

**CITY OF COPPERAS COVE
CITY COUNCIL WORKSHOP MEETING MINUTES
July 20, 2010 – 7:30 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 7:30 p.m.

B. ROLL CALL

John Hull
Cheryl L. Meredith
Charlie D. Youngs
Gary L. Kent
Danny Palmer
Kenn Smith
Frank Seffrood

ALSO PRESENT

Andrea M. Gardner, City Manager
Charles E. Zech, City Attorney
Stefanie Brown, Deputy City Secretary

C. WORKSHOP ITEMS

1. Presentation of FY 2011 Proposed Budget and Plan of Municipal Services.
Andrea M. Gardner, City Manager

The presentation of the FY 2011 Proposed Budget and Plan of Municipal Services is attached and made part of these minutes.

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

No direction given.

D. ADJOURNMENT

There being no further business, Mayor Hull adjourned the meeting at 8:17 p.m.

John Hull, Mayor

ATTEST:

Stefanie Brown, Deputy City Secretary

City of Copperas Cove, Texas

FY 2011 Proposed Budget & Plan of Municipal Services



City of Copperas Cove

The mission of the City of Copperas Cove is to provide excellence in public service to meet the needs of our diverse community through quality customer services while exercising cost effective management and maintaining fiscal responsibility.

Mission Statement

- Overview
- Goals
- Changes to Employee Pay & Benefits
- Major Operating Funds
- Other Funds
- Overview of Budget Adjustments
- Future Dates
- Requests from External Entities

The City Manager is required to submit a Proposed Budget to the City Council for the upcoming fiscal year.

At the time of submission a Public Hearing will be set on the Proposed Budget.

The Budget must be adopted by September 30, 2010 prior to the beginning of the fiscal year.

Agenda

Fund	Beginning Fund Balance	Revenues	Expenses	Ending Fund Balance
General	4,725,957	14,273,144	15,298,372	3,700,729
Water & Sewer	2,218,541	9,055,389	9,991,616	1,282,314
Solid Waste	806,954	3,073,450	3,143,406	736,998
Golf Course	(130,913)	624,450	614,702	(121,165)
Other	1,235,502	3,753,121	4,234,518	754,106
Capital Projects	6,533,050	3,222	6,536,272	0
TOTAL	15,389,091	30,782,776	39,818,886	6,352,982

Total Budget

Ensure Continued
Quality Public
Safety

Improve and
Expand City
Infrastructure

Promote Economic
Development
Activities

Continued Support
of the Combined
Image Campaign

Expand Parks &
Recreation
Programs and
Construct a Multi-
Purpose Facility

Retain & Attract
Quality Employees

Enhance Solid
Waste Programs
Facilitate & Exercise
Fiscal Responsibility

Support Non-
Municipal
Community Youth
Programs

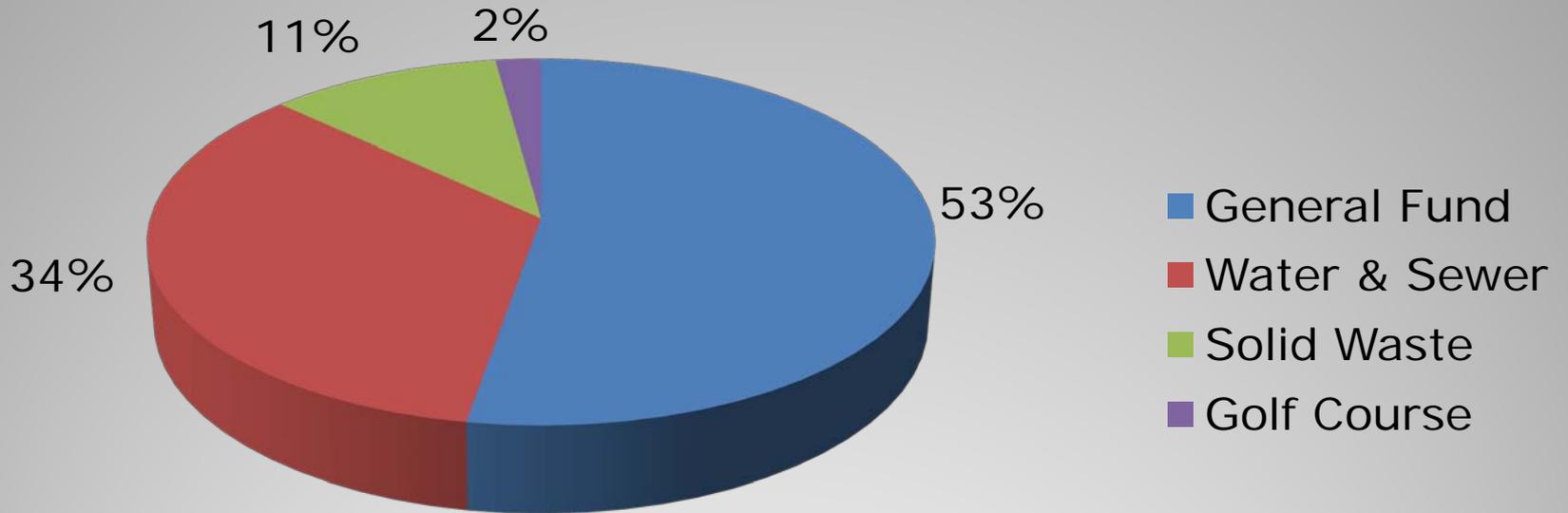
Maintain or Reduce
the Property Tax
Rate

Improve Land
Developer Relations

Goals

- Pay Increase Opportunities
 - The proposed budget does not include COLA or Merit increases
- Health Plan Benefits
 - Health coverage unchanged
 - Dental Coverage slight increase
- Other Benefits
 - TMRS
 - Long Term Disability
 - Wellness Pay

