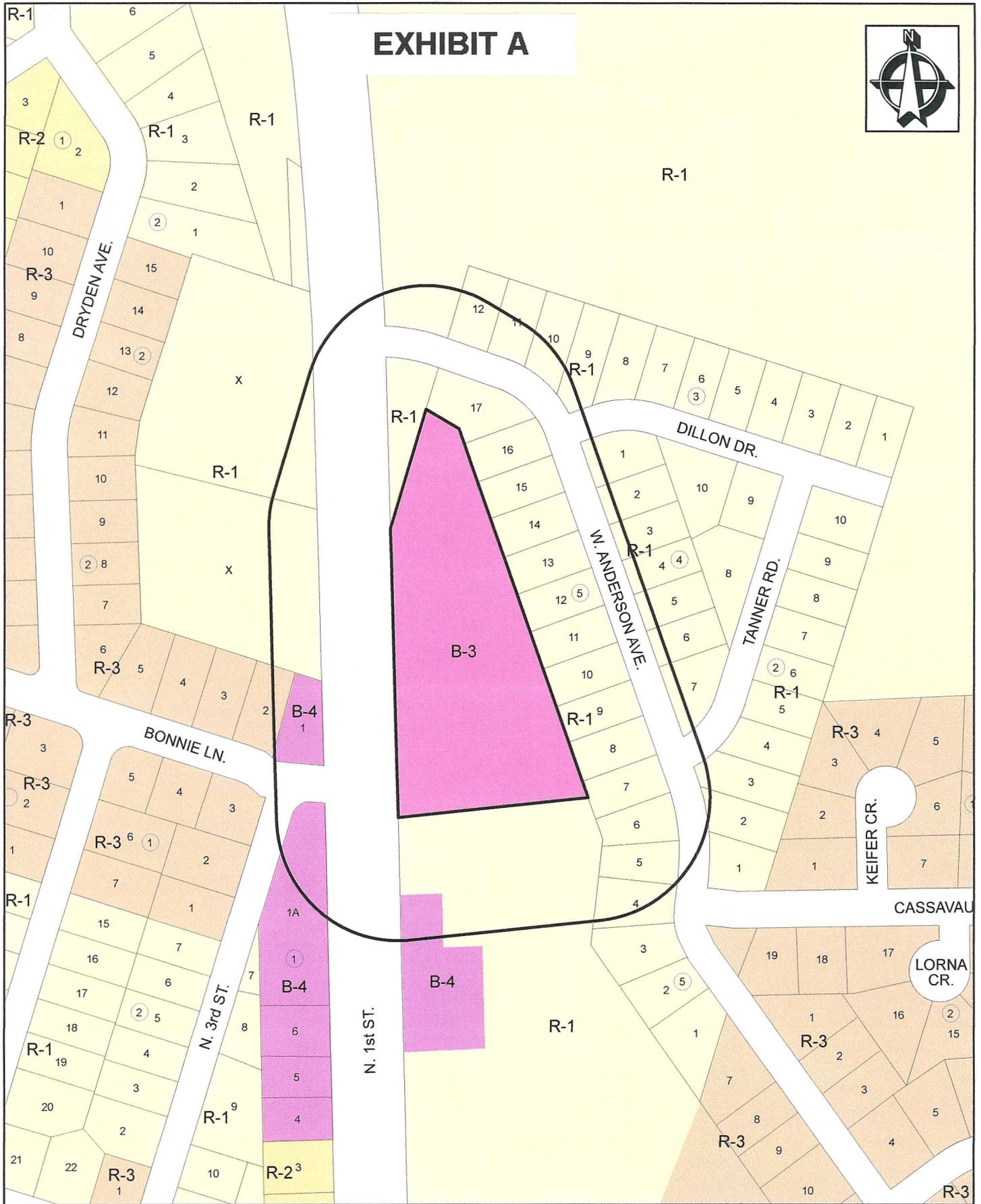
ATTEST:

Jane Lees, City Secretary

APPROVED AS TO FORM:

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

EXHIBIT A



200' ZONING RADIUS
816 N. 1st Street



City of Copperas Cove City Council Agenda Item Report

April 6, 2010

Agenda Item No. H-3

Contact – Wesley Wright, P.E, City Engineer, 547-0751
wwright@ci-copperas-cove.tx.us

SUBJECT: Public hearing and action on approving an ordinance rezoning Part of Outlot 15 of the J. George Survey, Abstract 389, locally known as 814 S. Main Street, from R-3 (multi-family residential) to B-2 (local retail).

1. BACKGROUND/HISTORY

On February 22, 2010, the property owner requested a rezone from R-3 (multi-family residential) to B-2 (local retail). The property is locally known as 814 S. Main Street (N. FM 116), and is located south of Robertson Avenue. The property is an existing single-family detached home.

2. FINDINGS/CURRENT ACTIVITY

The stated purpose of the rezone request is to “make available for builder’s office.” If approved, any allowable use in B-2 zoning districts, including but not limited to most offices, credit unions, tailoring, book stores, and standard restaurants, would be permitted on this site.

The property is surrounded by a combination of various residential and business uses. The area can be characterized as an area of mixed use development. Other offices, retail businesses, single-family detached homes, and multi-family homes are all in the vicinity of the subject tract.

