

****PUBLIC NOTICE****



CITY COUNCIL SPECIAL SESSION

Tuesday, June 18, 2024 at 5:45 PM

City Hall | 3300 Corinth Parkway

View live stream: www.cityofcorinth.com/remotesession

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

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

B. CALL TO ORDER

C. WORKSHOP AGENDA

1. Receive a report, hold a discussion and provide staff direction on the strategies and priorities for the FY 2025 annual budget.
2. Discuss items on the Regular Session Agenda, including the consideration of Executive Session items.

D. ADJOURN WORKSHOP

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

F. 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.

G. BUSINESS AGENDA

1. Consider approval of the Strategic Plan update.

H. 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.

I. EXECUTIVE SESSION**

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

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

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 duties/oversight regarding personnel and department structure.

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

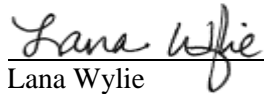
a. Millennium.

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

K. 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 14th day of June 2024, 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:	6/18/2024	Title:	Budget Priorities
Strategic Goals:	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input checked="" type="checkbox"/> Organizational Development <input checked="" type="checkbox"/> Health & Safety <input checked="" type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development		
Owner Support:	<input type="checkbox"/> Planning & Zoning Commission <input type="checkbox"/> Economic Development Corporation <input type="checkbox"/> Parks & Recreation Board <input type="checkbox"/> TIRZ Board #2 <input type="checkbox"/> Finance Audit Committee <input type="checkbox"/> TIRZ Board #3 <input type="checkbox"/> Keep Corinth Beautiful <input type="checkbox"/> Ethics Commission		

Item/Caption

Receive a report, hold a discussion and provide staff direction on the strategies and priorities for the FY 2025 annual budget.

Item Summary/Background/Prior Action

City Manager’s Office will present information regarding budget strategies, potential requests, and anticipated challenges as staff is preparing the proposed FY 2025 budget document to be submitted to City Council on July 31.

Staff Recommendation/Motion

Discussion and direction only – no required action



CITY OF CORINTH Staff Report

Meeting Date:	6/18/2024	Title:	Strategic Plan
Strategic Goals:	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development		
Owner Support:	<input type="checkbox"/> Planning & Zoning Commission <input type="checkbox"/> Economic Development Corporation <input type="checkbox"/> Parks & Recreation Board <input type="checkbox"/> TIRZ Board #2 <input type="checkbox"/> Finance Audit Committee <input type="checkbox"/> TIRZ Board #3 <input type="checkbox"/> Keep Corinth Beautiful <input type="checkbox"/> Ethics Commission		

Item/Caption

Consider approval of the Strategic Plan update.

Item Summary/Background/Prior Action

At the June 6 City Council meeting strategic planning consultant, Ron Cox, reviewed the process for the current update to the City’s Strategic Plan. This included summaries of the initial City Council/Staff work session (SWOT analysis and breakout sessions), subsequent sessions with city executive staff, and review of a final plan update draft.

Council discussion resulted in minor changes to the City’s vision and mission statements that are reflected in the attached and revised strategic plan document. Staff has also added explanation for any items that show as being stricken from the original 2018 plan (the majority of which are now incorporated into normal departmental operations).

This Strategic Plan update will s serve as guide and explicit workplan for the City staff and Council, guiding budget and policy decisions for at least the next 3 years.

Staff Recommendation/Motion

Approve Strategic Plan Update as presented.



Strategic Plan 2024

**Council Planning Session
March 5, 2024**

**Staff Implementation Session
April 15, 2024
April 29, 2024**

**Council Review Session
June 6, 2024**

**Adopted
(-----)**

**Prepared and Facilitated
By
Ron Cox Consulting**

Vision Statement

Current

Corinth is conveniently located; enjoys a sense of community characterized by its quality development and gathering places; encourages a high level of resident engagement; maintains positive relations with other governmental bodies and organizations in the region; and practices a governing style that anticipates the future with effective government practices.

Proposed Vision Statement

Corinth is a dynamic, evolving, and engaged community that is a safe place to live, work, and play offering opportunities for growth to all residents and businesses.

