



CITY COUNCIL WORKSHOP AND REGULAR SESSION

Thursday, June 02, 2022 at 5:45 PM

City Hall | 3300 Corinth Parkway

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

A. NOTICE IS HEREBY GIVEN of a Workshop and Regular Session of the Corinth City Council.

B. CALL TO ORDER

C. WORKSHOP AGENDA

- [1.](#) Receive a report and hold a discussion regarding the Technology Services Department Annual Review.
- [2.](#) Receive a report and hold a discussion regarding proposed changes to the Lake Cities Fire Department (LCFD) fee schedule.
- [3.](#) Discuss Regular Meeting Items on Regular Session Agenda, including the consideration of closed session items as set forth in the Closed Session agenda items below.

D. ADJOURN WORKSHOP

E. 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.

F. 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 Councilmember desire discussion of any item, that item will be removed from the Consent Agenda and will be considered separately.

- [4.](#) Consider and act on minutes from the May 18, 2022, City Council, Special Session Meeting.
- [5.](#) Consider and act on minutes from the May 19, 2022, City Council Meeting.
- [6.](#) Consider and act on an agreement reappointing Cynthia Burkett as Associate Municipal Judge for the City of Corinth Municipal Court of Record.
- [7.](#) Consider and act on a Resolution authorizing continued participation with the Steering Committee of Cities served by Oncor; and authorizing the payment of ten cents (\$0.10) per capita to the Steering Committee to fund regulatory and legal proceedings and activities related to Oncor Electric Delivery Company, LLC.
- [8.](#) Consider and act on an ordinance of the City Council of the City of Corinth, Texas, repealing chapter 50, "Water and Sanitary Wastewater Systems" of Title V, "Public Works" of the code of ordinances of the City of Corinth and adopting a new chapter 50, "Water and Sanitary Wastewater systems"; providing for the incorporation of premises; providing for an amendment; providing a cumulative repealer clause; providing a severability clause; providing a savings/conflict clause; providing a penalty of a fine up to two thousand dollars (\$2,000) for each violation of this chapter each day that the violation exists or continues; ; providing for publication and an effective date.

9. Consider and act on expenditures for an emergency sewer line repair at Hidden Springs Drive with an amount not to exceed \$95,000 and authorizing the Interim City Manager to execute the necessary documents.

G. 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.

H. CLOSED 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. Unauthorized third-party use of City-owned property and authorization of eviction proceedings.

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

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

- a. City Manager

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

J. 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 27th day of May 2022, at 11:30 A.M., on the bulletin board at Corinth City Hall.



Lana Wylie
City Secretary
City of Corinth, Texas



CITY OF CORINTH Staff Report

Meeting Date:	6/2/2022	Title:	Technology Services Annual Review
Ends:	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input checked="" type="checkbox"/> Organizational Development <input type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development		
Governance Focus:	<i>Focus:</i> <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Customer <input type="checkbox"/> Stakeholder		
	<i>Decision:</i> <input type="checkbox"/> Governance Policy <input checked="" type="checkbox"/> Ministerial Function		
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 N/A		

Item/Caption

Receive a report and hold a discussion regarding the Technology Services Department Annual Review.

Item Summary/Background/Prior Action

Review technology projects completed in 2021, discuss upcoming technology projects, and receive an update on the Technology Strategic Plan adopted in 2021.

Financial Impact

N/A

Staff Recommendation/Motion

N/A



TECHNOLOGY
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Completed Projects

There were several high-level projects that Technology Services completed during the past year.

Cityworks

Sewer Cam

Virtual Court

Cityworks

- Public Works workorder and asset management system
- Went live November 2021
- Integration with GIS
- Planned integration with Utility Billing software

The image displays several screenshots of the Cityworks software interface. The top screenshot shows the 'All Open Service Requests' table with columns for Sr, Date Initiated, Description, Priority, Category, Submit To, Dispatch To, and Address. It also includes a bar chart titled 'Count' showing the distribution of requests by category.

Sr	Date Initiated	Description	Priority	Category	Submit To	Dispatch To	Address
100	12/20/2021 4:53 PM	Pothole Issue		STREETS	Cao, Jason		3145 Garrison Rd
120	01/14/2022 1:35 PM	Pothole Issue		STREETS	Cunningham, Peter		1629 Kinell Ridge circle
122	01/29/2022 10:59 AM	Street Light Issue		STREETS	Koehler, Haley		1804 Glen Aerie Ln

The middle screenshot shows the 'All Open Work Orders' table with columns for Wo, Description, Priority, Address, Status, Submit To, Proj Start Date, Actual Start, and Actual Finish. It also includes a bar chart titled 'Count' showing the distribution of work orders by category.

Wo	Description	Priority	Address	Status	Submit To	Proj Start Date	Actual Start	Actual Finish
441	Sidewalk Repair		2912 YUKON DR	OPEN		12/20/2021 12:54 PM		

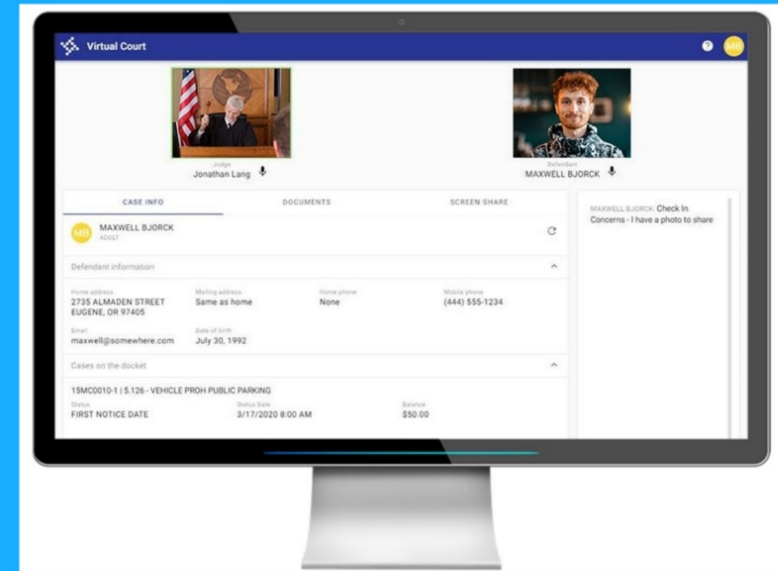
The bottom screenshot shows a GIS map view of the Cityworks interface, displaying a street network with various utility assets overlaid. A legend on the right side of the map lists categories such as Water - Flushing, open, Cityworks, Electric, Water Valve, and Storm Water.

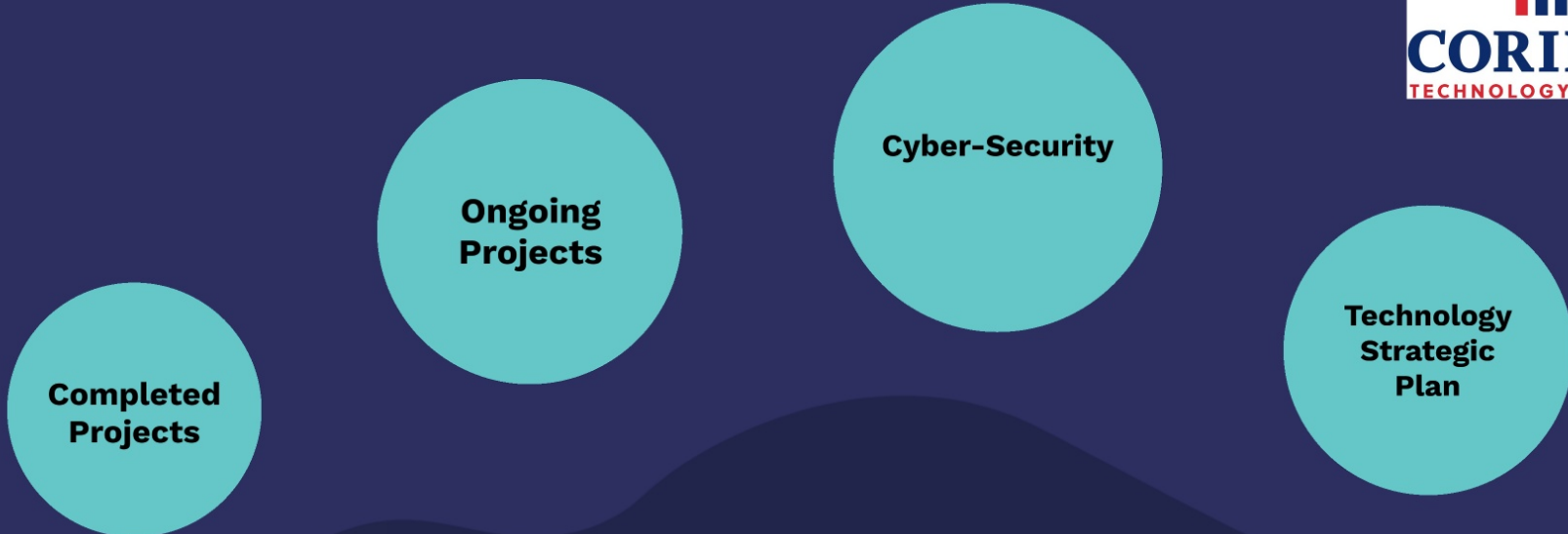
Wincan - Sewer Camera

- Hardware to scope sewer lines
- Identify obstructions and needed repairs
- Server located in vehicle
- Integrates with CityWorks, sending videos and status to a workorder
- Establish health of sewer lines

Tyler Virtual Court

- Software that integrates with Court software
- Allows video chatting with judge, prosecutor, Court staff
- Staff and defendant can see case information
- Instant document sharing and archiving





TECHNOLOGY
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Ongoing Projects

There are several major projects still ongoing and should be completed during this year.

Call Center

HR Software

Open Data Hub

Future Projects

Call Center Software

- ARP Project
- Allows rapid expansion of services
- Better call tree services
- Reporting for managers
- Better experience for phone-in customers
- Should be fully implemented summer 2022



Application Software

- Jazz HR
- Automates workflow for application review
- Applicants can read and sign policies, offer letters, etc.
- Posts openings to Indeed, ZipRecruiter, LinkedIn, GlassDoor
- Paper-free process
- Should be implemented April 2022

The screenshot displays the Jazz HR application software interface. The top navigation bar includes 'JazzHR', 'DASHBOARD', 'JOBS', 'CANDIDATES', 'REPORTS', and 'SETTINGS'. The main content area is titled 'Jobs' and features a table of job openings. The table has columns for Job Title, Date Created, Job Status, Total Candidates, New Candidates, Active Candidates, and Hired Candidates. The jobs listed include Animal Control Officer, Buyer, Deputy Court Clerk, Engineering Intern PT, Maintenance Worker (Streets), Maintenance Worker Parks, P/T Crossing Guard, Planning and Economic Developme..., and Police Officer.

Job Title	Date Created	Job Status	Total Candidates	New Candidates	Active Candidates	Hired Candidates	Actions
Animal Control Officer Police Department 4201 Corinth, TX	2022-04-13	Open	0	0	0	0	
Buyer Finance 1012 Corinth, TX	2022-04-13	Open	1	1	0	0	
Deputy Court Clerk Municipal Court 1201 Corinth, TX	2022-04-13	Open	0	0	0	0	
Engineering Intern PT Engineering 3100 Corinth, TX	2022-04-19	Open	0	0	0	0	
Maintenance Worker (Streets) Public Works Corinth, TX	2022-04-19	Open	0	0	0	0	
Maintenance Worker Parks Public Works Corinth, TX	2022-04-19	Open	0	0	0	0	
P/T Crossing Guard Corinth, TX	2022-04-19	Open	0	0	0	0	
Planning and Economic Developme... Corinth, TX	2022-04-19	Open	1	1	0	0	
Police Officer Police Department Corinth, TX	2022-04-13	Open	2	1	1	0	

Timekeeping Software

- TimeClock Plus
- Integrates with Incode and Fire scheduling software
- Time off requests through the app
- Manager/Director approval through the app
- Reduce clerical work/paper regarding timekeeping
- Should be implemented summer 2022

MANAGE TIME SHEET

05/19/2019 - 05/25/2019 Navigate Period Display weekends

Reject Accept

05/19 - 05/25 Auto Fill

Mon 05/20	8:00	Tue 05/21	8:00
Edit Clear Copy 8:00 08:00 AM <input type="button" value="🕒"/> 04:00 PM <input type="button" value="🕒"/>		Edit Clear Copy 8:00 08:00 AM <input type="button" value="🕒"/> 04:00 PM <input type="button" value="🕒"/>	
3- Office LANDSCAPING/PLUMBING...		3- Office LANDSCAPING/PLUMBING...	
<input type="button" value="Add"/>		<input type="button" value="Add"/>	