The 2007 Comprehensive Plan’s Future Land Use Plan indicates a “retail” use for property in this area fronting S. Main Street, which is consistent with the requested change.

3. FINANCIAL IMPACT

No direct costs exist in considering the rezone request.

4. ACTION OPTIONS/RECOMMENDATION

City staff, Espey Consultants, and the Planning and Zoning Commission recommend City Council approve an ordinance rezoning the subject property from R-3 (multi-family residential) to B-2 (local retail).

ORDINANCE NO. 2010-19

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS APPROVING A ZONING CHANGE BY REZONING PART OF OUTLOT 15 OF THE J. GEORGE SURVEY, ABSTRACT 389, LOCALLY KNOWN AS 814 SOUTH MAIN STREET, FROM R-3 (MULTI-FAMILY RESIDENTIAL) TO B-2 (LOCAL RETAIL).

WHEREAS, the hereinabove described property has a current zoning of R-3 (multi-family residential); and

WHEREAS, the owner thereof has requested that such property should be zoned B-2 (local retail) rather than R-3; and

WHEREAS, the Planning and Zoning Commission of the City of Copperas Cove held a public hearing on March 15, 2010, and voted to recommend approval of the zoning change to the City Council of the City of Copperas Cove; and

WHEREAS, the City Council of the City of Copperas Cove held the required public hearing concerning the zoning change on April 6, 2010, and approved the change.

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

SECTION 1.

That the hereinabove described property (see Exhibit A) be given the permanent zoning of B-2 (local retail);

SECTION 2.

That should any section, clause, or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this ordinance or any other ordinance of the City as a whole or any part thereof, other ordinance of the City as a whole or any part thereof, other than the part so declared to be invalid.

SECTION 3.

That this ordinance shall go into effect upon passage.

PASSED, APPROVED AND ADOPTED this 6th day of April 2010, 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.

John Hull, Mayor

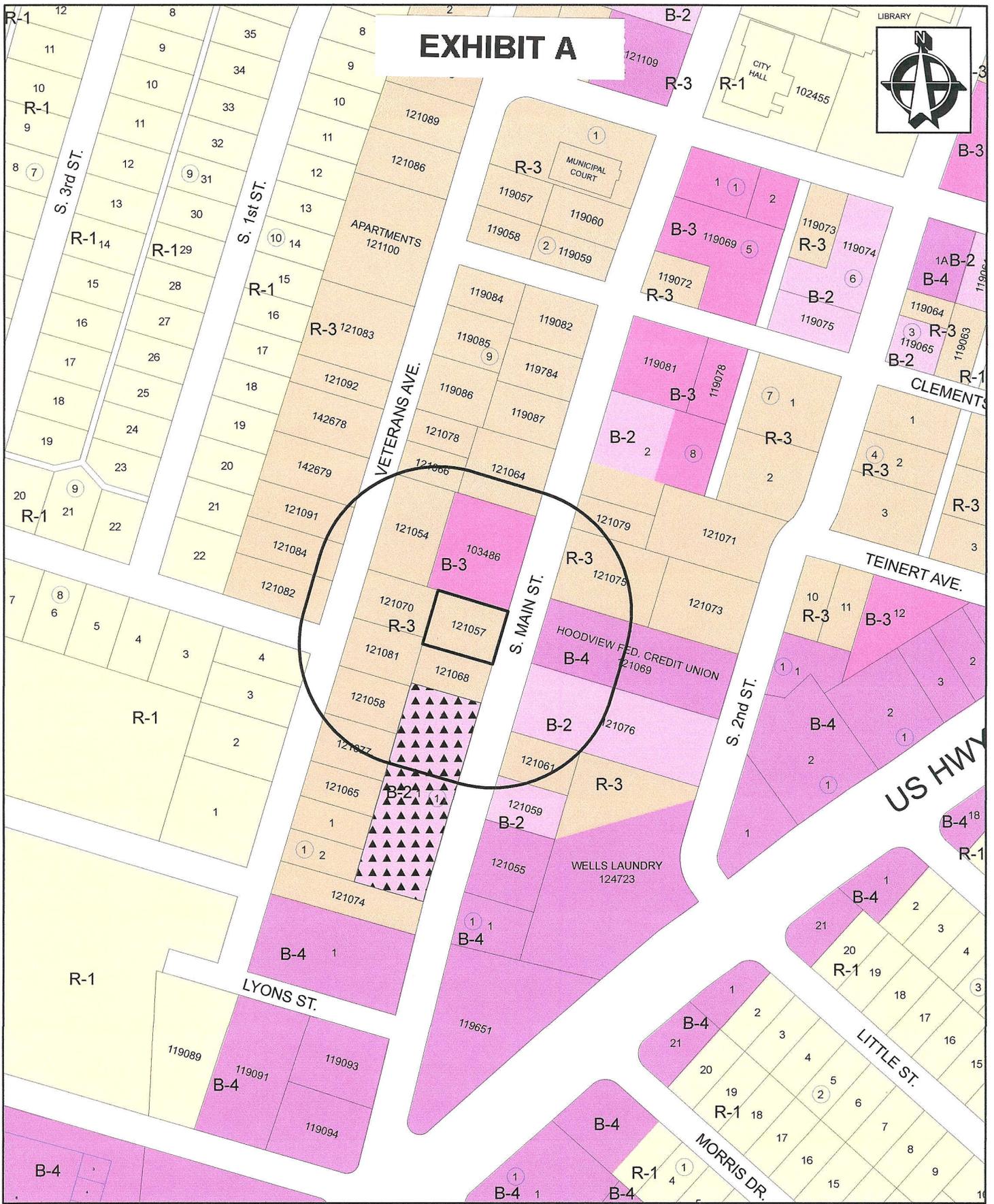
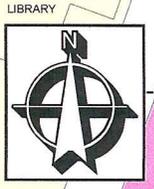
ATTEST:

