



*** PUBLIC NOTICE ***

**NOTICE OF A CITY COUNCIL REGULAR SESSION IMMEDIATELY FOLLOWING
A WORKSHOP SESSION
OF THE CITY OF CORINTH**

**Thursday, January 21, 2016, 5:30 P.M.
CITY HALL - 3300 CORINTH PARKWAY**

CALL TO ORDER:

WORKSHOP BUSINESS AGENDA

1. Discuss Regular Meeting Items on Regular Session Agenda, including the consideration of executive session items as set forth in the Executive Session agenda items below.
2. Receive presentation, hold discussion, and give staff direction on the scope of the Compensation Study approved in the FY 2015-2016 Annual Program of Services.
3. Hold a discussion and give staff direction regarding the policies and rules for recruiting and appointment of members to serve on City boards, commissions, and committees.

ADJOURN WORKSHOP SESSION

***NOTICE IS HEREBY GIVEN** of a Regular Session of the Corinth City Council to be held at Corinth City Hall located at 3300 Corinth Parkway, Corinth, Texas. The agenda is as follows:

CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE:

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine and will be enacted in one motion. Should the Mayor, a Councilmember, or any citizen desire discussion of any Item that Item will be removed from the Consent Agenda and will be considered separately.

1. Consider and act on Minutes from the December 3, 2015 Workshop Session.
2. Consider and act on Minutes from the December 3, 2015 Regular Session.
3. Consider and act on Minutes from the December 10, 2015 Workshop Session.

4. Consider and act on Minutes from the December 17, 2015 Workshop Session.
5. Consider and act on the Minutes from December 17, 2015 Regular Session.
6. Consider an act on a resolution of the City of Corinth adopting the Denton County Hazard Mitigation Action Plan.

CITIZENS COMMENTS

In accordance with the Open Meetings Act, Council is prohibited from acting on or discussing (other than factual responses to specific questions) any items brought before them at this time. Citizen's comments will be limited to 3 minutes. Comments about any of the Council agenda items are appreciated by the Council and may be taken into consideration at this time or during that agenda item. Please complete a Public Input form if you desire to address the City Council. All remarks and questions addressed to the Council shall be addressed to the Council as a whole and not to any individual member thereof.* Section 30.041B Code of Ordinance of the City of Corinth.

BUSINESS AGENDA

7. Consider and act on professional services agreement with Buxton Company to assist the Corinth Economic Development Corporation with the creation and implementation of a retail strategy focused on the identification, recruitment and retention of retail in Corinth.
8. Receive a presentation, hold a discussion, and give staff direction on the renaming of South Corinth and Meadows Oak Streets.

COUNCIL COMMENTS & FUTURE AGENDA ITEMS

The purpose of this section is to allow each councilmember the opportunity to provide general updates and/or comments to fellow councilmembers, the public, and/or staff on any issues or future events. Also, in accordance with Section 30.085 of the Code of Ordinances, at this time, any Councilmember may direct that an item be added as a business item to any future agenda.

CLOSED/EXECUTIVE SESSION

If, during the course of the meeting, any discussion of any item on the agenda should need to be held in executive or closed session for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council Meeting, the City Council will convene in such executive or closed session, in accordance with the provisions of the Government Code, Title 5, Subchapter D Chapter 551, to consider one or more matters pursuant to the following:

Section 551.071. Private consultation with its attorney to seek advice about pending or contemplated litigation; and/or settlement offer; (2) and/or a matter in which the duty of the attorney to the government body under the Texas Disciplinary Rules of Professional Conduct of the State of Texas clearly conflicts with chapter 551.

- **First Glendora Partners, Ltd. dba Impact Outdoor Advertising Co. v. City of Corinth.**

Consultation with the City Attorney regarding legal issues associated with the matter listed under Section 551.072.

- **Receive information and discuss, deliberate, and provide staff with direction regarding the potential acquisition of real property located in Corinth along the west side of I-35 on FM 2181.**

Section 551.072. To deliberate the purchase, exchange, lease or value of real property if deliberation in an open

meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Section 551.074. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.

- **Consider appointment, duties, employment, evaluation, reassignment, discipline, or dismissal of the City Manager.**

- **Consider appointment, duties, employment, evaluation, reassignment, discipline, or dismissal of the City Attorney.**

Section 551.087. To deliberate or discuss regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect.

After discussion of any matters in executive session, any final action or vote taken will be in public by the City Council. City Council shall have the right at any time to seek legal advice in Executive Session from its Attorney on any agenda item, whether posted for Executive Session or not.

RECONVENE IN OPEN SESSION TO TAKE ACTION, IF NECESSARY, ON EXECUTIVE SESSION ITEMS.

Posted this 15 day of January, 2016 at 11:30 A.M. on the bulletin board at Corinth City Hall.

Kimberly Pence, City Secretary
City of Corinth, Texas

City Council Regular and Workshop Session

Meeting Date: 01/21/2016

Title: Compensation Study

Submitted For: Guadalupe Ruiz, Director **Submitted By:** Guadalupe Ruiz, Director

Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Receive presentation, hold discussion, and give staff direction on the scope of the Compensation Study approved in the FY 2015-2016 Annual Program of Services.

AGENDA ITEM SUMMARY/BACKGROUND

The 2014-2018 City's long-term Strategic Plan includes the following goal and action under the Governance and Management theme:

Goal 3, Demonstrate a commitment to employee development and growth.

Action Item, Examine salary and benefits to ensure competitiveness to attract and retain a highly professional staff.

The intent of the 2016 study is to conduct a market survey that will provide insight and recommendations as to whether the City's current compensation plan is competitive with the market or needs adjustment. The FY 2015-2016 budget includes \$25,000 to pay for external professional services to perform some portions of the compensation study. The firm is not expected to perform a comprehensive classification and compensation study as performed in 2013.

The services expected from the firm include:

- collecting survey data through their on-line system – to take advantage from their automated collection of data and reporting,
- reviewing the City's current compensation structure – to benefit from their specialized expertise (strengthening the basis of our compensation plan), and avoiding a perception of bias if performed by staff,
- and presenting recommendations to City Council.

Staff would like to obtain consensus from the City Council concerning the following: City staff / external professional services responsibilities, market cities & City market position, review committee, and scope of study.

RECOMMENDATION

Attachments

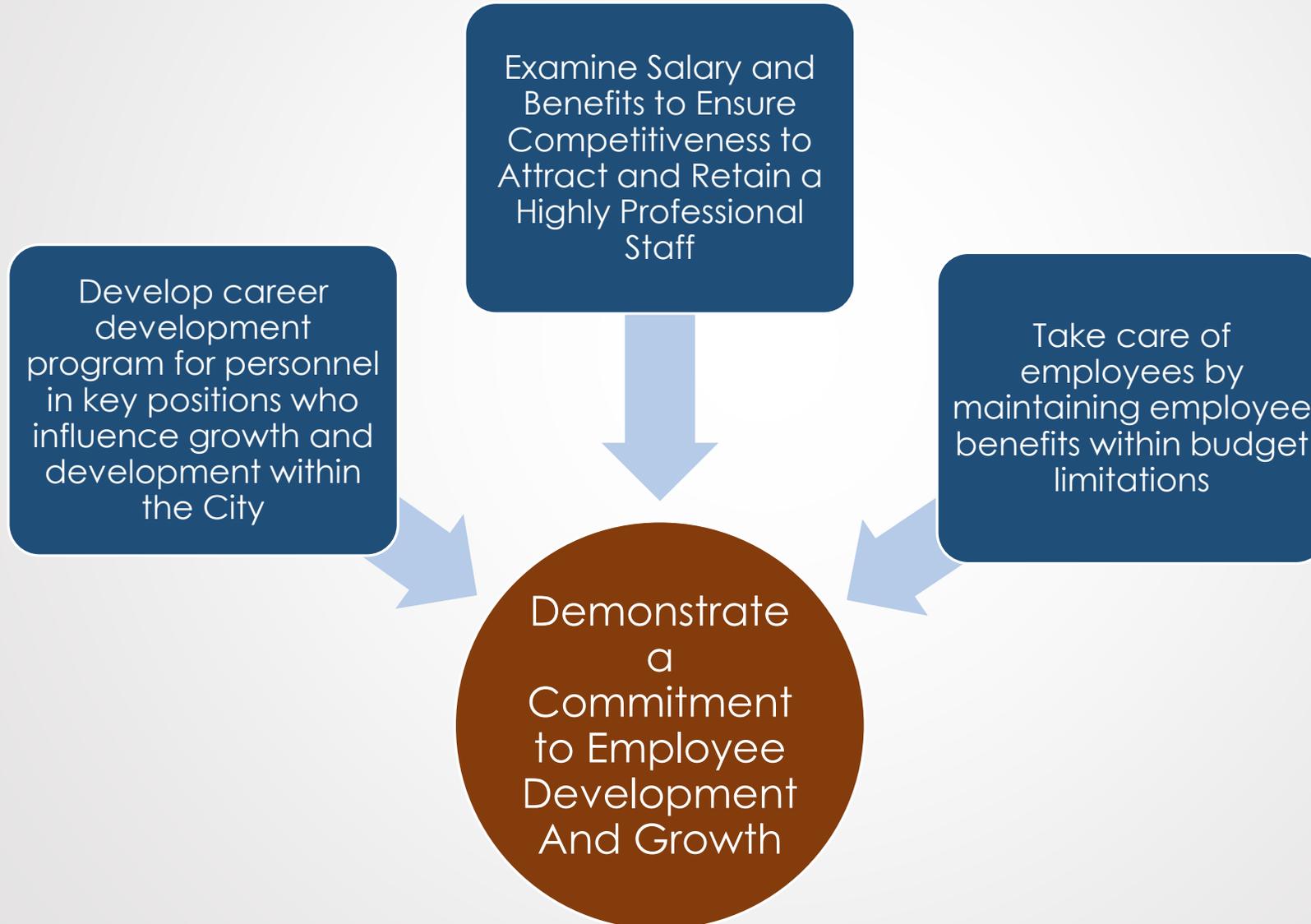
Compensation Study Presentation

Compensation Study

January 21, 2016

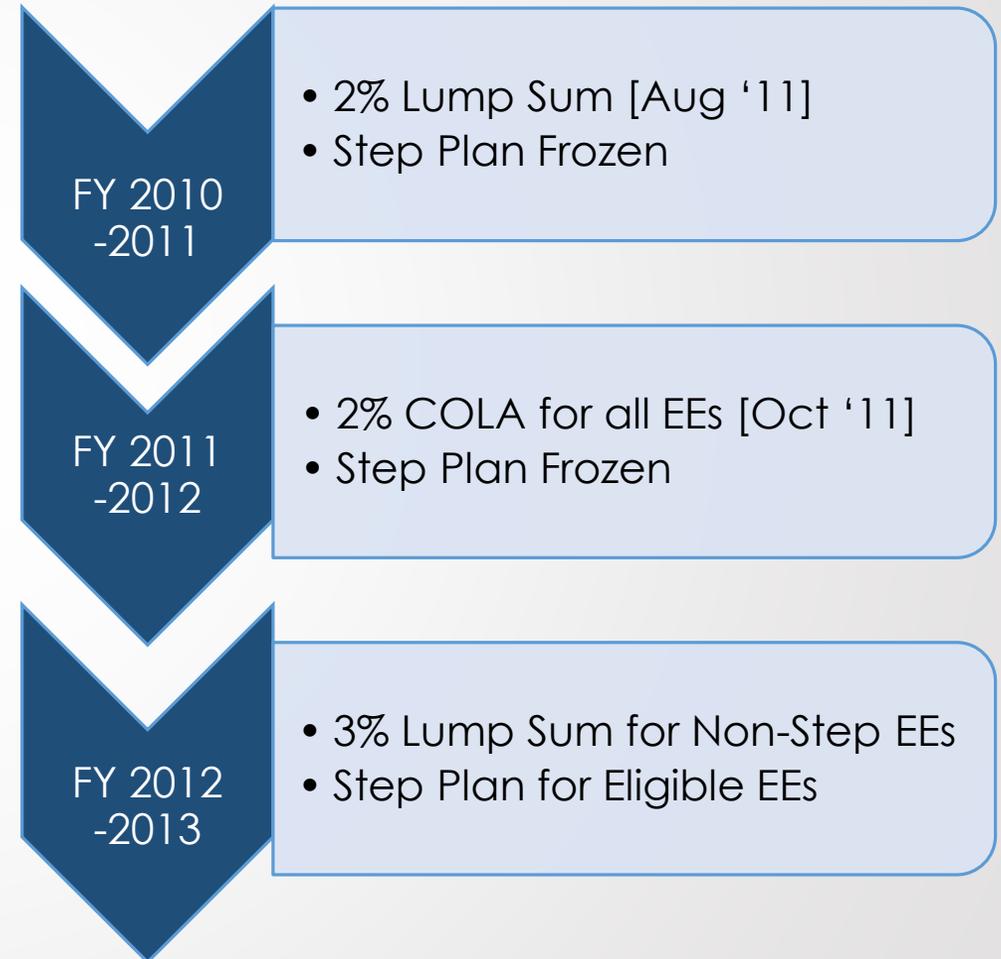
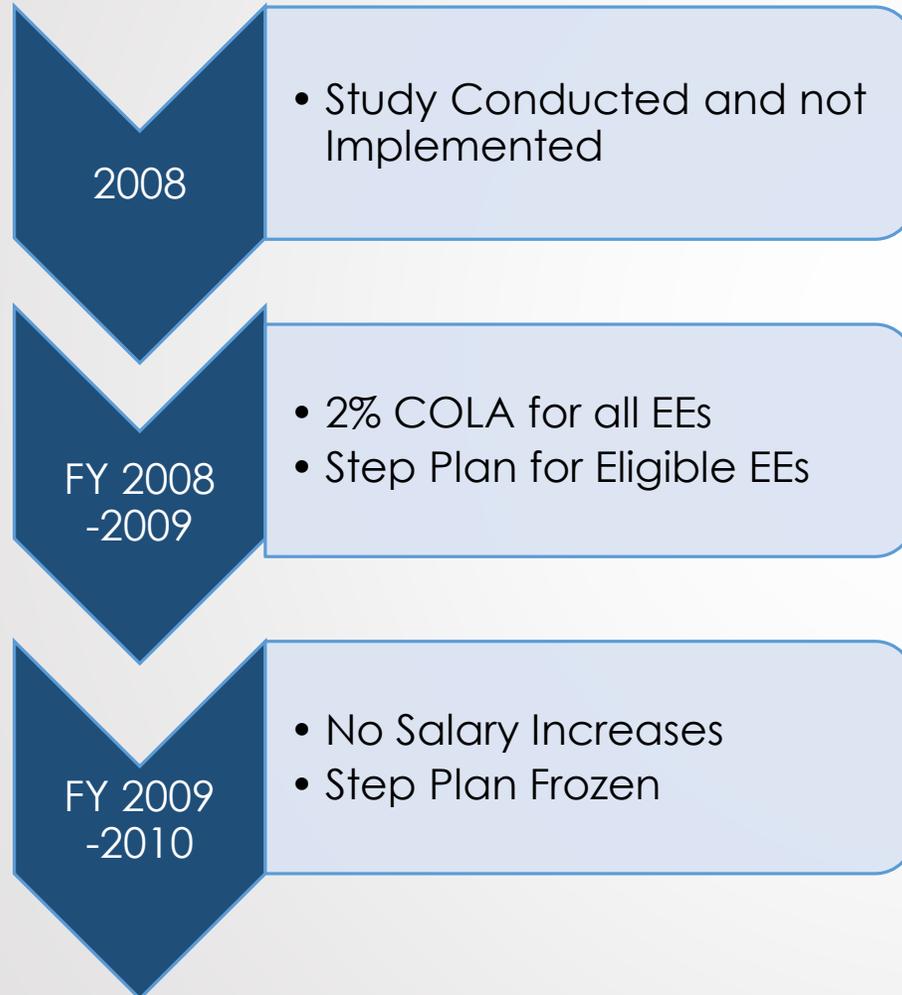
GOVERNANCE & MANAGEMENT

Strategic Goal 3



Background

Compensation PRIOR to the 2013 Classification and Compensation Study



BACKGROUND

A Comprehensive Classification and Compensation Study was conducted in 2013

12 Market Cities were selected by City Council

- * The Colony
- * Little Elm
- * Saginaw
- * Highland Village
- * Sachse
- * Bedford
- * Wylie
- * Flower Mound
- * Denton
- * Watauga
- * Gainesville
- * Lewisville

Factors considered included

- * Geographic proximity
- * Types of services offered
- * Median Household Income
- * Median Housing Value
- * Operating Budget
- * Ad Valorem Taxable Value
- * Growth Rate
- * Gross Tax Rate
- * No. of Employees (FTEs)
- * Population
- * %65+
- * Median Age

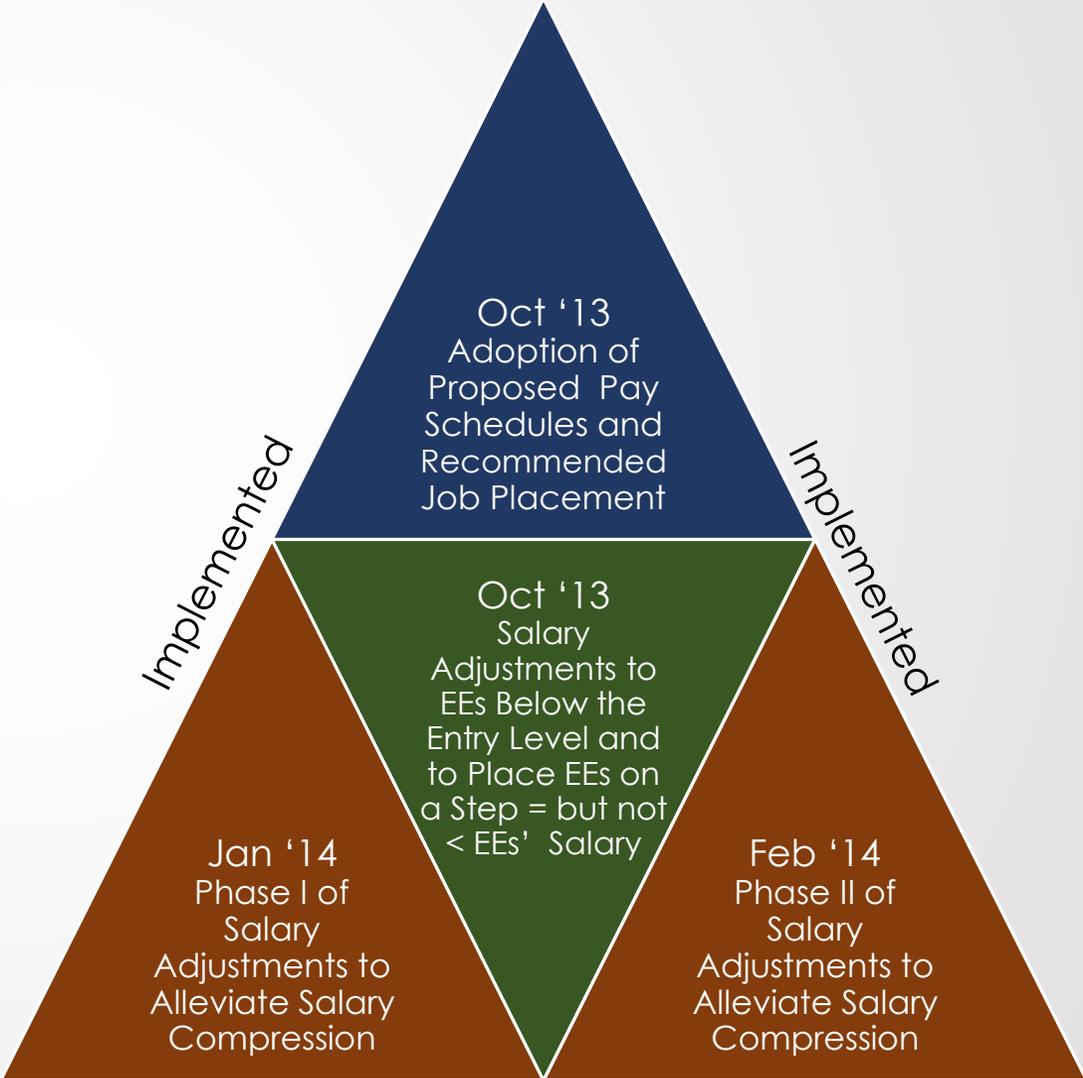
Compete in

*Traditional Middle of the Market Position
(50th percentile, 50% of the ERs pay more and 50% of the ERs pay less)*

BACKGROUND

A Comprehensive Classification and Compensation Study was conducted in 2013

The Study was conducted by Ray Associates, Inc. with the City's HR staff performing some work under their guidance



BACKGROUND

A Comprehensive Classification and Compensation Study was conducted in 2013

Additional Recommendations from Ray Associates, Inc. included:

Make a 2% across-the-board adjustment to all employees' salaries before implementation in October 2013

• *Not Implemented*

Make across-the-board adjustment to the Pay Schedules (annually), even if small, to avoid the salary structure falling below the market

• *Not Implemented*

Make an attempt to set aside funds for performance-based salary increases each year so that EEs can move through the pay ranges to maintain a competitive mid-market position

• *Implemented*

BACKGROUND

After the Classification and Compensation Study Implementation

FY 2014
-2015

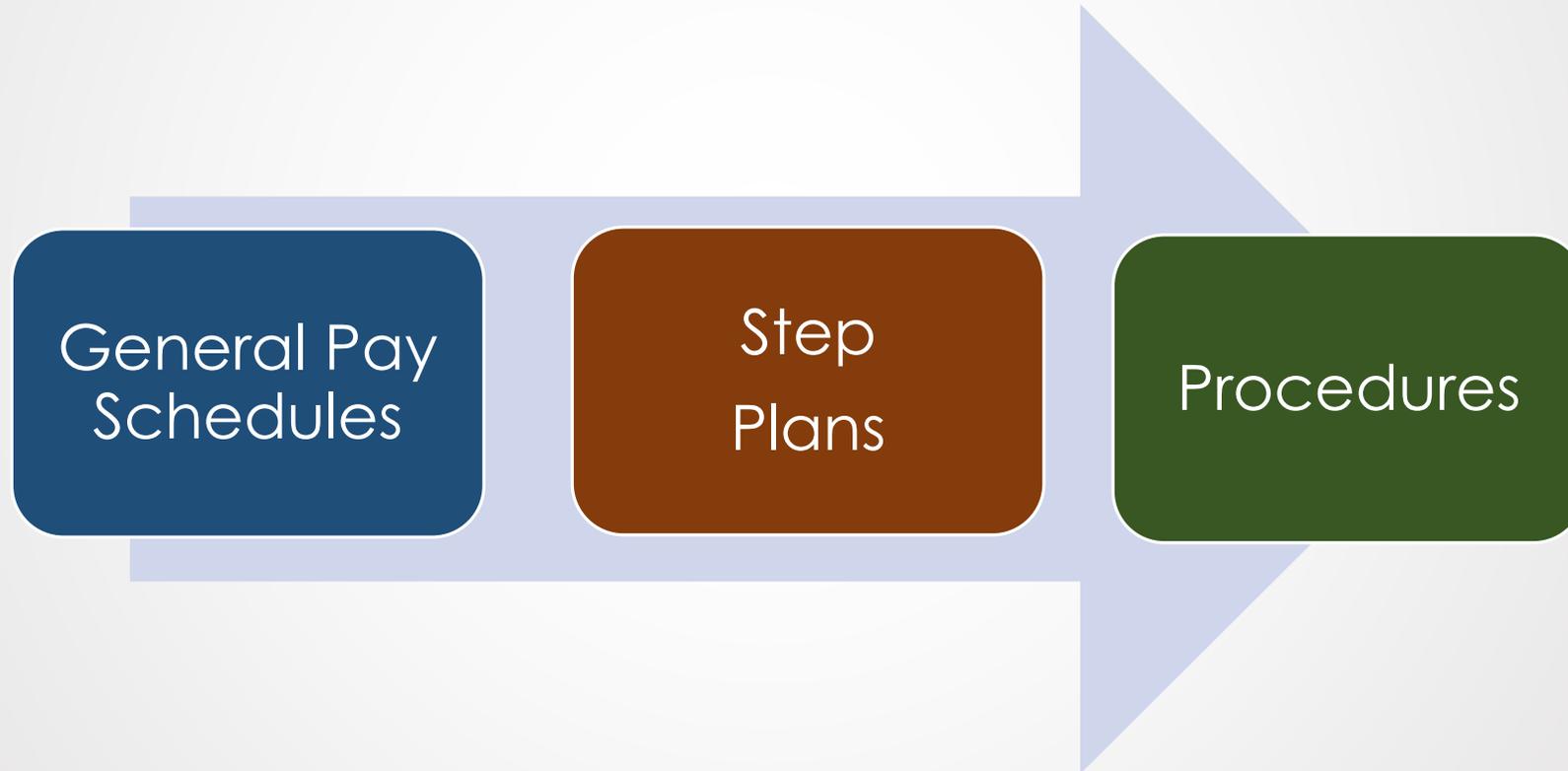
- Merit Increases (Avg 3%) for General Gov Pay Schedule EEs
- Progression of One Step Higher for Police & Fire Pay Schedule EEs (Avg 3%)
- Lump Sum for EEs at Max Range/Step

FY 2015
-2016

- Merit Increases (Avg 3%) for General Gov Pay Schedule EEs
- Progression of One Step Higher for Police & Fire Pay Schedule EEs (Avg 3%)
- Lump Sum for EEs at Max Range/Step

Assess Competitiveness With the Market

The FY 2015-'16 Budget Includes \$25,000 for Limited External Professional Services



2016 Compensation Study

Overall Responsibilities

City Staff:

- Determine market cities & market position (City Council's decision)
- Ensure market cities participation and submission of data
- Gather positions' information for City positions (e.g., Job Summaries and Job Analysis Questionnaires [if requested])
- Calculate Transition cost
- Revisions to Job Descriptions

External Professional Services:

On Line System

Automated collection of data and reporting

Review of Compensation Structure

- Benefit from their specialized expertise to strengthen the basis of our Compensation Plan
- Avoid perception of bias review if performed only by staff

Present Recommendations to City Council

2016 Compensation Study

City Council Consensus

Direction from City Council concerning:

External Professional Services

- Engage with an External Professional to Perform Portions of the Compensation Study with City's HR Staff Conducting the Remaining Portions
- *Or, Have the City's HR Staff Complete All Portions of the Compensation Study*

Market Cities and Market Position

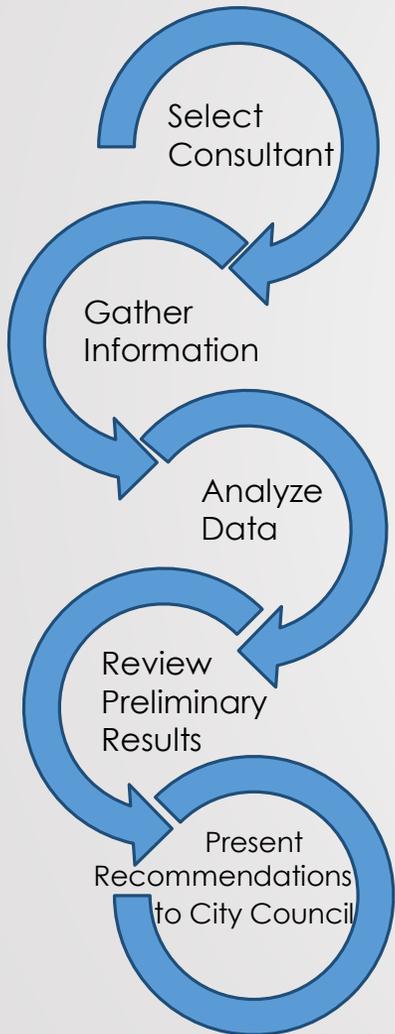
- Utilize same Market Cities and Market Position used for the 2013 Compensation Study
- *Or, Determine a New List of Market Cities, and a Different Market Position*

Review Committee

- Have Members of the Executive Team*, and Members of the City Council as Part of the Review Committee
- *Or, Have Members of the Executive Team Only *Including Fire and Police Chiefs*

2016 Compensation Study

TENTATIVE CALENDAR



❖ Select Consultant

- January 28th – Review Committee Meeting (Review Statement of Qualifications [SOQ])
- February 4th & 11th – Publish SOQ
- February 22nd – SOQ Opening
- February 25th – Review Committee Meeting (Select Consultants for Interview)
- March 3rd – Review Committee Meeting (Interview Consultants/Select Finalist)

❖ Gather Information

- Late March – Meet with Consultant and Submit Benchmark Positions Information (42 were submitted in 2013)
- Early April – Salary Survey Out to Market Cities
- Late April – Collect Survey Data

❖ Analyze Data

- Early May – Analyze Data
- Late May – “Red Flag” Review with Key City Management

❖ Review Preliminary Results

- Early June – Provide Initial Results and Discuss with Review Committee

❖ Present Recommendations to City Council

- Late June – Present Findings and Recommendations on Compensation Structure to City Council

City Council Regular and Workshop Session

Meeting Date: 01/21/2016

Title: Board & Committee Appointment Procedures

Submitted For: Lee Ann Bunselmeyer, Acting City Manager

Submitted By: Lee Ann Bunselmeyer, Acting City Manager

Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Hold a discussion and give staff direction regarding the policies and rules for recruiting and appointment of members to serve on City boards, commissions, and committees.

AGENDA ITEM SUMMARY/BACKGROUND

Boards and commissions have an important role in assisting the City Council in fulfilling its obligations to the citizens of Corinth. All Boards and Commissions are accountable to the Mayor and City Council. The City Council has established and created by Charter or separate ordinance seven Boards, Commissions, and Committees: Board of Adjustments, Board of Construction Appeals, Citizen Finance Audit Committee, Corinth Economic Development Corporation, Ethics Committee, Keep Corinth Beautiful, and Planning and Zoning Commission.

In 2009, with an amendment in 2011, the City Council approved a Resolution to provide uniform rules and procedures for the recruiting and appointment of volunteers to the various boards, commissions, and committees created by the City. At the request of the City Council this item is being presented to review the rules and procedures for the appointment of volunteers.

RECOMMENDATION

Attachments

Resolution City Board Appointment

RESOLUTION NO. 11-03-03-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORINTH AMENDING RESOLUTION NO. 09-05-07-11 WHICH PROVIDES POLICIES AND RULES FOR RECRUITING AND APPOINTMENT OF MEMBERS TO SERVE ON CITY BOARDS, COMMISSIONS, AND COMMITTEES; DELETING THE REQUIRMENT FOR TERM LIMITATIONS ON CHAIRPERSONS OF CERTAIN BOARDS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Corinth, Texas, (City) has established and created by Charter or separate ordinance, the Planning and Zoning Commission, the Parks and Recreation Board, and the Zoning Board of Adjustment and other boards and commission; and

WHEREAS, the City Council has adopted certain policies and rules for the recruiting and appointment of volunteers to serve on various city boards, commissions, and committees; and

WHEREAS, the City Council deems it necessary and desirable to amend certain policies and rules for the conduct of business to allow the chairpersons of the Planning and Zoning Commission, the Parks and Recreation Board, the Zoning Board of Adjustments and other boards and commissions to serve without term limitations and to clarify the nomination process; **NOW, THEREFORE,**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORINTH, TEXAS:

SECTION 1.

Incorporation of Premises.

That all of the above premises are found to be true and correct and are incorporated into the body of this Resolution as if copied in their entirety.

SECTION 2.

Adoption of Policies and Rules for City Boards, Commissions, and Committees.

That Subsection 4 of Section J. 1 of Exhibit A to Resolution No. 09-05-07-11 be amended so that hereafter, said sentence shall read as follows:

“... ”

J. DUTIES OF THE CHAIRPERSON & VICE CHAIRPERSON

“... ”

4. The Chairperson, Vice Chairperson, or another member in their absence shall preside at all meetings and shall decide all points of order. Unless otherwise provided herein or by ordinance, the Chairperson may vote on all issues before their respective board, commission, or committee.”

**SECTION 3.
Repeal of Conflicting Rules and Policy Procedures.**

This Resolution shall be and is hereby declared to be cumulative of all other rules of policy and procedures of the City of Corinth, and this Resolution shall not operate to repeal or affect any of such other rules of policy and procedures except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Resolution, in which event such conflicting provisions, if any, in such other rules of policy and procedures are hereby repealed.

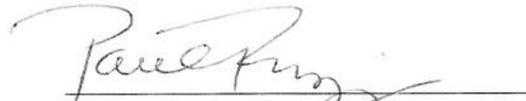
**SECTION 4.
Severability**

If any section, article, paragraph, sentence, clause, phrase, or word in this Resolution, or application to any person or circumstance is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Resolution.

**SECTION 5.
Effective Date.**

This Resolution shall become effective immediately upon its passage.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF CORINTH,
TEXAS ON THE 3 DAY OF March, 2011.**



Paul Ruggiere, Mayor

ATTEST:



Kimberly Pence, City Secretary

RESOLUTION NO. 09-05-07-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORINTH ADOPTING RESTATED UNIFORM POLICIES AND RULES FOR; RECRUITING AND APPOINTMENT OF VOLUNTEERS TO SERVE ON CITY BOARDS, COMMISSIONS, AND COMMITTEES; THE CONDUCT OF BUSINESS BY AND BEFORE THE PLANNING AND ZONING COMMISSION, THE PARKS AND RECREATION BOARD, THE ZONING BOARD OF ADJUSTMENTS, AND SUCH OTHER BOARDS, COMMISSIONS AND COMMITTEES TO WHICH SUCH POLICIES AND RULES MAY BE APPLICABLE; REPEALING ALL CONFLICTING RULES OF POLICY AND PROCEDURES; REPEALING RESOLUTION NO. 00-11-02-15; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Corinth, Texas, (City) has established and created by Charter or separate ordinances: the Planning and Zoning Commission, the Parks and Recreation Board, and the Zoning Board of Adjustments; and

WHEREAS, the City Council has adopted certain policies and rules for the recruiting and appointment of volunteers to serve on various city boards, commissions, and committees; and

WHEREAS, the City Council deems it necessary and desirable to amend certain policies and rules for the conduct of business by and before the Planning and Zoning Commission, the Parks and Recreation Board, and the Zoning Board of Adjustments and all such other boards, commissions and committees to which such policies and rules may be applicable; and

WHEREAS, the City Council of the City has reviewed the policies and rules set forth on the attached Exhibit "A" which is incorporated herein by reference as if fully set forth herein.

NOW, THEREFOR, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORINTH, TEXAS:

SECTION 1.

Incorporation of Premises.

That all of the above premises are found to be true and correct and are incorporated into the body of this Resolution as if copied in their entirety.

SECTION 2.

Adoption of Policies and Rules for City Boards, Commissions, and Committees.

The City Council hereby adopts the restated policies and rules set forth on the attached Exhibit "A" as the policies and rules for the recruiting and appointment of volunteers to serve on various city boards, commissions, and committees, and by which the following boards, commissions, and committees shall conduct their business, to wit:

1. Planning and Zoning Commission (P&Z);
2. Parks and Recreation Commission (PRC);
3. Zoning Board of Adjustments (BOA);
4. All such other boards, commissions, and committees to which such policies and rules may be applicable.

SECTION 3.
Repeal of Conflicting Rules and Policy Procedures.

This Resolution shall be and is hereby declared to be cumulative of all other rules of policy and procedures of the City of Corinth, and this Resolution shall not operate to repeal or affect any of such other rules of policy and procedures except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Resolution, in which event such conflicting provisions, if any, in such other rules of policy and procedures are hereby repealed. Resolution No. 00-11-02-15 is hereby repealed.

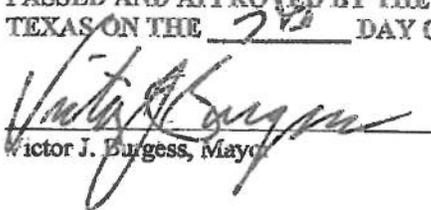
SECTION 4.
Severability

If any section, article, paragraph, sentence, clause, phrase, or word in this Resolution, or application to any person or circumstance is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Resolution.

SECTION 5.
Providing an Effective Date.

This Resolution shall become effective upon its passage.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF CORINTH,
TEXAS ON THE 7th DAY OF May, 2009.


Victor J. Burgess, Mayor



ATTEST


Kimberly Pence, City Secretary
City of Corinth, Texas



CITY OF CORINTH

EXHIBIT A.

RULES AND PROCEDURES
FOR
BOARDS, COMMISSIONS, AND COMMITTEES

A. PURPOSE

The purpose of this Resolution is to provide uniform rules and procedures for the recruiting and appoint of volunteers to and the conduct of business of the various boards, commissions, and committees created by the Charter and Ordinances of the City. This Resolution is not intended to conflict with mandates of state statutes of other City rules of policy and procedure; rather, the City Council desires to provide guidance on the efficient conduct of meetings and related decorum.

B. VOLUNTEER RECRUITMENT

1. A continuous recruiting effort will be conducted to solicit citizen interest in serving on City boards, commissions, and committees. All citizens of Corinth that are eligible to serve on City boards should be encouraged to file and application to be considered for appointment to any such board, commission, or committee.
2. Each year the appointed terms of several positions on the various boards, commissions, and committee expire. This results in the need for re-appointments or new appointments to be made by the City Council. To be considered for appointment to any board, commission, or committee, and applicant must submit an application to the City Secretary. Applications are available at City Hall. The City Council reviews the applications and the discussion of the appointments is conducted in closed session for the Planning and Zoning Commission (P & Z) and the Zoning Board of Adjustments (BOA). Discussion of the appointments for all other boards, commissions, and committees is conducted in open session. All appointments are made during the public portion of regular council meetings.
3. The application submitted to the City Secretary for consideration by the City Council shall be completed in its entirety with an affirmation under oath that all information contained therein is true and correct. This information shall be subject to verification and may also be released for other purposes, such as conducting a background check. Any material misinformation contained on the application, as determined by the City Council, shall be cause for immediate removal by majority vote of the City Council.
4. Applicants may be invited to meet with the Council during a workshop session prior to placing their name in nomination. Applicants not initially appointed to a position on a board, commission, or committee will remain eligible for future consideration as vacancies occur. City Stall will maintain a list of all applications and those applicants may be considered at a later time for an appointment. Prior to an appointment at a later time, staff will contact any applicant being considered for an appointment to determine if the applicant is still available for appointment.

C. APPOINTMENTS

1. Each Councilmember may nominate one (1) name and the Mayor may nominate two (2) names to any temporary or standing boards, commissions, and committees. Councilmembers may offer recommendations to the Mayor for positions on the P & Z and BOA in closed session conducted prior to the open session in which an applicant's name is placed in nomination.
2. As vacancies occur on boards, commissions, and committees, each Councilmember, beginning with Place #1 may in rotation nominate a replacement. The Mayor may participate in the rotation in positions #3 and #1. An individual eligible for reappointment to a board, commission, or committee may be nominated for another term by the Mayor or any Councilmember.
3. All appointments are for terms of two years or to the end of the unexpired term in case of a vacancy.
4. Appointments to all boards, commission, and committees shall be made so that one half of the positions come up for appointment or re-appointment each year. Staggered terms provide for the new members as well as continuity for all boards, commission, and committees.

D. ELIGIBILITY

1. All voting board, commission, and committee members shall be qualified voters of the City and shall remain eligible to vote in City elections during their tenure.
2. Non-residents may serve in an advisory capacity to boards, commissions, and committees in order to provide subject matter expertise, e.g., engineers, architects, arborists, etc.

E. OATH OF OFFICE

1. Each individual, who takes a position as a public official, whether appointed, re-appointed, or elected, shall take an oath of office. The oath of office for an appointed official is as follows:

"I _____, do solemnly swear (or affirm) that I will faithfully execute the duties of the office of _____ of the City of Corinth, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States, of the State of Texas, and the Charter and Ordinances of the City of Corinth, Texas. I furthermore solemnly swear that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office

or employment, as a reward to secure my appointment or confirmation thereof, so help me God.”

2. Each member must be sworn in no later than the day in which they are to perform the duties of the office to which they were appointed. Only the following City officials may administer the oath:
 - Mayor or Mayor Pro Tem
 - City Secretary or Deputy City Secretary

F. TRAINING

1. All board, commission, and committee members shall receive training on the Texas Open Meetings Act, Roberts Rules of Order, and ethics for organization members. City Council recommends and supports other training courses through staff availability and budget allocation.
2. The Chairperson and Vice-Chairperson as well as all members of any board, commission, or committee may be required to attend training courses designed to improve their knowledge as a member of any City organization.
3. The City shall sponsor and conduct an annual training seminar for all members of any City board, Commission, or committee as soon as it is scheduled after their initial appointment. All members of any City organization are eligible to attend these training sessions even if they have received the training in the past. The City will provide this training utilizing City staff and other resources to educate members on issues that are relevant for all participants. Issues such as City operating procedures, budget policies, City infrastructure, open meeting and open records law and other matters that may involve members. This training session may be separated into meetings for individual boards, commissions, or committees in order to provide specific information and training on items or issues related to that group.

G. ATTENDANCE

1. To ensure a productive board, commission, or committee, the Council hereby establishes a mandatory attendance policy. The attendance policy requires that a regular and/or alternate member of a board, commission, or committee may not miss more than three (3) consecutive regularly scheduled meetings and in no event shall a member miss more than 25% of the regular meetings during a single term year. The Chairperson shall record the attendance of the board, commission, or committee and submit the findings to the City Manager. When a member has not complied with the attendance requirement, the City Manager will be notified and he/she will advise the Council of the member's attendance record in order that the Council may consider replacing the member.

2. Alternate members shall be given an opportunity to participate in the discussion and ask questions of staff and the applicant. Only regular members and alternate members serving for absent regular members have voting privileges.

H. VACANCIES

1. A position may be declared vacant if a term expires, or if any member misses three (3) consecutive regularly scheduled meetings or misses more than 25% of the regular meetings during a term year.
2. Council shall appoint a replacement to fill an unexpired term in case of a vacancy. Current alternate members may be considered prior to new applicants at the discretion of Council. The alternate member with the longest tenure shall assume the duties of the vacant position until the expiration of the term of office of the vacated position unless Council otherwise appoints a replacement. In the event more than one vacancy on a board or commission exists, the alternate members with the longest tenures shall assume the duties of the vacant positions with the alternate member with the longest tenure assuming the longest remaining term of office, unless Council otherwise appoints a replacement.
3. Resignation of a member of a board, commission, or committee should be in writing. Resignation by a member of a board, commission or committee is effective, and not subject to revocation, upon tendering written notification to the City Secretary and such vacancy shall be filled by the City Council for the remaining term, as set forth herein.
4. Regular and alternate members may be removed from office prior to the expiration of the term by a majority decision of the City Council. Members shall only be removed for cause if expressly provided herein by state statute or other City Ordinance.
5. A member or alternate member who ceases to reside in the City or is no longer a qualified voter during his term of office shall immediately forfeit his office. Notice must be submitted to the City Secretary as soon as practicable. In limited cases, state law allows for certain appointments of non-resident appointment in accordance with state law.

I. SUCCESSION OF LEADERSHIP

1. It is the intent of the Council to encourage the development of leadership on the various boards, commissions, and committees in order to provide for an orderly succession of experienced members to leadership positions.
2. To reflect the depth and breadth of citizen concerns, it is advisable to include representation from a cross section of neighborhoods and interests.