CLOCK IN

CLOCK OUT

LEAVE ON BREAK

RETURN FROM BREAK

LOG ON TO DASHBOARD

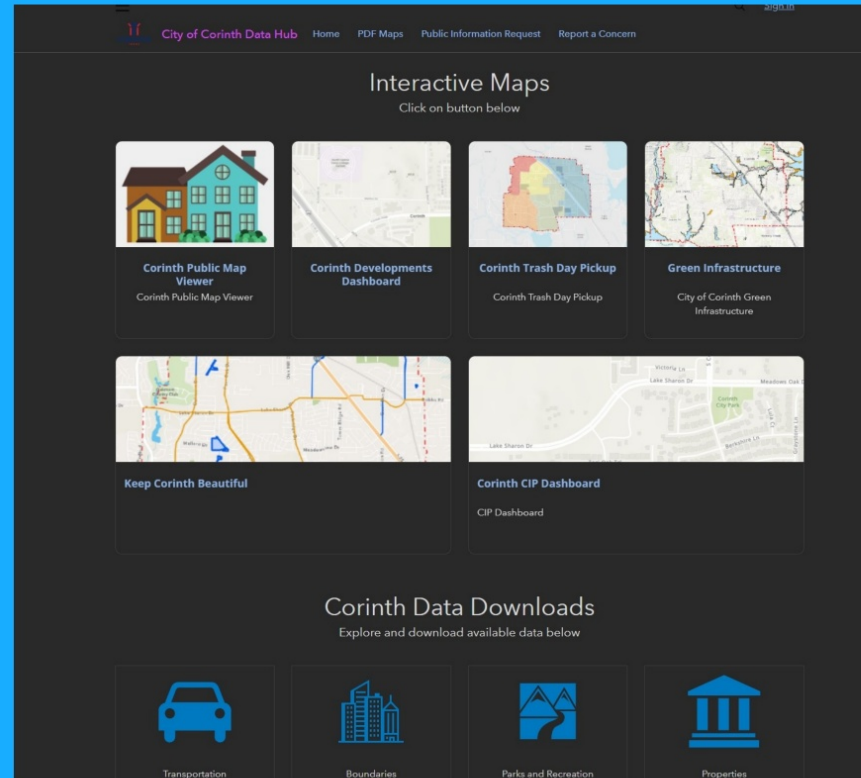
Performance Eval Software

- Performance Pro
- Old software no longer supported
- Automated review process
- Should be implemented fall 2022

The screenshot displays the Performance Pro software interface. On the left is a dark sidebar with navigation options: Employee Documents, Appraisals (with sub-options: Evaluate Mission Statements, Evaluate Competencies, Evaluate Goals, Summary Comments, Finish Appraisal), Reports, Manage Employees, System Setup, Administration, and Appraisal Calendar. The main content area is titled 'Performancepro' and shows the 'Evaluation' tab for employee 'Liz Harrison'. It includes a 'Goals' section with a progress bar for 'Member Referrals' at 50%, a goal description 'Due 12-31-2019 - Refer beneficial products and services to our members in order to enhance their financial lives.', and a list of sub-goals: 5 lending products, 5 savings products, and 5 home and auto insurance. Below this is a performance scale from 5 (Outstanding) to 1 (Needs Improvement), with '2 - Near Target' selected. The 'Primary Manager: Adams, James' section contains a comment: 'You are making great progress on your referral goal!'. A 'Goal Progress' section shows the status: Not Started, In Progress (selected), and Complete.

Open Data Hub

- Central repository for City's data
- Integration with GIS
- Future plans for integration with other programs
- Should be integrated summer 2022

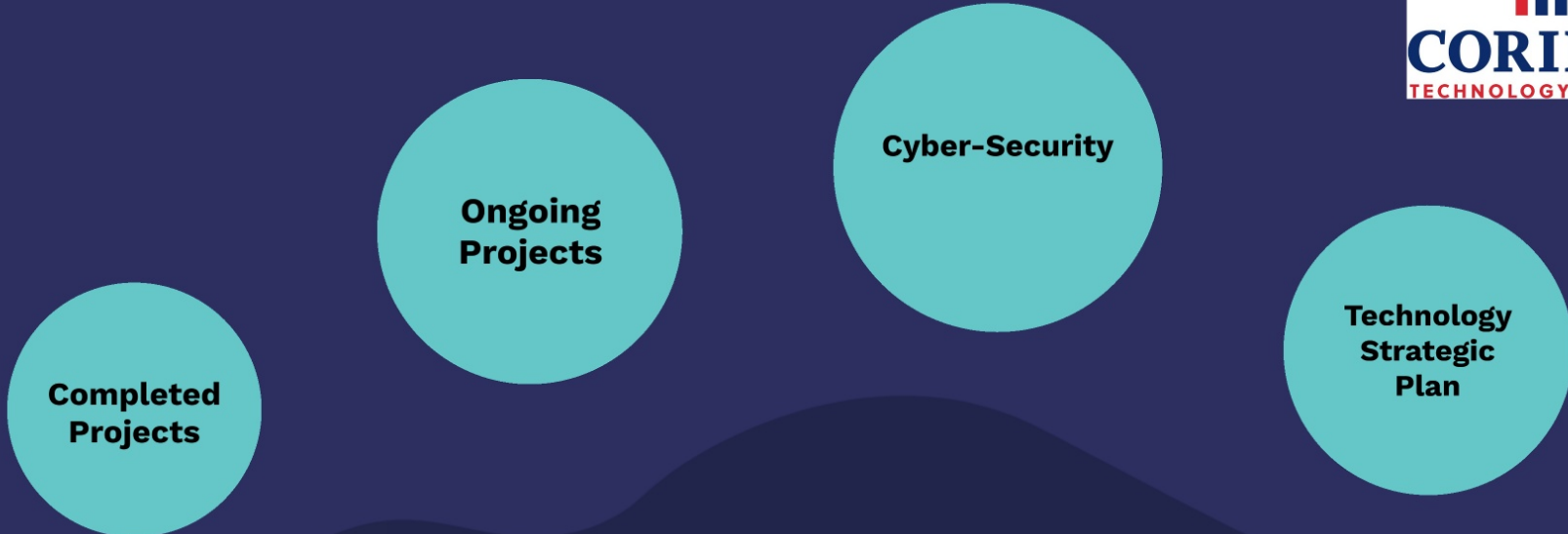


Broadband

- Pavlov Media
- Government fiber ring to be completed summer 2023
- Resident service to commence fall 2024
- Expected cost: \$75 for Gigabit service (residential)
- National exposure for the project (Smart Cities Connect, Shared Services Summit, Smart Cities Week Conference)

Agora

- Full A/V build-out at Pavilion
- Network presence (staff and public)
- Construction should be completed summer 2022



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Cyber-Security

The City of Corinth operates in compliance with State regulations on training for its employees, along with Council approved policies.

Training

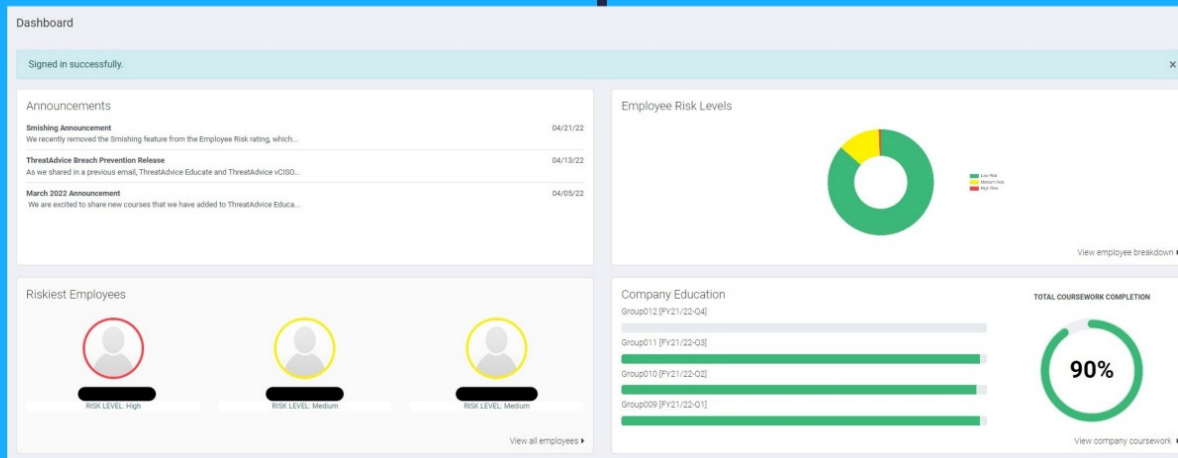
Audit

Training

- Fully in compliance with Texas HB 3834
- Quarterly training for all employees, elected officials
- Reporting due to the state in June

Phishing

- Phishing simulations sent out to staff
- Sent 761 simulation emails
- 19 failures
- 97.5% pass rate
- Failures undergo refresher course on phishing



Triennial Cyber-Security Audit

- Last major audit was 2019
- Reviewed security vulnerabilities, policies and procedures
- Working with ThreatAdvice now
- Presentation to Council in August



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Technology Strategic Plan

Approved by Council in fall 2021, the Technology Strategic Plan had four specific recommendations.

Technology Governance

Service Delivery Framework

Internal Service Fund

Embedding Tech Staff

Technology Governance

- Re-establish the Technology Steering Committee
- Increase buy-in and create better communication
- Provide department guidance to Technology Services
- Meet quarterly
- First meeting held in April

Service Delivery Framework

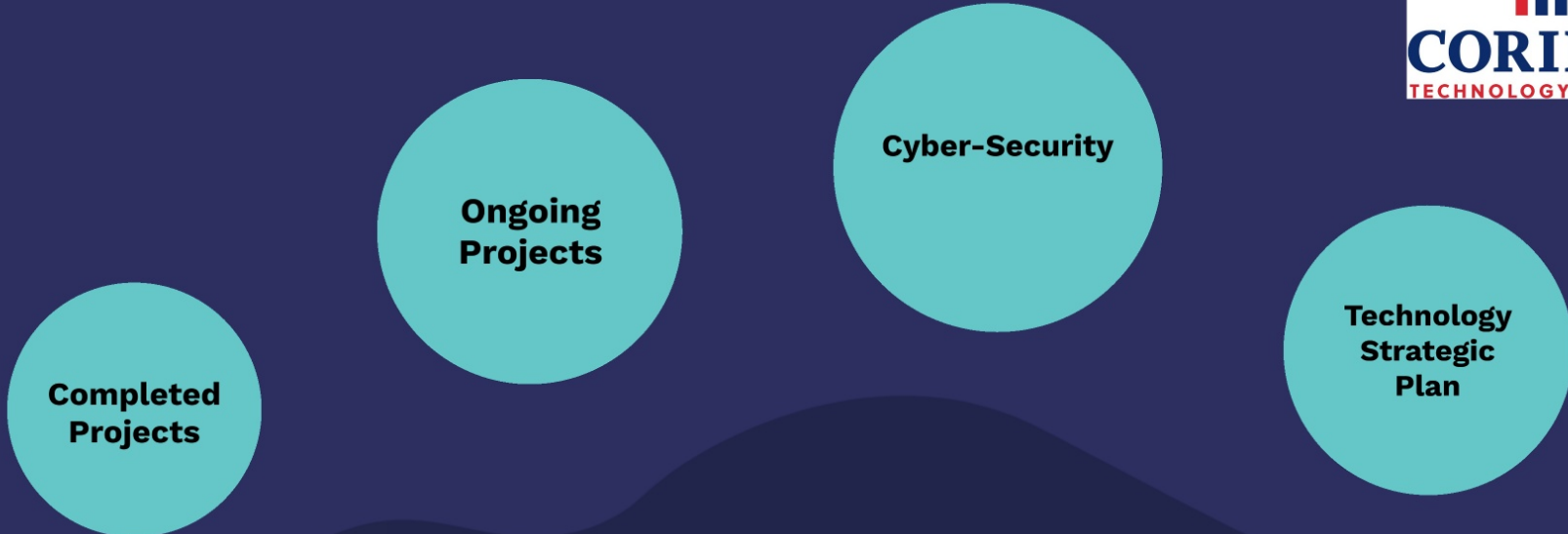
- Adopt a framework for IT Services
- Information Technology Infrastructure Library (ITIL)
- Provides best practices for service delivery
- Key Tech staff to receive certification (summer 2022)

Internal Service Fund

- Evaluate moving Technology Services to internal service fund
- Better control, long-term capital investment
- After review with Finance, not adopted for this FY
- Will re-evaluation for the next budget cycle

Embedding Tech Staff

- Adopt strategy similar to Public Safety
- Embedding Tech staff with departments
- Public Works identified as candidate
- Trial run in Public Works well received
- Working on spacing, scheduling for a more long-term solution



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CITY OF CORINTH
Staff Report

Meeting Date:	6/2/2022	Title:	Report Lake Cities Fire Department – Fee Schedule
Ends:	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input checked="" type="checkbox"/> Health & Safety <input checked="" type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development		
Governance Focus:	<i>Focus:</i> <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Customer <input type="checkbox"/> Stakeholder		
	<i>Decision:</i> <input type="checkbox"/> Governance Policy <input checked="" type="checkbox"/> Ministerial Function		
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 N/A		

Item/Caption

Receive a report and hold a discussion regarding proposed changes to the Lake Cities Fire Department (LCFD) fee schedule.