Vision Elements

- **People have a sense of community.**
- **There are places to gather.**
- **The community is engaged.**
- **It is a place to live, work and play.**
- **The city is financially stable, sustainable, and balanced.**
- **It is proactive.**
- **The community has quality development.**
- **It is unique and is a regional destination.**
- **A well-planned community.**
- **The city has a good reputation.**
- **The city is known regionally as a stable community.**
- **The city is in a position to compete against others in the region.**
- **The quality of life is high with lakes, trails and parks.**
- **The city is a safe community.**
- **The city has a strong education system at all levels.**

Mission Statement

Current

To deliver services that exceed residents' expectations, effectively communicates the vision and practices designed to enhance their quality of life.

Proposed Mission Statement

Delivering outstanding customer service and enhancing our community's quality of life.

Mission Elements

- **There is a good transportation system with connectivity between roads, walkways, trailways and rail.**
- **The city has a good game plan for dealing with competition.**
- **There is a high level of customer service.**
- **There is a long-term commitment to the vision for the city.**
- **There is a way to educate others about local government and about Corinth.**
- **The city has created an environment for quality growth with proper codes and processes.**
- **It proactively responds to the legislature.**
- **The staff understands and believes in the vision.**
- **The workplace is a healthy and proactive environment.**

Core Values

- **Integrity:** We believe in an honest and transparent government. We are dedicated to the highest ideals of integrity, fairness, and openness in partnering with our citizens and employees.
- **Customer Focus:** We believe in ensuring the timely, cost-effective, professional, and courteous delivery of services and striving for continuous improvement.
- **Excellence & Quality:** We believe for an organization and city to be great it must be committed to excellence and quality regarding organizational development and quality community, residential & commercial development. **We must all show respect to each other and our customers and be accountable for our actions.**
- **Teamwork:** We believe in working together to accomplish common goals by actively seeking feedback from citizens and employees to identify and implement change. We also believe in maintaining on-going communication with City Council, Boards, and Commissions.
- **Leadership:** We believe in visionary, inspiring, passionate, focused, decisive, courageous, and supportive leadership. We believe leaders **display respect, hold each other accountable**, have impeccable integrity, determination, trust, and collaborate effectively to create an environment where commitment to excellence can thrive.
- **Innovation:** We believe in pushing the boundaries to find new and creative ways to progress and serve our community.

City of Corinth

Key **Strategic Focus Areas**

- **Strategic Focus Area 1 – Attracting High Quality Development**
 - *Enhance the quality of life for residents by attracting new residents and businesses to Corinth.*
- **Strategic Focus Area 2 – Health & Safety**
 - *Being safe in our home and in our community to enjoy a sustainable environment, a healthy life, and by providing safe and cost-effective improvements to streets and critical infrastructure.*
- **Strategic Focus Area 3 – Citizen Engagement**
 - *Create an engagement program for city hall and residents to conduct regular community conversations.*
- **Strategic Focus Area 4 – Proactive Government**
 - *Focus on improving the organization’s capability through the alignment of strategy, structure, people, and management process.*
- **Strategic Focus Area 5 – Organizational Development**
 - *Providing a city government that works effectively and collaboratively - that is equitable, transparent, ethical, and innovative.*
- **Strategic Focus Area 6 – Regional Cooperation**
 - *Reduce service costs for residents through cost sharing projects with common benefits with regional cities.*

Strategic Focus Area 1
Attracting High Quality Development

- *Enhance the quality of life for residents by attracting new residents and businesses to Corinth.*

Goals

Carry Forward from 2018 Strategic Plan

- City Manager and/or City Staff to work with City Attorney, Economic Development Corporation, and City Council to sell TIRZ bonds if and when needed.
- Economic Development staff to set up a regular schedule of events, such as networking events, meet and greet with Board and Council members, and developer roundtables to engage and serve the existing businesses in the City.
- Establish quality broker/developer or roundtables or focus groups.
- Identify new and enhance existing ways of regional cooperation through innovative methods.

New Goals for 2024

*Indicates prioritization by councilmembers

- *** Create opportunity for higher density to create commercial and city center.
 - Develop plan with action steps for area south of downtown.
 - Identify opportunities for rezoning.
 - Identify opportunities for incentives to qualified businesses.
 - Develop plan with action steps for downtown area redevelopment.
- **** Remove barriers to be more business friendly.
- Establish a proactive business recruitment program.
- * Establish a city concierge to direct citizens to development staff.