J. DUTIES OF THE CHAIRPERSON & VICE CHAIRPERSON

1. The P & Z and BOA Chairperson and Vice Chairperson shall be nominated by the Mayor and appointed by majority vote of the City Council in regular open session. Councilmembers may offer recommendations to the Mayor for these positions in closed session conducted prior to the open session in which the applicant's name is placed in nomination.
2. The Parks and Recreation Commission shall appoint a Chairperson and Vice Chairperson each year at the first meeting following appointments, or as soon a practicable thereafter.
3. The Chairperson and Vice Chairperson of such other board, commission or committee that from time to time may be established by The Council shall be appointed as the Council may direct.
4. The Chairperson, Vice Chairperson, or another member in their absence shall preside at all meetings and shall decide all points of order. Unless otherwise provided herein or by ordinance, the Chairperson may vote on all issues before their respective board, commission, or committee.
5. The Chairperson of a commission, board, or committee performs many duties to ensure that the commission, board, or committee achieves the task as outlined in the City Charter, Ordinance and/or as directed by the City Council. Examples are as follows:
 - a. Exercise leadership and make suggestions to ensure that the group reaches a conclusion on the matter before them.
 - b. After any debate or discussion, the Chairperson should summarize the major points of the issue as discussed.
 - c. Ensure that all parties act in accordance with the established rules and the Texas Open Meetings Act.
 - d. Ensure that the meeting moves along and stays on track.
 - e. Ensure that attendance records are maintained and that the minutes of each meeting is acted upon and submitted for Council review.
 - f. Works with the City staff to ensure that agendas are properly prepared and posted.

K. MEETINGS

1. Dates and times of the regular meetings of each specific board, commission, or committee shall be as provided by City Ordinance. Specially scheduled meetings may be set, in coordination with the City Secretary, and as properly noticed. Regular scheduled meetings may be reset upon the majority vote of the members at a regularly scheduled meeting. Each member and alternate member of the board, commission, or committee shall receive an agenda and meeting information (packets) prior to the meeting as established by the board, commission, or committee.

2. Any board, commission, or committee that meets to deliberate on City issues, or takes a vote or renders a decision must post a notice in accordance with the Texas Open Meetings Act. The Texas Open Meetings Act requires that the notice be posted seventy-two (72) hours prior to the meeting and must contain the date, hour, place, and subject of each meeting within the body of the notice. Boards, commissions, and committees are not authorized to call emergency meetings as defined in the Texas Open Meetings Act.

L. QUORUMS

A meeting of a board, commission, or committee must have a quorum of its members present to conduct business. A quorum is comprised of the majority of the regular or alternate members prescribed by charter or ordinance unless otherwise prescribed by state statute. Passage of any decision on behalf of a standing or temporary board, commission, or committee must be by majority vote of the regular or alternate members of the board, commission, or committee present and voting unless otherwise prescribed by ordinance or statute.

M. WORKING WITH CITY STAFF

A member of the City may be designated by the City Manager to serve as staff liaison to each board, commission, or committee. It is not intended that the staff member perform the tasks that are mandated to the board, commission, or committee, but rather shall use City staff expertise in fact finding and as a source of communications to the remaining City staff to promote coordination of all City board, commission, or committee related activities. The staff member may be used in the following manner:

- a. The source of communications between other staff members and city Council to promote coordination and better understanding of all board, commission, or committee activity.
- b. To pull together the ideas and goals of the various members to help reach common understanding and direction.
- c. Assist the Chairperson in the formulation of the agenda and to ensure presentations to the members are timely and adequate.
- d. Assists applicant in planning and preparing presentations or assist in oral presentations.
- e. Assist the members and applicants in understanding the community issues and how those issues may vary from neighborhood to neighborhood.
- f. Ensure the boards, commissions, and committees address matters of policy and not administrative issues.
- g. Assist the members in translating technical terms into lay terms.
- h. Provide a copy of all training materials as applicable (City Charter, Ordinances, Texas Open Meetings Act, Robert's Rules of Order, etc.) and encourage members to become familiar with information as it relates to duties as a member.

- i. Provide such administrative support as may be necessary to record minutes, reproduce documents, maintain files, etc.

N. DELIBERATIONS AND RULES OF ORDER

1. Robert's Rules of Order shall govern all meetings except that discussion on any agenda item may precede a motion. The Chairperson shall rule on all points of order. The purpose of the rules of order is to ensure an orderly exchange of ideas.
2. All official actions must be by motion, seconded and receive the affirmative vote of the required number of members. The Chairperson shall state the motion, call for the vote, and announce the results of the vote.
3. The vote shall be by ayes and nays and entered into the record. Any abstentions, due to conflict, shall also be noted for the record. Members abstaining due to a conflict of interest may be asked to submit a written statement of abstention to the City Secretary.
4. All official action must take place in open session.
5. Any member desiring to speak on the matter before the board, commission, or committee shall do so only when recognized by the Chairperson. The members shall confine all remarks and discussion to the matter under consideration. Unless otherwise recognized by the Chairperson, no members shall speak more than once on a particular subject until every member requesting to be recognized shall have had the opportunity to speak.
6. Only one agenda item may be discussed at a time, unless logic and practical considerations allow similar topics to be considered together for the purposes of convenience and efficiency. Notwithstanding the foregoing, the vote must be on any consent agenda or one action agenda item at a time and the record shall so reflect.

O. VISITORS COMMENTS

1. Any visitor, who desires to speak on an agenda item not designated as a public hearing item should be allowed to do so when the item is addressed.
2. Any visitor who desires speak on a matter not on the agenda should be allowed to do so only during the Citizen's Agenda portion of the agenda in accordance with the procedures used by City Council.
3. Time limits for visitor comments shall be described for Public Hearings contained herein.

P. PROCEDURE FOR PUBLIC HEARINGS BEFORE BOARDS AND COMMISSIONS

1. The Chairperson shall open the Public Hearing, read the agenda item into the record and call for a presentation of the agenda item by the staff and/or the applicant or other

- interested party. The staff shall make the initial presentation with the attendant recommendation. The applicant will be allowed 15 minutes to present the reasons and/or justification for the application and/or request being made.
2. The Chairperson shall first call for questions of an informational nature for clarification of the issue. Questions shall be directed to the Chairman who shall select the appropriate individual to respond. The Chairperson should monitor and prevent duplicative questions and determine when redundant questions have been answered.
 3. Each speaker shall then come to the podium to speak, identify himself/herself by name and address and who (if anyone) he/she represents prior to speaking.
 - a. Each person shall be allowed to speak for three (3) minutes.
 - b. The board, commission, or committee secretary shall be the official timekeeper.
 - c. If those in organized support or opposition groups are represented by counsel, a consultant, or a single individual, upon the written submission of the names of the parties represented, such person shall be allowed 15 minutes to present the reasons for support or opposition to the application or request.
 - d. Any person disrupting the proceedings shall be requested to leave or, if necessary, be removed.
 4. The Chairman shall then close the public hearing portion of the meeting and bring the matter to the board, commission, or committee for deliberation. No further comments and/or discussion shall be allowed from the audience.

Q. MINUTES OF THE MEETINGS

Each board, commission, or committee that meets in public session to consider issues that may be brought before it for action must keep minutes of the meetings. A member of the City staff may be designated by the City Manager to act as the secretary and record and prepare minutes for the review and submission to board, commission, or committee members. The minutes shall reflect the date, time, place, attendance of members, issues that are addressed, vote taken and a brief description of the discussion. The board, commission, or committee must vote to accept the minutes of any previous meetings as a standard practice and standing agenda item. The minutes of the meeting shall be approved by majority vote of the board, commission, or committee at the next regularly scheduled meeting or as soon thereafter as practicable. A copy of all minutes, after acceptance by a majority of the voting members must be files with the City Secretary and become a part of the official City records. It is required that copies of the minutes of each meeting shall be provided to the City Council.

City Council Regular and Workshop Session

Meeting Date: 01/21/2016

Title: Consider and act on Minutes from the December 3, 2015 Workshop Session.

Submitted By: Kim Pence, City Secretary

Finance Review: N/A

Legal Review: N/A

Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Consider and act on Minutes from the December 3, 2015 Workshop Session.

AGENDA ITEM SUMMARY/BACKGROUND

City Council discussion and action from the December 3, 2015 Workshop Session.

RECOMMENDATION

Staff recommends approval of the December 3, 2015 Workshop Session Minutes.

Attachments

Minutes

Shady Rest Lane Exhibit

**STATE OF TEXAS
COUNTY OF DENTON
CITY OF CORINTH**

On this the 3rd day of December 2015 the City Council of the City of Corinth, Texas met in a Workshop Session at 5:30 pm at the Corinth City Hall, located at 3300 Corinth Parkway, Corinth, Texas. The meeting date, time place and purpose as required by Title 5, Subtitle A, Chapter 551, Subchapter C, Section 551.041, Government Code, with the following members to wit:

Members Present:

Bill Heidemann, Mayor
Joe Harrison, Mayor Pro-Tem
Scott Garber
Lowell Johnson
Don Glockel
Sam Burke

Members Absent:

None

Staff Members Present:

Lee Ann Bunselmeyer, Acting City Manager
Fred Gibbs, Director of Planning and Development Services
Jason Alexander, Economic Development Director
Cody Collier, Asst. Public Works Director
Curtis Birt, Fire Chief
Kim Pence, City Secretary
Shea Rogers, Technology Services Manager
Elaine Herzog, Public Works Business Manager
Debra Drayovitch, City Attorney

CALL TO ORDER:

Mayor Heidemann called the meeting to order at 5:30 P.M.

WORKSHOP BUSINESS AGENDA

1. Discuss Regular Meeting Agenda Items on Regular Session Agenda, including the consideration of executive session items as set forth in the Executive Session agenda items below.

Business item 1, Discussion.

Councilmember Johnson - what is the price on the equipment?

Lee Ann Bunselmeyer, Acting City Manager – it is \$92,000 and some change. We budgeted \$96,000 and came in a little bit less.

Business item 3, Discussion.

Councilmember Harrison – what did we do on the other ones?

Cody Collier, Asst. Public Works Director – those were different projects. Those were a slip line procedure. The problem with Brookshire is the sewer line, the trench was not compacted correctly so the trench settled and the sewer line is 14 ft. deep and as the trench went down the dirt crushed the sewer line. So you have to open it take it out and put it back in.

Councilmember Glockel – when was this put in and by who?

Cody Collier, Asst. Public Works Director- it was put in when the subdivision was built.

Business item 5, Discussion.

Councilmember Glockel- there is a triggering mechanism there to trigger spraying. The triggering mechanism is multi-faceted and I thought we were trying to come up with a preventative program and I know the challenge was to come up with a definitive program for the whole operation but I obviously do not want to spray.

If there is about five triggers and any combination of them it is kind of vague. When you get 3 consecutive test at one site or a combination of some other things but they all trigger spraying.

Councilmember Harrison – what was your alternative?

Councilmember Glockel – to do nothing. Do all the preliminary things to try to prevent it.

Lee Ann Bunselmeyer, Acting City Manager – item 5 and item 6 go together. On item 6 is to increase our preventative measures. Right now we are limited what Cody and the staff are doing. Item 6 was a request by Council to outsource this and to see what that cost would be to basically double our program and to be able to do more and by doing more we probably would not be at that point to have to spray because I know the Council as a whole has mixed feelings on that.

On the policy even though we have 3 consecutives, Council still has the option of putting a clause in there that says even though you have 3 positive results we still have to come to Council and ask for permission. Although the policy as it is written right now says it is an automatic spray, you can make that change to the policy.

Councilmember Harrison – I agree on the aerial spraying and I would be completely against that. Spot spraying I am ok with the first time it is positive I am ready to spray.

2. Receive Construction Update for Shady Rest Lane.

Lee Ann Bunselmeyer, Acting City Manager – In February, 2014 the City Council approved a design contract for improvements to Shady Rest in the amount of \$1.2 million dollars. It has been a long process from then until now and we are getting close to opening that road. At the request of Councilmember Garber, Fred Gibbs will give you an overview of the project.

Fred Gibbs, Planning and Development Director - The project suffered delays due to inclement weather conditions, franchise utility conflicts, rain delays and leaching pond water interfering with road bed stabilization. In July 2015 the City Manager and Interim Public Works Director met with residents near Shady Rest Lane to update the community on the project status. At that time Staff proposed a task force be developed to address concerns regarding increased traffic and speed as well as additional landscaping. August 8th and August 18th Staff met with the task force representatives. Normally traffic calming would only be considered if traffic studies determine that there is an increase in traffic volumes and speed. However, based on the planned traffic pattern changes associated with the IH-35E project and the removal of the Post Oak Bridge, Staff felt it appropriate to be proactive in addressing the potential traffic safety issues on Shady Rest Lane. To help mitigate those issues Staff worked with the residents to create a traffic calming plan to slow down the traffic and encourage traffic to seek alternate routes. Approval for the street to be reduced from a 37' wide collector street to a 31' wide collector street from Fritz Lane to Walton Drive was granted by City Council and speed cushions were approved on September 3, 2015. To address the landscaping concerns Council agreed to provide 3 trees per residence to be planted by the City's contractor. However, the residents accepting the trees would also accept full responsibility of keeping the trees alive via an executed agreement by the property owner to be filed in the property records of Denton County and to run in perpetuity with the land. The City will not replace any of these trees that die.

Various construction issues have come up during this project and the City has incurred some additional expenses related to construction of this project. Some of those expenses have been offset by the reduction in road width from 37' to 31', but some of those have not been. Staff has been working with the design engineer recently to control project cost related to the issues we have had to address. Staff cannot present a final cost for the project until the final pay estimate from the contractor is submitted, reviewed by Staff and Half Associates and all adjustments both positive and negative have been applied. Staff estimates we will return to City Council with a budget amendment prior to finalizing the project. We currently do not know the amount of the amendment we will be requesting.

The latest schedule the contractor provided estimates the project to be substantially completed by December 18, 2015; the date agreed upon by the contractor, city Staff and the

Design Engineer on August 31, 2015. Speed cushions have been ordered and should be received by the first week in December. They will be available for installation as soon as the roadway is completed. Staff is working through the second attempt to contact all residents that need to make a decision regarding the Tree Commitment Letter and choices of trees to be planted. Additional landscaping should be ready to bid out by the second week in December if all residents have responded.

Ben McGahey , Halff & Associates – on the list of remaining items I can take of Retaining Wall A and Retaining Wall B and the Concrete Steps so there has been progress since I generated this brief. Almost all of the paving has been completed on the very north end of the project. Almost all of the driveways are complete there is only two and half left to do and they are all on the west side of the roadway. See Exhibit A.

The fences will have to be re-erected and those will have to be built per the memorandums of the agreement that remain with the property owners. You will have to put the mailboxes back stripe it and signage and pour the sidewalks so there is some more paving, everything north on this phase on the east side of the road has to be built and then they will come back in and seed it and clean it up and then come back to do the tree plantings. The speed cushions will be installed by City staff at the end of the project.

The original construction contract time was for January 14, 2015 to July 12, 2015. The contract was extended back in September to December 18, 2015 and the following are the reasons for these delays.

- Saturated subgrade: 1/14/15 to 3/1/15 (21 days)
- Saturated subgrade: 6/1/15 to 7/12/15 (12 days)
- Oncor/Charter utility conflicts: 3/2/15 to 5/5/15 (65 days)
- Rain Days: 5/6/15 to 5/31/15 (26 days)
- Saturated upgrade (Change Order) (24 days)
- Roadway redesign: (11 days)
- Total = 159 days

Delays since contract time extension were more rain delays:

- 10/22/15 to 10/26/15 (4 days)
- 10/30/15 to 11/2/15 (4 days)
- 11/16/15 to 11/17/15 (2 days)
- 11/27/15 to 11/28/15 (2 days)
- 11/29/15 to 11/30/15 (2 days)

Additional work:

Driveways and Retaining Wall Steps (MOAs) (8 days)

Total = 22 days

New Contract End Date – January 9, 2016.

The roadway should be completed and drivable. They will probably pour it next week and then you will need to wait at least 3 days before you can travel on it.

Councilmember Harrison – we sent out on our website that it would be closed and you say it will be done next week. Then the description says it will be open and traffic will still go north and south and I did not understand how it is going to go north and south....

Elaine Herzog, Business Manager – they poured half of the intersection going into the Oaks of Corinth and that had to cure and then they were going to close the other half and pour the Fritz section.

Councilmember Harrison – why don't we just pour the whole thing? Why can't we close it down and do it in seven days and get out of there?

Ben McGahey, Halff & Associates – we can most certainly do that.

Fred Gibbs, Planning and Development Director – we can certainly reach out to the contractor and the residents that would be impacted and see if they would be willing to close the entire road for seven days to be able to get that done much faster.

Councilmember Harrison – how many amendments have we made to this contract?

Ben McGahey, Halff & Associates – two official contract amendments. There has been some field changes and there is a project allowance in the contract that allows that. One of the biggest costs was putting in the French drain to alleviate ground water on the hill.

Councilmember Harrison – the field changes that we made, how many of those are documented?

Ben McGahey, Halff & Associates – they are all documented.

Fred Gibbs, Planning and Development Director - Construction budget is close. Fencing requirements from Property Owner MOAs (Memorandum of Agreement) may cause an increase in the contract amount. Currently waiting for pricing from contractor.

Councilmember Harrison – on the tree plantings that was agreed to is that in writing?

Elaine Herzog, Business Manager – we drafted a letter and we sent it to all of the residents and the ones that have signed and returned the letter it will be filed at the court house and right now I have two outstanding letters that I am still waiting on.

Councilmember Harrison – what does that letter say? We are going to plant the trees and plant it one time and if it dies within a year then they are responsible for it....

Elaine Herzog, Business Manager – yes.

Fred Gibbs, Planning and Development Director – I have had requests on the trees regarding if there would be any warranty? Our approach is we are going to provide the trees and it is up to the resident to keep it watered and keep it alive.

Councilmember Glockel – where are the trees going to be planted in the right-of-way or private property?

Fred Gibbs, Planning and Development Director – right-of-way. I missed spoke.

Ben McGahey, Halff & Associates – I would suggest that all those trees be planted on the east side of the sidewalks. Not between the sidewalk and the back of the curb. When they become mature trees they suck all the water out of the sub-drain and cause your pavement to fail.

Elaine Herzog, Business Manager – we are going to get with each resident about placement. I told them it would be dependent on utilities or any kind of things that might come up.

Councilmember Garber – asked staff to reach out to the resident that spoke at a prior meeting regarding this project and then whoever speaks with her please send out an update to Council because with this January 9th number our phones will be ringing.

Mayor Heidemann – we are looking at January 9th pulling out Post Oak and when that goes out Shady Rest has got to be functioning at 100% because that will be one of the alternatives for people to travel. I am anxious to get this done and if there is any way we can expedite it let's do it.

It was the consensus of the Council to shut down the road and pour it all at one time.

Fred Gibbs, Planning and Development Director – we will communicate with the residents and let them know that the road will be closed down to finish out this project.

No other business during the Workshop Session was discussed.

ADJOURN WORKSHOP SESSION

Mayor Heidemann adjourned the workshop meeting at 6:25 P.M.

AYES: All

Meeting adjourned

Approved by Council on the _____ day of _____, 2015.

Kimberly Pence, City Secretary
City of Corinth, Texas.

Shady Rest Lane Council Briefing



HALFF

Presented December 3, 2015

Shady Rest Lane

- Remaining Items of Work:
 - 2-1/2 driveways (west side) Frederick, Baker & O’Flaherty (1/2)
 - Phase 2 Sidewalk
 - Fritz Intersection Pavement
 - Retaining Wall “A”
 - Retaining Wall “B” (north of stairs)
 - Concrete Steps
 - Fences Per MOAs
 - Relocation of Mailboxes
 - Striping and Signage
 - Seeding
 - Clean Up
 - Tree Plantings

Shady Rest Lane



Shady Rest Lane



Shady Rest Lane

- Original Construction Contract Time: January 14, 2015 to July 12, 2015
- Delays Extending Contract Time to December 18, 2015
 - Saturated subgrade: 1/14/15 to 3/1/15 (21 days)
 - Saturated subgrade: 6/1/15 to 7/12/15 (12 days)
 - Oncor/Charter utility conflicts: 3/2/15 to 5/5/15 (65 days)
 - Rain days: 5/6/15 to 5/31/15 (26 days)
 - Saturated subgrade (Change Order): (24 days)
 - Roadway redesign: (11 days)
 - **Total = 159 days**



Shady Rest Lane

- Delays Since Contract Time Extension

Rain Delays:

- 10/22/15 to 10/26/15 (4 days)
- 10/30/15 to 11/2/15 (4 days)
- 11/16/15 to 11/17/15 (2 days)
- 11/27/15 to 11/28/15 (2 days)
- 11/29/15 to 11/30/15 (2 days)

Additional Work:

- Driveways and Retaining Wall Steps (MOAs) (8 days)

Total = **22 days**

New Contract End Date – January 9, 2016



HALFF



Shady Rest Lane

- Construction Contract = \$1,247,454.50
- Two Official Change Orders
 - Add of \$24,038.44
 - Deduct of \$41,372.45
- Construction budget is close. Fencing requirements from Property Owner MOAs may cause an increase in the contract amount. Currently waiting for pricing from Contractor.

City Council Regular and Workshop Session

Meeting Date: 01/21/2016

Title: Consider and act on Minutes from the December 3, 2015 Regular Session

Submitted By: Kim Pence, City Secretary

Finance Review: N/A

Legal Review: N/A

Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Consider and act on Minutes from the December 3, 2015 Regular Session.

AGENDA ITEM SUMMARY/BACKGROUND

City Council discussion and action from the December 3, 2015 Regular Session

RECOMMENDATION

Staff recommends approval of the December 3, 2015 Regular Session Minutes.

Attachments

Minutes

Brookshire Exhibit

**STATE OF TEXAS
COUNTY OF DENTON
CITY OF CORINTH**

On this the 3rd day of December 2015 the City Council of the City of Corinth, Texas met in a Regular Session at 7:00 pm at the Corinth City Hall, located at 3300 Corinth Parkway, Corinth, Texas. The meeting date, time place and purpose as required by Title 5, Subtitle A, Chapter 551, Subchapter C, Section 551.041, Government Code, with the following members to wit:

Members Present:

Bill Heidemann, Mayor
Joe Harrison, Mayor Pro-Tem
Scott Garber
Lowell Johnson
Don Glockel
Sam Burke

Members Absent:

None

Staff Members Present:

Lee Ann Bunselmeyer, Acting City Manager
Fred Gibbs, Director of Planning and Development Services
Jason Alexander, Economic Development Director
Cody Collier, Asst. Public Works Director
Curtis Birt, Fire Chief
Kim Pence, City Secretary
Shea Rogers, Technology Services Manager
Elaine Herzog, Public Works Business Manager
Debra Drayovitch, City Attorney

CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE:

Mayor Heidemann called the meeting to order at 7:00 P.M., Councilmember Garber delivered the invocation and led in the Pledge of Allegiance.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine and will be enacted in one motion. Should the Mayor, a Councilmember, or any citizen desire discussion of any Item that Item will be removed from the Consent Agenda and will be considered separately.

1. Consider and Act on a contract with Presidio Networked Solutions Group, LLC to replace end-of-life and out-of-warranty networking equipment.
2. Consider and act on Interlocal Agreement with Little Elm for a Joint Training Facility.

MOTION: made by Councilmember Harrison to approve the Consent Agenda as presented. Seconded by Councilmember Garber.

AYES: Burke, Garber, Johnson, Harrison, Glockel
NOES: None
ABSENT: None

MOTION CARRIED

CITIZENS COMMENTS

In accordance with the Open Meetings Act, Council is prohibited from acting on or discussing (other than factual responses to specific questions) any items brought before them at this time. Citizen's comments will be limited to 3 minutes. Comments about any of the Council agenda items are appreciated by the Council and may be taken into consideration at this time or during that agenda item. Please complete a Public Input form if you desire to address the City Council. All remarks and questions addressed to the Council shall be addressed to the Council as a whole and not to any individual member thereof.* Section 30.041B Code of Ordinance of the City of Corinth.

There were no Citizens Comments made.

BUSINESS AGENDA

3. Consider and act on an Ordinance of the City of Corinth, Texas approving an amendment to the Fiscal Year 2015-16 City of Corinth Budget and Annual Program of Services to provide for the expenditure of funds from the Utility Fund to pay for the replacement of approximately 300 feet of sewer line along Brookshire Run.

Lee Ann Bunselmeyer, Acting City Manager – earlier this year staff identified a sewer line alone Brookshire Road that is in need of replacement. In order to move forward with this project we do need Council to approve a budget amendment as it was not included in the 2015/2016 budget. At this time Cody Collier our Acting Director of Public Works will give Council a brief overview of the project that we are requesting.

Cody Collier, Acting Director of Public Works – since 2013 we have filled several small sinkholes along the sidewalk between the addresses of 3409-3415 Brookshire Run. We video inspected the sanitary sewer and storm sewer at that time and found no separations or infiltration of the pipe. As a result of exceptional rains this year, the sinkholes have intensified in both quantity and depth. Upon re-inspection of the sewer pipe we observed deformation and deflection of the pipe to be severe. The cause has been identified to be poor trench line compaction resulting in the soil settling (15' deep) and crushing the sewer line and causing the sinkholes.

We could not get our sewer camera to go down the sewer line because the deflection is do severe if we tried to run our camera down the sewer line it would probably get stuck and we would have to tear it out to get it. The deflections that are being caused by the wake has caused the issue with the sewer line that was detected as a result of the sinkholes.

This project was not budgeted in the FY 2015-2016 Budget. Staff is recommending that monies from the Utility Fund balance be used for this project. Award of bid to Wilson Contractor Services for \$40,289 to remove and replace 300' feet of 8 inch sewer line, remove and replace 300 feet of sidewalk, remove and replace 4 driveway approaches, replace masonry mailboxes if they cannot be salvaged, properly backfill and compact trench line to prevent reoccurrence, replace sod and irrigation systems, trench safety equipment (sewer main is 14 feet deep) and bypass pumping of sewer main during construction. Corinth has utilized Wilson Contractor Services with great success in the past.

No H.U.B's were registered to perform this work.

Four bids were received.

- Wilson Contractor Services- \$40,289
- Lands Construction - \$45,988
- Canary Construction - \$49,885
- Prose Backhoe & Utilities - \$69,545

Councilmember Garber – is this part of normal inspection procedure to make sure that these pipes are laid properly? Do you think it is possible that our inspection procedures made were eventually led to a failure or was this purely related to the amount of water that we have had?

Cody Collier, Acting Director of Public Works – unfortunately to be honest the only scenario I can see in this was there was an oversight in the inspection at some point. It would not matter how much rainfall that we have had if the soil was installed correctly and compacted correctly it would have been dense enough that the rain would not have percolated through and brought the soil with it and how that happened in 1999 I don't know.

Councilmember Garber – our current inspection procedures will catch something like this in the future?

Cody Collier, Acting Director of Public Works – absolutely.

Councilmember Harrison – when the contractor start will you suggest that they go by and pass out a handout to the neighbors along this street. Tell them basically what they are going to do and when they are going to do it and so on?

Cody Collier, Acting Director of Public Works – we have met with the homeowner in that area and discussed all of this with them. Once we get this project done and we are ready to go I will meet with the homeowner, it is not critical right now to get it done and if I can I would like to wait a little bit and not tear out driveways around the holiday season and will work with the contractor and the homeowners to make sure we inconvenience them as little as possible.

Mayor Heidemann – what is the length of time from start to finish on this?

Cody Collier, Acting Director of Public Works – they should be able to complete this in about ten days assuming everything goes well. Three to five days for cure time on concrete so you are looking at a total of two weeks that the homeowners will not be able to access their driveways and that would be the worse-case scenario.

MOTION made by Councilmember Garber to approve an Ordinance of the City of Corinth, Texas approving an amendment to the Fiscal Year 2015-16 City of Corinth Budget and Annual Program of Services to provide for the expenditure of funds from the Utility Fund to pay for the replacement of approximately 300 feet of sewer line along Brookshire Run. Seconded by Councilmember Burke.

Councilmember Burke – when will this project begin?

Cody Collier, Acting Director of Public Works – I will talk to the contractor and get it scheduled. If I can get him promptly enough to get it done and ensure that I can have the homeowners having access to their homes during the holiday season I will start it immediately. If his schedule is off a little bit I will postpone this to right at the first of the year so I don't impact our residents at all.

AYES: Burke, Garber, Johnson, Harrison, Glockel

NOES: None

ABSENT: None

MOTION CARRIED

4. Consider and act on the approval of expenditures for the sanitary sewer line replacement between 3409 and 3415 Brookshire Run.

MOTION made by Councilmember Garber to approve the expenditures for the sanitary sewer line replacement between 3409 and 3415 Brookshire Run. Seconded by Councilmember Harrison.

AYES: Burke, Garber, Johnson, Harrison, Glockel

NOES: None

ABSENT: None

MOTION CARRIED

5. Consider and act on a Mosquito Control Policy for the City of Corinth.

Lee Ann Bunselmeyer, Acting City Manager – Cody Collier will provide Council with an overview of the draft policy that we have provided.

Cody Collier, Acting Director of Public Works – Samples for West Nile virus are tested on a weekly basis at four testing sites. The Woods Park, Meadowview Pond, Community Park, and Thousand Oaks Pond. Mosquitos are captured over Monday night and test results are received by the end of the day on Tuesday. Corinth has a practice for spraying for mosquitos on the second positive West Nile virus sampling at any one of our four sites. As directed by City Council, mosquito spraying was halted on September 3, 2015.

Staff was also directed to develop a Mosquito and West Nile Virus Control Policy. The attached proposed policy establishes a defined mosquito control program. The policy defines the decision to spray for mosquitos based on the conditions listed below.

- Three consecutive weekly positive West Nile Virus test results at any one site.
- If during peak mosquito season, (July-September) the City of Corinth receives positive West Nile Virus results at all sites consistently, but not necessarily three consecutive at any one site, and substantial increased requests from the public are received, consideration for adulticiding should be given and approval from Council will be sought.
- Confirmed positive case in a human.

A minimum of two days advanced notice of intent to spray will be given in order to allow residents time to make arrangements they feel necessary. Additionally, when triggering mechanisms are met for spraying, the public will be notified through Electronic message boards near major intersections around the trapping site, City of Corinth website, City of Corinth Facebook pages, City of Corinth Twitter accounts, and “Notify Me” alerts.

Councilmember Burks – with the chemical spraying it appears that those don’t combine in any way? It is not a combination of those factors?

Cody Collier, Acting Director of Public Works – no, it is any one of those factors. The first step is three consecutives if you adopt the policy it would give the authorization to the City Manager if we have 3 consecutive positives the City Manager can make the call to spray. Outside of that are the other options in case there were public outcry wanting the spraying or we had a positive case that was confirmed and that person contracted the virus in the City of Corinth, then we would come to Council and based on these other two options and ask if you would like to spray.

Councilmember Burke – has there been any effort to quantify what is a substantial increase in public outcry is?

Cody Collier, Acting Director of Public Works – at the beginning of this year, I had more residents calling me wanting the spraying then I had that did not want the spraying. The only folks that showed up at the meeting were the folks against the spraying. When I get a lot of those calls coming in I would like to be able to come to Council and ask for your consideration to spray.

Councilmember Garber – on June 30th the Vector Index was at 3.19 did we spray on that day and is that was caused the Vector Index to drop all the way down to 0.58?

Cody Collier, Acting Director of Public Works – no, we did not spray. We sprayed once last year and that was in August. So the Vector Index has peaked and began to come back down naturally.

Councilmember Garber – looking at this it seems to me the most dangerous times according to the Vector Index happened before we got three consecutive test and on its own it resolved itself prior to last spring. Then it never got hardly above 2 again. The only time it got back above 2 is after we had already sprayed.

Cody Collier, Acting Director of Public Works – yes.

Councilmember Garber – so do you think it is appropriate if maybe moving forward using the Vector Index rather than the second positive test to initiate Councils approval on spraying on top of public outcry?

Cody Collier, Acting Director of Public Works – absolutely. What seems to trigger the biggest concern is public information, whenever we have a positive site or result we place signs and when those signs go up that is what triggers the public. Sometimes it is fear that drives that.

Councilmember Garber – do you think that fear would subside if we publish what the Vector Index was in relations to that with public education?

Cody Collier, Acting Director of Public Works – it should if people understand the Vector Index and take the information and educate themselves what is actually happening.

Mayor Heidemann – is this something that we can publish on the website every week what the Vector Index is and we can give the residents the definition on what it is measuring so everyone has access to that information.

Cody Collier, Acting Director of Public Works - in the proposal that we have from Vector Disease Control it is built in as part of their proposal. Maintaining the Vector Index every week and having that information available to us to post on our website along with other preventative information.

Councilmember Glockel – I think we are spraying the front yards and we have kicked around the possibility of most of the problems are in the backyards, swimming pools that are not kept up, small ponds, small bird water feeders that are not being taken care of and then we have a gentlemen come in and talk to us and say the spray goes as far as 300 feet which I was surprised about. I think the general population is smart enough to apply DEET or some other type of spray as they would sunscreen. I personally am against spraying.

Councilmember Harrison – if we test and there is a positive and we don't have a policy then what do we do?

Councilmember Burke – I think the contract contemplates things other than just spraying. It contemplates abatement and monitoring. I think it allows the public to make their own decisions about how diligent they are about spraying if you have test results that show it is in the area.

I think as a Council we ought to decide now what we are going to do and not have some trigger based on the public putting the pressure on us. It is either a good thing to do or it is not a good thing to do and we don't need to get ourselves in a situation where we need to analyze it and then throw that analysis out the window because people are scared. I think if the indication is that we should spray when certain criteria are met we should decide to do that and educate the public about it now and stick with our decision and not have a policy that puts staff and us in a position where we are just going to bow to fear or public outcry.

Councilmember Johnson – I would like to see in our policy is for our residents to double their efforts to report to us vacant houses, foreclosed houses and pools that are un kept so that our Code Enforcement can go out and at least ask if they can identify an owner and contact them and come see the pool and just remind them that we can come take care of the pool by putting the donuts in it or give them the stuff. A

lot of these area where we have the high positives I have noticed there is a lot of swimming pools in that area that are probably not in the best shape or care. If we are more pro-active we won't have to worry so much about spraying.

Councilmember Garber – I would like to include in the policy some sort of a Vector Index profile that we can look at and may be at more than 3.5 would be something that we would at least talk about and then also if Denton starts spraying or something along those lines maybe that is an indicator for us that we need to think about it. I do agree with Councilmember Burke if we leave it open for Council's approval over and over we are going to be right back here next year.

Lee Ann Bunselmeyer, Acting City Manager – do you want that anytime the criteria are met that we come back to Council and have Council vote to spray or not or do you want to have some type of automatic triggers?

Councilmember Garber – my hope would be with a successful abatement procedure that we are looking at in the next line item that we would not even get to the triggers that would cause that and I don't think public outcry is a trigger that we want to see come back to Council from staff. Maybe if there is a lot of public comments maybe that is something that can happen but maybe more of a Vector Index and positive human test and that type of thing.

6. Consider and Act on a Mosquito Abatement Proposal and authorize the City Manager to execute a contract with Vector Disease Control.

Lee Ann Bunselmeyer, Acting City Manager – currently our Mosquito control policies are handled by the Parks and Recreation staff under Cody's direction. During a Workshop earlier this summer a Council requested that we seek proposals to contract this service out to try to get more of a preventative maintenance program than our staff is able to handle. Cody Collier is here to give Council an overview of this proposal.

Cody Collier, Acting Director of Public Works – During a Workshop on September 17, 2015 the City Council discussed options for mosquito trapping, testing, larval control, and spraying (if requested). The Council directed staff to further research an option of contracting out the City's mosquito control program.

This proposal would eliminate city park maintenance staff from trapping/transporting mosquitos and treatment of the larvicides. A vector index was also requested by Council to show the threat level of West Nile Virus by mosquito population and West Nile virus positive results on mosquitos. I took some time to factor what it costs for staff currently and between the cost for us to set traps/ collect the traps, drive it over to Richardson and have the mosquitos tested and pay for the lab testing then we buy the dunk (Adulticide) that we throw into the pond when it is all said and done the total is about \$19,000 a year for the treatment level that we are capable of providing.

The proposal that Vector Disease Control has offered is \$35,000. They are licensed pesticide so they have access to chemicals that we do not have should they need it. The majority of their proposal adheres towards abatement and very worse-case scenario would be spraying. They will set all the traps and do all the monitoring and they have different types of traps they will set. Part of this program is everything is unlimited as you may have read and if the Council desired spraying there is no extra charge it is built in no matter how much we have to do. They have public education that they will provide us. They have a hotline number when the residents can call Vector Disease Control and get them to come out and do things, part of that I am sure if a homeowner has mosquitos in their backyard they can go out and spray just that residents backyard and charge the homeowner. I think we are getting a lot more than staff can provide with this proposal and staff recommends approval.

Councilmember Johnson – will they identify any other viral attacks when they are testing or are they specifically testing for West Nile?

Cody Collier, Acting Director of Public Works – they are testing specifically for West Nile. I am sure

they have the ability to test for those indicators if it was a cause for alarm but right now it is only West Nile Virus.

Mayor Heidemann – when does the contract start and end?

Cody Collier, Acting Director of Public Works – it is an annual contract and it is based around mosquitos so you are really only using them during the mosquito season which is from May to October. If we decide not to use the pesticide to kill they can use a repellent so if we don't want to use pesticides as part of this program they can actually put out a repellent for example Movie Night in the Park or Easter Egg Hunt they can spray the area and it would help repeal the mosquitos and keep them away for such events and that is also included in the proposal.

MOTION made by Councilmember Johnson to accept the Mosquito Abatement Proposal and authorize the City Manager to execute a contract with Vector Disease Control. Seconded by Councilmember Garber.

AYES: Burke, Garber, Johnson, Harrison, Glockel

NOES: None

ABSENT: None

MOTION CARRIED

COUNCIL COMMENTS & FUTURE AGENDA ITEMS

The purpose of this section is to allow each councilmember the opportunity to provide general updates and/or comments to fellow councilmembers, the public, and/or staff on any issues or future events. Also, in accordance with Section 30.085 of the Code of Ordinances, at this time, any Councilmember may direct that an item be added as a business item to any future agenda.

Councilmember Johnson – a word of thanks to the Police Department for Citizens Police Academy #9. This is an incredible program and would highly recommend it for anybody that has any interest in what the police department does. My wife went through that class and she really loved it and wants to go back to another one.

Councilmember Glockel – our marquis sign for a long time had shrubbery where you could not read the bottom line and it really looks nice and I don't know who did that but thank you whoever that was. I want to extend a word of appreciation for beautiful peace lily that showed up in the City of Nebraska when my brother passed away and thank you for sending that out.

Lee Ann Bunselmeyer, Acting City Manager – I would like to invite the Council to City Hall Monday from 6:00 P.M. until 8:00 P.M. for our Annual Tree Lighting.

Mayor Heidemann recessed the Regular Session at 7:50 P.M.

EXECUTIVE SESSION

If, during the course of the meeting, any discussion of any item on the agenda should need to be held in executive or closed session for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council Meeting, the City Council will convene in such executive or closed session, in accordance with the provisions of the Government Code, Title 5, Subchapter D Chapter 551, to consider one or more matters pursuant to the following:

Section 551.071. Private consultation with its attorney to seek advice about pending or contemplated litigation; and/or settlement offer; (2) and/or a matter in which the duty of the attorney to the government body under the Texas Disciplinary Rules of Professional Conduct of the State of Texas clearly conflicts with chapter 551.

Council met in Closed Session from 7:52 P.M. until 8:05 P.M.

- First Glendora Partners, Ltd. dba Impact outdoor Advertising Co. v. City of Corinth.

Section 551.072. To deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Section 551.074. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.

Section 551.087. To deliberate or discuss regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect.

After discussion of any matters in executive session, any final action or vote taken will be in public by the City Council. City Council shall have the right at any time to seek legal advice in Executive Session from its Attorney on any agenda item, whether posted for Executive Session or not.

RECONVENE IN OPEN SESSION TO TAKE ACTION, IF NECESSARY, ON CLOSED/ EXECUTIVE SESSION ITEMS.

No action take on Closed Session.

ADJOURN:

Mayor Heidemann adjourned the meeting at 8:06 P.M.

AYES: All

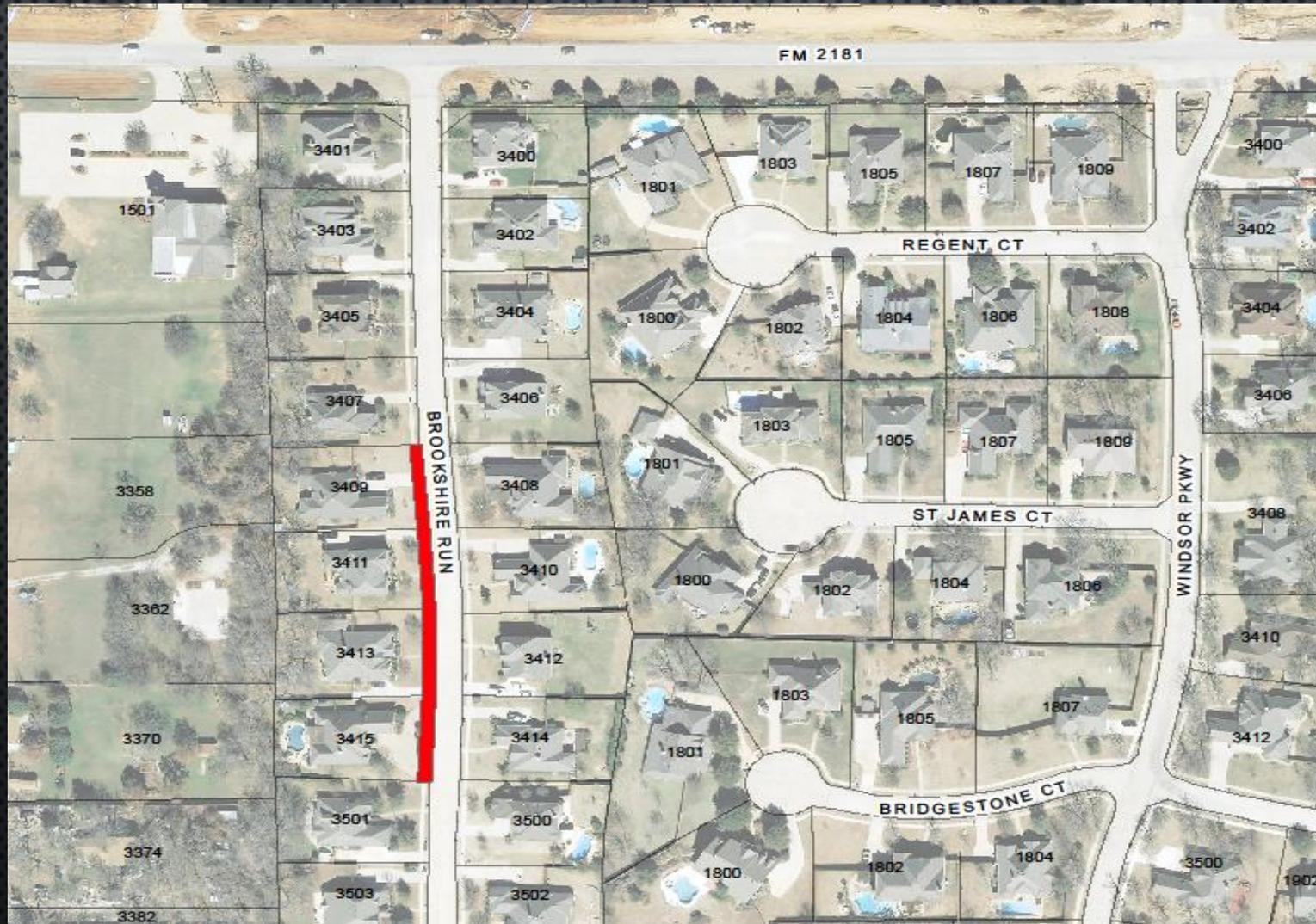
Meeting adjourned

Approved by Council on the _____ day of _____, 2016.

