

Citizen's Focus Group Committee Meeting

Tuesday, September 8, 2015

Andrea started the meeting at 2:00pm in the Public Works Conference Room. A sign in sheet was passed to members to record attendance.

Present:

Andrea Gardner – City Manager
Kevin Keller – Public Information Officer
Marc Payne
Sandy Vegh
Chris Mulvey
Ronnie Viss
Ray Torres
Marty Smith
Matt Russell

Absent:

Marcie Lowery – work
Tim McGinnis – funeral
Marty Smith

Also present was AC Mike Heintzelman and Senior Animal Control Officer David Wellington to present to the group.

I. General Announcements

Andrea advised she wanted to first discuss the dates and times of the meetings for the group. Andrea advised she is willing to be flexible when it comes to meeting with the group. The group will try a Wednesday meeting to see if that is more convenient for all members, since Marcie works in Austin on Tuesdays.

Andrea advised the Citizen Satisfaction Survey data has been received and will be presented to the City Council on October 5th at the Council Planning Session. Andrea encourages all members of the Focus Group to attend the presentation, which will take place around 9:00 AM at the Police Department Community Room. The two hardest hit areas in the survey were the golf course and economic

development. Andrea advised the data collected from the survey can be used to direct the mission of the group if they choose to take advantage of the resource. Andrea did not want to release details until the data has been received by the Council. Ray asked in relation to the results of the survey, and to experience or see what the actual areas of dissatisfaction are, will the group be touring the areas listed as problems, such as the golf course. Andrea advised the group will be touring the golf course eventually, but as a new director will be taking the reins very soon, she would like to give him time to get settled in prior to the tour and presentation.

Andrea asked everyone if they heard of the accident at FM 2657 and the Bypass. Andrea advised the intersection lights will be changed to either solid green arrow to turn or red arrow. There will no longer be a flashing green or yellow arrow at the intersection. Various traffic accident prone areas were discussed by the group.

II. Committee Discussion / Business (Open Forum)

Andrea asked each member for any topics of discussion or questions they had for this meeting.

Ray

- None

Marc

- *Parks Staff at Golf Course*

Marc asked why the Parks staff were at the Golf Course clubhouse and not at the Park. Andrea advised the Parks staff used to be at the Civic Center, which was in pretty bad shape a few years ago. When the remodel was done, the most important areas to renovate were the kitchen and main floor areas, since that is where the revenue comes from for the building. The office areas were in too poor of a condition to remodel within the budget provided. Marc asked why City staff could not remodel the building. Andrea advised there are certain tasks employees cannot be asked or allowed to do. Volunteering time and resources might be a different story, but the City does not have more than a general maintenance department and they cannot do the work needed to bring the area back up to standard.

- *Ogletree Post Office Historic Building*

Marc advised the building has broken windows and the shutters are torn down and leaning against the building. Marc advised the tin roof is coming off and the area is not consistently weed-wacked. The barn side has been damaged and the inside of the barn has been spray painted with graffiti. Marc advised something needs to be done about the property since state rules must be followed to actually repair the property.

- *North FM 116*

Marc asked when the road widening was taking place for N FM 116. Andrea advised there was a delay on the City's part for the project, but TxDOT is letting for bids soon. Marc asked if the railroad pressure pads will be widened as well for the roadway. Andrea was unsure. Ronnie asked if there would be any passing lanes between Gatesville and Copperas Cove with the widening. Andrea did not know.

- *Flashing Arrow Traffic Lights*

Marc advised he does not like the lights that flash to turn at BUS 190/S FM 116 and BUS 190/Main. Marc advised he always has a different light pattern when he approaches those lights. The intersection at S FM 116 is a very long intersection and it is situated at the bottom of a hill. This makes that intersection dangerous, especially for anyone pulling a trailer. Marc believes these lights should be reviewed by TxDOT. Andrea advised Marc to send her an email and she will contact TxDOT to look into the issue.