Strategic Focus Area 2

Health & Safety

- *Being safe in our home and in our community to enjoy a sustainable environment, a healthy life, and by providing safe and cost-effective improvements to streets and critical infrastructure.*

Goals

Carry Forward from 2018 Strategic Plan

- Basic review of existing infrastructure plans for economic and land development projects that the City will be pursuing in the short-term.
- Participate in the national discussion concerning the improvement of law enforcement and criminal justice.
- Improve police services to the area's mentally ill citizens.
- Consider returning specialized units to operational status when resources permit.

New Goals for 2024

*Indicates prioritization by councilmembers

- * Improve the combined police presence with other Lake Cities.
- Work diligently with TxDOT on traffic and highway issues.
- Improve connectivity within the city.
 - * Improve signage.
 - Improve sidewalk design policies.
 - Plan and construct bike paths that cross I-35.
 - Redesign connections in corridors.
- Improve water system.
 - Use wells for peaking.
 - Improve water meters.
- Improve drainage quality.

Strategic Focus Area 3 Citizen Engagement

- *Create an engagement program for city hall and residents to conduct regular community conversations.*

Goals

Carry Forward from 2018 Strategic Plan

- Hiring a planner or designate a staff member to establish a formal neighborhood planning program in the City and serve as a liaison.
- Identifying neighborhoods and helping them establish neighborhood associations and gain 501 c3 status.
- Seek to identify and implement additional crime prevention and public information opportunities.
- Support developing new and enhancing existing ways of open governance and citizen engagement through innovative methods.
 - Create independent strategic plans/campaigns to dive deep into education.
 - Create a formalized process for promotion of development projects.
 - Create Project hot sheets for distribution and promotion.
- Implement Data-Driven Storytelling surrounding strategic planning and projects.
- ~~○ Maximize MyCorinth platform to leverage current tools to our advantage. (My Corinth is a specific platform independent of the City's website. Our current website (Municode) has been purchased by Civic Plus. We will shift to the Civic Plus format in the coming months and it will have a platform similar to MyCorinth within the new website format and we will no longer need to subscribe to MyCorinth as a separate platform).~~
- ~~○ Formalize the process of requesting communication support and reporting back. (This was completed in April 2024. Departments now have formal process to request specific support from communications team).~~
- ~~○ Arm front line staff with consistent messaging and talking points. (This is part of our operational procedures and is ongoing. Front line staff provided narrative of any specific community item that could result in inquiries).~~
- ~~○ Maximize Nixle platform through targeted segmentation and grouping. (Nixle is an alert system that is only used for extreme weather emergencies or for park closures. It is not to be used for general messaging).~~
- ~~○ Utilize targeted groups to tailor messaging to each audience.~~
- ~~○ Provide BOD/EDC toolkits. (Part of ongoing operations and procedures, staff is utilizing and offering these boards tools and training available through the Texas Municipal League and American Planning Association).~~
- ~~○ If the project will require community engagement, build a robust page of MYCORINTH. (My Corinth is a specific platform independent of the City's website. Our current website (Municode) has been purchased by Civic Plus. We will shift to the Civic Plus format in the coming months and it will have a platform similar to MyCorinth within the new website format and we will no longer need to subscribe to MyCorinth as a separate platform).~~

Note: Those items struck are either completed, ongoing, operational, on hold indefinitely or have been moved to other Key Focus Areas.

New Goals for 2024

*Indicates prioritization by councilmembers

- ** Establish an intentional and clear communication/education program.
 - ** Establish a Citizens Academy.
 - ** Focus on community education.
 - * Prepare and distribute podcasts on relevant subjects.

- Improve relationships with local media representatives.
- Establish a city “brand” for distribution throughout the community and region.
 - Create archway improvements on I-35 and Corinth Parkway.