Item Summary/Background/Prior Action

The fire department collects fees for specialized fire protection and emergency services, which includes services for providing adequate emergency rescue operation and fire protection services resulting from extraordinary and dangerous occurrences and hazardous materials incidents and various permit fees.

The last revision to the fire department fee schedule was adopted by the City Council on December 19, 2013. Staff is proposing several changes to the fee schedule to align with actual costs for the services provided.

Staff Recommendation/Motion

N/A

**New Contract
Proposed Fees**

Current Fees

	Fire Recovery w 1.5% increase every year - currently 2022	Expected revenue @ 15%	2022 - Emergicon	Expected revenue @ 20%
FIRE INVESTIGATION: (hour)	\$322	\$258	\$321	\$272.85
Fires - Engine (hour)	\$468	\$375	\$466	\$396.10
Fires - Truck (Hour)	\$586	\$468	\$582	\$494.70
ILLEGAL FIRES:				\$0.00
Engine (hour)	\$468	\$375	\$466	\$396.10
Truck (hour)	\$586	\$468	\$582	\$494.70
WATER INCIDENTS:				
Level 1	\$468	\$375	\$466	\$396.10
plus per hour, per person	\$59	\$47	\$58	\$49.30
Level 2	\$937	\$750	\$932	\$792.20
plus per hour, per person	\$59	\$47	\$58	\$49.30
Level 3	\$2,342	\$1,874	\$2,334	\$1,983.90
plus per hour, per person	\$59	\$47	\$58	\$49.30
	\$117	\$94	\$117	\$99.45
BACK COUNTRY OR SPECIAL RESCUE:				\$0.00
<i>Minimum</i>				
1st response vehicle	\$468	\$375	\$466	\$396.10
per rescue personnel	\$59	\$47	\$58	\$49.30
additional rates per hour	\$468	\$375	\$466	\$396.10
additional rates per person per hour	\$59	\$47	\$58	\$49.30
Chief Response (hour)	\$293	\$234	\$290	\$246.50
Misc Additional Time on Scene				
Engine	\$468	\$375	\$466	\$396.10
Truck (hour)	\$586	\$468	\$582	\$494.70
Misc Equipment (hour)	\$351	\$281	\$341	\$289.85
GAS LEAKS (Natural):				
Level 1 - outside w/o fire				
Engine (per hour per engine)			\$466	\$396.10
Truck (per hour per truck)			\$582	\$494.70
Level 2 - outside with fire				\$0.00
Engine				
per hour per engine			\$748	\$635.80
per hour per rescue person			\$58	\$49.30
Level 3 - inside structure				\$0.00
Engine (per hour per engine)			\$932	\$792.20
per hour per rescue person			\$58	\$49.30

Permit Fees

	Lake Cities Current Fees	New Proposed Fees
Underground Fire Line	\$ 50.00	\$ 50.00
Standpipe Systems	\$ 75.00	\$ 75.00
Fire Sprinkler Systems	\$0.015 or \$50min	\$0.015 or \$100 mim
Fire Alarm Systems	\$0.015 or \$50min	\$0.015 or \$100 mim
Kitchen Hood Suppression Systems	\$ 50.00	\$ 50.00
Special Fire Suppression Systems	\$ 50.00	\$ 100.00
Above and Underground Fuel & Gas Tanks	\$ 100.00	\$ 100.00
Access Controls Doors		\$ 50.00
Access Controls Gates		\$ 50.00
Generators		\$ 50.00
Hot Works		\$ 25.00
Pyrotechnics		\$ 100.00
Moble Food Vehicles		\$ 50.00
Tents & Membrabe Structres	\$ 35.00	\$ 35.00
Indoor trade and Exhibits Shows		\$ 50.00
Carnivals and Fairs		\$ 50.00
Reinspections		\$50 3rd- \$100 additional

EMS Comparison

	Current	Proposed
	Lake Cities	Recommendation
ALS Resident	\$850.00	\$1,200.00
ALS Non-Resident	\$950.00	\$1,300.00
ASL-2 Resident	\$1,100.00	\$1,300.00
ASL-2 Non-Resident	\$1,200.00	\$1,300.00
BLS Resident	\$850.00	\$1,000.00
BLS Non-Resident	\$950.00	\$1,100.00
ALS Disposable	\$420.50	\$420.00
BLS Disposable	\$295.50	\$295.00
Oxygen	\$75.00	\$125.00
SCT Resident	\$1,200.00	\$1,300.00
TNT	\$100.00	
Ground Mileage	\$15.00	\$20.00



CITY OF CORINTH
Staff Report

Meeting Date:	6/2/2022	Title: Minutes Approval of Meeting Minutes
Ends:	<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	
Governance Focus:	<i>Focus:</i> <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Customer <input type="checkbox"/> Stakeholder	
	<i>Decision:</i> <input type="checkbox"/> Governance Policy <input checked="" type="checkbox"/> Ministerial Function	
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 N/A	

Item/Caption

Consider and act on minutes from the May 18, 2022, City Council, Special Session 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 SPECIAL SESSION - MINUTES

Section F, Item 4.

Wednesday, May 18, 2022 at 12:00 PM

City Hall | 3300 Corinth Parkway

STATE OF TEXAS
COUNTY OF DENTON
CITY OF CORINTH

On this, the 18th day of May 2022, the City Council of the City of Corinth, Texas, met in Special Session at the Corinth City Hall at 12:00 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
Tina Henderson, Council Member
Kelly Pickens, Council Member

Staff Members Present:

Lee Ann Bunselmeyer, Interim City Manager
Lana Wylie, City Secretary

CALL TO ORDER

Mayor Heidemann called the meeting to order at 12:04 P.M.

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.

There were no comments made.

BUSINESS AGENDA

1. Consider and act on an Ordinance of the Corinth City Council canvassing and declaring the results of the May 7, 2022 Special Election held for the purpose of submitting to the qualified voters of the City of Corinth ballot propositions.

Motion made by Council Member Pickens to approve Ordinance No. 22-05-18-19 canvassing the results of the Special Election held on Saturday, May 7, 2022, related to propositions amending the Home Rule Charter for the City., Seconded by Council Member Henderson.

Voting Yea: Council Member Henderson, Council Member Pickens

ADJOURN

Mayor Heidemann adjourned the Special Session Meeting at 12:07 P.M.

Approved by Council on the ____ day of _____ 2022.

Lana Wylie, City Secretary
City of Corinth, Texas



CITY OF CORINTH
Staff Report

Meeting Date:	6/2/2022	Title: Minutes Approval of Meeting Minutes
Ends:	<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	
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Item/Caption

Consider and act on minutes from the May 19, 2022, 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, May 19, 2022 at 6:15 PM

City Hall | 3300 Corinth Parkway

On this, the 19th day of May 2022, the City Council of the City of Corinth, Texas, met in Workshop & Regular Session at the Corinth City Hall at 6:15 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
 Sam Burke, Mayor Pro Tem
 Scott Garber, Council Member
 Steve Holzwarth, Council Member
 Kelly Pickens, Council Member

Council Members Absent:

Tina Henderson, Council Member

Staff Members Present:

Lee Ann Bunselmeyer, Interim City Manager
 Lana Wylie, City Secretary
 Brenda McDonald, City Attorney
 Chad Theissen, Fire Chief
 Jerry Garner, Police Chief
 Elise Back, Economic Development Director
 John Webb, Planning and Development Director
 Emily Beck, Communications & Marketing Manager
 Michelle Mixell, Planning and Development Manager
 George Marshall, City Engineer
 James Trussell, Multimedia Specialist
 Lance Stacy, City Marshal

CALL TO ORDER

Mayor Heidemann called the meeting to order at 6:15 P.M.

Chief Garner presented a Citizen Commendation to Mayor Heidemann for assisting the Corinth Police Department with extricating a person from a wrecked vehicle on May 13, 2022.

WORKSHOP AGENDA

1. Receive a report, hold a discussion, and give staff direction on Code of Ordinances Chapter 50: Water and Sanitary Wastewater Systems.

The item was presented and discussed.

2. Hold a discussion on the proposed Tree Preservation Ordinance. (ZTA20-0001).

The item was presented and discussed.

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

No items for the Regular Session Meeting were discussed.

ADJOURN WORKSHOP

Mayor Heidemann adjourned the Workshop Session at 7:03 P.M., and immediately convened into Closed Session.

CLOSED 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. Unauthorized third-party use of City-owned property and authorization of eviction proceedings.

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

a. City Manager.

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. Project Agora.

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

Mayor Heidemann recessed the Closed Session at 7:06 P.M.

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

Mayor Heidemann called the Regular Session Meeting to order at 7:18 P.M.

1. Formal swearing-in of Council Member Places 1, 3, and 4.

City Council Members Place 1 and 3 performed the Statement of Officer and Oath of Office.

2. Discuss and consider approval of the Mayor’s appointment of the Mayor Pro Tem.

Mayor Heidemann appointed Council Member Sam Burke, as Mayor Pro Tem.

PROCLAMATIONS AND PRESENTATIONS

3. Presentation and proclamation honoring the Corinth Youth Advisory Council.

Communications & Marketing Manager Emily Beck shared a presentation honoring the Youth Advisory Council. Mayor Heidemann presented a proclamation to the board.

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.

There were no comments 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 Councilmember desire discussion of any item, that item will be removed from the Consent Agenda and will be considered separately.

- 4. Consider and act on Minutes from the May 5, 2022, City Council Meeting.
- 5. Consider approval of a Resolution authorizing the change of authorized representatives for the Texas Short Term Asset Reserve Program (TexSTAR).
- 6. Consider approval of a Resolution authorizing the change of authorized representatives for the Texas Local Government Investment Pool (TexPool).
- 7. Consider and act on a Resolution of the City Council of the City of Corinth, approving a new Purchasing Policy; providing for the incorporation of premises; repealing the existing policy adopted in Resolution No. 12-12-20-20; and providing an effective date.
- 8. Consider and act on and Interlocal Cooperation Agreement for Shared Governance Communications and Dispatch Services between Denton County and the Lake Cities Fire Department for fiscal year, October 1, 2022 – September 30, 2023.
- 9. Consider and act on and Interlocal Cooperation Agreement for Shared Governance Communications and Dispatch Services between Denton County and the Corinth Police Department for fiscal year, October 1, 2022 – September 30, 2023.

Motion made by Mayor Pro Tem Burke to approve as presented, Seconded by Council Member Garber.

Voting Yea: Mayor Pro Tem Burke, Council Member Garber, Council Member Holzwarth, Council Member Pickens

PUBLIC HEARING

- 10. Hold a Public Hearing, consider and act on an Ordinance adopting Tax Increment Reinvestment Zone No. 2 (TIRZ No. 2) Project and Financing Plan.

Natalie Moore, Project Manager for David Pettit, LLC presented the item.

Mayor Heidemann opened the Public Hearing at 7:34 P.M. and closed it at 7:34 P.M. No comments were made.

Motion made by Council Member Garber to approve Ordinance No. 22-05-19-20, TIRZ No. 2 project and financing plan as presented, Seconded by Council Member Pickens.

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

11. Hold a Public Hearing, consider and act on an Ordinance adopting the Tax Increment Reinvestment Zone No. 3 (TIRZ No. 3) Project and Financing Plan.

Natalie Moore, Project Manager for David Pettit, LLC presented the item.

Mayor Heidemann opened the Public Hearing at 7:40 P.M. and closed it at 7:40 P.M. No comments were made.

Motion made by Council Member Garber to approve Ordinance No. 22-05-19-21, TIRZ No. 3 project and financing plan as presented, Seconded by Council Member Pickens.

12. Hold a Public Hearing, consider and act on a request to amend the City's Unified Development Code (UDC), Subsection 2.09.02 Tree Preservation including Purpose, Scope, Definitions, Applicability, Exemptions, Tree Removal Permit, Mitigation Requirements (replacement rates and preservation credits), Protection Measures at Time of Construction, Protection and Maintenance after Development, and Administration of Tree Fund, and consider directing staff to prepare an ordinance of the same. (ZTA20-0001- Tree Preservation)

Michelle Mixell, Planning and Development Manager presented the item.

Mayor Heidemann opened the Public Hearing at 7:50 P.M. and closed it at 7:50 P.M. No comments were made.

Motion made by Council Member Pickens to approve Ordinance No. 22-05-19-22 as presented, Seconded by Council Member Garber.

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

BUSINESS AGENDA

13. Consider approval of entering into a Development Agreement with Landmark Companies, for the construction of Tower Ridge Drive. from FM 2181 to the Development's northern property line and necessary lift station improvements as shown on the City Capital Improvement Plans, necessitated by their proposed development Landmark at Tower Ridge, and authorizing the Interim City Manager to execute any necessary documents.

Motion made by Council Member Garber to approve the Development Agreement with Landmark Companies, for the construction of Tower Ridge Drive from FM 2181 to the Development's northern property line and necessary lift station improvements as shown on the City Capital Improvement Plans, Seconded by Council Member Pickens.

