



**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*

Notice is hereby given that a **Workshop Council Meeting** of the City of Copperas Cove, Texas, will be held on **April 5, 2011 at 6:00 p.m.** in the City Hall Council Chambers at 507 South Main Street, Copperas Cove, Texas 76522, at which time the following subjects will be discussed:

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. WORKSHOP ITEMS**
 - 1. Program/Budget Action Conference (Section 6.11(a) of the City Charter). **Andrea M. Gardner, City Manager**
 - 2. Direction to City staff regarding item C-1 above. **Andrea M. Gardner, City Manager**
- D. 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 _____, April 1, 2011, 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

Information

SUBJECT

Program/Budget Action Conference (Section 6.11(a) of the City Charter). ***Andrea M. Gardner, City Manager***

BACKGROUND/HISTORY

FINDINGS/CURRENT ACTIVITY

ACTION OPTIONS/RECOMMENDATION

Information

SUBJECT

Direction to City staff regarding item C-1 above. *Andrea M. Gardner, City Manager*

BACKGROUND/HISTORY

FINDINGS/CURRENT ACTIVITY

ACTION OPTIONS/RECOMMENDATION



**NOTICE OF MEETING
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on the City's Web Page, www.ci.copperas-cove.tx.us*

Notice is hereby given that a **Regular Council Meeting** of the City of Copperas Cove, Texas, will be held on **April 5, 2011** at **7:00 p.m.** in the City Hall Council Chambers at 507 South Main Street, Copperas Cove, Texas 76522, at which time the following subjects will be discussed:

- A. **CALL TO ORDER**
- B. **INVOCATION AND PLEDGE OF ALLEGIANCE**
- C. **ROLL CALL**
- D. **ANNOUNCEMENTS**
- E. **PUBLIC RECOGNITION**
 - 1. Employee Service Awards - April 2011. **Andrea M. Gardner, City Manager**
 - Kevin Keller, Police Sergeant, 10 Years
 - Jean Williams, Sr. Customer Service Representative, Municipal Utilities, 10 Years
 - Maria Burns, Police Communications Operator, 10 Years
 - Allan Thompson, Firefighter/EMT, 5 Years
 - Marcus Waechter, Firefighter/Paramedic, 5 Years
 - 2. Proclamation: Public Safety Telecommunicators Week. **John Hull, Mayor**
 - 3. Proclamation: Child Abuse Prevention Month. **John Hull, Mayor**
 - 4. Proclamation: Fair Housing Month in the Central Texas Region. **John Hull, Mayor**
- 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 of March 14, 2011. **Jane Lees, City Secretary**
 2. Consideration and action on approving the minutes from the workshop council meeting of March 15, 2011. **Jane Lees, City Secretary**
 3. Consideration and action on approving the minutes from the regular council meeting of March 15, 2011. **Jane Lees, City Secretary**
 4. Consideration and action, authorizing the City Manager to enter into a contract with Zip Cleaners for uniform rental and cleaning services, with an additional one year optional renewal. **Gary D. Young, Deputy Fire Chief**
 5. Consideration and action on a resolution accepting the quarterly investment report as presented for the quarter ending December 31, 2010 per the Investment Policy. **Andrea M. Gardner, City Manager**
- H. **PUBLIC HEARINGS/ACTION**
1. Public hearing on an ordinance amending the 2010-11 fiscal year budget for the City of Copperas Cove. **Andrea M. Gardner, City Manager**
- I. **ACTION ITEMS**
1. Consideration and action approving the purchase of new Self Contained Breathing Apparatus (SCBA) for the Fire Department. **J. Mike Baker, Fire Chief**
 2. Consideration and action on the appointment of the City Manager to represent the City of Copperas Cove by serving as a member of the Cen-Tex Sustainable Communities Partnership Executive Committee. **John Hull, Mayor**
 3. Consideration and action on authorizing City staff to remove the trees planted on Main Street in the Downtown area. **Andrea M. Gardner, City Manager**
 4. Consideration and action on authorizing the City Manager to enter into an interlocal agreement with North Central Texas Council of Governments (NCTCOG) and a master agreement with Gabriel, Roeder, Smith & Co. (GRS) for actuarial services for the fiscal year 2010-11 audit. **Andrea M. Gardner, City Manager**
- J. **REPORTS FROM OUTSIDE ENTITIES, ADVISORY COMMITTEES AND BOARDS**
- K. **ITEMS FOR FUTURE AGENDAS**
- L. **EXECUTIVE SESSION**
- M. **RECONVENE INTO OPEN SESSION FOR POSSIBLE ACTION RESULTING FROM ANY ITEMS POSTED AND LEGALLY DISCUSSED IN EXECUTIVE SESSION**

N. ADJOURNMENT

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I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Governing Body of the City of Copperas Cove was posted at _____, April 1, 2011, 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

Date: 04/05/2011

Information

Subject

Employee Service Awards - April 2011. **Andrea M. Gardner, City Manager**

- Kevin Keller, Police Sergeant, 10 Years
 - Jean Williams, Sr. Customer Service Representative, Municipal Utilities, 10 Years
 - Maria Burns, Police Communications Operator, 10 Years
 - Allan Thompson, Firefighter/EMT, 5 Years
 - Marcus Waechter, Firefighter/Paramedic, 5 Years
-

City Council Regular

Item #: E. 2.

Date: 04/05/2011

Information

Subject

Proclamation: Public Safety Telecommunicators Week. *John Hull, Mayor*

Attachments

Link: [Proclamation Pub. Safety Telecommunicators](#)



PROCLAMATION

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

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

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

NOW THEREFORE, I, John Hull, Mayor of the City of Copperas Cove, Texas do hereby proclaim the week of April 10-16, 2011 shall be observed as:

“Public Safety Telecommunicators Week”

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

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Copperas Cove to be affixed this 5th day of April 2011.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary

City Council Regular

Item #: E. 3.

Date: 04/05/2011

Information

Subject

Proclamation: Child Abuse Prevention Month. *John Hull, Mayor*

Attachments

Link: [Child Abuse Prevention Proclamation](#)



PROCLAMATION

WHEREAS, nearly 200,000 children in Texas are reported as abused or neglected every year; and

WHEREAS, child abuse prevention is a community responsibility and finding solutions depends on involvement among all people; and

WHEREAS, communities must make every effort to promote programs that benefit children and their families; and

WHEREAS, effective child abuse prevention programs succeed because of partnerships among agencies, schools, religious organizations, law enforcement agencies, and the business community; and

WHEREAS, everyone in the community should become more aware of child abuse prevention and consider helping parents raise their children in a safe, nurturing environment.

NOW, THEREFORE, let it be proclaimed that the month of April 2011 be observed as

“Child Abuse Prevention Month”

in Copperas Cove, Texas, and urge all citizens to work together to help reduce child abuse and neglect in years to come.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Copperas Cove to be affixed this 5th day of April 2011.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary

City Council Regular

Item #: E. 4.

Date: 04/05/2011

Information

Subject

Proclamation: Fair Housing Month in the Central Texas Region. *John Hull, Mayor*

Attachments

Link: [Fair Housing Proclamation](#)



PROCLAMATION

WHEREAS, April is Fair Housing Month and the year of 2011 is the forty third anniversary of the passing of the Fair Housing Act; and

WHEREAS, Title VIII of the Civil Rights Act of 1968, as amended, prohibits discrimination in housing and declares it a national policy to provide, within constitutional limits, for fair housing in the United States; and

WHEREAS, The principle of Fair Housing is not only national law and national policy, but a fundamental human concept and entitlement for all Americans; and

WHEREAS, The National Fair Housing Law provides an opportunity for all Americans to recognize that complete success in the goal of equal housing opportunity can only be accomplished with the help and cooperation of all Americans; and

WHEREAS, The Central Texas Council of Governments encompasses the region of Bell, Coryell, Hamilton, Lampasas, Milam, Mills, and San Saba counties; and

WHEREAS, The Central Texas Council of Governments is a recipient of Texas Community Development Program (TCDP) funds and must perform a well publicized activity to further fair housing opportunity within the seven-county region before final reimbursement under the current contract's expiration on August 31, 2011; and

WHEREAS, The Central Texas Council of Governments is promoting the Act by inviting the public to a "Fair Housing Open House" at 2180 North Main Street, Belton, Texas on April 21, 2011 from 10 a.m. to 4 p.m.

NOW THEREFORE, BE IT PROCLAIMED by the City of Copperas Cove, Texas that the month of April 2011 is declared as:

"Fair Housing Month in the Central Texas Region"

and do hereby urge all the citizens of this locality to become aware of and support the Fair Housing law.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Copperas Cove to be affixed this 5th day of April 2011.

John Hull, Mayor

Attest:

Jane Lees, City Secretary

City Council Regular

Item #: G. 1.

Date: 04/05/2011

Information

Subject

Consideration and action on approving the minutes from the workshop council meeting of March 14, 2011. ***Jane Lees, City Secretary***

Attachments

Link: [3-14-11 workshop minutes](#)

**CITY OF COPPERAS COVE
CITY COUNCIL WORKSHOP MEETING MINUTES
March 14, 2011 – 8:30 A.M.**

A CALL TO ORDER

B ROLL CALL

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

Attendees: Andrea M. Gardner
Tim Molnes
Kelli Sames
Jane Lees

C WORKSHOP ITEMS

- 1 Presentation and discussion of the citizen's survey results overview. *Andrea M. Gardner, City Manager***

Ms. Gardner briefly summarized the day's schedule and introduced Mr. Chris Hartung, a consultant, who would be presenting the workshop items.

Mr. Hartung said that 606 citizens responded to the survey, which was conducted for the City by Cobalt Community Research. He reviewed a PowerPoint slide presentation which detailed the results of the survey, a copy of which is attached and made a part of these minutes.

The City Council requested a copy of the presentation.

- 2 Presentation of City Management 101. *Andrea M. Gardner, City Manager***

Mr. Hartung continued his presentation and covered the following subjects: Originals of the council/manager form of government; Basis of the council/manager form of government; Reality of the council/manager form of government; Current trends; and the Tyranny of the urgent.

3 Discussion of the City of Copperas Cove's Vision and Mission Statements. **Andrea M. Gardner, City Manager**

New drafts were made of the City's Vision and Mission Statements, which will be discussed again at a later date.

Draft of Vision Statement:

The vision of Copperas Cove is a military friendly and environmentally sensitive community with a high quality of life in a safe environment where people genuinely care about the City.

Draft of Mission Statement:

The mission of the City of Copperas Cove is to provide excellent public services using revenues effectively to meet the needs of our diverse community.

After further discussion, it was determined that the City Council would like to have their own mission statement. Draft of the City Council's mission statement:

The mission of the City Council of the City of Copperas Cove is to develop effective public policy and provide direction to staff in accordance with the City Charter.

4 Discussion of the City of Copperas Cove City Council Goals. **Andrea M. Gardner, City Manager**

Ms. Gardner stated that the "Top Ten Goals" were made in 2003 and were in no particular order, even though numbers were given to them.

The City Goals were redrafted as follows:

- Conduct long range planning
- Continue sustainability initiatives
- Develop and maintain partnerships with local, regional, state and federal entities
- Maintain, improve and expand City infrastructure, facilities and programs to include parks and leisure programs
- Ensure continued quality public safety
- Exercise fiscal responsibility
- Adopt an ad valorem tax rate sufficient to fund service level requirements consistent with the City's Vision and Mission Statements
- Support economic development activities
- Participate in Fort Hood activities and programs in support of the military's mission

5 Discussion of Environmental Scan for the development of a Strategic Management Plan for the City of Copperas Cove. **Andrea M. Gardner, City Manager**

Mr. Hartung explained that there were six steps to the strategic planning process:

1. Environmental scan - factors influencing the City of Copperas cove over the past 10-15 years (include economic, legislative, population, regional issues, litigation, city services, etc.).
2. Making some assumptions.
3. Community assessment (SWOT analysis).
4. Clarification and consolidation of issues.
5. Prioritization of issues.
6. Developmnet of the work plan.

Discussion of Step 1 resulted in the following list of factors:

- Deployment
- Application of gas tax
- Disabled Veterans mandate
- Texas Commission on Environmental Quality (TCEQ)
- Tax free holiday
- Senior tax freeze
- Senior discount on utilities
- Bypass funding
- Delay in South Reliever Route
- Population growth
- Texas Commission on Fire Protection (TCFP) standards
- Safer funding
- Community Development Block Grants (CDBG)
- Cost of employee benefits
- Recession
- Application of winter averaging
- Solid waste rates
- Bell County WCID increased prices
- Bond rating up
- Fewer refinancing opportunities
- Legal staff improved
- Military policy on fair market value
- Insufficient infrastructure to attract building of new subdivisions
- Unable to keep up with the market for employee pay
- Council recall
- Prior EDC director
- Staffing levels flat
- Annexation
- Lost retail business
- Rising fuel costs
- Increase in traffic
- Impact of military hospital
- Changes in city management
- Texas A&M Central Texas
- Changes in security due to 9/11 and Homeland Security requirements
- Chamber & tourism
- Electronic voting

Steps 2-6 above will be discussed at the April workshop.

D **ADJOURNMENT** - Mayor Hull adjourned the workshop at 2:55 p.m.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary

City Management 101

A LITTLE HISTORY AND THE ROLES OF COUNCIL AND MANAGER

City of Copperas Cove
City Council Strategic Planning Session
March 14, 2011

Presented by:
G. Chris Hartung

THE ORIGIN OF C/M FORM

- 1800's-Spoils and political corruption
- Tammany Hall (NYC) Pendergast (KC) and others
- Population growth of cities
- Pendleton Act – 1883 Federal Government
- Scientific Management – Frederick Taylor (1856-1915)

THE ORIGIN OF C/M FORM

- 1908 – Staunton, VA
- 1910 – Richard Childs & the Model Charter
- 1913 – Dayton, OH adopted Model Charter
- 1914 – ICMA Founded (8 members)
- 1915 – National Municipal League Charter included Council/Manager form

Good government reformers adopted C/M as preferred form of local government

THE ORIGIN OF C/M FORM

- 1923 – 251 cities had adopted the form
- By 2000 – Most common form of local government in the US
- Most of the largest cities did not adopt
(New York, Chicago, Los Angeles, Houston-No)
(Dallas, Cincinnati, San Diego, Kansas City-Yes)

BASIS OF THE C/M FORM

- **Elected Council** – Lay representatives of their constituents; act as Board of Directors

"Based upon the American tradition of grass roots democracy"

- **City Manager** – Professionally trained expert, held accountable to a lay legislative body; acts as CEO

Originated with the idea of "neutral competence"

BASIS OF THE C/M FORM

Resulted in constant tension between
professionalism and responsiveness

BASIS OF THE C/M FORM

Role of City Council:

- Pass laws (ordinances) & set policies
- Adopt budgets/set tax rates
- Hire City Manager (and limited other positions)
- Supervise the city government through the manager
- Act as representatives of the citizens

BASIS OF THE C/M FORM

Role of City Manager:

- Administer the municipal organization
- Carry out policies set by Council
- Act as advisor to Council
- Theoretical separation of policy and administration.

BASIS OF THE C/M FORM

Theory-Layer Cake

City Council

City Manager

Policy

Administration

REALITY OF THE C/M FORM

CITY COUNCIL

Determine purpose, scope, tax level

Pass & approve new progs/projs, ratify budget

Make implem. decisions, pass on complaints to manager, oversee admin.

Sug. management changes to manager, review org. performance

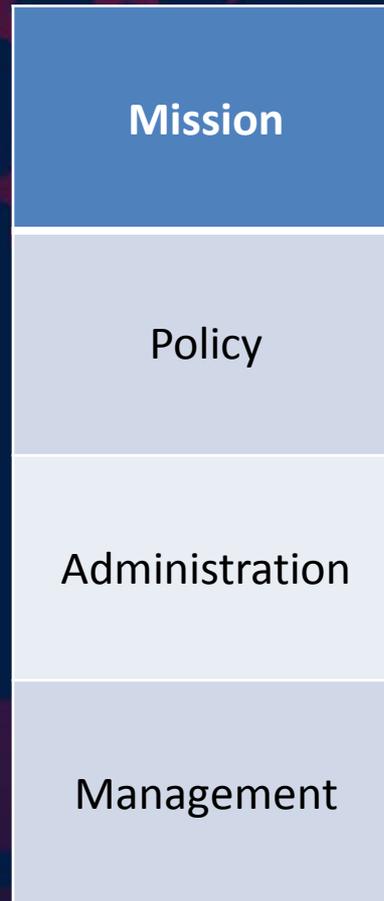
CITY MANAGER

Advise, analyze conditions and trends

Make recom. on all decisions, dev. budget, rec. svc levels

Establ. practices & procedures, make decisions for implem. Policy

Control the human, material, and info. Resources of the org. to support policy and admin. functions



From: "Dichotomy & Duality"
James H. Svava, North Carolina State U.

BASIS OF THE C/M FORM

Role of the City Staff

- Operate the city government in a manner that supports the policy decisions of the city council and the administrative decisions of the city manager.
- Serve as technical experts in specific functional areas.
- Provide support to advisory boards and commissions.

