

**MINUTES**  
**CITY COUNCIL MEETING**  
**DECEMBER 6, 2016**



The Parker City Council met in a regular meeting on the above date at Parker City Hall, 5700 E. Parker Road, Parker, Texas, 75002.

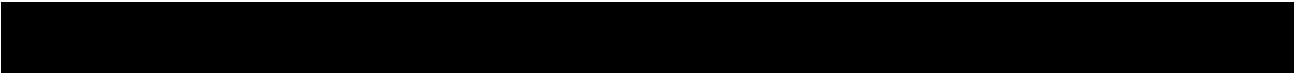
Mayor Z Marshall called the meeting to order at 3:00 p.m. Council members Scott Levine, Lee Pettle, Cleburne Raney, Ed Standridge, and Patrick Taylor were present.

Staff Present: City Administrator Jeff Flanigan, Finance/H.R. Manager Johnna Boyd, City Secretary Patti Scott Grey, City Attorney Brandon Shelby, Fire Chief Mike Sheff, Assistant Fire Chief Mark Barnaby, Police Chief Richard Brooks, Capital Improvement Advisory Committee (CIAC) Member Steve Sallman, and Zoning Board of Adjustment (ZBA) Member Phil Steiman.



AMERICAN PLEDGE: Police Chief Richard Brooks led the pledge.

TEXAS PLEDGE: Fire Chief Mike Sheff led the pledge.



No comments



**1. 2016-2017 ANNUAL PLANNING SESSION**

Mayor Marshall announced the 2016-2017 Annual Planning Session would begin and cover items for a couple hours, break for brief dinner, and then continue with the remaining items.

Staff and Council discussed immediate and long-term needs of the City.

**a. POLICE**

Police Chief Brooks reviewed a handout, outlining his eleven (11) year plan for the Parker Police Department. (See Exhibit 1 – Police Chief Richard D. Brooks' Parker Police Department handout, dated December 6, 2016). Chief Brooks stated the Police Department's four (4) most significant needs were 1) New Building; 2) Records

Management System/Computer Aided Dispatch (RMS/CAD); 3)Mobile Video Upgrade and Body Cameras; and 4) Personnel. The new building would be discussed as part of the Municipal Buildings discussion later under General Government. Chief Brooks explained the most critical component other than police personnel was the Records Management System/Computer Aided Dispatch (RMS/CAD). He recommended Integrated Computer System (ICS), Inc., McKinney, Texas, commenting that was the vendor Murphy, Texas, used and also the vendor he was very familiar. He reviewed the benefits of this system and stated House Bill 11 would amend sections of Texas Government Code to set goals for Texas Department of Public Safety (DPS) to implement an incident-based reporting to meet National Incident-Based Reporting System (NIBRS) of the Federal Bureau of Investigation by September 1, 2019. Finally, he reviewed the costs associated with that system.

b. FIRE

Fire Chief Sheff reviewed his handout. He said even with the recent population growth, there was no need for any major purchases for the next 5 years or more, including Fire Ladder Truck and Pumper. The Ladder Truck could be needed more often due to the size of the homes being built in Parker. The Chief highlighted his main concerns, which were: Phase 1: hardware for communications; Phase 2: hardware conversion for compatibility purposes; and Phase 3: sleeping quarters. One (1) office was being converted into sleeping quarters for three (3) fire personnel for temporary use. He recapped by stating his wish list included Computer Aided Dispatch (CAD) and true sleeping quarters. (See Exhibit 2 – Fire Chief Mike Sheff Parker Fire Department handout, dated December 6, 2016)

Mayor Marshall asked if there were any questions. There were no questions. He thanked both the police and fire chiefs and asked for a five (5) minute break. City Council agreed.

Mayor Marshall recessed the regular meeting at 4:25 p.m.

Mayor Marshall reconvened the regular meeting at 4:34 p.m.

c. PUBLIC WORKS

1. STREETS

City Administrator Flanigan highlighted several upcoming street projects. Recently, Springhill Estates Drive was rebuilt, pushing that project into the future approximately eight (8) to ten (10) years. He noted other than our normal street road maintenance, Lewis Lane and Sycamore Lane would be total rebuilds for an approximate cost \$600,000 and \$550,000 respectively. There was a section in the middle of Lewis Lane that would need County cooperation. The project was about one (1) to two (2) years out.

After a decision is made on whether to rebuild, widen, or repair Dublin Lane, certain drainage issues would need to be addressed, which was in the five (5) year plan. Finally, he said the annual street maintenance would continue at an approximate cost of \$500,000.

Councilmember Pettle asked about plans for Donna Lane. Mr. Flanigan said Donna Lane would be addressed in standard yearly street repair. (See Exhibit 3 – City Administrator Jeff Flanigan’s Administration/Public Works handout, dated December 6, 2016)

## 2. DRAINAGE

City Administrator Flanigan highlighted upcoming drainage projects, stating Moss Ridge was in the planning stages and the expected cost associated with that project was \$130,000 and Springhill Estates Drive, which should begin soon once the notice to proceed was issued in about three (3) weeks. That project would cost approximately \$400,000. He noted several older subdivisions had drainage issues, which needed to be addressed over time, costing about \$200,000 per year. Stormwater Utility Fees were being researched for possible future use to recover costs. After some discussion with our City Attorney and City Engineer, Stormwater Utility Fee information would be provided to City Council for review.

Lastly, Mr. Flanigan remarked in 2017, the City would begin central pump station and distribution line designs; in 2018, central pump station ground storage designs would begin, with an estimated cost of \$8 million and the City may sell Certificates of Obligations (CO) Bonds to fund the projects. Also, the existing Municipal Building or City Hall was 4,000 square foot (s.f.); existing Police Department building was 2,400 s.f. of space; and the existing Fire Station was 10,170 s.f. Administration, Municipal Court, Police, Fire (sleeping quarters), and City Council Chambers would need approximately 21,000 s.f. A Request for Qualifications (RFQ) would be advertised soon for an architect to complete a needs assessment and then a decision could be made by City Council for the Architect and design. The City would use General Obligation (GO) bonds with an estimated cost of \$5 million. (See Exhibit 3 – City Administrator Jeff Flanigan’s Administration/Public Works handout, dated December 6, 2016)

## d. GENERAL GOVERNMENT

1. DEVELOPMENTS (City Administrator Flanigan discussed this item earlier in the meeting.)
2. REPORT ON A POPULATION CENSUS FOR THE CITY OF PARKER. [LEVINE]

City Administrator Flanigan said currently, Parker had 136 available lots, 200 homes under construction, and 182 future lots with developmental agreements. He estimated the current population to be between 4,500 and 4,880 (See Exhibit 3 – City Administrator Jeff Flanigan’s Administration/Public Works handout, dated December 6, 2016).

Mayor Pro Tem continued, stating with this growth, the City of Parker would be eligible to become a home rule city soon, as the population reached 5,000. The preliminary research would be completed by himself, City Attorney Brandon Shelby, and Mayor Z Marshall. A flow chart on the home rule process, the steps needed for this process, plus a charter example, would be presented to City Council for discussion in early 2017. While Mayor Pro Tem Levine said he believed there were advantages for the City of Parker becoming a home rule city, the City

could not become a home rule city without a vote of its citizens. The Parker residents would also have to approve the Charter.

3. MUNICIPAL BUILDINGS (City Administrator Flanigan discussed this item earlier in the meeting.)
- e. WATER (City Administrator Flanigan discussed this item earlier in the meeting.)

2. APPROVAL OF MEETING MINUTES FOR NOVEMBER 15, 2016. [SCOTT GREY]

MOTION: Councilmember Taylor moved to approve the October 20, 2016 regular meeting minutes as presented. Councilmember Pettle seconded with Councilmembers Levine, Pettle, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

3. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON SETTING A PUBLIC HEARING DATE FOR LAND USE ASSUMPTIONS AND WATER FOR OUR IMPACT FEES. [FLANIGAN/BIRKHOFF]

City Administrator Flanigan reviewed the information in City Council packet, stating the City of Parker owned and operated their water distribution system comprised of a pumping station, ground storage facilities, elevated storage facility and pipeline infrastructure. This system was being continuously improved and expanded. A schedule for future improvements and investments in the water distribution system was known as the Capital Improvements Plan. Chapter 395 of the Texas Local Government Code required the political subdivision create its Capital Improvement Plan to impose impact fees on new development. The Capital Improvement Plan and its costs were required for the calculation of the water impact fee. Birkhoff, Hendricks, and Carter, with assistance of City staff, created the Capital Improvements Plan. Only projects from the Capital Improvement Plan that were required to provide capacity to serve new development during the impact fee 2016-2026 period could be included in the impact fee calculation. (See Exhibit 4 – Land Use Assumptions (LUA) Report and Capital Improvements Plan (CIP) information, dated September 9, 2016)

In accordance with Chapter 395 of the Texas Local Government Code, the City of Parker retained Birkhoff, Hendricks & Carter, L.L.P. to establish the Capital Improvement Plan, in conjunction with the Water Impact Fee Study. This document established the engineering basis for the capital projects and costs, which would be included in the water impact fee calculations.

The Capital Improvements Plan consisted of the necessary water distribution system improvements to support the projected water demands applied to the distributions system from the projected growth. The growth projections were obtained from the Land Use Assumptions Report for the Water Impact Fee prepared by the City of Parker Impact Fee Advisory Committee, dated August 29, 2016.

In order to adopt the plan and associated fees, the City Council must schedule and hold appropriate public hearings on the matter.

Councilmember Pettle asked if there would need to be a super quorum for this item. Mayor Marshall said yes.

MOTION: Councilmember Standridge moved to set the Land Use Assumptions and Water for the Impact fees public hearing date for Monday, January 9, 2017. Councilmember Taylor seconded with Councilmembers Levine, Pettle, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

4. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON PRESERVE USAGE. [SHELBY]

Mayor Marshall said he asked that this item be placed on the agenda. Parker Preserve was being used extensively, which was a good thing; although activities needed to be monitored.

Mayor Pro Tem Levine related an experience he had with a photographer, who said she rented the Preserve, which he knew was not possible. Mr. Levine's concern was that the Preserve was being used for commercial purposes and he wanted everyone to be able to enjoy the park, not at the exclusion of others.

Councilmember Standridge voiced concerns from a citizen that children were playing in the barn lofts.

Mayor Marshall asked for Police Chief Brooks' help with the matter and commented that he understood it would be difficult to monitor and control, but there may be potential risk to the City. There needed to be a way to better control park usage to mitigate exposure.

Councilmember Pettle asked if the rules for the park were posted. Mayor Marshall said they were posted at the entrance to the trail by the parking lot.

Mayor Pro Tem Levine noted it was unlawful per Ordinance No. 722 (Open Space and Parks), Section 2. PARK REGULATIONS REVISED The following section of the Municipal Code are modified as follows: Section 97.11 (A) shall have the following provisions added, commencing with subsection 14 as follows:

“17. To remain, stay or loiter in the area of the park between the hours of 11:00 pm and 5:00 am inclusive, every day of the week.

and

“22. To advertise, solicit, and/or conduct a business in the park in any manner that either creates a disturbance to other park guests, or displaces other park guests in the park, or involves more than two representative of the business, or which occurs for more than one hour in any three day period.

Mayor Pro Tem Levine asked City Attorney Shelby to review the ordinance for any changes necessary and he asked Police Chief Brooks to check with other municipalities to see how they deal with similar issues.

Police Chief Brooks said the ordinance seemed to have significant restrictions. Residents/Guests needed to report violations and other guests needed to be educated.

Councilmembers Standridge and Raney suggested improved lighting. City Administrator Flanigan recommended several lighting and structural changes.

City Attorney Shelby reiterated what Chief Brooks said, which was the ordinance seemed to have sufficient restrictions. Violations needed to be reported for enforcement of park rules. Mr. Shelby also noted there was a waiver rule, if needed.

Councilmember Pettle said it was important that guests were aware the park was being monitored and the rules were being enforced. This would resolve a portion of the problems.

After some discussion, Mayor Marshall asked Police Chief Brooks to advise City Council on any changes needed other than additional education of residents and visitors to our Preserve. The Mayor also asked Chief Brooks to write an informative article, regarding the safe and proper use of the Preserve for the next newsletter and Chief Brooks agreed.

**5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-531, ADOPTING THE COLLIN COUNTY HAZARD MITIGATION ACTION PLAN, SEPTEMBER 2016. [FLANIGAN]**

City Administrator Flanigan reviewed the item briefly, stating the City of Parker participated in the development of a county-wide hazard mitigation action plan to eliminate or reduce the long term risk to property in Collin County from the impact of future hazards and disasters by providing an avenue for federal mitigation funds and assistance. In other words, the bottom line was in the event of a disaster in the City of Parker adoption of this plan would allow the uninsured to apply for grant money through the federal government. The attached Resolution would formally adopt the Collin County Hazard Mitigation Action Plan, September 2016.

Councilmember Pettle noted several corrections that needed to be made to the plan document before adoption.

**MOTION:** Councilmember Levine moved to table the resolution, adopting the Collin County Hazard Mitigation Action Plan, September 2016, for corrections and additional information. Councilmember Standridge seconded with Councilmembers Levine, Pettle, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

**6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2016-532, UPDATING RESOLUTION NO. 2016-511 (COURT OFFICIALS). [SHELBY]**

Mayor Marshall recognized City Attorney Shelby. Mr. Shelby stated in September the Alternate Prosecuting Attorney James E. Shepherd resigned. This resolution

reflected that change, appointing Brandon S. Shelby as Alternate Prosecuting Attorney for the current term ending on the municipal election date in May 2018.

MOTION: Councilmember Pettle moved to approve Resolution No. 2016-532, updating Municipal Court Officials, specifically appointing our new City Attorney Brandon S. Shelby to the position of Alternate Prosecuting Attorney, term ending May 2018, to replace James E. Shepherd. Councilmember Standridge seconded with Councilmembers Levine, Pettle, Raney, Standridge, and Taylor voting for the motion. Motion carried 5-0.

**7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON THE 65 YEARS OR OLDER EXEMPTION. [SHELBY]**

Mayor Marshall stated during our past and last budget and tax rate processes, several Parker 65 and older residents, on fixed incomes, who have been in their homes for quite some time, with property values increasing and their taxes increasing, asked that City Council consider increasing the property tax exemption for residents 65 years or older from \$30,000 to \$50,000. He reviewed the numbers provided, as follows:

The City of Parker currently has 301 properties with the over 65 years or older exemption. The total projected loss of tax revenue associated with the change from a \$30,000 to \$50,000 would be  $301 \times \$20,000 = \$6,020,000 / 100 * 0.365984 = \$22,032.24$ .

That change would equate to a tax savings of \$73.20 per household  $[\$22,032.24 / 301 = \$73.20]$

Councilmember Standridge said he was biased, but he liked the idea. Mayor Pro Tem said he was biased and did not like it. The increase would result in a tax savings for those projected homes for 65 and older, the 301 homes/properties or a \$22,032.24 savings, which would need to be picked up by the balance of the citizens. He said he did not support the action. While it would be a tax savings for some, it would be a tax burden to others, and he did not know how those numbers and demographics would change moving forward.

Mayor Marshall spoke briefly about his concern for the older Parker residents and rising costs. This would be a nice gesture for our senior citizens.

Mayor Pro Tem Levine clarified when this would go into effect. Mayor Marshall said January 1, 2017.

MOTION: Councilmember Standridge moved to approve increasing the property tax exemption for those resident 65 years or older from \$30,000 to \$50,000. Councilmember Raney seconded with Councilmembers Pettle, Raney, Standridge, and Taylor voting for the motion and Mayor Pro Tem Levine voting against the motion. Motion carried 4-1.

## 8. FUTURE AGENDA ITEMS

Mayor Marshall asked if there were any items to be added to the future agenda. He noted City Council set the Land Use Assumptions and Water for the Impact fees public hearing date for Monday, January 9, 2017; the possible Parker Storage Facility Development Plat and Preliminary Engineering Plans item; and the Ordinance rewrite for the 65 years or older property tax exemption increase. Councilmember Standridge asked that an item on Substance Abuse be placed on the future agenda items. The Mayor also noted the next scheduled meeting would be the special meeting Monday, January 9, 2017 and noted the audit would be in February.

## 9. UPDATE(S)

### ➤ LEGISLATIVE SESSION

After some discussion, City Council agreed Mayor Marshall, City Attorney Shelby, and Councilmember Pettle would meet with Texas State Representative Jodie Laubenberg, regarding any legislative issues affecting the City of Parker, Texas for the upcoming session.

## 10. ADJOURN

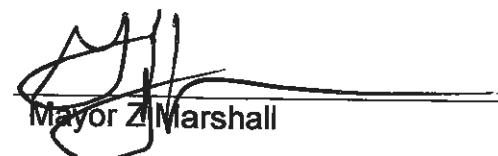
Mayor Marshall adjourned the meeting at 6:30 p.m.

ATTESTED:

  
\_\_\_\_\_  
Patti Scott Grey, City Secretary



APPROVED:

  
\_\_\_\_\_  
Mayor Z. Marshall

Approved on the 7<sup>th</sup> day  
of February, 2017.

# PARKER POLICE DEPARTMENT

11 Year Planning Proposal





## Significant Department Needs

1. New Building
2. Records Management System/ Computer Aided Dispatch (RMS/CAD)
3. Mobile Video Upgrade and Body Cameras
4. Personnel



## Significant Department Needs

### New Building

This item will be discussed as a Municipal Complex discussion later in this meeting.



## Significant Department Needs

### Records Management System / Computer Aided Dispatch (RMS/CAD)

RMS/CAD is the engine of any Police Department. This is the most critical component outside of your people. My recommendation is to select Integrated Computer System, Inc. out of McKinney, Texas. ICS is the RMS/CAD vendor for Murphy PD and it is a system and business I am very familiar with.



## Significant Department Needs

Records Management System / Computer Aided Dispatch (RMS/CAD)

### Benefits of Selecting ICS:

- ✓ Powerful system that will serve all of the Department's needs.
- ✓ Murphy PD is using the system and will allow the Department to receive dispatched calls for service into the patrol vehicles (valuable information available to officers).
- ✓ Allows for field reporting.



## Significant Department Needs

Records Management System / Computer Aided Dispatch (RMS/CAD)

Unfunded Mandate

House Bill 11 amended Section 10 Subchapter D, Chapter 411 Government Code by adding Sec. 411.054 which set a goal that Texas DPS will implement an incident-based reporting system that meets the reporting requirements of the National Incident-Based Reporting System (NIBRS) of the Federal Bureau of Investigation by September 1, 2019.



## Significant Department Needs

### Records Management System / Computer Aided Dispatch (RMS/CAD)

Cost:

Software - \$85,906.00

Recurring - \$13,577.00 (After 1<sup>st</sup> Year)

Hardware - \$

Total - \$

11 Year Planning Proposal

7

12/06/2016



## Significant Department Needs

### Mobile Video Upgrade and Body Cameras

The Department's current mobile video system is antiquated and failing. We currently do not have body cameras. My recommendation is to upgrade our mobile video capabilities to 4RE and issue each officer a VISTA body camera.

## Significant Department Needs

### Mobile Video Upgrade and Body Cameras

Cost	
All In Initial	\$67,735.00
Recurring	\$1,950.00 (After 1 <sup>st</sup> Year)



## Significant Department Needs

### Personnel

My planning approach to personnel is from an officer safety, supervision and service delivery perspective. This plan achieves a department where each section has back-up capabilities and we achieve a minimum officer deployment in the field of two per shift 24 hours a day 365 days per year (at full staff). My recommendation is to begin this plan in the upcoming budget year and continue implementation until the 2027/2028 budget year. The next slide is an overview of the plan. A detailed plan of personnel assignments is available upon request.





Parker Police Department 11 Year Needs Projection



## Significant Department Needs

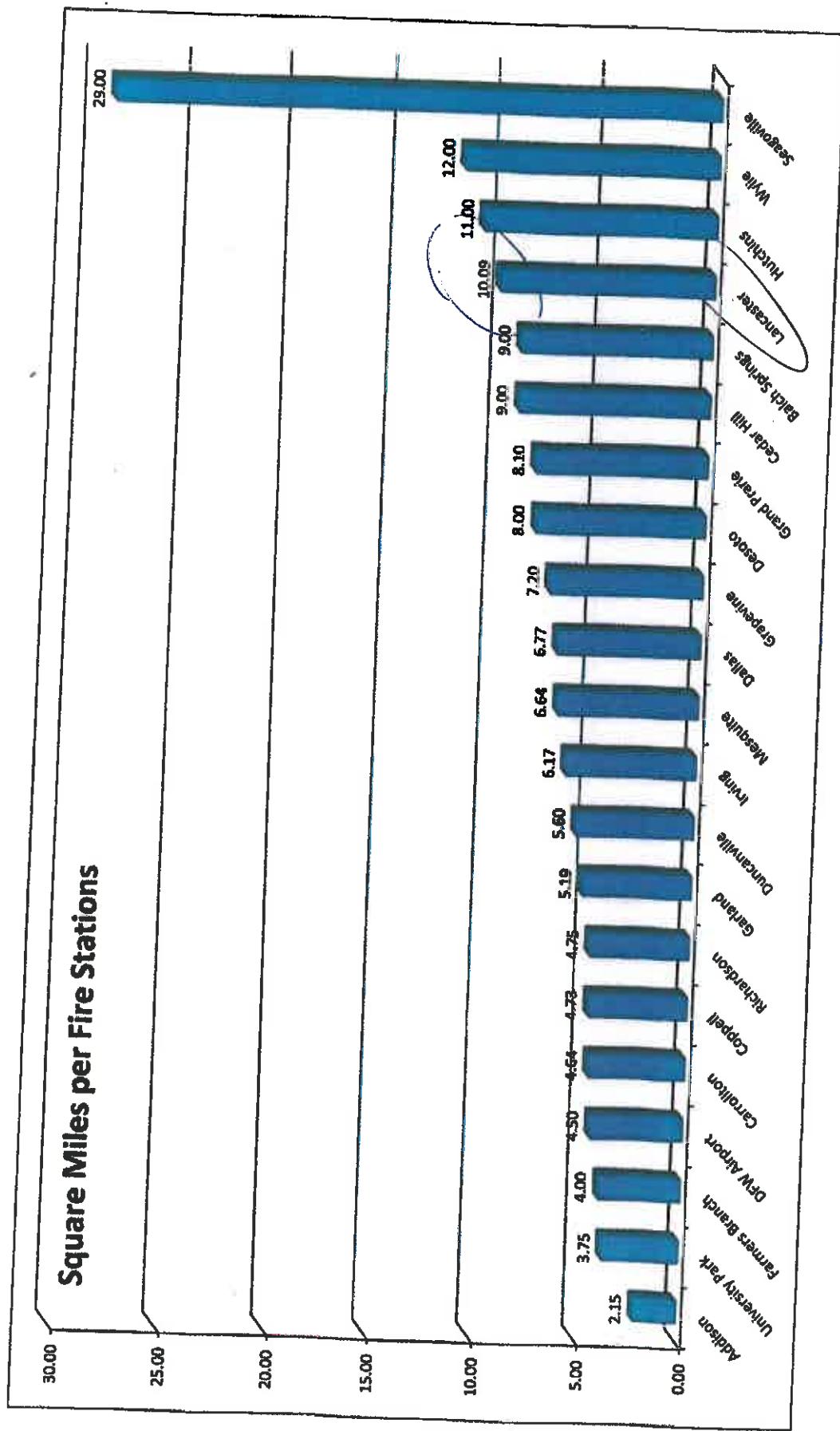
### Seeking Alternate Funding Sources

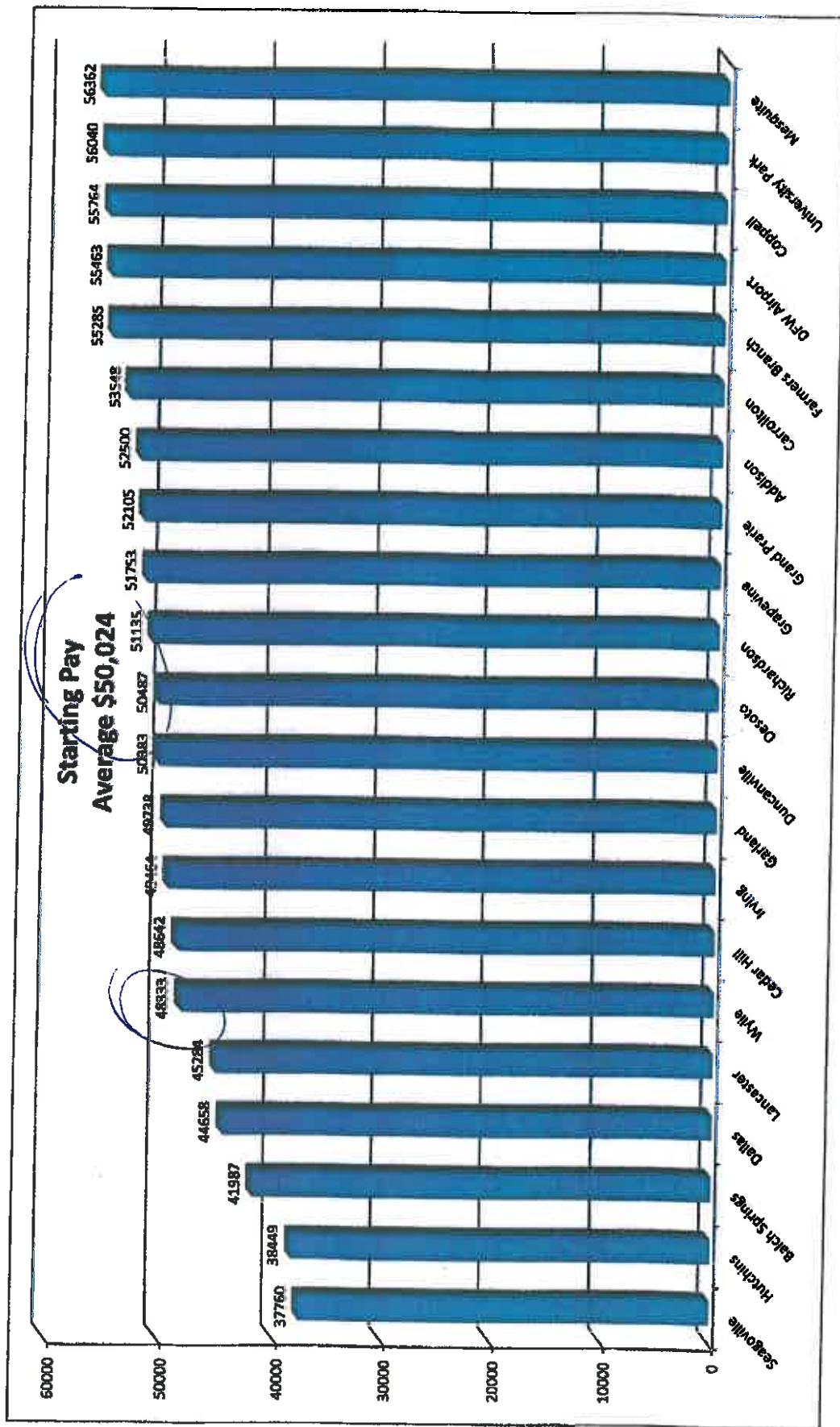
Texas State Grant – to fund the NIBRS portion of RMS/CAD (\$46,861.00)

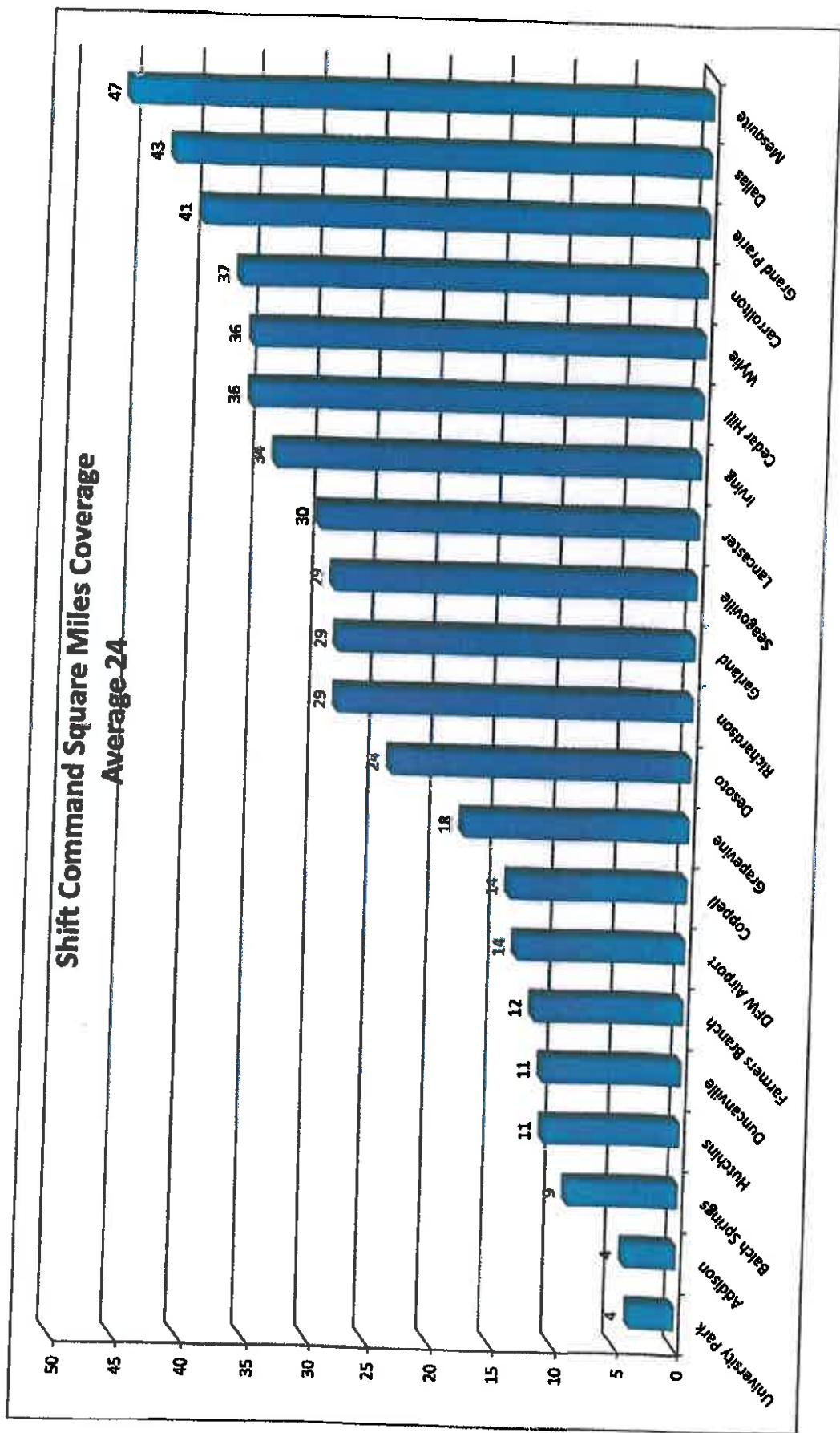
CoServ Grant – to fund a gas powered trail vehicle (\$23,500.00)

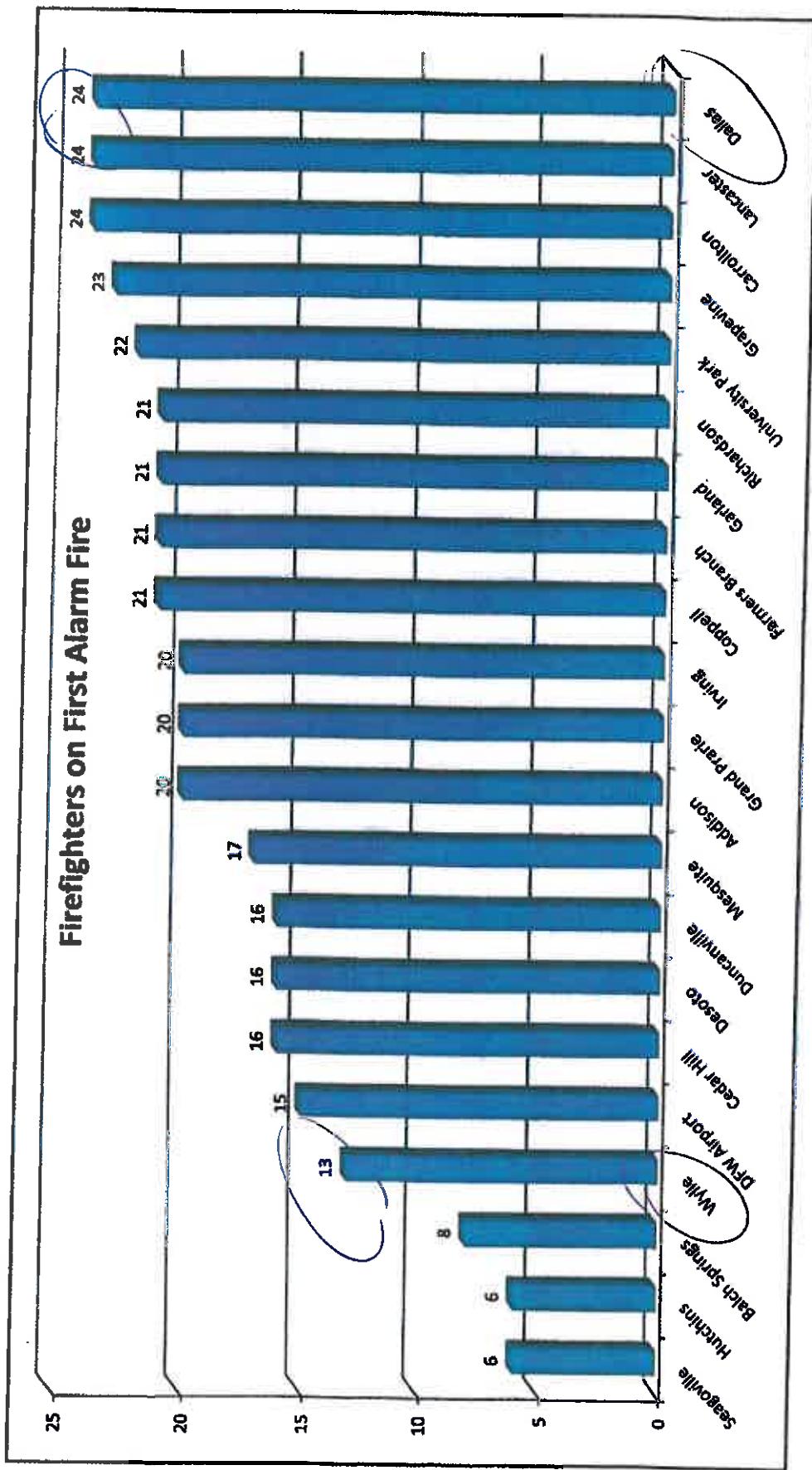
Firehouse Subs Grant – Self-Aid/Buddy-Aid (SABA) medical equipment (\$1,200.00)

## Exhibit 2

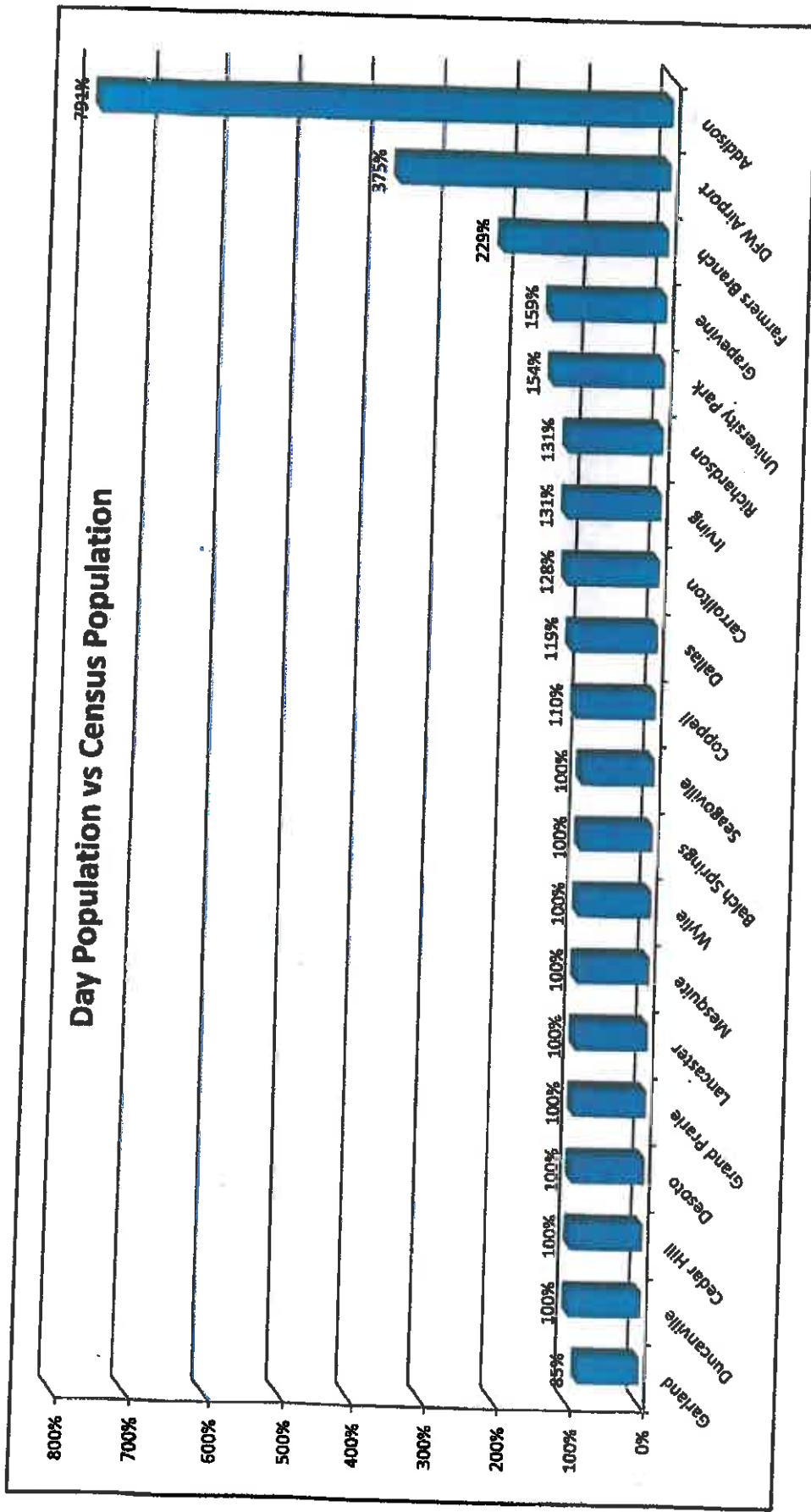


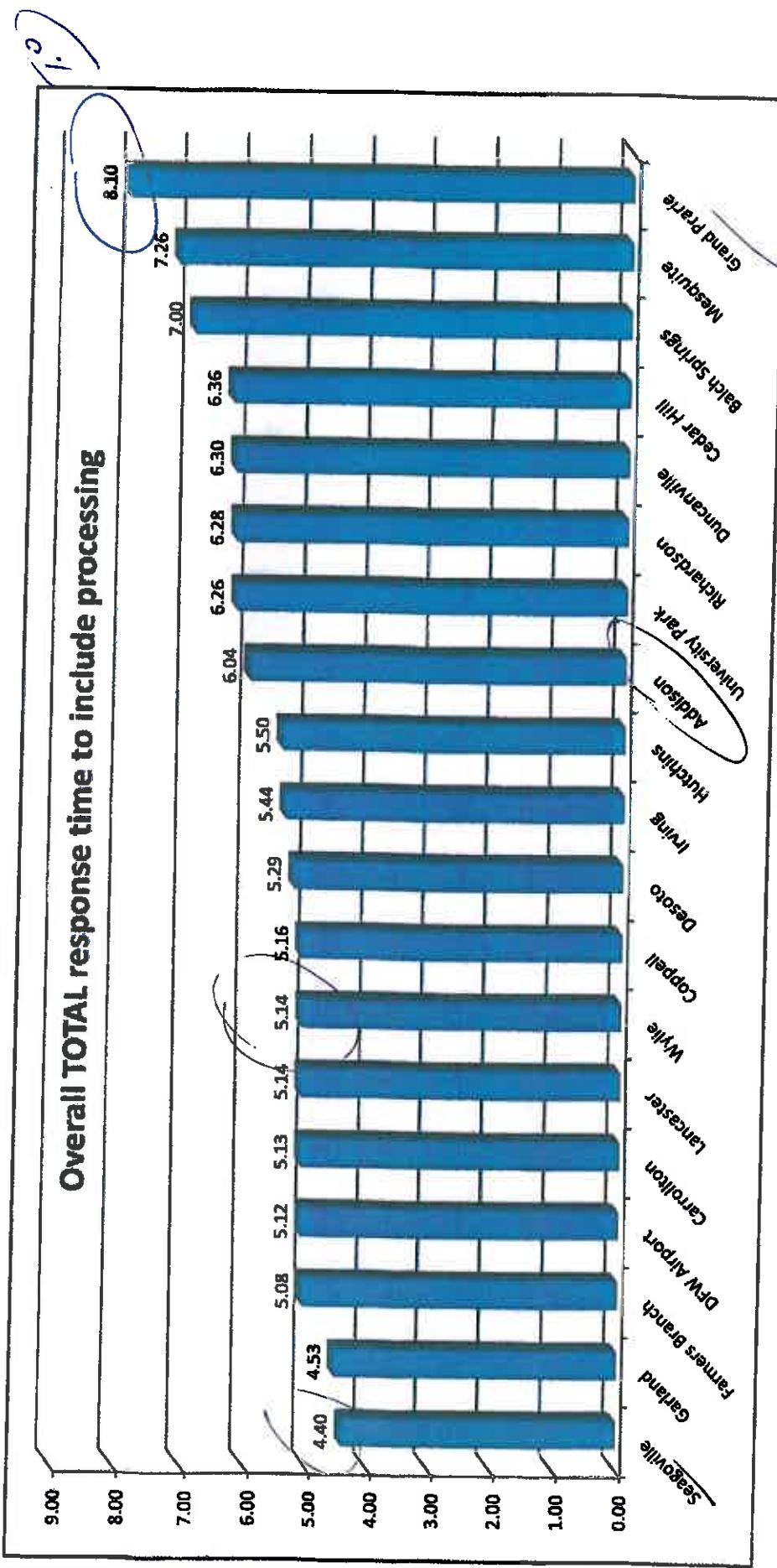


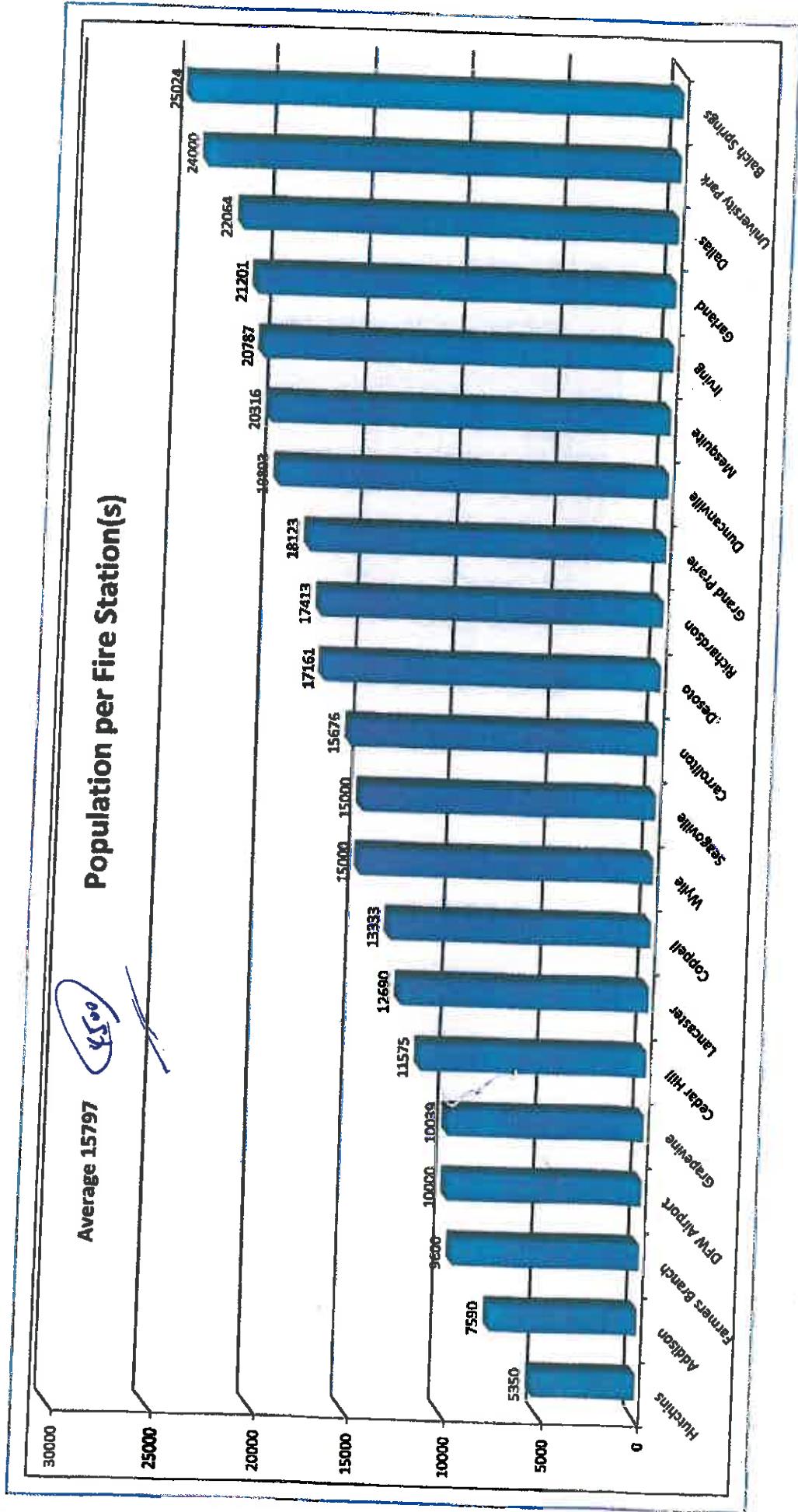


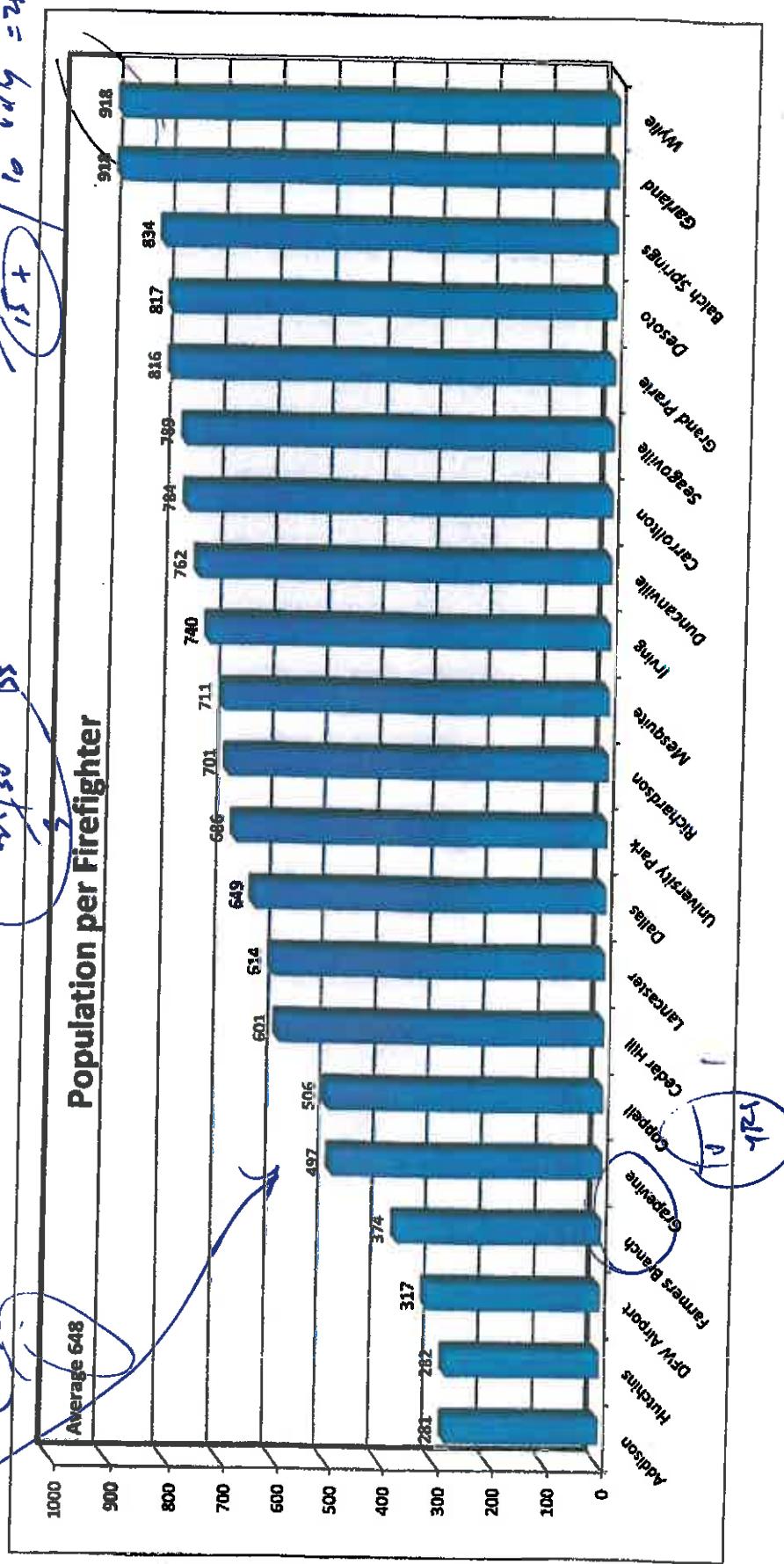


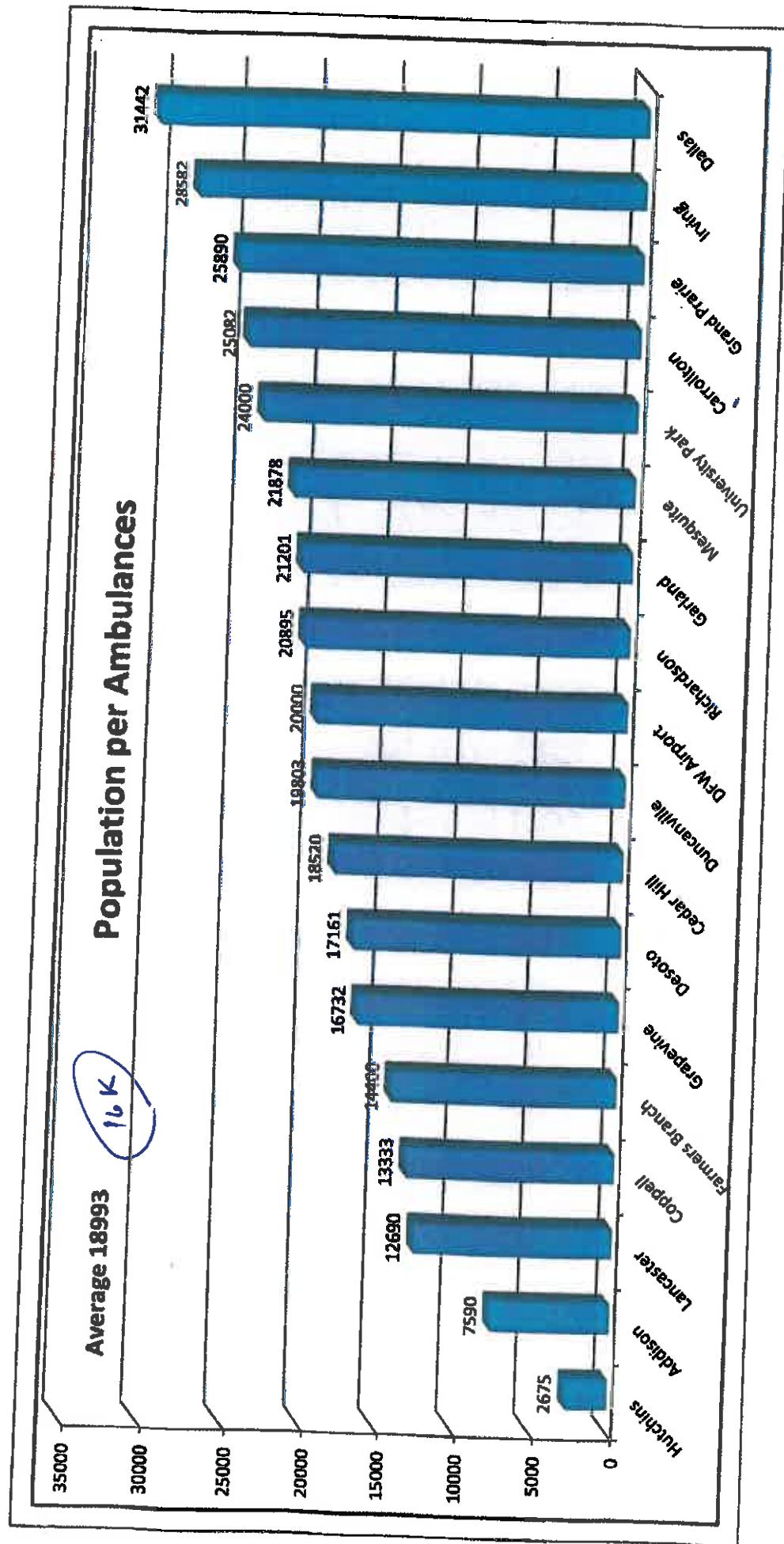