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

14. Consider and authorize the execution of the Chapter 380 Economic Development Agreement with Paladin Partners, for the development of an industrial building at the southwest corner of North Corinth Street and Shady Shores Road in Corinth.

James Reed with Paladin Partners addressed the City Council to discuss the project.

Motion made by Council Member Garber to approve Resolution No. 22-05-19-10 for Chapter 380 agreement with Paladin Partners as presented, Seconded by Council Member Pickens.

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

- 15. Consider and act on an Ordinance of the City of Corinth approving an amendment to the fiscal year 2021-2022 budget and annual program of services to provide for the expenditure of funds to pay for the addition of one full-time position from the American Rescue Plan Grant Fund; and providing an effective date.

Motion made by Council Member Pickens to approve Ordinance No. 22-05-19-23, amending the fiscal year 2021-2022 budget and Annual Program of Services to pay for the addition of one full-time position from the American Rescue Plan Grant Fund, Seconded by Council Member Garber.

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

- 16. Consider and act on the appointment to the Board of Directors for the Upper Trinity Regional Water District.

Motion made by Council Member Garber to appoint George Marshall to serve on the Upper Trinity Regional Water District Board of Directors, Seconded by Council Member Pickens.

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

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 Holzwarth expressed appreciation to Chief Ward, the Lake Cities Fire Department, and the Corinth Police Department for rescuing him and his wife in a recent traffic incident.

Council Member Pickens thanked Michelle Mixell and the Planning and Development Department for their work on the Tree Preservation Ordinance.

Interim City Manager Bunselmeyer shared that the North Central Texas Council of Governments is hosting their 56th Annual General Assembly and Luncheon at noon on June 24th and invited the City Council to attend. An application was submitted for broadband efforts for the Lake Cities. Hickory Creek, Shady Shores, and Lake Dallas will have representatives in attendance.

Mayor Heidemann mentioned the garage sale on Saturday, May 21, from 8:00 A.M. until 2:00 P.M., hosted by the Lake Cities Chamber of Commerce. He has been challenged by the mayors of Lewisville and Denton to ride the trails. Mayor Heidemann expressed his appreciation to staff's efforts, with the loss of Bob Hart.

ADJOURN

Mayor Heidemann adjourned the Regular Session Meeting at 8:09 P.M.

Approved by the City Council on the ____ day of _____ 2022.

Lana Wylie, City Secretary
City of Corinth, Texas



CITY OF CORINTH
Staff Report

Meeting Date:	6/2/2022	Title:	Reappointment of Associate Municipal Judge
Ends:	<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		
Governance Focus:	<i>Focus:</i> <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Customer <input type="checkbox"/> Stakeholder		
	<i>Decision:</i> <input type="checkbox"/> Governance Policy <input checked="" type="checkbox"/> Ministerial Function		
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 N/A		

Item/Caption

Consider and act on an agreement reappointing Cynthia Burkett as Associate Municipal Judge for the City of Corinth Municipal Court of Record.

Item Summary/Background/Prior Action

Chapter 30 of the Government Code requires that a Municipal Judge presiding over a Municipal Court of Record must be a resident of Texas, be a citizen of the United States, be a licensed attorney in good standing and have two or more years of experience in the practice of law in Texas. Additionally, the City Charter requires the Judge and all Associate Judges be appointed by the City Council for terms of two (2) years. The appointment for Council consideration is for a term beginning August 1, 2022 through July 31, 2024. Judge Burkett currently serves as an Associate Judge in the Corinth Municipal Court and her contract expires July 31, 2022.

Applicable Owner/Stakeholder Policy

The judge of the Municipal Court and all alternates shall be appointed by the Council for terms of two (2) years. The judge and all alternates shall receive such compensation as may be determined by the Council. The Council may appoint alternate judges of the Municipal Court to preside over the court in the absence of the judge. (Corinth Home Rule Charter Article V Section 5.01 A)

Staff Recommendation/Motion

Staff recommends reappointing Cynthia Burkett as the Associate Municipal Judge for the term beginning August 1, 2022 through July 31, 2024.

AMENDMENT TO CONTRACT FOR SERVICES FOR ASSISTANT MUNICIPAL JUDGE

THIS CONTRACT is made and entered into this _____ day of _____, 2022, by and between the **City of Corinth, Texas**, a Municipal Corporation of the State of Texas, hereinafter referred to as **“City”**, and **CYNTHIA BURKETT**, hereinafter referred to as **“Assistant (Associate) Judge”**.

1. APPOINTMENT OF ASSISTANT (ASSOCIATE) JUDGE

- a. The **City of Corinth (hereinafter referred to as “City”)** does hereby **APPOINT** and contract for the services of **CYNTHIA BURKETT (hereinafter referred to as “Assistant Judge” or “Judge”)** to service as an Assistant (Associate) municipal judge and magistrate for and under the laws of the State of Texas, for a **TERM** of two years, beginning on the 1st day of August, 2022, and continuing through midnight, July 31, 2024, with all powers, rights and duties of said appointment and as provided by the City Charter.
- b. The Assistant Judge shall comply with all requirements of law and must performs all duties as required by law and comply with all the terms of this contract, and conditions and restrictions as set forth for municipal judges under all applicable state statutes and as required under the Texas Code of Judicial Conduct.
- c. The Assistant Judge shall devote such time as necessary to perform the services set forth herein.
- d. The Assistant Judge may terminate this Contract by providing written notice of resignation not less than 30 days prior to date of termination.

2. COMPENSATION OF ASSISTANT (ASSOCIATE) JUDGE – the City shall compensate the Assistant (Associate) Judge as follows:

- a. As compensation for the Assistant (Associate) Judge’s services, the City agrees to pay to the Judge according to this Section 2.
- b. The Assistant (Associate) Judge shall receive a flat rate per duty performed according to the following schedule:

i. <u>Court:</u>	\$500 for full court day (morning & afternoon dockets)
	\$250 for half court day (morning or afternoon docket only)
	*If docket is cancelled on day of court, the fee will be \$100.
	*If docket is cancelled before court day, no fee will be paid.

ii. All other services: \$75 per hour, with each duty being a minimum of one hour and any additional time for such duty which exceeds the first hour of time, will be billed in increments of one-half hour; including travel time to the Corinth Municipal Court to sign documents on non-court days, reviewing and executing Corinth Police Department documents, including, but not limited to, probable cause affidavits, arrest/search warrants, subpoenas, summons, blood search warrants, testimony in court relating to duties as a Corinth Judge or Magistrate.

iii. Judge/Court/Staff Meetings: \$75 per meeting; attendance may include court staff, court administrator, or other invited City representatives, depending on issues to be discussed. Judge’s meetings may be scheduled as needed and at the discretion of the Presiding Judge, Judge or the City, but it is anticipated that such meetings shall be held on a quarterly basis.

iv. Training Court Sessions: \$400 for full day
\$200 for half day

- c. The Assistant (Associate) Judge shall send an invoice to the City’s Accounts Payable office by mail to 3300 Corinth Parkway, Corinth, TX 76208 or by email to accountspayable@cityofcorinth.com once per month not later than the fifth day of each month. The invoice shall indicate each date that the Judge performed a service outlined in Section 2b, above, a description of the service performed, and the applicable flat rate. The invoice shall also provide a total invoiced amount for the month.
- d. The City shall pay the Assistant (Associate) Judge once per month within 30 days from the date of the invoice is received by the City unless the invoice is disputed in good faith by the City, in which instance the City may withhold the amount(s) of the disputed charges until such dispute is settled.
- e. The Assistant (Associate) Judge must attend and complete any mandatory judicial education or other minimum judicial training as required by the State of Texas within the time periods as established by law. The City shall pay, or reimburse Assistant (Associate) Judge for, any mandatory judicial education and training, including specifically, all registration fees for such course, travel expenses, including flight, lodging and meal expenses on a pro rata basis based on the number of cities in which the Assistant (Associate) Judge serves. By way of example, if Assistant (Associate) Judge is a municipal judge or alternate judge in three municipalities (including Corinth), City shall pay for 1/3 of the above referenced expenses.
- f. The Assistant (Associate) Judge must maintain membership and licensure with the State Bar of Texas and pay all membership fees or dues on an annual basis as required by such membership or licensure. The Judge herein represents that such membership is in good standing and that all

fees and mandatory continuing education requirements have been met at the time of this appointment and shall be maintained during the term of this Contract.

- g. During the duration of this Contract, the Assistant (Associate) Judge shall comply with all provisions of the Code of Judicial Conduct, the Corinth City Charter, Chapter 30 of the Texas Government Code, and all other applicable laws pertaining to the operations of the Corinth Municipal Court of Record, and duties as a Magistrate. In the event of a conflict between the terms of this Contract and said Code, Charter, Statutes and laws, the terms of said Code, Charter, Statutes and laws shall govern.
- h. The Assistant (Associate) Judge shall operate within the docket schedule prepared and coordinated by the Judge and Court Administrator. The Assistant (Associate) Judge shall timely perform all duties, including but not limited to, the dockets set forth in the docket schedule. No minimum amount of duties are guaranteed to the judge during the duration of this Contract.
- i. The Assistant (Associate) Judge shall comply with the Presiding Judge's "Standing Orders" which address the daily administration of the municipal court and trial procedures, for matters including but not limited to dismissals, installment payments, deferred disposition, and continuances. The City will provide the necessary Court Personnel to the Judge for clerical assistance.

3. OUTSIDE LEGAL PRACTICE/JUDICIAL DUTIES; INDEPENDENT CONTRACTOR

- a. The City herein acknowledges that the Assistant (Associate) Judge may maintain a private law practice and may perform outside legal services. The Assistant (Associate) Judge shall not take on representation of a client if such representation would conflict with the Texas Code of Judicial Ethics or the Texas Rules of Professional Conduct. The Assistant (Associate) Judge shall not take on representation of a client adverse to the City of Corinth.
- b. The City further acknowledges that the Assistant (Associate) Judge may perform judicial or magisterial functions as a judge or magistrate for another city, county, or state agency, so long as the performance of such duties do not conflict with the duties of the office of municipal judge for the City of Corinth. The City therefore FINDS that the performance of such duties or holding of any other such office is of benefit to the state of Texas and there is no conflict with the duties of this office.
- c. The City may remove the Assistant (Associate) Judge from office during the Assistant (Associate) Judge's term of office pursuant to and in accordance with the requirements of §30.000085 of the Texas Government Code, or its successor, as same may hereafter be amended; or in the event the City's Charter is amended, in accordance with the provisions of the City Charter as amended.
- d. The Assistant (Associate) Judge shall be considered an independent contractor, not an employee of the City.
- e. The Assistant (Associate) Judge shall not represent a client in a case where an employee of the City, in his capacity as an employee of the City, is a witness or may be summoned to appear as a witness.

4. DUTIES OF ASSISTANT (ASSOCIATE) JUDGES

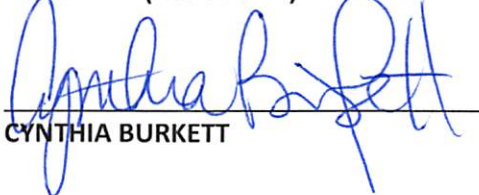
- a. The Presiding Judge shall be the liaison between the Judge(s) and/or any City departmental staff. The Presiding Judge shall provide general supervision and guidance for Assistant (Associate) Judge.
- b. The Assistant (Associate) Judge shall perform duties assigned to the Assistant (Associate) Judges, from time to time, by the Presiding Judge in his sole discretion.
- c. The Assistant (Associate) Judge shall be available for any and all duties according to the monthly Judge's Schedule prepared by the Presiding Judge or when the Presiding Judge is unavailable, including after hours, weekends and holidays.
- d. The Assistant (Associate) Judge shall keep the Court and Corinth Police Department informed of his current contact information.

5. INTEGRATION

This Contract represents the entire and integrated Contract between the City and the Assistant (Associate) Judge, and supersedes all prior negotiations and representations and/or contracts either written or oral. This Contract may be amended only by written instrument signed by both the City and the Assistant (Associate) Judge. The Assistant (Associate) Judge further states that the Judge has carefully read the foregoing Contract, and understands the contents thereof, and signs the same as the Judge's own free act.

IN WITNESS WHEREOF, City has caused this Contract to be signed in its name by the City of Corinth Mayor, and its corporate seal to be hereunto affixed and attested by its City Secretary, and the Judge has hereunto set his hand and seal the day and year first above written.

ASSISTANT (ASSOCIATE) JUDGE:



 CYNTHIA BURKETT

CITY OF CORINTH, TEXAS

 BILL HEIDEMANN, MAYOR

ATTEST:

 LANA WYLIE, CITY SECRETARY

APPROVED AS TO FORM:

PATRICIA ADAMS, CITY ATTORNEY



CITY OF CORINTH
Staff Report

Meeting Date:	6/2/2022	Title: Oncor Cities Steering Committee
Ends:	<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	
Governance Focus:	<i>Focus:</i> <input type="checkbox"/> Owner <input type="checkbox"/> Customer <input checked="" type="checkbox"/> Stakeholder	
	<i>Decision:</i> <input type="checkbox"/> Governance Policy <input checked="" type="checkbox"/> Ministerial Function	
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 N/A	

Item/Caption

Consider and act on a Resolution authorizing continued participation with the Steering Committee of Cities served by Oncor; and authorizing the payment of ten cents (\$0.10) per capita to the Steering Committee to fund regulatory and legal proceedings and activities related to Oncor Electric Delivery Company, LLC.