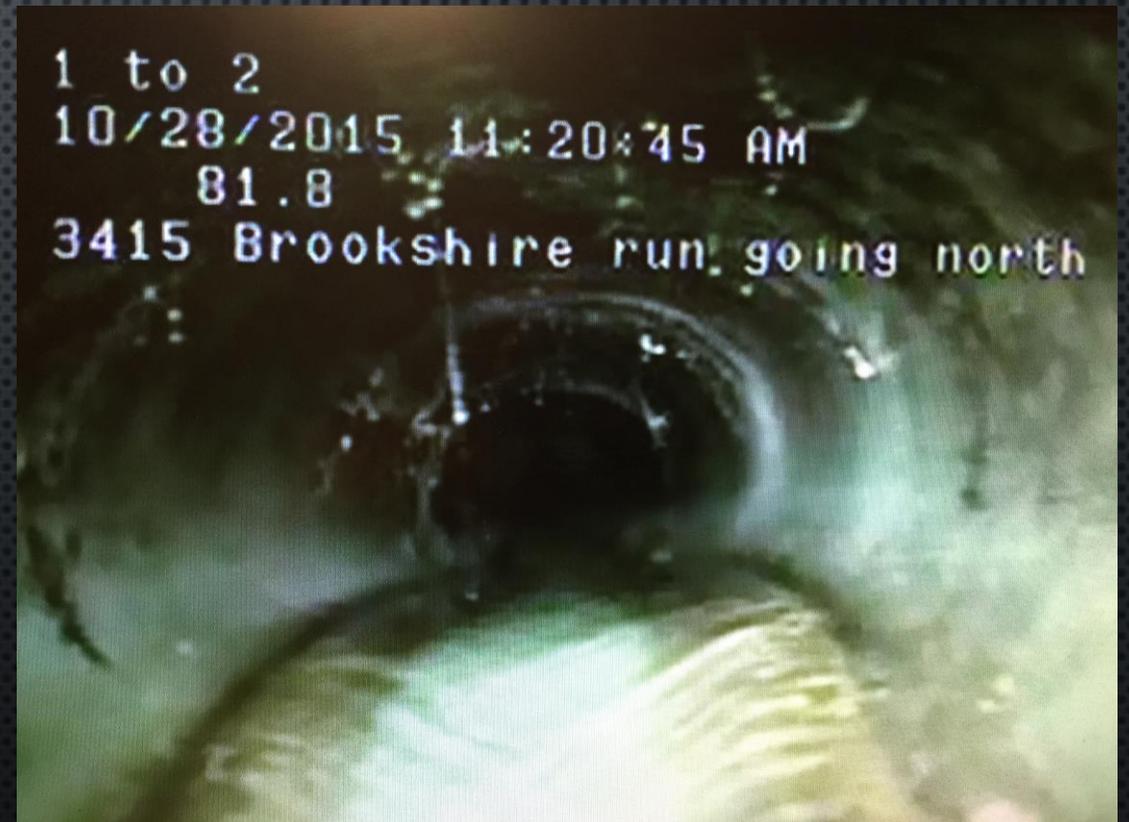
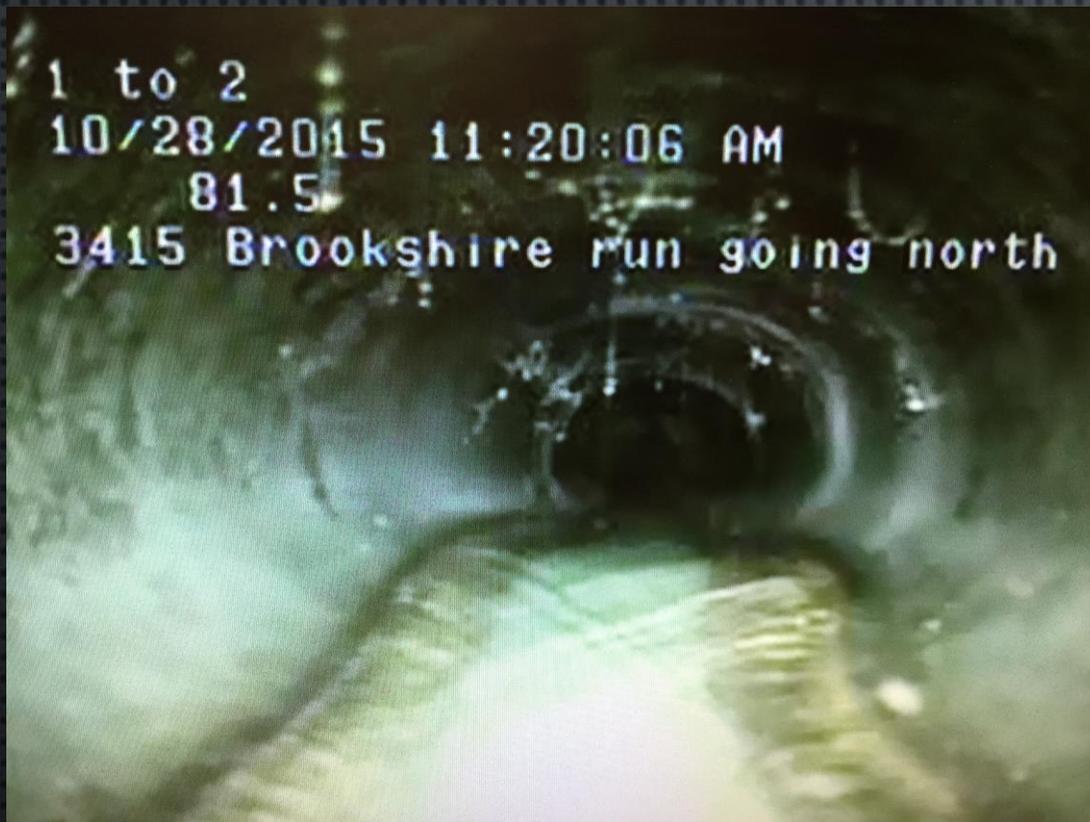
Kimberly Pence, City Secretary
City of Corinth, Texas.

BROOKSHIRE RUN SEWER
LINE REPLACEMENT

PROJECT LOCATION



INTERIOR VIEW OF SEWER LINE 3415 BROOKSHIRE RUN



INTERIOR VIEW OF SEWER LINE 3409 BROOKSHIRE RUN



SINKHOLES CAUSED BY COLLAPSED TRENCH LINE ALONG BROOKSHIRE RUN



SINKHOLES CAUSED BY COLLAPSED TRENCH LINE ALONG BROOKSHIRE RUN



SCOPE OF WORK

- REMOVE AND REPLACE 300 FEET OF SIDEWALK
- REMOVE AND REPLACE 4 DRIVEWAY APPROACHES
- REMOVE AND REPLACE 300 FEET OF 8 INCH SEWER LINE
- REPLACE MASONRY MAILBOXES IF THEY CAN NOT BE SALVAGED
- PROPERLY BACKFILL AND COMPACT TRENCH LINE TO PREVENT REOCCURRENCE
- REPLACE SOD AND IRRIGATION SYSTEMS
- TRENCH SAFETY EQUIPMENT (SEWER MAIN IS 14 FEET DEEP)
- BYPASS PUMPING OF SEWER MAIN DURING CONSTRUCTION

BID DATA AND STAFF RECOMMENDATION

- NO H.U.B'S WERE REGISTERED TO PERFORM THIS WORK
- FOUR BIDS RECEIVED
 - WILSON CONTRACTOR SERVICES - \$40,289
 - LANDS CONSTRUCTION - \$45,988
 - CANARY CONSTRUCTION - \$49,885
 - PROSE BACKHOE & UTILITIES - \$69,545
- STAFF RECOMMENDS AWARD OF BID TO WILSON CONTRACTORS SERVICES FOR \$40,289
 - CORINTH HAS UTILIZED WILSON CONTRACTOR SERVICES WITH GREAT SUCCESS IN THE PAST.

City Council Regular and Workshop Session

Meeting Date: 01/21/2016

Title: Consider and act on Minutes from the December 10, 2015 Workshop Session.

Submitted By: Kim Pence, City Secretary

Finance Review: N/A

Legal Review: N/A

Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Consider and act on Minutes from the December 10, 2015 Workshop Session.

AGENDA ITEM SUMMARY/BACKGROUND

City Council discussion and action from the December 10, 2015 Workshop Session.

RECOMMENDATION

Staff recommends approval of the December 10, 2015 Workshop Session Minutes.

Attachments

Minutes

**STATE OF TEXAS
COUNTY OF DENTON
CITY OF CORINTH**

On this the 10th day of December 2015 the City Council of the City of Corinth, Texas met in a Workshop Session at 6:30 pm at the Corinth City Hall, located at 3300 Corinth Parkway, Corinth, Texas. The meeting date, time place and purpose as required by Title 5, Subtitle A, Chapter 551, Subchapter C, Section 551.041, Government Code, with the following members to wit:

Council Members Present:

Bill Heidemann, Mayor
Joe Harrison, Mayor Pro-Tem
Scott Garber
Lowell Johnson
Don Glockel
Sam Burke

Members Absent:

None

Staff Members Present:

Lee Ann Bunselmeyer, Acting City Manager
Fred Gibbs, Director of Planning and Development Services
Cody Collier, Acting Director of Public Works, Parks and Utility Operations
Curtis Birt, Fire Chief
Kim Pence, City Secretary
Elaine Herzog, Public Works Business Manager

CALL TO ORDER:

Mayor Heidemann called the meeting to order at 6:30 P.M.

PRESENTATION:

- 1. Receive presentation, hold a discussion and give staff direction on the Lake Sharon Drive Extension Project.**

Lee Ann Bunselmeyer, Acting City Manager- the Lake Sharon project was approved in the 2015-2016 Capital improvement program. We currently have about \$2.5 million dollars already reserved for the project, \$1.2 million was transferred over from either the General Fund, Fund Balance or from the other excess amounts in other funds. We have \$1.3 million that is actually committed from Denton County for the project, we have not received those funds, but we do have a commitment for the project. Council did, during the budget, give us an intent that we would issue \$2.5 million in this next year for this project. There are several issues since we discussed this during the budget season that have arisen on the project and tonight Fred Gibbs is going to give the Council an overview of what those items are and we will seek some guidance from the Council as to how you wish us to proceed with this project.

Fred Gibbs, Director of Planning and Development Services- We have a presentation in your packet and Gary Vickery with Teague Nall & Perkins, Inc., he is helping us with the design of this project. He will also be addressing some of the issues we're having with this project. There are five major components that make up the Lake Sharon Extension, the right of way acquisition that has some processes in doing that. The flood study that we need to get FEMA to approve, we have to submit a LOMR to FEMA to get an approval because we're constructing within a flood plain. You also have Upper Trinity, they have a water line that's in the area where the extension is and it's going to take some coordination with the Upper Trinity Water District in order to facilitate that. Then you have the bond issue that will happen later on next year. The new thing is the City of Denton

impact, this one has come to light a little bit more as the project went along mainly because of the right of way design is not all currently in the City of Corinth. Some of it lies in the City of Corinth, some of it lies in the City of Denton. That is the guidance I'm going to need from Council on how to pursue that. You're looking at a 9-12 month construction time, it could be delayed until September 2016 because of the time it takes to get these things done. The new thing that sprouted out about three weeks ago is the FM 2499 had to come back and do some different design, a bridge over by Barrel Strap, originally there wasn't going to be a bridge in that area, but now they are going to have to construct a bridge as they go north on FM 2499.

Gary Vickery, Teague Nall & Perkins, Inc.-The Flood study for FEMA, we knew we had to do that because we're working on a floodway and we're making some changes to that floodway, we have to do a flood study and go to FEMA for a conditional letter of map revision to be approved before the project and then after the project an as built letter of map revision done. We've submitted the first draft of the CLOMR to the City staff, it's been reviewed by Freese & Nichols, we got comments, we've made those changes and returned those back to them 2 or 3 weeks ago. Once they get those done, if everybody's in good shape, we'll submit that to FEMA and that will take somewhere in the range of 9 months for approval, give or take a month or so. That's where the CLOMR is. The Right of Way acquisition has two primary property owners we'll have to deal with, one is Endeavor Energy on the north side, the other is 77 Lakes on the west end of the south side. In addition to those two right of way parcels there are quite a number of drainage easements and slope easements that we need in order to construct the roadway. The right of way width would be standard 84' width and in this case we're really raising the road most of the way through so it will slope down from there and all of that slope would be in a slope easement on the adjacent property. Those have to be acquired. I recommend having those in hand before we bid the project just to make sure we don't have a problem with the bid and have to rebid it. My personal feeling is there's a pretty good chance that Endeavor Energy is going to require eminent domain to get that property. My understanding is that they've not been real easy to work with and we just think that's probably the direction it's going to hit. That can take in the range of up to six months or longer but generally not for eminent domain. We can go through the process we can get right of entry to use the property, there can be other appeals and things that go on after that but we can still have the property to do road construction. That is the second item.

Councilmember Glockel- Where is the Endeavor property?

Fred Gibbs, Director of Planning and Development Services- Endeavor is on the south side of Oakmont on the north side of Lake Sharon Lake. After the booster pump station.

Gary Vickery, Teague Nall & Perkins, Inc.- The cross hatched is right of way that was acquired from the church property. We already have the component of that. That's one of the items that has yet to be done. As I understand it the appraisals have been done. The next step would be to begin negotiations with those property owners and begin to acquire the right of way. Step number three is Upper Trinity Water District, they have a 20" water line under all of Lake Sharon extension from Oakmont to FM 2499 and beyond. It ties to the ground storage facility. They have an easement that their water line is in, they acquired it long before you acquired the right of way for the road way, they have a couple of issues that they need us to address. One is there are some areas the water line will have a little less than four feet of cover during construction so they have asked us to make special provisions to protect that line during construction. We proposed some provisions, we're actually waiting for them to respond to those and let us know if they are satisfactory or not. We also will be crossing on to where the Bakers Branch comes through we will be putting in seven 10 x 7 box culverts to carry the flow and where their water line going under that set of box culverts, they originally asked us to put a split casing around that pipe, that's a real challenging prospect especially in the back waters of a lake where the ground is soft because to put a split casing around the pipe, you have to dig out all the way around and including under, put this split casing together and bolt or weld it together and all the while supporting a water line full of water. It's really challenging. We finally implored them, we kept imploring them to come up with another way. We felt it was jeopardizing their water line. Doing that much work around the water line you are asking for trouble. We finally convinced them, primarily because they have concrete encasement around that small portion of the pipes so a split casing couldn't happen. Instead what we offered was a new casing that would go parallel to their existing water line and probably 10 or 15 feet away that if there's ever a problem under that box, they wouldn't have to pull that pipe out they could push a new water line into that casing. So it would be an empty casing laid with an open trench, much easier construction no jeopardy to their pipe. We also are working with them on the provisions to do pressure testing of their water line before construction and after construction to make sure there's no leaks out there today that you get stuck with at the end of the project. We would do pressure testing both before and after to

make sure that everything is still in good shape. We're still working with them, communication with them has been tough, to be honest with you. It's been hard to get much of a response so it's been slow. I think we're getting closer to working out the issues and getting them squared away. There is another issue or two with Upper Trinity, it really has to do with the terms of the easement they have acquired from the church property especially. That is that their contention is at this point is after the road is built, say 10 years from now, there's a problem with the pipe, they need to go dig it up, repair it, maintain it, whatever, their contention is that they would not be responsible to replace the roadway over the top of that pipe, that would be the City's responsibility. They have asked for a memorandum of understanding to be executed with the town to clarify who's got what rights and what responsibilities with regards to maintenance. It's kind of a legal issue in a lot of ways as to who's responsible for what and that may have to be addressed as we move forward with the project in order to get their approval to put the project over the top of their water line since we'll be in their easement. So that is something that may still come up, we still may have to address that.

Elaine Herzog, Public Works Business Manager- I have provided Debra with both the easement documents for Upper Trinity and the right of way documents that we acquired from the church so that she can review them and see how that all is going to play out, so she has them as of now.

Gary Vickery, Teague Nall & Perkins, Inc.- I think it's a matter of some time and working with them to get everything coordinated and get them satisfied. The fourth issue is, I found out where the City limit line is 3 or 4 weeks ago, we got TDOT's plans for FM 2499 so where we could see where the intersection was and what provisions were made and what it is. It really wasn't in what we would call as an ideal place, we would have liked it to have been 40 or 50 feet further to the south so we have a good perpendicular intersection. It's actually a little bit north of the highest point on FM 2499. For sight distances, it's better to be right at the high point or a long ways away from it. Here we're close, we did a study to evaluate sight distance to make sure that we weren't going to have a problem with this intersection as they have it constructed and we should be okay the way it is. What we had done is, we really would have liked to move this further to the south. Justin had talked to TDOT and basically they said, "not, it's too late we can't make the change in this intersection", so we put together six different alternate alignments trying to find a good way to bring the road in and this is what we came up with was about the best we could do not realizing that the City limit was there or that was an issue. We did a little bit of work to see can we fix that? This is an alignment that really probable is more nearly to what was anticipated, that is Lake Sharon coming straight turning in and intersecting FM 2499 a little bit further south than they anticipated it would be. That would put the north right of way line on the City limit line. I went to TXDOT and asked them is there any way in the world this can happen? We know physically it can happen, it's just all the other issues that are part of that. I talked to one of their engineers and they agreed with me that the intersection was not really a problem, however, there's a retaining wall that's a pretty high wall, 8 or 10 feet tall, they have it designed, the contractor has ordered the precapped concrete panels to construct that wall. To change it now would require redesign by TXDOT. If possible, using some of those panels in a different location, if we shift the road, the retaining wall doesn't go as far north but would have to pick up in a different location. They would have to evaluate how much of this stuff that they've already ordered and had manufactured is actually built. I have a meeting with them tomorrow, the cost implications of accomplishing that. Then I went to Denton Municipal Electric who has a distribution line in an easement adjacent to the right of way and as part of the FM 2499 project they had relocated some of this equipment based on that design which we had coordinated with them throughout the project to make sure when we built our road, they'd be where we needed them to be. Unfortunately, if we move the road, now they're not where we need them to be. They have estimated that the cost of re-relocating their facilities in that area is in the vicinity of \$100,000. There's also a DISD fiber manhole here in the intersection that may have to be relocated. All of that are some of the things we've been trying to chase to see how feasible it is to relocate the roadway. It really boils down to we have some options, one option is we allow the roadway to stay partially in the City of Denton, another option is we move the entire right of way into the City of Corinth with the redesign that I've mentioned. Another option is to talk to City of Denton about adjusting the City limits so that we can leave the road where we have it designed and adjust the City limit once again or if we choose none of those, postpone the project. That's what we're seeing with the City of Denton.

Councilmember Burke- Why is that a problem that part of it's in Denton?

Gary Vickery, Teague Nall & Perkins, Inc.- To be honest with you, I'm not 100% sure. I think there could be some issues with writing tickets on that roadway.

Fred Gibbs, Director of Planning and Development Services- They'll probably want to be part of the process when it comes to driveway cuts, permits, and access off the road.

Gary Vickery, Teague Nall & Perkins, Inc.- That portion of the roadway is from where the City of Denton's lift station is to the west is so high above the existing ground that driveways would be highly unlikely. It's about 8' above the existing ground. Driveways in that area would not be a problem. It may be as simple as an interlocal agreement that says it's okay that the right of way and part of the road is in the City of Denton and it's not a big deal.

Councilmember Harrison- We've already done the land swap down there once for the same problem and we swapped it with Denton, right? What is the problem? Why don't you just do a land swap with the City of Denton? And just build the road.

Fred Gibbs, Director of Planning and Development Services- That's an option if the City of Denton is willing to do a boundary adjustment like we did back in 2007 which this reflects that boundary adjustment, that's where that new City limit came from back then.

Councilmember Harrison- What is the problem with doing that?

Fred Gibbs, Director of Planning and Development Services- There's not a problem doing it, it's just a matter of that it will take time to do that. That took a year to get done. That is an option, working with the City of Denton.

Councilmember Burke- Is there any problem with having authority to get the property in the mean time?

Elaine Herzog, Public Works Business Manager- For right of way acquisition? I checked with our condemnation attorney and he said no that we don't have to have a resolution or ordinance from the city, it would be nice for us to notify them just to be good neighbors but we can proceed if you all decide you want the alignment as is, there's nothing stopping us.

Councilmember Burke- So the issues would be the City of Denton would have some authority on the driveways which wouldn't be physically possible and if Denton wants to maintain and police that section of the road, they'd have the right to do that and we couldn't.

Debra Drayovitch, City Attorney-Correct.

Mayor Heidemann- That would be my question, if it's in the City of Denton who maintains that portion of the road?

Gary Vickery, Teague Nall & Perkins, Inc.- I would assume that would be yours to maintain regardless of what city that's in.

Councilmember Burke- And there would probably be no problem getting them to agree to that.

Councilmember Glockel- I can't imagine how we got to the point, if we're really dealing with property owners and acquisition of property and looking at properties, nobody knew that the properties we were looking at wasn't in our city limits. The other would be is you just throw that out the window, why would we build a road that's in Denton? Why wouldn't we partner with Denton and say ok, you want a road why don't you build your half. We would throw a fit if Denton started building a road in Corinth, would we not? On our property?

Councilmember Burke- If they were going to pay for it, I don't know if I would. Has anyone talked to the City of Denton about this?

Fred Gibbs, Director of Planning and Development Services- Not yet, I was hoping to get some guidance on whether or not we should pursue that. How important is it being in the City limits, all in the city limits, or if we can pursue with the City of Denton, we can certainly do that.

Gary Vickery, Teague Nall & Perkins, Inc. - I think a land swap or something like that would be the best first step, pursue that and if it goes nowhere then you look at the other options but it would seem to be the most inexpensive and maybe the most painless step.

Councilmember Burke- Am I understanding correctly that we're a year out on this anyway, at least? Because we don't have the right of way yet?

Gary Vickery, Teague Nall & Perkins, Inc.-Yes.

Elaine Herzog, Public Works Business Manager- There's just some timing issues on negotiating with Denton and TXDOT perhaps going ahead with their construction of the intersection and the walls the way they are now because once they do that, then we can't change the alignment. So that's the challenge in the timing.

Councilmember Burke- If we have the authority to condemn it, that was my biggest concern that maybe the City didn't have the legal right to take the property outside of their city limit. I just think we plow forward as designed and call the City of Denton and say here's where we are, we'll maintain it, you want to do a land swap? Or what do you want to do? And it will work itself out.

Councilmember Harrison- The way I understand it, I think all these questions were addressed within the last year. I don't know where all the information went. I talked to the previous Public Works Director today and asked a question and he told me that most of these were addressed and solved. You have to realize those retaining walls were built by the county and the county paid for all those retaining walls that are on the City of Corinth Lake Sharon phase 3 and they're the ones who put that up there in the first place. Here's your alternative, we move the retaining wall, we move your electrical. It's going to cause you some problems Denton Electric so why don't you just do the land swap. I know it's not that simple, but how do you know unless you try it? We've already done the land swap before in 2007 and 2008 for this same development for this same right of way.

Councilmember Burke- The alternatives just don't sound bad to me. Maybe I'm misunderstanding how big of a piece of roadway that is but if we can't police that little strip it's not the end of the world and the City of Denton doesn't want to let us maintain it and they want to maintain it.

Fred Gibbs, Director of Planning and Development Services- I really wanted Council to be aware that this entire road is not going to be in the city limits too. There may have been some misunderstanding that this whole right of way was going to be in the City of Corinth. I really wanted to bring this to light to everybody and say the extension is not going to be in the City of Corinth. You can have a sliver in the City of Denton that we can work through a boundary adjustment or leave it the way it is and have it interlocal as part of that, but have a clear understanding that the entire right of way, there's a possibility if we move forward with this alignment it will not be in the City of Corinth. If everybody in this room is okay with that then we can pursue the boundary adjustment or an interlocal of some sort. Those are a couple of options.

Lee Ann Bunselmeyer, Acting City Manager- The main reason for tonight was also to let Council know that we're not ready to build this road today, if we issue debt, there are delays in the process and to let you know what those issues were that were going to delay and that we're actually looking at about a year out before we could actually start construction with this. If everything aligned properly. Also, before we contacted Denton is to get direction, to let you know that was the next step is to contact them as far as a land swap and get the Council's blessing before we proceeded.

Councilmember Harrison- They're working right down there now putting infrastructure and everything else. They took time off, for some reason, but now they're working there.

Councilmember Glockel-What would we swap?

Fred Gibbs, Director of Planning and Development Services- I wouldn't recommend you do a swap, I tried to do a swap one time and what happens is they'll look somewhere else in your city that they may have another discrepancy, maybe somewhere else that you border them and want to swap with you.

Councilmember Harrison- I agree to just do a letter of agreement. We're going to have to maintain it because it's going to be ours anyway.

Mayor Heidemann- Would that come under the category of interlocal?

Fred Gibbs, Director of Planning and Development Services- You can have two options, you can do the adjustment where they voluntarily, the boundary adjustment would come to Council, they would grant that adjustment of the new city limit boundary. Their Council would approve that same agreement and the new City limit line would be adjusted appropriately with both cities agreeing that's now the new common boundary line. Or if you don't do that, you can do an interlocal with the City of Denton that says this is the way the road looks, this is your responsibility, this is our responsibility, we write tickets on the whole thing, we maintain the whole thing, there would be some negotiation on the whole thing. There's the two different ways you can get it done. If that's where we want to head the current alignment is sufficient, the current appraisals, those things won't change. If you move that road south, then the appraisals change and it impacts properties differently.

Mayor Heidemann-So what you're saying that you have the appraisals on all that property and the only thing we would have to do is eminent domain on the Endeavor portion.

Fred Gibbs, Director of Planning and Development Services- Yes Sir. So far.

Mayor Heidemann- Let me ask one other question. I know that the county has put up a 1.3 million and we put up a 1.5 million?

Lee Ann Bunselmeyer, Acting City Manager- We currently have 1.2 million and the plan was to issue an additional 2.5 million of debt to complete the project.

Mayor Heidemann- We don't know if that amount is going to be sufficient to complete that portion?

Lee Ann Bunselmeyer, Acting City Manager- I think a lot of that depends on happens with the negotiations with Upper Trinity, if we have to do any additional casing on the water line.

Gary Vickery, Teague Nall & Perkins, Inc. - The most expensive possibilities are no longer on the table. So what's left is not near as expensive. None of the estimates we've done included the casing that we'll end up having to put in but it won't be a real big ticket item.

Lee Ann Bunselmeyer, Acting City Manager- As long as the boundary lines don't move and we don't have to acquire additional property, then we will probably stay around the 5 million, but if the road moved then that would increase the cost.

Councilmember Glockel- So you're saying the north side of the original drawing, in the curve, that's Denton property? It's butted up to and 8 foot bank? Is it just a knoll through there? Or is it pretty much an 8 foot plateau?

Gary Vickery, Teague Nall & Perkins, Inc.- What we had to do is we had to tie in up here where TXDOT designed the road and it happens to be in this direction on FM 2499 is right at the top of a hill. I wish they'd have cut that down about 4 feet or so, but they didn't. So we have to get up and meet it and have some decent sight distances to get in and meet our maximum grades and so forth. The roadway itself will be filled up and on an embankment almost like you were coming up on a bridge all the way across that low area from the ground storage tanks all the way to FM 2499. In the neighborhood of 4 to 8 feet.

Fred Gibbs, Director of Planning and Development Services- That north piece in Denton has the grade, the terrain where it's 8 foot.

Gary Vickery, Teague Nall & Perkins, Inc. - It's down below, in fact on both sides of the road. Both roadways will be well above the existing ground down there. This is the lift station that the City of Denton has and your ground storage tanks are right over here. So this area here is in the City of Denton and it's a pretty low area, it would be problematic for two reasons. One is they would have to come up a pretty high slope to get there and two, you'll have a median. You wouldn't want them to have, especially a street, that close to an intersection, nor would you want a driveway on this street at all. I think it would be possible to prevent driveways, streets anything like that from coming in there. The economics of getting up to that grade might solve that problem for you.

Mayor Heidemann- You don't foresee any problem with the county and their funds.

Lee Ann Bunselmeyer, Acting City Manager-No, and we'll reach out to them and kind of let them know what the status is of the project and let them know where we are moving forward and the next step would be to reach out to George Campbell, the City Manager of the City of Denton and start talking about the street and their boundaries and then once we get that ironed out we'll give the Council an update at that point.

Councilmember Burke- I wouldn't even mention a swap, unless they brought it up.

Fred Gibbs, Director of Planning and Development Services- I recommend you do an adjustment or an interlocal. Really, those are the safe bets. You don't do get in there and do swaps, it gets pretty ridiculous some times.

Mayor Heidemann- Does that change your timing as far as you think you could actually get into the project?

Fred Gibbs, Director of Planning and Development Services- No, all those other items still need to get done anyway and those are a year in themselves. We can just move with this simultaneously with everything else now.

Elaine Herzog, Public Works Business Manager- So, I'm still supposed to go and get right of ways, is that correct?

Councilmember Burke- Yes. Where you plan to right now.

Councilmember Glockel- Did the intersection change after the power company changed? Did Denton Electric change their routing or did they just meander across the intersection? It appears as though, if they relocated, they meandered back into the intersection quite a ways.

Gary Vickery, Teague Nall & Perkins, Inc.- Those lines depict what the electric was before they relocated it. We haven't changed it. We don't show, even on this drawing, we don't show where they are now, they basically come along here and there's some minor changes that they've made and grade changes they're made, in fact, going back further to the east they'll have to possibly replace some poles to raise them up because they're so close to where we're raising the road. They might have a little bit left to do there. At this point, they are out this proposed road way. We were able to catch them before they made all those changes, it's not by much, they were very much in the process of designing and planning that. We were able to catch them and coordinate so it would fit with this design.

Mayor Heidemann- Just out of curiosity, with them building that bridge down there, how much of a delay is that going to delay FM 2499 as far as completion?

Fred Gibbs, Director of Planning and Development Services- They said 12-18 months was the latest they told us.

Mayor Heidemann- If they're going to delay it that much then we're out a year, is there a chance then that we're going to get pretty close to....

Gary Vickery, Teague Nall & Perkins, Inc.- I would say that's not totally wishful thinking. I think that really is a possibility.

Fred Gibbs, Director of Planning and Development Services- They're going to happen pretty close together, after everything is resolved and the dust settles. You're going to be pretty close.

Lee Ann Bunselmeyer, Acting City Manager- We do have a representative from TXDOT that will be coming on the 17th to give and update on FM 2181 and FM 2499, so at that point we'll get some more information on that intersection as well.

Councilmember Glockel- This whole thing, how does it affect the money that Sam was talking about, we talked about the 1.3 million from the county, are they still open to that, or do we know if they'd be okay with this? They said we could use some of that money for engineering, we'd probably have it spent before this time frames up.

Lee Ann Bunselmeyer, Acting City Manager- We're going to reach out to them and keep them in the loop of the process because I think the expectation that was probably delivered, earlier this summer, was that we'd be ready to move towards construction the first quarter of next year and that's just not the case. We'll reach out and let them know what our time table is and let them know we're still moving with the project, it's just slowed down a bit. And then see if they have any issues with that.

2. Receive a Presentation, hold a discussion and give staff direction regarding the Lake Cities Fire Department.

Lee Ann Bunselmeyer, Acting City Manager- Tonight we have quite a few topics we want to discuss regarding the Fire Department. The primary reason that we wanted to get together was we have the contract with the Lake Cities that we will need to begin discussions with, next year, and so tonight when we start that we kind of want to just get some general direction from the Council as to how you would like us to proceed with those discussions. When Chief Birt and I were talking about that, we wanted to give the Council an overview of the Fire Department, their budget, their expenditures and revenues, because all of those things are really key elements involved in contract. We want to give a basic understanding so as we move forward and come back with projections and start looking at figures going into the next contract that you at least have that basic understanding. The other thing was, the last time we discussed the Fire Department, we brought forth a proposal to begin discussions with the school district on the Fire Academy and potential arrangements for land. We want to bring the Council up to date on that situation, I do want to emphasize that Council did give us directions to continue discussion and that's all that has occurred. The school district has not made any definite decisions or plans as neither have we. We are very preliminary in those discussions. Some of the slides that we have in there and from looking at those discussions, we wanted to make sure that when Council starting making their decisions about whether you wanted to continue with those discussions, is if we did have land, would we be able to afford to build a fire station. I just done some projections and some scenarios for you with potential funding, a potential time line, so that when you make your decision in the next few months that you know that yes we can afford it and that we would just have to change those priorities. Before we get started with those discussions, probably about 6 or 9 months ago Chief Bass, a retired Fire Chief from the City of Grapevine, was asked to do a review of the Fire

Department, the organization, and its service levels. Tonight we're going to start with him and just have him go through that presentation with you and again it goes over all the basic elements and the services we provide to those cities and then he'll briefly touch in on the impact would be should the city decide to or any of the other cities in the agreement decide not to continue with that contract.

Chief Bass- I've been a fireman for a long time, I most recently retired from Grapevine about a year and a half ago, and had some other gigs before that with the City of Dallas, etc. Chief Birt reached out to me several months ago and asked me to make the review as was stated so I've provided a report to them and kind of touch on some of those things as we go through here. The objectives of the study that I was asked to look at included these things and it was as mentioned just an overall look at the department, but then some specific things as well. To look at staffing options perhaps for fire station #3, to look at some "what if" scenarios with the contract should you decide to change how you're doing that, and just look in general some overall thoughts of the department and look at service delivery and so forth and so on. Let me just say in short, I found an excellent fire department, I think I probably surprise no one when I say that. Whether I'm talking about the management of the department, the firefighters, the organization of the department, how they perform, etc., is excellent. I'm sure you know that above all others how well they do. It's important to recognize that this fire department are affected by a number of regulations, standards, laws, etc., as is every walk of life anymore, but the fire service is no different, so of these are federal agencies, some of them are standard making organizations and then of course we have our state government that gets their fingers in the pie. We will refer back to some of those things along the way because they make a difference in exactly how you do business as a city and how the department does business as they operate. What I found is that your staffing levels, in the department, are typical of the region, they don't meet standards, they don't meet standards that are expected or recommended, but there are no mandates in terms of staffing that they do not comply with. They do fall short in that respect. Service delivery, when I speak of service delivery I primarily am talking about response times and once again there are some very specific standards, nationally speaking, of how quickly departments should respond to various types of calls and your department falls short of those, they are slower as you would say as standards indicate, but they're close in some cases, some cases not so much. Overall, you have an excellent fire department. Looking at fire station #3, we made three different options that I will show you a little bit more closely in a moment. In terms of the current agreement you have, the four cities that operate as the Lake Cities Fire Department, I looked at that somewhat extensively and overall my summary is that it's an excellent agreement for all four cities. It's an agreement that is honestly in my estimation that should be replicated in a lot of other places because I'm a strong advocate of regional cooperation and you have an excellent model of doing that. But it's also a model that is extremely cost affective for all four cities and as I point out in a little bit, it's one that if you were to dissolve or if you were to modify significantly or if some cities opt out of it, the results are going to be significantly ugly, I would say for all four of you. You cannot operate the efficiency of the department you have at the cost of that any or all of you are paying in a different method, if you go individually or if you have two cities that collectively join together etc., those kind of scenarios may come up, all of you will suffer. Or all of you will throw in a whole lot more money. As we look at the current conditions in the environment, the standards and some of the outside influences that directly affect the operation of the department, one is OSHA Respiratory Protection. In affect that is anything that is OSHA is very complicated and very wide ranging, this portion of it simply says as affects your fire department, the primary portion of it is that you have to have to have four people on the scene of a fire present, on the scene of the fire, in working gear, protective clothing before anyone can go inside and fight a fire, so two people must go in, two people must stay outside. You cannot initiate an attack on a fire like that, without having four people there. What that means to you is if you have three persons on a fire truck that arrive, they have to stand outside and wait on other people to arrive before they can go inside and fight a fire. That's important obviously, we'll look at. When we talk about how standards affect you that's one example, that is state and federal law. Secondly, in a PA Standard 1500 which is basically just a safety regulation, but it's a very wide range and far encompassing safety and health standard over which many other NFPA standards are based as they get into very involved and very detailed standards in a host of different areas. NFPA 1500 presents a standard, it's a recommendation, if you will, it's not a mandate. NFPA 1710 deals with the deployment, it's establishes response time standards, staffing standards and other types of response and deployment type of issues. It's not mandated but it is a standard that we are all held to in the fire service and that you're held to in the community when someone begins to look at your business. These are three of the three prominent, but there are a host of others that fall under these, I really wanted to bring those because I'll refer to those a little bit later on. If you look at your department today and I think that there's nothing here that I need to tell you that you don't already know, you have a staff of 41 people all inclusive, that includes the administrative side, you operate 2 fire stations, 36 people of those 41 are assigned to

emergency operations, that is those who actually work at the fire station. You have a minimal staffing of 10 people per day, you have 12 people assigned to a shift, but you have to have 10 to adequately staff your department of putting 3 firefighters on a fire apparatus, 2 on medic, your command staff and your incident management staff is supplied by your on duty headquarters staff or off duty staff, they'll respond from their home or they will respond from off duty, which delays to say the least the response you have for instant management and command structure at a given emergency. It's primarily dealt with by the officer in charge of the fire apparatus which takes away from some of his or her other duties, on the scene of an incident. You are the cumulative of the four cities, the Lake Cities Fire Department, currently enjoys and ISO rating of 4 with a portion of Hickory Creek receiving a 9. ISO is an insurance service office classification protective classification which has a lot to do with underwriting and establishing insurance rates for a given city be it commercial or residential casualty and liability insurance. The higher the number the worse the rating, the lower the number, the better the rating. One being the best, ten being the worst. So you are rated as a group, so once again if you break out services or cities from that group and that individual city, that other collective city starts to provide their own service there will be a remeasurement and I assure you those ISO ratings will decrease or get worse because of the services that you provide as a whole won't be met by the services that you'll provide individually. Your department is again very typical of what the services that are provided by the modern day fire service. The reason I put this slide in here is a recognizing the many services the department offer, it's not simply fighting fire, we all know about the EMS, but there's so much more involved in this day and time when it comes to many of the specialized requirements that expected by the community, fire code, fire prevention, public education, arson investigation, law enforcement arm of the fire service, community emergency management which is such an incredibly important component for us.

Mayor Heidemann- When you're looking at Firefighter, how many certifications does he have to have?

Chief Bass- It depends on 'have to have' what you mean by that. To be a firefighter in the state of Texas and be a professional Firefighter there are really only two you must have. A fire suppression and an EMS certification. That just gets you the job, in here you have to be a Paramedic and you have to be a Firefighter. There are a host of other certifications that to do certain specialized work, you have to have. That's where some of the hazardous materials work comes in, you don't have to have it but you have to have it if you're going to do that line of work. I don't mean to bounce around on that, so it just depends on who's requiring it. If you really get to it and what's important, you have to have hazardous materials certification and you have to have advanced life support certification and that would be a Paramedic, you have to have Firefighter certification. To do some of the many things that you do here if you're into fire and arson investigation, then you are mandated to have other requirements, other certifications be it Peace Officer Certification, Arson Investigator, so it's very wide you can be narrow or you can be wide but to do service you'd have to have a certification. Does that answer your question?

Mayor Heidemann- I was just concerned about in the City here. What are our requirements to be able to provide in our community here?

Chief Bass- You'd establish that for the most part. An outside entity would say if you're going to have paid Firefighters, they have to have a state certification. If they're going to provide an EMS service if they're going to be Paramedics, they have to have state certifications in those lines and you have to do that. But you can opt to say we're not going to provide EMS service at a certain level, even a Firefighter has to have initially an EMT certification. It becomes more functional, if you're going to respond to hazardous chemicals, you have to have by Federal law, you have to have certain certifications, if you're going to do fire and arson investigations, there is not a law that says you have to.

Mayor Heidemann- Thank you.

Chief Bass- My point here was, your department is providing services that you might not even think about. Again, services that the community expects, community demands. They are doing an excellent job of it once again. A little bit about the department you probably know these fact but again, they cover about 30 square miles as they exist today. Population approximately 35,000 people, you have a very diverse community it may or may not seem like that to you, but when you look at fire protection you have a very diverse community. When you look at the lake you have highway transportation incidence, the schools, apartments, a college, a commuter rail,

high schools, you have some very high risk occupancies. You have 48,000 square foot mansion that provides its own individual complexities, to say the least. In 2014 you had 3100 incidents and that is increasing. About 70% of those are EMS, about 30% or a little bit more are fire related activities. Which again, is very typical for the region and very typical for the nation. Your average response time is about 6 minutes, this is the average response time city wide for the first arriving emergency vehicle. You're required by the standards that I mentioned earlier to be 4 minutes for a host of reasons. If it's an EMS, an ambulance call, 8 minutes by those same standards. That's 4 minutes 90% of the time, with Corinth, you are hitting that 4 minutes in the 90% only 18% of the time. You have a 90% with should be 4 minutes that is approximately 9 minutes and 45 seconds. You're well above in terms of response times where the national standards would put you. Also, the national standards say an affective firefighting force should be assembled in 8 minutes, that effectively means 15-17 people on a structure fire. It takes you approximately 15 minutes to do that and requires firefighters from other cities. In those areas you are not too far out of what is, you find in other cities around here response times are a little higher. A lot of that has to do with staffing, locations, traffic and infrastructure. This gives you an indication visually of response times and the legend says 0-4 minute response times are the darker greens and decreasing, but if you look at the overall community it indicates that you are within about 6-8 minute, which fits in with the statistics that said earlier. That will show you what areas are affective now. Trends, what can you look for? We all know that you're going to have more people move here, you're going to grow there's no doubt about that. From 2010 to 2030 it's estimated that you'll have a population growth of about 43%, 35% alone in the next 15 years and these figures come somewhat from a combination of the census department and water development board of Texas and so forth as well as your own government data. Another interesting point is that the population of 65 and older is increasing rapidly and that may or may not seem important to you but it is extremely important when it comes to emergency response because as I indicate here the 65 and older age group is responsible for more than 2 times the number of EMS calls than the entire population below 65. They also are 2.7 times to die in a fire. When you get to the 85 year old range, that number becomes 3 times more than all the other groups and 4.5 times to die in a fire. What that means is as your population ages which it is doing rapidly. Between 2000 and 2010, Corinth alone had an increase of about 275% in the number of people 65 and older. In all of the other 3 cities, they've had similar kinds of numbers and we know that, baby boomers are getting older. That's going to become a much more important demographic of response and what it's going to do with response times and response activity. More people, more incidents, and if you don't do something to enhance the infrastructure in your department means slower response times. In terms of incidents, they are going to increase proportionately somewhat with your population. Denton County 911 reported an increase of over 20,000 calls from 2013 to 2014 alone, that's an increase of 20,000. That again is what this region is experiencing everywhere because we're growing. Population means more incidents, and slower times if you don't do something. By 2020 projecting about 4,000 per year and that's very conservative. That doesn't take into account the aging population that I mentioned, it's just by looking at demographics of the population. Response times, in short that 9 minute, 90% response time that you have now, 9 minutes 45 seconds, if nothing is done is going to increase to 13 minutes and 24 seconds, conservatively speaking. This is just the trends and the projections based on your past performance. I was asked to look at what the Lake Cities Fire Department would look like if you built the perfect department, talking about employment and size. I mentioned that you have 41 members total of the fire department right now and two fire stations, to cover this area adequately, meet the standards, response times, staying with your ISO numbers as I've mentioned to you, would take about four stations, at least. That would be three engine companies, a truck company, two medics and a Battalion Chief with a field incident tech. You currently have two fire companies, this calls for four, and two ambulances now and you do not have a Battalion Chief or a field technician. That would put minimum staffing on duty of 22, you have 10 now. Headquarters staff would have to increase as well, which would be a total of 81 people. So you can see where optimally where you might fall. What it might take to meet the various standards and where you stand today. That's somewhat of a wish list, it's not far away because it's what would have you meet national standards. We looked at fire station #3, what are some staffing options? When this fire station is open, it will depend on how you decide to staff it and how you decide to operate it. Three different options that we looked at: one was to just move and existing ambulance to the fire station, from station #2 to station #3 and that would be the sole emergency response. There would be some issues associated with that, I would say at best that would be a short term solution. It would get a presence in the station, it would alter your EMS response somewhat it would give you some quicker response to some areas, slower response to other areas. Short term solution that wouldn't cost any money and no additional staff. Second option, we call it a "Squad" concept and that's basically a small fire apparatus, could possibly be and SUV depending on how you want to use it, with only two people. To hire six additional firefighters, staff the station with a two member squad, depending on the type of fire apparatus. It could assist with the EMS as they do

now, it could take some load off the two other fire apparatus, the engine and the quint you have currently and assist with that but it would not substitute for a full-fledged fire engine. First of all there's not enough people, secondly it didn't have a water pumping capacity, but it would serve a purpose and it could give you some quicker response in some types of calls. Other departments are experimenting with this kind of concept now. Third option is a fully staffed fire apparatus which would require an additional 12 people to staff. Those are your three options, you could tier that, you could start out with one, move to another whatever you chose as a department to do that. What if Lake Dallas and Hickory Creek leave the agreement? In short, I can talk about this at length or short, none of the cities are going to come out well if you do that. None of the four cities. It's not a matter of the money that you were receiving from them that you cut your budget by that and continue to operate like you were, that is not even a thought. First of all Corinth is at the minimum level of staffing and protection that you could stand for your own city. So to take that away, you're going to significantly weaken the response capability and service you have for the City of Corinth by itself. As you go with the other cities, what would that mean for them? There still going to have to provide fire protection in some way, they're going to have to EMS in some way however they choose to do it. The level of service is going to fall unequivocally everywhere unless you reinvest a significant amount of money to maintain the service that you have today. My conclusion is that what you have now is extremely effective and it's about as cost effective as I can imagine, it give you the ability to serve all four, it gives you the ability to help fund the entire operation and all of the other pros and benefits that come with that. To lose the agreement you have now is going to hurt your community. That is basically a quick run through of what I have provided to Chief Birt and are there any questions before we turn it over?

