

****PUBLIC NOTICE****



CITY COUNCIL WORKSHOP AND REGULAR SESSION

Thursday, November 07, 2024 at 5:45 PM

City Hall | 3300 Corinth Parkway

View live stream: www.cityofcorinth.com/remotesession

Pursuant to section 551.127, Texas Government Code, one or more council members or employees may attend this meeting remotely using videoconferencing technology.

- A. NOTICE IS HEREBY GIVEN** of a Workshop Session and Regular Meeting of the Corinth City Council.
- B. CALL TO ORDER**
- C. WORKSHOP AGENDA**
 - [1.](#) Receive a report, hold a discussion, and provide staff direction on solid waste collection services.
 - [2.](#) Receive a report, hold a discussion, and provide staff direction on the use of funds received from the American Rescue Plan.
 - [3.](#) Receive a report, hold a discussion, and provide staff direction on the Stormwater Master Plan Update from Quiddity Engineering.
 - 4. Discuss items on the Regular Session Agenda, including the consideration of Executive Session items.
- D. ADJOURN WORKSHOP**
- E. CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE & TEXAS PLEDGE**
- F. PROCLAMATIONS AND PRESENTATIONS**
 - [1.](#) Formal swearing-in of Police Chief Wendell Mitchell.
- G. CITIZENS COMMENTS**

Please limit your comments to three 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. Council is prohibited from acting on or discussing items brought before them at this time.
- H. CONSENT AGENDA**

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

 - [2.](#) Consider and act on minutes from the October 17, 2024, City Council Meeting.
 - [3.](#) Consider and act on an Ordinance of the City of Corinth, amending the City of Corinth Personnel Policy Manual incorporated by reference into Chapter 34, Personnel Policy, Section 34.01, Adoption By Reference, to adopt a new policy under Section 6, Subsection J, Prohibited Applications to comply with SB 1893 prohibiting the use of Tik Tok and other social media applications on government owned devices; and providing an effective date.
- I. BUSINESS AGENDA**

4. Consider and act on an Ordinance of the City of Corinth, Texas, amending Chapter 39, Code of Ethics, of the Code of Ordinances and direct the City Manager to work with City Attorney to retain outside legal counsel and for the City Manager to contact individuals serving on boards and commissions who are identified in the ordinance to serve on the Ethics Commission.
5. Consider and act on a Resolution casting a vote for a member of the Denton Central Appraisal District Board of Directors beginning January 1, 2025.

J. COUNCIL COMMENTS & FUTURE AGENDA ITEMS

The purpose of this section is to allow each Council Member the opportunity to provide general updates and/or comments to fellow Council Members, 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 Council Member may direct that an item be added as a business item to any future agenda.

K. EXECUTIVE SESSION**

In accordance with Chapter 551, Texas Government Code, Section 551.001, et seq., (the "Texas Open Meetings Act"), the City Council will recess into Executive Session (closed meeting) to discuss the following items. Any necessary final action or vote will be taken in public by the City Council in accordance with this agenda.

Section 551.071 - Legal Advice. (1) Private consultation with its attorney to seek advice about pending or contemplated litigation; and/or settlement offer; and/or (2) a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State of Texas clearly conflict with Chapter 551.

Section 551.087 - Economic Development. 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 project.


a. Millennium

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

M. ADJOURN

**The City Council reserves the right to recess into closed session at any time during the course of this meeting to discuss any of the matters posted on this agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Section 551.071, "Consultation with Attorney" for the purpose of receiving legal advice.

Posted on this 4th day of November 2024, at 5:00 P.M., on the bulletin board at Corinth City Hall.



Lana Wylie
City Secretary
City of Corinth, Texas



CITY OF CORINTH Staff Report

Meeting Date:	11/7/2024	Title:	Solid Waste Collection Services
Strategic Goals:	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input checked="" type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development		
Owner Support:	<input type="checkbox"/> Planning & Zoning Commission <input type="checkbox"/> Economic Development Corporation <input type="checkbox"/> Parks & Recreation Board <input type="checkbox"/> TIRZ Board #2 <input type="checkbox"/> Finance Audit Committee <input type="checkbox"/> TIRZ Board #3 <input type="checkbox"/> Keep Corinth Beautiful <input type="checkbox"/> Ethics Commission		

Item/Caption

Receive a report, hold a discussion, and provide staff direction on solid waste collection services.

Item Summary/Background/Prior Action

On October 3, 2019, the City Council approved a five-year contract with Community Waste Disposal (CWD), effective from January 1, 2020, to December 31, 2024, with the possibility of three additional three-year renewal terms for solid waste collection services. CWD provides a range of services, including garbage collection, recycling, household hazardous waste pickup, and yard waste services.

Staff will present an overview of the current services, explore future service options, and discuss the necessary steps and timeline to finalize the renewal agreement.

Staff Recommendation/Motion

N/A



CITY OF CORINTH Staff Report

Meeting Date:	11/7/2024	Title:	ARPA Funds
Strategic Goals:	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development		
Owner Support:	<input type="checkbox"/> Planning & Zoning Commission <input type="checkbox"/> Economic Development Corporation <input type="checkbox"/> Parks & Recreation Board <input type="checkbox"/> TIRZ Board #2 <input type="checkbox"/> Finance Audit Committee <input type="checkbox"/> TIRZ Board #3 <input type="checkbox"/> Keep Corinth Beautiful <input type="checkbox"/> Ethics Commission		

Item/Caption

Receive a report, hold a discussion, and provide staff direction on the use of funds received from the American Rescue Plan.

Item Summary/Background/Prior Action

The American Rescue Plan provided funding for states, municipalities, counties, tribes, and territories, and local governments to broadly respond to the COVID19 public health emergency. The funding was released in two allotments, half sixty days from the enactment of the legislation (September 2021) and the second half twelve months after the first payment (September 2022).

The city received a total of \$5,486,641. Eligible use of the funds include: 1) to respond the public health emergency with respect to COVID-19 or its negative economic impacts 2) To respond to workers performing essential work during the COVID-19 public health emergency 3) For the provision of government services to the extent of the reduction of revenue due to the COVID-19 public health emergency 4) To make necessary investments in water, sewer, or broadband infrastructure.

Staff will update on the status of approved projects and present proposals for the unallocated portion.

Staff Recommendation/Motion

N/A



CITY OF CORINTH
Staff Report

Meeting Date:	11/7/2024	Title: Presentation Stormwater Master Plan Update
Strategic Goals:	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development	
Owner Support:	<input type="checkbox"/> Planning & Zoning Commission <input type="checkbox"/> Economic Development Corporation <input type="checkbox"/> Parks & Recreation Board <input type="checkbox"/> TIRZ Board #2 <input type="checkbox"/> Finance Audit Committee <input type="checkbox"/> TIRZ Board #3 <input type="checkbox"/> Keep Corinth Beautiful <input type="checkbox"/> Ethics Commission	

Item/Caption

Receive a report, hold a discussion, and provide staff direction on the Stormwater Master Plan Update from Quiddity Engineering.

Item Summary/Background/Prior Action

The City of Corinth's original Stormwater Master Plan was completed in August 2004. It outlined 50 Capital Improvement Projects (CIPs) aimed at addressing stormwater management and flood control within the City. The Council requested an update on the progress of the Stormwater Master Plan on June 6, 2024, specifically focusing on the remaining projects and their prioritization.

There were 50 projects listed on the 2004 report, and 39 of them have been completed. For each of the remaining 11 projects, Quiddity has provided a preliminary recommendation to either retain or remove the project from the CIP list based on the following considerations:

- Current relevance of the project to the City's needs.
- Updated Opinion of Probable Cost (OPC), factoring in engineering analysis, design, and a clearer definition of project scope.

Next Steps:

For projects recommended to remain on the CIP list, the City will need to engage in detailed engineering analysis and scope refinement before proceeding. Each project will require updated cost estimates to ensure that the recommended improvements align with the City's current stormwater management goals and financial planning.

The Council will discuss the findings and recommendations from Quiddity, including the prioritization of projects for future implementation based on urgency, cost, and community impact.



CITY OF CORINTH Staff Report

Meeting Date:	11/7/2024	Title: Police Chief Swearing-in
Strategic Goals:	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development	
Owner Support:	<input type="checkbox"/> Planning & Zoning Commission <input type="checkbox"/> Economic Development Corporation <input type="checkbox"/> Parks & Recreation Board <input type="checkbox"/> TIRZ Board #2 <input type="checkbox"/> Finance Audit Committee <input type="checkbox"/> TIRZ Board #3 <input type="checkbox"/> Keep Corinth Beautiful <input type="checkbox"/> Ethics Commission	

Item/Caption

Formal swearing-in of Police Chief Wendell Mitchell.



CITY OF CORINTH Staff Report

Meeting Date:	11/7/2024	Title: Minutes Approval of Meeting Minutes
Strategic Goals:	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development	
Owner Support:	<input type="checkbox"/> Planning & Zoning Commission <input type="checkbox"/> Economic Development Corporation <input type="checkbox"/> Parks & Recreation Board <input type="checkbox"/> TIRZ Board #2 <input type="checkbox"/> Finance Audit Committee <input type="checkbox"/> TIRZ Board #3 <input type="checkbox"/> Keep Corinth Beautiful <input type="checkbox"/> Ethics Commission	

Item/Caption

Consider and act on minutes from the October 17, 2024, City Council Meeting.

Item Summary/Background/Prior Action

Attached are the minutes, in draft form, and are not considered official until formally approved by the City Council.

Staff Recommendation/Motion

Staff recommends approval of the minutes.



CITY COUNCIL WORKSHOP AND REGULAR SESSION - MINUTES

Thursday, October 17, 2024 at 5:45 PM

City Hall | 3300 Corinth Parkway

View live stream: <https://corinthtx.new.swagit.com/videos/318069>

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

On this, the 17th day of October 2024, the City Council of the City of Corinth, Texas, met at Corinth City Hall at 5:45 P.M., 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
- Scott Garber, Council Member
- Lindsey Rayl, Council Member
- Kelly Pickens, Council Member

Council Members Not Present:

- Sam Burke, Mayor Pro Tem
- Tina Henderson, Council Member

Staff Members Present:

- Scott Campbell, City Manager
- Lana Wylie, City Secretary
- Emma Crotty, Economic Development Coordinator & Management Assistant
- Patricia Adams, City Attorney
- Marie Johnson, City Attorney
- Jesse Hunter, Interim Police Chief
- Glenn Barker, Director of Public Works
- Haley Koehler, Sr. Administrative Assistant
- Melissa Dailey, Development Services Director
- Michelle Mixell, Planning Manager
- Miguel Inclan, Planner
- Brenton Copeland, Chief Technology Officer
- Presley Sequeira, Technology Services Project Manager
- Lance Stacy, City Marshal

CALL TO ORDER

Mayor Heidemann called the Workshop Session to order at 5:45 P.M.

WORKSHOP AGENDA

1. Receive a presentation and hold a discussion on the UNT Blue Green Infrastructure.

The item was presented and discussed.

2. Conduct a workshop and hold an informal discussion on a rezoning request by the Applicant, 2200 Corinth Holdings LLC, to amend the Zoning Ordinance and Zoning Map of the City of Corinth, each being a part of the Unified Development Code, from SF-2 Single Family to MX-C Mixed Use Commercial on approximately ±6.3 acres located at 2200 FM 2181. (2200 FM 2181 Rezoning to MX-C)

The item was not discussed and will be presented at a future meeting.

3. Conduct a workshop and hold an informal discussion on the proposed Canyon Lake Ranch Planned Development on approximately ±107 acres located at 2950 FM 2181.

The item was not discussed and will be presented at a future meeting.

4. Discuss items on the Regular Session Agenda, including the consideration of Executive Session items.

No items for the Regular Session Agenda were discussed.

ADJOURN WORKSHOP

Mayor Heidemann recessed the Workshop Session at 6:03 P.M. and immediately convened into Executive Session.

EXECUTIVE SESSION**

In accordance with Chapter 551, Texas Government Code, Section 551.001, et seq., (the “Texas Open Meetings Act”), the City Council will recess into Executive Session (closed meeting) to discuss the following items. Any necessary final action or vote will be taken in public by the City Council in accordance with this agenda.

Section 551.071 - Legal Advice. (1) Private consultation with its attorney to seek advice about pending or contemplated litigation; and/or settlement offer; and/or (2) 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 conflict with Chapter 551.

- a. 3409 Meadowview Dr.
- b. Short-term rentals

Section 551.087 - Economic Development. 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 project.

- a. Wolverine Interests
- b. Realty Capital
- c. Northeast Corner of FM 2181 and Parkridge Drive
- d. Downtown Development - Economic Incentive

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

Mayor Heidemann recessed the Executive Session Meeting at 7:25 P.M.

No action was taken.

Mayor Heidemann reconvened into the Workshop Session to discuss items on the Regular Session Agenda.

Consent Agenda Item 6 was discussed.

Mayor Heidemann adjourned the Workshop Session at 7:29 P.M.

CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE & TEXAS PLEDGE

Mayor Heidemann called the Regular Session Meeting to order at 7:34 P.M.

PROCLAMATIONS AND PRESENTATIONS

1. Proclamation – Community Planning Month

Mayor Heidemann read and presented the Proclamation to the Planning team.

CITIZENS COMMENTS

Please limit your comments to three 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. Council is prohibited from acting on or discussing items brought before them at this time.

No citizen comments were made.

CONSENT AGENDA

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

2. Consider and act on minutes from the October 3, 2024, City Council Meeting.
3. Memorandum of Understanding governing cooperation between the Corinth Police Department and the Lake Dallas ISD Police Department.
4. Consider and act on an Ordinance of the City of Corinth approving an amendment to the fiscal year 2024-2025 budget and annual program of services to carry forward unspent funds from the previous fiscal year for the Property Residential Enhancement Program project; and providing an effective date.
5. Consider and act on an Ordinance of the City of Corinth approving an amendment to the fiscal year 2024-2025 budget and annual program of services to carry forward unspent funds from the previous fiscal year for the Landscaping of City Hall and the Public Safety Complex; and providing an effective date.
6. Consider and act on an annual contract for the installation and rental of lighting and seasonal decorations with Christmas Decor through the TIPPS cooperative purchasing contract 230806.

Motion made by Council Member Garber: I move to approve. Seconded by Council Member Rayl.

