

City of Copperas Cove Information Item

February 24, 2015

City's Workshop Schedule

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SUBJECT: City of Copperas Cove Workshop Schedule.

1. PROJECT DESCRIPTION

According to Chapter 2 of the Code of Ordinances, Sec. 2-56.1. - Workshops.

(a) The purpose of a workshop is to discuss in depth or explore matters of interest to the city, such as a meeting with one (1) of the city's appointed committees or the council alone may wish to explore a matter in great detail. The time, place and purpose will be stated on all legally posted notices. City council shall not take formal action on items presented at a workshop.

(b) Non-regularly scheduled workshop meetings may be called by the mayor, the city manager, or any council member subject to approval of four (4) or more members of the city council.

2. FINDINGS/CURRENT ACTIVITY

During the February 10, 2015 Council Meeting, under Items for Future Agendas, Council Member Russell entered into a discussion regarding "Use of Future Work Shops". Just prior to the February 17, 2015 Meeting, Council Member Russell provided a copy of his notes regarding the discussion on February 10, 2015, to the City Secretary.

The City staff has maintained the workshop schedule as far back as can be documented.

The majority of the workshop items are generated by the staff in support of City Charter Section 4.01c regarding the City Manager's charge in the administration of all affairs of the City. As such, the City Staff continues to maintain the workshop

schedule to facilitate the ongoing work of the City Staff in concert with additional direction from the Council as needed. Additionally, the efficient review and preparation of the budget for the City requires the coordination, and creation of a number of workshop items specifically related to the budget.

Absent of the controls offered by staff preparation and scheduling of the workshop schedule, it is possible that State required meetings and public hearings may occur outside the parameters of State Law.

3. FINANCIAL IMPACT

N/A

4. FUTURE ACTIVITY

The attached Workshop Schedule is provided for Council informational purposes only.

1. Use of Future City Council Work Shops.
2. Briefing concerning the removal of the Old City Hall; follow on use of the property. Savings from currently occupied rental space housing City Staff personnel; locations of temp offices; Leessor of temp office spaces; monthly rental costs; utility and janitorial costs; and any other costs associated with these locations (total overall savings).
3. Detailed briefing concerning the New Modular IT and City Staff Complex. Detailing: building design costs; fiberoptic costs, furniture costs, parking lot construction costs; and any other costs associated with the construction of this facility.
4. Construction of a new City Hall.
5. Reduce of the speed limit through the City of Copperas on business 190.
6. Establishment of an MDD.
7. EDC Quarterly Update format. Quarterly financial report; past, current and future use and relationship with the Endeavor Real Estate Group (Developer of the 5 Hills Shopping Center - how do we use this organization?); Layout details as to areements and incoming store information...ie...Ros, rue21, Burke's Outlet, Dots Fashion and Rack Room Shoes.
8. Viability of maintaining the existing City Golf Course.
9. Directorate Reviews; equipment. maintenance, personnel and funding requirements.
10. 5, 15, 25 year Master Plan (Supported by current and future GIS data) Does the city need to hire a contractor to facilitate this process?
11. Salary and benefits situation; Current and future - sustainability into year 2040.
12. City programs; code enforcement (lawns); back-flow preventers...etc.
13. Acquisition of vacant City Staff personnel: City Planner, Assistant City Manager...etc.
14. City Vision, Goals, and Objectives (a quarterly review needs to be established).
15. How do we (City Staff and City Council); track their information; utilize their produces and recommendations of the city Boards, Bureaus, Committees and working Groups (B2CWG's) to support staff Objectives and council goals and Strategic Vision for the city?
16. New Park Areas; Renovation of old parks and acquisition of new park areas for the city.



17. Changing the face of Copperas Cove: Cotton and Cattle hub; large stock yards; large rail head; farmers market; reconstruction of Rail Road Depot - Direction for the city. This issue is a sub consideration of City Council proposed agenda item #18.
18. Filling Key vacant city staff positions:...ie....City Planner, Assistant City Manager...
19. Creation of a Strategic Long Range (25 + year) Master Plan for the City of Copperas Cove.

1. Use of Future Work Shops.

Motion that the City Council direct the City Manager to continue the awards ceremony practice at the beginning of each workshop; that workshops continue to be held, on or about, 1700 hrs. prior to scheduled City Council meetings; In addition, direct the city manager to establish a set briefing schedule for each workshop; Briefings will provide but are not limited to updates on city projects, and from the city staff (ie...directorates). These briefings/updates will provide additional opportunities to update the city council on issues of concern to that agency and/or specific director, issues of concern by the City Manager office, or by this governing body.

2. Briefing concerning the removal of the Old City Hall and follow on use of this property; rental space housing City Staff personnel; locations; Lessor; monthly rental costs; utility and janitorial costs; and any other costs associated with these locations.

3. Detailed briefing concerning the New Modular IT and City Staff Complex. Detailing: building design costs; fiberoptic costs, furniture costs, parking lot construction costs; and any other costs associated with the construction of this facility.

4. Construction of a new City Hall.

5. Reduce of the speed limit through the City of Copperas on business 190.

6. Establishment of an MDD.

7. EDC Quarterly Update format.



2015 Workshop Schedule

Workshop Date	Workshop Topic	Workshop Presenter
01/06/2015	Structure Development Senior Housing	Sallie Burchette
01/20/2014	Workshop Removed from the Agenda	
02/10/2015	Workshop was Cancelled	
02/17/2015	Library Use Patterns	Kevin
03/03/2015	Construction Standards	Lee H
03/17/2015	Rabbit Fest	Velia
04/07/2015	SRTS	Andrea
04/21/2015	Brush and Bulk Pick Up	Velia
05/05/2015	Future Use of Allin House	Joseph
05/19/2015	Leases with Home Rule Municipalities	Habib
06/02/2015	Hotel Occupancy Tax Workshop	Betty
06/16/2015		