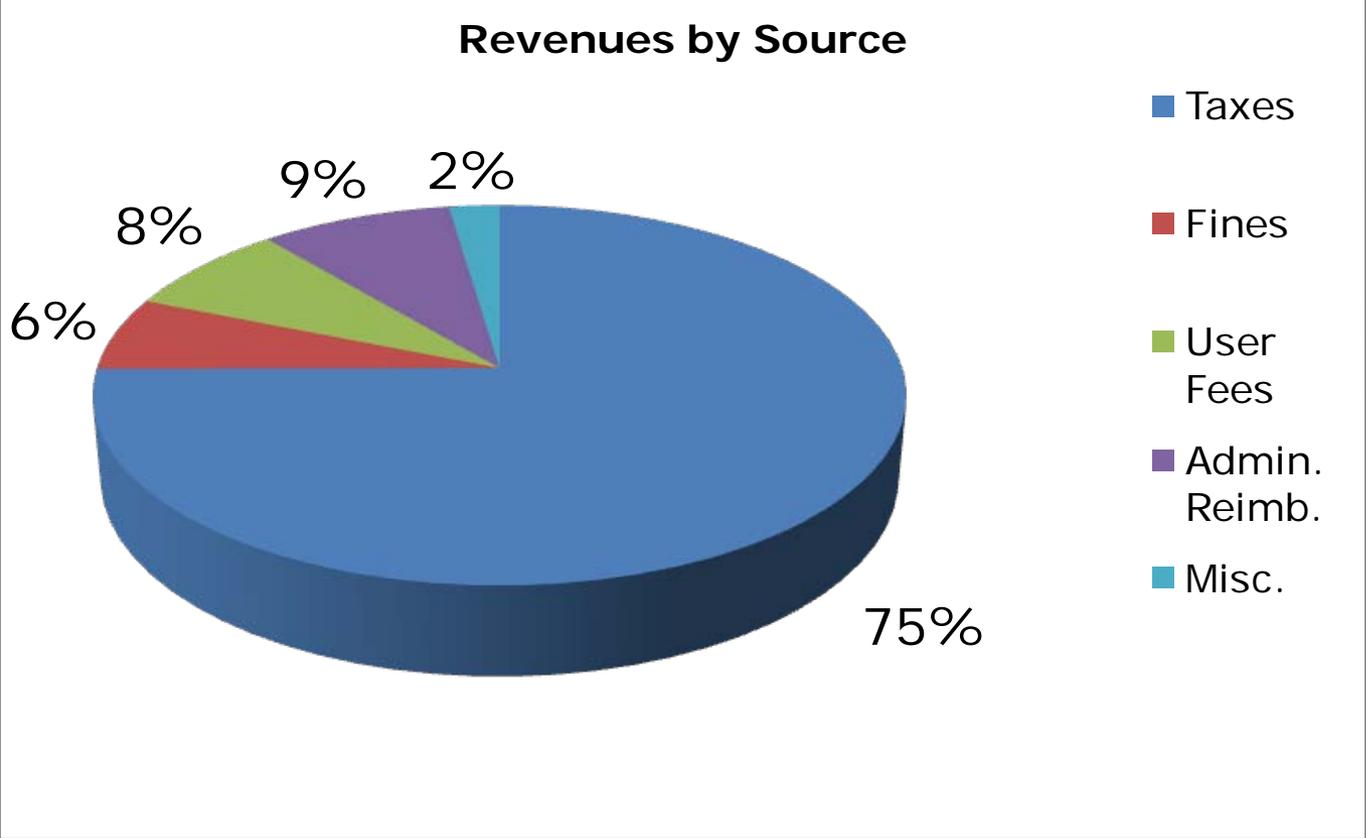
Employee Pay & Benefits



Major Operating Funds

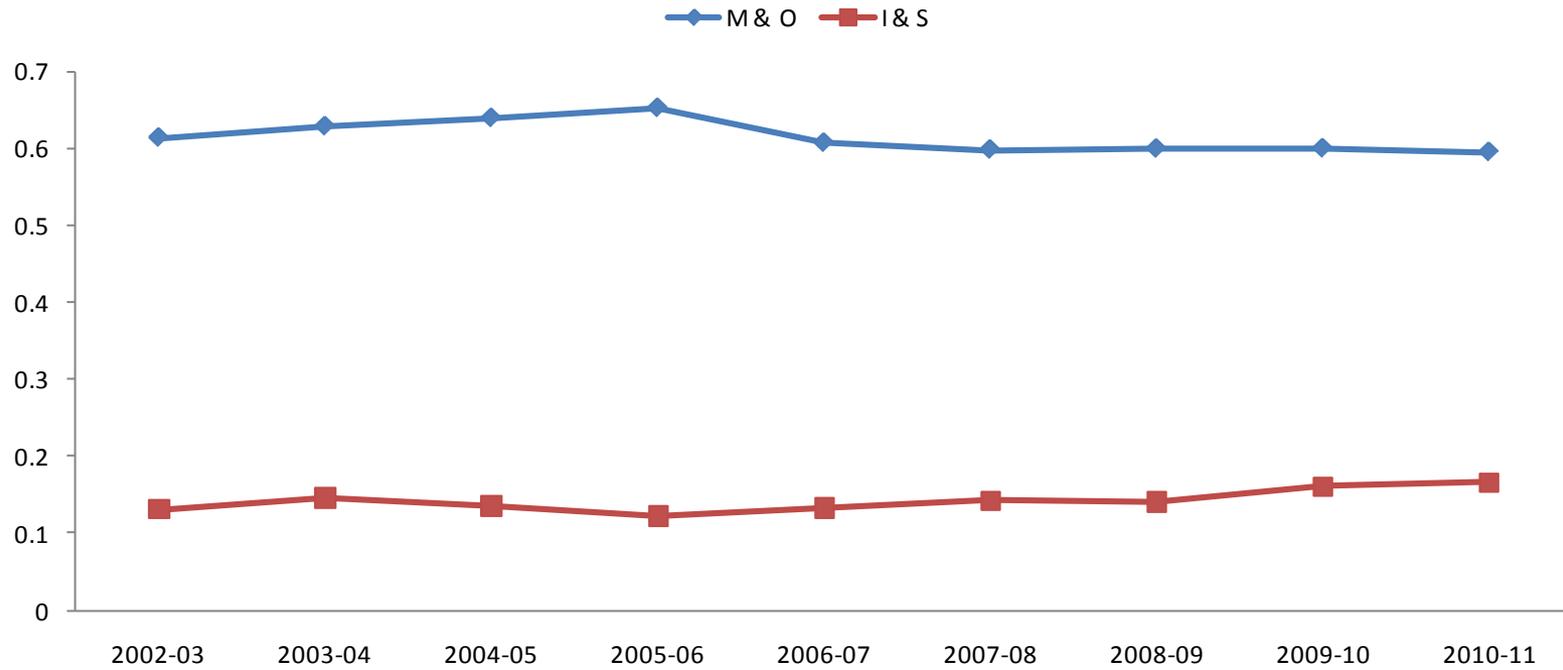
Source	FY 2009-10	FY 2010-11	% Change
Taxes	10,759,859	10,694,355	(0.60)
Charges for Service	1,089,308	1,106,315	1.57
Fines	880,104	892,984	1.47
Administrative Reimbursements	1,250,500	1,250,500	-
Miscellaneous	307,222	328,990	7.09
TOTAL REVENUES	14,286,993	14,273,144	(0.09)