BASIS OF THE C/M FORM

Role of the Advisory Committee

- Specific functions performed
- Transmit technical or historical advice to the city organization.
- Transmit ideas of the public to the organization.
(Weathervane)
- Act as a filter for the City Council.
- Transmit ideas of the council and staff to the public.
- Make specific decisions authorized by legislation.

BASIS OF THE C/M FORM

Potential strengths of advisory boards:

- Can broaden participation in policy or program evaluation/decision making.
- Committee members can add valuable technical or historical information.

Potential weaknesses of advisory boards:

- Part-time involvement may limit effectiveness in day-to-day administrative matters.
- May slow down decision-making.

Current Trends

The Great Recession of 2008-11

And its impact on local government

Plus

The demographic bomb

Current Trends

Age of New City Managers			
Age	1934	1971	2002
<30	7%	26%	2%
31-40	34%	45%	13%
41-50	37%	21%	36%
51-60	19%	5%	43%
>60	3%	3%	7%

Source: 2002 State of the Profession survey data (ICMA, July 2002 as reported in PM Magazine Oct.2003)

CITY MANAGER AS AN EMPLOYEE

- Copperas Cove City Charter Sec 4.01
- City Manager as Charter Official not covered by typical administrative policies
- The Employment Agreement as the basis of a negotiated Terms and Conditions of Employment.
- Copperas Cove City Charter on Annual Evaluation:

“The city council, including the mayor, shall evaluate the city manager annually in accordance with the city's personnel policies manual, and each council member shall sign the evaluation.”

CITY MANAGER AS AN EMPLOYEE

THE CITY MANAGER'S PERFORMANCE EVALUATION:

- Developed annually by City Council and City Manager
- Based upon annual goals set by the Council with concurrence by City Manager
- Should have established time tables
- Measurable Outcomes

Lunch Break

TYRANNY OF THE URGENT

I Im portant and Urgent	II Im portant & Not Urgent
III Not Im portant & Urgent	IV Not Im portant & Not Urgent

“There is a regular tension between things that are urgent and things that are important— and far too often, the urgent wins” ~ Charles E. Hummel, “Tyranny of the Urgent”, 1967

COPPERAS COVE VISION STATEMENT

The vision of Copperas Cove is to foster the highest quality of life enabling all citizens to work, play and grow in a protected and productive environment.

COPPERAS COVE VISION STATEMENT

Exercise: Assume you are meeting a group of visitors to Copperas Cove in the year 2031.

They have never been in your city.

What would you want to tell them about Copperas Cove?

COPPERAS COVE VISION STATEMENT

The vision of Copperas Cove is to foster the highest quality of life enabling all citizens to work, play and grow in a protected and productive environment.

COPPERAS COVE MISSION STATEMENT

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.

COPPERAS COVE MISSION STATEMENT

Based upon our review of the Vision Statement, would you make any changes in the Mission Statement?

COPPERAS COVE CURRENT GOALS

Goal 1: Ensure Continued Quality Public Safety

Goal 2: Improve and Expand Infrastructure

Goal 3: Promote Economic Development Activities

Goal 4: Continue Support of the Combined Image
Campaign

Goal 5: Expand Parks and Recreation Programs

COPPERAS COVE CURRENT GOALS

Goal 6: Retain and Attract Quality People

Goal 7: Enhance Solid Waste Programs

Goal 7A: Facilitate and Exercise Fiscal Responsibility

Goal 8: Support Non-Municipal Youth Programs

Goal 9: Maintain or Reduce the Property Tax Rate

Goal 10: Improve Land Developer Relations

THE STRATEGIC PLANNING PROCESS

Step One-Environmental Scan

Step Two-Making Some Assumptions

Step Three-Community Assessment (SWOT Analysis)

Step Four-Clarification and Consolidation of Issues

Step Five-Prioritization of Issues

Step Six-Development of the Work Plan

ENVIRONMENTAL SCAN

What factors have influenced the City of Copperas Cove over the past 10-15 years?

Economic

Legislative

Population Changes

Regional Issues

City Services

Litigation

???

MAKING ASSUMPTIONS

What factors will influence the City of Copperas Cove over the next 10-15 years?

(Factors over which we have no control)

Economic

Legislative

Population Changes

Regional Issues

City Services

Litigation

(We are not trying to predict the future.)

COMMUNITY ANALYSIS

Strengths-Things we do well; things we like about the community. We will want to continue and enhance.

Weaknesses-Things we think can be improved about the community. We will want to strengthen these areas.

Opportunities-Future events, issues, etc. that we would want to take advantage of.

Threats-Future events, issues, etc. that we would want to avoid or mitigate.

PRIORITIZATION OF ISSUES

3-Must do. Issues that are vital to the community.

2-Should do items. With appropriate resources, time-this is important to the community.

1-Nice to do items. If we had all the resources, money, this would be a nice addition to the community.

0-Under no circumstances should we ever even attempt to do this.

City Council Regular

Item #: G. 2.

Date: 04/05/2011

Information

Subject

Consideration and action on approving the minutes from the workshop council meeting of March 15, 2011. ***Jane Lees, City Secretary***

Attachments

Link: [3-15-11 workshop minutes](#)

**CITY OF COPPERAS COVE
CITY COUNCIL WORKSHOP MEETING MINUTES
March 15, 2011 – 6:00 P.M.**

A CALL TO ORDER

B ROLL CALL

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

Attendees: Andrea M. Gardner
Jane Lees

C WORKSHOP ITEMS

- 1 Golf Course Effluent Project Update. **Ken Wilson, Division Head of Parks & Leisure Services**

Mr. Wilson introduced Trey Taylor of Bury + Partners. Mr. Taylor gave a presentation of the project which is attached to and made a part of these minutes. The presentation included several options for the Council to choose from to complete the project.

- 2 Direction to City staff regarding item C-1 above. **Andrea M. Gardner, City Manager**

The Council came to consensus on the following:

- Use Option 1
- Purchase pumps and filtration equipment now
- Use all funds previously allocated for the golf course effluent project
- Use City staff to excavate the hole to cut costs
- Request use of County equipment

- D **ADJOURNMENT** - There being no further business, Mayor Hull adjourned the meeting at 6:47 p.m.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary

CITY of COPPERAS COVE

Golf Course Reclaimed Water System Optimization Project



Bury's Tasks

- Preliminary Engineering Report
 - Define type of Filtration System
 - Define type of Storage Facility
 - Define Cost Comparisons
- Final Design
 - Produce approved Plans and Specifications
 - Attain Regulatory Approval on Project
- Bidding Phase Services
 - Deal with all Contractor Questions
 - Recommendation to the City for Project Award
- Construction Phase Services
 - On-Site Inspection
 - Liaison between the City and the Contractor

Golf Course Reclaimed Water System Optimization Options

- Install Bolted Steel Ground Storage Tank
- Install Earthen Pond with EPDM Liner
- Modify Piping at Existing Irrigation Pump Station
- Install Pump Station at Effluent Holding Tank
- Install Filtration Equipment

Option 1

- Install Earthen Holding Pond
- Install New Pump Station at Effluent Holding Tank
- Install Sand Filtration Equipment
- Associated Piping, Valves, and Electrical Modifications
- Option 1 Estimated Cost \$247,200
 - Estimated Cost with City Excavation \$182,400

**City of Copperas Cove
Golf Course Reclaimed Water System Optimization Project
Engineer's Opinion of Probable Construction Cost - Option 1
Install New Pump Station and Construct Holding Pond with EPDM Liner**

Item	Size/No.	Unit	Unit Cost	Installation Factor	Total Item Cost
Equipment					
Filtration Equipment	1	LS	\$25,200	30%	\$32,760
Filtration Equipment Concrete Pad	5.6	CY	\$175		\$980
Electrical Improvements	1	LS	\$5,000	30%	\$6,500
Pump Station Piping Modifications	1	LS	\$5,000	30%	\$6,500
Core Manhole & Install Filter Backwash Piping	1	LS	\$4,500		\$4,500
Submersible Pump Station	1	EA	\$7,500	30%	\$9,750
Pressure Tank Housing	1	LS	\$500	30%	\$650
4" Ball Valve	1	EA	\$300	30%	\$390
4" Check Valve	1	EA	\$300	30%	\$390
Inline Filter Strainer	1	EA	\$550	30%	\$715
Pressure Sensor and Tank	1	EA	\$1,000	30%	\$1,300
Float Valve Discharge Structure	1	LS	\$1,500	30%	\$1,950
2-1/2" Float Valve	1	EA	\$1,450	20%	\$1,740
10" PVC Piping	560	LF	\$40		\$22,400
6" PVC Piping	390	LF	\$30		\$11,700
6" Liner Tape (double sided)	810	LF	\$2		\$1,620
40 Mil. EPDM Liner (100'x30' roll)	10	EA	\$1,600		\$16,000
Installation of EPDM liner	1,000	LF	\$2.25		\$2,250
Install piping, etc. in pond liner	2	LS	\$5,000		\$10,000
Contractor OH&P @ 15%	15%	LS			\$19,814

Equipment Rounded Subtotal \$152,000
Contingency @ 20% \$30,400
Total Equipment Cost \$182,400

Item	Size/No.	Unit	Unit Cost	Total Item Cost
Holding Pond				
Pond Excavation	5,796	CY	\$4	\$23,184
Spoils Removal	5,796	CY	\$2	\$11,592
Controlled fill (compacted 1')	2,302	SY	\$6	\$13,811
5' Embankment	128	CY	\$15	\$1,920
Revegetation	1,800	SY	\$2	\$3,600

Holding Pond Rounded Subtotal \$54,000
Contingency @ 20% \$10,800
Total Holding Pond Cost \$64,800

Total Estimated Construction Cost \$247,200

Option 2

- Install Earthen Holding Pond
- Modify Piping at Irrigation Pump Station to Allow Suction and Discharge Between the Pond and the Pump Station as well as Discharge to the Irrigation System
- Install Sand Filtration Equipment
- Associated Piping, Valve, and Electrical Modifications
- Option 2 Estimated Cost \$278,400
 - Estimated Cost with City Excavation \$199,200

City of Copperas Cove
Golf Course Reclaimed Water System Optimization Project
Engineer's Opinion of Probable Construction Cost - Option 2
Modify Existing Irrigation Pump Station and Construct Holding Pond with EPDM Liner

Item	Size/No.	Unit	Unit Cost	Installation Factor	Total Item Cost
Equipment					
Filtration Equipment	1	LS	\$25,200	30%	\$32,760
Filtration Equipment Concrete Pad	5.6	CY	\$175		\$980
Motor Operated Plug Valves	4	EA	\$4,000	30%	\$20,800
Electrical Improvements	1	LS	\$10,000	30%	\$13,000
Pump Station Piping Modifications	1	LS	\$15,000	30%	\$19,500
Core Manhole & Install Filter Backwash Piping	1	LS	\$4,500		\$4,500
10" PVC Piping	560	LF	\$40		\$22,400
6" Liner Tape (double sided)	920	LF	\$2		\$1,840
40 Mil. EPDM Liner (100'x30' roll)	10	EA	\$1,600		\$16,000
Installation of EPDM liner	1,000	LF	\$2.25		\$2,250
Install piping, etc. in pond liner	2	LS	\$5,000		\$10,000
Contractor OH&P @ 15%	15%	LS			\$21,605

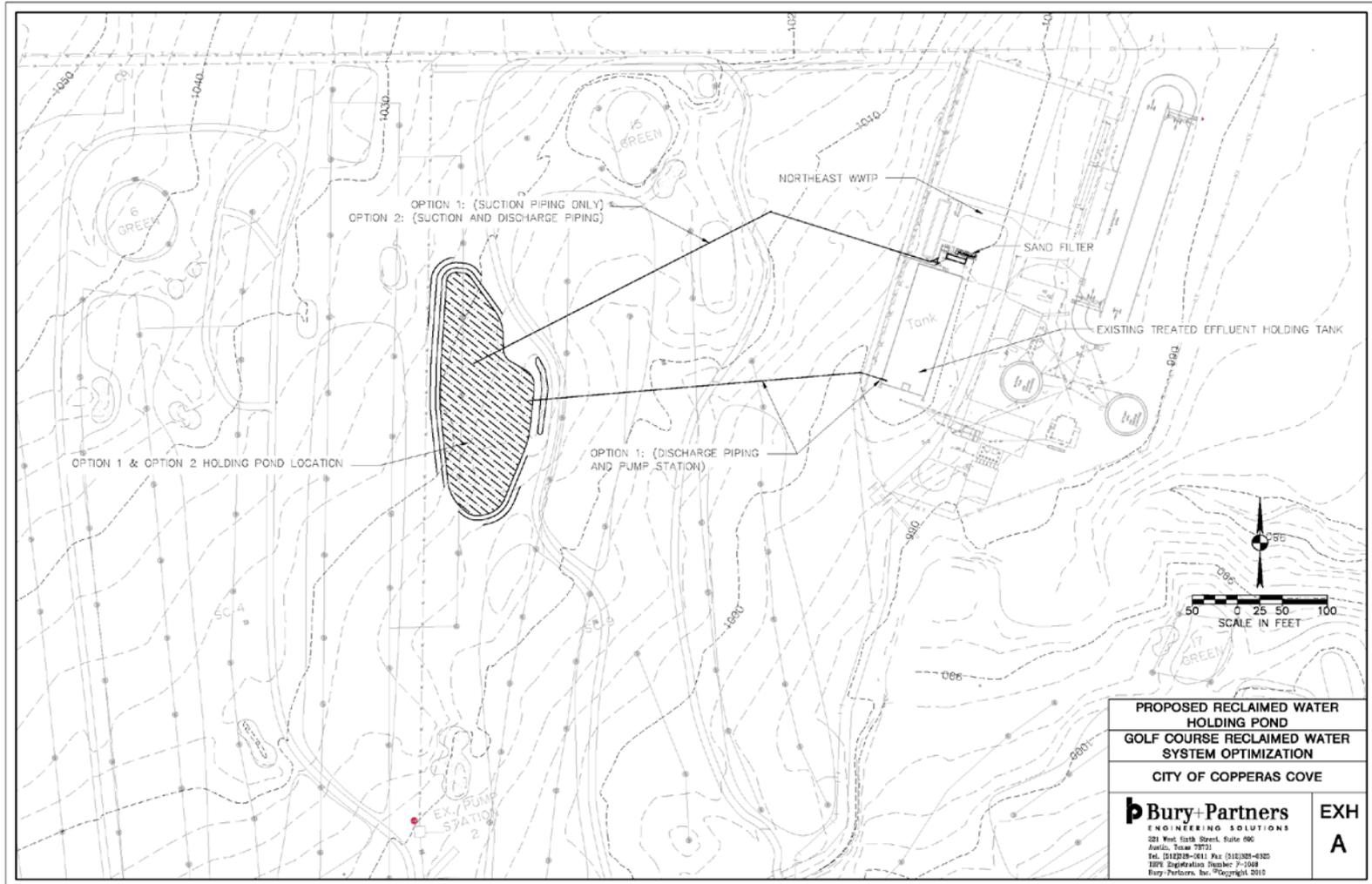
Equipment Rounded Subtotal \$166,000
Contingency @ 20% \$33,200
Total Equipment Cost \$199,200

Item	Size/No.	Unit	Unit Cost	Total Item Cost
Holding Pond				
Pond Excavation	7,800	CY	\$4	\$31,200
Spoils Removal	7,800	CY	\$2	\$15,600
Controlled fill (compacted 1')	2,333	SY	\$6	\$14,000
5' Embankment	128	CY	\$15	\$1,920
Revegetation	1,800	SY	\$2	\$3,600

Holding Pond Rounded Subtotal \$66,000
Contingency @ 20% \$13,200
Total Holding Pond Cost \$79,200

Total Estimated Construction Cost \$278,400

Earthen Holding Pond Alternative



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Option 3 & 4

- Install Bolted Steel Ground Storage Tank
- Modify Piping at Irrigation Pump Station to Allow Suction and Discharge Between the GST and the Pump Station as well as Discharge to the Irrigation System
- Install Sand Filtration Equipment
- Associated Piping, Valve, and Electrical Modifications
- Option 3 Estimated Cost \$433,200
- Option 4 Estimated Cost \$450,000

**City of Copperas Cove
Golf Course Reclaimed Water System Optimization Project
Engineer's Opinion of Probable Construction Cost - Option 3
Modify Existing Irrigation Pump Station and Construct Ground Storage Tank**

Item	Size/No.	Unit	Unit Cost	Installation Factor	Total Item Cost
Equipment					
Filtration Equipment	1	LS	\$25,200	30 %	\$32,760
Filtration Equipment Concrete Pad	5.6	CY	\$175		\$980
Motor Operated Plug Valves	4	EA	\$4,000	30 %	\$20,800
Electrical Improvements	1	LS	\$10,000	30 %	\$13,000
Pump Station Piping Modifications	1	LS	\$15,000	30 %	\$19,500
10" PVC Piping	300	LF	\$40		\$12,000
Contractor OH&P @ 15 %	15 %	LS			\$14,856

Equipment Rounded Subtotal \$114,000
Contingency @ 20 % \$22,800
Total Equipment Cost \$136,800