Councilmember Garber- What is the average ISO rating for Grapevine and the parts of Dallas?

Chief Bass- Grapevine was a 2, Euless was a 1, Bedford was a 2, most of the mid-cities area is either a 1, 2, or 3. Not so quite certain about the Denton County areas, Lewisville was a 2, not sure about Denton.

Chief Birt- Denton is a 2, Little Elm is a 3, Frisco is a 1.

Chief Bass- I would say 2 or 3, ones are few and far between although there are 2 or 3 in the immediate area, but 2 or 3 is a norm in this area.

Councilmember Garber- We're below the rest of the cities that you just mentioned.

Chief Bass- You're going to find other 4's, I didn't look at that to find out who they are. I would say a great target would be is to try and get to at least 3 if not a 2 and it would be much more compatible the majority with what's in this part of the world.

Mayor Heidemann- If we had three fire stations, fully staffed, is that the next step that would get us to a 3?

Chief Bass- I can't even begin to answer that question, the reason I can't is because the ISO ratings are pretty complex but they take in a great deal of data. Primarily look at your firefighting capability, at your water system, at your communications system, that's the three primary areas. I don't know what all went into getting you a 4, how close you were to a 3 at the time. It would certainly help because staffing in ISO terminology a fire engine should have no more than a mile and a half travel distance. An aerial ladder should have no more than a two and a half mile travel distance. That's just one little component, I don't what it would take you to get to a 3, that would clearly put you closer than you are now. It may put you over, I don't know.

Chief Ross- We're going to look at where we started in 2001, and when we looked at the trends for 2015 it looks like we're going to hit it or surpass what we've projected because we're already at 3,214 is what I looked at this morning and we've had a few calls. We have about 200-300 calls per month, so there's a good chance we're going to surpass our projection. We're going to look at the call volumes and the ISO response. The lines are getting longer, if you don't pull anything from that. We've broken it down at this top piece to the first green line is the initial contract period. Then the next contract period since 2013 where we're at now there's been a steady increase, we can't blame it on construction, we can't blame it on any particular thing. This region is just growing and expanding, the more people you put in it the more things you have in it the more opportunities we're going to have to go take care of something. There's been a 103% increase since 2001. In the one contract period we had a 21% increase and we have a 14% increase since the last. When we look at what we're doing throughout the day

and we take those numbers and break them down, we're looking at anywhere from 8-9 times a day, an hour to an hour and a half per call. With our two stations, if we run two calls, we're out of resources or if we get one big call, we're out of resources. What I wanted to show you here is 577 times last year you had no resources, everybody was on a call, we had multiple calls going, we had overlap. We were on one and another one was there. We rely on our mutual aid partners, but sometimes they're close and can't get to us because of construction, sometimes they can get to us and sometimes they are coming from far away. We rely on them, they rely on us, we work it out. We have a lot of opportunities to not be available. When we look at what we're doing, about half of what we're doing we classify as medical and then we have the service calls, the fires, the hazardous conditions and we've lumped them into some bigger groups. We've got the rescues, the car wrecks things like that. It's a very diverse, it's how they breakdown. When we look at trending over the last five years, the City of Corinth alone has had a 37% increase. When we compare Hickory Creek and Lake Dallas, they both had roughly a 30-31% increase. From where they were to what we're doing, it could be 94 or a 180 calls so the number of incidence, depending on how you look at that column could be more staggering than, they have the same growth, when we go to Lake Dallas we went 179 more times than we did the year before. When we combine everything together it's roughly about 28%. This is map again that Chief was showing, when we look at these colors, dark green is 0-4 minutes, something that ISO is starting to do now that mile and a half the Chief mentioned as far as the engine travel time, they're doing away with those circles in some instances and they're looking strictly at numbers. That circle is no bigger than where you can get in 4 minutes 90% of the time. The dark green representatives 4 minutes 100% of the time. Everything in there is 4 minutes 100% of the time so it would expand just a little bit. It wouldn't quite be a full circle anymore. It just makes it a little bit smaller where they would look dealing with those ISO ratings. In this right here what we did is that map was made from this slide right here, these are individual incidences. This is a pictorial of where we travel and where these dots are locations that we have had incidents, whether it be fire or medical. The color coding is representative of how long it took us to get there to help. Most of these dots west of IH 35 are yellow or some form of orange, or red. One thing else to point out there's not a lot of extra numbers here where the Hickory Creek name is, further south is mostly park. If you look, you can even see your call clusters where we're running low the incidents, within the City of Corinth and what we have opportunities to improve on.

Councilmember Harrison- On those in the top, you got the grey area, is that Shady Shores? Or the brown area up at the top? Where's Shady Shores Road?

Chief Ross- pointed on the map to where Shady Shores and the City of Denton were.

Councilmember Harrison- So the calls you have up on the top are the City of Denton.

Chief Ross- Correct, we use the GIS and we use lats and longs to plot them on a map and if we zoom out, we can see where we made calls to Little Elm. This is our contracted area that we help Denton with.

Councilmember Garber- Just off topic, this cluster in Lake Dallas, I believe this is a trailer park. Why are there so many calls right there in that tiny little spot? I know there are 3 or 4 other trailer parks over there and they're not clustered up.

Chief Ross- Honestly, without looking at the incident types, I would suspect it's probably a larger number of persons that are older.

Chief Birt- That's Kingswood Mobile Home Park, it's very dense. That's the biggest one we have, it has 6 rows. They have a lot of medical and a lot of incidences.

Councilmember Harrison- The population figures that were used, the 35,000 population that we covered is that a combination of all four cities?

Chief Ross- Yes, it is.

Councilmember Harrison- When we talk about increasing in the next five years, those are based off of the increase population in all four cities?

Chief Ross- Yes, all four cities.

Councilmember Harrison- The City of Corinth's population has always been projected to about 25,000. So, we're running out of residential areas, I didn't understand where that increase in population figures come from.

Chief Ross- What I did to look at population figures, if you look at the census bureau, if you look at your own website, if you look at the Texas Water Board, and NTCOG, they all make projections and they're all somewhat different. I tried to take what seemed to be the most accurate or most consistent and base it on those. The population increases either from those or it came from extrapolating you'd had a 1% or 3% increase historically.

Councilmember Harrison- Our residential is running out.

Chief Ross- What you're going to find is that you're going to get denser, you're going to have apartments, and probably some high rises, or whatever.

Councilmember Harrison- So we need to anticipate if we have growth in mix use and high density along certain areas. It's going affect our response for the fire. So we need to include that in when we start developing all the mixed use stuff. On the slide where you have current conditions in environment, we provide to each member community those things there. In your analysis, would that be the starting point for what services we're going to provide to the other three cities? Would be use that as the basis of what we're providing?

Chief Ross- That's what you provide today to the four cities.

Councilmember Harrison- We would say the Fire and Arson Investigator or Fire Marshal that we give, we would charge for providing that service to the other three cities.

Chief Ross- That would be up to you in your contract how you choose to charge for that and get your numbers in there. I'm saying that those are the services that are provided and they're provided across the board.

Councilmember Harrison- When you went into the national requirements, how many, in North Texas, meet all those standards, do all of them meet the standards?

Chief Bass- Absolutely not. As I said, when you talk about fire company staffing here you are typical. The standards call for four person staffing on fire trucks, bottom line. I would say 10% of the local cities provide four person staffing. You're typical with three, if you want to meet the standards this is what the standards call for.

Councilmember Glockel- If you go out on a fire call and you have your EMS unit with you and you have to transport, the way you're staffed, do you have to pull out of that fire?

Chief Birt- Yes, until we have other units on the scene.

Lee Ann Bunselmeyer, Acting City Manager- This next phase is to do an overview of that contract where it stands today and to analyze the financial aspects of the fire department budget, revenues, and so forth. That will be key when we start talking about negotiations and discussions with the other cities. If you look at our history with the fire department, we took over the Fire Department as far as the City of Corinth in January of 2008. Prior to that it was its own separate entity, each of the cities had members on the board and the board was the ones that made the decisions for the fire department. The Board was the ones that decided what the funding mechanisms were going to be by various cities. In 2008 when we took over the fire department we entered into a five year agreement, at that point the ones that negotiated that contract was the Mayor and a few Council Members from all the cities. They came up with a funding increase of CPI +1%, so each year the contract allocations from those cities would increase based on that. At that time they also agreed on a distribution of assets. Lake Dallas took over the debt of the building that was in Lake Dallas, we paid off some of the debt, I believe on station #2 and we also paid off the remaining debt on the ambulances and engines and everything. At that point, all the equipment became the property of the City of Corinth and we took the employees over as our employees. During that negotiation it was determined that we would lease the station was in Lake Dallas. I believe it was \$38,000 to \$40,000 per year. In 2012, we went in and negotiated that contract, at the time it was Jim Berzina, myself, and

Curtis, again we continued with the five year term of agreement. One of the things the Council thought was a priority was in 2008 when it was negotiated, all that was really negotiated was operating cost and there wasn't any mechanisms to pay for equipment. There was some debt issuance, that the City of Corinth had to issue debt and we paid for it ourselves, to purchase that equipment. One of the priorities was to implement a vehicle replacement program for the fire department. We were able to successfully negotiate that within that contract. We do have a separate fund and we do receive allocations from all the cities on an annual basis. The terms of increase was also CPI +1%, all the cities agreed to that. However, when I was doing the financial analysis, we realized that we needed at least 2% per year increase to be able to maintain our cost. During the period between 2008 and 2012 we actually had negative CPI during those years. So the allocations didn't increase that much. When we went into the negotiations we said we'll do CPI +1% but we need a minimum of 2% increase every year just to maintain some of our cost. When we came up to the other cities, they said in order to protect our interest, we don't want our cost to increase more than 5% per year. All the cities agreed to that. Part of it was that we would continue our lease to the station in Lake Dallas. When we looked at the funding mechanisms in 2008 when the Mayors and the Council agreed on the distribution of cost, they came up with a funding of calls, population and assessed valuation then the averaging the previous five years. It came out that Corinth would pay for 59.9% of those costs, Lake Dallas would be 21.3%, Hickory Creek at 12.7% and Shady Shores about 6.5%. In 2008 when we were doing the contract negotiations we started looking at different cost driver mechanisms, we looked at structures, households, and a slew of ten different things we calculated to see if that would change the percentages. No matter what cost drivers we used, the distribution came out about the same. So all the cities decided we're just going to go ahead and stay with the funding mechanisms that were determined in 2008. We did that again, we did a five year average and we used those exact same cost drivers. When you look at the fire department history, since 2008-09 is my benchmark. In 2007-08 we had a lot of cost associated with the acquisition of the fire department. We paid for the ambulances and the engines and the buildings and everything else. I don't like to use that because I don't think we're reflecting apples to apples when we're actually comparing their expenditures. So from 2008-2009, we have about a \$527,000 increase in the fire department expenditures, roughly about 12%. You can see throughout these years that's when we actually had some budget reductions, it went down and some of the expenditures went up. Like I said, 2008 is our base year and this was our 2015-2016 budget, I took out Capital Outlay, transfers and allocations that's our contribution to the vehicle replacement fund, that was also \$50,000 that went to purchase radios, these are one time expenditures that we don't necessarily bring in to operating budgets. When you analyze 8-9 years when we took over the fire department, their operational expenditures have actually decreased by almost \$200,000 or 23%. Even with that you can see professional services have gone down \$100,000 within that time frame. The amount of their operation has decreased, is more than \$200,000, because anytime we had increases in fuel, they absorbed those costs, we had increases in our contract with Denton County instead of increasing their funding they just reallocated some of their expenditures and absorbed them. So any increases in EMS, the medicines, the drugs they had to purchase, those increase in cost and volume, they have been absorbed by the fire department. It's actually taking away more of their day-to-day operating expenditures within that time frame. There has been an increase of about \$464,000 in wages and benefits from that time frame, of that, half of it was wages and half of it was benefits almost exactly. We froze the step plan for three to four years in that time frame, then we had to a compression analysis and bring the salaries back up a couple of years ago, that is where the majority of the increase came.

Councilmember Harrison- There were some hiring freezes in there too, right?

Lee Ann Bunselmeyer, Acting City Manager- Yes, we did have a hiring freeze. We wanted to analyze their budget a different way, especially when you start looking at the possibility of bringing in another station, is how much does it cost to actually operate the station. We have three, Headquarters with five employees that are officed in the Headquarters and it's about \$685,000 to operate that building with staffing. Station #1 in Lake Dallas is about 4500 sq. ft., 18 employees there so about \$2,000,000, Station #2 in Shady Shores is about \$2,000,000. Basically the breakdown of your fire department and the \$4.6 million of your fire department budget. The majority of it is your personnel, \$4,000,000.

Mayor Heidemann- Why is professional services in Station #1 so high?

Lee Ann Bunselmeyer, Acting City Manager- That is the lease to Lake Dallas of \$42,000. Another element that Chief Bass talked about, when you look at staffing, we took over the fire department in 2007-2008 to now,

their staffing has remained the same, we took a EMT and transferred up to a Firefighter/Paramedic classification but we have not increased the staffing in that time frame. Chief Bass mentioned that we're operating at 10, that's the minimum per shift and that's basically the norm. Our preference would be to have 12 per shift, but that is very rare because of injuries, vacation, sick time, and training, so what we're anticipating, in the next year, is having to add 3 just to maintain our current staffing for the stations that we have currently.

Chief Ross- If you look at these two specific dates, there's 48% increase in our activity. It went from roughly 2200 to 3300. About 48%. With the same amount of staff and a reduction in operating expense. I don't mind telling you that we're really striving to do everything we can and being very responsible with money and personnel. As it gets fuller and fuller to the point where we have to let people off, they have accrued time, we have training we have to maintain, we have certification, and when we looked at some of the analysis, also everything other than scheduled leave statistically we're having to cover with backfill and time and a half. Almost two and half to three FTEs is what's it's costing us. It won't eliminate over time, it won't reduce it, but what we're having is the average firefighter is 53 hours a week, on average, and in that time, most of them are mandated to work 10-12 extra shifts a year just to cover staffing and things to maintain the minimum, the bare minimum. We're at that point where we're needing to augment that, to offset some of the expenditures, to take that stress and strain off of the firefighters, that way they're more productive and able to respond, there's a lot of added benefits to that.

Lee Ann Bunselmeyer, Acting City Manager – I mentioned that during that first negotiation of the contract that we didn't have anything built in to replace vehicles and equipment, so at that point in 2010 we issued a certificate of obligation for \$1.5 million and I listed here just things we purchased with that, the City of Corinth paid for that from 2011-2015 this is the debt service that we've already paid. We have outstanding principle of about \$460,000 and we won't pay that off until 2020. That is all the portion of the debt we're still paying for. That is the primary reason we went into the contract negotiations, the Council said we needed to try and look at getting some kind of vehicle replacement where the other cities are helping us offset those costs. We did negotiate that and these are the contributions, we're getting about \$247,000. We staggered it so that it would be just a shock for any of the municipalities, we would slowly grow up to the optimum level. Within this contract period we anticipate to receive about \$916,000 and this is just the schedule of items we've been able to purchase through that agreement with the other cities. In next year's budget, with Council approval, to replace 3 command vehicles and also replace 1 ambulance. This is one component that we hope to keep in that contract period, because we cannot afford to really go out and purchase all this additional equipment on our own. When you look at revenues, I think it's really important, the budget is \$4.9 million this year, is for 2015-2016 the revenues offset about 52% of the expenditures for the fire department. One of the things that comes up in our contract negotiations every year is, if you remember the allocation in the beginning where we said each one of the cities was going to be responsible for, it was that Corinth would be responsible for 60%, but when you look at all the EMS revenues and so forth, we're really only paying 48% of the expenditures of the fire department. This is one of those things that every year the other cities try to bring in the revenues, we always try to keep the revenues out because they can fluctuate. As you can see that probably will be hard to do during this next contract negotiation because our EMS revenues are just continually to increase. This is always one of those things that we'll have to look at when we enter into the negotiations with them. When you look at the service agreements within the 5 year period they increase about \$122,000 or 7.25% and then you have your other revenues, your EMS, your mutual aid and so forth, they've increased about 10% or \$215,000 within that 5 year period.

Councilmember Glockel- In the last negotiations, Hickory Creek was very critical of Corinth for not including those revenues and you're saying you're not including them again?

Lee Ann Bunselmeyer, Acting City Manager- What happened was at the last minute they came in and said we want to include the revenues and we said ok, we'll include the revenues, but you have to pay a portion of the debt. It basically washed each other out. That 2010 CO, it's an annual debt service payment of about \$240,000, we factored in, and we were conservative on the revenues, we agreed on a revenue amount because when we're doing that it was in 2011-2012 the EMS revenues were about \$467,000 and we were predicting about \$425,000 and you can tell since then they've actually come up to about \$600,000, so they've increased substantially from the time we actually did the negotiations. We also discussed indirect costs that we do not charge the other cities for, the legal services, Human Resources, Accounting and so forth. We started say if we really want to start looking at all

the costs, then we're going to want to bring in all our indirect costs that increase. When we took over the fire department we did increase the staffing in Human Resources, at that time we leveled it off and it became a wash.

Councilmember Glockel- It makes sense to me if you're going to share the cost that you would share the revenue, you would share the entire cost and not just the revenue.

Lee Ann Bunselmeyer, Acting City Manager – It was a sticky point, in 2008 when they went into contract negotiations they did not include the revenues and so when we started the negotiations in 2012, the Administration decided that we weren't going to include the revenues as well. We're just go basically with straight expenditures, when we did the cost models we went off just basic expenditures and then did the vehicle placement component, added that and presented that to the cities. Once the cities got together, they came back and said we want to share in the revenues, we did agree on a conservative revenue amount because at that point we didn't know what the increases were going to be, but we also had said they'd have to share on the debt. I think Legal may have been the only other cost we factored in.

Councilmember Harrison- We never asked the questions on going into this contract, I thought this was part of this discussion. You all put Lowell and I on the negotiation with this contract, I've been here since the beginning of this thing. In 2008 2012 the big problem was the sister cities were going to drop out because of increasing cost. That's how we got into this mess. What is your definition, is it a service contract we're dealing with, i.e., we're going to provide questions that I asked a while ago? Provided what we're going to do, if it's a service contract for those people doing business or whatever, you provide service for a dollar amount, and that dollar amount is determined for your cost including overhead and everything else. I'm going to provide you a cost for doing these services, is it a service contract? Is it a service contract and we have to build a fire station, \$5-\$6 million dollars, in a service contract the cost of building that service station is that overhead cost for us? In certain cities have said we're not paying for any fire station. What are we going to provide them? How are we supposed to go forward with this service contract?

Mayor Heidemann- If you were to look for the contract today, what would you call it?

Councilmember Harrison- A contract, I wouldn't call it a service contract. There are certain things we exclude and we exclude revenue and we exclude cost. I don't know, what do you all think we should do?

Councilmember Glockel- I would think that we would be very little different than Lake Dallas, that whole property was donated and must be a fire station, originally it was supposed to revert back to the heirs of that family if it didn't maintain a fire department. If Hickory Creek build a fire department, we would end up leasing it back from them, if Corinth builds this fire department, then I would think the fire department would lease it back just like we're leasing Lake Dallas' fire department. Why would we not pay ourselves back out of the fire budget? Whoever finances it should lease it back to the fire department, which is the Lake Cities Fire Department.

Councilmember Harrison- If we build a \$5 million fire station, what am I doing to charge those cities for building that fire station to house men and women and equipment, to provide them this service?

Councilmember Glockel- I'd go right off of that chart, 60% of it's us and 30% is Hickory Creek and 30% is Lake Dallas, if the services are split like that wouldn't they pay their share of it?

Councilmember Harrison- Is that your desire?

Councilmember Glockel- I don't know, I'm just asking.

Councilmember Johnson- Historically we never have. We'd take this fire station all the way back before even you moved out here, back into the 80's, this whole fire department thing was even more bizarre of how it was funded. Then Joe came along and we put him on the Fire Board, so he's been down this road. We were doing 2 year contracts way back when and we based them on meter drops, water hookups, the number of ants that crawled out of a mound. It was insane.

Councilmember Harrison- After the meter drop became deregulated, we couldn't get any figures after that. That's how we ended up coming up with this formula of call volumes, appraised values and stuff.

Councilmember Burke- Is the current agreement unfair to Corinth in any way in your opinion?

Councilmember Harrison- Ask the staff.

Lee Ann Bunselmeyer, Acting City Manager- No, I think it's really a good agreement for us and it's more advantageous to us than the other cities.

Councilmember Burke- Do the other cities feel that way?

Lee Ann Bunselmeyer, Acting City Manager- Yes.

Councilmember Burke- What do we anticipate they're going to ask for that we don't want to give them?

Lee Ann Bunselmeyer, Acting City Manager- We had some preliminary discussions during the last contract negotiations about building a fire station. If we build a fire station they're not going to want to pay for the fire station cost. Right now I have a service agreement with the City of Denton for Cloud services, it doesn't matter how many people they hire, how much money they put in their infrastructure, my cost is for Cloud storage and it doesn't increase based on what their overhead is. To me, that's the service agreement, for us we need to decide what cost, what services do we need for our Corinth population. Is that two stations we need, so if those other cities don't exist, do we need two stations? And do we need to pay for those two stations? Or is it just one? I think those are discussions we need to have and after we decide what our costs are that we need to incorporate to take care of our citizens. My taking them on as customers, what increase cost do we have for taking them on as a customer? That's the service of bringing them on, this is what is cost to bring you on. Mine is to represent the best interest of the City of Corinth as is Curtis'. I think we have to be fair to them as well because if I were them, I wouldn't want to pay to add services for the Corinth residences. When you talk to the Chiefs, you have the station in Lake Dallas and the station that's up here in Corinth. Our station helps them, 10% of the time, that's in Lake Dallas. The Lake Dallas station comes to Corinth 40% of the time, so the increase in volume and the increase in calls, is going to be in Corinth. When you start looking at the usage going on the next 5 years, I truly think it's in Corinth not necessarily in those border cities. That's going to be the issue when we start looking at those discussion with them.

Councilmember Burke- Was there any doubt that we'd need two?

Lee Ann Bunselmeyer, Acting City Manager- I don't think so.

Councilmember Johnson- If you look at the data we have here, the amount the other three cities are paying vs the amount of revenue vs the amount of the expenses, that's just about even, what they're paying vs what we spend to provide services. We're within less than \$100,000, with what they're paying and what they're getting. I think Hickory Creek has a lot more room to grow than what we're seeing, you would think Hickory Creek's area from just the number of big horse farms that used to be. Now as it develops, their cost of service is going to go up. With Lake Dallas and Hickory Creek both going on the lake, their cost of service is going to go up.

Councilmember Burke- What term of agreement are we contemplating?

Councilmember Harrison- We have been doing 5 years. Then we discussed, previous, a 5 year with a 5 year extension. They're looking for a long term contract. If we throw out 81 people in the future for a fire department, that's 390 people, 1 fireman for every 390 people. We've gone through problems, they said we'll take the people, our medical costs are cheaper than yours. Do we pay them "what they pay for medical cost" or for what we pay for medical cost? Did they pay the difference between what they pay and what we pay? To me it's a service contract.

Councilmember Johnson- Joe and I are in agreement on that part, there's no doubt it's a service contract. They have threatened in the past, we'll go start our own volunteer fire department. You can ask two Chiefs sitting right

here what happens when you start a volunteer fire department, were are we still going to be? We'll be right down there answering calls with them. If we don't bring them along with some type of contract and they do their own thing, we're still going to be their fire department, we can be their fire department with a service contract, even if it's a long term 10 year agreement, if we can get our numbers right, what we need to do, then I think we can make a long term agreement. If Lake Dallas and Hickory Creek are to the point where they just want to be recalstered about this and not come along, we may have to make a decision about who we do service and who do we not service and if it turns out that Shady Shores, we probably need to consider a service model that just includes them and us picking up the extra cost of doing what we're going to do with an understanding that we might have to help the baby fire department out, there's not going to be anyone else that comes to help. Little Elm isn't going to come across the bridge, Lewisville isn't going to come over the bridge, Highland Village doesn't go anywhere, one way or the other, we're going to have to plan for that. Ideally the idea would be to keep us all together, we're still going to be doing it anyway.

Lee Ann Bunselmeyer, Acting City Manager- Isn't a lot of the growth in Hickory Creek? Not actually in the borders of Hickory Creek? It's in their ETJ?

Councilmember Johnson- It's in their ETJ and it's not in their best interest, to incorporate that, it's going to cost them more to incorporate that they are going to get. They leave it to the county. They give you nothing. They are building how many houses in that ETJ area, huge homes that they're never going to take in.

Councilmember Glockel- They are going to take them in. They want the numbers so they can get to the 5,000 residents. The prior City Manager is telling me, he's been told by other Council Members that that's their plan. I've looked into their ETJ, Denton County offices, they have it tied up all the way to 2181 and it's active. They de-annexed some just north of Turbeville, to get that subdivision in there to for the MUD district, but that's all part of the plan to get the water over here. I really think they're going to do it. Back when we started talking about this, I asked are we going to get the other representatives from the other cities involved in this conversation. I remember hearing yes, we're going to get them involved in it. If Hickory Creek is so adamant about a fire department, and we want to build in the general area of Hickory Creek and 2181 area, to service them better, let them build a fire department on their side and we'll lease it from them. If they don't want to build one then we don't have a choice to build one and the fire department can lease it from us. I don't see what the difference would be who builds it, it should be leased back by the fire department as part of the expense of the fire department.

Councilmember Burke- I think the only breakdown, from what I'm hearing is, the other cities aren't willing to agree to do that. They won't agree to incorporate that cost whether it's a lease or anything else.

Councilmember Harrison- What's disappointing to me is we're trying to do this to better the community. They don't have room to grow, Lake Dallas is pretty well built out and their revenue is going to hit a peak where they can barely afford what they've got in Lake Dallas, our cost is going to continue and they're going to have to offset the cost from someway in Lake Dallas. If it goes up in the next 5 years \$500,000, I don't know where they're going to come up with it.

Councilmember Glockel- There are apartment complexes' going up rapidly. It's going to increase the calls to the fire department and the load on the schools.

Councilmember Burke- I don't understand this revenue about who is the fire agreement with, who's paying it?

Lee Ann Bunselmeyer, Acting City Manager- It's Shady Shores, Lake Dallas, and Hickory Creek and that's how much they contribute to us, that's the revenues they pay us annually. To provide the fire service.

Councilmember Burke- The fire service agreements are with them. That's separate from this cost sharing agreement?

Lee Ann Bunselmeyer, Acting City Manager- No, that's what we're talking about. This is just one component for the operating cost and then Lake Dallas pays us \$53,000 per year for vehicles, Hickory Creek \$31,000, and Shady Shores \$16,000. We have about \$100,000 that goes directly into our vehicle and equipment fund and then they provide us with \$1.8 million that goes into general fund that offsets the operating cost of the fire department.

Councilmember Burke- the EMS services are those charges to private individuals? The Denton County is a different service agreement.

Lee Ann Bunselmeyer, Acting City Manager- Yes and yes.

Councilmember Burke- Rescue revenue, I don't know what that is.

Chief Birt- That is a cost recovery billing system that we're able to do with hazardous material, we can charge for certain calls. Accident clean-up, hazmat, specialty rescues, we can all charge for.

Councilmember Burke- Who do you charge for that?

Chief Birt- Private individuals, insurance companies.

Mayor Heidemann- Do they pay those pretty regularly? Do you have to use collections?

Chief Birt- We have a great service that does it for us, we're about 56% collection rate. We're on the high end. We get 50% of what's allowable, we may bill high but it's contractual at X amount and we may get 50% of contractals. Mutual aid is if we have a big, huge deployment within the state. If we get deployed to a hurricane or for the fires in Bastrop and Possum Kingdom, we get paid back from the state.

Chief Ross- In 14-15, was that Task Force Two?

Chief Birt- That would be one of our guys on the State Task Force Urban Search & Rescue, he was assigned down to the floods south of Austin for two weeks.

Lee Ann Bunselmeyer, Acting City Manager- We don't budget for those.

Chief Birt- 2011-2012 we were in Bastrop and Possum Kingdom for wild land fires. Then last year for the floods.

Councilmember Burke- So the fire service agreement revenues, that's what we're negotiating. The others are independent but highly variable, it doesn't look like to me they're growing, and if we add another fire building we don't grow those revenues.

Chief Birt- no, those there are based on call volume.

Councilmember Burke- That's going to go up whether we have another fire station or not, so there's no part building a fire station that allows us to capture more revenue.

Lee Ann Bunselmeyer, Acting City Manager- The breakdown on the fire service agreements of that \$1.8 million Lake Dallas contributes about \$960,000, Hickory Creek is right about at \$550,000 or so, and Shady Shores is about \$275,000. That's the breakdown of what we receive from those cities.

Councilmember Harrison- We know it's a service contract we need to define what we're going to service contract, do we take the total volume to run the fire station and do we pick it out or do we use a percentage that we negotiate with the other cities. Whatever their cost is to make sure we've paid our cost itself or do we pick and choose and pull out of there the things we don't supply. There are some services we don't supply. When we get the negotiation strategy, whatever the dollar amounts that we know where we're going to propose, to come back in and make sure the Council is agreeing with that. Rather than putting Lee Ann and Curtis in that position of going over there and making a negotiating figure. It's a better to have an idea what the Council wants, rather than not get into the actual negotiations about nickels and dimes.

Councilmember Burke- Projection wise, we're at 60% of the usage right now and we're about right on what we pay. We pay about 42% and we consume about 60% so any contract that allowed us to only pay for what we use

would be okay with me. However it is that you arrive with that and however it is that you thinks it's best to propose that.

Lee Ann Bunselmeyer, Acting City Manager- We've got a slide at the very end that asks Council some general questions because we have not done any projections. We need to know are you looking at a 5 year contract or a 10 year contract, do you want short term or long term, then we'll go and factor that in. We had other discussions because looking at a new fire station there comes equipment and before we start looking at any type on scenarios, we wanted to know what we are looking at in the future. Fixed term, CPI +1, I know the other cities preliminary last year, they struggle, so instead of having a variable amount from year to year to factor out, if you go to a 5 year contract this is the expenditures, that way I know exactly what my payment is going to be each year instead of having this flexuation from 2-5%. So if Council would be agreeable to that. At the request of the Mayor, Shady Shores reached out to the Mayor weeks ago, we went and met with them. They want a long term contract, they're happy with the services even if the other cities leave, Corinth is their Fire Department. They want flexibility that they, have some pressing financial issues in the years to come so what they told Chief Birt and I is once we determine, let's say it was a 5 year contract and we knew their amount was going to be \$1.2 million. If they want to come in and pay all that on year one, and not pay the rest of the year, or pay ½ a million the 1st year and ½ million the 2nd year and not pay year 3, 4, or 5 if the Council would be willing to negotiate into a separate contract to allow them to do that. For them, they'd rather front load the agreement instead of paying equal payments throughout to meet their financial needs. For tonight, we were wanting to know what type of flexibility the Council would agree to with those organizations or if you wanted same term, same conditions for every city. That would change the negotiations as we move forward.

Councilmember Burke- Dynamically, how does that help the negotiation? Does it help it if we have them locked in? Or does it help if we don't? Where's the leverage point?

Lee Ann Bunselmeyer, Acting City Manager- Curtis and I have had this conversation for 4 years. Right now, their leverage is by banning together that we can leave and disband and go on their own. We've always treated them and we've always negotiated them under the same terms, same schedules, and everything else. For us, if Shady Shores wants to sign a contract tomorrow that says 10 years we're going to pay you, we think it's in our benefit because it's not within the same schedule. Right now, Lake Dallas and Hickory Creek, they will come in and they will try to, combined they have \$1.8 million of revenue coming to us, so for them they feel they can take that \$1.8 million and go build their own fire station. Each one of them has different terms, Lake Dallas has different terms.

Councilmember Johnson- One thing we've got to think about is long term, how much does it cost if we add another station? I'm not talking about the building, what's the cost to staff one? Will a full engine company.

Chief Birt- \$1.3 million.

Councilmember Johnson- So, 60% of that is ours, and the rest has to be divided amongst the other cities depending upon when we're actually going to roll that in. When we start rolling that into the contract, is it year 3 or 4 or 5, and you have to do the same thing to the building. If we do debt service, if we went out next year for \$5 million debt service, we wouldn't start paying the debt service until the following year. The first year they wouldn't see that increase but the next year you would have to roll in, so they'd have their 30% of whatever that number is. So when you're talking about \$1.3 million plus \$5 million, and then the interest of the \$5 million, divided out amongst everybody. So we have to see those numbers too if we're talking about a service contract to understand what we're going to charge them. If you do what you're talking about, you pull Shady Shores out separately and you do them when we're going to have to be careful of that because we're going to have to, we'll still be negotiating off the same platform even though we're allowing Shady Shores to pay upfront. Under the service contract model, which seems the only way to get this to work. From this Council, when we're talking services are we going to say are we going to build a fire station, how are we going to staff it, and that tells us when we're negotiating with the other cities, how much it's going to cost them to provide that service. The numbers say we need another fire station out west somewhere, we have to do something.

Councilmember Burke- What's the revised budget on that? The new fire station, is that what we're going to talk about?

Councilmember Glockel- Hickory Creek stands to be the biggest winner of the third fire station, if it's built in the area that we're talking about building. It was designed to go to that general area because we've got some stuff out west. We need access to Hickory Creek. I think our ISO rating was a 6 in the 70's, instead of the 4 we are now.

Councilmember Harrison- I think we were a 6.9, Hickory Creek always been a 9. If you're going to roll ISO ratings in there, then what is Hickory Creek doing to assist us to get the 9 off of their rating. I don't know if we can get a 3 now or do we have to have the station, I don't know. Hickory Creek has a 9 because they don't have water.

Chief Birt- There's only one neighborhood that we have, south of Hickory Creek on the lake, they don't have hydrants and they're a 9. Them being a 9 doesn't affect anybody else, it's separate, just within that neighborhood. LCMUA has run water lines down close to that way, through some other neighborhoods, those are probably not going to be 9's. Everything at some point will be within 3,000 of a hydrant and you'll be able to that with four engines.

Councilmember Burke- We got to know what we anticipate we're going to spend over the 5-10 year horizon and then we have to try to defray our cities costs in the agreement we make with them and whether it's a service agreement, maintains the form it's in now, that doesn't really matter. With Shady Shores, if people need a fix payment schedule that's great, but I would expect that they would be willing to pay a bit of a premium if we're going to absorb the risk on the cost increases.

Mayor Heidemann- Do we have a consensus here then that we're basically going to approach this and give them the direction to look long term to get our costs in line and use it as a service contract?

Councilmember Burke- My thought process is the longer term the better, this sounds horrible to have to renegotiate.

Councilmember Glockel- I agree with longer term is better, I don't know if I like the idea of making the short term with Hickory Creek and long term with Lake Dallas and a longer term with Shady Shores. I think the term of the contract should be the same. If our circumstances change, and we lock Shady Shores in for 10 years, and the state comes back and says you have to have a minimum of 6 people on a truck, I don't think we should have a 10 year contract with somebody and 3 or 5 years with the rest of them.

Councilmember Burke- Take Shady Shores off and get them a 5 year deal and if we get a longer deal, we'll extend their deal for the same length.

Lee Ann Bunselmeyer, Acting City Manager- One of the issues last time, they'll want opt out provisions as well. If you do a 10 year, how many years are you going to mandate that it's fixed? You have to go 6 years and we have to give you an opt out, you have to give us a year's notice and various things.

Councilmember Burke- I you walk into a room with these people and they're comfortable with one form of the contract and the result is going to be the same, I don't want you to butt your head against the wall trying to call it a service agreement when we can get there a different vehicle that they're comfortable with.

Lee Ann Bunselmeyer, Acting City Manager- I'll tell you what went wrong last time is we went in with this is your number, take it or leave it. Then we went around to all the cities and we made presentations to the cities and it just escalated from there. We didn't go in and ask what are your needs, expectations. This year there are so many variables out there with the fire department, staffing, that this Council needs to make those decisions on before we can come up with a number anyway as to what it's going to cost within the next 5-10 years. We all have to make a decision by October of 2016, that's the drop dead date that says we're either going to continue the agreement or we're going to go on our own. That gives everyone a year to decide how they're going to move on. Curtis and I have discussed starting the next fiscal year is to just reach out to the cities and see if they are willing to pay for another fire station, we don't know. We want to just set those general parameters from the City, would you be interested in a short term or long term, so that when we're discussing it with them, we can start going

through those topics with Lowell and Joe's help, once we figure what the cities are willing to contribute or what their thought process is, we can come back to the Council and hopefully resolved what we're going to with the fire station staff. At that point we can come up with a figure, because I don't know what the variables are going to be over the next 5 years.

Councilmember Johnson- Something to think about that goes along with talking about the contract, be it a service or partner, one of the things some of the cities have asked for in the past, is control over our employees, like healthcare cost. Like Hickory Creek can get it cheaper. Or they want control over other things in exchange for paying this. If that becomes an issue they'll say, if we're paying that much then we want this much control. That's where it becomes a problem.

Councilmember Garber- Lee Ann, you have a good idea of how much those costs are, so if it becomes a sticky issue during revenue then we certainly can bring the rest of the costs to the table, that are required to maintain.

Councilmember Burke- Does that tie our hands a little bit the fire department has to have the same type of merit raise, all those requirements apply across the board to all our employees?

Lee Ann Bunselmeyer, Acting City Manager -The fire department is a bit different than your general employees because you have the stepping increases, it's really easy for me to determine what the costs are going to be over the next 5-10 years because I just take where your personnel is today and progress them through the step plan. The only one I have to do assumptions on is your health insurance cost. I don't think anybody can really tell what your health insurance is going to cost over the next 10 years. Historically, we've been able to maintain them at 10% because we always make plan adjustments, we can't afford to keep up with that 25%, so when I do my projections, I do them at 10%. The key issue is going to be, if we're going to build another fire station and how we're going to staff it and when we're going to do it. That will be the key component in the negotiations and my projection on staffing. If you go from 41 to 53 employees, that's a huge jump, we're adding about \$1.2 or \$1.3 million of expenditures to our budget.

Councilmember Harrison- Our need for the fire station is driven different than the other three cities, if you look at the call volume in the City of Corinth in the west side of the city, our need is there, where there need for building a fire station is not as great as ours.

Councilmember Garber- Hickory Creek, maybe. Maybe not even Lake Dallas. Would there be any shared benefit with that?

Chief Birt- We have 577 times a year we don't have anything available.

Councilmember Garber- So there is a shared benefit.

Chief Birt- You don't want to dizzy yourself with how much these pins move on a daily basis for calls, but having one more does affect everything because the longer these guys are in station #1 in their house and they get a call, the quicker going to get to those calls. This rig is doing its calls is doing its calls in its district, so when this one is gone, this one is coming.

Councilmember Garber- So they all mutually benefit from the extra station.

Councilmember Burke- It needs to be on the west side of I-35. It could around a bit, that's where it has to be.

At this time there was a 5 minute break.

Lee Ann Bunselmeyer, Acting City Manager- Chief Ross is going over the assumptions that we have for the Fire Academy. Several weeks back, Council said to continue discussions with the school district and start researching and come back with more information so the Council could decide whether they wanted to move forward with this project. We're getting at the point where we need a yes or no whether you want to move forward with it, because if the school district moves forward with this for the August school year, then they're going to need to start doing some things in January, doing agreements with NCTC and so forth.

Chief Ross- We have talked with Lake Dallas and had a meeting with the Fire Chair of the program, and they already have an agreement with the school district to do the medical class. It's a dual credit program, when these folks graduate high school, they will have college credit. They will go toward their further degrees to get their certifications. We are hoping they walk out the door with those two certifications. We're able to provide mentoring and an internship to students. This program is not to farm to the college to get them some high school students, this is truly what we feel is our calling, our partnership. There is a demand for these kids when they get out of school. The EMS side of this, you don't necessarily have to be a fire fighter, you can open this up to people that want to be Nurses, Doctors, Pharmacists that would tie in and all these folks would go through that. College hours, skills based strength training, all that would work towards that Associates Degree, with those basics and certifications, just a few more classes and they'd have their Associates Degree. There are two rural agencies we have to work with on the fire side, we have the Texas Commission on Fire Protection and our goal is to get them the basic Fire Fighter Certification, 434 contact hours, that include lecture, skills, burns, hoses, ladders and all that stuff. We looking at a 3 semester program, starting the beginning of the junior year. The reason we set it up this way is if you take the certification test before you're 18, you cannot take the medical test before you're 18. We get them in and get them thinking about teamwork, get them trained, get them through that piece of it and then you're almost there, you just need this last course.

Councilmember Harrison- Are these High School students?

Chief Ross- Yes Sir. All their junior year and half of their senior year, they test out the last semester and then they do the medical piece. They can coordinate with the schools schedules and do a few Saturdays and other things. On the medical side you have the Texas Department of State Health Services, 180 hours and a few rotations. You have to take the course work, skills work and you spend time in an ER and time riding out on an ambulance with the fire department. We currently allow the students from the college to ride out with us now. We want them to take this as close as they can to their 18th birthday, if we do this 1st, it's two years before they take the test to pass the state certification. We'll help get them some real life jobs skills.

Councilmember Harrison- Who is this "WE"?

Chief Ross- The "WE" is the collective body of LDISD, NCTC and ourselves. As far as the crediting piece, the college will have to have individuals there overseeing the lecture. The skills instructors, we will participate in that as well. We are not in the business of running this thing day in and day out. We are there as mentors, as role models, as facilitators, being involved in it at that from that aspect. We are not looking to start something that we are the only ones doing anything and we're absorbing all the cost, etc. It will be shared, the students will pay some kind of tuition, the college will send personnel out, they'll work with us, we will have personnel on staff there for their days off, our on-duty folks can train alongside of them, we have to have the training ourselves. It will be a collective body of people.

Councilmember Harrison- How are the students that go to different High Schools going to be able to participate?

Chief Birt- The way this all started was the fact that the high school was going to start their industrial technologies class, which right now they do with DISD, what they are doing is they're having to send all their kids to the north side of Denton to do this. They're losing $\frac{3}{4}$ of their time traveling and not getting anything out of it, so Lake Dallas and Guyer are going to put together the industrial arts at Lake Dallas High School, this is going to be a piece of that program, there will be Lake Dallas and Guyer students.

Chief Birt- It's DISD through LDISD. Denton and Lake Dallas are going to do that part, we're going to do it through Denton who's doing it through Lake Dallas who is doing it with Denton.

