



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

*An agenda information packet is available for public inspection  
in the Copperas Cove Public Library, City Hall and  
on the City's Web Page, [www.ci.copperas-cove.tx.us](http://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 **20th day of July 2010 at 8:30 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**
- 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 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**

#### **H. PUBLIC HEARINGS/ACTION**

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

#### **I. ACTION ITEMS**

1. Consideration and action on the appointment of individuals to the Library Advisory Board. **Margaret Handrow, Library Director**
2. Consideration and action to approve awarding the Extension of Constitution Drive project construction contract to Dixon Paving. **Polo Enriquez, CCEDC Executive Director**
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**
4. Discussion and action on appointing a veterinarian to the Chapter 3 Code of Ordinances Review Committee. **Andrea M. Gardner, City Manager**
5. Discussion and possible action on the Coryell County Central Appraisal District Proposed 2010 Budget Amendment. **Andrea M. Gardner, City Manager**
6. Discussion and possible action on the Northloop Waterline Project included in the 2010-2014 Capital Improvement Plan. **Andrea M. Gardner, City Manager**
7. Discussion and action on granting an extension to the Chapter 3 Code of Ordinances Review Committee. **Andrea M. Gardner, City Manager**

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

**K. ITEMS FOR FUTURE AGENDAS**

**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.

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

**N. ADJOURNMENT**

The City Council reserves the right to adjourn into Executive Session at any time regarding any issue on this agenda for which it is legally permissible.

City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to the meeting. Please contact the City Secretary at (254) 547-4221, (254) 547-6063 TTY, or FAX (254) 542-8927 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 \_\_\_\_\_, July 16, 2010, on the glass front door of City Hall, a place convenient and readily accessible to the general public at all times.

\_\_\_\_\_  
Jane Lees, City Secretary



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

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public inspection in the Copperas Cove Public Library, City Hall and on the  
City's Web Page [www.ci.copperas-cove.tx.us](http://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 **20th day of July 2010**, at **7:30 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 of FY 2011 Proposed Budget and Plan of Municipal Services. **Andrea M. Gardner, City Manager.**
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 \_\_\_\_\_, **July 16, 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

# 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

<b>Fund</b>	<b>Beginning Fund Balance</b>	<b>Revenues</b>	<b>Expenses</b>	<b>Ending Fund Balance</b>
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
<b>TOTAL</b>	<b>15,389,091</b>	<b>30,782,776</b>	<b>39,818,886</b>	<b>6,352,982</b>

## **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

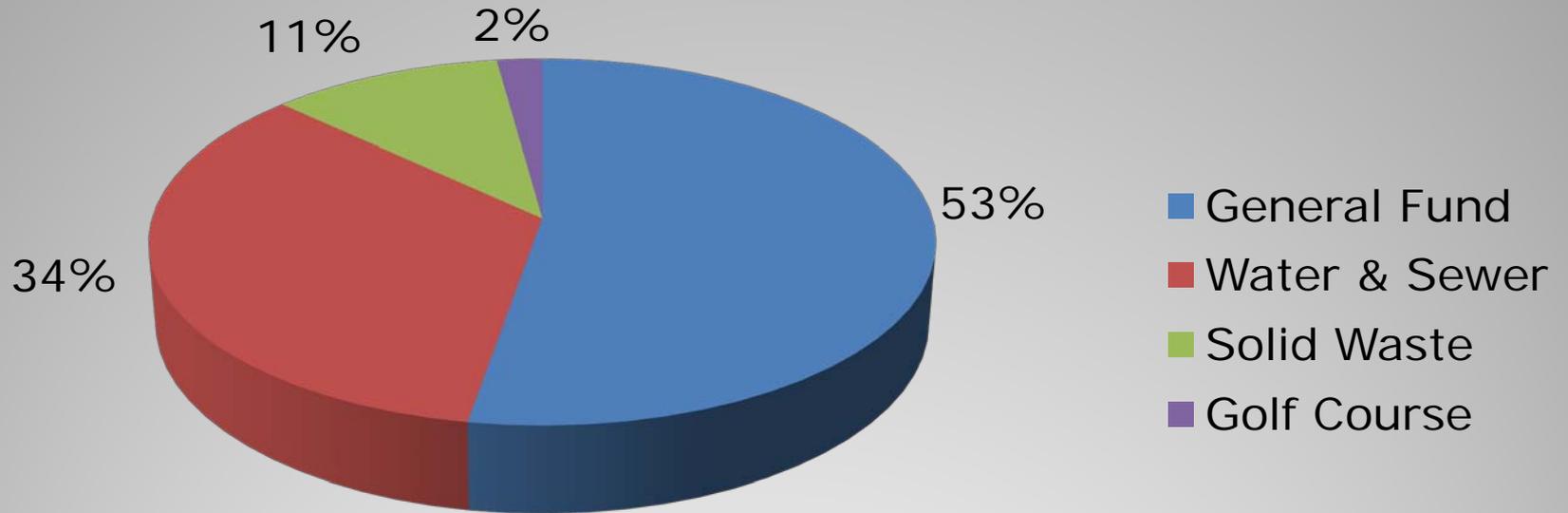
Maintain or Reduce  
the Property Tax  
Rate

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

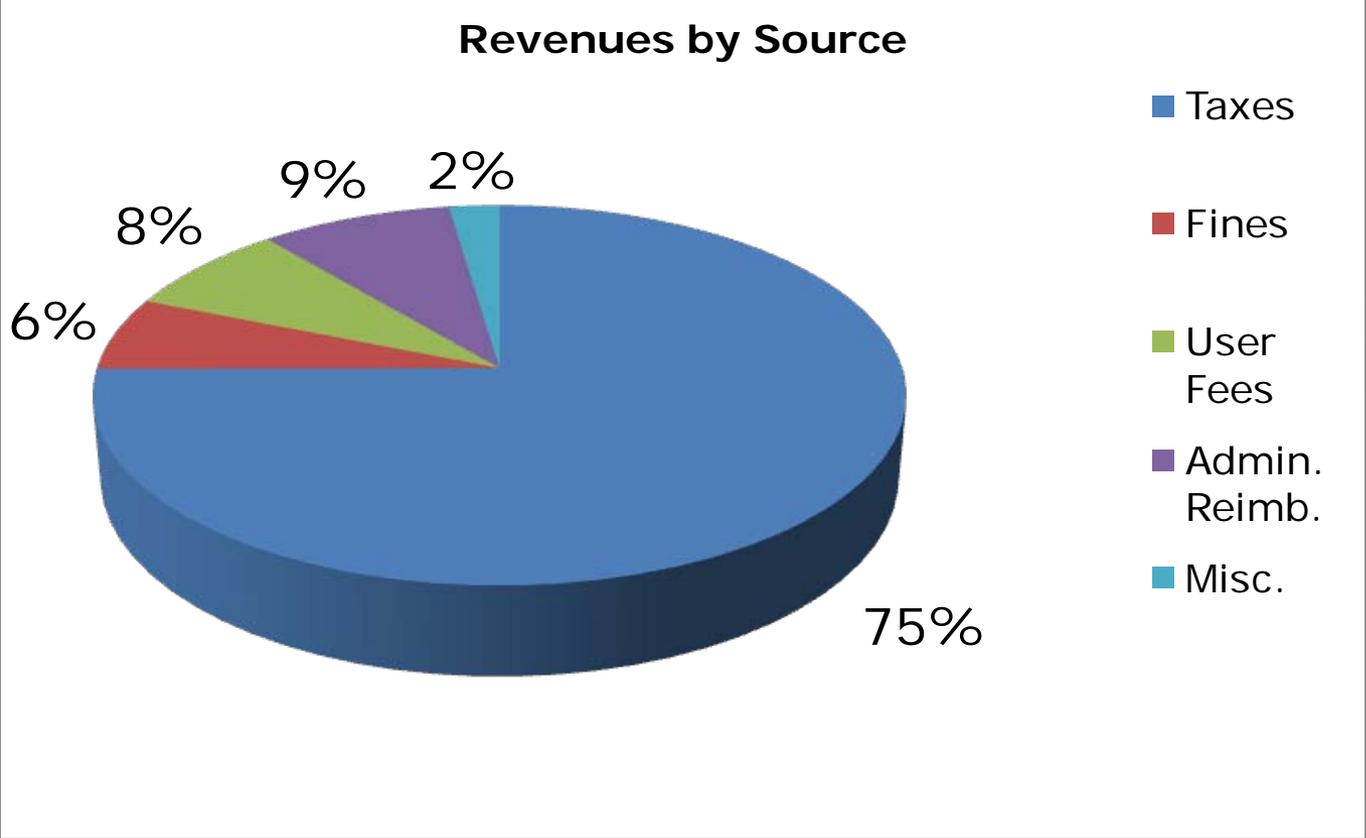
## **Employee Pay & Benefits**



## Major Operating Funds

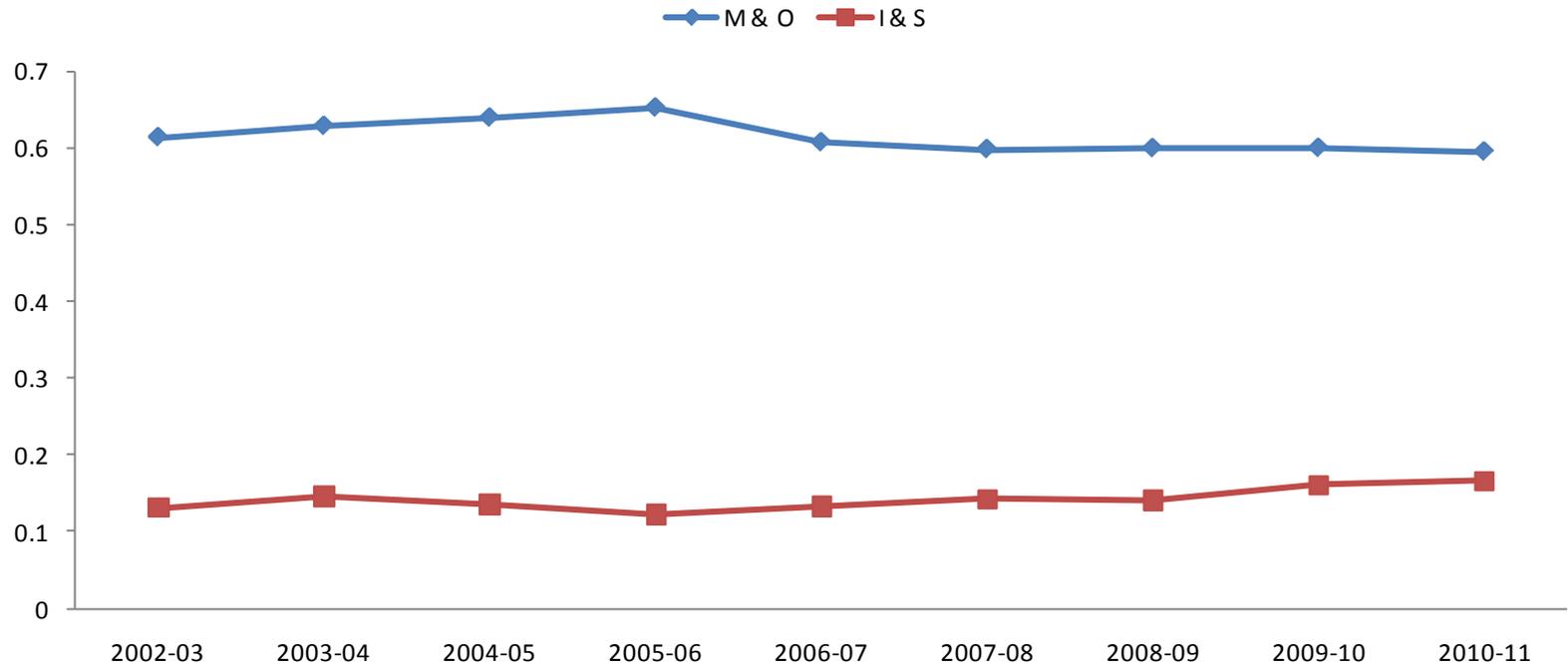
<b>Source</b>	<b>FY 2009-10</b>	<b>FY 2010-11</b>	<b>% Change</b>
Taxes	10,759,859	10,694,355	(0.60)
Charges for Service	1,089,308	1,106,315	1.57
Fines	880,104	892,984	1.47
Administrative Reimbursements	1,250,500	1,250,500	-
Miscellaneous	307,222	328,990	7.09
<b>TOTAL REVENUES</b>	<b>14,286,993</b>	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

## 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%

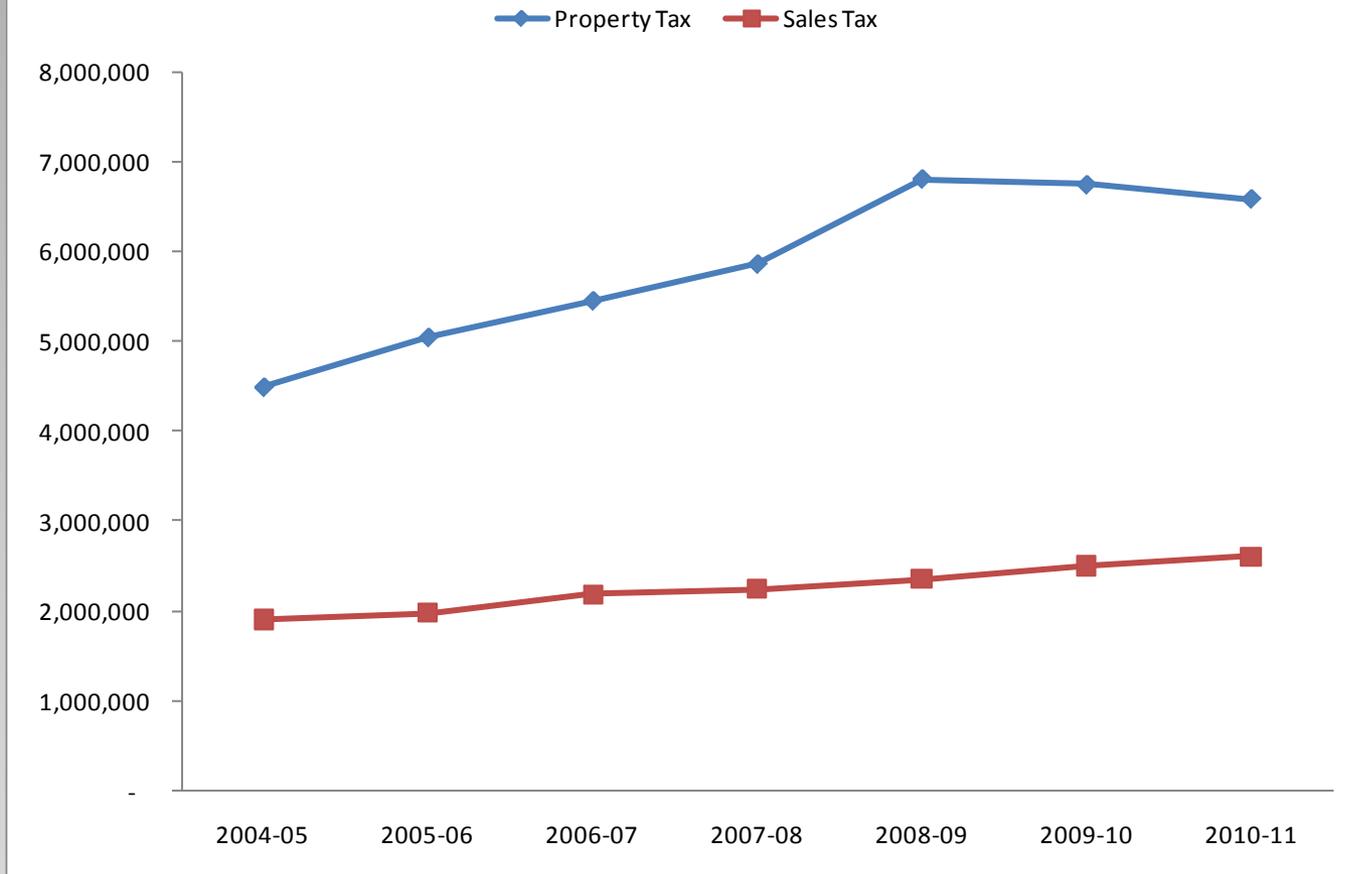


### Interest Revenue

- Estimated Increase
- 25%

**General Fund**

## Changes in Revenue

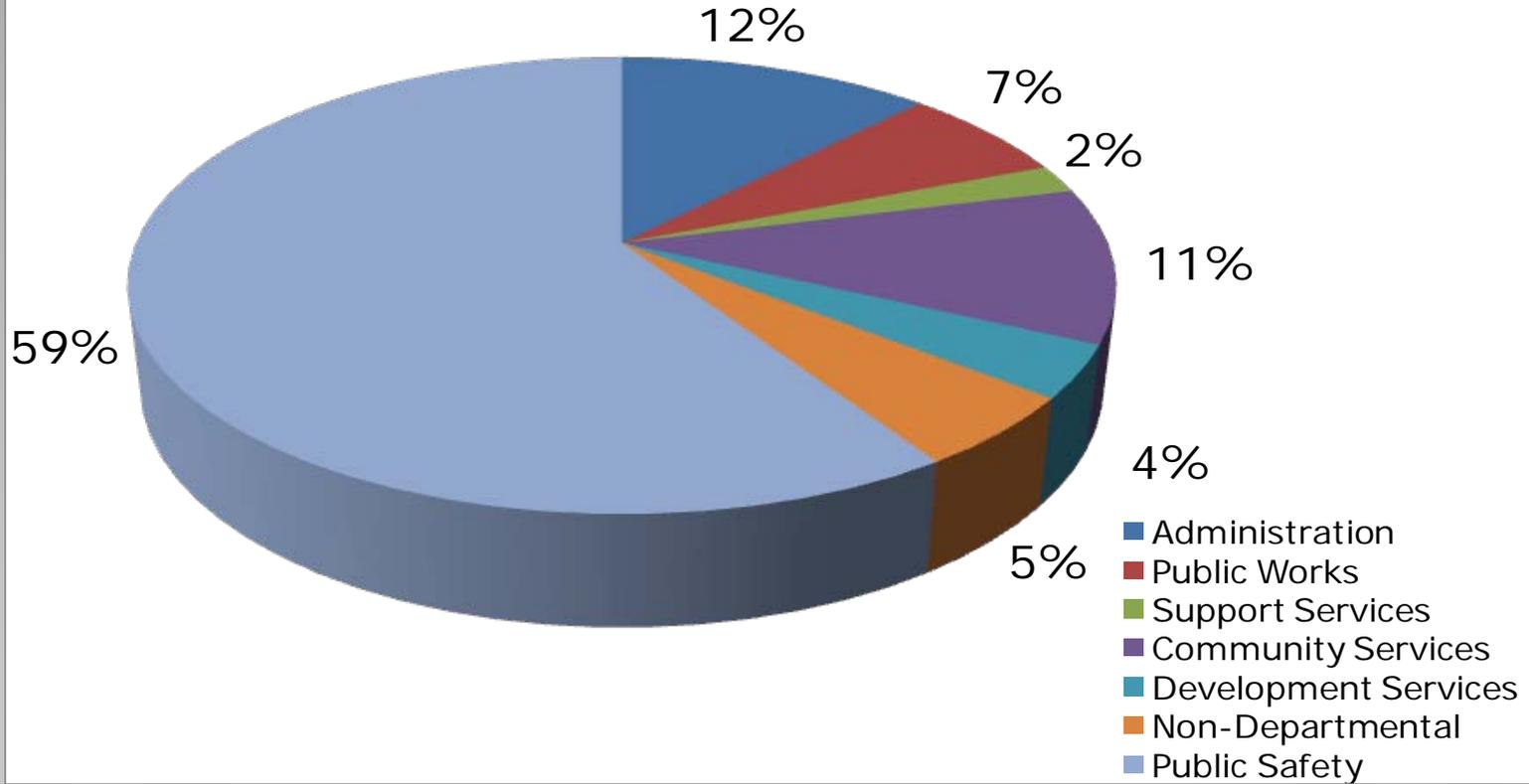


# General Fund

<b>Function</b>	<b>FY 2009-10</b>	<b>FY 2010-11</b>	<b>% Change</b>
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
<b>TOTAL</b>	<b>14,472,209</b>	<b>15,298,372</b>	<b>5.71</b>