Jane Lees, City Secretary

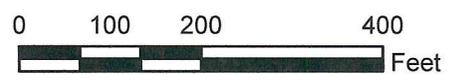
APPROVED AS TO FORM:

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

EXHIBIT A



200' ZONING RADIUS
814 S. Main Street



City of Copperas Cove

City Council Agenda Item Report

April 6, 2010

Agenda Item No. I-1

Contact – Michael Mundell, Superintendent of Solid Waste, 547-4242
mmundell@ci.copperas-cove.tx.us

SUBJECT: Consideration and action on authorizing the City Manager to execute an agreement between the City of Copperas Cove and SCS Engineers for professional services to provide specifications for the resurfacing of the Transfer Station tipping floor.

1. BACKGROUND/HISTORY

The Transfer Station Tipping Floor Resurfacing was identified and included in the Five-Year Capital Improvement Plan that was adopted by City Council in October 2009. In August 2009, Council approved the issuance of the 2009 Tax Notes which included funding for the resurfacing of the Transfer Station tipping floor.

2. FINDINGS/CURRENT ACTIVITY

SCS Engineers has several years of experience working with solid waste facilities and has submitted a proposal to prepare the specifications for the Transfer Station tipping floor.

3. FINANCIAL IMPACT

The SCS Engineers proposal to prepare the specifications for the project is \$5,200, approximately 3% of the total project funding available.

4. ACTION OPTIONS/RECOMMENDATION

City staff recommends City Council authorize the City Manager to enter into a professional services agreement with SCS Engineers for the preparation of specifications for the resurfacing of the Transfer Station tipping floor.

SCS ENGINEERS

March 12, 2010

Mr. Michael Mundell
Solid Waste Superintendent
City of Copperas Cove
2605 South FM 116
Copperas Cove, Texas 76522

Re: Agreement for Professional Services
Specifications for Transfer Station Floor Treatment
Copperas Cove Transfer Station

Dear Mr. Mundell:

Per our meeting on February 19, 2010 SCS Engineers is pleased to present this proposal to the City of Copperas Cove for Engineering Services related to the Copperas Cove Transfer Station. We understand that this work will be performed under the City's Professional Services Agreement. SCS proposes to provide the following scope of services under the terms set forth in the agreement:

SCOPE OF WORK

- We understand that it is very important that the floor repair be completed in a short timeframe, preferably over the weekend, to prevent the need for diversion of solid waste from the transfer station. SCS will review the recommended floor toppings available including the manufacturer's representations regarding the product's desired results and the product's curing period. Our objective will be to recommend a product with optimal durability that can be applied and cured within a three day period. We will present a summary of our findings in a short letter report and discuss our recommendations with the City.
- Prepare and submit to the City, specifications and a bid proposal form to apply an abrasion resistant floor topping to a portion of the transfer station tipping floor. SCS will prepare specifications to permit the City to solicit competitive bids from contractors to perform this work. The technical specifications will be developed to permit the use of more than one type of treatment to provide the opportunity for competitive bidding.
- SCS will be available through the bid process to answer questions as appropriate.
- SCS will provide the City with electronic copies of the specifications as well the letter report.



COMPENSATION

SCS will provide these services to the City of Copperas Cove for a lump sum fee of \$5,200. Invoices will be submitted monthly on a percent complete basis for work completed for the previous month.

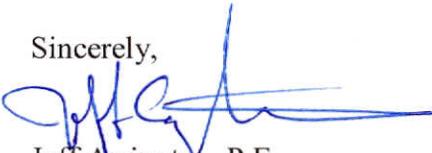
ADDITIONAL SERVICES

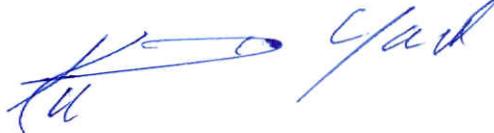
The preceding Scope of Work has been developed based on our understanding of the project. The following is a list of additional services (not included in our lump sum fee) for the City's current and future consideration:

- Preparation or distribution of bid documents.
- Review of contractor's bids.
- Assistance during the construction phase in addressing contractor's questions or assessing alternate materials, alternate alignments, etc.
- Construction-phase engineering services.

We appreciate this opportunity to provide these services for the City of Copperas Cove on this important assignment. Also I have attached a brief resume highlighting my relevant solid waste qualifications. If you have any questions, please contact me.