Councilmember Harrison- It's not the City of Corinth's business to be in the school district. I have a hard time getting involved in that aspect of the school district, I think it's a good program if it can be worked out, fine. I'm having a concern on how this is going to become a part of this whole process. If we going to hire someone else in the fire department to oversee it or something. We already said we're short in this department and now we're adding a school system oversight. I have a hard time accepting that.

Chief Birt- Most of the management and teaching of the class is going to be done by NCTC. The students are going to have to pay NCTC tuition, they're going to provide the instructors, to hold it. We're going assist and facilitate for parts of it but that's mainly for mentoring and internship. Problems we are having now is there is a need for 200+ positions to be filled in the areas from Grapevine to Frisco to Denton.

Councilmember Glockel- If the school district is going to, for our assistance, titling the deed over to the property for us to be a partner in this. If we only have to do what the Chiefs are saying, I think it's a win win for all of us.

Councilmember Harrison- I agree with the station itself, they're going to give us property, we're going to build a \$3 or \$4 million dollar fire station, and I have no problem with that. They're going to deed the property over to us, where I have a problem is the poor little city of 20,000 people of Corinth building a fire academy for all these other big cities, and if Lake Dallas wants to do it, then that's where it should start, in the school district. They're the ones that should develop it, not us. If this would have been, they're going to give us property, we're going to build a fire station and then LDISD is going to build a program that provides this, I would be 100% for it. That doesn't seem to me where it's coming from. It's coming from us.

Lee Ann Bunselmeyer, Acting City Manager- Right now, Chief Ross and Chief Birt, they are the experts in what it takes to put on a fire academy, but as far as who's going to do the administrative, who's going to set the curriculum, who's going to be doing all that. That is going to be done by LDISD, that is not going to be done by these two gentlemen. Will they be involved in some of the training? Absolutely. Our fire fighters have to go through training hours, so our fire fighters will be doing their training hours right alongside with the kids to allow mentorship. Our benefit to us is that instead of sending these guys all over the place for training, now we can do it in conjunction with the students and have that presence in the community. Our fire fighters might teach some of the classes on their off duty time if they currently teach for NCTC, NCTC will pay them to come in and teach here. We're not the ones paying for their salaries to teach these classes and do the training.

Councilmember Harrison- I didn't say they were. That's strictly all by the school system. I just think we're too involved in something I believe the ISD is solely responsible for.

Councilmember Garber- If we get a \$2 million property, because the school activity requires us to put a \$5 million building on it vs a \$3 million building on it, is that going to happen with this? It's not changing the design structure, the building is the building, we're getting land for free.

Lee Ann Bunselmeyer, Acting City Manager- What happens is we currently do not have the facilities to do training for the fire department. All the fire trucks were at LCMUA because we don't have facilities and rooms big enough for them to train and do their training, so they reach out to community to do that. In this proposed structure, we're going to have classrooms that we need to train our fire fighters, they will be dual because when we're not using them, the school would be able to use them as well. There also might be some classes in one of the buildings. The things we're going to put into the fire station are going to be things we need for our department, but they just have a dual purpose.

Councilmember Garber- What's the total value of the land that we're talking about, do we know?

Lee Ann Bunselmeyer, Acting City Manager- No, nothing has been decided, the school district is still looking at things as well, right now we're talking in general terms to see if this is something the city wants to continue pursuing. Councilmember Glockel said it correctly, there has been an understanding that there will need to be a transfer of property. The terms have yet to be decided. The assurance is we will continue assisting. They are going to be running the school program but we'll be there monitoring and moving forward with the fire academy. That's the benefit that the school district gets. We get the benefit of the land, they get the benefit of a fire academy.

Councilmember Garber- So we can't outline the costs or benefits until we move forward with this communication with the school to actually outline how much of our involvement. Do they need more facility or do they need more of a time? Is it on our on-duty time, is it off duty time? Where our fire fighters can be paid? We don't know any of that until decide to move forward.

Lee Ann Bunselmeyer, Acting City Manager- As far as the classes and the instruction, that will be done through NCTC. It's like the dual credit classes right now. I pay even though I'm registered at Ryan, you pay the tuition to NCTC and the class was held at Ryan, but NCTC paid for the teacher to come to Ryan to do those classes. This is the same type of concept.

Councilmember Burke- the 434 hours training time, how much of that is going to occur on the facility that we build on the donated time?

Chief Birt- Probably 85%-90% of the classroom parts. Some early discussions, just having this near the parking lot and having this near some of the other facilities they're looking at doing, half of the practicles in the parking lot. Then we have to go do live burns, etc., a lot of that will be at station #2.

Councilmember Burke- The site requirement for that training, you'd want to build the same facility whether or not you had this academy or not.

Chief Birt- Yes, we still have our own needs. This will just allow us to have everybody use them.

Councilmember Burke- You're not suggesting that there's even additional square foot of land or building you're going to need to do what you'd otherwise be doing, to do this with the school district.

Chief Ross- Using their parking lots, we will not need an additional square foot.

Councilmember Burke- So part of that training will be outdoors. This property will butt their property and you'll use some of their property. As far as what they're going to give us and what we construct, it's the same. Where do we lose, I don't get it? They're going to give us property, these gentlemen want to do this? We can't find people to work in our fire department, we probably need another 12 at lease if we're going to build a fire station and they don't exist here! We have a professional accredited University who's going to facilitate the accreditation, we have a high school that's going to do it, who's already in cooperation with the other high school who services our town.

Councilmember Garber- I'm wondering if we would lose if we don't move forward with this and quick before someone else moves in and does it.

Mayor Heidemann- I was teaching at LDISD, they already had started the EMS area with NCTC. Kids need some kind of training that's going to gives them a vocation. They're not all geared to go to UNT or TWU and be college grads. I've seen the commitment in the part of the administration to move forward to try and develop further to get these students training so when they graduate from high school, they'll have a skillset that they'll be able to apply for a job. I think that's the role we play in the community, that's our future, those children. If we don't educate them, get them on the right track, get them the right skillset, then we're to find them on another payroll that you and I will be paying for in our taxes.

Councilmember Johnson- Absolutely, this is facilitation of an educational program that will provide us benefits down the road. There is no doubt about it.

Councilmember Burke- It seems like a way to communicate with Lake Dallas that we're your partner in this fire situation. It's in your ISD, it's helping educate your kids.

Councilmember Garber- It's not like we're talking them into something. They're already moving in this direction.

Chief Ross- The EMT program starts in January.

Councilmember Harrison- Chief, what do you see as your responsibility for the school? Do you have any? Where does that separate?

Chief Birt- We have more parts of it. I think our main part is to assist with the instructors and to assist with the students. Mentoring them and to get them into the business of the fire department. I'm not going to have him sitting here doing paperwork for TCFP everyday sending in paperwork and getting test results, that's NCTCs job. Ours is more the mentoring and leadership part of the whole.

Councilmember Harrison- Your fire fighters are going to be on duty to fight the fire.

Chief Birt- I can't have these guys in charge of a class with the high school when they're on duty, the college is going to be there for that. But I'm going to encourage my guys to sit in that class or go help them when they're throwing ladders because that makes them better. It keeps their skills up.

Councilmember Harrison- Just like they do in Collin County or Tarrant County.

Chief Ross- It's the fire service culture, make sure they get the right message not just the instruction. It's about making sure that the philosophies of the school are in line with the organization. We feel like we have a pretty good philosophies, we have a lot of good things to teach as far as culture, respect, tradition, pride, things like that. Those are the pieces we want oversight in, those are the pieces we want to be sure those students come out with. It will be the colleges' responsibility to give them a test. It's the school districts responsibility to enroll. The instructors' responsibility to be the lead instructor on that course. If our people are there and they can pull hoses alongside of them, or they can mentor them, it gets them involved.

Councilmember Glockel- The schools concern was this meeting tonight that we would get to the point we're at because the details have not been worked out and the schools understands and accepts, and wants to assure us they don't want us handling the teaching part of it. They want us as mentors, they want to be able to see and feel and touch the equipment and be in the environment, but they do not want us teaching the classes, unless they are certified teachers that you guys have that already teach at NCTC. They had a concern about that getting to this point tonight. I feel pretty comfortable with it, that we're not going to spend a lot of time doing it and we shouldn't. If your guys are sitting in the room and they're helping guys, showing them how to do it correctly and we're not on call, you guys train probably four to five hours a day, while you're doing your training if there's a student watching or you're assisting somebody else to learn how to it, when you show someone how to do it you learn more than if you do it yourself. I think it's a win win myself. The school wants to put this together in a neater package.

Councilmember Harrison- I have no problem supporting. But I do have concerns.

Mayor Heidemann- Won't that be part of the plan, if we move forward, the school district will have to come back with their definition?

Councilmember Burke- Conceptually it's wonderful.

Councilmember Glockel- LDISD sends their people up to that technical training center off of 380 as space is available. That will be the same agreement, if somebody lives in the Denton School District besides Guyer, they could still come to Lake Dallas if space is available and classes are not full, that's the same agreement when we go the other direction. I think we should research it a little more, I think we should pursue it, I think it has a lot of potential of being a great thing for us.

Councilmember Burke- If the school district gets an indication from us, that we're still interested are they going to put together a more formal proposal?

Lee Ann Bunselmeyer, Acting City Manager- They have been discussing with their school board to make sure there's interest to still do this and our direction was to get with the Council to see if we're still interested in pursuing it. Then the first quarter of next year, then we would start hammering out the details and start deciding land, things about the school and various things. There's no point in having those discussions if we're not interested in moving forward with it. Are we interested? If yes, then we'll continue gathering more information. They would discuss the curriculum and we begin having discussions about the property and about what the agreement would be about that.

Chief Birt- What we really needed to do today was get you guys on board to say go for this, they have to put it in their curriculum in January. They have to send it out to their students in January. They need to know for their syllabus if this is a go or not.

Councilmember Johnson- We need to work towards October 2016 having a firm idea of what we're going to do before contract negotiations, so we have a piece of dirt in hand, so we don't have to worry about that number. That would be our goal.

Councilmember Burke- What do you need to tell them?

Lee Ann Bunselmeyer, Acting City Manager- If we are committed to go with this.

Mayor Heidemann- We need to pole the group here tonight to see if we want to go forward with this here, if we say we want to go forward I would say at that point they can communicate that to the school district that we are pursuing it. I think after that discussion with the school district then we can come back here and start talking about location, facility and that type of stuff. Do I hear a consensus to go ahead with the project?

Councilmembers- yes

Councilmember Glockel- I think when we get to the point when we know what the deals are, the schools haven't gone any farther than we have, the Attorneys are going to have to work out the details. It's critical to the whole operation that this slide we have on our books is no longer on the website, there is some property negotiations going on item A. It's critical that we keep that information amongst us, because it will affect the sale of that. The school is under negotiations on this piece of property and it's dragging out. Their concerned that if it gets out on the street they'll lose that piece of property.

Councilmember Burke- What do we not need to have on the street?

Councilmember Glockel- The location. Lee Ann pulled that page off the website.

Lee Ann Bunselmeyer, Acting City Manager- It started some negotiations on it, then they pulled back.

Chief Birt- At the last meeting they said "we were done with it, we're not going after it", then they were able to look at some other options.

Lee Ann Bunselmeyer, Acting City Manager- There have not been any discussions or decisions on land, for us it was basically to come to Council and say these are the general areas that we're looking at. Just to keep you in the loop and make sure we're willing to move forward with that. Why I put in funding mechanisms and time lines and various things was, if we came forward with you saying they are willing to donate land, they're not willing to donate land and us sit on it for five years without building anything. I wanted to give you options to make that educated decisions, if they give you the land can you build a fire station on it and what are your options.

Councilmember Glockel- If the school district is trying to acquire the property to benefit the existing facility, they felt like they could get the property cheaper than if the city is going to end up with that property. The property is twice what they think market value is. The acquisition people feel that the school has a better chance to get the property if the city is not involved in it.

Chief Birt- For station #3 what we're looking at is probably a 2-3 acre piece of land, level site. Any fire station site has to have two ways in and out for apparatus and you usually like to separate off the public and parking. The one we're talking about for the school district is going incorporate a few little training things. You can take different windows and different parts of the building you're already using for other stuff and configure them and use them for training. There is nowhere in the City of Corinth that we can do ladder training. We can take different parts of a building and design it so we can use it for training. We can incorporate new training features into a station. These are the spaces we talked about looking at. There are pros and cons to all of them. Ian was

here and did a spatial needs assessment, he did one for a fire station. It was for 12 people, 4 apparatus bays, kitchen, day room, sleeping quarters, showers, locker rooms, bunker gear storage, laundry facilities, air compressor room all the stuff you'd need for a regular fire station. The got it to a 13,900 square feet, it's built on the heavy side. I can see this with an 8 crew station with 3 bays, depending on what you guys agree on and what you look at. You have Headquarters or Administration that is about 4,000 square feet and the space doubles as everything. This is to bring administration over and fire training and EOC dual room. Right now we don't have a room for the EOC, so if the tornado hit the Administration building, the EOC that would run the city during an incident would be gone. By putting the fire station and Headquarters together it helps out a lot because you can actually make the building smaller and share spaces. Then we have technology, the CM would like someone over there for public safety. We were going to take care and house them.

Councilmember Harrison- Are you going to add additional classrooms for this?

Chief Birt- This is just a project they did that we presented to you the other day and put to bed. This is not touched by us. This is what Ian and the others came up with. His was about 2100 square feet, we're looking at 16,000 square feet and in doing that it would be about a \$7.5 million station. For design of the building it would be about 12% construction with would be about 750, site development would be about 500. This is for building a 50-100 year fire station. \$350 to \$375 a square foot is the going rate. This is for a normal brick, drywall, normal commercial construction. Ian did \$300 a square foot. How do we staff it? Chief Bass in his study gave you a couple different ways to staff a fire station, this is with Headquarters being moved over there. Chief Birt went over the different scenarios and cost associated with each.

Lee Ann Bunselmeyer, Acting City Manager- This is the CIP that was approved with the budget this last year. The priority for 15-16 was that we were going to issue about \$4 million for Garrison and Lake Sharon, in the presentation we heard earlier, for Lake Sharon you are looking at least 12 months before we actually start construction on that. I think we have some flexibility to move those projects down. We also had land and HVAC in 17-18 and some monies in 18-19 for public safety facility and then in 19-20 there weren't any streets identified. There will probably be something that comes in for that time frame. We will have that \$6.5 million there. We have the capacity over the 5 year period that could issue \$23.5 million. If you're looking at starting the conversations with the school district for the land, is can we build a fire station and be able to afford it without raising taxes? The direction we got from Council last year was let's figure out how we're going to prioritize these projects but we want to leave the tax rate flat, we don't want to increase those taxes. This is the CIP and an option should Council wish to move forward at some point with building a fire station. We could issue \$7.5 million of debt in 15-16. We would structure this debt issue where we would make interest payments for 2 years and then you pick up the principle. We have an opportunity with the 2005 issue that we can do a small refunding and take some of the principle and push it off. That refunding will lose us about \$10,000. By doing that refunding you're able to issue \$7.5 million worth of debt to build a fire station. I pushed Lake Sharon to 16-17, based on the schedule from Fred, you could issue debt for Lake Sharon any time after October of 2016. We also received estimates from staff about \$1.5 million to the HVAC. The cost to replace the unit is right at \$1/2 million, we do have a couple of units that the contractor feels will probably go out and could need to be replaced in 12 to 18 months to 24 months. I'd rather issue the money and have the money in place or replace it before it goes out before it goes out and we scramble for the money. I felt that when we did the Lake Sharon project, that we could also issue the \$1/2 million for the replacement of the air conditioning at City Hall which is about \$3 million. I did push Garrison out to 2018-2019 because by issuing that \$7.5 million in 15-16, I don't have the capacity to issue debt in 17-18. I did not include the police station in here because if I put a number in there it would be a guess, because now that we agreed we're not doing a joint facility, we have to go back and reevaluate that. At this time there was an explanation of future funding. So if you wanted to build a fire station, the funding would be available.

Councilmember Garber- How do we pay for the extra \$1.2 million a year over and above the cost of the facility?

Lee Ann Bunselmeyer, Acting City Manager- Lee Ann went over the time table for projects. If Council wants to pursue issuing debt next year, we would bring in the Financial Advisors and they would discuss the various options for a negotiated sale, a private placement and a competitive. Right now based on market conditions, they are recommending a competitive sale, this will give a better rate for the term. For this we would need to go

through the whole process, we would bring the financial advisors in to give a presentation those options, if Council chose to issue the Cos, you would have to approve an ordinance in February and give us authorization to publish a notice of intent, we have to publish it twice. We have to give a notice to the public that you're going to issue this debt. We would start working on the official statements basically just a representation of what our financials are. Bond agents will come in and analyze our finances to make sure we can afford it and that we are not at risk of default on the issue. We would meet with the bond agents and insurance companies. We would do this in conjunction with our financial advisor. You start the process in February and on April 21st is when your financial advisors would come in and actually give you what the bids were on the debt and on that night you would say yes we're going to issue them, you'd issue them and we'd get funding 30 days later. The issue would have to go to the Attorney General and they'd have to approve it. You're looking to issue debt somewhere 90-120 days later. If we start in January 2016, you might be done with design around February 2017. If you finish with design February 2017, if everything lined up perfectly, you might be done with construction February 2018.

Chief Birt- Right now its design, bid, build, everybody is saying that's the best way to go.

Councilmember Burke- In your construction cost estimates, they are based on current market conditions and you're not going to lock that price until February 2017.

Chief Birt- We won't get in until we go out to bid after we do design.

Councilmember Burke- Right now \$7.5 million seems a little conservative now, so are we really thinking if we did it \$9 million? You're talking about 2 ½ years. You're giving yourself a 10% cushion basically on \$8 million.

Councilmember Harrison- Explain your comments about the process of this Safer Grant.

Lee Ann Bunselmeyer, Acting City Manager- We built this time line first, if this all worked out perfectly, you'd be opening your station for FY 18-19. There is a grant, it's called a Safer Grant, it will pay 100% of the full wages and benefits of your fire fighters for two years. If you started that and the first year 18-19, 19-20, you're looking at that you wouldn't need to pick up the full cost of those fire fighters until 20-21. At that point we have a huge debt capacity, you have some cents on your debt that you could switch over to offset some of those costs for your O & M. For every penny it's \$160,000 for your O & M, the cents I showed you was through 21-22. We'd do the analysis and you would have to be careful about debt we issue so we can use some of those cents to offset some of those operational costs in six years when we'd take on 100% of the cost. As we have development coming in, we would have to be careful that when we made the decisions that we don't overload so we don't have raise taxes, you can continue with any growth you have to make sure we have it available to pay for those officers. On the debt side we can come up with about half of the cost of that \$1.3 million without any problem. You would have the other \$500,000-\$600,000 that hopefully we could come up with off of growth, we've been experiencing about 3% growth every year. When you do the growth over the next 5-6 years it would be enough to offset the increase in those positions. It would have to be a planned financial plan to make sure we don't increase those costs in six years. We feel that the best way.

Chief Birt- Flower Mound got 27 on the Safer Grant, they hired them one year before the stations were open.

Lee Ann Bunselmeyer, Acting City Manager- It's been in existence forever, they used to not pay 100% the first year.

Chief Birt- It was 100%, 80%, 70%, 60%....federal program. It's been after 9-11, they had other funding before that.

Mayor Heidemann- When is our contract up on our current?

Chief Birt- September 17th.

Councilmember Burke- If we didn't want to finance Operations through debt after the grant expired, does growth get us there?

Lee Ann Bunselmeyer, Acting City Manager- It's not that you're financing them through debt, legally you cannot levy a tax rate for more than the debt that you have. If you don't issue debt, you either have to reduce that tax rate or you move that cent instead of going to the INS fund, for debt, you move it for operations. If the only things you want to do, a fire station and a few roads, you're going to have some cents that you're either going to have to reduce and cut taxes or move them over to fund these fire fighters that you're going to have. As your AV value increases, so will your revenue of that you get from that one cent.

Councilmember Garber- This plan also includes not cutting taxes between now and then?

Lee Ann Bunselmeyer, Acting City Manager- Right, if you know you're going to have this expense, if you're doing to add fire fighters in three years and you're going to have to pay for them in five years, if you have a growth above your effective rate, instead of using those monies for ongoing expenditures, you use those cents to do one time projects. Use it to do renovations to the fire station some of that stuff, so when you need it for ongoing costs, you haven't tied it up, it's available and you build in that capacity and take care of some of those issues that maybe we haven't been able to take care of in the past. I would recommend that, historically every penny that comes in you tie it up with ongoing operations, if we know we're going to bring in those fire fighters, we can't do that anymore. You'll have to leave some of that available, take care of some of the needs and then you start building in that capacity so you don't have to increase your taxes in year five.

Councilmember Harrison- In your capital improvement program, if we have to do the drainage area, is that part of this? The ditch behind City Hall, Lynchburg.

Lee Ann Bunselmeyer, Acting City Manager- Your drainage is not funded by your tax rate, your drainage is funded by your drainage fund. The problem is the fee was established for general operational costs, it did not incorporate for capital projects, it wasn't levied up that's now how it was designed. You have very little debt capacity in the drainage fund. The same time your debt falls off on the general fund side it falls off on the drainage side, it's going to be several years before we have the capacity on the drainage fund to do any major projects.

Councilmember Burke- Is that something the EDC can help bridge the gap?

Lee Ann Bunselmeyer, Acting City Manager- Yes. I think the drainage fund has \$600,000 or \$700,000 in excess fund balance that is can do small drainage projects right now.

Councilmember Burke- We've been thinking the EDC is going to have to spend a fairly sizeable chunk on drainage at some point.

Councilmember Johnson- Yes, we talked about that and we've talked about wrapping it up possible some type of drainage district with the developer.

Councilmember Burke- Ideally, we'd get some great commercial development and we get some dedication for a downtown police station and defray some of those costs, get that revenue in, then you have more money for a fire station. The fire station has to happen first and hopefully it doesn't end up a huge burden.

Councilmember Glockel- One piece that we're missing is that some of this \$1.2 million should be picked up by the other cities. We're talking about funding it all ourselves. They should pick up some of the cost. It's critical that we get the other cities involved next week. Start planting a seed with them that we're going to have to build a fire station to handle the growth and it's going to include people, if their contracts up in 2017 and we put the people on 2017 or 2018 to train them, like you've mentioned, then in 2019 or 2020 we have to pick up \$1.2 million, they need to be part of that process or you're going to have a rebellion on your hands for not nurturing them along. Even though it's our fire department.

Lee Ann Bunselmeyer, Acting City Manager- I think before we bring them along, this Council has to make the decision that yes, we're moving forward with this fire station, we're moving forward with a full engine, you do have options.

Councilmember Glockel- I disagree, I think we need to nurture our partners in this fire department to see what their feelings are, it helps us make a decision. If they say no, then we know how we're going to have to plan it. We're going to have to foot the bill for the whole thing if we do it. For us to make a decision, we're going to build a fire station and have a \$1.2 million worth of employees, at some point. I think it's fair to have them a part of that decision or at least know it's coming up. They have to plan their budgets like we do.

Councilmember Harrison- When you do that, are we going to, in the negotiations, talk about the fire station and the fire academy? Are they going to have an input into that?

Councilmember Glockel- I think they should have input on anything about the fire department.

Chief Birt- Then you're taking it from a service agreement to a partnership.

Councilmember Burke- It's a partnership in reality anyway, it used to be.

Councilmember Harrison- That's what we got into problems with the partnership last time.

Lee Ann Bunselmeyer, Acting City Manager- The definition of a partnership for the other cities is, let's say we purchase an engine, this is what Chief had to do, he had to go to Shady Shores and get their approval, then he had to go to Lake Dallas and get their approval, and then he had to go to Hickory Creek and get their approval. Everybody on every decision on the fire department, it didn't work. That's their definition of a partnership, for us when we took it over, was Corinth's fire department, this Council makes the decision about the fire department, but they do have to be involved to some point because any decisions we make will impact their bottom dollar.

Councilmember Burke- Chief Bass conducted a study and in general terms, it's bad for all of us to dissolve this, I assume there's a dollar value you assign to that. Have we talked to them in the past in terms of cost benefit analysis?

Lee Ann Bunselmeyer, Acting City Manager- During the contract negotiations last year, they went and did their own analysis and they came back and said we can do it cheaper than with you. If we continue going the way it is, we're going to go on our own. The only reason they agreed to the terms is we were down to the deadline of the contract. Our City Manager went in and said, you sign or we're going to the Corinth borders and not going to move on. We can't continue this, you're either going to sign the contract or go on your own. At that point they felt it was too far down to the deadline of the contract that they went ahead signed for five years, but within it they put in a clause that says a year before we're all going to come to terms about the cost, etc. and then we'll decide at that point whether we're going to continue on or go on our own. That cost is what they're paying now, and they feel any more than that, they can do it. Their analysis was a bit scued, they had air tanks but no way to fill them, they had a 30 year old engine, their assumptions were a little bit off, this was in 2011.

Councilmember Garber- Are there different Councils now? So maybe it's a totally different story now.

Councilmember Glockel- I still think that if we build a fire station, depending on what they do, we still have firemen in Lake Dallas. We'd probably bring them over, but we still need to deal with it. If we build another fire station, we still have to man it. I would assume that dollar figure \$1.2 million is going to be distributed based on this formula. They have to have time to build their budget and the sooner we get them into it the less opposition we'll have. The biggest opposition we had, in my opinion from what Hickory Creek showed me, they felt the City of Corinth was holding them hostage and we would not divulge the profit from the ambulance runs. That really soured the negotiations and the Mayor and City Manager were both verbalizing that to me that they couldn't trust the City of Corinth, they're not telling us the whole truth. The expenses and profits should be equal.

Councilmember Burke- How is that a secret? Do they know how to write a Freedom of Information Act request?

Councilmember Glockel- They're just going by what we gave them. Then they realized there was no ambulance run money in here. They thought we were hiding information.

Chief Birt- Negotiations last time were not the way Lee Ann and I begged them to go. We were very much open, this is the way it is, this is how much it cost, this is everything that goes with it, let's do something. The problem was these were negotiated in public. The first thing we did was we went to a Council meeting and negotiated with them in public. That was not the way to do it, but that was the way we were told we were going to do it. The revenues were another thing, you not going to tell them about revenues until they find the bottom. We wanted to sit down with them and say this is the kind of contract we're going to do, this is what the money is, we wanted to sit down with them and say what are your concerns? Can we go for a long term, can we go for a short term, do you want to structure your money in a different way than somebody else? Are we doing good? Are we doing bad? What can we do to make things better? Let's talk.

Councilmember Harrison- Before we get into this, you and the Chief will discuss the role of associations have in the process. We have to be very careful in how we deal with the associations.

Lee Ann Bunselmeyer, Acting City Manager- The last negotiations went south from day one. We went in and said here's your number, take it or leave it and that shouldn't have been the way it occurred. It came to the point where the other cities were saying we're not going to consider this contract, we're going our own way. They got their proposals, they were looking at how they were going to get staffing. Our fire association and other employees started lobbying, getting the public. We went to do presentations to the cities, you had all the firemen and their families, their citizens, and everybody speaking on behalf of the fire department which enraged the public officials from the other cities, with due cause. During the last negotiations, all three City Managers were interim, no one had real authority to commit on behalf of their municipalities. For tonight, as far as this is concerned, does Council want me to bring in the Financial Advisors in January to give an overview of the bond issuance process whether you choose to issue debt for a fire station or land. We have to start those decisions if you want to move forward the fire station. The other thing, continue the discussions with the school district on the land and then come back. Also, going into the contracts, all the parties have to have a Notice of Intent by October 1st, are you going to stay in the contracts or are you going to go on your own? A lot of discussions have to occur between January and August, we have to put everything on the table as far as the expenditures, what we're planning on doing, and trying to see if we can get by and from the other cities. The current contract will expire on September 30, 2017.

Mayor Heidemann- As I understand this, we're going forward with the school district. We should have a pretty good reading on that by April or May?

Chief Birt- January or February.

Mayor Heidemann- The more honest we can be the more open we can be, the less problems we're going to have.

Councilmember Harrison- We need to bring in the Financial Advisor and get some information in February.

Lee Ann Bunselmeyer, Acting City Manager- I have him, tentatively, reserved for January 14th to come in and do a presentation. At some point the decisions on all the pieces have to be made in order for me to put a number down.

Councilmember Burke- I'd like to see the Capital Improvement Program with \$9 million in it, we should build that into the negotiations we're having with them now. We can always take it out. Tell them about the grants.

Chief Birt- We've always wanted to apply for them, until we have something we can even look at them.

Lee Ann Bunselmeyer, Acting City Manager- One thing is if I do \$9 million in 15-16, then that's going to push Lake Sharon back, without raising taxes. I'm thinking \$7.5 million is the max. There are different ways you can fund a debt issue, we can get creative. I'll see what we can come up with. I'll bring that back to the Council.

CLOSED SESSION

There was no Executive/Closed Session.

If, during the course of the meeting, any discussion of any item on the agenda should need to be held in executive or closed session for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council Meeting, the City Council will convene in such executive or closed session, in accordance with the provisions of the Government Code, Title 5, Subchapter D, Chapter 551, to consider one or more matters pursuant to the following:

Section 551.071. Private consultation with its attorney to seek advice about pending or contemplated litigation; and/or settlement offer; (2) and/or a matter in which the duty of the attorney to the government body under the Texas Disciplinary Rules of Professional Conduct of the State of Texas clearly conflicts with chapter 551.

Section 551.072. To deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Section 551.074. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.

Section 551.087. To deliberate or discuss regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect.

After discussion of any matters in closed session, any final action or vote taken will be in public by the City Council. City Council shall have the right at any time to seek legal advice in Closed Session from its Attorney on any agenda item, whether posted for Closed Session or not.

RECONVENE IN OPEN SESSION TO TAKE ACTION, IF NECESSARY, ON CLOSED SESSION ITEMS.

ADJOURN

Mayor Heidemann adjourned at 10:50 P.M.

AYES: All

Meeting adjourned.

Approved by Council on the _____ day of _____, 2016.

Kimberly Pence, City Secretary
City of Corinth, Texas

City Council Regular and Workshop Session

Meeting Date: 01/21/2016

Title: Consider and act on Minutes from the December 17, 2015 Workshop Session.

Submitted By: Kim Pence, City Secretary

Finance Review: N/A

Legal Review: N/A

Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Consider and act on Minutes from the December 17, 2015 Workshop Session.

AGENDA ITEM SUMMARY/BACKGROUND

City Council discussion and action from the December 17, 2015 Workshop Session.

RECOMMENDATION

Staff recommends approval of the December 17, 2015 Workshop Session Minutes.

Attachments

Minutes

**STATE OF TEXAS
COUNTY OF DENTON
CITY OF CORINTH**

On this the 17th day of December 2015 the City Council of the City of Corinth, Texas met in a Workshop Session at 5:30 pm at the Corinth City Hall, located at 3300 Corinth Parkway, Corinth, Texas. The meeting date, time place and purpose as required by Title 5, Subtitle A, Chapter 551, Subchapter C, Section 551.041, Government Code, with the following members to wit:

Members Present:

Bill Heidemann, Mayor
Joe Harrison, Mayor Pro-Tem
Scott Garber
Lowell Johnson
Don Glockel

Members Absent:

Sam Burke

Staff Members Present:

Lee Ann Bunselmeyer, Acting City Manager
Fred Gibbs, Director of Planning and Development Services
Cody Collier, Acting Director of Public Works
Curtis Birt, Fire Chief
Kim Pence, City Secretary
Shea Rogers, Technology Services Manager
Elaine Herzog, Public Works Business Manager
Debra Drayovitch, City Attorney

CALL TO ORDER:

Mayor Heidemann called the meeting to order at 5:30 P.M.

WORKSHOP BUSINESS AGENDA

1. Discuss Regular Meeting Items on Regular Session Agenda, including the consideration of executive session items as set forth in the Executive Session agenda items below.

Business item #28 Discussion:

Councilmember Johnson – why does staff not recommend this one?

Fred Gibbs, Planning and Development Director – the sign there before this was a different church and it actually met the Ordinance since they have to get a variance to allow that attached sign on that site already because it does not have a street frontage which is the variance on item 27 so this sign would be that sign that is greater than 24” inches so we do not support that.

Councilmember Glockel – so the sign that they have up there right now is not 24”?

Fred Gibbs, Planning and Development Director – they do not have a sign up there right now. The sign that is there used to be the Church of Corinth sign.

Councilmember Glockel – they are large letters.

Fred Gibbs, Planning and Development Director – they are large letters and that is one of the reasons we did not recommend approval because we don't allow that sign to begin with.

2. Receive a construction update from TXDOT on FM 2181 and FM 2499.

Fred Gibbs, Planning and Development Director – Nancy Klein and Mark Wylie with TxDOT is here tonight to give a brief update on FM 2181 and FM 2499 Projects.

Nancy Klein, TxDOT Representative – on FM 2181 we are still placing asphalt and working on driveways, medians and intersections. I was a little disappointed that my staff decided to close a major intersection yesterday but we did issue emails to the 65 parties that we notify of any kind of closures or traffic changes that we are making but we recognize this has an impact on people and planned to have that open on Friday. The reason for closure was there was a manhole in the way and to maintain half the traffic would not have been safe so we closed the whole intersection and lowering the whole intersection in two days and putting the asphalt down and opening that back up Friday.

We are also working on inlets and we have a lot of concrete paving going on and ahead of that is the still tying and so they are making good progress.

In the next few months is the completion of the concrete paving and all the above ground drainage, the inlets and the leave outs that we have done on the north side of the road. One of the last things you will see is the sidewalks, the sidewalk walls and all of the ADA ramps. We will be putting color textured concrete in the medians and laying sod and installing the permanent signals and permanently stripping the whole north half of the job. The projected completion date that TxDOT has is April 2016 and that is what we have been saying for the last year and we believe that we will still meet that. Our goal is when they get the north side open to traffic they will be back open with all those driveways.

Councilmember Harrison – when do you anticipate that happening?

Nancy Klein, TxDOT Representative – it could be February/ March it depends on the weather.

Councilmember Jonson – is all traffic going to remain on the eastbound side/south side of the road until we are completely done?

Nancy Klein, TxDOT Representative – that is what they told me. I wonder how they are going to pour that third lane up against the other two while maintaining the traffic.

Mark Wylie, TxDOT Representative – we are going to pour the last one at night.

Councilmember Johnson – can you fill in that funny spot there between at FM 2181 and I-35.

Mark Wylie, TxDOT Representative – the inside two lanes would be asphalt, the one towards the nose is going to be concrete because of future turn lanes that possibly could begin by AGL. We

are going to go ahead and open that asphalt piece and merge in them in with a yield sign is what the intention is there and that will take out the hard radius that is there now.

Councilmember Johnson – ok.

Nancy Klein, TxDOT Representative – we have two phases on FM 2499, the first phase goes to Robinson and the second phase goes from Robinson up to I-35. FM 2499 is 6 lanes and has a lot of drill shafts and a lot of walls. We currently are working on underground drainage, MSC walls, and drift shaft walls with noise walls on top. What we found just north of Barrel Strap is an area that no one took a boring in because it was so densely wooded before we started the job. We determined that it was 40 feet of muck and there is nothing of substance to connect to there and determined it was simpler to put a bridge for 400' feet across that mucky part. So we are in the process of doing a change order with the contractor to put a bridge there.

In January we are going to start pot mix and that is the beginning of what looks like paving and after that we will come back with concrete but right now you will see a lot of hot mix going on. This job has been harder recently due to some of these complicating factors with the drill shafts because we did not have drill shafts on FM 2181. To build all these walls the contractor is having to think hard how to meet what they bid in the plans and we are going to be a little flexible because it is real hard to build what we have in the plans. We are making the contractor come up with creative ways of how to build that without impacting the property owners and still get it where it belongs.

You should see us start working on the bridge in the next month or two and it all depends on how reasonable our negotiations are and we think once we get passed all these walls and we are able to get the asphalt down you will see the concrete blow and go.

Councilmember Glockel – when you talk about your sound walls how far from the property line are you talking?

Mark Wylie, TxDOT Representative – 6" inches from the drill shaft to the property line on the majority of the walls.

Councilmember Glockel – are there arrangements made with the property owner to tie into this?

Nancy Klein, TxDOT Representative – we don't do that. TxDOT builds the noise wall and then we close our eyes and move on. If the City wants to go tell people they cannot build 6" inches in our right-of-way they can.

Councilmember Johnson – does that not create an adverse possession situation with that 6" inches of property to sell?

Nancy Klein, TxDOT Representative – no we are not going to let them sell it.

Councilmember Johnson – ok.

Councilmember Harrison – sometime in the next month or two are you going to open both the north bound lane and the south bound lane...

Nancy Klein, TxDOT Representative – they say no. what I hear is they are going to pour it at night which means one way traffic so you will not want to be out there that night or the next night. I will ask them to put up message boards so I don't get emails. Watch for the notices.

Councilmember Harrison – ok.

No other business during the Workshop Session was discussed.

ADJOURN WORKSHOP SESSION

Mayor Heidemann adjourned the workshop meeting at 6:10 P.M.

AYES: All

Meeting adjourned

Approved by Council on the _____ day of _____, 2016.

Kimberly Pence, City Secretary
City of Corinth, Texas.

City Council Regular and Workshop Session

Meeting Date: 01/21/2016

Title: Consider and act on Minutes from the December 17, 2015 Regular Session.

Submitted By: Kim Pence, City Secretary

Finance Review: N/A

Legal Review: N/A

Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Consider and act on the Minutes from December 17, 2015 Regular Session.

AGENDA ITEM SUMMARY/BACKGROUND

City Council discussion and action from the December 17, 2015 Regular Session.

RECOMMENDATION

Staff recommends approval of the December 17, 2015 Regular Session Minutes.

Attachments

Minutes

**STATE OF TEXAS
COUNTY OF DENTON
CITY OF CORINTH**

On this the 17th day of December 2015 the City Council of the City of Corinth, Texas met in Regular Session at 7:00 pm at the Corinth City Hall, located at 3300 Corinth Parkway, Corinth, Texas. The meeting date, time place and purpose as required by Title 5, Subtitle A, Chapter 551, Subchapter C, Section 551.041, Government Code, with the following members to wit:

Members Present:

Bill Heidemann, Mayor
Joe Harrison, Mayor Pro-Tem
Scott Garber
Lowell Johnson
Don Glockel

Members Absent:

Sam Burke

Staff Members Present:

Lee Ann Bunselmeyer, Acting City Manager
Fred Gibbs, Director of Planning and Development Services
Curtis Birt, Fire Chief
Cody Collier, Acting Director of Public Works
Jason Alexander, Economic Development Director
Kim Pence, City Secretary
Shea Rogers, Technology Services Manager
Elaine Herzog, Public Works Business Manager
Debra Drayovitch, City Attorney

CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE:

Mayor Heidemann called the meeting to order at 7:00 P.M. Anne Tate, Glory of Zion delivered the invocation and led in the Pledge of Allegiance.

CITIZENS COMMENTS

In accordance with the Open Meetings Act, Council is prohibited from acting on or discussing (other than factual responses to specific questions) any items brought before them at this time. Citizen's comments will be limited to 3 minutes. Comments about any of the Council agenda items are appreciated by the Council and may be taken into consideration at this time or during that agenda item. Please complete a Public Input form if you desire to address the City Council. All remarks and questions addressed to the Council shall be addressed to the Council as a whole and not to any individual member thereof.* Section 30.041B Code of Ordinance of the City of Corinth.

Diane Wilson, 1209 Shady Rest – there is a lot of improvement going on just in the last 30 days on Shady Rest Lane. They finally got the lead out and it looks good. I wanted to make sure that we spoke about the 3 things that I still see that needs to be done. My mailbox has not been moved and it is made out of brick and it is the same brick as our house and I want to make sure that it needs to happen without breaking up my mailbox because you will never get the same brick back. It also needs to be on a cement base. The next thing is the sprinklers, when we first started this Justin Brown told me when we wreck it we fix it back to the way it was. We had sprinklers out to the street and I know there has been some question on whether we are going to have sprinklers again. Putting in sprinklers is only going to take it back to where it was initially and if we get sprinklers it will be on our dime to water and we intend to water and keep the look nice. Once the sprinklers go in we will be responsible for that. The last one is the trees and we were told the contract was set up where it does not include warranty. Home Depot and Lowes have warranty so I would like to request that I know who the trees are coming from the supplier so that I can personally talk to them about warranty and if I have to pay for it myself so that I can get a warranty. Just a one year warranty in case there is a problem. I would like to know the name of the supplier. Everything else is going real smooth.

Mayor Heidemann – I have a list here and I will give it to the City Manager and have her follow up on it.

Chris Wendt, 1401 Shady Rest Lane – would like to request Shady Rest Lane sprinkler repair and replace sod.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine and will be enacted in one motion. Should the Mayor, a Councilmember, or any citizen desire discussion of any Item that Item will be removed from the Consent Agenda and will be considered separately.

1. Consider and act on Minutes from the September 3, 2015 Regular Session.
2. Consider and act on Minutes from the September 10, 2015 Workshop Session.
3. Consider and act on Minutes from the September 15, 2015 Special Workshop Session.
4. Consider and act on Minutes from the September 17, 2015 Workshop Session minutes.
5. Consider and act on Minutes from the September 17, 2015 Regular Session.
6. Consider and act on Minutes from the September 21, 2015 Special Session.
7. Consider and act on Minutes from the October 1, 2015 Workshop Session.
8. Consider and act on Minutes from the October 1, 2015 Regular Session.
9. Consider and act on Minutes from the October 8, 2015 Special Session.
10. Consider and act on Minutes from the October 15, 2015 Workshop Session.
11. Consider and act on Minutes from the October 15, 2015 Regular Session.
12. Consider and act on Minutes from the October 29, 2015 Special Session.
13. Consider and act on Minutes from the October 29, 2015 Workshop Session.
14. Consider and act on 2015-16 Interlocal Cooperative Agreement with Denton County for EMS services in the unincorporated areas of the county within operating territory or jurisdiction of the Lake Cities area.
15. Consider and act on 2015-16 Interlocal Cooperative Agreement with Denton County for Fire services in the unincorporated areas of the county within operating territory or jurisdiction of the Lake Cities area.
16. Consider and act on a construction contract with Cam-Crete Contracting for miscellaneous street repairs.
17. Consider and act on an Ordinance of the City of Corinth, Texas approving an amendment to the Fiscal Year 2015-16 City of Corinth Budget and Annual Program of Services to provide for the expenditure of funds from the General Fund for additional legal services as a result of unanticipated and unforeseeable events.
18. Affirm and Ratify Legal Agreement with Messer, Rockefeller & Fort, PLLC.

Councilmember Harrison pulled items #1, #2, #3, #4, and #5 of the minutes from the Consent Agenda to abstain.

MOTION made by Councilmember Harrison to approve items #6 through #18 of the Consent Agenda. Seconded by Councilmember Glockel.

AYES: Garber, Johnson, Harrison, Glockel
NOES: None
ABSENT: Burke

MOTION CARRIED

MOTION made by Councilmember Johnson to approve items #1, #2, #3, #4, and #5 of the Consent Agenda. Seconded by Councilmember Glockel.

AYES: Garber, Johnson, Glockel
NOES: None
ABSTAIN: Harrison
ABSENT: Burke

MOTION CARRIED

BUSINESS AGENDA

- 19. **PUBLIC HEARING:** TO HEAR PUBLIC OPINION REGARDING A REQUEST TO AMEND THE PLANNED DEVELOPMENT SITE PLAN ASSOCIATED WITH PLANNED DEVELOPMENT ORDINANCE NO. 10-02-18-04 SPECIFICALLY ADDING SQUARE FOOTAGE ONTO THE EXISTING SALES BUILDING TO PROVIDE FOR ADDITIONAL SERVICE AREA AND PARTS STORAGE ON PROPERTY ZONED PLANNED DEVELOPMENT COMMERCIAL-2 (PD C-2) LEGALLY DESCRIBED AS NORTH TEXAS NISSAN ADDITION BLOCK A, LOTS 1 AND 2 IN THE CITY OF CORINTH, DENTON COUNTY, TEXAS HAVING A PHYSICAL ADDRESS OF 5650 IH 35E.

