

**CITY OF COPPERAS COVE**  
**CITY COUNCIL SPECIAL MEETING MINUTES**  
**August 4, 2011 – 6:00 P.M.**

A     **CALL TO ORDER** - Mayor Hull called the meeting to order at 6:00 p.m.

B     **INVOCATION AND PLEDGE OF ALLEGIANCE** - Council Member Kent gave the invocation and Mayor Hull led the pledge of allegiance.

C     **ROLL CALL**

Present: Cheryl L. Meredith  
Gary L. Kent  
Kenn Smith  
Jim Schmitz  
Frank Seffrood  
John Hull

Absent: Charlie D. Youngs  
Danny Palmer

Attendees: Andrea M. Gardner, City Manager  
Jane Lees, City Secretary

D     **ANNOUNCEMENTS** - Andrea M. Gardner, City Manager, requested that everyone do what they could to conserve electricity and water during the drought that we are currently experiencing. She announced that a press release on this subject would be going out soon. She also reminded everyone that the program "Meals On Wheels" is still in need of donations.

E     **PUBLIC RECOGNITION** - None.

F     **CITIZENS FORUM** – None.

G     **CONSENT AGENDA** – None.

H     **PUBLIC HEARINGS/ACTION**

- 1     Public hearing on Fiscal Year 2011-2012 City Manager's Proposed Budget. **Ryan D. Haverlah, Assistant Director of Financial Services/Budget Director**

Mayor Hull opened the public hearing at 6:10 p.m.

Speaking: None.

Mayor Hull closed the public hearing at 6:12 p.m.

This was the first of two public hearings. No action taken at this time.

I     **ACTION ITEMS**

- 1 Consideration and action of a record vote to propose a property tax rate for Fiscal Year 2011-2012. **Ryan D. Haverlah, Assistant Director of Financial Services/Budget Director**

Council Member Schmitz made a motion to propose a property tax rate for Fiscal Year 2011-2012 of .7639 dollars per \$100 valuation. Council Member Kent seconded the motion.

A roll call vote was taken as follows:

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

Motion passed unanimously.

- 2 Consideration and action to set two public hearings on the proposed tax increase for the 2011-2012 fiscal year. **Ryan D. Haverlah, Assistant Director of Financial Services/Budget Director**

The public hearings will not be required since the proposed tax rate of .7639 dollars per \$100 valuation is less than or equal to the effective tax rate.

- 3 Consideration and action to set the date to adopt the tax rate for fiscal year 2011-2012. **Ryan D. Haverlah, Assistant Director of Financial Services/Budget Director**

Council Member Schmitz made a motion to set the date to adopt the tax rate for Fiscal Year 2011-2012 for September 6, 2011. Council Member Smith seconded the motion, which passed unanimously.

J **REPORTS FROM OUTSIDE ENTITIES, ADVISORY COMMITTEES AND BOARDS - None.**

K **ITEMS FOR FUTURE AGENDAS - None.**

L **EXECUTIVE SESSION - None.**

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

N **ADJOURNMENT** - There being no further business, Mayor Hull adjourned the meeting at 6:17 p.m.

**ATTEST:**

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John Hull, Mayor

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Jane Lees, City Secretary



**CITY OF COPPERAS COVE**  
**CITY COUNCIL WORKSHOP MEETING MINUTES**  
**August 4, 2011 – 6:30 P.M.**

**A CALL TO ORDER** - Mayor Hull called the workshop to order at 6:00 p.m.

**B ROLL CALL**

Present: John Hull  
Cheryl L. Meredith  
Gary L. Kent  
Kenn Smith  
Jim Schmitz  
Frank Seffrood

Absent: Charlie D. Youngs  
Danny Palmer

Attendees: Andrea M. Gardner, City Manager  
Jane Lees, City Secretary

**C WORKSHOP ITEMS**

- 1** Presentation of proposed FY 2012 budget - Hotel Occupancy Tax Committee and outside organizations. **Andrea M. Gardner, City Manager**

The presentation for the workshop is attached to and made a part of these minutes.

Mr. Robert Ator, Executive Director of the HOP made the first presentation. The HOP is requesting \$15,204 from the City for its share of shelter sites and equipment, and for operating funds, \$17,292, for a total request of \$32,496.

The next presentation was from Lewann Turner of Hill Country Community Action Association. This organization is requesting \$5,000. This organization manages the "Meals On Wheels" program. She said that the Federal funding has been severely cut for the upcoming year and the organization is not sure if they will be able to continue serving meals, therefore, they are doing what they can to raise funds.

Next was a presentation from the USO from Isabel Hubbard. This organization is seeking \$5,000.

Jack Welch, coordinator for CHAMPS, presented information on the event and requested \$30,000.

Marty Smith, President of the Chamber, presented information about the Chamber and its key activities in the City. Betty Price, Vice President of the Chamber, presented information about the Tourism and Visitors Bureau. The request from the Chamber was for \$177,500. A copy of the Chamber's presentation is attached to these minutes.

Sarah Kindler, Chairperson for the Hotel/Motel Tax Committee, was on hand and gave the committee's recommendation to the Council as follows: CHAMPS - \$15,000; and Chamber -

\$177,500.

**2 Presentation and discussion of the proposed FY 2012 budget. Andrea M. Gardner, City Manager**

The proposed fee changes and additions were discussed with the Council.

Council Member Schmitz requested an additional fee for funeral escort. Ms. Gardner said she would discuss and come up with agreements with the local funeral homes.

Ms. Gardner requested that the Council consider policy direction on solid waste brush collection between now and January. The Council requested a workshop to discuss this issue.

Mr. Haverlah discussed changes to the proposed budget with the Council. All changes will be brought forth in full at the next council meeting and on August 30, 2011 at the public hearing.

Ms. Gardner will bring back discussion at that time on a small pay raise for employees.

**3 Direction to staff on items C-1 and C-2. Andrea M. Gardner, City Manager**

Council Member Kent said he wants to see \$30,000 go to CHAMPS for the HOT Bowl. Council Member Smith agreed with Council Member Kent on the HOT Bowl, but in order to award the full amount the City would have to take away from the Chamber. Council Member Seffrood said that since the City has no other funds for these entities, the money will have to be divided up to go where they are best served.

Ms. Gardner stated that both entities understand the strain that the City is under and will work with the City. She said that if additional monies are available in the last quarter and the outlook is good, then certainly these entities can come back to request additional funding.

Coach Welch stated that the HOT Bowl has grown and they now have an agreement with the junior colleges regarding the HOT Bowl. If the funding for the event dropped, they would have to let them know.

Council Member Smith said he would compromise with \$20,000 for the HOT Bowl and hope additional funds would be available in the last quarter. Council Members Seffrood and Schmitz said they would agree on initial amounts of \$20,000 for the HOT Bowl and \$121,000 for the Chamber. Council Members Smith and Meredith said they could agree with those amounts.

Other requests from the General Fund:

Council consensus was to deny funding to the USO. Funding for The HOP is already in the budget and consensus was to agree with the request. Council Member Kent requested a copy of the surveys done by The HOP.

There was consensus to offer \$2,500 to Hill Country Community Action Association.

**D ADJOURNMENT -** There being no further business, Mayor Hull adjourned the meeting at time 9:36 p.m.

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John Hull, Mayor

ATTEST:

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Jane Lees, City Secretary