Item Summary/Background/Prior Action

The City of Corinth is a member of a 162-member city coalition known as the Steering Committee of Cities Served by Oncor (Steering Committee). The resolution approves the assessment of a ten cents (\$0.10) per capita fee to fund the activities of the Steering Committee.

The Steering Committee undertakes activities on behalf of municipalities for which it needs funding support from its members. Municipalities have original jurisdiction over the electric distribution rates and services within the city. The Steering Committee has been in existence since the late 1980s. It took on a formal structure in the early 1990s. Empowered by city resolutions and funded by per capita assessments, the Steering Committee has been the primary public interest advocate before the Public Utility Commission, ERCOT, the courts, and the Legislature on electric utility regulation matters for over three decades.

The Steering Committee is actively involved in rate cases, appeals, rulemakings, and legislative efforts impacting the rates charged by Oncor Electric Delivery Company, LLC within the City. Steering Committee representation is also strong at ERCOT. It is possible that additional efforts will be necessary on new issues that arise during the year, and it is important that the Steering Committee be able to fund its participation on behalf of its member cities. A per capita assessment has historically been used and is a fair method for the members to bear the burdens associated with the benefits received from that membership.

Explanation of “Be It Resolved” Paragraphs

- I. The City is currently a member of the Steering Committee; this paragraph authorizes the continuation of the City’s membership.

- II. This paragraph authorizes payment of the City’s assessment to the Steering Committee in the amount of ten cents (\$0.10) per capita, based on the population figure for the City as shown in the latest TML Directory of City Officials.
- III. This paragraph requires payment of the 2022 assessment be made and a copy of the resolution be sent to the Steering Committee.

Financial Impact

The Oncor Steering Committee’s 2022 Membership Assessment determined that, with the population of Corinth being 22,365 and charging ten cents (\$0.10) per capita, the total amount charged is \$2,236.50.

Staff Recommendation

Staff recommends approval of the Resolution authorizing continued participation with the Steering Committee of Cities served by Oncor; and authorizing the payment of ten cents (\$0.10) per capita.

**CITY OF CORINTH, TEXAS
RESOLUTION NO. 22-06-02-XX**

A RESOLUTION AUTHORIZING CONTINUED PARTICIPATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY ONCOR; AND AUTHORIZING THE PAYMENT OF TEN CENTS PER CAPITA TO THE STEERING COMMITTEE TO FUND REGULATORY AND LEGAL PROCEEDINGS AND ACTIVITIES RELATED TO ONCOR ELECTRIC DELIVERY COMPANY, LLC.

WHEREAS, the City of Corinth is a regulatory authority under the Public Utility Regulatory Act (PURA) and has exclusive original jurisdiction over the rates and services of Oncor Electric Delivery Company, LLC (Oncor) within the municipal boundaries of the city; and

WHEREAS, the Steering Committee of Cities Served By Oncor (Steering Committee) has historically intervened in Oncor rate proceedings and electric utility related rulemakings to protect the interests of municipalities and electric customers residing within municipal boundaries; and

WHEREAS, the Steering Committee is participating in Public Utility Commission dockets and projects, as well as court proceedings, and legislative activity, affecting transmission and distribution utility rates; and

WHEREAS, the City is a member of the Steering Committee; and

WHEREAS, the Steering Committee at its December 2021 meeting set a budget for 2022 that compels an assessment of ten cents (\$0.10) per capita; and

WHEREAS, in order for the Steering Committee to continue its participation in these activities which affects the provision of electric utility service and the rates to be charged, it must assess its members for such costs.

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

SECTION 1. That the City is authorized to continue its membership with the Steering Committee of Cities Served by Oncor to protect the interests of the City of Corinth and protect the interests of the customers of Oncor Electric Delivery Company, LLC residing and conducting business within the City limits.

SECTION 2. The City is further authorized to pay its assessment to the Steering Committee of ten cents (\$0.10) per capita based on the population figures for the City shown in the latest TML Directory of City Officials.

SECTION 3. A copy of this Resolution and the assessment payment check made payable to “*Steering Committee of Cities Served by Oncor*” shall be sent to Brandi Stigler, Steering Committee of Cities Served by Oncor, c/o City Attorney’s Office, Mail Stop 63-0300, 101 S. Mesquite St., Suite 300, Arlington, Texas 76010.

PASSED AND APPROVED, this the 2nd day of June 2022.

Bill Heidemann, Mayor

ATTEST:

Lana Wylie, City Secretary

APPROVED AS TO FORM:

Patricia A. Adams, City Attorney



CITY OF CORINTH
Staff Report

Meeting Date:	6/2/2022	Title:	Chapter 50: Water and Sanitary Wastewater Systems
Ends:	<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		
Governance Focus:	<i>Focus:</i> <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Customer <input type="checkbox"/> Stakeholder		
	<i>Decision:</i> <input checked="" type="checkbox"/> Governance Policy <input type="checkbox"/> Ministerial Function		
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 Click to enter recommendation/decision of supporting group.		

Item/Caption

Consider and act on an ordinance of the City Council of the City of Corinth, Texas, repealing chapter 50, “Water and Sanitary Wastewater Systems” of Title V, “Public Works” of the code of ordinances of the City of Corinth and adopting a new chapter 50, “Water and Sanitary Wastewater systems”; providing for the incorporation of premises; providing for an amendment; providing a cumulative repealer clause; providing a severability clause; providing a savings/conflict clause; providing a penalty of a fine up to two thousand dollars (\$2,000) for each violation of this chapter each day that the violation exists or continues; ; providing for publication and an effective date.

Item Summary/Background/Prior Action

The Utility Customer Service department is responsible for establishing and maintaining customer utility accounts as well as billing approximately 7,400 active accounts each month for water, sewer, storm drainage, and solid waste collection. Operating procedures for the department are governed by Section 50 Water and Sanitary Wastewater systems of the code of ordinances.

Staff is recommending revisions to Chapter 50 of the Water and Sanitary Wastewater systems. Proposed revisions include the following:

- Updating the Utility Fee Schedule
- Revisions to the Billing and collection for services procedures
- Service deposits that will allow for different amounts based on collection risk.
- Include new services which include residential budget billing, and identity theft provisions.

Staff Recommendation/Motion

Staff recommends approval of an ordinance repealing chapter 50, “Water and Sanitary Wastewater Systems” of Title V, “Public Works” of the code of ordinances of the City of Corinth and adopting a new chapter 50, “Water and Sanitary Wastewater systems” and providing for an effective date of September 1, 2022.

**CITY OF CORINTH, TEXAS
ORDINANCE NO.**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORINTH, TEXAS, REPEALING CHAPTER 50, “WATER AND SANITARY WASTEWATER SYSTEMS” OF TITLE V, “PUBLIC WORKS” OF THE CODE OF ORDINANCES OF THE CITY OF CORINTH AND ADOPTING A NEW CHAPTER 50, “WATER AND SANITARY WASTEWATER SYSTEMS”; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR AN AMENDMENT; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS/CONFLICT CLAUSE; PROVIDING A PENALTY OF A FINE UP TO TWO THOUSAND DOLLARS (\$2,000) FOR EACH VIOLATION OF THIS CHAPTER EACH DAY THAT THE VIOLATION EXISTS OR CONTINUES; PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, the City of Corinth, Texas (“City”) is a home-rule municipality acting under its Charter adopted by the electorate pursuant to Article IX, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

WHEREAS, the State has delegated to each municipality the fiduciary duty, as a trustee, to manage water and sanitary wastewater systems within the City for the public health, safety, and welfare; and

WHEREAS, the City has authority to set water rates as provided in section 13.042 of the Texas Water Code and to operate and regulate its water services in a manner that protects the interests of the City as provided in section 552.001 of the Texas Local Government Code; and

WHEREAS, the City receives water and wastewater treatment services from the Upper Trinity Regional Water District (UTRWD) and the City Council desires to make certain changes to the rate structure charged by the City to customers in order to pass-through the rate changes enacted by UTRWD and to account for the operating and maintenance costs associated with the City’s water system; and

WHEREAS, the City Council has reviewed the proposed fees and determined that the fees set forth herein reasonably compensate the City for the actual costs incurred by the City to provide the services set forth herein; and

WHEREAS, the City Council of the City of Corinth (the “City Council”) previously adopted Chapter 50 “Water and Sanitary Wastewater Systems” of the City’s Code of Ordinances in compliance with state law; and

WHEREAS, the City Council desires to repeal and readopt Chapter 50 “Water and Sanitary Wastewater Systems” of Title V, “Public Works” of the City’s Code of Ordinances as set forth herein; and

WHEREAS, the City Council finds that the enactment and enforcement of such standards are in the best interest of the City of Corinth, Texas, and its citizens and that such enactment and enforcement furthers the health, safety and welfare of the citizens and their environs; and

WHEREAS, the City Council, having reviewed the changes contained herein, has determined that the adoption of this ordinance serves the public health, safety, and welfare.

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

SECTION 1
INCORPORATION OF PREMISES

The above and foregoing recitals are found to be true and correct and are incorporated into the body of this Ordinance for all purposes.

SECTION 2
AMENDMENT

Chapter 50 “Water and Sanitary Wastewater Systems” of Article V, “Public Works” of the Code of Ordinances of the City of Corinth, Texas is hereby repealed in its entirety, and a new Chapter 50, “Water and Sanitary Wastewater Systems” of Article V is hereby adopted, and shall be and read in its entirety as set forth in **Exhibit “A,”** which is attached hereto and incorporated herein, and all other provisions of Article V. not expressly repealed hereby shall remain in full force and effect.

SECTION 3
CUMULATIVE REPEALER

This Ordinance shall be cumulative of all other Ordinances of the City of Corinth 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 or where expressly repealed hereby. 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.

SECTION 4
SEVERABILITY

If any section, subsection, clause, phrase, or provision of this Ordinance, or the application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void, or unconstitutional, the remaining sections, subsections, clauses, phrases, and provisions of this Ordinance, or the application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

SECTION 5
SAVINGS/CONFLICT

In the event of a conflict between the provisions of this Ordinance and any other regulation or rule prescribed by charter, another ordinance, resolution or other authorization of the City, the provisions of this ordinance shall control. Notwithstanding the foregoing, all rights and remedies of the City are expressly saved as to any and all complaints, actions, claims, or lawsuits, which have been initiated or have arisen under or pursuant to such conflicting Ordinance, or portion thereof, on the date of adoption of this Ordinance shall continue to be governed by the provisions

of that Ordinance and for that purpose the conflicting Ordinance shall remain in full force and effect.

SECTION 6
PENALTY

Any person, firm or corporation who violates any provision of this Ordinance or the Code of Ordinances, as amended hereby, shall be subject to a fine not to exceed the sum of five hundred dollars (\$500.00) for each offense, and each and every day any such offense shall continue shall be deemed to constitute a separate offense, provided, however, that in all cases involving an intentional, knowing, reckless or criminally negligent violation of any provision of this ordinance or Code of Ordinances, as amended hereby, governing public health shall be subject to a fine not to exceed the sum of two thousand dollars (\$2,000.00) for each offense, and each and every day any such offense shall continue shall be deemed to constitute a separate offense.

SECTION 7
PUBLICATION/EFFECTIVE DATE

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

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF CORINTH, TEXAS on this the _____ day of _____ 2022.

APPROVED:

Bill Heidemann, Mayor

ATTEST:

Lana Wylie, City Secretary

APPROVED AS TO FORM:

Patricia A. Adams, City Attorney

CHAPTER 50: WATER AND SANITARY WASTEWATER SYSTEMS

General Provisions

- 50.00 Water and Wastewater Utility Fee Schedule
- 50.01 Billing and Collection for Services
- 50.02 Application for Service and Service Deposits
- 50.03 Residential Budget Billing Option
- 50.04 Theft of Services; Tampering with Meters or Connections
- 50.05 Municipal Utility Lien for Delinquent Accounts
- 50.06 Discontinuance of Service
- 50.07 Other Fees Definitions
- 50.08 Identity Theft Prevention

Water Regulations

- 50.15 Connection to Water System Required - Application
- 50.16 Fire Hydrant Meters
- 50.17 Water Tap/Meter Fees
- 50.18 Extension of Water Mains to Subdivisions and Within Subdivision, or to Individuals; Pro Rata
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- 50.35 Connection to Sanitary Wastewater System
- 50.36 Connecting to City Wastewater Mains Fee Schedule
- 50.37 Extension of Wastewater Mains to Subdivisions and Within Subdivisions, or to Individuals; Pro Rata
- 50.38 Backflow Prevention Device Tests and Customer Service Inspections
- 50.99 Penalty

Cross-reference:

Inspection fees for water and wastewater line construction, see § 38.16

GENERAL PROVISIONS

§ 50.00 WATER AND WASTEWATER UTILITY FEE SCHEDULE.

