



*** PUBLIC NOTICE ***

**NOTICE OF A CITY COUNCIL REGULAR SESSION AT 7:00 P.M. IMMEDIATELY FOLLOWING
A WORKSHOP SESSION
OF THE CITY OF CORINTH
Thursday, February 18, 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.

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:

Invocation given by Pastor Rodney Whitfield, Faith United Methodist Church.

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 January 7, 2016 Workshop Session.
2. Consider and act on Minutes from the January 7, 2016 Regular Session.
3. Consider and act on Minutes from the January 14, 2016 Workshop Session.
4. Consider and act on Minutes from the January 21, 2016 Workshop Session.
5. Consider and act on Minutes from the January 21, 2016 Regular Session.

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

6. Consider and act on an ordinance amending Article 4 of the Unified Development Code, Sign and Fence/Screening Regulations in order to amend various sections of the Sign Ordinance.
7. 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 Economic Development Corporation Fund for the performance agreement for Denton Area Teachers Credit Union (DATCU).
8. Consider an ordinance ordering a special election to submit amendments to the City Charter.

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.

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.**

- **Receive legal advice regarding various claims of Rick Chaffin related to his employment.**

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.

ADJOURN:

Posted this 12 day of February 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: 02/18/2016

Title: January 7, 2016 Workshop Session Minutes

Submitted By: Kim Pence, City Secretary

Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Consider and act on Minutes from the January 7, 2016 Workshop Session.

AGENDA ITEM SUMMARY/BACKGROUND

City Council discussion and action from the January 7, 2016 Workshop Session.

RECOMMENDATION

Staff recommends approval of the January 7, 2016 Workshop Session Minutes.

Attachments

- Minutes
- Exhibit
- Exhibit

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

On this the 7th day of January 2016 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
Kim Pence, City Secretary
Debra Drayovitch, City Attorney
Cody Collier, Acting Director of Public Works, Parks and Utility Operations
Debra Walthall, Chief of Police
Bill House, Code Enforcement
Caryn Riggs, Assistant Director of Finance
Jimmie Gregg, Lieutenant
Kevin Tyson, Lieutenant
Shea Rodgers, Technology Services Manager

Others Present:

Tom Winterburn, DCTA Representative

CALL TO ORDER FOR WORKSHOP:

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

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.

Consent Agenda item #7

Councilmember Glockel- When we talk about this committee, we have the two citizen members and we use different terms describing this committee. Sometimes we call it members then other places we specifically use their title. I am wondering if under the indemnity section, one example, page 160, under due diligence, it talks about the Director of Finance, Designated Secondary Investments Officer, Mayor, City Council, City Manager and other Finance employees, those guys aren't employees, should it be other members? Or employees and members?

Lee Ann Bunselmeyer, Acting City Manager- What we can do is pull all three of those policies for tonight, even on the Crime Control and we'll go back and visit with the City Attorney and get that more consistent throughout the entire policy.

Mayor Heidemann- Do you want to pull all the investment?

Lee Ann Bunselmeyer, Acting City Manager- Yes.

Mayor Heidemann- On the investments they talk about this committee as far as training, is that something that we've scheduled or is this something relatively new that we've never done before?

Lee Ann Bunselmeyer, Acting City Manager- Correct, we had our first Finance Audit Committee meeting in December, at the time we handed out a schedule of Public Fund Investment Act Training to the new members of the committee. They were to get back with Ms. Riggs with the time that met their schedules so we could send them to training. It's not something that we've ever required, but since we do have two citizen members that do not have the same exposure to the investments as the Council does, the committee thought that it would be a good recommendation.

Mayor Heidemann- You want to pull #7, #8, and #9 from the agenda time?

Lee Ann Bunselmeyer, Acting City Manager- Correct. We'll also need to put it from the Crime Control tonight as well.

Business item #10

Councilmember Burke- Lake Cities Soccer Association manages field access for the soccer fields.

Lee Ann Bunselmeyer, Acting City Manager- No. We just provide them fields for them to operate their youth leagues. They do not pay for field rentals, they are given that from the City.

Councilmember Burke- An association will collect non-residential and participation fees on behalf of the City, what does that refer to?

Lee Ann Bunselmeyer, Acting City Manager- Every child that registers either in soccer or softball, or baseball if they don't live in the City of Corinth they have to pay a non-resident fee of \$10. The associations collect that for us and a couple months into the seasons they have to pay that to us. Additionally, about a year or two ago the City passed a participation fee that said that every child that participates would pay \$10, \$5 goes to the general fund and \$5 goes to a separate Community Park Development Fund. They do collect that and provide that to us during each season as well.

Councilmember Burke- How is it determined what percentage of the field use is for Lake Cities vs select teams?

Lee Ann Bunselmeyer, Acting City Manager- We only have one select team that actually rents fields from us. On the soccer fields, field #2, the city manages that one field. If people want to rent they come to the city and we rent that out to them based on fees that were approved by ordinance. The rest of the fields at the soccer fields are managed by Lake Cities Soccer Association.

Councilmember Glockel- It says, on page 172, you talk about recreational league play, which includes practice and games, must receive top priority, it doesn't say Corinth recreational it's just any recreational or does that specifically tie us to our kids?

Lee Ann Bunselmeyer, Acting City Manager- Lake Cities Soccer that's the only group and they do have Corinth kids that go there and Lake Dallas children that go to it. The league is split some of the

games are actually held on our fields and some of them are held in Lake Dallas. That is just for that and just for recreational league games, no select games.

Councilmember Glockel- It talks about teams coming in from afar and how you handle them?

Lee Ann Bunselmeyer, Acting City Manager- For tournaments.

Councilmember Glockel- When you say recreational everyone else knows our local recreational Lake Cities area.

Lee Ann Bunselmeyer, Acting City Manager -Correct. That was one thing, a few years ago, the Council said they wanted our fields for recreation purposes for our youth, not for select because there's a lot of select soccer and select baseball and various things. Because we were running out of space, it was said the priority had to be for recreation first, then if you have space, then you can utilize that practice space for select teams.

Councilmember Glockel- I understand this agreement being with the soccer association and it talks about all these other associations. In the contract it says "We reserve the right to use any field, for any event or program as long as the reasonable notice is given to the appropriate association." Do we have to go to the other four and give them notice, or do we just tell the soccer association and they handle it?

Lee Ann Bunselmeyer, Acting City Manager- This is just for soccer, when they sign the agreement we turn over the fields to them for that specific time frame for them to run their leagues. If we want to use the field for Easter Egg Hunt, etc., all this says is we have to give sufficient notice to that association at that particular complex that we want to use the fields and for what time period.

Councilmember Glockel- What does the term "interlock" mean?

Lee Ann Bunselmeyer, Acting City Manager- Some of the age groups do not have sufficient children in the league to be able to have enough teams to play each other. Our league interlocks with the Flower Mound league or the Lewisville league and then they join together to for one league and that's called interlock.

Councilmember Glockel- On the lighting, does anybody know what it costs to run the lights on the fields?

Lee Ann Bunselmeyer, Acting City Manager- I want to say all complexes were about \$35,000 to \$40,000 last year. They used to be \$52,000-\$55,000 per year. Several years ago Council put in a specific system so we could control the lights electronically as to when they are turned on and off. When we get their schedules we go in and we set what time 15 minutes before practice starts and turn off 15 after their practice ends. When we went into that system we saw a significant savings, about \$40,000 for the entire complex, soccer, baseball and softball.

Councilmember Glockel- You have to charge for lighting per field, how did you come up with that? The \$25 per hour for a lighted field.

Lee Ann Bunselmeyer, Acting City Manager- We went in and did a comparison of area cities. We polled the ones we compete with and we had a sub-committee that looked at that and established those rates before we presented those to Council for approval and approved by ordinance. We did it so we could compete with what was being charged in the area.

Councilmember Glockel- That sounds reasonable for the type of lighting you have.

Councilmember Johnson- This is far better than it was.

Consent Agenda item #11

Councilmember Johnson- All of the round ball leagues except for soccer are now a part of the Lake Cities Girls Softball Association because they are the ones that hold the 501-3C.

Lee Ann Bunselmeyer, Acting City Manager- Correct. This is the first year we are actually moving over adult softball. We are now out of the sports league business.

Business item #13

Fred Gibbs, Director of Planning and Development Services - One thing they're asking for is alternative compliance on their landscaping buffer, they are required to have 20' and they have 19' and some change. The fencing material is made of a different material, it is the retaining wall which we're supportive of. DATCU had to do a tree fund, they have an estimate of \$11,000 that's they'll put in the tree fund. Staff supports it.

Councilmember Glockel- Is there any disposition on the 2181 driveway?

Fred Gibbs, Director of Planning and Development Services - One thing we will ask if Council wants to approve the project tonight, we will ask that it be approved off of Freese & Nichols letter that is attached. We've worked through the driveway and they have submitted their driveway applications for the permit, they are working with TXDOT right now, it shouldn't be an issues, we've provided TXDOT with the proper documentation that shows we have access management rights which we reviewed before we sent it to TXDOT. They are waiting for the applicant to approve that. There are some other engineering things in there that we had to put in there, that is why it's conditional. Because of the 2181 construction, they couldn't go in there and measure the water line accurately. Now that the concrete pavement has been done, we're coordinating with the operations group to go in there and do it for the applicants.

Councilmember Harrison- So the motion would be to do what?

Fred Gibbs, Director of Planning and Development Services – If you so move to approve the site plan you just recommend approval based on Freese & Nichols letter that's dated December 7, 2015. That's the outstanding comments that are left, because of the construction on 2181 we weren't able to access the property.

Business item #17

Councilmember Burke- I just wanted a preview of what the status recommendations were going to be going into the meeting.

Lee Ann Bunselmeyer, Acting City Manager- We went in and removed all the items Council instructed us to and changed it to a vector index.

Cody Collier, Acting Director of Public Works, Parks and Utility Operations- We took out all of the cumbersome triggers to spray and replaced them with a single indicator for a vector index of a 4.5. We also have an area where residents can contact the city, a reporting mechanism, we included that. The Council had approved previously with Vector Disease Control to do the cities trapping and testing, we added that component into that to state that we now have a contract and those services are provided.

2. Receive a presentation from Tom Winterburn, City of Corinth representative on the Denton County Transportation Authority Board of Directors.

Lee Ann Bunselmeyer, Acting City Manager- Mr. Winterburn was appointed to the DCTA Board of Directors by the City Council in September of 2015. He is here today to provide the Council with an overview of things and policies that have been passed while he's been on the board and an update of the processes of the DCTA Board.

Tom Winterburn, DCTA Representative- Tom Winterburn gave an update on the Denton County Transportation Authority. Please see presentation.

Mayor Heidemann- We'd like to have one of the DCTA Board Members come to a workshop session at a later date for an update.

3. Receive a presentation, hold a discussion and give staff direction regarding House Bill (HB) 910 Open Carry Law.

Lt. Jimmie Gregg- The presentation you are about to see was given to all city employees in the December to prepare them for this new law that was enacted on January 1st. All of our officers have been trained and Denton County dispatch has also been trained, they are our dispatch center. We didn't want cause any alarm with our employees, citizens, our Council, we want to educate everybody to let everybody know it's likely possible you are going to people walking around with fire arms on their hips. It's been a week now and we've had one incident that happened today, an open carry gentlemen came into the Police Department to get fingerprinted, so before he came back to our secure area of the building we asked him to remove his gun. At this time Jimmie Gregg gave a presentation on Texas Open Carry. Please see presentation.

Councilmember Glockel- Regarding premise on school, if you go to a basketball game and you're carrying, can you legally leave it in your car?

Lt. Jimmie Gregg- As soon as you pull into that parking lot, you can't have a weapon in your vehicle because you are on the school premise.

Councilmember Glockel- A premise means a building or a portion of a building, the term does not include any public or private driveway, street, sidewalk or walkway parking lot.

Lt. Jimmie Gregg- I don't know if that parking lot would be considered public at that point.

Councilmember Glockel- A year ago you couldn't, but I think they changed it.

Lt. Jimmie Gregg- A lot of this stuff that needs to be worked on and ironed out with this new law change. We'll be working through it for the next six months to a year. A lot of it's still in the legal process, still up for debate, a lot of its grey. Some people are interpreting it one way and the others are on the other side of the fence.

Chief Walthall- That is a key question that Law Enforcement has asked about premises. What determines where the premise is?

Debra Drayovitch, City Attorney- There are several statutes and some refer to notices on property and premises and they're not defined.

Lt. Jimmie Gregg-continued with presentation.

Mayor Heidemann- If you post this on your entrances and someone comes into your premise and shoots you, the church is liable then. If you didn't post it and someone came in there, then the church is not liable.

Lt. Jimmie Gregg- As soon as you post it, you can't take it in.

Councilmember Burke- Usually liability is based on some legal duty that has been violated. The most basic is a contract. This statute doesn't create a legal duty for the church to do one thing or the other as an option. Either of those lacks prudence. Or the statute creates a duty to do one thing or another, if you don't have a duty, you can't be legally responsible.

Lt. Jimmie Gregg- continued with presentation.

Councilmember Harrison- In dealing with the government, if you're carrying and you come in the front, you're restricted from the chambers but not from the atrium?

Lt. Jimmie Gregg- Yes, Sir. Initially we were thinking we could post at the front doors where we have now, we can't do that, we have to back it up to the front doors of the Council room. That's where they would be challenged if we saw they were carrying a weapon.

Councilmember Garber- Does this change the law restricting the view of a firearm from the window of a vehicle? If you are legally carrying it on your hip and you take it off and put it in the console and someone can see it from the outside, is that an issue?

Lt. Jimmie Gregg- It still needs to be concealed. In the vehicle it still needs to be concealed.

Kimberly Pence, City Secretary- If it's election time and it's 100' from the door of the building, where the polling place is, that means that they can't even come in the atrium, right?

Lt. Jimmie Gregg- You are correct. The election place is this entire building, they can't come into this entire building. We would set that up at the front doors. This is ever changing, there's a lot of it being looked into. Continued with presentation. Upon this new law, the City Manager issued directives to all employees, they're not allowed to carry any type of firearms in their person when they are in a work vehicle, city facility, and any type of city uniform that they are wearing, you can't carry those weapons on. Unless they are specifically authorized such as police and there are a couple of fire fighters that are authorized to do so.

Lee Ann Bunselmeyer, Acting City Manager- It's a temporary directive and later on this year we'll bring the personnel manual up for review through the City Council and at that point if the Council wants to change this in any way then we can do so when we revise the manual.

Mayor Heidemann- This is enforced right now? And will stay enforced until you bring the manual to us?

Lee Ann Bunselmeyer, Acting City Manager- Correct.

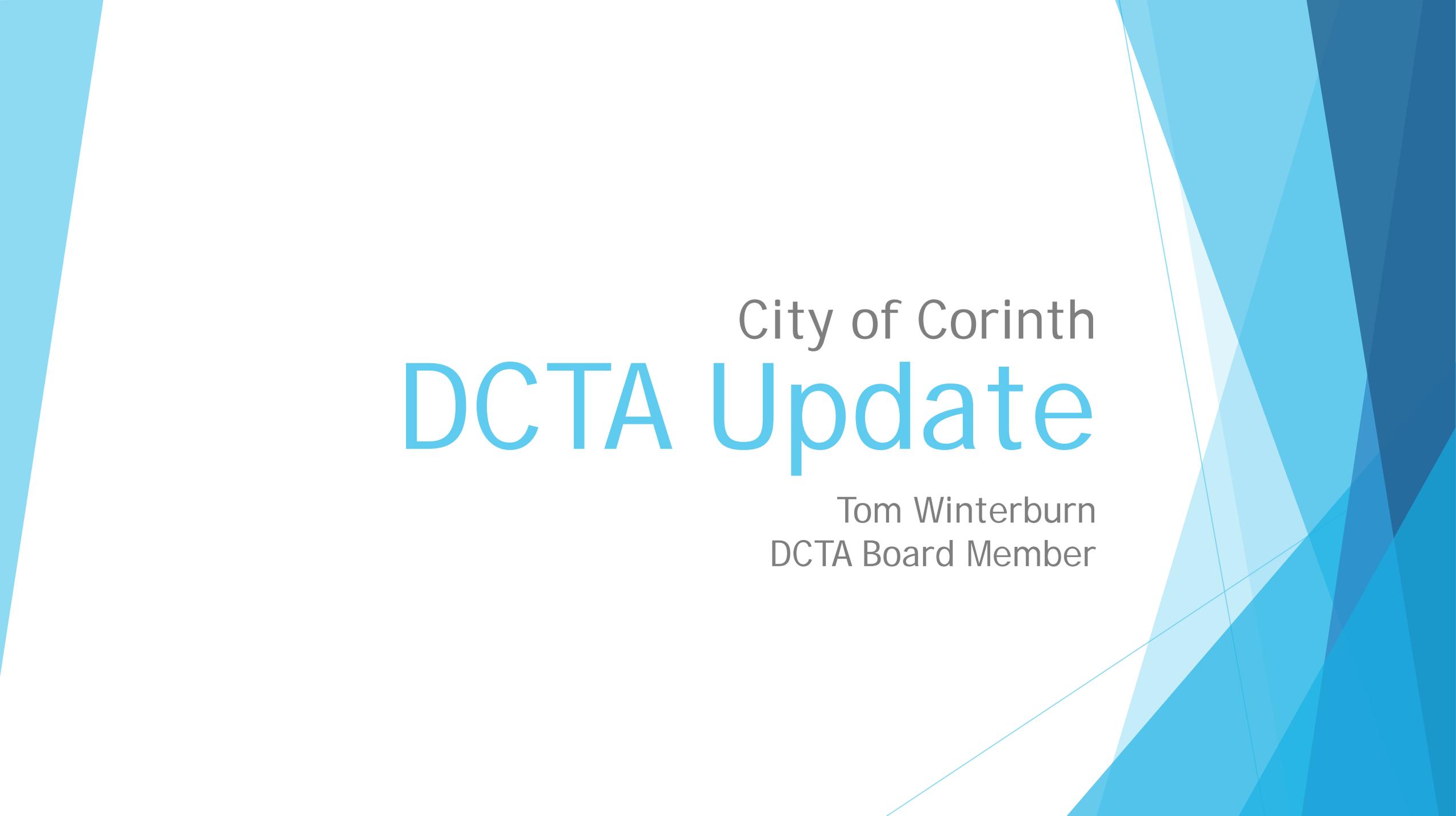
Councilmember Glockel- If I'm employed by the City and I have a license and I have my personal weapon in my car, if I park in the city parking lot I'm in violation of the city code?

Lee Ann Bunselmeyer, Acting City Manager- You can in the cars, but not in the buildings.

Mayor Heidemann adjourned the Workshop Session at 6:45 pm.

Approved by Council on the ____ day of _____, 2016

Kimberly Pence, City Secretary
City of Corinth, Texas

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City of Corinth DCTA Update

Tom Winterburn
DCTA Board Member

Agenda

- ▶ Performance Report
- ▶ Positive Train Control
- ▶ Single Car Operation
- ▶ 2040 Mobility Plan
- ▶ Future A Train Station - Corinth Council Consideration of Citizen Needs



Definition of Colors

Green	Meeting goal, trending to stay on target
Yellow	Attention, may not achieve goal
Red	Not meeting goal, not trending to improve or stabilize

*Note: At year end, trend colors reflect path forward in the FY16

Year to Date Performance

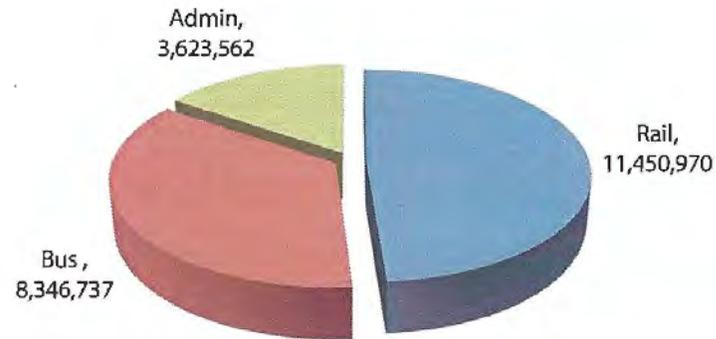
- ▶ Rail On Time Performance: 99%
- ▶ Bus On Time Performance: **87.94%**
- ▶ Year to Date Ridership Performance

Service	% Change FY 2015 to FY 2016	Color Indicator	Notation No.
All Bus & Rail	0.54%		
Rail	3.23%		
All Bus	-0.81%		1
Connect	-3.52%		1
UNT	-1.37%		2
NCTC	6.39%		
Access	-5.52%		3
Connect RSVP	-4.93%		4

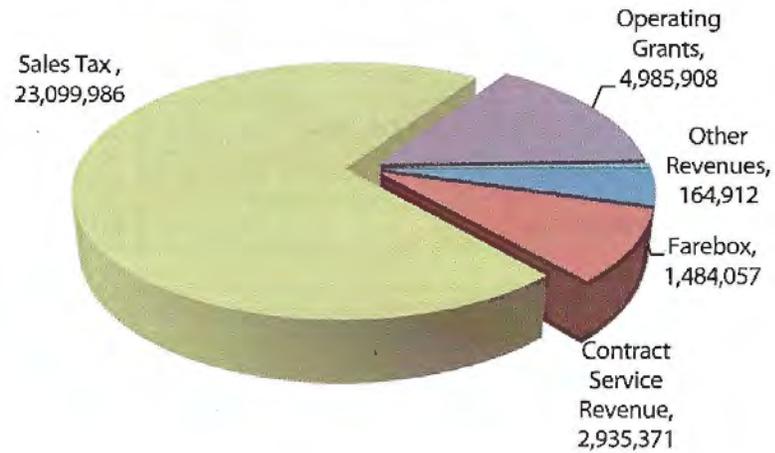
Overall Financials

FY15 Operating Expenditures \$23.4M

Does not include depreciation

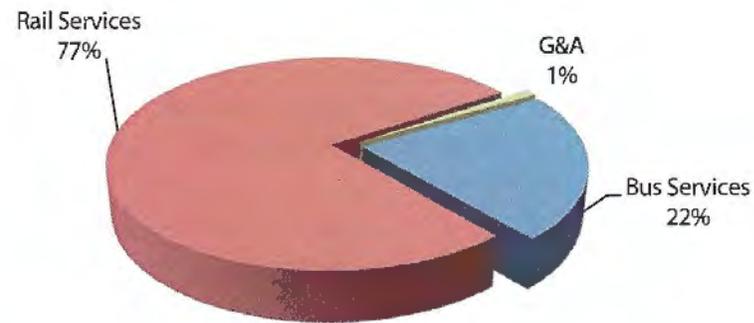


FY15 Operating Revenues \$32.6M



2015-2023

Capital Improvement Total by Division \$67.8M



Meet Financial Policies

	Goal	FY15 Budget	Trend
Operating Reserve	90 days	\$6.8M	Green
Sales Tax Reserve	3%	\$640K	Green
Fuel Stabilization	\$50K	\$50K	Green
Capital Infrastructure Fund	\$2.0M	\$0.6M	Note 9
Internal Coverage Ratio	>1.25	1.76	Green

Note 9 Capital Infrastructure Fund

Capital infrastructure fund utilized to fund expenditures for landscaping improvements and repairs for flood damage. Funding level recommended for restoration in FY16 budget.

Positive Train Control

	Target Date	Complete?	Trend
Meeting with FTA (MTEA)	May-15	Complete	
Technology Determination	Aug-15	Complete	
Revise MTEA and PTCIP	Nov-15	Complete	
Award PTC Contract	Oct-15	In Progress	
Issue NTP	Nov-15	Complete	
Design	Aug-16	In Progress	

Signal Enhancements/Single Car Operations Status Report

Project Budget: \$868,558

Milestone Schedule:

Single System Enhancements	Status
Notice to Proceed	10/1/2015
Mater Project Schedule	10/29/2015
Functional Design Document	10/31/2015
Safety Plan	11/12/2015
Test Plan	11/12/2015
Product Submittals	11/26/2015
60% Design Review	11/21/2015
90% Design Review	12/28/2015
100% Design Review	1/14/2016
Fiber Optic Construction	12/31/2015
Site Equipment Installation	2/20/2016
Back Office Integration	3/12/2016
Contract Closeout	3/28/2016

Single Car Operations

	Target Date	Complete?	Trend
Implement N. Lake to South MedPark Enhancement	Jun-15	Complete	
Complete Initial Single Car Testing	Dec-15	Complete	
Prototype Real Time Monitoring Test	Jun-15	Complete	
Award Single Enhancement Project	Sep-15	Complete	
Project Completion	Mar-16	In Progress	

2040 Mobility Plan

Background

NCTCOG is undergoing a planning process to develop the 2040 Metropolitan Transportation Plan. It is critical that DCTA's input be incorporated into this plan. The attached listing shows items previously discussed with the Program Services Committee at their most recent meeting. At this meeting, it was requested that the listing be brought the Board for action supporting the input items.

Identified Need

Board approval of the input for the 2040 Plan will lend additional credibility to the effort to get these items incorporated into the final document.

Recommendation

Staff recommends approval of the input to the 2040 Plan.

2040 Mobility Plan

Commuter Rail

- ▶ A-train Extension - North to SH 380
- ▶ A-Train Extension - South to Belt Line/Future Cotton Belt Rail Line
- ▶ 35W - Add from Alliance to Denton; possible right-of-way only
- ▶ 35W - Sustain from Fort Worth CBD to Alliance
- ▶ BNSF to Downtown Frisco - Sustain from Carrollton to Frisco

Regional Bus

- ▶ 35 Corridor - Denton to Fort Worth
- ▶ SH 380/ FM 423/DNT - Denton to SRT (SH 121)
- ▶ DFW Airport Connection
- ▶ 35E/35W Connector (FM 3040 or FM 1171)
- ▶ Clear understanding of passenger travel guarantee concept

2040 Mobility Plan

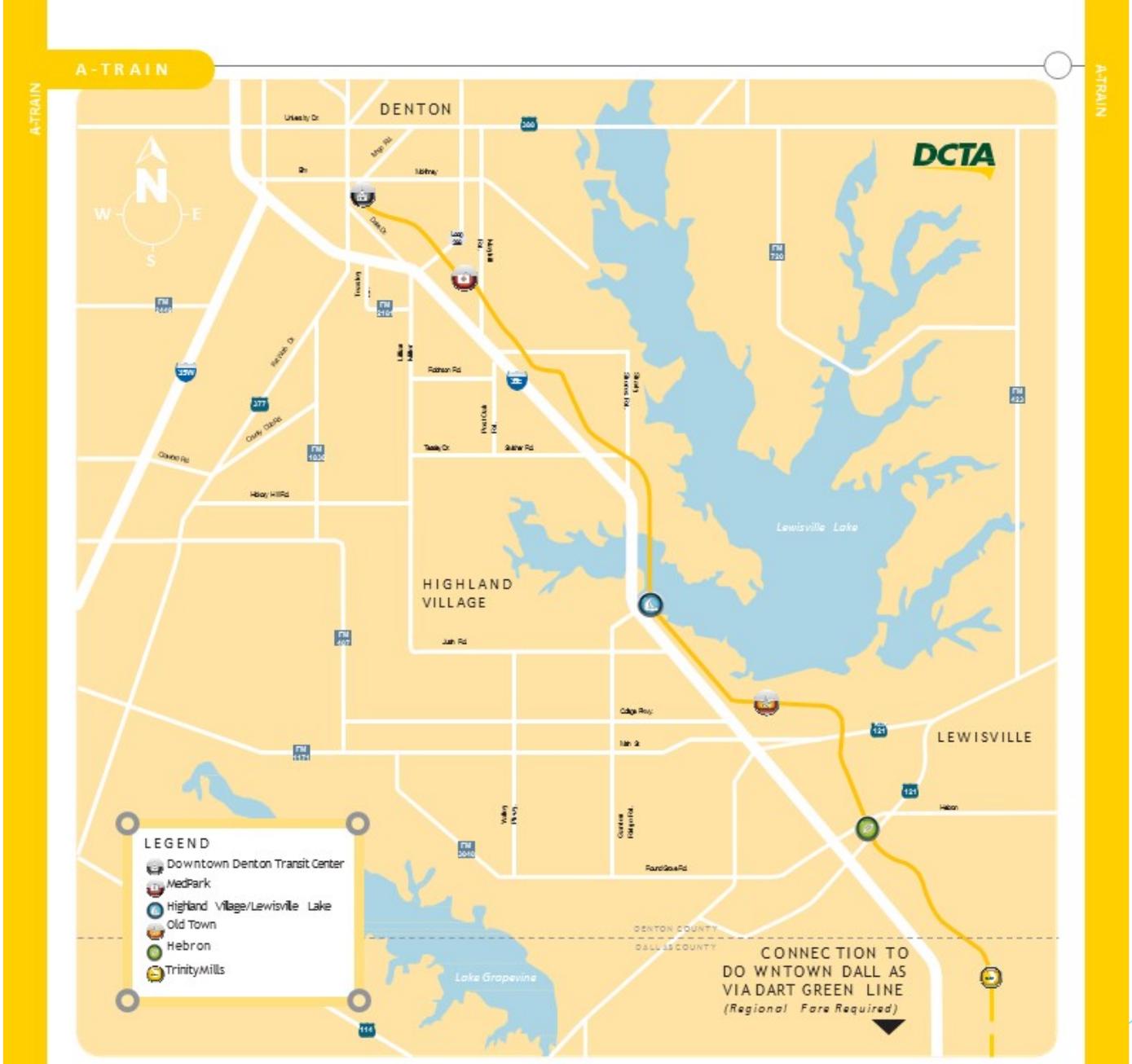
Highway

- ▶ 35W - Roadway construction from Alliance to Denton
- ▶ 35W Bus Lane - Ultimate design and Interim during construction
- ▶ SH 380 - Widening and grade separations
- ▶ Sam Rayburn Tollway (SRT) - Capacity improvements

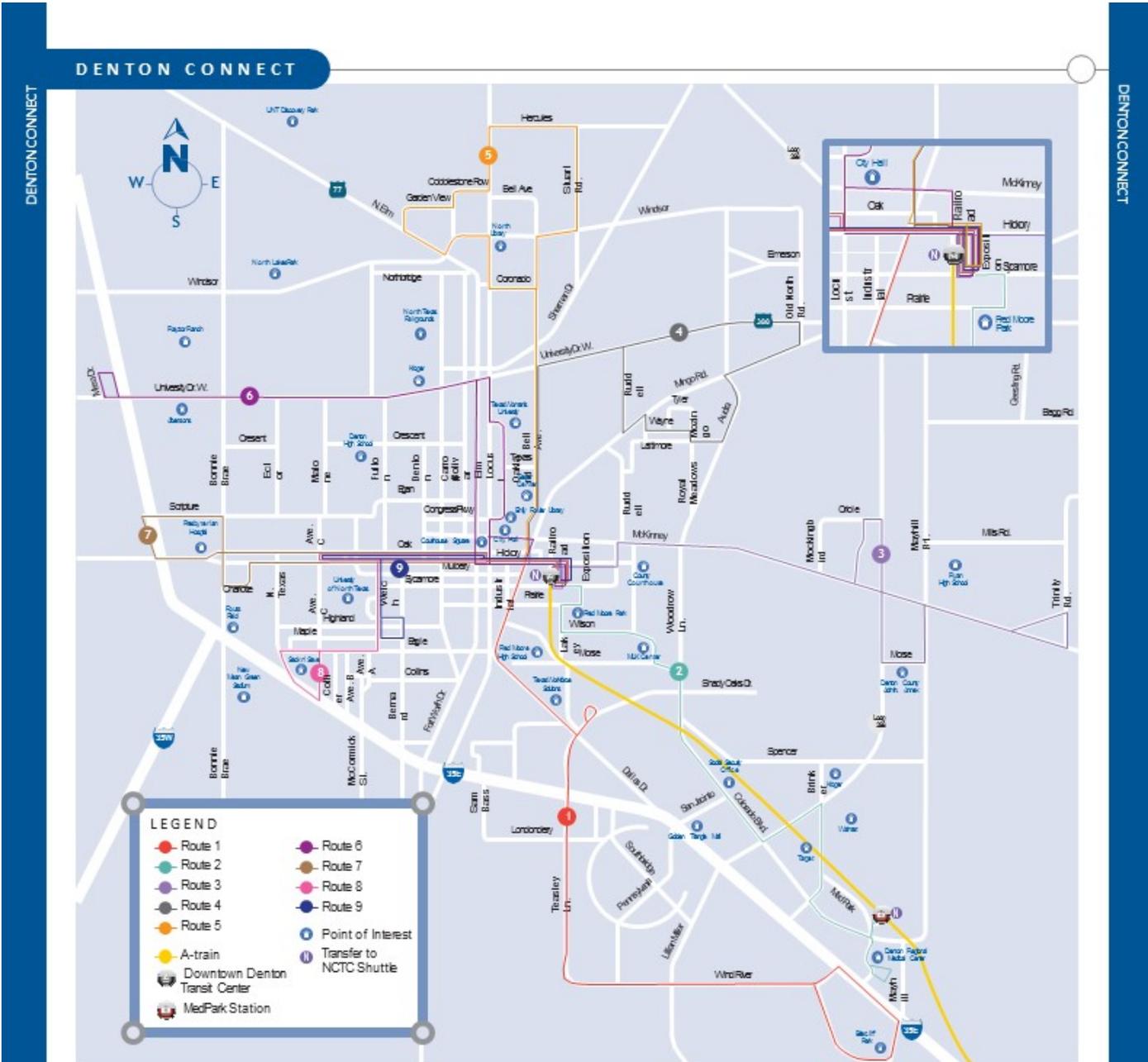
Hike/Bike/Veloweb

- ▶ Trail Connection from Hebron Station to Carrollton Trail System

Current A-Train Route Map



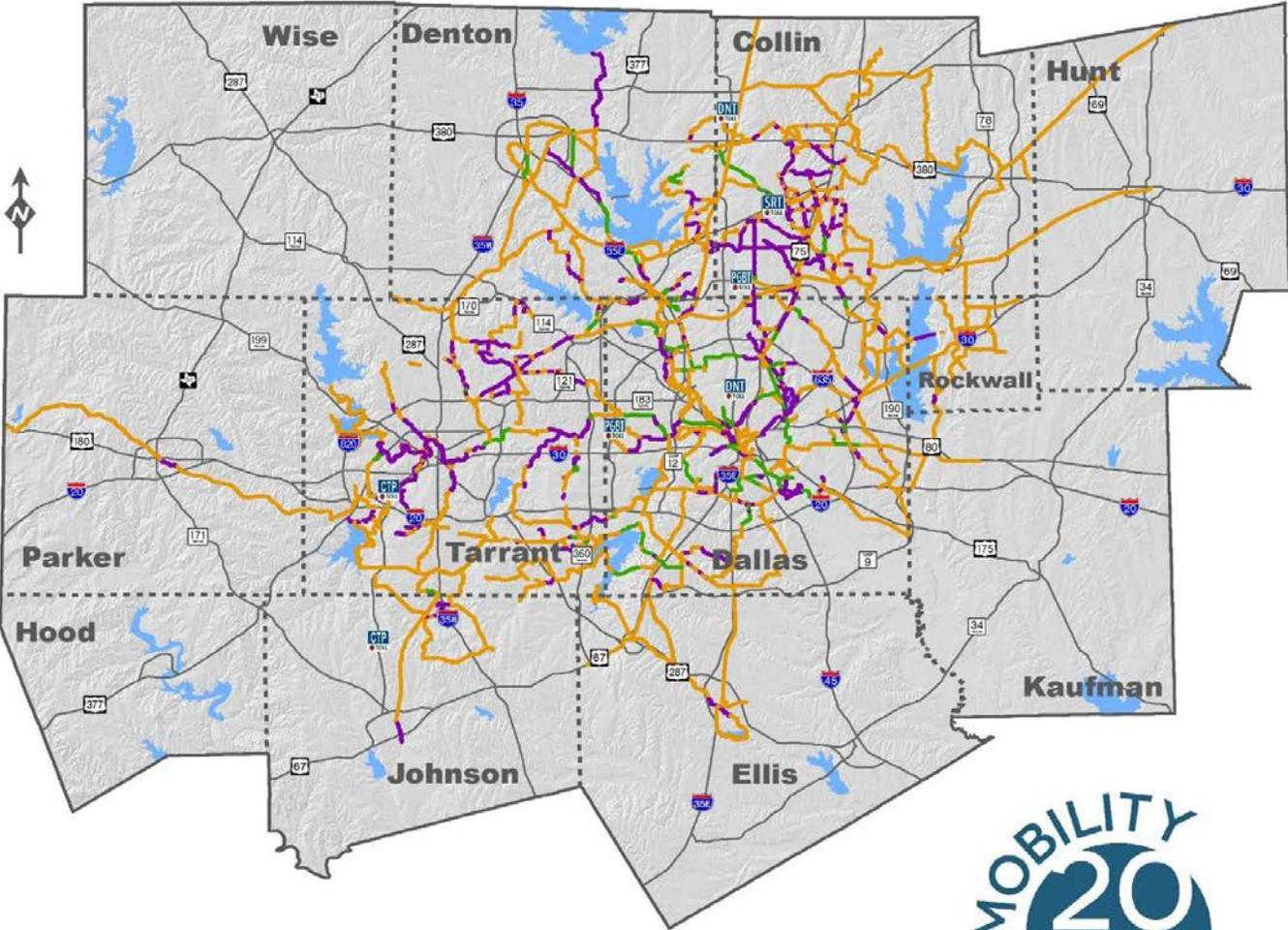
Current Bus Transit Services Route Map



2040 Mobility Map

Regional Veloweb

- Facility Status**
- Existing 432 Miles
 - Funded 132 Miles
 - Planned 1,291 Miles
 - Total 1,855 Miles
 - Major Roads



Facility recommendations indicate transportation need. Corridors specific alignment, design, and operational characteristics for the Regional Veloweb system will be determined through ongoing project development.

TOD - Transit Oriented Development

- ▶ NCTC
- ▶ Corinth Parkway
- ▶ Corinth Town Center
- ▶ What do Corinth citizens want?



TOD = A Walkable Neighborhood

People within a half-mile radius are 5 times more likely to walk to a major transit stop than others. Those who live further from a transit node are less likely to bother with the train or bus.

TOD also applies at the station, corridor, and regional scales.



Transit Centered Ingredients: Accessible Mix of Uses

- ▶ Walk to shops and services
- ▶ Support local businesses
- ▶ Bike and pedestrian connections
- ▶ High quality transit network and connections

Transit Centered Ingredients: Travel Options

- ▶ Transit can't do it alone
- ▶ Car sharing + shared parking
- ▶ Access daily needs without driving
- ▶ Link trips to community uses such as schools and libraries

Transit Centered Ingredients: Economic Development

- ▶ Increase property values and tax revenue
- ▶ Jobs in accessible locations
- ▶ Value capture opportunities

The background features abstract, overlapping geometric shapes in various shades of blue, ranging from light sky blue to deep navy blue. These shapes are primarily located on the left and right sides of the frame, creating a modern, dynamic feel. The central area is a clean white space where the text is placed.

Thank You

Tom Winterburn
DCTA Board Member

TEXAS OPEN CARRY

Corinth Police Department

Lieutenant Jimmie Gregg



TEXAS OPEN CARRY LAW

- Effective January 1, 2016, Texas will allow Concealed Handgun License (CHL) holders to carry their weapons in full view of the public
- The name of the CHL is being changed to License to Carry a Handgun
- Licensees must receive training to obtain a license
- Licensees must carry the weapon secured in a holster
- Licensees cannot display the gun in a threatening or provocative manner



TEXAS OPEN CARRY LAW

- What does this mean?
 - You may begin to see people openly carrying handguns (in a holster on their belt or shoulder)
- A License to Carry a Handgun is a privilege granted by the state just as a driver's license is a privilege
- A person has made application and has been granted the privilege to Open Carry or Conceal Carry a handgun
- They are allowed to carry the handgun either concealed or in the open secured in a holster



TEXAS OPEN CARRY LAW

- Should I call the Police if I see someone openly carrying a gun?
 - If you have reason to believe that person is about to or has committed a crime or if they are suspicious, then yes
 - If you feel the situation warrants an investigation by the Police, then yes
 - However since open carry is now legal in Texas, merely openly carrying a handgun in itself is not suspicious
 - And while the law allows Police to stop people to see if they have a License to Carry a Handgun, we do not want to stop people unnecessarily if they are not breaking the law



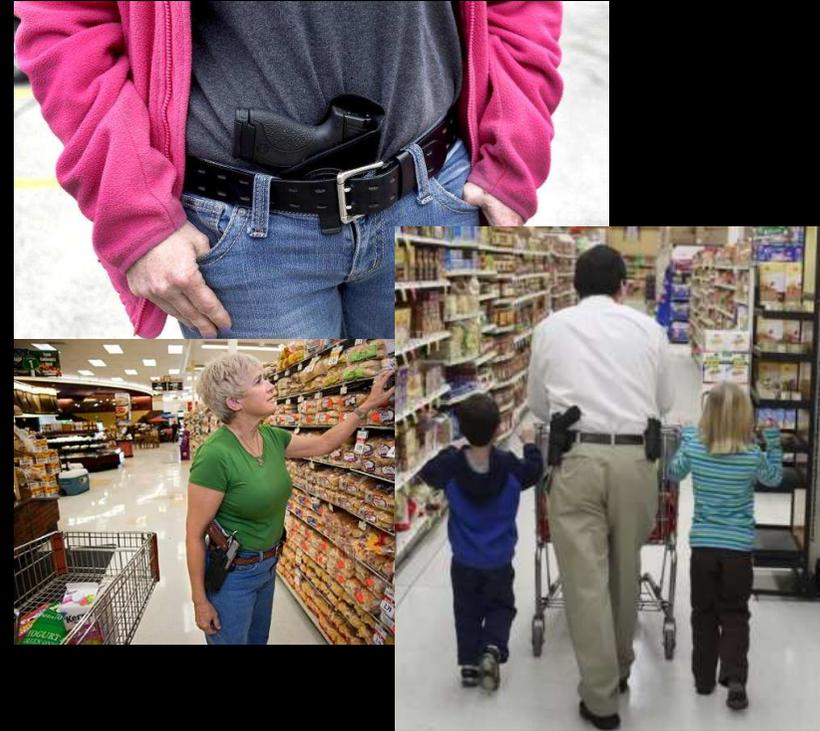
TEXAS OPEN CARRY LAW

- What defines suspicious behavior
 - This is tough, but you will know it when you see it
 - Is the person sneaking around
 - Is the person trying not to be seen
 - Is the person not acting as a normal person would
- If the person is acting normally and just going about their business then they most likely are not breaking the law. It is likely they have a License to Carry a Handgun and are exercising their privilege to Open Carry.