Sincerely,


Jeff Arrington, P.E.
Project Manager
SCS ENGINEERS


Kevin D. Yard, P.E., BCEE
Vice President
SCS ENGINEERS



**AGREEMENT BETWEEN SCS ENGINEERS AND CLIENT
FOR PROFESSIONAL SERVICES**

This Agreement is made by and between The City of Copperas Cove, Texas (hereafter “Client”), and SCS Engineers (hereafter “SCS”).

WITNESSETH

That for the considerations set forth below, the parties agree as follows:

1. Scope of Services: SCS shall provide professional services (hereafter “Services”) for the project (hereafter “Project”) as set forth in the attached letter dated March 12, 2010 and in accordance with the terms and conditions of this Agreement.

2. Basis of Compensation: As described in attached letter—project total of \$5,200

3. Method of Invoicing: Monthly, percent complete

4. Professional Retainer: n/a

5. Other Terms: n/a

6. General Conditions:

a. Payments for invoices prepared by SCS are due and payable upon receipt. Payments due SCS under this Agreement shall be subject to a service charge of one and one-half (1-1/2) percent per month for invoices not paid within thirty (30) days after the date of receipt of invoice.

b. Client agrees to pay all costs and expenses of SCS, including reasonable attorney fees, arising out of or in connection with collecting amounts for which Client is responsible pursuant to this Agreement

c. This Agreement may be terminated by either party upon 15 days’ written notice to the other party. Upon termination, SCS shall be paid for all Services rendered to the date of termination together with any termination expenses incurred.

d. Any work in addition to that described in Article 1 above performed at the request of the Client shall be compensated on a time-and-materials basis at the rates contained in SCS' Standard Fee Schedule in effect at the time of performance of the Services.

e. The parties hereto shall each maintain in full force and effect Commercial General Liability insurance with coverage limits which are reasonable in light of the Services to be undertaken, and Workers' Compensation Insurance as required by law.

f. Any drawings, specifications, reports, data and notes developed pursuant to this Agreement are instruments of service, and as such the original documents, tracings, and field notes are and remain the property of SCS.

g. Neither party shall delegate its duties under this Agreement without the written consent of the other party. Each party binds itself to the successors, administrators and assigns of the other party in respect of all covenants of this Agreement.

h. The parties agree that the total liability of SCS under this Agreement and for the Project shall be limited to One Hundred Thousand Dollars (\$100,000), unless Client pays for the assumption of additional liability by SCS as a separate line item in Article 2 above.

i. Unless otherwise expressly stated in the Scope of Services, SCS shall have no responsibility for site health and safety, except with respect to the activities of SCS and its subcontractors. In no event shall SCS be responsible for the means, methods or manner of performance of any persons other than SCS and SCS' subcontractors.

j. Client agrees that SCS will not be responsible for liability caused by the presence or release of hazardous substances or contaminants at the site, unless the release results from the sole negligence of SCS or its subcontractors. The Client will either make others responsible for liabilities due to such conditions, or will indemnify, defend and save harmless SCS from such liabilities. At no time shall title to hazardous substances, solid wastes, petroleum contaminated soil or other regulated substances pass to SCS, nor shall any provision of this Agreement be interpreted to permit or obligate SCS to assume the status of a "generator," "owner," "operator," "transporter," "arranger" or "treatment, storage or disposal facility" under state or federal law. The provisions of this Article 6j shall survive any termination of this Agreement.

k. SCS shall be entitled to rely on information provided by Client. SCS shall be entitled to an equitable adjustment in the price and schedule if conditions differ materially from information provided by Client, or differ from what could reasonably be anticipated given the nature of the Services.

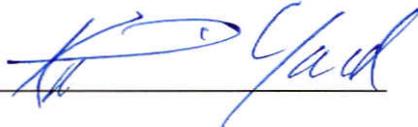
7. For the purposes of this Agreement, the term "SCS Engineers" shall mean SCS Engineers of Ohio, Inc. for projects in Ohio, SCS Engineers P.C. for projects in New York and North Carolina, and Stearns, Conrad and Schmidt Consulting Engineers, Inc. for all other projects.

8. Dispute venue. In the event of a dispute between SCS and the Client involving any aspect of this contract, the legal venue for dispute resolution shall be Coryell County, Texas.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives as of the last date written below.

SCS ENGINEERS:

CLIENT:

BY: 

BY: _____

NAME: Kevin D. Yard, P.E., BCEE

NAME: _____

TITLE: Vice President, SCS Engineers

TITLE: _____

DATE: 3/12/10

DATE: _____

City of Copperas Cove City Council Agenda Item Report

April 2, 2010

Agenda Item No. I-2

Contact – Ken Wilson, Director of Community Services, 542-2719
kwilson@ci.copperas-cove.tx.us

SUBJECT: Consideration and action on rejecting all bids received for the renovation of the Civic Center, and directing staff to amend the 2010 CIP to allow for the project to be completed with a phased approach.

1. BACKGROUND/HISTORY

The City Council approved in the CIP for 2009- 2010 budget year \$160,000 for renovations to the City of Copperas Cove Civic Center. On February 16, 2010, City Council rejected all bids and instructed staff to rebid the project to allow try and get additional vendors to bid the project. Staff rebid the project and opened bids on March 9, 2010.