Fred Gibbs, Planning and Development Director – this item is a site plan amendment for Planned Development Ordinance for the Texas Nissan. They are increasing their site and in order to modify the site plan you must amend the PD Site Plan. This did go to the Planning and Zoning Commission last week and the vote was 3-0 and staff supports the PD Amendment that is before you tonight.

Mayor Heidemann opened the Public Hearing at 7:10 P.M.

BUSINESS: Consider and act on an ordinance amending the Planned Development Site plan associated with the Planned Development Ordinance no. 10-02-18-04 specifically adding square footage on to the existing sales building to provide for additional service area and parts storage on property zoned Planned Development Commercial-2 (PD C-2) legally described as North Texas Nissan Addition Block A, Lots 1 and 2 in the City of Corinth, Denton County, Texas.

Councilmember Garber – what is the current square footage of the sales facility?

Fred Gibbs, Planning and Development Director – I am not sure Councilmember Garber.

Councilmember Garber – but it is increasing to 5900 square feet or increasing by 5900 square feet?

Fred Gibbs, Planning and Development Director – it is an additional 5900 square foot.

Mayor Heidemann - Close the Public Hearing at 7:13 P.M.

MOTION made by Councilmember Johnson to approve the ordinance amending the Planned Development Site plan associated with the Planned Development Ordinance no. 10-02-18-04 specifically adding square footage on to the existing sales building to provide for additional service area and parts storage on property zoned Planned Development Commercial-2 (PD C-2) legally described as North Texas Nissan Addition Block A, Lots 1 and 2 in the City of Corinth, Denton County, Texas. Seconded by Councilmember Harrison.

AYES: Garber, Johnson, Harrison, Glockel
NOES: None

ABSENT: Burke

MOTION CARRIED

20. Consider and act on a request by Chandler Signs representing the CVS Realty Company to allow a variance to the Unified Development Code "Section 4.01.15. General Sign Requirements C Monument Sign 3. Maximum Height." The request is to allow a maximum structure height of 7' on property legally described as Lot 1, Block 1 CVS Corinth Addition being 1.568 acres out of the McGlothlin Survey, County Abstract 888 in the City of Corinth, Denton County, Texas.

Fred Gibbs, Planning and Development Director – the first agenda item on the sign variance is for the CVS Pharmacy is the monument sign variance. Our Ordinance requires monument signs to be 5' feet in height. The applicant is requesting a 7' foot monument sign. We have presented some proposed sign changes that are soon to be coming before Council for adoption that included taller monument signs which in this case if the new ordinance was adopted the 7' foot would be allowed per those standards. With that being said the City staff would support and do support the variance tonight for the 7' foot monument sign.

MOTION made by Councilmember Harrison to approve the variance to the Unified Development Code "Section 4.01.15. General Sign Requirements C Monument Sign 3. Maximum Height." to allow a maximum structure height of 7' on property legally described as Lot 1, Block 1 CVS Corinth Addition being 1.568 acres out of the McGlothlin Survey, County Abstract 888 in the City of Corinth, Denton County, Texas. Seconded by Councilmember Garber.

AYES: Garber, Johnson, Harrison, Glockel
NOES: None
ABSENT: Burke

MOTION CARRIED

21. Consider and act on a request by Chandler Signs representing the CVS Realty Company to allow a variance to the Unified Development Code "Section 4.01.15. General Sign Requirements B. Attached Sign 2. Minimum/Maximum Letter logo Height for Attached Signs Table 29." The request is to allow a maximum letter height of 48 inches from a distance from the Right-of-Way less than 200' on the building elevation facing FM 2499 on property legally described as Lot 1, Block 1 CVS Corinth Addition being 1.568 acres out of the McGlothlin Survey, County Abstract 888 in the City of Corinth, Denton County, Texas.

MOTION made by Councilmember Johnson to approve a variance to the Unified Development Code "Section 4.01.15. General Sign Requirements B. Attached Sign 2. Minimum/Maximum Letter logo Height for Attached Signs Table 29." The request is to allow a maximum letter height of 48 inches from a distance from the Right-of-Way less than 200' on the building elevation facing FM 2499 on property legally described as Lot 1, Block 1 CVS Corinth Addition being 1.568 acres out of the McGlothlin Survey, County Abstract 888 in the City of Corinth, Denton County, Texas. Seconded by Councilmember Glockel

AYES: Garber, Johnson, Glockel
NOES: Harrison
ABSENT: Burke

MOTION CARRIED

22. Consider and act on a request by Chandler Signs representing the CVS Realty Company to allow a variance to the Unified Development Code "Section 4.01.15. General Sign Requirements B. Attached Sign 2. Minimum/Maximum Letter logo Height for Attached Signs Table 29." The request is to allow a maximum letter height of 48 inches from a distance from the Right-of-Way less than 200' on the building elevation facing FM 2181 on property legally described as Lot 1, Block 1 CVS Corinth Addition being 1.568 acres out of the McGlothlin Survey, County Abstract 888 in the City of Corinth, Denton County, Texas.

Councilmember Garber – is this still fall under the proposed changes for our sign ordinance?

Fred Gibbs, Planning and Development Director – this one and the one that was just approved does not fall within those new guidelines. They are not changing the letter height we feel that they have been adequate from a letter logo height. We don't allow 48" inches in the City anywhere and we are not addressing letter heights in the new proposed ordinance.

Councilmember Garber – is this requested variance going to make the sign a lot like the other CVS signs that we see everywhere else or is this different?

Fred Gibbs, Planning and Development Director – this is pretty much their prototype and their standard.

Councilmember Garber – in our proposed ordinance changes what is the differentiation between the proposed changes and what this is?

Fred Gibbs, Planning and Development Director – the only thing we are addressing in the proposed new ordinance is monument signage, the 50% percent rule which is a later agenda item, some performance standards that allow us to make some decisions in house without coming to the Planning and Zoning Commission and Council. We just have not had a lot of requests for this particular item so we felt we did not need to change the ordinance for that.

MOTION made by Councilmember Johnson to approve a variance to the Unified Development Code "Section 4.01.15. General Sign Requirements B. Attached Sign 2. Minimum/Maximum Letter logo Height for Attached Signs Table 29." The request is to allow a maximum letter height of 48 inches from a distance from the Right-of-Way less than 200' on the building elevation facing FM 2181 on property legally described as Lot 1, Block 1 CVS Corinth Addition being 1.568 acres out of the McGlothlin Survey, County Abstract 888 in the City of Corinth, Denton County, Texas. Seconded by Councilmember Garber.

AYES: Garber, Johnson, Harrison, Glockel
NOES: None
ABSENT: Burke

MOTION CARRIED

23. Consider and act on a request by Chandler Signs representing the CVS Realty Company to allow a variance to the Unified Development Code "Section 4.01.15. General Sign Requirements B. Attached Sign 5. Attached Sign Width a." The request is to allow the sign placement to extend out of the middle 50% of the width of the building facing FM 2181 on property legally described as Lot 1, Block 1 CVS Corinth Addition being 1.568 acres out of the McGlothlin Survey, County Abstract 888 in the City of Corinth, Denton County, Texas.

MOTION made by Councilmember Johnson to approve a variance to the Unified Development Code "Section 4.01.15. General Sign Requirements B. Attached Sign 5. Attached Sign Width a." The request is to allow the sign placement to extend out of the middle 50% of the width of the building facing FM 2181 on property legally described as Lot 1, Block 1 CVS Corinth Addition being 1.568 acres out of the McGlothlin Survey, County Abstract 888 in the City of Corinth, Denton County, Texas. Seconded by Councilmember Garber.

AYES: Garber, Johnson, Harrison, Glockel
NOES: None
ABSENT: Burke

MOTION CARRIED

24. Consider and act on a request by Chandler Signs representing the CVS Realty Company to allow a variance to the Unified Development Code "Section 4.01.15. General Sign Requirements B. Attached Sign 5. Attached Sign Width a." The request is to allow the sign placement to extend out of the middle 50% of the width of the

building facing FM 2499 on property legally described as Lot 1, Block 1 CVS Corinth Addition being 1.568 acres out of the McGlothlin Survey, County Abstract 888 in the City of Corinth, Denton County, Texas.

MOTION made by Councilmember Harrison to approve a variance to the Unified Development Code "Section 4.01.15. General Sign Requirements B. Attached Sign 5. Attached Sign Width a." The request is to allow the sign placement to extend out of the middle 50% of the width of the building facing FM 2499 on property legally described as Lot 1, Block 1 CVS Corinth Addition being 1.568 acres out of the McGlothlin Survey, County Abstract 888 in the City of Corinth, Denton County, Texas. Seconded by Councilmember Glockel.

AYES: Garber, Johnson, Harrison, Glockel
NOES: None
ABSENT: Burke

MOTION CARRIED

25. Consider and act on a request by Chandler Signs representing the CVS Realty Company to allow a variance to the Unified Development Code Section 4.01.15. General Sign Requirements B. Attached Sign 4. Number of Attached Signs a. The request is to allow two signs on FM 2181 Street frontage on property legally described as Lot 1, Block 1 CVS Corinth Addition being 1.568 acres out of the McGlothlin Survey, County Abstract 888 in the City of Corinth, Denton County, Texas.

Councilmember Harrison – what are we doing on this?

Fred Gibbs, Planning and Development Director – this request and the next one are for attached signs and we only allow one attached sign per street frontage. The proposal is to have two signs o, one that says CVS Pharmacy and the other one says Drive-Thru Pharmacy located on each elevation of FM 2181 and then one that faces FM 2499.

MOTION made by Councilmember Johnson to approve the variance to allow two signs on FM 2181 Street frontage on property legally described as Lot 1, Block 1 CVS Corinth Addition being 1.568 acres out of the McGlothlin Survey, County Abstract 888 in the City of Corinth, Denton County, Texas. Seconded by Councilmember Garber.

AYES: Garber, Johnson, Glockel
NOES: Harrison
ABSENT: Burke

MOTION CARRIED

26. Consider and act on a request by Chandler Signs representing the CVS Realty Company to allow a variance to the Unified Development Code Section 4.01.15. General Sign Requirements B. Attached Sign 4. Number of Attached Signs A. The request is to allow two signs on FM 2499 Street frontage on property legally described as Lot 1, Block 1 CVS Corinth Addition being 1.568 acres out of the McGlothlin Survey, County Abstract 888 in the City of Corinth, Denton County, Texas.

Councilmember Harrison – can you explain what this one is for?

Fred Gibbs, Planning and Development Director – this is the same as the last one just a different street frontage. One was for FM 2181 and one for FM 2499. It is the same two signs per elevation.

MOTION made by Councilmember Johnson to approve a variance to allow two signs on FM 2499 Street frontage on property legally described as Lot 1, Block 1 CVS Corinth Addition being 1.568 acres out of the McGlothlin Survey, County Abstract 888 in the City of Corinth, Denton County, Texas. Seconded by Councilmember Glockel.

AYES: Garber, Johnson, Glockel
NOES: Harrison
ABSENT: Burke

MOTION CARRIED

27. Consider and act on a request by Ben De Boef representing Thousand Hills Church to allow a variance to the Unified Development Code Section 4.01.15 General Sign Requirements B. Attached Sign 4. Number of Attached Signs a". The request is to allow a sign on a building elevation without street frontage on property legally described as Lot 1, Block 1 The Church of Corinth Addition in the City of Corinth, Denton County, Texas.

Fred Gibbs, Planning and Development Director – Our Ordinance requires that attached signs need to face with the street frontage. This particular sign that is being requested tonight does not face a street frontage. They already have a sign that does face the street frontage but this particular side is located on awning and entrance of their church. Staff does support the request before you tonight.

Councilmember Glockel – does this sign have any lighting associated with it?

Fred Gibbs, Planning and Development Director – according to the applicant it will have light.

Councilmember Glockel – the face that it is going on points to the north and basically addresses your existing parking lot and your request is to put this sign up where the old sign was and do you recall how large the letters were on the old sign?

Ben De Boef, Pastor Thousand Oaks Hills Church – we have changed the name of the Church and would like to replace a sign that has been there for ten years and it would be facing into the parking lot and a field between that and the houses that is about 300 foot of a distance. I would say the size of the old letters would be 22 to 24 inches would be my guess.

MOTION made by Councilmember Garber to approve a variance to allow a sign on a building elevation without street frontage on property legally described as Lot 1, Block 1 The Church of Corinth Addition in the City of Corinth, Denton County, Texas. Seconded by Councilmember Harrison.

AYES: Garber, Johnson, Harrison, Glockel
NOES: None
ABSENT: Burke

MOTION CARRIED

28. Consider and act on a request by Ben De Boef representing Thousand Hills Church to allow a variance to the Unified Development Code Section 4.01.15 General Sign Requirements B Attached Sign to allow the Letters and Logo to exceed 24" on property legally described as Lot 1, Block 1 The Church of Corinth Addition in the City of Corinth, Denton County, Texas.

Councilmember Harrison – this application is to increase 3 inches over the existing requirements that we established in the Development Code is that right?

Fred Gibbs, Planning and Development – it is an increase of the 24 inches. The entire sign appears to be taller than 27 inches.

Councilmember Harrison – based on precedence we have already established that we are going from 24 inches on signage to 42 inches, could this applicant ask for that also?

Fred Gibbs, Planning and Development Director – the applicant can request a variance that they see fit for their property.

Councilmember Harrison – ok, I will ask the applicant. Is the signage that you want on the building 27 inches or did you consider larger or what?

Ben De Boef, Thousand Hills Church – the letter that we are proposing we believe fit very nicely and seem to be good and we would not want to go any bigger with it.

MOTION made by Councilmember Harrison to allow the Letters and Logo to exceed 24" to 27" inches on property legally described as Lot 1, Block 1 The Church of Corinth Addition in the City of Corinth, Denton County, Texas. Seconded by Councilmember Glockel.

AYES: Garber, Johnson, Harrison, Glockel
NOES: None
ABSENT: Burke

MOTION CARRIED

Mayor Heidemann recused himself and turned the meeting over to Mayor Pro-Tem Harrison for items #29, #30 and #31 dealing with DATCU on the business agenda.

- 29. Consider and act on a sign variance for DATCU-Corinth Addition, Lot 1, Block A in the City of Corinth, Denton County, Texas having a physical address of 5940 I-35E, Corinth, TX 76210 in order to allow a monument sign taller than the maximum height as specified in the current sign regulations.

Fred Gibbs, Planning and Development Director – tonight’s request is for the sign variance for DATCU for their headquarters site located on the corner of I-35 and South Corinth Street. They are requesting a 26’ foot tall monument sign. We only allow 5’ foot monument signs but this being in an area where there is more physically needed and the grade the 26’ foot tall monument sign is being requested. You have heard me talk about the previous amendments that will come before Council. This one still needs a variance under those new regulations however you would be pretty close I think we are going to allow 25’ feet so it is close for what are new standards would be that are coming before Council soon.

Staff supports the variance request that is being proposed tonight.

Councilmember Garber – where is this sign going to be in relation to the Corinth Parkway overpass? Is it close to that part of the highway or is it a little further away? My question is, is it sufficiently visible at 26’ feet from the highway and was that the intent?

Susan Passarella, DATCU Credit Union – it does move with what we believe at this time. Unfortunately, I will say it is not quite as tall as we would really like it to be at this point but there is still good visibility from the freeway.

MOTION made by Councilmember Glockel to approve the sign variance for DATCU-Corinth Addition, Lot 1, Block A in the City of Corinth, Denton County, Texas having a physical address of 5940 I-35E, Corinth, TX 76210 in order to allow a monument sign taller than the maximum height as specified in the current sign regulations. Seconded by Councilmember Harrison.

AYES: Garber, Johnson, Harrison, Glockel
NOES: None
ABSENT: Burke

MOTION CARRIED

- 30. Consider and act on a sign variance for DATCU-Corinth Addition, Lot 1, Block A in the City of Corinth, Denton County, Texas having a physical address of 5940 I-35E, Corinth, TX 76210 in order to allow a monument sign greater than the overall square footage maximum as specified in the current sign regulations.

Fred Gibbs, Planning and Development Director – this request is for the increased square footage of the sign. We only allow 100 square foot on a monument sign, once again this will be addressed with the new revisions. Staff supports the request tonight.

MOTION made by Councilmember Johnson to approve a sign variance for DATCU-Corinth Addition, Lot 1, Block A in the City of Corinth, Denton County, Texas having a physical address of 5940 I-35E, Corinth, TX 76210 in order to allow a monument sign greater than the overall square footage maximum as specified in the current sign regulations. Seconded by Councilmember Garber.

AYES: Garber, Johnson, Harrison, Glockel
NOES: None
ABSENT: Burke

MOTION CARRIED

31. Consider and act on a resolution approving an amendment to the tax abatement agreement between the City and Denton Area Teachers Credit Union (DATCU).

Jason Alexander, Director of Economic Development – the item before you again is consideration on a Resolution to approve an amendment to the tax abatement agreement between the City and DATCU. This stems from some uncontrollable circumstances on behalf of both the City and DATCU and they would not be able to one, get their Certificate of Occupancy by December 31st. If they are unable to receive their Certificate of Occupancy by December 31st of this year the tax abatement agreement will expire and it is also to clarify some inconsistencies as it pertains to the permanent number of employees that must be hired by DATCU within two years of issuing the Certificate of Occupancy.

Essentially what the proposed amendments would do is to clarify that inconsistency with the permanent employees, the number thereof as well as ensure they have enough time to be able to complete construction. Staff is recommending for consideration and action that there is an extension on date from December 31, 2015 to August 1, 2016 for Certificate of Occupancy and also to approve the clarification to the language pertaining to a permanent number of employees that they must hire which is 75 within two years of the issuance of their Certificate of Occupancy.

As a side note, these proposed amendments would not affect the performance agreement between DATCU and the Economic Development Corporation.

Councilmember Garber – you mentioned the performance agreement between DATCU and Economic Development Corporation, can you expand slightly on that and also was the Corinth Economic Development Corporation (CEDC) involved in the approval of the amendments? Do these amendments go to the CEDC or did they come straight to Council?

Jason Alexander, Economic Development Director – no it did not go to CEDC, it came to City Council because it is an agreement between the City and DATCU and not DATCU and CEDC. The performance agreement between CEDC and DATCU that really pertained more to providing some relief in terms of the permitting costs, that sort of thing and I believe it was \$150, 000 and again that starts once the tax abatement starts in 2017.

Councilmember Glockel – the circumstances beyond reasonable control, you feel like that is going to be resolved and these time-frames are now obtainable?

Jason Alexander, Economic Development Director – yes, in speaking with the president of DATCU as well as the staff we feel that is more than ample time for them to secure the Certificate of Occupancy.

MOTION made by Councilmember Harrison to approve a resolution approving an amendment to the tax abatement agreement between the City and Denton Area Teachers Credit Union (DATCU). Seconded by Councilmember Glockel.

AYES: Garber, Johnson, Harrison, Glockel
NOES: None
ABSENT: Burke

MOTION CARRIED

Mayor Pro-Tem recessed the Regular Session at 7:50 p.m.

Mayor Heidemann reconvened the Regular Session at 7:55 p.m.

32. Consider and act on Parkland Dedication for 14.8722 acres out of the Forestwood 1, Block 6 Addition located on the west side of Parkridge Drive, south of Warwick Drive.

Fred Gibbs, Planning and Development Director – this is a parkland dedication item that deals with a new proposed Subdivision on the west side of Parkridge directly across from the Forestwood Subdivision. In order for the project to move forward they are proposing a 50 more lots subdivision on the west side of Parkridge. One of those steps as part of the Subdivision Ordinance is to dedicate parkland.

The first step of course is to see whether or not the City Council wants the Parkland dedication, money in lieu of or a combination of the two. The developer has made the request to dedicate parkland per staff's direction.

Councilmember Garber – does the trail connect on either end to our current trail system?

Fred Gibbs, Planning and Development Director – the proposed trail master plan, I believe that was done back in 2007 they do show a trail that runs east to west. We have asked them to accommodate that proposed trail. It does not connect on the west side of the subdivision however it does tie into an existing sidewalk that is there currently. The only thing the Master Plan has is a hard surface trail, it does not give any widths within the plan, some of that has not been established but the applicant has proposed a 5' foot wide sidewalk within that area so that is what is proposed tonight as part of that trails connectivity.

Councilmember Garber – where is the trail on that west side and where would it plug into that sidewalk?

Fred Gibbs, Planning and Development Director – on the proposed Master Plan they had it on the south side of the subdivision. When it comes to the Master Plan you just want to make sure you have an east to west connection. It will actually tie into an existing sidewalk that they have as part of the subdivision and it will actually be a 5' foot wide sidewalk that will act as more of a hard surface trial leading to the sidewalk.

Councilmember Harrison – how did we arrive at the two swing sets?

Jim Dewey, P.E. – that was actually staff's idea. The developer really does not prefer to provide the swing sets but we agreed to in order to obtain staff recommendation. We fill there is a little bit of liability but staff encouraged us to agree to the two swing sets.

Fred Gibbs, Planning and Development Director – during the talks with the developer staff got together and first asked the question does the city need a park in this area and if there was any amenities at this park could possibly have as park of this parkland dedication. With that we came to the conclusion that one thing that could be provided there is two sets of swings, one for toddlers and one for an older aged group. The developer agreed to it, it is not something that we have to do.

Councilmember Harrison – the six park benches I would assume would be along next to the trail?

Fred Gibbs, Planning and Development Director – I am sure they will be strategically located along the trail.

Debra Drayovitch, City Attorney – your Unified Development Code provides that if the Council desires to approve the dedication I would recommend any motion to approve the dedication that the motion include that it is subject to the final plat approval.

MOTION made by Councilmember Johnson to accept the Parkland dedication for 14.8722 acres out of the Forestwood 1, Block 6 Addition located on the west side of Parkridge Drive, south of Warwick subject to final plat approval. Seconded by Councilmember Harrison.

AYES: Garber, Johnson, Harrison, Glockel
NOES: None
ABSENT: Burke

MOTION CARRIED

33. Receive an update on Shady Rest Lane and give Staff direction on landscaping and irrigation in the right-of-way.

Fred Gibbs, Planning and Development Director – the Shady Rest project is moving along and some of the items as we get close to closing the project out some additional items has been brought to staff’s attention that we feel the Council needs to make a decision on some of these items.

There were some properties along Shady Rest that had existing irrigation during the road project that was removed and was not in the plans to replace as well as a lot of the properties along there had grass or sod instead of hydro mulch which is what is proposed to be put down as the project gets to completion. We are asking from Council since we are at the end of the project where sod and irrigation that comes with that and what we need from Council is should the staff move forward with looking into providing the irrigation and the sod for these areas.

Currently for sod for nine homes you are looking at anywhere at \$7,000 to do sod for nine homes. If you decide to do the entire parkway you are looking close to \$20,000 so you can see there is a big difference between those two. For irrigation, for seven homes and the reason it is seven and not nine because two of the lots as part of right-of-way negotiations were paid for irrigation so the seven homes it would be around \$20,000 as well. These are pretty significant costs to the project so I need direction from Council tonight.

Councilmember Harrison – it has always been the policy and I don’t think it is a written policy that if we tear something up we fix it so that would be my direction on that. Are you going to match the sod according to that lot and I would suggest you match whatever is in the homeowners lot. We take the irrigation from where we tore it up but I would expect to bring it all the way to the curb. It would probably have to be sprinkler heads and I don’t think that is the most efficient way of doing it. I think you could go ahead and do a drip irrigation under the sod itself and that way you won’t have to be watering the sidewalk or street. I think that would be cost prohibited also.

Councilmember Garber – is the new irrigation proposed to go in some sort of an easement or right-of-way?

Fred Gibbs, Planning and Development Director – the irrigation would actually be installed in the right-of-way like we have throughout the whole city.

Councilmember Garber – so if we in the future have to access that right-of-way, is it still our policy at that point to replace sprinkler systems that are in that right-of-way?

Fred Gibbs, Planning and Development Director – yes. After talking to Cody basically if you tear it down you put it back. This has been a practice the city has done on all road projects and I think it is a good thing to do.

Councilmember Johnson – what is our source of funding?

Lee Ann Bunselmeyer, Acting City Manager – what we are asking tonight is direction so we can move forward with these improvements. This does not allocate funds for the project. As we mentioned when we did the Shady Rest update a couple weeks ago is there are other items that are going to require additional funding and we have not gotten that final bill on those various things so again this will give us direction to move forward and we will come back once this project is completed and give you the final amount that we are over budget.

We do have funding left over in other capital project funds, one of them is the I-35 Aesthetics, we budgeted \$450,000 we only spend I think about \$140,000/\$150,000 out of that fund. There are plenty of funds there that we can reallocate into this project. During the budget process last year when we were looking at funding for other projects, we intentionally left out a loan because we just didn't know where we were going to be with Shady Rest and we wanted to leave some funding available for this project.

Councilmember Johnson – so will that be the City's policy there that you will match up the grass as best as you can and with a couple of good wet summers it will all be St. Augustine.

Fred Gibbs, Planning and Development Director – we will coordinate with the landowners and see what their grass is and try to match what the existing conditions are.

Councilmember Glockel – are we saying some of these sprinklers were existing and the contract does not make provisions to put it back?

Fred Gibbs, Planning and Development Director – you are correct. There was not anything in the contract that stated there will be installation of irrigation as part of the contract/construction.

Elaine Herzog, Business Manager – actually the contract did provide for replacement of irrigation and the sod in the spec section of it but that was pending the line items for the miscellaneous have funding available. We had a lot of issues that came up with the leaching and the conflicts with the utilities and had to do a lot of extra work which ate up all that money. We are coming back mainly to ask you to give us more funding to be able to accomplish what that spec in the contract would allow for.

MOTION made by Councilmember Johnson to give staff direction to proceed to replace and repair all construction damage done to landscaping and irrigation to include the sod on nine (9) lots and irrigation on seven (7) lots. Seconded by Councilmember Harrison.

AYES: Garber, Johnson, Harrison, Glockel
NOES: None
ABSENT: Burke

MOTION CARRIED

COUNCIL COMMENTS & FUTURE AGENDA ITEMS

The purpose of this section is to allow each councilmember the opportunity to provide general updates and/or comments to fellow councilmembers, the public, and/or staff on any issues or future events. Also, in accordance with Section 30.085 of the Code of Ordinances, at this time, any Councilmember may direct that an item be added as a business item to any future agenda.

Councilmember Garber – would like to see small updates on this project until we see it through completion.

Mayor Heidemann – how about if we have the City Manager put it in the weekly report?

Councilmember Garber – that would great.

Councilmember Harrison – I went to the Friday Tour on I-35, the north portion of it and it was very disappointing all we did was rode in a bus down 380 turn around and come back. Stopped south of the bridge and got back on the bus. It was not very informative.

Lee Ann Bunselmeyer, Acting City Manager – the staff met with TxDOT and AGL this week to discuss the Corinth Parkway bridge and we were informed that the tentative date for the opening is January 15th and that would be both four lanes of traffic and both U-turns on each side. They anticipate that they are going to start taking down Post Oak on that same day and completely taken down that weekend starting on January 16. We are working with TxDOT to do some kind of ribbing cutting at 10:00 on January 15th and as soon as the ribbing cutting is complete then they will take down the barricades and finish cleaning it off and it will be open assuming it does not rain.

Mayor Heidemann – asked Jason Alexander if he had any updates available from the Economic Development Corporation meeting?

Jason Alexander, Economic Development Director – at the last EDC meeting we discussed a couple of things, the first being a branding strategy and we thought that we might be able to take a look at a new logo for the city next year in the budget however we felt that we wanted to do a more comprehensive marketing program so we decided to put that off until 2016/2017 budget year. We also discussed the Buxton Retail Strategy and would like to move forward with that and the CEDC was fine with how it was presented. At this time it is a three (3) year agreement. We have structured it as such where if CEDC is not satisfied with anything that Buxton provides that we can terminate that agreement within 60 days providing they have notice. There is a couple of developments on the horizon there are some small ones and a potential big one.

There was no Executive Session.

CLOSED SESSION:

If, during the course of the meeting, any discussion of any item on the agenda should need to be held in executive or closed session for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council Meeting, the City Council will convene in such executive or closed session, in accordance with the provisions of the Government Code, Title 5, Subchapter D Chapter 551, to consider one or more matters pursuant to the following:

Section 551.071. Private consultation with its attorney to seek advice about pending or contemplated litigation; and/or settlement offer; (2) and/or a matter in which the duty of the attorney to the government body under the Texas Disciplinary Rules of Professional Conduct of the State of Texas clearly conflicts with chapter 551.

Consider legal advice regarding drainage maintenance and mitigation in Forestwood and Meadowview Additions.

First Glendora Partners, Ltd. dba Impact Outdoor Advertising Co. v. City of Corinth.

Section 551.072. To deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Section 551.074. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.

Section 551.087. To deliberate or discuss regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect.

After discussion of any matters in closed session, any final action or vote taken will be in public by the City Council. City Council shall have the right at any time to seek legal advice in Closed Session from its Attorney on any agenda item, whether posted for Closed Session or not.

RECONVENE IN OPEN SESSION TO TAKE ACTION, IF NECESSARY, ON CLOSED SESSION ITEMS.

ADJOURN:

Mayor Heidemann adjourned the meeting at 8:30 P.M.

AYES: All

Meeting adjourned

Approved by Council on the _____ day of _____, 2016.

Kimberly Pence, City Secretary
City of Corinth, Texas

City Council Regular and Workshop Session

Meeting Date: 01/21/2016

Title: DENTON COUNTY HAZARD MITIGATION ACTION PLAN

Submitted For: Curtis Birt, Chief

Submitted By: Chad Thiessen, Deputy Fire Chief

Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Consider an act on a resolution of the City of Corinth adopting the Denton County Hazard Mitigation Action Plan.

AGENDA ITEM SUMMARY/BACKGROUND

The Hazard Mitigation Action Plan (HazMAP) is a plan that identifies mitigation efforts to reduce the loss of life and property by lessening the impact of disasters. The local government engages in hazard mitigation planning to identify natural hazards that impact them, identify strategies and activities to reduce any losses from those hazards, and establish a coordinated approach to implementing the plan, taking advantage of a wide range of resources. Mitigation plans are key to local governments' efforts to break the cycle of disaster damage, reconstruction, and repeated damage.

Developing hazard mitigation plans enables the local government to:

- Increase education and awareness around threats, hazards, and vulnerabilities;
- Build partnerships for risk reduction involving government, organizations, businesses, and the public;
- Identify long-term strategies for risk reduction that are agreed upon by stakeholders and the public;
- Identify cost-effective mitigation actions, focusing resources on the greatest risks and vulnerabilities;
- Align risk reduction with other state, tribal, or community objectives;
- Communicate priorities to potential sources of funding; and
- FEMA requires local governments to develop and adopt hazard mitigation plans as a condition for receiving certain types of non-emergency disaster assistance, including funding for mitigation projects which includes:
 - Public Assistance (Categories C-G)
 - Fire Management Assistance Grants
 - Hazard Mitigation Assistance (HMA) program that includes the Hazard Mitigation Grant Program (HMPG), Pre- Disaster Mitigation (PDM) Program, and Flood Mitigation (FMA) Program

Ultimately, hazard mitigation planning enables action to reduce loss of life and property, lessening the impact of disasters.

RECOMMENDATION

Staff recommends approval. This will allow The City of Corinth to participate in grant opportunities during declared disasters

Attachments

Corinth Annex
Resolution

Annex D: City of Corinth

1. Introduction



This annex was prepared in 2014 as part of an update to the Denton County Multi-Jurisdictional Hazard Mitigation Action Plan; the City of Corinth participated in the Denton County HazMAP Working Group as a contributor. This annex represents the second hazard mitigation plan to be submitted to FEMA for the City of Corinth. In addition to the countywide hazards and strategies discussed in the main plan, this annex serves as a complete hazard mitigation planning tool for the City of Corinth. It contains capability assessment information, a specific vulnerability assessment, and a complete mitigation strategy. The methodology and process for developing this annex is explained throughout the following sections.

2. Plan Development and Adoption Process

In order to apply for federal aid for technical assistance and post-disaster funding, local jurisdictions must comply with Part 201.3 of the Disaster Mitigation Act of 2000 implemented in the Federal Code of Regulations 44 CFR Part 201.6. While The City of Corinth has historically implemented measures to reduce their vulnerability to hazards, passage of DMA 2000 helped Corinth officials to recognize the benefits of a long-term approach to hazard mitigation, which achieves a gradual decrease of impacts associated through the implementation of a Hazard Mitigation Plan. Denton County's Hazard Mitigation Action Plan represents the collective efforts of all participating jurisdictions, the general public, and stakeholders.

Organizing the Planning Effort

A comprehensive county approach was taken in developing the plan. An open public involvement process was established for the public, neighboring communities, regional agencies, businesses, academia, etc. to provide opportunities for everyone to become involved in the planning process and to make their views known. The meetings were advertised with notices in public places and the local newspaper.

In accordance with Part 201.6(c)(5) of the Disaster Mitigation Act of 2000 (DMA 2000), Denton County developed this Hazard Mitigation Action Plan. This plan identifies hazards and mechanisms to minimize future damages associated with these hazards, which threaten Denton County and its jurisdictions.

Existing Data and Plans

Existing hazard mitigation information and other plans were reviewed during the development of the Hazard Mitigation Action Plan. GIS, statistical and qualitative data were gathered through numerous sources. The table below outlines the sources of data for the plan:

Source	Data
City and County Appraisal Data 2012	Population and demographics
Regional Hazard Assessment Tool	Hazard occurrences
National Climatic Data Center (NCDC)	Hazard occurrences

Source	Data
Texas Forest Service/Texas Wildfire Risk Assessment Summary Report	Wildfire Threat and Urban Interface
National Inventory of Dams	Dam information
Lake Cities Municipal Water Utility	Flood information
Denton County HazMAP 2010	Ray Roberts Dam Assessment
Lake Dallas and Denton ISD	Flooding and Shelter data
Local Incidents Statistics	Heat and Cold related Injuries

Planning Committee

This Hazard Mitigation Action Plan was developed by the Lake Cities Hazard Mitigation Planning Team, with support of the North Central Texas Council of Governments. The efforts of the Planning Committee were led by the Lake Cities Emergency Management Coordinator.

The Planning Committee was assembled in Corinth with representatives from all jurisdictions including mayors, police chiefs, fire chiefs, and the general public. Denton County acted as the plan development consultant providing hazard mitigation planning services. The table below provides a list of the primary entity representative for each jurisdiction on the planning team.

Hazard Mitigation Team – Primary Representatives

Representing	Representative Position	Role
Fire Department	Deputy Fire Chief/ Emergency	Department Chief
Planning and Development	Director	Department Chief/SME
Office Of Emergency	Assistant Emergency Management	Planning Coordinator/SME
Public Works	Director	Director / SME
GIS	GIS Coordinator	Mapping

Denton County served as the coordinator and lead agency for all jurisdictions, including the unincorporated areas of Denton County, by accomplishing the following activities through the planning process:

1. Assigned the County's Emergency Management Coordinator to provide technical assistance and necessary data to the Planning Committee.
2. Scheduled, coordinated, and facilitated community meetings with the assistance of the Planning Committee.
3. Provided any necessary materials, handouts, etc. for public planning meetings.
4. Worked with the Planning Committee to collect and analyze data and develop goals and implementation strategies.
5. Prepared, based on community input and Planning Committee direction, the first draft of the plan and provided technical writing assistance for review, editing and formatting.

6. Coordinated with the stakeholders within the cities and the unincorporated areas of Denton County during plan development.

Each of the individual jurisdictions participated in accomplishing similar activities associated with development of the plan as follows:

1. Coordinated input from representatives of neighborhood stakeholder groups and provided a representative to the County Planning Committee.
2. Attended regular meetings of the planning team as coordinated by Denton County.
3. Assisted Denton County staff with identifying hazards and estimating potential losses from future hazard events.
4. Assisted Denton County in developing and prioritizing mitigation actions to address the identified risks.
5. Assisted Denton County in coordinating public meetings to develop the plan.
6. Identified the community resources available to support the planning effort.
7. Worked for the support of neighborhood stakeholders for the recommendations resulting from the planning process.
8. Submitted the proposed plan to all appropriate departments for review and comment and worked with Denton County to incorporate the resulting comments into the proposed plan.

External stakeholders emailed and involved in reviewing the Denton County Hazard Mitigation Action Plan:

Representing	Position	Role
Lake Dallas ISD	Deputy Superintendent	Review of plan
Denton County Emergency Services	Emergency Management Coordinator	Review of plan
NCTCOG	Preparedness	Review of plan
Denton ISD	Operations Director	Review of plan
Organization	Job Title	Review of plan

Subsequent to the State of Texas and FEMA approval of the plan, each organization above is committed to accomplishing the following activities:

1. Appoint members to a Coordinating Committee to monitor and work toward plan implementation.
2. Publicize the plan to neighborhood interests and ensure that new community members are aware of the plan and its contents.
3. Monitor progress in achieving the plan's goals through regular maintenance and implementation projects.

Planning Meetings

During the planning process, the Planning Committee met to obtain relevant information from the participating jurisdictions and to discuss the objectives and progress of the plan. The objectives of these meetings were to gather information and to provide guidance for each jurisdiction throughout the planning stages.

The following meetings were held by Denton County and included all jurisdiction's participation:

- County HazMAP Kickoff Meeting – June 25, 2014
- Corinth HazMAP Hazard Mitigation Team Meeting – July 3, 2014
- Corinth HazMAP Hazard Mitigation Team Meeting – July 9, 2014
- Corinth HazMAP Hazard Mitigation Team Meeting – July 10, 2014
- Denton County Workshop Meeting – July 29, 2014
- Corinth HazMAP Hazard Team Meeting – August 12, 2014
- Denton County Workshop Meeting – September 25, 2014
- Corinth HazMAP Discussion/Update – October 10, 2014

****Please see Appendix A for all planning documentation****

Public Involvement

Support from the community is vital for any successful hazard mitigation plan. The Planning Committee provided opportunities, announced through public communication means, for public participation and input throughout the planning process prior to this draft and before approval of the finalized plan. Advertisement and sign in sheets for these meetings are located in Appendix A.

- The first public meeting was held on July 24, 2014 and advertised in the Denton Journal inviting the public, neighboring communities, local business, academia, agencies, and nonprofits to comment.
- A second public meeting was held on October 8, 2014. An advertisement was posted in the Denton Journal inviting the public, neighboring communities, local business, academia, agencies, and nonprofits to view and comment on the HazMAP prior to plan submission.

There were no comments received from the citizens, non-profits, businesses, academia, or interested parties. An additional opportunity for the public to comment on the plan will be held prior to formal plan adoption.

This provided all citizens, stakeholders, neighboring communities, agencies, businesses, academia, non-profit organizations, and all interested parties an opportunity to be involved in the planning process and to take part in the decisions making process that affect the future of the communities that they live in.

3. Jurisdictional Hazard Identification and Risk Assessment

The Hazard Mitigation Planning Team (HMPT) for the City of Corinth identified several natural hazards and man-made hazards that could affect the city. The HMPT decided to focus on the natural hazards identified in Section 5 of this update. This was done after reviewing the 2010 HazMAP, the Denton County Hazard Mitigation Plan, as well as other sources such as federal and state agencies. The hazards were ranked by each jurisdiction using the Priority Risk Index.

Priority Risk Index

A Priority Risk Index (PRI) was developed with the purpose of categorizing potential hazards for The City of Corinth and ranks each hazard as high, moderate, low, or negligible to no risk. The hazard classification generated through the use of the PRI allows for the prioritization of those high hazard risks for mitigation planning purposes, and more specifically, the identification of hazard mitigation opportunities for Denton County jurisdictions to consider as part of their proposed mitigation strategy.

The PRI is used to assist all jurisdictions participating in the Denton County HazMAP in determining which hazards pose the most significant threat based on a variety of factors. The PRI is not scientifically based, but is rather meant to be utilized as an objective and systematic planning tool for classifying and prioritizing hazard risks in Denton County based on standardized criteria. The PRI results in numerical values that allow identified hazards to be ranked against one another. The sum of all four categories equals the final PRI value, as shown below:

$$\text{PRI Value} = (\text{Probability} \times .30) + (\text{Life Impact} \times .35) + (\text{Property Impact} \times .25) + (\text{Spatial Extent} \times .10)$$

The higher the PRI value, the greater the hazard risk. These values were obtained by assigning varying degrees of risk to four categories for each hazard: Probability, Life Impact, Property Impact, and Spatial Extent (*Table 3.1*). Each category has been assigned an Index Value (0 to 3) and a Weighing Factor (0 – 100%). These values may be adjusted during future plan updates. In order to evaluate the risk of each hazard, the assigned PRI Value for each category is multiplied by the weighing factor. Then, the PRI for each hazard is calculated by adding the product obtained in each category. According to the weighing scheme applied for Denton County, the highest possible PRI value is 3.0. The PRI calculations are presented in *Table 3.1*. A table breaking down the value of each category is below.

Assigned Weighing Factor	PRI Category	Degree of Risk		
		Level	Criteria	Index Value
30%	Probability	Unlikely	Less than 1% annual probability	0
		Possible	Between 1 and 10% annual probability	1
		Likely	Between 10 and 100% annual probability	2
		Highly Likely	100% annual probability	3
35%	Life Impact	Minor	Very few injuries, if any	0
		Limited	Minor Injuries	1
		Critical	Multiple deaths/injuries	2
		Catastrophic	High number of deaths/injuries	3
25%	Property Impact	Minor	Only minor property damage and minimal disruption of life. Temporary shutdown of critical facilities.	0
		Limited	More than 10% of property in affected area damaged/destroyed. Complete shutdown of critical facilities for more than one day.	1
		Critical	More than 25% of property in affected area damaged/destroyed. Complete shutdown of critical facilities for more than one week.	2
		Catastrophic	More than 50% of property in affected area damaged/destroyed. Complete shutdown of critical facilities for 30 days or more.	3
10%	Spatial Extent	Negligible	Less than 1% of area affected	0
		Small	Between 1 and 10% of area affected	1
		Moderate	Between 10 and 50% of area affected	2
		Large	Between 50 and 100% of area affected	3

Table 3.1 Priority Risk Index for the City of Corinth

Hazard	Category/Degree of Risk				
	Probability Index Value	Life Impact Index Value	Property Impact Index Value	Spatial Extent Index Value	PRI Value
Dam Failure	0	1	0	1	0.45
Drought	3	0	0	3	1.2
Earthquake	0	2	1	1	1.05
Expansive Soils	1	0	0	0	0.3
Extreme Heat	3	2	1	3	2.15
Flooding	1	1	1	1	1
Hail	3	1	1	2	1.7
High Winds	3	1	1	3	1.8
Lightning	3	1	0	2	1.45
Tornado	2	2	3	1	2.15
Wildfire	1	0	1	1	0.65
Winter Storms	3	1	1	3	1.8

The conclusions drawn from the hazard profiling process for the City of Corinth jurisdiction, resulted in the classification of risk for each identified hazard according to four categories: High Risk, Moderate Risk, Low Risk, and Negligible to No Risk (Table 3.2). For purposes of these classifications, risk is expressed in relative terms according to the probability of occurrence and estimated impact that a hazard will have on human life and property in Corinth.

Table 3.2 Hazard Rankings

High Risk (PRI 2 - 3)	Tornado Extreme Heat
Moderate Risk (PRI 1.05 - 1.9)	Drought Winter Storm Hail Lightning High Winds Earthquake
Low Risk (PRI 0.50 - 1)	Flooding Wildfire
Negligible to No Risk (PRI 0 - 0.49)	Dam Failure Expansive Soil

Changes in Development (Requirement §201.6(d)(3))

Corinth was a participating jurisdiction in the 2011 Denton County Hazard Mitigation Action Plan. Since then, the City of Corinth has seen an increase in growth as well as forecasted additions to single family lots and increased commuter traffic that will undoubtedly impact our City.