TEXAS OPEN CARRY LAW

- What will be Law Enforcement's response when they receive a call that someone is carrying a gun?
- Officers have receive training regarding the new law.
- Police dispatchers have been instructed to expect a rise in these types of calls initially as the public-at-large goes through the education process.
- In the event they get such a call, they will explain the new law to the caller and have training in determining if anything constitutes suspicious circumstances without asking leading questions
- Law Enforcement routinely process these types of calls frequently regarding "suspicious persons" and "suspicious circumstances" already, so this will not be a drastic deviation from our current practices



TEXAS OPEN CARRY LAW

- Can businesses prohibit people from openly carrying guns at my establishment?
 - Yes, they can prohibit both Open Carry and Concealed Carry of a handgun at their place of business
 - They must post a sign in English and Spanish and the signs must be posted in a clearly visible location and must conform with the requirements of the law
 - Texas Penal Code 30.06 and 30.07 contain the requirements for these signs

PURSUANT TO SECTION 30.06, PENAL CODE (TRESPASS BY HOLDER OF A LICENSE TO CARRY A CONCEALED HANDGUN) A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (CONCEALED HANDGUN LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN.

CONFORME A LA SECCIÓN 30.06 DEL CÓDIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO H, CAPITULO 411, CODIGO DE GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO.

Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411 Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly



TEXAS OPEN CARRY LAW

- Are there places where people, who have a License to Carry a Handgun, either openly carried or carried concealed, prohibited from carrying their hand gun?
- Premises Means:
 - A building or a portion of a building. The term does not include any public or private driveway, street, sidewalk or walkway, parking lot, parking garage, or other parking area.
- Place Weapons Prohibited Texas Penal Code 46.03 :
 - It is not a defense to prosecution under this section that the actor possessed a handgun and was licensed
 - Physical premises of a school or educational institution including ground or buildings where sponsored activities are taking place; Including a vehicle owned by the school
 - A polling place on the day of an election or early voting
 - Government court or court offices
 - A racetrack (*only horse or greyhound racing*)
 - The secure area of an airport
 - Within 1,000 feet of the location of an execution on the day of the execution



TEXAS OPEN CARRY LAW

- Are there other penalties that a License Holder can face concerning the carrying of a handgun?



- Unlawful Carrying of a Handgun by License Holder Texas Penal Code 46.035:
- A business that has a permit issued under Ch 25, 28, 32, 69 or 74 Alcoholic Beverage Code if they derive 51 percent or more of its income from the sale of alcoholic beverage for on premise consumption (must be given notice 51% sign)
- On the premise where a High School, Collegiate or Professional sporting event or interscholastic event is taking place unless the license holder is a participant in the event and a handgun is used in the event
- A correctional facility
- While Intoxicated



TEXAS OPEN CARRY LAW

PURSUANT TO SECTION 30.06, PENAL CODE (TRESPASS BY HOLDER OF A LICENSE TO CARRY A CONCEALED HANDGUN) A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (CONCEALED HANDGUN LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN.

CONFORME A LA SECCIÓN 30.06 DEL CÓDIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO H, CAPITULO 411, CODIGO DE GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO.

- Unlawful Carrying of a Handgun by License Holder Texas Penal Code 46.035:
- A license holder may not carry at these places if a 30.06 and/or 30.07 sign is posted
- Hospital or Nursing Home
- Amusement Park
- Church, Synagogue, or other established place of worship
- Meeting of a governmental entity (*only applies to the room where the meeting is being held*)



TEXAS OPEN CARRY LAW

- As a holder of a License to Carry a Handgun, are there any City of Corinth facilities that I am not allowed to carry a handgun either concealed or openly?
- If you are licensed to carry a handgun you may do so generally in all City of Corinth facilities and parks with the exception of the following;
 - The Municipal Court or court offices
 - Any meeting of a governmental entity (*in the room where and while the meeting is taking place*)
 - You may also be denied access to non-public areas of City of Corinth facilities if you refuse to voluntarily disarm yourself prior to entry



TEXAS OPEN CARRY UPDATE

QUESTIONS



City Council Regular and Workshop Session

Meeting Date: 02/18/2016

Title: January 7, 2016 RS Minutes

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 January 7, 2016 Regular Session.

AGENDA ITEM SUMMARY/BACKGROUND

City Council discussion and action from the January 7, 2016 Regular Session.

RECOMMENDATION

Staff recommends approval of the January 7, 2016 Regular Session Minutes.

Attachments

Minutes

Exhibit

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

On this the 7th day of January 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
Sam Burke
Joe Harrison, Mayor Pro-Tem
Scott Garber
Lowell Johnson
Don Glockel

Members Absent:

Staff Members Present:

Lee Ann Bunselmeyer, Acting City Manager
Fred Gibbs, Director of Planning and Development Services
Jason Alexander, Economic Development Director
Cody Collier, Acting Public Works Director
Kim Pence, City Secretary
Shea Rogers, Technology Services 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 Minutes from the November 5, 2015 Workshop Session.
2. Consider and act on Minutes from the November 5, 2015 Regular Session.
3. Consider and act on Minutes from the November 10, 2015 Special Joint Session.
4. Consider and act on Minutes from the November 19, 2015 Workshop Session.
5. Consider and act on Minutes from the November 19, 2015 Regular Session.
6. Consider and act on Minutes from the November 23, 2015 Special Session.
7. Consider and act on a resolution reviewing and adopting the Investment Policy for the City of Corinth.
8. Consider and act on a resolution reviewing and adopting the Investment Policy for the Corinth Crime

Control & Prevention District.

9. Consider and act on a resolution reviewing and adopting the Investment Policy for funds for the Corinth Economic Development Corporation.

Item #7, #8, and #9 was pulled from the Consent Agenda and will be placed on a future agenda for consideration.

10. Consider and act on approval of calendar year 2016 Co-Sponsorship agreement between the City of Corinth and Lake Cities Soccer Association.
11. Consider and act on approval of calendar year 2016 Co-Sponsorship agreement between the City of Corinth and the Lake Cities Girls Softball Association for Youth Softball, Adult Softball and Youth Baseball.
12. 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 Municipal Court Technology Fund for the purchase of body cameras for the Police Department.

MOTION made by Councilmember Johnson to approve the Consent Agenda. Seconded by Councilmember Harrison.

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:

Mayor Heidemann recused himself from discussion on item #13.

13. Consider and act on the Site Plan for DATCU on property legally described as Tract 2B being 0.98 acres situated in the E. Marsh Survey, County Abstract 833 in the City of Corinth, Denton County, Texas (Proposed Lot 3, Block A, Parkridge Pass Addition). This property is located on the north side of F.M. 2181, west of Parkridge Drive.

Fred Gibbs, Planning and Development Director – the item before you tonight is the DATCU Site Plan for a one-story building along the FM 2181. The Planning and Zoning Commission recommended approval of their site plan. The applicant has requested alternative compliance on the landscaping buffer, we require a 20' foot landscaping buffer and they are asking to do a 19.36 landscape buffer and staff does support that. They are also looking at doing a tree fund in lieu of mitigating all the trees on site. They have proposed to put \$11,350.00 into the tree fund to help with future mitigation within the City. The Planning and Zoning has recommended approval on this and if Council

approved this item tonight staff would ask if you recommend approval subject to the December 7, 2015 Freese & Nichols letter.

MOTION made by Councilmember Burke to approve the site plan as presented subject to the December 7, 2015 Freese & Nichols letter. Seconded by Councilmember Glockel.

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

MOTION CARRIED

14. Receive a presentation, hold a discussion, and give staff direction on the Amity Village sewer lining project included in the fiscal year 2015-2016 Capital Improvement Program.

Mayor Heidemann returned to the dais for the remainder of items.

Cody Collier, acting Director of Public Works –The 2015-2016 annual budget included funding of \$650,000 to replace or rehabilitate the existing sanitary sewer lines in the Amity Village subdivision due to their age and condition. Upon extensive inspection and research, staff requested a review of the merits of the project by the city's contracted engineering firm Freese and Nichols. Video and data of the Amity village sewer line was provided to Freese and Nichols for their review and recommendation. Upon review of the data, Freese and Nichols issued a letter stating that the firm does NOT recommend the City complete the sewer lining project of the Amity Village subdivision.

The engineering firm recommends performing camera on a routine basis and ongoing maintenance, such as point repairs and repairing or root cutting. See Freese & Nichols Letter attached.

Staff recommends performing maintenance to the Amity Village sewer line as proposed by Freese and Nichols and postponing the replacement or rehabilitation of the existing sanitary sewer line as outlined in the 2015-2016 Annual Budget and Capital Improvement Program.

Councilmember Glockel – this is certainly good news. Do you need to spend any of this money to fix some of these locations according to the Freese & Nichols letter at this point?

Cody Collier, Acting Public Works Director – no, Amity Village Sewer System is right at 50 years old. Fifty years begins the life expectancy of a sewer system but they have been known to go up to 100 years. Realistically you will probably get another 20 years out of it so what they are saying is in another five years to look at doing it. There is nothing in the sanitary sewer now that is abnormal other than small minor separations and you will see those in all of our sanitary sewer systems even the ones that are five years old and that is very common. We do a really good job at running our sewer truck thought it to keep it clean. Everything you see there we would not need to contract folks to do anything. The folks we have in house and the equipment we have in house we know where all those locations are and all these things we can do ourselves as normal maintenance operation.

Councilmember Burke – the system is functioning as intended and we don't need to spend the \$650,000?

Cody Collier, Acting Public Works Director – that is correct.

MOTION made by Councilmember Harrison to cancel the Amity Village sewer lining project included in the fiscal year 2015-2016 Capital Improvement Program in the amount of \$650,000. Seconded by Councilmember Garber.

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

MOTION CARRIED

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

Lee Ann Bunselmeyer, Acting City Manager – in December we came forward with some amendments to the mosquito control policy. The City Council had some recommended changes to that and Cody Collier will go through those changes and recommendations that were proposed by staff.

Cody Collier, Acting Public Works Director – a draft Mosquito Control Policy was presented to the City Council on December 3, 2015.

The Council requested the following modifications to the policy:

1. Authorize the City Manager to approve the adulticiding in the City of Corinth without City Council action if the vector index reached a point above 3.5. Staff is recommending a vector index of 4.5 as a trigger for adulticiding. (page 5 section 7.2)
2. Removal of the triggers proposed in the draft policy on December 3, 2015. (page 5 section 7.2)
3. Provide residents a resource to report vacant or abandoned properties to Code Enforcement that are believed to provide breeding habitat. A category will be added to the Report a Concern in the City's Customer Relations module. (page 4 Section 5.0).
3. Include information pertaining to the services provided in the Mosquito Abatement Program adopted by the City Council on December 3, 2015. (page 3 Section 4.0).

MOTION made by Councilmember Harrison to approve the Mosquito Control Policy for the City of Corinth as presented. Seconded by Councilmember Burke.

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

MOTION CARRIED

16. Consider nominations for Chair to the Zoning Board of Adjustments.

Lee Ann Bunselmeyer, Acting City Manager – on November 2015, the City Council appointed Mr. John Cox as the Chair to the Board of Adjustments. Since that time Mr. Cox has declined the appointment and so at this time we are asking Council to re-appoint the Chair of this board.

Mayor Heidemann open nominations.

Councilmember Harrison nominated John Horney as Chari to the Zoning Board of Adjustments.

There were no other nominations made.

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

NOMINATION 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 Harrison – remind everyone that noon one on January 15th they are tearing down Post Oak Bridge

and that will be down for about 9 months. On that same day they will have the opening of Corinth Parkway.

Mayor Heidemann recessed the Regular Session at 7:30 P.M. * See Closed 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.

Council met in Closed Session from 7:35 P.M. until 8:55 P.M.

- First Glendora Partners, Ltd. dba Impact Outdoor Advertising Co. v. City of Corinth.
- Receive legal advice from the City Attorney regarding the City's responsibility for maintenance and mitigation measures to address erosion and stormwater flows on private property in the Meadows Oak subdivision, including properties abutting Blake Street.

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.

Mayor Heidemann reconvened into Regular Session at 8:57 P.M.

MOTION made by Councilmember Burke that staff be directed to engage in routine maintenance to re-establish the grade that is originally designed in the Forest Wood Subdivision so that the ditches are consistent to the original design. I further move that staff communicate either directly or through Council at the City Manager discretion to the Flynn's the owners I believe of lot 3016 of the Forest oak Subdivision and the Jacob's I believe the owners of lot 3018 in the same subdivision that routine maintenance would be performed. The city believes it may assist in resolving some of the issues with drainage on the Flynn property. To further communicate to the Flynn's and the Jacobs that the City does not believe it has any and certainly does not have any further responsibility to either the Flynn's or the Jacobs beyond restoring a portion of this drainage system to its original design and that further short of any legal action being taken the staff and the City will not take any additional steps to resolve what appears to the City to have clearly been a private water diversion issue between the Jacobs and the Flynn's and where the prior owners of those lots which has been ongoing for at least the last ten years. Seconded by Councilmember Johnson.

AYES: Burke, Garber, Johnson, Harrison, Glockel

NOES: None
ABSENT: None

MOTION CARRIED

Mayor Heidemann adjourned the meeting at 9:04 P.M.

AYES: All

Meeting adjourned

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

Kimberly Pence, City Secretary
City of Corinth, Texas

November 19, 2015

Mr. Cody Collier
Director of Public Works
City of Corinth
3300 Corinth Parkway
Corinth, Texas 76208

Re: Sanitary Sewer Evaluation – Amity Village

Dear Mr. Collier,

Freese and Nichols, Inc. received camera data from the City of Corinth to evaluate the condition of the existing sewer system in Amity Village. The areas of which your crews were able to camera are the only areas I evaluated. There are multiple locations where sags are located in the pipe, roots are protruding in from services, and a few locations of joints that are offset in the system. At this time, I do not feel that lining the portion of the sewer system we evaluated is necessary or would correct any of the current issues you have in the system. However I do recommend performing camera on a routine basis at least every five years unless you experience maintenance issues or overflows in this area. The pipe appeared to be in good condition minus the issues stated above.

I recommend the following:

- Point repairs for the locations where sags are present
- Point repairs at the location of the moderate to severe offsets
- Repairing or root cutting the services in which roots are located
- Repairing all locations in which the camera could not pass in order to camera those areas so that an evaluation can take place.

Please let me know if you have any questions. I will provide you with a memo of the exact findings at a later date.

Sincerely,



Rebecca P. Diviney, P.E.
Engineer

City Council Regular and Workshop Session

Meeting Date: 02/18/2016

Title: January 14, 2016 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 January 14, 2016 Workshop Session.

AGENDA ITEM SUMMARY/BACKGROUND

City Council discussion and action from the January 14, 2016 Workshop Session.

RECOMMENDATION

Staff recommends approval of the January 14, 2016 Workshop Session Minutes.

Attachments

Minutes

Exhibit

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

On this the 14th day of January 2016 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
Sam Burke

Members Absent:

Don Glockel

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
Frank McElligott, Asst. Chief of Police
Caryn Riggs, Asst. Finance Director
Chris Rodriguez, Finance Services Manager
Jason Alexander, Economic Development Director
Guadalupe Ruiz, Human Resource Director
Shea Rodgers, Technology Service Manager
Kim Pence, City Secretary
Debra Drayovitch, City Attorney

CALL TO ORDER:

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

PRESENTATION

1. Receive a presentation, hold a discussion, and give staff direction regarding the issuance of debt obligations for capital projects including streets and facilities.

Lee Ann Bunselmeyer, Acting City Manager – tonight we have our Financial Advisor from First Southwest here to give a presentation on what options we have in issuing debt and also talk about our debt capacity. We also have a timeline if Council chooses to issue debt as to what a typical timeline would be to be able to do this. We have Marti Shew here and she will do the presentation.

Marti Shew, Vice President, First Southwest – certificates of Obligation are a form of a debt that falls under the umbrella of your General Obligation Debt. What that means is that they are a type of bond that contains a security pledge of your Ad valorem taxes. As a result of that they are your most credit worthy type of issuance that you could do. As a result that translate into the most favorable interest rates for you. They are a little bit different than your General Obligation Bonds because they do not require voter authorization. They do require you to give notice to the public of your intent to issue the Certificates of Obligation.

Typically you will adopt a Resolution approving the publication of a Notice of Intent to issue Certificates of Obligation and that will set a not to exceed amount of your issuance. You are not required and do not have to issue up to that full amount, you are just setting out to the public we are not going to issue any more than that. Five percent of your registered voters could prepare a petition which would force you into a situation to hold a bond election for projects.

From the day at which you publish your notification you have a 30 day waiting period until you can actually sell the bonds and that allows the time-frame for the public to come together if they wanted to submit a petition at that time, if no petition is submitted then you would move on with your bond issuance process as normal. When you issue debt the tax rate is levied as it for the purpose of the debt, not subject to rollback.

Your available capacity under your current tax rate for projects into the future by the declining debt service, you have the availability to issue debt to fill up payments in that gap.

Mayor Heidemann – and that is without raising taxes?

Marti Shew, Vice President, First Southwest – that is without raising taxes. Everything we will discuss tonight is with no proposed tax rate. The current tax rate that you have right now is supporting this debt. The maximum amount you could issue today without any form of a tax rate increase would be \$4 million dollars roughly. If you want to increase that ability you have an option to re-structure a series of bonds that you have outstanding. Your series of 2005 bonds is a very short issuance and they have a final maturity of 2020. They actually have a lot of principal in 2016/2017. You can take some of that principal and push it out to free up capacity or create additional room for a larger debt issuance should you want to fund more projects right away. It is actually a favorable re-structuring option for you because you would not have to extend out very long and by doing that to the extent that we can minimize your re-structuring or having to extend it out is minimizes the overall costs. See Options of some plan issuance that Council could do over the next couple of years in your available capacity.

Scenario 1

Current Tax Rate Target \$0.1435

FYE 2016

- \$9,000,000 Deposit to the Construction Fund
- Projects: Fire Station (\$9M)

FYE 2017

- \$3,000,000 Deposit to the Construction Fund
- Projects: Lake Sharon Extension (\$2.5M) and City Hall HVAC (\$0.5M)

FYE 2019

- \$1,500,000 Deposit to the Construction Fund
- Projects: Garrison Street Improvement (\$1.5M)

In order to get up to that \$9 million we would have to re-structure that 2005 issue slightly and that would result in a loss or a cost of \$13,679.

Future Bonding Capacity Estimated at \$9.8mm starting in FYE 2021

Scenario 2 - *We took your 1 and your 2 and combined them.

Current Tax Rate Target \$0.1435

FYE 2016

- \$12,000,000 Deposit to the Construction Fund
- Projects: Fire Station (\$9M), Lake Sharon Extension (2.5M), and City Hall HVAC (\$0.5M)

FYE 2019

- \$1,500,000 Deposit to the Construction Fund
- Projects: Garrison Road Improvements (\$1.5M)

Debt Service Loss on Restructuring of Series 2005 = \$18,680

Future Bonding Capacity Estimated at \$9.7mm starting in FYE 2021

Scenario 3 * is the maximum amount you can issue in year 1

Current Tax Rate Target \$0.1435

- FYE 2016 – Maximize Available Proceeds
 - \$17,775,000 Deposit to the Construction Fund
 - Projects: Public Safety Facilities – Police/Fire Stations (\$14.775M), Lake Sharon Extension (\$2.5M), and City Hall HVAC(\$0.5M)

Debt Service Loss on Restructuring of Series 2005 = \$39,591

Future Bonding Capacity Estimated at \$5.4mm starting in FYE 2021

Marti Shew, Vice President, First Southwest – we worked with staff and put these scenarios together to give you an idea of what some of your funding options

are. There are some considerations that you have to take into account as you are prioritizing your future projects. We put these capital plans together assuming variables and there are variables beyond our control, one of which is your growth. To the extent that you grow better than we expect you are going to create additional capacity. To the extent that you do not grow enough or as much as we estimated you will reduce your future bond capacity. The interest rate environment and the market accessibility are also variables beyond our control. We have tried to be very conservative in these models and schedules that we have prepared. We use higher than expected interest rates.

With a bond issuance there are two primary sale methods, a Negotiated Sale or a Competitive Sale

A Negotiated Sale is where you choose or select your underwriter in advance of the bond pricing. An Underwriter is the party that comes in and purchase your bonds and then they market and sell them to the public.

A Negotiated Sale they are selected a head of time so that they can pre-market and sell those bonds, kind of prep the public so they know they are going to get the issue.

A Competitive Sale we put your bonds on the market and then any and all Underwriters are invited to submit a bid for the right to purchase and sell your bonds. In that scenarios the lowest interest cost is the winner. There are pros and cons to each sale method and there is a strategy to using them. Typically, we have what we call a story bond meaning it might need a little more finessing and we typically recommend a negotiated sale and that is a preferred method if you have a complex structure that is going to require a lot of pre-marketing efforts.

In a situation like we are talking about tonight is what we would recommend a Competitive Sale to ensure that you would get the lowest possible interest rate. In order to get the City funds it takes about 60 to 90 days through the bond issuance process. See Time Table

Our role as your financial advisor to help work with staff and ensure everything is being done along the way to make sure you are getting the lowest cost of funds in the most efficient manner possible in conjunction with your goals and priorities for what you want to achieve with the bond issue.

Lee Ann Bunselmeyer, Acting City Manager – I just wanted to talk about the three options. When we met several weeks back we were discussing the fire station and at that point we said that the estimated cost were about \$7.5 million and Council directed us to look and take that up to \$9 million. We kept with option 1 and 2 was to fund the CIP that was approved in the budget. Option 3 we wanted to just give the Council the option of what was the absolute highest the amount of debt that you could issue without raising that tax rate so that if you wanted to move forward with a debt issuance we could use that amount as that ceiling, not to exceed

and that would give us some time to decide what projects you wanted to move forward with and the cost for those projects.

Mayor Heidemann – would it be to our advantage to issue the \$17 million but we would not have to be obligated to sell them?

Lee Ann Bunselmeyer, Acting City Manager – if you did the Notice of Intent at the \$17,775,000 Option 3 then that is the highest possible debt that you are going to consider and so we would advertise that in our Notice of Intent but you don't have to issue that much debt. If you didn't want to issue it at all you would not have too. If later you said you want to issue \$10 million then you would be able to do that.

Mayor Heidemann – with our capital projects for the next three years we are probably going to need somewhere in that neighborhood of dollars in order to fund all those capital projects is that correct?

Lee Ann Bunselmeyer, Acting City Manager – correct. Option 3 provides \$14.7 million for public safety facilities. The CIP actually had the Lake Sharon Extension in this year and that project has been delayed but we know we would probably need funding for that towards the end of this calendar year or the first of the next calendar year so we have the \$2.5 million there. We need to replace the City Hall HVAC, The only project that I could not factor in here was Garrison and we could wait on that project and possibly in 2021 if we still had that as a priority we could do that. There is another issue that in 2019 that we could possibly have the same scenario where we could actually re-structure it and move some around and issue some debt at that point as well so we are not locked in to issue some debt now that you have to wait until 2020, there could be some refunding opportunities again in a couple of years.

Councilmember Johnson – what is the window or length of time that the issue is available for us to draw down on and if we were to issue it in 2016 for \$17 million and then we don't see the need or we issue the intent, how long do we have to draw that down or say we are done with that we are going to move on?

Marti Shew, Vice President, First Southwest – there are two things that you are talking about. When you publish your Notice of Intent to issue to the public you are giving them a hard date upon which you plan to sell the bonds, you don't have to but if you delay your sell you have to take an action item at your meeting to postpone the sell and you have to give another sell date.

Lee Ann Bunselmeyer, Acting City Manager – on Scenario 1, the reason I combined it on 2016 is we would be issuing debt basically less than 12 months apart and so you increase closing cost and issuance cost so that is why we did scenario 2.

Councilmember Burke – what is the closing cost versus the carry cost?

Marti Shew, Vice President, First Southwest – on scenario 1, your total cost of issuance for the \$9 million is going to be about \$200,000 that will include your underwriting fees and legal fees, everything. With each consecutive issuance you are going to have additional closing cost on top of that. With the \$3 million it would be roughly \$70,000 of cost of issuance and then in 2019 another \$70,000.

Mayor Heidemann – what is the closing cost for scenario 3?

Marti Shew, Vice President, First Southwest – you are looking at roughly \$320,000 of total expenses.

Councilmember Harrison – if you fund \$9 million for a fire station and it only comes out to \$8 million and the same thing with Lake Sharon then if you have that left over you would still have that dollar amount right?

Lee Ann Bunselmeyer, Acting City Manager – what we would do is we would not list specific projects in our bond purpose, we would make them as generic as we could so we do street improvements, drainage improvements as they relate to the streets and public/safety facility upgrades on the fire, that way you could do it on a new structure or an existing structure and it gives us more flexibility.

Mayor Heidemann – I am looking for a recommendation.

It was the Consensus of the Council to issue Certificates of Obligation in the amount of \$15 Million for Lake Sharon Streets Improvements, City Hall HVAC and Public Safety Facilities.

2. Receive a presentation, hold a discussion, and give staff direction on the Strategic Plan.

Lee Ann Bunselmeyer, Acting City Manager - In January 2015, through collective efforts of the City Council and the management team, the long-term Strategic Plan was developed to provide forward-looking guidance on the goals and priorities of the organization. By keeping the goals and priorities in clear view, the City Council and staff are able to position the organization to meet the needs of the community within available means while proactively taking measures to build and preserve our ability to provide services in the future.

The foundation for the Strategic Plan is the long-term Strategic Themes: Governance and Management; Places and Spaces; Safety and Security; and Economic Development. The following plan outlines these four Strategic Themes and the corresponding action plan for the current fiscal year. The plan also establishes budget priorities that were created at the departmental level based on input from the City Council and represents the means by which the City will successfully reach its Strategic Plan goals during the development of the fiscal year 2016-2017 Annual Budget and Capital Improvement Program.

The goals and objectives outlined in the Strategic Plan are intended to build on the vision of the 2010 Comprehensive Plan and the 2015 Parks Master Plan. Adopting and weaving financial principles and long-term community plans into the organization's culture encourages consistent

decision making that allows all stakeholders to continue moving in the same direction towards a vibrant future.

Each director will go through their departments and discuss their goals and actions.

Governance and Management Goal 1 - 4 * See Exhibit A

Caryn Riggs, Acting Finance Director – several years ago City Council established a policy for fund balance requirements for the General Fund that was set at 20% of budget expenditures. In the past you have probably seen anywhere from 30% to 40% of a fund balance of budget expenditures and that was mainly due to salary savings. Over the last two years we have been budgeting those salary savings and you will see that maintained at 20% and we expect to maintain that in 2016/2017 as well.

For the past two years there was a 1 cent tax rate reduction and we expect due to operational needs, staffing, etc. to maintain that tax rate.

Public works and the Fire Department both are adequately funded through the utility fund or through the fire contracts with our area cities however for the Police Department the vehicles are not adequately funded and so in 2015/2016 we contributed \$50,000 to Vehicle Replacement Fund and we typically \$ 250,000 to \$300,000 typically is what is needed to replace those police vehicles and equipment on an annual basis so we want to continue contributions to that fund to replace vehicles that are needed.

Additionally we established a computer replacement program in 2015/2016 was our second year and we want to continue into 2016/2017 to replace those computers on a strategic schedule so that funding is available.

Lee Ann Bunselmeyer, Acting City Manager – I want to talk about staffing and one of the things we are looking at staffing on an ongoing basis as positions become vacant we analyze and determine do we need them or are those positions that we can do without. It is not a process that we do once a year during the budget process. In this current year we have identified three full time equivalence that we are going to eliminate in this next year's budget. Several of them are in the Recreation Department and in that department we have undergone an enormous restructuring. We no longer do baseball or softball, we have outsourced those to other groups and with that we added some positions to assist with that and since we no longer have those two things we can eliminate those positions. This last year we had services out at Crownover when we would open up the gym and basically we babysit kids to come in the gym and we closed that down and no longer utilize that so we will be able to eliminate two part time recreation attendance for that. We stopped doing those services in October and we have not heard a peep from anyone wanting to know why and so forth and the attendance for that had actually decreased over the years and they were about 12 to 15 kids out there so it was just not a good use of funding for us. Last year when we were going through the budget process we had two position in Fleet, one of them who is a Fleet Supervisor and one was a Fleet Mechanic, we did an RFP and we out sourced the Fleet Services and the contract was awarded to Bill Utter and now we no longer do the mechanics at our shop and we did keep that position open to see if it was going to work and the program has been working well. We are going to eliminate that

Fleet Mechanic position and now the Supervisor, since his workload was cut in half, we moved him and he now manages the fleet contract and is over the Parks Department and also the Street Department.

We talked a little during the budget process last year and as we discussed the fire department several months ago, as we do see a need for increasing the fire department staff into 3 fire fighters. The elimination of these three FTE will basically pay for those three positions that we add in next year. We are hoping that we have some type of funding identified. An increase in growth that will allow us to add two patrol officers as well and we are also still analyzing some of our positions to determine if there is more that we might be able to eliminate. This is an ongoing process and we will continue to do that. Also, we had three officers that were budgeted in the Crime Control Budget, last year we transferred one over to the general fund and our hope is to keep transferring one officer a year. By doing that it will free up some money in the Crime Control budget that will allow us to properly fund vehicles and equipment for the police department. If we are able to do that then we will basically solve action item #3 for us and we will have a dedicated funding source for the equipment and so forth for the police department.

Caryn Riggs, the final action for this goal was to increase citizen involvement and make them aware of what we are doing. What we did is we created a dedicated budget page on our website and on that page citizens can find agenda items related to the budget, ordinances etc. related to the budget so it is a one-stop shop for all of that information and we want to continue doing that into 2016/2017. Additionally what was created in 2015/2016 was Socrata Open Budget Portal which allows citizens to drill down into our line item budget so they can see what is budgeted in each line item. Part of that which we are hoping in 2016/2017 is to add the expenditure piece of the Socrata which is where not only can they drill down to see the budget but citizens can also see the expenditures that were spent out of that particular line item.

Guadalupe Ruiz, Human Resource Director – goal 2 is to create a customer centered organizational culture whose focus is on customer service and engaging the community. The customer relations training was conducted in September 2015 and we also will continue training for our supervisors and management and will be in house training and will take advantage of all our employees and ask some of those employees to be the instructors. The next fiscal year we want to create a new Supervisor Academy.

We had the Governance training for the City Council in May 2015 and we will have the Robert's Rules of Order training in house for all the committee members on January 28, 2016. We will continue the following year in 2016/2017 as well as the new Council Orientation.

Shea Rodgers, Technology Service Manager – increasing our level of the quality of customer support to our citizens so this year we implemented our Customer Relations Module (CRM) and that is where citizens can report a concern. Citizens can log in on our website anonymously or not and report a concern. This works great for us because we can route tickets to where they need to go and find that fewer issues are falling through the cracks. We can see trends forming that we can use for historical data.

We are doing the other half of our customer service this next year and this is Corinth Cres Program. This is getting surveys out into the hands of the citizens to grade our level of customer support.

We are partnering with local business and trying to expand out in our special events and get and get cooperation from our local businesses. We had a very successful Christmas Tree Lighting and had a lot of support with the community. The big one here is going to be our Fall Festival and we are working with our event coordinator now to decide where we want to go with that and what kind of festival we want it to be and very importantly what businesses we want on board and what they want to do. We want them to have ownership and feel like they are a part of the community and for 2016 we are just looking to continue that trend.

Mayor Heidemann – do you work through the Chamber on that?

Lee Ann Bunselmeyer, Acting City Manager – I think Erin has just reached out independently to business and not gone through the Chamber. I know she does go to the Chamber meetings and makes contacts there but does not specifically go through them to do our events.

Councilmember Burke – how many people are utilizing our customer relations module on a monthly basis?

Lee Ann Bunselmeyer, Acting City Manager – during the summer we get about 80 to 90 contacts and it is mostly high weeds but on the non-peak summer we are looking at about 40 to 45 folks that go on. We started the report of concern a year ago so we have a year's worth of data and hopefully by February we will start pushing that report out to the Council along with the weekly report.

Guadalupe Ruiz, Human Resource Director – our next goal is to demonstrate commitment to employee development and growth. In 2015/2016 we had the funds to allow for merits and step pay programs and also to maintain and continuing with the benefits. This year we will also be conducting a Compensation Study and will be presenting to Council to get your input. What we expect at this time, before conducting this study is to continue with the step pay program. After the 2013 Compensation Study was completed, it was evident that having frozen steps for three years we encountered some compression issues with the salaries and fortunately Council approved some funds to address but certainly we do not want to be in that position again.

Councilmember Garber – what is just a general compression issue with salaries?

We adopted the new structure and with the new structure a lot of the employees regardless of the years that they has you had a mix of new employees and more experienced employees on the same step making the same amount of money. Council approved some funds to try to separate them and that was the compression plan that was put in place to help with that.

Mayor Heidemann – when you go out for these compensation and benefits studies, who does the study?

Guadalupe Ruiz, Human Resource Director – in 2013 it was a combination of the firm conducting some of it and Human Resource participating in the process. Next week we will be presenting to you the scope of it and it is only a portion of it. We are going to take advantage of their automated systems to collect information and do the reporting and we can help with the rest but take advantage of the systems that are already out there and can expedite the information.

The structure for those employees who are not on the step plan is updated with a cost of living that is not necessarily means that employees will have a salary increase. Only those employees that are at the minimum of the range may have to be adjusted. However doing so updating the salary structure will help with our recruitment efforts.

Action 3 is develop Career Development Program for personnel in key positions. This year we have identified key positions and participants as well as establish expectations of the program so that we can implement it next year.

Shea Rodgers, Technology Service Manager – goal 4 is all about being a little more pro-active. We are looking for something a little more comparable to other municipalities our size. We are starting to really utilize Facebook and Twitter to post things like road closures, any sort of news articles that we have. We push out construction notifications through our website and both email and text notification and same with news releases. The monthly newsletter, Corinth Chronicles where we again have large news articles and thigs like that we push out once a month.

In the front lobby we have the big screen T.V and we have a projector playing a welcome presentation so at a quick glance someone can get some information about an upcoming meeting or news article about the city.

We are looking to possibly review the website structure, we like the website and we did it back in 2014 but it is not perfect. With our contract with our web hosting company, Civic Plus we get one free web re-design per contract period which is 3 years. We will evaluate whether or not that is necessary or if we just need to do some scrubbing. Specifically what we are looking to do is just make information easily assessable with the fewest amount of clicks as possible. We want to develop some pro-active marketing campaigns specifically in areas of health and safety, one that comes to mind is the issue of the mosquito policy.

This year we launched through our web hosting company a Google and iTunes Mobile App for the City of Corinth and this has links to the most pertinent and routinely accessed portions of our website for someone to get information from the police page they don't have to fire up the website they can just pull up the app and it is right there ready to go.

We are in progress of launching a customer relations app for the phone, we have it already on our website. This will help someone report a concern on the go. If you see a pothole you don't have to remember where that pothole was you can just report it right there from your phone. A neat feature is you can take a picture of it from the app so we have a photo to go with the report and we can pinpoint exactly where the problem is and respond accordingly. We expect to have that in place sometime in the summer. We are reviewing it right now with our vender.

Action item 3 is to stay up to date on technology. The last couple of years the city has actually done a good job of streamlining, in a lot of departments are submission of documents and digitizing documents so we don't have large volumes of paper. We are looking to expand this throughout the city and get other departments on board.

We are upgrading the network equipment and is in progress as we speak, our equipment was out of date and addressing some security concerns with the police department was impossible and you could not fulfill those concerns and be in compliance and so we went out with Council's blessing and got upgraded equipment and this should be completed by May.

We have upgraded and expanded our card swipe security system for employees. We now have that system hosted through our vendor and we added 6 new card swipes in areas of the building we felt were under secured.

We are working with another vendor for our document scanning company to develop a workflow for court to help categorize and easily referenceable all the documents in court.

Denton Cloud migration, we have moved a lot of information, we have powered down four servers and seventeen data basis from our servers here in the city to the City of Denton virtual farm and plan on continuing that and getting complete by the end of the fiscal year.

For this next year we are looking to upgrade our financial system. Incode touches everything in the city and we are two versions behind and that has become slightly problematic when we are looking to interface one or more different programs with Incode and at some point the maker of that software will stop supporting it. We are going to go out and review our needs for upgrading our phone system. This is another one that is barely hanging on. We are going to reach out to different vendors and see what would best fit the needs for the city.

The audio/visual system in workroom is something we want to address and make sure we are not just relying on a laptop and projector for important meetings. The security camera system is another one that is barely hanging on and we are trying to partner with the police department to get on the same system. We met with contractors in November and discussed replacing the HVAC units. They are not dying but the units are getting close to the time to think about replacing them.

Places & Spaces Goal 1-4

Fred Gibbs, Planning and Development Director – our first item is to conduct a land use plan. Early last year we had a Joint meeting with the Planning and Zoning, Economic Development Corporation and the City Council to talk about land uses in the Permitted Use Chart. As part of the new budget process we will be looking at whether or not we need to evaluate the Future Land Use Assumptions during the Comprehensive Plan Update. We had that in the budget for last year and we are going to come back and see if Council is interested in doing it this year.

We are currently looking at ways to conduct reviews of our development codes, streamlining them and making sure they are up to date with all your planning practices that are going on

right now in the industry. We had the Zucker report that was presented to Council and we are looking at implementing that Zucker report and will be a multi-year implementation. There are 105 recommendations in that report that we are currently working on and will carry into the next fiscal year.

Our next goal is to look at the projects that enhances safety, property, and way of life to our citizens. Late last year we looked at the O'Brien report that was presented to Council for options and scenarios with mitigating that draining on Lynchburg Creek. We also teamed up with North Texas Council of Governments (NTCOG) to look at the entire Lynchburg watershed that goes through not only the City of Corinth but also the Town of Shady Shores to look at studying that entire Lynchburg watershed and that is a 3 phase project that is looking to be completed sometime in March, 2017.

Sometime in the future the City Council will need to determine what type of participation the city wants to get in on some of these drainage project, specifically Lynchburg Creek, it is a big watershed and has a lot of impact on developable property.

Action 2 is to identify street improvements, we talked about Lake Sharon Extension and gave Council an update not too long ago. Currently the construction date of next year. Garrison Road project has been postponed unless the Council wants to put that back on the CIP for the next budget year.

Cody Collier, Acting Public Works Direction - In this current fiscal budget we had \$150,000 budgeted in street maintenance, December 17, 2015 Council approved some miscellaneous road repairs and that was about \$90,000 worth of repairs for Serendipity Hills, Post Oak, and Areal Basin, Vintage Circle and Clark Drive. We have notified our residents that will be impacted and all those should begin within two weeks. That will leave us with about \$60,000 and we are looking to do some seal coding in our asphalt subdivisions in 2016/2017 budget and I would like to use the remaining balance of the \$60,000 for the street repairs in preparation so that the road is ready and we can get it cracked sealed in house.

Fred Gibbs, Planning and Development Director – we are at that point where we need to go back and do another Impact Fee Study and we also need to look at doing a Water and Wastewater Master Plan as part of that. We have done one in almost ten years so it is time to do that and really plan for your future CIP. We are in the preliminary stages of starting that process.