2. FINDINGS/CURRENT ACTIVITY

The bid for the Civic Center renovation project was advertised February 19, 26, and 29, 2010, along with a pre-bid meeting held March 1, 2010. Bids were opened at 2:00 p.m. March 9, 2010. Four bids were received for the project and all bids exceeded the amount budgeted for the project, therefore, City staff recommends rejecting all bids and phase the project.

3. FINANCIAL IMPACT

No financial impact.

4. ACTION OPTIONS/RECOMMENDATION

City staff recommends the City Council reject all bids received for the Civic Center renovation project and authorize City staff to phase the project.

Civic Center Renovation Bid Summary

	Clear Creek Construction	JD Geldelman Construction		Seneca Construction		HIS LLC Contractors		
<u>Base Bid</u>	<u>\$ 210,053.44</u>	<u>\$ 204,544.00</u>		<u>\$ 208,000.00</u>		<u>\$183,874.00</u>		
	<u>Alt Deducts</u>	<u>Alt Add</u>	<u>Alt Deducts</u>	<u>Alt Add</u>	<u>Alt Deducts</u>	<u>Alt Add</u>	<u>Alt Deducts</u>	<u>Alt Add</u>
2.02 Restroom tile		\$5,613.58		\$ 6,240.00		\$ 14,672.00		N/A
2.03 Garland model 36ER323		\$2,101.00		\$ 7,500.00	(\$4,206.00)			N/A
2.03 Garland Model S684		\$2,587.00	(\$1,500.00)					N/A
2.04 Conference room	(\$21,000.00)		(\$17,545.00)		N/A			N/A
2.05 Table and Carts	(\$15,173.23)		(\$14,648.00)		(\$17,011.00)			N/A
2.06 Audio Vedeo System	(\$4,200.00)		(\$4,472.60)		(\$4,500.00)			N/A
2.07 Kitchen Appliances	(\$11,455.00)		(\$13,700.00)		(\$10,192.00)			N/A
2.08 Speakers/Amp/Mic	(\$1,000.00)		(\$650.00)		N/A			N/A
Total Deduct/Add	(\$52,828.23)	\$ 10,301.58	(\$52,515.60)	\$ 13,740.00	(\$31,703.00)	\$ 14,672.00		
Base Bid Minus Deducts	<u>\$ 157,225.21</u>		<u>\$ 152,028.40</u>		<u>\$ 172,091.00</u>		<u>\$183,874.00</u>	
Base bid Minus deducts plus adds		<u>\$ 167,526.79</u>		<u>\$ 165,768.40</u>		<u>\$ 186,763.00</u>		<u>\$183,874.00</u>

City of Copperas Cove

City Council Agenda Item Report

April 6, 2010

Agenda Item No. I-3

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

SUBJECT: Consideration and action on appointing a member to the Hotel/Motel Tax Committee.

1. BACKGROUND/HISTORY

On August 20, 2009, staff was directed by City Council to proceed with the creation of the Hotel/Motel Committee. On November 17, 2009, City Council appointed six of the seven applicants to the Hotel/Motel Tax Committee. On January 5, 2010, City Council appointed a seventh member to the Committee.

2. FINDINGS/CURRENT ACTIVITY

On February 8, 2010, an e-mail was received from Committee Member Daniel J. Loomis, stating that he was moving out of the City and would resign from the Hotel/Motel Tax Committee effective February 20, 2010.

One application has been received by the City to fill the vacant position. Patricia Thomas' application is attached for your consideration.

3. FINANCIAL IMPACT

N/A

4. ACTION OPTIONS/RECOMMENDATION

City staff recommends appointing an individual to the Hotel/Motel Tax Committee to fill the vacant position.

CW4 Daniel James Loomis, USA Retired
3054 Colorado Drive
Copperas Cove, TX 76522-3279
February 8, 2010

Jane Lees, TRMC, CMC
City Secretary
Copperas Cove City Hall
507 South Main Street
Copperas Cove, Texas 76522

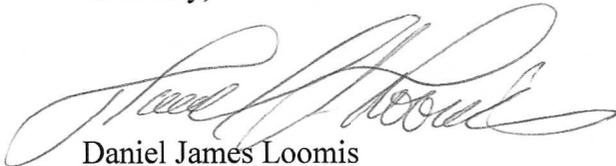
Dear Jane,

It is with regret that I tender my resignation from the Hotel/Motel Tax Committee, effective 20 February 2010.

Due to my recent acceptance of employment in Waco, TX, I will be commuting from Copperas Cove daily, which will interfere with my participation with this committee. I will continue to reside in Copperas Cove and maintain my voter registration with our city for some time into the future.

I am appreciative for having been chosen to serve on the Hotel/Motel Tax Committee of this great city, and I offer my heartfelt prayers of support for its continued success.

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel James Loomis", written in a cursive style.

Daniel James Loomis
Committee Member

Candidate Application for City Council-Appointed Boards & Commissions

Applications will be reviewed as vacancies arise. Information disclosed on this application or any other attached document may be disclosed in public meetings. Please print clearly.

received
3/16/10
J. Lees
logged

Please attach your resume (optional).

Board Preference 1: Hotel Motel Tax Commission

Board Preference 2: _____

Name: Patricia Thomas

Street Address: 2004 Liberty St.