Voting Yea: Council Member Garber, Council Member Rayl, Council Member Pickens

BUSINESS AGENDA

7. Consider and act on the Membership in the Texas Coalition for Affordable Power (TCAP) and authorize the City Manager to execute any necessary documents related to this membership.

Motion made by Council Member Garber: I move to approve the membership in the Texas Coalition for Affordable Power (TCAP) and authorize the City Manager to execute any necessary documents related to this membership. Seconded by Council Member Pickens.

Voting Yea: Council Member Garber, Council Member Rayl, Council Member Pickens

- 8. Consider and act on a request by TLP Corinth LLC for a Major Subdivision Waiver for relief of the Required Internal Storage (Minimum Throat Length/Stacking) of the Unified Development Code (UDC) Section 3.05.05 – Access Management, to allow for a reduction to the required Minimum [Vehicular] Storage Length for the Phelan Corinth Distribution Center project located on approximately ±8.461 acres at 1116 North Corinth Street. [Case No. MJSW24-0001: Phelan Corinth Distribution Center – Required Internal Storage (Minimum Throat Length/Stacking)]

Motion made by Council Member Garber: I move to approve the request for Major Subdivision Waiver MJSW24-0001 – Phelan Corinth Distribution Center as presented. Seconded by Council Member Rayl.

Voting Yea: Council Member Garber, Council Member Rayl, Council Member Pickens

- 9. Consider a request by TLP Corinth LLC for Alternative Compliance of UDC Sections 2.09.01 A.5 [Foundation Plantings for Buildings 50,000 Square Feet or Larger] and 2.09.06 F [Nonresidential Building Articulation] for the Phelan Corinth Distribution Center project located on approximately ±8.461 acres at 1116 North Corinth Street. [Case No. AC24-0003: Phelan Corinth Distribution Center]

Motion made by Council Member Pickens: I move to approve/deny the request for Alternative Compliance, AC24-0003 Phelan Corinth Distribution Center, for foundation plantings and nonresidential architectural standards as presented. Seconded by Council Member Garber.

Voting Yea: Council Member Garber, Council Member Rayl, Council Member Pickens

- 10. Consider and act on an Ordinance of the City of Corinth, Texas, amending Chapter 39, Code of Ethics, of the Code of Ordinances and direct the City Manager to work with City Attorney to retain outside legal counsel and for the City Manager to contact individuals serving on boards and commissions who are identified in the ordinance to serve on the Ethics Commission.

Council Member Pickens recused herself from this item.

This item was not presented due to a lack of quorum. The item will be placed on a future agenda.

COUNCIL COMMENTS & FUTURE AGENDA ITEMS

The purpose of this section is to allow each Council Member the opportunity to provide general updates and/or comments to fellow Council Members, 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 Council Member may direct that an item be added as a business item to any future agenda.

- Council Member Rayl
- Council Member Pickens
- City Manager Campbell
- Mayor Heidemann

Mayor Heidemann recessed the Regular Session Meeting at 8:00 P.M. and immediately convened into Executive Session.

EXECUTIVE SESSION**

In accordance with Chapter 551, Texas Government Code, Section 551.001, et seq., (the “Texas Open Meetings Act”), the City Council will recess into Executive Session (closed meeting) to discuss the following items. Any necessary final action or vote will be taken in public by the City Council in accordance with this agenda.

Section 551.071 - Legal Advice. (1) Private consultation with its attorney to seek advice about pending or contemplated litigation; and/or settlement offer; and/or (2) 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 conflict with Chapter 551.

- a. 3409 Meadowview Dr.
- b. Short-term rentals

Section 551.087 - Economic Development. 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 project.

- a. Wolverine Interests
- b. Realty Capital
- c. Northeast Corner of FM 2181 and Parkridge Drive
- d. Downtown Development - Economic Incentive

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

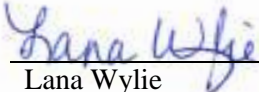
Mayor Heidemann recessed the Executive Session Meeting at 9:10 P.M. and immediately reconvened into the Regular Session Meeting.

No action was taken.

ADJOURN

Mayor Heidemann adjourned the meeting at 9:10 P.M.

Approved by the Council on the _____ day of _____ 2024.



Lana Wylie
City Secretary
City of Corinth, Texas



CITY OF CORINTH Staff Report

Meeting Date:	11/7/2024	Title:	Personnel Policy Manual
Strategic Goals:	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development		
Owner Support:	<input type="checkbox"/> Planning & Zoning Commission <input type="checkbox"/> Economic Development Corporation <input type="checkbox"/> Parks & Recreation Board <input type="checkbox"/> TIRZ Board #2 <input type="checkbox"/> Finance Audit Committee <input type="checkbox"/> TIRZ Board #3 <input type="checkbox"/> Keep Corinth Beautiful <input type="checkbox"/> Ethics Commission		

Item/Caption

Consider and act on an Ordinance of the City of Corinth, amending the City of Corinth Personnel Policy Manual incorporated by reference into Chapter 34, Personnel Policy, Section 34.01, Adoption By Reference, to adopt a new policy under Section 6, Subsection J, Prohibited Applications to comply with SB 1893 prohibiting the use of Tik Tok and other social media applications on government owned devices; and providing an effective date.

Item Summary/Background/Prior Action

The City of Corinth Personnel Policy Manual in its current version was adopted by City Council on July 11, 2024.

the Texas legislature passed S.B. 1893, which prohibits the use of TikTok and certain other social media applications and services on governmental devices. The bill specifically requires cities and other political subdivisions to adopt a policy: (1) prohibiting the installation of TikTok or another covered application on any device owned or leased by the governmental entity; and (2) requiring the removal of covered applications from those devices. The deadline to adopt this policy is November 20, 2024.

Once Council deliberates and adopts the amendment, the Human Resources staff will communicate the approved revision to all City employees. Each will sign a document acknowledging receipt and understanding and agreement to abide by the policy. This acknowledgement will be kept in each employee’s personnel file.

Financial Impact

N/A

Applicable Owner/Stakeholder Policy

N/A

Staff Recommendation/Motion

Staff recommends adoption of the revised City of Corinth Personnel Policy Manual with an effective date of November 18, 2024.

**CITY OF CORINTH, TEXAS
ORDINANCE NO. 24-11-07-XX**

AN ORDINANCE ADOPTING AN AMENDMENT TO ORDINANCE NO. 22-07-07-26 ADOPTING THE PERSONNEL POLICY MANUAL FOR THE CITY OF CORINTH AND CODIFIED BY INCORPORATION AS SECTION 34.01, “ADOPTION BY REFERENCE” OF CHAPTER 34, “PERSONNEL POLICY” OF THE CODE OF ORDINANCES OF THE CITY OF CORINTH; PROVIDING AN AMENDMENT TO SECTION 6 OF THE CITY OF CORINTH PERSONNEL POLICY MANUAL TO ADD SUBSECTION J, PROHIBITED APPLICATIONS; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING SEVERABILITY; PROVIDING A CUMULATIVE REPEALER CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Corinth Personnel Policy Manual (“Manual”) was most recently adopted on July 7, 2022, with an effective date of July 11, 2022, pursuant to Ordinance No. 22-07-07-26 and codified by incorporation as Section 34.01 “Adoption by Reference” of Chapter 34, “Personnel Policy” of the Code of Ordinances of the City; and

WHEREAS, due to the adoption of Senate Bill 18932 by the Texas Legislature, the use of TikTok and other social media applications is prohibited on government devices; and

WHEREAS, the City Manager and his Staff recommend a revision to the Manual, specifically amending Section 6 to include a prohibition of TikTok in order to comply with Senate Bill 1893 as set forth in Subsection “J”, Prohibited Applications; and

WHEREAS, the revision has been recommended and reviewed by legal counsel and found to be appropriate and necessary; and

WHEREAS, after review and consideration of the recommended revisions, the City Council wishes to amend Section 6 of the Manual accordingly as set forth more fully herein and finds the proposed amendments necessary and appropriate;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CORINTH:

**SECTION 1.
INCORPORATION OF PREMISES**

That the recitals and findings set forth above are hereby found to be true and correct and incorporated as if fully set forth herein.

**SECTION 2.
AMENDMENT**

That Section 6 of the City of Corinth Policy Manual (“Manual”) adopted pursuant to Ordinance No. 22-07-07-26 and codified by incorporation as Section 34.01 “Adoption by Reference” of Chapter 34, “Personnel Policy” of the Code of Ordinances of the City is amended to add Subsection “J”, “Prohibited Applications” which shall be and read in its entirety as follows and all other sections of the Manual not

expressly amended hereby shall remain in full force and effect:

Section 6. General Work Rules

...

J. Prohibited Applications

1. Purpose. To implement an information technology approach focused on protecting the City's sensitive information and critical infrastructure as required by Chapter 620, Texas Government Code, from technology believed to pose a threat to governmental infrastructure, by prohibiting and preventing the download or use of prohibited technologies on any City-owned or issued electronic device.
2. Roles and Responsibilities. All City employees are expected to be familiar with and adhere to the terms of this policy and all sub-policies and procedures.
3. City employees are prohibited on any City-issued, owned or leased devices, from downloading, installing or using the social media service TikTok or any successor application or service developed, provided or owned by ByteDance Ltd., such as Tik Tok, or any subsidiary or any prohibited software/applications/developers listed on <https://dir.texas.gov/information-security/prohibited-technologies> or a social media application/service, as referenced in Section 620.005 Texas Government Code. City staff may prohibit the use of TikTok on City devices by limiting network access to the application.
4. Exceptions to the ban on prohibited technologies, as required by state law, may only be approved by the City Manager:
 - a. When the use of prohibited technologies is required for a specific business need, such as enabling criminal investigations or for developing or implementing information security measures.
 - b. Any such exception must detail and include (1) the use of measures to mitigate risks to the security of city information during the use of the covered application; and (2) the documentation of those measures.
 - c. To the extent practicable, exception- based use should only be performed on devices that are not used for other city business and on non-city networks. Cameras and microphones should be disabled on devices for exception-based use.
5. Compliance with this policy will be verified through various methods for City-owned, leased and issued devices, including but not limited to, IT/security system reports. Violations of this policy will result in coaching and repeat offenses may result in disciplinary action up to and including termination of employment.
6. If the underlying statute, Texas Government Code §§620.001-.006, is declared unconstitutional, enforceable or vacated by a court of competent jurisdiction, this policy is void.

...

**SECTION 3.
SEVERABILITY**

If any section, article, paragraph, sentence, clause, phrase or word in this Ordinance, or the application thereto to any persons or circumstances, is held invalid, such invalidity shall not affect the remaining portions of this Ordinance; and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect. Further, in the event this Ordinance or any regulation adopted in this Ordinance becomes unlawful, or is declared or determined by a judicial, administrative or legislative authority exercising its jurisdiction to be excessive, unenforceable, void, illegal or otherwise inapplicable, in whole or in part, the remaining and lawful provisions shall be of full force and effect.

**SECTION 4.
CUMULATIVE REPEALER**

This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances, or parts thereof, in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided however, that any complaint, action, claim or lawsuit which has been initiated or has arisen under or pursuant to such other Ordinances on this date of adoption of this Ordinance shall continue to be governed by the provisions of such Ordinance and for that purpose the Ordinance shall remain in full force and effect.

**SECTION 5.
EFFECTIVE DATE**

That this Ordinance shall take effect on November 18, 2024. The Human Resources Director shall notify all employees of the amendments to the Manual.

PASSED AND APPROVED THIS 7TH DAY OF NOVEMBER, 2024.

Bill Heidemann, Mayor

ATTEST:

Lana Wylie, City Secretary

APPROVED AS TO FORM:

Patricia A. Adams, City Attorney



CITY OF CORINTH Staff Report

Meeting Date:	11/7/2024	Title:	Ordinance Chapter 39 - Code of Ethics
Strategic Goals:	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development		
Owner Support:	<input type="checkbox"/> Planning & Zoning Commission <input type="checkbox"/> Economic Development Corporation <input type="checkbox"/> Parks & Recreation Board <input type="checkbox"/> TIRZ Board #2 <input type="checkbox"/> Finance Audit Committee <input type="checkbox"/> TIRZ Board #3 <input type="checkbox"/> Keep Corinth Beautiful <input type="checkbox"/> Ethics Commission		

Item/Caption

Consider and act on an Ordinance of the City of Corinth, Texas, amending Chapter 39, Code of Ethics, of the Code of Ordinances and direct the City Manager to work with City Attorney to retain outside legal counsel and for the City Manager to contact individuals serving on boards and commissions who are identified in the ordinance to serve on the Ethics Commission.

Item Summary/Background/Prior Action

Staff will provide the revised ordinance prior to the meeting.

Financial Impact

N/A

Applicable Policy/Ordinance

Ordinance No. 18-08-02-22

Staff Recommendation/Motion

Staff recommends approval as presented.

**CITY OF CORINTH, TEXAS
ORDINANCE NO. 24-11-07-XX**

AN ORDINANCE OF THE CITY OF CORINTH, TEXAS, REPEALING CHAPTER 39, “CODE OF ETHICS” OF TITLE III, “ADMINISTRATION” OF THE CODE OF ORDINANCES OF THE CITY OF CORINTH AND ADOPTING A NEW CHAPTER 39, “CODE OF ETHICS” OF TITLE III, “ADMINISTRATION”; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR AMENDMENTS; PROVIDING SEVERABILITY; PROVIDING A CUMULATIVE REPEALER/SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Corinth, Texas (the “City”) 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 Texas Local Government Code; and

WHEREAS, on August 2, 2018, the City Council adopted Ordinance No. 18-08-02-00, repealing prior ordinances and adopting the Code of Ethics codified as Chapter 39, “Code of Ethics” of Title III, “Administration” of the Code of Ordinances of the City of Corinth; and

WHEREAS, pursuant to its authority as specified in Chapter 39, the Board of Ethics does not meet on a regular basis; rather the Board meets only when a complaint is filed, an advisory opinion is sought, or there is a need to provide recommendations regarding Chapter 39, and since the adoption of Chapter 39, the Board has not met; and

WHEREAS, the City has difficulty recruiting persons to serve on the Ethics Board due to the infrequency of need; and

WHEREAS, the City Council is authorized to adopt amendments to Chapter 39 when it determines amendments to Chapter 39 are necessary or appropriate; and

WHEREAS, the City Council has determined it necessary to amend the Code of Ethics in order to change the requirements for membership on the Ethics Board, to be able to readily convene the Board when needed, and to provide additional support for the Ethics Board in the performance of its duties; and

WHEREAS, the City Council finds that the classification of the Ethics Board as an ad hoc board, the use of current volunteers serving on City boards and commissions to serve as members of the Ethics Board so that the Board may be readily convened when needed, and the use of outside legal counsel to assist the Board in the performance of its duties is an efficient and reasonable means of complying with the requirements of the Code of Ethics; and

WHEREAS, having reviewed and discussed the proposed draft, the City Council has determined that the proposed amendments to the Code of Ethics are reasonable and provide a basis for continuing public confidence in the conduct of the business and affairs of the City; and

WHEREAS, the City Council finds and determines that the amendments to the Code of Ethics set forth in this Ordinance benefit the citizens of Corinth and should be approved.

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

SECTION 1.
INCORPORATION OF PREMISES

The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

SECTION 2.
AMENDMENT

Chapter 39, “Code of Ethics” of Title III, “Administration” of the Code of Ordinances of the City of Corinth is hereby repealed in its entirety and a new Chapter 39, “Code of Ethics” of Title III, “Administration” of the Code of Ordinances of the City of Corinth as set forth in **Exhibit “A”**, a copy of which is attached hereto and incorporated herein, is hereby adopted to be and read in its entirety as set forth in **Exhibit “A”**.

SECTION 3.
SEVERABILITY

It is hereby declared to be the intention of the City Council of Corinth, Texas that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause or phrase of this Ordinance shall be declared unconstitutional or invalid by the judgment or decree of any court of competent jurisdiction, such constitutionality or invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses or phrases of this Ordinance, since they would have been entered by the City Council without the incorporation of this Ordinance of unconstitutional or invalid sections, paragraphs, sentences, clauses or phrases.

SECTION 4.
CUMULATIVE REPEALER/SAVINGS.

This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided, however, that any complaint, action, claim, or lawsuit, which has been initiated or has arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance shall continue to be governed by the provisions of that Ordinance and for that purpose, the Ordinance shall remain in full force and effect.

SECTION 5.
EFFECTIVE DATE

This ordinance shall take effect upon its passage and publication as required by law. The City Secretary is directed to publish the caption of this Ordinance as required by City Charter and state law.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF CORINTH,
TEXAS, ON THIS THE 7th DAY OF NOVEMBER, 2024.**

Bill Heidemann, Mayor

ATTEST:

Lana Wylie, City Secretary

APPROVED AS TO FORM:

Patricia A. Adams, City Attorney

EXHIBIT “A”
CHAPTER 39: CODE OF ETHICS

“§ 39.01 PURPOSE.

The purpose of this article is to foster an environment of integrity for those that serve the City of Corinth and our citizenry. The City Council enacted this chapter in order to increase public confidence in our municipal government. It is the policy of the city that all city officials and employees shall conduct themselves in a manner that assures the public that we are faithful stewards of the public trust. City officials have a responsibility to the citizens to administer and enforce the City Charter and City Ordinances in an ethical manner. To ensure and enhance public confidence in our municipal government, each city official must strive not only to maintain technical compliance with the principles of conduct set forth in this chapter, but to aspire daily to carry out their duties objectively, fairly, and lawfully.

It is not the purpose of this chapter to provide a mechanism to defame, harass or abuse their political opponents, or publicize personal grudges.

§ 39.02 APPLICABILITY.

This chapter applies to the following persons:

- (A) City officials;
- (B) Former city officials whose separation from city service occurred less than one year ago;
- (C) Vendors; and
- (D) Complainant(s).

§ 39.03 DEFINITIONS.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

ACCEPTED COMPLAINT: A sworn allegation of a violation of this chapter after the required documentation has been submitted to the City Secretary to be passed to the City Attorney and determined to be administratively complete.

ACCUSED: A city official who has been charged in a complaint with having violated this chapter.

ACTIONABLE COMPLAINT: An accepted complaint that has been deemed by Special Counsel to contain allegations and evidence that, if accepted as true, would support a finding that a violation of this chapter occurred.

ADVISORY OPINIONS: Written rulings regarding the application of this chapter to a particular situation of behavior.

BASELESS COMPLAINT: A complaint that does not allege conduct that would constitute a violation of this chapter, or that does not provide evidence that, if true, would support a violation of this chapter.

BOARD OF ETHICS: The oversight entity established as an ad hoc board by the Council to administer this chapter.

BOARD MEMBER: For the purposes of this chapter, a person that is currently appointed by the City Council to serve on a board, commission, or committee of the City identified in Section 39.11 of this Chapter.

BUSINESS ENTITY: A sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, or any other entity recognized by law.

CANDIDATE: A person who has filed an application for a place on a ballot seeking public office, or one who has publicly announced the intention to do so.

CHAPTER: The Code of Ethics for the City of Corinth codified as Chapter 39, "Code of Ethics" of Title III, "Administration" of the Code of Ordinances of the City.

CITY: The City of Corinth in the County of Denton and State of Texas.

CITY OFFICIAL: For the purposes of this chapter, the term consists of the City Council, Economic Development Corporation, Finance Audit Committee, Board of Construction Appeals, Zoning Board of Adjustments, Planning and Zoning Commission, Ethics Commission and Keep Corinth Beautiful Members.

CODE: The Code of Ordinances of the City of Corinth, Texas, as such Code may be amended from time to time.

COMPLAINANT: The individual who submitted a complaint to the city.

COMPLAINT: Written documentation submitted to the city accusing a city official of violating this chapter.

CONFIDENTIAL INFORMATION: Any written information that could or must be excepted from disclosure pursuant to the Texas Public Information Act, if such disclosure has not been authorized; or any non-written information which, if it were written could be excepted from disclosure under that Act, unless disclosure has been authorized.

CONFLICTING INTEREST: A stake, share, or involvement in an undertaking in the form of any one (1) or more of the following:

- (1) Ownership of 5% or more voting shares or stock in a business entity;
- (2) Receipt of more than \$600 in gross annual income from a business entity;
- (3) Ownership of more than \$600 of the fair market value of a business entity;
- (4) Ownership of an interest in real property with a fair market value of more than \$600;
- (5) Serves on the Board of Directors or as an Officer of a business entity; and/or
- (6) Serves on the Board of Directors or as an Officer of a nonprofit corporation.

The term conflicting interest shall not include ownership of an interest in a mutual or common investment fund that holds securities or assets unless the city official participates in the management of the fund.

COUNCIL: The governing body of the City of Corinth, Texas, including the Mayor and City Council.

DELIBERATIONS: Discussions by a city official at the dais, voting as a city official, presentations as a member of the audience before City Council or any City Board or Commission, conversing to or corresponding with other city officials.

FRIVOLOUS COMPLAINT: A sworn complaint that is groundless and brought in bad faith or groundless and brought for the purpose of harassment.

GIFT: Anything of monetary value, such as personal property, real property, services, meals, entertainments, and travel expenses. This definition shall not apply to:

- (1) A lawful campaign contribution;
- (2) Meals, lodging, transportation and related travel expenses paid for (or reimbursed by) the city in connection with the city official's attendance at a conference, seminar or similar event;
- (3) Meals, lodging, transportation, or entertainment furnished in connection with public events, appearances or ceremonies related to official city business, if furnished by the sponsor of such public events;
- (4) Complimentary copies of trade publications and other related materials;
- (5) Attendance at hospitality functions at local, regional, state or national association meetings and/or conferences;
- (6) Any gift which would have been offered or given to the city official because of a personal, familial professional relationship regardless of the city official's capacity with the city;
- (7) Tee shirts, caps and other similar promotional material;
- (8) Complimentary attendance at political or charitable fund raising events.

PENDING MATTER: An application seeking approval of a permit or other form of authorization required by the city, state or federal law; a proposal to enter into a contract or arrangement with the city for the provision of goods, services, real property or other things of value; a case involving the city that is (or is anticipated to be) before a civil, criminal or administrative tribunal.

PERSON: Associations, corporations, firms, partnerships and bodies politic and corporate, as well as to individuals.

RELATIVE: A family member related to a city official within the second degree of affinity (marriage) or consanguinity (blood or adoption).

SHALL: A mandatory obligation, not a permissive choice.

SPECIAL COUNSEL: An independent, outside attorney engaged by the city to advise the city as an organization and/or the Board of Ethics.

VENDOR: A person who provides or seeks to provide goods, services, real property to the city in exchange for compensation.

§ 39.04. EXPECTATIONS

- (A) City officials are expected to conduct themselves in a manner that fosters public trust.
- (B) City officials are charged with performing their public duties in a way that projects their own personal integrity and upholds the integrity of the organization.
- (C) City officials must avoid behavior that calls their motives into question and erodes public confidence.

- (D) City officials shall place the municipality's interests and the concerns of those the city serves above personal, individual interests.
- (E) Those who serve the city are expected to value honesty, trustworthiness, diligence, objectivity, fairness, due process, efficiency, and prudence as values the city professes.
- (F) City officials must balance transparency with the duty to protect personal privacy and preserve the confidential information with which the city has been entrusted.

§ 39.05. CUMULATIVE AND NON-EXCLUSIVE

This chapter is cumulative of and supplemental to all applicable provisions of the City Charter, Code, other City Ordinances, and state/federal laws and regulations. Compliance with this chapter does not excuse or relieve any person from any obligation imposed by any other provision of the Code, City Ordinance, or State/Federal laws and regulations. Attempts to enforce this chapter shall not be construed as foreclosing or precluding other enforcement options provided by other law.

§ 39.06. MANDATES

- (A) *Duty to report.* City officials shall immediately report any conduct that the person knows to be a violation of this chapter. Failure to report a violation of this chapter is a violation of this chapter. For purposes of this section, a report made to a fraud, waste or abuse 3rd party hotline, if any, shall be considered to be a report under this section.
- (B) *Direction and supervision of employees, non-interference by the City Council: Appointment and removal of department heads.*
 - (1) Except for the purposes of inquiries and investigations as provided by the City Charter or otherwise by law, the City Council or its members shall deal with board members and employees who are subject to the direction and supervision of the City Manager solely through the City Manager, either publicly or privately.
 - (2) Neither the City Council nor any of its members shall direct or request the appointment of any person to, or removal from, office by the City Manager or by any other city employee.
 - (3) The City Manager shall be responsible for and have the authority to appoint, suspend, and/or remove any of the directors of the departments of the City of Corinth.
- (C) *Financial disclosures.* All candidates for City Council, including candidates for Mayor, shall file financial information reports as required by, and in accordance with, state law. All prospective Vendors and city officials shall file disclosure forms as required by, and in accordance with, state law.

§ 39.07. PROHIBITIONS

- (A) *Conflicts of Interest.*
 - (1) *Deliberation prohibited.* It shall be a violation of this chapter for a city official to knowingly deliberate regarding a pending matter for which the city official has a conflicting interest. City officials with a conflicting interest in a pending matter must recuse themselves and abstain from deliberations. It is an exception to this recusal

requirement if a majority of the board or commission on which the city official serves is composed of persons who are likewise required to file (and who do file) disclosures on the same pending matter.

- (2) *Disclosure required.* If a city official has a conflicting interest in a pending matter, the city official shall disclose the nature of the conflicting interest by filing a sworn statement with the City Secretary.
- (3) *Relative.* A city official is considered to have a conflicting interest if the city official's relative has a conflicting interest.

(B) *Gifts.*

- (1) *General.* It shall be a violation of this chapter for a city official to accept any gift that might reasonably tend to influence such city official in the discharge of official duties.
- (2) *Specific.* It shall be a violation of this chapter for a city official to accept any gift for which the fair market value is \$100 or greater. It shall be a violation of this chapter for a city official to accept multiple gifts from a single source for which the cumulative fair market value exceeds \$100 in a single fiscal year.
- (3) It shall be a violation of this chapter for a vendor to offer or give a gift to a city official exceeding \$100 per gift, or multiple gifts cumulatively valued at more than \$100 per a single fiscal year.

(C) *Representation of others.*

- (1) *Current city officials.* It shall be a violation of this chapter for a city official to represent for compensation any person, group, or entity before the city.
- (2) *Former city officials.* It shall be a violation of this chapter for a city official to represent for compensation any person, group, or entity before the city for a period of one year after termination of official duties.
- (3) For purposes of this subsection, the term compensation means money or any other thing of value that is received, or is to be received, in return for or in connection with such representation.

(D) *Improper influence.* It shall be a violation of this chapter for a city official to use such person's official title/position to:

- (1) Secure special privileges or benefits for such person or others;
- (2) Grant any special consideration, treatment or advantage to any citizen, individual, business organization or group beyond that which is normally available to every other citizen, individual, business organization or group;
- (3) Assert the prestige of the city official's position for the purpose of advancing or harming private interests;
- (4) State or imply that the city official is able to influence city action on any basis other than the merits; or
- (5) State or imply to state or local governmental agencies that the city official is acting as a representative of the city, as an organization, or as a representative of the City Council without first having been authorized by the City Council to make such representation.

(E) *Misuse of information.*

- (1) *Personal gain.* It shall be a violation of this chapter for a former city official to use any confidential information to which he had access by virtue of his official capacity and which has not been made public concerning the property, operations, policies, or affairs of the city, to advance any personal financial interest.
- (2) *Confidential information.* It shall be a violation of this chapter for a city official to intentionally, knowingly, or recklessly disclose any confidential information gained by reason of said city official's position concerning the property, operations, policies or affairs of the city. This rule does not prohibit the reporting of illegal or unethical conduct to authorities designated by law.

(F) *Abuse of resources.* It shall be a violation of this chapter for a city official to use, request, or permit the use of city facilities, personnel, equipment, software, supplies, or staff time for private purposes (including political purposes), except to the extent and according to the terms that those resources are generally available to the City Council for official city purposes.

(G) *Abuse of position.* It shall be a violation of this chapter for any city official to:

- (1) *Harassment and discrimination.* Use the city official's position to harass or discriminate against any person based upon ethnicity, race, gender, gender identity, sexual orientation, marital status, parental status, or religion.
- (2) *Interference.* Interfere with any criminal or administrative investigation alleging the violation of any provision of this chapter, the City Charter, administrative policy or executive order in any manner, including but not limited to seeking to persuade or coerce city employees, or others to withhold their cooperation in such investigation is a violation of this chapter.

(H) *Subsequent work on prior projects.* It shall be a violation of this chapter for any former city official, within one year of the cessation of official duties for the city, to perform work on a compensated basis relating to a city contract or arrangement for the provision of goods, services, real property or other things of value, if while in city service the former city official personally and substantially participated in the negotiation, award or administration of the contract or other arrangement.

(I) *Travel.* It shall be a violation of this chapter for any city official to violate the Travel and Training Policy adopted by City Council, as amended.

§ 39.08. STAFFING

The City Secretary's Office shall be responsible to provide staff support to the Board of Ethics to assist in the implementation and enforcement of this chapter.

§ 39.09. LEGAL COUNSEL

- (A) *City Attorney.* The City Attorney shall provide legal support to the Board of Ethics for general matters related to this Article and Ordinance amendments.
- (B) *Special counsel.* Independent, outside legal services shall be engaged by the City Attorney on the city's behalf to provide legal support to the Board of Ethics when an Advisory Opinion is requested or when a Complaint is filed.

§ 39.10. TRAINING

- (A) *Curriculum.* The City Secretary shall approve a training program that provides an introduction and overview of the expectation, mandates and prohibitions provided for by this chapter.
- (B) *Orientation.* City officials shall complete training session regarding this chapter within 90 days of commencing the official duties.
- (C) *Annual.* City officials shall complete an annual training session regarding this chapter.
- (D) *Exiting officials.* Information shall be provided by the City Secretary to city officials terminating city service regarding the continuing restrictions on the representation of others by certain former city officials.

§ 39.11. BOARD OF ETHICS.

- (A) *Creation.* There is hereby created a Board of Ethics for the City of Corinth which shall be convened as an ad hoc board for the performance of the duties set forth in this Chapter.
- (B) *Appointment.* The Board of Ethics shall consist of five (5) members, and the membership of the Board shall be comprised of the following members of City boards, commissions and committees:
 - (1) Chair of the Planning and Zoning Commission;
 - (2) Chair of the Park Board;
 - (2) Chair of the Board of Adjustment;
 - (4) President of the Economic Development Corporation;
 - (5) Longest tenured member of the Audit Committee who is not a member of the City Council.
- (C) *Ineligibility.* The following persons shall be ineligible to serve as a Board Member:
 - (1) Members of the City Council;
 - (2) When there has been a separation from city service as a city official within one year of the appointment by the person or the person's relative;
 - (3) Relatives within the first or second degree of affinity (marriage), or the first or second degree of consanguinity (blood or adoption), with a current city official or an involved party;
 - (4) Current service as an elected official in Denton County;
 - (5) Conviction of a felony, or crime of moral turpitude; or
 - (6) A person who based upon personal knowledge of the alleged facts or based upon a personal relationship with an involved party declares that he or she will not be able to be impartial.

In the event that a Board Member is ineligible to serve based upon one or more of the foregoing criteria, the most tenured member of the board, commission or committee upon which the ineligible member serves shall serve on the Board of Ethics in place of the ineligible member.

- (D) *Meetings and Authority.* As an ad hoc Board, the Board of Ethics will meet as needed to perform its duties under this Chapter when a request for Advisory Opinion has been filed under Section 39.12, "Advisory Opinions", when a complaint has been filed pursuant to Section 39.07, "Prohibitions" or when the City Council requests the Committee to review and make recommendations regarding this Chapter pursuant to Subsection F of this Section.
- (E) *Scope of authority.* The Board of Ethic's jurisdiction shall be limited to implementation and enforcement of this chapter.

- (F) *Amendments.* The Board of Ethics may recommend amendments to this chapter to the Council for consideration. A recommendation from the Board of Ethics is not required for the City Council to exercise its discretion in amending this chapter.

§ 39.12. ADVISORY OPINIONS.

- (A) *Requests.* Any city official may request an advisory opinion on a question of compliance with this chapter. Requests shall be submitted in writing to the City Secretary, who shall assign the request to the Board of Ethics.
- (B) *Issuance.* The Board of Ethics shall issue advisory opinions upon request. Advisory opinions shall be issued within 30 days of receipt of the request.
- (C) *Reliance.* It shall be an affirmative defense to a complaint filed pursuant to this Chapter that the accused reasonably relied in good faith upon an advisory opinion issued by the Board of Ethics. In making a determination on the proper disposition of a complaint, the Board of Ethics may dismiss the complaint if the board finds that:
- (1) The accused requested an advisory opinion;
 - (2) The request for an advisory opinion fairly and accurately disclosed the relevant facts; and
 - (3) Less than five years elapsed between the date the advisory opinion was issued and the date of the conduct in question.

§ 39.13. COMPLAINTS.

- (A) *Complainants.* Any person who has first-hand knowledge that there has been a violation of this chapter may allege such violations by submitting a complaint in writing or through a fraud, waste and abuse 3rd party hotline, if any. The persons who may submit complaints includes (but is not limited to) the City Secretary and members of the Board of Ethics. A complainant must be a resident in the City of Corinth, own real property in the City of Corinth or be an employee or city official to be eligible to file a complaint with the Board of Ethics.
- (B) *Form.* Complaints shall be written on, or accompanied by, a complete form promulgated by the City Secretary or through a fraud waste abuse 3rd party hotline.
- (C) *Contents.* A complaint filed under this section must be in writing and under oath and must set forth in simple, concise, direct statements and must state:
- (1) The name of the complainant;
 - (2) The street or mailing address, email address, and the telephone number of the complainant;
 - (3) The name of each person accused of violating the chapter;
 - (4) The position or title of each person accused of violating the chapter;
 - (5) The nature of the alleged violation, including (whenever possible) the specific provision of this chapter alleged to have been violated;
 - (6) A statement of the facts constituting the alleged violation and the dates on which or period of time in which the alleged violation occurred; and
 - (7) All documents or other material available to the complainant that are relevant to the allegation.
- (D) *Violation alleged.* The complaint must state on its face an allegation that, if true, constitutes a violation of this chapter.

- (E) *Affidavit.* A complaint must be accompanied by an affidavit stating that the complaint is true and correct or that the complainant has good reason to believe and does believe that the facts alleged constitute a violation of this chapter. The complainant shall swear to the facts by oath before a notary public or other person authorized by law to administer oaths under penalty of perjury.
- (F) *Limitations period.* To be accepted, a complaint must be brought within six months of the complainant becoming aware of the act or omission that constitutes a violation of this chapter. A complaint will not be accepted more than two years after the date of the act or omission.
- (G) *Filing.* Complaints shall be submitted to the Board of Ethics. Submission of complaints may be made by hand delivery, U.S. Mail, through a fraud, waste and abuse 3rd party hotline, or email directed to an email address publicly listed by the City Secretary.
- (H) *Acceptance of complaint.* Within five business days of receiving a complaint, the City Secretary shall determine if it is administratively complete, and timely.
- (1) *Administratively complete.* A complaint is administratively complete if it contains the information described above. If the complaint is administratively complete, the City Secretary shall proceed as described in this chapter. If the complaint is incomplete the City Secretary shall send a written deficiency notice to the complainant identifying the required information that was not submitted.
 - (2) The complainant shall have ten business days after the date the City Secretary sends a deficiency notice to the complainant to provide the required information to the City Secretary, or the complaint is automatically deemed abandoned and may not be processed in accordance with this chapter. Within five business days of a complaint being abandoned, the City Secretary shall send written notification to the complainant.
- (I) *Accepted Complaint / Notification of acceptance.* Within five business days of determining that a complaint is administratively complete, the City Secretary shall send a written notification of acceptance to the complainant, the accused, and the City Attorney. The accused shall be provided with a copy of the complaint along with the City Secretary's written notification.

A complaint shall be considered an accepted complaint when the City Secretary has deemed the submittal administratively complete, and timely.

- (J) *Confidentiality.* Subject to the disclosure provided to the accused as part of the notice required by Section 39.13 (I), "Notification of Acceptance", a complaint that has been submitted to the city is hereby deemed confidential until such time as the complaint is either dismissed or placed on an agenda for consideration by the Board of Ethics in accordance with this chapter. The confidentiality created by this chapter includes the fact that a complaint was submitted and the contents of that complaint. It shall be a violation of this chapter for a city official to publicly disclose information relating to the filing or processing of a complaint, except as required for the performance of official duties or as required by law. Requests for records pertaining to complaints shall be responded to in compliance with the state law. The limited confidentiality created by this chapter is limited in scope and application by the mandates of the Texas Public Information Act, Chapter 552 of the Texas Government Code.
- (K) *Ex parte communications.* After a complaint has been filed and during the pendency of a complaint before the Board of Ethics, it shall be a violation of this chapter:
- (1) For the complainant, the accused, or any person acting on their behalf, to engage or attempt to engage directly or indirectly about the subject matter or merits of a complaint in ex parte communication with a member of the Board of Ethics or any known witness to the complaint;
or

- (2) For a member of the Board of Ethics, to knowingly allow an ex parte communication about the subject matter or merits of a complaint, or to communicate about any issue of fact or law relating to the complaint directly or indirectly with any person other than a member of the Board of Ethics, the City Secretary's office, the City Attorney's office, or Special Counsel.

§ 39.14. PRELIMINARY REVIEW OF ACCEPTED COMPLAINT.

- (A) *Referral to City Attorney.* Accepted complaint(s) shall be referred to the City Attorney within five (5) business days of being determined an accepted complaint.
- (B) *Preliminary Assessment by Special Counsel.* Within five business days of receiving an accepted complaint, the City Attorney, working in conjunction with the City Manager, shall retain Special Counsel who shall review the complaint on its face and determine whether the complaint is an Actionable Complaint or is a Baseless Complaint, as defined herein. If Special Counsel determines that the accepted complaint qualifies as an Actionable Complaint, such Actionable Complaint shall be referred to the Ethics Board for consideration, and written notification of such determination shall be filed with the City Secretary and sent to the complainant, the accused, and the City Attorney within two (2) business days of such determination. If the Special Counsel determines that the Accepted Complaint qualifies as a Baseless Complaint, then written notification of such determination shall be filed with the City Secretary and sent to the complainant, the accused, and the City Attorney within two (2) business days of such determination and no further action shall be required.
- (C) *Actionable Complaint - Consideration by Board of Ethics.* Within thirty (30) days of a determination by Special Counsel that the complaint is an Actionable Complaint, the Board shall convene a meeting and hold a hearing to determine whether the complaint should be sustained or should be denied as a Baseless Complaint, or Frivolous Complaint. The hearing shall be conducted in accordance with Section 39.15 of this Chapter.

§ 39.15. MEETINGS.

- (A) *Calling meetings.* Meetings of the Board of Ethics shall be called upon request of the chairperson, three members, or the City Secretary.
- (B) *Chair/Quorum.* The quorum necessary to conduct meetings of the Board of Ethics shall be three. The chairperson shall count toward the establishment of a quorum. The Board of Ethics shall select a chairperson from among its membership.
- (C) *Hearings.*
 - (1) *Scheduling:* Hearings shall be scheduled by the City Secretary within thirty (30) days of the date of notification by Special Counsel's that an accepted complaint has been determined to be an Actionable Complaint.
 - (2) *Purpose:* The purposes of the hearing(s) shall be solely to determine whether:
 - A) A violation of this chapter occurred, and if so to assess the appropriate sanction; or
 - B) A violation of this chapter has not occurred, and if so, that no sanctions should be imposed and to determine whether the complaint is a frivolous complaint (see Section §39.16(C)(2)).
 - (3) *Rules of procedure:* Special Counsel shall recommend and the Board of Ethics shall adopt rules of procedure governing how to conduct hearings on actionable complaints. Such procedural rules are subject to confirmation or modification by the City Council.
 - (4) *Sworn testimony:* All witness testimony provided to the Board of Ethics shall be under oath.

- (5) *Burden of proof*: Because the burden of showing that a violation of this chapter occurred is placed on the complainant, it is the complainant that has the obligation to put forth evidence, including testimony, supporting the complaint. The complainant is required to testify at the hearing. A complainant's failure to testify at a hearing shall be grounds for dismissal of a complaint. If the nature of the alleged violation is one for which state law provides a criminal penalty, then the burden of proof standard shall be beyond a reasonable doubt; otherwise, the burden of proof standard shall be a preponderance of the evidence standard.
- (D) *Open meetings*. All meetings and hearings of the Board of Ethics shall be conducted pursuant to the Texas Open Meetings Act. The Board of Ethics may convene in executive session (i.e., conduct a closed meeting) as allowed by the act. All final action of the Board of Ethics shall take place in open session.
- (E) *Postponement in certain instances*. If a complaint alleges facts that are involved in a criminal investigation or a criminal proceeding before a grand jury or the courts, the Board of Ethics may, when a majority of its members deem appropriate, postpone any hearing or any appeal concerning the complaint until after the criminal investigation or criminal proceedings are terminated.

§ 39.16. DISPOSITION

- (A) *Dismissal*. If the Board of Ethics determines at the conclusion of a hearing by simple majority vote of its members that a complaint should be dismissed, it may do so upon finding:
- (1) The complaint is a baseless complaint or frivolous complaint;
 - (2) The alleged violation did not occur;
 - (3) The accused reasonably relied in good faith upon an advisory opinion, as provided in this chapter;
 - (4) The complainant failed to testify at the hearing; or
 - (5) The complainant failed to present evidence sufficient to meet the standard of proof set forth in §39.15(C)(5).
- (B) *Sanctions*. If the Board of Ethics determines at the conclusion of a hearing that a violation has occurred, it may within ten business days impose or recommend any of the following sanctions:
- (1) *Letter of notification*. If the violation is clearly unintentional, or when the accuser's action was made in reliance on a written opinion of the City Attorney. A letter of notification shall advise the accused of any steps to be taken to avoid future violations.
 - (2) *Letter of admonition*. If the Board of Ethics finds that the violation is minor and may have been unintentional, but calls for a more substantial response than a letter of notifications.
 - (3) *A reprimand*. If the Board of Ethics finds that the violation:
 - A) Was minor and was committed knowingly, intentionally or in disregard of this chapter; or
 - B) Was serious and may have been unintentional.
 - (4) *Recommendation of suspension*. If the Board of Ethics finds that a violation:
 - A) Was serious and that was committed knowingly, intentionally or in disregard of this chapter or a state conflict of interest law; or
 - B) Was minor but similar to a previous violation by the person, and was committed knowingly, intentionally or in disregard of this chapter.

The final authority to impose a suspension rests with the City Council regarding Board Members.

- (5) *Ineligibility.* If the Board of Ethics finds that a vendor has violated this chapter, the board may recommend to the City Manager and City Council that the vendor be deemed ineligible to enter into a city contract or other arrangement for goods, services, or real property, for a period of one year.

Notice of all sanctions imposed by the Board of Ethics shall be transmitted to the accused, complainant, City Secretary, City Attorney, Special Counsel and City Council.

(C) *Frivolous.*

- (1) *Prohibition.* It is a violation of this chapter for a person to submit a frivolous complaint.
- (2) *Super-majority vote.* If the Board of Ethics determines at the conclusion of a hearing by a vote of two-thirds ($\frac{2}{3}$) of its members that a complaint was frivolous, the board may prohibit the complainant from filing a complaint with the board for a period of time up to one year after the date the frivolous determination was made.
- (3) *Factors.* In making a determination on frivolity, the Board of Ethics shall consider the following factors:
- A) The timing of the sworn complaint with respect to when the facts supporting the alleged violation became known or should have become known to the complainant, and with respect to the date of any pending election in which the accused is a candidate or is involved with a candidacy, if any;
 - B) The nature and type of any publicity surrounding the filing of the complaint, and the degree of participation by the complainant in publicizing the fact that a complaint was filed;
 - C) The existence and nature of any relationship between the accused and the complainant before the complaint was filed;
 - D) If the accused is a candidate, the existence and nature of any relationship between the complainant and any candidate or group opposing the accused;
 - E) Any evidence that the complainant knew or reasonably should have known that the allegations in the complaint were groundless; and
 - F) Any evidence of the complainant's motives in filing the complaint.
- (4) *External remedies.* Complainants who submit frivolous complaints are hereby notified that their actions may subject them to criminal prosecution or perjury (criminal prosecution), or civil liability for the torts of defamation or abuse of the process.

§ 39.17. RECONSIDERATION

The complainant or accused may request the Board of Ethics to reconsider its decision. The request must be filed with the City Secretary within five business days of receiving the final opinion of the Board of Ethics. The request for reconsideration shall be sent to the chairperson of the Board of Ethics, the City Secretary, and the non-filing party (complainant or accused). If the chairperson finds, in the chairperson's sole discretion, that the request includes new evidence that was not submitted at a prior hearing, and that the new evidence bears directly on the Board of Ethics's previous determination, the chairperson shall schedule a hearing on the request for reconsideration to occur within 30 days after filing of the reconsideration request. Absent new evidence, the chairperson shall unilaterally dismiss the request for reconsideration and provide the decision to the parties.



CITY OF CORINTH
Staff Report

Meeting Date:	11/7/2024	Title: Resolution Vote - DCAD Board of Directors
Strategic Goals:	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input type="checkbox"/> Health & Safety <input checked="" type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development	
Owner Support:	<input type="checkbox"/> Planning & Zoning Commission <input type="checkbox"/> Economic Development Corporation <input type="checkbox"/> Parks & Recreation Board <input type="checkbox"/> TIRZ Board #2 <input type="checkbox"/> Finance Audit Committee <input type="checkbox"/> TIRZ Board #3 <input type="checkbox"/> Keep Corinth Beautiful <input type="checkbox"/> Ethics Commission	

Item/Caption

Consider and act on a Resolution casting a vote for a member of the Denton Central Appraisal District Board of Directors beginning January 1, 2025.

Item Summary/Background/Prior Action

As a taxing entity in Denton County, the City Council could nominate up to five individuals for five open positions on the DCAD Board. During the meeting held on October 3, 2024, the Council nominated Jared Eutsler and Ray Martin. A vote must be cast and submitted by December 13, 2024.

Authoritative Guidelines - The selection process is set forth in Section 6.03 of the Property Tax Code. This process is not an “election” governed by the Texas Election Code. It is an independent procedure unique to the property tax system.

Selecting a Nominee: An appraisal district director must reside in Denton County for at least two years immediately preceding the date of taking office. Most residents are eligible to serve as a director. An individual that is serving on the governing body of a city, county, or school district is eligible to serve as an appraisal district’s director.

An employee of a taxing unit served by the appraisal district is not eligible to serve as a director. However, if the employee is an elected official, he or she is eligible to serve.

A statute relevant to the Board selection process prohibits nepotism and conflict of interest for appraisal district directors and chief appraisers. In summary, the law states that:

..... “a person may not serve as director if closely related to anyone in the appraisal district or if related to anyone who represents owners in the district, or if the person has an interest in a business that contracts with the district or a taxing unit. A chief appraiser may not employ someone closely related to a member of the board of directors”.

Term of Office – Section 5.13(d) of SB2 Second Special Session 88th Legislature redefined the terms for appointed positions on the appraisal district board of directors. For the term of office beginning on January 1, 2025, officers will serve either a one or a three-year term. All terms thereafter will be 4-year staggered terms. Term length each appointed position will be determined by drawing during the first calendar meeting of 2025.

Votes are based upon each entities tax levy as indicated on the attached breakdown.

Staff Recommendation/Motion

Council may approve the Resolution voting for a candidate to serve beginning January 1, 2025.

**CITY OF CORINTH, TEXAS
RESOLUTION NO. 24-11-07-xx**

**A RESOLUTION BY THE GOVERNING BODY OF CORINTH
TEXAS EXERCISING THEIR RIGHT TO CAST VOTES FOR
CANDIDATES IN THE ELECTION OF THE DENTON
CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS**

WHEREAS, the City of Corinth is a member of the Denton Central Appraisal District and is entitled to cast 31 votes in the election of the Board of Directors in accordance with 6.03 of the Texas Property Tax Code; and

WHEREAS, each voting unit must cast its votes by resolution and submit it to the Chief Appraiser before December 15, 2024.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORINTH, TEXAS, AS FOLLOWS: THAT THE CITY OF CORINTH CAST VOTES ACCORDINGLY AS REPRESENTED BELOW:

Candidate Name	# of votes

This Resolution is hereby introduced and adopted by the City Council of the City of Corinth, Texas.

PASSED AND APPROVED this 7th day of November, 2024.

Bill Heidemann, Mayor

ATTEST:

BY: _____
Lana Wylie, City Secretary

APPROVED AS TO FORM:

BY: _____
Patricia A. Adams, City Attorney



Denton Central Appraisal District
3911 Morse Street
Denton, TX 76208

(940) 349-3800
www.dentoncad.com

TO: Denton County Taxing Units
FROM: Don Spencer, Chief Appraiser
DATE: October 23, 2024
SUBJECT: Candidates to the Denton CAD Board of Directors

Candidates to the Denton Central Appraisal District Board of Directors are listed below. The list is in alphabetical order by last name.

Each voting unit must cast its vote by **written resolution** and submit it to the Chief Appraiser before December 15th. Since December 15th falls on a Sunday this year, this means resolutions must be received by close of business on Friday, December 13th. The Distribution of Votes for each voting unit is included with this letter. The unit may cast all its votes for one candidate or may distribute the votes among any number of candidates. When a voting unit casts its votes, it must cast the votes for a person that was nominated and is named on the ballot. There is no provision for write-in candidates. The Tax Code does not permit the Chief Appraiser to count votes cast for someone not listed on the official ballot. The five nominees receiving the most votes will become members of the Denton CAD Board of Directors in January of 2025.

The candidates nominated by the taxing units are:

<u>Candidate</u>	<u>Nominating Unit</u>
1. Rob Altman	<i>City of Frisco, City of The Colony, Denton County, City of Roanoke Town of Northlake</i>
2. Henry Benjamin III	<i>Frisco ISD</i>
3. Alex Buck	<i>City of Highland Village, Denton County, City of Lewisville, City of Southlake</i>
4. Vicki Byrd	<i>City of Denton</i>
5. Bryan Dodson	<i>Frisco ISD</i>
6. Jared Eutsler	<i>City of Corinth</i>
7. Sean Frank	<i>Frisco ISD</i>
8. Mike Hennefer	<i>City of Carrollton, City of The Colony, Denton County, C-FB ISD</i>
9. Ray Martin	<i>Town of Providence Village, City of The Colony, City of Corinth, City of Lewisville, City of Coppell, City of Southlake</i>
10. Ann Pomykal	<i>Denton County, City of Lewisville, City of Southlake</i>
11. Sandeep Sharma	<i>Town of Flower Mound</i>
12. Charles Stafford	<i>Denton ISD, City of Denton, City of Southlake, Pilot Point ISD</i>
13. Osiris Wade	<i>Frisco ISD</i>
14. Bruce Yeager	<i>Ponder ISD</i>
15. **David Terre	<i>Nominated by City of Denton Does not desire to be re-elected</i>

Bio sheets on each candidate have been requested and are being gathered. If you would like further information on one(or more) of the candidates, please contact Misty Baptiste she will forward those information sheets to you as soon as they are available.

Since some of you may not be familiar with the process of selecting the Board, please do not hesitate to contact Misty Baptiste at (940) 349-3977 or misty.baptiste@dentoncad.com for clarification and/or information.

**DENTON CENTRAL APPRAISAL DISTRICT
2024 DISTRIBUTION OF VOTES**

Section I, Item 5.

JURISDICTIONS		2023 LEVY	%OF TOTAL LEVIES	NUMBER OF VOTES
SCHOOL DISTRICTS:				
S01	ARGYLE ISD	60,114,589.31	2.1028%	105
S02	AUBREY ISD	34,321,369.54	1.2006%	60
S03	CARROLLTON-FB ISD	59,321,215.50	2.0751%	104
S04	CELINA ISD	3,146,365.81	0.1101%	6
S05	DENTON ISD	363,897,514.29	12.7291%	636
S15	ERA ISD	1,316.27	0.0000%	1
S06	FRISCO ISD	185,710,323.80	6.4962%	325
S07	KRUM ISD	22,973,409.13	0.8036%	40
S08	LAKE DALLAS ISD	38,574,582.69	1.3493%	67
S09	LEWISVILLE ISD	640,496,706.05	22.4046%	1120
S10	LITTLE ELM ISD	99,672,541.66	3.4865%	174
S11	NORTHWEST ISD	211,182,352.68	7.3872%	369
S12	PILOT POINT ISD	12,242,011.09	0.4282%	21
S13	PONDER ISD	16,192,375.42	0.5664%	28
S17	PROSPER ISD	44,883,909.88	1.5700%	79
S14	SANGER ISD	25,430,897.51	0.8896%	44
S16	SLIDELL ISD	752,781.09	0.0263%	1
SCHOOL DISTRICTS TOTALS		\$1,818,914,261.72	63.626%	3182
G01	DENTON COUNTY	\$332,669,895.73	11.64%	582
CITIES:				
C26	TOWN OF ARGYLE	4,743,192.10	0.1659%	8
C01	CITY OF AUBREY	4,743,753.36	0.1659%	8
C31	TOWN OF BARTONVILLE	1,098,332.46	0.0384%	2
C02	CITY OF CARROLLTON	66,820,813.21	2.3374%	117
C49	CITY OF CELINA	5,780,996.55	0.2022%	10
C03	CITY OF THE COLONY	49,370,888.63	1.7270%	86
C21	TOWN OF COPPELL	1,189,865.11	0.0416%	2
C27	TOWN OF COPPER CANYON	1,486,063.82	0.0520%	3
C04	CITY OF CORINTH	17,538,879.40	0.6135%	31
C20	CITY OF DALLAS	17,277,441.44	0.6044%	30
C05	CITY OF DENTON	107,856,823.32	3.7728%	189
C42	CITY OF DISH	214,089.77	0.0075%	1
C30	TOWN OF DOUBLE OAK	1,236,380.77	0.0432%	2
C47	TOWN OF CORRAL CITY	19,122.17	0.0007%	1
C07	TOWN OF FLOWER MOUND	59,647,226.67	2.0865%	104
C36	CITY OF FORT WORTH	43,511,254.84	1.5220%	75
C32	CITY OF FRISCO	77,125,010.53	2.6978%	135
C39	CITY OF GRAPEVINE	353.40	0.0000%	1
C22	TOWN OF HACKBERRY	215,931.00	0.0076%	1
C38	CITY OF HASLET	4,273.59	0.0001%	1
C19	TOWN OF HICKORY CREEK	2,513,775.76	0.0879%	4
C08	CITY OF HIGHLAND VILLAGE	16,016,996.76	0.5603%	28
C09	CITY OF JUSTIN	6,157,278.77	0.2154%	10
C18	CITY OF KRUGERVILLE	1,306,852.91	0.0457%	2
C10	CITY OF KRUM	4,569,621.33	0.1598%	8
C11	CITY OF LAKE DALLAS	4,221,993.88	0.1477%	7
C25	CITY OF LAKEWOOD VILLAGE	676,945.12	0.0237%	1
C12	CITY OF LEWISVILLE	87,690,250.13	3.0674%	153
C13	TOWN OF LITTLE ELM	45,921,404.02	1.6063%	80
C45	CITY OF NEW FAIRVIEW	57,369.53	0.0020%	1
C33	TOWN OF NORTHLAKE	8,206,500.28	0.2871%	14
C24	CITY OF OAK POINT	4,480,417.82	0.1567%	8
C14	CITY OF PILOT POINT	4,286,872.10	0.1500%	8
C29	CITY OF PLANO	7,098,097.71	0.2483%	11
C15	TOWN OF PONDER	2,180,652.92	0.0763%	3
C48	CITY OF PROSPER	12,225,453.38	0.4276%	20
C51	TOWN OF PROVIDENCE VILLAGE	5,459,672.92	0.1910%	10
C17	CITY OF ROANOKE	11,368,927.41	0.3977%	20
C16	CITY OF SANGER	8,914,071.23	0.3118%	15
C34	TOWN OF SHADY SHORES	1,555,153.67	0.0544%	2
C37	CITY OF SOUTHLAKE	824,974.30	0.0289%	1
C28	CITY OF TROPHY CLUB	11,354,591.12	0.3972%	20
C44	TOWN OF WESTLAKE	220,870.82	0.0077%	1
CITY TOTAL		\$707,189,436.03	24.74%	1236
TOTAL ALL JURISDICTIONS		\$2,858,773,593.48	100.00%	5000

8. Are you directly related to any employee of the Denton CAD? **No**
a. If yes, please list the degree of relation. _____

9. Do you currently own property on which delinquent taxes have been owed to a taxing unit for more than 60 days or are part of a suit to collect the delinquent taxes that have been deferred or abated? **No**

10. Please give a brief statement on why you would be interested in serving on the Denton Central Appraisal District Board of Directors.