Lee Ann Bunselmeyer, Acting City Manager – for 2016/2017 we will start the water/wastewater rate study and those will be for your rates that will be affected on October 2017. Before we do the rate study we need to do the Water/Wastewater Master Plan because we need to know what CIP project the Council wants for the water/wastewater side so that we can establish those rates that it can fund that. The last water rate study we left our rates flat and it did anticipate a declining rate structure so if we do issue debt, depending on growth then there might be an increase in your rates to fulfill that. If we have the growth to pay for those additional CIP's then we might see some flat rates. Our goal is to keep the rates flat or reduce them if we can.

Cody Collier, Acting Public Works Director – we came to Council last week and made the decision to postpone the sanitary sewer rehab in Amity Village subdivision and that put about \$650,000 back on the table. It was discussed the need for some work at our Public Works facility. The building is 20 years old and is a sheet metal building, the HVAC system is 20 years old and four to five times a year we call someone out to get them running again. The ceiling has a lot of leaks in it and the insulation is hanging down and the sky lights are starting to rot and decay and we need to do some work out there to get that building put back together to fit our needs. We have never had a way to protect our investments which is our equipment, like backhoes, dump trucks, etc. we are looking at about 1 million dollars' worth of construction equipment that sits outside there is no cover or shade to protect that equipment. One of the problems is the weather is rotting the seats and deteriorated the gages and destroying our equipment and will be looking at the possibility of using some of those funds or budgeting for next year how we can move forward with to improve the public works building.

Lee Ann Bunselmeyer, Acting City Manager – we would like to evaluate the needs and have someone come in with some of the savings that we have on Amity Village what the cost would be to get the facility up to standard and also about putting a covered parking for some of that equipment. Once we do that we will come back to Council on what that costs would be.

Cody Collier, Acting Public Works Director – the way we do our utility billing is there are transponders in the ground so every water meter has a transponder on it. The transponders have a ten year life on them and they were purchased ten years ago. We put a budget together so that every year money would be placed into the budget and right now we have about \$938,000 in that budget of transponder replacement. There is a lot of great technology out there and it is called a Beacon System. This system works off of cell phone technology and you would not have an individual driving his car reading meters it literally takes it from the ground and transmits it to a cell tower and beams all your meter reading information to your computer in Utility Billing sitting in the office and you get the guy off the street having to read meters. One big advantage to it is the customer service, it has software and you can have an app for your cell phone or tablet and it uploads every hour and you can watch your water consumption from your cell phone from anywhere.

The cost for the transponder is the same price as the ones we currently have but there is a 90 cents per month per transponder fee for the cell phone usage and that works out to be about \$75,000 a year for that service and that would be additional cost. At 90 cents a month I still think it is a fantastic option just for the customer service factor for what you can be able to gage your water usage by. I will be looking into this a little further and I think it will be a great tool.

Fred Gibbs, Planning and Development Director – Action 4 is to identify the need for a Center City. If the City Council decides to do the Comp Plan Update that would be a good opportunity to define the location of the Center City area.

Goal #3 Enhance efforts throughout all city services and programs to promote beautification.

Fred Gibbs, Planning and Development Director – We are always working with the neighborhood associations to help us enforce areas just as much as we enforce them and we

will keep building that relationship. We are also going to utilize more technology through our GIS System locating those hotspots basically areas that are a little more troubled and may have to see more proactivity in those areas.

Cody Collier, Acting Public Works Director –identify and fund a right-of-way maintenance program. We have brought several presentations for right-of-way mowing and options. We have another presentation coming before you on February 18 with more right-of-way mowing with some of the fee simple maps and how things are going to be working and options you will have available to you. Once we get the direction on what we would like to see to mow, we will then put together a draft ordinance and bring that back for consideration and possibly be able to start this year with how we want to fund the right-of-way mowing once we understand what the direction is and what we want to do we can start the process and budget prep now for the 2016/2017 budget.

Cody Collier, Acting Public Works Director - for Action #3, adopting a standard for our facilities, parks and right-of-ways. We have about \$160,000 in the parks improvement account and will be going through the Parks Master Plan and looking through there for options for our neighborhood parks, seeing things in there that were asked for that our residents would like to see.

We started about 3 years ago trying to get a chemical plan in place for our major thoroughfares to control weeds, seasonal fertilization and seasonal planting of flowers and will continue to do that. The same for our parks in 2016/2017 we will be doing Fibar which is a fall protection and that is wood chips and we did half the parks about 4 months ago and intend on continuing that cycle.

Cody Collier, Acting Public Works Director – Action #4, actively engage the community in Keep Corinth Beautiful is a challenge, we try to reach out and post the events, we do what we can. I think we have a good relationship trying to get things squared away and we will continue using every avenue we have to see what we can do to increase public awareness in helping us with Keep Corinth Beautiful.

Fred Gibbs, Planning and Development Director – action 5 is to implement roadway aesthetic improvements, we funded the enhance pavement at the Corinth Parkway intersection that will be open tomorrow. One thing that we are looking at as part of this is to plan and design City roadway entrance signs, a way of finding things within our community. We have some major intersections throughout the community that could use some signage and something we would like to visit in the near future.

Councilmember Harrison – is FM 2181 getting some street lights? Just a thought they have them all up and down Little Elm in the medians.

Cody Collier, Acting Public Works Director – I have not seen anything that would indicate they intend to do any lighting but we could look into that.

Goal 4

Fred Gibbs, Planning and Development Director – develop a Parks Master Plan, that plan was presented to Council back in November 2015. We are currently working on the Ordinance to adopt the Master Plan to incorporate into the current 2010 Comprehensive Plan. This will be another element within your Master Plan.

Cody Collier, Acting Public Works Director – Action 2 is Community Park phase II improvements for 2015/2016 include softball, baseball scoreboard, baseball pitching mounds, handicap curb-cut at baseball complex, and softball fields temporary fencing. All the items are done except for the baseball pitching mounds, we just received our final bid this week

The delay was the communication on what kind of pitching mound they wanted us to improve. We were being told it was the pitching mounds on the fields and we also heard what the board really wanted was warm up pitching mounds constructed on the sides of the fields so the pitchers can warm up before the game so there was debate with the board on exactly what they wanted. They are wanting the warm up mounds and we have received some bids on that and we are about ready to go and finish that up and it will be done by spring.

In 2016/2017 we will get a committee back together and get going again and see what they would like to see in the community park for Phase II.

Fred Gibbs, Planning and Development Director –Action 3 is identify need and location of a Community Center. This is another discussion item and decision that we will begin those conversations in the future for 2016/2017.

Fred Gibbs, Planning and Development Director – Action 4 is identify need and location of additional park space on the west side of town. The majority of our recreational type of park space is on the east side of the Cit. The Parks Master Plan does have some recommendations in it at which Cody Collier is working through those as well. One thing we always do during the development process is ensure that when the developer come in they dedicate parkland property and that is the normal routine for staff is to make sure the ability for parkland dedication or trails program as well and will continue to monitor that master plan and make sure that is being adhered to during the development process.

Cody Collier, Acting Public Works Director – action 5 is evaluate Parks Department staffing needs. With the work we are doing with ROW Mowing and contracts we are continually looking at what are staffing needs are and at this time our staffing is adequate at this point and we are not going to be asking for anymore and not looking to reduce any as well at this time.

Safety and Security Goals 1-3

Curtis Birt, Fire Chief – identify needs for the Joint Public Safety facility was brought to Council in November 2015.

Frank McElligott, Asst. Chief of Police - Action 2, Determine the feasibility of a 911 call center and holding facility in the Public Safety facility and we have determined that is not feasible and funding is not available. As far as the holding facility, we need one desperately as

a police department. State Law is when you bring an adult in the building and you have juvenile in that same building and both under arrest they cannot see one another. In our current facility that is not possible.

Curtis Birt, Fire Chief – Action 3, Acquire land, design and build for the Police and Fire facilities. We are evaluating that right now and in discussion with the Fire Academy and Fire Station with Lake Dallas ISD, we are looking to design station 3 this year and then evaluate the land and building options for the police station and hope to have that done by the end of this year. Next year we will go in for building the fire station and talk more about the funding options for the Police Station.

Action 4, The Cooperative Agreement with Little Elm was approved by Council on December 3, 2015. We are getting ready to begin meetings to develop a training facility and continue investment in the training facility. Year one funding of \$30,000 was included in the 2015/2016 budget.

Mayor Heidemann – the initial \$30,000 is that something that is going to be an annual cost?

Curtis Birt, Fire Chief – for a few years until we get it built up then we can see what the maintenance is and then we will set our maintenance.

Goal 2

Curtis Birt, Fire Chief, Action 1, Our Vehicle and Replacement Program, during this year we replaced an Admin vehicle, the trailer and ATV for the Fire Department and we got a lease agreement for the engine which is currently in design right now. Next year for the Fire Department we have three command vehicles that are due for replacement and one of our ambulances.

Frank McElligott, Asst. Chief of Police – We are going to replace three patrol vehicles, one administrative vehicle. They have been ordered and expect delivery in the next 30 to 60 days. We have our animal control vehicle that will need to be replaced next year as well as three patrol vehicles.

Mayor Heidemann – when you replace the ambulance is everything new or do you take the back end and have that refurbished?

Curtis Birt, Fire Chief, - I have done refurbs in the past and never had any luck with them and it ends up costing more in the long run. We don't buy equipment, all the equipment usually goes to the replaced ambulance but we buy the new box and new chassis.

Curtis Birt, Fire Chief, - action 2, stay abreast to technology for both departments we upgraded our engines to have full 12 leak capability in their life packs that match the same exact ones on the medics. Right now everything that an engine carries or a quint carries is the same as the medics have now.

Frank McElligott, Asst. Chief of Police –we are migrating our in-car video assistance for the police department. So far we have eleven of our cars moved over and two of the motorcycles and have six remaining vehicles that will need to be upgraded when the equipment comes in. The Rhodium Incident Management program is for managing critical incidents and literally involve every department of the City. It will allow us to know what equipment we have where it is and where we can stage it, the mapping system for the city will identify staging areas, places that we can move people to and move people from. Right now we are populating information in to that.

Our E-Filing cases with the District Attorney’s office rather than officers carrying physical cases up there. We now file them electronically. We will evaluate the GIS data to improve response plans and coverage areas in 2016/2017 and Evaluate Police and Fire department needs.

Curtis Birt, Fire Chief, - Action 3, the P-25 compliance is our radio system that both the police and fire are on with Denton County. Denton County system is on the verge of failing. They have the new one installed and tested and are in the final process of getting IT set up.

Goal 3

Curtis Birt, Fire Chief, -Action 1, we have had one meeting with all three cities and we have another one on January 19th and start negotiating and we will be getting back with Council after that.

Frank McElligott, Asst. Chief of Police, Action 2, we just graduated Academy #9 of the Citizens Police Academy and we had a great turn-out. We plan on expanding in 2016/2017 with the police academy and Advanced Citizens Police Academy.

Curtis Birt, Fire Chief, one of the things we are getting ready to roll out is called the Citizens Preparedness Academy and this is more of an emergency management, prep yourself to be ready for storms and anything that can happen. Talk about weather with them and how things work and what you should have at your house in case of a storm or a disaster. We hope to begin this in March and April.

Frank McElligott, Asst. Chief of Police, Action 3 – we continue our community education, public speaking by officers visiting schools. We are going to give a presentation on home invasion at the end of this month to the high school. We also offer business security assessments for free and home security assessments for free and we have a very large social media presence, we have a great following on our web page, we update it daily with traffic, crime tips and get thousands of hits. We would like to increase the funding for those programs.

Curtis Birt, Fire Chief, - Action 4 – we continued our fire education programs for Pre-K – 2nd grade and have expanded the fire education program to 5th grade with essay contest. In 2016/2017 we would like to develop a fire education program to senior citizens and to support the High School Fire Academy.

Economic Development Goals 1-4:

Jason Alexander, Economic Development Director - action 1 – we want to improve our residential and commercial tax base ratios because we have very little commercial activity and obviously a lot of room for growth there. To increase that commercial activity once of the things that we have looked at for 2015/2016 is to enhance our desirability and aesthetics of our commercial corridors to attract more businesses. We also want to grow partnerships with developers, brokers and others. Part of that is to get the message out of what we are looking for in terms of quality development and quality businesses. 2016/2017 with coordinating with adjacent cities so we can develop specific policies that would sustain quality development along key corridors such as FM 2181.

Action 2 – one of the key recommendation from the marketing plan was getting Corinth's name out there and we want to do that by creating digital information packet that has a lot of knowledge and information on the City, what we are looking for in terms of businesses as well as our demographics. As well as creating community profiles so when businesses look at Corinth they know exactly who we are and what types of business services they can provide to our market. We also want to take a look at our branding program that reflects our city's identity and to use that to enhance the digital information packet as well as our community profile.

Action 3 – creating a map or maps that show areas that we want to target for re-development and from those maps creating site specific plans for zoning ordinances in conjunction with the Planning Department that would stimulate development and from that using the zoning and perhaps even incentives as well as those maps to attract businesses that have catalyst potential to those target areas.

Action 4, this falls in really under action items 1, 2 and 3. Part of the retail strategy is founded on Buxton and the idea is not to use Buxton to create a retail strategy for us but to use them to enhance for supplement our existing retail strategy. This can help us to improve our marketing efforts and when we go to trade shows and conferences. For 2016/2017 we can use this again to continuously improve the market and how to promote Corinth as well as how we interact with the different businesses at those conventions.

Goal 2:

Jason Alexander, Economic Development Director – attracting and retaining a diverse mix of businesses in the community and part of that is creating and following that specific marketing plan and that is growing relationships with developers and review and update demographic information and we want to build on that for next year by launching a GIS based system that identifies and lists catalyst sites.

Action 2, We want to make sure that we are utilizing incentives to attract industries that are appropriate for Corinth and part of that is offering not necessarily financial incentives to employers that bring quality jobs but maybe expanding the access of those employers to our local colleges and institutions of higher learning like NCTC as well as UNT and others to expand the supply of skilled labor. For 2016/2017 we can look at development of a business incubation program and that may be an ideal that can be attractive to a developer because it brings that walkable mix-use element to development.

Action 3, supporting the expansion of our local businesses, I have reached out to the small development administration and what they do is help small businesses providing them with free advice to help them prepare business plans and help secure loans. We are taking a look at this year is having a gentlemen come in and speaking to our various businesses to educate and inform them on the resources that the Small Business Administration offers.

Goal 3

Action 1, we have already started promoting a shared vision for a sustained economic growth in the Lake Cities Area. I have reached out to our surrounding cities to discuss ways that we can partner and work together to create some economic policies that would be beneficial to all of us.

Action 2, we are working on putting out a quarterly local business newsletter to keep our business community informed of what is going on. We want to make sure that they know we have their interest at heart.

Goal 4

Action 1 – this was initiating and developing a City Center District but upon talking with the Planning Department we felt that it may be appropriate that we approach this area from a different angle. Part of that is because the presence of IH-35. Realizing that there is going to be a mix of businesses that are more auto oriented versus businesses that may be more walkable/pedestrian friendly. With the Regional Mixed-Use District you are making it known that we are looking at getting Corinth on the map so people can see the businesses that are there and we placating to both those who made be traveling in there automobiles as well as those who may be walking. With that in mind you still have the mixed-use activity that we have discussed at the various meetings and with that Scott Polikov and his team has started work on our first draft of the new zoning code for IH-35 and we anticipate having that this week.

Action 2, what we are doing with this zoning code is a little bit different than your other zoning codes which are based primarily on use. What we are looking at is having that retail strategy form of basis of the zoning code so that we know the type of businesses that we want to attract and from there surround it with complimentary uses.

Lee Ann Bunselmeyer, Acting City Manager – the Strategic Plan is the document that we plan on driving the budget for next year in 2016/2017.

March 7, 2016- Budget Kick-off. During the month of April we will have budget review meetings to go over the budgets that the departments have submitted. Our first workshop session is May 12, 2016 and this coincides with getting the numbers from the Appraisal District and that will give us an idea of what our tax revenues are going to be and how much growth we anticipate into the next budget year. We plan on splitting out the budget workshops in June, when we start going through individual funds it is a lot information and a lot of detail and can be long so we plan on splitting that up and on June 9th we focus on General Fund and

Capital Projects and developing the CIP and June 16th discuss the Utility Funds and our Special Revenue Funds.

July 25th we will receive the official Certified Tax Roll from the Appraisal District and at that point we will know exactly how much monies we will have with our tax revenues. July 31st we will submit the proposed budget to Council. See Budget Calendar attached.

Hold a discussion and give staff direction on establishing a process for amendments to the Corinth City Charter.

Lee Ann Bunselmeyer, Acting City Manager – Council had requested that an item on the Charter Amendments be placed on the agenda so Council can discuss if Council wanted to move forward with the entire charter or specific sections of the Charter and also Council asked the City Attorney to come up with options of developing a committee to be able to review that charter.

Debra Drayovitch, City Attorney – this can be accomplished in several ways, sometimes if it there is limited amount of changes that are anticipated or desired the Council will simply decide and direct staff to prepare the ballots for the voters consideration. You can only amend your charter once every two years so when you amend it you have to wait two more years before you can make any more changes. You have a good charter and it has served you well. This Charter was adopted in 1999.

The Council may do it on their own or they may appoint a charter revision committee and that is a committee that you will appoint and represents the Council as a whole. Typically the meetings are organized by subject or article of the Charter as you move through. You will have recommendations and sometimes you will have a majority and a minority report that will be submitted to the Council with those recommendations and then the Council decides that they want to propose to change in the Charter and submit to the voters.

Councilmember Johnson – this issues that we have in the Charter right now mostly are technical adjustments to make all of our language match, like a quorum, does the Mayor vote or not vote? There are some other items that we fixed by ordinance that probable need to be in the Charter. A lot of this is just cleaning things up.

Councilmember Garber – If there are no huge revisions then I don't know why we need to tackle it at this point.

Councilmember Burke – is the Charter functioning as intended?

Mayor Heidemann – for the most part.

Councilmember Harrison – the last charter amendment was a pay raise, term limit and some other thing and it was all turned down.

Debra Drayovitch, City Attorney - you have a good Charter.

Councilmember Harrison – anytime I have ever looked to the Charter I get the answers.

Debra Drayovitch, City Attorney – I will email you the list of possible amendments and will place on the next workshop for discussion.

Mayor Heidemann recessed the Workshop at 9:22 P.M. *See Closed 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.

Council met in Closed Session from 9:30 P.M. until 9:55 P.M.

- 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, 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 EXECUTIVE SESSION ITEMS.

There was no action taken from Closed Session.

Mayor Reconvened the Workshop at 9:56 P.M.

ADJOURN

Mayor Heidemann adjourned the meeting at 10:00 P.M.

AYES: All

Meeting adjourned

Approved by Council on the ____ day of _____, 2016

Kimberly Pence, City Secretary
City of Corinth, Texas



CITY OF CORINTH 2014-2018 STRATEGIC PLAN

The 2014-2018 City Strategic Plan is shaped by the City's vision and mission statements, and is the result of the elected officials and professional City staff working together to identify, analyze, and prioritize the goals and objectives for City services. The five-year strategic plan was developed in 2014 and is updated annually.



Vision

Corinth will be known for its quality of life achieved by providing a safe community, preserving our neighborhoods, and recognizing the importance of quality development along our corridors.



Mission

To provide services that meet or exceed the needs of our community and enhance their quality of life.

Core Values

Integrity

We are dedicated to the highest ideals of integrity, fairness, and transparency in partnering with our citizens and employees.

Customer Focus

We believe in ensuring the timely, cost effective, professional, and courteous delivery of services.

Excellence

We believe in an ongoing effort to improve quality of services through action.

Teamwork

We believe in working together to accomplish common goals.

Leadership

We believe in visionary, inspiring, passionate, focused, decisive, courageous, & supportive leadership.

Strategic Themes



Governance & Management

Promote a high performance organization through open government by maximizing resources through technology, people, fiscal responsibility, and teamwork in partnership with our residents.



Places & Spaces

Build our community by promoting quality residential and commercial development, well maintained parks, trails and open spaces, and safe, efficient transportation that provide quality and value for current and future growth.



Safety & Security

Provide for the safety and security of all citizens, visitors, businesses, and employees through innovative and progressive initiatives and partnerships to ensure the quality of life in our community.



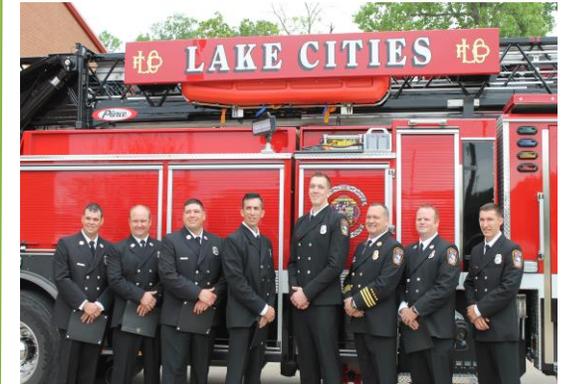
Economic Development

Advance a cooperative effort by the CEDC, the City of Corinth, and citizens to support retention and expansion of existing businesses and attract new businesses in targeted economic sectors.

Focus Area 1: Governance & Management

PROMOTE A HIGH PERFORMANCE ORGANIZATION THROUGH OPEN GOVERNMENT BY MAXIMIZING RESOURCES THROUGH TECHNOLOGY, PEOPLE, FISCAL RESPONSIBILITY AND TEAMWORK IN PARTNERSHIP WITH OUR RESIDENTS.

- *Goal 1:* Govern the City in a transparent, efficient, accountable, and responsible manner while maintaining a flat or reduced tax rate.
- *Goal 2:* Create a customer centered organizational culture whose focus is on customer service and engaging the community.
- *Goal 3:* Demonstrate a commitment to employee development and growth.
- *Goal 4:* Stay abreast of technology to efficiently deliver services.



Governance And Management- Goal 1

GOVERN THE CITY IN A TRANSPARENT, EFFICIENT, ACCOUNTABLE AND RESPONSIBLE MANNER WHILE MAINTAINING A FLAT OR REDUCED TAX RATE.

		Status	2015-16	2016-2017 Proposed
Action 1	Maintain adequate reserves to ease the impact of economic fluctuations.	Ongoing	√ Maintain reserves at 20% of budgeted expenditures.	√ Maintain reserves at 20% of budgeted expenditures.
Action 2	Maintain one of the lower tax rates among cities our size in Denton County.	Ongoing	√ Reduced Tax Rate by 1¢.	√ Maintain or lower tax rate.
Action 3	Develop and maintain equipment on a strategic schedule and establish reserve funds to enable replacement.	Ongoing	√ Annual contributions to General VRP Fund. √ Replace Utility Inspector vehicle. √ Implement 2nd year of computer replacement program.	√ Continue annual contributions to vehicle and computer replacement funds.
Action 4	Conduct regular audits of City services, practices, staffing, and programs to maximize efficiencies and ensure sufficient staffing levels to adequately serve the citizens.	Ongoing	√ Eliminate 3 FTE – Recreation Specialist, two part-time Recreation Attendants, and a Fleet Mechanic position.	√ Analyze Public Safety staffing (3 Firefighters/ 2 Patrol). √ Transfer Patrol Officer from Crime Prevention District to General Fund.
Action 5	Increase citizen involvement in long-term capital, and budget planning.	Ongoing	√ Dedicated budget page. √ Socrata Open Budget Portal.	

Governance & Management- Goal 2

CREATE A CUSTOMER CENTERED ORGANIZATIONAL CULTURE WHOSE FOCUS IS ON CUSTOMER SERVICE AND ENGAGING THE COMMUNITY.

		Status	2015-16	2016-2017 Proposed
Action 1	Provide training and increase accountability of all employees in good management and customer service.	Ongoing	Conducted the following sessions: ✓ Customer Relations Training. ✓ Supervisor “Nuts & Bolts” Training. ✓ Management “Nuts & Bolts” Training.	✓ Create and Implement a formal Safety Program. ✓ Create New Supervisor Academy.
Action 2	Provide training in good leadership and governance to City Council and City boards.	Ongoing	✓ Governance Training with City Council held in May 2015. ✓ Roberts Rules of Order Training for all committee members in January 2016.	✓ New Council orientation. ✓ Facilitate annual Boards and Commissions: Roberts Rules of Order Training, and Open Meetings Act.
Action 3	Develop a Customer Care program to increase the focus on customer service and the opportunity for citizens to share their thoughts, concerns, and ideas.	Anticipated completion FY 2016-17	✓ Launch Customer Relations Module.	✓ Corinth Cares Program (posters, email surveys, etc).
Action 4	Partner with local businesses to develop programs and events that showcase our community.	Ongoing	✓ Coordinated successful Christmas Tree Lighting Event. ✓ Continue to promote Daddy Daughter Dance, Fish ‘n Fun, and Easter events. ✓ Plan and host a fall festival with music and activities for all ages.	✓ Continually seek local partners to grow the special events that showcase our community.

Governance & Management- Goal 3

DEMONSTRATE A COMMITMENT TO EMPLOYEE DEVELOPMENT AND GROWTH.

		Status	2015-16	2016-2017 Proposed
Action 1	Take care of employees by maintaining employee benefits within budget limitations.	Ongoing	<ul style="list-style-type: none"> √ Fund merit & step pay program. √ Maintained benefits. 	<ul style="list-style-type: none"> √ Continue step pay program. √ Continue to evaluate and maintain benefits.
Action 2	Examine salary and benefits to ensure competitiveness to attract and retain a highly professional staff.	Ongoing	<ul style="list-style-type: none"> √ Conduct Benefits & Compensation Study. 	<ul style="list-style-type: none"> √ Implement compensation study. √ Shift pay plan.
Action 3	Develop Career Development program for personnel in key positions who influence growth and development within the City to provide a better quality of customer service internally and externally.	Anticipated completion FY 2016-17	<ul style="list-style-type: none"> √ Identify key positions & participants. √ Establish Expectations for program. 	<ul style="list-style-type: none"> √ Implement Career Development program for key positions.

Governance & Management- Goal 4

STAY ABREAST OF TECHNOLOGY TO EFFICIENTLY DELIVER SERVICES.

		Status	2015-16	2016-2017 Proposed
Action 1	Have critical governance information available on the City's website.	Ongoing	<ul style="list-style-type: none"> √ Social media (Facebook/Twitter). √ Construction notifications. √ News releases posted to City website. √ Monthly Newsletter. √ City Council Welcome Presentation. √ City Hall lobby communication. 	<ul style="list-style-type: none"> √ Review website structure. √ Develop proactive marketing program informing citizens of health /safety issues. √ Enhance communication efforts through social media, newsletters, and website.
Action 2	Expand mobile-ready technologies to inform citizens and engage them on City issues and concerns.	Completed 2015-16	<ul style="list-style-type: none"> √ Launch Google and iTunes City of Corinth Mobile App. √ Launch Customer Relations Module App (in progress). 	
Action 3	Continually review technology systems, infrastructure, and fiber optics to increase internal and external productivity and efficiencies.	Ongoing	<ul style="list-style-type: none"> √ Document scanning. √ Upgrade network equipment. √ Card swipe security system update. √ Laserfische worklow (Court). √ Denton cloud migration. 	<ul style="list-style-type: none"> √ Upgrade financial system (Incode). √ Review phone system options. √ Audio/Visual system in workroom. √ Security camera system. √ Replace City Hall HVAC.

Focus Area 2: Places & Spaces

BUILD OUR COMMUNITY BY PROMOTING QUALITY RESIDENTIAL AND COMMERCIAL DEVELOPMENT, WELL MAINTAINED PARKS, TRAILS AND OPEN SPACES AND SAFE AND EFFICIENT TRANSPORTATION THAT PROVIDE QUALITY AND VALUE FOR CURRENT AND FUTURE GROWTH.

- *Goal 1:* Maintain a high level of aesthetic standards through an efficient development process while ensuring compliance to the UDC.
- *Goal 2:* Identify and review projects that enhance the safety, property, and way of life to our citizens.
- *Goal 3:* Enhance efforts throughout all City services and programs to promote beautification.
- *Goal 4:* Develop a community park system that provides exceptional service and is accessible to all citizens within walking distance.



Places & Spaces– Goal 1

MAINTAIN A HIGH LEVEL OF AESTHETIC STANDARDS THROUGH AN EFFICIENT DEVELOPMENT PROCESS WHILE ENSURING COMPLIANCE TO THE UDC.

		Status	2015-16	2016-2017 Proposed
Action 1	Conduct land use planning guided by the City's Comprehensive Plan.		√ Hold Joint Council, P&Z, EDC meeting to discuss and review land uses.	√ Evaluate the Future Land Use Assumptions during the Comprehensive Plan Update.
Action 2	Conduct a review of all development codes to streamline the development process.		√ Implement Zucker Report. √ Comprehensive Plan Update – Postponed.	√ Comprehensive Plan Update. √ Continue to implement Zucker Report.

Places & Spaces– Goal 2

IDENTIFY AND REVIEW PROJECTS THAT ENHANCE THE SAFETY, PROPERTY, AND WAY OF LIFE TO OUR CITIZENS.

		Status	2015-16	2016-2017 Proposed
Action 1	Develop Drainage design for Lynchburg Creek.	Anticipated completion FY 2016-17	<ul style="list-style-type: none"> √ Completed Lynchburg Drainage Hydrology project. √ NTCOG Lynchburg Basin drainage study (in progress). 	<ul style="list-style-type: none"> √ Evaluate the drainage improvements and determine the City participation level.
Action 2	Identify, review and fund street improvements to ensure the safety of our citizens.	Ongoing	<ul style="list-style-type: none"> √ Lake Sharon Extension Project in Design Phase. Postponed until 2016-2017. √ Garrison Road included in 2015-16 CIP. Project postponed. √ Perform miscellaneous street repairs. 	<ul style="list-style-type: none"> √ Start construction of Lake Sharon Extension in January 2017. √ Seal coat asphalt subdivision roads.
Action 3	Conduct regular audits of utility facilities, services and rates to efficiently serve our citizens.	Ongoing	<ul style="list-style-type: none"> √ Conduct Impact Fee study. √ Update Water/Wastewater master plan. √ Evaluate Public Works facility needs and improvements. 	<ul style="list-style-type: none"> √ Conduct Water/Wastewater rate study. √ Transponder/meter replacement. √ Public Works facility improvements.
Action 4	Identify need and location for a Center City.	Anticipated completion FY 2016-17	<ul style="list-style-type: none"> √ Comprehensive Plan update postponed. 	<ul style="list-style-type: none"> √ Determine the location of City Center during the Comprehensive Plan update.
Action 5	Re-evaluate the community library needs.	Completed 2014-15		

Places & Spaces– Goal 3

ENHANCE EFFORTS THROUGHOUT ALL CITY SERVICES AND PROGRAMS TO PROMOTE BEAUTIFICATION.

		Status	2015-16	2016-2017 Proposed
Action 1	Provide proactive code enforcement.	Ongoing	√ Proactively reach out to Associations and other stakeholders.	√ Launch a GIS based system that identifies risk areas to increase proactive enforcement.
Action 2	Identify and fund a right-of-way maintenance program.	Anticipated completion FY 2016-17	√ Review and update right-of-way mowing map and areas maintained by City. √ Review and update right-of-way maintenance ordinance.	√ Implement and fund approved right-of-way maintenance program.
Action 3	Adopt a high standard of maintenance for all city facilities, parks, and right-of-way.	Ongoing	√ Begin comprehensive chemical applications to control weeds and seasonal fertilization. √ Seasonal flower planting.	√ Continue chemical applications. √ Continue seasonal plantings. √ Fibar (fall protection) will be added to play structures as needed.
Action 4	Actively engage the community in Keep Corinth Beautiful and beautification events that effect their neighborhood.	Ongoing	√ Advertise KCB events on City website.	√ Work with KCB Board on increasing public awareness.
Action 5	Implement roadway aesthetic improvements.		√ Funded enhanced pavement at the Corinth Parkway/I-35 intersection.	√ Plan and design City roadway entrance signs.

Places & Spaces- Goal 4

DEVELOP A COMMUNITY PARK SYSTEM THAT PROVIDES EXCEPTIONAL SERVICE AND IS ACCESSIBLE TO ALL CITIZENS WITHIN WALKING DISTANCE.

		Status	2015-16	2016-2017 Proposed
Action 1	Develop a Parks Master Plan.		√ Plan was developed and presented to City Council in November 2015.	√ Implement Parks Master Plan.
Action 2	Plan Community Park phase II improvements.		Community Park Improvements √ Softball & baseball scoreboard. √ Baseball pitching mounds. √ Handicap curb-cut at baseball complex. √ Softball fields temporary fencing.	√ Plan Community Park phase II improvements.
Action 3	Identify need and location for Community Center.			√ Determine the need for a Community Center and its location.
Action 4	Identify need and location of additional park space on the west side of town.		√ Parks Master Plan was developed and presented to City Council in Nov. 2015.	√ Monitor the Parks Master Plan to incorporate any park land dedications through development.
Action 5	Evaluate Parks Department staffing needs.	Completed FY2015-16	√ Parks staff is adequately staffed at this time. Needs will be reevaluated with increased park improvements.	

Focus Area 3: Safety & Security

PROVIDE FOR THE SAFETY AND SECURITY OF ALL CITIZENS, VISITORS, BUSINESSES, AND EMPLOYEES THROUGH INNOVATIVE AND PROGRESSIVE INITIATIVES AND PARTNERSHIPS TO ENSURE THE QUALITY OF LIFE IN OUR COMMUNITY.

- *Goal 1:* Conduct regular reviews of facilities, services, programs, and staffing to ensure efficient levels to adequately serve our citizens.
- *Goal 2:* Maintain a high quality emergency response system that uses best practices to efficiently deliver services.
- *Goal 3:* Foster a community environment where citizens are safe and feel safe by educating and involving the public in all facets of public safety.



Safety & Security- Goal 1

CONDUCT REGULAR REVIEWS OF FACILITIES, SERVICES, PROGRAMS, AND STAFFING TO ENSURE SUFFICIENT LEVELS TO ADEQUATELY SERVE OUR CITIZENS.

		Status	2015-16	2016-2017 Proposed
Action 1	Identify needs and location for a Joint Public Safety facility.	Completed 2015-16	√ Joint Public Safety Facility Needs Assessment was developed and presented to City Council in November 2015.	
Action 2	Determine the feasibility of a 911 call center and holding facility in the Public Safety Facility.	Anticipated completion FY 2016-17	√ Feasibility of 911 call center completed with facility needs assessment.	√ Evaluate feasibility of a holding facility.
Action 3	Acquire land, design, and build Police and Fire Facilities.		√ Evaluate partnership with LDISD for Fire Academy & Fire Station. √ Design Fire Station #3. √ Evaluate land and building options for the Police Station.	√ Build Fire Station #3. √ Funding options for Police Station.
Action 4	Cooperative agreement with Town of Little Elm for a training facility.		√ Inter-local was approved by City Council on December 3, 2015. √ Year one funding of \$30,000 was included in the 2015-16 budget.	√ Continue investment in the training facility.

Safety & Security- Goal 2

MAINTAIN A HIGH QUALITY EMERGENCY RESPONSE SYSTEM THAT USES BEST PRACTICES TO EFFICIENTLY DELIVER SERVICES.

		Status	2015-16	2016-2017 Proposed
Action 1	Maintain equipment on a strategic schedule and establish reserve funds to enable replacement.	Ongoing	<ul style="list-style-type: none"> √ Replace administration vehicle, trailer and ATV for Fire Department. √ Lease agreement for replacement engine. √ Replace 3 patrol vehicles and 1 administration vehicle. 	<ul style="list-style-type: none"> √ Replace 3 Fire command vehicles. √ Replace 1 ambulance. √ Replace 3 patrol vehicles. √ Replace Animal Control vehicle.
Action 2	Continue to stay abreast of technology to efficiently deliver services.	Ongoing	<ul style="list-style-type: none"> √ Cardiac monitors for Fire Department. √ In-car video and migration for Police. √ Body cameras for Police √ Rhodium Incident Management program for Police and Fire. √ E-Filing cases with DA's Office. 	<ul style="list-style-type: none"> √ Enhance use of GIS data to improve response plans and coverage areas. √ Evaluate Police and Fire Department needs.
Action 3	Complete the required P-25 compliance upgrade for the public safety communications system.	Completed 2015-16	<ul style="list-style-type: none"> √ The final phase of the communications upgrade was included in the 2015-16 budget. 	

Safety & Security- Goal 3

FOSTER A COMMUNITY ENVIRONMENT WHERE CITIZENS ARE SAFE AND FEEL SAFE BY EDUCATING AND INVOLVING THE PUBLIC IN ALL FACETS OF PUBLIC SAFETY.

		Status	2015-16	2016-2017 Proposed
Action 1	Secure long term contract for Fire Services with area communities.	Anticipated completion FY 2016-17	√ Contract discussions with Lake Dallas, Hickory Creek and Shady Shores regarding the 2017 Fire Service Agreement.	√ Secure a long term fire service agreement.
Action 2	Support the Citizens Police Academy and the re-implementation of the Citizens Fire Academy.	Ongoing	√ Continue Citizens Police Academy. √ Continue Advanced Citizens Police Academy. √ Create a Citizen Preparedness Academy.	√ Continue Citizens Police Academy. √ Continue Advanced Citizens Police Academy.
Action 3	Support Police Department community policing initiatives.	Ongoing	√ Continue community education programs with schools and businesses to educate the public.	√ Increase funding for community policing initiatives (i.e., gun locks, literature, etc).
Action 4	Support Fire Department Education programs and community partnerships.	Ongoing	√ Continue Fire education program for grades Pre K- 2nd grade. √ Expanded Fire education program to 5th grade with essay contest.	√ Develop fire education program to senior citizens. √ Support High School Fire Academy.

Focus Area 4: Economic Development

ADVANCE A COOPERATIVE EFFORT BY THE CEDC, THE CITY OF CORINTH AND CITIZENS TO SUPPORT RETENTION AND EXPANSION OF EXISTING BUSINESSES AND ATTRACT NEW BUSINESSES IN TARGETED ECONOMIC SECTORS.

- *Goal 1:* Promote high quality, well planned development that adheres to the Unified Development Code.
- *Goal 2:* Attract and retain a diverse mix of businesses in the community.
- *Goal 3:* Promote a open and accessible community organization.
- *Goal 4:* Initiate and develop a regional mixed-use district.



Economic Development- Goal 1

PROMOTE HIGH QUALITY, WELL PLANNED DEVELOPMENT WHILE ENSURING ALL DEVELOPMENT ADHERES TO THE UNIFIED DEVELOPMENT CODE.

		Status	2015-16	2016-2017 Proposed
Action 1	Improve residential/commercial tax base ratios.	Ongoing	<ul style="list-style-type: none"> √ Enhance the desirability and aesthetic quality of commercial districts. √ Grow partnerships with developers, brokers and others. 	<ul style="list-style-type: none"> √ Collaborate with adjacent cities to craft specific policies to create and sustain desirable business districts.
Action 2	Advance the Marketing Plan by continually expanding marketing efforts.	Ongoing	<ul style="list-style-type: none"> √ Create a digital information packet. √ Develop a community profile for target retail and related businesses. 	<ul style="list-style-type: none"> √ Design and execute a comprehensive marketing program that reflects the City's brand and results in a new municipal logo.
Action 3	Identify and initiate redevelopment areas.	Ongoing	<ul style="list-style-type: none"> √ Create a map or maps that identify redevelopment and high-priority areas. √ Develop site-specific plans that emphasize redevelopment. 	<ul style="list-style-type: none"> √ Attract businesses with catalyst potential to targeted areas. √ Identify incentive opportunities for business relocation/expansion.
Action 4	Attract retail, restaurants, office buildings, and hotels that contribute to quality of life.	Ongoing	<ul style="list-style-type: none"> √ Design and initiate new retail strategy. √ Improve marketing efforts. √ Attend retail trade shows and other conferences. 	<ul style="list-style-type: none"> √ Continuously improve marketing efforts. √ Ensure consistent attendance at retail trade shows and conferences.

Economic Development- Goal 2

ATTRACT AND RETAIN A DIVERSE MIX OF BUSINESSES IN THE COMMUNITY.

		Status	2015-16	2016-2017 Proposed
Action 1	Aggressively market the location advantages of the City of Corinth for business through a specific Marketing Plan.	Ongoing	<ul style="list-style-type: none">√ Grow relationship with developers.√ Review and update demographic information.	<ul style="list-style-type: none">√ Launch Geographic Information System (GIS) based system that identifies and lists catalyst sites.√ Advertise in regional publications.
Action 2	Utilize incentives to attract desirable industries.	Ongoing	<ul style="list-style-type: none">√ Target and offer incentives to employers with quality jobs.√ Coordinate with NCTC and others to expand the supply of skilled labor.	<ul style="list-style-type: none">√ Develop business incubation program.√ Identify incentive opportunities to facilitate innovation.
Action 3	Financially support expansion of existing local businesses.	Ongoing	<ul style="list-style-type: none">√ Partner with the U.S. Small Business Development Administration and others.√ Revive business retention program.√ Promote aesthetic/signage grants.	<ul style="list-style-type: none">√ Promote partnerships with public, private and non-profit organizations.√ Continuously promote aesthetic/signage grants.