Item	Size/No.	Unit	Unit Cost	Total Item Cost
Bolted Steel GST				
800,000 Bolted Steel GST	1	LS	\$210,000	\$210,000
GST Foundation	1	LS	\$15,000	\$15,000
Sitework	1	LS	\$20,000	\$20,000
Revegetation	900	SY	\$2	\$1,800

Holding Tank Rounded Subtotal \$247,000
Contingency @ 20 % \$49,400
Total Holding Tank Cost \$296,400

Total Estimated Construction Cost \$433,200

**City of Copperas Cove
Golf Course Reclaimed Water System Optimization Project
Engineer's Opinion of Probable Construction Cost - Option 4**

Modify Existing Irrigation Pump Station and Construct Ground Storage Tank (Alternate Location)

Item	Size/No.	Unit	Unit Cost	Installation Factor	Total Item Cost
Equipment					
Filtration Equipment	1	LS	\$25,200	30 %	\$32,760
Filtration Equipment Concrete Pad	5.6	CY	\$175		\$980
Motor Operated Plug Valves	4	EA	\$4,000	30 %	\$20,800
Electrical Improvements	1	LS	\$10,000	30 %	\$13,000
Pump Station Piping Modifications	1	LS	\$15,000	30 %	\$19,500
10" PVC Piping	600	LF	\$40		\$24,000
Contractor OH&P @ 15 %	15 %	LS			\$16,656

Equipment Rounded Subtotal \$128,000
Contingency @ 20 % \$25,600
Total Equipment Cost \$153,600

Item	Size/No.	Unit	Unit Cost	Total Item Cost
Bolted Steel GST				
800,000 Bolted Steel GST	1	LS	\$210,000	\$210,000
GST Foundation	1	LS	\$15,000	\$15,000
Sitework	1	LS	\$20,000	\$20,000
Revegetation	900	SY	\$2	\$1,800

Holding Tank Rounded Subtotal \$247,000
Contingency @ 20 % \$49,400
Total Holding Tank Cost \$296,400

Total Estimated Construction Cost \$450,000

Detailed Cost Estimate Summary

- Option 1 - \$182,400
- Option 2 - \$199,200
- Option 3 - \$433,200
- Option 4 - \$450,000

Evaluation of the Alternatives Identifies Option 1 as the Most Economical Solution for Optimizing the Reclaimed Water System at the Golf Course

Option 1 Project Budget Review

● Total Funding	\$287,821
● Expended to Date	\$60,446
● Balance Available	\$227,375
● Estimated Construction Cost	\$182,400

Option 1 Benefits

- 2 Separate Pumping Systems
 - Provide Flexibility and Reduce Drawdown
- Equipment Cost Savings
 - Motorized Valves Potentially More Expensive Than Additional Pump
- Earthen Pond Less Costly Than Steel Tank and Can Be Built More Quickly Than Steel Tank
- Pumps and Filter Equipment Can Be Pre-purchased by City to Expedite Project Completion

City Council Regular

Item #: G. 3.

Date: 04/05/2011

Information

Subject

Consideration and action on approving the minutes from the regular council meeting of March 15, 2011.

Jane Lees, City Secretary

Attachments

Link: [3-15-11 regular minutes](#)

**CITY OF COPPERAS COVE
CITY COUNCIL REGULAR MEETING MINUTES
March 15, 2011 – 7:00 P.M.**

A CALL TO ORDER

B INVOCATION AND PLEDGE OF ALLEGIANCE - Rev. Timothy O'Neal of Hillside Ministries in Copperas Cove gave the invocation and Mayor Hull led the pledge of allegiance.

C ROLL CALL

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

Attendees: Andrea M. Gardner
Charles E. Zech
Jane Lees

D ANNOUNCEMENTS - Council Member Kent asked everyone to keep the people in Japan and our U.S. military stationed there in their prayers. Mayor Hull announced that there were two birthdays yesterday - Council Member Schmitz and Attorney Zech.

E PUBLIC RECOGNITION

1 Proclamation: 100th Anniversary of the National Exchange Club. ***John Hull, Mayor***

Members from the morning Exchange Club and the Noon Exchange Club were on hand to accept the proclamation. The District Director, Mike Blount, thanked Mayor Hull for the proclamation.

F CITIZENS FORUM – None.

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 of January 11, 2011. ***Jane Lees, City Secretary***

- 2 Consideration and action on approving the minutes from the workshop council meeting of March 1, 2011. **Stefanie Brown, Deputy City Secretary**
- 3 Consideration and action on approving the minutes from the regular council meeting of March 1, 2011. **Stefanie Brown, Deputy City Secretary**
- 4 Consideration and action on authorizing the City Manager to execute a lease agreement with McLain Decision Support Systems LLC, for the lease purchase of the mCIP module software. **Andrea M. Gardner, City Manager**
- 5 Consideration and action on authorizing the Mayor to execute a letter to the Federal Legislative Officials regarding the impact of HR 1 on the Texas Workforce System. **Andrea M. Gardner, City Manager**
- 6 Consideration and action on approving a resolution supporting House Joint Resolution 56 calling for an amendment to the Texas Constitution to prohibit imposing unfunded mandates on local governments. **Andrea M. Gardner, City Manager**

RESOLUTION NO. 2011-09

A RESOLUTION OF THE CITY OF COPPERAS COVE, TEXAS, SUPPORTING HOUSE JOINT RESOLUTION 56 CALLING FOR AN AMENDMENT TO THE TEXAS CONSTITUTION TO PROHIBIT IMPOSING UNFUNDED MANDATES ON LOCAL GOVERNMENTS.

Council Member Kent made a motion to approve items G-1 through G-6 as presented. Council Member Seffrood seconded the motion, which passed unanimously.

H PUBLIC HEARINGS/ACTION

- 1 Public hearing and action on the final plat of Skyline Flats, Phase Two, Section One. **Joseph Pace, Planner**

Mayor Hull opened the public hearing at 7:12 p.m.

Speaking: None

Mayor Hull closed the public hearing at 7:13 p.m.

Council Member Kent made a motion to approve the final plat of Skyline Flats, Phase Two, Section One. Council Member Palmer seconded the motion, which passed unanimously.

I ACTION ITEMS

- 1 Consideration and action on authorizing the City Manager to revoke the thirty (30) days notice provided to First Southwest Asset Management, Inc. and authorize execution of an amendment to the agreement dated March 27, 2009. **Andrea M. Gardner, City Manager**

Council Member Smith made a motion to revoke the 30 days notice provided to First Southwest and authorize execution of an amendment to the agreement dated March 27, 2009. Council Member Palmer seconded the motion, which passed unanimously.

- 2 Presentation of the Fiscal Year 2010 Comprehensive Annual Financial Report. **Andrea M. Gardner, City Manager**

Ms. Gardner introduced Mr. John Manning, a Partner in the accounting firm of Pattillo, Brown & Hill, LLP. Mr. Manning gave a summary of the City's financial statements for the Fiscal Year 2010. He stated that there were no qualifications in the report.

Council Member Meredith made a motion to accept the Fiscal Year 2010 Comprehensive Annual Financial Report as presented. Council Member Kent seconded the motion, which passed unanimously.

- 3 Consideration and action on the appointment of the chairperson position for the Copperas Cove Animal Shelter Advisory Committee. **Mike Heintzelman, Deputy Chief of Police**

Council Member Youngs made a motion to appoint Dr. Beene as the Chairperson for the Animal Shelter Advisory Committee. Council Member Meredith seconded the motion, which passed unanimously.

- 4 Consideration and action on appointment of members to the Keep Copperas Cove Beautiful Commission. **Silvia Rhoads, Executive Director, Keep Copperas Cove Beautiful**

Council Member Smith made a motion to appoint Koren Moffett to the KCCB Commission. Council Member Palmer seconded the motion, which passed unanimously.

- 5 Consideration and action on the reappointment/appointment of individuals to the Copperas Cove Public Library Advisory Board. **Margaret Handrow, Library Director**

Motion was made to reappoint Janice Glosson, Elizabeth Snow and Peggy Youngs, and to appoint Sarah Parker-Andrews to the Library Advisory Board.

Motion by Council Member Jim Schmitz Seconded by Council Member Kenn Smith

AYE: Council Member Cheryl L. Meredith
Council Member Gary L. Kent
Council Member Danny Palmer
Council Member Kenn Smith
Council Member Jim Schmitz
Council Member Frank Seffrood

Other: Council Member Charlie D. Youngs (RECUSE)

Passed

- 6 Discussion on establishing a Golf Course Advisory Board. **Kenn Smith, City Council Place 5**

Council Member Smith said that he received a request for the reformation of the Golf Course Advisory Board. He said that the Board had self-dissolved a number of years ago. He informed the President of the Golf Association that a discussion on this subject would take place tonight. Council Member Smith recommended to the Council that the Board be formed with five members and appoint one Council liaison. A discussion followed as to whether to add a few members to the existing Parks & Recreation Board or to form a completely separate board. The Council consensus was to establish a separate Golf Advisory Board.

7 Discussion on feeding the deer within the corporate limits of the City of Copperas Cove ("The Deer Issue"). **Danny Palmer, City Council Place 4**

Council Member Palmer said that he had been approached by several residents to take another look at the deer population control. He said that he contacted Texas Parks & Wildlife regarding this matter and he learned that 1) the deer belong to the State; and 2) the City cannot get involved.

The City does have an ordinance in place that states residents may not feed deer. Council Member Palmer said that there is a form residents can fill out to request assistance. He gave the Texas Parks & Wildlife phone number, 512-868-6687, and contact person for Coryell County, Derrick Walter, for residents who wish to pursue the matter further.

Clyde Glosson, a resident at 1405 Pony Express, said that he was plagued with deer. He served on the Deer Committee several years ago and at that time the population count in his area was over 200 deer. He is positive that that number exceeds 300 today in the western part of the City. He said that deer are grazers and will seek anything and everything to eat. The deer will also bed down in his back yard, however, the only thing he can do is chase them out of the yard. The deer have become very adaptable and human presence does not scare them off. He said that the County and State can get involved if the City would make a decision to hire professional hunters, however, the only way this would solve the problem is to make sure and get all the bucks. Mr. Glosson said that residents in the western part of the City are unable to grow flowers in their yards or have gardens. One of his main concerns was if a child were to get between mating deer, they could be gored. Council Member Schmitz asked Mr. Glosson if he would be a test case and call the Texas Parks & Wildlife to see what they could do for him. He then stated that the current City ordinance, which was passed in 2007, provides for an assessment of an administration fee for feeding deer. He asked Ms. Gardner if anyone has ever been assessed this fee. Ms. Gardner stated that to the best of her knowledge, no fees have been assessed for feeding deer.

Karen Farina, of 2615 Freedom Lane, stated that her father was the principal wildlife biologist for the State of New Jersey while she was growing up. New Jersey had a very similar problem. The encroachment of all the houses, gardens, yards and people squeeze the deer into a very small area. The deer continue to spread out across the yards because it is still their habitat. New Jersey's solution was to have a state organized drive to move the deer out of residential areas into a rural area and shoot them. She said that deer repellents cannot be used on food plants. The deer in this area seem to be fairly healthy because they are being fed. However, they are multiplying at an alarming rate. Normal gestation is for one deer per doe per year, and she said she is seeing triplets in this area. She suggested some kind of a forum or chat room where people could post their opinions on things such as proposed legislation for this problem or just to get ideas from the public about what could be done.

J REPORTS FROM OUTSIDE ENTITIES, ADVISORY COMMITTEES AND BOARDS

K ITEMS FOR FUTURE AGENDAS

Council Member Youngs requested a letter to CTC asking about the future of the police academy be placed on an agenda. The Council concurred.

Council Member Schmitz stated that he was approached by the Chamber of Commerce expressing their concern that the current sign ordinance does not allow for the highway banner poles that the Chamber puts up to promote Rabbit Fest and other activities in the City. They are asking that the Council readdress the sign ordinance at a future meeting. He requested that this be put on a future agenda. The Council concurred.

L EXECUTIVE SESSION - None.

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

N ADJOURNMENT

There being no further business, Mayor Hull adjourned the meeting at 8:00 p.m.

ATTEST:

John Hull, Mayor

Jane Lees, City Secretary

Date: 04/05/2011

Contact: Gary Young, Deputy Fire Chief

Information

SUBJECT

Consideration and action, authorizing the City Manager to enter into a contract with Zip Cleaners for uniform rental and cleaning services, with an additional one year optional renewal. **Gary D. Young, Deputy Fire Chief**

BACKGROUND/HISTORY

The Copperas Cove Fire Department provides uniforms to department employees in order to consistently maintain a clean, professional appearance. Over the past five years, the department has utilized both purchasing uniforms and renting uniforms for employees. The current contract expired on September 30, 2010.

FINDINGS/CURRENT ACTIVITY

The department has utilized a rental service for the past four years to provide uniforms and cleaning services. After consultation with the City's Finance Department, the department solicited bids from vendors to provide uniforms and cleaning services. A bid opening followed on March 22, 2011 and resulted in a bid from one vendor. A copy of the one bid is attached for Council review and consideration.

ACTION OPTIONS/RECOMMENDATION

City staff recommends the City Council authorize the City Manager to enter into a contract with Zip Cleaners for the rental and cleaning of Fire Department uniforms.

Fiscal Impact

Funds available Y/N?: Yes

FINANCIAL IMPACT:

The costs associated with the contract are taken from the annual Fire Department budget and will not require an increase in funding. The contract is a six month contract with an additional one year option to renew.

Attachments

Link: [Bid Information](#)

14.0 UNIFORMS

	Clean & Press	
Short Sleeve Shirts <ul style="list-style-type: none"> - Five Military stitched creases - Flap pockets with hook and loop closure - 65% Polyester/35% Cotton - Shoulder epaulets. - Include application of patches provided by the City of Copperas Cove Fire Department - Color: White and Blue - Reference: (Sentinel SP 46) or similar product 		
Regular Size Price Per Each Shirt-MALE	\$.75 per change	
Oversize Price Per Each Shirt-MALE	\$ 20%	
(Indicate all size(s) of overcharge)	2X, 3X, 4X RG	
Regular Size Price Per Each Shirt -FEMALE	\$ N/A	
Oversize Price Per Each Shirt-FEMALE	\$ N/A	
(Indicate all size(s) of overcharge)	N/A	
Long Sleeve Shirts <ul style="list-style-type: none"> - Five Military stitched creases - Flap pockets with hook and loop closure - 65% Polyester/35% Cotton - Shoulder epaulets. - Include application of patches provided by the City of Copperas Cove Fire Department - Color: White and Blue - Reference: (Sentinel SP 46) or similar product - Must be available in Male and Female sizes 		
Regular Size Price Per Each Shirt -MALE	\$.75 per change	
Oversize Price Per Each Shirt-MALE	\$ 20%	
(Indicate all size(s) of overcharge)	2X, 3X, 4X RG	
Regular Size Price Per Each Shirt -FEMALE	\$ N/A	
Oversize Price Per Each Shirt-FEMALE	\$ N/A	
(Indicate all size(s) of overcharge)	N/A	
Pants <ul style="list-style-type: none"> - Long pant - Non-pleated - Front and back pockets - 8 oz., 65% polyester/35% cotton 		
	.55 per change	

<ul style="list-style-type: none"> - Up-graded waistband with button closure - Color – Black - Reference: (Red Cap PT 10) or similar product - Must include cut and hem to inseam desired - Must be available in Male and Female sizes 		
Regular Size Price Per Each Shirt -MALE	\$ 20.00	Replacement
Oversize Price Per Each Shirt-MALE <i>PANT</i>	\$ 24.00	Replacement
(Indicate all size(s) of overcharge)	2X, 3X, 4X RG	
Regular Size Price Per Each Shirt -FEMALE	\$ N/A	
Oversize Price Per Each Shirt-FEMALE	\$ N/A	
(Indicate all size(s) of overcharge)	pant 42 & up 20% Replacement	

15.0 QUANTITIES AND LOCATIONS

The uniform rental services will be for approximately 45 employees, 9 uniform sets per employee.

Uniforms to be picked up and delivered to: City of Copperas Cove
 Central Fire Station
 415 South Main Street
 Copperas Cove, TX 76522

16.0 The City of Copperas Cove, Texas reserves the right to reject any or all BIDs, to waive any and all formalities and to award not only to lowest responsible Bidder but also to the Bidder with the best value to the City of Copperas Cove. The City of Copperas Cove, Texas reserves the right to increase or decrease the number of uniforms as it deems necessary.

 Zip Cleaners

Bidding Company/Firm Name

61 N Gilmer St

 Company/Firm Address

Killeen TX 76541

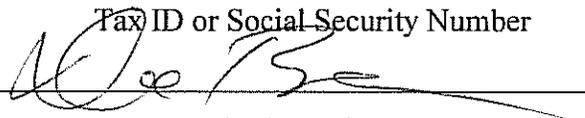
City

State

Zip

 20-3270622

Tax ID or Social Security Number



Authorized Signature

Dave Ryalnce, General Manager

Printed Name and Official Title

zipcleaners@hotmail.com

E-mail Address

254-634-7122

Telephone Number

1.0 Upgraded security shirt is only available in men's cut. Stock garments may be used.

5.0 Stock garment will be used when available

All garments are inspected in the plant for any quality issues.

9.0 All repairs will be performed with industry standards. Any garment that does not meet standards due to normal wear and tear will be replaced with a stock garment at no charge.

Loss/Replacement

Any garment damaged by customer will be charged to customer.

14.0 Pant pt20 may be used

ZIP

Cleaners



MR. ZIP

61 N. GILMER STREET • KILLEEN, TX 76541 • OFFICE (254) 634-7122 • FAX (254) 634-7129

Bid No. 2011-09-11

Due to the short term of this bid and the large investment, Zip Cleaners cannot bid on this contract with new uniforms. We would use existing uniforms with the pricing and exceptions that are enclosed.

City Council Regular

Item #: G. 5.

Date: 04/05/2011

Contact: Andrea Gardner, City Manager

Information

SUBJECT

Consideration and action on a resolution accepting the quarterly investment report as presented for the quarter ending December 31, 2010 per the Investment Policy. **Andrea M. Gardner, City Manager**

BACKGROUND/HISTORY

The Public Funds Investment Act of Chapter 2256, Texas Government Code, requires investment management reports to be accepted by the governing body. The City's Investment Policy requires that the Investment Officer shall report to City Council no less than on a quarterly basis, a detailed listing of all purchases, sales and payments, and a description of each security held as well as management summary information. The attached exhibits are the reporting requirements for the quarter ending December 31, 2010.

FINDINGS/CURRENT ACTIVITY

See attached quarterly investment report.

ACTION OPTIONS/RECOMMENDATION

City staff recommends that the City Council approve Resolution No. 2011-10, accepting the quarterly investment report as presented for the quarter ending December 31, 2010 per the Investment Policy.

Attachments

Link: [Resolution](#)

Link: [1st QTR INV RPT](#)

RESOLUTION NO. 2011-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS APPROVING THE INVESTMENT REPORT FOR QUARTER ENDED DECEMBER 31, 2010.

WHEREAS, Chapter 2256 of the Texas Government Code, commonly known as the "Public Funds Investment Act," requires the Investment Officer of the City to present not less than quarterly a written report of investment transactions for all funds covered for the preceding reporting period to the governing body; and

WHEREAS, This quarterly investment report must be approved quarterly; and

WHEREAS, This reporting is authorized by the Public Funds Investment Act; and

WHEREAS, The Public Funds Investment Act requires the quarterly investment report be presented to the governing body; and

WHEREAS, The attached quarterly investment report complies with the Public Funds Investment Act.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS:

Section 1.

That the City of Copperas Cove has complied with the requirements of the Public Funds Investment Act, and the Quarterly Investment Report for quarter ended December 31, 2010 attached hereto as "Exhibit A," is hereby approved as the quarterly investment report for quarter ended December 31, 2010 of the City effective April 5, 2011.

PASSED, APPROVED, AND ADOPTED on this 5th day of April 2011 at a regular meeting of the City Council of the City of Copperas Cove, Texas which meeting was held in compliance with the Open Meetings Act, *Tex. Gov't Code*, §551.001, et.seq. at which meeting a quorum was present and voting.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary

APPROVED AS TO FORM:

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



Quarterly Investment Report Ending as of December 31, 2010

City of Copperas Cove, Texas

Quarterly Investment Report

October 1, 2010 – December 31, 2010

The following reports are submitted in accordance with the Public Funds Investment Act (Chapter 2256). The report also offers supplement not required by the Act to fully inform the City Council of the position and activity within the City of Copperas Cove's portfolio of investments. The reports include a management summary overview, detailed holdings report for the end of the period, and a transaction report as well as graphic representations of the portfolio to provide full disclosure to the City Council.

The City of Copperas Cove's portfolio is managed in full compliance with the Public Funds Investment Act, the City's Investment Policy and Strategy and under the strictest safety parameters as set by the City Council.

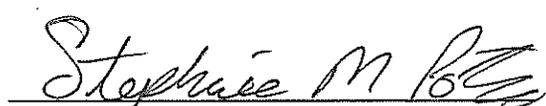
City of Copperas Cove, Texas
Operating Fund Quarterly Investment Report
October 1, 2010 – December 31, 2010
Portfolio Summary Management Report

This quarterly report is in compliance with the investment policy and strategy as established by the City and the Public Funds Investment Act (Chapter 2256, Texas Government Code).

<u>Portfolio as of October 1, 2010</u>		<u>Portfolio as of December 31, 2010</u>	
Ending Book Value	\$20,875,557	Ending Book Value	\$25,337,776
Ending Market Value	\$20,875,557	Ending Market Value	\$25,337,776
Unrealized Gain/Loss	\$0	Unrealized Gain/Loss	\$0
Change in Unrealized Gain/Loss	\$0	Change in Unrealized Gain/Loss	\$0



Andrea Gardner
City Manager



Stephanie Potvin
Project Accountant

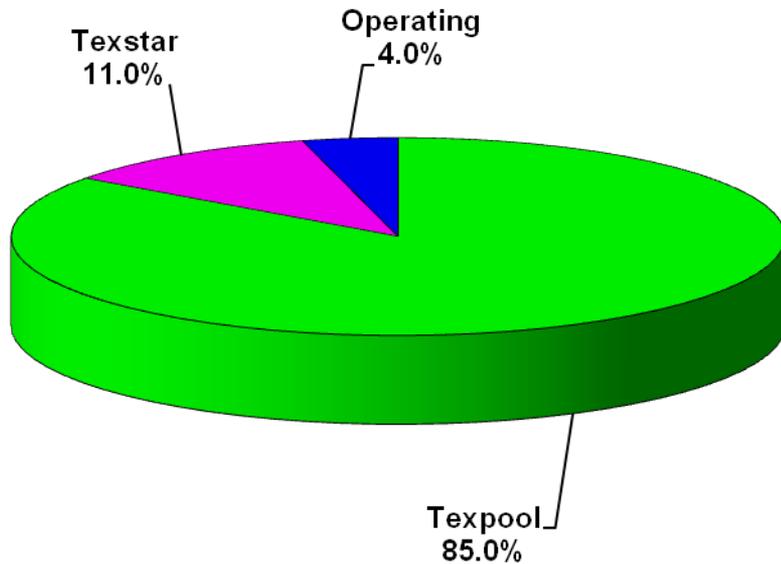
Vacant
Director of Financial Services

Vacant
Assistant Director of Financial Services

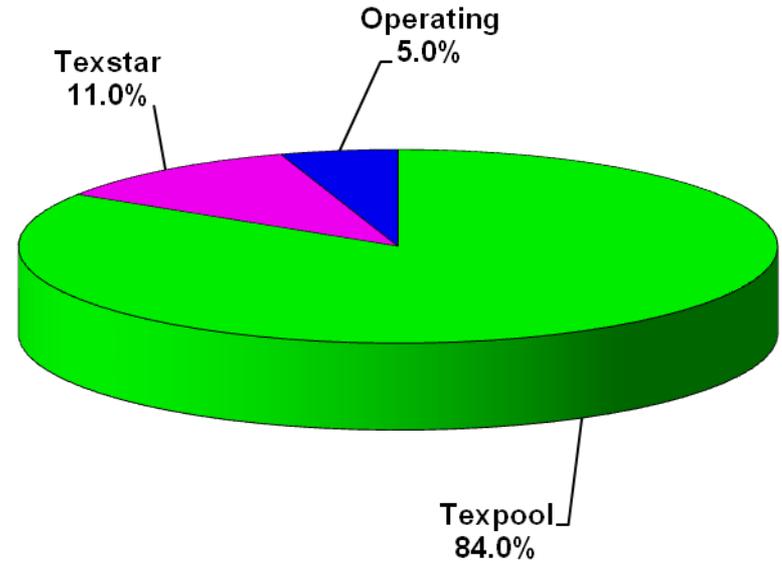
City of Copperas Cove, Texas

Portfolio Allocation Analysis

Fiscal Year 2009-10
4th Quarter (July - September)



Fiscal Year 2010-11
1st Quarter (October - December)



CITY OF COPPERAS COVE
MONTHLY COUNCIL REPORT
SCHEDULE OF CASH ACCOUNTS AND INVESTMENTS (By Account)
As of December 31, 2010 (FY 2010-11)

FUNDS IN INVESTMENT POOLS	
TEXSTAR	\$ 2,328,321.97
TEXPOOL	19,860,127.25
Subtotal on Funds in Investment Pools	<u>\$ 22,188,449.22</u>
CHECKING ACCOUNTS	
Master Account	\$3,058,522.71
Payroll	0.00
Rental Rehab	15,298.40
Law Enforcement Block Grant	8,102.43
Pending Forfeitures	24,633.47
Non-Interest Bearing Account - Grants and Court Bonds	40,225.24
Subtotal Checking Accounts	<u>\$3,146,782.25</u>
SAVINGS ACCOUNTS (Per Quarterly Strmts)	
Subdivision Escrow	2,544.12
Subtotal Savings Accounts	<u>\$2,544.12</u>
TOTAL INVESTMENTS & CASH ACCOUNTS	<u>\$25,337,775.59</u>

SCHEDULE OF CASH ACCOUNTS AND INVESTMENTS (By Fund)
As of December 31, 2010 (FY 2010-11)

FUND	TOTAL CASH & INVESTMENTS
General Fund	\$6,340,939.10
Water & Sewer Fund	\$4,173,814.77
Solid Waste Fund	\$975,408.33
Youth Activity Fund	\$23,628.30
Drainage Utility Fund	\$813,347.27
Cemetery Fund	(\$632.78)
General Obligation Interest & Sinking Fund	\$1,394,605.24
Municipal Golf Course Fund	(\$158,487.10)
Small Business Revolving Loan Fund	\$63,421.69
Library Gifts & Memorials Fund	\$10,827.73
Hotel/Motel Tax Fund	\$55,016.58
Animal Shelter Donations Fund	\$17,567.91
Police Court Order Fund	\$0.00
City-Wide Donations Fund	\$67,331.25
City Wide Grants	\$30,275.94
FEMA Grant Funds	\$9.37
Municipal Court Efficiency	\$17,531.47
Municipal Court Technology	\$59,838.41
Municipal Court Security	\$43,002.19
Police Restricted Fund	\$24,735.39
Police Federal Seizure Fund	\$2,104.23
Law Enforcement Block Grant Fund	\$12,128.86
Fire Department Grant Fund	\$9,420.35
Library Grant Fund	\$15,554.01
Step Grant	\$3,306.65
Tobacco Grant	\$1,743.68
2009 General Obligation (Drainage)	\$7,886.56
2009 General Obligation (Tax Supported)	\$122,151.97
2009 Tax Notes (Tax Supported)	\$464,993.85
2009 Tax Notes (Water & Sewer)	\$86,354.25
2009 Tax Notes (Solid Waste)	\$400,659.45
2009 Tax Notes (Hotel Occupancy Tax)	\$173,236.76
FM 1113 Grant	\$50,178.66
2006 Limited Tax Notes	\$22,907.89
2008 Tax Note	\$198,866.62
2008 Tax Note (Drainage)	\$153,416.59
2008 Tax Note Golf	\$287,863.57
2008A Limited Tax Notes (Tax Supported)	\$258,796.59
2008A Limited Tax Notes (Water & Sewer)	\$73,709.58
2008A Limited Tax Notes (Solid Waste)	\$73,799.37
2008A Limited Tax Notes (Drainage)	\$60,071.03
2010 General Obligation (Water & Sewer)	\$2,599,802.18
2010 General Obligation (Tax Supported)	\$268,078.17
2010 Tax Notes (Water & Sewer)	\$2,991,501.78
2010 Tax Notes (Tax Supported)	\$574,148.07
2009 Tax Notes (W&S)	\$0.00
2010A Tax Notes (Tax Supported)	\$1,345,573.08
2010A Tax Notes (Water & Sewer)	\$60,111.13
2010A Tax Notes (Solid Waste)	\$461,188.64
Reliever Route	\$96,815.98
2005 Certificates of Obligation (Water Projects)	\$0.00
2001 Combination Tax & Revenue C/O's (Capital Equip. & Improvements)	\$261,002.61
2001 Combination Tax & Revenue C/O's (Water/Wastewater Phase II CIP)	\$0.00
2003 Combination Tax & Revenue C/O's (Capital Equip. & Improvements)	\$305,978.68
2003 Combination Tax & Revenue C/O's (Water/Wastewater Phase III CIP)	(\$69,319.76)
2007 Combination Tax & Revenue C/O's (Police Facility)	\$11,563.45
TOTAL CASH & INVESTMENTS	<u>\$25,337,775.59</u>
RECAP OF CASH & INVESTMENTS:	
INVESTMENTS IN TEXPOOL	\$ 19,860,127.25
INVESTMENTS IN TEXSTAR	2,328,321.97
CASH IN BANK	\$3,149,326.37
TOTAL CASH & INVESTMENTS	<u>\$ 25,337,775.59</u>

CITY OF COPPERAS COVE
INVESTMENT SCHEDULE
As of December 31, 2010 (FY 2010-11)

As of December 31, 2010, the City of Copperas Cove's investment portfolio was made up of investments in TEXPOOL, TEXSTAR, and bank deposits with the City's local depository. This portfolio accomplishes the objective of maintaining liquidity while earning a modest yield on invested taxpayers dollars.

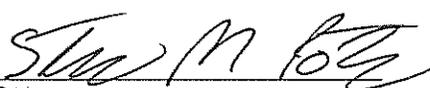
TEXPOOL Investments	Market Value 10/01/10	Investments	Redemptions	Accrued Interest	Book Value 12/31/10	Market Value 12/31/10
General Fund	\$ 5,075,377.51	\$ 490,000.00	\$ 1,735,000.00	\$ 1,987.14	\$ 3,832,364.65	\$ 3,832,364.65
Water & Sewer Fund	2,807,481.61	1,590,000.00	280,000.00	1,718.85	4,119,200.46	4,119,200.46
Solid Waste Fund	828,727.66	250,000.00	70,000.00	438.22	1,009,165.88	1,009,165.88
Drainage Utility Fund	717,864.05	108,000.00	-	362.93	826,226.98	826,226.98
Interest & Sinking Fund	345,228.74	197,440.99	-	191.84	542,861.57	542,861.57
Youth Activities Fund	69,811.25	-	48,000.00	21.21	21,832.46	21,832.46
Golf Course Interest & Sinking	39.94	-	-	-	39.94	39.94
Small Business Revolving Loan Fund	84,314.63	1,525.00	25,000.00	37.94	60,877.57	60,877.57
Hotel/Motel Fund	80,560.23	50,581.50	116,394.00	31.32	14,779.05	14,779.05
Municipal Court Efficiency	16,032.55	-	-	7.57	16,040.12	16,040.12
Municipal Court Technology	83,390.79	-	25,000.00	34.57	58,425.36	58,425.36
Municipal Court Security	22,485.01	-	2,000.00	9.83	20,494.84	20,494.84
2008 Tax Supported Note	503,357.86	-	304,680.52	189.28	198,866.62	198,866.62
2008 Tax Supported Note/ Golf	-	287,821.00	-	42.57	287,863.57	287,863.57
2008 Tax Supported Note (Drainage)	153,344.05	-	-	72.54	153,416.59	153,416.59
2007 C/O Police Facility	11,558.04	-	-	5.41	11,563.45	11,563.45
2010 General Obligation (Water & Sewer)	2,639,907.58	-	34,845.30	1,242.40	2,605,304.68	2,605,304.68
2010 General Obligation (Tax Supported)	271,294.83	-	3,344.00	127.34	268,078.17	268,078.17
2010 Tax Notes (Water & Sewer)	3,403,052.43	-	413,097.00	1,546.35	2,991,501.78	2,991,501.78
2010 Tax Notes (Tax Supported)	163,065.77	451,397.00	38,300.00	145.30	576,308.07	576,308.07
2010A Tax Notes (Tax Supported)	-	1,354,784.47	503.01	140.63	1,354,422.09	1,354,422.09
2010A Tax Notes (Water & Sewer)	-	70,000.00	-	7.38	70,007.38	70,007.38
2010A Tax Notes (Solid Waste)	-	461,618.54	-	48.84	461,667.38	461,667.38
2001 C/O Bond Fund (Governmental)	260,879.25	-	-	123.35	261,002.61	261,002.61
Reliever Route	96,770.23	-	-	45.75	96,815.98	96,815.98
Total TEXPOOL Investments	\$ 17,634,544.02	\$ 5,313,168.50	\$ 3,096,163.83	\$ 8,578.56	\$ 19,860,127.25	\$ 19,860,127.25

TEXSTAR Investments	Market Value 10/01/10	Investments	Redemptions	Accrued Interest	Book Value 12/31/10	Market Value 12/31/10
2003 C/O Project Fund (Governmental)	\$ 305,834.83	\$ -	\$ -	\$ 143.85	\$ 305,978.68	\$ 305,978.68
2003 C/O Project Fund (W&S Phase III)	277,645.40	-	-	130.59	277,775.99	277,775.99
2006 Tax Notes - Police Building Project	22,897.13	-	-	10.76	22,907.89	22,907.89
2008A Limited Tax Notes (Tax Supported)	258,674.92	-	-	121.67	258,796.59	258,796.59
2008A Limited Tax Notes (Water & Sewer)	82,653.62	-	8,981.50	37.46	73,709.58	73,709.58
2008A Limited Tax Notes (Solid Waste)	73,764.68	-	-	34.69	73,799.37	73,799.37
2008A Limited Tax Notes (Drainage)	61,033.96	-	991.27	28.34	60,071.03	60,071.03
2009 General Obligation (Drainage)	12,687.93	-	4,805.54	4.17	7,886.56	7,886.56
2009 General Obligation (Tax Supported)	238,651.80	-	116,564.09	64.26	122,151.97	122,151.97
2009 Tax Notes (Tax Supported)	464,775.24	-	-	218.61	464,993.85	464,993.85
2009 Tax Notes (Water & Sewer)	172,297.77	-	86,000.00	56.48	86,354.25	86,354.25
2009 Tax Notes (Solid Waste)	400,471.08	-	-	188.37	400,659.45	400,659.45
2009 Tax Notes (Hotel Occupancy Tax)	185,985.00	-	12,831.87	83.63	173,236.76	173,236.76
Total TEXSTAR Investments	\$ 2,557,373.36	\$ -	\$ 230,174.27	\$ 1,122.88	\$ 2,328,321.97	\$ 2,328,321.97

Total Investments \$ 20,191,917.38 \$ 5,313,168.50 \$ 3,326,338.10 \$ 9,701.44 \$ 22,188,449.22 \$ 22,188,449.22

This report is in compliance with the investment strategies as approved and the Public Funds Investment Act.