I believe in service to others and to the community. My family moved to North Texas because of the opportunities available to my family. These opportunities as we saw them were great communities to live in, work in, and play in.

These opportunities also included education and the ability for my children to receive a strong academic foundation with our respective school district before pursuing higher education.

I have always been intellectually curious and enjoy advocating for organizations and people. I also enjoy solving problems and enjoy working to find solutions, and yet I understand the economic principle of tradeoffs.

The statutory requirements for central appraisal district board members should be executed with a pragmatic approach. I will look for ways to educate the public on process and build relationships; I will use the same skills I used as a diplomatic advisor overseas to ensure positive impact.

11. Please list any additional information you believe would be beneficial for the Denton County Entities to know about you.

I have attached my resume and a cover letter that will highlight my experiences in the finance, business development, and military sectors.

Each of these experiences includes the management of large budgets, resource allocation, compliance, controls, and risk mitigation. These also include my constant focus on the unintended consequences of decision making and subsequent impacts.

Return to:
Misty Baptiste - Denton Central Appraisal District
3911 Morse St.
Denton, TX 76208
misty.baptiste@dentoncad.com

Rob Altman II

(979) 574-3390

<https://www.linkedin.com/in/robaltman2/>

robaltman2@gmail.com

October 21, 2024

Denton Central Appraisal District Entities

Dear Neighbor,

Joining the military at 19, I have always had a passion for service, team building, and positive impact. After over 25 years of military service, I moved my family to Frisco, Texas, where I built a network of community volunteers and fellow veterans to support Scouting, Veteran efforts, and the larger North Texas community. I strive to exemplify the model of public service as a noble calling. As such, I'm asking that you vote for me to represent you on the Denton Central Appraisal Board.

I am confident that my leadership and experience in both the military and in industry will have a positive and lasting impact, as a representative, for your organization. I have managed multi-million-dollar budgets and have experience with both compliance and risk mitigation. I thrive on relationship building, listening, process improvement, deep analysis, emotional intelligence, and asking the right questions.

I will approach the duties and responsibilities of a board member, as outlined in Texas Law and the tax code, with deliberate problem-solving process and stakeholder collaboration. I will look for ways to seek both process improvement, on the board, and advocate for risk mitigation as applied to your organization.

Sincerely,



Rob Altman II
Frisco, Texas

ROB ALTMAN II

Section I, Item 5.



Frisco, Texas 75033



PROFESSIONAL SUMMARY

Results and values driven—positive leader—focused on building organizational successes and care of people. Demonstrated record of success in building high performing teams and profitable operations.

Top Secret/ SCI Clearance adjudicated January 2018

WORK HISTORY

Vice President, Lead Business Execution Consultant 09/2023 - Current

Wells Fargo, Plano, Texas

- Strategic Execution Lead—selected to uplift operations support for the Merchant Services Onboarding Operations team
- Developed and implemented the Merchant Services Onboarding Operations controls front line monitoring program for multiple lines of business that include (Bank Secrecy Act and Anti-Money Laundering, Pricing, Contract Management, Regulatory Support, and Implementations) and consist of 52 separate controls.
- Currently designing the reporting and analytics program, executing operational systems, and organizational moves, and driving positive change for Wells Fargo Merchant Services Onboarding Operations
- Current technical software and data tools used includes both proprietary and Fiserv applications

Executive Business Manager, 09/2022 - Current

J.P. Morgan & Chase Co., Plano, Texas

- Military Pathways Associate (1/10 selected in 2022), and Executive Business Manager, for the Technical Implementations Leadership Team
- Developed the 2023 organization strategy, reporting and analysis, operational systems, and training efforts as a change management initiative for the Technical Implementations team within Merchant Services and the Corporate Investment Bank—these efforts included the reduction of aging cases by 80% in 120 days, increasing time to revenue for both large and small business clients.
- Technical software and data tools used for customer relationships and reporting included Salesforce and Tableau

Federal and Defense Program Manager, 05/2018 - 05/2021

URETEK USA, Inc, Frisco, Texas

- Business Development and Strategic Relationships
- Customer facing; identify business needs and requirements, managed Capture and Pipeline Development within and outside of the federal acquisition process
- Provided training to federal and defense clients for transportation and infrastructure readiness solutions
- Familiarity with Federal Acquisition Regulations and Defense Federal Acquisition Regulations

SKILLS

- Leadership and People Development
- Senior Leadership
- Strategic Planning
- Finance and Operations Support
- Program and Project Management
- Analytical and Critical Thinker
- Community Outreach

PROFESSIONAL DEVELOPMENT

- Business Analytics Program, Cornell University—May 2023
- Project Management Professional Program, University of Texas—March 2023
- Lean Six Sigma Black Belt Course, Simplilearn—March 2023
- U.S. Chamber of Commerce, Hiring our Heroes Corporate Fellow, Amazon Operations Manager—May 2018

COMMUNITY OUTREACH

- Member, Frisco Veterans Advisory Committee—2018 to Present
- Project Lead Purple Heart Monument Project—August 2024 to Present (\$30,500 raised of \$50,000 goal)
- Project Lead, Frisco Parks and Recreation, Veterans Memorial Renovation—2021 (Over \$150,000 in both cash and in-kind donations raised)
- North Texas Partner, fundraising for the Museum of the U.S. Army—2018 (Over \$115,000 raised)

- Briefed Chief of the U.S. Army Corps of Engineers and Commander and the U.S. Air Force Procurement Commander on URETEK capabilities; provided URETEK process specifications to U.S. Air Force Civil Engineering Command for inclusion in the Unified Facilities Criteria for Asphalt and Pavement repair and inclusion for multiple design solicitations
- Built URETEK's Federal and Defense team from the ground level-increasing URETEKs overall revenue with a new line of business (3.6%- from \$0 to \$1.8 million dollars in the first 18 months)
- Technical software and data tools used for reporting included Salesforce and proprietary applications

Chief of Staff/ Executive Officer, 01/2016 - 06/2018

U.S. Army, Fort Cavazos, Texas

- Senior leader of a combat armored force consisting of 10 direct reports and over 650 soldiers and the principal advisor to unit commander
- Responsible for personnel, logistics, communication, operations, intelligence, and vehicle fleet maintenance programs and staff functions (lines of business)
- Responsible for training and professional development of 30 battalion Officers
- Handpicked by 1st Cavalry Division Commanding General to redirect the organization as positive change agent/ coach and redirected the organizations' focus to mission prioritization, organizational pride, and personal development
- Led organizations' core logistics program (battalion maintenance program), with a vehicle and equipment portfolio valued over \$328.7 million dollars to a 96% success rate (operational rate), an improvement of 34% within the first 90 days.
- Provided oversight, management, and execution of, to include day-to-day collaboration with Industry Program Managers for the M1A2 Abrams and M2A3 Bradley upgrades for 42 vehicles. Project cost: \$266.8 million dollars
- Managed the annual training and maintenance budget, an excess of 20 million dollars, and ensured the successful travel (deployment and return) of 3 (100 person plus) training deployments
- Organized and lead the resourcing, coordination, and execution of the 1st Cavalry Divisions' 2018 strategic planning conference; synchronized the training efforts, and regional travel, for 6 organizations, their operational planners, approximately 18,000 personnel, and 23 supporting and external agencies for 2018 through 2020

Senior Consultant and Diplomatic Advisor, 01/2015 - 12/2015

U.S. Army OPM SANG, Hofuf, Saudi Arabia

- Lead Diplomatic Advisor for King Abdullah Brigade
- Supervised 4 U.S. Diplomatic advisors and 6 contracted interpreters in support of Saudi Arabian National Guard modernization objectives
- Advisor to 3 General officers of the Saudi Arabian Ministry of the National Guard, and their deputies, in operations, intelligence, training/coaching, logistics, and the fielding and tactical employment
- Developed the King Abdullah Brigade 3-year training plan, procurement, and contracting plan
- Acted as liaison for U.S. Personnel assigned to the region and supported the Consul General's (U.S. State Department) efforts on regional economic development

- Host Committee for U.S. Army Scholarship fund—2018 to Present (\$7500.00 raised)
- National Security Advisory Committee, America's Future Series—2019 to Present
- Albers Aviation Veterans Conference Volunteer—2022 to Present
- Scout Master, Troop 45, Little Elm, TX—2023 to Present
- Assistant Scout Master, Troop 45, Little Elm, TX—2019 to 2023
- Life Member Frisco, Texas Veteran of Foreign Wars Post 8273—2018 to Present (Scouting Scholarship Chair)
- Life Member Frisco, Texas American Legion Peter J. Courcy Post 178—2018 to Present (Former Jr. Vice Commander)

LANGUAGES

- GERMAN
- Professional Working

- Provided oversight, coordination, procurement, contracting, and security analysis for Nada Farms Compound Phase II expansion project that included 22 permanent and guest villas under contract between NADA Farms and OPM-SANG with an annual budget of 1.7 million U.S. Dollars

Principal Trainer/ Coach, 01/2009 - 01/2011

U.S. Army, Fort Moore, GA

- Company Commander for Infantry training company consisting of 13 direct reports and 240 employees with production goals of 720-960 trainees annually
- Handpicked by Brigade Commander to lead Reservist training unit to coach, instill, and inspire, a positive environment
- Recognition from U.S. Army senior leaders, for training solutions to meet current realistic combat scenarios

EDUCATION

PhD, Student, History, Current

University of North Texas - Denton, TX

- Completing required coursework; research currently focused on U.S. Army Interwar Planning and Mobilization.

MMAS, History, 12/2014

U.S. Army Command and General Staff College - Leavenworth, KS

- Selected for The Art of War Scholars program: Master's Thesis on U.S. Army Interwar Planning and the 1939 Protective Mobilization Plans.

MA, International Affairs, 12/2013

Texas A&M University - College Station, TX

(George H.W. Bush School of Government and Public Service)

- Capstone presented to Director of National Intelligence Liaison to NATO
- Ansary Fellow 2011-2013
- Inaugural Chief Student Ambassador

Graduate Certificate in National Security Studies, 05/2013

U.S. Army War College - Carlisle, Pennsylvania

Graduate Certificate Program in Advanced Security Studies, 06/2011

George C. Marshall Center – Garmisch-Partenkirchen, Germany

BA, History, 05/2004

Texas A&M University - College Station, Texas

- Member of Phi Alpha Theta Honor Society
- Glasscock Undergraduate Research Award

Nominee Information Denton Central Appraisal District Board of Directors

Your name has been submitted by a Denton County Entity as a candidate for the 2025 Denton CAD Board of Directors. Please complete the following information and feel free to attach any additional information. **Please return this form by October 25, 2024.**

Henry Joseph Benjamin, III
Name

[Redacted]
Address/City/Zip

[Redacted]
Cell Phone

[Redacted]
E-mail

- 1. Are you a resident of Denton County? Yes/No
 - a. If yes, have you resided in Denton County for at least two years immediately preceding the beginning of this term? Yes/No
- 2. Are you, or have you ever been, an employee of a taxing unit (County, City, School, Special District) in Denton County? Yes/No
 - a. If yes, which taxing unit? _____
 - b. When? _____
- 3. Are you, or have you ever been an employee of Denton CAD? Yes/No
 - a. If yes, what years were you employed? _____
- 4. Are you currently, or have you ever served as a voting member of the Denton CAD Board of Directors? Yes/No
 - a. If yes, what years have you served? _____
- 5. Do you directly or through a business entity have substantial interest in a contract with Denton CAD or a taxing unit that participates in the District? Yes/No
 - a. If yes, please list: _____
- 6. Have you engaged in the business of appraising property for compensation for use in proceedings under the Property Tax Code during the last three years? Yes/No
- 7. Have you ever been engaged in the business of representing property owners for compensation in the proceedings under the Property Tax Code in Denton County in the last three years? Yes/No

8. Are you directly related to any employee of the Denton CAD? **Yes/No**
a. If yes, please list the degree of relation. _____

9. Do you currently own property on which delinquent taxes have been owed to a taxing unit for more than 60 days or are part of a suit to collect the delinquent taxes that have been deferred or abated? **Yes/No**

10. Please give a brief statement on why you would be interested in serving on the Denton Central Appraisal District Board of Directors.

I am interested in serving on the Denton Central Appraisal District Board of Directors to help ensure fair and accurate property appraisals that support the community's need. I believe in maintaining transparency, accountability, and responsiveness in property valuation processes, and I aim to contribute my skills in decision-making and collaboration to help promote an efficient, equitable system for all Property owners in Denton.

11. Please list any additional information you believe would be beneficial for the Denton County Entities to know about you.

In addition to my commitment to fairness and transparency, I bring a strong background in Mathematics + ^{Infrastructure} Engineering, which has equipped me with valuable insights into property valuation and local governance. I am familiar with the needs and concerns of property owners in Denton County and am committed to balancing these interests with the responsibility to fund essential public services. My skills in data analysis + problem management will be instrumental in supporting informed and balanced decisions for the Community. I am dedicated to open communication and welcome feedback from stakeholders to improve the appraisal districts' processes.

Return to:
Misty Baptiste - Denton Central Appraisal District
3911 Morse St.
Denton, TX 76208
misty.baptiste@dentoncad.com

Henry Joseph Benjamin, III

Sr Systems Engineer

Objective

Dedicated and highly adaptable Systems Engineer with over 20 years of experience in designing, implementing, and maintaining complex IT infrastructures. Seeking to contribute my expertise to an organization's IT department and leverage my extensive project experience to drive success.