## **General Fund Expenses**

### Expenses by Function



# General Fund

# SIGNIFICANT ISSUES

## Police Department

- Motorcycle Buy Back Program
- 2 Patrol Vehicles

## Fire Department

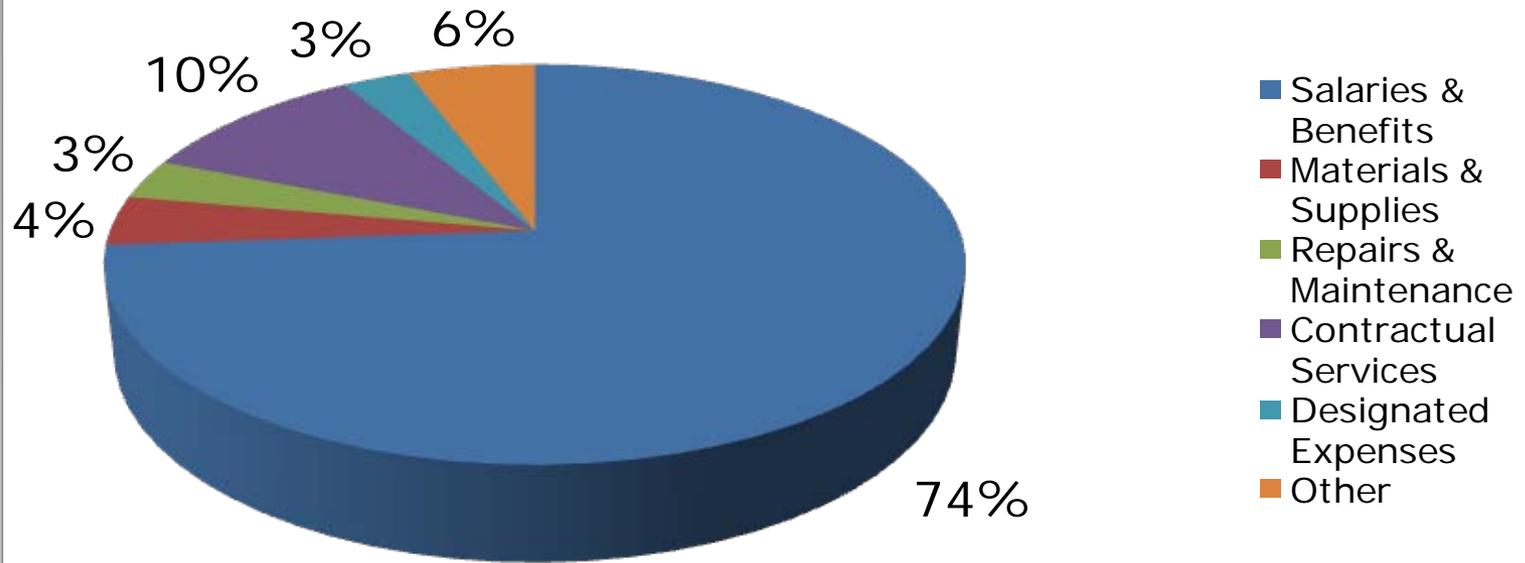
- 10 sets PPE
- Furniture & Fixtures

## Streets

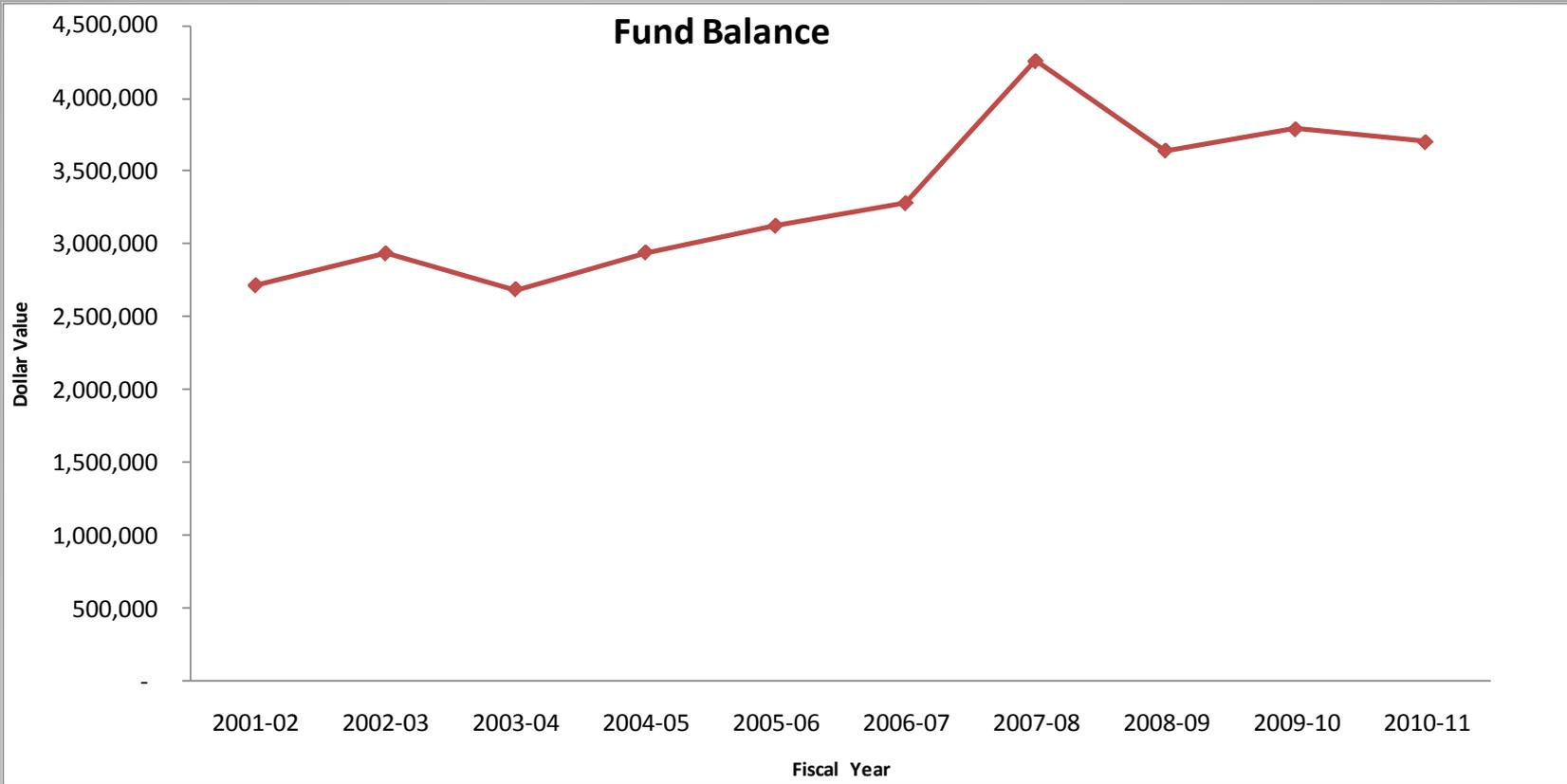
- Sign Retroflectometer

**General Fund**

## Expenditures by Object Class



# General Fund



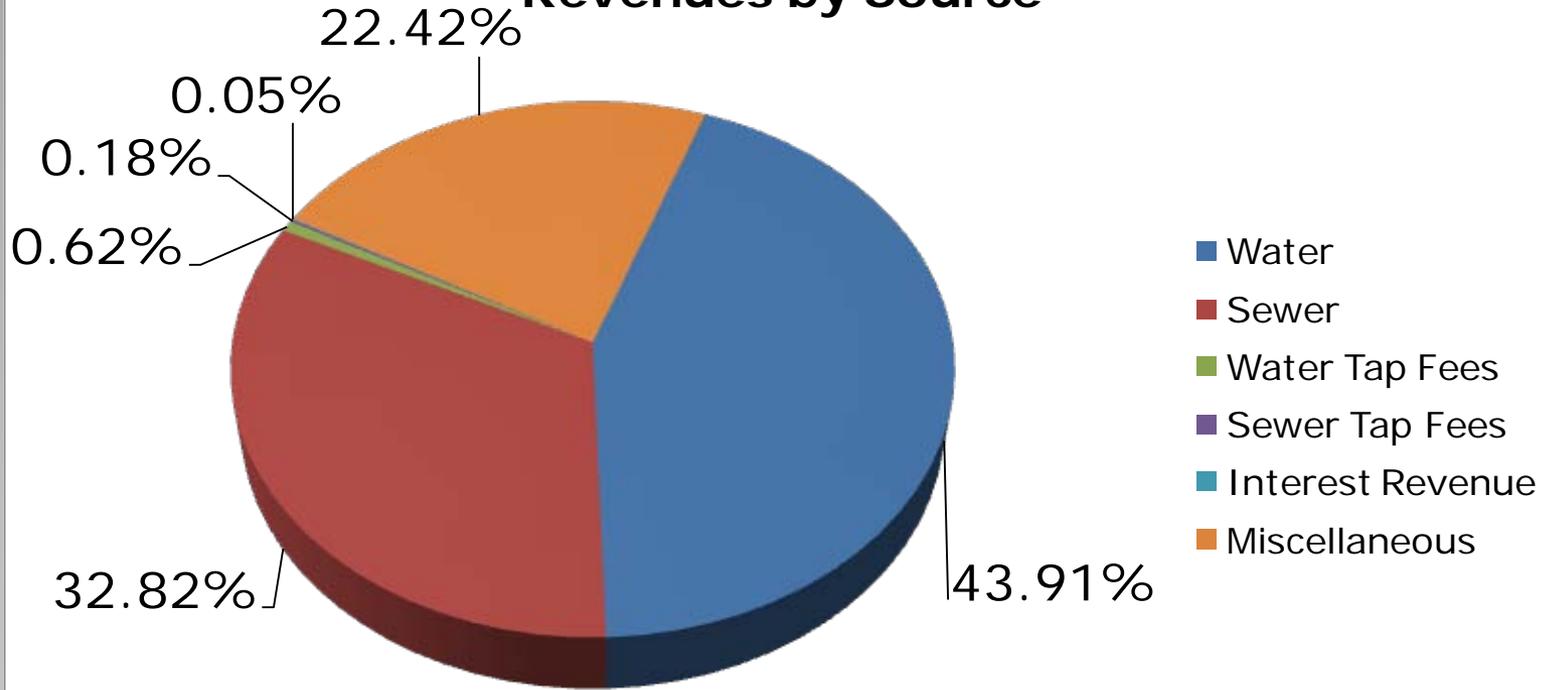
# General Fund

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)
<b>TOTAL REVENUES</b>	<b>9,266,030</b>	<b>9,055,389</b>	<b>(2.27)</b>