General Fund Revenues



General Fund

Ad Valorem Tax Rate



General Fund

CHANGES IN REVENUE

Property Tax Revenue

- Estimated Decrease in T.A.V.
- 2.28%



Sales Tax Revenue

- Estimated Increase
- 4.0%

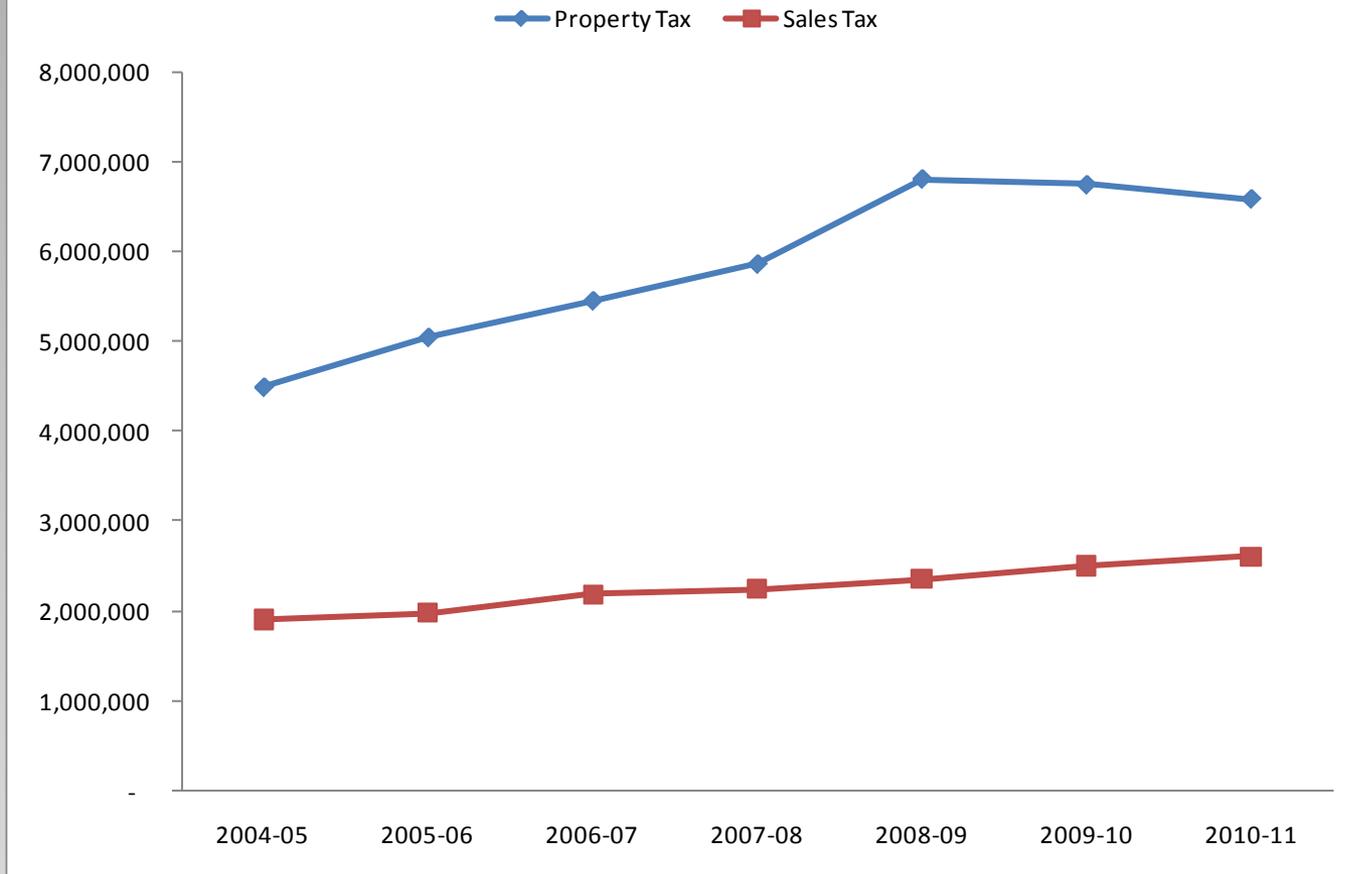


Interest Revenue

- Estimated Increase
- 25%

General Fund

Changes in Revenue

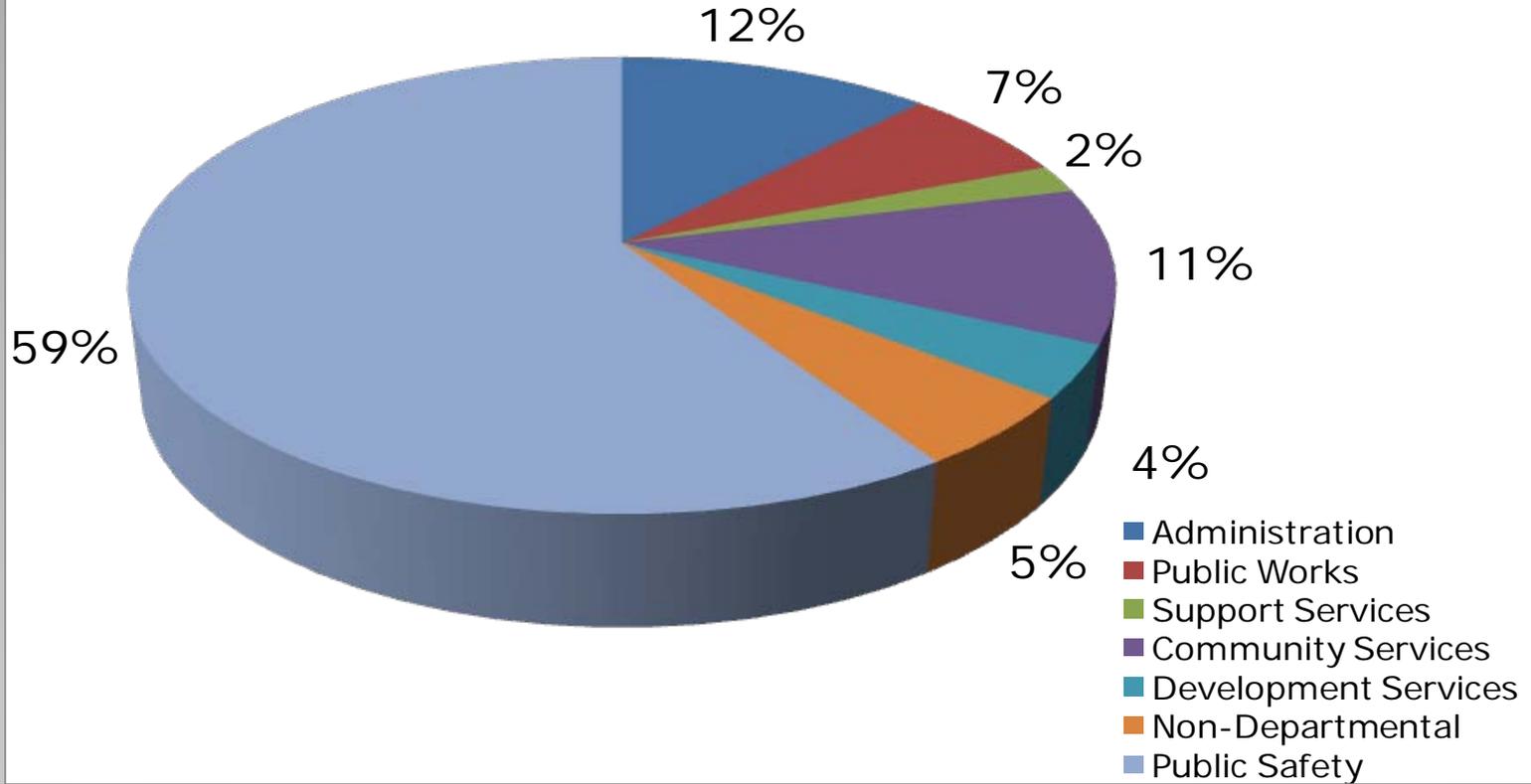


General Fund

Function	FY 2009-10	FY 2010-11	% Change
Administration	1,941,020	1,875,688	(3.36)
Public Works	872,243	1,036,459	18.83
Community Services	1,552,448	1,679,139	8.16
Support Services	355,942	306,804	(13.80)
Development Services	537,322	567,562	5.63
Public Safety	8,556,876	9,055,325	5.83
Non- Departmental	656,358	777,395	18.44
TOTAL	14,472,209	15,298,372	5.71