CERTIFICATIONS

Microsoft Certified Solutions Associate (MCSA: Server 2019)
ITIL-Foundations 2012

Microsoft Certified IT Professional (MCITP) – (*Server Administrator certification for Windows Server 2008*)

EDUCATION

Bachelor of Science in Mathematics w/Concentration in Engineering | Morris Brown College - Atlanta, GA
Network System Admin Professional Program 2019 | New Horizons Computer Learning Center, Dallas, TX

EXPERIENCE

Bank of America
Present

August 2022 -

Sr. Systems Engineer IV/Project Lead (Contractor)

- Team lead for Windows 11 deployment targeting over 400,000 devices worldwide across all lines of business.
- Managed software updates, upgrades, and patching using SMTTools, Jira, Tanium, Big Fix, and SCCM.
- Served as a technology subject matter expert and communicated complex solutions to diverse audiences.
- Project lead for Citrix updates, upgrades and all Microsoft patching.
- Viewed as a technology subject matter expert; able to provide and communicate complex technology solutions across differing audiences including technical, managerial, business executives and/or vendors.

TATA Consultancy Services (TCS)
2022

December 2020 – August

Sr. Systems Engineer (contractor)

- Led Identity and Access Management projects, coordinating with application owners and testing privileged/service credentials.
- Conducted privilege account and entitlement reviews for AD/Azure privilege accounts.
- Migrated privilege accounts into PIM and Thycotic for enhanced security.

Global Payments, INC. Plano, TX
2020

May 2019-December

Sr. Windows Infrastructure Engineer

- Managed MDT Image Servers and deployment points, DFS, WSUS, DHCP, and more.
- Administered Active Directory Group Policies for multiple domains.
- Implemented enterprise-level password vault for privileged accounts (Thycotic Server).

Teladoc Health Louisville, TX
2019

October 2018 – May

Sr. Infrastructure Engineer

- Managed VMware/vSphere, Active Directory, and Windows patching.
- Oversaw Commvault backups and network monitoring with PRTG.
- Supported infrastructure upgrades and projects.

Hudson Bay Company Jackson, MS
2019

Sr. Windows Systems Engineer (Remote Contractor)

- Collapsed Active Directory domains, decommissioned legacy servers, and supported IIS applications.
- Conducted SCCM patch deployments and cleanup of administrative access.

AmerisourceBergen Frisco, TX
Infrastructure Engineer II (Contractor – Migration Project completed)
2018

January 2018 – June

- Assisted in migrating 25,000 mailboxes to Office 365.
- Managed Exchange environments and provided level 3 support.
- Mentored junior engineers on email-related issues.

Alvarez and Marsal, LLC Dallas, TX
2017

March 2017 – Sept

Sr. Systems Engineer (Remote-Contractor)

- Upgraded VMware infrastructure, reconfigured alerts, and improved EMC call-home features.
- Supported development teams and maintained high availability environments.
- Cleanup of Active Directory Groups and File Server permissions and Group Policy Objects (GPO's).
- Manage day to day Server tasks and upgrades using SCCM, Horizon View, Comvault, and other apps.

BNSF Railway, Fort Worth, TX
2017

August 2016 - March

ITIL-Problem Manager (contractor- project completion)

- Managed the Problem Management process and facilitated service level assessments.
- Analyzed root causes, identified known errors, and coordinated resolutions.
- Manage the relationship and execution of the outsourced service desk and participate in the extended Governance and service level assessment processes for service level agreements.

TSYS Columbus, GA
2016

November 2015 - July

Senior Middleware Systems Administrator (Relocated to Texas)

- Managed complex server environments and troubleshooted Level 3 issues.
- Ensured secure communications and performed configuration management.

Internal Revenue Service Chamblee, GA
2015

June 2015 – October

Systems Engineer (Upgrade Project)

- Contractor assigned to assist IRS Systems Engineers with nationwide hardware upgrades and deployments of Peripheral Gateway Servers and iLO configurations.
- Removed all Windows 2008 (and prior) servers from environment and promoted Active Directory Domain and Forest function level to Windows Server 2012 R2. Installed/Configured Windows Server 2012 R2 for 60 IRS Server locations throughout the United States.
- Managed/Supported Cisco Unified Intelligent Contact application implementations, changes and reports.

Leapfrog Atlanta, GA
2015

May 2015 - June

Exchange Migration Specialist (Project)

- Architect and implemented Office 365 migration projects.
- Configured High Availability failover clusters for ADFS.

Children's Hospital of Atlanta Atlanta, GA
2015

March 2015 – May

Senior Active Directory Support Engineer (Contractor)

- Managed Active Directory, Exchange 2010, and SCCM in a Citrix environment.

LARSON-JUHL Norcross, GA
2015

August Section I, Item 5.

Network Engineer/Systems Administrator (project)

- Re-architected Windows Active Directory Topology thereby eliminating replication errors and improving replication process, implementing alert system that sends weekly report to Engineering Group.
- Managed VMWare Hypervisor (5.x &6), V-Center servers, EMC VNX Storage Arrays, CISCO UCS and HP 7000 Blades Chassis.
- Managed Active Directory User Groups, WSUS, Nagios and Exchange 2013.
- Create monthly reports, and recommendations for Managed Services Clients.

HAYER FILLING SYSTEMS, Inc. Conyers, GA
2014

September 2013 - July

Sr Infrastructure Engineer/Systems Engineer/Systems Administrator

- Implemented Unitrends Backup and Recovery system and Trend Micro Anti-Virus Solution.
- Performed Active Directory cleanup and domain renaming.
- Installed Dell EqualLogic SAN and NAS Storage devices to increase space and maintain stability.
- Reconfigured Active Directory and established Group Policies to manage all network Systems.
- Installed Windows Server Clusters with load balancing using multiple ESXi5.5 hosts, VMware and Hyper-V, configuring hardware, NICs, peripherals, services, settings, directories, storage, etc.
- Performed daily system monitoring, verifying the integrity and availability of all hardware, server resources, systems and key processes, reviewing system and application logs, and verifying completion of scheduled jobs such as backups and windows updates using WSUS.
- Installed/managed Unitrends, Trend Micro Anti-Virus Solution, Windows IIS configuration, VMware ESX 5.1, WSUS Server, Cisco ASA, Office 365, Adobe, Rockwell, AutoCAD, Solid Edge, Step 7, SAP B1, and Camos. Managed licensing for all software.
- Managed all IT inventory, purchasing and retirement of devices as well as the relationship with IT vendors.

TerraGo Tech/REACH360 Marietta, GA
2013

July 2013 - September

IT Administrator (project)

- Local Contractor during transition, tasked with assisting company in relocation project from Atlanta to DC area.
- Effectively provisioned, installed/configured, and maintained company's IT inventory.
- Managed SharePoint, VMware/VSphere ESX/ESXi 5.1, Veeam Backup and Replication.
- Managed Hosted Microsoft Exchange, Nagios (UNIX) Server, WUG Server, and WSUS Server.
- Managed Network including firewall, switches, NAS, VPN etc.

IPSWITCH, INC. Alpharetta, GA
2013

January 2013 - July

Technical Support Engineer

- Installation Support Engineer for What's Up Gold in Multi-platform Server environments.
- Configured new implementations & developed processes/procedures and documentation for internal server environment.
- Identified, diagnosed, and resolved document defects & feature requests; proposed steps to reproduced relevant logs & snapshots.

EMORY UNIVERSITY Atlanta, GA
2013

June 2011 - January

Operating Systems Engineer/Administrator, Sr

- Restructured Active Directory policies, users, permissions, folders and OU structure.
- Provided day-to-day Server level Systems Administration and Desktop Support for the Infrastructure and applications used by Emory University Library Students, Faculty and Staff.
- Upgraded Domain Controllers and repurposed servers as needed. Installed Nagios Server Alert Software on all servers and UPS devices to provide real time alerts, enabling me to fix incidents before users noticed.
- Managed Microsoft SCCM deployments; oversaw deployments of large and complex applications targeted for mass audience.

ZOG, INC. Philadelphia, PA (Contract)
2010

December 2009 - August

Night-shift NOC Specialist/Server Administrator

- Administrated Level 2&3 Helpdesk support for multiple companies equipped with Windows, Linux, Oracle and Citrix based environments; maintained permissions, roles and troubleshooting.

- Monitored server backups using multiple tools and programs such as, Vembu Storgrid and Backup Exec and reso

UNIVERSITY OF PENNSYLVANIA Philadelphia, PA

June 2004 - May

2011

Senior IT Support Specialist/Systems Administrator

- Primary support provider for faculty, staff and graduate students in the Mathematics and Physics Departments.
- Evaluated, implemented, tested, customized, and maintained new release of all hardware/software products and lifecycle.
- Designed software configurations, imaging process, inventory and policy for Windows and Linux desktops.
- Managed systems using Active Directory and assigning group policies.

Skills

Operating Systems: Windows Server, Linux
Virtualization: VMware, Hyper-V
Cloud Services: Office 365, Azure, AWS, Citrix
Networking: Cisco, Palo Alto, VPNs
Scripting: PowerShell
Monitoring: Nagios, PRTG, WhatsUpGold
Active Directory: Group Policy, PIM
Backup Solutions: Commvault, Veeam, Unitrends
Project Management, Remedy

Additional skills and information available upon request.

Nominee Information Denton Central Appraisal District Board of Directors

Your name has been submitted by a Denton County Entity as a candidate for the 2025 Denton CAD Board of Directors. Please complete the following information and feel free to attach any additional information. **Please return this form by October 25, 2024.**

Alex Buck
Name

Highland Village, TX 75077
Address/City/Zip

[Redacted]
Cell Phone

[Redacted]
E-mail

1. Are you a resident of Denton County? Yes/No
 - a. If yes, have you resided in Denton County for at least two years immediately preceding the beginning of this term? Yes/No

2. Are you, or have you ever been, an employee of a taxing unit (County, City, School, Special District) in Denton County? Yes/No
 - a. If yes, which taxing unit? _____
 - b. When? _____

3. Are you, or have you ever been an employee of Denton CAD? Yes/No
 - a. If yes, what years were you employed? _____

4. Are you currently, or have you ever served as a voting member of the Denton CAD Board of Directors? Yes/No
 - a. If yes, what years have you served? _____

5. Do you directly or through a business entity have substantial interest in a contract with Denton CAD or a taxing unit that participates in the District? Yes/No
 - a. If yes, please list: _____

6. Have you engaged in the business of appraising property for compensation for use in proceedings under the Property Tax Code during the last three years? Yes/No

7. Have you ever been engaged in the business of representing property owners for compensation in the proceedings under the Property Tax Code in Denton County in the last three years? Yes/No

8. Are you directly related to any employee of the Denton CAD? Yes/No No
 a. If yes, please list the degree of relation. _____

9. Do you currently own property on which delinquent taxes have been owed to a taxing unit for more than 60 days or are part of a suit to collect the delinquent taxes that have been deferred or abated? Yes/No No

10. Please give a brief statement on why you would be interested in serving on the Denton Central Appraisal District Board of Directors.

After serving 2 terms on the Denton CAD Board of Directors, I have seen the staff perform exceptionally well with an understaffed workforce & a changing market place regarding values. The challenges in front of DCAD moving forward include: ① Continuing to increase staff at a manageable rate, ② Exploring every avenue to keep the staff's productivity maximized ③ Training the new & existing personnel ④ Exploring facilities to house expanding staff while maximizing an customer service ⑤ Being a responsible steward of our member institutions contributions.

11. Please list any additional information you believe would be beneficial for the Denton County Entities to know about you.

*As a 45 year resident of Denton County dedicated to service I am humbled to even be considered for this post. My goal is to continue to be responsive to all of our member entities needs & concerns. I have observed many of your meetings both online & in person to familiarize myself with your varied interests & points of view. I plan to continue that practice if selected for a second term.
 (See attached resume)*

Return to:
 Misty Baptiste - Denton Central Appraisal District
 3911 Morse St.
 Denton, TX 76208
misty.baptiste@dentoncad.com

ALEXANDER LARKIN BUCK

PROFESSIONAL EXPERIENCE:

Quivira Enterprises, LLC. 1993 to present.

Responsible for building, marketing and acquisition of 300,000 square feet of commercial space in Lewisville and Flower Mound targeting startup businesses. Owner & CEO.

Lomas & Nettleton: 1983-1991

Responsible for acquisition, analysis, financing, zoning, sales, and infrastructure development of approximately 8,000 acres of real estate located in 5 states. Locally these included subdivisions in Corinth, Lewisville and Coppell.

EDUCATION

Southern Methodist University, 1983. Bachelors in Business, Concentration in Finance

PERSONAL

DCAD Board of Directors, 2021-2024

Medical Center of Lewisville Board of Trustees, Chairman- 2011-2017

Rotary Club:1993 to present.

Board Member 17 years. President -2012

Lewisville Education Foundation: 1995 to present

Past President and Life time Board Member

Scholarship Reader and School Chairman 1999-present

Marcus High School Liaison, 1998-2015

Endowed Buck Family Scholarship

Endowed Eiler & Adlaine Buck Scholarship

Endowed Evelyn Buck Elementary Teacher of the Year Award

Endowed Rowena McReynolds Teacher Grant

Texas Parent Teacher Student Association (PTSA) Life Member

Lewisville Independent School District

Bond Election PAC Treasurer 2005, 2008, 2017, 2023 and 2024

Bond Oversight Committee 2011 to 2013

School Finance Advisory Member 2018-2019

Golden Apple Award, 2008.

Champion for Kids Award, 2013

Donated and built 3 playground shelters for elementary and middle schools

Marcus Volleyball Booster Club President

InCubator Ed Mentor 2018-2020

Marcus Mentorship Program 2006-2008

Lewisville Economic Development Foundation, 2004 to 2008 President -2008

Dallas Home Builders Board Member, 1997 to 2002

Denton Home Builders Board Member, 1994 to 2005
President- 1998.