## Water & Sewer Fund Revenues

### Revenues by Source



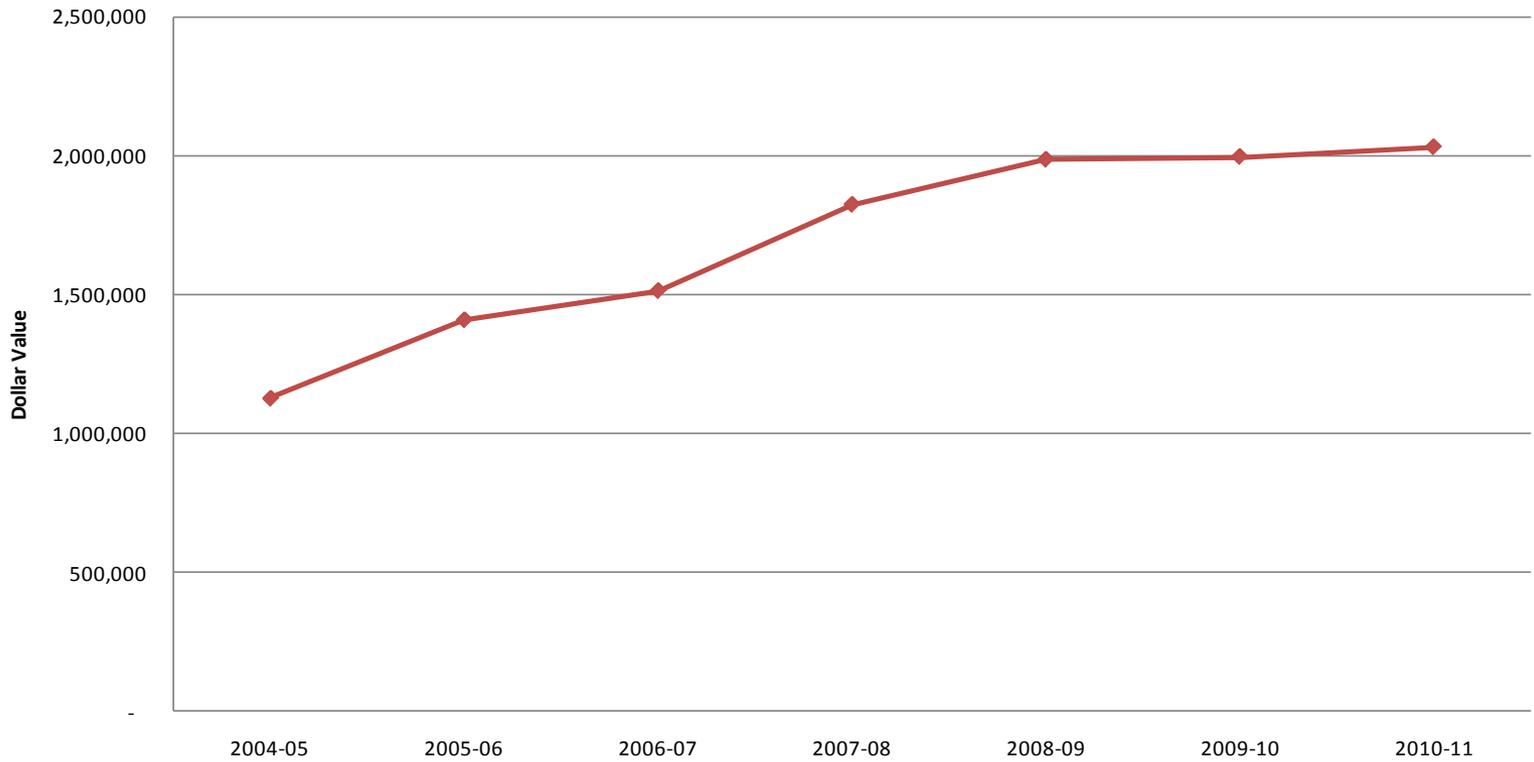
# Water & Sewer Fund

# 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)

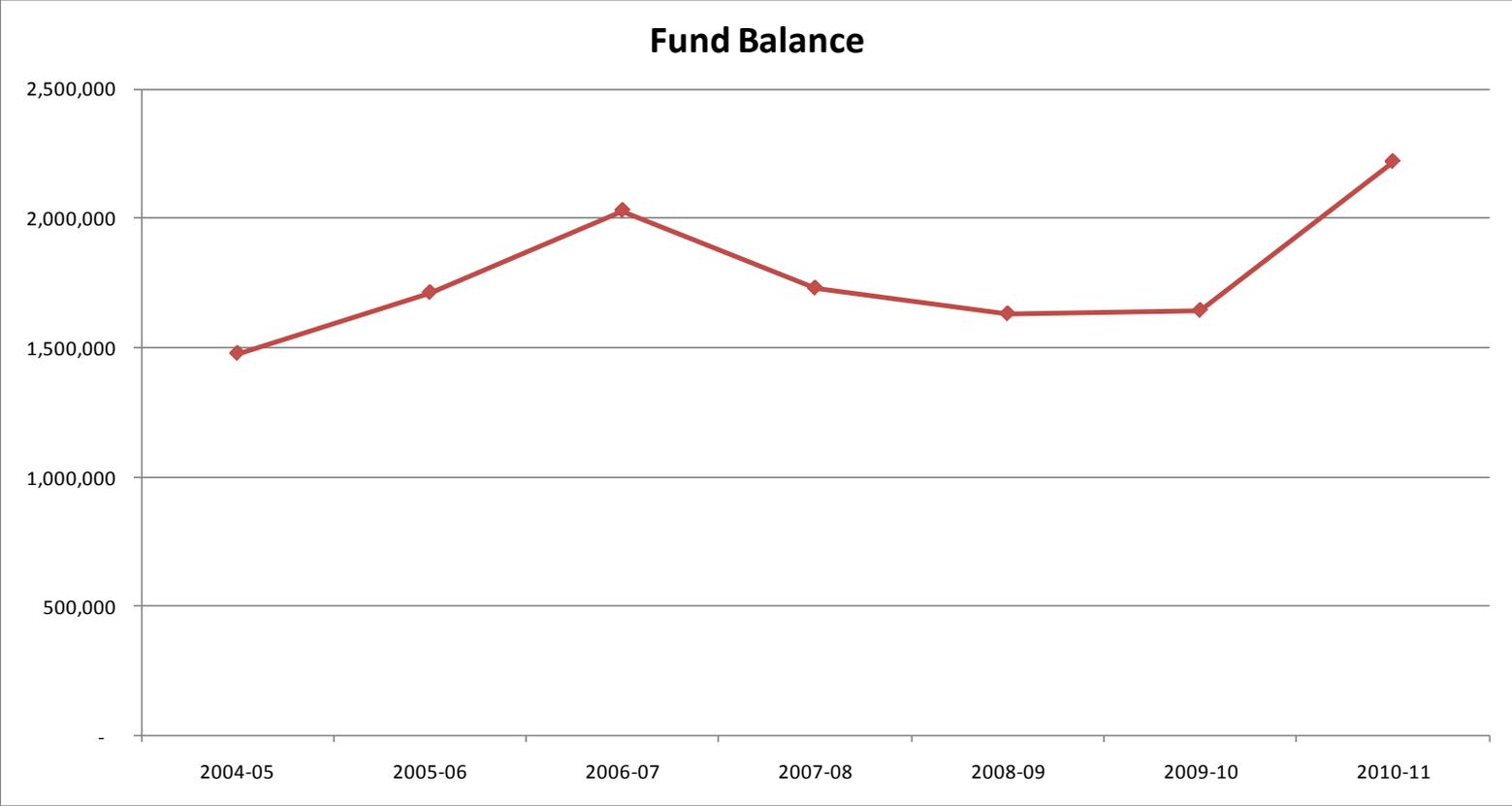
**Water & Sewer Fund**

### Cost of Water



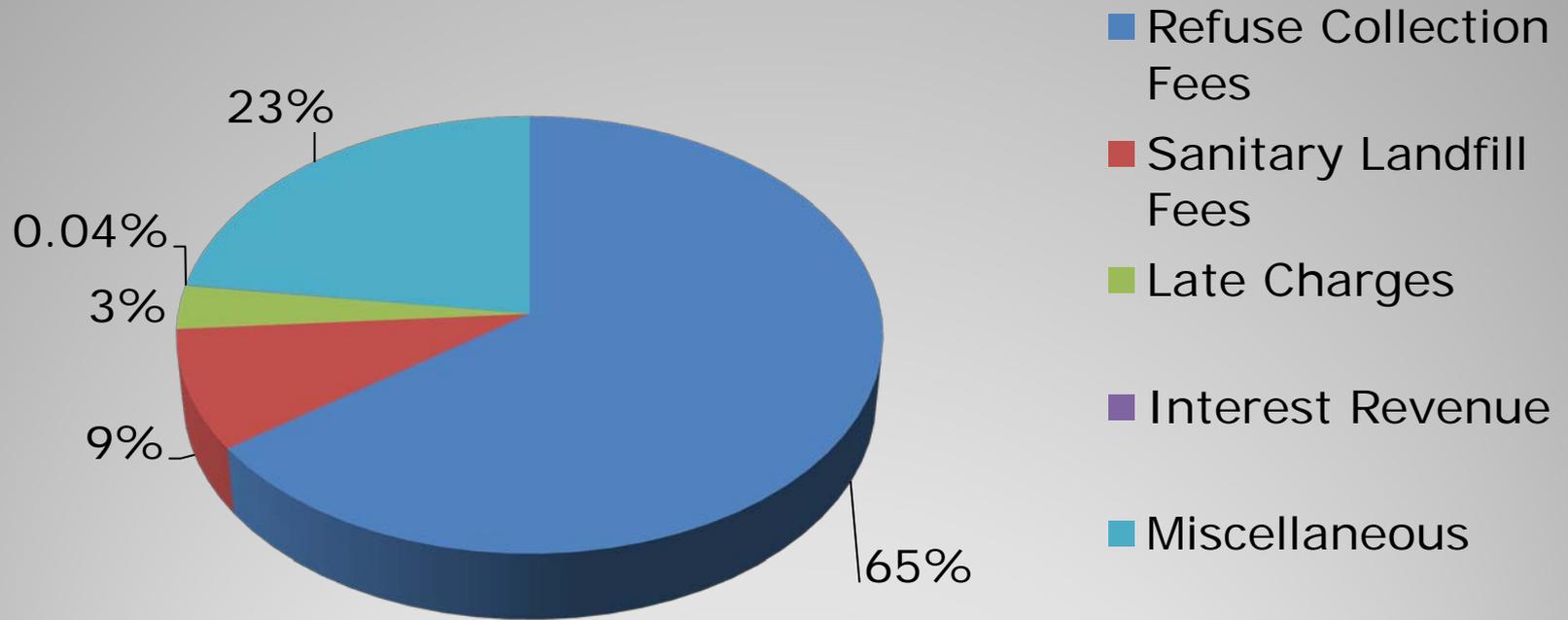
# Water & Sewer Fund

### Fund Balance



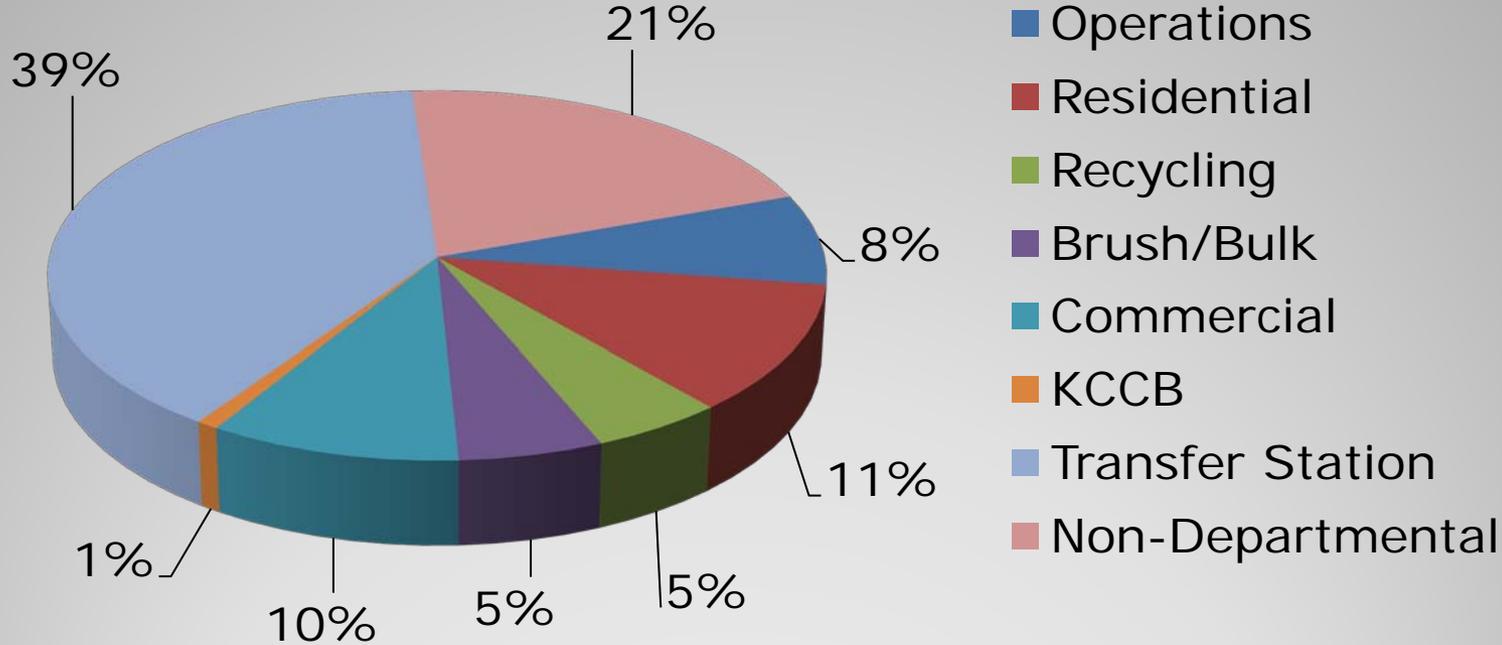
# Water & Sewer Fund

# Revenues



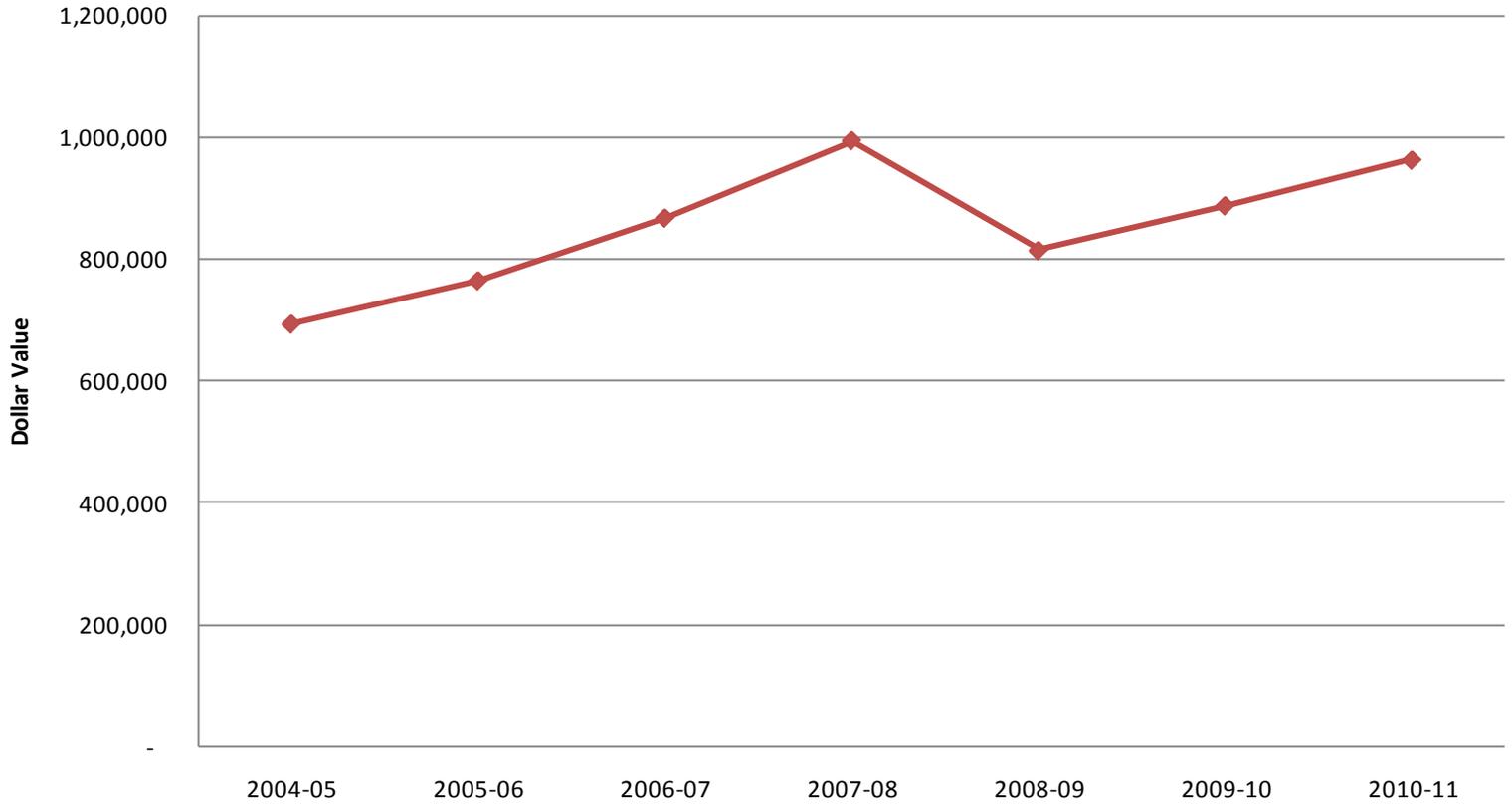
**Solid Waste Fund**

# Expenses



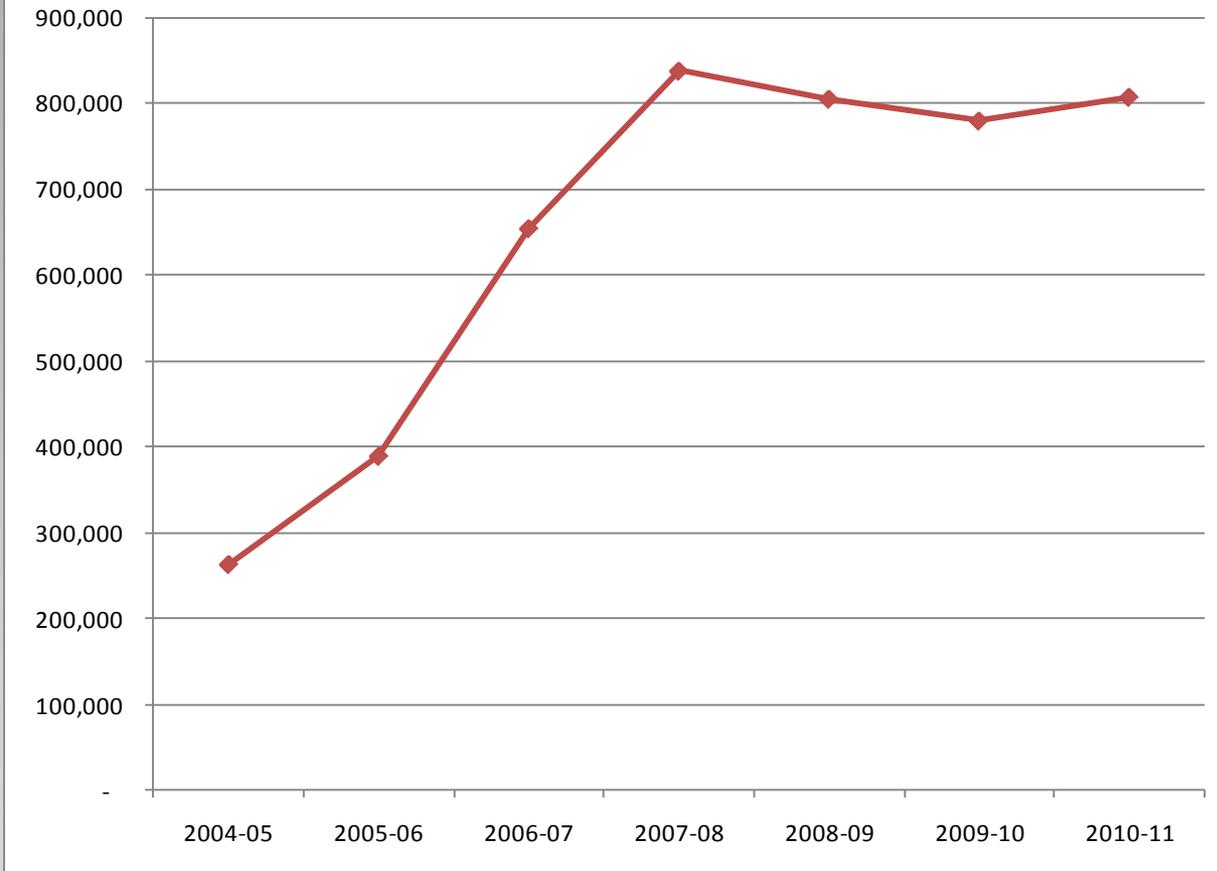
# Solid Waste Fund

## Hauling & Disposal Cost



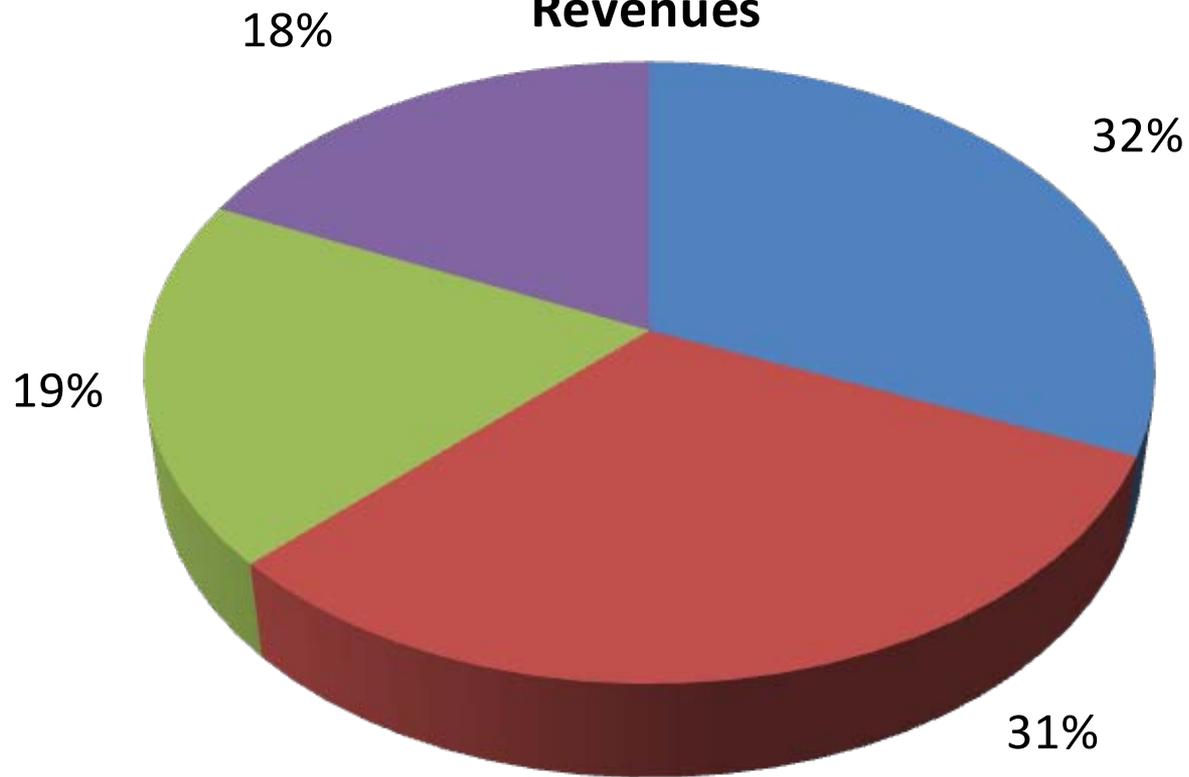
# Solid Waste Fund

## Fund Balance



# Solid Waste Fund

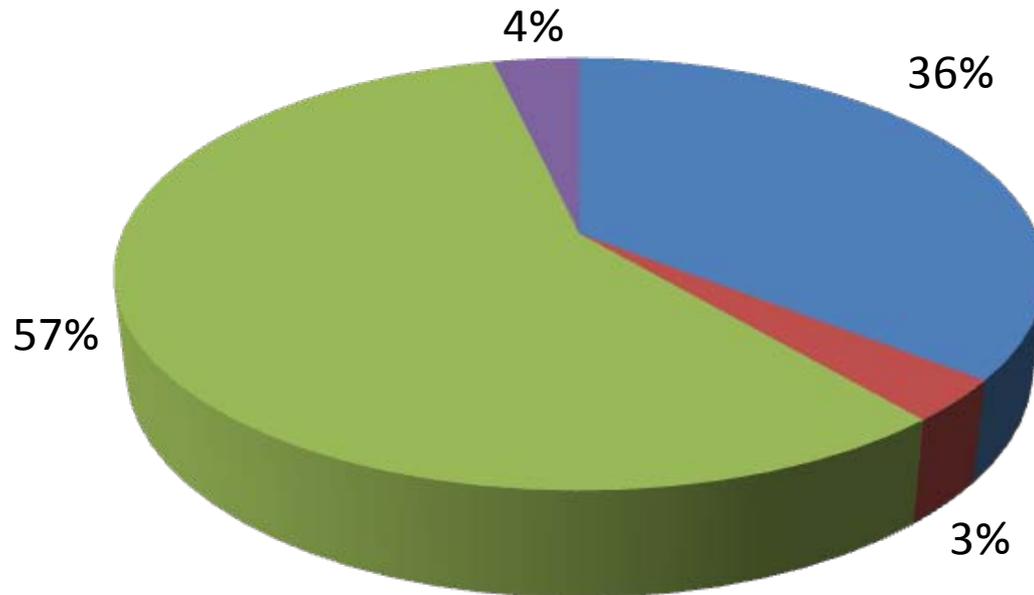
## Revenues



■ 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

<b>Fund</b>	<b>Beg Fund Balance</b>	<b>Revenues</b>	<b>Expenses</b>	<b>End Fund Balance</b>
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**

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

## **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
  - 1<sup>st</sup> Public Hearing on Tax Increase
- August 31, 2010
  - 2<sup>nd</sup> 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 WORKSHOP MEETING MINUTES  
July 6, 2010 – 6:25 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 6:25 p.m.

**B. ROLL CALL**

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

**ALSO PRESENT**

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

**C. WORKSHOP ITEMS**

1. Presentation and discussion on the Drainage Criteria Manual. **Wesley Wright, P.C., City Engineer**

Wesley Wright gave a presentation on the proposed changes to the Drainage Criteria Manual. The presentation is attached to and made a part of these minutes.

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

No changes in the proposed ordinance were requested by the Council. The Council agreed to place the Drainage Criteria Manual on the July 20, 2010 council meeting as a public hearing, then again on the August 3, 2010 council meeting for a second public hearing and action. The Council requested additional pictures and illustrations.

**D. ADJOURNMENT**

There being no further business, Mayor Hull adjourned the meeting at 6:57 p.m.

\_\_\_\_\_  
John Hull, Mayor

ATTEST:

\_\_\_\_\_  
Jane Lees, City Secretary

# Drainage Criteria Manual

City Council Workshop  
July 7, 2010

Wesley Wright, P.E.  
City Engineer

# Workshop Topics

- ▶ History
  - ▶ Overview
  - ▶ Draft Ordinance Policy
  - ▶ Considerations
  - ▶ Recommendations
- 

# History

- ▶ Drainage Master Plan
  - Set drainage Design Criteria
  - Identified Existing Problems
  - Recommended Improvements
  - Commissioned in 1981
  - Completed in 1983
  - Formally Adopted in 1996

# History

- ▶ Drainage Utility Study
  - October 1996
  - Identification of Existing Problems
  - Recommended Capital Improvements
  - Not a Drainage Master Plan or Criteria Update

# History

- ▶ Walker, Wiederhold, & Associates
  - Contracted in September 2005
    - Inventory of Existing Drainage Structures – October
    - Watershed Modeling of Major Basins – October
    - Phase II Storm Water Permit – completed
    - Drainage Criteria Manual – tonight's agenda

# History

- ▶ Land Disturbance Ordinance and Drainage Criteria Manual Committee
  - Established October 13, 2009
    - Charlie Youngs, Council Member
    - Nelson Helm, Council Appointee
    - Samuel Banks, Council Appointee
    - Gilbert Hancock, Council Appointee
    - Wesley Atkinson, Council Appointee
    - Jamie Clark, Council Appointee
    - Mike Morton, Chief Building Official
    - James Trevino, Assistant Public Works Director

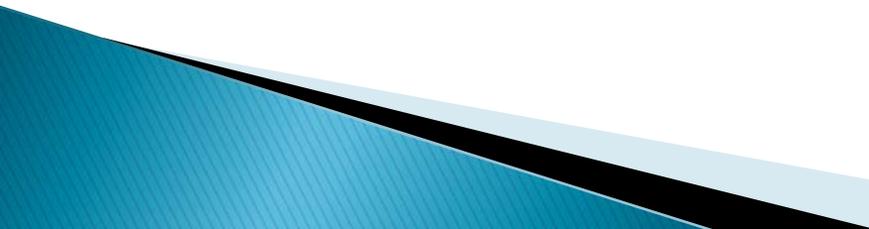
# Overview

- ▶ Drainage Criteria Manual – 8 Sections
  - Drainage Policy
  - Technical Criteria
    - Storm Water Runoff
    - Street Flow
    - Inlets
    - Storm Drains
    - Open Channels
    - Culverts
    - Stormwater Management

# Overview

- ▶ 100 Year Storm
  - 1% Chance Storm (in any year)
  - Events are NOT Mutually Exclusive
  - FEMA FIRM Base Flood – February 17, 2010
- ▶ A 25 year design WILL flood in a 100 year storm. This does not mean there is necessarily a problem. Policy dictates acceptable risk.

# Draft Ordinance Policy

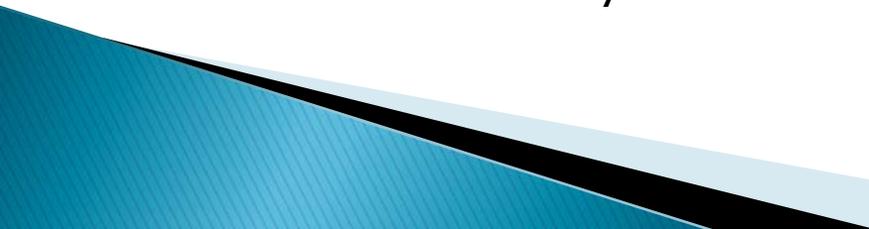
- ▶ 1.1.0 – Introduction
  - ▶ 1.2.0 – Drainage Policy
  - ▶ 1.2.1 – Application
    - Drainage policy shall govern drainage infrastructure within the corporate limits and ETJ
    - Does not apply to private structures (only city maintained facilities)
    - All plans must be signed and sealed by a licensed professional engineer
- 

# Draft Ordinance Policy

## ▶ 1.2.2 – General

- No increase in flow with development for the 25 & 100 year storms
  - Current ordinance requires design for only 25 year storm
- 25 year storm within roadway
- 100 year storm within right-of-way
  - No change from current ordinance

# Draft Ordinance Policy

- ▶ 1.2.3 – Drainage Flow in Streets
    - No concentrated discharges into streets
      - Currently not addressed
  
  - ▶ 1.2.4 – Street Cross Flow
    - Valley gutters at intersections only
    - Max 6” of water crossing the street
      - Currently not addressed
  
  - ▶ 1.2.5 – Allowable Flow at Intersections
    - No more than 6” of water
      - Currently not addressed
- 

# Draft Ordinance Policy

- ▶ 1.2.6 – Drainage System
  - Detention pond criteria & specifications
    - Accessibility and slopes
      - Currently not addressed
  - Erosion control, vegetation, rip-rap, slope protection required
    - Currently not addressed
  - Reinforced concrete pipe only beneath pavement
    - Plastic pipe allowed in unpaved areas
      - No change to current requirements

# Draft Ordinance Policy

- ▶ 1.2.6 – Drainage System Continued
  - Channel design (earth & concrete)
    - 100yr storm must be contained within channel limits
      - Currently 25/50yr design required
    - Vegetation must be established
      - No change to current ordinance
  - Establish acceptable easement widths & locations
    - Currently not addressed
  - Storm drains
    - Between lots – to be minimized
    - Along the rear of lots – not allowed
      - Currently not addressed

# Draft Ordinance Policy

## ▶ 1.2.7 – Computations

- Must be provided
- Methods

## ▶ 1.2.8 – Stormwater Detention

- Pre-developed peak flow from 25yr storm shall not be increased
  - No change from current criteria
- 100yr storm will be contained within the pond
  - Currently on 25yr detention required

# Draft Ordinance Policy

- ▶ 1.2.8 – Stormwater Detention
  - Ability to waive detention
    - If area is part of a regional detention pond
    - If directly adjacent to a water course with sufficient capacity to handle the 100yr storm
    - If detention would adversely affect the downstream conditions.
      - Available capacity downstream alone will not be justify relief from detention requirements
      - New provision

# Draft Ordinance Policy

- ▶ 1.2.9 – Floodplain Management
  - Prohibits arbitrary changes to floodplain limits
  - NOT a revision to Floodplain Ordinance
  - Recently adopted City of Copperas Cove Floodplain Ordinance will govern
  - Discusses FEMA map change issues
    - Standard FEMA procedures

# Draft Ordinance Policy

## ▶ 1.2.10 – Lot Grading

- Detailed site grading plans required
  - Elevations for all corners
  - Proposed finished floor elevations
  - Final contours
  - Swales
  - Dramatically reduces lot to lot drainage
    - Cumulative flow on a single lot may not be greater than the flow generated from a total of 2 lots
    - Lots may drain front to back / back to front
    - Lots may not drain side to side / parallel to the road
- All new requirements

# Draft Ordinance Policy

- ▶ 1.2.11 – Erosion Control
  - Erosion control plans & Storm Water Pollution Prevention Plans must be provided
    - Address erosion during and after construction
    - Reduce sedimentation
    - TCEQ requirements must be followed
    - City's Storm Water Management Program must be followed
    - Erosion control (i.e. silt fence, sod, curlex) must be provided on newly developed lots as a condition of acceptance

# Considerations

- ▶ Floodplain
  - Prohibit all development within the limits of the 100yr floodplain?
- ▶ Lot Grading
  - Absolutely no lot to lot grading?
  - Require lot benching prior to building permit?
  - Require grade certifications after construction?
- ▶ Erosion Control
  - Curlex/Silt Fence behind all curbs?
  - Require fully sodded yards?

# Recommendations

- ▶ Questions, comments, concerns from Council?
  - ▶ Move forward with adoption?
- 

# Drainage Criteria Manual

City Council Workshop  
July 7, 2010

Wesley Wright, P.E.  
City Engineer

**CITY OF COPPERAS COVE  
CITY COUNCIL REGULAR MEETING MINUTES  
July 7, 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**

Brian Hawkins of Fellowship Cove gave the Invocation and Mayor Hull led the Pledge of Allegiance.

**C. ROLL CALL**

**ALSO PRESENT**

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

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

**D. ANNOUNCEMENTS**

Council Member Kent reminded everyone that Early Voting begins this week and asked citizens to come out and exercise their right to vote.

**E. PUBLIC RECOGNITION**

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

Andrea M. Gardner, City Manager, presented the following July 2010 recipients with their service pins:

- Michael Ramminger, Fire Department Battalion Chief – 5 years
- Valerie Reynolds, Library Assistant III – 10 years
- Christian Cox, Firefighter/EMT – 10 years
- Carroll Merrell, Utility Department Meter Reader – 15 years
- Jerry D. Hardcastle, Water Department Heavy Equipment Operator – 20 years

2. U.S. Army Reserve recognition to the City of Copperas Cove. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, stated that the U.S. Army Reserve recently recognized the City because of the employees that have left their jobs to serve in the Reserve. The latest employee, Lt. Jeff Stoddard from the Police Department, just recently returned from active duty. The items presented to the City from the U.S. Army Reserve will remain on display in Council Chambers.

**F. CITIZENS' FORUM – None.**

**G. CONSENT ITEMS**

1. Consideration and action on approving the minutes from the workshop council meeting on June 15, 2010. **Jane Lees, City Secretary**

2. Consideration and action on approving the minutes from the regular council meeting on June 15, 2010. **Jane Lees, City Secretary**

3. Consideration and action on final review of a grant application to the U.S. Department of Justice, Office of Justice Programs (OJP) Bureau of Justice Assistance (BJA) FY 2010 Edward Byrne Memorial Justice Assistance Grant (JAG) Program. **Tim Molnes, Police Chief**

4. Consideration and action on granting Council Member Danny Palmer, Position 4, an excused absence from a regular council meeting. **Jane Lees, City Secretary**

5. Consideration and action on authorizing the City Manager to submit a ballot form for the election of an ERCOT Unaffiliated Director to serve on the ERCOT Board. **Andrea M. Gardner, City Manager**

6. Consideration and action on adopting the proposed changes to the By-Laws of the Unity Committee. **Jeffrey M. Stoddard, Unity Committee Chair**

Council Member Smith made a motion to approve G-1, G-2, G-3, G-4, G-5, and G-6 as presented. Council Member Kent seconded the motion, and with a unanimous vote, motion carried.

**H. PUBLIC HEARINGS/ACTION – None.**

**I. ACTION ITEMS**

1. Discussion on City representation at the upcoming AUSA conference and the annual TML conference. **Kenn Smith, Council Member Position 5**

Kenn Smith, Council Member Position 5, gave an overview of agenda item I-1. Council Member Smith said he discussed the City's representation with the City Manager, Chamber President and the CCEDC Director. The consensus was that three Council Members of the City Council would be a good size delegation for the City. Council Members Seffrood and Kent stated that they would be attending AUSA. Mayor Hull stated that he would be attending the upcoming TML Conference. Council Member Youngs said that those who attend AUSA will be part of the Central Texas Taskforce. He said that the purpose is to put in a strong group representation at the Washington level and this can be done with the City delegates, along with the Chamber, CCEDC and CCISD delegates. Council Member Youngs stated that the TML Conference would be to attend educational seminars. Council Member Seffrood added that another purpose for the City's attendance at AUSA is to meet with our representatives in Washington. Mayor Hull requested that anyone else wishing to attend one of these conferences contact the City Secretary's Office as soon as possible so that arrangements could be made.

2. Consideration and action on an ordinance amending Chapter 20 Section 20-26 of the Code of Ordinances of the City of Copperas Cove. **Mike Morton, Chief Building Official**

Mike Baker, Fire Chief, gave an overview of agenda item I-2.

Council Member Meredith made a motion to take no action on the ordinance presented and schedule a workshop to discuss the matter further. Council Member Smith seconded the motion. During discussion, Council Member Smith said he would like to see a section of the ordinance that deals with portable, above-ground pools. In addition, there was discussion on simplifying the language and having better definitions. Ms. Gardner informed the Council that there are no agenda workshop times open between now and November unless a special workshop is called. With a unanimous vote, motion carried to take no action on the ordinance, and to schedule a workshop at a later date.

The ordinance caption is as follows:

**ORDINANCE NO. 2010-30**

**AN ORDINANCE OF THE CITY OF COPPERAS COVE, TEXAS, AMENDING CHAPTER 20.26 OF THE CITY'S CODE OF ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND DECLARING AN EFFECTIVE DATE.**

3. Consideration and action on an ordinance amending Chapter 12 Section 12-4 of the Code of Ordinances of the City of Copperas Cove. **Mike Morton, Chief Building Official**

Mike Baker, Fire Chief, gave an overview of agenda item I-3.

Council Member Seffrood made a motion to approve Ordinance No. 2010-31 as presented, except for Sec. 12-4 (d) be changed to three sales per calendar year, and Sec. 12-4 (e) in the last sentence strike the second "or occupant." Council Member Meredith seconded the motion.

During discussion, Council Member Smith said he would prefer to see the entire ordinance re-written, therefore, a workshop would be necessary in November. Council Member Smith said that subparagraph (e) is not enforceable. Council Member Youngs stated that he did not think subparagraph (c) was enforceable either. Council Member Kent stated he would like to see the number of sales per year go from two to four.

A roll call vote was taken on the motion with the following results:

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

Motion failed one to four. No further action was taken on this item.

The ordinance caption is as follows:

**ORDINANCE NO. 2010-31**

**AN ORDINANCE OF THE CITY OF COPPERAS COVE, TEXAS, AMENDING CHAPTER 12.4 OF THE CITY'S CODE OF ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND DECLARING AN EFFECTIVE DATE.**

4. Consideration and action on the Mayor's recommendation for a Council Member to serve on the Records Management Committee. **John Hull, Mayor**

Mayor Hull gave an overview of agenda item I-4. Mayor Hull nominated Council Member Cheryl Meredith.

Council Member Youngs made a motion to appoint Council Member Meredith to serve on the Records Management Committee. Council Member Kent seconded the motion, and with a unanimous vote, motion carried.

5. Consideration and action on terminating the Hills of Cove Golf Course Food and Beverage Service Contract at the request of the concessionaire and agreeing to accept the lease space payments received from March 16, 2010 through June 15, 2010 as the total due to the City. The City Council reserves the right to adjourn into Executive Session pursuant to Section 551.071 of the Texas Open Meetings Act. *Tex Gov't Code*, consultations with Attorney during discussion of this item. **Andrea M. Gardner, City Manager**

Council Member Youngs made a motion to approve agenda item I-5 as presented. Council Member Smith seconded the motion.

After discussion with the City Attorney, Council Member Youngs made a motion to amend the main motion to relieve rent for the months of June and July. Council Member Meredith seconded the motion, and with a unanimous vote, the amending motion carried.

Council Member Youngs made a motion to amend the main motion to allow the City Manager to negotiate with Mr. Gosnell to continue operations until arrangements can be made to transfer operations from his organization to the new organization. Council Member Meredith seconded the motion, and with a unanimous vote, the second amending motion carried.

A vote on the main motion, including two amendments, carried with a unanimous vote.

6. Consideration and Action on an ordinance amending Chapter 16.5-8 of the Code of Ordinances of the City of Copperas Cove. **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 approve Ordinance No. 2010-32 as presented. Council Member Kent seconded the motion, and with a unanimous vote, motion carried.

The ordinance caption is as follows:

ORDINANCE NO. 2010-32

AN ORDINANCE OF THE CITY OF COPPERAS COVE, TEXAS, AMENDING CHAPTER 16.5 OF THE CITY'S CODE OF ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND DECLARING AN EFFECTIVE DATE.

- J. REPORTS FROM OUTSIDE ENTITIES, ADVISORY COMMITTEES AND BOARDS – None.
- K. ITEMS FOR FUTURE AGENDAS – None.
- L. EXECUTIVE SESSION

1. Pursuant to §551.074 of the Open Meetings Act. *Tex. Gov't Code*, Council will meet in Executive Session to deliberate the evaluation and duties of the City Manager, Andrea M. Gardner.

2. Pursuant to §551.074 of the Open Meetings Act. *Tex. Gov't Code*, Council will meet in Executive Session to deliberate the evaluation and duties of the City Secretary, Jane Lees.

The Council adjourned to Executive Session at 7:59 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 8:17 p.m. Mayor Hull announced that there was no action to be taken as a result of Executive Session discussions.

- N. ADJOURNMENT

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

\_\_\_\_\_  
John Hull, Mayor

ATTEST:

\_\_\_\_\_  
Jane Lees, City Secretary

# City of Copperas Cove City Council Agenda Item Report July 20, 2010

## Agenda Item No. G-3

Contact – J. Mike Baker, Fire Chief, 547-2514  
mbaker@ci.copperas-cove.tx.us

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**SUBJECT: Consideration and action on authorizing the purchase of a new fire engine through the HGAC cooperative purchasing program.**

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### 1. BACKGROUND/HISTORY

The City of Copperas Cove City Council authorized the sale of tax notes to purchase a new fire engine and associated equipment in the amount not to exceed \$465,000. The Fire Department staff through an appointed firefighter apparatus committee researched available options. A Request for Quotes was sent out to seven Cooperative vendors through the HGAC Cooperative and/or BuyBoard Cooperative by the City Purchasing Officer and five responses were received. Fleet services for the City was consulted and asked to review the proposal as well. Some of the items considered in the specifications for the proposals were; warranty, available service after the sale, delivery time frame, and best value for the City.

### 2. FINDINGS/CURRENT ACTIVITY

The Copperas Cove Fire Department Apparatus Committee has selected to recommend the low price proposal from Ferrara Fire Apparatus through their Texas dealer under HGAC, Hall Buick, as the vendor meeting all of the required specifications and having the best value for the City. The remainder of the authorized funds would be used to purchase new loose equipment for the apparatus including but not limited to; Self Contained Breathing Apparatus, Fire Hose, Hydraulic Rescue Tools, etc. The purchases will be done separately using City purchasing policies.

### 3. FINANCIAL IMPACT

The total purchase price of the vehicle would be \$354,837 plus the applicable HGAC Fee of \$2000.

### 4. ACTION OPTIONS/RECOMMENDATION

City staff recommends the City Council approve the purchase of a new Ferrara fire engine under the HGAC contract from Hall Buick Pontiac GMC, of Tyler Texas.

# City of Copperas Cove

## City Council Agenda Item Report

July 20, 2010

### Agenda Item No. H-1

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

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**SUBJECT: Public hearing on a proposed Drainage Criteria Manual.**

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#### 1. BACKGROUND/HISTORY

On October 13, 2009, City Council established an ad-hoc committee to review a proposed Drainage Criteria Manual and provide recommendations to Council.

Active members of community on the committee consisted of Gilbert T. Hancock, Nelson Helm, Wes Atkinson, Samuel Banks. City staff committee members consisted of James Trevino, Assistant Public Works Director, Mike Morton, Chief Building Official, Otto Wiederhold, P.E., Walker Partners, and Wesley Wright, P.E., City Engineer. Charlie Youngs was the City Council representative on the committee.

A workshop was conducted on July 6, 2010 in which the committee's recommendations were discussed.

