

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

On this the 2nd day of June 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
Sam Burke
Don Glockel
Lowell Johnson

Members Absent:

None

Staff Members Present:

Lee Ann Bunselmeyer, Acting City Manager
Kim Pence, City Secretary
Fred Gibbs, Planning & Development Director
Curtis Birt, Fire Chief LCFD
Cody Collier, Acting Director of Public Works, Parks and Recreation and Utility Operations
Jason Alexander, Economic Development Director
Guadalupe Ruiz, Human Resources Director
Chief Debra Walthall, Police Chief
Jane Krhovjak, Human Resources Generalist
Lori Levy, Senior Planner
Shea Rodgers, Technology Services

CALL TO ORDER FOR WORKSHOP:

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

Mayor Heidemann recessed into Closed Session at 5:30 pm.*See Closed Session

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.

b. Deliberation of the employment, reassignment, or duties of the City Manager.

Council met in Closed Session from 5:31 pm until 5:50 pm.

Reconvene back into Workshop Session at 5:55 pm.

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

Consider and act on an Interlocal Cooperation Agreement for Shared Governance Communications and Fire Dispatch Services for the 2016-2017 Fiscal Year with Denton County.

Councilmember Burke – Is that just our access to the dispatch?

Lee Ann Bunselmeyer, Acting City Manager – It's the 911.

Councilmember Burke – It's the same for the Police.

Lee Ann Bunselmeyer, Acting City Manager – Correct.

Councilmember Burke – What is the technology service?

Lee Ann Bunselmeyer, Acting City Manager – Basically it just provides support on the systems our tech staff cannot access. If they provide us the service of going in and resolving and troubleshooting issues, to assist our tech staff to get our systems up and going.

Councilmember Burke – It's the systems being the 911 response?

Lee Ann Bunselmeyer, Acting City Manager – Correct.

Consider and act on an Interlocal Agreement with Lake Cities Municipal Authority (LCMUA) authorizing a mutually beneficial emergency water supply interconnect between the City of Corinth and the LCMUA distribution systems.

Councilmember Johnson – Cody, explain, what are we doing here?

Cody Collier, Acting Director of Public Works, Parks and Recreation and Utility Operations – We are putting in a 12" main that would potentially run under 2181 and the purpose of it is during any type of emergency situation where we have a system down, or LCMUA does. We open up two valves and we have a supply of water in either direction to take care of fire safety, life, and everything else that water is needed for. It looks like the engineer reports say that LCMUA could supply us about 3.5 million gallons a day, which is plenty adequate during the winter time, when we're not running irrigation we run about 2.5-3 million gallons a day so that would be perfectly adequate to support Corinth's needs until we can get our system back in shape.

Councilmember Johnson – And it works the other way too?

Cody Collier, Acting Director of Public Works, Parks and Recreation and Utility Operations – Absolutely.

Councilmember Johnson – How much excess supply do we have without kicking us into another category?

Cody Collier, Acting Director of Public Works, Parks and Recreation and Utility Operations - That should never be an issue because we would not anticipate doing this more than a day or two. We can exceed our Upper Trinity subscription for a few days without having an adverse effect on us. We talked to Upper Trinity and if something like that were to happen, they would extend it for us understanding what caused it was not our need, it was the community wholly, not us.

Mayor Heidemann – I think the thing that spearheaded this is when we had that scare down when they broke that main and we almost went below. I think if you drop below 20% in water pressure then you have to put out a notice to everybody to boil their water and this here would be a safety valve for us to be able to go to them and turn it on.

2. Receive presentation, hold discussion, and give staff direction the proposed revisions to the City of Corinth Personnel Policy Manual.

Lee Ann Bunselmeyer, Acting City Manager – The item before you tonight is to go over some proposed revisions to the personnel manual. It was adopted formally by the City Council in 2011. Since then there have only been minor modifications throughout the years and Guadalupe will go through the history of that, but we have never really come back to look at updating with state law, with legal practices. The Director team starting looking at this over a year ago and we started looking at making some minor modifications to it. The more we got into it we felt that it was time we had legal review it to make sure we were up to date to state law. We did provide it to Andy when they became our firm and his team have gone through the document and given us some recommendations on wording. Guadalupe is going to provide high level review. There is a lot of changes in this manual and we ask that if Council has any additional questions, we'd be more than happy to schedule individual meetings to go through any of these to provide further clarification because we do want to be conscientious of your time tonight.

Guadalupe Ruiz, Human Resources Director – Mr. Ruiz went over the Personnel Policy Manual-proposed Revisions *See Exhibit A (attached).