Andrea Gardner
City Manager


Stephanie Polvin
Project Accountant

Vacant
Director of Financial Services

Vacant
Assistant Director of Financial Services

Sec. 8.01 (d) In the absence of a director of finance, the city manager will serve in the capacity of director of finance.

Date: 04/05/2011

Contact: Cynthia Taylor, Budget Analyst,
Finance

Information

SUBJECT

Public hearing on an ordinance amending the 2010-11 fiscal year budget for the City of Copperas Cove.
Andrea M. Gardner, City Manager

BACKGROUND/HISTORY

The 2010-11 budget was adopted on September 7, 2010 with a budget amendment approved on February 1, 2011. According to Section 6.11(b)(1) of the Copperas Cove City Charter, in order for the City Council to amend the 2010-11 budget it must first hold a public hearing on the proposed amendments. The Charter also provides a requirement that when fund balance is to be used to fund increases in expenditures that two public hearings be held. The proposed budget amendment will require the use of fund balance. Thus, two public hearings will be required. The second public hearing will be held on April 19, 2011.

FINDINGS/CURRENT ACTIVITY

The General Fund requires a redistribution of \$14,936 and an increase of \$115,199 in expenditure appropriations.

In order to adequately fund the expenditures for the following departmental budgets, a budget amendment is required:

- Human Resources - \$4,148

The current HR Coordinator is scheduled to terminate employment at the end of April 2011. The increase in expenditure appropriations is to cover exiting expenses for the HR Coordinator and eighty (80) cross-training hours for the incoming HR Coordinator.

- Fire Department - \$100,141

Ninety thousand one hundred forty-one dollars (\$90,141) is to cover the projected overtime pay shortage. Any funds not used will be returned to fund balance at year end.

Ten thousand dollars (\$10,000) is being appropriated to cover the cost for three current Firefighter/EMTs to attend the 2011 Fall Semester at CTC to begin the process of obtaining paramedic certification.

- Parks and Recreation - \$9,230

Funds are being appropriated to cover the costs of replacing a 2,840-foot fence at Ogletree Gap.

- Non-Departmental - \$7,180

Four thousand five hundred dollars (\$4,500) will be used to provide funding for the various Employee committees (Unity Committee, Employee Appreciation, Employee Christmas, etc.). One thousand six hundred eighty dollars (\$1,680) is required to cover a portion of the City website access costs.

The redistribution of appropriations includes the following:

- In March 2011 Planning and Code and Health Compliance departments switched locations moving Code and Health Compliance to City Hall and Planning to the Building Department location. Code and Health Compliance expenditures that are shared with the Building Department are being

transferred to the Planning Department.

- The speaker system in the Council Chamber was damaged due to a leak in the roof. The cost to replace the speaker system was \$2,353.50. TML covered all but \$1,000 of the cost.

The Water and Sewer Fund requires a redistribution of \$15,000 and an increase of \$330,865 in expenditure appropriations, all in Non-Departmental and primarily due to debt and interest payments.

The fifteen thousand dollars (\$15,000) is being redistributed from the Contingency account to the Purchase of CCN account to file the CCN purchase of nine (9) parcels of land with TCEQ. The filing of the water rights total cost is \$21,000.

Increases in expenses include \$10,000 to cover development costs associated with the 2010 water model updates and \$8,900 to pay in full an easement from Fort Hood. The total amount to pay in full for the easement is \$12,300.

The remaining changes in expenses are for debt principal and interest payments due in the current fiscal year. For the 2003 Certificate of Obligation, \$57,212 is required for principal and \$23,914 is required for interest. A recalculation of the 2010 Tax Notes resulted in a \$15,322 decrease in interest payments in the current fiscal year. A \$1,208 interest payment is due during the year on the Tax Notes acquired in November 2010. For the current fiscal year, the 2010 Refunding resulted in an interest payment reduction of \$14,485 for the 2001 Certificate of Obligation; an interest payment reduction of \$19,800 for the 2003A General Obligation Bonds; a 2010 Refunding principal payment of \$235,125; and a 2010 Refunding interest payment of \$44,113.

The Solid Waste Fund requires a redistribution of \$5,000 and an increase of \$8,022 in expenditure appropriations.

Five thousand dollars (\$5,000) in Contingency is requested to be appropriated to cover the costs associated with the SCS Engineers contract overages to install four (4) gas probes (\$2,000) necessary due to the closing of the City landfill. An additional \$3,000 is required to provide groundwater monitoring services and closure costs for the landfill.

The increase in expenses is for an interest payment of \$8,022 due in the current fiscal year on the Tax Notes acquired November 2010.

The Debt Service Fund will require an increase in expenditure appropriations in the amount of \$195,013.

An increase of \$10,000 in expenses is required to cover principal for the 2008 Tax Notes shortage. A recalculation of the 2010 Tax Notes resulted in a \$15,322 increase in interest payments in the current fiscal year. Six thousand two hundred forty-five dollars (\$6,245) is required to cover the bond agent fee for the November 2010 Refunding. For the November 2010 bond issue, a \$12,800 increase is required to cover the computational fee in connection with arbitrage calculations. An increase of \$57,481 is required as a result of positive arbitrage on the Series 2005 Certificate of Obligation paid to the Internal Revenue Service.

The following debt payment changes are required due to the 2010 Refunding.

Principal - 1998 General Obligation Bonds	(\$80,000)
Principal - 2010 Refunding	\$205,425
Interest - 1998 General Obligation Bonds	(\$11,210)
Interest - 2001 Certificate of Obligation	(\$4,015)
Interest - 2003 Certificate of Obligation	(\$55,575)
Interest - 2010 Refunding	\$38,540

The Golf Course Fund will require an increase in expenditure appropriations in the amount of \$3,250 to cover property tax assessed on the Club Car Cart Lease with Agricredit Acceptance, LLC.

The Library Gifts and Memorials Fund will require an increase in expenditure appropriations in the amount of \$4,749. The increase in appropriations is primarily being funded by a donation from the Five Hills Genealogy Society (\$3,654) as well as other smaller donations from various sources resulting in revenues for the current fiscal of \$4,749.

The City-Wide Donations Fund will require an increase in expenditure appropriations in the amount of \$5,082. Four thousand five hundred seven dollars (\$4,507) are donations received in a prior fiscal year and \$575 is donations received in the current fiscal year. Donations are received from various sources primarily for National Night Out.

The Grants Fund will require an increase in expenditure appropriations in the amount of \$67,934. The increase in appropriations is being funded in the current fiscal year as follows.

JAG Grant	\$763
TCLEOSE Grant	\$4,914
TFS Grant	\$7,921
Emergency Management	\$30,000
Centex Trauma Council	\$14,382
Homeland Security	\$5,181
CTRAC - SOW	\$3,500

One thousand two hundred seventy-three dollars (\$1,273) is revenue received in a prior fiscal year from TCLEOSE.

The Court Technology Fund will require an increase of \$7,210 in expenditure appropriations. The expenditure increase includes funds to cover the monthly rental (\$1,100) of a Kyocera copier. The remaining \$6,110 is needed to upgrade the court computer system enabling the system to work with Windows 7.

The 2003 Certificate of Obligations Fund (Tax Supported) will require a redistribution of \$4,017 from the Reliever Route to the FM 1113 Sidewalk Improvement project to cover the expenses used to complete the project.

The 2010A Limited Tax Notes Fund (Tax Supported) will require a redistribution of \$5,198 from funds allocated to purchase an ambulance (\$4,498) and funds to replace a hydrant, hose, and nozzle (\$700) to the Electronic Equipment account to purchase a new server.

ACTION OPTIONS/RECOMMENDATION

City staff recommends the City Council hold a public hearing on Ordinance No. 2011-05, amending the fiscal year 2010-11 Budget.

Fiscal Impact

Funds available Y/N?: Y

FINANCIAL IMPACT:

See attached ordinance and proposed amendments.

Attachments

Link: [Ordinance](#)

Link: [Combined Fund Summaries](#)

Link: [Public Notice](#)

ORDINANCE NO. 2011-05

AN ORDINANCE APPROVING AND ADOPTING AN AMENDMENT TO THE BUDGET FOR OPERATING THE MUNICIPAL GOVERNMENT OF THE CITY OF COPPERAS COVE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2010, AND ENDING ON SEPTEMBER 30, 2011; REPEALING ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE; AND ESTABLISHING A SAVINGS CLAUSE AND AN EFFECTIVE DATE.

WHEREAS, the City Council desires to amend the operating budget of the municipal government of the City of Copperas Cove for the fiscal year October 1, 2010 to September 30, 2011; and

WHEREAS, said budget amendments have been submitted to the City Council by the City Manager in accordance with the City Charter; and

WHEREAS, public notices of public hearings upon this budget have been duly and legally made as required by City Charter and law.

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

SECTION I.

That the City Council of the City of Copperas Cove ratify, approve and adopt the amendments to the budget considered for the fiscal year of October 1, 2010 to September 30, 2011, as identified in "Attachment A" of this ordinance.

SECTION II.

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

SECTION III.

That should any part, portion, or section of this ordinance be declared invalid or inoperative or void for any reason by a court of competent jurisdiction, such decision, opinion or judgment shall in no way affect the remaining portions, parts, or sections or parts of section of this ordinance, which provisions shall be, remain and continue to be in full force and effect.

SECTION IV.

That this ordinance shall take effect and be in full force and effect from and after its passage and publication according to law.

PASSED, APPROVED AND ADOPTED this 19th day of April 2011, at a regular called meeting of the City Council of the City of Copperas Cove, Texas, which meeting was held in compliance with the Open Meetings Act, *Tex. Gov't Code* 551.001, et.seq., at which meeting a quorum was present and voting.

John Hull, Mayor

ATTEST:

Jane Lees, City Secretary

APPROVED AS TO FORM:

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

**CITY OF COPPERAS COVE, TEXAS
FISCAL YEAR 2010-11 BUDGET
GENERAL FUND
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**

Description	Actual FY 2009-10	Budget* FY 2010-11	Proposed Amendment	Amended Budget FY 2010-11
BEGINNING FUND BALANCE:				
Unreserved, Undesignated	\$ 3,911,173	\$ 3,725,957	\$ -	\$ 3,725,957
Unreserved, Designated	1,000,000	1,000,000	-	1,000,000
TOTAL BEGINNING FUND BALANCE	\$ 4,911,173	\$ 4,725,957	\$ -	\$ 4,725,957
REVENUES:				
Taxes	\$ 10,622,505	\$ 10,880,942	\$ -	\$ 10,880,942
Permits & Licenses	239,555	227,680	-	227,680
Charges for Services	853,828	878,635	-	878,635
Fines	796,724	892,984	-	892,984
Administrative Reimbursements	1,250,501	1,250,500	-	1,250,500
Miscellaneous Revenue	379,057	328,990	-	328,990
TOTAL REVENUES	\$ 14,142,169	\$ 14,459,731	\$ -	\$ 14,459,731
TOTAL FUNDS AVAILABLE	\$ 19,053,342	\$ 19,185,688	\$ -	\$ 19,185,688
EXPENDITURES:				
City Council (21)	\$ 26,270	\$ 47,920	\$ -	\$ 47,920
City Manager (22)	257,379	260,591	-	260,591
City Secretary (23)	167,620	166,819	-	166,819
City Attorney (24)	78,679	83,256	-	83,256
Finance (31)	661,182	785,049	-	785,049
Human Resources (34)	298,883	274,268	4,148	278,416
Public Affairs Office (4250)	100,007	-	-	-
Information Systems (35)	220,466	275,596	-	275,596
Municipal Court (41)	404,868	424,738	-	424,738
Police (42)	4,439,024	5,001,204	-	5,001,204
Animal Control (43)	204,999	247,072	-	247,072
Fire/EMS (44)	3,022,582	3,347,568	100,141	3,447,709
Emergency Management (4420)	2,267	5,548	-	5,548
Engineering (51)	185,187	149,043	-	149,043
Street (53)	696,009	591,179	-	591,179
Fleet Services (55)	260,029	241,369	-	241,369
Facility Maintenance (57)	99,994	68,956	-	68,956
Planning (61)	73,765	166,456	13,936	180,392
Building Development (52)	220,349	239,408	-	239,408
Code & Health (72)	185,632	227,146	(13,936)	213,210
Parks and Recreation (54)	1,007,456	1,094,698	9,230	1,103,928
Library (71)	472,272	541,918	-	541,918
Non-Departmental (75)	555,952	713,055	6,180	719,235
TOTAL EXPENDITURES	\$ 13,640,872	\$ 14,952,857	\$ 119,699	\$ 15,072,556
OTHER EXPENDITURES:				
Capital Outlay	\$ 161,842	\$ 123,494	\$ -	\$ 123,494
Capital Lease Payments	-	58,517	-	58,517
Capital Improvement Projects	-	264,050	-	264,050
Transfers Out	-	43,610	-	43,610
TOTAL OTHER EXPENDITURES	\$ 161,842	\$ 489,671	\$ -	\$ 489,671
TOTAL EXPENDITURES	\$ 13,802,715	\$ 15,442,528	\$ 119,699	\$ 15,562,227
ENDING FUND BALANCE:				
Unreserved, Undesignated	\$ 4,250,627	\$ 2,743,160	\$ -	\$ 2,623,461
Unreserved, Designated	1,000,000	1,000,000	-	1,000,000
TOTAL ENDING FUND BALANCE	\$ 5,250,627	\$ 3,743,160	\$ (119,699)	\$ 3,623,461

*This budget reflects a 2010-2011 budget amendment that was approved by City Council on February 1, 2011.