Strategic Focus Area 4

Proactive Government

- *Focus on improving the organization's capability through the alignment of strategy, structure, people, and management process.*

Goals

Carry Forward from 2018 Strategic Plan

- A complete development regulation (zoning & subdivision Ordinance) update. Analyze and rewrite/clarify the regulations that the existing PDs were created to accommodate.
 - ~~Budgeting the respective amount for this project in the budget and/or divide the funding between two budget years.~~ (Budgeting for specific projects is a routine departmental operation and responsibility as part of the annual budget process).
- Annual City Boards and Commissions and City Council Training on Development related issues to ensure that at least 85% of City Council's and City's Boards and Commissions' actions follow City's adopted plans and regulations.
- Part of a complete regulation (zoning & subdivision/UDC update, or as a diagnostic analysis (both zoning & subdivision ordinances) with amendment recommendations for staff to accomplish in house.
 - ~~Budgeting the respective amount for this project following the land use plan update.~~ (Budgeting for specific projects is a routine departmental operation and responsibility as part of the annual budget process).
- Research technology that will increase the safety, efficiency, and effectiveness of our personnel.
- Maintain a police vehicle fleet that contributes to the safety, efficiency, and effectiveness of our employees.
- Review the Lake Cities needs to determine if a third ambulance is needed to better serve the residents.
- With the growth projections in Corinth and the Lake Cities, the fire department is to receive a 100' Platform Ladder Truck.
- A growing demographic in the lake cities is the over 65 age group. It is important to educate on fire prevention programs. The Department seek to fully implement fire prevention programs for the seniors in the Lake Cities Area.
- The Citizens Public Safety Academy, or CPSA, is a 12-week program designed to open the lines of communication between Corinth Police Department, the Lake Cities Fire Department, and the community. It is the sincere desire to develop a style of public safety that reflects a collaborative effort between community and police and fire departments. This process requires an informed citizenry, and it is the goal of the CPSA to increase understanding through education and reimplement the program.
- Review needs to determine relocation of Fire House no. 2.
- ~~Create opportunity for Live Q&A with City Manager.~~ (will be incorporated as part of action plan to address the gaps identified in the "cultural assessment").
- ~~Welcome new employees through comprehensive onboarding~~ (As part of normal operations, HR staff meets with each new hire to conduct a detailed orientation).
- Launch an employee recognition campaign to increase morale among staff.

Note: Those items struck are either completed, ongoing, operational, on hold indefinitely or have been moved to other Key Focus Areas.

New Goals for 2024

*Indicates prioritization by councilmembers

- * Utilize Agora and surrounding area to establish identify.
- Increase education to the public about local government, programs, projects, and successes.
 - Implement a lunch and learn program.
 - Create tours where applicable of city services, facilities or business location.

- Embrace the development and retention of small businesses.
- Make the decision on the rail stop for Corinth.

Strategic Focus Area 5 Organizational Development

- *Providing a city government that works effectively and collaboratively - that is equitable, transparent, ethical, and innovative.*

Goals

Carry Forward from 2018 Plan

- ~~Protect our employees' mental and emotional health.~~ This is now part of normal operations for both Police and Fire. The Police Department maintains a cadre of trained employee peer support team members available to any employee for counseling advice. The Department also contracts a professional police psychologist for critical incident response. Employees also have the option of a free mental health checkup by a psychologist, if they desire. Staff/HR will continue efforts to provide training city-wide.
- ~~Boost patrol staffing as the city continues to grow in both population and police calls for service.~~ (Part of normal operations - Council has granted requests for additional personnel in the past and the Department is continuing to monitor the City's growth. CPD will make requests for additional personnel when justified).
- ~~Annually conduct a staffing study in each division of the Department to identify needs for sworn and civilian employees.~~ (Part of normal operations, this study is conducted each year and in the current budget year resulted in Council granting additional personnel).
- ~~Continuously review and revise, as appropriate, the selection criteria for both sworn and non-sworn employees.~~ (Part of normal operations, Command Staff completes this review on a continuing basis and makes revisions, as required).
- ~~Continuously review and update the Department's police officer recruitment process.~~ (Part of normal operations, this review is conducted by staff on a continuing basis and has recently resulted in changes to the process, with a resulting greater reliance on social media).
- ~~As a part of the succession planning process, prepare the Department's next generations of leaders for additional responsibilities.~~ (Part of normal operations, beginning with officers and extending through the rank of captain, personnel are regularly trained to prepare for the next step in the promotional process. Some of the training involves highly regarded out-of-town vendors such as the Law Enforcement Management Institute of Texas).
- ~~Increase the use of volunteers in the Department's operations.~~ (As part of normal operations, the Department has recently commenced monthly training sessions for a new group of citizen volunteers. This is a continuing process).
- ~~Continue to assess the Department's training needs and work to meet those needs in a timely manner.~~ (As part of normal operations, Command Staff assesses the needs for training on a continuing basis and directs changes in the Department's extensive training regimen, as required. Training will remain a critical focus of CPD).
- ~~Conduct an annual review of the Police Department's organization chart to assure maximum effectiveness and accountability.~~ (As part of normal operations, this review is conducted annually by Command Staff; and this year resulted in chart changes).
- ~~Conduct a periodic review of the Department's beat/sector structure and make revisions as indicated.~~ (As part of normal operations, this review is performed annually by Command Staff; and this year did not result in any changes).
- ~~Revamp wellness initiatives to include diet, mental resilience, and PTS prevention.~~ (Now part of normal operations, both Police and Fire have secured the services of professional mental resilience counselors and dietary specialists who provide these services. These programs are ongoing).
- ~~Implement training to ensure succession planning for fire personnel and command staff.~~ (Part of normal operations, our training regimen is reviewed each year and improvements made where needed to facilitate growth within the department).

