

**CITY OF COPPERAS COVE
CITY COUNCIL WORKSHOP MEETING MINUTES
April 19, 2010 – 9:00 A.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 9:00 a.m. This workshop meeting was held at the Copperas Cove Police Department, 302 East Avenue E, Copperas Cove, Texas.

B. ROLL CALL AND OVERVIEW

ROLL CALL

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

ALSO PRESENT

Andrea M. Gardner, City Manager
Charles E. Zech, City Attorney
Jane Lees, City Secretary
Lisa Wilson, Executive Secretary
Tim Molnes, Assistant City Manager/Police Chief
Mike Baker, Fire Chief
Bob McKinnon, Public Works Director
Mike Mundell, Superintendent of Solid Waste
Kelli Sames, Human Resources Director
Ken Wilson, Director of Community Services
Wesley Wright, City Engineer
Joseph Pace, Municipal Court Supervisor

Andrea M. Gardner, City Manager, gave an overview of the items to be presented.

C. WORKSHOP ITEMS

1. Discussion and update on Public Works projects. **Bob McKinnon, Director of Public Works**

Council direction given to staff: N/A

2. Presentation and discussion on evaluating the privatization of Compost operations. **Bob McKinnon, Director of Public Works**

Council direction given to staff: Compost operations to continue being provided by the City.

3. Presentation and discussion on evaluating the privatization of Street Maintenance operations. **Bob McKinnon, Director of Public Works**

Council direction given to staff: Street Maintenance operations to continue being provided by the City.

4. Discussion on ordinance update prioritization and costs. **Andrea M. Gardner, City Manager**

Council direction given to staff: Top two priorities are the zoning ordinance and the subdivision ordinance. Budget monies in the various departments for updating in the FY 2011 budget.

5. Discussion on records storage. **Jane Lees, City Secretary**

Council direction given to staff: Put a package together showing all costs associated with a records storage management plan and discuss during the budget process.

6. Discussion on evaluating privatization of Solid Waste services. **Mike Mundell, Solid Waste Superintendent**

Council direction given to staff: Leave Solid Waste services to continue being provided by the City.

7. Discussion on 2010 Capital Improvements Plan (CIP) projects. **Andrea M. Gardner, City Manager**

Council direction given to staff: City Council agreed to all staff proposed changes presented and in addition directed staff to apply for the 2010 CDBG grant to include South 9th Street, Allen Street, Cove Avenue and Louise Street. Requested staff attempt funding the upgrade of playground equipment and ball field lighting in the Parks & Recreation area.

8. Discussion on 2011 Capital Improvements Plan (CIP) projects. **Andrea M. Gardner, City Manager**

Council direction given to staff: City Council agreed to all staff proposed changes presented and in addition directed staff to move West Avenue F project from 2011 to 2012 and charge funding in construction for the Southeast Bypass in 2011.

9. Discussion on proposed changes to the FY 2010-2014 Capital Improvements Plan (CIP). **Andrea M. Gardner, City Manager**

Council direction given to staff: City Council agreed to all staff proposals.

10. Presentation and discussion on Kiosk System. **Joseph Pace, Municipal Court Supervisor**

Council direction given to staff: Include funding in the FY 2011 Budget.

11. Discussion on City Hall needs assessment. **Tim Molnes, Police Chief**

Council comments:

- Why is the Chamber of Commerce included in new City Hall? (Council Member Charlie Youngs)
- Parks needs assessment should be done before tackling a new City Hall (Council Member Chuck Downard)

- Question of building a new City Hall should be put to the citizens at the 2011 General Election (Council Member Chuck Downard)
- Move forward with the design portion of the project (Council Member Chuck Downard)

12. Presentation and discussion on employee health care options. **Andrea M. Gardner, City Manager**

Council direction given to staff: No increases in payments to employees. Reduce health care plan options from three to two.

13. Discussion and update on the City of Copperas Cove's Strategic Management Plan. **Andrea M. Gardner, City Manager**

Council direction given to staff: City Council to work on goals. A team building session for the Council will be scheduled for mid-2011. At the end of 2011 a team building session will be planned for the governing body and staff together.

14. Direction from the City Council on FY 2011 Budget. **Andrea M. Gardner, City Manager**

Council input given to staff:

- Maintain the current .76 tax rate (Council Member Charlie Youngs)
- Maintain health plan costs (Council Member Charlie Youngs)
- Attempt COLA/merit increases for employees, if not possible, plan for none in the budget (Council Member Charlie Youngs)
- No increases in staffing, except as provided/required by grants (Council Member Charlie Youngs)
- Reduce major projects in the CIP (Council Member Charlie Youngs)
- Parks & Recreation needs assessment and equipment (Council Member Danny Palmer)
- Look at the Top 10 goals (Council Member Danny Palmer)
- Build 20 handicap ramps (Council Member Bill Stephens)
- Full time custodian for the Police Department (Council Member Cheryl Meredith)
- Seal coating of street around the Police Department (Council Member Chuck Downard)

D. CLOSING COMMENTS

E. ADJOURNMENT

There being no further business, Mayor Hull adjourned the meeting at 3:35 p.m.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary