

**MINUTES: CITY COUNCIL WORK SESSION
December 5, 2011**

PRESENT: Mayor Thomas Muir, Councilmember Russell Martin, Councilmember Rusty Patton, Councilmember Gary Bilyeu, Councilmember Andy Garza, and Councilmember Scott Stephens

ABSENT: Councilmember Marjory Johnson

OTHERS

PRESENT: Mike Brice City Manager; Cheryl Price, Deputy City Secretary; Kelli Alexander; Mendie Schmidt; Robert Dillard

- 1. Call Meeting to Order.
Mayor Muir called the City Council Work Session to order at 6:35 P.M.**
- 2. Discussion on Changes to the Personnel Manual.**

City Manager Brice noted he is required to provide the City Council with any major changes to the City's Personnel Manual. He presented a power point presentation explaining the major changes to the City's Personnel Manual. He noted the major changes in the Personnel Manual were Paid Time Off (PTO), Extended Illness Bank (EIB), a Point System, and Performance Standards. He advised that these changes would basically reward employees with good work habits and discipline employees with poor work habits such as lateness and/or excessive absence issues.

- 3. Overview of Items on Regular Agenda.**

There were no items discussed.

- 4. Adjournment.**

Mayor Muir adjourned the meeting at 6:50 PM.