#### 2. FINDINGS/CURRENT ACTIVITY

The committee completed the review and recommends Council adopt the ordinance as currently drafted.

#### 3. FINANCIAL IMPACT

There is no direct financial impact to the City resulting from establishing the committee and conducting a public hearing to receive stakeholder input.

#### 4. ACTION OPTIONS/RECOMMENDATION

City staff recommends the City Council conduct a public hearing to solicit input on the proposed Drainage Criteria Manual.

# SECTION 1 – DRAINAGE POLICY

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## **SECTION 1 – DRAINAGE POLICY**

### **1.1.0 GENERAL**

This Manual represents the application of accepted principles of storm water drainage engineering and is a working supplement to basic information obtainable from standard drainage handbooks and other publications on drainage design. The policy statements of this section provide the underlying principles by which all drainage facilities shall be designed. The application of the policy is facilitated by the technical criteria contained in the remainder of the manual.

### **1.2.0 CITY OF COPPERAS COVE DRAINAGE POLICY**

#### **1.2.1 Application**

The City's drainage policy shall govern the planning and design of drainage infrastructure within the Corporate Limits of the City and within all areas subject to its extra territorial jurisdiction, as required. Definitions, formulae, criteria, procedures and data in this manual have been developed to support this policy. If any condition requiring some additional measure of protection is identified during design or construction, the design engineer shall make provisions within the design. All plans must be signed and sealed by a Professional Engineer registered in the State of Texas.

#### **1.2.2 General**

- A.** Storm water runoff peak flow rates for the 25-yr and 100-yr frequency storms shall not cause increased adverse inundation of any building or roadway surface.
- B.** Street curbs, gutters, inlets and storm sewers shall be designed to intercept, contain and transport all runoff from the 25-yr frequency storm, without overtopping the curb.
- C.** In addition to B above, the public drainage system shall be designed to convey those flows from greater than the 25-yr frequency storm up to and including the 100-yr frequency storm within defined public rights-of-way or drainage easements.
- D.** When storm water detention is provided, storm water runoff peak flow rates shall not be increased at any point of discharge for the 25-yr storm and 100-yr storm frequency events.

#### **1.2.3 Drainage Flow in Streets**

No concentrated point discharges directly into streets will be allowed unless approved by the City Engineer.

No lowering of the standard height of street crown shall be allowed for the purposes of obtaining additional hydraulic capacity.

#### **1.2.4 Street Cross Flow**

Whenever storm runoff, other than limited sheet flow, moves across a traffic lane, a serious and dangerous impediment to traffic flow occurs. Cross-flow is allowed only in case of super elevation of a curve or overflow from the higher gutter on a street with cross fall. When runoff is allowed to cross from one curb line to the opposing curb line, the depth of flow shall not exceed six (6) inches of depth at any point within the street.

This policy prohibits the use of concrete valley gutters at points other than intersections. At points of concentration other than intersections, cross-flows shall be contained within underground storm conduit. The crown of the street shall not be removed to allow cross-flow.

### **1.2.5 Allowable Flow of Water Through Intersections**

As the storm water flow approaches a street intersection, inlets shall be required if the depth of flow exceeds six (6) inches at any portion of the street intersection. Concrete valley gutters shall be used to convey storm water flow through intersections. In the case of T intersections designed as sump conditions, the Engineer shall demonstrate that the depth of storm water will not exceed six (6) inches at any point within the intersection. Inlets in such cases shall not be installed within the curb radius of the intersection.

### **1.2.6 Drainage System**

- A.** Construction plans for proposed reinforced concrete box culverts, bridges and related structures may be adaptations of the current Texas Department of Transportation (TxDOT) Standards.
- B.** For bridges and culverts in residential streets, runoff from the 100-yr frequency flow shall not produce a headwater elevation at the roadway greater than either six (6) inches above the roadway crown elevation or any top of upstream curb elevation, whichever is lower.
- C.** For bridges and culverts in streets other than a residential street, runoff from the 100-yr frequency storm shall not produce a headwater elevation at the roadway greater than three (3) inches above the roadway crown elevation or three (3) inches above any top of upstream curb elevation, whichever is lower.
- D.** All drainage facilities (including but not limited to headwalls, open channels, storm sewers, area inlets, and detention, retention and water quality controls and their appurtenances) shall comply with the following requirements, unless otherwise noted in this section.
  - 1. Storm sewer inlets and gutter transitions shall be designed to avoid future driveways and to avoid conflicts with standard water and wastewater service locations. No utilities shall be allowed to cross through a storm sewer inlet or culvert. No utilities shall be allowed to cross under a storm sewer inlet.
  - 2. Drainage channels and detention ponds that are to be maintained by the public (City) shall be contained within drainage easements. Adequate room for access shall be provided for drainage channels and detention ponds. Ramps no steeper than five (5) feet horizontal to one (1) feet vertical shall be provided to allow access to drainage channels and detention ponds. The minimum bottom width for any channel with vegetative side slopes shall be four (4) feet.
  - 3. Detention ponds shall be designed with adequate area around the perimeter for access and maintenance. The said area shall be a minimum of seven (7) feet wide for ponds with depths of five (5) feet or less (back slopes included) and a minimum of fifteen (15) feet wide for ponds over five (5) feet deep or with back slopes in excess of five (5) feet high. The said area shall not slope more than five (5) percent.

4. Rip-rap for slope protection or velocity dissipation shall be formed concrete dissipaters. Mortared rock or stone shall be allowed with a minimum of 12 inch diameter rock or stone.
5. Storm drains between lots (crossing blocks) shall be avoided as much as possible. When unavoidable, such drains shall be underground storm drains, located entirely on one (1) lot, laid along an alignment that retains the conduit within the dedicated drainage easement. Storm drains along rear of residential lots (through back yards) shall not be permitted. Easements shall be a minimum of fifteen (15) feet in width or 1.5 times the depth of the storm drain, whichever is greater. Fences may cross easements with underground facilities, but may not run parallel. Fences may not cross or run parallel within drainage easements designed for surface flow.
6. All bends, wyes and pipe size changes in storm sewers shall be prefabricated or shall occur at manholes/junction boxes. All alignment changes of 45 degrees or more shall occur at a manhole or junction box.
7. Bedding of storm sewer shall be to six (6) inches above the top of pipe or to current Public Works Standards (whichever is greater).
8. Storm drains shall be reinforced concrete pipe (RCP), ASTM C76, minimum Class III, and minimum eighteen (18) inch diameter. The Engineer shall provide load analysis to the Engineering Department as appropriate to demonstrate that class of pipe used is sufficient for the loading conditions. Higher strength pipes shall be used where loadings warrant such. Storm drains shall have a minimum of two (2) feet of cover in unpaved areas and a minimum of one and five tenths (1.5) feet of cover from bottom of the sub-grade in paved areas.
9. The use of High Density Polyethylene (HDPE) shall be allowed only if approved by the City Engineer. Its use shall be limited to unpaved areas outside of City streets. All cross street storm drainage conduit shall be reinforced concrete pipe (RCP). All outfall structures shall be constructed of reinforced concrete and the connection with the outfall structure shall be accomplished using RCP. A transition fitting from HDPE to RCP shall be made upstream of the outfall structure.
10. Junction boxes and manholes shall be reinforced concrete. Junction boxes in lieu of manholes shall be provided where any pipe opening exceeds thirty-seven (37) inches in diameter and where the distance from the outside surfaces of any two (2) pipes entering a manhole is less than one (1) foot, measured along the inside of the manhole.
11. Prefabricated wyes, mitered angle fittings and pipe size reducers shall be allowed in lieu of junction boxes and manholes for all changes in alignment less than 45 degrees. 45 degree alignment changes require a manhole or junction box.
12. Channels
  - a. Concrete Channels  
Concrete channels shall be of sufficient cross section and slope (minimum 0.5%) as to fully contain design flows and facilitate self cleaning. Outfalls shall enter major collector drainage ways and major streams at grade or be designed and constructed with adequate concrete aprons, energy dissipaters or similar features to prevent erosion.
  - b. Vegetated Channels  
Vegetated channels shall have sufficient grade (minimum 1.0%) but with velocities that will not be so great as to create erosion. Side slopes shall

not be steeper than three (3) feet horizontal to one (1) feet vertical for channels four (4) feet or less in depth and no steeper than four (4) feet horizontal to one (1) feet vertical in all other channels to allow for future growth and to promote slope stability. All slopes shall be hydro-mulched, sodded or seeded with approved grass, grass mixtures or ground cover suitable to the area and season in which they are applied. Seeded side slopes and bottoms shall be lined with erosion protection matting. All earthen channels must have vegetation eighty five percent (85%) established, with no bare spots greater than ten (10) square feet, prior to acceptance by the City of Copperas Cove. If vegetation cannot be adequately established prior to the desired acceptance date, up to three (3) months additional grow-in time may be granted by the City Engineer. Such an extension must be requested in writing with details of the efforts to be taken to ensure adequate vegetation will be established within 3 months. Extension requests must also be accompanied by an irrevocable line of credit, surety, or maintenance bond equal to one hundred percent (100%) of the cost to fully sod the entire area to be vegetated. This guarantee shall be separate from any other required maintenance bonds.

- c. Major streams shall not be modified without consent of applicable state and federal agencies and authorization from the City Engineer.
13. Discharge from storm sewer outfalls shall not cause channel, bluff, or stream bank erosion. If the storm drain discharges to an open drainage facility (as determined by the City), the applicant must show acceptable non-erosive conveyance to that drainage facility, appropriate energy dissipation at the outfall and a stable headwall. No outfalls shall be allowed to discharge on the slope of the receiving channel.
14. If the development is located such that there is considerable drainage from potentially developable upstream areas, the developer may request participation by the City for the cost of over sizing of elements of the overall drainage system. The City shall consider these requests on a case by case basis. Final determination of any cost sharing will be determined by the City Council through a development agreement.

### **1.2.7 Computations**

- A. Computations to support all drainage designs shall be submitted to the appropriate City Departments for review. The computations shall be in such form as to allow for timely and consistent review and also to be made a part of the permanent city record for future reference. Computation shall include the impact of the proposed development to the downstream properties adjacent to the drainage resulting from the 100-yr event. All computations submitted shall be certified by a Professional Engineer licensed in the State of Texas. The Engineer shall provide the report to the City in both hard copy and a scanned electronic pdf file with the proper seal, signature and date.

#### **B. Determination of Runoff**

Numerous methods of rainfall-runoff computation are available on which the design of storm drainage and flood control systems may be based. The Rational Method shall be an acceptable means of computing runoff for drainage areas of 200 ACRES or less when designing streets, storm drainage systems, channels

and culverts. When the drainage area exceeds 200 ACRES in size, the National Resource Conservation Service (NRCS) (formerly the Soil Conservation Service) hydrologic methods (available in TR-20, TR-55 or HEC) should be used.

### **C. Detention Pond Storage Determination**

A flow routing analysis using detailed hydrographs must be applied for all detention pond designs. The NRCS hydrologic methods (available in TR-20, TR-55, HEC-1, HEC RAS and the Hydrologic Engineering Center (HEC)) hydrologic methods may be used for areas of 200 ACRES or more. Use of the Modified Rational Method is limited to drainage areas less than 200 ACRES.

#### **1.2.8 Stormwater Detention**

Pre-developed peak flows generated from the 25-yr frequency storm shall not be increased. The peak flows from the 25-yr storm shall be detained in onsite stormwater detention basins with release rates equal to, or less than the flows generated from the site for the 25-yr storm event when the site was in its existing (natural) state. Detention ponds must also be designed such that the 100-yr storm will not overtop the structure. The design engineer shall design an emergency spillway system that will safely discharge the 100-yr storm without damage to the downstream property.

The City Engineer shall have the authority to waive the requirement for onsite detention, provided that at least one (1) of the following conditions is met:

1. The development is eligible to financially participate in an approved Regional Stormwater Management Program (Facility). Under this provision, the applicant shall demonstrate that the peak, post-developed runoff generated from the 100-yr storm can be conveyed downstream to the Regional Facility and not impact adversely any downstream properties. An adverse impact shall be:
  - a. any impact which causes an inundation, or an increased inundation, of any building structure, roadway, or improvement.
  - b. downstream erosion and/or sedimentation, or an increase in erosion and/or sedimentation.
2. The development is adjacent to a defined water course that has sufficient capacity to convey the site's post-developed peak discharge from the 100-yr storm event without creating an adverse impact on any other properties. The discharge in the water course shall be determined by using the 100-yr storm event with the post-developed site and the remainder of the watershed in an ultimate build-out state.
3. The development is located such that onsite detention may worsen downstream conditions of the watershed. In such cases, the design engineer shall demonstrate that conveyance or a combination of detention & conveyance will provide a safer downstream condition. Available capacity downstream shall not be considered as sufficient justification to waive detention.

## **1.2.9 Flood Plain Management**

### **A. City of Copperas Cove**

In all cases where floodplain delineation is required, its determination shall be based on the projected ultimate development of all properties contributing to the point of consideration. It is the responsibility of the design engineer to determine the ultimate developed drainage condition is based on the most accurate information available.

For the purposes of this policy, any concentrated flow within a watershed that has a drainage area of three hundred twenty (320) ACRES or greater, unless previously defined by FEMA, shall be delineated as a floodplain.

All existing floodplains created by the base flood as computed with current, existing conditions, shall be deemed the Floodway (regulatory floodway) and shall be wholly contained within dedicated rights-of-way or easements. Encroachments are prohibited, including fill, new construction, substantial improvements and other development unless certification by a Professional Engineer is provided, demonstrating that encroachments shall not result in any increase in flood levels within the community during the occurrence of the base flood discharge.

All new construction and substantial improvements of buildings (structures) shall have the lowest floor (including basement) two (2) foot above the base flood, based upon the projected, ultimate development of all properties (without stormwater detention) contributing to the point of consideration.

All floodplains shall be computed utilizing the computer software and methodologies outlined in the Drainage Criteria Manual.

If land development activities are proposed which will result in flood hazard boundary delineations different from those depicted on the current Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA), the applicant for a development permit shall obtain a Conditional/Letter of Map Revision (CLOMR/LOMR) from FEMA.

All floodplain delineations for FIRM revisions shall be based upon field-surveyed cross-sections performed in accordance with the guidelines outlined in this Manual.

### **B. Federal Emergency Management Agency**

1. The Federal Emergency Management Agency (FEMA) maintains Flood Insurance Rate Maps (FIRMs) that depict floodplain and floodway boundaries. The floodplain and floodway boundaries depicted on FIRMs are based on existing conditions of development in the contributing area.
2. FEMA reviews and approves or denies all revisions or amendments to FIRMs. FEMA revises or amends FIRMs by approval of a Letter of Map Amendment (LOMA) or Letter of Map Revision (LOMR). FEMA establishes

the process and fees necessary for review of an application for LOMA or LOMR.

3. FEMA reviews the impact of proposed site developments and offers or denies conditional assurance that a FIRM may be changed by the proposed development. FEMA offers this assurance by a Conditional Letter of Map Amendment (CLOMA) or Conditional Letter of Map Revision (CLOMR). The CLOMA or CLOMR is a conditional statement that the FIRM may be changed if:
  - a. the development is constructed as proposed in the CLOMA/CLOMR application, and if
  - b. a complete LOMA/LOMR is submitted after construction of the proposed development.

**C. Coordination of City of Copperas Cove and FEMA Floodplain Delineations**

1. If the floodplain depicted on the FIRM is required to be changed due to updated analysis of the floodplain under existing conditions, then the following requirements are applicable:
  - a. Prior to recordation of a final plat with revised floodplain delineation included, the applicant must provide to the City evidence of a FEMA approved CLOMR/CLOMA or LOMR/LOMA.
  - b. Prior to issuance of building permits on lots within the current FEMA FIRM floodplain, the applicant must provide to the City evidence of final acceptance by FEMA of the LOMR/LOMA submitted under (a) above.
2. If the floodplain depicted on the FIRM is required to be changed due to land development activities that alter existing conditions, then the following requirements are applicable:
  - a. Prior to approval of final plat, the applicant must provide to the City evidence of receipt by FEMA of an application for a CLOMR.
  - b. Prior to recordation of a final plat, the applicant must provide to the City evidence of approval of the CLOMR submitted under (a) above.
  - c. If the final plat is approved before it is determined that a CLOMR is necessary or desired, then prior to release of subdivision construction plans, the applicant must provide to the City a letter of acknowledgement by FEMA of receipt of a complete application for a CLOMR.
  - d. Prior to issuance of building permits on affected lots, the applicant must provide to the City evidence of final acceptance by FEMA of the CLOMR submitted under (c) above, and a letter of acknowledgement by FEMA of a complete application for a LOMR.
3. The applicant shall bear the cost of engineering services required to develop the application, respond to review comments, and obtain final approval of LOMRs and CLOMRs. The applicant shall bear the cost of any fees associated with review and disposition of LOMRs and CLOMRs that are established by FEMA.

### **1.2.10 Lot Grading**

- A.** All site developments must provide a site grading and drainage plan that includes drainage computations, detention of runoff (if required) and a detailed site grading plan that does not adversely affect adjacent lots, property or downstream property.
- B.** Finished floor elevations shall be shown on all lots on the construction plans. Finished floor elevations shall be a minimum of one (1) feet above the average top of curb elevation fronting the lot (one and a half (1.5) feet above the average edge of pavement where no curb is present). The grading plan shall include arrows indicating the direction of runoff for each lot. Where practical, all lots shall be graded from rear to front at which point the drainage shall be intercepted by the street. If the minimum one foot requirement can not be met due to land slope, topography or existing trees, alternate grading plans may be utilized. In these instances it shall be demonstrated to the satisfaction of the City Engineer that grading from front to rear would be more reasonably adaptable to the existing topography. All lots that fall into this second category shall be identified on the Final Plat by a listing table.
- C.** Finished floor elevations shall be shown for all lots adjacent to or encroaching upon the FEMA designated 100-yr flood plain. Finished floor elevations shall be a minimum of two (2) feet above the base flood elevations.
- D.** Lot to lot drainage is prohibited except in residential developments where one (1) lot may drain onto one (1) adjacent lot to the rear. Residential lots may not drain from side to side unless directly adjacent to a city maintained facility (right-of-way or easement). The cumulative storm water runoff on any single residential lot may not exceed the cumulative storm water runoff generated from a total of two (2) residential lots.
- E.** The applicant for a building permit for a developed lot that is graded from front to rear shall prepare a detailed site grading plan that includes elevations for all corners of the subject lot, all corners of the downstream lot, the finished floor slab elevation, final contours, swales, and any modifications to side yard or rear yard fencing to facilitate removal of runoff from the subject lot. The site grading plan must be sealed, signed and dated by a professional engineer licensed in the State of Texas.
- F.** All earthen swales must have a minimum of one percent (1%) slope.
- G.** Easements must be a minimum of fifteen (15) feet wide or 1.5 times the depth of any buried pipe, whichever is greater. All easements must be located entirely on one (1) lot.

### **1.2.11 Erosion Control**

Rock berms, silt fences, sedimentation basins, stabilized construction entrances/exits and similar recognized techniques shall be employed during and after construction to prevent point source sedimentation loading of downstream facilities. Erosion control protection must be provided along all disturbed areas adjacent to city maintained facilities. Such measures must be installed prior to city acceptance and must be maintained until a certificate of occupancy is issued on the property. Such installations shall comply with current TCEQ requirements. Additional measures may be required during and after construction if during subsequent runoff events erosion or sediment damage is documented as a violation of TCEQ regulations or City Ordinance by City Staff.

### 1.3 DEFINITIONS

All terms and abbreviations used in the text are presented in the Glossary of this Manual.

DRAFT

# City of Copperas Cove

## City Council Agenda Item Report

July 20, 2010

### Agenda Item No. H-2

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

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**SUBJECT: Public hearing on a proposed Land Disturbance Ordinance.**

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#### 1. BACKGROUND/HISTORY

On October 13, 2009, City Council established an ad-hoc committee to review a proposed Land Disturbance Ordinance and provide recommendations to Council.

Active members of community on the committee consisted of Gilbert T. Hancock, Nelson Helm, Wes Atkinson, Samuel Banks. City staff committee members consisted of James Trevino, Assistant Public Works Director, Mike Morton, Chief Building Official, and Wesley Wright, P.E., City Engineer. Charlie Youngs was the City Council representative on the committee.

A workshop was conducted on May 18, 2010 in which the committee's recommendations were discussed.

#### 2. FINDINGS/CURRENT ACTIVITY

The committee completed the review and recommends Council adopt the ordinance as currently drafted.

#### 3. FINANCIAL IMPACT

There is no direct financial impact to the City resulting from establishing the committee and conducting a public hearing to receive stakeholder input.

#### 4. ACTION OPTIONS/RECOMMENDATION

City staff recommends the City Council conduct a public hearing to solicit input on the proposed Land Disturbance Ordinance.

**Sec. 17.5-2. Definitions.** (add these terms to the existing definitions or amend the definitions as follows)

The following words, terms, and phrases, when used in this chapter, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning. Words not specifically defined shall have the meanings given in Webster's Ninth New Collegiate Dictionary, as revised.

*Accessory structure or building* shall mean a subordinate structure or building customarily incident to and located on the same lot occupied by the main structure or building.

*Applicant* shall mean the owner(s) of the property to be developed and/or disturbed.

*Bond* shall mean any form of security, including a cash deposit, surety bond, or instrument of credit in an amount and form approved by the city.

*Building* shall mean any structure designed or built for the support, enclosure, shelter or protection of persons, animals, chattel or property of any kind. Also, anything built that requires a permanent location.

*City standards* shall mean those standards and specifications, together with all tables, charts, graphs, drawings and other attachments hereinafter approved and adopted by the City Council, which may be amended from time to time, and are administered by the city staff for the construction and installation of streets, sidewalks, drainage facilities, water and sanitary sewer mains and any other public facilities. All such facilities which are to become the property of the city upon completion must be constructed in conformance with these standards.

*Commission* shall mean the duly organized body appointed by the city council as the Planning and Zoning Commission.

*Construction plans* shall mean the plat, grading plan, drainage plan, site plan, erosion control plan, paving plans, utility plans, maps, drawings and technical specifications, including bid documents and contract conditions, where applicable, which provide a graphic and written description of the character and scope of the work to be performed prepared for approval by the city for construction. Maps or drawings prepared and sealed by a licensed professional engineer, showing the specific location and design of public improvements to be installed in accordance with the requirements of the City Engineer.

*Developer* shall mean any person, corporation, governmental or other legal entity engaged in the development of property by improving a tract or parcel of land for any use. The term "developer" is intended to include the term "subdivider."

*Development* any man-made change in improved and unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation, or drilling operations or storage of equipment or materials.

*Easement* shall mean a grant by a property owner to the public, a corporation, or persons for a general or specific use of a defined strip or parcel of land, for such purpose as the installation, construction, maintenance and/or repair of utility lines, drainage ditches or channels, or other public services, the ownership or title to the land encompassed by the easement being retained by the owner of the property.

*Easement* (utility, access and drainage). An authorization granted by the property owner to the city, the public, an individual, or a private utility corporation for installing or maintaining utilities or drainage facilities over or under private land, together with the right to enter the property with machinery and vehicles necessary for the maintenance of the utilities or drainage facilities, or authorization to cross a piece of property for purpose of access/egress to another property.

*Enclosure* is a fully enclosed area below the lowest floor that is usable solely for parking of vehicles, building access or storage in an area other than a basement.

*Engineer* shall mean any person duly authorized under the Texas Engineering Practice Act (V.A.C.S. art. 3271a), as amended, to practice the profession of engineering.

*Erosion* shall mean the wearing away of the ground surface as a result of the movement of wind, water, ice, and/or land disturbance activities.

*Erosion control* shall mean a set of best management practices or equivalent measures designed to control surface runoff and erosion and to prevent sediment from leaving a certain area.

*Extraterritorial jurisdiction* shall mean that unincorporated area, not a part of any other city, which is contiguous to the corporate limits of the city, the outer boundaries of which are measured from the extremities of the corporate limits of the city outward for such distances as may be stipulated in V.T.C.A., Local Government Code, section 42.001 et seq. The extraterritorial range of the City of Copperas Cove authority lies outside the corporate limits of up to two (2) miles as authorized by state law.

*Land disturbing activity* shall mean any change in land made or caused by human activity that may result in soil erosion from water or wind, the movement of solid materials into waters or onto adjacent lands, or increased runoff of storm

water including, but not limited to, grubbing, grading, excavating, transporting, or filling of land.

*Lot* shall mean an undivided tract or parcel of land having access to a street, which is designated as a separate and distinct tract or lot number or symbol on a duly approved plat filed of record. The terms "lot" and "tract" shall be used interchangeably.

*Master plan* shall mean the comprehensive plan of the city adopted by the city council.

*Notice of Intent (NOI)* see Texas Commission on Environmental Quality General Permit TXR150000, as amended.

*Off-site* shall mean any premises not located within the property to be developed, regardless of ownership.

*Owner* shall mean any person, group of persons, firm or firms, corporation or corporations, or any other legal entity having legal or equitable title in the land sought to be subdivided under these regulations.

*Plat* shall mean a map representing a tract of land showing the boundaries of individual properties and streets or a map, drawing, chart, or plan showing the layout of a proposed subdivision into lots, blocks, streets, parks, school sites, commercial or industrial sites, drainage ways, easements, alleys, which an applicant submits for approval and a copy of which he intends to record with the County Clerk of the County or Counties within which the subdivision or parcel resides.

*Plat, final*, shall mean the map or plan of a proposed development submitted for approval by the planning and zoning commission and city council, where required, prepared in accordance with the provisions of this chapter and requested to be filed with the county clerk of the County within which the subdivision or parcel resides.