Chris

- *RV Park*

Chris asked Andrea about who is responsible for advertising the RV Park to the area travelers. Chris advised most people don't even know we have an RV Park. Marc advised advertising the park will bring people to the park trying to live there like before. Last time Marc visited the park, one RV driver had leased out a tent to someone behind the leased hookup. Marc advised as far as he knew the park was full most of the time. Andrea advised Velia did a report on the revenue from the RV Park a few years ago.

Sandy

- *Golf Course Advisory*

Sandy advised the Golf Course Advisory Board is off to a good start and the Parks and Rec Advisory Committee had a very productive meeting this month. Sand

advised the Parks meeting was the best meeting in a long time. The group is reviewing the bylaws, the budget and how to educate the public on the parks programs, policies and fees. Sandy advised the public does not understand the fee associated with the pools and what it includes. Sandy advised some of the biggest complaints received were on the pool fees.

Ronnie

- *Allin House*

Ronnie asked Andrea for an update on the Allin House. Andrea advised the City Council advised the property was not to be rented out any longer. The City Council also advised the property would be maintained but no major repairs would be authorized for the location. The site is a historical site and cannot just be repaired the way a regular building can be repaired. Andrea advised once a site is designated a historical site, it is always that way and repair of the building becomes very costly with the designation. Ronnie advised the Christmas tree lighting could be done at the location since the area used in previous years will be unavailable in the future.

- *Infrastructure Plan*

Ronnie asked if Copperas Cove had an infrastructure plan and what is that plan. Andrea advised the City has a Capital Improvements Plan (CIP) located online. Copperas Cove also has a Waste Water Master Plan (recently presented to Council) and a Water Model.

- *Swimming Pool Fees*

Ronnie asked if the swimming pool fees have been adjusted this year as a result of the low attendance records from the last year when the rates were raised. Andrea advised they were adjusted to better reflect what the citizens wanted to see while still maintaining a level of revenue required to keep the pools open.

- *Public Works Building*

Ronnie advised the outside of the building looks terrible. There is grass all over the parking lot and the area needs to be weed-wacked. Ronnie advised if the City cannot manage what property we have and keep it looking nice, then he worries about the BUS 190 Roadway Beautification project discussed a few months ago being maintained by the same department. Andrea advised it is hard to sell the project when the City is having a hard time keeping property nice.

III. Animal Control

Senior Animal Control Officer David Wellington and Assistant Chief Mike Heintzelman were present to provide information on the Animal Control department. This presentation is attached.

AC Heintzelman advised the group the AC department relies on the citizens in the community to report strays. After 5 PM, any dangerous dog should be reported to the police department. Animal control have access to tranquilizer darts and various tools to safely capture, control and transport a dangerous dog.

AC Heintzelman advised on the seriousness of rabies vaccines in animals. The rabies virus can be contracted by humans, causing serious illness and, after a certain point, death. Animal control officers are vaccinated against rabies.

AC Heintzelman advised when an animal is found, the AC officers do not know the health history of the animals. The officers must be knowledgeable in the determination of possible sickness in animals under their care in the facility.

The AC department will provide microchips to owned and adopted animals for \$20 per animal. AC department will update the microchip information for the adopter with pet name and owner information. All animals adopted from the animal shelter must have a microchip, rabies vaccination and be spayed/neutered. Frequently, citizens fall into trouble when they cannot afford to sterilize their animal or fail to comply with the terms of the adoption agreement.

State law requires any stray dog be held for 3 days. After the hold period, the animal becomes property of the City. At this time, the animal is evaluated and if possible placed for adoption. This is also a time when a determination is made on putting any dog down. The Senior Animal Control Officer makes the determination.

The facility hosts free adoption events several times a year. The adoption fee is waived for these adoptions, but the new owner must still spay/neuter, vaccinate and microchip their animal. 156 animals have been adopted during the free events for FY 2015-16 so far. The next free adoption event is September 17 - 18.

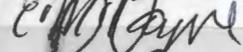
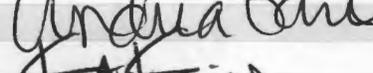
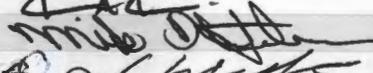
At the conclusion of the presentation, Senior Animal Control Officer Wellington took the group on a tour of the facility.

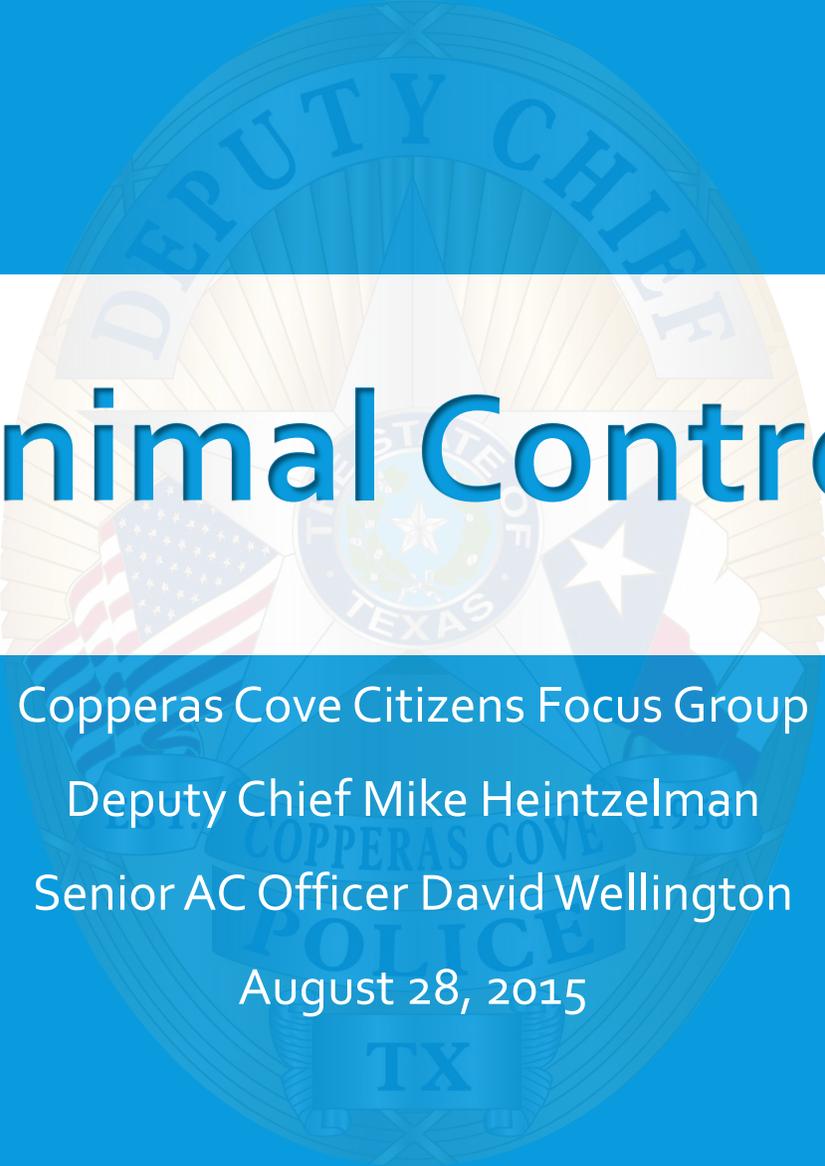
IV. Conclusion of Meeting

The next meeting date invitation will be sent by email.

