

**CITY OF COPPERAS COVE  
CITY COUNCIL SPECIAL MEETING MINUTES  
August 30, 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  
Charlie D. Youngs  
Gary L. Kent  
Danny Palmer  
Kenn Smith  
Jim Schmitz  
Frank Seffrood  
John Hull

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

D **ANNOUNCEMENTS - None.**

E **PUBLIC RECOGNITION - None.**

F **CITIZENS FORUM - None.**

G **CONSENT AGENDA - None.**

H **PUBLIC HEARINGS/ACTION**

- 1 Public hearing and action on approval of an ordinance amending the Capital Improvement Plan (CIP) for FY 2010-2014 and approving the official Capital Improvement Plan (approved CIP) for Fiscal Year 2012. **Ryan D. Haverlah, Assistant Director of Finance/Budget Director**

Mr. Haverlah provided a handout showing a comprehensive look at the CIP by Program and outlined the specific changes by Fund.

Mayor Hull opened the public hearing at 6:13 p.m.

Speaking: Council Member Schmitz asked why the City is delaying the Hughes Garden improvement project. Ms. Gardner replied that the Council discussed funding two of the three drainage projects back in April at the retreat. She said that if the Council wished, a budget amendment could be done to add the project back in.

Council Member Youngs asked if the CIP software, which was approved last year, had been purchased and whether it was helpful. Ms. Gardner said that the software had been purchased but that the results so far have been less than desirable. She stated that it appears that things are getting straightened out.

Council Member Youngs asked if the \$150,000 in the Drainage Fund for FY 2012, of which \$90,000 is from the Drainage Fund and \$60,000 is from tax notes, is included in the \$902,000 balance in the fund. Ms. Gardner said that this item could also be brought back to Council as a budget amendment. She suggested that the budget be amended to approve design fees, then be brought back later to approve construction.

Council Member Palmer requested clarification on what the City was doing in Parks & Recreation for FY 2012. Mr. Haverlah confirmed that the amount in the CIP is zero for that area in FY 2012. Ms. Gardner stated that there are some excess bond funds that will be used for High Chaparral Park.

Council Member Seffrood asked how many ticket writers the City would be purchasing and if the project is phased. Mr. Haverlah stated that it will be phased beginning in 2012. Ms. Gardner stated that the officers tell her the ticket writers are a great benefit for them to have. There have been no negative comments regarding the ticket writers. The number to be purchased is not known at this time.

Council Member Palmer asked what the total cost spent by the City is so far on the South Bypass. Ms. Gardner said that the total project is \$42.7 million, but a lot of that money will be coming back to the City. She stated that the City has spent about \$1 million so far on the North Bypass.

Mayor Hull closed the public hearing at 6:28 p.m.

#### **ORDINANCE NO. 2011-36**

#### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS, AMENDING THE CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2010-2014.**

Council Member Smith made a motion to approve Ordinance No. 2011-36 as presented. Council Member Kent seconded the motion, which passed unanimously.

- 2 Public hearing on an ordinance amending the 2010-2011 fiscal year budget for the City of Copperas Cove. **Ryan D. Haverlah, Assistant Director of Financial Services/Budget Director**

Mr. Haverlah gave an overview of the changes in the budget amendment.

Mayor Hull opened the public hearing at 6:35 p.m.

Speaking: Ms. Gardner explained to the Council that the City has been cleaning up and closing out bond funds. There were some that contained excess funds. The City can pay debt service with these funds or use them for appropriate projects. The reason that Council is hearing about shifting of those funds is because of the clean up that is in progress. From now on any excess funds from bonds will only be used to pay debt.

Mayor Hull closed the public hearing at 6:43 p.m.

#### **ORDINANCE NO. 2011-37**

#### **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.**

This is the first of two required public hearings for this ordinance. The second public hearing will be held on September 6, 2011. No action was taken on this ordinance.

3 Public Hearing on Amendments to the City Manager's Proposed Budget for Fiscal Year 2011-2012 . **Ryan D. Haverlah, Assistant Director of Financial Services/Budget Director**

Mr. Haverlah discussed the changes made to the proposed budget by Fund.

Mayor Hull opened the public hearing at 6:49 p.m.

Speaking: Ms. Gardner explained that due to the wording in the City Charter, a budget amendment will have to be brought to the Council at the first meeting in October in order to add in the COLA for employees. Council Member Youngs asked if the revenue change in the Water/Sewer Fund included the rate increase for the 3/4-inch line. Mr. Haverlah said it did, and it included the increase in the wastewater rate as well. He also asked about the water rate study. Ms. Gardner said that it would be brought to the Council on October 4.

Mayor Hull closed the public hearing at 6:54 p.m.

No action was taken on this item.

I **ACTION ITEMS**

1 Consideration and action on adopting the FY 2012 - FY 2016 Personnel Plan. **Ryan D. Haverlah, Assistant Director of Financial Services/Budget Director**

Council Member Youngs made a motion to approve the FY 2012-2016 Personnel Plan as presented. Council Member Schmitz 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 7:06 p.m.

**ATTEST:**

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John Hull, Mayor

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Jane Lees, City Secretary