**CITY OF COPPERAS COVE
FISCAL YEAR 2010-11 BUDGET
WATER & SEWER FUND
SUMMARY OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE**

Description	Actual FY 2009-10	Budget* FY 2010-11	Proposed Amendment	Amended Budget FY 2010-11
BEGINNING FUND BALANCE:				
Unreserved, Undesignated	\$ 2,089,155	\$ 2,218,541	\$ -	\$ 2,218,541
TOTAL BEGINNING FUND BALANCE	\$ 2,089,155	\$ 2,218,541	\$ -	\$ 2,218,541
Water Revenue	\$ 4,745,557	\$ 4,950,000	\$ -	\$ 4,950,000
Sewer Revenue	3,775,039	3,700,000	-	3,700,000
Senior Citizen Discount	(143,484)	(142,000)	-	(142,000)
Water Tap Fees	83,567	70,000	-	70,000
Sewer Tap Fees	18,150	20,000	-	20,000
Connect Fee	62,810	58,000	-	58,000
Meter Box Reset Fee	-	150	-	150
Composting Sales Revenue	17,622	15,500	-	15,500
Subtotal	<u>\$ 8,559,262</u>	<u>\$ 8,671,650</u>	<u>\$ -</u>	<u>\$ 8,671,650</u>
Admin Reimb-Drainage	\$ 20,000	\$ 20,000	\$ -	\$ 20,000
Transfer from Bond Funds	300,000	-	-	-
Interest Revenue	6,949	6,000	-	6,000
Late Charge For Billing	297,500	278,000	-	278,000
Miscellaneous Revenues	43,861	49,900	-	49,900
Insurance Proceeds	430	-	-	-
Riser Forfeiture Revenue	870	1,000	-	1,000
Auction Proceeds	-	5,000	-	5,000
Subtotal	<u>\$ 669,611</u>	<u>\$ 359,900</u>	<u>\$ -</u>	<u>\$ 359,900</u>
TOTAL REVENUE	\$ 9,228,873	\$ 9,031,550	\$ -	\$ 9,031,550
TOTAL FUNDS AVAILABLE	\$ 11,318,028	\$ 11,250,091	\$ -	\$ 11,250,091
OPERATING EXPENSES:				
Public Works (80)	\$ 175,969	\$ 325,206	\$ -	\$ 325,206
Utility Administration (81)	555,384	638,276	-	638,276
Water Distribution (82)	1,249,364	1,394,988	-	1,394,988
Sewer Collection (83)	471,264	527,996	-	527,996
Wastewater Treatment (84)	1,189,824	1,145,143	-	1,145,143
Composting (84-01)	172,480	198,768	-	198,768
Non-Departmental (85)	2,897,764	2,968,565	18,900	2,987,465
TOTAL OPERATING EXPENSES	\$ 6,712,050	\$ 7,198,942	\$ 18,900	\$ 7,217,842
OTHER EXPENSES:				
Capital Outlay	\$ 26,426	\$ 45,688	\$ -	\$ 45,688
Principal & Int Debt Pymts	2,436,685	3,133,259	91,600	3,224,859
Principal & Int Pymts in Bond Funds	(83,596)	(431,164)	220,365	(210,799)
Transfer to Bond Funds	-	50,000	-	50,000
TOTAL OTHER EXPENSES	\$ 2,379,514	\$ 2,797,783	\$ 311,965	\$ 3,109,748
TOTAL EXPENSES	\$ 9,091,566	\$ 9,996,725	\$ 330,865	\$ 10,327,590
ENDING FUND BALANCE:				
Unreserved, Undesignated	\$ 2,226,463	\$ 1,253,366	\$ (330,865)	\$ 922,501
TOTAL ENDING FUND BALANCE	\$ 2,226,463	\$ 1,253,366	\$ (330,865)	\$ 922,501

*This budget reflects a 2010-2011 budget amendment that was approved by City Council on February 1, 2011.

**CITY OF COPPERAS COVE
FISCAL YEAR 2010-11 BUDGET
SOLID WASTE FUND
SUMMARY OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE**

Description	Actual FY 2009-10	Budget* FY 2010-11	Proposed Amendment	Amended Budget FY 2010-11
BEGINNING FUND BALANCE:				
Unreserved, Undesignated	\$ 721,390	\$ 806,954	\$ -	\$ 806,954
TOTAL BEGINNING FUND BALANCE	\$ 721,390	\$ 806,954	\$ -	\$ 806,954
REVENUES:				
Refuse Collection Fees	\$ 2,538,532	\$ 2,522,300	\$ -	\$ 2,522,300
Senior Discount	(42,325)	(41,500)	-	(41,500)
Sanitary Landfill Fees	336,267	345,000	-	345,000
Recycling Proceeds	35,973	33,000	-	33,000
Sale of Kraft Bags	8,345	9,600	-	9,600
Sale of Scrap Metal	13,007	14,000	-	14,000
Container Reload-On Site	2,739	9,500	-	9,500
Rtn Svce-Overload Container	7,413	1,500	-	1,500
Auto-Lid Locks	871	850	-	850
Rear Load Dumpster Rental	2,311	2,000	-	2,000
Roll-Off Rental Income	19,254	27,500	-	27,500
Bulky/White Goods Collection	2,998	10,000	-	10,000
Container Removal from Curb	563	6,500	-	6,500
Subtotal	<u>\$ 2,925,947</u>	<u>\$ 2,940,250</u>	<u>\$ -</u>	<u>\$ 2,940,250</u>
Interest Revenue	\$ 1,791	\$ 1,700	\$ -	\$ 1,700
Late Charge For Billing	149,002	125,000	-	125,000
Auction Proceeds	15,827	5,000	-	5,000
Miscellaneous Revenues	1,316	1,500	-	1,500
Subtotal	<u>\$ 167,936</u>	<u>\$ 133,200</u>	<u>\$ -</u>	<u>\$ 133,200</u>
TOTAL REVENUES	\$ 3,093,883	\$ 3,073,450	\$ -	\$ 3,073,450
TOTAL FUNDS AVAILABLE	\$ 3,815,273	\$ 3,880,404	\$ -	\$ 3,880,404
OPERATING EXPENSES:				
Solid Waste Operations (90)	\$ 220,617	\$ 252,058	\$ -	\$ 252,058
Solid Waste Collection - Residential (91-01)	296,907	308,360	-	308,360
Solid Waste Collection - Recycling (91-02)	139,026	134,985	-	134,985
Solid Waste Collection - Brush (91-03)	137,638	147,293	-	147,293
Solid Waste Collection - Commercial (91-04)	311,214	241,719	-	241,719
Solid Waste Collection - KCCB (91-05)	23,426	26,239	-	26,239
Solid Waste Disposal (92)	1,131,849	1,238,017	5,000	1,243,017
Non-Departmental (95)	500,933	507,354	(5,000)	502,354
TOTAL OPERATING EXPENSES	<u>\$ 2,761,611</u>	<u>\$ 2,856,025</u>	<u>\$ -</u>	<u>\$ 2,856,025</u>
OTHER EXPENSES:				
Capital Lease Payments	\$ -	\$ 159,133	\$ -	\$ 159,133
Principal & Int Debt Pymts	106,253	139,170	8,022	147,192
TOTAL OTHER EXPENSES	<u>\$ 106,253</u>	<u>\$ 298,303</u>	<u>\$ 8,022</u>	<u>\$ 306,325</u>
TOTAL EXPENSES	<u>\$ 2,867,862</u>	<u>\$ 3,154,328</u>	<u>\$ 8,022</u>	<u>\$ 3,162,350</u>
ENDING FUND BALANCE:				
Unreserved, Undesignated	\$ 947,411	\$ 726,076	\$ (8,022)	\$ 718,054
Capital Improvement Reserve	-	-	-	-
Unreserved, Designated	-	-	-	-
TOTAL ENDING FUND BALANCE	<u>\$ 947,411</u>	<u>\$ 726,076</u>	<u>\$ (8,022)</u>	<u>\$ 718,054</u>

*This budget reflects a 2010-2011 budget amendment that was approved by City Council on February 1, 2011.

**CITY OF COPPERAS COVE
FISCAL YEAR 2010-11 BUDGET
TAX INTEREST AND SINKING FUND
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**

Account	Description	Actual FY 2009-10	Budget* FY 2010-11	Proposed Amendment	Amended Budget FY 2010-11
BEGINNING FUND BALANCE:					
	Unreserved, Undesignated	\$ 424,489	\$ 326,868	\$ -	\$ 326,868
TOTAL BEGINNING FUND BALANCE		<u>\$ 424,489</u>	<u>\$ 326,868</u>	<u>\$ -</u>	<u>\$ 326,868</u>
REVENUES					
07-310-1001	Ad Valorem Taxes	\$ 1,768,772	\$ 1,875,766	\$ -	\$ 1,875,766
07-310-1002	Delinquent Ad Valorem Taxes	16,768	15,500	-	15,500
07-310-1003	Penalty & Interest	13,732	12,000	-	12,000
07-370-6001	Interest Revenue	2,323	2,600	-	2,600
07-370-6002	Accrued Interest Revenue	20,684	-	-	-
TOTAL REVENUES		<u>\$ 1,822,278</u>	<u>\$ 1,905,866</u>	<u>\$ -</u>	<u>\$ 1,905,866</u>
TOTAL FUNDS AVAILABLE		<u>\$ 2,246,767</u>	<u>\$ 2,232,734</u>	<u>\$ -</u>	<u>\$ 2,232,734</u>
EXPENDITURES					
4701-0700-2218	Principal (Aug)-'98 GO	\$ 75,000	\$ 80,000	\$ (80,000)	\$ -
4701-0700-2220	Principal (Aug)-'01C/O	105,000	110,000	-	110,000
4701-0700-2225	Principal '03 C/O	70,000	65,000	-	65,000
4701-0700-2226	Principal Refunding C/O	394,037	9,000	-	9,000
4701-0700-2227	Principal (Aug) Ref '06 C/O	1,000	418,932	-	418,932
4701-0700-2228	Principal '06 Tax Notes	160,000	165,000	-	165,000
4701-0700-2229	Principal '07 C/O	5,000	20,000	-	20,000
4701-0700-2230	Principal '07 C/O Refunding	6,000	6,000	-	6,000
4701-0700-2231	Principal '08 Tax Notes	130,000	-	10,000	10,000
4701-0700-2232	Principal '08A Tax Notes	40,000	110,000	-	110,000
4701-0700-2233	Principal '09 GO	25,000	45,000	-	45,000
4701-0700-2234	Principal '09 Tax Notes	50,000	50,000	-	50,000
4701-0700-2237	Principal '10 Refunding	-	-	205,425	205,425
4701-0700-2238	Principal '10A Tax Notes	-	25,000	-	25,000
4701-0700-2318	Interest (Fb/Ag)-'98 GO	14,435	11,210	(11,210)	-
4701-0700-2320	Interest (Fb/Ag)-'01 C/O	13,272	8,740	(4,015)	4,725
4701-0700-2325	Interest '03 C/O	112,632	109,212	(55,575)	53,637
4701-0700-2326	Interest Refunding C/O '06	37,422	37,384	-	37,384
4701-0700-2327	Interest Refunding C/O	76,139	61,738	-	61,738
4701-0700-2328	Interest '06 Tax Notes	26,566	20,247	-	20,247
4701-0700-2329	Interest '07 Proposed C/O Bond	208,028	207,835	-	207,835
4701-0700-2330	Interest '07 C/O Refund	54,312	54,077	-	54,077
4701-0700-2331	Interest '08 Tax Notes	34,998	-	-	-
4701-0700-2332	Interest '08A Tax Notes	37,364	35,920	-	35,920
4701-0700-2333	Interest '09 GO	207,175	206,424	-	206,424
4701-0700-2334	Interest '09 Tax Notes	16,819	15,818	-	15,818
4701-0700-2335	Interest '10 GO	-	72,129	-	72,129
4701-0700-2336	Interest '10 Tax Notes	-	6,098	15,322	21,420
4701-0700-2337	Interest '10 Refunding	-	-	38,540	38,540
4701-0700-2338	Interest '10A Tax Notes	-	125,000	-	125,000
4701-0700-2340	Interest '11 GO Bonds	-	-	-	-
4701-0700-2401	Bond Paying Agent Fees	900	-	6,245	6,245
4701-0700-6014	Arbitrage Rebate Service	-	-	12,800	12,800
4701-0700-6016	Arbitrage Rebate	-	-	57,481	57,481
TOTAL EXPENDITURES		<u>\$ 1,901,098</u>	<u>\$ 2,075,764</u>	<u>\$ 195,013</u>	<u>\$ 2,270,777</u>
TOTAL ENDING FUND BALANCE		<u>\$ 345,669</u>	<u>\$ 156,970</u>	<u>\$ (195,013)</u>	<u>\$ (38,043)</u>

*This budget reflects a 2010-2011 budget amendment that was approved by City Council on February 1, 2011.

**CITY OF COPPERAS COVE
FISCAL YEAR 2010-11 BUDGET
GOLF COURSE FUND
SUMMARY OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE**

Description	Actual FY 2009-10	Budget* FY 2010-11	Proposed Amendment	Amended Budget FY 2010-11
BEGINNING FUND BALANCE:				
Unreserved, Undesignated	\$ (162,922)	\$ (130,913)	\$ -	\$ (130,913)
TOTAL BEGINNING FUND BALANCE	\$ (162,922)	\$ (130,913)	\$ -	\$ (130,913)
REVENUES:				
Swimming Pool Receipts	\$ 381	\$ 500	\$ -	\$ 500
Green Fees	96,418	155,000	-	155,000
Cart Rental Fees	103,556	155,000	-	155,000
Membership Dues	65,070	94,250	-	94,250
Tournament-Green Fees	11,589	15,500	-	15,500
Tournament-Cart Fees	2,291	11,900	-	11,900
Cart Storage Fees	38,027	43,000	-	43,000
Trail Fees	15,673	16,500	-	16,500
Pro Shop Sales	37,138	40,000	-	40,000
Facility Rental Income	3,145	8,700	-	8,700
Driving Range Fees	22,839	31,500	-	31,500
Snack Bar Revenue-Food & Beverage	15,457	12,000	-	12,000
Food & Beverage (Non-Tax)	606	500	-	500
Snack Bar Revenue-Alcohol Sale	11,389	20,000	-	20,000
Miscellaneous Revenue	83	-	-	-
Auction Proceeds	350	-	-	-
Transfer from General Fund	-	4,316	-	4,316
Special Green Fees	14,031	15,600	-	15,600
Golf Lesson Revenue	1,767	4,500	-	4,500
TOTAL REVENUES	\$ 439,809	\$ 628,766	\$ -	\$ 628,766
TOTAL FUNDS AVAILABLE	\$ 276,886	\$ 497,853	\$ -	\$ 497,853
OPERATING EXPENSES:				
Golf Course - Operations	\$ 188,863	\$ 240,220	\$ 3,250	\$ 243,470
Golf Course - Concessions	22,472	-	-	-
Golf Course - Maintenance	315,631	325,028	-	325,028
TOTAL OPERATING EXPENSES	\$ 526,967	\$ 565,248	\$ 3,250	\$ 568,498
OTHER EXPENSES:				
Capital Lease Payments	\$ -	\$ 31,768	\$ -	\$ 31,768
Principal & Int Debt Pymts	22,708	22,002	-	22,002
Principal & Int Pymts in Bond Funds	(10,973)	-	-	-
TOTAL OTHER EXPENSES	\$ 11,735	\$ 53,770	\$ -	\$ 53,770
TOTAL EXPENSES	\$ 538,701	\$ 619,018	\$ 3,250	\$ 622,268
ENDING FUND BALANCE:				
Unreserved, Undesignated	\$ (261,814)	\$ (121,165)	\$ (3,250)	\$ (124,415)
TOTAL ENDING FUND BALANCE	\$ (261,814)	\$ (121,165)	\$ (3,250)	\$ (124,415)

*This budget reflects a 2010-2011 budget amendment that was approved by City Council on February 1, 2011.

**City of Copperas Cove, Texas
2003 Certificates of Obligation
Tax Supported Capital Projects
FY 2010-11**

Account	Description	Total Project Budget**	Current Year Actual FY 2010-11	Total Project Actual FY 2010-11	Proposed Amendment	Total Amended Project Budget
Beginning Fund Balance						
70-300-0001	Fund Balance	\$ -	\$ 315,766	\$ -	\$ -	\$ -
Revenues						
70-390-1003	Bond Proceeds	\$ 4,190,000	\$ -	\$ 4,190,000	\$ -	\$ 4,190,000
70-370-6001	Interest Revenue	235,900	186	235,671	-	235,900
70-370-6005	Miscellaneous Revenue	1,953	-	1,953	-	1,953
Total Revenues		\$ 4,427,853	\$ 186	\$ 4,427,624	\$ -	\$ 4,427,853
Expenditures*						
70-231-0920	Bond Issuance Costs	\$ 82,543	\$ -	\$ 82,543	\$ -	\$ 82,543
70-231-0922	Unamortized Bond Discount	20,061	-	20,061	-	20,061
70-4615-4400-9021	Communications System	1,611,545	-	1,611,545	-	1,611,545
70-4615-4400-9023	Fire Department Pumper Truck	247,064	-	247,064	-	247,064
70-4615-5100-xxxx	Salary/Benefits	5,344	-	5,344	-	5,344
70-4615-4200-9039	Police Department Bldg. Repairs	22,537	-	22,537	-	22,537
70-4615-5300-9029	Improvements to FM 1113	444,187	-	444,187	4,017	448,204
70-4615-5400-9025	Renovation of Civic Center	132,691	-	132,691	-	132,691
70-4615-5400-9027	Construction of Skate Park	24,750	-	24,750	-	24,750
70-4615-5400-9035	City Hall Roof Repairs	11,441	-	11,441	-	11,441
70-4615-5400-9037	Human Resources' Bldg. Repairs	94,312	-	94,312	-	94,312
70-4615-8500-6014	Arbitrage Rebate Service Fee	2,750	-	2,750	-	2,750
70-4615-8500-9019	Construction of Big Divide	957,924	-	957,924	-	957,924
70-4615-8500-9033	Feeder Road (SE Bypass)	520,647	-	204,464	(4,017)	516,630
70-4615-8500-9043	Street Reconstruction	250,058	-	250,058	-	250,058
Total Expenditures		\$ 4,427,853	\$ -	\$ 4,111,671	\$ -	\$ 4,427,853
Ending Fund Balance						
70-300-0001	Fund Balance	\$ -	\$ 315,953	\$ 315,953	\$ -	\$ -

* Prior year expenditures have been reconciled to the fund cash balance.