Economic Development- Goal 3

PROMOTE AN OPEN AND ACCESSIBLE COMMUNITY ORGANIZATION.

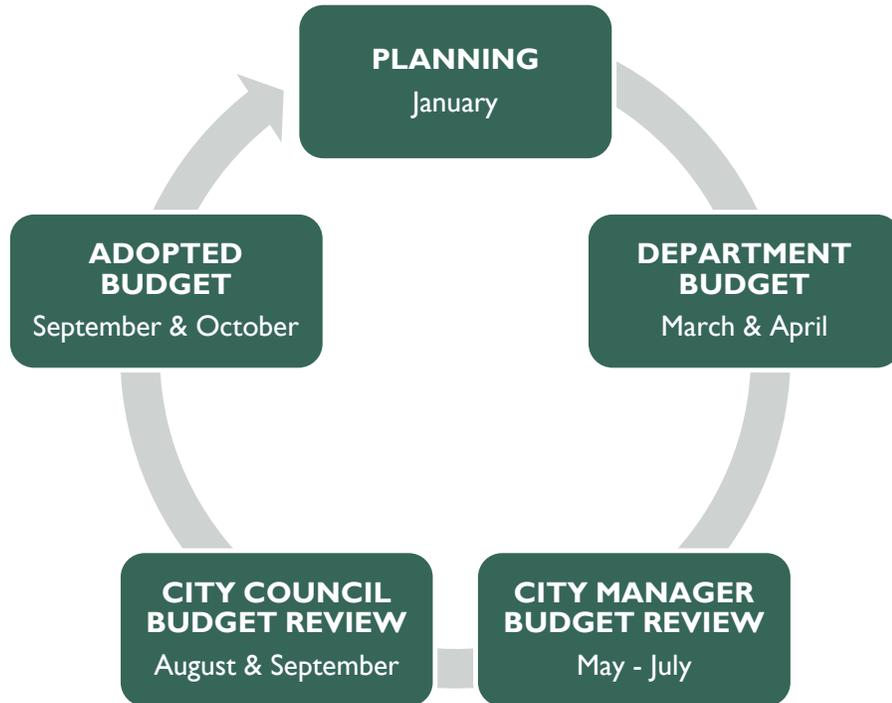
		Status	2015-16	2016-2017 Proposed
Action 1	Coordinate with adjacent cities for regional cooperation for mutual benefits.	Ongoing	√ Forge effective relationships with other economic development officials. √ Develop a shared vision for economic growth in the Lake Cities area.	√ Promote shared vision for sustained economic growth in the Lake Cities Area.
Action 2	Keep the business community informed on relevant economic development issues and trends.	Anticipated completion FY 2015-16	√ Develop a quarterly local business newsletter.	

Economic Development- Goal 4

INITIATE AND DEVELOP A REGIONAL MIXED-USE DISTRICT

		Status	2015-16	2016-2017 Proposed
Action 1	Initiate and develop a Regional Mixed-use District.	Anticipated Completion FY 2015-16	√ Design and implement a new zoning code that supports a variety of regional oriented businesses complemented with residential, office and open space uses.	
Action 2	Identify and attract businesses and industries that have both sales and property taxes.	Ongoing	√ Identify businesses appropriate for a center city district utilizing the new retail strategy.	√ Continuously identify and target businesses that will coalesce into a premium mixed-use corridor that others will want to emulate.

Budget Process Calendar



- **Planning – (January)**
 - January 14 – Council Goal setting / Strategic Planning Retreat
- **Department Budget – (March – April)**
 - March 7 - Budget Kickoff
 - March 28 - Departments submit budgets to Finance
 - April 11-22 - Budgets reviewed by City Manager
- **City Manager’s Budget – (May – July)**
 - May 12 - First budget work session with Council
 - June 9 - Council Budget Workshop– General Fund & Capital Projects
 - June 16 - Council Budget Workshop – Utility Funds & Special Revenue Funds
 - July 25 - Receive certified tax roll; calculate effective & rollback tax rates
 - July 31 - Submit proposed budget to Council
- **City Council’s Budget – (August – September)**
 - August 2 – Budget work session with Council; review proposed budget
 - August 4 – Vote on published tax rate and public hearing dates
 - August 11 – Budget work session with Council
 - August 18 & September 1 – Public hearings on tax rate & budget
 - September 8 – Budget work session with Council (if needed)
- **Adopted Budget – (September - October)**
 - September 15 – Adopt budget & tax rate
 - October 1 – Fiscal year begins; implementation of adopted budget

City Council Regular and Workshop Session

Meeting Date: 02/18/2016

Title: Consider and act on Minutes from the January 21, 2016 Workshop Session

Submitted By: Kim Pence, City Secretary

Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Consider and act on Minutes from the January 21, 2016 Workshop Session.

AGENDA ITEM SUMMARY/BACKGROUND

City Council discussion and action from the January 21, 2016 Workshop Session.

RECOMMENDATION

Staff recommends approval of the January 21, 2016 Workshop Session Minutes.

Attachments

Minutes

Exhibit

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

On this the 21st day of January 2016 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 (arrived late)

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
Kim Pence, City Secretary
Debra Drayovitch, City Attorney
Cody Collier, Acting Director of Public Works, Parks and Utility Operations
Curtis Birt, Fire Chief
Chad Theissen, Deputy Fire Chief
Guadalupe Ruiz, Director of Human Resources
Brenton Copeland, Technology Services

CALL TO ORDER FOR WORKSHOP:

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

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 #8

Councilmember Garber – It was my understanding that it was more like a consistency naming throughout the city, is that still the intent of why we’re talking about it?

Mayor Heidemann – It’s the intent, trying to get through some of the confusion.

Councilmember Glockel- There’s not a lot of residents or businesses on that street or any of those streets that are being renamed. There are only 4 homes on that street outside of the apartments.

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.

Lee Ann Bunselmeyer, Acting City Manager – At this time, Guadalupe Ruiz, Director of Human Resources is going to give Council a brief presentation to go over the history of the compensation for the city for the last few years. She will also give a history of the compensation studies we have conducted 2008 and 2013. We are seeking some guidance as to how you wish us to proceed with the study for this current budget year.

Guadalupe Ruiz, Director of Human Resources – Last week we presented to you the strategic plan 2014-2015 under the government management, we have the action that examines salary and benefits to ensure competitiveness. See Compensation Study presentation.

Mayor Heidemann – What was the cost of that?

Guadalupe Ruiz, Director of Human Resources – Around \$45,800 and that cost was the lower, if they were to do more, it would be higher.

Lee Ann Bunselmeyer, Acting City Manager – That study also included creating job descriptions and also establishing the paygrades because we never had that kind of paygrade. They also went in and reviewed our performance reviews to make sure they were in compliance and that we could move forward with that, to perform merit increases. There was another scope, other than just a salary comparison.

Councilmember Garber – So what do we think the cost would be specifically for the study?

Guadalupe Ruiz, Director of Human Resources – We extract it from that study in 2013 and that's how we came up with the \$25,000. They will do all the legwork. It may be more or it may be less, we don't know unless we go out for bids.

Councilmember Glockel – Assuming you use the same cities, you're saying you would call the cities and get the information for the outside firm to use?

Guadalupe Ruiz, Director of Human Resources - we would contact the cities to answer to the outsource portion. If we do it internally, we would be the one creating the form, sending it to them and getting it back directly.

Mayor Heidemann – Do you feel comfortable doing it?

Guadalupe Ruiz, Director of Human Resources – We're capable of doing it.

Mayor Heidemann – I'm not a big fan of these outside consultants. What you have shown to us is that your ability to go out just in the insurance area, you did a better job than a consultant could have done for us.

Guadalupe Ruiz, Director of Human Resources – I need to clarify, that is with the consultant, that is someone that has the leverage to negotiate, my role is to come up with options to leverage internally. The negotiation, we help with information that we provide, it's a team effort, and not just Human Resources.

Mayor Heidemann - How many employees are we losing annually because of compensation?

Guadalupe Ruiz, Director of Human Resources – We have lost, in FY14-15 and FY 15-16, about 44 employees. We lost about four employees because of similar positions, they are leaving because they are going to the same field they are here. I have four that left for a different field. Four that left for another

city, three that left a different position, the others range from personal reasons (want to stay home) to terminations, one death and seven employees retired. We have around 150 employees.

Mayor Heidemann – Is this normal turnover?

Guadalupe Ruiz, Director of Human Resources – It's higher than we have had in the past, it has been higher. I think it part could be the economy has picked up a little bit and there're are more options. Some people have left and asked to come back. Sometimes it's not as better as they think it is. We do have to take into consideration that there are other cities and other opportunities.

Councilmember Glockel – I am perfectly comfortable with Human Resources doing this study. They use the same ten towns, that information is public, you can get that information put it together and present it to a committee and let them look it over, I don't think that's a \$25,000 benefit to us to have someone collect the information.

Councilmember Garber – Are they collecting it and processing it?

Mayor Heidemann – Just processing it. We send in the data sheet for processing.

Guadalupe Ruiz, Director of Human Resources – They have the templates and the option was for them to do the analysis, they would tell us what they recommend. It is what some would consider unbiased from outside experts. It's the time on staff to get those, it's not just looking at the structure. We actually will be sending the summary of the positions, sometimes the position might have the same title, but the duties are different. You have to adjust that.

Councilmember Johnson – Instead of using the outside consultant could you utilize temps to help you with that?

Guadalupe Ruiz, Director of Human Resources – That could be an option, I think the option that I would like more, with authorization, is using staff within the city. Employees from the Finance Department to run numbers instead of us running all the numbers. We have already considered that, Lee Ann said I would have the staff within the city to help with that.

Councilmember Garber – How much do you think it cost us internally with man hours to conduct this? \$25,000 seems like a lot but after you spread that out over a couple of months over how many folks, there's an associated cost to the city.

Lee Ann Bunselmeyer, Acting City Manager – Right now that would be hard to calculate, it depends on how many positions we choose to go and test. We're not going to test every position at every level, so what we would do is the review committee would sit down and pick a couple of positions and go and test those. Then you would structure the other positions based on how that came in. It depends on each department. With you public safety, you're going to do an Officer, a Sergeant, a Corporal, every single level. For your general government employees, it will be a chosen few. It just depends on how many positions are selected.

Councilmember Garber – Do you think it would be less than \$25,000, the cost?

Guadalupe Ruiz, Director of Human Resources - It would be, because I'm exempt. We'd get it done, I don't have a number, it would be an opportunity to tally the hours.

Councilmember Harrison – We did it last time, we sent them to Austin and they ended up doing 80% of the work. That was the intent, that we would bring them up to speed so in the future you could do it. I'm fine with the staff doing it. The question about whether someone feels we're not being fare within the staff, I don't foresee that.

Mayor Heidemann – But they do run it in front of that committee.

Councilmember Johnson – Are you comfortable with your timeline?

Guadalupe Ruiz, Director of Human Resources – I will ask that we leave it as it is and I'll take that time as the consultant for me to create the template for my team to get everything ready. We will be committed to get it done by the end of June. To recap, we will do it internally, we can use the cities we used in 2013, we can use the same market cities, the question is do we still want to be in the middle of the market when we do the study? Where 50% of the cities pay more than us and 50% pay less than us.

Mayor Heidemann- Has it worked effectively for us to this point?

Guadalupe Ruiz, Director of Human Resources – Yes, I think so. The other option you have is we can bring the middle of the market in at that point and based on those results, you can always up it. We need that as a base, that is how we're going to organize the data to update the schedules. The reason we are here is we don't want to go through the compression issue again.

Councilmember Harrison- You look at it and whatever's reasonable and responsible and you don't want to get in a bidding war with all these other cities.

Councilmember Johnson – We worked very hard picking the 10 cities we picked because one of the consultants had University Park and Southlake.

Guadalupe Ruiz, Director of Human Resources – Do we have the committee with staff with an executive group or do you want some of the Council members to be a part of it?

Mayor Heidemann – Is there any member of the Council that would like to serve on it?

Councilmember Garber – When are the normal meeting times and dates that are proposed?

Guadalupe Ruiz, Director of Human Resources – I don't have it yet because of the change of the scope, I would expect to have it by the end of next week and have a plan. This review committee would have to dictate a lot of the methodology that I'll be using internally.

Lee Ann Bunselmeyer, Acting City Manager – If Council wanted to be a part of it, we would accommodate it around the Council schedule.

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.

Lee Ann Bunselmeyer, Acting City Manager – In November of this past year we had quite a few appointments to our Boards and Commissions and at that point Council was working through the process for the appointment of those positions. We did discover that there was a resolution that had those things outlined that had been adopted in 2009 and amended in 2011. I provided it for you in your backup for your review so we could look at it and go through it to see if there were any changes to that so we could try and streamline the process the next time we do amendments next October. Councilmen Johnson had requested that this item be brought back to the Council at this point to discuss some practices that have been done.

Councilmember Johnson – My concern came up specifically when we appointed our P & Z member. We had three that were due to be reappointed and we had one or two new ones, it ended up that one of our current P & Z members that was up for reappointment, lost a seat and was put in an alternate position

from a regular position and a new member had been put on the P & Z as a regular member instead of an alternate. What we had done in the past, traditionally, when he had positions for alternates, we placed the new members in as alternates instead of putting them in as a full-fledged voting member. I want to make sure of whether or not we're going to hold on to that tradition or not. Are we going to maintain the tradition we had or are we going to do this so when someone expires are we just going to appoint someone into that position? Looking at these resolutions, one of them says if you have one that has expired, you can appoint someone into that position, you don't have to reappoint who was there. It says as the vacancies occur, each Councilmember, beginning with one, gets to appoint the rotation, to me that's a bit cumbersome, I think the way we have been doing it seems to work a lot better. It was done in 2002.

Councilmember Garber – If we have three positions open and one of positions is already sitting in that position, are we voting on that particular person for that position? Or are we voting to say these are the folks that are going to be on this board and then we have another vote to say where we want them to sit?

Councilmember Johnson – It would seem to me if somebody was sitting in a position and that position expired and they've applied for reappointment, they should be voted on for that position.

Mayor Heidemann – What you're basically talking about are the committees that have alternates on them?

Councilmember Johnson – There are basically three committees that have alternates, Board of Adjustments, P & Z, and Board of Construction Appeals.

Councilmember Garber – Would an easy fix be that we're voting on this particular seat, who wants to appoint for this one seat?

Mayor Heidemann – If you're an alternate, and you want to reapply, you have the right to apply for a regular seat, if there's a vacancy.

Councilmember Johnson - In the past we have just moved them from alternate up, and in that situation, Bill Morgan would have been the logical one to move up because he's sitting at alternate #1.

Debra Drayovitch, City Attorney – If I may suggest something, your current rules say “An individual eligible for reappointment to a board, commission, or committee may be nominated for another term by the Mayor or any Councilmember”, one way to achieve what Councilmember Johnson is referring to is to have reappointments first. Another way, most cities have places just for their boards just like you have places for the City Council and when you go down and the Mayor makes the appointments, it would be place one on P & Z, place two, alternate one on P & Z, etc.

Mayor Heidemann – Would we have to restructure to accommodate or can we just use that as a format?

Lee Ann Bunselmeyer, Acting City Manager – We've already gone in and assigned every member a number. So when we come back for reappointments, that would streamline it and facilitate it and make it not as confusing.

Councilmember Johnson – Do we make right the wrong that was committed whenever we appointed this bunch the last time around?

Councilmember Garber – I wouldn't be opposed to that.

Councilmember Glockel – If it's a new appointment, I think the alternate should have first choice.

Councilmember Garber – Is that easy to write in? How often does it happen that we have so many open seats and so many applications that this accident would happen in the future?

Councilmember Johnson -That's the first time that's happened.

Lee Ann Bunselmeyer, Acting City Manager – It may happen again, the term limits were changed where they all expire as of September, so you're now going to be appointing all those boards at one time every single year. It will be a cumbersome process.

Councilmember Johnson – I prefer this over what some of these resolutions were.

Mayor Heidemann – This year they're going to be taking attendance at every meeting? There are some things we can look at to make sure they're qualified and that they're fulfilling their requirement.

Councilmember Johnson – Attendance is always in the minutes, who was there. So you've always been taking attendance, you can go back and pull the minutes and look at that. Does that mean we have Kim make a chart?

Lee Ann Bunselmeyer, Acting City Manager – She already has, she's made a unified chart, one format to distributed to all the committees, so when we put the agenda item on next time, there will be a summary for each committee showing attendance, meeting schedule, etc.

Mayor Heidemann – You're saying we could go back and do it the way he suggested? That we replace the people first and then go to the alternatives?

Debra Drayovitch, City Attorney – Is that what you're saying Scott, appoint the board and then decide where the people go? Have two votes in essence?

Councilmember Garber - That would be helpful but I think you had also mentioned that if we handle reappointments first, folks that are already on the board and already eligible, and we say do we want to reappointment this person to the position they were already at and vote on that first? That should take a lot the moving parts out of it. To handle the rest of it, I don't know how you would do it without voting for who you want on the board and then voting how you want them to be placed. Unless we move alternates first.

Debra Drayovitch, City Attorney – That would be what you would do.

Councilmember Garber - Reappointments, alternates and then we vote for applicants for a specific seat.

Kim Pence, City Secretary – Reappointments, alternates, new applicants in that order.

Councilmember Glockel - I think the alternates should have first consideration for a vacancy. Maybe the alternates is not the caliber person you would want in the seat.

Debra Drayovitch, City Attorney – Councilmember Glockel makes a good point. A current member wants to be replaced, but there is no nomination for that person.

Councilmember Harrison – What do we do if we don't have a term limit? We've had a lot of people that have been on P & Z for ten years and they just kept on being reappointed. You never get any new blood into the P & Z.

Debra Drayovitch, City Attorney – The only boards that have term limits are P & Z chair and EDC.

Councilmember Harrison – Whatever it is I think we need to clarify it. The lost document we prepared two years ago, where we only appoint somebody in October.

Debra Drayovitch, City Attorney - I thought you made the decision for that October and you were going to come back and revisit it.

Mayor Heidemann – We should have Kim do it put together some procedures as far as how we're going to do the reappointment.

Councilmember Harrison – Whatever Mr. Johnson and Mr. Garber's, recommendations I'll go with and the recommendation Mr. Glockel. The desire is to go from alternate straight into the position. You don't consider anything on the front until you've filled in the alternates. Unless there is a position vacant, in the P & Z itself, you can advance to that, you always have the entry point to the P & Z is for an alternate.

Councilmember Johnson – Do we right the wrong? Do we return Haven to that position #2 and move Brian Velde to the alternate position?

Councilmember Harrison – I have a suggestion, when we send all of this stuff to fill a position or discuss a position, that we have backgrounds on the participation, the vacancy, specifically the participation in the commission itself. How many they missed, why did they miss, some background on that. Or if you don't have a quorum.

Councilmember Johnson – I think it would also give us the Council responsibility to remove someone who has the unexcused absences. In the past we haven't done that, we've pushed it under the rug and moved on and that's what happened in the prior administration. We need to enforce the rules.

Lee Ann Bunselmeyer, Acting City Manager – For vacancies would Council like for us to make appointments in October but if a vacancy occurs within the year that we fill the vacancy at the time of the vacancy to finish the term?

Mayor Heidemann – Finish the term and then you'd have to be reappointed.

Lee Ann Bunselmeyer, Acting City Manager – To consider Councilmember Johnson's proposal of correcting the situation, do we need to put in an agenda item to reposition those individuals?

Debra Drayovitch, City Attorney – Yes, you're removing and switching.

Mayor Heidemann – I would suggest that we talk to Brian Rush to have him talk to both parties and tell them what we're going to do. If there's an agreement there whatever the situation is, we put it on an agenda for the next session and we'll correct it.

Lee Ann Bunselmeyer, Acting City Manager – I will tell you it was Brian Velde who actually contacted Kim and said you put me wherever you need me, it doesn't matter to me wherever the Council needs to put me. That was his response the day that incident occurred at Planning & Zoning. He was very respectful of that. We will contact him.

Councilmember Garber - The agenda item is going to be a vote "yes" for the switch back, it's going to be one agenda item, we're not reappointing. Or do we have to reappoint?

Debra Drayovitch, City Attorney – Have nominations.

Councilmember Glockel – If you're going to clean that up, under appointments, Section C, it talks about each Councilmen will name one and the Mayor will nominate two, councilmen may offer recommendations to the Mayor for positions of P & Z and Board of Adjustments in closed session

conducted prior to the open session in which the applicants name is placed in nomination. In closed session, we could have gotten that all resolved and then the nomination would have been made in open session based on that. The Mayor may participate in this rotation in positions three and one. Section four refers to the City Hall will maintain a list of applicants. Why is it we appoint all the committees, why is it that we only talk about two of them in closed session?

Debra Drayovitch, City Attorney – Because of the Open Meetings Act, you have the authority to appoint and consider the appointment duties, deliberations and removal of officers or employees of the city. The Board of Adjustment and the Planning & Zoning Commission are officers of the city. The others are advisory boards. I would like some clarification on writing.

Lee Ann Bunselmeyer, Acting City Manager – Reappointments have first consideration, alternates are second and new applicants are third.

Mayor Heidemann adjourned the Workshop Session at 6:38 pm.

AYES: All

Meeting adjourned.

Approved by Council on the ____ day of _____, 2016

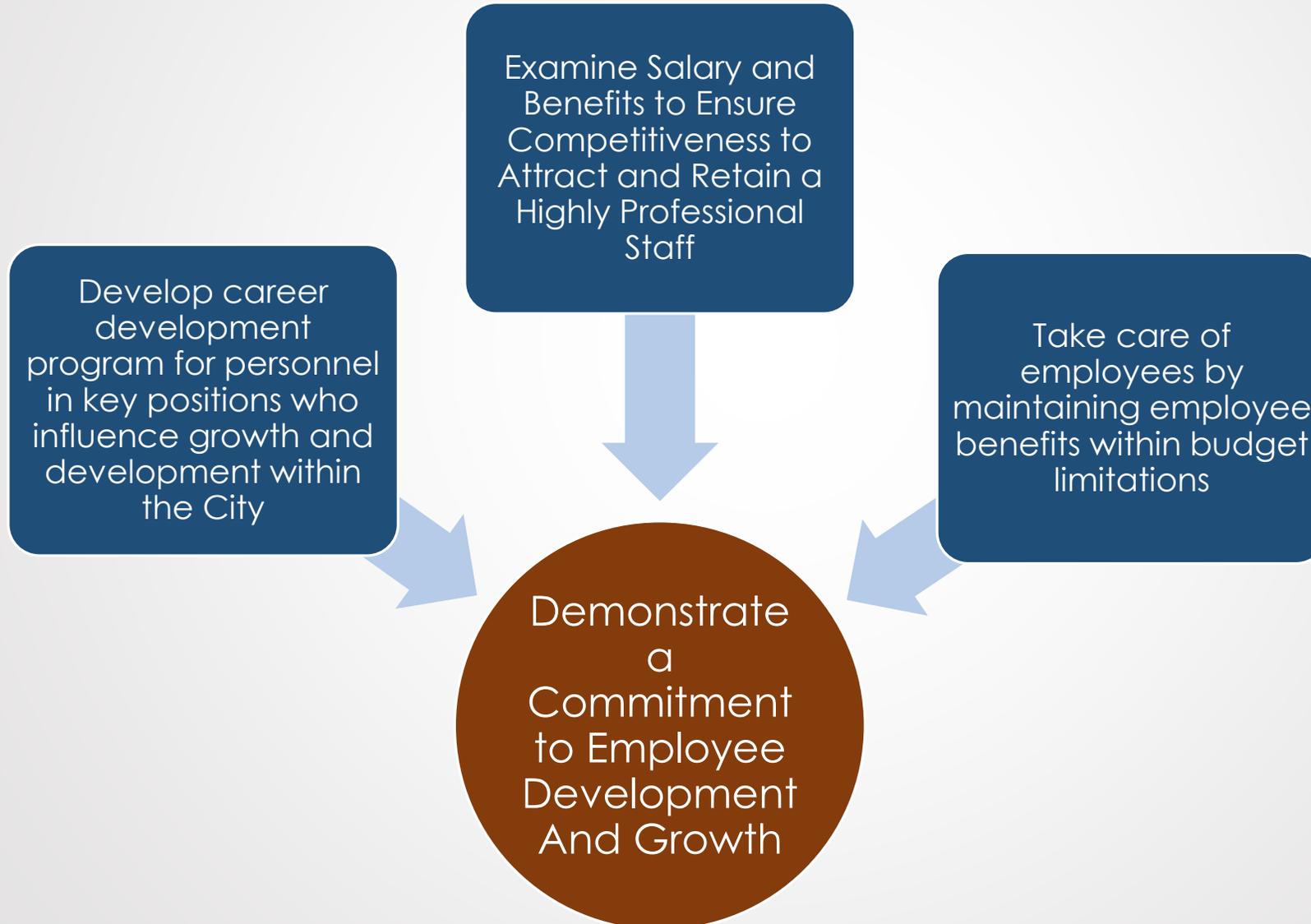
Kimberly Pence, City Secretary
City of Corinth, Texas

Compensation Study

January 21, 2016

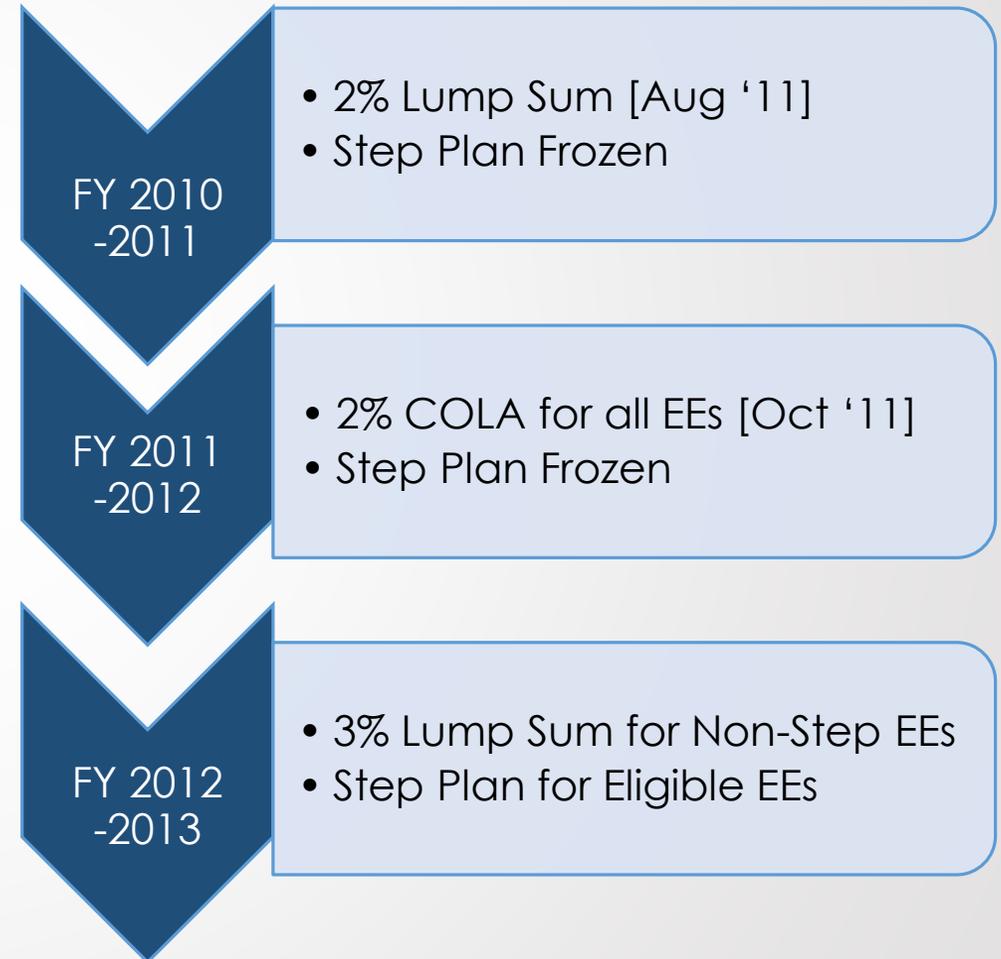
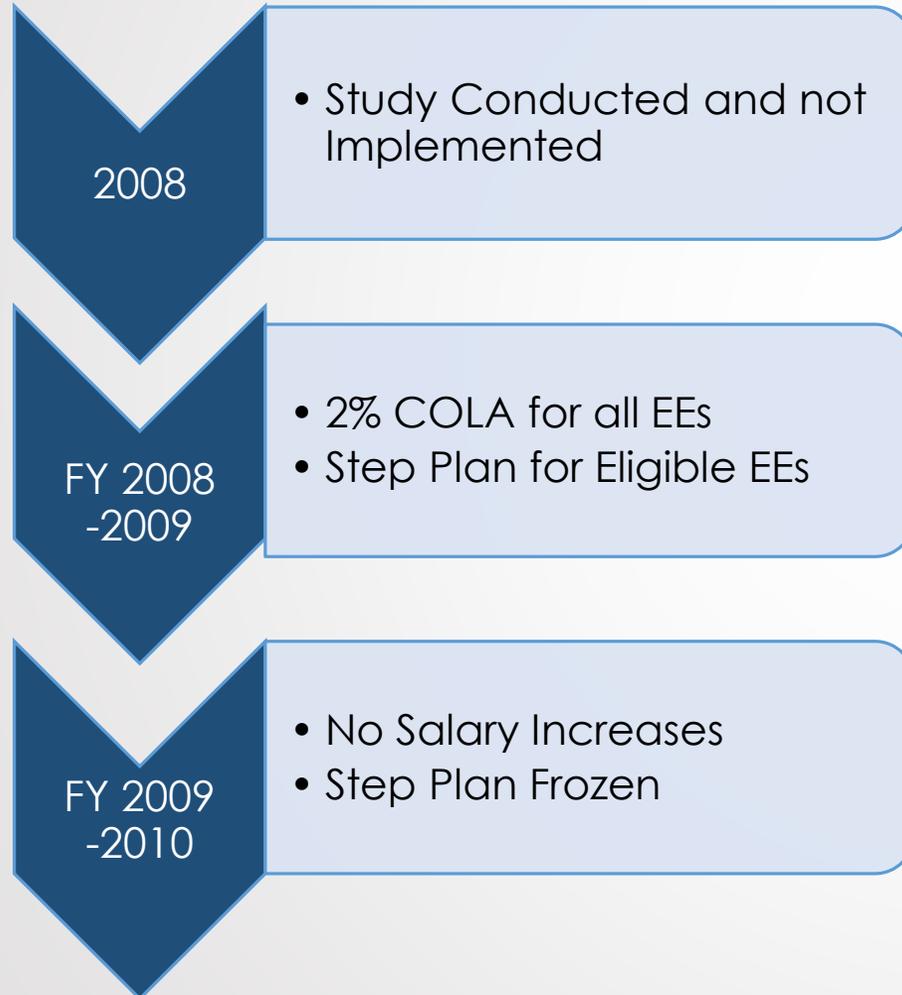
GOVERNANCE & MANAGEMENT

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

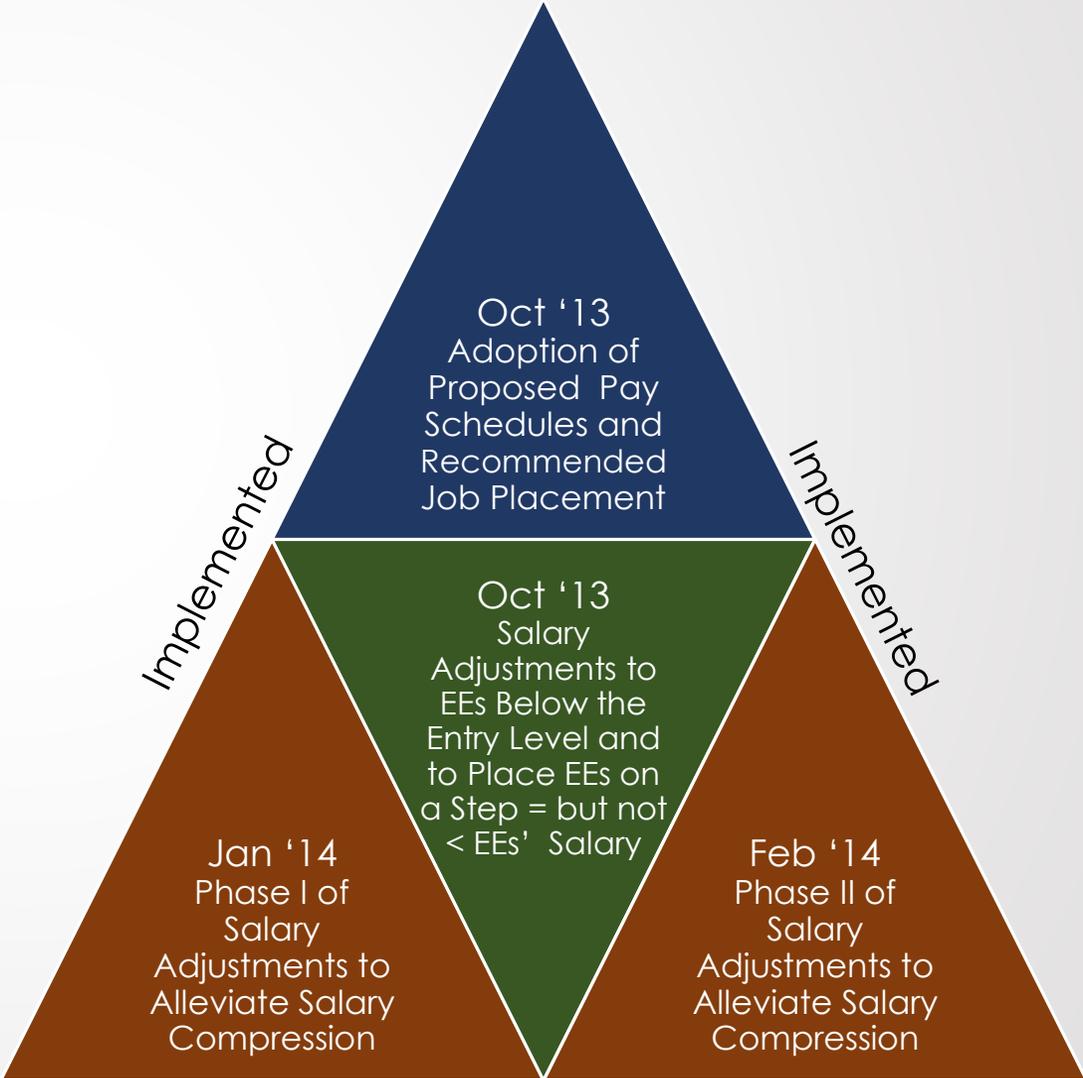
Compete in

*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

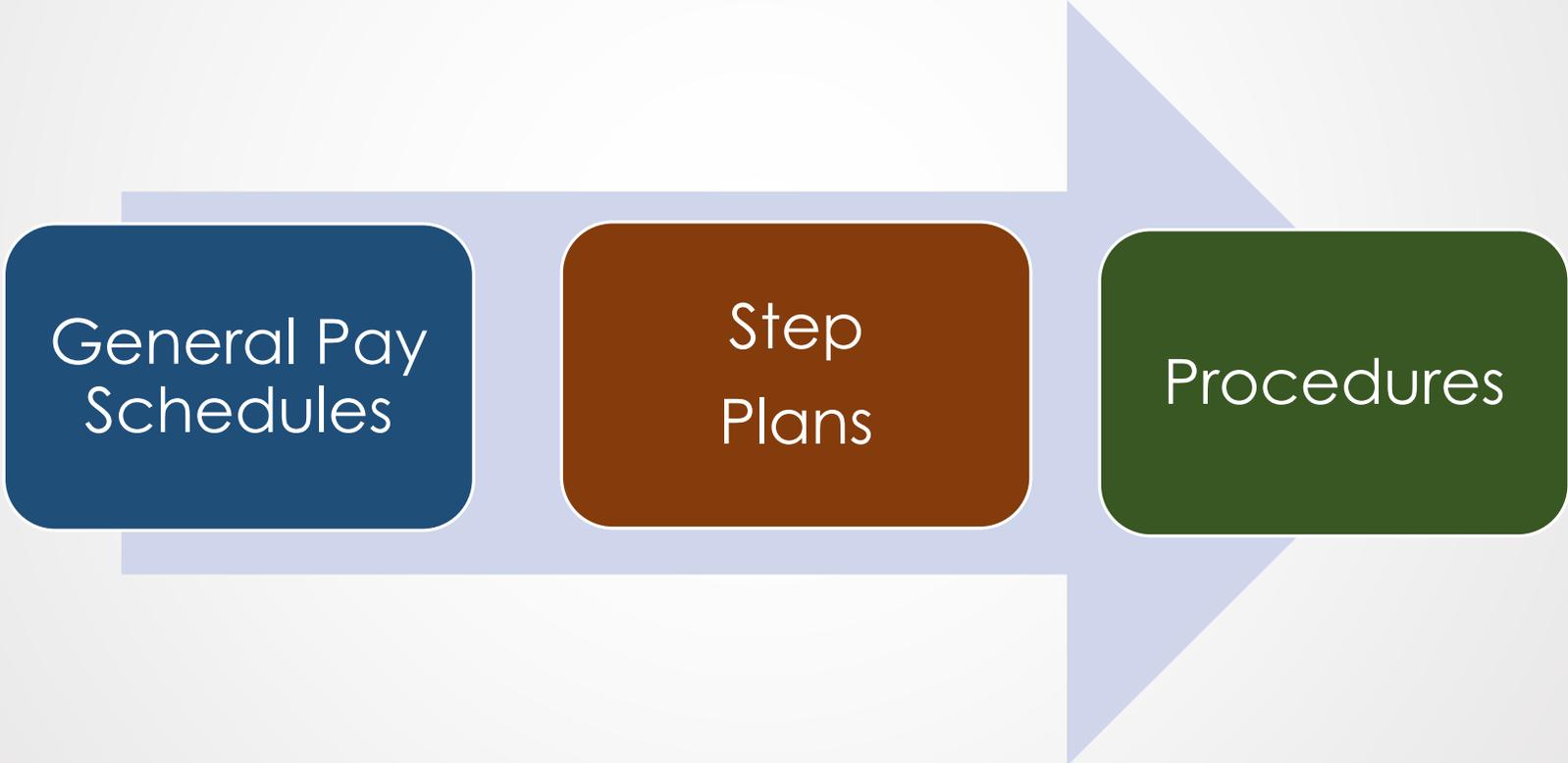
- Merit Increases (Avg 3%) for General Gov Pay Schedule EEs
- Progression of One Step Higher for Police & Fire Pay Schedule EEs (Avg 3%)
- Lump Sum for EEs at Max Range/Step

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



General Pay
Schedules

Step
Plans

Procedures

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

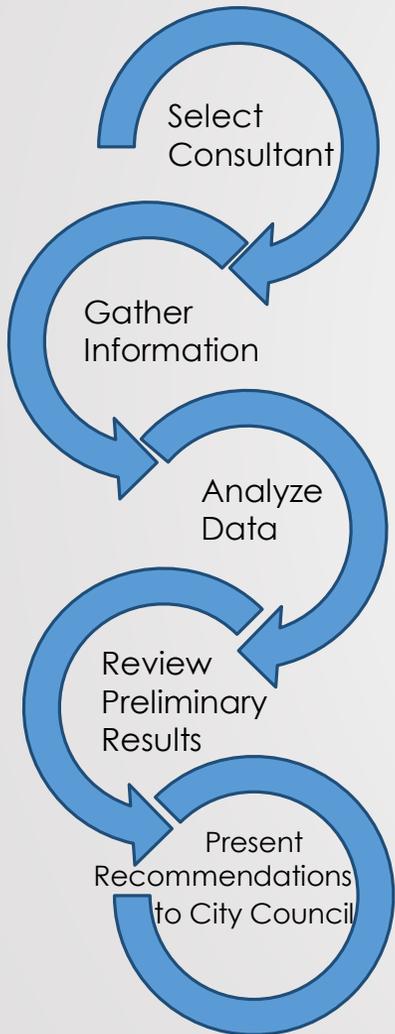
- Utilize same Market Cities and Market Position used for the 2013 Compensation Study
- *Or, Determine a New List of Market Cities, and a Different Market Position*

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: 02/18/2016
Title: January 21, 2016 Regular Session Minutes
Submitted By: Kim Pence, City Secretary
Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Consider and act on Minutes from the January 21, 2016 Regular Session.

AGENDA ITEM SUMMARY/BACKGROUND

City Council discussion and action from the January 21, 2016 Regular Session.

RECOMMENDATION

Staff recommends approval of the January 21, 2016 Regular Session Minutes.