The City of Corinth's population has increased by 3.4%; mirroring the growth of the entire North Texas Region. Additionally the Interstate 35 construction will more than double the number of lanes for commuter traffic to handle the surge in traffic as well as preparing for continued growth throughout the region. Farm to Market 2499 construction from DFW airport to Corinth was completed in 2013 and has increased commuter traffic into and out of Corinth. Current expansions of 2499 will have it continuing all the way to I35 in the next 18 months. Projections show approximately 520 planned single family lots ranging in size from the typical residential neighborhood to 1.2 million dollar minimum developments.

Corinth's population increase along with the addition of infrastructure (I35/2499) has increased the vulnerability of the city by having to increase emergency services to respond to emergencies and disasters. Better planning and code enforcement has reduced the effects of flooding and tornados. The city has become more vulnerable to manmade hazards due to the expansion of I35 and its increased usage.

As far as watershed, the TXDOT improvements to Interstate 35 have also included drainage. The culvert size on the west side of I-35 near Lynchburg Creek were undized during construction to allow for more flow. This will increase flow downstream which will affect Lynchburg Creek on the East side and specifically some older neighborhoods in Corinth.

Corinth has completed a number of their original action items, in an effort to lower vulnerability on populations and property from natural hazards. The following actions, sorted by type of action, have had a direct impact on lowering vulnerability:

- Structure and Infrastructure Projects
 - New Drainage project-improve and upgrade drainage system along South Corinth St. from meadows Oak to I-35
 - Improve and upgrade storm drainage system along Lake Sharon Drive/Meadows Oak from Post Oak to I-35E
- Education and Awareness Projects
 - Purchase and install an Outdoor Warning System to reduce or eliminate the loss of life

The development and implementation of each of these projects directly led to lower vulnerability for residents and property located in Corinth.

Vulnerability Narratives

This annex focuses on specific areas of vulnerability Corinth faces with each hazard. Any natural hazards identified that were rated of negligible to no risk are included; therefore the hazards identified earlier in the plan are all addressed in this annex.

Dam Failure

The City of Corinth is vulnerable and will be impacted by the Ray Roberts Dam. Ray Roberts Lake is impounded by Ray Roberts Dam on the Elm Fork of the Trinity River in Denton County, Texas and is used for drinking water, recreation, flood control and hydroelectric power purposes. Construction was completed in 1986. It has a normal surface area of 46 square miles. It is owned by the U.S. Army Corps of Engineers. Ray Roberts Dam, also known as, Ray Roberts Lake is of earthen construction. The core is earth. The foundation is rock, soil. Though originally completed in 1986, the structure was modified in 1990. Its height is 141 feet with a length of 15090 feet. Maximum discharge is 14500 cubic feet per second. Its capacity is 1.9319e+06 acre feet. Normal storage is 799600 acre feet. It drains an area of 692 square miles. At this time a complete inundation study has not been completed for this site, however, it is estimated that Corinth would be affected by a significant breach of Ray Roberts Dam.

Drought

All of the City of Corinth is impacted by drought. The main damages associated with droughts are economic. The two main risks involved with droughts are water supply and wildfires. Corinth is an urbanized region; however, the city is exposed to a significant risk for wildfires especially around Lake Lewisville. On the other hand, the city's water supply has the potential to be severely impacted by drought conditions. In addition, recreational business related to Lake Lewisville will be severely impacted as the water level drops during drought conditions.

The City of Corinth's water supply comes from both groundwater and surface water sources. Surface water is supplied by Upper Trinity Regional Water District which supplies customers with water from Lake Lewisville and Jim Chapman Lake. Groundwater for Corinth is drawn from the Trinity Aquifer. During periods of drought, the demand for water from all water supply sources increases. As the population of Corinth continues to increase, the water demand will also increase. As a result, the population that is exposed to drought will continue to grow while also bringing a higher demand for water supply to the City.

Water shortages caused by droughts are typically viewed as an economic impact to the community. It is difficult to define a dollar amount to the potential losses that could be caused by a drought. As Corinth initiates different phases of its drought contingency plan, the City will experience a decrease in water sales.

Recreational activities on Lewisville Lake provide a significant source of revenue and growth to the City of Corinth. Drought conditions will cause the lake level to decrease resulting in less recreational opportunity and revenue. The exact amount that the City will suffer is not known and cannot be estimated at this time.

Earthquake

According to the city of Corinth, all populations and properties have the potential to be affected by earthquakes.

Expansive Soils

All of the City of Corinth is equally exposed to expansive soils. However, the effects of expansive soils are minimal and due to its limited nature, it will not be discussed on in this plan. The risk potential of this hazard will however be re-evaluated as needed.

Extreme Heat

Extreme heat is a regional event that will impact the entire city. Extreme heat occurs throughout the summer season but its severity may differ from one day to the next.

Extreme heat events have an impact on the entire City of Corinth when they strike. In the humid subtropical climate of North Texas, the summer season frequently produces days of extremely high heat index that can be a danger to the community. The greatest risk associated with these events is illness and/or death. Common illnesses related to extreme heat are heat cramps, heat exhaustion, and heat stroke. Excessive heat is a threat to the entire population. However, a few distinct groups are at an elevated risk of experiencing health problems caused by extreme heat. These groups include those who are elderly, very young, poor, and those who have physical challenges, mental impairments, and those prescribed certain medications. Sporting, musical, social and other types of outdoor events cause the most exposure to excessive heat during the summer time. The heat can also negatively impact attendance and revenue of these types of events. Every year we have medical emergencies related to excessive heat.

Defining a quantitative estimate of potential damages caused by extreme heat is a challenging task due to the nature of the hazard. There is no available record of property damage associated with extreme heat. However, damages could include foundation cracks or shifts, landscape destruction, residential and commercial roof damage and damage to streets and sidewalks. These damages would be results of expansive soils that are affected by extreme temperatures. The risk of expansive soils, however, is not viewed as a significant risk to the community and was therefore not analyzed as a separate hazard. Rolling blackouts/brownouts are also a risk associated with days of extreme heat.

Flooding

Flooding can occur in any location that does not allow for positive drainage of storm water. The highest risk of significant flooding in Corinth occurs in areas that are located within the floodplain of the various streams within the city. Floodplain areas are marked on FEMA's Flood Insurance Rate Maps (FIRMs) to identify areas that are subject to flooding from the 100-year and 500-year flood events. Residential and commercial properties along with roads are considered to be at risk of flooding if they are located within the 100-year or 500-year floodplains. Specifically, the Lynchburg creek, Meadows North Addition, Amity Village, and Corinth Farms are impacted by seasonal flooding requiring city services.

Hail

Due to the rapidly changing climate in Texas, large-scale damaging hailstorms are especially prevalent and all of the City of Corinth is at risk. The majority of the homes are constructed of brick and wood siding. There are a number of homes that are older and are constructed of lightweight materials making them are more vulnerable to hail. Hail is an event that occurs multiple times per year causing roof and vehicular damage.

High Winds

High winds do not have a specific geographic location in which they are probable to strike and can occur suddenly and without warning. Therefore, it must be assumed that all of the City of Corinth is at risk of being impacted by this hazard. Above ground, electrical utilities are often damaged high winds and trees falling on them possibly causing fires and restricting access. Often, emergency services respond to reports of damage in residential and commercial structures.

Lightning

All of the City of Corinth is vulnerable to thunderstorms and lightning. Overall, lightning is the most constant and widespread threat to people and property during the thunderstorm season. Every year the city sustains residential damage from lightning often causing fires or the need for emergency services.

Tornado

Tornadoes do not have a specific geographic location in which they are probable to strike, and have the ability to occur with little warning and no predictable pattern. Therefore, it must be assumed that the entire City of Corinth is at risk of being impacted by these hazards. Mobile home type structures are more vulnerable to tornadoes, which offer little to limited protection. There is a hospital, nursing home and assisted living facilities in the City.

Corinth is geographically located in a part of the United States that has been historically subject to frequent tornado activity. This portion of the country is commonly referred to as "Tornado Alley". While Corinth has not historically been impacted by a large number of tornadoes, the frequency of tornadoes in the region indicates that future occurrences of destructive tornadoes in Corinth are highly likely. Therefore, it is important to have an understanding of the potential damages that could be caused by these hazard events.

Wildland Fire

Wildland fires in the City of Corinth are a low risk due to urbanization and the well-managed and readily available resources for response. The city's fire department has mutual aid agreements in place to respond to fires, and during times of drought, burn bans, and high fire threat, automatic mutual aid between the cities is enacted.

Winter Storms

All of the City of Corinth is at risk of being impacted by winter storms and can have a significant impact on both individual citizens as well as commerce. In addition, winter storms could impact the first responder response to emergencies. With the potential for freezing precipitation, icing of roadways and bridges are of an utmost concern. They will be given priority for snow cleaning and deicing especially bridges located over designated water ways. Freezing precipitation could have an impact on trees and above ground electrical utilities. They are often damaged by ice accumulation on the trees falling on the utility lines causing fires and restricting access. With these potentials the icing of Interstate 35 is huge impact to most of North Texas. Interstate 35 runs through Corinth which is the main trucking and commerce route for the region.

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Identification of Assets and Vulnerability Assessment

An inventory of The City of Corinth geo-referenced assets was created in order to identify and characterize property and population potentially at risk to the identified hazards. By understanding the type and number of assets that exist and where they are located in relation to known hazard areas, the relative risk and vulnerability for such assets can be assessed. For this assessment, five categories of assets were evaluated using Geographic Information System and statistical analysis. The five categories of vulnerable assets include:

- **Population:** Includes the number of people residing in Corinth as delineated by U.S. Census 2010 block data provided by NCTCOG.
- **Improved property:** Includes all developed properties according to local parcel data from the Denton County Central Appraisal District. The information has been expressed in terms of the total assessed value of improvements that may be exposed to the identified hazards.
- **Emergency facilities:** Includes fire stations, police stations and hospitals, provided by the Regional Hazard Assessment Tool, Denton County Emergency Management Coordinator, and participating jurisdictions.
- **Critical facilities:** Includes schools and historic places provided by Regional Hazard Assessment Tool, Denton County Emergency Management Coordinator, and participating jurisdictions. These are non-emergency facilities, but still provide critical services and functions for vulnerable sectors of the population.
- **Critical infrastructure:** Includes airports, natural gas facilities, wastewater facilities, potable water treatment facilities, wastewater treatment facilities, dams, and bridges. Data for all critical facilities was obtained from Regional Hazard Assessment Tool, Denton County Emergency Management Coordinator, and participating jurisdictions.

The following tables provide a breakdown by municipal jurisdiction of the geo-referenced assets that were used for the vulnerability assessment.

Population

According to the U.S. Census 2013 block data provided by NCTCOG, the total population of the City of Corinth in 2013 was 20,420 people, with 7,136 households. The count breakdown by municipal jurisdiction is provided in Table 3.3.

Table 3.3. City of Corinth Population Counts

Jurisdiction	Population			Households		
	Population	% of County Total	Population Density (Sq. Mile)	Household	% of County Total	Household Density (Sq. Mile)
Corinth	20,420	2.92%	2,611	7,136	2.75%	912

Source: 2014 and 2013 North Central Texas Council of Governments Population Estimate

Table 3.4 summarizes population counts and population change (absolute and percent predictions for City of Corinth).

Table 3.4 Population Predictions

Jurisdiction	Population 2010 Census	Population 2013 Estimate	Population 2014 Estimate	Absolute Change 2013-2014	Percent (%) Change 2013-2014
Corinth	19,935	20,420	20,520	100	0.5

Source: 2010 Census Data and 2014 North Central Texas Council of Governments Population Estimate

Property

There are an estimated 7477 parcels in City of Corinth, with an estimated 1,122,512.821 in total assessed value of, Table 3.5 lists the total number and percentage of parcels by jurisdiction.

Table 3.5 Parcel Counts and Improvements Value

Jurisdiction	Number of Parcels	% of County Total	Total Assessed Value of Improvements (Buildings) ¹
Corinth	7477	0.62%	1,122,512,821

Source: County Data and Regional Hazard Assessment Tool

Emergency Facilities

There are 4 identified emergency facilities in The City of Corinth, including 2 fire stations, 1 police station, and 1 hospital. Table 3.6 presents the distribution of emergency facilities by jurisdiction. Geographic coordinates were used to determine the location of each facility.

Table 3.6 Emergency Facilities

Jurisdiction	Fire Stations	Police Stations	Hospitals
Corinth	2	1	1

Source: County Data and Regional Hazard Assessment Tool

Critical Facilities

There are 5 critical facilities, which are considered non-emergency in The City of Corinth. The critical facilities include 5 schools no historical property sites (Table 3.7). Geographic coordinates (i.e., latitude and longitude) were used to determine the location of each facility.

Table 3.7 Critical Facilities

Jurisdiction	Schools	Historical Property
Corinth	5	0

Source: Local jurisdictions

Critical Infrastructure

There are 6 identified critical infrastructure facilities in the City of Corinth, including no airports, no natural gas facilities, no water treatment facilities, no wastewater treatment facilities, 1 dam, and 5 railway/highway bridges (Table 3.8).

Table 3.8 Critical Infrastructure

Jurisdiction	Airports	Natural Gas Facilities	Wastewater Treatment Facilities	Potable Water Treatment Facilities	Dams	Railway/ Highway Bridges
Corinth	0	0	0	0	1	5

Source: Local jurisdictions

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Methodology

Based on the type of information available for analysis, The City of Corinth’s vulnerability assessment was conducted using two distinct methodologies, a Geographic Information System-based analysis and a statistical risk assessment methodology. Each approach provides estimates for the potential impact of hazards by using a common, systematic framework for evaluation of historical occurrence information provided by National Climatic Data Center, the Texas Forest Service, and NCTCOG Regional Hazard Assessment Tool. The results of the vulnerability assessment are provided by jurisdiction for each hazard analyzed.

Of the 12 hazards evaluated for The City of Corinth, 2 were analyzed using a Geographic Information System-based analysis, 8 using a statistical risk assessment methodology, and the remaining 4 hazards using a qualitative analysis. The qualitative analysis was limited to 4 of the hazards due to lack of information, the inability to define specific areas of risk, and/or inexistence of historical records. Additional information regarding these events is unattainable at the present time, but will be an objective in the five-year planning cycle update. *Table 3.9* summarizes the methodology used for each hazard.

Table 3.9 Analysis used for Vulnerability Assessment

Hazard	Geographic Information System-based Analysis	Statistical Analysis	Qualitative Analysis
Dam Failure		X	
Drought			X
Earthquake		X	
Expansive Soils			X
Extreme Heat		X	
Flooding	X		
Hail		X	
High Winds			X
Lightning		X	
Tornado		X	
Wildfire	X	X	
Winter Storms		X	X

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Summary of Vulnerability Assessment

A summary of the vulnerability assessment for each hazard using geographic and statistical analysis is presented in the following pages. The detailed assessment is presented in the following sections.

Summary Table 3.1

Drought	
Population	According to National Climatic Data Center (NCDC) no recorded injuries or fatalities have been recorded for drought events. There are no personal losses expected from drought events.
Improved Property	According to National Climatic Data Center (NCDC), a loss of \$0 per year can be expected in property loss due to damage from drought. Available historical data indicates that the expected losses from drought correspond to crop losses in the amount of \$0 per year, mostly experienced in water shortages and crop losses on agricultural lands.
Emergency Facilities	Because of the nature of this hazard, there are no losses or direct impacts expected on emergency facilities due to drought events.
Critical Facilities	Because of the nature of this hazard, there are no losses or direct impacts expected on critical facilities due to drought events.
Critical Infrastructure	Because of the nature of this hazard, there are no losses or direct impacts expected on critical infrastructure due to drought events.

Summary Table 3.2

Extreme Heat	
Population	According to National Climatic Data Center (NCDC), there were no injuries or fatalities recorded due to extreme heat. The City of Corinth and its population is exposed to this hazard.
Improved Property	According to National Climatic Data Center (NCDC), there is no impact of extreme heat to developed areas and the improved property in the City of Corinth is not exposed to this hazard.
Emergency Facilities	According to National Climatic Data Center (NCDC), there is no impact of extreme heat to buildings and the emergency facilities in the City of Corinth are not exposed to this hazard.
Critical Facilities	According to National Climatic Data Center (NCDC), there is no impact of extreme heat to buildings, and the critical facilities in the City of Corinth are not exposed to this hazard.
Critical Infrastructure	According to National Climatic Data Center (NCDC) there is no impact of extreme heat to critical infrastructure, and exposure to this hazard is considered minimal in The City of Corinth

Summary Table 3.3

Flooding	
Population	Flooding produces an expected annualized count of zero fatalities and injuries per year. 180 or approximately 2.29% of the residential parcels in the City of Corinth are located within the 100-year floodplain.
Improved Property	A loss of \$20k per year can be expected in property loss due to flooding, and .000001781% of the total assessed value of improvements in the City of Corinth is at risk from the 100-year storm event.
Emergency Facilities	There are 2 emergency facilities at imminent risk from the 100-year storm event.
Critical Facilities	There are 1 critical facilities located within the 100-year storm event.
Critical Infrastructure	4.5% of railways/ 4.72 highways and 1.3 of lift stations, 0% of dams, 0% of water treatment works, and 0% waste water treatment facilities are at risk from the 100-year storm event. Many of these structures are designed to traverse or be located within the floodplain due to unavoidable circumstances. Additionally, treated wastewater is typically discharged towards streams, which makes portions of wastewater treatment facilities likely to be located within the floodplain.

Summary Table 3.4

Hail	
Population	According to National Climatic Data Center (NCDC), no recorded injuries or fatalities have been recorded for hailstorm events. There are no personal losses expected from hailstorm events.
Improved Property	According to National Climatic Data Center (NCDC), a loss of \$1,000 per year can be expected in property loss due to hailstorm damage, and all improved property is exposed to this hazard. Although some crops are susceptible to hail hazards, available historical data for the City of Corinth indicates that there are no expected crop losses from this event.
Emergency Facilities	Because of the unpredictability of the geographical location of hailstorms, all emergency facilities in the City of Corinth are exposed to this hazard.
Critical Facilities	Because of the unpredictability of the geographical location of hailstorms, all critical facilities in the City of Corinth are exposed to this hazard.
Critical Infrastructure	Because of the unpredictability of the geographical location of hailstorms, all critical infrastructures in the City of Corinth are exposed to this hazard.

Summary Table 3.5

High Wind	
Population	According to National Climatic Data Center (NCDC), there are no recorded injuries or fatalities from high wind events. All the population of the City of Corinth is exposed to this hazard.
Improved Property	According to National Climatic Data Center (NCDC), an average loss of \$18k per year in property losses is expected from high wind events in the City of Corinth. No crop losses resulted from this hazard in the City of Corinth.
Emergency Facilities	Because of the expected geographical widespread nature of high winds, all emergency facilities in the City of Corinth are exposed to this hazard.
Critical Facilities	Because of the expected geographical widespread nature of high winds, all critical facilities in the City of Corinth are exposed to this hazard.
Critical Infrastructure	Because of the expected geographical widespread nature of high winds, all critical infrastructures in the City of Corinth are exposed to this hazard.

Summary Table 3.6

Lightning	
Population	According to National Climatic Data Center (NCDC), lightning events can be expected to cause no deaths and no injuries in the City of Corinth. All the population of the City of Corinth is exposed to this hazard.
Improved Property	According to National Climatic Data Center (NCDC), there have been no recorded property or crop losses resulting from lightning in the City of Corinth.
Emergency Facilities	Because of the expected geographical widespread nature of lightning, all emergency facilities in the City of Corinth are exposed to this hazard.
Critical Facilities	Because of the expected geographical widespread nature of lightning, all critical facilities in the City of Corinth are exposed to this hazard.
Critical Infrastructure	Because of the expected geographical widespread nature of lightning, all critical infrastructures in the City of Corinth are exposed to this hazard.

Summary Table 3.7

Tornado	
Population	According to National Climatic Data Center (NCDC), there have been no recorded injuries or fatalities from tornado events in the City of Corinth. All the population of the City of Corinth is exposed and vulnerable to this hazard.
Improved Property	According to National Climatic Data Center (NCDC), an average loss of \$0 per year in property losses is expected to result from tornado events. No crop losses are expected from this hazard in the City of Corinth.
Emergency Facilities	Because of the impossibility to predict the geographical area of impact for tornados, all emergency facilities in the City of Corinth are exposed to this hazard.
Critical Facilities	Because of the impossibility to predict the geographical area of impact for tornados, all critical facilities in the City of Corinth are exposed to this hazard.
Critical Infrastructure	Because of the impossibility to predict the geographical area of impact for tornados, all critical infrastructure in the City of Corinth are exposed to this hazard.

Summary Table 3.8

Wildfire	
Population	Based on geographical data, approximately 55% of the City of Corinth is vulnerable to wildfires.
Improved Property	Based on geographical data, a loss of \$0 per year can be expected in property loss due to wildfires, which is 0% of the overall property improvement values across the City of Corinth.
Emergency Facilities	Based on geographic information there are 0 fire stations at risk from wildfire events.
Critical Facilities	Based on geographic information there are 0 schools at risk from wildfire events.
Critical Infrastructure	Based on geographic information there are critical infrastructure at risk from wildfire events.

Summary Table 3.9

Winter Storm	
Population	According to National Climatic Data Center (NCDC), there have been no recorded injuries or fatalities from winter storms. All the population of the City of Corinth is exposed to this hazard.
Improved Property	According to National Climatic Data Center (NCDC), an average loss of \$580k per year in property losses is expected to result from winter storm events. No crop losses are expected from this hazard in Denton County.
Emergency Facilities	Because of the expected geographical widespread nature of winter storms, all emergency facilities in the City of Corinth are exposed to this hazard.
Critical Facilities	Because of the expected geographical widespread nature of winter storms, all critical facilities in the City of Corinth are exposed to this hazard.
Critical Infrastructure	Because of the expected geographical widespread nature of winter storms, all critical infrastructures in the City of Corinth are exposed to this hazard.

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4. Capability Assessment

Table 4.1 Legal and Regulatory Capability Summary

Legal and Regulatory Capabilities																
Jurisdiction	Building Code	Zoning Ordinance	Subdivision Ordinance or regulation	Special purpose ordinances (floodplain management, storm water management, hillside or steep slope ordinances wildfire ordinances, hazard setback requirements)	Growth management ordinances (also called "smart Growth" or anti-sprawl programs)	Site Plan review requirements	General or comprehensive plan	A capital improvements plan	An economic development plan	An emergency response plan	A post-disaster recovery plan	A post-disaster recovery ordinance	Real estate disclosure requirements	Other	% Yes per Jurisdiction	
Corinth	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	N	N	N		70%	
Average % Yes Capabilities = 70%																
Y = Yes N = No																

Table 4.2 Administrative and Technical Capability Summary

Administrative and Technical Capabilities											
Jurisdiction	Planner(s) or engineer(s) with knowledge of land development and land management	Engineer(s) or professional(s) trained in construction practices related to buildings and/or infrastructure	Planners or engineer(s) with an understanding of natural and/or human caused hazards	Floodplain manager	Surveyors	Staff with education or expertise to assess the community's vulnerability to hazards	Personnel skilled in GIS	Scientists familiar with the hazards of the community	Emergency manager	Grant writers	% Yes per Jurisdiction
Corinth	Y	Y	Y	Y	N	Y	Y	N	Y	N	60%
Average % Yes Capabilities – 60%											
Y = Yes N = No											

Table 4.3 Fiscal Capability Summary

Fiscal Capabilities											
Jurisdiction	Community Development Block Grants (CDBG)	Capital improvements project funding	Authority to levy taxes for specific purposes	Fees for water, sewer, gas, or electric service	Impact fees for homebuyers or developers for new developments/homes	Incur debt through general obligation bonds	Incur debt through special tax bonds	Incur debt through private activity bonds	Withhold spending in hazard-prone areas	Other	% Yes per Jurisdiction
Corinth	N	Y	Y	Y	Y	Y	N	N	N		55%
Average % Yes Capabilities – 55%											
Y- Yes N- No											

To quantify the City of Corinth’s legal and regulatory capabilities, administrative and technical, and fiscal capabilities, an overall rating system was administered for each category; limited (0-30%), moderate (31-70%), and strong (70-100%). Questionnaire responses indicated that on average, City of Corinth and its jurisdictions have 70% of legal and regulatory capabilities, 60% of administrative and technical capabilities of, and 55% fiscal capabilities.

Jurisdiction	Chief Administrative Officer	Ability to Implement Capabilities
The City of Corinth	City Manager	<p>The city council, including the mayor, mayor pro-tem, and council members, along with the city manager, address the budget, pass laws, regulations, and codes; hire staff, approve plans; and determine the direction of the city overall.</p> <p>Ability to implement and approve mitigation actions and integrate mitigation into existing policies and programs is a function of this group.</p>

Actions that can expand and improve existing authorities, plans, policies, and resources for mitigation include budgeting and passing policies and procedures for mitigation actions, adopting and implementing stricter mitigation regulations, approving the hiring and training of staff for mitigation activities, and approving mitigation updates and additions to existing plans as new needs are recognized.

The risk assessment and capability assessment serves as the foundation for the development of a meaningful hazard mitigation strategy. During the process of identifying specific mitigation actions to pursue, City of Corinth considered not only its level of hazard risk but also the existing capability to minimize or eliminate that risk.

5. Mitigation Strategies

Based on the results of the risk and capability assessments, the Corinth Hazard Mitigation Planning Team developed a mitigation strategy for the Plan update utilizing the results of both assessments as well as reviewing the goals and objectives that were included in the 2009 HazMAP. These strategies were similar to the goals identified in Section 6 by the Denton County Hazard Mitigation Action Plan Working Group.

Goal 1 Reduce or eliminate loss of life and property damage resulting from severe weather events.

Objective 1-A Provide adequate warning and communication before, during, and after a hazard event.

Objective 1-B Expand and coordinate Early Warning Systems currently in use.

Objective 1-C Reduce or eliminate loss of life and property damage from tornadoes through the construction and use of safe rooms or shelter areas.

Goal 2 Protect existing and new properties from the effects of all natural hazards.

Objective 2-A Conduct studies to determine hazard and vulnerability threat assessment for all natural hazards.

Objective 2-B Rehabilitate or retrofit identified high hazard critical infrastructure.

Objective 2-C Enact and enforce regulatory measures that enforce hazard mitigation measures.

Objective 2-D Construct enhancements or additions to current and new facilities which mitigate the effects of natural hazards.

Objective 2-E Maintain NFIP compliance, storm water management, and implement drainage projects.

Goal 3 Reduce losses and repetitive damages for chronic hazard events while promoting insurance coverage for catastrophic hazards.

Objective 3-A Conduct hazard/vulnerability assessment of personal properties and structures located in flood zones within Denton County.

Objective 3-B Develop and implement a buyout program for those personal properties and structures located in high hazard flood zones starting with those that are most vulnerable to life and property loss.

Objective 3-C Develop and execute new programs which identify and reduce threats from natural hazards.

Goal 4 Develop a Mitigation Public Education Campaign to educate the public on what actions they can take to prevent/ mitigate damage to homes and property resulting from all natural hazards.

Objective 4-A Educate the public on risks, threats, and vulnerability from all natural hazards.

Objective 4-B Educate the public on actions they can take to prevent or reduce the loss of life or property from all natural hazards.

Objective 4-C Develop and implement a community education campaign to heighten public awareness about chronic flooding and options for insurance coverage to protect their personal properties as well as long term benefits from a buyout program.

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6. Action Items

Below is a list of the new actions items identified for the HazMAP Update. Each of the actions in this section were prioritized based on FEMA’s STAPLE+E criteria, which includes considering the social, technical, administrative, political, legal, economic and environmental factors necessary for the implementation of each action. As part of the STAPLE+E analysis economic considerations were weighed for each action. The action items that were said to be ongoing or deferred in the previous HazMAP were included as action items in the Updated Plan. The new actions items are as follows:

City of Corinth Action Item	Develop and Implement Mitigation Public Education and Awareness Programs for each identified hazard.
Hazard(s) Addressed	Tornado, Extreme Heat, Drought, Winter Storm, Hail, Lightning, High Winds, Flooding, Wildfires, Dam Failure, Earthquake, Expansive Soils
Goal/Objective	4-A,B
Priority	High
Estimated Cost	\$1500
Potential Funding Sources	Fire Department
Potential Matching Sources	None
Lead Department	Fire Department
Implementation Schedule	9-12 months
Effect on Old Buildings	none
Effect on New Buildings	none
Cost Effectiveness	Public education is extremely effective for low cost.
Discussion	Hazard public education and awareness materials will be distributed through social media and public outreach. This will provide a community awareness campaign concerning the risks and consequences of natural hazards. Educate the public on the hazards, loss of life and property may be mitigated as they take steps to secure their property and respond to warnings.

Denton County Hazard Mitigation Action Plan

City of Corinth Action Item	Develop and implement water conservation regulations
Hazard(s) Addressed	Drought
Goal/Objective	2-A
Priority	High
Estimated Cost	None
Potential Funding Sources	None
Potential Matching Sources	None
Lead Department	Public Works
Implementation Schedule	12-18 months
Effect on Old Buildings	None
Effect on New Buildings	None
Cost Effectiveness	Low cost effective means of preserving water.
Discussion	The City of Corinth will implement and enforce a Water Conservation Plan and Drought Contingency Plan. The plans will help mitigate the negative impacts of drought through mandatory watering restrictions.

City of Corinth Action Item	Enact Landscaping and Design Measures Ordinance
Hazard(s) Addressed	Drought
Goal/Objective	2-A,D
Priority	High
Estimated Cost	None
Potential Funding Sources	None
Potential Matching Sources	None
Lead Department	Planning, Public Works
Implementation Schedule	9 to 12 months
Effect on Old Buildings	None
Effect on New Buildings	None
Cost Effectiveness	Low cost effective means of preserving water.
Discussion	<p>This action will encourage drought-tolerant landscape design by incorporating incentives into existing landscaping ordinances for developers who implement water conservation measures such as xeriscaping, permeable driveways and surfaces, and other techniques into developments.</p> <p>This action will help to conserve the city's water supply and will also have impacts on a regional basis for other communities that draw from the same supply of water.</p>

Denton County Hazard Mitigation Action Plan

City of Corinth Action Item	Develop and Implement a City flood protection ordinance.
Hazard(s) Addressed	Flooding
Goal/Objective	2-E, 3-B
Priority	Medium
Estimated Cost	N/A
Potential Funding Sources	N/A
Potential Matching Sources	N/A
Lead Department	Development Services / Engineering Department
Implementation Schedule	9 to 12 months
Effect on Old Buildings	N/A
Effect on New Buildings	N/A
Cost Effectiveness	Overtime this will reduce the flooding cost to the city.
Discussion	The City will develop ordinances that regulate development in the floodplain to stricter standards. The City will factor items into its annual budget as necessary to reduce vulnerability to flooding.

City of Corinth Action Item	Retrofit existing buildings to meet the requirements of the International Building Code
Hazard(s) Addressed	Tornado, Winter Storms, Flooding, High Winds, Hail, Lightning
Goal/Objective	2-B,C,D
Priority	High
Estimated Cost	Staff time
Potential Funding Sources	General Funds
Potential Matching Sources	Local funds
Lead Department	Planning and zoning
Implementation Schedule	9 to 12 months
Effect on Old Buildings	New building codes would allow existing buildings to be retrofitted to mitigate against structure-impacting hazards.
Effect on New Buildings	None
Cost Effectiveness	Benefits outweigh costs
Discussion	The International Building Code provides the framework for constructing structures that will most effectively reduce impacts of hazards, such as wind and impact resistant doors, windows, and roofing; increased elevation (BFE) standards for flooding; higher grade insulation to mitigate winter weather; dry-proofing and lightning rods for public buildings to mitigate flood and lightning, As the IBC is periodically updated, the city will update and enforce the code to require all structures within the City Limits be retrofitted to these standards.

City of Corinth Action Item	Adopt and Implement International Building Code for New Buildings
Hazard(s) Addressed	Tornado, Winter Storms, Flooding, High Winds, Hail, Lightning, Wildfire, Earthquake, Expansive Soils, Extreme Heat, Drought
Goal/Objective	2-B,C,D
Priority	High
Estimated Cost	Staff time
Potential Funding Sources	General Funds
Potential Matching Sources	Local funds
Lead Department	Planning and zoning
Implementation Schedule	9 to 12 months
Effect on Old Buildings	None
Effect on New Buildings	New building codes would allow for new buildings to be constructed to mitigate against structure-impacting
Cost Effectiveness	Benefits outweigh costs
Discussion	The International Building Code provides the framework for constructing structures that will most effectively withstand natural hazards. These measures include hail resistant roofing and windows; wind and impact resistant doors, windows, and roofing; wildfire breaks and fire resistant building materials; stricter foundation standards for earthquake and expansive soils; increased elevation (BFE) standards for flooding; higher grade insulation to mitigate extreme heat and winter weather; and resource-efficient (low-flow) plumbing for drought. Also, additional codes for dry-proofing and lightning protection (rods, grounding) for public buildings to mitigate flood, dam failure and lightning. As the IBC is periodically updated, the city will update and enforce the code to require all structures within the City Limits be built to these standards.

Denton County Hazard Mitigation Action Plan

City of Corinth Action Item	Develop and Implement a Community Wildfire Protection Plan (CWPP)
Hazard(s) Addressed	Wildfires
Goal/Objective	2,-A, 3-C,4-A,B
Priority	Medium
Estimated Cost	\$25,000
Potential Funding Sources	HMPG,PDM, General Fund
Potential Matching Sources	Local funds, donations, in-kind, grants
Lead Department	Fire Department, County Emergency Services
Implementation Schedule	18-36 Months
Effect on Old Buildings	None
Effect on New Buildings	None
Cost Effectiveness	CWPPs show city officials where to double their efforts in preventing wildfire, saving time and money. Also, work to establish urban wildfire interface around lake development properties.
Discussion	Develop ordinances to enhance the city's ability to enforce WUI mitigation plan.

City of Corinth Action Item	Community Safe Room
Hazard(s) Addressed	Tornados, High wind
Goal/Objective	1-C
Priority	High
Estimated Cost	\$700,000
Potential Funding Sources	HMPG,PDM, General Fund
Potential Matching Sources	Local funds, donations, in-kind, grants
Lead Department	EDC, Planning
Implementation Schedule	18-36 Months
Effect on Old Buildings	None
Effect on New Buildings	None
Cost Effectiveness	Community safe room potentially decrease personal injury and death during severe weather, tornados or high wind events and other hazards.
Discussion	The City plans to add the Safe Room to the activity center. City officials believe that this structure will provide an additional level of protection that will effectively mitigate losses of life that could be caused by tornados.

Denton County Hazard Mitigation Action Plan

City of Corinth Action Item	Build an Emergency Operations Center
Hazard(s) Addressed	Tornados, Winter Storms, Hail, Lightning, Wildfires, Flooding
Goal/Objective	1-A
Priority	Medium
Estimated Cost	?
Potential Funding Sources	HMPG,PDM, General Fund
Potential Matching Sources	Local funds, grants
Lead Department	Fire Department, Develop Services
Implementation Schedule	18-36 Months
Effect on Old Buildings	None
Effect on New Buildings	None
Cost Effectiveness	
Discussion	The EOC will be the main coordination point for all hazard and special events. As the city grows, it will require a central location do coordinate emergencies.

City of Corinth Action Item	Conduct earthquake assessment study to determine potential for earthquakes to affect public facilities and utilities.
Hazard(s) Addressed	4-B
Goal/Objective	Earthquake
Priority	Low
Estimated Cost	\$20,000
Potential Funding Sources	HMGP
Potential Matching Sources	Local Funds
Lead Department	Public Works
Implementation Schedule	6 months – 18 months
Effect on Old Buildings	n/a
Effect on New Buildings	n/a
Cost Effectiveness	Low
Discussion	Data deficiency identified in Chapter 3. Project outputs will guide development of future earthquake mitigation projects.

City of Corinth Action Item	Conduct a soil analysis to determine the scope, impact, and extent of expansive soils
Hazard(s) Addressed	Expansive Soils
Goal/Objective	4-A
Priority	Low
Estimated Cost	TBD
Potential Funding Sources	Federal grants, state grants
Potential Matching Sources	Local funds
Lead Department	Emergency management, public works
Implementation Schedule	12-18 months
Effect on Old Buildings	Study would identify existing construction most at risk for expansive soil damage.
Effect on New Buildings	Study would be used to identify undeveloped areas at risk for expansive soil damage for real estate disclosure.
Cost Effectiveness	High. This study would lead to targeted mitigation projects to lower vulnerability to expansive soils.
Discussion	Expansive soil data deficiency identified in Chapter 3. Study would be used to identify scope, impact, and extent of expansive soils throughout jurisdiction.

City of Corinth Action Item	Hire consultant to complete new inundation studies of all high and moderate hazard dams.
Hazard(s) Addressed	Dam Failure, Flood
Goal/Objective	Protect existing and new properties from the effects of all natural hazards.
Priority	High
Estimated Cost	\$75,000
Potential Funding Sources	HMPG, Water Shed Authorities, Dam Sponsors
Potential Matching Sources	Local Sponsors, In-Kind
Lead Department	Planning and Zoning/ NRCS
Implementation Schedule	12-18 Months
Effect on Old Buildings	None
Effect on New Buildings	None
Cost Effectiveness	Low
Discussion	Dam Failure data deficiency identified in Chapter 3. Identify all structures and infrastructures that would be impacted by a potential dam failure.

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National Flood Insurance Program (NFIP) Compliance

Corinth is participating in the National Flood Insurance Program and has identified their respective areas as vulnerable to flooding. This is incorporated into all current and future planning for dealing with repetitive loss vulnerabilities.

CID	Community Name	County	Initial FHBM Identified	Initial FIRM Identified	Curr Eff Map Date	Reg-Emer Date	Tribal
481143#	Corinth, City of	Denton County	7/30/1976	5/15/1979	4/18/2011	5/15/1979	No

Source: <http://www.fema.gov/cis/TX.html>

Jurisdiction Compliance

Once the community applies for the NFIP, FEMA arranges for a study of the community to determine base flood elevations and flood risk zones. Consultation with the community occurs at the start of and during the study, and those communities with minimal flood risk are converted to the Regular Program without a study.

FEMA provides the studied community with a Flood Insurance Rate Map delineating base flood elevations and flood risk zones. The community is then given 6 months to adopt base flood elevations in its local zoning and building code ordinances. Once the community adopts more stringent ordinances, FEMA converts the community to the NFIP's Regular Program. FEMA then authorizes the sale of additional flood insurance in the community up to the Regular Program limits. The community must implement and enforce the adopted floodplain management measures. FEMA provides periodic community assistance visits with local officials to provide technical assistance regarding complying with NFIP floodplain management requirements.

The purchase of flood insurance is mandatory as a condition of receipt of federal or federally-related financial assistance for acquisition and/or construction of buildings in SFHAs of any participating community. Those communities notified as flood-prone which do not apply for participation in the NFIP within 1 year of notification are ineligible for federal or federally-related financial assistance for acquisition, construction, or reconstruction of insurable buildings in the SFHA.

Jurisdiction Activities

In order to maintain eligibility with NFIP, jurisdictions are required to maintain their list of properties that hold a policy with NFIP, along with up-to-date maps of the floodplains in the jurisdictions. Each jurisdiction participating in the Denton County Hazard Mitigation Action Plan completes this basic requirement and has the information on file with the jurisdiction's designated floodplain manager. Using this plan, participating jurisdictions will be able to continue their compliance with NFIP by implementing damage control measures and take action to minimize the effects of flooding in their respective jurisdictions.

Community Floodplain Administrator	NFIP Activity	Activity Description	Enforcement
Development Services Director	Floodplain Mapping, Flood Data Management	Completing and maintaining City Floodplain Damage Prevention Land Usage Chapter 152 is in compliance with FEMA FIRM mitigation strategies. Any land development within a developed floodplain has specific requirements for certification and prohibits land development within undeveloped floodplains. FIRM maintained by City's GIS.	NFIP compliance is implemented and enforced through a process of floodplain identification using FEMA floodplain maps, permit issuance, building requirements, and compliance inspections pending approval. Failure to comply with City's flood damage prevention order shall result in fines of \$500 each offense.
	Storm Water Management	The City of Corinth is one of several hundred cities, counties, and other public entities required to develop and maintain a program to protect storm water quality under Phase II regulations via Public Works Maintenance of Storm Water Management Program in compliance with City Chapter 56. The City of Corinth Engineering Standards Manual: 5/20/2013	
	Outreach Projects	Provide flood protection information resources from social media outreach initiatives as well as the city website Storm Water Awareness Brochures	
	Hazard Disclosure	Provide flood protection information resources from social media outreach initiatives as well as the city website	
	Flood Protection Information	Provide flood protection information resources from social media outreach initiatives as well as the city website	
	Promotion of Flood Insurance, Flood Protection Assistance	Provide open accessibility of FEMA news release disseminating information promoting flood plain insurance via Planning and Development department	

Community Floodplain Administrator	NFIP Activity	Activity Description	Enforcement
	Floodplain Mgmt Planning	Completing and maintaining FEMA elevation certificates for pre-FIRM and or post-FIRM buildings. Permits are issued through Land use Department. Maintenance and Permits are issued through the Planning and Development department.	
	Flood Warning and Response	<p>Create and maintain coordination of flood warning and response activities with operators of critical facilities.</p> <p>Sustain public information outreach by disseminating flood warnings to public</p>	

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7. Plan Maintenance

Monitoring, Evaluating and Updating the Plan

In Compliance with requirement § 201.6(c)(4)(i), Corinth has developed a plan maintenance process which is described in the following paragraphs. Corinth, along with participating jurisdictions are responsible for monitoring implementation of the plan, executing a yearly evaluation of its effectiveness, and updating the plan within a 5-year cycle.

Following formal adoption by Denton County Commissioners Court, and formal adoption of the plan by City Council by each participating jurisdiction, the actions outlined in the Denton County Hazard Mitigation Plan would be implemented by the county and participating jurisdictions as described throughout this document.

The Denton County Emergency Management Coordinator will be responsible for ensuring the mitigation action items and implementation are monitored, evaluated, and reviewed biannually by emailing all the participating jurisdictions for updates on their individual action items. The progress of the action items will be tracked electronically as “in progress”, “deferred” or “completed”. This implementation will be included in the Mitigation Strategies for the 5 year update of the plan.

The Denton County Emergency Management Coordinator, working in conjunction with the respective jurisdictions, will be responsible for ensuring the mitigation plan is monitored, evaluated, and reviewed on an annual basis. This will be accomplished by calling an annual meeting of the planning committee, whose members will provide assistance and expertise for plan review, evaluating, updating, and monitoring. This meeting will be open to the public and public notices will encourage community participation. During this annual meeting, Corinth will provide information on the implementation status of each action included in the plan. As part of the evaluation, the planning committee will assess whether goals and objectives address current and expected conditions, whether the nature and/or magnitude of the risks have changed, if current resources are appropriate for implementing the plan, whether outcomes have occurred as expected, and if agencies and other partners participated as originally proposed. These activities will take place according to the timetable presented below:

Personnel	Activity	Update Schedule
Assistant Emergency Management Coordinator	Monitor Plan: Track implementation and action items, changes to risk assessment, changes to planning team members, changes to capabilities, plan integrations	Biannually
	Evaluate Plan: Assess effectiveness by evaluating completed actions, implementation processes, responsible personnel and lessons learned.	Annually
	Update Plan	Once every 5 years

At least once every five years the multi-jurisdictional plan will undergo a major update. During this process, all sections of the plan will be updated with current information, and analyses and new and/or modified mitigation action plans will be developed. The revised plan will be submitted for state and federal review and approval, and presented for approval to the Denton County Commissioner’s Court and the respective councils of incorporated cities included in the Denton County plan. Likewise, each participating jurisdiction will undergo the same process for reviewing, revising and updating their

respective plans and submitting same for approval by the state, FEMA and each local jurisdiction's governing body. The plan will be updated every five years in accordance with federal requirements.

Plan Incorporation into Existing Planning Mechanisms (In compliance with 201.6(c)(4)(ii))

Based on the requirements set forth in § 201.6(c)(4)(ii), the State of Texas Mitigation Plan, the vulnerability and capabilities assessment for each jurisdiction was carefully reviewed and considered when developing the mitigation actions for this plan. The HMPT has a process in which the mitigation strategy, goals, objectives and actions outlined in this plan will be incorporated into the existing regional and local planning strategies.