** This budget reflects all previous Capital Improvement Plan budget amendments as approved by City Council.

City of Copperas Cove, Texas
2010A Limited Tax Notes
Tax Supported
FY 2010-11

Account	Description	Total Project Budget**	Current Year Actual FY 2010-11	Total Project Actual FY 2010-11	Proposed Amendment	Total Amended Project Budget
Beginning Fund Balance						
60-300-0001	Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues						
60-390-1001	Bond Proceeds	\$ 1,380,000	\$ 1,380,000	\$ 1,380,000	\$ -	\$ 1,380,000
60-370-6001	Interest Revenue	-	321	321	-	-
Total Revenues		\$ 1,380,000	\$ 1,380,321	\$ 1,380,321	\$ -	\$ 1,380,000
Expenditures*						
60-4190-7500-8300	Vehicles					
	Police - Utility Sport & Pursuit Vehicle (3)	\$ 96,800	\$ -	\$ -	\$ -	\$ 96,800
	Fire - Ambulance, Defibril. & Prevention	185,175	21,583	21,583	(4,498)	180,677
	Street - Bucket Truck	65,985	-	-	-	65,985
	Parks - Pickup Truck	44,000	-	-	-	44,000
60-4190-7500-8400	General Equipment					
	HVAC Equipment	50,000	-	-	-	50,000
	Fire - SCBA Units, PPE Racks, etc.	161,500	-	-	(700)	160,800
	Street - Backhoe Loader	100,000	-	-	-	100,000
	Parks - Lawn Machines	122,399	-	-	-	122,399
60-4190-7500-8402	Electronic Equipment - Information Systems	63,006	60,371	60,371	5,198	68,204
60-4190-7500-8404	Software					
	City Secretary - Document Imaging	45,000	-	-	-	45,000
	Finance - Payroll Time Keeping Module	56,000	-	-	-	56,000
	Fire - Fire House	7,456	7,455	7,455	-	7,456
	I.S. - incl. Fin CIP Tracking, HR App Tracking	57,956	911	911	-	57,956
60-4190-7500-8500	Facilities - Fire	308,000	71	71	-	308,000
60-4190-7500-9500	Bond Issuance Costs	16,723	26,294	26,294	-	16,723
Total Expenditures		\$ 1,380,000	\$ 116,685	\$ 116,685	\$ -	\$ 1,380,000
Ending Fund Balance						
60-300-0001	Fund Balance	\$ -	\$ 1,263,636	\$ 1,263,636	\$ -	\$ -

* Prior year expenditures have been reconciled to the fund cash balance.

** This budget reflects all previous Capital Improvement Plan budget amendments as approved by City Council.

NOTICE OF PUBLIC HEARING

On April 5, 2011, during a Regular City Council Meeting, the City Council of the City of Copperas Cove will hold a public hearing on the ordinance to amend the FY 2010-11 Annual Operating Budget for the City of Copperas Cove. The April 5, 2011 City Council Meeting will begin at 7:00 pm and will be held in the City Council Chambers at City Hall, 507 South Main Street, Copperas Cove, Texas 76522.

Operating Budget

The proposed amendments to the FY 2010-11 Annual Operating Budget are as follows:

	Increase (Decrease)
General Fund	
Expenditure Appropriations - Human Resources	\$4,148
Expenditure Appropriations - Fire Department	\$100,141
Expenditure Appropriations - Parks & Recreation	\$9,230
Expenditure Appropriations - Planning	\$13,936
Expenditure Appropriations - Code & Health Compliance	(\$13,936)
Expenditure Appropriations - Non-Departmental	\$7,180
Expenditure Appropriations - Contingency	(\$1,000)
Water & Sewer Fund	
Expenditure Appropriations - Non-Departmental	\$33,900
Expenditure Appropriations - Contingency	(\$15,000)
Expenditure Appropriations - Principal - '03 C/O	\$57,212
Expenditure Appropriations - Principal - '10 Refunding	\$235,125
Expenditure Appropriations - Interest - '01 C/O	(\$14,485)
Expenditure Appropriations - Interest - '03 C/O	\$23,914
Expenditure Appropriations - Interest - '03A GO	(\$19,800)
Expenditure Appropriations - Interest - '10 Tax Notes	(\$15,322)
Expenditure Appropriations - Interest - '10 Refunding	\$44,113
Expenditure Appropriations - Interest - '10A Tax Notes	\$1,208
Solid Waste Fund	
Expenditure Appropriations - Disposal Transfer Station	\$5,000
Expenditure Appropriations - Non-Departmental	\$8,022
Expenditure Appropriations - Contingency	(\$5,000)
Debt Service Fund	
Expenditure Appropriations - Principal - '98 GO	(\$80,000)
Expenditure Appropriations - Principal - '08 Tax Notes	\$10,000
Expenditure Appropriations - Principal - '10 Refunding	\$205,425
Expenditure Appropriations - Interest - '98 GO	(\$11,210)
Expenditure Appropriations - Interest - '01 C/O	(\$4,015)
Expenditure Appropriations - Interest - '03 C/O	(\$55,575)
Expenditure Appropriations - Interest - '10 Tax Notes	\$15,322
Expenditure Appropriations - Interest - '10 Refunding	\$38,540
Expenditure Appropriations - Bond Paying Agent Fee	\$6,245
Expenditure Appropriations - Arbitrage Rebate Service	\$12,800
Expenditure Appropriations - Arbitrage Rebate	\$57,481
Golf Course Fund	
Expenditure Appropriations - Operations	\$3,250

Library Gifts & Memorials Fund

Revenue Appropriations	\$4,749
Expenditure Appropriations	\$4,749

City-Wide Donations Fund

Revenue Appropriations	\$5,082
Expenditure Appropriations	\$5,082

Grant Fund

Revenue Appropriations	\$66,661
Expenditure Appropriations	\$67,934*

*\$1,273 in Grant funds received and recorded in a prior year and planned for expenditures in fiscal year 2010-11.

Court Technology Fund

Expenditure Appropriations	\$7,210
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2003 CO's Fund - Tax Supported

Expenditure Appropriations - Reliever Route	(\$4,017)
Expenditure Appropriations - FM 1113 Sidewalk Imprvmt	\$4,017

2010A Limited Tax Notes - Tax Supported

Expenditure Appropriations - Fire - Ambulance	(\$4,498)
Expenditure Appropriations - Fire General Equipment	(\$700)
Expenditure Appropriations - Electronic Equipment	\$5,198

Date: 04/05/2011

Contact: Mike Baker, Fire Chief/Emergency Management Coordinator

Information

SUBJECT

Consideration and action approving the purchase of new Self Contained Breathing Apparatus (SCBA) for the Fire Department. *J. Mike Baker, Fire Chief*

BACKGROUND/HISTORY

The City Council approved the sale of 2010 tax notes in the amount of \$136,500 to purchase new self contained breathing apparatus (SCBA) for the Fire Department. The existing units are antiquated and replacement parts are no longer available for most of the units currently in inventory. The units are required for firefighter safety and are regulated by the Texas Commission on Fire Protection. The units provide firefighters with breathing air to enter fire and smoke conditions. The replacement units will include affiliated equipment and required accountability system. Additionally, the City Council approved a separate tax note totalling \$460,000 to purchase a new fire engine and equipment for the engine. In the budget are four SCBA units to equip the apparatus.

FINDINGS/CURRENT ACTIVITY

The City Purchasing Officer published a request for bids and sent bid packets to five vendors following state and local purchasing policies. The City requested bids for 10 units with a request for pricing for additional units in the event the bid(s) submitted were below the available budget. Purchasing received bids from two vendors and one no bid reply from a third vendor. The bids received will allow the City to purchase the needed units and be within budget. The low bidder was CASCO Industries, Inc.

ACTION OPTIONS/RECOMMENDATION

City staff recommends the City Council authorize the purchase of 24 SCBA units and affiliated equipment from CASCO Industries Inc., totalling \$136,308.65 out of the 2010 tax note designated for SCBA and four SCBA units and affiliated equipment from CASCO Industries Inc., out of the new fire engine tax note totalling \$20,048.

Fiscal Impact

Funds available Y/N?: Y

FINANCIAL IMPACT:

Funds are available in the November 2010 Tax Notes.

Attachments

Link: [Tabulation Sheet](#)

Bid No. 2011-08-42
Self Contained Breathing Apparatus
Opening March 16, 2011 @ 2:00

VENDOR: CASCO

ADDRESS: GRAND PRAIRIE, TX.

ITEM	Qty	Make/Model	Bid Price per Unit	Total
Complete SCBA Units W/Accountability System	10	<u>MSA</u>	<u>\$542.40</u>	<u>5,422.40</u>
Option A – Associated Lap Top Computer	01			<u>746.25</u>
Discount on Additional Units if any.			<u>NONE</u>	

TOTAL \$5,174.65

Estimated delivery date: WITHIN 6 WEEKS OF ORDER DATE

VENDOR: WILSON FIRE RESCUE

ADDRESS: NEW BRAUNFELS, TX

ITEM	Qty	Make/Model	Bid Price per Unit	Total
Complete SCBA Units W/Accountability System	10	<u>AUON 151</u>	<u>\$599.00</u>	<u>5,990.00</u>
Option A – Associated Lap Top Computer	01		<u>650.00</u>	<u>650.00</u>
Discount on Additional Units if any.			<u>NONE</u>	

(TEAM'S UNIT ADD \$1475.00)

Estimated delivery date: 4 TO 6 WEEKS

TOTAL \$8,115.00

Date: 04/05/2011

Contact: Andrea Gardner, City Manager

Information

SUBJECT

Consideration and action on the appointment of the City Manager to represent the City of Copperas Cove by serving as a member of the Cen-Tex Sustainable Communities Partnership Executive Committee. *John Hull, Mayor*

BACKGROUND/HISTORY

A Memorandum of Understanding was signed by the Mayors of each partner in the Sustainable Communities Partnership in April 2009. Since that date, a group of representatives from each community organized and hosted a Sustainability Conference in January 2010. The conference included work groups that focused on the categories of Quality of Life, Transportation, Development, Natural Resources and Economic Development. The work groups presented a list of goals and objectives for each functional category to General William Grimsley and Colonel Hill upon the conclusion of the conference. The City Manager represented the City of Copperas Cove as a Team Leader assuming responsibility for work group assigned to the Economic Development category. The category of Economic Development was changed to Education upon agreement by the Team Leaders.

Since the conclusion of the conference in January 2010, the members of the partnership have continued to independently work on achieving the goals and objectives agreed upon by the conference work groups.

FINDINGS/CURRENT ACTIVITY

The members of the partnership met in December 2010 and January 2011 to discuss the structure of the partnership. The conclusions reached at the end of the meetings was to establish two committees and have the City Managers of the partnership communities and the Garrison Commander serve on an Cen-Tex Sustainable Communities Partnership Executive Committee and members of City staff from the partnership communities serve on the Cen-Tex Sustainable Communities Partnership Staff Committee. As such, the Mayor is seeking Council authorization for the City Manager to represent the City of Copperas Cove on the Executive Committee. The Executive Committee is planned to serve as an approving authority for matters requiring action and as advisory committee to the Staff Committee.

ACTION OPTIONS/RECOMMENDATION

City staff recommends that the Mayor nominate the City Manager and Council concur to fill the position of Executive Committee Member on the Cen-Tex Sustainable Communities Partnership Executive Committee.

Fiscal Impact

FINANCIAL IMPACT:

None

Date: 04/05/2011

Contact: Andrea Gardner, City Manager

Information

SUBJECT

Consideration and action on authorizing City staff to remove the trees planted on Main Street in the Downtown area. *Andrea M. Gardner, City Manager*

BACKGROUND/HISTORY

The City Manager received a request from Stephen Branch, current owner of Ledger Furniture, to authorize the removal of the trees located on Main Street. The request also included the City adding new brick pavers upon tree removal. The trees were purchased by the Garden Club of Copperas Cove and planted by the City in City right-of-way in the 1990s.

FINDINGS/CURRENT ACTIVITY

City staff concluded the request is inconsistent with the City's Downtown Master Plan that was adopted on June 17, 2008, which calls for beautification of the downtown area.

ACTION OPTIONS/RECOMMENDATION

City staff recommends Council take action on the item.

Fiscal Impact

Funds available Y/N?: Y

FINANCIAL IMPACT:

Stephen Branch agrees to pay for the cost of the tree removal; however has requested the City cover the brick pavers. The City does have the brick pavers in inventory; therefore, the only added cost will be the labor to perform the work.

Attachments

Link: [Tree Photos](#)





Date: 04/05/2011

Contact: Andrea Gardner, City Manager

Information

SUBJECT

Consideration and action on authorizing the City Manager to enter into an interlocal agreement with North Central Texas Council of Governments (NCTCOG) and a master agreement with Gabriel, Roeder, Smith & Co. (GRS) for actuarial services for the fiscal year 2010-11 audit. **Andrea M. Gardner, City Manager**

BACKGROUND/HISTORY

Each fiscal year the City reviews the audit process and any new required laws. The Government Accounting Standards Board (GASB) implemented new rules for recording of liabilities related to retiree benefits. The implementation of the new law is staggered over a few years, depending on the size of the local government. The City of Copperas Cove budgets for actuarial services each fiscal year to cover the GASB reporting requirement.

In May 2006, NCTCOG issued request for proposals to begin the process. NCTCOG is a regional planning commission and political subdivision of the State of Texas and is authorized to contract with eligible entities to perform governmental functions and services.

In late 2009, City staff contacted NCTCOG to determine what steps are necessary to begin the actuarial services that are required prior to completion of the FY 2008-09 audit. As such, an agenda item submitted to Council on January 5, 2010 was approved.

FINDINGS/CURRENT ACTIVITY

The interlocal agreement with NCTCOG will allow the City to enter into an agreement with GRS for actuarial services. NCTCOG is the facilitator to the RFP and award process and allows the City to enter into a contractual relationship with GRS without the City being required to enter into the RFP process.

City staff is preparing for the upcoming audit for fiscal year 2010-11 and is requesting Council to authorize the City Manager to execute a new agreement due to price increases.

ACTION OPTIONS/RECOMMENDATION

City staff recommends that the City Council authorize the City Manager to enter into an interlocal agreement with North Central Texas Council of Governments (NCTCOG) and a master agreement with Gabriel, Roeder, Smith & Co. (GRS) for actuarial services for the fiscal year 2010-11 audit.

Fiscal Impact

Funds available Y/N?: Y

FINANCIAL IMPACT:

The fee for the FY 2009 and FY 2010 audit was \$6,760. Due to CPI increases, the fee for FY 2011 is \$7,065. Sufficient funds exist in the Finance Department budget.

Attachments

Link: [Pricing Estimate](#)

Link: [GRS Master Agreement](#)

Link: [Interlocal Agreement](#)

Mar 07, 2011

Mrs. Cynthia Taylor
Interim Assistant Director of Financial Services
City of Copperas Cove
507 South Main Street
Copperas Cove, TX 76522

Re: Pricing Estimate for GASB OPEB Valuation for City of Copperas Cove

Dear Mrs. Taylor,

You have requested a pricing quote for a GASB 45 actuarial valuation under the Shared Services arrangement provided by Gabriel, Roeder, Smith & Co (GRS) and North Central Texas Council of Governments (NCTCOG).

Based on the information you provided, the estimated cost of services for City of Copperas Cove is \$7,065. This price is based on receiving data in the standard GRS format and using the following assumptions:

Number of Participants	100 - 999
Insured or Self-Funded	Insured*
Retirement Plans	1. TMRS
Health Plans	1. Scott & White - Option 1 (\$1,250 Annual Deductible & 80% Co-insurance) 2. Scott & White - Option 2 (\$250 Annual Deductible, \$30 Co-Pay Option with Cost Sharing on Medical Services) 3. Scott & White - Option 3 (No Deductible, \$40 Co-Pay Option)

* An additional fee of \$1,630 will be added if claims experience is required

If other assumptions are identified, a revised proposal letter will be prepared by GRS. Also, additional fees may apply if the data is not received in standard format.

Basic Services

Basic services provided through the Shared Services program will include:

- Actuarial valuation of employer OPEB in compliance with the requirements of paragraphs 11-27 of GASB 45. Valuations can be performed annually or biennially and will include:
 - > A measurement of the actuarial liability, present value of projected benefits and normal cost as of the valuation date
 - > The estimated actuarially determined contribution for the applicable fiscal years
 - > The estimated annual required contribution and accounting expense for the applicable fiscal years as required under GASB Statement Nos. 43 and 45
 - > Information needed to complete the “Notes to the Financial Statement” and “Required Supplementary Information” as defined in paragraphs 30 and 31 of GASB No. 43
 - > Information needed to complete the “Notes to the Financial Statement” and “Required Supplementary Information” as defined in paragraphs 24, 25 and 26 of GASB No. 45
 - > Required Supplementary Information as defined in paragraph 26 of the GASB 45
 - > Sensitivity analysis for health care trend rates, providing valuation results based on a higher and a lower health care trend
 - > A hypothetical set of actuarial results using an alternative discount rate based on pre-funding
- Two in person or conference call meetings as mutually agreed upon by City of Copperas Cove and GRS. Out of pocket travel expenses for governments located 100 miles or more from downtown Houston or DFW Airport will be charged to the government.
- Access to GRS' web based Aggregate Reporting Module. This module allows for benchmarking of valuations for all members of the Shared Services program. The Aggregate Reporting Module includes current and historical information on plan provisions, assumptions, and actuarial results.