*Right-of-way* shall mean a strip of land, shown to be separate and distinct from adjacent lots or parcels of land, and not included in the dimensions or areas of such lots or parcels, acquired by dedication, prescription or condemnation and intended to be occupied by a road, sidewalk, railroad, electric transmission facility, oil or gas pipeline, water mains, sewer mains, storm drainage or other similar facility. Rights-of-way intended for streets, sidewalks, water mains, sewer mains, storm drainage, or any other use involving maintenance by a public agency shall be dedicated to the public use by the plat applicant either by easement or in fee simple title.

*Sediment* shall mean soils or other surface materials transported by surface water as a product of erosion.

*Sedimentation* shall mean the process of action of depositing sediment generally caused by erosion.

*Storm Water Pollution Prevention Plan (SWPPP)*. See Texas Commission on Environmental Quality General Permit TXR150000, as amended.

*Streets and alleys* shall mean a way for vehicular traffic, whether designated as a street, highway, thoroughfare, parkway, throughway, road, avenue, boulevard, lane, alley, place, or however otherwise designated. City streets shall conform to the following classifications:

- (1) Arterial streets and highways are those which are used primarily for higher speed and higher volume traffic. Routes for such streets shall provide for cross-town circulation and through-town movements.
- (2) Collector streets are those which carry traffic from minor streets to the major system of arterial streets and highways, including the principal entrance, circulation streets of a residential development and streets for circulations within such a development of a residential subdivision.
- (3) Minor streets are those which are used primarily for access to abutting properties.
- (4) Marginal access streets are minor streets located parallel to and adjacent to arterial streets and highways, providing access to abutting properties and protection from the traffic of the thoroughfares.
- (5) Alleys are minor ways used primarily for access to abutting properties for vehicle service usually to the back or side of a property.

*Structure* shall mean anything constructed or erected, which requires location on the ground, or attached to something having a location on the ground, including, but not limited to, buildings of all types and ground signs, but exclusive of customary fences or boundary or retaining walls.

*Subdivision* shall mean:

- (a) Any land, vacant or improved, which is divided into two (2) or more parts, or alternatively assembly of two or more parts into one tract, for the purpose of:
  - (1) transfer of ownership; or
  - (2) creating lots, including an addition to the city,
  - (3) to lay out suburban, building or other lots; or
  - (4) to lay out streets, alleys, squares, parks, or other parts of the tract intended to be dedicated to the public use or for the use of purchasers or owners of lots fronting on or adjacent to the streets, alleys, squares, parks or other parts.
- (b) "Subdivision" refers to any division irrespective of whether the actual division is made by metes and bounds description in a deed of

conveyance or a contract for a deed, by using a contract of sale or other executory contract to convey, or by using any other method.

- (c) A subdivision does not include a division of land into parts greater than five (5) acres, where each part has access and no public improvement is being dedicated.
- (d) Subdivision shall apply to land within the city or its ETJ.

**Sec. 17.5-137. Enforcement; penalty. (Replaces Sections 17.5-137 and 17.5-138)**

(a) Unless otherwise stated, violations of this chapter shall be punishable under the provisions of section 1-8 of the City Code of Ordinances and/or as provided in paragraphs (b) through (g) below.

(b) If it appears that a violation or threat of a violation of this subchapter or plan, rule, or ordinance adopted under this subchapter consistent with this subchapter exists, the municipality is entitled to appropriate injunctive relief against the person who committed, is committing, or is threatening to commit the violation.

(c) A suit for injunctive relief may be brought in the county in which the defendant resides, the county in which the violation or threat of violation occurs, or any county in which the municipality is wholly or partly located.

(d) In a suit to enjoin a violation or threat of a violation of this subchapter or a plan, rule, ordinance, or other order adopted under this subchapter, the court may grant the municipality any prohibitory or mandatory injunction warranted by the facts including a temporary restraining order, temporary injunction, or permanent injunction.

(e) A person commits an offense if the person violates this subchapter or a plan, rule, or ordinance adopted under this subchapter or consistent with this subchapter within the limits of the municipality. An offense under this subchapter is a Class C misdemeanor. Each calendar day the violation continues constitutes a separate offense.

(g) It is no defense to a criminal or civil suit under this section that an agency of government other than the municipality issued a license or permit authorizing the construction, repair, or alteration of any building, structure, or improvement. It also is no defense that the defendant had no knowledge of this subchapter or of an applicable plan or rule. Reference L.G.C. § 212.050 (a) (f).

## **ARTICLE III. DEVELOPMENT PROCESS**

### **Sec. 17.5- 60 Land Disturbance Permit**

*Purpose(s).* The purposes of this section of the subdivision ordinance are to inform the public about the hazards to life and property due to damages created by changes to existing landscape and to provide a means for which to establish and enforce protective measures to reduce these damages. Any change to existing landscape, including cutting and filling of small spaces, may initiate or increase erosion and sedimentation and may also lead to changes in which storm water travels from one property to another.

The National Environmental Protection Agency (NEPA) and the Texas Commission on Environmental Quality (TCEQ) have mandated that local governments monitor and control pollutants entering drainage ways, streams, ponds, rivers, and lakes of the United States and Texas. These regulations require that municipalities act as the local enforcement agencies for all non point pollutants that may enter the aforementioned water ways including those pollutants that are borne in sediments that are carried away due to soil erosion and the sediments they may create in these water ways.

Additionally, the Federal Emergency Management Agency (FEMA) has released flood hazard maps for Bell County (adopted in 2008), and new flood hazard maps for Coryell County are scheduled for adoption on February 17, 2010. Recent heavy rainfall events (the years 2007 and 2008) have led to numerous properties being flooded and caused considerable injury to persons and property. This section of the subdivision ordinance will provide a method for staff review of proposed grading and how this affects area drainage.

The provisions within this ordinance do not relieve any entity or property owner from storm water runoff related damages caused by their land disturbing activity, or the responsibility to adhere to all Federal and State requirements.

### **Sec. 17.5 - 61. Land disturbance permit required.**

(a) *When required.* A land disturbance permit shall be obtained before any land disturbance activity, including grubbing, grading, or excavating, that causes to be moved more than three (3) cubic yards of soil, fill, or other material. A permit shall be obtained whenever the land disturbance activity is within the corporate limits of the City of Copperas Cove.

(b) *When not required.* A land disturbance permit is not required for the following land disturbing activities:

- (1) The removal of woody or herbaceous plants on existing, individual one and two family residential parcels less than two (2) acres in size. All other properties shall be subject to permitting. In instances where, in the

opinion of the City Engineer or designee, the removal of woody or herbaceous plants would not result in significant drainage or erosion control issues, permit may be waived.

(2) Tree removal that does not disturb the root system or soil.

(3) Agricultural activities such as clearing and cultivating ground for crops, construction of fences to contain livestock, construction of stock ponds, and other similar agricultural activities.

(4) Clearing of narrow sightlines for the specific purpose of conducting measurements and surveys.

(5) Trenching required for structural foundations or utility improvements.

(6) Routine maintenance of existing landscaping.

(c) *Required components.* An applicant proposing land disturbance must submit an application for a Land Disturbance Permit, a copy of their Notice of Intent (NOI) (when required by any agency), proof of a Storm Water Pollution Prevention Plan (SWPPP) (when required by any agency), along with the following items:

(1) Completed permit application signed by the property owner or, in the case of a corporation/partnership, a party empowered to sign such actions (supported with authorizing documentation);

(2) Nonrefundable permit application fee, as established by the City Council;

(3) Deed showing current ownership of the subject property;

(4) Existing topographic survey (including all existing facilities, both under and above ground);

(5) Proposed grading plan (including all existing and proposed facilities, both under and above ground);

(6) Erosion control plan detailing how silt, sediment, and pollutants will remain onsite and how soil will be stabilized once land disturbance is complete.

(7) Homeowners of one and two family residential lots less than two (2) acres shall be required to provide *required components (1), (2), and (3)*. Hand sketches combined with written descriptions of proposed modifications shall suffice for *required components (4), (5), and (6)* for permitting purposes of one and two family residential lots less than two (2) acres.

(d) *Review process.* The city staff agency responsible for the intake of the permit shall be the Building Department and the review of land disturbance permit applications shall be made by the City Engineer. Applications shall be submitted on a form provided by the Building Department. The City Engineer shall advise the applicant in writing of any concerns with the permit application. The City Engineer shall approve the issuance of the land disturbance permit if all components required by this section have been submitted, the fee paid, and all concerns have been addressed.

The City Engineer shall review the permit application for the following items:

- (1) Completeness of the application;
- (2) Compliance with all ordinances pertaining to drainage and detention;
- (3) Compliance with all ordinances pertaining to erosion control.

(f) *Issuance of permit.* The Building Official shall issue a permit within ten (10) working days after the permit application is received or give a detailed written notice to the applicant that the permit application is unapproved. If response is not given within ten (10) days, applicant may request to have the permit taken to the City Manager's office for consideration.

If the permit application is returned as being unapproved, the applicant may correct the deficiencies and resubmit the permit application for approval without paying any additional fees. If the permit application is returned a second time or if a second request is not received within forty-five (45) calendar days of the date of notice of the first written notice, the applicant shall be required to resubmit the permit application and shall be required to pay all standard permit application fees.

(g) *Appeal.*

- (1) Any appeals of the interpretation of this ordinance may be made to the supervisor of the City Engineer. An Appeal to the supervisor of the City Engineer shall be requested in writing to the City Engineer requesting the appeal of the interpretation of the ordinance within in five (5) business days of the ruling by the City Engineer. If no appeal is filed within five (5) business days of the ruling by the City Engineer, the appellant is considered to have waved their rights of appeal. For the purposes of this ordinance, a written appeal may be made in writing by letter or email addressed to the City Engineer.
- (2) The supervisor of the City Engineer will hear all issues and may call a meeting of the applicant for a sign permit or an existing sign permit holder. At this meeting, the supervisor of the City Engineer will attempt to resolve any conflicts through education on the intent of the codes. No code is written and adopted that can possibly predict all circumstances that may arise. The City Engineer and his/her supervisor will seek to identify alternatives to the issues that do not violate the intent of the code but allow individual circumstances to apply using a common sense approach. The supervisor of the City Engineer may elect to have more than one meeting to accomplish a resolution. He/she may also use other resources at his/her discretion to research possible alternatives. These resources may include but are not limited to; other cities with similar ordinances and codes, legal advice from the City Attorney, inquiries to other officials, and consultation with other staff members of the City of Copperas Cove.
- (3) It is generally understood that the appeal meeting(s) will begin within ten (10) business days of the receipt of the appeal.

- (4) A final appeal may be made to the City Council if no resolution can be reached through the process describes above. An Appeal to the City Council shall be requested in writing to the supervisor of the City Engineer requesting the appeal of the interpretation of the ordinance within in five (5) business days of the ruling by the supervisor of the City Engineer. This final appeal may not supersede the process above and the supervisor of the City Engineer will verify that the appeal process has been exhausted prior to hearing the final appeal. The decision of the City Council is final, and no further appeals may be made.
- (5) This appeal process in no way represents a variance to the ordinance. It shall not be interpreted to be a circumvention of the intent of the ordinance. It is intended to seek all possible resolutions to interpretation issues while still complying with the intent of the ordinance.

DRAFT

# City of Copperas Cove

## City Council Agenda Item Report

July 20, 2010

### Agenda Item No. H-3

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

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**SUBJECT: Public hearing and action on a Final Plat for the Copperas Cove 190 Business & Industrial Park, Phase Six.**

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**1. BACKGROUND/HISTORY**

On June 7, 2010, the Planning and Zoning Commission unanimously approved a Preliminary Plat for Copperas Cove 190 Business & Industrial Park, Phase Six. On July 7, 2010, the Planning and Zoning Commission unanimously recommended City Council approve the Final Plat.

**2. FINDINGS/CURRENT ACTIVITY**

The proposed Final Plat is in complete compliance with all existing subdivision regulations. The property is surrounded by a combination on R-1 (Single Family Residential), R-3 (Multi-Family Residential), and B-4 (Business)

City water is available in the area. City sewer is available in the area, but will require additional sewer main extensions and/or a lift station (at the developer's expense) along with the successful completion of the Northeast Sewer Line Project, Phase 1 & 2 (city project) before a certificate of occupancy can be issued on the platted lots.

**3. FINANCIAL IMPACT**

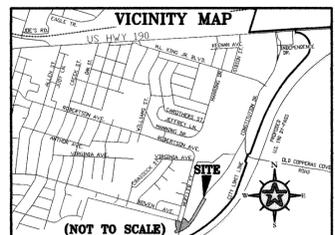
There is no direct cost to the City in considering the Final Plat.

**4. ACTION OPTIONS/RECOMMENDATION**

The Planning and Zoning Commission and City staff recommend City Council conduct a public hearing on, and approve the Copperas Cove 190 Business & Industrial Park, Phase Six Final Plat.

Upon approval, the Final Plat will be executed by all parties and filed for record in Coryell County.

CURVE	DELTA	RADIUS	LENGTH	CHORD
C-1	11°22'40"	600.00'	119.32'	S 66°43'27" W - 119.13'
C-2	4°13'46"	702.50'	51.87'	S 70°18'23" W - 51.88'
C-3	1°49'09"	1000.00'	31.75'	S 69°06'03" W - 31.75'
C-4	40°46'25"	300.00'	215.49'	N 02°30'10" W - 209.52'
C-5	8°09'22"	600.00'	84.89'	S 65°04'48" W - 84.81'
C-6	3°17'16"	600.00'	34.44'	S 70°46'38" W - 34.43'
C-7	17°28'47"	960.00'	292.89'	S 52°17'14" W - 291.74'
C-8	54°39'38"	50.00'	82.57'	N 71°39'48" W - 73.50'
C-9	30°09'24"	270.00'	184.52'	N 04°46'52" W - 183.95'



LEGEND	
○	= 1/2" IRON ROD SET WITH CAP STAMPED "WALKER PARTNERS" (UNLESS OTHERWISE NOTED)
●	= 1/2" IRON ROD SET IN CONCRETE WITH CAP STAMPED "WALKER PARTNERS" (UNLESS OTHERWISE NOTED)
●	= 1/2" IRON FOUND WITH CAP STAMPED "G.E. WALKER" OR "WALKER PARTNERS" (UNLESS OTHERWISE NOTED)
C.C.C.D.	= CORYELL COUNTY CLERK'S DOCUMENT
D.R.C.C.T.	= DEED RECORDS CORYELL COUNTY, TEXAS
P.R.C.C.T.	= PLAT RECORDS CORYELL COUNTY, TEXAS
O.P.R.C.C.T.	= OFFICIAL PUBLIC RECORDS CORYELL COUNTY, TEXAS

REMAINDER OF JAY MANNING AND JOAN MANNING CALLED 370.3 ACRES SAVE AND EXCEPT 3.5 ACRES C.C.C.D. 182714 O.P.R.C.C.T.

REMAINDER OF JAY MANNING AND JOAN MANNING CALLED 370.3 ACRES SAVE AND EXCEPT 3.5 ACRES C.C.C.D. 182714 O.P.R.C.C.T.

UNITED STATES OF AMERICA CALLED 165 ACRES VOLUME 146, PAGE 410 D.R.M.C.T.

**"BUILDING SETBACK REQUIREMENTS BASED UPON ZONING"**

THE PORTION OF LOT 4, BLOCK 1, LYING WITHIN THE COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION'S CALLED 87.21 ACRE TRACT IS CURRENTLY ZONED R-3 (MULTI-FAMILY RESIDENTIAL DISTRICT). THE PORTION OF LOT 4, BLOCK 1, LYING WITHIN THE MANNING HOMES, INC.'S CALLED 1.019 ACRE TRACT IS CURRENTLY ZONED R-1 (SINGLE FAMILY DISTRICT).

IF LOT 4 OR ANY PORTION THEREOF IS REZONED IN THE FUTURE BUILDING SETBACKS MAY CHANGE. IT IS THE SOLE RESPONSIBILITY OF THE OWNER/DEVELOPER TO CONTACT THE CITY OF COPPERAS COVE, TEXAS FOR THE CITY'S INTERPRETATION OF THE ZONING ORDINANCES.

BUILDING SETBACK REQUIREMENTS BASED UPON CURRENT R-1 AND R-3 ZONING ARE AS FOLLOWS:  
FRONT YARD = 25 FEET  
REAR YARD = 25 FEET  
INTERIOR SIDE YARD = 7.5 FEET  
EXTERIOR SIDE YARD = 15 FEET

**"WATER EASEMENTS DEDICATED BY THIS PLAT"**

NO PERMANENT IMPROVEMENTS, INCLUDING BUT NOT LIMITED TO STRUCTURES, FENCING, PARKING AND LANDSCAPING SHALL BE LOCATED WITHIN THE LIMITS OF THE EASEMENTS.

THIS PLAT HAS BEEN SUBMITTED TO AND CONSIDERED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF COPPERAS COVE, TEXAS, AND IS HEREBY RECOMMENDED BY SUCH COMMISSION TO THE CITY COUNCIL FOR ITS CONSIDERATION FOR APPROVAL.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2010, BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF COPPERAS COVE, TEXAS.

CHAIRMAN, PLANNING AND ZONING COMMISSION

SECRETARY, PLANNING AND ZONING COMMISSION

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2010, BY THE CITY COUNCIL OF CITY OF COPPERAS COVE, TEXAS.

MAYOR, CITY OF COPPERAS COVE

ATTEST: CITY SECRETARY

THE CORYELL COUNTY TAX APPRAISAL DISTRICT, THE TAXING AUTHORITY FOR ALL ENTITIES IN CORYELL COUNTY, TEXAS DOES HEREBY CERTIFY THAT THERE ARE CURRENTLY NO DELINQUENT TAXES DUE OR OWING ON THE PROPERTY DESCRIBED BY THIS PLAT.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 2010

CORYELL COUNTY TAX APPRAISAL DISTRICT

BY: \_\_\_\_\_

FILED FOR RECORD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2010, IN CABINET \_\_\_\_\_ SLIDE \_\_\_\_\_ OF THE PLAT RECORDS OF CORYELL COUNTY, TEXAS.

THE STATE OF TEXAS  
COUNTY OF CORYELL

THIS IS TO CERTIFY THAT, MANNING HOMES, INC., A TEXAS CORPORATION IS THE LEGAL OWNER OF A PORTION OF THE LAND SHOWN ON THIS PLAT, BEING A CALLED 1.019 ACRE TRACT OF LAND CONVEYED TO ME BY DEED DATED APRIL 21, 2010 AND RECORDED IN O.C.C. 238112 OF THE OFFICIAL PUBLIC RECORDS OF CORYELL COUNTY, TEXAS, AND DESIGNATED HEREIN AS THE COPPERAS COVE 190 BUSINESS & INDUSTRIAL PARK, PHASE SIX IN THE CITY OF COPPERAS COVE, TEXAS.

FURTHER, I, THE UNDERSIGNED, DO HEREBY DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES SHOWN ON THIS PLAT FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

MANNING HOMES, INC.  
2425 E HWY 190  
COPPERAS COVE, TEXAS 76522

THE STATE OF TEXAS  
COUNTY OF CORYELL

BEFORE ME, THE UNDERSIGNED AUTHORITY, A NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS, ON THIS DAY PERSONALLY APPEARED JAY MANNING, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND HE ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 8th DAY OF May, 2010.

Linda Hight  
NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS



THE STATE OF TEXAS  
COUNTY OF CORYELL

TRACT THREE - EXHIBIT "C" CALLED 87.21 ACRES C.C.C.D. 190990 O.P.R.C.C.T. THIS IS TO CERTIFY THAT THE COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION, A TEXAS CORPORATION ARE THE LEGAL OWNER OF A PORTION OF THE LAND SHOWN ON THIS PLAT, BEING A PORTION OF A CALLED 87.21 ACRE TRACT OF LAND CONVEYED TO US BY DEED DATED JANUARY 19, 2006, RECORDED UNDER CORYELL COUNTY CLERK'S DOCUMENT 190990 OF THE OFFICIAL PUBLIC RECORDS OF CORYELL COUNTY, TEXAS, AND DESIGNATED HEREIN AS THE COPPERAS COVE 190 BUSINESS & INDUSTRIAL PARK, PHASE SIX, IN THE CITY OF COPPERAS COVE, TEXAS.

FURTHER, I, THE UNDERSIGNED, DO HEREBY DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES SHOWN ON THIS PLAT FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

BEN VANLEY, CHAIRMAN  
210 SOUTH HT STREET  
COPPERAS COVE, TEXAS 76522

THE STATE OF TEXAS  
COUNTY OF CORYELL

BEFORE ME, THE UNDERSIGNED AUTHORITY, A NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS, ON THIS DAY PERSONALLY APPEARED

BEN VANLEY, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND HE ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2010.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

FIELD NOTES FOR A 4.133 ACRE TRACT OF LAND LOCATED IN THE WM. P. HARDEMAN SURVEY, ABSTRACT 454, THE RICHARD HALLMARK SURVEY, ABSTRACT 466 AND THE MRS. M.F. RICHARDSON SURVEY, ABSTRACT 1361, IN THE CITY OF COPPERAS COVE, CORYELL COUNTY, TEXAS AND BEING OUT OF A REMAINDER OF A CALLED 87.21 ACRE TRACT DESCRIBED AS "TRACT THREE" IN EXHIBIT "C" IN A DEED TO COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION RECORDED UNDER CORYELL COUNTY CLERK'S DOCUMENT C.C.C.D. 190990 OF THE OFFICIAL PUBLIC RECORDS OF CORYELL COUNTY, TEXAS (O.P.R.C.C.T.), ALSO BEING ALL OR A CALLED 1.019 ACRE TRACT DESCRIBED IN A DEED TO MANNING HOMES, INC., A TEXAS CORPORATION RECORDED UNDER C.C.C.D. 238112 OF THE O.P.R.C.C.T. SAID 4.133 ACRE TRACT BEING MORE PARTICULARLY SHOWN HEREON AND FURTHER DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

**BEGINNING** AT A 1/2" IRON ROD WITH CAP STAMPED "G.E. WALKER" FOUND IN THE EAST LINE OF LOT 17, BLOCK 9, SECOND AMENDED THOUSAND OAKS ADDITION II, RECORDED IN VOLUME 6, PAGE 29 OF THE PLAT RECORDS OF CORYELL COUNTY, TEXAS (P.R.C.C.T.), MARKING THE SOUTHWEST CORNER OF LOT 3, BLOCK 1, COPPERAS COVE 190 BUSINESS & INDUSTRIAL PARK, PHASE FIVE, RECORDED IN CABINET "B", SLIDE 747 OF THE P.R.C.C.T., ALSO MARKING A CORNER OF THE ABOVE-MENTIONED REMAINDER OF THE 87.21 ACRE TRACT AND THE MOST NORTHERLY CORNER OF THE HEREBY DESCRIBED TRACT.