General Fund Expenses

Expenses by Function



General Fund

SIGNIFICANT ISSUES

Police Department

- Motorcycle Buy Back Program
- 2 Patrol Vehicles

Fire Department

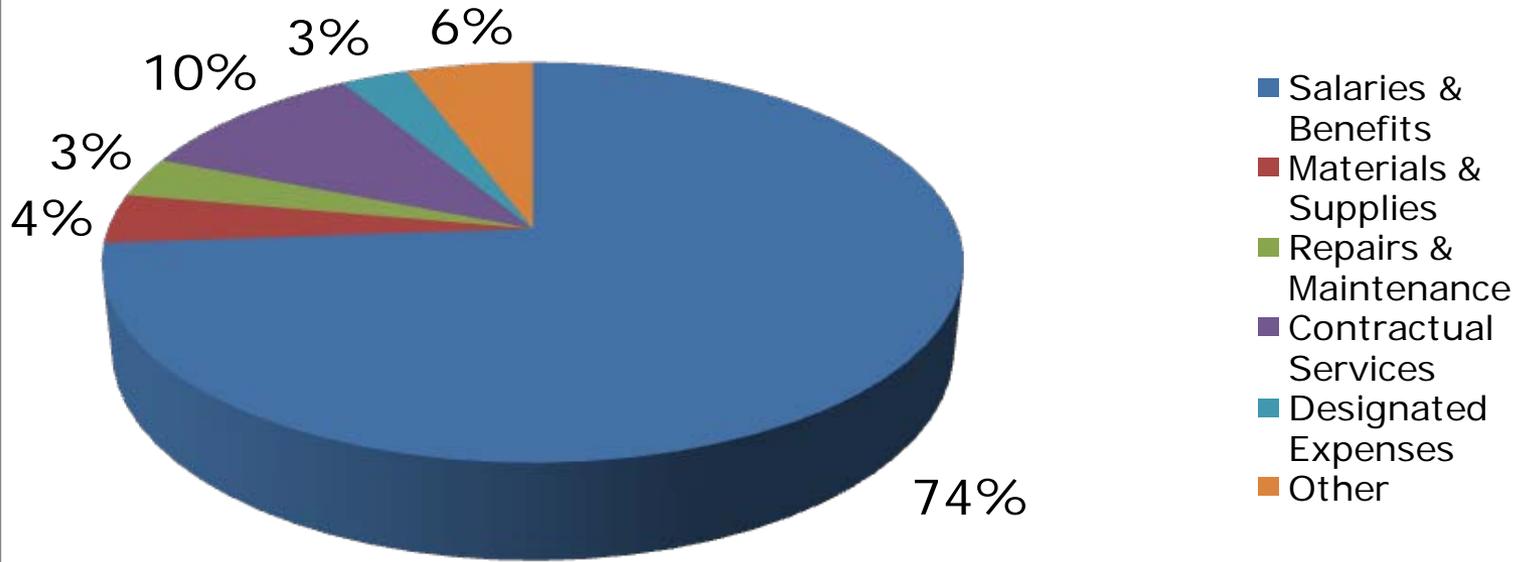
- 10 sets PPE
- Furniture & Fixtures

Streets

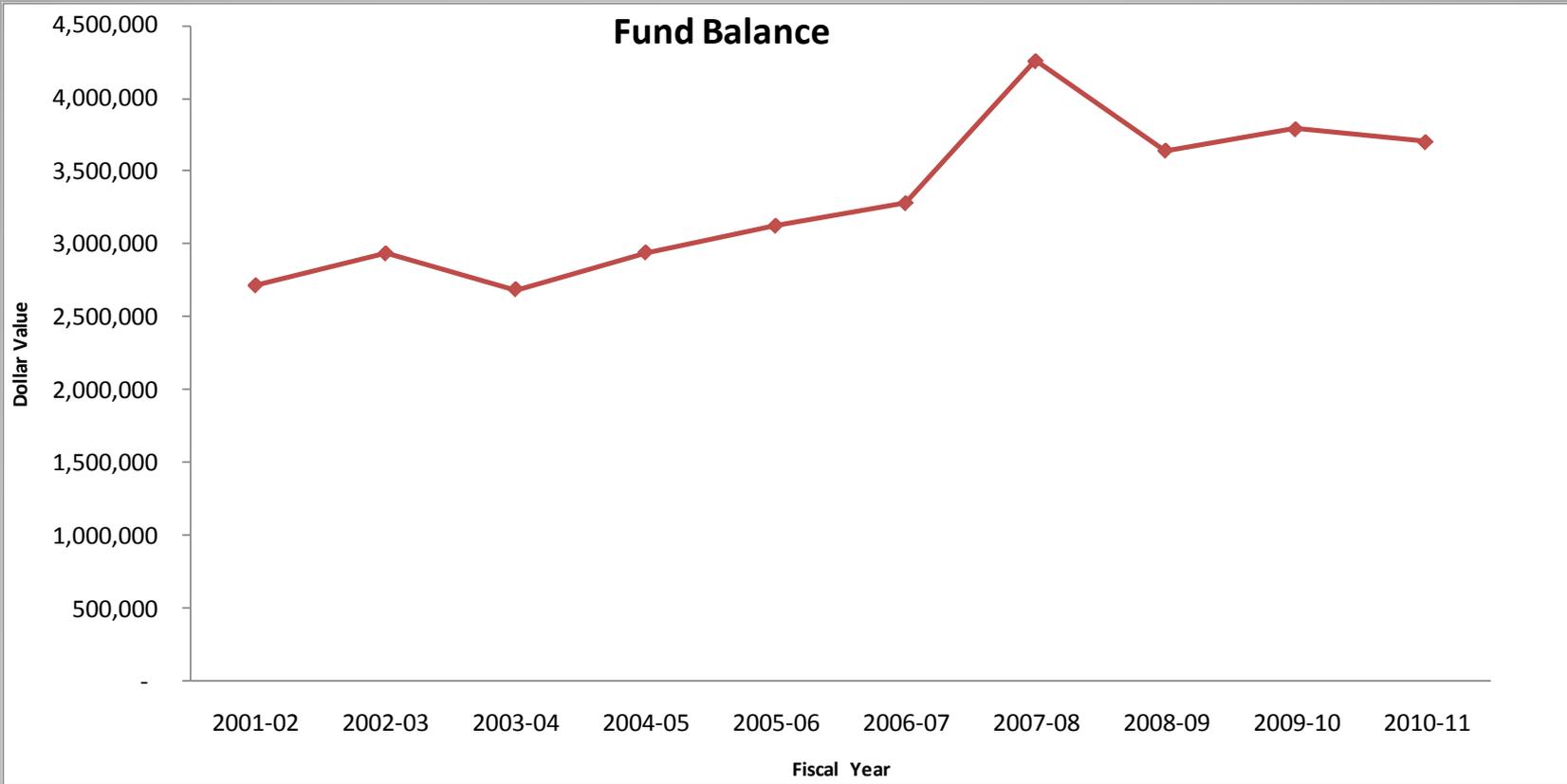
- Sign Retroflectometer

General Fund

Expenditures by Object Class



General Fund



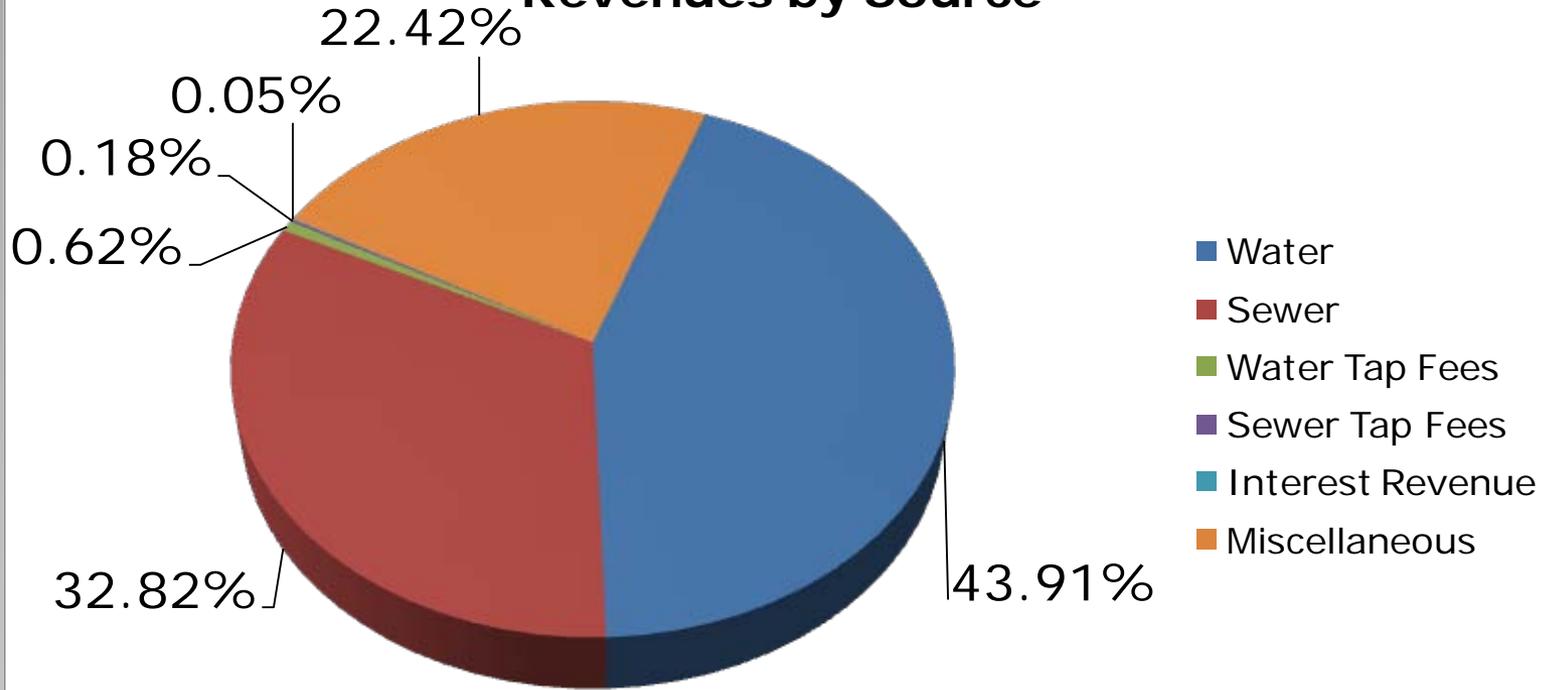
General Fund

Fund Balance Continues to Meet Ideal Fund Balance

Source	FY 2009-10	FY 2010-11	% Change
Water	4,879,000	4,950,000	1.46
Sewer	3,700,000	3,700,000	-
Water Tap Fees	77,000	70,000	(9.09)
Sewer Tap Fees	20,000	20,000	-
Interest Revenue	5,700	6,000	5.27
Miscellaneous	584,330	309,389	(47.05)
TOTAL REVENUES	9,266,030	9,055,389	(2.27)