Member of Highland Village Master Plan Committee, 1998

Boy Scouts of America Silver Eagle Award, 2009

Lewisville Chamber of Commerce Citizen of the Year-2011

Lewisville High School Hall of Fame, 2021

Father of the three most beautiful children in the world

Nominee Information Denton Central Appraisal District Board of Directors

Your name has been submitted by a Denton County Entity as a candidate for the 2025 Denton CAD Board of Directors. Please complete the following information and feel free to attach any additional information. **Please return this form by October 25, 2024.**

Bryan Johnson
Name

[Redacted]

Address/City/Zip

[Redacted]

[Redacted]

Cell Phone

E-mail

1. Are you a resident of Denton County? Yes/No
 - a. If yes, have you resided in Denton County for at least two years immediately preceding the beginning of this term? Yes/No
2. Are you, or have you ever been, an employee of a taxing unit (County, City, School, Special District) in Denton County? Yes/No
 - a. If yes, which taxing unit? _____
 - b. When? _____
3. Are you, or have you ever been an employee of Denton CAD? Yes/No
 - a. If yes, what years were you employed? _____
4. Are you currently, or have you ever served as a voting member of the Denton CAD Board of Directors? Yes/No
 - a. If yes, what years have you served? _____
5. Do you directly or through a business entity have substantial interest in a contract with Denton CAD or a taxing unit that participates in the District? Yes/No
 - a. If yes, please list: _____
6. Have you engaged in the business of appraising property for compensation for use in proceedings under the Property Tax Code during the last three years? Yes/No
7. Have you ever been engaged in the business of representing property owners for compensation in the proceedings under the Property Tax Code in Denton County in the last three years? Yes/No

8. Are you directly related to any employee of the Denton CAD? Yes/No
a. If yes, please list the degree of relation. _____

9. Do you currently own property on which delinquent taxes have been owed to a taxing unit for more than 60 days or are part of a suit to collect the delinquent taxes that have been deferred or abated? Yes/No

10. Please give a brief statement on why you would be interested in serving on the Denton Central Appraisal District Board of Directors.

AS A FORMER TRUSTEE FOR FRISCO ISD, I WAS APPROACHED ABOUT POSSIBILITY OF SERVING IN THIS ROLE, IF ELECTED. I AM HERE AND WILLING TO SERVE MY COMMUNITY IN THIS ROLE IN AN HONORABLE WAY, AS I HAVE IN THE PAST SERVING AS AN ELECTED OFFICIAL, AS WELL AS, VARIOUS BOARDS.

11. Please list any additional information you believe would be beneficial for the Denton County Entities to know about you.

SERVED ON: FRISCO ISD SCHOOL BOARD
CITY OF FRISCO CDC MEMBER
CITY OF FRISCO PLANNING & ZONING
CITY OF FRISCO BOARD OF ADJUSTMENTS
FRISCO EDUCATION FOUNDATION
MEMBER FRISCO FIRST BAPTIST
YOUTH SOCCER COACH

Return to:
Misty Baptiste - Denton Central Appraisal District
3911 Morse St.
Denton, TX 76208
misty.baptiste@dentoncad.com

OCT 21 2024

DENTON CENTRAL APPRAISAL DISTRICT

Nominee Information Denton Central Appraisal District Board of Directors

Your name has been submitted by a Denton County Entity as a candidate for the 2025 Denton CAD Board of Directors. Please complete the following information and feel free to attach any additional information. **Please return this form by October 25, 2024.**

Mike Hennefer
Name _____

Address/City/Zip

Cell Phone

E-mail

1. Are you a resident of Denton County? Yes/No
 - a. If yes, have you resided in Denton County for at least two years immediately preceding the beginning of this term? Yes/No
2. Are you, or have you ever been, an employee of a taxing unit (County, City, School, Special District) in Denton County? Yes/No
 - a. If yes, which taxing unit? _____
 - b. When? _____
3. Are you, or have you ever been an employee of Denton CAD? Yes/No
 - a. If yes, what years were you employed? _____
4. Are you currently, or have you ever served as a voting member of the Denton CAD Board of Directors? Yes/No
 - a. If yes, what years have you served? _____
5. Do you directly or through a business entity have substantial interest in a contract with Denton CAD or a taxing unit that participates in the District? Yes/No
 - a. If yes, please list: _____
6. Have you engaged in the business of appraising property for compensation for use in proceedings under the Property Tax Code during the last three years? Yes/No
7. Have you ever been engaged in the business of representing property owners for compensation in the proceedings under the Property Tax Code in Denton County in the last three years? Yes/No

8. Are you directly related to any employee of the Denton CAD? **Yes/No**
a. If yes, please list the degree of relation. _____

9. Do you currently own property on which delinquent taxes have been owed to a taxing unit for more than 60 days or are part of a suit to collect the delinquent taxes that have been deferred or abated? **Yes/No**

10. Please give a brief statement on why you would be interested in serving on the Denton Central Appraisal District Board of Directors.

I want to serve because I think I would be a good board member. Why? I have good experience.

I have owned a commercial property management firm since 1991. We have managed over 30 million square feet of commercial buildings. During that time I have personally handled informal protest, formal protest and even engaged some lawsuits. I understand the valuation process and the protest process.

I know how to ask questions. As an elected city councilmember (City of Carrollton) and as a business owner, I learned the value of asking questions. I'd rather be the man with the right questions instead of the man who thinks he knows all the answers.

11. Please list any additional information you believe would be beneficial for the Denton County Entities to know about you.

I tackle problems in a positive way. A good property manager looks for and fixes problems before they become serious. As a DCAD board member I will operate the same way. There are some problems. Taxed entities are not entirely satisfied with DCAD. Why?

DCAD has some problems with limited staffing and meeting deadlines. Why?

What improvements can be made to satisfy the taxed entities. What improvements can be made to support and improve DCAD. I am willing to look seriously at these and other issues.

Return to:
Misty Baptiste - Denton Central Appraisal District
3911 Morse St.
Denton, TX 76208
misty.baptiste@dentoncad.com

MIKE HENNEFER

Section 1, Item 5.

for DCAD BOARD OF DIRECTORS



EXPERIENCED

- Informal Appeals
- Appraisal Review Boards
- Appraisal Lawsuits
- Elected to Carrollton City Council
- Treasurer Metrocrest Hospital Authority
- Vice Chair Trinity River Authority

SEASONED

- City of Carrollton Audit Committee
- North Texas Council of Government Emergency Preparedness Planning Council
- Dallas County Medical Reserve Corps
- Member of Transit Oriented Development
- Dallas Red Cross Liaison

Businessman

- Owner: Corporate USA Real Estate Services, have managed 30 million Sq. Ft. Commercial Buildings
- Owner: Corporate Contractors, Built 50 Million Sq. Ft.
- Texas Real Estate Broker since 1991
- Owner: Advanced Environmental Management

Family Man

- Lived in Denton County for 39 Years
- Raised 4 Children, Who Graduated from LISD Schools
- Married 50 Years
- 12 Grand Children

Man of Faith

- Grateful Believer in Jesus Christ
- Served in Many Callings and Positions in My Church
- Served as Program Coordinator for 60 Addiction Recovery Groups in North Texas

Mike Hennefer Campaign



Nominee Information Denton Central Appraisal District Board of Directors

Your name has been submitted by a Denton County Entity as a candidate for the 2025 Denton CAD Board of Directors. Please complete the following information and feel free to attach any additional information. **Please return this form by October 25, 2024.**

Name Raymond (Ray) Martin

Address/City/Zip [Redacted]

Cell Phone [Redacted]

E-mail [Redacted]

- 1. Are you a resident of Denton County? Yes/No
 - a. If yes, have you resided in Denton County for at least two years immediately preceding the beginning of this term? Yes/No
- 2. Are you, or have you ever been, an employee of a taxing unit (County, City, School, Special District) in Denton County? Yes/No
 - a. If yes, which taxing unit? _____
 - b. When? _____
- 3. Are you, or have you ever been an employee of Denton CAD? Yes/No
 - a. If yes, what years were you employed? _____
- 4. Are you currently, or have you ever served as a voting member of the Denton CAD Board of Directors? Yes/No
 - a. If yes, what years have you served? _____
- 5. Do you directly or through a business entity have substantial interest in a contract with Denton CAD or a taxing unit that participates in the District? Yes/No
 - a. If yes, please list: _____
- 6. Have you engaged in the business of appraising property for compensation for use in proceedings under the Property Tax Code during the last three years? Yes/No
- 7. Have you ever been engaged in the business of representing property owners for compensation in the proceedings under the Property Tax Code in Denton County in the last three years? Yes/No

Nominee Information Denton Central Appraisal District Board of Directors

Your name has been submitted by a Denton County Entity as a candidate for the 2025 Denton CAD Board of Directors. Please complete the following information and feel free to attach any additional information. **Please return this form by October 25, 2024.**

Name Raymond (Ray) Martin

Address/City/ZIP [Redacted]

Cell Phone [Redacted]

E-mail [Redacted]

- 1. Are you a resident of Denton County? Yes/No
 - a. If yes, have you resided in Denton County for at least two years immediately preceding the beginning of this term? Yes/No

- 2. Are you, or have you ever been, an employee of a taxing unit (County, City, School, Special District) in Denton County? Yes/No
 - a. If yes, which taxing unit? _____
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- 3. Are you, or have you ever been an employee of Denton CAD? Yes/No
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- 7. Have you ever been engaged in the business of representing property owners for compensation in the proceedings under the Property Tax Code in Denton County in the last three years? Yes/No

- 8. Are you directly related to any employee of the Denton CAD? **Yes/No**
 - a. If yes, please list the degree of relation. _____
- 9. Do you currently own property on which delinquent taxes have been owed to a taxing unit for more than 60 days or are part of a suit to collect the delinquent taxes that have been deferred or abated? **Yes/No**
- 10. Please give a brief statement on why you would be interested in serving on the Denton Central Appraisal District Board of Directors.

I have been very blessed personally and professionally and have a life goal of servant leadership, giving back and paying forward. Through this life commitment along with my residential and commercial real estate and information technology experience, and a demonstrated commitment to community service, I am excited about making meaningful contributions as a DCAD Board Member, as we together, capitalize on the opportunities and address the complex challenges facing the DCAD entities and the DCAD.

- 11. Please list any additional information you believe would be beneficial for the Denton County Entities to know about you.

As a new DCAD Board Member I would engage with the DCAD Board, the DCAD entities, and the DCAD to listen and gain an in-depth understanding of the challenges facing us. From there I would be an advocate, ensuring that the DCAD Board empowers the DCAD to successfully meet its obligations to the DCAD entities and stays true to its values of honesty, integrity, fairness, efficiency, professionalism, and transparency. I have 10+ years of residential and commercial real estate experience, and 35+ years of information technology experience in business process management, software asset management, and change management, and 25+ years of dedicated community service. My diverse experience and servant leadership along with my analytical mindset and strong problem-solving and process improvement skills would be invaluable in my role as DCAD Board Member.

Return to:
Misty Baptiste - Denton Central Appraisal District
3911 Morse St.
Denton, TX 76208
misty.baptiste@dentoncad.com

Nominee Information Denton Central Appraisal District Board of Directors

Your name has been submitted by a Denton County Entity as a candidate for the 2025 Denton CAD Board of Directors. Please complete the following information and feel free to attach any additional information. **Please return this form by October 25, 2024.**

Ann Pomykal

[Redacted]

Address/City/Zip

[Redacted]

Cell Phone

E-mail

- 1. Are you a resident of Denton County? Yes/No
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 a. If yes, please list the degree of relation. _____
9. Do you currently own property on which delinquent taxes have been owed to a taxing unit for more than 60 days or are part of a suit to collect the delinquent taxes that have been deferred or abated? Yes/No No
10. Please give a brief statement on why you would be interested in serving on the Denton Central Appraisal District Board of Directors.

Will bring to the Denton CAD Board of Directors the following:

- 1. Completed 2 terms on Denton CAD Board*
- 2. Strong Business Experience - 27 years at TX Instruments in Key Leadership roles, last 7 years as Ex. Director T.I. Foundation*
- 3. Proven track record of board leadership across the metropolitan County since on Board of United Way of Denton County*
- 4. Strong ties to Denton County - grew up in Denton, raised children in Lewisville & grand children in Highland Village*
- 5. Strong commitment to learning*

11. Please list any additional information you believe would be beneficial for the Denton County Entities to know about you.

I commit myself 100% to any project I take on.

My past commitments to education, health & human services & having served in public office including Mayor gave me a broad view of using data & other resources to make decisions.

Being Director of Corporate Citizenship @ T.I. & the T.I. Foundations have given me a strong financial & business base for this opportunity.

My highest priority is my family & being outdoors.

Return to:
 Misty Baptiste - Denton Central Appraisal District
 3911 Morse St.
 Denton, TX 76208
misty.baptiste@dentoncad.com

Nominee Information Denton Central Appraisal District Board of Directors

Your name has been submitted by a Denton County Entity as a candidate for the 2025 Denton CAD Board of Directors. Please complete the following information and feel free to attach any additional information. **Please return this form by October 25, 2024.**

John "Bruce" Yeager

Name

[Redacted]

Address/City/Zip

[Redacted]

[Redacted]

Cell Phone

E-mail

1. Are you a resident of Denton County? **Yes/No**
 - a. If yes, have you resided in Denton County for at least two years immediately preceding the beginning of this term? **Yes/No**

2. Are you, or have you ever been, an employee of a taxing unit (County, City, School, Special District) in Denton County? **Yes/No**
 - a. If yes, which taxing unit? Ponder ISD
 - b. When? 2005-2020

3. Are you, or have you ever been an employee of Denton CAD? **Yes/No**
 - a. If yes, what years were you employed? _____

4. Are you currently, or have you ever served as a voting member of the Denton CAD Board of Directors? **Yes/No**
 - a. If yes, what years have you served? _____

5. Do you directly or through a business entity have substantial interest in a contract with Denton CAD or a taxing unit that participates in the District? **Yes/No**
 - a. If yes, please list: _____

6. Have you engaged in the business of appraising property for compensation for use in proceedings under the Property Tax Code during the last three years? **Yes/No**

7. Have you ever been engaged in the business of representing property owners for compensation in the proceedings under the Property Tax Code in Denton County in the last three years? **Yes/No**

8. Are you directly related to any employee of the Denton CAD? **Yes/No**
a. If yes, please list the degree of relation. _____

9. Do you currently own property on which delinquent taxes have been owed to a taxing unit for more than 60 days or are part of a suit to collect the delinquent taxes that have been deferred or abated? **Yes/No**

10. Please give a brief statement on why you would be interested in serving on the Denton Central Appraisal District Board of Directors.

I spent my professional career in public service and I would be happy to continue to serve our community with the s
forward thinking conservative approach that I used as a public school superintendent for 28 years.

11. Please list any additional information you believe would be beneficial for the Denton County Entities to know about you.

Denton County Resident for 19 years

Retired Public School professional 36 years 28 of which Superintendent

Married for 38 years

Two children 4 grandchildren all residents of Denton County

Return to:
Misty Baptiste - Denton Central Appraisal District
3911 Morse St.
Denton, TX 76208
misty.baptiste@dentoncad.com