The rates, charges, fees, deposits, billings, and procedures for providing water and wastewater service by the City to its customers shall be established and be in accordance with this Chapter and may be amended from time-to-time by the City Council. All water and wastewater fees are consolidated in this fee schedule. The fee schedule related to new development are found in § 50.17, § 50.36, § 50.38, and § 38.16.

A. Water Rates and Billing Basis.

1. Water rates consist of a base rate and a volumetric rate designed to ensure the water utility operates on a self-sustaining basis. The base rate is the minimum bill that a residential or commercial customer would receive to equally share in providing the availability of service. Minimum base rates are based on meter size. The rates also include a senior citizen discount where senior citizens receive 5,000 gallons of water in their monthly minimum bill. The volumetric rate is the amount charged to a customer per thousand gallons used and uses a tiered structure.
2. There are two cost components associated with the City’s water system. The first component is charges from the Upper Trinity Regional Water District (UTRWD) for the purchase of wholesale water and the maintenance of their water system. The second

component is City expenditure for the maintenance of City water lines, capital improvement projects, debt service, mandatory testing, personnel, and repairs to the system.

WATER MINIMUM BASE RATE

Meter Size	UTRWD Rate	CITY Rate	TOTAL RATE
5/8 x 3/4	\$ 31.27	\$ 13.35	\$ 44.62
Full 3/4"	34.40	14.68	49.08
1"	43.78	18.69	62.47
1 1/2"	56.29	24.02	80.31
2"	90.69	38.70	129.39
3"	344.01	146.80	490.81
4"	437.83	186.83	624.66
6"	656.74	280.25	936.99
10"	\$906.93	\$603.72	\$1,510.65

RESIDENTIAL WATER VOLUMETRIC RATES

Rate Tiers (gallons)	UTRWD Rate	CITY Rate	TOTAL RATE
0-5,000	\$1.15	\$1.00	\$ 2.15
5,001-10,000	2.15	1.00	3.15
10,001-25,000	3.15	3.00	6.15
25,001-50,000	3.15	6.00	9.15
50,001+	\$3.15	\$9.00	\$12.15

COMMERCIAL WATER VOLUMETRIC RATES

Rate Tiers (gallons)	UTRWD Rate	CITY Rate	TOTAL RATE
0-50,000	\$2.15	\$ 3.00	\$ 5.15
50,001-200,000	2.15	5.00	7.15
200,001-500,000	2.15	7.00	9.15
500,000 +	\$2.15	\$10.00	\$12.15

IRRIGATION WATER VOLUMETRIC RATES

Rate Tiers (gallons)	UTRWD Rate	CITY Rate	TOTAL RATE
0-50,000	\$2.15	\$ 3.00	\$ 5.15
50,001-100,000	2.15	5.00	7.15
100,001-500,000	2.15	7.00	9.15
500,000 +	\$2.15	\$10.00	\$12.15

B. Wastewater Rates and Billing Basis.

1. *UTRWD pass-through wholesale sanitary wastewater system charges.* The monthly rates for sanitary wastewater service shall include all current charges for wholesale sanitary sewer services billed to the City by the Upper Trinity Regional Water District (UTRWD) as a pass-through charge which will be maintained as a separate item in accordance with amounts actually billed to the City by UTRWD. In each fiscal year budget, a projected number of billings and projected total usage will be determined and used as the basis for distributing wholesale sanitary sewer cost charged by UTRWD to the City as a monthly minimum based on a rate per 1,000 gallons. The pass-through charge shall consist of: (A) a minimum monthly billing charge related to wholesale costs other than volume charges charged by UTRWD to the City; and (B) a charge per gallon related to wholesale volume charges charged by UTRWD to the City. Each year, effective with October usage and the November billing, this rate will be updated by the City Manager or his or her designee to reflect increases or decreases in rates from the City's wholesale provider, UTRWD, adjusted by a reconciliation of billed amounts compared to actual charges incurred by the City in the previous fiscal year.

2. *Single family dwelling:* Each year, residential monthly water consumption is measured and averaged to establish the monthly wastewater charge for each customer for the upcoming year. The average will be calculated by taking the prior November, December, January, and February metered water consumption, subtracting out the highest month's usage, and averaging the consumption to be known as the "winter quarter average." Each March, the billable flows for each residential customer will be readjusted based on the previous winter quarter average. The rates include a senior citizen discount where senior citizens receive 1,000 gallons of wastewater included in their monthly minimum bill. Residential gallons billed are capped at 25,000 gallons.

3. *New customers averaging:* The City will accept submission of previous consumption history from a new customer to establish the winter average. The information submitted must reflect the winter quarter average months used by City, as the basis for customer's wastewater rate. Where no prior winter quarter average exists, the City's standard winter quarter average for all residential customers will be used.

4. *Non-single-family dwellings:* Rates shall be based upon each month's water consumption.

5. *Commercial customers:* The volume of flow used in computing wastewater charges for commercial customers will be based on metered water consumption as shown in the meter reading records retained by the City.

RESIDENTIAL WASTEWATER ADOPTED RATES

Meter Size	UTRWD Rate	CITY Rate	TOTAL RATE
Base Rate	\$ 19.00	\$ 16.00	\$ 35.00
Volumetric Rate	2.60	1.40	4.00

COMMERCIAL WASTEWATER ADOPTED RATES

Meter Size	UTRWD Rate	CITY Rate	TOTAL RATE
Base Rate	\$ 26.00	\$ 19.00	\$ 45.00
Volumetric Rate	2.60	1.40	4.00

C. Other Utility Service Fees. Fees are designed to cover the costs of providing services to residents and commercial customer. These fees are as follows:

UTILITY SERVICE FEES

Fee	Related Section	Amount
<u>Administrative and Billing Service Fees</u>		
Service Fee (New Customer)	§ 50.07(A)	\$28.00
Late Payment Fee	§ 50.07(D)	10%
Nonpayment Service Fee	§ 50.07(E)	\$50.00
After hours Reconnect Fee	§ 50.07(F)	\$75.00
Returned Payment Fee	§ 50.07(C)	\$25.00
Meter Testing Fee with No problem	§ 50.07(B)	\$50.00
Connect/Disconnect Change Order	§ 50.07(G)	\$25.00

<u>Residential Water Meter Deposits - Based on Soft Credit Check Level</u>		
Green (Low Risk)	§ 50.02(B)	\$100.00
Yellow (Medium Risk)	§ 50.02(B)	\$200.00
Red (High Risk)	§ 50.02(B)	\$300.00

Commercial/Irrigation Water Meter Deposits - Based on Soft Credit Check Level and Meter Size (§ 50.02(B))		
<i>Size</i>	<i>Green</i>	<i>Yellow & Red</i>
5/8 x 3/4"	\$150.00	\$300.00
3/4"	\$150.00	\$300.00
1"	\$150.00	\$300.00
1 1/2" domestic	\$375.00	\$750.00
1 1/2" turbo	\$375.00	\$750.00
1 1/2" turbo	\$375.00	\$750.00
3"	\$375.00	\$750.00
4"	\$375.00	\$750.00

<u>Fire Hydrant Meters</u>	Related Section	Amount
Meter Deposit	§ 5016(c) and 50.20(A)	\$2,500.00
Minimum Monthly Base Rate (Commercial 3" Water Minimum Base Rate)	§ 50.20(A)	\$490.81
Billing per 1,000 Gallons	§ 50.00(A)	See Commercial Volumetric Rates

<u>Meter Tampering</u>	Related Section	Amount
Theft of Service Penalty	§ 50.04	\$200.00 Plus, estimated cost of service
Tampering Charges - Damage to meter or other City Property	§ 50.04	Greater of, \$1000.00 or cost to replace/repair

§ 50.01 BILLING AND COLLECTION FOR SERVICES.

- A. **Due date for payment of statements.** The due date for the payment of the bill for utility services shall not be less than ten (10) business days after issuance. Payment must be received in the established City customer service locations by close of business on the due date.
- B. **To avoid assessment of a late payment fee and disconnection of service.** Payments made through the mail or alternative sources such as, telephone, drop box or electronically will be accepted through the close of business on the due date. All form of payment received by the City after the due date are subject to the late payment fee and subsequent disconnection of services. The postmark date will not be considered in the assessment of a late payment fee.
- C. **Disconnection.** Each customer of the City's utility system who has not paid by the due date as noted on the billing statement, or according to a current payment agreement, will be assessed a late payment fee. Within two (2) days after the due date, the City will attempt to provide notice to the customer outlining the date the account must be paid, to avoid termination of services and additional charges for non-payment. Once terminated, services to the customer shall not be restored until the past due amount, applicable nonpayment service fees, additional deposit requirements, and/or tampering charges are paid in full and received by the City. Service to the customer shall only be restored during normal City business hours unless the customer pays the

additional afterhours service charge.

- D. **Alternative to disconnection of service.** A customer with a past due or delinquent balance may avoid disconnection of utility service by:
1. **Paying the total amount due.** The customer can pay the total delinquent amount and the late payment fee prior to the termination date.
 2. **Requesting and qualifying for a short-term payment arrangement.** The customer may request to qualify for a short-term payment arrangement. If an account has a failed payment arrangement on file, no payment arrangements will be allowed for a period of one (1) year from that date. Failure to meet the terms of the payment arrangement will result in disconnection of services.
- E. **Disputed charges.** Should a customer dispute any charges on a bill, the customer must pay any undisputed amounts by the due date, contact the customer service department in writing within three (3) billing cycles of the disputed charges, and outline the reason for the dispute. The customer service department will review the charges to verify accuracy. If there is an error in the billing it will be corrected, and the customer service department will notify the customer of the correction. If there are no errors in the billing, the customer will be notified. Should the customer dispute the charges further the customer service department will present an adjustment request to the review committee, which consists of the City Manager, the Public Works Director, and the Finance Director, for their consideration. The committee will render a final determination within ten (10) business days and notify the customer. The customer may appeal the committee decision within thirty (30) days of the determination.
- F. **Prohibited adjustments.** No adjustment will be made to any monthly bill due to a water leak, loss, or filling of a pool, unless otherwise stated in this Chapter. No allowance shall be made on utility bills due to use of less service than set as the basis for the minimum charge.
- G. **No free service permitted.** No free service of the City's waterworks system shall be allowed to any person, firm, corporation, or association whatsoever.
- H. **Billing adjustment corrections** – adjustments correcting errors in billing for services (charges or refunds) are limited to the preceding 24 months.
- I. **Estimated Charges:** The quantity of water delivered to a premise may be estimated under any of the following circumstances:
1. The meter reader is unable to procure a reading of the meter because access to the meter is obstructed.
 2. The meter or the equipment used to read the meter does not properly function.
 3. Adverse weather or an act of God prevents the reading of the meter.
 4. For some other reason, a meter reading is not available to the customer service department at the time of preparing a bill for the customer.
- J. **Basis for estimates:** Consumption estimates that are favorable to the resident will be determined by using the lower of the following:
1. Average of the last three years' consumption for the month at the premises; or
 2. The average for the same customer class for the month.
 3. Should the historical consumption for the month at the premise be unavailable, then the estimate will be based on the average for the same customer class for the month.

§ 50.02 APPLICATION FOR SERVICE AND SERVICE DEPOSITS.

Any customer desiring water service shall make application to the City. A deposit must be paid at the time the application is submitted. The deposit shall be held by the City so long as the customer is using the service. Upon termination of service, the deposit will be applied against any unpaid balance owed for City services. Any remaining credit balance will be refunded.

A. Deposits assessment basis.

1. Residential deposit assessment – Residential deposits will be based on a soft credit check. The level of credit risk will determine the amount of the deposit due at the time of application for service.
2. Commercial and irrigation meter deposit assessment - Commercial deposits will be assessed based on a soft credit check and the size of the meter.
3. Fire hydrant meter deposits – will be assessed at the rate found in § 50.00.

B. Soft credit check – definition and application.

1. *Soft credit check* is a credit rating based on criteria available through the Online Utility Exchange. The credit check returns one of three (3) credit levels: Green (low risk), Yellow (medium risk), Red (high risk). The Green credit level deposit can be reduced to \$0 with a letter of credit from a previous utility company indicating no more than two (2) late payments, no returned checks, and no disconnects for non-payments within the last year of service at the location.
2. Soft credit checks will be performed:
 - a. On each applicant or responsible party authorized on the account,
 - b. Annually, to determine required deposits are sufficient according to current credit activity.

C. Additional deposit. The City may require a customer to make an additional deposit if the customer has had utility service terminated due to non-payment, the City has determined there is evidence a customer has stolen services or tampered with City equipment, a negative change occurs on the customer's annual soft credit rating review, or payment history indicates an additional deposit is required. The City may disconnect service if the customer does not remit the additional deposit within fourteen (14) days of the City's request, provided a disconnect notice has been issued. Such disconnect notice may be issued concurrently with the notification requesting the additional deposit.

§ 50.03 RESIDENTIAL BUDGET BILLING OPTION.