Water & Sewer Fund Revenues

Revenues by Source



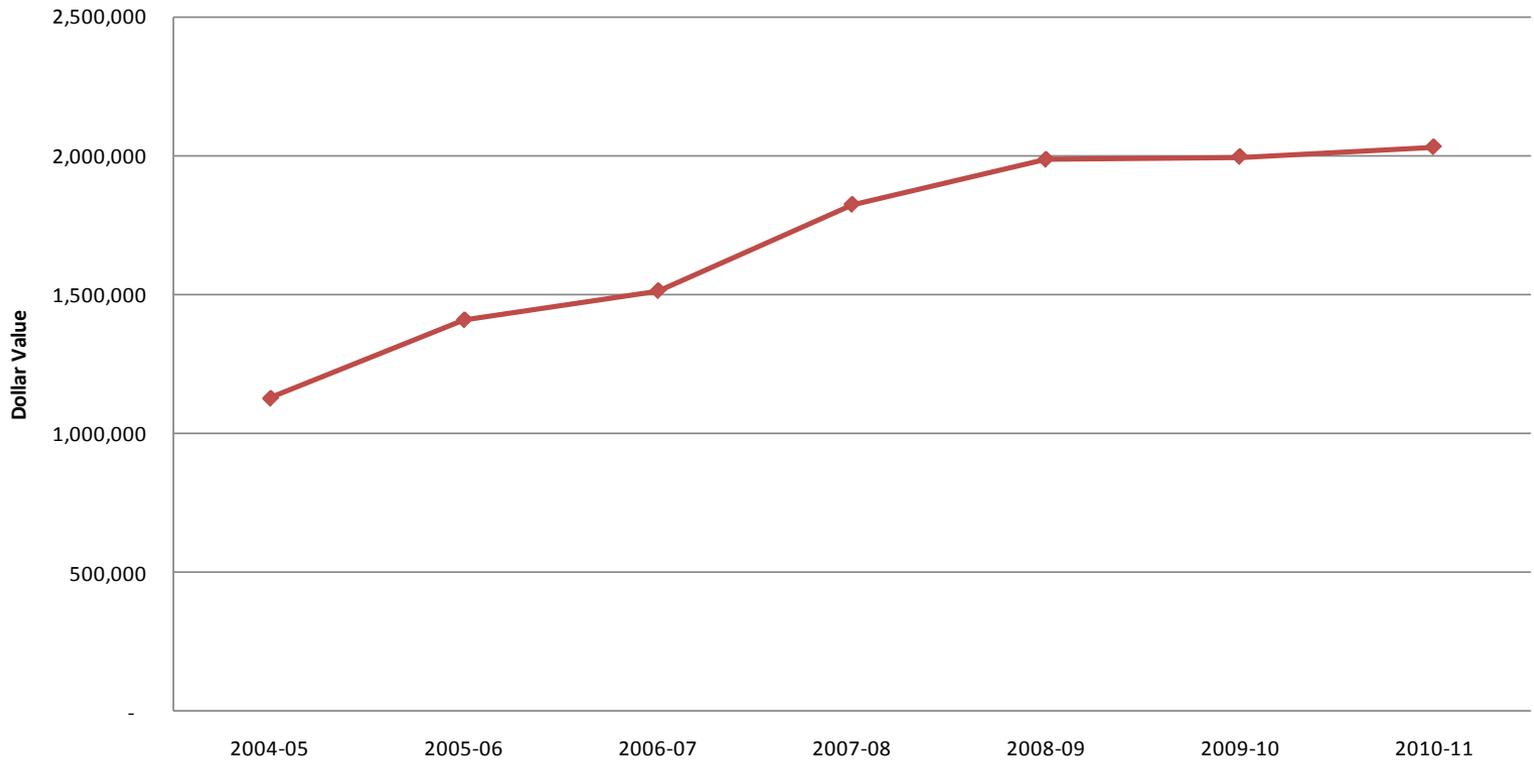
Water & Sewer Fund

Changes in Revenue

- Water
 - BCWCID Rate Increase
 - .57 cents per 1,000 gallons to .60 cents
 - System Rate Increase (\$1,770)
 - Election Use Water Increase (\$14,754.72)
 - Option Use Water Decrease (\$7,171.70)