City Resident: 24 years Personal E-Mail: pcpdthomas@embargo@mail.com

Primary Phone: 547-2799 Home ^{Cell} Fax: 371-6313

Profession: Retired Teacher

Business Name: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Business Phone: _____ Business Fax: _____

Business E-Mail: _____

Experience or Special Knowledge applicable to City board or commission function:

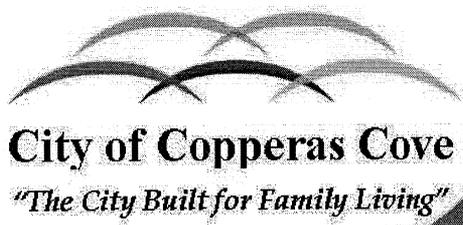
Board of Adjustments, Library Board, Animal Control
Parks and Recs,

Civic Activities/Professional Affiliations Noon Exchange, Boys & Girls Club,
Retired Teacher Assn. meals on wheels & Food Pantry

I verify that the information I have provided in this application to be true and correct. I also understand that this information may be made available to the public.

Patricia Thomas 3-16-10
Signature Date

Please return completed application and resume to:
City Secretary's Office, City Hall
507 S. Main Street, Copperas Cove, Texas
Phone: (254) 547-4221



City of Copperas Cove

City Council Agenda Item Report

April 6, 2010

Agenda Item No. I-4

Contact – Andrea M. Gardner, City Manager, 547-4221
agardner@ci.copperas-cove.tx.us

SUBJECT: Consideration and action on appointing members to an ad hoc committee for the purposes of creating a draft Animal Rescue Transfer Program with established criteria incorporated to provide written requirements for Animal Rescue Organizations desiring to participate in the program.

1. BACKGROUND/HISTORY

During the Animal Control Advisory Board meeting held on November 10, 2009, Chapter 3, Article V, Section 3-51 of the City's Code of Ordinances was discussed. A recommendation for changes to Section 3-51 from the Board was prepared in the form of an Agenda Item Report. Due to clarity issues, the item was pulled from the December 1, 2009 agenda prior to Council consideration. Furthermore, the Board addressed the issue again at the January 12, 2010 meeting.

City staff conducted a Public Meeting to discuss Animal Control Operations on March 1, 2010. A multitude of issues surfaced during the public participation portion of the meeting, to include Section 3-51 of the Code of Ordinances. Staff support of transferring animals to rescue organizations was made clear with the recommendation the governing body establish an ad hoc committee to create a draft Animal Rescue Transfer Program with established criteria incorporated.

Chapter 2, Article III, Section 2-55, authorizes the Council to form Ad hoc committees on an "as needed" basis with a clearly defined purpose and term, as well as reporting requirements. As such, staff recommends the governing body create an ad hoc committee consisting of no more than seven (7) members.

2. FINDINGS/CURRENT ACTIVITY

The following timeline is recommended by staff:

- Establishment of Committee on March 16, 2010
- Appointment of Committee Members on April 6, 2010
- Committee Kick Off Meeting prior to April 30, 2010

- Draft program and criteria presented to the governing body no later than July 1, 2010

Nine applications were received for the committee as of March 30, 2010 and are attached for Council consideration.

3. FINANCIAL IMPACT

No anticipated expenditures as a result of committee creation and member appointment.

4. ACTION OPTIONS/RECOMMENDATION

City staff recommends the City Council appoint seven individuals to serve on an ad hoc committee for the purposes of creating a draft Animal Rescue Transfer Program with established criteria incorporated to provide written requirements for Animal Rescue Organizations desiring to participate in the program.

Applicants for Committee to Create a Draft Animal Rescue Transfer Program

Type of Committee:

Ad hoc
 Standing

Applicant Name & Address	Date of Application	Phone No.	Alternate Phone No.	E-Mail Address	Appointed Yes/No	Term (if applicable)
Wanda Moore 2308 Dennis Street Copperas Cove, TX 76522	3/29/2010	238-7275	865-8901	davidwanda@live.com		
Annette Block 2401 Crystal Circle Copperas Cove, TX 76522	3/29/2010	326-1168		just2blocks@hotmail.com		
Karin Johnson 308 Sherwood Avenue Copperas Cove, TX 76522	3/29/2010	319-4140		meibella@yahoo.com		

Candidate Application for City Council-Appointed Boards & Commissions

Applications will be reviewed as vacancies arise. Information disclosed on this application or any other attached document may be disclosed in public meetings. Please print clearly.

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Please attach your resume (optional).

Board Preference 1: Comm. for Animal Rescue Transfer Program

Board Preference 2: _____

Name: Cheryle Burreson (Cheryle Burreson)

Street Address: 2214 Live Oak Dr, Copperas Cove TX 76522

City Resident: 10 years Personal E-Mail: burresonjr@hotmail.com

Primary Phone: 254-511-2877 Home Fax: _____

Profession: Vet Tech

Business Name: 2nd Chance Animal Shelter

Business Address: 5501 S. Clear Creek Rd.

City: Killeen TX State TX Zip: 76549

Business Phone: 254-526-6200 Business Fax: _____

Business E-Mail: _____

Experience or Special Knowledge applicable to City board or commission function:

work with and owned dogs & cats. Cared for pregnant & injured animals.

Civic Activities/Professional Affiliations _____

I verify that the information I have provided in this application to be true and correct. I also understand that this information may be made available to the public.

