

STATE OF TEXAS

COUNTY OF McCULLOCH

CITY OF BRADY

The City Council of the City of Brady, Texas met in a Work Session Meeting on Tuesday January 9, 2024 at 5:00 p.m. with Mayor Aaron Garcia presiding. Council Members present were Missi Elliston, Larry Land, Felix Gomez, and Gabe Moreno. City staff present were City Manager Erin Corbell, Police Chief Randy Batten, City Attorney Sharon Hicks and City Secretary Tina Keys.

### 1. CALL TO ORDER, ROLL CALL & CERTIFICATION OF A QUORUM

Mayor Garcia called the meeting to order at 5:02 p.m. Council quorum was certified. Council Member Moreno arrived after a quorum was certified.

### 2. PUBLIC COMMENTS

There were no public comments.

### 3. INDIVIDUAL CONCERNS

- A. Discussion regarding Charter Review Commission items as requested by Council for consideration. Council Member Elliston commented that she was very impressed with Attorney Charlie Zech's comments at the joint meeting. Item will be brought back for further discussion.
  
- B. Discussion regarding Personnel Policy Manual.

City Manager Corbell said regarding residency and stand by pay, local government code prevents us from putting that in place for all employees. State law says it does not apply to municipal department heads appointed by council. Job descriptions can say preference is given to local residents. Attorney Hicks said appointed officials can be required to live in the city. Current employees would be grandfathered. Council Member Land asked what if we find somebody we want that is out of the area. Council Member Elliston said you incentivize them moving here, pay for moving expenses. Attorney Hicks said the residency requirement doesn't go in the charter. It's in the policy manual. You can add exceptions that could be granted by the city manager.

Council Member Moreno asked if there is anywhere in the personnel policy or charter that is clear who is an "executive officer. We're not quite sure who they are." Attorney Hicks said she would recommend it be in the personnel manual. City Manager Corbell said it can be defined as people appointed by council. Council Member Elliston clarified by saying City Manager, City Secretary, Police Chief, Fire Chief, Finance Director and Public Works Director. City Manager Corbell said the only other position that is appointed by Council is the Municipal Court judge. City Attorney Hicks said appointed department heads with the exception of the judge would be municipal officers of the city. The judge is the municipal officer of the court. The city council is the elected officials with the mayor being the chief executive officer. The others act individually. Council acts as a body. Council Member Moreno asked that the executive officers be listed in the personnel policy manual.

Council Member Elliston said she is glad the 10 or more minutes late was removed.

City Manager Corbell said on page 31 in yellow, we pay out vacation when someone leaves. Some cities do not pay vacation if they have been terminated for cause. Council Member Elliston said she is ok with paying that because they've earned that time. Mayor Garcia said if we terminate them something minor then he would be ok with paying their vacation. Attorney Hicks said we can add unused vacation time will be paid "unless employee is terminated for moral turpitude."

Council Member Moreno said on Page 20 – reclassification and review includes at least one city council, do we have that. City Manager Corbell said no, this would be new. Council Member Gomes asked regarding 19E – is that for all employees? City Manager Corbell said yes and said we started the review process late because the HR director was out for a while in December. Council Member Gomez asked about everybody getting raises. Council Member Elliston said people are getting raises when they go to the next step on the step program. Mayor Garcia said it's his understanding that everyone gets a 3% COLA and others if they're doing really great, can get moved up and get a raise. City Manager Corbell said maybe we can just use the step scale to determine where an employee is started, and council can look at increases during budget. The step scale can just be a hiring document. City Attorney Hicks said the performance increases can vary from 2% to 5%. Council Member Gomez said if employees are trained well and have a good evaluation, that leads to good customer service. If the employees don't know what they're doing wrong, they won't try. They have to know what their expectations are. Council Member Moreno said he likes having the minimum COLA increase then the City Manager can add additional. Mayor Garcia said it needs to be clear on what we're doing and why. City Manager Corbell said the step scale will be used for new hires only. Council Member Elliston said she still feels like employees with 20+ years of service should be awarded an additional 5 days vacation. It's incentive to keep employees long term. All were ok with it. City Manager Corbell mentioned the section on concealed handguns, page 60 – Council Member Elliston said she does not want to prohibit the carrying of concealed handguns. Key people on our staff should be carrying. A lot of times our staff are sitting ducks and we've had threats, etc. Council Member Moreno said he doesn't necessarily feel you have to have a license. Council Member Elliston would not support open carry. City Attorney Hicks said concealed carry should have a license. City Manager Corbell said if they have their CHL, they've been through the appropriate training. Council Member Elliston said she feels like the city manager and the police chief should be part of the review. Council Member Moreno asked when the Personnel Policy Manual would be final. City Manager Corbell said she will bring it to Council on the 23<sup>rd</sup> for approval.

#### 4. ADJOURNMENT

There being no further business, Mayor Garcia adjourned the meeting at 5:59 p.m.

  
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Aaron Garcia, Mayor

Attest:   
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Tina Keys, City Secretary