Any residential utility customer of the City may request to be billed for water, wastewater and/or sanitation services based upon an average billing amount. The eligibility and calculation criteria are as follows:

- A. The customer shall request budget billing in accordance with the provisions of this section. The customer must have established residence and have a good credit history within the past 12 months with the City. Budget billing will be open for enrollment between December 1st and February 11th. The budget billing program begins in March.
- B. The City may accept or deny the request based on the customer's credit history and circumstances as presented by the customer. Upon acceptance of the request, the City will compute the budget billing amount based on the average of the previous 12 months' billing history. Each month the average monthly payment will change as the oldest month is removed from the average to be replaced by the most recent month's billed consumption and adjusted for any rate changes that would affect the budget billing calculation as described in this subsection. The customer shall be billed the average amount each month after approval of the application. On the settlement month, the City will credit the customer's account for any accumulated credit amount. If the amount remaining represents an amount owed by the customer to the City, the customer shall have until the due date of the current billing to pay the additional amount due.
- C. The budget billing averages can be adjusted to reflect any approved rate changes.
- D. The City may provide budget billing for utility services based upon the customer's length of residence, credit history, and upon information provided by the customer. Upon approval, the customer's written or oral consent shall constitute a legal agreement between the customer and

the City. The customer must comply with the terms of this section, the terms of the agreement, and the budget billing policies of the City.

- E. **Termination of budget billing services.** Any returned check will also constitute a reason for termination of this service. Such customer may not re-qualify for such program until the customer re-establishes at least six (6) months of qualifying payment history. After a second removal from the program, a customer may not re-qualify for such program until after the expiration of one (1) year and a consecutive six (6) months of qualifying payment history.

§ 50.04 THEFT OF SERVICES; TAMPERING WITH METERS OR CONNECTIONS.

- A. It is theft of service to turn on water that has been cut off by the City or to tamper with the meter, meter connections, or City property in any way. Such civil offenses will be prosecuted in accordance with state law.
- B. In addition, or as an alternative to other remedies, the City may impose a civil penalty against any person or entity for actions constituting theft of service, and tampering charges may be assessed to any person for the following offenses:
1. Tampering with or damaging the water system, wastewater system, City fire hydrants or other City equipment.
 2. Illegally connecting to the water or wastewater system.
 3. Discharging wastewater or other effluent from the customer's service address into the City's wastewater system through un-metered bypass piping or other means.
 4. Continued obstruction of City access to a meter for the purpose of reading, maintenance, repair, or removal.
- C. The civil penalty for violation of this section is set forth in § 50.00.

§ 50.05 MUNICIPAL UTILITY LIEN FOR DELINQUENT ACCOUNTS.

- A. Pursuant to Texas Local Government Code, Section 552.0025, as amended, and state law, the City is authorized to impose a lien on real property owned by any customer of the City's water, wastewater, and drainage utilities when such customer has failed to pay for the utility service provided.
- B. The City Manager or his designee shall have the authority to release any lien imposed in accordance with this section when all delinquent charges for utility service, penalties, and collection costs have been fully paid. The release shall be in a form approved by the City Attorney and shall be duly executed by the City Manager or his designee and recorded in the real property records of Denton County, Texas.
- C. The authority and the rights granted in this section are cumulative to all legal rights and remedies, methods of collection and/or security available to the City under common law, statutory law, the City's Charter, or the City's Code of Ordinances.

§ 50.06 DISCONTINUANCE OF SERVICE.

- A. Any person wishing to discontinue the use of water supplied from the waterworks system must give notice thereof to the City; otherwise, the charge for service will continue until such notice has been given. Should a customer fail to provide notification of discontinuance of service the final amount due on account will be the responsibility of the account holder through the date of disconnection.
- B. The following shall be considered grounds for involuntary discontinuance of services:
1. Any person violating any provision of this chapter or any published rule or regulation of the utilities department, or of the City, until such violation has been corrected.
 2. Any person's account becomes delinquent. The City may terminate services at any time upon delinquent status of an account. Once services are terminated, any deposit held by the City will be applied to the delinquent account when the final bill is generated. If the customer

wishes to reconnect services, the customer will be required to pay a nonpayment fee and the remaining balance of the delinquent amount. For continued service, the City may require an additional deposit amount as described in § 50.02(C).

3. Any person found defrauding the utilities department by tampering with any water line or meter. Service disconnected for any such reason shall not be restored until the City is satisfied that all loss to the utilities department has been repaid.

§ 50.07 OTHER FEES.

- A. **SERVICE FEE.** A connection charge in an amount established by the City Council will be charged to customers requesting water service.
- B. **METER TESTING CHARGE.** If a utility customer requests the testing of a City meter and the meter is found to be within accuracy levels, the customer will be charged a meter testing charge. The meter is defined as within accuracy standards when found to be plus or minus two (2) percent or less.
- C. **RETURNED PAYMENT FEE.** If a customer has a check, money order, or bank draft that has been dishonored by the maker's bank and returned to the City as unpaid, the customer will be required to pay a returned payment charge. The City will notify the customer by placing a door tag at the address and request payment in full by close of business the following Monday. If the following Monday is a holiday and/or City offices are closed, the payment must be received by close of business on the subsequent business day. If customer fails to pay for the returned check and applicable fees in the allotted time, the utility services will be disconnected, and a nonpayment service fee will be assessed. Services will be restored once payment has been received for the returned payment and all applicable fees. No partial payments will be accepted. If the City receives two (2) returned checks/bank drafts in a six (6) month period, the customer will be placed on a cash only status for the following twelve (12) months. Under no circumstances will a check be accepted as payment for a dishonored payment.
- D. **LATE PAYMENT FEE.** A late payment charge will be assessed if payment in full is not received by 5:00 p.m. on the due date.
- E. **NONPAYMENT SERVICE FEE AND ADDITIONAL DEPOSIT.** If a utility account is processed for nonpayment, then the customer will be required to pay a nonpayment service fee. Disconnection of service due to nonpayment can result in an increase in the deposit required to maintain services with the City.
- F. **AFTER-HOURS RECONNECT FEE.** If customer requires reconnection of service outside normal business hours, an after-hours reconnect fee shall be assessed.
- G. **CONNECT OR DISCONNECT CHANGE ORDER.** If a customer changes a previously scheduled account connect or disconnect the account will be subject to a change order fee.

§ 50.08 IDENTITY THEFT PROVISION.

Customer service considers the types of accounts that it offers and maintains, the methods it provides to open and access its accounts, and its previous experiences with identity theft and the protection of customers' identity.

- A. **Definitions related to identity theft.** The following are terms and definitions used in identity theft prevention.
 1. **Identifying Information.** Any name or number that may be used, alone or in conjunction with any other information, to identify a specific person, including name, address, telephone number, social security number, date of birth, government issued driver's license or identification number, alien registration number, government passport number, employer or taxpayer identification number, unique electronic identification number, computer's internet protocol address, or routing code.
 2. **Identity Theft.** Fraud committed using the identifying information of another person.

3. *Red Flag.* A pattern, practice, or specific activity that indicates the possible existence of identity theft.
- B. ***Prevention and risk mitigation activities.*** The following activities will be engaged to prevent or mitigate customer identity theft.
1. *Identify and detect red flags.* Steps will be taken to identify and detect activity from irregularities, documentation, and external and internal sources.
 2. *Prevention, mitigation, resolution measures.* Measures will be taken to prevent and mitigate identity theft when requiring and maintaining customer information necessary for providing service.
 - a. *New Customer* – To protect customers' information associated with the opening of a new customer account, customer service personnel will take steps to obtain and verify the identity of the person opening the account.
 - b. *Existing Customer* - To protect customers' information on existing accounts, customer service will restrict electronic and physical access, maintain strict protocol to prevent unauthorized access, and monitor account transactions for irregularities. This will include obtaining and verifying identification of the customer requesting information or changes to an account.
 - c. *Identify Theft Resolution* – Steps taken when red flag activity is discovered may include contacting the customer, changing physical and electronic access to the information, and notifying law enforcement.

Water Regulations

§ 50.15 CONNECTION TO WATER SYSTEM REQUIRED - APPLICATION.

- A. ***Connection Requirement.*** All owners or occupants of buildings, or agents for the owners situated in any section of the City where a water line exists and where the property line of the land on which such building is situated, approaches, or extends to within 100 feet of any such water line, are hereby required to connect the same with the City water system under the supervision of the City Inspectors, or designee.
- B. ***Application and approval for connections is required.***
1. It shall be considered illegal tampering with a meter under § 50.04, for any person or entity to intentionally or knowingly make a connection to the mains or pipes of the waterworks system without first making application to the City stating fully the several and various uses for which water is wanted, giving the name of the property, the number of the lot, and block name of the street and house number.
 2. Upon the payment of the tapping fee set forth in § 50.17, the Director of Public Works , or designee shall make or have made the necessary connections and furnish a curb stop, box and curb cock, the cost of which is included in the tapping fee and every premises not now equipped with the curb stop, box and curb cock and connected with any water main or being supplied with any water from the waterworks system shall have separate service connection curb stop box and curb cock installed by and at the expense of the owner of the premises.
 3. If application is approved by the Director of Public Works or designee, a permit will be issued. All fees and charges shall be paid for at amounts and rates fixed by applicable sections of this chapter.

§ 50.16 FIRE HYDRANT METERS.

- A. *Permission to use.*** Fire hydrants are used in extinguishing fires and are to be opened only by authorized employees of the public works department and the City's fire department. The City issues fire hydrant meters for water usage on projects to customers on a short-term basis subject to the following requirements:
1. Meters may not be used for any reason outside the approved application, or for long term irrigation or any other uses where a permanently installed meter would be appropriate.
 2. The Director of Public Works may refuse to approve an application or a connection to a fire hydrant if approval of the application would potentially increase the City's obligations under its contract with Upper Trinity Regional Water Authority or if the City has implemented stage one of the City's drought contingency plans.
 3. A person requesting use of a fire hydrant must make a written application and must pay applicable fees and a deposit in accordance with this Chapter and as defined in the fee schedule (§ 50.00).
 4. The applicant shall provide the reason for the meter, location of project where meter is to be used, and an approximate time frame the meter will be in service. Should additional time be required, the customer shall notify the customer service department with a request for an extension.
 5. Meters shall be issued to registered contractors for construction purposes including roadway, home, or business construction.
 6. Meters will be securely connected and disconnected by City personnel only.
 7. The applicant will contact customer service to arrange for inspection and return of the fire hydrant meter immediately after finishing use of the hydrant.
 8. Meters may not be issued for personal use by customers, including but not limited to repair and refill of a pool.
- B. *Use Requirements.*** The customer using a fire hydrant to supply water must:
1. Use only a fire hydrant meter furnished by Corinth public works department.
 2. Notify City customer service immediately if the meter is damaged or removed from the premise and NOT returned to the City.
 3. The meter shall remain secured and available for City personnel reading and inspection.
 4. A person authorized to open a fire hydrant must only use an approved spanner wrench and must replace the caps on the outlets when not in use.
 5. A person authorized to open a fire hydrant must completely close the fire hydrant valve, when not in use, to prevent water leakage from weep holes.
- C. *Charges.*** The deposit and charges for a fire hydrant meter are defined in the fee schedule in § 50.00.
- D. *Improper use.*** Failure to abide by the conditions of Subsection (B) or set forth in the application is sufficient cause to confiscate the meter, prohibit further use of the fire hydrant and to refuse to grant subsequent application for use of a fire hydrant.
- E. *Offense.*** A person commits an offense if he knowingly:
1. Uses water from a fire hydrant without having followed procedures listed in this section to obtain a fire hydrant meter from the City.
 2. Violates § 50.16(A)(2), (A)(3), or (B) of this section or any of the terms and conditions of an application granted under this section.
 3. The penalty for violation of this § 50.16 is set forth in § 50.99.
- F. *Exceptions.*** This section does not apply to a City employee engaged in work in an official

capacity.

- G. **Cessation of Service.** After the customer discontinues service, an inspection will be required. The costs and expenses related to any damages or missing parts shall be withheld from the customer's deposit. The deposit for the meter will be credited to the customer's account when service is discontinued less any charges for the damaged meters or any pending or past due accounts.

§ 50.17 WATER TAP/METER FEES.

- A. The fees for connection to the City waterworks system for each single-family dwelling, detached or attached, served by one master meter shall be:

Connection (in inches)	Fee
3/4 x 5/8	\$1,500.00
3/4	\$1,600.00
1	\$1,725.00
1 1/2	\$1,850.00
2	\$2,200.00
Larger than 2-inch connection	Total cost of materials and labor

- B. When a paved road must be bored, \$500 will be added to the fees listed above.

§ 50.18 EXTENSION OF WATER MAINS TO SUBDIVISIONS AND WITHIN SUBDIVISION, OR TO INDIVIDUALS; PRO RATA.