[Signature] _____ Date 3-15-10

Please return completed application and resume to:
City Secretary's Office, City Hall
507 S. Main Street, Copperas Cove, Texas
Phone: (254) 547-4221



Candidate Application for City Council-Appointed Boards & Commissions

Applications will be reviewed as vacancies arise. Information disclosed on this application or any other attached document may be disclosed in public meetings. Please print clearly.

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Please attach your resume (optional).

Board Preference 1: AD HOC COMMITTEE (transfer)

Board Preference 2: _____

Name: KATHY KWIERAN

Street Address: 2910 Poplar, KEMPNER, TX 76539

City Resident: _____ years Personal E-Mail: info@KATHYSKITTIES.COM

Primary Phone: 254-681-9784 Business Home Fax: 254-519-2287

Profession: CAT RESCUE

Business Name: KATHY'S KITTIES

Business Address: 308B N. GRAY

City: KILLEEN State TX Zip: 76541

Business Phone: 254-519-2287 Business Fax: 254-519-2287

Business E-Mail: info@KATHYSKITTIES.COM

Experience or Special Knowledge applicable to City board or commission function:

Certified Vet Tech, works with the public & vets, volunteered for many clinics & shelters

Civic Activities/Professional Affiliations ALL LOCAL ANIMAL CONTROLS

& SHELTERS. LOCAL VET'S

I verify that the information I have provided in this application to be true and correct. I also understand that this information may be made available to the public.

K. Kwieran 3-16-10
Signature Date

Please return completed application and resume to:
City Secretary's Office, City Hall
507 S. Main Street, Copperas Cove, Texas
Phone: (254) 547-4221


City of Copperas Cove
"The City Built for Family Living"

Candidate Application for City Council-Appointed Boards & Commissions

Applications will be reviewed as vacancies arise. Information disclosed on this application or any other attached document may be disclosed in public meetings. Please print clearly.

received

3/16/10

logged

Please attach your resume (optional).

Board Preference 1: Committee for Animal Rescue Transfer Program
(Position of the Animal Rescue Person)

Board Preference 2: _____

Name: Michaela Ramos

Street Address: 145 CR 4961, Kempner, TX 76539

City Resident: _____ years Personal E-Mail: MICHA74B@AOL.COM

Primary Phone: 254-681-1675 Home Fax: _____

Profession: Computer Operator II

Business Name: Forever Homes Rescue Texas

Business Address: 145 CR 4961

City: Kempner State TX Zip: 76539

Business Phone: _____ Business Fax: _____

Business E-Mail: _____

Experience or Special Knowledge applicable to City board or commission function:

over 10 years a volunteer for different rescue groups.

Volunteer with Killeen Animal Control, Member of Centex Humane Society

Civic Activities/Professional Affiliations _____

I verify that the information I have provided in this application to be true and correct. I also understand that this information may be made available to the public.

Michaela Ramos _____
Signature Date 03-16-10

Please return completed application and resume to:
City Secretary's Office, City Hall
507 S. Main Street, Copperas Cove, Texas
Phone: (254) 547-4221



Candidate Application for City Council-Appointed Boards & Commissions

Applications will be reviewed as vacancies arise. Information disclosed on this application or any other attached document may be disclosed in public meetings. Please print clearly.

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logged

Please attach your resume (optional).

Board Preference 1: Ad Hoc Committee / Animal Rescue Program

Board Preference 2: Animal Advisory Board

Name: Klaudia E. Brand

Street Address: 503 Hayloft Circle

City Resident: 17 years Personal E-Mail: _____

Primary Phone: 254-242-7531 Home Fax: _____

Profession: Bookkeeper

Business Name: United Way

Business Address: 208 W. Ave A

City: Killeen State Tx Zip: 76541

Business Phone: 254-634-0660 Business Fax: 254-634-0066

Business E-Mail: uwgfha1@~~usa~~centexbiz.com

Experience or Special Knowledge applicable to City board or commission function:

Civic Activities/Professional Affiliations _____

I verify that the information I have provided in this application to be true and correct. I also understand that this information may be made available to the public.

K E B

Signature

3-16-10

Date

Please return completed application and resume to:

City Secretary's Office, City Hall
507 S. Main Street, Copperas Cove, Texas
Phone: (254) 547-4221



City of Copperas Cove

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Please attach your resume (optional).

Board Preference 1: REVIEWING RESTRICTIVE ORDINANCES FOR THE ANIMAL SHERIFF

Board Preference 2: SCREENING REQUIREMENTS FOR ANIMAL RESCUES

Name: AUGUSTUS H. RICHARDSON III

Street Address: 2902 CURTIS DR.

City Resident: 4 ^{10 MO} years Personal E-Mail: retired_soldier@hotmail.com

Primary Phone: 547-4196 Home Fax: 547-4196 (as needed only)

Profession: DISABLED/RETIRED

Business Name: N/A

Business Address: N/A

City: ~~N/A~~ COPPERAS COVE State TX Zip: 76522

Business Phone: N/A Business Fax: N/A

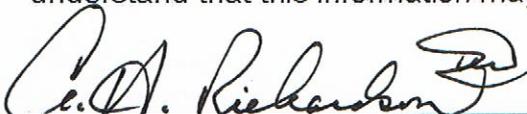
Business E-Mail: N/A

Experience or Special Knowledge applicable to City board or commission function:

NONE

Civic Activities/Professional Affiliations NONE

I verify that the information I have provided in this application to be true and correct. I also understand that this information may be made available to the public.


Signature

03/17/10
Date

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507 S. Main Street, Copperas Cove, Texas
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Please attach your resume (optional).

Board Preference 1: Guidelines For Rescue Groups 02

Board Preference 2: Rescue Chapter 3

Name: George Fox

Street Address: 1906 Hooter ST Hilltop TX 76543

City Resident: years Personal E-Mail: MOOSE@HOT.PA.COM

Primary Phone: 681-7126 Home Fax:

Profession: President of ASSISI Animal Rescue + Animal Watch

Business Name: Animal Watch

Business Address: SAME AS ABOVE

City: Hilltop State TX Zip: 76543

Business Phone: SAME AS ABOVE Business Fax:

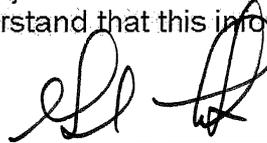
Business E-Mail: SAME AS ABOVE

Experience or Special Knowledge applicable to City board or commission function:

See Attached Sheet

Civic Activities/Professional Affiliations See Attached Sheet

I verify that the information I have provided in this application to be true and correct. I also understand that this information may be made available to the public.


Signature

24 MAR 2010
Date

Please return completed application and resume to:
City Secretary's Office, City Hall
507 S. Main Street, Copperas Cove, Texas
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City of Copperas Cove
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Application for George Fox

1. Current President Assisi Animal Refuge 2005-2010
2. President Centex Humane Society 2002-2005
3. Vice-President and Board Member Centex Humane Society 1994-1999
4. Board Member Texas Humane Legislation Network 5 Years (State wide organization)
5. Member Killeen Animal Advisory Committee. 8 Years
6. President Humane Education for Central Texas 4 Years
7. Certification in Cruelty Investigations (ACCI) 1995
8. Killeen Chief of Police Internal SOP Committee on Animal Control 2007-2008

Candidate Application for City Council-Appointed Boards & Commissions

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Please attach your resume (optional).

Board Preference 1: Animal Rescue Feral Cats South Park

Board Preference 2: _____

Name: Wanda Moore

Street Address: 2308 Dennis Street

City Resident: 3 years Personal E-Mail: davidwanda@live.com

Primary Phone: (254) 238-7275 Home Fax: _____

Profession: Correctional Officer

Business Name: Tx Dept. of Criminal Justice

Business Address: 1500 State Sch. Rd.

City: Gatesville State TX Zip: 76598

Business Phone: (254) 865-8901 Business Fax: _____

Business E-Mail: _____

Experience or Special Knowledge applicable to City board or commission function:

Assisted with Feral Cat program on TDCJ units

Civic Activities/Professional Affiliations N/A

I verify that the information I have provided in this application to be true and correct. I also understand that this information may be made available to the public.

Wanda Moore _____
Signature Date

Please return completed application and resume to:
City Secretary's Office, City Hall
507 S. Main Street, Copperas Cove, Texas
Phone: (254) 547-4221


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Please attach your resume (optional).

Board Preference 1: Animal Rescue Feral Cats South Park

Board Preference 2: _____

Name: Annette Block

Street Address: 2401 Crystal Circle, CC

City Resident: 3 years Personal E-Mail: just2blocks@hotmail.com

Primary Phone: 326-1168 Home Fax: _____

Profession: Housewife Retired

Business Name: _____

Business Address: _____

City: _____ State _____ Zip: _____

Business Phone: _____ Business Fax: _____

Business E-Mail: _____

Experience or Special Knowledge applicable to City board or commission function:

Animal lover, always had pets

Civic Activities/Professional Affiliations _____

I verify that the information I have provided in this application to be true and correct. I also understand that this information may be made available to the public.

Annette Block 29 March 10
Signature Date

Please return completed application and resume to:
City Secretary's Office, City Hall
507 S. Main Street, Copperas Cove, Texas
Phone: (254) 547-4221



Candidate Application for City Council-Appointed Boards & Commissions

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Please attach your resume (optional).

Board Preference 1: Guidelines for Rescue

Board Preference 2: _____

Name: Tharvin Johnson

Street Address: 308 Sherwood Ave CC

City Resident: 3 years Personal E-Mail: meibella@yahoo.com

Primary Phone: (254)-319-4140 Home Fax: _____

Profession: Custodian

Business Name: _____

Business Address: _____

City: Copperas Cove State TX Zip: 76522

Business Phone: _____ Business Fax: _____

Business E-Mail: _____

Experience or Special Knowledge applicable to City board or commission function:

Work as a Volunteer at the Animal Shelter, at Second
Chance

Civic Activities/Professional Affiliations _____

I verify that the information I have provided in this application to be true and correct. I also understand that this information may be made available to the public.

Tharvin Johnson
Signature

29 March 2010
Date

Please return completed application and resume to:
City Secretary's Office, City Hall
507 S. Main Street, Copperas Cove, Texas
Phone: (254) 547-4221


City of Copperas Cove
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