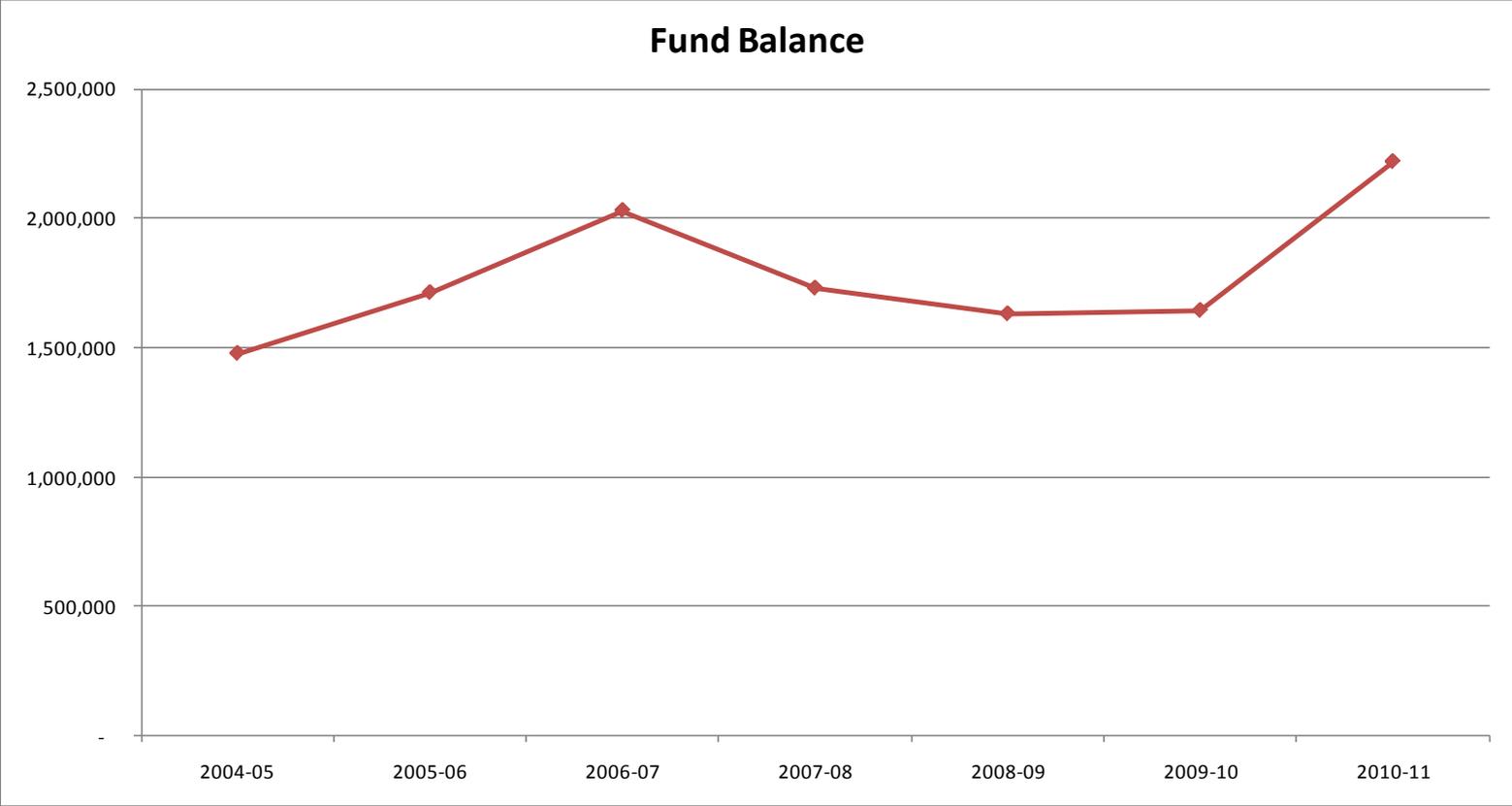
Water & Sewer Fund

Cost of Water



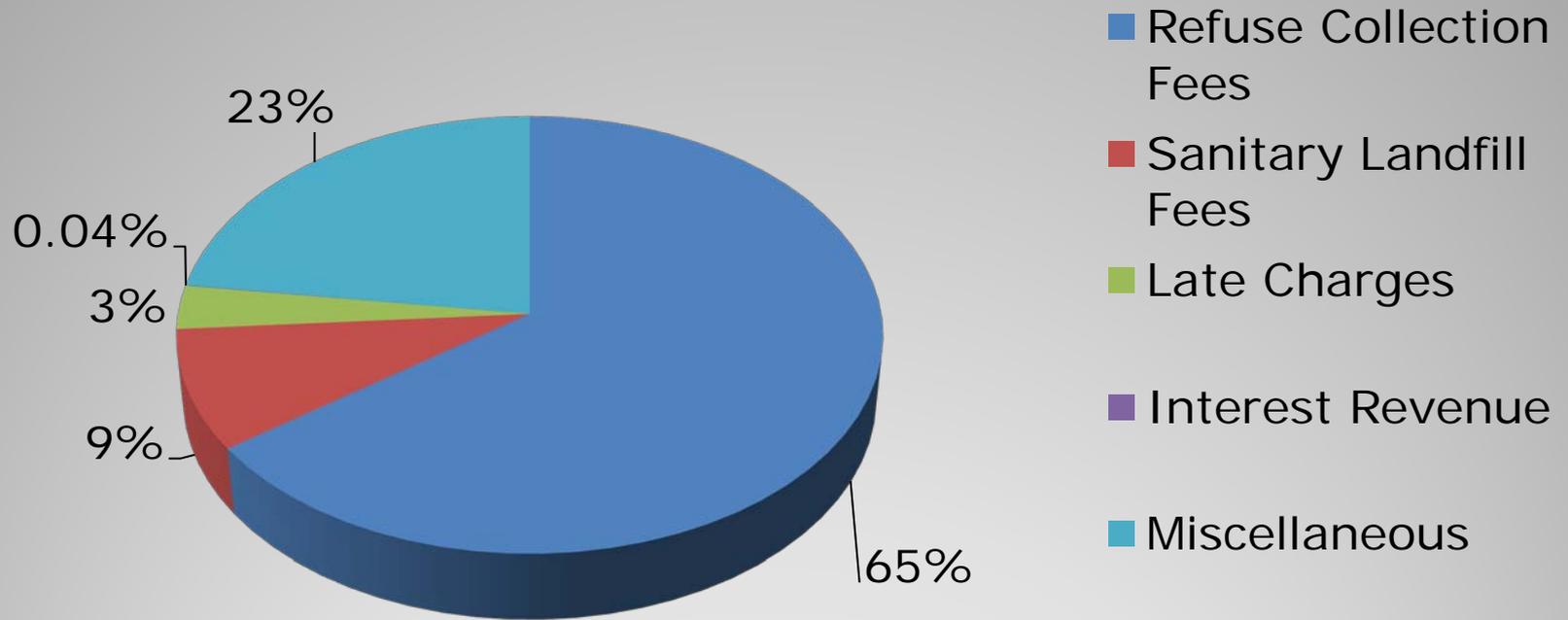
Water & Sewer Fund

Fund Balance



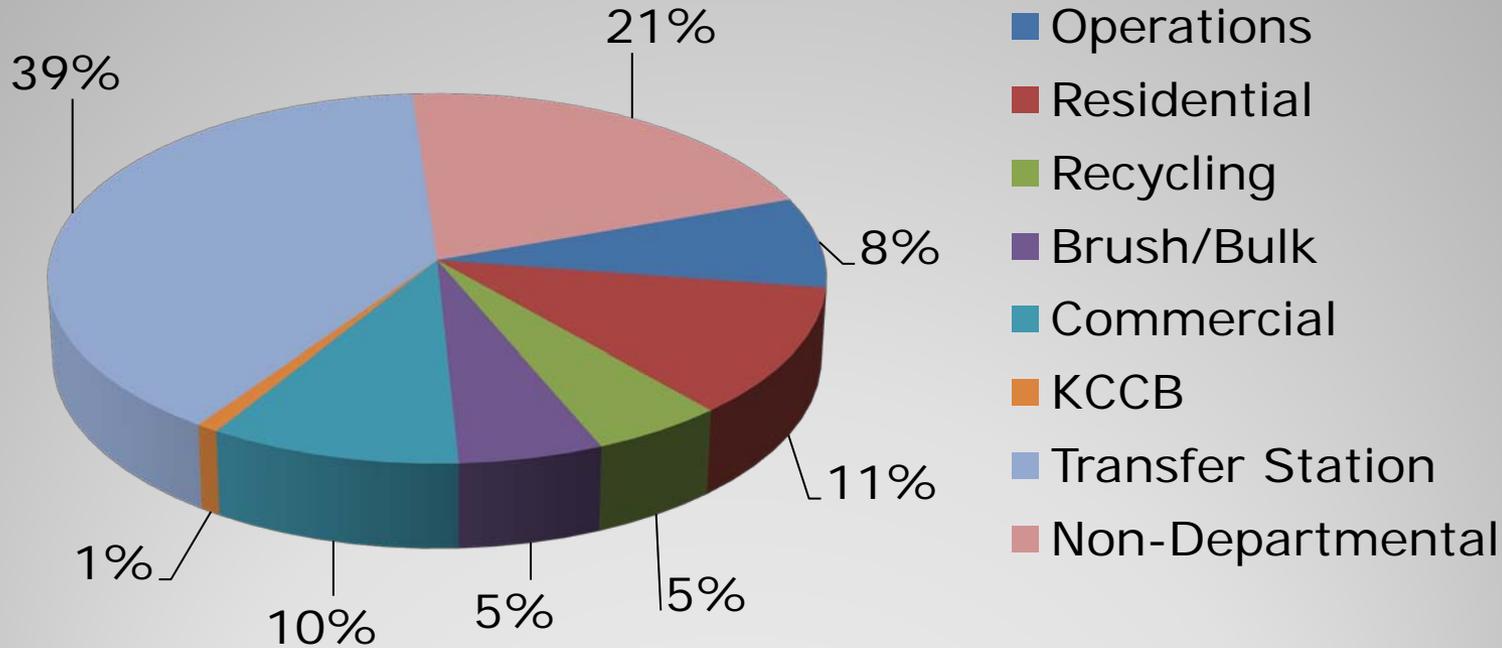
Water & Sewer Fund

Revenues



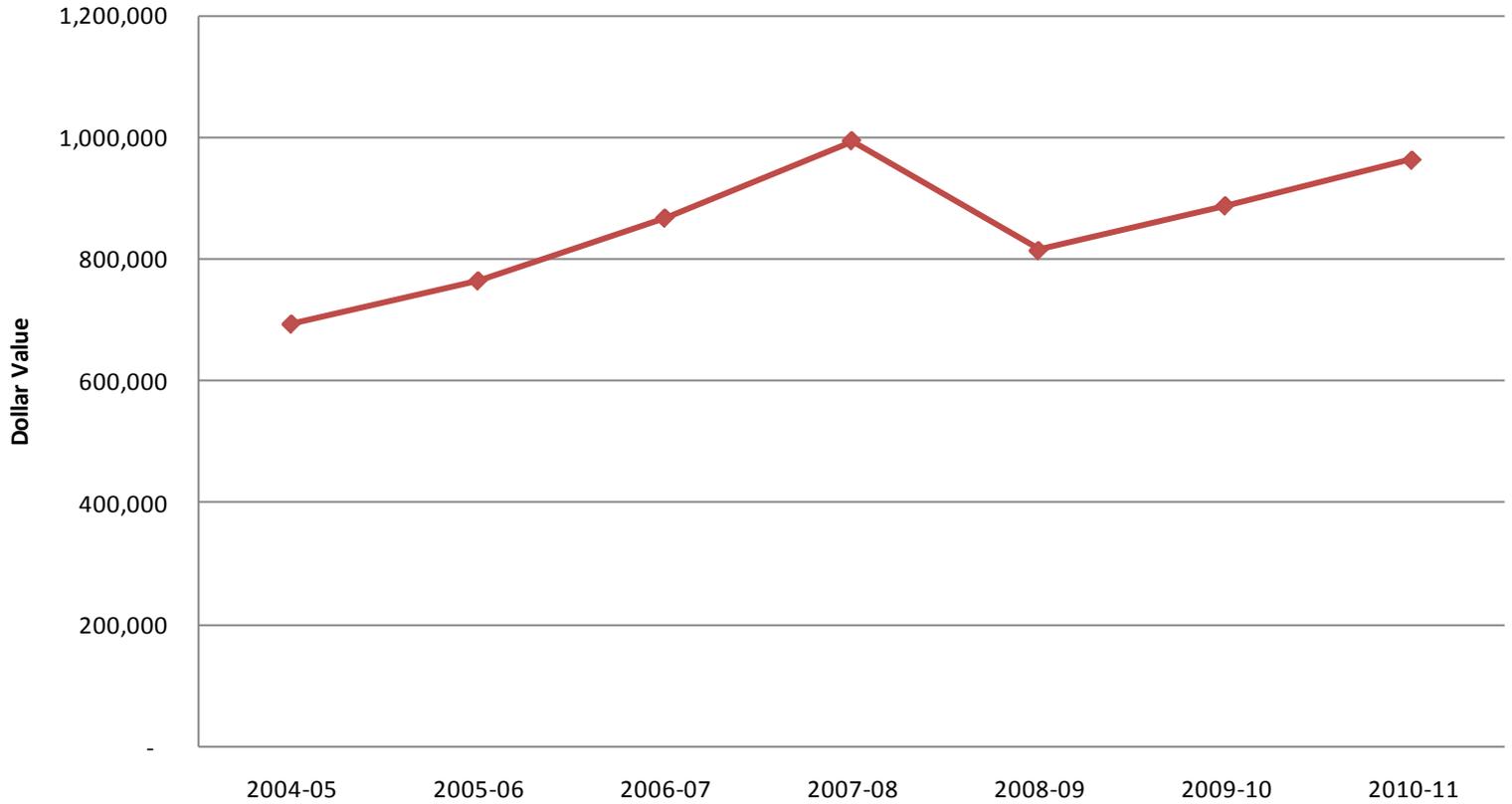
Solid Waste Fund

Expenses



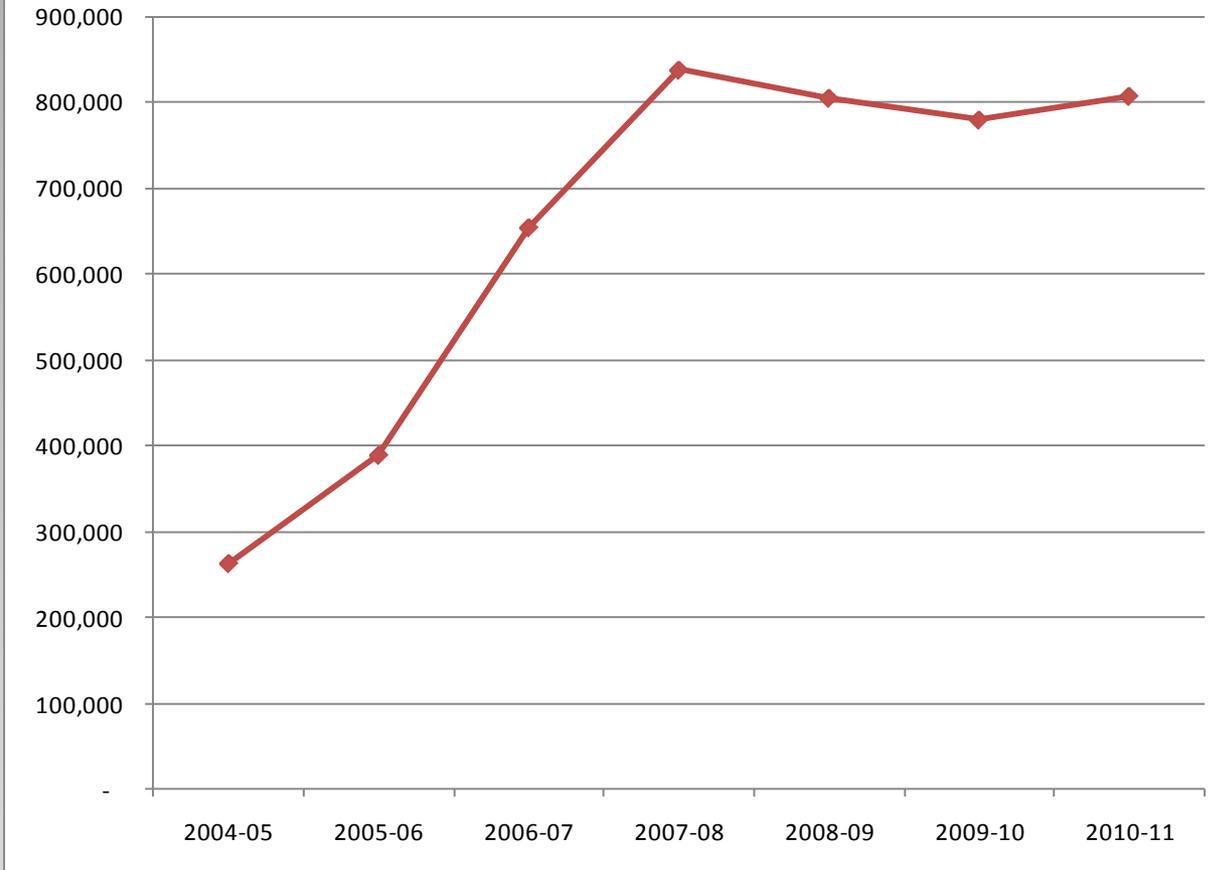
Solid Waste Fund

Hauling & Disposal Cost



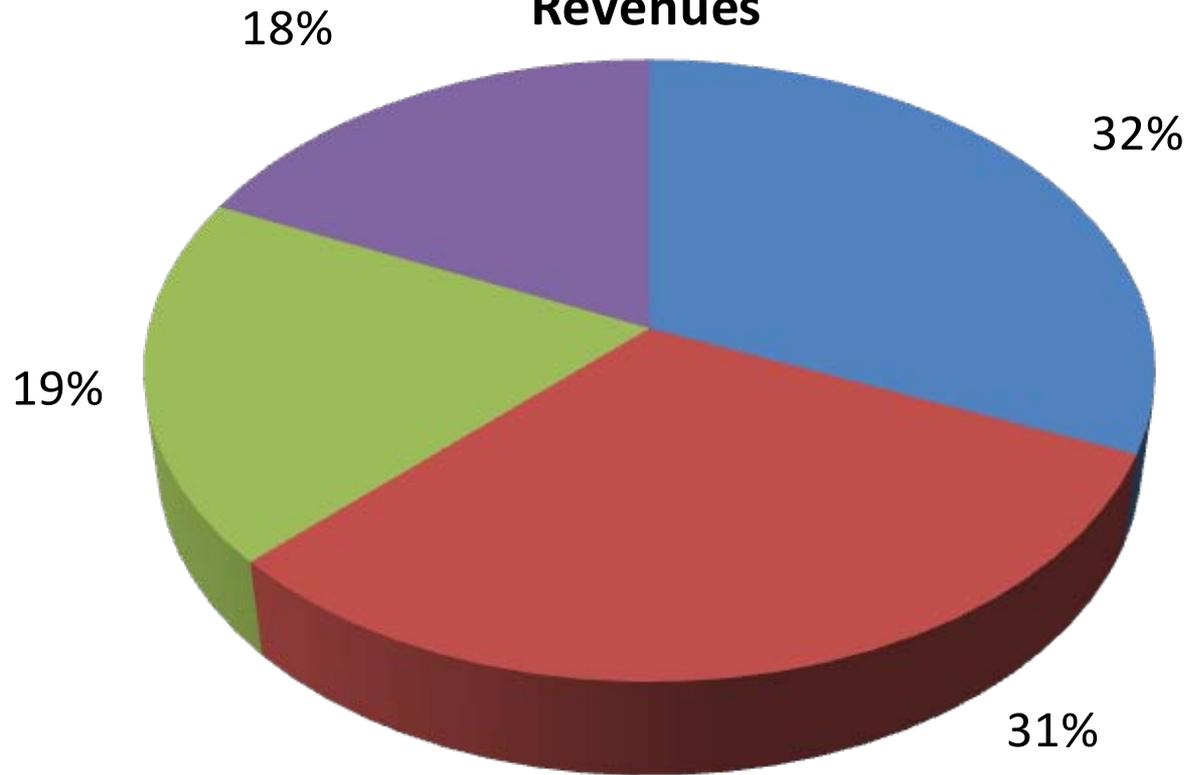
Solid Waste Fund

Fund Balance



Solid Waste Fund

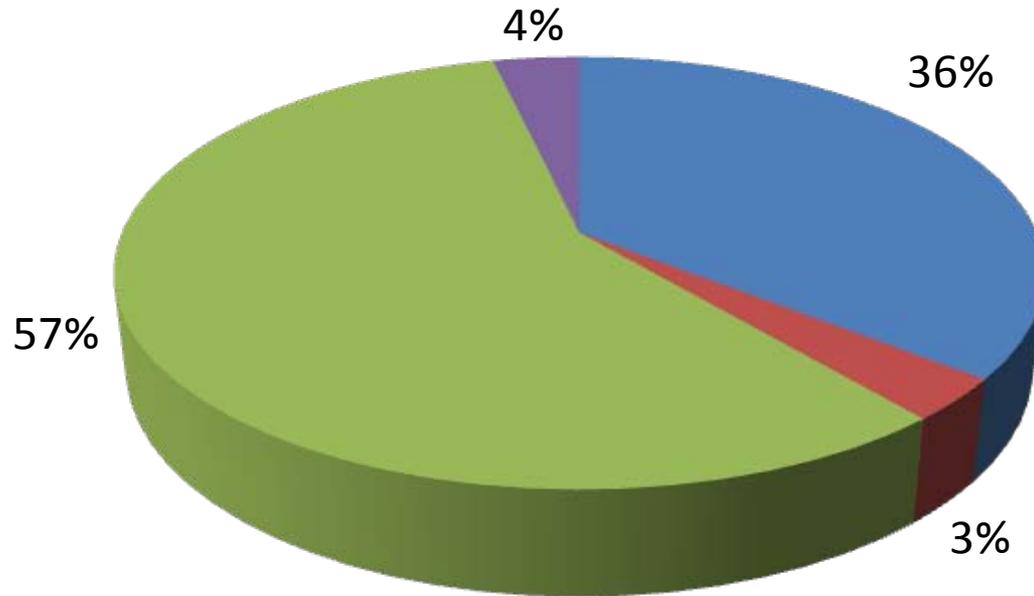
Revenues



■ Green Fees ■ Cart Rental Fees ■ Membership Dues ■ Miscellaneous

Golf Course Fund

Expenses



■ Operations ■ Concessions ■ Maintenance ■ Non-Departmental

Golf Course Fund

Fund Balance



Golf Course Fund

Fund	Beg Fund Balance	Revenues	Expenses	End Fund Balance
Tax I & S	326,868	1,905,866	2,075,764	156,970
Recreation Activities	44,822	255,206	300,028	-
Drainage Utility	467,888	871,600	932,358	407,130
Hotel Tax	56,463	223,200	252,813	26,851
MC Efficiency	15,473	5,180	9,178	11,475
MC Technology	80,360	29,200	56,449	53,111
MC Security	12,955	22,473	35,428	-

Other Funds

Significant Issues

- Municipal Court Technology Fund
 - Personal Computers
- Recreation Activities Fund
 - Fee Increases

Other Funds

Entity	Funding Need	Request Amount
Chamber of Commerce	Tourism	180,000
Hill Country Transit District	Service	25,046
USO	Service Organization	10,000
TOTAL		215,045

Requests from Outside Entities

- July 27, 2010
 - Major Operating Funds
- August 3, 2010
 - Departmental Presentations
 - Discuss Tax Rate
- August 5, 2010
 - Outside Entities (workshop)
 - Public Hearing on Proposed Budget (Regular)

Upcoming Dates

- August 17, 2010
 - 1st Public Hearing on Tax Increase
- August 31, 2010
 - 2nd Public Hearing on Tax Increase
- September 7, 2010
 - Adopt FY 2011 Budget
 - Adopt Tax Rate

Upcoming Dates

Questions/Comments

**CITY OF COPPERAS COVE
CITY COUNCIL REGULAR MEETING MINUTES
July 20, 2010 – 8:30 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 8:30 p.m.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Paul Wrightsman, Fairview Community Baptist Church, gave the Invocation and Mayor Hull led the Pledge of Allegiance.