Local and regional planning committees currently use comprehensive land use planning, capital improvements planning, and building code ordinances to guide development. The mitigation strategy, goals, objectives and actions outlined in this plan will be integrated into these existing mechanisms as applicable. Those mechanisms include the following:

Jurisdiction	Responsible Personnel	Jurisdictional Plans	Integration Schedule	Integration Plan
The City of Corinth	City Manager	Budget Meetings	Annually	Integration of mitigation projects identified in HazMAP, grants, and other fiscal allowances for mitigation actions and related costs
	Deputy Fire Chief	Emergency Action Plan updates	Annually	EAP Mitigation annex updates based on HazMAP HIRA; update preparedness, response and recovery actions related to identified hazards
	City Manager	Floodplain ordinances	As needed	Enhance mitigation of flood hazards using HazMAP flood data for floodplain management and community development.
	City Manager	Capital improvement plans	Annually	Strengthen critical infrastructure and key resources based on HazMAP hazard analysis, incorporate vulnerability data and action items.
		Comprehensive Long Range Plan		
Strategic Plan				
Public Works Director	Drought Contingency plans	As needed	Integrate drought actions such as xeriscaping, water restrictions, and public education	

Jurisdiction	Responsible Personnel	Jurisdictional Plans	Integration Schedule	Integration Plan
		Natural Resource Conservation Plan	Annually	Integrate conservation measures by directing development away from hazard-prone areas identified in HazMAP.

Although it is recognized there are many possible benefits to integrating components of this HazMAP into other planning mechanisms, the Corinth Hazard Mitigation Planning Team considers this HazMAP, including development and maintenance, to be the primary vehicles to ensure implementation of local hazard mitigation actions.

Continued Public Involvement (In compliance with 201.6(c)(4)(iii))

As stated in requirement § 201.6(c)(4)(iii) The plan maintenance process will include a discussion on how the community will continue public participation in the plan maintenance process.

To address this requirement, ongoing public participation will be encouraged throughout the entire planning and implementation process. A copy of the plan will be provided on the Denton County website. The planning committee will continue meeting on a regular basis to ensure the successful implementation of the plan and to discuss any additional issues regarding the emergency management of Denton County. The annual meetings for monitoring, evaluating, and updating the plan will be open to the public and public notices will encourage community participation.

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RESOLUTION NO. 16-01-21-

A RESOLUTION OF THE CITY OF CORINTH ADOPTING THE DENTON COUNTY HAZARD MITIGATION ACTION PLAN, JANUARY 2016; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Corinth recognizes the threat that natural hazards pose to people and property within Denton County; and

WHEREAS, the County of Denton has prepared a multi-hazard mitigation plan, hereby known as Denton County Hazard Mitigation Action Plan, January 2016, in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, Denton County Hazard Mitigation Action Plan, January 2016, identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the City of Corinth from the impacts of future hazards and disasters; and

WHEREAS, adoption of the Plan by the City of Corinth demonstrates the City's commitment to hazard mitigation and achievement of the goals outlined in the Denton County Hazard Mitigation Action Plan, January 2016;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF CORINTH, TEXAS, THAT:

Section 1. That the City Council of Corinth, Texas adopts the Denton County Hazard Mitigation Action Plan, January 2016.

Section 2. That this Resolution is effective immediately upon its passing and approval.

PASSED AND APPROVE THIS ____ day of _____, 2016.

Bill Heidemann, Mayor

ATTEST:

Kimberly Pence, City Secretary

APPROVED AS TO FORM:

Debra Drayovitch, City Attorney

City Council Regular and Workshop Session

Meeting Date: 01/21/2016

Title: Professional Services Agreement with Buxton Company

Submitted For: Jason Alexander, Director

Submitted By: Jason Alexander, Director

Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Consider and act on professional services agreement with Buxton Company to assist the Corinth Economic Development Corporation with the creation and implementation of a retail strategy focused on the identification, recruitment and retention of retail in Corinth.

AGENDA ITEM SUMMARY/BACKGROUND

The Corinth Economic Development Corporation met on January 11, 2016 and approved a professional services agreement with Buxton Company to assist with the development and implementation of a retail strategy focused on the identification, recruitment and retention of retail in Corinth. Buxton Company specializes in retail site selection and development and the delivery of custom marketing packages and strategies targeting the unique site requirements of retailers, developers and commercial real estate brokerages.

Pending approval by City Council, the agreement is for a three-year term, with a maximum of two automatic renewals to occur on January 21st of the following year. However, the Corinth Economic Development Corporation may terminate this agreement with, or without cause, and at any time, provided that Buxton Company receives at least 60 days written notice. If the agreement is terminated, and Buxton Company is provided with sufficient notice (60 days), then the cancellation fees will be waived. Compensation for delivery of services in the first year will be \$25,000 upon execution of the agreement and \$25,000 upon targeted retailer identification; and compensation for the delivery of services will be \$50,000 for the second year and \$50,000 for the third year. The total compensation for all three years including all deliverables is \$150,000.

Within ten days business days of the execution of the agreement, if approved by City Council, the Corinth Economic Development Corporation will receive access to Buxton Company's SCOUT Program and within 60 business days, access to retail match lists and marketing packages.

RECOMMENDATION

Staff recommends that City Council approve the professional services agreement between Buxton Company and the Corinth Economic Development Corporation.

Attachments

Buxton Company Professional Services Agreement

AGREEMENT BETWEEN THE CORINTH ECONOMIC DEVELOPMENT CORPORATION AND BUXTON COMPANY

THIS AGREEMENT, entered into this 21st day of January, 2016 and effective immediately by and between Buxton Company, (hereinafter called the "CONSULTANT") and the Corinth Economic Development Corporation, (hereinafter called "EDC").

(1) Employment of Consultant.

(a) The EDC agrees to engage the CONSULTANT and the CONSULTANT hereby agrees to perform the consulting services consisting of providing the EDC with highly complex technical assistance to recruit and retain retailers, grow the tax base and create new employment opportunities, as more particularly described in Exhibit A, Scope of Services, attached hereto and incorporated herein, the "Services". This Agreement is composed of the following documents: This Agreement and Exhibit A, Scope of Services.

(b) The EDC and the CONSULTANT agree and acknowledge that the EDC is entering into this Agreement in reliance on the CONSULTANT's special and unique abilities with respect to performing the work, and the CONSULTANT's special and unique abilities with respect to retail recruitment. The CONSULTANT covenants with the EDC to use its commercially reasonable efforts, skill, judgment, and abilities to perform the work and to further the interests of the EDC in accordance with the EDC's requirements, in accordance with the highest standards of the CONSULTANT's profession or business. The CONSULTANT warrants, represents, covenants, and agrees that all of the work to be performed by the CONSULTANT under or pursuant to this Agreement shall be of the standard and quality which prevail among similar businesses and organizations of superior knowledge and skill engaged in providing similar services in major United States urban areas under the same or similar circumstances. THE CONSULTANT agrees to the best of its knowledge, experience and capability that the work it performs will be accurate and free from any material errors.

(2) Contract Manager; Time of Performance. This Agreement shall become effective upon its execution, and upon issue of a notice to proceed and Start Date by the EDC. The Executive Director of the EDC shall serve as the EDC'S Contact. Revisions to the schedule must be approved in writing. This Agreement may be sooner terminated in accordance with the provisions hereof.

(3) Compensation.

(a) The EDC agrees to pay the CONSULTANT a sum not to exceed \$50,000.00 as the fee for all services performed under this Agreement, to be payable for the deliverables and tasks as identified in Exhibit A.

(b) It is specifically understood and agreed that the CONSULTANT shall not be authorized to undertake any work pursuant to this Agreement which would require additional payments by the EDC for any charge, expense, or reimbursement above the maximum not to exceed fee as stated, without first having obtained written authorization from the EDC.

(4) Method of Payment. The EDC shall pay invoices for services properly performed within 30 days of receipt in accordance with the payment schedule under the "Term, Fees and Delivery"

in Exhibit A; provided however, that in the event the EDC requests any supporting documentation for charges, payment shall be made within 30 days of receipt of the documentation.

(5) **Changes.** The EDC may, from time to time, require changes in the scope of services of the CONSULTANT to be performed hereunder. Such changes, which are mutually agreed upon by and between the EDC and the CONSULTANT, become effective when incorporated in a written amendment to this Agreement executed by both parties.

(6) **Termination of Agreement.** The EDC may terminate this Agreement for any reason, with or without cause upon sixty (60) days' notice to the CONSULTANT. Upon written notice received, any work performed thereafter by the CONSULTANT shall not be subject to billing and payment by the EDC. However, upon termination, the CONSULTANT shall be entitled to payment of all invoices provided by the CONSULTANT for the services satisfactorily performed from the time of the last payment date to the termination date in accordance with this Agreement, provided the CONSULTANT shall have delivered to the EDC such statements, accounts, reports and other materials as required herein, prior to termination. The EDC shall not be required to reimburse the CONSULTANT for any services performed or expenses incurred after the date of the termination notice.

(7) **Information and Reports.** The CONSULTANT shall, at such time and in form as the EDC may reasonably require, furnish such periodic reports concerning the status of the Services, such statements, and copies of proposed and executed plans and other information relating to the Services as may be reasonably requested by the EDC. The CONSULTANT shall furnish the EDC, upon reasonable request, with copies of all documents and other material prepared or developed in relation with or as part of the Services. The CONSULTANT shall furnish the EDC with all the deliverables listed in Exhibit A, Scope of Services.

(8) **Records and Inspections.** The CONSULTANT shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of one year after the completion of the Services, or if litigation relating to any aspect of this Agreement is commenced within that year, until there is a final, non-appealable judgment or a settlement agreement has been executed between all the parties. The EDC shall have free access at all proper times to such records, and the right to examine and audit the same and to make transcripts there from, and to inspect all program data, documents, proceedings, and activities.

(9) **Completeness of Contract.** This Agreement and any additional or supplementary document or documents incorporated herein by specific reference contain all the terms and conditions agreed upon by the parties.

(10) **Indemnity and Insurance.**

(a) The CONSULTANT shall indemnify and save and hold harmless the EDC and its officers, agents, and employees from and against any and all liability, claims, demands, damages, losses, and expenses, including, but not limited to court costs and reasonable attorney fees incurred by the EDC, and including, without limitation, damages for bodily and personal injury, death and property damage, resulting from the negligent acts or omissions of the CONSULTANT or its officers, shareholders, agents, or employees in the execution or performance of this Agreement.

(b) EDC and CONSULTANT agree to cooperate in the defense of any claims, actions, suits, or proceedings of any kind brought by a third party which may result from or directly or indirectly arise from any negligence and/or errors or omissions on the part of the CONSULTANT, or from any breach of the CONSULTANT's obligations under this Agreement. In the event any litigation or claim is brought under this Agreement in which the EDC is joined as a part, the CONSULTANT shall provide suitable counsel to defend the EDC and the CONSULTANT against such claim; provided however, that the CONSULTANT shall have the right to proceed with competent counsel of its own choosing. The CONSULTANT agrees to defend, indemnify and hold harmless the EDC and all of its officers, attorneys, agents, servants, and employees against any and all such claims to the extent of coverage by the CONSULTANT's professional liability insurance policy. Nothing herein constitutes a waiver of any rights or remedies the EDC may have to pursue under either law or equity, including, without limitation, a cause of action for specific performance or for damages, a loss to the EDC, resulting from the CONSULTANT's negligent errors or omissions, or breach of contract, and all such rights and remedies are expressly reserved.

(c) The CONSULTANT shall maintain and shall be caused to be in force during the term of this Agreement Insurance coverages as approved by the Executive Director.

(11) **Personnel.** The CONSULTANT has all personnel required in performing the services under this Agreement. All of the services required hereunder will be performed by the CONSULTANT or under the CONSULTANT'S supervision, and all personnel engaged in the work shall be qualified to perform such services.

(12) **Assignability.** Neither party may assign, convey or transfer its interest, rights and duties in this Agreement without the prior written consent of the other.

(13) **Notices.** Any notices, bills, invoices, or reports required by this Agreement shall be sufficient if sent by the parties in the United States mail, postage paid, return receipt requested or via overnight delivery service, to the addresses noted below and shall be effective upon receipt:

Jason Alexander
Executive Director
3300 Corinth Parkway
Corinth, Texas 76208

Lisa Hill-McCay, Vice President
and David Glover, Chief Financial Officer
2651 South Polaris Drive
Fort Worth, Texas 76137

Either party may change its address by giving written notice to become effective upon five days' notice.

(14) **Miscellaneous.**

(a) This Agreement shall be governed by the laws of the State of Texas and any action relating to this Agreement shall be filed in district court in Denton County, Texas.

(b) No provision of the Agreement may be waived unless in writing, signed by both of the parties hereto. Waiver of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of such provision nor shall a waiver of any one provision of this Agreement be deemed to be a waiver of any other provision. CONSULTANT is an independent contractor and not an employee of the EDC.

(c) All documents prepared or furnished by the CONSULTANT and CONSULTANT's subcontractors or subconsultants) pursuant to this Agreement are instruments of service, and shall become the property of the EDC upon the termination of this Agreement. The CONSULTANT is entitled to retain copies of all such documents and reuse the documents.

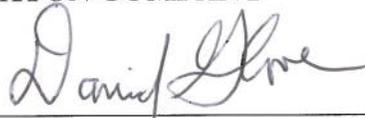
IN WITNESS WHEREOF, the EDC and the CONSULTANT have executed this Agreement as of the date first written above.

CORINTH ECONOMIC DEVELOPMENT CORPORATION



Sam Burke, President

BUXTON COMPANY



David Glover, Chief Financial Officer

ATTEST:



Bill Morgan, CEPC Secretary

ATTEST:



Buxton Company
Judy Pat Young
Director of Administration

EXHIBIT A SCOPE OF SERVICES, TERM, FEES AND DELIVERY

OUR VALUE PROPOSITION

Since our founding in 1994, Buxton has been a leading force in retail site and development. We are recognized for creating solutions that provide results. Buxton began as a service to help retailers make informed site selection decisions by understanding their customers and precisely determining their markets and soon realized that the company's expertise in retail site and market analysis could also be leveraged to benefit communities desiring retail expansion.



More than simply providing data, Buxton supplies custom marketing materials and strategies targeting the unique site requirements of retailers, developers and commercial real estate brokers. Buxton clients achieve outstanding success using our tools for retail identification, selection and recruitment. And our clients benefit from our unique understanding of retail site selection from the retailer's point of view.

- **Grow Your Community.** Create new, permanent jobs that will satisfy your citizen's desire to shop at home; retain dollars currently spent outside of your community and maximize revenue growth to fund city services.
- **Leverage Buxton's Retail Industry Expertise.** Establish credibility with decision makers by providing factual evidence to support your site and gain a competitive position by leveraging our experience:
 - 3000+ retail, restaurant, and healthcare clients
 - 650+ public sector clients nationwide
 - 35+ million square feet of retail space
 - 500+ cumulative years of retail management and economic development experience
- **Access Your Buxton Solution with Ease.** Utilize your best-in-class retail recruitment solution via SCOUT, with the touch of a button from any mobile device. Get the insights and answers to your retail recruitment and site analysis questions and have the big picture in the palm of your hand.
- **Develop a Long-Term Partnership.** You will receive personal guidance and ongoing insight into key industry topics.

SCOPE OF SERVICES

Buxton is pleased to present this proposal to the City of Corinth, TX. The purpose of this proposal is to outline and review your community development objectives and how Buxton's solutions will enhance your ability to effectively meet those objectives.

Corinth, TX's Objectives

1. **Recruit new retailers and restaurants**
2. **Retain existing retailers and restaurant**
3. **Understand current retail and restaurant economic condition**

Retail Recruitment and Retention Solution: Your Community Profile

Our solution is a total marketing strategy that enables community leaders to understand the consumer profile of their residents and to identify specific retailers and restaurants who seek a market with household purchasing habits just like yours. This solution provides you with the ability to actively pursue identified retailers, making a compelling case for their expansion to Corinth, TX utilizing custom marketing packages that Buxton will create for you. You will have access to the same analytical information and insights retailers depend on today to make site selection decisions providing you with instant credibility and the ability to differentiate your community.

Step 1 - Research Your Community

Buxton uses over 250 consumer and business databases that are updated regularly and compare your potential sites to the universe of all competing sites operating in the U.S. We define your current retail situation and those in any neighboring communities that impact your retail environment.

Step 2 – Define and Evaluate Your Trade Area

Customers shop by convenience, measuring distance based on time, not mileage. We will conduct a custom drive-time analysis to determine your trade area using our proprietary methodology and knowledge of individual retail client's actual trade areas. Your drive-time trade area will be provided to you as a map that accurately depicts your consumer shopping patterns.

Step 3 – Profile Your Trade Area's Residential Customers

Your community profile will analyze all the households in your drive-time trade area. Based on more than 7,500 categories of lifestyles, purchase behaviors and media reading and viewing habits (psychographics), the households in your trade area are assessed to gain an understanding of the types of retailers that would be attracted to your site.

Step 4 – We Match Retailers and Restaurants to Market Potential

Buxton will match the consumer profile of your community's trade area against the customer profiles of 5,000+ retailers in our proprietary database. We will identify the similarity between the two profiles analyzed using Buxton's proprietary retail matching algorithm to determine if your site presents an attractive opportunity for each retailer. We then qualify the list of matched results to verify that a retailer is currently operating or expanding, that they operate in similar sites and that your site affords adequate buffer from competition and cannibalization to be realistically considered.

Step 5 – We Create Marketing Packages

Buxton will assemble individualized marketing packages for up to twenty (20) targeted retailers and will notify each retailer's key real estate decision maker, by letter that they have been qualified by Buxton as a potential viable fit for your site and should expect to be contacted by a representative of the city.

Your marketing packages will be delivered to you in SCOUT and include:

1. Map of the retail site and trade area
2. Map of retailer's potential customers
3. Retailer match report that compares the site's trade area characteristics and consumer profile with the retailer's sites in similar trade areas

Solution Deliverables:

- SCOUT Touch Access
- Drive Time Trade Area Maps
- Retail Site Assessment
- Retailer Specific Marketing Packages (for up to twenty (20) retailers)
- Mobile tablet device at completion pre-loaded with all findings

Multi Year Deliverables:

Years 2 & 3 of this agreement, if renewed, will include a Retail Recruitment model refresh, updated retail marketing packages, and full SCOUT and SCOUT Touch.

Access and Use Your Retail Recruitment Solution via SCOUT Touch

Buxton's Retail Recruitment solution will allow you to actively recruit retailers to your community and support existing businesses with the push of a button in SCOUT Touch, providing you with crucial information about your community, your trade areas, your residents, and much more. SCOUT is a web-based platform which is accessible on any Windows or iOS enabled device with an internet connection and designed to give decision-makers in your community access to the data and solutions that will assist them in making better business decisions. The Retail Recruitment solution includes one (1) mobile tablet device which will be provided at completion and will be pre-loaded with all key findings. This mobile tablet device, possession of Corinth, TX, is enabled with four (4) SCOUT Users with the ability to **run demographic and trade area profile reports**, and view maps, and other data elements.

Identifying and quantifying the key variables which impact your community, you will acquire insights from these findings that will provide you with a strong foundation from which to understand retail recruitment and business retention efforts. In Buxton's SCOUT Touch you will be able to:

- Identify Retail Matches
- Run Variable Reports
- View City Limit Maps
- Run Healthcare Reports
- Run Demographic & Consumer Propensity Reports
- See Aerial View
- View Physician Intelligence
- Run Comparable Reports
- Run Retail Leakage/Surplus Reports



SUPPORT

SCOUT Technical Requirements

SCOUT can be accessed at the following URL: www.buxtonco.com

SCOUT is a web-based platform accessible on any desktop, laptop, or mobile tablet device that has an internet connection. An iPad Air 2 is suggested by Buxton to give you the best user experience. Android Tablets are not supported by Buxton's Helpdesk. Minimum browser requirements: Internet Explorer 10, Safari 5, Chrome 21, Firefox 14

Buxton's Helpdesk

(1-817-332-3681) is available during normal office hours (8:00 AM-5:30 PM CST, excluding weekends and public holidays). Buxton's Helpdesk team will be available to support all educational, functional, and technical inquiries and will respond to all requests within twenty-four (24) hours of submission.

Buxton's Helpdesk

Monday – Friday: 8:00 am – 5:30 pm CST

1-817-332-3681

TERM, FEES AND DELIVERY

Annual Fee **\$50,000**

Agreement Term **Automatic renewal with a maximum of two yearly renewals**

Year 1 Fee (50% invoiced upon execution of this agreement; 50% invoiced upon targeted retailer identification) **\$50,000**

Year 2 Fee (Invoiced 1st Anniversary of this agreement) **\$50,000**

Year 3 Fee (Invoiced 2nd Anniversary of this agreement) **\$50,000**

Delivery **Corinth, TX will have access to retail match lists and marketing packages within sixty (60) business days of the approval of a resolution from the Corinth, TX City Council to approve a professional services agreement between the Corinth, TX Economic Development Corporation and Buxton Company on January 21, 2016.**

Your SCOUT access will be enabled within ten (10) business days of execution of this agreement. Corinth, TX Economic Development Corporation will have access to retail match lists and marketing packages within sixty (60) business days of execution. It is mutually agreed by the Parties (Corinth, TX Economic Development Corporation, and Buxton Company) that the term of this agreement shall commence as of January 21, 2016, and terminate on January 21, 2017, unless earlier terminated by the terms of this agreement. This agreement will automatically renew each year with a maximum of two yearly renewals unless written notice is provided to Buxton at least sixty (60) days in advance of a yearly renewal. The Corinth, TX Economic Development Corporation may terminate this agreement with or without cause by providing Buxton Company with at least sixty (60) days written notice. Buxton Company will waive all cancellation fees provided that Corinth, TX Economic Development Corporation provides at least sixty (60) days written notice. Execution of this agreement will act as full consent that Buxton Company may include Corinth, TX on its client list and in presentations and public relations efforts. Additionally, Buxton may issue a press release announcing Corinth, TX as a client. When doing so, Buxton will not reveal information that is confidential and proprietary to Corinth, TX. Finally, it is understood by the Parties that the "Agreement Between the Corinth Economic Development Corporation and Buxton Company" effective on January 21, 2016 and as mutually amended from time to time by the Parties shall govern any and all issues not addressed herein.

<p>Buxton</p> <p style="font-size: 1.5em; font-family: cursive;">David Glover</p> <hr/> <p>Signature DAVID GLOVER</p> <hr/> <p>Printed Name CFO</p> <hr/> <p>Title 01/07/2016 Date</p>	<p>Corinth, TX</p> <hr/> <p>Signature</p> <hr/> <p>Printed Name</p> <hr/> <p>Title</p> <hr/> <p>Date</p>
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Please provide us with a primary point of contact for invoice receipt.

Name: _____

Phone: _____

Please provide us with a primary point of contact.

Name: _____

Phone: _____

Email: _____

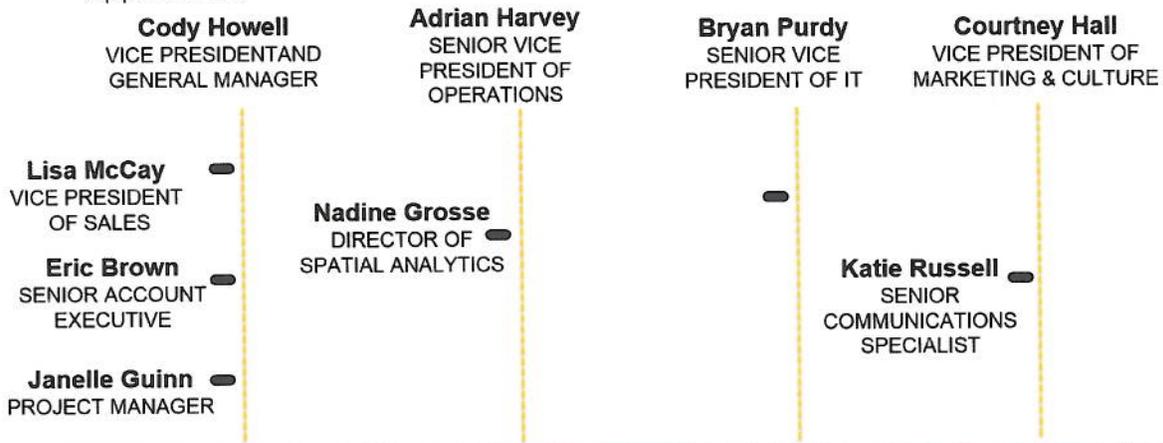
Email: _____

Preferred Method of Receipt: Email **OR** U.S. Mail

YOUR PROJECT TEAM

Once you have engaged Buxton to work with you, a project team will be assigned to guide you through the entire process—from initial data collection to final presentation of the results. This team consists of:

- Senior Account Executive, who will serve as your **primary source of communication** during the project: Eric Brown (e) ebrown@buxtonco.com (p) 817.332.3681 (f) 817.332.3686
- Professionals with backgrounds as retail executives and economic development practitioners, who will address your unique challenges and help maximize your opportunities



Team members for your project will include Buxton personnel with strong retail and economic development backgrounds as well as those from operations. All team members can be reached at 817.332.3681



Cody Howell, *Vice President and General Manager of CommunityID*
chowell@buxtonco.com

As Vice President and General Manager of Buxton's public sector division, Cody leads Buxton's expert consulting team. He advises municipalities on retail economic development and planning initiatives, helping to shape growth strategies for client municipalities nationwide. Previously, Cody held positions in Buxton's account management division, where he acted as a strategic partner helping retail clients maximize the benefits of Buxton's services. He has acted as an advisor to retailers such as Craftworks Restaurants, Foot Locker, and Trader Joe's.



Lisa McCay, Vice President of Sales

lmccay@buxtonco.com

As vice president of the Buxton's public sector division, Lisa works with proactive cities to improve their retail economic development efforts. She works with communities to maximize their ability to generate sales tax revenue and enhance quality of life for their citizens by successfully recruiting new retailers as well as maximizing current retail options. She is focused on communities in Texas, and California.

Lisa received her B.A. degree from Texas Wesleyan University and is a member of the International Council of Shopping Centers (ICSC). Buxton has worked with more than 650 communities nationwide, helping to recruit over 35 million square feet of retail.



Eric Brown, Senior Account Executive, CommunityID

ebrown@buxtonco.com

As a Senior Account Executive in Buxton's public sector division, Eric guides communities through the process of implementing and maximizing Buxton's services. He is a helpful resource for communities across the United States, ensuring that they have the resources and training they need to achieve their retail economic development goals. Before joining Buxton's public sector Division, Eric was an account executive in our private sector division, assisting retail and healthcare clients with site assessment and marketing initiatives. He holds a Bachelor of Arts in Marketing from the University of Texas at Arlington.



Janelle Guinn, Project Manager, CommunityID

jguinn@buxtonco.com

As a project manager in Buxton's public sector division, Janelle guides communities through the process of implementing and maximizing Buxton's services. She is a helpful resource for communities across the United States, ensuring that they have the resources and training they need to achieve their retail economic development goals. Before joining Buxton, Janelle was a project manager for OSM Global and brings over ten years of management experience in various roles. She holds a Bachelor of Science in Business Administration from Northwestern State University of Louisiana.



Adrian Harvey, Senior Vice President of Operations

aharvey@buxtonco.com

As SVP of Operations, Adrian Harvey oversees all of operations, including the analytics and data integration divisions. He is responsible for the development, integration, and application of all of Buxton's solutions.

Adrian began his career at Buxton in 2009 as a research analyst and has held numerous analytical and leadership roles within the organization. He earned a bachelor's degree in entrepreneurial management as well as a master's degree in decision science from the University of North Texas.



Nadine Grosse, *Director of Spatial Analytics*

ngrosse@buxtonco.com

Nadine Grosse joined Buxton as an analyst in 2005 and is now the director of spatial analytics, overseeing many aspects of modeling and the thorough and accurate completion of client market studies by Buxton's team of spatial analysts. Her scope includes standardizing market studies and U.S. potential processes, increasing the quality of client deliverables, managing projects, and serving as a liaison between analysts and the sales team.

Nadine earned her Bachelor of Science in Interdisciplinary Studies in Earth/Life Science and her Master of Science in Geographic Information Systems, both from University of North Texas where she is now a guest lecturer in related classes.



Bryan Purdy, *Senior Vice President of Information Technology*

bpurdy@buxtonco.com

Bryan Purdy is Senior Vice President of Information Technology at Buxton. In this role, he is responsible for the operations of the entire IT department as well as the evolution of Buxton's proprietary analytics platform, SCOUT. Purdy has been with Buxton for 10 years and has led many of the company's strategic IT initiatives.

Before joining Buxton, Bryan worked for TXU/CapGemini Energy as an application developer. He has a Bachelor of Business Administration degree with a concentration in Management Information Systems from the University of Oklahoma.



Courtney Hall, *Vice President of Marketing & Culture*

chall@buxtonco.com

Courtney Hall is the vice president of marketing & culture at Buxton and manages the company's marketing presence across its retail, healthcare and public sector divisions. Within the public sector division, she works with clients to publicize the proactive ways local governments are building their retail networks and helping to grow local businesses. Additionally, she manages Buxton's relationships with industry associations such as the International City/County Management Association, the Alliance for Innovation and state municipal leagues.

Before joining Buxton, Courtney worked in the advertising industry as an account executive and media buyer. She holds a bachelor's degree in marketing from Texas Tech University.



Katie Russell, *Senior Communications Specialist*

krussell@buxtonco.com

Katie Russell is a senior communications specialist at Buxton and supports the company's public relations and content development efforts. She works closely with Buxton's public sector division to announce new partnerships; profile client successes through videos, articles and case studies; produce educational workshops and webinars; and publish Buxton's Competitive Community newsletter.

Katie holds a Bachelor of Business Administration in Marketing from Texas Christian University.

BUXTON REFERENCES

- **Celina, TX**
Corbett Howard, Economic Development President
corbett.howard@americogroup.com
214-282-0732
- **Rochelle, IL**
Peggy Friday, Director / CEO
Rochelle Area Chamber of Commerce
pfriday@rochelleil.us
(815) 562-4189
- **Caribou, ME**
Austin Bleess, City Manager
citymanager@cariboumaine.org
(207) 493-3324
- **Palm Springs, CA**
Cathy Van Horn, Economic Development Administrator
cathy.vanhorn@palmspringsca.gov
(760) 323-8175
- **Kingsport, TN**
Jeff Fleming, City Manager
jeffleming@kingsporttn.gov
(423) 229-9381
- **North Augusta, SC**
Todd Glover, City Administrator
tglover@northaugusta.net
(803) 441-4202

EXPERIENCE/SIMILAR CLIENT LIST

Buxton has worked with more than 650 public sector clients nationwide including, but not limited to:

- **North Richland Hills, Texas**
7301 N.E. Loop 820
North Richland Hills, TX 76180
- **Tulsa, Oklahoma**
175 East 2nd Street
Tulsa, OK 74120
- **South Bend, Indiana**
1200 County-City Building
227 West Jefferson Blvd.
South Bend, IN 46601
- **Pasadena, California**
100 North Garfield
Pasadena, CA 91109
- **Irving, Texas**
825 W. Irving Blvd.
Irving, TX 75060
- **Columbus, Georgia**
1200 6th Avenue
Columbus, GA 31902
- **Durango, Colorado**
1150A Main Avenue
Durango, CO 81301
- **Mount Holly, North Carolina**
400 East Central Avenue
Mount Holly, NC 28120
- **North Augusta, South Carolina**
100 Georgia Avenue
North Augusta, SC 29861

SCHEDULE OF PROJECT ACTIVITIES



BUXTON DIFFERENTIATORS

Buxton Strategic Relationships

Buxton is engaged in an agreement with the one of the largest credit card companies in the world. Buxton's customer analytics have the ability to incorporate aggregated and de-identified data to help you enhance your location and customer intelligence.

Best-in-Class Capabilities

Buxton relies on its best-in-class data and technology to provide the best possible experience for all of our clients. Buxton manages ninety (90) terabytes of data maintained in-house with more than 250 national databases. Our best-in-class data sources allow us to solve the most complex questions in the retail and healthcare industries today. Our continual advances in technology, data, and methodology, including our SCOUT platform, have allowed us to outpace and out-think our competition and have kept us at the leading edge of big data analytics. Our best-in-class data and technology also provide us with unparalleled ability to scale our business and our solutions to meet our clients' ever-changing needs and to answer their most challenging business questions.

DATA SET INCLUDES:

- 250 Databases
- Granularity To The Household-Level With 115 Million Households
- Up To 8 Individuals Per Household
- 7,500 Data Elements
- 90 Terabytes Of Transactional Data
- Demographics
- Psychographics
- Lifestyle Characteristics
- 14 Million Business Records
- 70+ Business Data Elements

SCOUT

The most technologically advanced, simple-to-use, data visualization tool in the market, SCOUT, is used by executives to execute real estate, marketing, and operational strategies and to answer complex business questions. SCOUT is web-based, extremely easy-to-use, and is accessible on any computer or iPad/tablet with an internet connection. SCOUT provides your team with access to your unique deliverables, both in the field and in the office to conduct demographic reporting with the click of a mouse or a touch of a finger on an iPad/tablet.

Customer Service

There are a number of things that differentiate Buxton from its competition, but the one we are most proud of is the level of service our clients experience. We are committed to exceeding your expectations and helping you optimize your organization. As a Buxton client you will constantly be impressed by our attention to detail, our responsiveness, and our never-ending drive to assist you. Our #1 goal is to ensure you are beyond satisfied with our solutions, and that we are able to solve your most pressing and important business questions. First and foremost, at the heart of our company's culture resides a spirit of unparalleled service to our clients. We take pride in our "whatever it takes" attitude, and in making you, our client, successful. We go the extra mile to take care of our clients and to ensure their business needs are proactively met.

City Council Regular and Workshop Session

Meeting Date: 01/21/2016

Title: Renaming South Corinth Street & Meadows Oak

Submitted For: Cody Collier, Acting Director

Submitted By: Cody Collier, Acting Director

Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Receive a presentation, hold a discussion, and give staff direction on the renaming of South Corinth and Meadows Oak Streets.

AGENDA ITEM SUMMARY/BACKGROUND

There have been requests made to consider renaming of South Corinth and Meadows Oak. In 2014 staff looked at the option of renaming South Corinth and Meadows Oak to Corinth Parkway. In November of 2015, staff was asked to look at the option of renaming South Corinth to Corinth Parkway and Meadows Oak to Lake Sharon.

Renaming of these streets would impact 170 dwellings (165 are apartments in the Boulevard Apartments) and affect approximately 340 residents whom would be required to change their personal and billing information as a result of address change.

Both options and impacts are included within the presentation and packet for consideration.

RECOMMENDATION

Staff recommends renaming South Corinth to Corinth Parkway (between I-35 and Meadows Oak), renaming South Corinth to Meadows Oak (between Meadows Oak and Mason in the Meadows Oak subdivision), and renaming Meadows Oak to Lake Sharon. This recommendation is option 2 contained within the presentation.

Attachments

Street Renaming Presentation

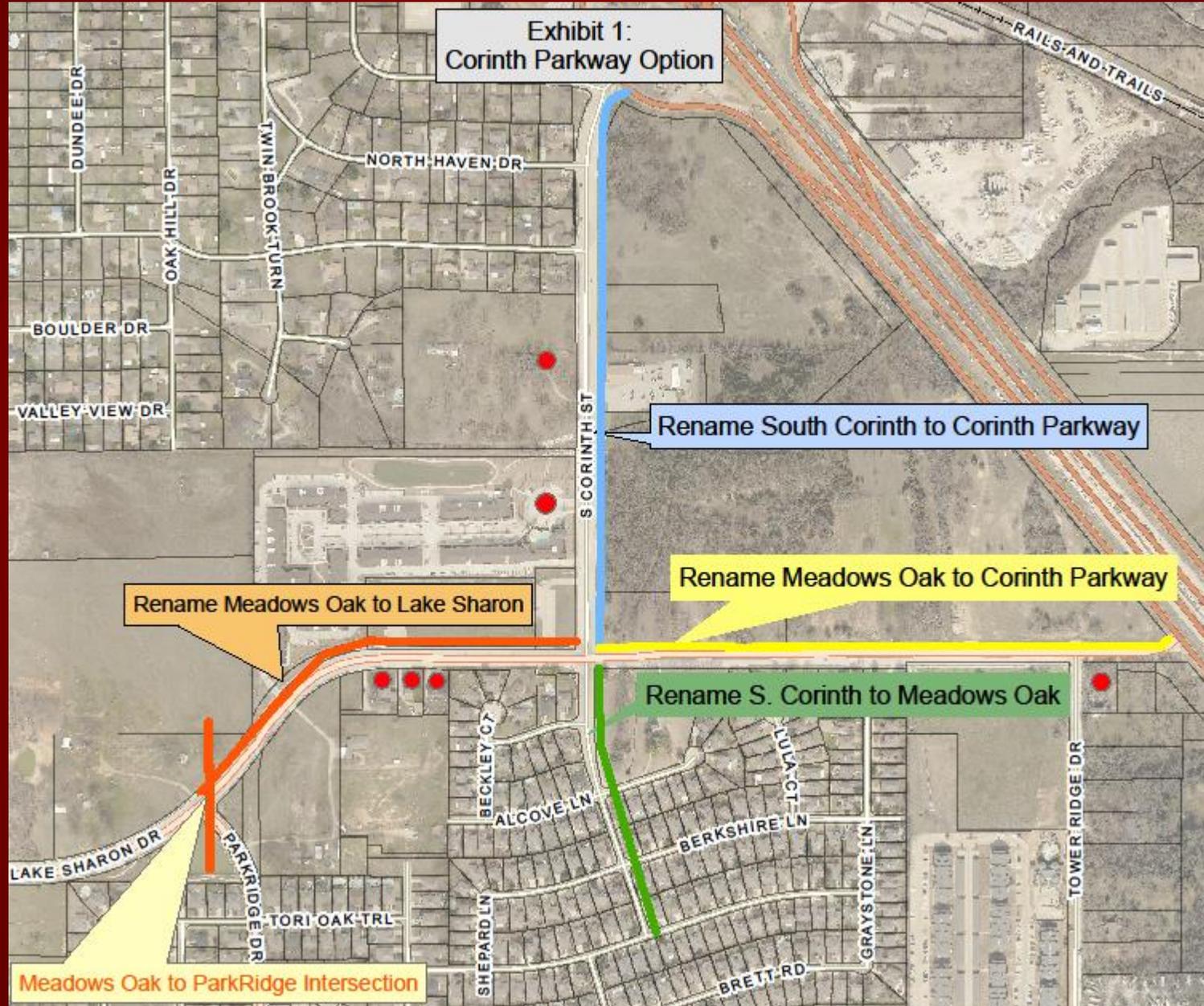
STREET RENAMING

S. CORINTH, LAKE SHARON, MEADOWS OAK, CORINTH PARKWAY

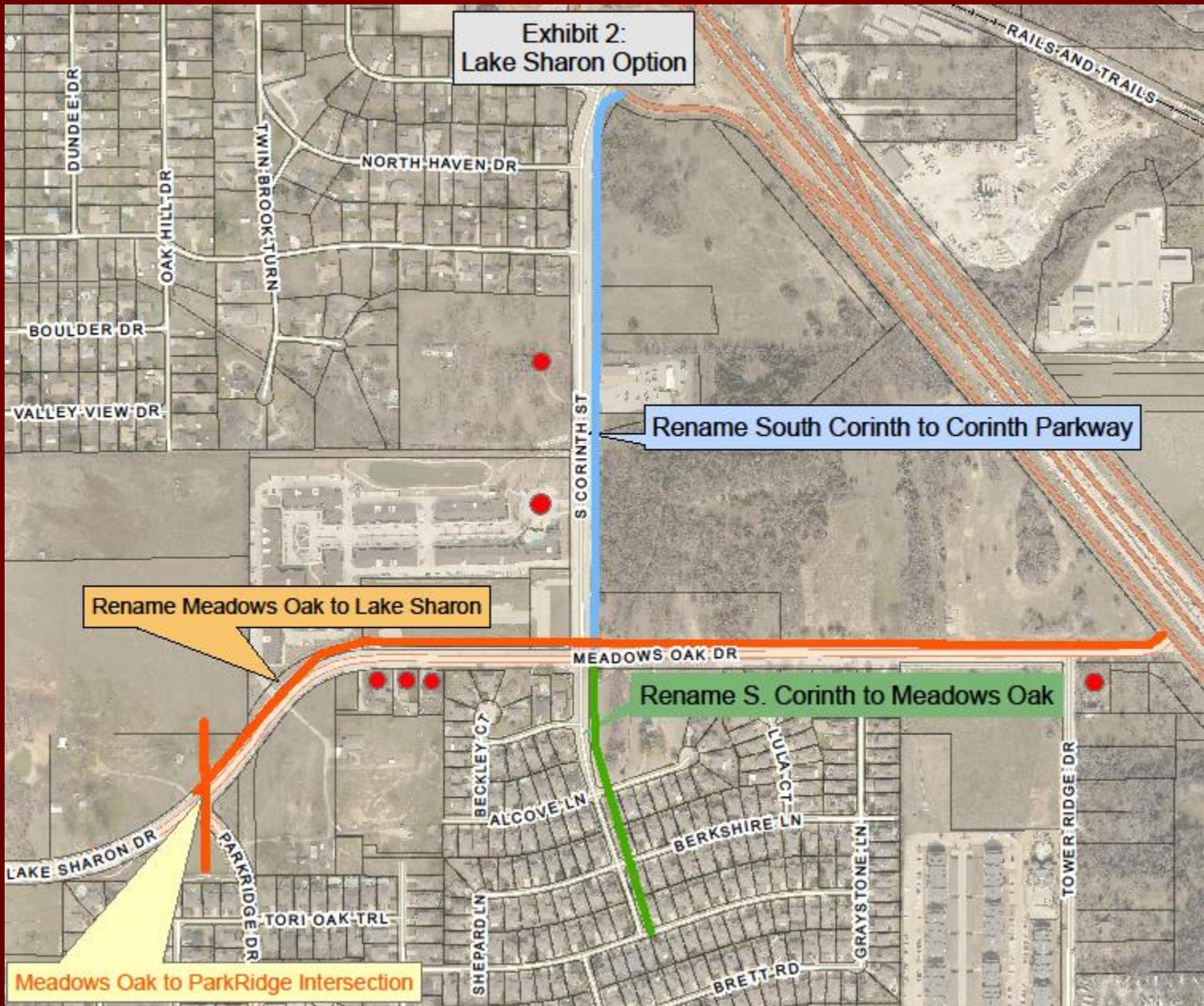
AREA OF PROPOSED RENAMING



OPTION 1: RENAME S. CORINTH AND MEADOWS OAK TO CORINTH PARKWAY



OPTION 2: RENAME S. CORINTH TO CORINTH PARKWAY AND MEADOWS OAK TO LAKE SHARON



REQUIREMENTS TO CHANGE STREET NAMES

- Must be approved by ordinance
- Public hearing to notify effected residents (approximately 340)
- Notify following entities
 - Post office
 - County
 - Denco 911
 - Police, Fire, Utility Billing
 - School District
 - Utility Companies
 - Process takes approximately 90 days to complete
- Six months to one year of dual street name sign posting on each street

RESIDENT REQUIREMENTS AFTER CHANGE

- Residents will have the following changes to make:
 - Drivers licenses
 - Passports
 - Insurance paperwork
 - Billing information for all credit and utility companies
 - Personal contacts notification of address change

SUMMARY OF OPTIONS

- Option 1: Rename S. Corinth and Meadows Oak to Corinth Parkway
 - Portion of Meadows Oak between S. Corinth and Park Ridge should be renamed
- Option 2: Rename S. Corinth to Corinth Parkway, Meadows Oak to Lake Sharon, and S. Corinth to Meadows Oak in the Meadows Oak subdivision.
- Option 3: No change in street names

SELECTION

- Option preference?
- If change is desired, when to begin process?