**THENCE** S 75°11'50" E - 50.00' WITH THE SOUTH LINE OF SAID LOT 3 TO A 1/2" IRON ROD FOUND WITH CAP STAMPED "WALKER PARTNERS" MARKING AN ANGLE POINT;

**THENCE** S 40°27'40" E - 161.43' CONTINUING WITH THE SAID SOUTH LINE OF LOT 3 TO A 1/2" IRON ROD FOUND WITH CAP STAMPED "WALKER PARTNERS" IN THE PROPOSED WESTERLY RIGHT-OF-WAY LINE OF CONSTITUTION DRIVE (80' WIDE), MARKING THE MOST SOUTHERLY CORNER OF THE SAID LOT 3 AND A CORNER OF THE HEREBY DESCRIBED TRACT;

**THENCE** WITH THE EASTERLY LINE OF SAID BLOCK 1, COPPERAS COVE 190 BUSINESS & INDUSTRIAL PARK, PHASE FIVE AND THE SAID PROPOSED WESTERLY RIGHT-OF-WAY LINE OF CONSTITUTION DRIVE THE FOLLOWING TWO (2) CALLS:

1) AN ARC DISTANCE OF 217.91' WITH A CURVE TO THE LEFT HAVING A RADIUS OF 960.00' AND A CHORD WHICH BEARS N 37°24'41" E - 217.44' TO A 1/2" IRON ROD FOUND WITH CAP STAMPED "WALKER PARTNERS" MARKING A POINT OF TANGENCY;

2) AN ARC DISTANCE OF 638.75' TO A 1/2" IRON ROD FOUND WITH CAP STAMPED "WALKER PARTNERS" MARKING THE SOUTHWEST CORNER OF THE EXISTING 80' WIDE RIGHT-OF-WAY OF CONSTITUTION DRIVE DEDICATED BY THE FINAL PLAT OF THE SAID COPPERAS COVE 190 BUSINESS & INDUSTRIAL PARK, PHASE FIVE;

**THENCE** S 09°27'29" E - 80.00' WITH THE SOUTH LINE OF THE SAID EXISTING RIGHT-OF-WAY OF CONSTITUTION DRIVE TO A 1/2" IRON ROD SET IN CONCRETE WITH CAP STAMPED "WALKER PARTNERS" MARKING THE SOUTHEAST CORNER OF THE EXISTING RIGHT-OF-WAY OF CONSTITUTION DRIVE IN THE WESTERLY LINE OF LOT 1, BLOCK 2 OF THE SAID COPPERAS COVE 190 BUSINESS & INDUSTRIAL PARK, PHASE FIVE;

**THENCE** WITH THE PROPOSED RIGHT-OF-WAY OF CONSTITUTION DRIVE (WIDTH VARIES) IN THE FOLLOWING SEVEN (7) CALLS:

1) S 30°32'31" W - 638.75' (DIRECTIONAL CONTROL LINE) TO A 1/2" IRON ROD SET IN CONCRETE WITH CAP STAMPED "WALKER PARTNERS" MARKING A POINT OF CURVATURE;

2) AN ARC DISTANCE OF 283.47' WITH A CURVE TO THE RIGHT HAVING A RADIUS OF 1040.00' AND A CHORD WHICH BEARS S 84°01'04" W - 486.84' TO A 1/2" IRON ROD SET WITH CAP STAMPED "WALKER PARTNERS" MARKING A POINT OF COMPOUND CURVATURE;

3) AN ARC DISTANCE OF 143.93' WITH A CURVE TO THE RIGHT HAVING A RADIUS OF 900.00' AND A CHORD WHICH BEARS S 69°16'25" W - 143.43' TO A 1/2" IRON ROD SET WITH CAP STAMPED "WALKER PARTNERS" MARKING A POINT OF REVERSE CURVATURE;

4) AN ARC DISTANCE OF 65.54' WITH A CURVE TO THE LEFT HAVING A RADIUS OF 500.00' AND A CHORD WHICH BEARS S 73°45'55" W - 65.40' TO A 1/2" IRON ROD SET WITH CAP STAMPED "WALKER PARTNERS" MARKING THE MOST SOUTHERLY CORNER OF THE SAID PROPOSED RIGHT-OF-WAY OF CONSTITUTION DRIVE AND THE SOUTHWEST CORNER OF THE ABOVE-MENTIONED 1.019 ACRE TRACT;

5) N 19°59'23" W - 60.00' TO A 1/2" IRON ROD SET WITH CAP STAMPED "WALKER PARTNERS" MARKING A CORNER OF THE SAID PROPOSED RIGHT-OF-WAY OF CONSTITUTION DRIVE AND THE SAID 1.019 ACRE TRACT;

6) AN ARC DISTANCE OF 30.80' WITH A WESTERLY LINE OF THE SAID 1.019 ACRE TRACT AND A CURVE TO THE LEFT HAVING A RADIUS OF 670.00' AND A CHORD WHICH BEARS N 69°06'03" E - 30.80' TO A 1/2" IRON ROD SET WITH CAP STAMPED "WALKER PARTNERS" MARKING A POINT OF COMPOUND CURVATURE;

7) AN ARC DISTANCE OF 81.30' WITH A WESTERLY LINE OF THE SAID 1.019 ACRE TRACT ALONG A DUB-BOCK LINE OF THE PROPOSED WESTERLY RIGHT-OF-WAY LINE OF MUELLER STREET (60' WIDE), WITH A CURVE TO THE LEFT HAVING A RADIUS OF 50.00' AND A CHORD WHICH BEARS N 21°40'03" E - 72.57' TO A 1/2" IRON ROD SET WITH CAP STAMPED "WALKER PARTNERS" MARKING A POINT OF REVERSE CURVATURE;

**THENCE** WITH A WESTERLY LINE OF THE SAID 1.019 ACRE TRACT, SAME BEING THE PROPOSED WESTERLY RIGHT-OF-WAY LINE OF MUELLER STREET (60' WIDE) THE FOLLOWING TWO (2) CALLS:

1) AN ARC DISTANCE OF 228.47' WITH A CURVE TO THE RIGHT HAVING A RADIUS OF 330.00' AND A CHORD WHICH BEARS N 02°30'10" W - 223.89' TO A 1/2" IRON ROD SET WITH CAP STAMPED "WALKER PARTNERS" MARKING A POINT OF TANGENCY;

2) N 14°48'10" E - 11.65' TO A 3/8" IRON ROD FOUND IN THE SOUTH LINE OF THE SECOND AMENDED THOUSAND OAKS ADDITION II AT ITS INTERSECTION WITH THE EXISTING WEST RIGHT-OF-WAY LINE OF MUELLER STREET, MARKING THE SOUTHWEST CORNER OF LOT 15, BLOCK 12 OF THE ABOVE-MENTIONED SECOND AMENDED THOUSAND OAKS ADDITION II AND THE NORTHWEST CORNER OF THE SAID 1.019 ACRE TRACT AND THE HEREBY DESCRIBED TRACT;

**THENCE** S 73°46'46" E - 188.89' WITH THE COMMON LINE OF THE SAID 1.019 ACRE TRACT AND THE SECOND AMENDED THOUSAND OAKS ADDITION II TO A 3/8" IRON ROD FOUND MARKING THE NORTHWEST CORNER OF THE SAID 1.019 ACRE TRACT, SAME BEING AN ANGLE POINT IN THE WEST LINE OF THE ABOVE-MENTIONED REMAINDER OF THE 87.21 ACRE TRACT, COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION TRACT, ALSO MARKING THE SOUTHWEST CORNER OF LOT 18, BLOCK 9, SECOND AMENDED THOUSAND OAKS ADDITION II;

**THENCE** N 14°48'10" E - 118.50' WITH THE COMMON LINE OF THE SAID REMAINDER OF THE 87.21 ACRE TRACT AND THE SAID BLOCK 9 TO THE POINT OF BEGINNING.

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REV	DESCRIPTION	DATE	BY

PLAT NO.	131-0178
PROJ. NO.	2-01353
DRAWN BY	04-10-10
CHECKED BY	DHS
FIELD NOTE NO.	NA
TAB NO.	1-91752
FB/PG	
DWG. NAME	2-01353-FIN-PH2.DWG

REV	DESCRIPTION	DATE	BY

**Walker Partners**  
ENGINEERS • SURVEYORS  
600 AUSTIN AVENUE, SUITE 20 • WACO, TEXAS 76701 • PHONE: 1-254-714-1402 • T.B.P.E. REGISTRATION NO. 8053

GRAPHIC SCALE  
0 50 100 200  
IN FEET

COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION

**FINAL PLAT**  
COPPERAS COVE 190 BUSINESS & INDUSTRIAL PARK, PHASE SIX

SHEET 1 OF 1

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# City of Copperas Cove

## City Council Agenda Item Report

July 20, 2010

### Agenda Item No. H-4

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

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**SUBJECT: 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.**

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#### 1. BACKGROUND/HISTORY

On July 7, 2010, the Planning and Zoning Commission unanimously recommended City Council approve the proposed Replat.

#### 2. FINDINGS/CURRENT ACTIVITY

The proposed Replat will result in a reduction of total lots from 13 to 9. Existing utility services will be modified, capped, or removed at the owner/developer's expense.

The existing property is currently zoned R-3 (Multi-Family Residential) and all affected lots are currently vacant.

All required public notices and property owner notifications have been made.

The proposed Replat is in complete compliance with the City's Subdivision Ordinance.

#### 3. FINANCIAL IMPACT

There is no direct cost to the City in considering the Replat.

#### 4. ACTION OPTIONS/RECOMMENDATION

The Planning and Zoning Commission and City staff recommend City Council conduct a public hearing on, and approve a Replat of Lots 2-9 & 15-19, Block 8 of the Walker Place, Phase 7, Section 1 Final Plat.

Upon approval, the Replat will be executed by all parties and filed for record in Coryell County.



X - Lots Affected  
By ESRAT

LINE	LENGTH	BEARING
1	173.58	N 70° 32' 11" W
2	19.25	N 44° 13' 00" W
3	173.58	N 70° 32' 11" W
4	19.25	N 44° 13' 00" W
5	173.58	N 70° 32' 11" W
6	19.25	N 44° 13' 00" W
7	173.58	N 70° 32' 11" W
8	19.25	N 44° 13' 00" W
9	173.58	N 70° 32' 11" W
10	19.25	N 44° 13' 00" W

LINE	LENGTH	BEARING
1	173.58	N 70° 32' 11" W
2	19.25	N 44° 13' 00" W
3	173.58	N 70° 32' 11" W
4	19.25	N 44° 13' 00" W
5	173.58	N 70° 32' 11" W
6	19.25	N 44° 13' 00" W
7	173.58	N 70° 32' 11" W
8	19.25	N 44° 13' 00" W
9	173.58	N 70° 32' 11" W
10	19.25	N 44° 13' 00" W

FILE FOR RECORD THIS DAY of July 2006 in  
Public Records of Coryell County,  
Texas. Instrument No. 2006-000000-000000  
Page 18/23



ELECTRICAL SERVICE PROVIDED BY THE ELECTRICAL SERVICE PROVIDER TO BE DETERMINED BY THE CITY OF COPPERAS COVE.

ALL CONCRETE AND CURBS SHALL BE CAST IN PLACE.

197309

GRAPHIC SCALE



**MITCHELL & ASSOCIATES, INC.**  
ENGINEERING & SURVEYING  
102 W. COLLEGE STREET  
KILLEEN, TEXAS 76541  
PHONE: (254) 634-5541  
FAX: (254) 634-2141



**WALKER PLACE PHASE 7, SECTION 1**  
**COPPERAS COVE, CORYELL COUNTY, TEXAS**

SHEET TITLE: **FINAL PLAT**

NO.	DATE	REVISIONS	BY

# City of Copperas Cove

## City Council Agenda Item Report

July 20, 2010

### Agenda Item No. I-1

Contact – Margaret Handrow, Library Director, 547-3826  
mhandrow@ci.copperas-cove.tx.us

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**SUBJECT: Consideration and action on the appointment of individuals to the Library Advisory Board.**

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**1. BACKGROUND/HISTORY**

Library Advisory Board members are appointed by the City Council for a three year term. The Board currently has three vacancies. Leslie Noel and Neva Moten have submitted letters of resignation.

**2. FINDINGS/CURRENT ACTIVITY**

Billie Jean Wolverton and Carole A. O'Dwyer have submitted applications to serve on the Board. Copies of all applications are attached.

A notice was placed on Channel 10 advising the public that persons interested in serving on the Library Advisory Board could obtain applications at City Hall or at the Library.

The third vacancy will be forwarded for filling after additional applications have been received.

**3. FINANCIAL IMPACT**

None.

**4. ACTION OPTIONS/RECOMMENDATION**

City staff recommends appointing Billie Jean Wolverton and Carole A. O'Dwyer to fill two of the Library Advisory Board vacancies.

**Appointment Resource Form For Volunteers**  
(Boards, Commissions & Committees)

Name Billie Jean Wolverton Date 27 May 2009

Address 717 Mickan Street Copperas Cove, TX 76522

Home Phone 254-547-2463 Office Phone N/A Mobile Phone 254-833-2167

Fax N/A E-mail wbilliejean@hotmail.com

Occupation Retired Army

Volunteer/Community Service CPA Alumni, Citizen's Fire and Public Safety, Exchange Club

Professional Affiliations \_\_\_\_\_

Areas of Interest \_\_\_\_\_

Education Master's (Counseling Psychology)  
Associate's (Food + Beverage management)

I would like to be considered for the following:

- |  |   |
|--|---|
| <input type="checkbox"/> Planning and Zoning Commission          | <input checked="" type="checkbox"/> Animal Control Advisory Committee       |
| <input type="checkbox"/> Board of Adjustment                     | <input checked="" type="checkbox"/> Housing Authority                       |
| <input checked="" type="checkbox"/> Library Advisory Board       | <input type="checkbox"/> Hospital Authority                                 |
| <input type="checkbox"/> Fact Finding and Advisory Committee     | <input type="checkbox"/> Economic Development Corporation                   |
| <input type="checkbox"/> Election Judge/Election Clerk/Alternate | <input checked="" type="checkbox"/> Keep Copperas Cove Beautiful Commission |
| <input type="checkbox"/> Other _____                             |   |

Please return this form along with a resume to:

Jane Lees, CMC, City Secretary, City of Copperas Cove, P.O. Drawer 1449, 507 South Main Street, Copperas Cove TX 76522  
Phone: 254-547-4221 – Fax: 254-547-5116 – jlees@ci.copperas-cove.tx.us

# 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  
7/22/09  
logged

Please attach your resume (optional).

Board Preference 1: CHARTER REVIEW COMMITTEE

Board Preference 2: LIBRARY BOARD

Name: CAROLE A. O'DWYER

Street Address: 1703 HIGHLAND DR., (COPPERAS COVE)

City Resident: 37 years Personal E-Mail: RODWYER@HOT.IRR.COM

Primary Phone: 254-547-7354 Home Fax: 254-547-

Profession: RETIRED CHEMISTRY TEACHER, CCISD

Business Name: N/A

Business Address: N/A

City: N/A State \_\_\_\_\_ Zip: \_\_\_\_\_

Business Phone: N/A Business Fax: \_\_\_\_\_

Business E-Mail: N/A

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

EXTENSIVE KNOWLEDGE OF CITY CHARTER ATTENDANCE AT PREVIOUS CHARTER REVIEW MTGS. (2006-2007), ATTENDANCE AT MANY WORKSHOPS AND COUNCIL MTGS. (SINCE 2006) ATTENDANCE AT TML CONFERENCES AND MTGS. (MEMBER CCPAAA, (6 YRS) CIVIC ACTIVITIES/PROFESSIONAL AFFILIATIONS SEABLING (SD) CCISD SITE BASED DECISION MAKING COMMITTEE, PASTORAL COUNCIL (HOW FAMILY CHURCH), LIVING 10 YRS ON BOARD OF ST. JOSEPH'S SCHOOL (KILLEEN) TRUSTEE, NEW LADIES AUXILIARY, SECRETARY (4 YRS) AARP CHAPTER 1359, MEMBER TCTA, CERTIFIED HUNTER EDUCATION INSTRUCTOR

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.

Carole A. O'Dwyer  
Signature

7/22/09  
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"

# RESUME

Carole A. O'Dwyer

1703 Highland Drive

Copperas Cove, TX 76522-4214 (254) 547-7354

EDUCATION: Chestnut Hill College, Philadelphia, PA BS Chemistry 1959

Mary Hardin Baylor University, Belton, TX Teacher Certification in Science, all levels, K-12 1974-76

HONORS: High School Valedictorian, 1955

Full four Year Scholarship, Chestnut Hill College 1955 – 1959

Exchange Club, "Golden Deeds Recipient"

Bluebonnet Council Girl Scouts, "Woman of Distinction"

JOB EXPERIENCE:

1974 – 1987 Science Teacher, Copperas Cove ISD

1983 - 1987 Department Chairperson Jr. High School Level

1992 – 1998 Chemistry Teacher Copperas Cove High School

JOB RELATED ACTIVITIES:

Committee for District Accreditation, Philosophy and Goals, consisted of compiling and listing goals and objectives for the School District policies.

Curriculum writing, 5 years, correlating all science courses and producing tables of specifications and curriculum guides for all sciences.

Advisory Committee, 3 years, Campus Representative to the Superintendent.

Textbook Selection Chairman, 1985 – 1987 and 1992 – 1998.

Department Chair 1983 – 1987 supervising 10 other teachers at three grade levels.

STRENGTHS:

Excellent communication and writing skills.

Adaptability to changing requirement, information, concepts, and methods.

Ability to work with peers of different ages and backgrounds.

Excellent organizational and planning skills.

Sound relationships with administrators and managerial personnel.

Ability to think "on the spot" and make rapid decisions based on changing circumstances.

# **City of Copperas Cove City Council Agenda Item Report**

**July 20, 2010**

## **Agenda Item No. I-2**

**Contact – Polo Enriquez, Executive Director, 547-7874**  
polo.enriquez@copperascove-edc.com

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**SUBJECT: Consideration and action to approve awarding the Extension of Constitution Drive project construction contract to Dixon Paving.**

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### **1. BACKGROUND/HISTORY**

Copperas Cove Economic Development Corporation solicited construction bids for the Extension of Constitution Drive project. Twenty businesses were contacted and bid notices were posted in the local papers. Eight businesses chose to participate in the bid process. The list of businesses submitting bids is attached.

### **2. FINDINGS/CURRENT ACTIVITY**

The bids were opened by CCEDC's contract engineer Otto Wiederhold, Senior Vice-President, Walker Partners at the Copperas Cove Economic Development offices on June 30, 2010. CCEDC Staff and Chairman, Dan Yancey attended the bid openings. After the bid opening, Mr. Wiederhold reviewed all the bids. As a result of bid analysis, Dixon Paving is recommended for award of the bid.

The Copperas Cove Economic Development Corporation's Board of Directors held a Special Board Meeting on July 9, 2010 at 10:00 a.m. The Copperas Cove Economic Development Corporation Board of Directors approved the bid received from Dixon Paving in the amount of \$1,169,200.80.

### **3. FINANCIAL IMPACT**

Reduction of CCEDC funds in the amount of \$1,169,200.80 under Capital Projects, Extension of Constitution Drive.

### **4. ACTION OPTIONS/RECOMMENDATION**

CCEDC Board of Directors recommends approval of the expenditure from the CCEDC funds.



# Walker Partners

ENGINEERS • SURVEYORS

July 1, 2010

Copperas Cove Economic Development Corporation  
210 South 1<sup>st</sup> Street  
Copperas Cove, Texas 76522

Attn: Polo Enriquez, Executive Director

Re: The Extension of Constitution Drive  
Project No.: 2-01353

Dear Mr. Enriquez:

Bids were received on the Extension of Constitution Drive Project until 2:00 p.m. on June 30, 2010, in the office of the Copperas Cove Economic Development Corporation. A total of nine bids were received. Shortly following 2:00 p.m. the bids were opened and read aloud to those in attendance.

The apparent low bidder at the time of bid opening was Dixon Paving, Inc. of Belton Texas. The bids were then tabulated by Walker Partners and the low bidder following tabulation was Dixon Paving, Inc., in the amount of \$1,169,200.80. The tabulated amount was an increase of \$.10 from the amount submitted.

Dixon Paving, Inc., is a local contractor that has successfully completed similar projects in the Copperas Cove area. I have been the project engineer on several projects with them and am confident that they can perform on the Extension of Constitution Drive Project. I therefore recommend that the Copperas Cove Economic Development Corporation award the Contract for Construction of The Extension of Constitution Drive to Dixon Paving, Inc., in the amount of \$1,169,200.80.

If you have any questions or comments concerning this recommendation, please contact me.

Sincerely,

Otto E. Wiederhold, P.E.  
Senior Vice President

OEW:kg

Notice to Bidders Fax  
List of Plan Holders  
Bid Tabulation  
Bid Opening Attendance Sign-In List

Hand Delivered

Cc: Project File – 2-01353

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## BID PROPOSAL

The undersigned, as Bidder, declares that the only person or parties interested in this Proposal as principals are those named herein, that this Proposal is made without collusion with any other person, firms, or corporation, that he has carefully examined the form of contract, Notice to Bidders, Specifications and the Plans therein referred to, and has carefully examined the locations, conditions, and classes of materials of the proposed work, and agrees that he will provide all the necessary labor, machinery, tools, apparatus, and other items incidental to construction, and will do all the work and furnish all the materials called for in the Contract and Specifications in the manner prescribed and according to the requirements of the Engineer as herein set forth.

It is understood that the following quantities of work to be done at unit prices are approximate only, and are intended principally to serve as a guide in evaluating bids. Payments for such items will be made on the basis of the actual quantity incorporated in the Work.

It is further agreed that the quantities of work to be done at unit prices and material to be furnished may be increased or diminished as may be considered necessary, in the opinion of the Engineer, to complete the Work fully as planned and contemplated, and that all quantities of work, whether increased or decreased, are to be performed at the unit prices set forth below except as provided for in the Specifications.

It is further agreed that lump sum prices may be increased to cover additional work ordered by the Engineer, but not shown on the Plans or required by the Specifications, in accordance with the provisions of the General Conditions. Similarly, they may be decreased to cover deletion of work so ordered.

It is understood and agreed that the work is to be completed in full within the time shown in the Instruction to Bidders.

Accompanying this proposal is a Cashier's Check or Bid Bond in the amount of 5% of  
Aggregate DOLLARS (\$ \_\_\_\_\_), which is a minimum of five (5%) percent of the total amount of the Base Bid.

The bid security accompanying this Proposal shall be returned to the Bidder, unless, in case of the acceptance of the Proposal the Bidder shall fail to execute a Contract and file a Performance and Payment Bond within ten (10) days after its acceptance, in which case the bid security shall become the property of the OWNER, and shall be considered as payment for damages due to delay and other inconveniences suffered by the OWNER on account of such failure of the Bidder. It is understood that the OWNER reserves the right to reject any and all bids received.

## Unit Prices

Item No.	Bid Item Description	Estimated Quantity	Measure	Unit Price	Total Amount
1.00	Unclassified Excavation	18247	SY	2.25	41,055.75
1.01	Compacted Subgrade (8" Below Subgrade)	18247	SY	.50	9,123.50
1.02	TxDOT HMA Pave, Item 340, GRD D, 2" Thk.	14802	SY	6.70	99,173.40
1.03	TxDOT HMA Pave, Item 340, GRD D, 1 1/2" Thk.	1238	SY	5.40	6,685.20
1.04	TxDOT Flex Base Matl Item 247, TY A, GRD 2 - 12" Thk.	16,838	SY	8.75	147,332.50
1.05	TxDOT Flex Base Matl Item 247, TY A, GRD 2 - 10" Thk.	1409	SY	7.60	10,708.40
1.06	Concrete Curb & Gutter	6578	LF	8.25	54,268.50
1.07	Meet and Match Existing Asphalt Pavement	2	EA.	1200.00	2400.00
1.08	4' Diameter Concrete Manhole	13	EA.	3300.00	42,900.00
1.09	6" SDR-26 PVC Sanitary Sewer Pipe	315	LF	44.00	13,860.00
1.10	8" SDR-26 PVC Sanitary Sewer Pipe	2890	LF	57.90	167,331.00
1.11	12" SDR-26 PVC Sanitary Sewer Pipe	62	LF	63.00	3,906.00
1.12	Connect to Existing Manhole	2	EA.	750.00	1500.00
1.13	6" Sanitary Sewer Service and Cleanout Assembly	13	EA.	450.00	5850.00
1.14	8" Sanitary Sewer Cleanout Assembly	1	EA.	720.00	720.00
1.15	Plug Existing 6" Sanitary Sewer Line	1	EA.	250.00	250.00
1.16	70 gpm Lift Station, Valves, Controls, site preparation & Fence	1	LS	110,000.00	110,000.00
1.17	1" Sewage Air Release Valve and Vault	2	EA.	2500.00	5000.00
1.18	3" D.I. 45 Degree Bend for Forcemain	5	EA.	450.00	2250.00
1.19	3" SDR-17 PVC Forcemain Pipe	1582	LF	13.50	21,357.00
1.20	18" Class IV RCP	215	LF	41.00	8,815.00
1.21	24" Class III RCP	988	LF	49.00	48,412.00
1.22	24" Class IV RCP	96	LF	51.80	4,972.80
1.23	36" Class III RCP	554	LF	78.00	43,212.00
1.24	42" Class IV RCP	61	LF	112.00	6,832.00
1.25	48" Class IV RCP	48	LF	142.00	6,816.00
1.26	4'X4' TxDOT Precast Box Culvert	58	LF	152.00	8,816.00
1.27	5'x5' Junction Box	1	EA.	2400.00	2400.00

1.28	5' Curb Inlet	8	EA.	<u>1,800.<sup>00</sup></u>	<u>14,400.<sup>00</sup></u>
1.29	10' Curb Inlet	3	EA.	<u>2,400.<sup>00</sup></u>	<u>7,200.<sup>00</sup></u>
1.30	20' Curb Inlet	2	EA.	<u>4,800.<sup>00</sup></u>	<u>9,600.<sup>00</sup></u>
1.31	30' Curb Inlet	1	EA.	<u>7,800.<sup>00</sup></u>	<u>7,800.<sup>00</sup></u>
1.32	40' Grated Curb Inlet	2	EA.	<u>14,200.<sup>00</sup></u>	<u>28,400.<sup>00</sup></u>
1.33	TxDOT Concrete Parallel Headwall	2	EA.	<u>49.50.<sup>00</sup></u>	<u>99.00.<sup>00</sup></u>
1.34	TxDOT Railing	78	LF	<u>84.<sup>00</sup></u>	<u>6,552.<sup>00</sup></u>
1.35	Channel Excavation and Preparation - 4' FB Channel	266	LF	<u>10.<sup>00</sup></u>	<u>2,660.<sup>00</sup></u>
1.36	Channel Excavation and Preparation - 6' FB Channel	440	LF	<u>14.<sup>00</sup></u>	<u>6,160.<sup>00</sup></u>
1.37	TxDOT Item 432 Rock Riprap w/ Fabric - Type F	100	LF	<u>134.<sup>00</sup></u>	<u>13,400.<sup>00</sup></u>
1.38	12" C900 PVC Water Line Pipe	881	LF	<u>29.<sup>50</sup></u>	<u>25,989.<sup>50</sup></u>
1.39	12" D.I. 45 Degree Bend for Water Line	14	EA.	<u>750.<sup>00</sup></u>	<u>10,500.<sup>00</sup></u>
1.40	12" D.I. 90 Degree Bend for Water Line	3	EA.	<u>850.<sup>00</sup></u>	<u>2,550.<sup>00</sup></u>
1.41	12" Resilient Seat Gate Valve	4	EA.	<u>3,000.<sup>00</sup></u>	<u>12,000.<sup>00</sup></u>
1.42	12" Mechanical Cap	3	EA.	<u>400.<sup>00</sup></u>	<u>1,200.<sup>00</sup></u>
1.43	12"x12" Tapping Sleeve	2	EA.	<u>3,000.<sup>00</sup></u>	<u>6,000.<sup>00</sup></u>
1.44	12"x12" Tee	1	EA.	<u>1,200.<sup>00</sup></u>	<u>1,200.<sup>00</sup></u>
1.45	Air Release Valve Assembly and Vault	1	EA.	<u>3,200.<sup>00</sup></u>	<u>3,200.<sup>00</sup></u>
1.46	Cap and Abandon Existing Water Lines	1	LS	<u>2,200.<sup>00</sup></u>	<u>2,200.<sup>00</sup></u>
1.47	Fire Hydrant Assembly	1	EA.	<u>4,500.<sup>00</sup></u>	<u>4,500.<sup>00</sup></u>
1.48	Relocate Existing Fire Hydrant Assembly	1	EA.	<u>3,000.<sup>00</sup></u>	<u>3,000.<sup>00</sup></u>
1.49	Connect to Existing Water Line	4	EA.	<u>1,800.<sup>00</sup></u>	<u>7,200.<sup>00</sup></u>
1.50	Conduit Bank	7	EA.	<u>2,000.<sup>00</sup></u>	<u>14,000.<sup>00</sup></u>
1.51	Concrete Driveway	23	SY	<u>34.<sup>00</sup></u>	<u>782.<sup>00</sup></u>
1.52	18" Stop Bar	18	LF	<u>9.<sup>00</sup></u>	<u>162.<sup>00</sup></u>
1.53	4" White Broken Lane Line Pavement Marking	1520	LF	<u>.50</u>	<u>760.<sup>00</sup></u>
1.54	4" White Lane Drop Line	25	LF	<u>.50</u>	<u>12.50</u>
1.55	4" Yellow Solid Center Line Pavement Marking	6341	LF	<u>.50</u>	<u>3,170.<sup>50</sup></u>
1.56	8" White Broken Lane Line	35	LF	<u>.90</u>	<u>31.<sup>50</sup></u>
1.57	Striped Gore Zone 12" Lines @ 20' Spacing	1	LS	<u>2,000.<sup>00</sup></u>	<u>2,000.<sup>00</sup></u>
1.58	Right Turn Arrow - Pavement Marking	2	EA.	<u>275.<sup>00</sup></u>	<u>550.<sup>00</sup></u>
1.59	Text "ONLY" - Pavement Marking	1	EA.	<u>275.<sup>00</sup></u>	<u>275.<sup>00</sup></u>