Mayor Heidemann – For clarification, longevity pay is for Police and Fire is mandated by state statute and that's why we incorporate it into the compensation. Same thing for the other employees in the city.

Lee Ann Bunselmeyer, Acting City Manager - Longevity pay, state law for Police and Fire is \$4 per month for every month of employment, however, here in Corinth we actually pay \$6 per month. That range varies from city to city anywhere from \$4-\$12 per month.

Councilmember Garber – Do we have any positions within the city that would be at risk with the overtime?

Guadalupe Ruiz, Human Resources Director – No, I have checked them and we do not. Those that we have exempt are good. They will continue to be exempt is we pass that. Guadalupe continued the presentation.

Councilmember Burke – Are there any issues with this kind of change for current employees? Change as in Grandfather?

Guadalupe Ruiz, Human Resources Director – Yes, we have not discussed the starting of any new employee. Those that have not reached the 5 years and that would be something we have to determine. I would have to refer to the committee, we have not determined when we're going to make this effective.

Lee Ann Bunselmeyer, Acting City Manager – if you are employed under a certain set of benefits it's not guaranteed that it's always going to be there for the employees. I think as employees we understand that. It is always at the discretion of the Council to add, delete and modify any benefits that are in place. You can obviously modify or Grandfather those, it does make it a little bit harder to track on Human Resources Administratively not having spoken to the committee, if we are going to change it, then we should just change it and make it apply to all the current employees.

Councilmember Burke – I wasn't suggesting that we do Grandfather it, I was asking if there is a reason to Grandfather, because those rights are vested or something. Some concept like that.

Guadalupe Ruiz, Human Resources Director – It can be changed at any time. I guess as of now we will state that once it is adopted it will be effective for everybody. Guadalupe continued the presentation.

Lee Ann Bunselmeyer, Acting City Manager – One reason for the elimination of the short-term disability is the cost of this plan is increasing. We are expecting anywhere from 81% increase from year to year on this because the insurance companies are trying to discourage to be able to offer this and so we thought with those type of increases and costs it was at the point that we just can't afford it anymore.

Mayor Heidemann – When you do the budget, you'll show us where these cost savings are?

Lee Ann Bunselmeyer, Acting City Manager – On a short term disability right now, you can pay like \$40,000 a year and so that would be eliminated from the budget.

Guadalupe Ruiz, Human Resources Director – That's with long-term disability together, short-term is \$24,000. Guadalupe continued the presentation.

Councilmember Garber – When we move the 6 months to 5 years for sick time, what did we base that on? It seems like a huge jump, was that data driven, or was that like other cities were doing?

Guadalupe Ruiz, Human Resources Director – That was the review committee going over and determining that we had several cases where people had dropped everything and left.

Councilmember Garber – What was the tenure at the time they dropped everything?

Guadalupe Ruiz, Human Resources Director – The most recent one had probably 4 years.

Councilmember Garber – That's why I was asking, it seemed not arbitrary, it seemed like a huge jump and I think you answered the question.

Mayor Heidemann – If you do have any questions after you leave here then you can contact Guadalupe and get those questions answered. As it is right now, is this the schedule we're following?

Guadalupe Ruiz, Human Resources Director – It is a proposed calendar that definitely is going to be contingent to making sure that we answer the questions. I want to make sure I bring all those revisions back to ensure that I capture the input. If it does, the idea is to present it and then incorporate all the revisions and present it on the 16th. However, if there is going to be contact and we're going to meet, I am not sure I would be able to meet this date as I would have to have all those changes put in.

Lee Ann Bunselmeyer, Acting City Manager – It all depends if Council is okay with the recommended changes that staff has provided or if you want to make changes. If any individual Council wants to meet individually and provide some changes or clarifications to what we've proposed then we might have to extend it. Those aren't hard dates it just depends how many revisions the Council would like for us to make.

Guadalupe Ruiz, Human Resources Director – I would like to know am I going to contact each of you to make sure? I know I have one Councilmember that I have to go back. Do I need to contact anybody?

Councilmember Burke – You do not have to contact me.

Councilmember Garber – I will read it and if I have questions I will call you.

Councilmember Johnson – I am good so far, I will let you know.

Mayor Pro-Tem Harrison – I am fine.

Mayor Heidemann adjourned the Workshop Session at 6:35 pm.

Approved by Council on the 7 day of July, 2016

Kimberly Pence
Kimberly Pence, City Secretary
City of Corinth, Texas