- ~~Increase fire department focus on mental and physical wellness.~~ (As part of normal operations, the department utilizes F1RST out of Frisco with Dr. Twedell. They assist in both mental and physical health).
- ~~Increase staffing levels for the fire department by adding three firefighters/paramedics.~~ (Complete – City added 3 Fire Fighters to aid in OT and then used those three and hired nine more to staff Station 3).
- ~~Implement task books to train members to the next level.~~ (As part of normal operations, Fire Department has implemented task books to help train staff to the next level. Most recently has incorporated the Battalion Chief Step Up task book).

Note: Those items struck are either completed, ongoing, operational, on hold indefinitely or have been moved to other Key Focus Areas.

New Goals (added in 2024)

*Indicates prioritization by councilmembers

- *** Establish a plan to increase revenue streams.
 - Review fees.
 - Reduce non-essential expenses.
 - Increase sales tax revenue.
 - Hire quality to maximize and influence the work culture.
- **Foster an organizational culture conducive to retaining a high performance and motivated workforce.**
 - ** Conduct a “culture assessment” to determine gaps in the culture of the organization.
 - Establish an action plan to address the gaps identified in the “cultural assessment”.
- Increase benefits with tenure to keep employees longer.
 - Conduct a benefits survey – determine benefits that could be tied to tenure.
 - Propose new employee benefits to the City Council.
- Enhance non-salaried monetary benefits. Adjust work schedules. Explore remote work schedules.
- **Create an environment of accountability, support, and pride.**
 - **Promote City values to employees.**
 - Tie performance indicators to abiding by city values.
- **Develop leadership abilities.** Continue succession planning. Enhance supervisory training.
 - Establish a leadership development program.
 - Increase department interactions.
 -
- **Hire the best people.**
 - Emphasize community assets to attract right employees.
 - Explore remote work schedules.
 - Promote from within to enhance a consistent culture.
 - **Explore the establishment of a referral program.**
- **Increase departmental interactions.**
 - **Establish a work/social committee that strives to create ways to promote departmental interactions and team building.**

Strategic Focus Area 6 Regional Cooperation

- *Reduce service costs for residents through cost sharing projects with common benefits with regional cities.*

Goals

Carry Forward from 2018 Strategic Plan

- Investing in long-range land use and infrastructure plan updates to identify regional infrastructure needed to achieve Corinth's vision for 2030.
- Taking a leadership role in creating a regional development task force.
 - Partnering with UNT or UTA to identify and apply for grants to design and/or build the identified infrastructure.
- ~~○ Working with neighboring cities and regional entities like North Central Texas Council of Governments, and Texas Department of Transportation to fund these projects. (These efforts are now part of normal operations. Example – collaboration with Shady Shores and Lake Dallas to provide project management for road project (W. Shady Shores and Dobbs Road) funded mainly by Denton County. Also working with State for reimbursement of utility relocation costs associated with Lake Sharon overpass project).~~
- Cooperate & collaborate with area law enforcement agencies.

Note: Those items struck are either completed, ongoing, operational, on hold indefinitely or have been moved to other Key Focus Areas.

New Goals added in 2024

*Indicates prioritization by councilmembers

- ** Continue to foster and improve regional/intergovernmental relationships.
 - ** Continue to nurture relationships with Lake Cities.
 - Define service and geographic boundaries for regional contracts.
- Research possibilities of purchasing land associated with NCTC for economic development.