Attachments

Minutes
Exhibit

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

On this the 21st day of January 2016 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
Sam Burke
Joe Harrison, Mayor Pro-Tem
Scott Garber
Lowell Johnson
Don Glockel

Members Absent:

None

Staff Members Present:

Lee Ann Bunselmeyer, Acting City Manager
Fred Gibbs, Director of Planning and Development Services
Guadalupe Ruiz, Human Resource Director
Jason Alexander, Economic Development Director
Curtis Birt, Fire Chief
Cody Collier, Acting Public Works Director
Kim Pence, City Secretary
Brenton Copeland, Technology Services Asst. Manager
Debra Drayovitch, City Attorney

CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE:

Mayor Heidemann called the meeting to order at 7:00 P.M. Pastor Robert Joyce, Shady Shores Baptists Church 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 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.

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

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.

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.

Jason Alexander, Economic Development Director - 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.

Lisa Hill-McCay, Vice President, Buxton – we work based on consumer analysis, marketing research, site configuration, access, and competition. We have been in the private sector for more than 25 years. What we have created in the public sector is essentially what you need to know about yourself in order to be pro-active in your recruitment strategy. Essentially what we look at is about 250 different data resources and having that level of granularity of who you are, you're purchasing behavior, your media habits, your lifestyle characteristics and then being able to quantify your value based on your actual transactions to the retailer. A lot of stars have to align for us to say that it is a good fit for Corinth. If it is then we help you outreach to the retailers. We make contact with that retailer and help you to cultivate that relationship, help you to bridge that gap.

MOTION made by Councilmember Harrison to approve the 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. Seconded by Councilmember Burke.

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

MOTION CARRIED

8. Receive a presentation, hold a discussion, and give staff direction on the renaming of South Corinth and Meadows Oak Streets.

Cody Collier, Acting Director of Public Works - 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.

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 of the Exhibit.

REQUIREMENTS TO CHANGE STREET NAMES:

- Must be approved by ordinance
- Public hearing to notify effected residents (approximately 340)
- Notify following entities
 - Post office
 - County
 - Denco911
 - 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 to help with confusion.

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

Tonight we are looking for some guidance on what the Council would like to see on which option you would prefer and if there is a change when you would like to begin that process?

Councilmember Johnson – I believe the intention was to straighten Corinth Parkway out on the east side of the freeway and connect it up to Dobbs and run it all the way to the service road there. Corinth Parkway would be the loop on the eastside down to Lake Sharon, which is now Meadows Oak then we name Lake Sharon Lake Sharon all the way from IH-35 to FM 2499 and that is where I remember we were taking this then it went away. I think the deal with Meadows Oak to just keep the name in the history books was to make that little stretch Meadows Oak because it would not affect anybody at all.

Councilmember Glockel – I agree with what Mr. Johnson is saying. I think if you brought Corinth Parkway down pass the police department and you went down to Meadows Oak which could be either Corinth Parkway or Lake Sharon and you take across in Phase 2 all the way over to Dobbs and now you have created basically a loop and for out of towners coming in to go to the soccer field for instance just go down Corinth Parkway, well were at on Corinth Parkway.... Am I on north Corinth Parkway or South Corinth Parkway? By doing that as Corinth Parkway I think it eliminates the continuity of Lake Sharon as Mr. Johnson mentioned. Lake Sharon is supposed to be our dividing point our east/west thoroughfare and it needs to go to the service road. So if you took Lake Sharon from Parkridge to the service road and you left Corinth Parkway from that point going north through the new intersection then around to Dobbs Road you would probably create a loop but it would not be confusing.

Mayor Heidemann – I also think one of the reasons it was brought up your predecessor was that there was limited development on those things. As time goes on all that area would get developed and would be more of a hassle trying to get it renamed and now may be the time to take the initiative to re-do it.

Councilmember Garber – my understanding is that Exhibit 2 is more of what Councilman Glockel is talking about and I understood that from Councilman Johnson also. It sounded like this died last time when we went into the research of duplicating those addresses and those types of things so has that research been done?

Cody Collier, Acting Public Works Director – no I have not done the research on it. I was looking for what direction on what you would like to see and then I will move forward.

Councilmember Garber – so do we present exhibit 2 to DENCO 9-1-1 prior to public hearings? Is that a due-diligence process?

Cody Collier, Acting Public Works Director – absolutely. I will go in and check with DENCO 9-1-1 and make sure there is not going to be any issues. At that point I will come back and let the Council know if we are good to go and if this is the direction you want to continue proceeding with then we will

work on a public hearing and place back on the agenda.

MOTION made by Councilmember Garber to proceed with Exhibit 2 with the change of re-naming South Corinth Street to Meadow Oaks Drive and to move forward with the due-diligence with DENCO 9-1-1 to make sure there is no duplicated addresses. Seconded by Councilmember Johnson.

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 Burke – would like an Economic Development Corporation updates be added to the agenda on a regular basis so that I can provide those updates.

Councilmember Glockel – I have looked at the tripping on Shady Rest and I know there is some discussion about that and would like to request that staff look into it a little more. I think if the intent for the broken strip was to not pass then why would someone make a solid strip down over the hill. Solid strip everyone knows you do not pass and a broken strip usually means you can pass and the vision is not correct on that hill to allow passing.

Lee Ann Bunselmeyer – we have a joint Council and all City Boards on the Robert's Rule of Order training and it will begin at 6:30 p.m. on January 28.

Mayor Heidemann – thanked the staff for doing a great job during the ribbon cutting ceremony.

Mayor Heidemann recessed the Regular Session at 7:40 P.M.

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.

Council met in Closed Session from 7:45 P.M. until 10:11 P.M to discuss item under Section 551.071 and Section 551.074.

- **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.

Mayor Heidemann reconvened the Regular Session at 10:12 P.M.

MOTION made by Councilmember Garber to direct staff to communicate with Slavin and Associates to put together a search package to find applicants for the City Manager's position and give staff direction to execute the agreement not to exceed \$35,000. Seconded by Councilmember Johnson.

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

MOTION CARRIED

ADJOURN:

Mayor Heidemann adjourned the meeting at 10:13 P.M.

AYES: All

Meeting adjourned

Approved by Council on the _____ day of _____, 2016

Kimberly Pence, City Secretary
City of Corinth, Texas

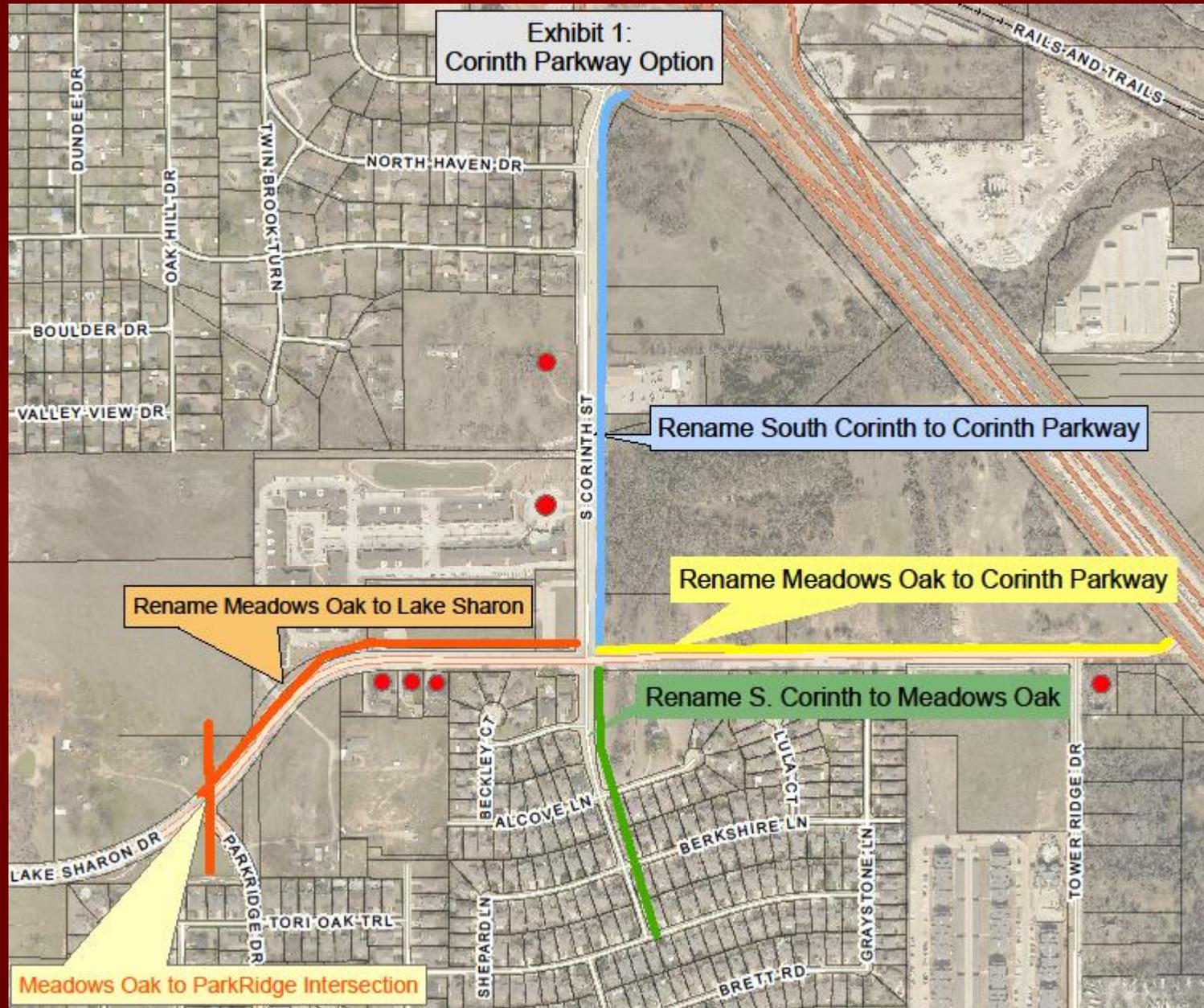
STREET RENAMING

S. CORINTH, LAKE SHARON, MEADOWS OAK, CORINTH PARKWAY

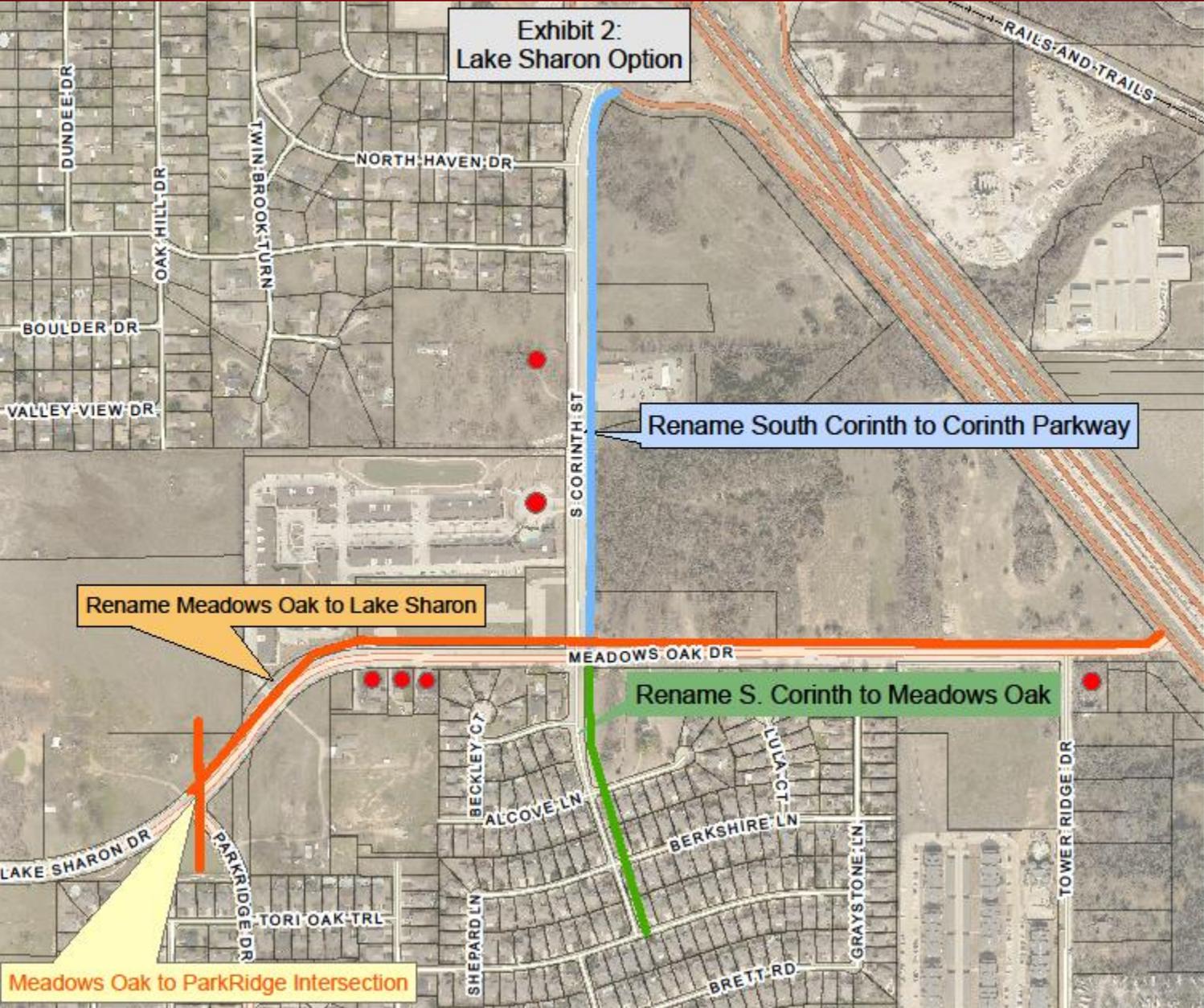
AREA OF PROPOSED RENAMING



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
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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?

City Council Regular and Workshop Session

Meeting Date: 02/18/2016

Title: Sign Ordinance

Submitted For: Fred Gibbs, Director

Submitted By: Lori Levy, Senior Planner

Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Consider and act on an ordinance amending Article 4 of the Unified Development Code, Sign and Fence/Screening Regulations in order to amend various sections of the Sign Ordinance.

AGENDA ITEM SUMMARY/BACKGROUND

On October 1, 2015, during the City Council Workshop, the Council authorized City staff to amend the Sign Ordinance. The attached ordinance includes amendments to various definitions, provides additional definitions, revises the requirements for applications, revises regulations for monument signs, multi-tenant signs, electronic message center signs, wall signs, window signs, and provides design guidelines that includes performance based enhancements for monument signs.

Since the Council Workshop, staff revised the maximum allowable height of monument signs that are required to go to Council for consideration along I-35E for signs over 15' up to a maximum height of 20' with performance based enhancements to a maximum height of 30' with performance based enhancements in order to provide greater visibility and flexibility for commercial businesses along the freeway.

Staff is now also specifying a minimum of four (4) performance based enhancements for consideration from the Director of Planning for monument sign height requests over 8' and up to 15' along I-35E. For requests over 15', an additional three (3) performance based enhancements will be required for Council consideration.

Along F.M. 2181/F.M. 2499, four (4) performance based enhancements will be required for consideration from the Director of Planning for monument sign height requests over 6' and up to 7'. For requests over 6', an additional three (3) performance based enhancements will be required for Council consideration.

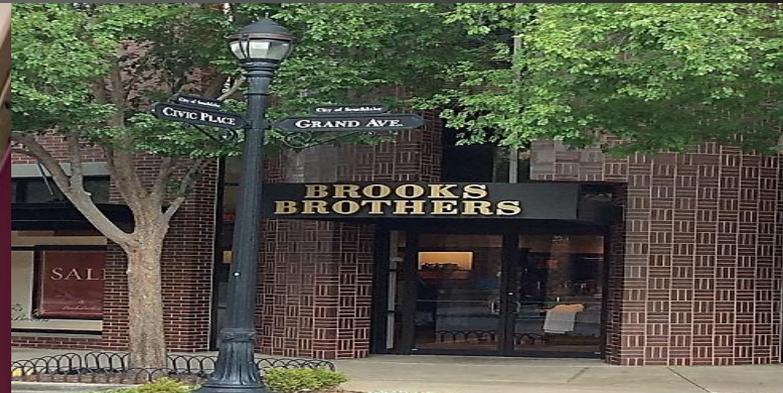
RECOMMENDATION

Staff recommends Approval.

Attachments

Workshop Sign Presentation

Sign Ordinance



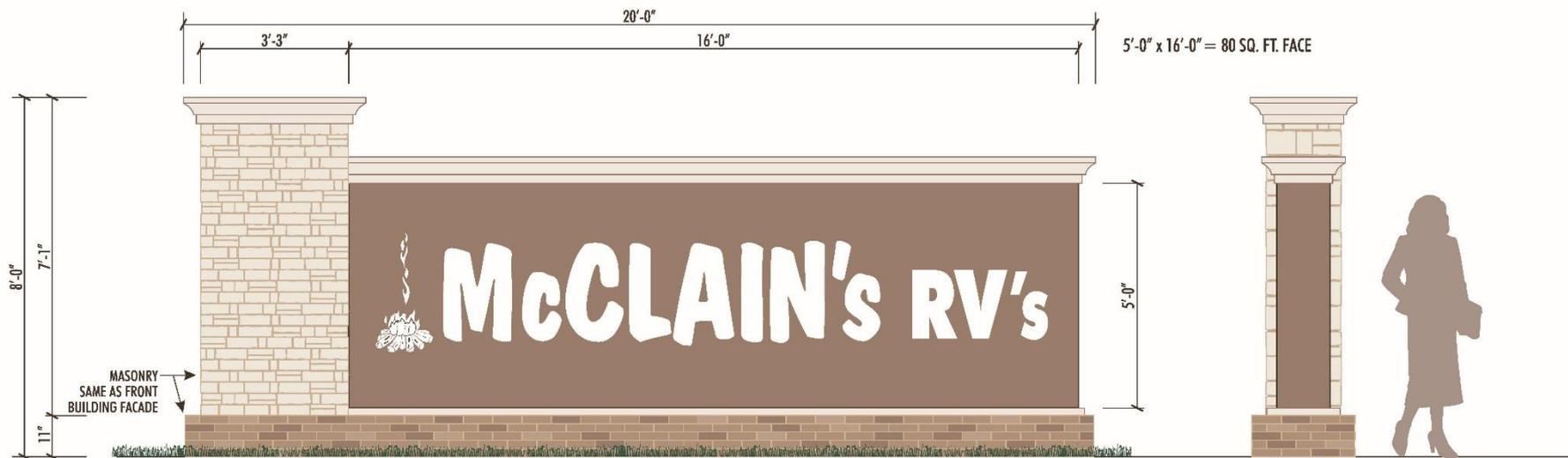
SIGN ORDINANCE

ANALYSIS

<ul style="list-style-type: none">• Arlington	<ul style="list-style-type: none">• Little Elm
<ul style="list-style-type: none">• Carrollton	<ul style="list-style-type: none">• Mc Kinney
<ul style="list-style-type: none">• Euless	<ul style="list-style-type: none">• Mc Kinney (Craig Ranch)
<ul style="list-style-type: none">• Frisco	<ul style="list-style-type: none">• Southlake
<ul style="list-style-type: none">• Houston	<ul style="list-style-type: none">• The Woodlands

MONUMENT SIGNS

1-35E	EXISTING	PROPOSED
Type Allowed	Monument	Monument
Max. Height	5'	8'
Max. Size	100 SF	160 SF
Max. Sign Face	50 SF	80 SF
Max. Sign Structure	70 SF	100 SF
Setback	15'	15'
Approval	Permit	Permit
Number	1 Per St. Frontage	1 Per St. Frontage/1 for Corner Lots
Material	Bases Same as Front Bldg. Façade or Stone or Brick/Sculpted Aluminum Panels	Bases Same as Front Bldg. Façade or Stone or Brick/Sculpted Aluminum Panels/Matte/Non-Reflective Material, Finished Hardwoods, Softwoods, Metals or Glass
Landscaping	N/A	1:1 Ratio Around Sign Base or Greater
Lighting	Internal Lighting for Sculpted Aluminum Panels or A Ground Lighting Source if Light and Supporting Structure not Visible from R.O.W	Internal Lighting for Sculpted Aluminum Panels or Exterior Shielded Directed Top or Ground Mounted Spotlights
Min. Separation	500'	500'
Lettering/Design	Min. 6" Ht. for Letters or Logos Sign Text and Graphics Min. of 6" from Outer Limits of Sign Structure	Min. 6" Ht. for Letters or Logos Sign Text and Graphics Min. of 6" from Outer Limits of Sign Structure Sign Face Framed by Min. 6" Brick, Stone or Masonry Matching Front Façade of Bldg.



EXAMPLE - MONUMENT SIGN
SCALE: 3/8" = 1'-0"

END VIEW
8'-0" x 20'-0" = 160 OVERALL SQ. FT.

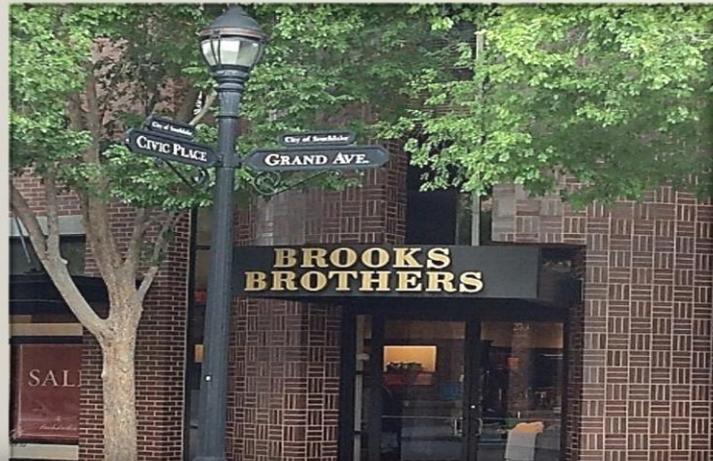
PROPOSED MONUMENT SIGNS - INTERSTATE 35E

SIGN ILLUSTRATED IS ONLY AN EXAMPLE OF WHAT MAY BE ACCOMPLISHED UNDER THE CURRENT REGULATIONS (SHOWN BELOW); DIMENSIONS SHOWN ARE VARIABLE

r3

LOCATION	TYPE ALLOWED	MAX. OVERALL HEIGHT	MAX. SIZE	MAX. SIGN FACE	MAX. SIGN STRUCTURE	SETBACK	APPROVAL	QUANTITY	MATERIAL	LIGHTING	LANDSCAPING	MIN. SEPARATION	DESIGN
INTERSTATE 35E	MONUMENT	8'	160 SQ. FT.	80 SQ. FT.	100 SQ. FT.	15'	PERMIT	1 PER STREET FRONTAGE/ 1 FOR CORNER LOTS	SAME AS FRONT BUILDING FACADE	EXTERNAL SHIELDED, DIRECTED TOP OR GROUND-MOUNTED SPOTLIGHTS	1:1 RATIO AROUND SIGN BASE OR GREATER	500 FEET	6" MIN. TEXT/GRAPHICS FROM SIGN STRUCTURE; 6" MIN. MATCHING SIGN FACE FRAMING MATERIAL





SIGN DESIGN GUIDELINES

INTENT

The following sign guidelines are intended to promote orderly, compatible, creative signage that promotes local businesses by clearly and effectively advertising the location and brand while reducing visual clutter within the City of Corinth. Development of the site should reflect an orchestration of well thought out cohesive plans, including landscaping, lighting, exterior elements, architecture as well as signage.

Objectives

- Acknowledge that most signs are designed and located to assist drivers and pedestrians in orientation and identification of activities or uses.
- Provide merchants with a way to effectively communicate without creating sign clutter.
- Recognize that visual clutter leads to a decline in the City's appearance, a decline in property values, and a decline in the effectiveness of the signs.
- Maintain aesthetics by encouraging creative, innovative signs within the City particularly along major corridors.
- Encourage the integration of signs with the surrounding environment that respects the scale of development, landscaping, lighting, and building design and materials.

PERFORMANCE BASED

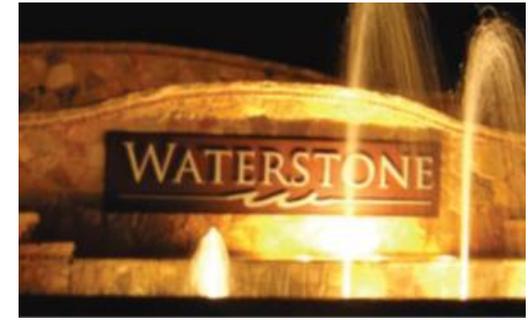


Character

Signs should reflect the overall character of the development and the surrounding buildings and structures. Sign styles and types should be consistent throughout the development and contribute to the architecture and design of the development.

Creative signage helps to differentiate the site and contributes to the overall appearance and excitement of the development.

Materials



Design

High-quality, creative signs that enhance the development and the surrounding area are encouraged. Primary design elements, architectural features and materials of the buildings in which the signs are located should be used.

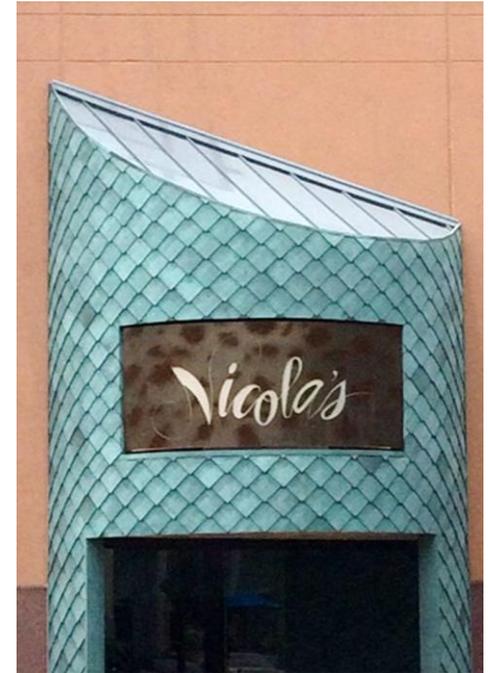


LIGHTING

Careful consideration should be given in determining whether lighting is necessary. Inappropriate or unnecessary lighting can obscure the message on a sign, while well-placed, projected light can help convey and enhance the message.

Appropriate, coordinated and complimentary colors should be used with respect to the architectural design and finishes of the buildings on the property. Color of lettering and background should be carefully selected along with font style so the message is easily read by both drivers and pedestrians alike.

The greater the contrast between the background and the letters, the greater the legibility of the message on the sign.



COLOR



TEXT

A brief, concise message will also be more effective, faster and easier to read. More elaborate font styles are difficult to read. Select font styles that are simple with a limited number of letters or styles.

Logos and universal pictographic images or symbols are easily recognizable and can be more effective than words. Sign graphics should be expressive of the business and the business brand or identity.



ILLUM.	LTR STYLE	LTR CLR	BACK-GRND CLR	LEGIB. INDEX	
				UPR & LWR CASE	ALL CAPS
External	Helvetica	Blk	Wh	29	25
External	Helvetica	Y	Gr	26	22
External	Helvetica	Wh	Blk	26	22
External	Clarendon	Blk	Wh	28	24
External	Clarendon	Y	Gr	31	26
External	Clarendon	Wh	Blk	24	20
Internal Translucent	Helvetica	Blk	Wh	29	25
Internal Translucent	Helvetica	Y	Gr	37	31
Internal Translucent	Clarendon	Blk	Wh	31	26
Internal Translucent	Clarendon	Y	Gr	37	31
Internal Opaque	Helvetica	Wh	Blk	34	29
Internal Opaque	Helvetica	Y	Gr	37	31
Internal Opaque	Clarendon	Wh	Blk	36	30
Internal Opaque	Clarendon	Y	Gr	37	28

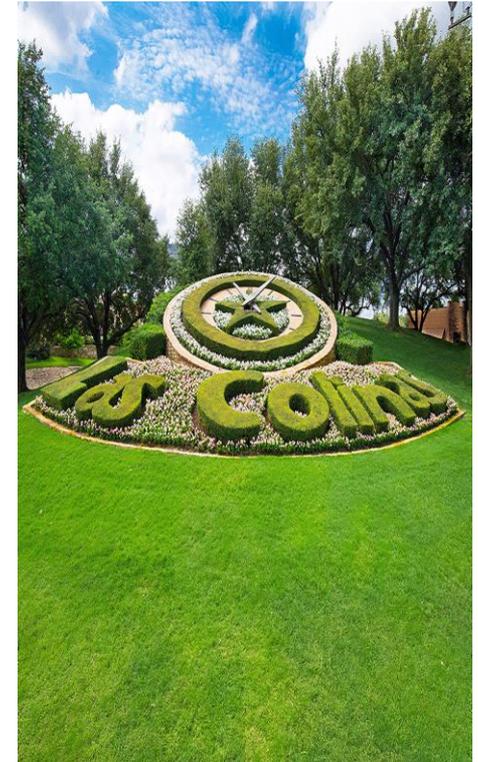


LANDSCAPING

Landscaping around the base of the sign should be incorporated into the overall sign design plan and landscape plan.

Landscaping should have a ratio of 1:1 for ground area to sign area.

Plant species and flowers should be selected with acceptable growing heights and with compatible or complimentary colors in mind.



PERFORMANCE BASED STANDARDS

1. Architectural Materials Matching the Building



2. Architectural Features Matching the Building



3. Architectural Design Matching the Building



4. External Lighting, Shielded, Directed, Spot Light Fixtures



5. Landscape Ratio of Greater than 1:1 for Ground Area to Sign Area



6. Contrasting Sign Colors



7. Simple Font Styles with Limited Text or Logos

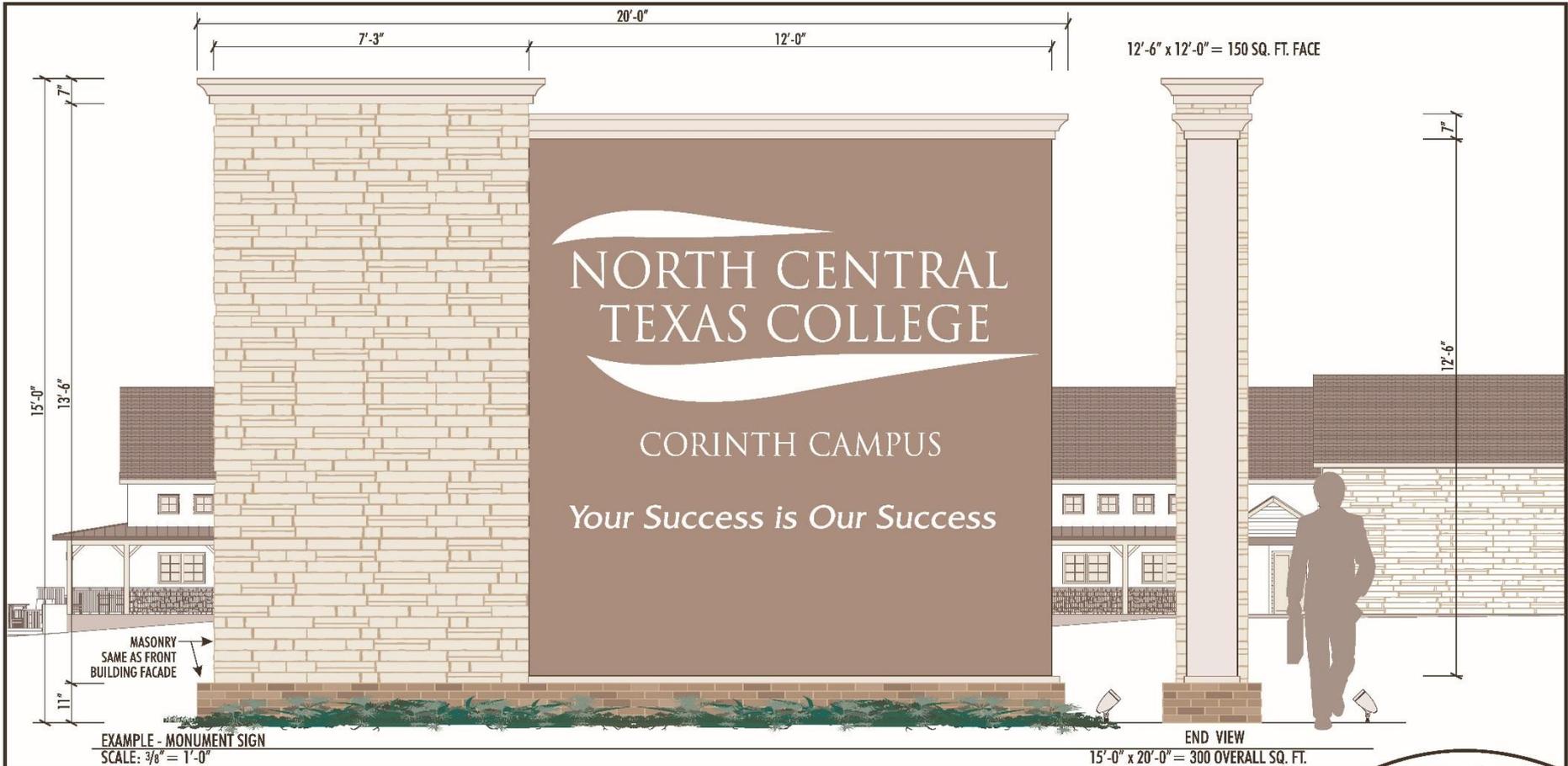


8. Specific Panel Size for Individual Tenants



MONUMENT SIGNS (Performance Based)

1-35E	EXISTING	PROPOSED
Type Allowed	Monument	Monument
Max. Height	5'	9'-15'
Max. Size	100 SF	Up to 300 SF
Max. Sign Face	50 SF	Up to 150 SF
Max. Sign Structure	70 SF	Up to 170 SF
Setback	15'	15'
Approval	Permit	Permit/Performance Based /Dir. Of Planning
Number	1 Per St. Frontage	1 Per St. Frontage/1 for Corner Lots
Material	Bases Same as Front Bldg. Façade or Stone or Brick/Sculpted Aluminum Panels	Bases Same as Front Bldg. Façade or Stone or Brick/Sculpted Aluminum Panels/Matte/Non-Reflective Material, Finished Hardwoods, Softwoods, Metals or Glass
Landscaping	N/A	Greater than 1:1 Ratio Around Sign Base
Lighting	Internal Lighting for Sculpted Aluminum Panels or A Ground Lighting Source if Light and Supporting Structure not Visible from R.O.W	Internal Lighting for Sculpted Aluminum Panels or Exterior Shielded Directed Top or Ground Mounted Spotlights
Min. Separation	500'	500'
Lettering/Design	Min. 6" Ht. for Letters or Logos Sign Text and Graphics Min. of 6" from Outer Limits of Sign Structure	Min. 6" Ht. for Letters or Logos Sign Text and Graphics Min. of 6" from Outer Limits of Sign Structure Sign Face Framed by Min. 6" Brick, Stone or Masonry Matching Front Façade of Bldg.



PROPOSED MONUMENT SIGNS - INTERSTATE 35E - PERFORMANCE-BASED ENHANCEMENTS

SIGN ILLUSTRATED IS ONLY AN EXAMPLE OF WHAT MAY BE ACCOMPLISHED UNDER THE CURRENT REGULATIONS (SHOWN BELOW); DIMENSIONS SHOWN ARE VARIABLE

LOCATION	TYPE ALLOWED	MAX. OVERALL HEIGHT	MAX. SIZE	MAX. SIGN FACE	MAX. SIGN STRUCTURE	SETBACK	APPROVAL	QUANTITY	MATERIAL	LIGHTING	LANDSCAPING	MIN. SEPARATION	DESIGN	SAMPLE REF. CHART
INTERSTATE 35E	MONUMENT	15'	300 SQ. FT.	150 SQ. FT.	170 SQ. FT.	15'	PERFORMANCE BASED/ DIR. OF PLANNING	1 PER STREET FRONTAGE/ 1 FOR CORNER LOTS	SAME AS FRONT BUILDING FACADE	EXTERNAL SHIELDED, DIRECTED TOP OR GROUND-MOUNTED SPOTLIGHTS	GREATER THAN 1:1 RATIO AROUND SIGN BASE	500 FEET	6" MIN. TEXT/GRAPHICS FROM SIGN STRUCTURE; 6" MIN. MATCHING SIGN FACE FRAMING MATERIAL	SEE: 1, 2, 3 & 6



r3

PremierBank
Texas
A Branch of Providence Bank

1115 Main Street

Invitation
Park
Professional Offices

Premier Bank
Texas



16 + 64 = 80 TOTAL FACE SQ. FT.



ID. SECTION: $9\frac{3}{4} \times 19\text{'-}8\text{'}$ = 16 SQ. FT.
 TENANT SECTION: $4\text{'-}0\text{'}$ x $16\text{'-}0\text{'}$ = 64 SQ. FT.



END VIEW
 $8\text{'-}0\text{'}$ x $20\text{'-}0\text{'}$ = 160 OVERALL SQ. FT.