1.60	Traffic Sign - R1-1	1	EA.	90. <sup>00</sup>	90. <sup>00</sup>
1.61	Traffic Sign - R3-7R	1	EA.	90. <sup>00</sup>	90. <sup>00</sup>
1.62	Traffic Sign - W9-2R	1	EA.	90. <sup>00</sup>	90. <sup>00</sup>
1.63	Small Sign Support	3	EA.	175. <sup>00</sup>	525. <sup>00</sup>
1.64	White Raised Pavement Markers	146	EA.	5. <sup>00</sup>	730. <sup>00</sup>
1.65	Yellow Raised Pavement Markers	159	EA.	5. <sup>00</sup>	795. <sup>00</sup>
1.66	Topsoil, Seeding and Soil Retention Blanket	18131	SY.	1.25	22,663. <sup>75</sup>
1.67	Class III Barricades on permanent posts	1	LS	1,200. <sup>00</sup>	1,200. <sup>00</sup>
1.68	Class III Barricades on skids	1	LS	1,600. <sup>00</sup>	1,600. <sup>00</sup>
1.69	Remove Barb Wire Fence	484	LF	1. <sup>00</sup>	484. <sup>00</sup>
1.70	Remove Traffic Barrier	1	EA.	250. <sup>00</sup>	250. <sup>00</sup>
1.71	Road Closed Sign on permanent posts	1	LS	600. <sup>00</sup>	600. <sup>00</sup>
1.72	Road Closed Sign on skids	1	LS	800. <sup>00</sup>	800. <sup>00</sup>
1.73	Salvage Existing 12" Gate Valve	1	EA.	400. <sup>00</sup>	400. <sup>00</sup>
1.74	Salvage Existing ARV and Vault	1	EA.	600. <sup>00</sup>	600. <sup>00</sup>
1.75	Trench Safety	8181	LF	1. <sup>00</sup>	8181. <sup>00</sup>
1.76	Trench Safety Plan	1	LS	800. <sup>00</sup>	800. <sup>00</sup>
1.77	Site Clearing and Grubbing	1	LS	1,200. <sup>00</sup>	1,200. <sup>00</sup>
1.78	SWPPP and Implementation	1	LS	4,200. <sup>00</sup>	4,200. <sup>00</sup>
1.79	Material Testing	1	LS	8,600. <sup>00</sup>	8,600. <sup>00</sup>
1.80	Mobilization	1	LS	32,000. <sup>00</sup>	32,000. <sup>00</sup>

Total Construction Cost	\$ 1,169,200. <sup>70</sup>
Total Materials Cost	\$ 701,000. <sup>00</sup>

In the event of award of a contract to the undersigned, the undersigned will appear before the authorized representative of the Owner and furnish Performance and Payment bonds for the full amount of the Contract, with the sureties offered by: International Fidelity and \_\_\_\_\_

To secure proper compliance with the terms and provisions of the Contract to insure and guarantee the work until final completion and acceptance, and to guarantee payment of all claims for labor performed and material furnished in fulfillment of the Contract.

The work proposed to be done shall be accepted when fully completed and finished in accordance with Copperas Cove Economic Development Corporation Extension of Constitution Drive Plan Sheets and Specifications, to the satisfaction of the Engineer.

The undersigned certifies that the bid prices contained in this proposal have been carefully checked and are submitted as correct and final.

Receipt is hereby acknowledged of the following addenda to the Contract Documents:

Addendum No. 1 dated 6-4-2010 Received 6-21-2010  
Addendum No. 2 dated 6-21-2010 Received 6-21-2010  
Addendum No. 3 dated 6-25-2010 Received 6-25-2010

This is a proposal of: Dixon Paving Corporation, organized and existing under the laws of the State of TEXAS, or; a Partnership consisting of \_\_\_\_\_, or; and Individual, doing business as \_\_\_\_\_.

By: [Signature]

Seal, if a Corporation

President

TITLE P.O. Box 664  
Belton Tx 76513

MAILING ADDRESS 3275 West Hwy 190  
Belton Tx 76513

STREET ADDRESS Belton Tx.

CITY AND STATE

254-939-3597  
TELEPHONE NUMBER

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, That we DIXON PAVING, INC.

as Principal, hereinafter called the Principal, and International Fidelity Insurance Company a corporation duly organized under the laws of the State of New Jersey as Surety, hereinafter called the Surety, are held and firmly bound unto COPPERAS COVE ECONOMIC DEVELOPMENT CORP.

as Obligee, hereinafter called the Obligee, in the sum of FIVE PERCENT OF AGGREGATE BID Dollars (\$ 5% ), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for EXTENSION OF CONSTITUTION DRIVE, COPPERAS COVE, TEXAS

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 24th day of JUNE, 2010.

Joe Dixon  
(Witness)

{ (Principal) (Seal)  
Jeff Dixon (Title) **President**

Shelby Brown  
(Witness)

{ International Fidelity Insurance Company (Surety) (Seal)  
Don H. Cast Attorney-in-fact (Title)

# POWER OF ATTORNEY INTERNATIONAL FIDELITY INSURANCE COMPANY

HOME OFFICE: ONE NEWARK CENTER, 20TH FLOOR  
NEWARK, NEW JERSEY 07102-5207

FOR BID BOND/RIDER/CONSENTS/AFFIDAVITS

KNOW ALL MEN BY THESE PRESENTS: That INTERNATIONAL FIDELITY INSURANCE COMPANY, a corporation organized and existing laws of the State of New Jersey, and having its principal office in the City of Newark, New Jersey, does hereby constitute and appoint

JUDY CAST, MIKE MILLER, DON H. CAST

Harker Heights, TX.

its true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said INTERNATIONAL FIDELITY INSURANCE COMPANY, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by its regularly elected officers at its principal office.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of Article 3-Section 3, of the By-Laws adopted by the Board of Directors of INTERNATIONAL FIDELITY INSURANCE COMPANY at a meeting called and held on the 7th day of February, 1974.

The President or any Vice President, Executive Vice President, Secretary or Assistant Secretary, shall have power and authority

- (1) To appoint Attorneys-in-fact, and to authorize them to execute on behalf of the Company, and attach the Seal of the Company thereto, bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof and,
- (2) To remove, at any time, any such attorney-in-fact and revoke the authority given.

Further, this Power of Attorney is signed and sealed by facsimile pursuant to resolution of the Board of Directors of said Company adopted at a meeting duly called and held on the 29th day of April, 1982 of which the following is a true excerpt:

Now therefore the signatures of such officers and the seal of the Company may be affixed to any such power of attorney or any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.



IN TESTIMONY WHEREOF, INTERNATIONAL FIDELITY INSURANCE COMPANY has caused this instrument to be signed and its corporate seal to be affixed by its authorized officer, this 29th day of August, A.D. 2003.

STATE OF NEW JERSEY  
County of Essex

INTERNATIONAL FIDELITY INSURANCE COMPANY

*[Handwritten Signature]*  
Secretary

On this 29th day of August 2003, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of the INTERNATIONAL FIDELITY INSURANCE COMPANY; that the seal affixed to said instrument is the Corporate Seal of said Company; that the said Corporate Seal and his signature were duly affixed by order of the Board of Directors of said Company.



IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.

*[Handwritten Signature]*

A NOTARY PUBLIC OF NEW JERSEY  
My Commission Expires Nov. 21, 2010

### CERTIFICATION

I, the undersigned officer of INTERNATIONAL FIDELITY INSURANCE COMPANY do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the By-Laws of said Company as set forth in said Power of Attorney, with the ORIGINALS ON IN THE HOME OFFICE OF SAID COMPANY, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect

IN TESTIMONY WHEREOF, I have hereunto set my hand this 24th day of June 2010

*[Handwritten Signature]*  
Assistant Secretary

COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION

EXTENSION OF CONSTITUTION DRIVE

PROJECT NO.: 2-01353

06-30-10/2:00 P.M./COPPERAS COVE EDC

Contractor	Add. 1	Add. 2	Add. 3	Bid Bond	Base Bid	Materials Cost
APAC Texas						
Austin Engineering	✓	✓	✓	✓	1,622,608.78	370,000.00
Bell Contractors						
David Smith Construction						
Dixon Paving	✓	✓	✓	✓	1,169,200.70	701,000.00
HD Supply Waterworks						
J&M Contracting						
JHL Construction	✓	✓	✓	✓	1,328,917.48	598,012.87
Knife River						
Lindsey Contractors						
Lupe Rubio Construction						
McLean Construction						
Patin Construction	✓	✓	✓	✓	1,555,600.75	792,600.00
Purser Construction						

XX

Contractor	Add. 1	Add. 2	Add. 3	Bid Bond	Base Bid	Materials Cost
Ranger Excavating	✓	✓	✓	✓	1,412,185.10	460,000.00
RGM Constructors	✓	✓	✓	✓	1,696,829.20	424,600.95
R.T. Schneider						
Shelton & Shelton						
TTG Utilities	✓	✓	✓	✓	1,544,175.53	505,675.00
Wolff Construction	✓	✓	✓	✓	1,288,320.97	572,600.00

# **City of Copperas Cove**

## **City Council Agenda Item Report**

**July 20, 2010**

### **Agenda Item No. I-3**

**Contact – Imelda Rodriguez, Director of Financial Services, 547-4221**  
irodriguez@ci.copperas-cove.tx.us

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**SUBJECT: Consideration and action to set a public hearing on City Manager's Proposed Budget for the 2010-2011 fiscal year.**

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**1. BACKGROUND/HISTORY**

Section 6.06 of the City Charter requires the City Council to fix the time and place of a public hearing on the budget at the meeting of the council at which the proposed budget is submitted. Furthermore, section 102.006 of the Local Government Code requires the governing body of a municipality hold a public hearing on the proposed budget allowing any taxpayer of the municipality the opportunity to attend and participate in the hearing. Section 102.006 also requires the governing body set the hearing for a date occurring after the 15<sup>th</sup> day after the date the proposed budget is filed with the municipal clerk but before the date the governing body makes its tax levy.

**2. FINDINGS/CURRENT ACTIVITY**

The City Manager's Proposed Budget for fiscal year 2010-11 was filed with the City Secretary (municipal clerk) and presented at the City Council Workshop on July 20, 2010. City staff recommends fixing the time and place for a Public Hearing on the City Manager's Proposed Budget for the 2010-11 fiscal year on August 5, 2010 at 7:00 p.m. at City Hall 507 S. Main Street Copperas Cove, Texas. Upcoming workshops are scheduled for July 27, 2010, August 3, 2010 and August 5, 2010 to discuss the Proposed Budget.

**3. FINANCIAL IMPACT**

None.

**4. ACTION OPTIONS/RECOMMENDATION**

City staff recommends that the City Council schedule a Public Hearing on the City Manager's Proposed Budget for the 2010-11 fiscal year for August 5, 2010 at 7:00 p.m. at City Hall, 507 S. Main Street, Copperas Cove, Texas.

# City of Copperas Cove

## City Council Agenda Item Report

July 20, 2010

### Agenda Item No. I-4

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

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**SUBJECT: Discussion and action on appointing a veterinarian to the Chapter 3 Code of Ordinances Review Committee.**

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#### 1. BACKGROUND/HISTORY

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 that ultimately led to a request to complete a review of Chapter 3 of the Code of Ordinances.

On April 20, 2010, City Council appointed the following individuals to serve on the committee:

- Klaudia E. Brand
- Augustus H. Richardson III
- Carolyn "Sue" Carroll
- Robyn Bandinel
- Heidi Sjule
- Lois McMaster

#### 2. FINDINGS/CURRENT ACTIVITY

On June 15, 2010, the Council provided direction to the committee to seek a veterinarian for appointment to the committee. As such, Dr. Ed Kahil submitted a candidate application for council consideration on July 5, 2010.

#### 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 Dr. Ed Kahil to serve on an ad hoc committee for the purposes of reviewing Chapter 3 of the City of Copperas Cove Code of Ordinances.

# 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  
7/5/10 Glee

Please attach your resume (optional).

Board Preference 1: Animal Advisory Board

Board Preference 2: \_\_\_\_\_

Name: Ed Kahilorn

Street Address: \_\_\_\_\_

City Resident: No years Personal E-Mail: amccove@yahoo.com

Primary Phone: (254) 547-0355 Home Fax: \_\_\_\_\_

Profession: Veterinarian

Business Name: Animal Medical Center Copperas Cove

Business Address: 2515 E Hwy 190

City: Copperas Cove State Tx Zip: 76522

Business Phone: (254) 547-0355 Business Fax: (254) 547-0364

Business E-Mail: amccove@yahoo.com

Experience or special knowledge applicable to City board or commission function:  
Veterinarian in Copperas Cove since 1987

Civic Activities/Professional Affiliations TVMA, AVMA, MSSS, Exchange Club  
TVMA

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 6/24/10

Please return completed application and resume to:  
City Secretary's Office, City Hall  
507 S. Main Street, Copperas Cove, Texas 76522  
Phone: (254) 547-4221



RECEIVED  
7.6.10

# City of Copperas Cove

## City Council Agenda Item Report

July 20, 2010

### Agenda Item No. I-5

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

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**SUBJECT: Discussion and possible action on the Coryell County Central Appraisal District Proposed 2010 Budget Amendment.**

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#### 1. BACKGROUND/HISTORY

On June 29, 2010, the City Manager received written notification of two proposed changes to the 2010 CCAD Budget under consideration by the Coryell County Appraisal District (CCAD) Board of Directors.

The first portion of the amendment is proposed to correct the taxing jurisdiction budget allocations due to the addition of the Middle Trinity Groundwater Conservation District. The Conservation District will begin taxing property in Coryell County in 2010. Thus, the district will share the expense of the Appraisal District's budget for the current year. As result, the City of Copperas Cove will realize a slight decrease in the required contribution due for the fourth quarter.

The second change involves excess funds resulting from the 2009 budget year in the amount of \$33,064. The Board of Directors is considering an amendment to retain the surplus funds instead of refunding to the taxing jurisdictions. The budget amendment will provide an increase in the 2010 operating budget by the amount of the excess funds. CCAD's planned purpose for the use of the excess funds is for the construction of the Appraisal Districts' new office building in Gatesville. If the Board authorizes the use of the excess funds through the budget amendment, the amount of funds required for debt will be decreased to include the amount of interest expense on the debt secured.

#### 2. FINDINGS/CURRENT ACTIVITY

The Board of Directors will consider the amendment on July 30, 2010 at a regularly scheduled meeting scheduled to begin at 3:00 p.m. in the current Gatesville Appraisal District office located at 801 E. Leon Street.

#### 3. FINANCIAL IMPACT

Per the notification from the CCAD Chief Appraiser, the amendment will not increase the quarterly contributions of the taxing units in Coryell County.

**4. ACTION OPTIONS/RECOMMENDATION**

City staff recommends the City Council provide direction to the City Manager regarding the City's position on the CCAD proposed budget amendment.



# Coryell Central Appraisal District

8011 East Leon Street  
Gatesville, Texas 76528

207 S. 3<sup>rd</sup> Street  
Copperas Cove, Texas 76522

Ms. Andrea Gardner, City Manager  
City of Copperas Cove  
PO Box 1449  
Copperas Cove, TX 76522

June 25, 2010  
Re: 2010 Budget Amendment

The purpose of this letter is to inform the taxing units of Coryell County of a proposed 2010 budget amendment by the Coryell Central Appraisal District (CCAD) Board of Directors. There are two changes under consideration by the Board of Directors.

The first portion of the amendment will be to correct the taxing jurisdiction budget allocations due to the addition of the Middle Trinity Groundwater Conservation District. The Conservation District will begin taxing property in Coryell County in 2010 and will therefore share the expense of the Appraisal District's budget for this year. Your taxing jurisdiction will see a slight decrease in the 4<sup>th</sup> quarter budget contribution due to the addition of the Middle Trinity Groundwater Conservation District.

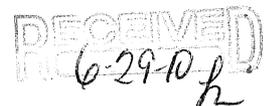
The second change involves the excess funds resulting from the 2009 budget year in the amount of \$33,064. The Board of Directors is considering an amendment to retain the surplus funds instead of refunding those funds back to the taxing jurisdictions. The budget amendment will increase the 2010 operating budget by \$33,064 instead of refunding that amount back to the taxing jurisdiction. The main goal of this amendment is to use these funds for the construction of the Appraisal Districts' new office building in Gatesville. Using these funds to pay for the costs of the new office will decrease the amount of money that the Appraisal District will have to borrow and thereby reduce the amount of interest expense associated with any financing secured by the Appraisal District.

This amendment will not increase the quarterly contributions of the taxing units of Coryell County. The amendment is being proposed due to the cost saving potential of eliminating interest expense associated with the Appraisal District office construction and passing that savings onto the taxing jurisdictions of Coryell County.

The Board of Directors will consider the amendment on July 30, 2010 at a regularly scheduled meeting that will begin at 3:00pm in the present Gatesville Appraisal District office located at 801 E. Leon Street. The Board of Directors welcomes any comments or questions that you or your taxing jurisdiction representative may have. Should you have any questions prior to the before mentioned meeting please contact the Chief Appraiser, Mitch Fast at (254) 865-6593.

Sincerely,

Mitch Fast  
Chief Appraiser  
Coryell Central Appraisal District



CORYELL CENTRAL APPRAISAL DISTRICT  
2010 PROPOSED BUDGET AMENDMENT

June 25, 2010

**2010 CORYELL CENTRAL  
APPRAISAL DISTRICT PROPOSED  
BUDGET AMENDMENT**

*IN ACCORDANCE WITH SECTION 6.06 OF THE TEXAS PROPERTY TAX CODE*

CORYELL CENTRAL APPRAISAL DISTRICT  
2010 PROPOSED BUDGET AMENDMENT

**BOARD OF DIRECTORS**

Mike Lam, Chairperson  
Bob Weiss, Secretary  
Al Castillo  
Jay Manning  
Jack Wall

Tax Assessor-Collector (Non-Voting Member)  
Justin Carothers

**CHIEF APPRAISER**

Mitch Fast

**CORYELL CENTRAL APPRAISAL DISTRICT  
2010 PROPOSED BUDGET AMENDMENT**

GENERAL EXP		2010	% CHG	2009	% CHG	2008
		BUDGET	FROM 2009	AMENDED BUDGET	FROM 2008	AUDITED FINANCIALS
6040	WAGE EXPENSE	\$407,025	4%	\$390,355	29%	\$302,264
6230	CONTRACTED SERVICES	\$64,390	32%	\$48,670	61%	\$30,269
6055	HEALTH/LIFE INSURANCE	\$61,464	23%	\$49,990	45%	\$34,511
6065	RETIREMENT	\$40,702	16%	\$35,191	25%	\$28,176
6080	MILEAGE/AUTO ALLOWANCE	\$24,000	32%	\$18,200	29%	\$14,096
6075	EDUCATION & TRAINING/TRAVEL	\$18,000	-1%	\$18,223	-17%	\$21,970
6270	LEGAL SERVICES	\$10,000	85%	\$5,400	-58%	\$12,851
6070	PAYROLL TAX	\$6,477	-26%	\$8,783	63%	\$5,380
6045	TML INSURANCE	\$6,100	106%	\$2,961	0%	\$0
6285	ACCOUNTING SERVICES	\$6,000	0%	\$6,000	-53%	\$12,851
6280	AUDITING SERVICES	\$4,500	11%	\$4,052	-68%	\$12,851
6140	APPRAISAL REVIEW BOARD	\$3,500	0%	\$3,500	32%	\$2,645
6160	DUES & SUBSCRIPTIONS	\$3,000	4%	\$2,871	-33%	\$4,317
6297	BOARD OF DIRECTORS	\$1,500	0%	\$1,500	949%	\$143
6298	CHIEF APPRAISER EXPENSE	\$500	0%	\$500	0%	\$0
6130	APPRAISAL EQUIP & SUPPLIES	\$350	0%	\$350	-35%	\$540
	TESTING & BACKGROUND	\$200	0%	\$450	0%	\$0
	AERIAL PHOTOGRAPHS	\$0	0%	\$0	0%	\$0

<b>TOTAL GENERAL EXP</b>		<b>\$657,708</b>	<b>10%</b>	<b>\$596,996</b>	<b>24%</b>	<b>\$482,864</b>
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**OPERATING EXP**

6290	OFFICE SPACE LEASE	\$52,236	4%	\$50,200	123%	\$22,500
9009	MUNICIPAL LEASE	\$35,913	0%	\$35,913	0%	\$35,913
6250	POSTAGE	\$16,000	0%	\$16,000	0%	\$16,001
6340	TELEPHONE EXPENSE	\$9,000	6%	\$8,500	73%	\$4,902
6210	COPIER LEASE	\$8,100	-10%	\$9,000	58%	\$5,700
6390	UTILITIES-CC	\$7,200	-23%	\$9,360	1500%	\$585
6260	PRINTING	\$6,000	0%	\$6,000	174%	\$2,190
6245	OFFICE SUPPLIES	\$6,000	0%	\$6,000	-29%	\$8,419
6205	JANITORIAL SERVICE	\$3,840	113%	\$1,800	0%	\$0
6170	COMPUTER MAINT & SUPPLIES	\$3,500	17%	\$3,000	-14%	\$3,475
6300	REPAIRS	\$2,000	-25%	\$2,650	0%	\$0
6100	ADVERTISING	\$2,000	4%	\$1,930	-2%	\$1,965
6220	INTERNET EXPENSE	\$1,500	-70%	\$5,000	584%	\$731
6181	OFFICE INSURANCE	\$0	-100%	\$831	0%	\$0
6141	BOARD LIABILITY	\$0	-100%	\$1,037	0%	\$0
	SET-UP CC OFFICE/CONT RES	\$0	-100%	\$10,000	0%	\$10,000

<b>TOTAL OPERATING EXP</b>		<b>\$153,289</b>	<b>-8%</b>	<b>\$167,221</b>	<b>49%</b>	<b>\$112,381</b>
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**CORYELL CENTRAL APPRAISAL DISTRICT  
2010 PROPOSED BUDGET AMENDMENT**

**CAPITAL EXP**

	CONSTRUCTION EXPENSE - GV	<b>\$33,064</b>	0%	\$0	0%	\$0
6145	F & E-CAPITAL EXPENSE	<b>\$1,000</b>	-97%	\$35,000	399%	\$7,010

**TOTAL CAPITAL EXP** **\$34,064**    -3%    \$35,000    399%    \$7,010

**TOTAL** **\$845,061**    5.7%    \$799,217    33%    \$602,255

**NON-OPERATING EXP\*\***

	LAND/BUILDING ACQUISITION	<b>\$58,812</b>	-24%	\$77,529
	LEGAL & TECH EXPENDITURES	<b>\$33,034</b>	0%	\$33,000

**TOTAL N.-O.EXP** **\$91,846**    -17%    \$110,529

\*\* Non-operating expenses consist of a Land/Building reserve for the construction/acquisition of a new office facility for the Gatesville office of the Appraisal District. The legal/technology fund is for the purchase of equipment and software due to technological advancements and provide a legal service reserve to provide resources for unplanned litigation involving the Appraisal District.