Billing Schedule

Pricing assumes 20% paid upon acceptance by the government of the engagement, 50% upon receipt of the draft report and 30% upon acceptance of the final report. Pricing also assumes annual valuations. For Biennial valuations, an additional \$1,090 is added to the price and GRS will provide the OPEB cost for the off year as a percentage of covered payroll and will walk forward the Net OPEB Obligation.

Mrs. Cynthia Taylor

Mar 07, 2011

Page 3

Prices will be adjusted annually in January based on changes in the Consumer Price Index, All Urban Consumers, on a December over December basis.

Options Study

It is anticipated that City of Copperas Cove may want to consider what the options are for mitigating their OPEB liability either in the first year or first two years. These Options studies would include alternative discount rates, alternative healthcare trend rates, benefit capitations, changes in retiree cost sharing, and possibly changes in eligibility requirements. The cost for this Options study will be \$820 per study.

Other studies may not be covered under the fixed fee amount above. If a study is not included in the fixed fee pricing, the hourly rates shown in "Additional Services" below will apply. GRS will provide written documentation of our understanding of the service(s) requested, the estimated number of hours by employee class, total costs and project timeline.

Additional Services

Fees for additional consulting services not included under Basic Services or included in the fixed fee Options studies will be priced separately upon request and will be based on the following hourly rates:

<i>GRS Resource Classification</i>	<i>Hourly Rates</i>
Senior Consultant	\$384
Consultants	\$302
Senior Analysts	\$192
Actuarial Analysts	\$164
Systems Analysts and Programmers	\$220
Administrative Support Staff	\$121

A copy of this proposal letter will be made a part of the engagement agreement between City of Copperas Cove and GRS.

If you have any questions or need additional information please don't hesitate to e mail us at NCTCOG.sharedservices@gabrielroeder.com or call either Jim Schaefer at 469/524-1808 or Joe Newton at 469/524-1807.

Thank you for your interest in the Shared Services program.

Gabriel, Roeder, Smith & Company

MASTER AGREEMENT

Pursuant to the award of Joint Actuarial Services by the North Central Texas Council of Governments (NCTCOG), this agreement confirms the terms under which the _____ (name of government) hereinafter referred to as ‘CONTRACTING GOVERNMENT’ has engaged Gabriel, Roeder, Smith & Co. hereinafter referred to as “GRS” to perform actuarial consulting services. In as much as this relationship will involve several actuarial reviews and other services that will be governed by the Request for Proposal issued by NCTCOG on May 31, 2006 and our subsequent response to that proposal, we have agreed to establish this “master agreement” defining the general terms and conditions for all work performed.

This agreement will not, by itself, authorize the performance of any services. Rather specific services will be authorized through a separate engagement letter that references this master agreement and details the services to be provided and the timeframe and fees required. In the event of an inconsistency between this master agreement and an individual engagement letter, the master agreement will be followed.

As described in the above referenced Request for Proposal the following terms apply:

- A. **Tax Exempt Entities.** CONTRACTING GOVERNMENT is exempt from manufacturer’s federal excise tax and states sales tax. Tax exemption certificates will be issued upon request.
- B. **Role of NCTCOG.** NCTCOG has served as a facilitator to the RFP and award process but the contractual relationship is between GRS and the CONTRACTING GOVERNMENT.
- C. **Aggregate Information.** GRS agrees to supply NCTCOG with the specified results from the valuations and to aggregate that information with that of other governments for the purpose of benchmarking.
- D. **Fees.** GRS agrees to follow the attached pricing schedule (“Attachment A”) for pricing of its services.
- E. **Review of Charges.** CONTRACTING GOVERNMENT has the right to review the supporting documentation for any hourly charges or out of pocket expenses assessed to the CONTRACTING GOVERNMENT under the fee schedule.
- F. **Termination.** Both CONTRACTING GOVERNMENT and GRS will have the right to terminate this agreement through written notice. CONTRACTING GOVERNMENT will pay any charges or prorate fees incurred to the date the termination notice is received and actuary will cease any in progress work unless specific stopping points are provided in the letter.

- G. **Work Product.** The final work product will be the property of the CONTRACTING GOVERNMENT to be used as stated in the specific engagement letter. Ancillary use of the product is permitted but GRS is not responsible for the reliability of those projections. It is understood that all reports are subject to the open records laws of the State of Texas and the contracting jurisdiction.
- H. **Independent Contractor.** All the services provided by GRS will be as an independent contractor. None of the terms in the engagement letter will be interpreted to create an agency or employment relationship.
- I. **Biennial Reviews.** CONTRACTING GOVERNMENT agrees to provide census data in off years using the same cut off date and delivery dates as used for the year of review. Actuary agrees to review the off year census data and provide CONTRACTING GOVERNMENT with timely feedback regarding deficiencies in the data.
- J. **Term.** The term of this master agreement will be governed by the afore referenced NCTCOG RFP and will expire on September 30, 2012.
- K. **Complete Agreement.** This letter combined with the specific engagement letter and as clarified by the RFP and Proposal set forth the entire agreement between the CONTRACTING GOVERNMENT and GRS.
- L. **Indemnification.** GRS covenants and agrees to indemnify and hold harmless and defend and does hereby indemnify, hold harmless, and defend NCTCOG and CONTRACTING GOVERNMENTS, its officers and employees, from and against any and all suits or claims for damages or injuries, including death, to persons or property, whether real or asserted, arising out of any negligent act or omission on the part of the contractor, its officers, agents, servants, employees, or subcontractors, and the contractor does hereby assume all liability for injuries, claims or suits for damages to persons, property, or whatever kind of character, whether real or asserted, occurring during or arising out of the performance of this contract as a result of any negligent act or omission on the part of the contractor, its officers, agents, servants, employees, or subcontractors to the extent permitted by law. Please review this master agreement letter and the attached schedules and indicate your acceptance by having an official of CONTRACTING GOVERNMENT sign below.
- M. **Force Majeure.** A force majeure event shall be defined to include governmental decrees or restraints, acts of God (except that rain, wind, flood or other natural phenomena normally expected for the locality, shall not be construed as an act of God), work stoppages due to labor disputes or strikes, fires, explosions, epidemics, riots, war, rebellion, and sabotage. If a delay or failure of performance by either party to this contract results from the occurrence of a force majeure event, the delay

shall be excused and the time fixed for completion of the work extended by a period equivalent to the time lost because of the event.

- N. **Professional Standards.** GRS will provide qualified personnel for each engagement and follow all professional standards ascribed by the American Academy of Actuaries and the Governmental Accounting Standards Board.

GABRIEL, ROEDER, SMITH & CO.

By: _____

Date: _____

Title: _____

CONTRACTING GOVERNMENT

By _____

Date: _____

Title: _____

Attachment A

Pricing of Services – Calendar Year 2007*

Employer					
	Governments by Total OPEB Participants	Annual	Biennial	First Year Options Study	Hourly Rate for Additional Services
1	Less than 100-Insured 1 health plan	\$4,000	\$5,000	\$750/Study	See Below
1a	Less than 100-per additional health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below
2	Between 100 and 249-Insured 1 health plan	\$4,500	\$5,500	\$750/Study	See Below
2a	Between 100 and 249-per additional health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below
3	Between 100 and 249-Self Insured 1 health plan	\$6,000	\$7,000	\$750/Study	See Below
3a	Between 100 and 249-per additional self insured health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below
4	Between 250 and 499-Insured 1 health plan	\$4,500	\$5,500	\$750/Study	See Below
4a	Between 250 and 499-per additional health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below
5	Between 250 and 499-Self Insured 1 health plan	\$6,000	\$7,000	\$750/Study	See Below
5a	Between 250 and 499-per additional self insured health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below
6	Between 500 and 749-Insured 1 health plan	\$4,500	\$5,500	\$750/Study	See Below
6a	Between 500 and 749-per additional health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below
7	Between 500 and 749-Self Insured 1 health plan	\$6,000	\$7,000	\$750/Study	See Below
7a	Between 500 and 749-per additional self insured health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below
8	Between 750 and 999-Insured 1 health plan	\$4,500	\$5,500	\$750/Study	See Below
8a	Between 750 and 999-per additional health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below
9	Between 750 and 999-Self Insured 1 health plan	\$6,000	\$7,000	\$750/Study	See Below
9a	Between 750 and 999-per additional self insured health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below
10	Between 1000 and 1499-Insured 1 health plan	\$5,000	\$6,000	\$750/Study	See Below
10a	Between 1000 and 1499-per additional health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below

11	Between 1000 and 1499-Self Insured 1 health plan	\$6,500	\$7,500	\$750/Study	See Below
11a	Between 1000 and 1499-per additional self insured health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below
12	Between 1500 and 1999-Insured 1 health plan	\$5,000	\$6,000	\$750/Study	See Below
12a	Between 1500 and 1999-per additional health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below
13	Between 1500 and 1999-Self Insured 1 health plan	\$6,500	\$7,500	\$750/Study	See Below
13a	Between 1500 and 1999-per additional self insured health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below
14	Between 2000 and 2499-Insured 1 health plan	\$5,000	\$6,000	\$750/Study	See Below
14a	Between 2000 and 2499-per additional health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below
15	Between 2000 and 2499-Self Insured 1 health plan	\$6,500	\$7,500	\$750/Study	See Below
15a	Between 2000 and 2499-per additional self insured health or retirement plan	\$1,000	\$1,000	\$750/Study	See Below
16	Between 2500 and 5000-Self Insured 1 health plan	\$7,000	\$8,000	\$750/Study	See Below
16a	Between 2500 and 5000-per additional self insured health or retirement plan	\$1,500	\$1,500	\$750/Study	See Below

Plans (if applicable)					
	Governments by Total OPEB Participants	Annual	Biennial	First Year Options Study	Hourly Rate for Additional Services
1	Less than 100-Insured 1 health plan	\$0	\$0	\$750/Study	See Below
1a	Less than 100-per additional health or retirement plan	\$0	\$0	\$750/Study	See Below
2	Between 100 and 249-Insured 1 health plan	\$0	\$0	\$750/Study	See Below
2a	Between 100 and 249-per additional health or retirement plan	\$0	\$0	\$750/Study	See Below
3	Between 100 and 249-Self Insured 1 health plan	\$0	\$0	\$750/Study	See Below
3a	Between 100 and 249-per additional self insured health or retirement plan	\$0	\$0	\$750/Study	See Below
4	Between 250 and 499-Insured 1 health plan	\$0	\$0	\$750/Study	See Below
4a	Between 250 and 499-per additional health or retirement plan	\$0	\$0	\$750/Study	See Below
5	Between 250 and 499-Self Insured 1 health plan	\$0	\$0	\$750/Study	See Below
5a	Between 250 and 499-per additional self insured health or retirement plan	\$0	\$0	\$750/Study	See Below
6	Between 500 and 749-Insured 1 health plan	\$0	\$0	\$750/Study	See Below
6a	Between 500 and 749-per additional health or retirement plan	\$0	\$0	\$750/Study	See Below
7	Between 500 and 749-Self Insured 1 health plan	\$0	\$0	\$750/Study	See Below
7a	Between 500 and 749-per additional self insured health or retirement plan	\$0	\$0	\$750/Study	See Below
8	Between 750 and 999-Insured 1 health plan	\$0	\$0	\$750/Study	See Below
8a	Between 750 and 999-per additional health or retirement plan	\$0	\$0	\$750/Study	See Below
9	Between 750 and 999-Self Insured 1 health plan	\$0	\$0	\$750/Study	See Below
9a	Between 750 and 999-per additional self insured health or retirement plan	\$0	\$0	\$750/Study	See Below
10	Between 1000 and 1499-Insured 1 health plan	\$0	\$0	\$750/Study	See Below
10a	Between 1000 and 1499-per additional health or retirement plan	\$0	\$0	\$750/Study	See Below
11	Between 1000 and 1499-Self Insured 1 health plan	\$0	\$0	\$750/Study	See Below
11a	Between 1000 and 1499-per additional self insured health or retirement plan	\$0	\$0	\$750/Study	See Below
12	Between 1500 and 1999-Insured 1 health plan	\$0	\$0	\$750/Study	See Below

4812a	Between 1500 and 1999-per additional health or retirement plan	\$0	\$0	\$750/Study	See Below
13	Between 1500 and 1999-Self Insured 1 health plan	\$0	\$0	\$750/Study	See Below
13a	Between 1500 and 1999-per additional self insured health or retirement plan	\$0	\$0	\$750/Study	See Below
14	Between 2000 and 2499-Insured 1 health plan	\$0	\$0	\$750/Study	See Below
14a	Between 2000 and 2499-per additional health or retirement plan	\$0	\$0	\$750/Study	See Below
15	Between 2000 and 2499-Self Insured 1 health plan	\$0	\$0	\$750/Study	See Below
15a	Between 2000 and 2499-per additional self insured health or retirement plan	\$0	\$0	\$750/Study	See Below
16	Between 2500 and 5000-Self Insured 1 health plan	\$0	\$0	\$750/Study	See Below
16a	Between 2500 and 5000-per additional self insured health or retirement plan	\$0	\$0	\$750/Study	See Below

- ❖ For the first valuation, the prices above include a mandatory kick-off meeting to begin the project and a meeting to present the findings. If the second meeting can take place either via web cast or through a conference call, we will discount the above valuation fees by \$500.
- ❖ For subsequent valuations, we anticipate the kickoff meeting to be via conference call or web cast. For any participant, if the meeting to present the results can take place either via web cast or through a conference call, we will discount the above valuation fees by \$500.
- ❖ Pricing assumes 20% paid upon acceptance by the government of the engagement, 50% upon receipt of the draft report and 30% upon acceptance of the final report.
- ❖ Fees for additional services and optional services that are not determined as 'basic' will be based on the following rates:

GRS Position Title	Hourly Rates
Senior Consultant	\$350
Consultants	\$275
Senior Analysts	\$175
Actuarial Analysts	\$150
Systems Analysts and Programmers	\$200
Administrative Support Staff	\$110

*Prices will be adjusted annually beginning in January 2008 based on changes in the Consumer Price Index, All Urban Consumers, on a December over December basis. Current rates for your plan are reflected in the engagement agreement sent with this document.

**INTERLOCAL AGREEMENT
FOR
COOPERATIVE PURCHASING
FOR
ACTUARIAL SHARED SERVICES**

THIS INTERLOCAL AGREEMENT (“Agreement”), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the “Act”), by and between the North Central Texas Council of Governments, hereinafter referred to as “NCTCOG,” having its principal place of business at 616 Six Flags Drive, Arlington, Texas 76011, and (name of entity) _____ a local government, created and operated to provide one or more governmental functions and services, hereinafter referred to as “Participant,” having its principal place of business at:

W I T N E S E T H

WHEREAS, NCTCOG is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and

WHEREAS, pursuant to the Act, NCTCOG is authorized to contract with eligible entities to perform governmental functions and services, including the development of a standard approach for acquiring actuarial services; and

WHEREAS, in reliance on such authority, NCTCOG has a cooperative purchasing program under which it contracts with eligible entities under the Act; and

WHEREAS, Participant has represented that it is an eligible entity under the Act, that by Administrative Action has authorized this Agreement on (Date)* _____ and that it desires to contract with NCTCOG on the terms set forth below;

NOW, THEREFORE, NCTCOG and the PARTICIPANT do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The Participant represents and warrants to NCTCOG that (1) it is eligible to contract with NCTCOG under the Act because its a local government, as defined in the Act, and (2) it possesses adequate legal authority to enter into this Contract.

ARTICLE 2: APPLICABLE LAWS

NCTCOG and the Participant agree to conduct all activities under this Agreement in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Agreement.

ARTICLE 3: WHOLE AGREEMENT

This Agreement and any attachments, as provided herein, constitute the complete contract between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

ARTICLE 4: BILLINGS

Billings will be generated for the Actuarial Shared Services through Gabriel Roeder Smith & Company and will include an Administrative Fee of \$100 per valuation cycle (annually or biennially) payable to NCTCOG.

ARTICLE 5: CHANGES AND AMENDMENTS

This Agreement may be amended only by a written amendment executed by both parties, except that any alternations, additions, or deletions to the terms of this Agreement which are required by changes in Federal and State law or regulations are automatically incorporated into this Agreement without written amendment hereto and shall become effective on the date designated by such law or regulation.

NCTCOG reserves the right to make changes in the scope services offered through the Cooperative Purchasing Program to be performed hereunder.

THIS INSTRUMENT HAS BEEN EXECUTED IN TWO ORIGINALS BY THE PARTIES HERETO AS FOLLOWS:

**Denotes required fields*

NOTE: Facsimile copies of this document shall not be acceptable as ORIGINALS.

Interstate v1 rev. 10/05

*

Name of Participant (*local government, agency, or non-profit corporation*)

*

Mailing Address

*

City State ZIP Code

*By:

Signature of Authorized Official

*

Typed Name of Authorized Official

*

Typed Title of Authorized Official Date

North Central Texas Council of Governments
616 Six Flags Drive, Arlington, Texas 76011

*By:

Signature of Authorized Official

*

Typed Name of Authorized Official

*

Typed Title of Authorized Official Date