C. ROLL CALL

John Hull
Cheryl L. Meredith
Charlie D. Youngs
Gary L. Kent
Danny Palmer
Kenn Smith
Frank Seffrood

ALSO PRESENT

Andrea M. Gardner, City Manager
Charles E. Zech, City Attorney
Stefanie Brown, Deputy City Secretary

D. ANNOUNCEMENTS

Council Member Seffrood stated that Hillside Ministries notified him that they have limited assistance of food and clothing for those in need.

Council Member Smith stated the Ken Ambler Memorial Golf Tournament was starting on Thursday July 22, 2010 and was going through the weekend.

Council Member Kent thanked the citizens that exercised their right to vote in the July 20, 2010 Special Election.

Mayor Hull congratulated the Copperas Cove Police Department for winning the Battle of the Badges game on Saturday against the Killeen Police Department.

E. PUBLIC RECOGNITION – None.

F. CITIZENS' FORUM – None.

G. CONSENT ITEMS

1. Consideration and action on approving the minutes from the workshop council meeting on July 6, 2010. ***Jane Lees, City Secretary***

2. Consideration and action on approving the minutes from the regular council meeting on July 6, 2010. ***Jane Lees, City Secretary***

3. Consideration and action on authorizing the purchase of a new fire engine through the HGAC cooperative purchasing program. **J. Mike Baker, Fire Chief**

Council Member Palmer made a motion to approve G-1, G-2, and G-3 as presented. Council Member Kent seconded the motion, and with a unanimous vote, motion carried.

H. PUBLIC HEARINGS/ACTION

1. Public hearing on a proposed Drainage Criteria Manual. **Wesley Wright, P.E., City Engineer**

Wesley Wright, City Engineer, gave an overview of agenda item H-1.

Mayor Hull opened the public hearing at 8:40 p.m.

Speaking for: None.

Speaking Against: None.

Mayor Hull closed the public hearing at 8:43 p.m.

Council Member Kent requested pictures and illustrations. No action taken.

2. Public hearing on a proposed Land Disturbance Ordinance. **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 8:44 p.m.

Speaking for: None.

Speaking Against: None.

Mayor Hull closed the public hearing at 8:45 p.m.

No action taken.

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

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

Mayor Hull opened the public hearing at 8:46 p.m.

Speaking for: Otto Wiederhold, Walker Wiederhold & Associates, 2100 Trimmer Road, Killeen, Texas.

Speaking Against: None.

Mayor Hull closed the public hearing at 8:49 p.m.

Council Member Youngs made a motion to approve the Final Plat for the Copperas Cove 190 Business & Industrial Park, Phase Six. Council Member Seffrood seconded the motion, and with a unanimous vote, motion carried.

4. Public hearing and action on a Replat of Lots 2-9 & 15-19, Block 8 of the Walker Place, Phase 7, Section 1 Final Plat. **Wesley Wright, P.E., City Engineer**

Wesley Wright, City Engineer, gave an overview of agenda item H-4.

Mayor Hull opened the public hearing at 8:51 p.m.

Speaking for: None.

Speaking Against: None.

Mayor Hull closed the public hearing at 8:54 p.m.

Council Member Smith made a motion to approve the Replat of Lots 2-9 & 15-19, Block 8 of the Walker Place, Phase 7, Section 1 Final Plat. Council Member Meredith seconded the motion. A roll call vote was taken as follows:

Cheryl L. Meredith	Aye
Charlie D. Youngs	Aye
Gary L. Kent	Aye
Danny Palmer	Nay
Kenn Smith	Aye
Frank Seffrood	Aye

Motion carried five to one.

I. ACTION ITEMS

1. Consideration and action on the appointment of individuals to the Library Advisory Board. **Margaret Handrow, Library Director**

Margaret Handrow, Library Director, gave an overview of agenda item I-1.

Council Member Meredith made a motion for to appoint Billy Jean Wolverton and Carol O'Dwyer to serve on the Library Advisory Board. Council Member Kent seconded the motion, and with a unanimous vote, motion carried.

2. Consideration and action to approve awarding the Extension of Constitution Drive project construction contract to Dixon Paving. **Polo Enriquez, CCEDC Executive Director**

Polo Enriquez, CCEDC Executive Director, gave an overview of agenda item I-2.

Council Member Smith made a motion to approve awarding the Extension of Constitution Drive project construction contract to Dixon Paving contingent on city attorney review of the contract. Council Member Palmer seconded the motion, and with a unanimous vote, motion carried.

3. Consideration and action to set a public hearing on City Manager's Proposed Budget for the 2010-2011 fiscal year. **Imelda Rodriguez, Director of Financial Services**

Imelda Rodriguez, Director of Financial Services, gave an overview of agenda item I-3.

Council Member Seffrood made a motion to set a public hearing on City Manager's Proposed Budget for the 2010-2011 fiscal year for August 5, 2010 at 7:00 p.m. at City Hall. Council Member Smith seconded the motion, and with a unanimous vote, motion carried.

4. Discussion and action on appointing a veterinarian to the Chapter 3 Code of Ordinances Review Committee. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item I-4.

Council Member Meredith made a motion to appoint Dr. Ed Kahil to serve as a veterinarian to the Chapter 3 Code of Ordinances Review Committee. Council Member Palmer seconded the motion, and with a unanimous vote, motion carried.

5. Discussion and possible action on the Coryell County Central Appraisal District Proposed 2010 Budget Amendment. **Andrea M. Gardner, City Manager**

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

Council Member Palmer made a motion to approve the Coryell County Central Appraisal District Proposed 2010 Budget Amendment. Council Member Meredith seconded the motion, and with a unanimous vote, motion carried.

6. Discussion and possible action on the Northloop Waterline Project included in the 2010-2014 Capital Improvement Plan. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item I-6.

Council Member Meredith made a motion to cancel the Northloop Waterline Project and move it to the 2014 Capital Improvement Plan. Council Member Kent seconded the motion, and with a unanimous vote, motion carried.

7. Discussion and action on granting an extension to the Chapter 3 Code of Ordinances Review Committee. **Andrea M. Gardner, City Manager**

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

Council Member Palmer made a motion to approve to extend the Chapter 3 Code of Ordinances Review Committee until October 1, 2010. Council Member Smith seconded the motion, and with a unanimous vote, motion carried.

Klaudia Brand and Robin Bandinel thanked the Council for the extension.

J. REPORTS FROM OUTSIDE ENTITIES, ADVISORY COMMITTEES AND BOARDS

1. Presentation on Economic Development Projects by the Copperas Cove Economic Development Corporation. ***Polo Enriquez, CCEDC Executive Director***

Polo Enriquez, CCEDC Executive Director, gave a presentation on Economic Development Projects by the Copperas Cove Economic Development Corporation.

2. Chamber of Commerce 2nd Quarter Report for 2010. ***Marty Smith, President, Copperas Cove Chamber of Commerce***

Item rescheduled for August 3, 2010.

K. ITEMS FOR FUTURE AGENDAS – None.

L. EXECUTIVE SESSION

1. Pursuant to §551.071 of the Open Meetings Act. *Tex. Gov't Code*, Council will meet in Executive Session to consult with the City Attorney regarding water and sewer matters.

The Council adjourned to Executive Session at 9:41 p.m.

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

The council reconvened into open session at 9:59 p.m. Mayor Hull announced that there was no action to be taken as a result of the Executive Session discussion.

N. ADJOURNMENT

There being no further business, Mayor Hull adjourned the meeting at 9:59 p.m.

John Hull, Mayor

ATTEST:

Stefanie Brown, Deputy City Secretary