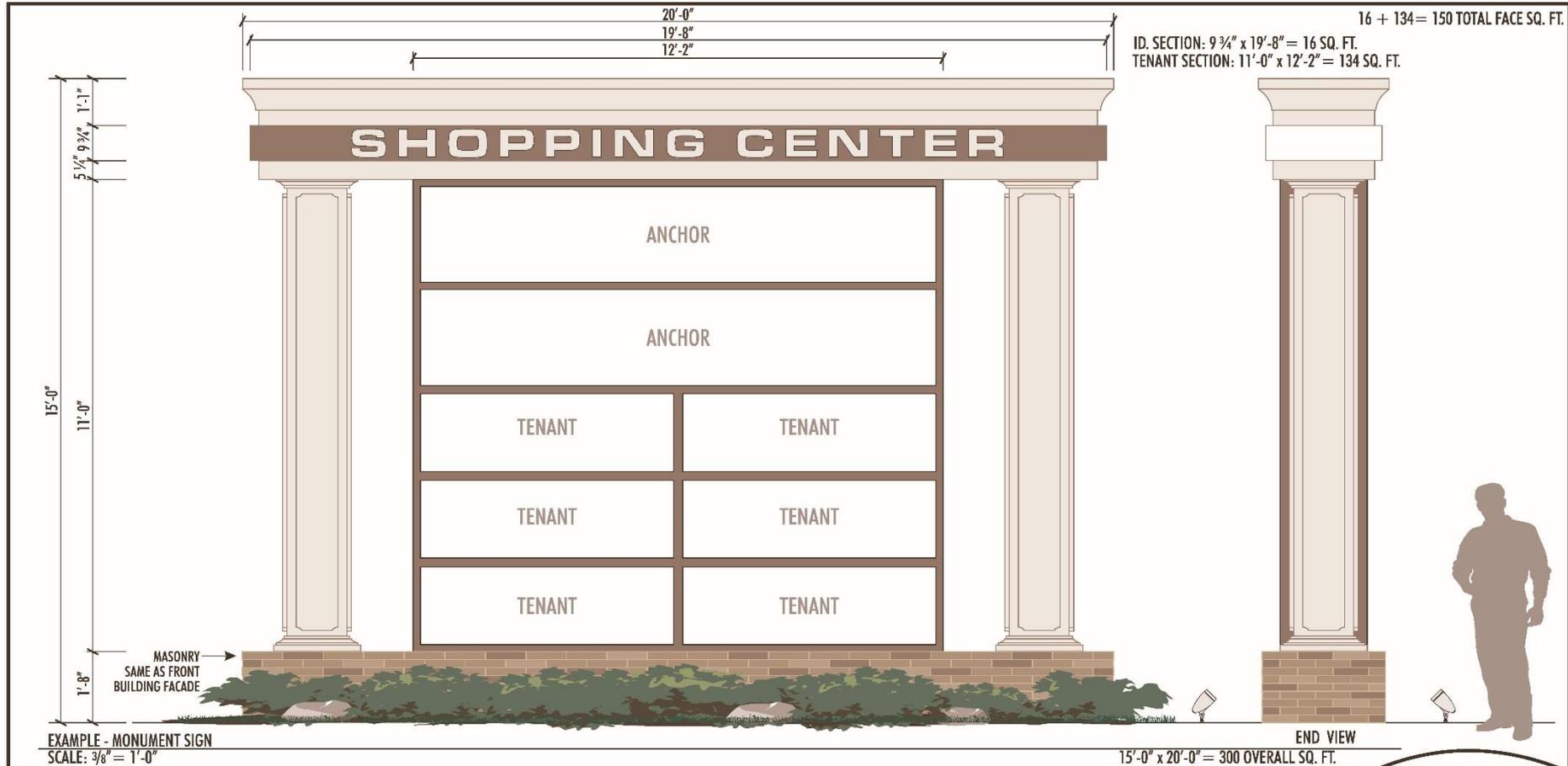
EXAMPLE - MONUMENT SIGN
 SCALE: $\frac{3}{8}\text{'}$ = 1'-0"

PROPOSED MULTI-TENANT SIGNS - INTERSTATE 35E

SIGN ILLUSTRATED IS ONLY AN EXAMPLE OF WHAT MAY BE ACCOMPLISHED UNDER THE CURRENT REGULATIONS (SHOWN BELOW), DIMENSIONS SHOWN ARE VARIABLE

LOCATION	TYPE ALLOWED	MAX. OVERALL HEIGHT	MAX. SIZE	MAX. SIGN FACE	MAX. SIGN STRUCTURE	SETBACK	APPROVAL	QUANTITY	MATERIAL	LIGHTING	LANDSCAPING	MIN. SEPARATION	DESIGN
INTERSTATE 35E	MONUMENT (ELECTRONIC MESSAGE CENTERS PROHIBITED)	8'	160 SQ. FT.	80 SQ. FT.	100 SQ. FT.	15'	PERMIT	1 PER STREET FRONTAGE/ 1 FOR CORNER LOTS	SAME AS FRONT BUILDING FACADE	EXTERNAL SHIELDED, DIRECTED TOP OR GROUND-MOUNTED SPOTLIGHTS	1:1 RATIO AROUND SIGN BASE OR GREATER	500 FEET	6" MIN. TEXT/GRAPHICS FROM SIGN STRUCTURE; 6" MIN. MATCHING SIGN FACE FRAMING MATERIAL





PROPOSED MULTI-TENANT SIGNS - INTERSTATE 35E - PERFORMANCE-BASED ENHANCEMENTS

SIGN ILLUSTRATED IS ONLY AN EXAMPLE OF WHAT MAY BE ACCOMPLISHED UNDER THE CURRENT REGULATIONS (SHOWN BELOW); DIMENSIONS SHOWN ARE VARIABLE

LOCATION	TYPE ALLOWED	MAX. OVERALL HEIGHT	MAX. SIZE	MAX. SIGN FACE	MAX. SIGN STRUCTURE	SETBACK	APPROVAL	QUANTITY	MATERIAL	LIGHTING	LANDSCAPING	MIN. SEPARATION	DESIGN	SAMPLE REF. CHART
INTERSTATE 35E	MONUMENT (ELECTRONIC MESSAGE CENTERS PROHIBITED)	15'	300 SQ. FT.	150 SQ. FT.	170 SQ. FT.	15'	PERFORMANCE BASED/ DIR. OF PLANNING	1 PER STREET FRONTAGE/ 1 FOR CORNER LOTS	SAME AS FRONT BUILDING FACADE	EXTERNAL SHIELDED, DIRECTED TOP OR GROUND-MOUNTED SPOTLIGHTS	GREATER THAN 1:1 RATIO AROUND SIGN BASE	500 FEET	6" MIN. TEXT/GRAPHICS FROM SIGN STRUCTURE; 6" MIN. MATCHING SIGN FACE FRAMING MATERIAL	SEE: 1, 2, 3, 6 & 8



r3

PERFORMANCE BASED STANDARDS

1. Architectural Materials Matching the Building



2. Architectural Features Matching the Building



3. Architectural Design Matching the Building



4. External Lighting, Shielded, Directed, Spot Light Fixtures



5. Landscape Ratio of Greater than 1:1 for Ground Area to Sign Area



6. Contrasting Sign Colors



7. Simple Font Styles with Limited Text or Logos



8. Specific Panel Size for Individual Tenants

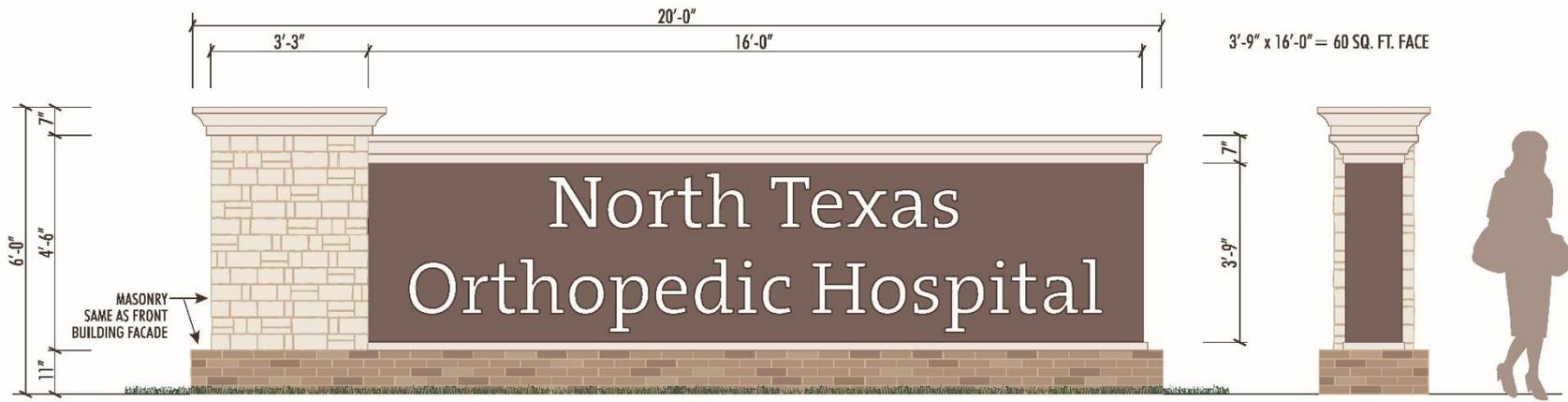


MONUMENT SIGNS (Performance Based)

1-35E	EXISTING	PROPOSED
Type Allowed	Monument	Monument
Max. Height	5'	16'-20'
Max. Size	100 SF	Up to 400 SF
Max. Sign Face	50 SF	Up to 200 SF
Max. Sign Structure	70 SF	Up to 220 SF
Setback	15'	15'
Approval	Permit	Permit/Performance Based/Variance to City Council
Number	1 Per St. Frontage	1 Per St. Frontage/1 for Corner Lots
Material	Bases Same as Front Bldg. Façade or Stone or Brick/Sculpted Aluminum Panels	Bases Same as Front Bldg. Façade or Stone or Brick/Sculpted Aluminum Panels/Matte/Non-Reflective Material, Finished Hardwoods, Softwoods, Metals or Glass
Landscaping	N/A	Greater than 1:1 Ratio Around Sign Base
Lighting	Internal Lighting for Sculpted Aluminum Panels or A Ground Lighting Source if Light and Supporting Structure not Visible from R.O.W	Internal Lighting for Sculpted Aluminum Panels or Exterior Shielded Directed Top or Ground Mounted Spotlights
Min. Separation	500'	500'
Lettering/Design	Min. 6" Ht. for Letters or Logos Sign Text and Graphics Min. of 6" from Outer Limits of Sign Structure	Min. 6" Ht. for Letters or Logos Sign Text and Graphics Min. of 6" from Outer Limits of Sign Structure Sign Face Framed by Min. 6" Brick, Stone or Masonry Matching Front Façade of Bldg.

MONUMENT SIGNS

FM 2499/FM 2181	EXISTING	PROPOSED
Type Allowed	Monument	Monument
Max. Height	5'	6'
Max. Size	100 SF	120 SF
Max. Sign Face	50 SF	60 SF
Max. Sign Structure	70 SF	80 SF
Setback	15'	15'
Approval	Permit	Permit
Number	1 Per St. Frontage	1 Per St. Frontage/1 for Corner Lots
Material	Bases Same as Front Bldg. Façade or Stone or Brick/Sculpted Aluminum Panels	Bases Same as Front Bldg. Façade or Stone or Brick/Sculpted Aluminum Panels/Matte/Non-Reflective Material, Finished Hardwoods, Softwoods, Metals or Glass
Landscaping	N/A	1:1 Ratio Around Sign Base or Greater
Lighting	Internal Lighting for Sculpted Aluminum Panels or A Ground Lighting Source if Light and Supporting Structure not Visible from R.O.W	Internal Lighting for Sculpted Aluminum Panels or Exterior Shielded Directed Top or Ground Mounted Spotlights
Min. Separation	500'	500'
Lettering/Design	Min. 6" Ht. for Letters or Logos Sign Text and Graphics Min. of 6" from Outer Limits of Sign Structure	Min. 6" Ht. for Letters or Logos Sign Text and Graphics Min. of 6" from Outer Limits of Sign Structure Sign Face Framed by Min. 6" Brick, Stone or Masonry Matching Front Façade of Bldg.



EXAMPLE - MONUMENT SIGN
SCALE: 3/8" = 1'-0"

END VIEW
6'-0" x 20'-0" = 120 OVERALL SQ. FT.

PROPOSED MONUMENT SIGNS - 2499/2181

SIGN ILLUSTRATED IS ONLY AN EXAMPLE OF WHAT MAY BE ACCOMPLISHED UNDER THE CURRENT REGULATIONS (SHOWN BELOW); DIMENSIONS SHOWN ARE VARIABLE

LOCATION	TYPE ALLOWED	MAX. OVERALL HEIGHT	MAX. SIZE	MAX. SIGN FACE	MAX. SIGN STRUCTURE	SETBACK	APPROVAL	QUANTITY	MATERIAL	LIGHTING	LANDSCAPING	MIN. SEPARATION	DESIGN
2499 OR 2181	MONUMENT	6'	120 SQ. FT.	60 SQ. FT.	80 SQ. FT.	15'	PERMIT	1 PER STREET FRONTAGE/ 1 FOR CORNER LOTS	SAME AS FRONT BUILDING FACADE	EXTERNAL SHIELDED, DIRECTED TOP OR GROUND-MOUNTED SPOTLIGHTS	1:1 RATIO AROUND SIGN BASE OR GREATER	500 FEET	6" MIN. TEXT/GRAPHICS FROM SIGN STRUCTURE; 6" MIN. MATCHING SIGN FACE FRAMING MATERIAL



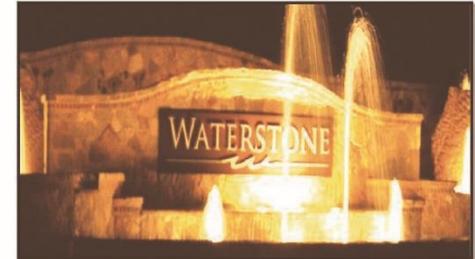
r3



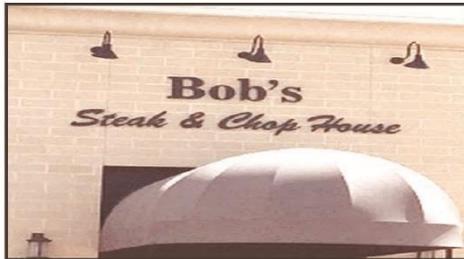
1- Architectural Materials Matching the Building



2- Architectural Features Matching the Building



3- Architectural Design Matching the Building



4- External Lighting, Shielded, Directed, Spot Light Fixtures



5- Landscape Ratio of greater than 1:1 for Ground Area to Sign Area



6- Contrasting Sign Colors



7- Simple Fonts with Limited Text or Logos

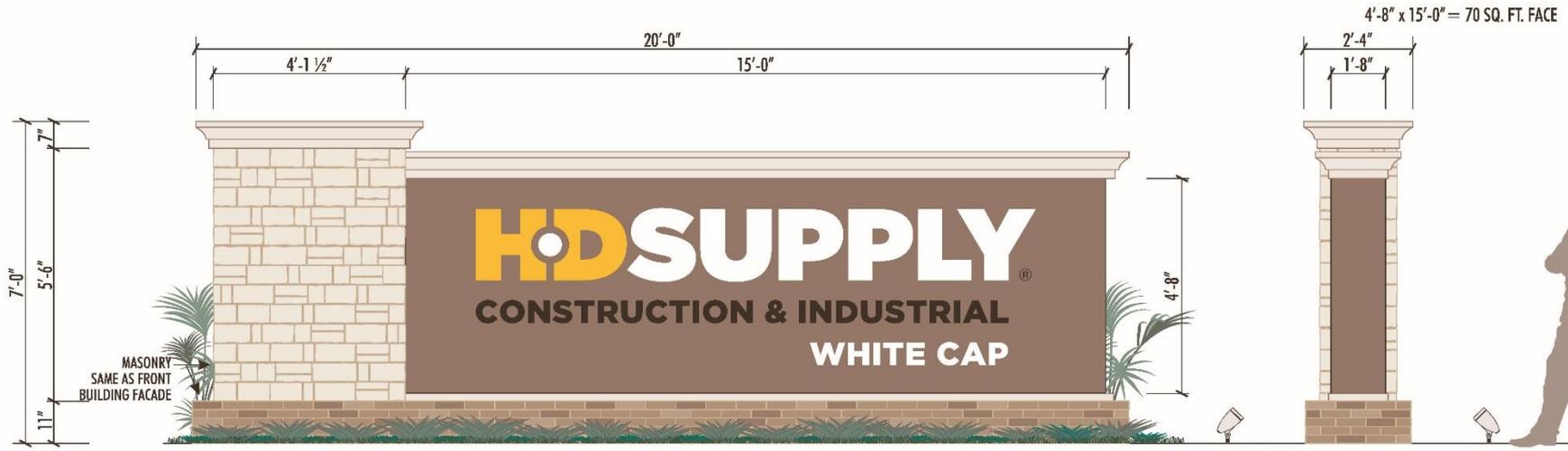


8- Specific Panel Size for Individual Tenants



MONUMENT SIGNS (Performance Based)

FM 2499/FM 2181	EXISTING	PROPOSED
Type Allowed	Monument	Monument
Max. Height	5'	7'
Max. Size	100 SF	140 SF
Max. Sign Face	50 SF	70 SF
Max. Sign Structure	70 SF	90 SF
Setback	15'	15'
Approval	Permit	Permit/Performance Based/Dir. Of Planning
Number	1 Per St. Frontage	1 Per St. Frontage/1 for Corner Lots
Material	Bases Same as Front Bldg. Façade or Stone or Brick/Sculpted Aluminum Panels	Bases Same as Front Bldg. Façade or Stone or Brick/Sculpted Aluminum Panels/Matte/Non-Reflective Material, Finished Hardwoods, Softwoods, Metals or Glass
Landscaping	N/A	Greater than 1:1 Ratio Around Sign Base
Lighting	Internal Lighting for Sculpted Aluminum Panels or A Ground Lighting Source if Light and Supporting Structure not Visible from R.O.W	Internal Lighting for Sculpted Aluminum Panels or Exterior Shielded Directed Top or Ground Mounted Spotlights
Min. Separation	500'	500'
Lettering/Design	Min. 6" Ht. for Letters or Logos Sign Text and Graphics Min. of 6" from Outer Limits of Sign Structure	Min. 6" Ht. for Letters or Logos Sign Text and Graphics Min. of 6" from Outer Limits of Sign Structure Sign Face Framed by Min. 6" Brick, Stone or Masonry Matching Front Façade of Bldg.



EXAMPLE - MONUMENT SIGN
SCALE: 3/8" = 1'-0"

END VIEW
7'-0" x 20'-0" = 140 OVERALL SQ. FT.

PROPOSED MONUMENT SIGNS - 2499/2181 - PERFORMANCE-BASED ENHANCEMENTS

SIGN ILLUSTRATED IS ONLY AN EXAMPLE OF WHAT MAY BE ACCOMPLISHED UNDER THE CURRENT REGULATIONS (SHOWN BELOW); DIMENSIONS SHOWN ARE VARIABLE

LOCATION	TYPE ALLOWED	MAX. OVERALL HEIGHT	MAX. SIZE	MAX. SIGN FACE	MAX. SIGN STRUCTURE	SETBACK	APPROVAL	QUANTITY	MATERIAL	LIGHTING	LANDSCAPING	MIN. SEPARATION	DESIGN	SAMPLE REF. CHART
2499 OR 2181	MONUMENT	7'	140 SQ. FT.	70 SQ. FT.	90 SQ. FT.	15'	PERFORMANCE BASED/ DIR. OF PLANNING	1 PER STREET FRONTAGE/ 1 FOR CORNER LOTS	SAME AS FRONT BUILDING FACADE	EXTERNAL SHIELDED, DIRECTED TOP OR GROUND-MOUNTED SPOTLIGHTS	GREATER THAN 1:1 RATIO AROUND SIGN BASE	500 FEET	6" MIN. TEXT/GRAPHICS FROM SIGN STRUCTURE; 6" MIN. MATCHING SIGN FACE FRAMING MATERIAL	SEE: 1, 2, 3 & 6

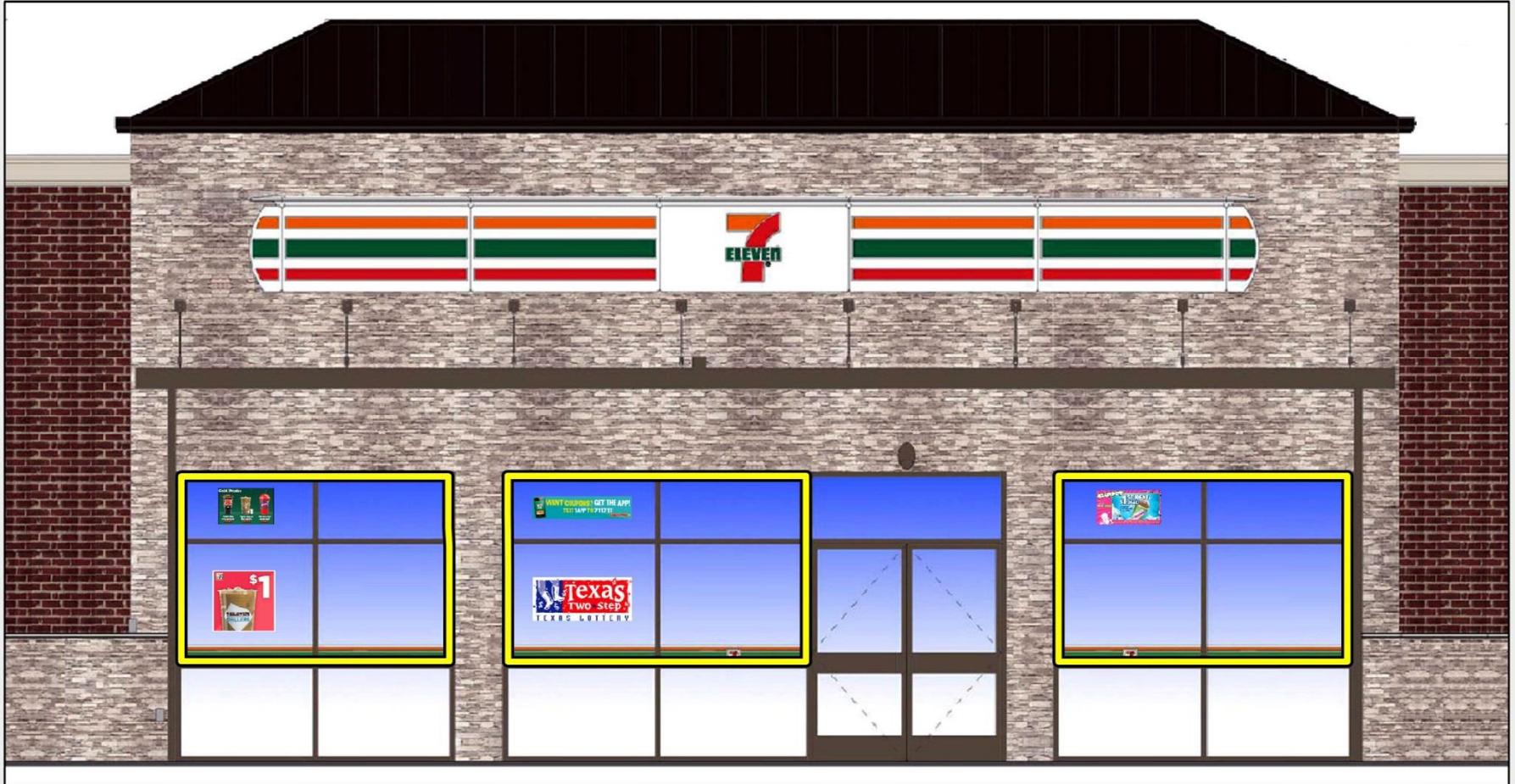


r3

WINDOW SIGNS

City-Wide	PROPOSED
Min. Ltr/Logo Ht.	6"
Max. Letter/Logo Ht.	10" excluding leading capital letters
Max. Sign Area (Sales/In-Store Promotions, etc.)	Option 1: 25% or < per window, plus 10% or < total aggregate
	Option 2: 20% or < per window, plus 10% or < total aggregate
	Option 3: 20% or < per window, plus 5% or < total aggregate
	Option 4: 25% or < per window, plus 5% or < total aggregate
Approval	Permit
Material	Paper signs, posters, foil, newspaper, cardboard and other such materials prohibited
Lighting	Illuminated signs displayed within a business must be placed on a wall in a location where they are not primarily visible from the outside of the building
Placement/Location Allowed	<p>1st Floor of Bldg only</p> <p>Name or logo of tenant allowed on primary entry door 3' min. from any exterior glass or other transparent material</p> <p>No signs located within bottom 1/3 of windows or doors</p> <p>Bus address only may be located on surface of glass above primary entry door</p>
Number (Not counted in Max. Area percentages)	1 "Open Sign" (2 Sf or <) – Front Door or adj. only
	1 White, Vinyl Die-Cut or "engraved look" of the registered name/and or Logo (2 sf or <) – Front Door only
	<p>1 set of white, vinyl die-cut or "engraved look" letters noting hours of operation/emergency contact info and 1 set of credit card id stickers (1 sf or <)</p> <p>1 "Now Hiring" Sign – Front Door or adjacent</p>
	1 Set of White, Vinyl Die-Cut or "engraved look" letters with address (2 sf or <) – Front Door or window above
Electronic Message	Shall not blink, strobe, fade, flash, oscillate, scroll, intermit. turn on or off or move in any manner

Proposed Window Sign Regulation Examples



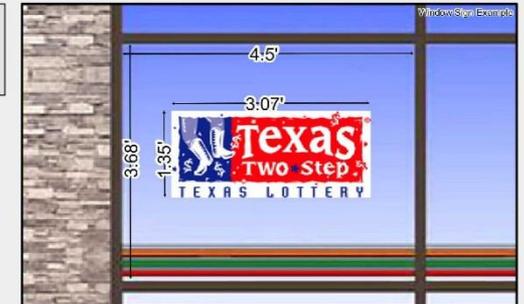
Proposed Window Sign Regulations:

Max Sign Area - Option 1
25% or less of the total area of window
and
10% or less of the total aggregate

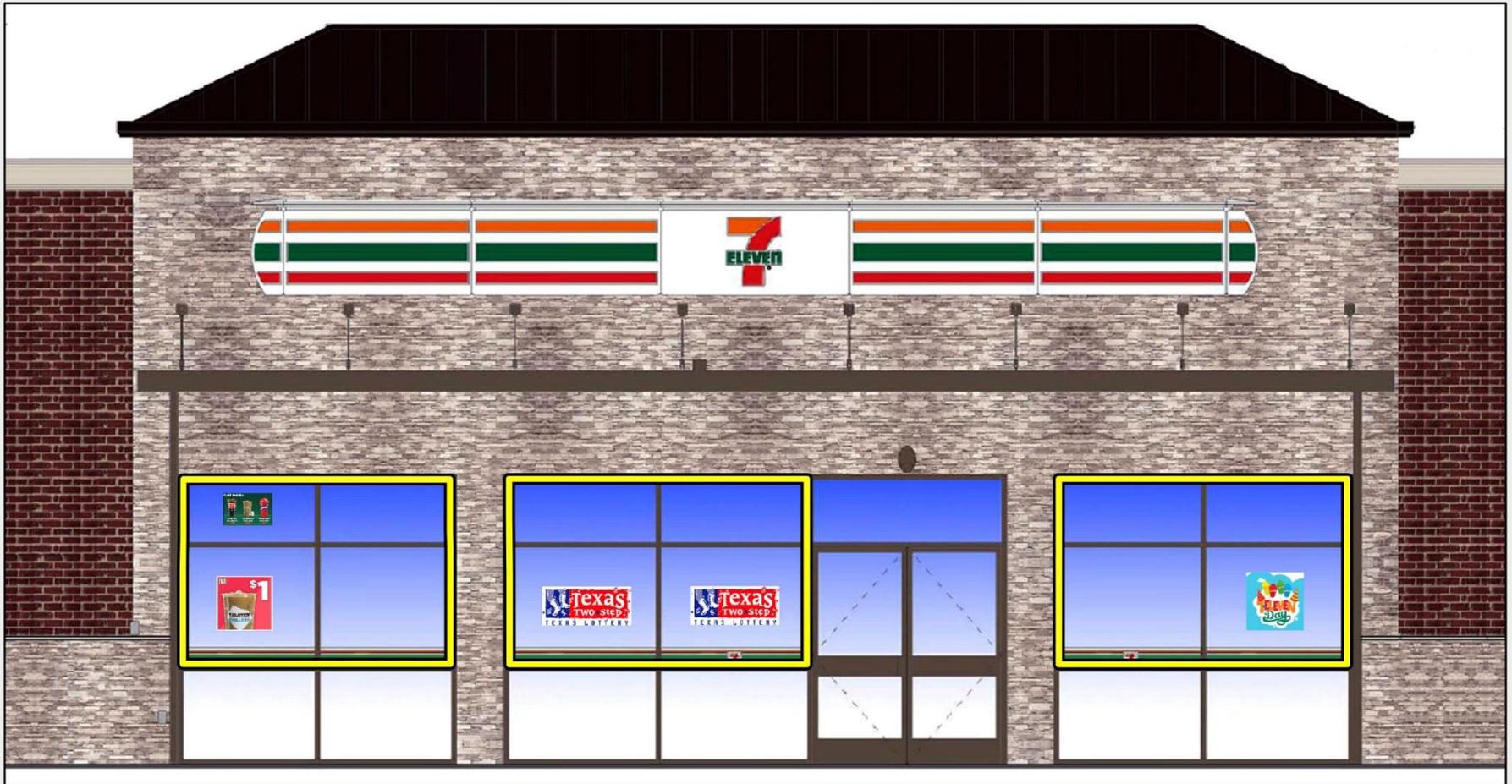
No signs located within bottom 1/3 of windows or doors.

Legend

 Windows allowed to have signs



Proposed Window Sign Regulation Examples



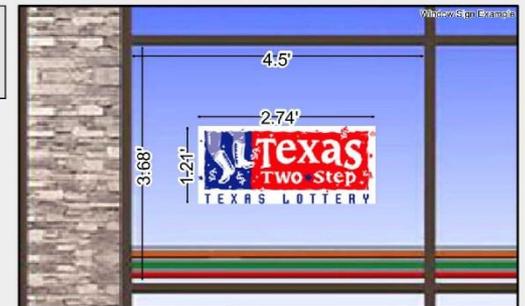
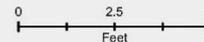
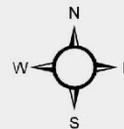
Proposed Window Sign Regulations:

Max Sign Area - Option 2
20% or less of the total area of window
and
10% or less of the total aggregate

No signs located within bottom 1/3 of windows or doors.

Legend

 Windows allowed to have signs



Proposed Window Sign Regulation Examples



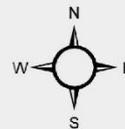
Proposed Window Sign Regulations:

Max Sign Area - Option 3
20% or less of the total area of window
and
5% or less of the total aggregate

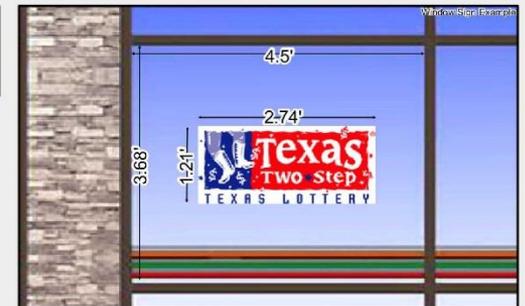
No signs located within bottom 1/3 of windows or doors.

Legend

 Windows allowed to have signs



0 2.5 5
Feet



Proposed Window Sign Regulation Examples



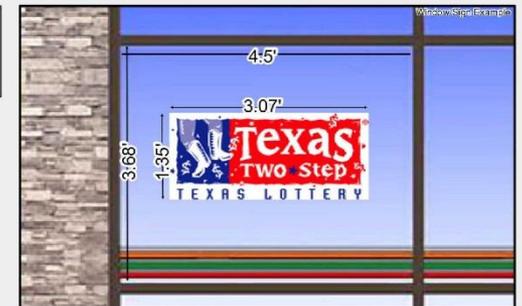
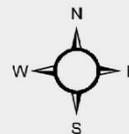
Proposed Window Sign Regulations:

Max Sign Area - Option 4
 25% or less of the total area of window
 and
 5% or less of the total aggregate

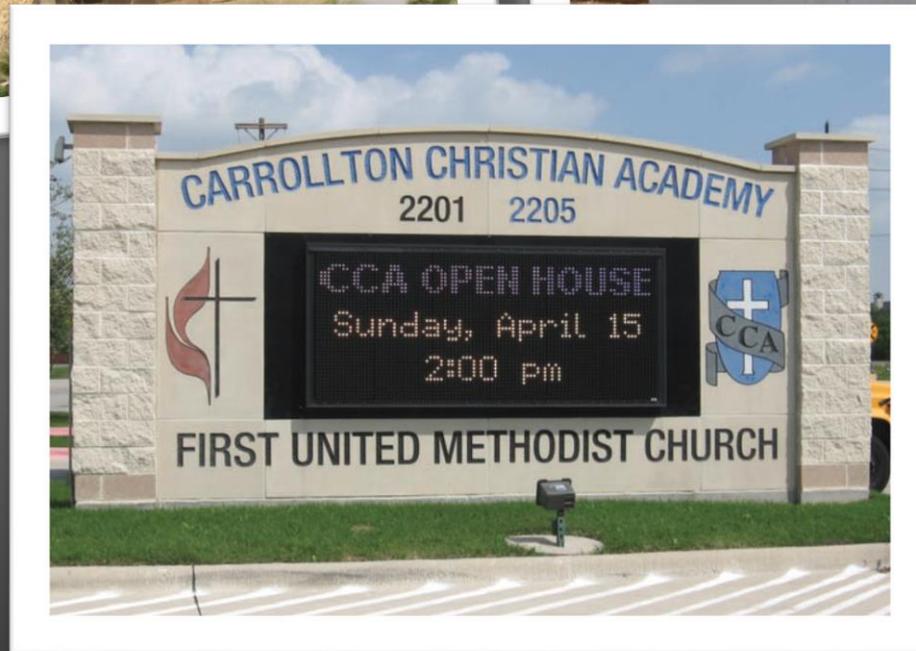
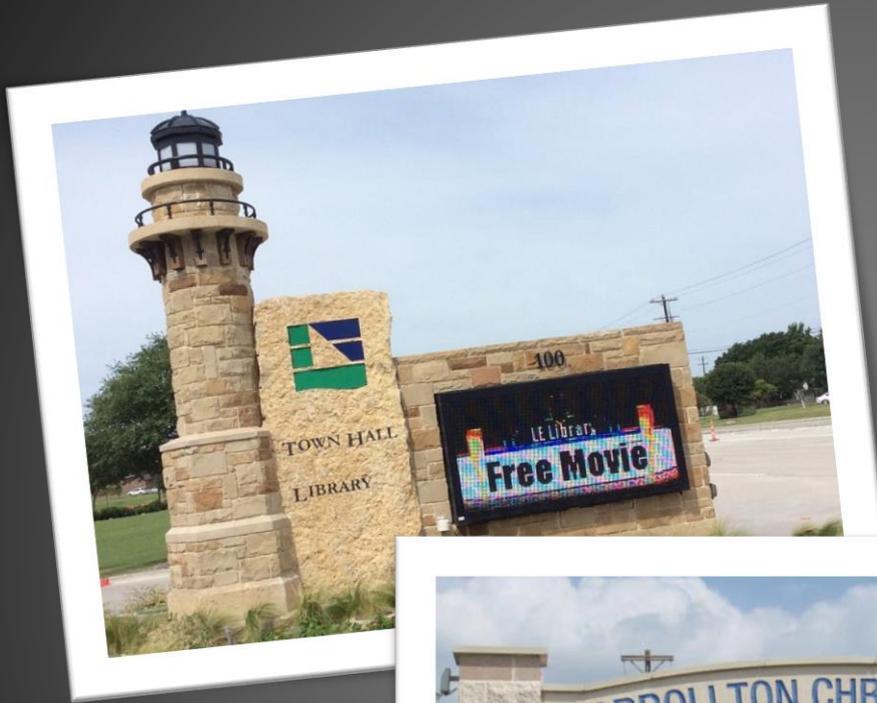
No signs located within bottom 1/3 of windows or doors.

Legend

 Windows allowed to have signs



CHANGEABLE ELECTRONIC MESSAGE CENTER SIGNS (EMCS)



CHANGEABLE ELECTRONIC MESSAGE CENTER SIGNS (EMCS)

I-35E	EXISTING	PROPOSED
Type 	Monument	Monument
Max. Letter/Logo Ht.	N/A	1" per 36' distance or 18" min.
Sign Area	N/A	75% of overall sign, not to exceed 50 SF
Max. Number	N/A	1 EMC per lot
Approval	Permit	Permit
Placement	Monument Signs	Freeways and Arterials Exception: Relig. Assemblies, Educ. Facil., Gov. Admin., Civic Bldgs, Public Parks fronting on Collectors (7 AM-9 PM only)
Illumination	5 min. or longer static message display No moving, flashing, intermittent lighting, changing colors, revolving or similar < .3 footcandles above natural ambient light at time of measurement	12 sec. min. static message display Message must change simultaneously on entire sign face Shall not be animated, flash, travel, blink, fade, change color, revolve or scroll; No video < .3 footcandles above natural ambient light at time of measurement Variable message transition instantaneously to static Auto dimming technology; auto adjust brightness based on ambient light
Resid. Adj.	Lighting must be shielded from view; indirect light shall not exceed ½ lumen measured from any PL if within 150 ft. of SF Resid. Zoned Prop.	Lighting must be shielded from view; indirect light shall not exceed ½ lumen measured from any PL if within 150 ft. of SF Resid. Zoned Prop.

WALL SIGNS

4. Number of Attached Signs

- a. All businesses shall be allowed one registered logo and/or name of the registered business (Sign Attached) ~~per tenant space~~ per street frontage.

5. Attached Sign Width

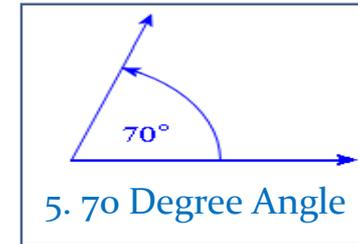
- a. The width of an attached sign may not exceed the middle fifty percent (50%) of the width of any ~~building or~~ lease space. (Ex. Aldi and Firestone)

NON-CONFORMING

All signs that are lawfully in existence on the effective date of this UDC may exist in their present form, but no such signs shall be altered or moved unless a Sign Building Permit is issued pursuant to the provisions of this UDC. A non-conforming sign may be maintained.

The right to continue all nonconforming signs shall cease and such sign shall be removed whenever:

1. Approved application for certificate of occupancy or a certificate of occupancy for a change of business or ownership is issued.
2. Change of occupancy classification occurs.
3. Sign is altered, moved or relocated without a permit.
4. Sign is destroyed and the cost to repair exceeds 60% of the replacement cost.
5. Sign leans such that an angle between the sign and the ground is 70° or less.
6. Sign that has fallen onto the ground.



APPEALS

B. Hearing of an Appeal

The City Manager shall hear the appeal ~~at a City Council meeting~~ as soon as practicable thereafter to determine whether the decision of the Building Official was in accordance with all ordinances and regulations. The decision of the City Manager shall be final.

PROHIBITED SIGNS

LIGHT DISPLAYS

- Signs with revolving beams, beacon of lights and/or search lights.
- Signs with a light resembling an emergency vehicle.
- Signs resembling a traffic control signal, whether current traffic control signal or one of an older design.
- Signs with high intensity light.
- Flashing, scrolling/running, strobe and similar lighting.
- Lighting that outlines and/or details building walls and structures.

PROHIBITED SIGNS

Motion Signs

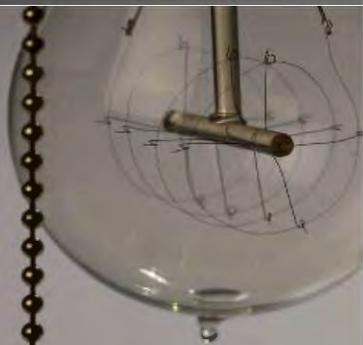
- Signs which have motion, including signs in which the whole sign moves or in which a portion of the sign moves.

Reflective Signs

- Reflective signs, with exception of governmental or safety signs.



Questions



NEXT STEPS/DIRECTION?



ORDINANCE NO. 15-02-19-___

AN ORDINANCE OF THE CITY OF CORINTH, TEXAS, AMENDING ARTICLE 4 OF THE UNIFIED DEVELOPMENT CODE TO AMEND VARIOUS SECTIONS OF THE SIGN ORDINANCE; PROVIDING ADDITIONAL DEFINITIONS; REVISING REQUIREMENTS FOR APPLICATIONS AND APPEALS; PROVIDING REGULATIONS FOR ATTACHED AND WINDOW SIGNS, MONUMENT SIGNS AND ELECTRONIC SIGNS; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OR FINE NOT TO EXCEED FIVE HUNDRED DOLLARS (\$500.00) FOR VIOLATIONS THEREOF; PROVIDING FOR PUBLICATION; PROVIDING FOR INJUNCTIVE RELIEF; AND A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Corinth, Texas is a home rule municipality located in Denton County, Texas created in accordance with the provisions of Chapter 9 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, the City is authorized to adopt regulations governing the development of land within the City and its extraterritorial jurisdiction in the interest of the public health, safety and welfare of its citizens; and

WHEREAS, the City has adopted sign regulations to promote the safety of persons and property by providing that signs do not create traffic hazards by confusing or distracting motorists or by impairing the driver's ability to see pedestrians, obstacles, or to read traffic signs, to promote the efficient transfer of information by providing that, among other things, that persons exposed to signs are not overwhelmed by the number of messages presented, and are able to exercise freedom of choice to observe or ignore said messages, and to protect the public welfare and to enhance the appearance and economic value of the cityscape, by providing that signs do not interfere with scenic views, do not create a nuisance to persons using the public rights-of-way or adjacent property owners by their brightness, size, height or movement; and are not detrimental to land or property values; and

WHEREAS, the City staff recommends that the Unified Development Code be amended to include regulations to promote orderly, compatible, creative signage that promotes local businesses by clearly advertising the location and brand while reducing visual clutter within the City of Corinth and to allow for development of property so as to reflect an orchestration of well thought-out, cohesive plans, including landscaping, lighting, exterior elements, architecture as well as signage; and

WHEREAS, upon review and consideration of the foregoing factors, the City Council has determined that the sign regulations should be amended as set forth below; **NOW, THEREFORE,**

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

SECTION 1.

That Subsection A. of Section 4.01.02. of the Unified Development Code is hereby amended by deleting the definitions of "Programmable Sign" and "Prohibited Lights", amending the definitions of "Ground Sign" and "Monument Sign" and the addition of a definition for "Changeable Copy/Electronically Variable Message", "Multi-tenant Monument Sign" and "Unified Sign Plan" so that said definitions shall be and read as follows:

"A. Definitions

"Changeable Copy/Electronically Variable Message"

A sign whose alphabetic, pictographic, or symbolic informational content can be changed or altered on a fixed surface composed of electrically illuminated or mechanically driven changeable segments. These electronic activated changes are allowed in intervals and shall not have the illusion of movement.

“Ground Sign”

Any freestanding sign connected to the ground by legs or other supports and which is not an attached, portable, monument, or vehicular sign.

“Monument Sign”

Any freestanding sign which is connected to the ground and which has no openings for the full width of the sign between the bottom of the sign and the surface of the ground and is fully supported by a masonry base (no poles) on the ground.

“Multi-tenant Monument Sign”

Any freestanding sign which is connected to the ground and which has no openings for the full width of the sign between the bottom of the sign and the surface of the ground and is fully supported by a masonry base (no poles) on the ground and is supported by a masonry base (no poles) on the ground and is used to identify multiple tenants or businesses within a development.

“Unified Sign Plan”

A graphic representation showing all proposed signage for the area of a site containing a minimum of the following:

1. A map showing the location of proposed signs;
2. Signs dimensioned and showing the distance from the nearest public right-of-way, and
3. Elevations (renderings) dimensioned and labeled, including text, materials, material finishes, colors, lighting and proposed landscaping.”

These definitions, together with the remaining definitions in Section A., shall be renumbered so as to include the foregoing definitions in alphabetical order.

SECTION 2.

That Subsection A.3. of 4.01.05. of the Unified Development Code is amended so that said section shall be and read as follows:

"4.01.05. Sign Building Permit Application

A. Application of Sign Building Permit

...