- A. Developers of subdivisions shall bear the entire costs of water systems within the boundary of their subdivisions; the adequate size of such water mains shall be determined by the City. On any mains larger than 12 inches in diameter, the City will refund the difference between the cost of the oversized main and a 12-inch diameter main or the largest size of main required for the subdivision, whichever is greater.
- B. Where extension of water mains is required to serve property which has been subdivided or platted for development and resale, the costs of approach or off-site boundary mains fronting on property not owned by the developer, but required and necessary to connect property to be developed, shall be borne solely by the developer. The sizes of all mains shall be determined by the City. Upon approval and acceptance of the system by the City, on any main that is an approach, or off-site or boundary main the City will pay, upon acceptance, if funds are available, or will enter into a profit agreement with the developer, an amount being the cost of the oversize of any main larger than 12 inches in diameter or the largest size of main required for the subdivision, whichever is greater in size.
- C. A pro rata charge of the actual cost per line foot of lot or tract of land shall be paid by the developer or individual applicant if water lines have been extended by the City to serve the connections.
- D. The City shall refund to the developer or individual pro rata charges received from applicants for water and wastewater who wish to connect to the boundary mains. However, the total amount of the refund shall not exceed the amount of the developer individual's cost of the improvements. The maximum period for the pro rata reimbursement to the developer or individual shall not exceed five years.

§ 50.19 WELL WATER.

- A. It shall be illegal for an individual or company to intentionally, knowingly or recklessly commingle well water and City water or to attach water lines from water wells to City water lines. This shall not preclude the City from incorporating water wells into the main water supply for the City.
- B. The penalty for violation of § 50.19 is set forth in § 50.99.

§ 50.20 WATER SYSTEM NEW CONNECTION FEE.

Fees and charges pertaining to new service where no previous service has existed include:

- A. **Fire Hydrant Deposit and Fee.** Upon application for use of fire hydrant meter, a deposit and monthly fees will be charged.
- B. **Installation Charge.** A first service connection charge in an amount established by the City Council shall be charged to customers requesting service, where no permanent service previously existed and where a new account number is established.
- C. **Meter box replacement fee.** Builders and businesses are given the first meter box free of cost. Subsequent meter box replacements will be at builder/business expense.
- D. **Water Tap and Meter Fees.** Fees assessed for connection to the City waterworks system for each single-family dwelling, detached or attached, served by one master meter. Water tap and meter fees are approved by City Council.
- E. **Liability for materials.** Each property owner or developer shall furnish materials and shall install all water service lines and sanitary wastewater laterals from the mains to the structure at his own cost and expense to meet the standard details and specifications and the approval of the City. However, the City will furnish the meters, necessary fittings, and meter boxes for the water service lines and will complete the meter installations and connections.

Sanitary Wastewater Regulations**§ 50.35 CONNECTION TO SANITARY WASTEWATER SYSTEM.**

- A. All owners or occupants of buildings, or agents for the owners, situated in any section of the City where a sanitary wastewater system now exists, or where it may hereafter exist, and where the property line of land on which any such building is situated approaches or extends to within 100 feet of any such wastewater system, are hereby required to construct, or cause to be constructed, suitable water closets on their property, and connect the same with the City sanitary wastewater system, under the supervision of the City Inspector. However, where there now exists a septic tank in proper sanitary working condition, it may be permitted to remain in use until such time as it may be found to be unsanitary. In this event, the septic tank may be ordered removed by the City Inspector upon thirty days' notice to the owner thereof, and all facilities shall be connected to the City sanitary wastewater system within 90 days after service is available. It shall be the duty of any such property owners or occupants of such property to keep and maintain the water closet and connection thereof in satisfactory working condition and free from any obstruction.
- B. It shall be unlawful for any person to knowingly build or use any privy vault above or below the ground in the City or on any lot or parcel of land. All persons now having such privy vaults in such locations are hereby required to abate the same within 30 days after notice by the City Inspector to do so, and to construct and install water closets and connect the same to the City sanitary wastewater system. The civil penalty for violations of this § 50.35 is set forth in § 50.99.

§ 50.36 CONNECTING TO CITY WASTEWATER MAINS FEE SCHEDULE.

Fees related to connection to the sanitary wastewater system will be included but are not limited to:

A. Wastewater taps.

Connection Size (in inches)	Fee
4-6	\$1,210.00
Larger than 6-inch	Total cost of material and labor

- B. **Mobile home parks.** \$100 per each mobile home space and total cost of labor and materials.
- C. **Apartment complexes, motels, townhouses, office buildings, multi-family dwellings and other facilities** served by one master water meter.
 - 1. \$100 per each unit of two bedrooms or more as shown on the plans submitted for a building permit.
 - 2. \$50 per each one-bedroom unit as shown on the plans submitted for a building permit.
 - 3. \$50 per each separate place of business shown on the plans submitted for building permit.
- D. **Boring costs** - When a paved road must be bored, the builder, developer or individual will be liable for all additional boring costs associated with the wastewater connections.
- E. **Infiltration prevention costs** - Wastewater ditches, manhole covers, or cleanout covers containing main wastewater lines or service lines to residences or any other building or structure shall not be left exposed or uncovered overnight or during bad weather for any reason whatsoever, thereby permitting infiltration to enter into the sanitary wastewater system. The City shall automatically be due \$1,000 for failure to observe this requirement.

§ 50.37 EXTENSION OF WASTEWATER MAINS TO SUBDIVISIONS AND WITHIN SUBDIVISIONS, OR TO INDIVIDUALS; PRO RATA.

- A. Developers of subdivisions shall bear the entire costs of wastewater systems within the boundary of their subdivisions. Adequate size of such wastewater mains shall be determined by the City. On any main larger than 12 inches in diameter, the City will refund the difference between the cost of the oversized main and a 12-inch diameter main, or the largest size of main required for the subdivision, whichever is greater in size.
- B. Where extensions or wastewater mains are required to serve property which has been subdivided or platted for development and resale, the costs of approach of off-site or boundary mains fronting on property not owned by the developer, but required and necessary to connect property to be developed, shall be borne solely by the developer. The sizes of mains shall be determined by the City.
- C. Upon approval and acceptance of the system by the City, on any main that is an approach or off-site or boundary main, the City will pay, upon acceptance and if funds are available, or will enter into pro rata agreement with the developer, an amount being the cost of the oversize of any main larger than 12 inches diameter or the largest size of main required for the subdivision, whichever is greater in size.
- D. A pro rata charge of the actual cost per line foot of lot or tract of land shall be paid by the developers or individual applicant if wastewater lines have been extended by the City to serve the connection.
- E. The City will refund to the developer or individual pro rata charges received from applicants who desire to connect to the wastewater mains. The total amount of refund shall not exceed the amount of the developer or individual's cost of the improvements.
- F. The maximum period for the pro rata reimbursements to the developer or individual shall not exceed five years.

§ 50.38 BACKFLOW PREVENTION DEVICE TESTS AND CUSTOMER SERVICE INSPECTIONS.

The rates, charges, fees, deposits and billing for backflow devices and customer service inspections (CSIs) provided by the City to its customers shall be established and be in accordance with ordinances adopted and as from time-to-time amended by the City Council, and are as follows:

Test/Activity	Fee
Registration fee for nonresidential backflow devices	\$ 50.00
Backflow assembly test	\$100.00
Re-test backflow assembly	\$ 50.00
Annual registration fee for testers	\$ 50.00
Testing from booklets	\$ 25.00
CSI	\$ 40.00
CSI re-inspection	\$ 25.00
Cross-connection fee	\$ 50.00

§ 50.99 PENALTY.

Any person, firm or corporation intentionally, knowingly or recklessly violating any of the provisions of this chapter shall be deemed guilty of a Class C misdemeanor and, upon conviction, shall be punished by a penalty or fine not to exceed the sum of \$2,000 for each offense. Each day such offense is continued shall constitute a new and separate offense.



CITY OF CORINTH
Staff Report

Meeting Date:	6/2/2022	Title: Purchase Emergency Sewer Line Repair
Ends:	<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	
Governance Focus:	<i>Focus:</i> <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Customer <input type="checkbox"/> Stakeholder	
	<i>Decision:</i> <input type="checkbox"/> Governance Policy <input checked="" type="checkbox"/> Ministerial Function	
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 N/A	

Item/Caption

Consider and act on expenditures for an emergency sewer line repair at Hidden Springs Drive with an amount not to exceed \$95,000 and authorizing the Interim City Manager to execute the necessary documents.

Item Summary/Background/Prior Action

Hidden Springs Drive sewer line currently has multiple collapses and bellies that have caused the ground to begin caving in. The sewer line continues to collect dirt and is at risk of a stoppage that will cause a sanitary overflow, resulting in possible TCEQ fines, and health and safety concerns.

Financial Impact

Funding will be reallocated from an existing Capital Improvement Project (CIP).

Applicable Owner/Stakeholder Policy

City of Corinth Purchasing Policy – Section 2 - Emergency Purchases: In order to qualify as an emergency purchase, one of the following conditions must apply, as provided by Section 252.022 of the Texas Local Government Code, as amended: (1) A procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality; (2) A procurement necessary to preserve or protect the public health or safety of the municipality's residents; or (3) A procurement necessary because of unforeseen damage to public machinery, equipment or other property.

Staff Recommendation/Motion

Approve as presented.



Civil Construction Proposal

Project Name: Corinth Sewer Line Replacement DATE: 05/16/2022
 Address: 3011 Hidden Springs Quote # RUTS 2022-060
 Bid Date/Time: ASAP
 Quoted To: City of Corinth Drawings N/A
 Att: Kenny Nixon Dated: N/A
 Phone: 903-820-2115 Addendum N/A
 Fax:
 Email: kenny.nixon@cityofcorinth.com

RUTS, LLC Proposes to Furnish and Install Complete in Place per Scope of Work below for the Following Price:
\$88,789.00

Item	Unit	Qty	Unit Item Bid	Line Item
Site Work				
Mobilization	LS	1	\$ 1,700.00	\$ 1,700.00
Excavation and replacement of sewer main	LS	1	\$ 34,450.00	\$ 34,450.00
Equipment				
Excavator	LS	1	\$ 15,822.00	\$ 15,822.00
Skid Steer	LS	1	\$ 5,896.00	\$ 5,896.00
Compaction Equipment	LS	1	\$ 5,076.00	\$ 5,076.00
Trench Safety Equipment	LS	1	\$ 10,002.00	\$ 10,002.00
Traffic Control	LS	1	\$ 5,842.00	\$ 5,842.00
Material				
Pipe and Appurtenances	LS	1	\$ 2,389.00	\$ 2,389.00
Aggregate	LS	1	\$ 2,222.00	\$ 2,222.00
Concrete Replacement	LS	1	\$ 5,390.00	\$ 5,390.00

Project Inclusions:
 Excavate and replace 80' of 8" SDR 35
 Provide all labor and equipment
 Provide replacement of all impacted
 concrete within the limits of original scope

Work in original scope
Project Exclusions:
 Any Permit or Impact Fees
 Sodding or seeding
 Erosion Control Plan or BMP's
 Liquidated Damages
 Bonding (Add 4%)
 Any excavation over 12'
 De-Mobilization/Re-Mobilization
 Work not proposed on original scope

Total \$88,789.00
 Quotation is valid for 31 days.



Prices are based on

Rangeline will provide all equipment and material

Rangeline will replace all concrete that is impacted within limits of the 80' replacement

Rangeline will assume no responsibility of any unmarked utility or underground lines

This quote is provided based on the information provided for excavation for 12' deep

- Please allow 3-4 weeks' notice for scheduling **after receipt of materials** to ensure availability. Projects that require shorter lead times may incur additional charges.
- If the type of pipe changes from what we have quoted above, prices and scheduling may vary. Contractor or Municipality is responsible for verifying the type of pipe and its O.D.
- Concrete Pressure Pipe materials are custom made. Once material order is placed, they are non-returnable.
- Rangeline may require a pre-construction meeting prior to scheduling any services.
- Price does not include "Sales Tax" on supplied material.
- Normal daytime hours (8:00AM- 5:00 PM) Monday through Friday. Technician(s) will have a \$350.00 per hour after hours charge. Additional Expenses will be charged at our cost plus 25%.
- Rangeline will allow (1) Mobilizations/De-Mobilizations to the jobsite for the excavation and construction equipment. Additional trips will be \$4,200.00 per trip.
- Rangeline will allow (1) Mobilizations/De-Mobilizations to the jobsite for (1) wastewater line replacement. Additional trips will be \$1,950.00 per trip.
- Canceling a scheduled project after the technician(s) have left the shop will result in a Cancellation Fee please refer to Terms and Conditions #13 (Page 4). This includes weather related cancellations.
- Stand-by charges will be billed at \$250.00 per hour / per technician during normal daytime hours and \$350.00 per hour / per technician during afterhours. For City/owner Delays
- Stand-by charges for equipment at \$1,250.00/per day. For City/owner Delays
- Any additional feet excavated after 12' is an additional \$1000.00 per foot charge, plus any additional cost for trench safety equipment

If you have any questions, please feel free to contact our sales team in your region listed below:

Operations Services Manager

Chris Campbell

940.600.3036

Chris.c@Rangeline.com

Customer
Signature _____

Rangeline
Signature _____