Citizen's Focus Group

Sign-In Sheet 9/8/15

| Name | Signature | Date |
|---------------------------------|---|--------------|
| Lowery, Marcie | Absent. Walk | |
| McGinnis, Timothy | Absent. Funeral | |
| Mulvey, Chris |  | 8 Sep 15 |
| Payne, Marc |  | |
| Torres, Ray |  | 8 Sep 15 |
| Vegh, Sandy |  | Sep 8, 15 |
| Viss, Ronnie |  | Sept 8, 2015 |
| Martin, Bob | | |
| Smith, Marty - Council Liaison | Absent. | |
| Russell, Matt - Council Liaison |  | |
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| | | |
| Gardner, Andrea - CM |  | |
| Keller, Kevin - PIO |  | 9/8/15 |
| Mike Heintzelman |  | 9/8/15 |
| David Wellington |  | 9/8/15 |



Animal Control

Copperas Cove Citizens Focus Group

Deputy Chief Mike Heintzelman

Senior AC Officer David Wellington

August 28, 2015

MISSION STATEMENT

The mission of the Copperas Cove Animal Control is to maintain a sanitary and disease-free shelter, to improve quality of life for sheltered animals, and to preserve a safe community environment by securing stray and abandoned animals.

DEPARTMENT OVERVIEW

- Responsible for providing and maintaining a healthy, safe, and sanitary shelter for animals housed at the facility.
- Responsible for patrolling the City to locate and take possession of strays, ill, injured, deceased, and/or dangerous or vicious animals.
- Animals are reclaimed by the owner, adopted, held for court disposition, transferred to an approved Rescue Organization, or humanely euthanized.
- Responsible for tracking and reporting animal cruelty and investigating animal bites which includes the quarantine of animals for suspected rabies cases.

DEPARTMENT OVERVIEW (CONT.)

- Issues citations for failure to comply with adoption agreements and violations of state laws and city ordinances.
- Educates the public through the media and one on one contact with citizens regarding health and safety issues relating to animals.
- Facility is open six days a week. Officers are on call after normal business hours.

ORGANIZATIONAL CHART



IMPOUND REPORT-DOGS

| | 2012 | 2013 | 2014 |
|------------------------|-------------|-------------|-------------|
| Impound | 1257 | 1267 | 1185 |
| Adopted | 353 | 297 | 305 |
| Returned to Owner | 441 | 487 | 497 |
| Euthanized | 276 | 266 | 230 |
| Licensed | 3189 | 2542 | 3365 |
| Resident Surrender | 161 | 112 | 100 |
| Non-Resident Surrender | 23 | 25 | 24 |
| Humane Rescue | 176 | 167 | 104 |

IMPOUND REPORT-CATS

| | 2012 | 2013 | 2014 |
|------------------------|-------------|-------------|-------------|
| Impound | 883 | 950 | 906 |
| Adopted | 114 | 100 | 134 |
| Returned to Owner | 26 | 34 | 30 |
| Euthanized | 572 | 518 | 534 |
| Licensed | 668 | 352 | 654 |
| Resident Surrender | 60 | 36 | 33 |
| Non-Resident Surrender | 8 | 4 | 4 |
| Humane Rescue | 155 | 248 | 150 |

COPPERAS COVE ANIMAL SHELTER ADVISORY COMMITTEE

Mandated by the Texas Health and Safety Code and Copperas Cove Code of Ordinances.

- THSC 823.005 mandates having this committee if the county population is over 75,000. Committee must have licensed vet, one county or municipal official, one rep. from animal shelter, and one rep. from animal welfare organization. The committee must meet at least three times a year.
- Ord. Sec. 3-79 thru 3-85 Members who serve on the committee are appointed by City Council and each serves a two year term. One licensed veterinarian, one representative from an animal welfare organization, and three residents that reside within the city limits. The city manager designates the deputy chief of police and an animal control department representative on the committee. A City Council representative is appointed and may participate in discussions.

COPPERAS COVE ANIMAL SHELTER ADVISORY COMMITTEE (CONT.)

- Current By-Laws state three regular scheduled meetings are to be held within the calendar year one in November, April, and August.
- Sec. 3-79. Animal shelter advisory committee, purpose.

An animal shelter advisory committee is hereby created to assist the city and its animal control unit in compliance with state regulations concerning the operation of animal shelters. The committee shall be advisory in nature and shall not have any responsibility or authority over any board, commission, public official or employee of the city.

QUESTIONS



ANIMAL CONTROL FACILITY TOUR