3. A drawing of the proposed sign that illustrates:

- a. The height, length, width, and all other dimensions associated with the sign.
- b. Landscaping around the base of the sign at a ratio of 1:1 or greater.

- c. A lighting plan showing foot-candles for the sign and the total foot-candles for the site.
- d. Performance Based Enhancements, if applicable:
 - 1. Architectural materials matching the building;
 - 2. Architectural features matching the building;
 - 3. Architectural design matching the building;
 - 4. External lighting, typically ground-mounted shielded fixtures for monument signs and shielded, directed spot light fixtures (top or bottom) for wall signs;
 - 5. Landscape ratio greater than 1:1 for ground area to sign area;
 - 6. Neutral contrasting sign colors;
 - 7. Specific panel size for individual tenants;
 - 8. Simple font styles and limited text or logos, and
 - 9. Other design elements as identified in the Sign Design Guidelines included in the **Sign Design Guidelines, Appendix A.**
- e. A Unified Sign Plan as required for multi-tenant properties, Planned Developments, MX-C and MX-R, mixed-use districts, and as otherwise specified in these regulations, which shall provide the following:
 - 1. Location of proposed sign(s); dimensioned and showing distance from the nearest public right-of-way, and
 - 2. Elevations (dimensioned and labeled, including text, materials, material finishes, colors, lighting and proposed landscaping)."

SECTION 3.

That Subsection B. of Section 4.01.13. of the Unified Development Code is hereby amended so that said Subsection shall be and read as follows:

"4.01.13. Appeal of a Sign Related Decision by the Building Official

...

B. Hearing of an Appeal

The City Manager shall hear the appeal as soon as practicable thereafter to determine whether the decision of the Building Official was in accordance with all ordinances and regulations. The decision of the City Manager shall be final."

SECTION 4.

That Subsections 1, 4, and 5 of Subsection B. of 4.01.15. of the Unified Development Code are hereby amended so that said Subsections shall be and read as follows:

"4.01.15. General Sign Requirements

...

B. Attached Sign (Sign, Attached)

Unless otherwise specifically provided herein, an attached sign shall comply with the regulations set forth in this subsection.

1. Generally

- a. A person commits an offense if the person attaches a sign or causes a sign to be attached to a light fixture, pole, curb, sidewalk, gutter, street, utility pole, public building, fence, railing, public telephone pole, tree or any other structure other than as specified as an allowable sign type by this Article 4.

...

4. Number of Attached Signs

- a. A business shall be allowed one (1) registered logo and/or logo type sign or name of the registered business (Sign, Attached) per street frontage.

5. Attached Sign Width

- a. The width of an attached sign may not exceed the middle fifty percent (50%) of the width of any lease space (see Section **4.01.23. Methods of Sign Area Measurements** for further clarification)."

SECTION 5.

That Section 4.01.15. of the Unified Development Code is hereby amended by amendment of Subsections C. through E. and the addition of regulations for wall signs, window signs, monument signs to be designated as Subsection F. through J. and which Subsections shall be and read as follows:

"4.01.15. General Sign Requirements

...

C. Attached Sign (Wall Signs)

Unless otherwise specifically provided herein, an attached sign shall comply with the regulations set forth in this subsection.

1. Generally

- a. A person commits an offense if the person attaches a sign or causes a sign to be attached to a light fixture, pole, curb, sidewalk, gutter, street, utility pole, public building, fence, railing, public telephone pole, tree or any other structure other than as specified as an allowable sign in this Article 4.
 - b. The direct painting of signs on buildings is prohibited except for signs used for building identification which are less than three (3) square foot in area.
 - c. All signs must be on-premises signs.
2. Minimum/Maximum Letter/Logo Height for Attached Signs

The minimum height allowed for letters or logos shall be six (6) inches. The maximum height allowed for letters or logos shall be based on the following criteria:

Table 29: Maximum Letter Height	
Distance from Right-of-Way*	Maximum Letter/Logo Height
200 ft.	24 inches
201 – 250 ft.	30 inches
251 – 300 ft.	36 inches
301 ft. and greater	42 inches
* For any lease space which does not front on a street, the maximum letter/logo height shall be based on the distance from the vehicular driveway access (see 4.01.24. Selected Sign Graphic Clarifications for further clarification).	

3. Maximum Area for Attached Wall Signs

Total effective area of attached signs shall not exceed the following:

- a. An attached sign or signs shall not exceed or cover more than 10 percent of the facade area of a building face or area or the total aggregate of attached signs on a building.
- b. In each case, an attached sign or the aggregate of attached signs shall not exceed 400 square feet in effective area (see Section **4.01.23. Methods of Sign Area Measurements** for further clarification).

4. Number of Attached Signs

- a. A business shall be allowed one (1) registered logo and/or logo type sign or name of the registered business (Sign, Attached) per street frontage.

5. Attached Sign Width

- a. The width of an attached sign may not exceed the middle fifty percent (50%) of the width of any lease space.

- b. In the event the lease space façade is horizontally articulated, the 50% rule shall apply to the allowed sign to be located on any single plane façade (see Section **4.01.23. Methods of Sign Area Measurements** for further clarification).

6. Illumination for Attached Signs

- a. An attached sign may only be illuminated with internal lighting.
- b. Exterior letters with exposed neon lighting are not allowed.
- c. EMCs are prohibited. A person commits an offense if a person displays an EMC.

7. Protrusion of Attached Signs

An attached sign may not protrude farther than eighteen inches (18”) from the building, excluding signs attached to canopies; this excludes a sign attached to a canopy.

8. Residential Adjacency

An attached sign shall not be allowed on any façade (other than the main front of the building) which faces property zoned for single family residential use if the sign is within one hundred fifty (150') feet of the property line of the residential property.

D. Window Signs

Unless otherwise specifically provided herein, a window sign shall comply with the regulations set forth in this subsection.

1. Generally

- a. A person commits an offense if the person attaches a sign or causes a sign to be attached to a light fixture, pole, curb, sidewalk, gutter, street, utility pole, public building, fence, railing, public telephone pole, tree or any other structure other than as specified as an allowable sign type as contained herein.
- b. The direct painting of signs on windows is prohibited.
- c. All window signs must be on-site signs.

2. Minimum/Maximum Letter/Logo Height for Window Signs

The minimum height allowed for letters or logos shall be six (6) inches. The maximum height allowed for letters shall be ten (10) inches (Exception for leading capital letters).

3. Maximum Area for Window Signs

Total effective area of a window sign shall not exceed the following:

- a. An attached window sign or signs shall not exceed or cover more than 25 percent of the visible window for any linear wall segment and an aggregate area of no more than

ten percent of all ground floor windows on any building face for signs as listed under Number of Signs below (see Section **4.01.23. Methods of Sign Area Measurements** for further clarification).

- b. No sign shall be located within the bottom third (1/3) of a window or door or above the top of a door frame.

4. Number of Window Signs

- a. A building may have a maximum of:

- (1) One (1) “Open Sign” – two (2) square feet or less, and

- (2) One (1) white, vinyl die-cut or “engraved look” window graphic of the registered “Name and/or Logo” of tenant - two (2) square feet or less, and

- (3) One (1) set of white, vinyl die-cut or “engraved look” letters noting the hours of operation/emergency contact information and one (1) set of credit card identification stickers - one (1) square foot or less, and

- (4) One (1) “Now Hiring Sign.”

- b. Any sign describing in-store promotions, sales, etc. shall be considered to be a window sign and not part of the display and must meet the window sign requirements of this ordinance.

5. Window Sign Width

N/A.

6. Materials

Paper signs, posters, foil, newspaper, cardboard and other such materials are prohibited.

7. Illumination for Attached Signs

- a. An attached sign may only be illuminated with internal lighting.

- b. Exterior letters with exposed neon lighting are not allowed.

- c. EMCs are prohibited.

- d. Illuminated signs displayed within a business must be placed on a wall in a location where they are not primarily visible from the outside of the building.

- e. Signs shall not blink, strobe, fade, oscillate, scroll, intermittently turn on and off or move in any manner.

- f. Illumination of the sign is included in the calculations for the entire site and may not exceed the requirements of the lighting and glare regulations in Section **2.09.07. Lighting and Glare Regulations**.

8. Protrusion of Attached Signs

An attached sign may not protrude farther than eighteen inches (18”) from the building, excluding signs attached to canopies; this excludes a sign attached to a canopy.

9. Residential Adjacency

An attached sign shall not be allowed on any façade (other than the main front of the building) which faces property zoned for single family residential use if the sign is within one hundred fifty feet (150’) of the property line of the residential property.

10. Location Where Allowed

- a. The name or logo of the tenant maybe displayed on the surface of glass adjacent to or on the tenant’s primary entry door.
- b. Signs displayed within a business must be placed a minimum of three (3) feet from any exterior glass or other transparent exterior building material.
- c. Windows with visible display shelves, storage or other fixtures must be obscured with a minimum four (4) foot opaque window film.

E. Monument Sign (Sign, Monument)

1. Generally

Unless otherwise specifically provided, the regulations set forth in this subsection shall apply to all monument signs City-wide (other than I-35E, F.M. 2181 and F.M. 2499).

2. Minimum Letter/Logo Height

The minimum height allowed for letters or logos shall be six (6) inches.

3. Maximum Height

The sign structure shall not exceed five (5) feet.

4. Maximum Area

- a. One hundred (100) square feet per sign with a maximum area per sign face of fifty (50) square feet.
- b. The maximum area for the sign structure shall not exceed seventy (70) square feet (see **4.01.23. Methods of Sign Area Measurements** for measurement criteria).

5. Number of Signs

- a. Each site may have no more than one (1) sign oriented to each street on which the site has frontage with a maximum of two (2) signs per site.
 - b. Corner Lots
 - i. One (1) corner monument sign is allowed for a site fronting two (2) intersecting streets unless existing infrastructure, other improvements or site constraints prohibit single sign placement; two signs may be permitted if approved as part of a Unified Sign Plan.
 - ii. Landscaping ratio of 1:1 shall not be required for corner lots (see Section **2.09.01. Landscaping Regulations** for Landscaping Requirements for Corner Lots).
 - c. Monument signs may be no closer than five hundred (500) feet on-site.
6. Minimum Setback
- Fifteen (15) feet from any property line.
7. Material Requirements
- a. All bases of a monument sign shall be constructed of the same masonry material as the front building façade on the same site or shall be stone or brick.
 - b. Sculpted aluminum sign panels or decorative metal are allowed for the sign portion and may be illuminated utilizing internal lighting.
 - c. Matte/Non-Reflective material, finished hardwoods, softwoods, metals or glass are allowed.
 - d. All sign text and graphic elements shall be limited to a minimum of six (6) inches from the outer limits of the sign structure.
 - e. The sign face shall be framed by a minimum of six (6) inches of brick, stone, or masonry material matching the front façade of the building.
8. Illumination
- a. A monument sign may have internally illuminated individual letters only when not visible from a public right-of-way.
 - b. Exterior letters with exposed neon lighting are not allowed.
 - c. Exterior illumination shall emanate from shielded, directed top or ground mounted spotlights. Illumination must be shielded in such a manner so as to avoid direct view of the bulbs.
 - d. All sign raceways and connections shall be concealed from view.

- e. Illumination of the sign is included in the calculations of the entire site area and may not exceed the requirements of the lighting and glare regulations in Section **2.09.07. Lighting and Glare Regulations**.
9. Changeable Electronic Variable Message Center Signs (EMCs)
- a. An Electronic Variable Message Center (EMC) is a component of a freestanding sign and is not permitted as an independent sign.
 - b. EMCs are only allowed on monument signs.
 - c. EMCs are only allowed on freeways and arterials.
 - d. The maximum area of an EMC shall be 75 percent of the overall sign area, not to exceed 50 square feet.
 - e. No more than one EMC shall be permitted per lot.
 - f. A sign shall display static images for a period of at least twelve seconds.
 - g. The message must change simultaneously on the entire sign face.
 - h. A lighted sign shall not be erected or displayed within one-hundred fifty (150) feet of a single-family residentially zoned property unless the lighting is shielded from view of the residentially zoned property and indirect light does not exceed ½ lumen measured from any property line of the residentially zoned property.
 - i. An EMC shall not be animated, flash, travel, blink, fade, change color, revolve or scroll.
 - j. Video messages are prohibited.
 - k. Variable message signs shall transition instantaneously to another static image.
 - l. Maximum letter height shall be based on sight distance of one inch of height per 36 feet of sight distance, providing a minimum 10-inch letter height on an arterial street and minimum 18-inch letter height on a freeway.
 - m. All signs shall come equipped with properly functioning automatic dimming technology, which automatically adjusts the brightness of the sign based on ambient light. A sign existing prior to the adoption of this ordinance shall only be required to include automatic dimming technology upon any upgrade or retrofit of the existing sign.
 - n. Exception: temporary EMC signs required by government agencies for road and street repairs, public notifications, traffic control, and similar activities are allowed.
 - o. A sign, including a programmable sign, may not emanate a luminance more than 0.3 foot-candles above the natural ambient light level of the location at the time of measurement, as measurement from a point 100 feet from the sign face.

10. Landscaping

- a. Landscaping with a surface area ratio of 1:1 or greater shall be planted around the base of the monument sign.
- b. Signage designed on base elevation above the site's average grade (berms) should emphasize horizontal massing/length.

F. Multi-Tenant Monument Signs, (Signs, Multi-tenant Monument)

1. Generally

Unless otherwise specifically provided, the regulations set forth in this subsection shall apply to all monument signs City-wide (Other than I-35E, F.M. 2181 and F.M. 2499).

- a. Sites intended for more than one (1) business must submit and obtain approval of a Unified Sign Plan.
- b. No permit shall be issued until the Unified Sign Plan is approved.

2. Minimum Letter/Logo Height

The minimum height allowed for letters or logos shall be six (6) inches.

3. Maximum Height

The sign structure shall not exceed five (5) feet.

4. Maximum Area

- a. One hundred (100) square feet per sign with a maximum area per sign face of fifty (50) square feet.
- b. The maximum area for the sign structure shall not exceed seventy (70) square feet (see Section **4.01.23. Methods of Sign Area Measurements** for measurement criteria).

5. Number of Signs

- a. A site may have no more than one (1) sign oriented to each street on which the site has frontage, with a maximum of two (2) signs per site.
- b. Corner Lots
 - i. One (1) corner monument sign is permitted for a site fronting two (2) intersecting streets unless existing infrastructure, other improvements or site constraints prohibit single sign placement; two signs may be approved as part of a Unified Sign Plan.

- ii. Landscaping ratio of 1:1 shall not be required for corner lots (see **2.09.01. Landscaping Regulations** for Landscaping Requirements for Corner Lots).
 - c. Monument signs may be no closer than five hundred (500) feet on-site.
6. Minimum Setback

Fifteen (15) feet from any property line.
7. Material Requirements
 - a. All bases of a monument sign shall be constructed of the same masonry material as the front building façade on the same site or shall be stone or brick.
 - b. Sculpted aluminum sign panels or decorative metal are allowed for the sign portion and may be illuminated utilizing internal lighting.
 - c. Matte/Non-Reflective material, finished hardwoods, softwoods, metals or glass are allowed.
 - d. All sign text and graphic elements shall be limited to a minimum of six (6) inches from the outer limits of the sign structure.
 - e. The sign face shall be framed by a minimum of six (6) inches of brick, stone, or masonry material matching the front façade of the building.
8. Illumination
 - a. A monument sign may only have interior illuminated individual letters when not visible from a right-of-way.
 - b. Exterior letters with exposed neon lighting are not allowed.
 - c. Exterior illumination from shielded, directed top or ground mounted spotlights. Illumination must be shielded so as to avoid direct view of the bulbs.
 - d. All sign raceways and connections must be concealed from view.
 - e. Illumination of the sign is included in the calculations of the entire site and may not exceed the requirements of the lighting and glare regulations in Section **2.09.07. Lighting and Glare Regulations**.
9. Landscaping
 - a. Landscaping with a surface area ratio of 1:1 or greater shall be planted around the base of the monument sign.
 - b. A sign designed on base elevation above the site's average grade (berms) should emphasize horizontal massing/length.

10. Changeable Electronic Variable Message Center Signs

- a. An EMC is not allowed on a multi-tenant sign.

G. Monument Sign (Sign, Monument) - I-35E

1. Generally

Unless otherwise specifically provided, the regulations set forth in this subsection shall apply to all monument signs along I-35E.

2. Minimum Letter/Logo Height

The minimum height allowed for letters or logos shall be six (6) inches.

3. Maximum Height

The sign structure shall not exceed eight (8) feet in height. However, the Director of Planning may approve a height up to fifteen (15) feet if the sign has a minimum of four (4) performance based enhancements. The City Council may approve a sign height up to thirty (30) feet if the sign has a minimum of three (3) performance based enhancements (see **Appendix A Sign Design Guidelines** for measurement criteria).

4. Maximum Area

a. The maximum area for the sign shall not exceed one hundred sixty (160) square feet per sign with a maximum area per sign face of eighty (80) square feet (see Section **4.01.23. Methods of Sign Area Measurements** for measurement criteria). The Director of Planning may approve up to three hundred (300) square feet per sign with a maximum area per sign face of one hundred fifty (150) square feet if the sign has a minimum of four (4) performance based enhancements. The City Council may approve up to six hundred (600) square feet per sign with a maximum area per sign face of three hundred (300) square feet per sign face area if the sign has a minimum of three (3) performance based enhancements.

b. The maximum area for the sign structure shall not exceed one hundred (100) square feet (see Section **4.01.23. Methods of Sign Area Measurements** for measurement criteria). However, the Director of Planning may approve up to one hundred seventy (170) square feet of area per sign structure if the sign has a minimum of four (4) performance based enhancements. The City Council may approve a maximum area for the sign structure of up to three hundred twenty (320) square feet if the sign has a minimum of three (3) performance based enhancements.

5. Number of Signs

- a. A site may have no more than one (1) sign oriented to each street on which the site has frontage with a maximum of two (2) signs per site.

b. Corner Lots

- i. One (1) corner monument sign is allowed for a site fronting two (2) intersecting streets unless existing infrastructure, other improvements or site constraints prohibit single sign placement; two signs are permitted if approved as part of a Unified Sign Plan.
- ii. Landscaping ratio of 1:1 shall not be required for corner lots (see Section **2.09.01. Landscaping Regulations** for Landscaping Requirements for Corner Lots).

c. Monument signs may be no closer than five hundred (500) feet on-site.

6. Minimum Setback

Fifteen (15) feet from any property line.

7. Material Requirements

- a. All bases of a monument sign shall be constructed of the same masonry material as the front building façade on the same site or shall be stone or brick.
- b. Sculpted aluminum sign panels or decorative metal are allowed for the sign portion and may be illuminated utilizing internal lighting.
- c. Matte/Non-Reflective material, finished hardwoods, softwoods, metals or glass are allowed.
- d. All sign text and graphic elements shall be limited to a minimum of six (6) inches from the outer limits of the sign structure.
- e. The sign face shall be framed by a minimum of six (6) inches of brick, stone, or masonry material matching the front façade of the building.

8. Illumination for Monument Signs

- a. A monument sign may have internally illuminated individual letters only when not visible from a right-of-way.
- b. Exterior letters with exposed neon lighting are not allowed.
- c. Exterior illumination shall emanate from shielded, directed top or ground mounted spotlights. Illumination must be shielded so as to avoid direct view of the bulbs.
- d. All sign raceways and connections must be concealed from view.
- e. Illumination of the sign is included in the calculations of the area of the entire site and may not exceed the requirements of the lighting and glare regulations in Section **2.09.07. Lighting and Glare Regulations**.

9. Changeable Electronic Variable Message Center Signs (EMCs)
 - a. An Electronic Variable Message Center (EMC) is a component of a freestanding sign and is not allowed as an independent sign.
 - b. EMCs are only allowed on monument signs.
 - c. An EMC is only allowed on a monument sign on a freeway or arterial street.
 - d. The maximum area of an EMC shall be 75 percent of the overall sign area, not to exceed 50 square feet.
 - e. A maximum of one EMC shall be permitted per lot.
 - f. A sign shall display static images for a period of at least twelve seconds.
 - g. The message must change simultaneously on the entire sign face.
 - h. No lighted sign shall be erected or displayed within one-hundred fifty (150) feet of a single-family residentially zoned property unless the lighting is shielded from view of the residentially zoned property and indirect light does not exceed ½ lumen measured from any property line of the residentially zoned property.
 - i. An EMC shall not be animated, flash, travel, blink, fade, change color, revolve or scroll.
 - j. Video messages are prohibited.
 - k. Variable message signs shall transition instantaneously to another static image.
 - l. Maximum letter height shall be based on sight distance of one inch of height per 36 feet of sight distance, providing a minimum 10-inch letter height on an arterial street and minimum 18-inch letter height on a freeway.
 - m. Signs shall come equipped with properly functioning automatic dimming technology, which automatically adjusts the brightness of the sign based on ambient light. A sign existing prior to the adoption of this ordinance shall only be required to include automatic dimming technology upon any upgrade or retrofit of the existing sign.
 - n. Exception: temporary EMC signs required by government agencies for road and street repairs, public notifications, traffic control, and similar activities.
 - o. A sign, including a programmable sign, may not emanate a luminance more than 0.3 footcandles above the natural ambient light level of the location at the time of measurement, as measurement from a point 100 feet from the sign face.

10. Landscaping

- a. Landscaping shall be planted around the base of signs at a surface area ratio of 1:1 or greater. Signage designed on base elevation above the site's average grade (berms) should emphasize horizontal massing/length.

H. Multi-tenant Monument Sign (Sign, Multi-tenant Monument) - I-35E

1. Generally

Unless otherwise specifically provided, the regulations set forth in this subsection shall apply to all multi-tenant monument signs along I-35E.

- a. Sites intended for more than one (1) business must submit a Unified Sign Plan and obtain approval.
- b. No permit shall be issued until the Unified Sign Plan is approved.

2. Minimum Letter/Logo Height

The minimum height allowed for letters or logos shall be six (6) inches.

3. Maximum Height

The sign structure shall not exceed eight (8) feet. However, the Director of Planning may approve a sign up to fifteen (15) feet if the sign has a minimum of four (4) performance based enhancements (see **Appendix A Sign Design Guidelines** for measurement criteria). The City Council may approve additional height up to thirty (30) feet if the sign has a minimum of three (3) performance based enhancements.

4. Maximum Area

- a. The maximum area for the sign shall not exceed one hundred sixty (160) square feet per sign with a maximum area per sign face of eighty (80) square feet (see Section **4.01.23. Methods of Sign Area Measurements** for measurement criteria). The Director of Planning may approve up to three hundred (300) square feet per sign with a maximum area per sign face of one hundred fifty (150) square feet if the sign has a minimum of four (4) performance based enhancements. The City Council may approve up to six hundred (600) square feet per sign with a maximum area per sign face of three hundred (300) square feet per sign face area if the sign has a minimum of three (3) performance based enhancements.
- b. The maximum area for the sign structure shall not exceed one hundred (100) square feet (see Section **4.01.23. Methods of Sign Area Measurements** for measurement criteria). However, the Director of Planning may approve up to one hundred seventy (170) square feet in area per sign structure if the sign has a minimum of four (4) performance based enhancements. The City Council may approve a maximum area for the sign structure of up to three hundred twenty (320) square feet in area if the sign has a minimum of three (3) performance based enhancements.

5. Number of Signs

- a. A site may display no more than one (1) sign oriented to each street on which the site has frontage with a maximum of two (2) signs per site.
 - i. Corner Lots
One (1) corner monument sign is allowed for sites fronting two (2) intersecting streets unless existing infrastructure, other improvements or site constraints prohibit single sign placement; two signs may be permitted if approved as part of a Unified Sign Plan.
 - ii. Landscaping ratio of 1:1 shall not be required for corner lots (see Section **2.09.01. Landscaping Regulations** for Landscaping Requirements for Corner Lots).
- b. Monument signs may be no closer than five hundred (500) feet on-site.

6. Minimum Setback

Fifteen (15) feet from the front property line.

7. Material Requirements

- a. All bases of a monument sign shall be constructed of the same masonry material as the front building façade on the same site or shall be stone or brick.
- b. Sculpted aluminum sign panels or decorative metal are allowed for the sign portion and may be illuminated utilizing internal lighting.
- c. Matte/Non-Reflective material, finished hardwoods, softwoods, metals or glass are allowed.
- d. Sign text and graphic elements shall be a minimum of six (6) inches from the outer limits of the sign structure.
- e. The sign face shall be framed by a minimum of six (6) inches of brick, stone, or masonry material matching the front façade of the building.

8. Illumination for Monument Signs

- a. A monument sign may only have internally illuminated individual letters when not visible from a right-of-way.
- b. Exterior letters with exposed neon lighting are not allowed.
- c. Exterior illumination shall emanate from shielded, directed top or ground mounted spotlights. Illumination must be shielded so as to avoid direct view of the bulbs.
- d. Illumination of the sign is included in the calculations of the entire site and may not exceed the requirements of the lighting and glare regulations in Section **2.09.07. Lighting and Glare Regulations**.

9. Landscaping

- a. Landscaping at a surface area ratio of 1:1 or greater shall be planted around the base of signs. Signage designed on base elevation above the site's average grade (berms) should emphasize horizontal massing/length.

10. Changeable Electronic Variable Message Center Signs

- b. EMCs are not allowed on multi-tenant signs. A person commits an offense if the person displays an EMC on a multi-tenant sign.

I. Monument Sign (Sign, Monument) – F.M. 2181 and F.M. 2499

1. Generally

Unless otherwise specifically provided, the regulations set forth in this subsection shall apply to all monument signs along F.M. 2181 and F.M. 2499.

2. Minimum Letter/Logo Height

The minimum height allowed for letters or logos shall be six (6) inches.

3. Maximum Height

The sign structure shall not exceed six (6) feet. However, the Director of Planning may approve a monument sign up to seven (7) feet in height if the sign has a minimum of four (4) performance based enhancements (see Appendix A Sign Design Guidelines for measurement criteria).

4. Maximum Area

- a. The maximum area for the sign shall not exceed one hundred twenty (120) square feet per sign with a maximum area per sign face of sixty (60) square feet (see Section 4.01.23. Methods of Sign Area Measurements for measurement criteria). The Director of Planning may approve up to one hundred forty (140) square feet per sign and an additional area of sign face up to a maximum of seventy (70) square feet in area for a sign if a sign has a minimum of four (4) performance based enhancements.
- c. The maximum area for the sign structure shall not exceed eighty (80) square feet. However, the Director of Planning may approve up to ninety (90) square feet in area for the sign structure if the sign has a minimum of four (4) performance based enhancements (see Appendix A Sign Design Guidelines for measurement criteria).

5. Number of Signs

- a. A site may have no more than one (1) sign oriented to each street on which the site has frontage, with a maximum of two (2) signs per site.

b. Corner Lots

- i. One (1) corner monument sign is allowed for sites fronting two (2) intersecting streets unless existing infrastructure, other improvements or site constraints prohibit single sign placement; two signs may be approved as part of a Unified Sign Plan.
 - ii. A landscaping ratio of 1:1 shall not be required for corner lots (see Section **2.09.01. Landscaping Regulations** for Landscaping Requirements for Corner Lots).
- c. Monument signs may be no closer than five hundred (500) feet on-site.

6. Minimum Setback

Fifteen (15) feet from any property line.

7. Material Requirements

- a. All bases of a monument sign shall be constructed of the same masonry material as the front building façade on the same site or shall be stone or brick.
- b. Sculpted aluminum sign panels or decorative metal are allowed for the sign portion and may be internally illuminated utilizing internal lighting.
- c. Matte/Non-Reflective material, finished hardwoods, softwoods, metals or glass are allowed.
- d. A sign text and graphic elements shall be limited to a minimum of six (6) inches from the outer limits of the sign structure.
- e. The sign face shall be framed by a minimum of six (6) inches of brick, stone, or masonry material matching the front façade of the building.

8. Illumination for Monument Signs

- a. A monument sign may only display internally illuminated individual letters when not visible from a right-of-way.
- b. Exterior letters with exposed neon lighting are not allowed.
- c. Exterior illumination shall emanate from shielded, directed top or ground mounted spotlights. Illumination must be shielded so as to avoid direct view of the bulbs.
- d. All sign raceways and connections shall be concealed from view.
- e. Illumination of the sign is included in the calculations of the entire site and may not exceed the requirements of the lighting and glare regulations in Section **2.09.07. Lighting and Glare Regulations**.

9. Landscaping

- a. Landscaping at a surface area ratio of 1:1 or greater shall be planted around the base of signs. Signage designed on base elevation above the site's average grade (berms) should emphasize horizontal massing/length.

10. Changeable Electronic Variable Message Center Signs (EMCs)

- a. An Electronic Variable Message Center (EMC) is a component of a freestanding sign and is not allowed as an independent sign.
- b. EMCs are only allowed on monument signs.
- c. EMCs are only allowed on freeways and arterials.
- d. The maximum area of an EMC shall be 75 percent of the overall sign area, not to exceed 50 square feet.
- e. A maximum of one EMC is allowed per lot.
- f. A sign shall display static images for a period of at least twelve seconds.
- g. The sign message must change simultaneously on the entire sign face.
- h. A lighted sign shall be erected or displayed within one-hundred fifty (150) feet of a single-family residentially zoned property unless the lighting is shielded from view of the residentially zoned property and indirect light does not exceed ½ lumen measured from any property line of the residentially zoned property.
- i. An EMC shall not be animated, flash, travel, blink, fade, change color, revolve or scroll.
- j. Video messages are prohibited.
- k. Variable message signs shall transition instantaneously to another static image.
- l. Maximum letter height shall be based on sight distance of one inch of height per 36 feet of sight distance, providing a minimum 10-inch letter height on an arterial street and minimum 18-inch letter height on a freeway.
- m. Signs shall come equipped with properly functioning automatic dimming technology, which automatically adjusts the brightness of the sign based on ambient light. A sign existing prior to the adoption of this ordinance shall only be required to include automatic dimming technology upon any upgrade or retrofit of the existing sign.
- n. Exception: temporary EMC signs required by government agencies for road and street repairs, public notifications, traffic control, and similar activities.

- o. A sign, including a programmable sign, may not emanate a luminance more than 0.3 footcandles above the natural ambient light level of the location at the time of measurement, as measurement from a point 100 feet from the sign face.

J. Multi-tenant Monument Sign (Sign, Multi-tenant Monument) – F.M. 2181 and F.M. 2499

1. Generally

Unless otherwise specifically provided, the regulations set forth in this subsection shall apply to all multi-tenant monument signs along F.M. 2181 and F.M. 2499.

- a. A site intended for more than one (1) business shall submit and obtain approval of a Unified Sign Plan.
- b. No permit shall be issued until the Unified Sign Plan is approved.

2. Minimum Letter/Logo Height

The minimum height allowed for letters or logos shall be six (6) inches.

3. Maximum Height

The sign structure shall not exceed six (6) feet. However, the Director of Planning may approve a height up to seven (7) feet if the sign has a minimum of four (4) performance based enhancements (see Appendix A Sign Design Guidelines for measurement criteria).

4. Maximum Area

- a. The maximum area for the sign shall not exceed one hundred twenty (120) square feet per sign with a maximum area per sign face of sixty (60) square feet (see Section 4.01.23. Methods of Sign Area Measurements for measurement criteria). The Director of Planning may approve up to one hundred forty (140) square feet in area per sign and an additional area of sign face up to a maximum of seventy (70) square feet in area if the sign has a minimum of four (4) performance based enhancements.
- b. The maximum area for the sign structure shall not exceed eighty (80) square feet. However, the Director of Planning may approve up to ninety (90) square feet in area for the sign structure if the sign has a minimum of four (4) performance based enhancements. (See Appendix A Sign Design Guidelines for measurement criteria).

5. Number of Signs

- a. Sites may display no more than one (1) sign oriented to each street on which the site has frontage with a maximum of two (2) signs per site.
- b. Corner Lots
 - i. One (1) corner monument sign is allowed for sites fronting two (2) intersecting streets unless existing infrastructure, other improvements or site constraints

prohibit single sign placement; two signs may be permitted if approved as part of a Unified Sign Plan.

- ii. Landscaping ratio of 1:1 shall not be required for corner lots (see Section **2.09.01. Landscaping Regulations** for Landscaping Requirements for Corner Lots).
 - c. Monument signs may be no closer than five hundred (500) feet on-site.
6. Minimum Setback

Fifteen (15) feet from any property line.
7. Material Requirements
 - a. All bases of a monument sign shall be constructed of the same masonry material as the front building façade on the same site or shall be stone or brick.
 - b. Sculpted aluminum sign panels or decorative metal are allowed.
 - c. Matte/Non-Reflective material, finished hardwoods, softwoods, metals or glass are allowed.
 - d. A sign text and graphic elements shall be limited to a minimum of six (6) inches from the outer limits of the sign structure.
 - e. The sign face shall be framed by a minimum of six (6) inches of brick, stone, or masonry material matching the front façade of the building.
8. Illumination for Monument Signs
 - a. A monument sign may only have internally illuminated individual letters when not visible from a right-of-way.
 - b. Exterior letters with exposed neon lighting are not allowed **for the sign portion and may be illuminated utilizing internal lighting.**
 - c. Exterior illumination shall emanate from shielded, directed top or ground mounted spotlights. Illumination must be shielded so as to avoid direct view of the bulbs.
 - d. All sign raceways and connections must be concealed from view.
 - e. Illumination of the sign is included in the calculations of the entire site and may not exceed the requirements of the lighting and glare regulations in Section **2.09.07. Lighting and Glare Regulations**.
9. Landscaping
 - a. Landscaping at a surface area ratio of 1:1 or greater shall be planted around the base of the sign. Signage designed on base elevation above the site's average grade (berms) should emphasize horizontal massing/length.

10. Changeable Electronic Variable Message Center Signs

- a. EMCs are not allowed on multi-tenant signs.”

SECTION 6.

That the existing Subsections D. and E. of Section 4.01.15. of the Unified Development Code, as they exist on the date of adoption of this ordinance, are amended by the re-designation of said Subsections so that they shall be Subsections K. and L.

SECTION 7.

That Subsection G. of Section 4.01.16. of the Unified Development Code as it exists before the adoption of this Ordinance is hereby deleted and Subsections H. through M. of Section 4.01.16. of the Unified Development Code are re-designated as Subsections G. through L.

SECTION 8.

That Sections 4.01.23. and 4.01.24. of the Unified Development Code are hereby amended to read as follows.

4.01.23. Methods of Sign Area Measurements

Exhibit 1 – Attached Signs for Tenant (Lease) spaces

Maximum Allowed Area: 42 sq. ft. (30' x 14') = 420 sq. ft. or 420 sq. ft. X 10% = 42 sq. ft.

Measured Area Shown: 40 sq. ft. (10' x 4')

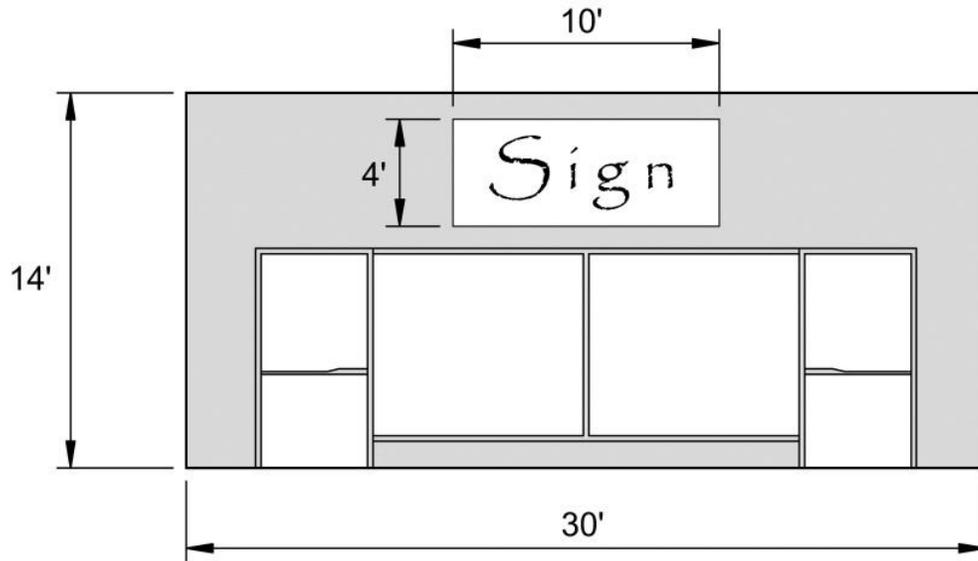


Exhibit 2 – Attached Signs – Window Signs

Window Sign Regulations:

- Max Sign Area**
25% or less of the total area of window
and
10% or less of the total aggregate
- No signs located within bottom 1/3 of windows or doors.

Legend

- Windows allowed to have signs

0 2.5 5
Feet

415
3-07
Texas
TWO STEP
TEXAS LOTTERY
3-087

Exhibit 3 – Ground Sign

Height: 3'
Maximum Allowed Area: 4 sq. ft. per sign face
Measured Area Shown: 4 sq. ft. (2' x 2')

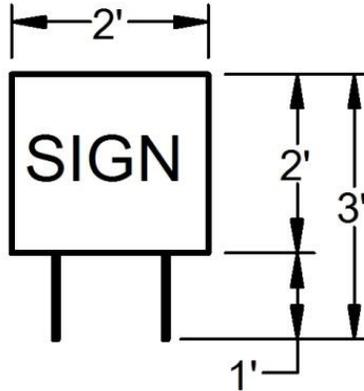
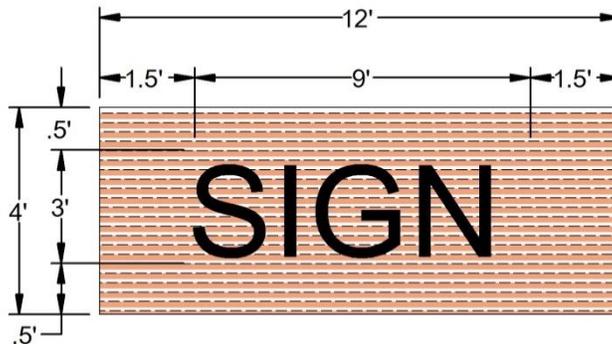


Exhibit 4 – Monument Sign – Attached Lettering

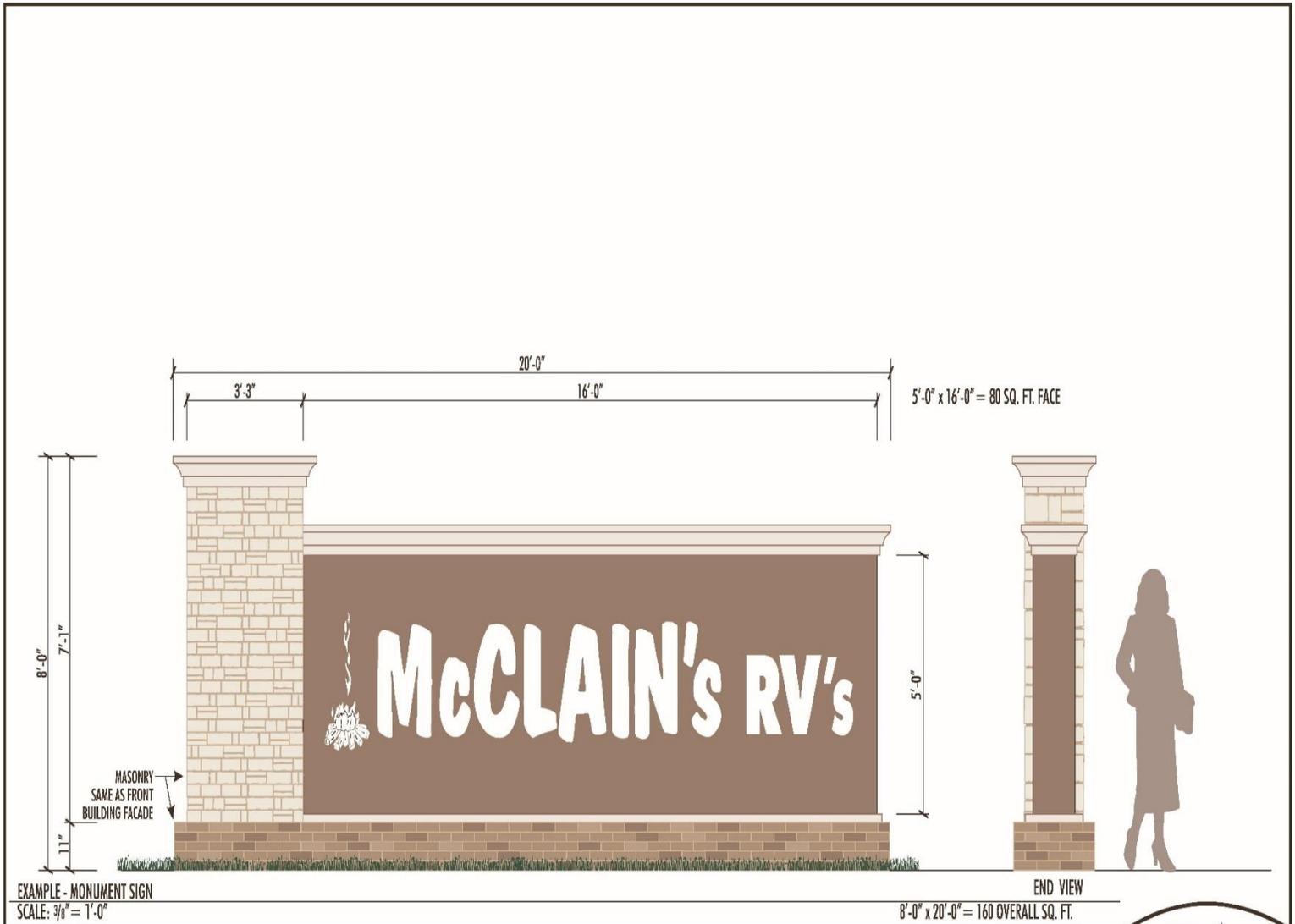
Height: 3'
Maximum Allowed Sign Area: 50 sq. ft. per face
Measured Allowed Sign Area Shown: 27 sq. ft. (3' x 9')
Maximum Allowed Structure Area: 50 sq. ft. per face
Measured Structure Area Shown: 48 sq. ft. (4' x 12')



Note: The sign structure must be constructed or covered with the same masonry material as the principal building, or stone, or brick. sign text and graphic elements shall be limited to a minimum of (6) inches from the outer limits of the sign structure. Signs may be illuminated utilizing a ground lighting source, where the light itself and supporting structure may not be visible from a public Right-of-Way.