**CORYELL CENTRAL APPRAISAL DISTRICT  
2010 PROPOSED BUDGET AMENDMENT**

JURISDICTIONS	2008 ORIGINAL TAX LEVY	% OF TOTAL LEVY	2009 BUDGET ALLOCATION	2009 QUART. ALLOC.	2010 BUDGET ALLOCATION	2010 QUART. ALLOC.	4TH QUARTER PAYEMENT
<b>SCHOOL DISTRICTS:</b>							
COPPERAS COVE ISD	\$13,244,072.84	32.6640%	\$260,762.00	\$65,190.50	\$275,296.08	\$68,824.02	\$64,725.10
GATESVILLE ISD	\$6,313,171.18	15.5703%	\$125,416.00	\$31,354.00	\$131,227.85	\$32,806.96	\$30,853.09
EVANT ISD	\$482,815.23	1.1908%	\$9,517.00	\$2,379.25	\$10,035.97	\$2,508.99	\$2,359.57
JONESBORO ISD	\$343,906.17	0.8482%	\$6,956.00	\$1,739.00	\$7,148.56	\$1,787.14	\$1,680.70
OGLESBY ISD	\$357,014.15	0.8805%	\$7,374.00	\$1,843.50	\$7,421.02	\$1,855.26	\$1,744.76
MOODY ISD	\$105,184.13	0.2594%	\$2,149.00	\$537.25	\$2,186.40	\$546.60	\$514.05
CRAWFORD ISD	\$43,430.24	0.1071%	\$754.00	\$188.50	\$902.76	\$225.69	\$212.25
CLIFTON ISD	\$43,001.24	0.1061%	\$669.00	\$167.25	\$893.84	\$223.46	\$210.15
VALLEY MILLS ISD	\$11,413.05	0.0281%	\$467.00	\$116.75	\$237.24	\$59.31	\$55.78
LAMPASAS ISD	\$18,975.20	0.0468%	\$402.00	\$100.50	\$394.43	\$98.61	\$92.73
<b>SCHOOL TOTALS</b>	<b>\$20,962,983.43</b>	<b>51.7013%</b>	<b>\$414,466.00</b>	<b>\$103,616.50</b>	<b>\$435,744.14</b>	<b>\$108,936.03</b>	<b>\$102,448.18</b>
<b>CITIES:</b>							
CITY OF COPPERAS COVE	\$8,146,023.23	20.0906%	\$161,402.00	\$40,350.50	\$169,326.18	\$42,331.54	\$39,810.42
CITY OF GATESVILLE	\$1,139,416.36	2.8102%	\$21,962.00	\$5,490.50	\$23,684.32	\$5,921.08	\$5,568.44
CITY OF EVANT	\$26,793.09	0.0661%	\$533.00	\$133.25	\$556.93	\$139.23	\$130.94
CITY OF OGLESBY	\$16,621.42	0.0410%	\$337.00	\$84.25	\$345.50	\$86.37	\$81.23
CITY OF MCGREGOR	\$293.66	0.0007%	\$55.00	\$13.75	\$6.10	\$1.53	\$1.44
<b>CITY TOTALS</b>	<b>\$9,329,147.76</b>	<b>23.0086%</b>	<b>\$184,289.00</b>	<b>\$46,072.25</b>	<b>\$193,919.03</b>	<b>\$48,479.76</b>	<b>\$45,592.47</b>
<b>OTHER ENTITIES:</b>							
CORYELL COUNTY	\$8,219,892.39	20.2728%	\$163,556.00	\$40,889.00	\$170,861.65	\$42,715.41	\$40,171.43
CENTRAL TEXAS COLLEGE	\$1,750,394.57	4.3170%	\$34,615.00	\$8,653.75	\$36,384.33	\$9,096.08	\$8,554.35
MIDDLE TRINITY WCD	\$283,929.00	0.7003%	\$0.00	\$0.00	\$5,901.85	\$1,475.46	\$5,670.32
<b>OTHER TOTALS</b>	<b>\$10,254,215.96</b>	<b>25.2901%</b>	<b>\$198,171.00</b>	<b>\$49,542.75</b>	<b>\$213,147.83</b>	<b>\$53,286.96</b>	<b>\$54,396.10</b>
<b>GRAND TOTALS:</b>	<b>\$40,546,347.15</b>	<b>100.0000%</b>	<b>\$796,926.00</b>	<b>\$199,231.50</b>	<b>\$842,811.00</b>	<b>\$210,702.75</b>	<b>\$202,436.75</b>

CORYELL CENTRAL APPRAISAL DISTRICT  
2010 PROPOSED BUDGET AMENDMENT

**SUMMARY OF REVENUES**

DESCRIPTION	2010
JURISDICTION INCOME	842811
INTEREST INCOME	1800
PENALTY INCOME	150
OPEN RECORDS	200
MISCELLANEOUS	100
<b>TOTAL INCOME</b>	<b>845061</b>

**SUMMARY OF RESERVE ACCOUNTS**

DESCRIPTION	2010
LAND/BLDG ACQUISITION	58812
LEGAL & TECHNOLOGY	33034
<b>TOTAL OF RESERVE ACCOUNTS</b>	<b>91846</b>

**CORYELL CENTRAL APPRAISAL DISTRICT  
2010 PROPOSED BUDGET AMENDMENT**

**CATEGORY TOTALS**

<b>DESCRIPTION</b>	<b>2010 PROPOSED</b>
SALARIES AND PAYROLL BURDEN	527,968
CONTRACTUAL	64,390
OFFICE EXPENDITURES	119,789
SUPPLIES	9,500
CAPITAL EXPENDITURES	34,064
PROFESSIONAL SERVICES	20,500
TRAINING AND EDUCATION	21,000
APPRAISAL COSTS	46,350
BOARD OF DIRECTORS	1,500
<b>TOTAL</b>	<b>845,061</b>

**SALARIES AND PAYROLL BURDEN**

<b>DESCRIPTION</b>	<b>2010 PROPOSED</b>
SALARIES	407,025
HEALTH INSURANCE	59,988
LIFE INSURANCE	1,476
CAR ALLOWANCE	6,000
MEDICARE EXPENSE	5,902
FUTA FED UNEMPLOYMENT	0
SUTA FED UNEMPLOYMENT	575
TML INSURANCE	6,100
RETIREMENT EXPENSE	40,702
TESTING & BACKGROUND	200
<b>TOTALS</b>	<b>527,968</b>

**CONTRACTUAL**

<b>DESCRIPTION</b>	<b>2010 PROPOSED</b>
OUTSIDE APPRAISAL SERVICE-PRITCHARD & ABBOT	10,400
PACS MAINTENANCE & SUPPORT-TRUE AUTOMATION	16,450
GIS MAPPING & MAINTENANCE	35,000
INTERNET HOSTING/DATA-TRUE AUTOMATION	1,350
LICENSE SUPPORT-TRUE AUTOMATION	350
INTERNET HOSTING/SITE-PROMIT	840
<b>TOTAL</b>	<b>64,390</b>

**CORYELL CENTRAL APPRAISAL DISTRICT  
2010 PROPOSED BUDGET AMENDMENT**

**OFFICE EXPENDITURES**

<b>DESCRIPTION</b>	<b>2010 PROPOSED</b>
MUNICIPAL LEASE	35,913
OFFICE SPACE - CC	27,036
OFFICE SPACE - GV	25,200
UTILITIES-CC	7,200
COPIER LEASE-CC	3,600
COPIER LEASE-GV	4,500
TELEPHONE EXPENSE-CC	4,500
TELEPHONE EXPENSE-GV	4,500
REPAIRS	2,000
JANITORIAL-CC	3,840
INTERNET EXPENSE	1,500
OFFICE INSURANCE	0
<b>TOTAL</b>	<b>119,789</b>

**SUPPLIES**

<b>DESCRIPTION</b>	<b>2010 PROPOSED</b>
COMPUTER MAINTENANCE & SUPPLIES	3,500
OFFICE SUPPLIES-CC	3,000
OFFICE SUPPLIES-GV	3,000
<b>TOTAL</b>	<b>9,500</b>

**CAPITAL EXPENDITURES**

<b>DESCRIPTION</b>	<b>2010 PROPOSED</b>
CONSTRUCTION EXPENSE - GATESVILLE OFFICE	33064
FURNITURE & EQUIPMENT	1,000
SET-UP COST, COPPERAS COVE OFFICE	0
LAND & BUILDING	0
INTEREST EXPENSE	0
<b>TOTAL</b>	<b>34,064</b>

**CORYELL CENTRAL APPRAISAL DISTRICT  
2010 PROPOSED BUDGET AMENDMENT**

**PROFESSIONAL SERVICES**

<b>DESCRIPTION</b>	<b>2010 PROPOSED</b>
ACCOUNTING SERVICES	6,000
LEGAL SERVICES	10,000
AUDITING	4,500
<b>TOTAL</b>	<b>20,500</b>

**TRAINING & EDUCATION**

<b>DESCRIPTION</b>	<b>2010 PROPOSED</b>
SCHOOLS & SEMINARS	18,000
DUES & SUBSCRIPTIONS	3,000
<b>TOTAL</b>	<b>21,000</b>

**APPRAISAL COSTS**

<b>DESCRIPTION</b>	<b>2010 PROPOSED</b>
MILEAGE/AUTO ALLOWANCE	18,000
POSTAGE	16,000
PRINTING, COPIES & REPRODUCTION	6,000
APPRAISAL REVIEW BOARD	3,500
ADVERTISING	2,000
APPRAISAL EQUIPMENT & SUPPLIES	350
CHIEF APPRAISER EXPENSE	500
<b>TOTAL</b>	<b>46,350</b>

**BOARD OF DIRECTORS**

<b>DESCRIPTION</b>	<b>2010 PROPOSED</b>
BOARD OF DIRECTORS EXPENSE	1,500
BOARD LIABILITY	0
<b>TOTAL</b>	<b>1,500</b>

**CORYELL CENTRAL APPRAISAL DISTRICT  
2010 PROPOSED BUDGET AMENDMENT**

**SALARY SCHEDULE & BENEFITS**

DESCRIPTION	SALARIES	HEALTH CARE	LIFE INS.	CAR ALLOW.	MEDICARE	SUTA	RETRMT	TOTAL
Chief Appraiser	\$80,000	\$4,999	\$123	\$6,000	\$1,160	\$45	\$8,000	\$100,327
Asst. Chief Appraiser	\$55,000	\$4,999	\$123	\$0	\$798	\$45	\$5,500	\$66,465
Director of Operations	\$0	\$0	\$0	\$0	\$0		\$0	\$0
Appraiser level 2 - CC	\$40,000	\$4,999	\$123	\$0	\$580	\$45	\$4,000	\$49,747
Appraiser level 2 - GV	\$0	\$0	\$0	\$0	\$0		\$0	\$0
Appraiser level 1 - GV	\$39,000	\$4,999	\$123	\$0	\$566	\$45	\$3,900	\$48,633
Appraiser level 1 - GV	\$29,200	\$4,999	\$123	\$0	\$423	\$45	\$2,920	\$37,710
Appraiser level 1 - CC	\$21,295	\$4,999	\$123	\$0	\$309	\$45	\$2,129	\$28,900
Tecnician 2 - GV	\$32,000	\$4,999	\$123	\$0	\$464	\$45	\$3,200	\$40,831
Tecnician 2 - GV	\$29,000	\$4,999	\$123	\$0	\$421	\$45	\$2,900	\$37,488
Tecnician 2 - CC	\$23,900	\$4,999	\$123	\$0	\$347	\$45	\$2,390	\$31,804
Tecnician 1 - CC	\$21,630	\$4,999	\$123	\$0	\$314	\$45	\$2,163	\$29,274
Clerical FT - GV	\$18,000	\$4,999	\$123	\$0	\$261	\$45	\$1,800	\$25,228
Intern PT - CC	\$0	\$0	\$0	\$0	\$0		\$0	\$0
Clerical FT - GV	\$18,000	\$4,999	\$123	\$0	\$261	\$45	\$1,800	\$25,228
Clerical PT - CC	\$0	\$0	\$0	\$0	\$0	\$35	\$0	\$35
Merit Increase	\$0				\$0		\$0	\$0
<b>TOTAL</b>	<b>\$407,025</b>	<b>\$59,988</b>	<b>\$1,476</b>	<b>\$6,000</b>	<b>\$5,902</b>	<b>\$575</b>	<b>\$40,702</b>	<b>\$521,668</b>

# City of Copperas Cove

## City Council Agenda Item Report

July 20, 2010

### Agenda Item No. I-6

Contact – Andrea M. Gardner, City Manager, 547-4221  
[agardner@ci.copperas-cove.tx.us](mailto:agardner@ci.copperas-cove.tx.us)

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**SUBJECT: Discussion and possible action on the Northloop Waterline Project included in the 2010-2014 Capital Improvement Plan.**

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#### 1. BACKGROUND/HISTORY

The Northloop Waterline project is currently included in the City's Five Year CIP in year 2014. The project includes the construction of a 30 inch waterline from just south of the intersection of Courtney and North FM 116 to the northwest corner of the golf course (near Tank Destroyer and Old Georgetown Road).

On March 2, 2010, City staff presented the option to the governing body of moving the project from year 2014 to 2010 in the CIP in order to allow the project to be designed and let with the construction of the NE Bypass project (a TxDOT/Fort Hood project).

City staff met with Fort Hood officials on March 8, 2010 to request a "right of entry" for project completion. City staff received preliminary authorization to move forward with the project since the waterline was to be installed in TxDOT right-of-way.

On March 16, 2010, City staff conducted a public hearing on amending the 2010-2014 CIP to move the waterline project from 2014 to 2010; however, the governing body did not approve the amendment to the plan. At the same meeting, the Council did approve the agreement with KBR for the design of the project. Thus, the design was completed.

On May 4, 2010, the City Council authorized and approved the issuance of Tax Notes to provide funding for the project.

#### 2. FINDINGS/CURRENT ACTIVITY

In May 2010, City staff was notified of the need to obtain an easement due to the fact that Fort Hood wouldn't be providing right-of-way to TxDOT for the NE Bypass project; instead, TxDOT would receive a construction easement from the Department of the Army. The estimated cost of the easement was \$2.3 million; however, staff was informed a waiver could be requested. Thus, a waiver request

was submitted to Fort Hood DPW in late May 2010. City staff was informed by Fort Hood Department of Public Works on July 7, 2010, the project could proceed through a right-of-entry to allow the project to remain on schedule; however, should the attempts fail to obtain a waiver, the City would be responsible for the cost of the easement.

### **3. FINANCIAL IMPACT**

If the City proceeds with the project and the easement waiver request is denied by the Department of the Army, the City would be required to pay the fair market value for the easement (currently estimated at \$2.3 million). If the City decides to leave the project in year 2014 in the CIP, the debt proceeds from the May 2010 issuance, could be utilized to repay the debt. The cost of the project design (\$319,599) will be paid from the debt proceeds, leaving the balance available to repay the debt.

### **4. ACTION OPTIONS/RECOMMENDATION**

City staff recommends the City Council provide direction to the City Manager regarding the Northloop Waterline Project included in the 2010-2014 CIP.

# City of Copperas Cove

## City Council Agenda Item Report

July 20, 2010

### Agenda Item No. I-7

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

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**SUBJECT: Discussion and action on granting an extension to the Chapter 3 Code of Ordinances Review Committee.**

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#### 1. BACKGROUND/HISTORY

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 that ultimately led to a request to complete a review of Chapter 3 of the Code of Ordinances.

On April 20, 2010, City Council completed committee appointments and the committee began meeting on May 5, 2010 to complete the review of Chapter 3 of the Code of Ordinances.

#### 2. FINDINGS/CURRENT ACTIVITY

On June 15, 2010, the Council provided direction to the committee to complete a review of Chapter 3 and submit recommendations for change to the City Attorney by July 5, 2010 with final submission to the City Council by August 5, 2010.

On July 13, 2010, the Committee voted to request an extension until October 1, 2010 from the City Council. The City Attorney completed a cursory review of the ordinance and provided feedback to the committee through the City Manager at the scheduled July 13, 2010 committee meeting. Since the appointment of a licensed veterinarian hasn't been possible until now, City staff supports the committee's request for an extension to allow for participation by the licensed veterinarian if appointed.

#### 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 grant an extension to the ad hoc committee for the purposes of reviewing Chapter 3 of the City of Copperas Cove Code of Ordinances as requested.

# **City of Copperas Cove City Council Agenda Item Report**

**July 20, 2010**

## **Agenda Item No. J-1**

**Contact – Polo Enriquez, Executive Director, 547-7874**  
polo.enriquez@copperascove-edc.com

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**SUBJECT: Presentation on Economic Development Projects by the Copperas Cove Economic Development Corporation.**

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**1. BACKGROUND/HISTORY**

The CCEDC, as part of its ongoing efforts to inform the City Council, staff and citizens of Copperas Cove, intends to, from time to time, present information on its activities.

**2. FINDINGS/CURRENT ACTIVITY**

N/A

**3. FINANCIAL IMPACT**

N/A

**4. ACTION OPTIONS/RECOMMENDATION**

CCEDC staff recommends that the City Council invite us to provide quarterly updates on its activities.



# Copperas Cove

## Economic Development Corporation

### Projects Presentation

Executive Director Polo Enriquez  
Copperas Cove City Council Meeting  
July 20, 2010

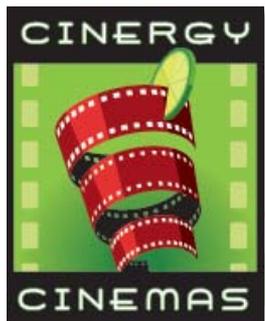


# Copperas Cove

Economic Development Corporation

# Cinergy Cinemas

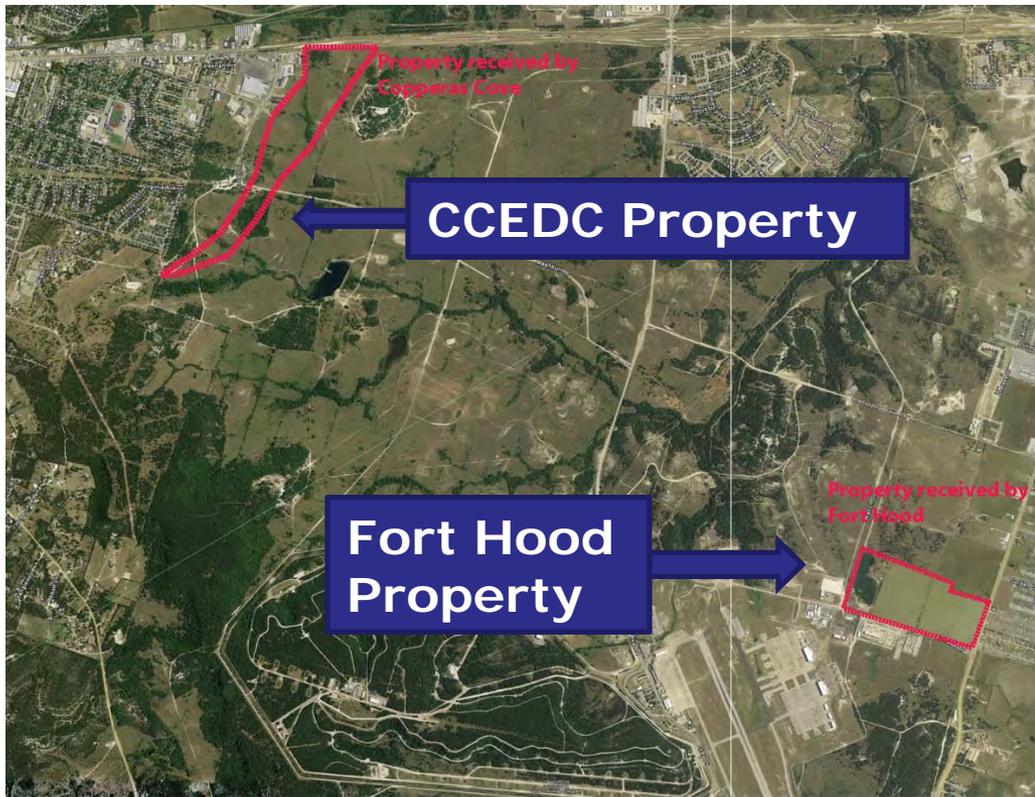
Opened in June 2009, Cinergy Cinemas continues to be one of our greatest success stories.



*Eat, Drink & be Moved!*



# Land Exchange



After more than five years, the Land Exchange with Fort Hood was finalized on June 1, 2010. Copperas Cove received nearly 125 acres of prime commercial property.



# Stoney Brook Assisted Living Center

Construction is well underway at the Stoney Brook Assisted Living Center in the Business Park. Stoney Brook is an \$8.2 million facility with 60 living units.



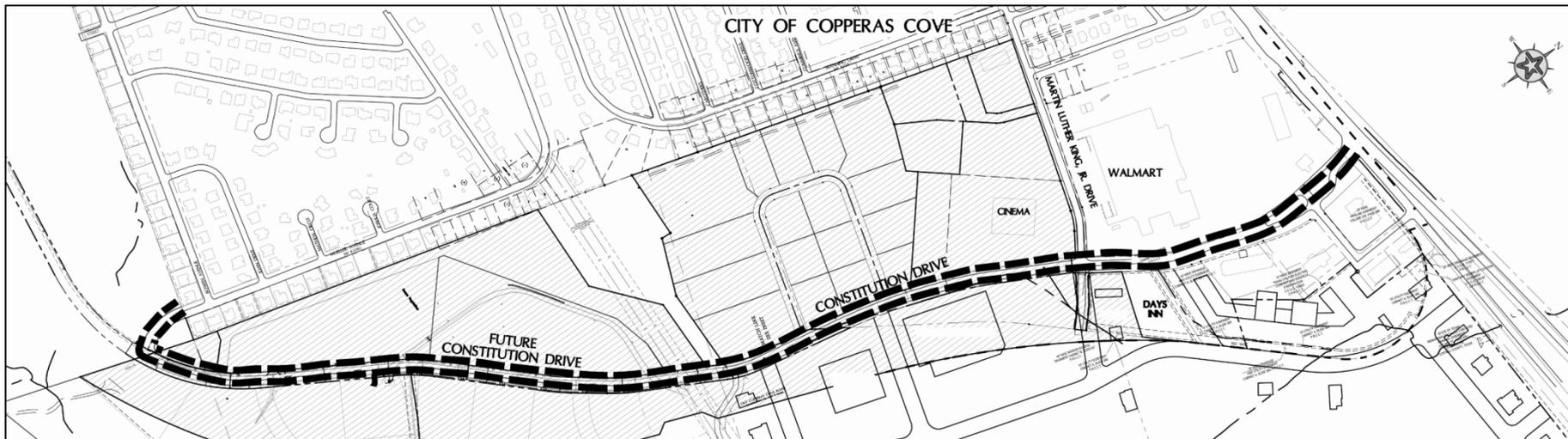
# Constitution Court

Construction has started on Constitution Court, a \$13 million multi-family residential project that will serve as a soft buffer between existing residential and future development in the Business Park.



# Extension of Constitution

CCEDC has awarded a construction contract to extend Constitution Drive to connect with Mueller. This \$1.2 million construction project is expected to begin within a month to six weeks.







# Shops at Five Hills



# 2010-2011 Projects

- Complete extension of Constitution Drive
- Start to develop the remainder of CCEDC-owned property at Constitution Drive
- Complete Shops at Five Hills transaction
- Develop marketing plan for remainder of CCEDC-owned property
- Continue to support the City in its work to secure funding for the Reliever Route (Southeast Bypass)
- Conduct a Business Retention and Expansion Survey
- Continue to address the importance of Fort Hood to Copperas Cove



Thank you for your support.



# City of Copperas Cove City Council Agenda Item Report

July 20, 2010

## Agenda Item No. J-2

Contact – Marty Smith, President, Copperas Cove Chamber of Commerce, 547-7571  
president@copperas-cove.com

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**SUBJECT:** Chamber of Commerce 2nd Quarter Report for 2010.

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### 1. BACKGROUND/HISTORY

The Chamber of Commerce has an agreement with the City of Copperas Cove to promote the city and bring visitors, tourists, and new families into our city. The city in return funds part of the Chamber's Tourism Budget from the City's Hotel Motel Tax Fund. The Chamber is responsible at the end of each quarter to report to the City Council on how these funds have been used.

### 2. FINDINGS/CURRENT ACTIVITY

The Chamber of Commerce report shows the increase in visitors, dollars spent in our city, and the increase in people moving into our city to live, work, and play. The Chamber has done an outstanding job in promoting our city above and beyond the funds that it receives.

### 3. FINANCIAL IMPACT

The Chamber's Tourism Programs, active interaction with other organizations and chambers, and wide distribution of our brochures bring more dollars into our community each year.

### 4. ACTION OPTIONS/RECOMMENDATION

N/A



## Copperas Cove Chamber of Commerce Hotel Motel Tax 2010 Budget vs. Actual

	2010 Estimated Tourism Budget	2010 1st Quarter Actual	2010 2nd Quarter Actual	2010 3rd Quarter Actual	2010 4th Quarter Actual	Year to Date 2010 Totals	
Advertising	39,630.00	5,500.30	19,126.82			24,627.12	
General & Administrative	122,213.50	29,138.23	30,967.55			60,105.78	
Promotional	30,300.00	2,026.22	3,269.88			5,296.10	
Supplies/Printing/Postage	6,800.00	753.30	1,986.94			2,740.24	
Tourism Event Entertainment	15,565.00	0.00	10,900.00			10,900.00	
Tourism Events	113,367.00	5,911.91	38,252.56			44,164.47	
						0.00	
<b>Chamber 2010 Est. Tourism Budget</b>	<b>327,875.50</b>	<b>43,329.96</b>	<b>104,503.75</b>			<b>147,833.71</b>	<i>Total Chamber Expenditure 2010</i>
<b>2009 City Hotel/Motel Tax Funds Commitment &amp; Additional Funds Request</b>	<b>170,000.00</b>	<b>42,500.00</b>	<b>42,500.00</b>			<b>85,000.00</b>	<i>Total Hotel Motel Tax Funds for 2010</i>
<b>Difference in Budgets</b>	<b>\$ (157,875.50)</b>	<b>\$ (829.96)</b>	<b>(62,300.75)</b>			<b>(63,130.71)</b>	<i>Unmet Tourism Needs Paid by Chamber Operating Fund</i>
<b>The overage in the budget is paid out of the Chamber "Operating Fund".</b>							
<b>Tourism Event Performance Indicators</b>							
	<b>2009 Actual</b>	<b>2009 Actual</b>				<b>2010 As of 2nd Quarter</b>	
	<b>Participants</b>	<b>Hotel Rooms</b>				<b>Participants</b>	<b>Hotel Rooms</b>
Rabbit Fest	40,280+	37				44,780+	47
Bike/Run Central Texas	1421	734				332	35
Other Tourism Events	433	96				0	0
	<b>2009 Actual</b>	<b>2010 Projected</b>	<b>2010 Actual</b>				
			<b>1st Qtrr</b>	<b>2nd Qtrr</b>	<b>3rd Qtrr</b>	<b>4th Qtrr</b>	<b>Total YTD</b>
Website Hits	1,493,746	1,500,000	406,987	567,269			1,493,746
Relocation Requests	506	512	78	102			180
Welcome Bags	3121	3147	975	487			1462
Visitors Bureau	3434	3527	206	527			733