Exhibit 5 – Monument Sign – I-35E

Max. Height: 8'
 Maximum Allowed Sign Size: 160 sq. ft.
 Maximum Allowed Sign Structure: 100 sq. ft.
 Maximum Allowed Sign Face Area: 80 sq. ft.



PROPOSED MONUMENT SIGNS - INTERSTATE 35E

SIGN ILLUSTRATED IS ONLY AN EXAMPLE OF WHAT MAY BE ACCOMPLISHED UNDER THE CURRENT REGULATIONS (SHOWN BELOW); DIMENSIONS SHOWN ARE VARIABLE

LOCATION	TYPE ALLOWED	MAX. OVERALL HEIGHT	MAX. SIZE	MAX. SIGN FACE	MAX. SIGN STRUCTURE	SETBACK	APPROVAL	QUANTITY	MATERIAL	LIGHTING	LANDSCAPING	MIN. SEPARATION	DESIGN
INTERSTATE 35E	MONUMENT	8'	160 SQ. FT.	80 SQ. FT.	100 SQ. FT.	15'	PERMIT	1 PER STREET FRONTAGE/ 1 FOR CORNER LOTS	SAME AS FRONT BUILDING FACADE	EXTERNAL SHIELDED, DIRECTED TOP OR GROUND-MOUNTED SPOTLIGHTS	1:1 RATIO AROUND SIGN BASE OR GREATER	500 FEET	6" MIN. TEXT/GRAPHICS FROM SIGN STRUCTURE; 6" MIN. MATCHING SIGN FACE FRAMING MATERIAL



Exhibit 6 – Monument Sign – I-35E Multi-Tenant Signs

Max. Height: 8’
 Maximum Allowed Sign Size: 160 sq. ft.
 Maximum Allowed Sign Structure: 100 sq. ft.
 Maximum Allowed Sign Face Area: 80 sq. ft.



16 + 64 = 80 TOTAL FACE SQ. FT.

ID. SECTION: 9 3/4" x 19'-8" = 16 SQ. FT.

TENANT SECTION: 4'-0" x 16'-0" = 64 SQ. FT.

EXAMPLE - MONUMENT SIGN
 SCALE: 3/8" = 1'-0"

END VIEW
 8'-0" x 20'-0" = 160 OVERALL SQ. FT.

PROPOSED MULTI-TENANT SIGNS - INTERSTATE 35E

SIGN ILLUSTRATED IS ONLY AN EXAMPLE OF WHAT MAY BE ACCOMPLISHED UNDER THE CURRENT REGULATIONS (SHOWN BELOW); DIMENSIONS SHOWN ARE VARIABLE

r3

LOCATION	TYPE ALLOWED	MAX. OVERALL HEIGHT	MAX. SIZE	MAX. SIGN FACE	MAX. SIGN STRUCTURE	SETBACK	APPROVAL	QUANTITY	MATERIAL	LIGHTING	LANDSCAPING	MIN. SEPARATION	DESIGN
INTERSTATE 35E	MONUMENT (ELECTRONIC MESSAGE CENTERS PROHIBITED)	8'	160 SQ. FT.	80 SQ. FT.	100 SQ. FT.	15'	PERMIT	1 PER STREET FRONTAGE/ 1 FOR CORNER LOTS	SAME AS FRONT BUILDING FACADE	EXTERNAL SHIELDED, DIRECTED TOP OR GROUND-MOUNTED SPOTLIGHTS	1:1 RATIO AROUND SIGN BASE OR GREATER	500 FEET	6" MIN. TEXT/GRAPHICS FROM SIGN STRUCTURE; 6" MIN. MATCHING SIGN FACE FRAMING MATERIAL



Exhibit 7 – Monument Sign – F.M. 2181 and F.M. 2499

Max. Height: 6'
 Maximum Allowed Sign Size: 120 sq. ft.
 Maximum Allowed Sign Structure: 80 sq. ft.
 Maximum Allowed Sign Face Area: 60 sq. ft.



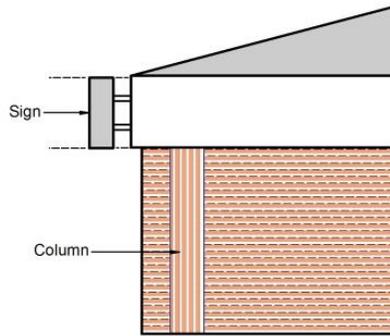
PROPOSED MONUMENT SIGNS - 2499/2181													
SIGN ILLUSTRATED IS ONLY AN EXAMPLE OF WHAT MAY BE ACCOMPLISHED UNDER THE CURRENT REGULATIONS (SHOWN BELOW); DIMENSIONS SHOWN ARE VARIABLE													
LOCATION	TYPE ALLOWED	MAX. OVERALL HEIGHT	MAX. SIZE	MAX. SIGN FACE	MAX. SIGN STRUCTURE	SETBACK	APPROVAL	QUANTITY	MATERIAL	LIGHTING	LANDSCAPING	MIN. SEPARATION	DESIGN
2499 OR 2181	MONUMENT	6'	120 SQ. FT.	60 SQ. FT.	80 SQ. FT.	15'	PERMIT	1 PER STREET FRONTAGE/ 1 FOR CORNER LOTS	SAME AS FRONT BUILDING FACADE	EXTERNAL SHIELDED, DIRECTED TOP OR GROUND-MOUNTED SPOTLIGHTS	1:1 RATIO AROUND SIGN BASE OR GREATER	500 FEET	6" MIN. TEXT/GRAPHICS FROM SIGN STRUCTURE; 6" MIN. MATCHING SIGN FACE FRAMING MATERIAL



4.01.24. Selected Sign Graphic Clarifications

Clarification for 4.01.15.B.7 Protrusion of Attached Signs

Signs may be attached to a continuous plane fascia provided the sign does not extend above or below the projection of the fascia. Such signs are only allowed when attached to structural canopy supported to the ground by columns constructed of similar masonry materials as the primary structure.



SECTION 9.

That Section 4.01.24. of the Unified Development Code is hereby amended.

SECTION 10.

That Section 4.01. of the Unified Development Code is hereby amended by the addition of the attached **Appendix A Sign Design Guidelines**.

SECTION 11.

That all ordinances of the City in direct conflict with the provisions of this Ordinance are hereby repealed and all other ordinances of the City not in conflict with the provisions of this Ordinance shall remain in full force and effect, to the extent provided by law.

SECTION 12.

Should any paragraph, sentence, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional, and shall not affect the validity of this Ordinance as a whole.

SECTION 13.

a. Any person, firm, or corporation violating any of the provisions of this Ordinance within the corporate limits of the City of Corinth, Texas, shall be guilty of a misdemeanor and, upon conviction in the other Chapters of the Unified Development Code, by a fine not to exceed the sum of Five Hundred Dollars (\$500.00) for each offense, and each and every day any such violation shall continue shall be deemed to constitute a separate offense.

b. The City shall have and retain the right to seek injunctive relief against any person, firm or corporation who is in the process of or about to violate any section, paragraph, or part of this ordinance. Such right shall exist independent of the other penalty provision of this ordinance and not in lieu thereof. The right of injunctive relief is essential to the City in order that it may maintain an orderly and properly planned control over land uses thus protecting the health, morals, safety and wellbeing of the citizens and halting any attempt by an person, firm or corporation to inflict temporary or permanent injury on the general public by a failure to comply with the terms of this Ordinance.

SECTION 14. – SEVERABILITY CLAUSE

If any section, paragraph, clause, phrase or provision of this ordinance shall be adjudged invalid or held unconstitutional, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof, other than the part so decided to be invalid or unconstitutional.

SECTION 15. – EFFECTIVE DATE

This ordinance shall take effect upon its publication as required by law. The City Secretary is directed to publish the caption and penalty of this ordinance two times.

PASSED AND APPROVED THIS 18th DAY OF FEBRUARY, 2016.

APPROVED:

Bill Heidemann, Mayor

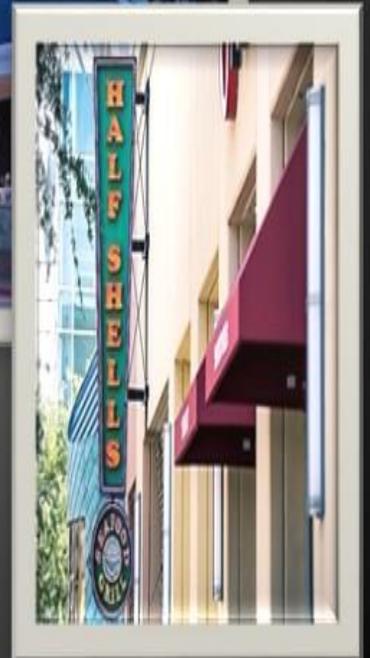
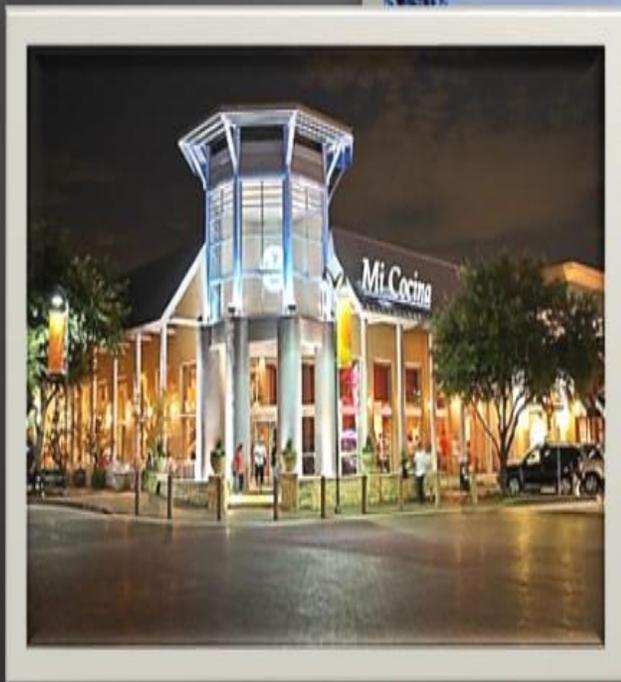
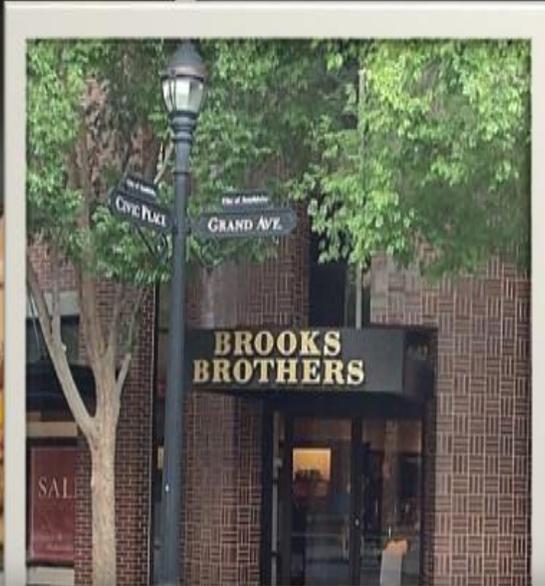
ATTEST:

Kimberly Pence, City Secretary

APPROVED AS TO FORM:

Debra A. Drayovitch, City Attorney

APPENDIX "A"



SIGN DESIGN GUIDELINES

INTENT

The following sign guidelines are intended to promote orderly, compatible, creative signage that promotes local businesses by clearly and effectively advertising the location and brand while reducing visual clutter within the City of Corinth. Development of the site should reflect an orchestration of well thought-out, cohesive plans, including landscaping, lighting, exterior elements, architecture as well as signage.

Objectives

- Acknowledge that most signs are designed and located to assist drivers and pedestrians in orientation and identification of activities or uses.
- Provide merchants with a way to effectively communicate without creating sign clutter.
- Recognize that visual clutter leads to a decline in the City's appearance, a decline in property values, and a decline in the effectiveness of the signs.
- Maintain aesthetics by encouraging creative, innovative signs within the City, particularly along major corridors.
- Encourage the integration of signs with the surrounding environment that respects the scale of development, landscaping, lighting, and building design and materials.

APPLICABILITY

- The guidelines contained herein apply to all properties within the City of Corinth and serve as a framework or guide and apply to all new signs and the modification or reconstruction of existing signs throughout the City. Examples of performance based enhancements are included as Exhibits 1-3. All signs within the City of Corinth shall also comply with the regulations in the Sign Regulations as provided in the Unified Development Code.

APPLICATION REVIEW

- An application will be reviewed when deemed complete with respect to all plan requirements as specified in the Sign Regulations contained within the UDC.

LIMITED APPROVAL

- The Director of Planning may refer the application back to the Applicant if the information submitted is deemed insufficient or an incomplete application has been submitted. The Director of Planning may either approve or deny applications that meet the Sign Regulations in the UDC. Additional sign height and area may be approved based upon the proposed performance based enhancements.



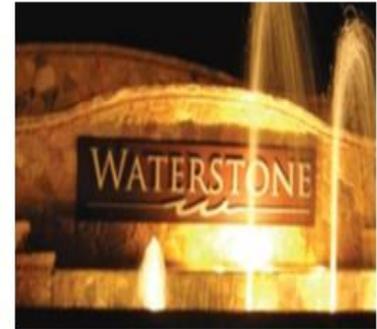
Character

Signs should reflect the overall character of the development and the surrounding buildings and structures. Sign styles and types should be consistent throughout the development and contribute to the architecture and design of the development.

PERFORMANCE BASED

Creative signage helps to differentiate the site and contributes to the overall appearance and excitement of the development

Materials



Design

High-quality, creative signs that enhance the development and the surrounding area are encouraged. Primary design elements, architectural features and materials of the buildings in which the signs are located should be used.

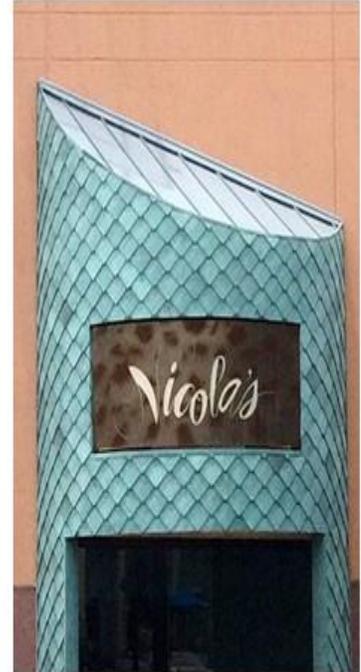


LIGHTING

Careful consideration should be given in determining whether lighting is necessary. Inappropriate or unnecessary lighting can obscure the message on a sign, while well-placed, projected light can help convey and enhance the message.

Appropriate, coordinated and complimentary colors should be used with respect to the architectural design and finishes of the buildings on the property. Color of lettering and background should be carefully selected along with font style so the message is easily read by both drivers and pedestrians alike.

The greater the contrast between the background and the letters, the greater the legibility of the message on the sign.



COLOR



TEXT

A brief, concise message will also be more effective, faster and easier to read.

More elaborate font styles are difficult to read. Select font styles that are simple with a limited number of letters or styles.

Logos and universal pictographic images or symbols are easily recognizable and can be more effective than words. Sign graphics should be expressive of the business and the business brand or identity.



ILLUM.	LTR STYLE	LTR CLR	BACK-GRND CLR	LEGIB. INDEX	
				UPR & LWR CASE	ALL CAPS
External	Helvetica	Blk	Wh	29	25
External	Helvetica	Y	Gr	26	22
External	Helvetica	Wh	Blk	26	22
External	Clarendon	Blk	Wh	28	24
External	Clarendon	Y	Gr	31	26
External	Clarendon	Wh	Blk	24	20
Internal Translucent	Helvetica	Blk	Wh	29	25
Internal Translucent	Helvetica	Y	Gr	37	31
Internal Translucent	Clarendon	Blk	Wh	31	26
Internal Translucent	Clarendon	Y	Gr	37	31
Internal Opaque	Helvetica	Wh	Blk	34	29
Internal Opaque	Helvetica	Y	Gr	37	31
Internal Opaque	Clarendon	Wh	Blk	36	30
Internal Opaque	Clarendon	Y	Gr	37	28

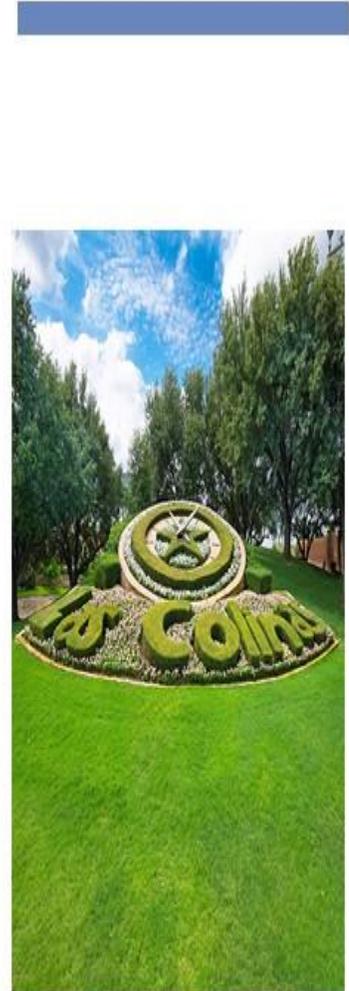


LANDSCAPING

Landscaping around the base of the sign should be incorporated into the overall sign design plan and landscape plan.

Landscaping should have a ratio of 1:1 for ground area to sign area.

Plant species and flowers should be selected with acceptable growing heights and with compatible or complimentary colors in mind.



PERFORMANCE BASED STANDARDS

1. Architectural Materials Matching the Building	
2. Architectural Features Matching the Building	
3. Architectural Design Matching the Building	
4. External Lighting, Shielded, Directed, Spot Light Fixtures	
5. Landscape Ratio of Greater than 1:1 for Ground Area to Sign Area	
6. Contrasting Sign Colors	
7. Simple Font Styles with Limited Text or Logos	
8. Specific Panel Size for Individual Tenants	

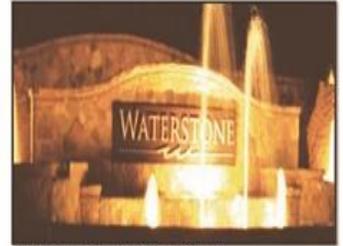
PERFORMANCE BASED STANDARDS



1- Architectural Materials Matching the Building



2- Architectural Features Matching the Building



3- Architectural Design Matching the Building



4- External Lighting, Shielded, Directed, Spot Light Fixtures



5- Landscape Ratio of greater than 1:1 for Ground Area to Sign Area



6- Contrasting Sign Colors



7- Simple Fonts with Limited Text or Logos



8- Specific Panel Size for Individual Tenants

PHOTO EXAMPLES FROM PB STANDARDS CHART



Exhibit 1 – Monument Sign on I-35E - Performance Based Enhancements

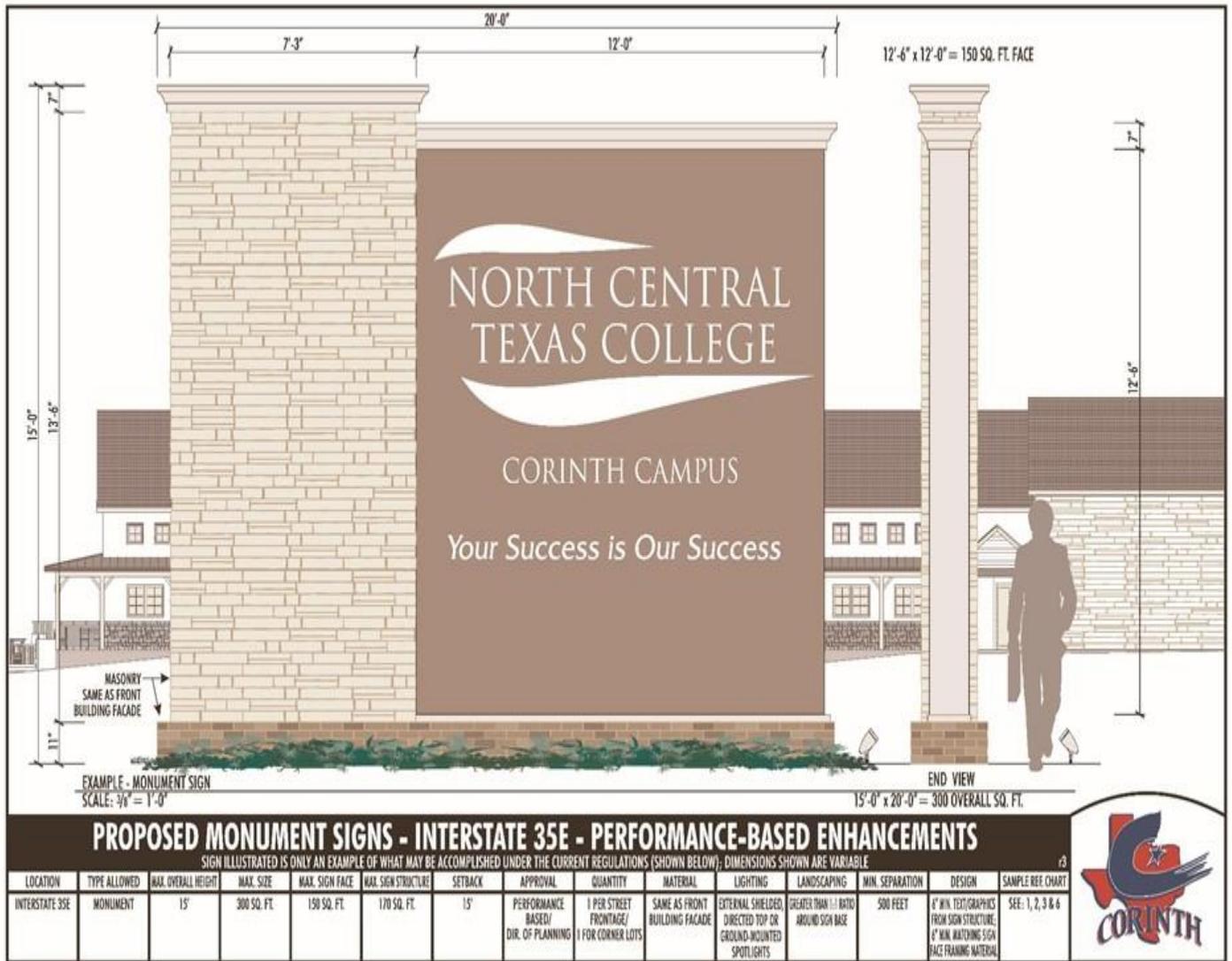


Exhibit 2 - Monument Sign (Multi-Tenant) - I-35E - Performance Based Enhancements



EXAMPLE - MONUMENT SIGN
SCALE: 3/8" = 1'-0"

END VIEW

15'-0" x 20'-0" = 300 OVERALL SQ. FT.

PROPOSED MULTI-TENANT SIGNS - INTERSTATE 35E - PERFORMANCE-BASED ENHANCEMENTS

SIGN ILLUSTRATED IS ONLY AN EXAMPLE OF WHAT MAY BE ACCOMPLISHED UNDER THE CURRENT REGULATIONS (SHOWN BELOW); DIMENSIONS SHOWN ARE VARIABLE

LOCATION	TYPE ALLOWED	MAX. OVERALL HEIGHT	MAX. SIZE	MAX. SIGN FACE	MAX. SIGN STRUCTURE	SETBACK	APPROVAL	QUANTITY	MATERIAL	LIGHTING	LANDSCAPING	MIN. SEPARATION	DESIGN	SAMPLE REF. CHART
INTERSTATE 35E	MONUMENT (ELECTRONIC MESSAGE CENTERS PROHIBITED)	15'	300 SQ. FT.	150 SQ. FT.	170 SQ. FT.	15'	PERFORMANCE BASED/ DIR. OF PLANNING	1 PER STREET FRONTAGE/ 1 FOR CORNER LOTS	SAME AS FRONT BUILDING FACADE	EXTERNAL SHIELDED, DIRECTED TOP OR GROUND MOUNTED SPOTLIGHTS	GREATER THAN 1:1 RATIO AROUND SIGN BASE	500 FEET	4" MIN. TEXT/GRAPHICS FROM SIGN STRUCTURE, 4" MIN. ALTERNING SIGN FACE FRAMING MATERIAL	SEE: 1, 2, 3, 6 & 8



City Council Regular and Workshop Session

Meeting Date: 02/18/2016
Title: Budget Amendment for the Performance Agreement for DATCU
Submitted For: Jason Alexander, Director
Submitted By: Chris Rodriguez, Financial Services Manager
Finance Review: Yes **Legal Review:** N/A
Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

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 Economic Development Corporation Fund for the performance agreement for Denton Area Teachers Credit Union (DATCU).

AGENDA ITEM SUMMARY/BACKGROUND

The current FY 2015-16 Economic Development Corporation Fund Budget and Annual Program of Services of \$618,381 was approved on September 17, 2015. The Economic Development Corporation is committed to securing economic activity that will grow the City's tax base; to the promotion and retention of high quality development in all parts of the City; and to ongoing improvement to the quality of life for its citizens.

In support of these commitments, the Economic Development Corporation entered into a performance agreement with DATCU for \$150,000 for improvements (i.e., buildings, structures, fixed machinery and equipment, site improvements and related fixed improvements) to secure their corporate headquarters within Corinth's city limits. City Council approved the performance agreement between the Economic Development Corporation and DATCU on April 3, 2014 with Resolution 14-04-03-03. As part of the agreement, DATCU will receive \$150,000 within 30 days of the issuance of certificate of occupancy, pending approval from the Executive Director of the Economic Development Corporation as contained therein.

To ensure that the Economic Development Corporation maintains an adequate level of funding to incentivize future projects that will promote economic development, it is recommended that the \$150,000 be funded out of the Economic Development Corporation Fund balance. The Economic Development Corporation Fund balance is \$2,954,335 as of December 31, 2015.

RECOMMENDATION

Staff recommends the City Council approve the budget amendment and provide for the expenditure of funds from the Economic Development Corporation Fund for the performance agreement for DATCU in the amount of \$150,000.

Fiscal Impact

Source of Funding: Economic Development Corporation Fund

FINANCIAL SUMMARY:

The budget amendment is proposed to use \$150,000 from the unappropriated Economic Development Corporation Fund Balance.

Attachments

EDC budget amendment

ORDINANCE NO. 16-02-18-

AN ORDINANCE OF THE CITY OF CORINTH, TEXAS APPROVING AN AMENDMENT TO THE FISCAL YEAR 2015-2016 CITY OF CORINTH BUDGET AND ANNUAL PROGRAM OF SERVICES TO PROVIDE FOR EXPENDITURES OF FUNDS TO PAY FOR THE PERFORMANCE AGREEMENT FOR DATCU; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Corinth is a home-rule municipality acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the local Government Code; and

WHEREAS, the City Council adopted a budget and appropriated resources for the budget year beginning October 1, 2015, and ending September 30, 2016; and

WHEREAS, the current adopted budget for fiscal year 2015-2016 does not have adequate funding to pay \$150,000 for the performance agreement for DATCU; and

WHEREAS, the City Council deems it appropriate and necessary to amend the budget to reflect expenditures to pay \$150,000 for the performance agreement for DATCU; and

WHEREAS, the Council finds that this budget amendment is consistent with § 9.05 of the City Charter and the proposed change in the budget is for a municipal purpose; **NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CORINTH HEREBY ORDAINS:**

SECTION I

The findings set forth in the above preamble to this Ordinance are true and correct.

SECTION II

Ordinance No. 15-09-17-18, the budget for the fiscal year beginning October 1, 2015, and ending September 30, 2016 shall be amended as follows:

One Hundred fifty thousand dollars (\$150,000); shall be appropriated into the Expenditures Line Items for the Economic Development Budget from the unappropriated Fund Balance of the Economic Development Corporation Fund.

Ordinance No. 16-02-18__

SECTION III

The City of Corinth Budget and Annual Program of Services is hereby amended to appropriate the sum of **\$150,000** from the unappropriated Fund balance of the Economic Development Corporation Fund for the performance agreement for DATCU. Further, the City Council affirms its approval of the expenditure of funds for the afore-mentioned purposes.

SECTION IV

The City Secretary is hereby directed to attach a copy of this Ordinance to Ordinance No. 15-09-17-18.

SECTION V

Pursuant to Section 102.009 of the Texas Local Government Code, the municipal budget officer is directed to file a true copy of this amendment with the Denton County Clerk. If the mayor objects to this ordinance, it shall be adopted by a majority of the entire City Council.

SECTION VI

This Ordinance shall be in full force and effect after its passage, and it is so ordained.

PASSED AND APPROVED ON THIS THE 18th DAY OF February 2016.

SEAL

Joe Harrison, Mayor Pro Tem

ATTEST:

Kimberly Pence, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Debra Drayovitch, City Attorney

City Council Regular and Workshop Session

Meeting Date: 02/18/2016

Title: Consider an ordinance ordering a special election to submit amendments to the City Charter.

Submitted For: Lee Ann Bunselmeyer, Acting City Manager

Submitted By: Kim Pence, City Secretary

Finance Review: Yes

Legal Review: Yes

Approval: Lee Ann Bunselmeyer, Acting City Manager

AGENDA ITEM

Consider an ordinance ordering a special election to submit amendments to the City Charter.

AGENDA ITEM SUMMARY/BACKGROUND

At the February 4 City Council meeting, the City Council received a briefing regarding a special election to submit to the voters amendments to the Home Rule City Charter, adopted in 1999. The Council requested preparation of an ordinance submitting minor changes to clarify wording that has raised questions or been subject to clarifications over the past several years. Proposed amendments are as follows:

1. Section 3.03 of the City Charter: QUALIFICATIONS

This section requires a candidate for Council to have resided in the City for one year. A potential candidate asserted that this provision does not state the date from which the residency is measured and thus, may exceed the maximum length of residence requirements set forth in TEX. ELEC. CODE ANN. sec. 141.003(b).

2. Section 3.06 of the City Charter: QUORUM

This provision states a quorum of the Council is three Councilmembers. In the past, there has been disagreement as to whether the Mayor is included in the three. The Council clarified this in the Ordinance adopting City Council Rules of Procedure, but the question still arises from time to time, and would be finally resolved that the Mayor is not counted in determination of a quorum.

Potential Amendment: Add language that the Mayor is not included in determination of a quorum.

3. Section 3.01. C. of the City Charter: MAYOR

This provision provides that the Mayor shall recommend appointments to boards and commissions. In the past, some have interpreted this to mean the Mayor must recommend all board appointments. This has not been the practice in recent years.

Potential Amendment: Change the word "shall" to "may."

4. Section 9.04.B. of the City Charter: ADOPTION OF THE BUDGET.

This section provides the budget and tax rate may be adopted at any regular or special meeting of the Council prior to the beginning of the budgeted fiscal year by a majority vote of a two thirds quorum. Over the years, Texas appellate courts have interpreted the method of calculation of the two thirds quorum (as well as a two thirds vote) in differing ways. During the budget adoption process for the past two years there has been a vacancy on the City Council, and depending on one's interpretation of this provision, the budget and tax rate could be adopted by two votes.

Potential Amendment: Delete the reference to the two thirds quorum and specify that the three votes of the City Council, or the number of votes required by the Texas Tax Code, is required to adopt a budget or tax rate.

5. Section 2.03 of the City Charter: EMINENT DOMAIN

This section provides that “neither the Council nor the City Administration shall participate in any form for the purpose of exercising eminent domain on behalf of private development.” The Corinth Economic Development Corporation may exercise the power of eminent domain only with approval of the action by the City Council and in accordance with and subject to the laws applicable to the City. The Texas Constitution prohibits the use of eminent domain for economic development purposes unless the economic development is a secondary purpose resulting from municipal community development or municipal urban renewal.

Potential Amendment: Amend the last phrase to authorize eminent domain proceedings in accordance with state statutes.

6. Section 6.03 DUTIES (of the City Attorney)

This section provides that the City Attorney shall . . . represent the City in any and all litigation and legal proceedings, provided however, that the Council may retain special counsel at any time it deems appropriate and necessary. It has been the practice of the City for at least eight years for the City Manager to appoint the prosecutors.

Potential Amendment: Add language that the City Manager may appoint the prosecutor for Municipal Court.

7. Section 12.09: PUBLIC MEETINGS AND RECORDS

This section provides that the City may except from public disclosure information as provided by the Texas Local Government Code. This was probably a typographical mistake, as the Public Information Act is contained in the Texas Government Code.

Potential Amendment: Delete the word “Local” and add the words "and federal and state law."

RECOMMENDATION

The City Council may adopt the ordinance ordering a special election to submit any or all of the forgoing amendments at the May 2016 election. The Council may also determine not to proceed with an election at this time.

Attachments

- Ordinance
 - Charter Amendments
 - Ballot Propositions
-

ORDINANCE NO. 16-04-18-02

AN ORDINANCE OF THE CITY OF CORINTH, TEXAS, CALLING A SPECIAL ELECTION FOR MAY 7, 2016, FOR THE PURPOSE OF AMENDING THE CITY CHARTER; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Corinth, Texas, is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, it is the intention of the City Council to call a special election to submit proposed amendments to the City Charter to the voters in accordance with Section 9.004 of the Texas Local Government Code; and

WHEREAS, an election to submit to the voters proposed amendments to the city charter is required by law to be held on a uniform election date; and

WHEREAS, Section 41.001 of the Texas Election Code (the "Code") specifies that the first Saturday in May shall be a uniform election date.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CORINTH, TEXAS, THAT:

SECTION 1.

The City Council does hereby, on its own motion, order a special election to submit to the voters of the City of Corinth proposed amendments to the City Charter as set forth in Exhibit "A", attached to and incorporated in this ordinance for all purposes. The election shall be conducted according to the laws of the State of Texas, and shall be held on May 7, 2016, from 7:00 a.m. to 7:00 p.m.

SECTION 2.

The official ballots for said election shall be prepared in accordance with the Code so as to permit the electors to vote "YES" or "NO" on each proposition, with the ballots to contain such provisions, markings and language as required by law, and with the propositions to be expressed substantially as set forth in Exhibit "B", attached to and incorporated in this ordinance for all purposes.

SECTION 3.

The Mayor and City Secretary of the City, in consultation with the City Attorney, are hereby authorized and directed to take any and all action necessary to comply with provisions of the Texas Election Code or other state and federal statutes and constitutions in carrying out the conduct of the election, whether or not expressly authorized herein. The election shall be conducted pursuant to the procedures set forth in Resolution No. 16-02-04-02, ordering a general election to be held on May 7, 2016.

SECTION 4.

This ordinance shall be cumulative of all provisions of ordinances and resolutions of the City of Corinth, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances and resolutions are hereby repealed.

SECTION 5.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not

affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 6.

This ordinance shall be in full force and effect from and after its passage, and it is so ordained.

PASSED AND APPROVED ON THIS _____ DAY OF _____, 2016.

Bill Heidemann, Mayor

ATTEST:

Kim Pence, City Secretary

APPROVED AS TO LEGAL FORM:

Debra A. Drayovitch, City Attorney

EXHIBIT A: CHARTER AMENDMENTS

Section 2.03 EMINENT DOMAIN

The City shall have the full power, authority, and rights to exercise the power of eminent domain when necessary to carry out any of the powers conferred upon it by this Charter, or by the Constitution and laws of the State of Texas. ~~Neither the Council nor the City Administration shall participate in any form for the purpose of exercising eminent domain on behalf of private development.~~

Section 3.01.C. NUMBER, SELECTION AND TERM

- C. The Mayor shall:
1. Be elected at large;
 2. Be presiding officer of the council;
 3. Vote only in the cases of ties;
 4. Require a vote of a majority of all members of the Council if the Mayor objects to a proposed ordinance;
 5. Recommend appointments to boards and commissions if desired; and
 6. Represent the City in ceremonial functions.

Section 3.03 QUALIFICATIONS

Each candidate for an elective office shall meet the following qualifications:

- A. Shall be a qualified voter;
- B. Shall be at least twenty-one (21) years old;
- C. Shall have resided in the City for 12 months immediately one (1) year preceding the election;
- D. Shall not be employed by the City; and
- E. Shall meet all other eligibility requirements of the Texas Election Code.

Section 3.06 QUORUM

At all meetings, three (3) Councilmembers shall constitute a quorum for the purpose of transaction of business. The Mayor shall not be counted in the determination of a quorum.

Section 6.03 DUTIES (OF THE CITY ATTORNEY)

The City Attorney shall be the legal advisor of, and attorney for, all of the offices and departments of the City, and shall represent the City in any and all litigation and legal proceedings, provided however, that the Council may retain special counsel at any time it deems appropriate and necessary, and that the City Manager may appoint the prosecutor for Municipal Court.

Section 9.04B. CITY COUNCIL ACTION

B. ADOPTION OF THE BUDGET

The budget and tax rate may be adopted at any regular or special meeting of the Council prior to the beginning of the budgeted fiscal year by a vote of three Councilmembers, or such number of votes as is required by state law. The council may amend the proposed budget by increasing, decreasing, or removing any programs or amounts for expenditures required by law, for debt service or for estimated cash deficit. No amendment to the budget shall increase the authorized expenditures to an amount greater than the estimated income plus funds available from prior years.

Section 12.09 PUBLIC MEETINGS AND RECORDS

All meetings of the Council and all boards appointed by the Council shall be governed by the provisions of the Texas Government Code and any amendments thereto with regard to the posting of the agenda and the holding of public meetings. All public records and information of every office, department or agency of the City shall be open to inspection by any citizen at all reasonable business hours, provided that records excepted from public disclosure by state or federal law shall be closed to the public and not considered public records for the purpose of this section.

EXHIBIT B TO ORDINANCE NO. 16-02-18-02

BALLOT PROPOSITIONS

PROPOSITION NO. 1 - Election of the Mayor and City Council

Shall the Charter of the City of Corinth be amended to provide that the City has the authority to exercise the power of eminent domain when necessary to carry out any of the powers conferred upon it by the Charter, Constitution and laws of the State of Texas, amending Section 2.03?

PROPOSITION NO. 2 – Mayor Recommendations

Shall the Charter of the City of Corinth be amended to allow the Mayor to recommend appointments to boards and commission if desired, amending Section 3.01.C?

PROPOSITION NO. 3 - Council Candidate Residency Requirement

Shall the Charter of the City of Corinth be amended to provide that a candidate for City Council shall have resided in the City for 12 months immediately preceding the election, amending Section 3.03.B?

PROPOSITION NO. 4 – City Council Quorum

Shall the Charter of the City of Corinth be amended to provide that the Mayor is not included in the determination of a quorum, amending Section 3.06?

PROPOSITION NO. 5 – City Attorney

Shall the Charter of the City of Corinth be amended to provide that the City Manager may appoint the prosecutor for Municipal Court, amending Section 6.03?

PROPOSITION NO. 6 - Votes for Approval of Budget and Tax Rate

Shall the Charter of the City of Corinth be amended to provide that the budget and tax rate may be adopted by a vote of three Councilmembers or such number of votes as is required by state law, amending Section 9.04.B?

PROPOSITION NO. 7 - Public Records

Shall the Charter of the City of Corinth be amended to provide that the City may except from public disclosure records and information as authorized by state and federal law, amending Section 12.09 of the City Charter?