## Day Population vs Census Population

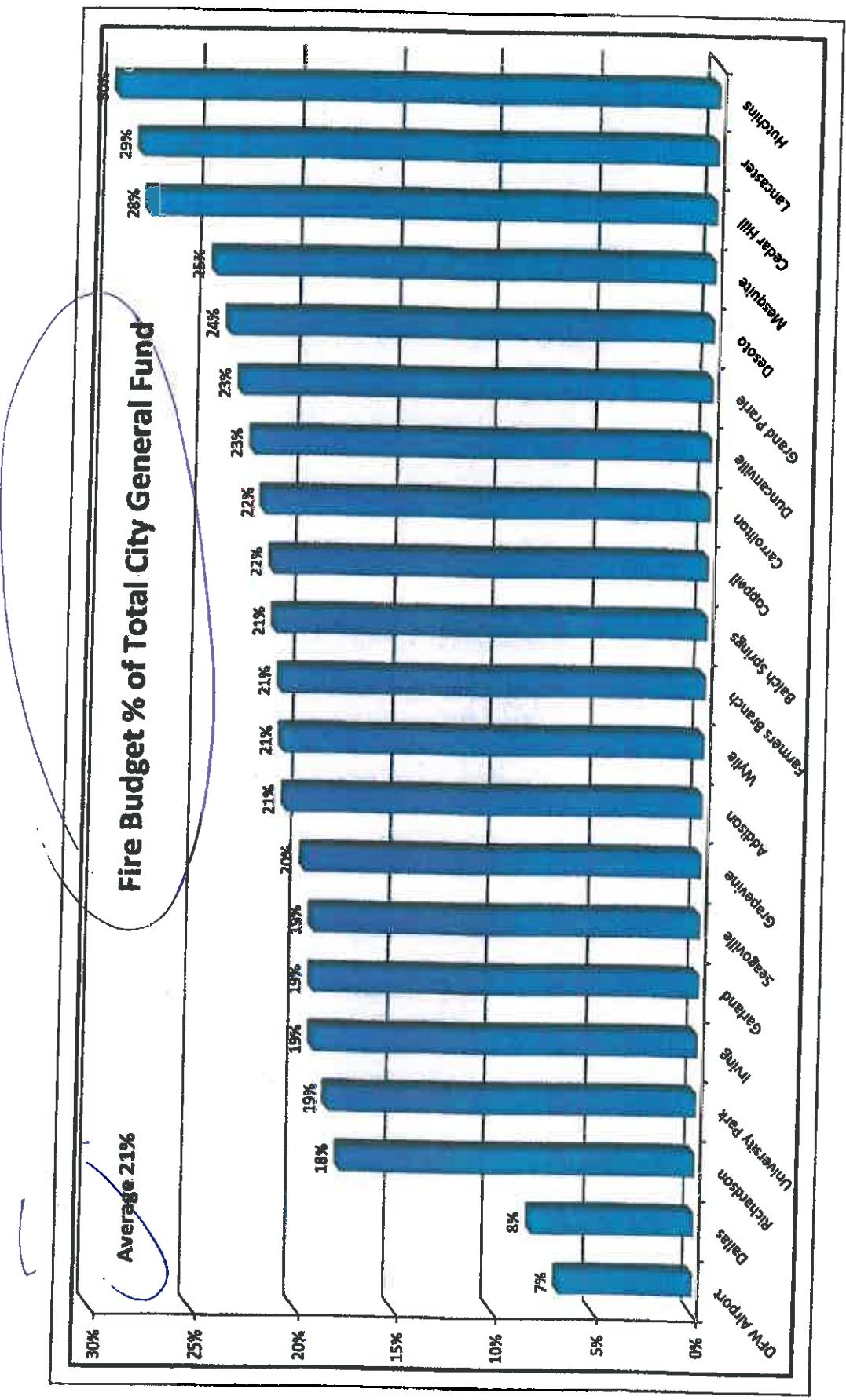


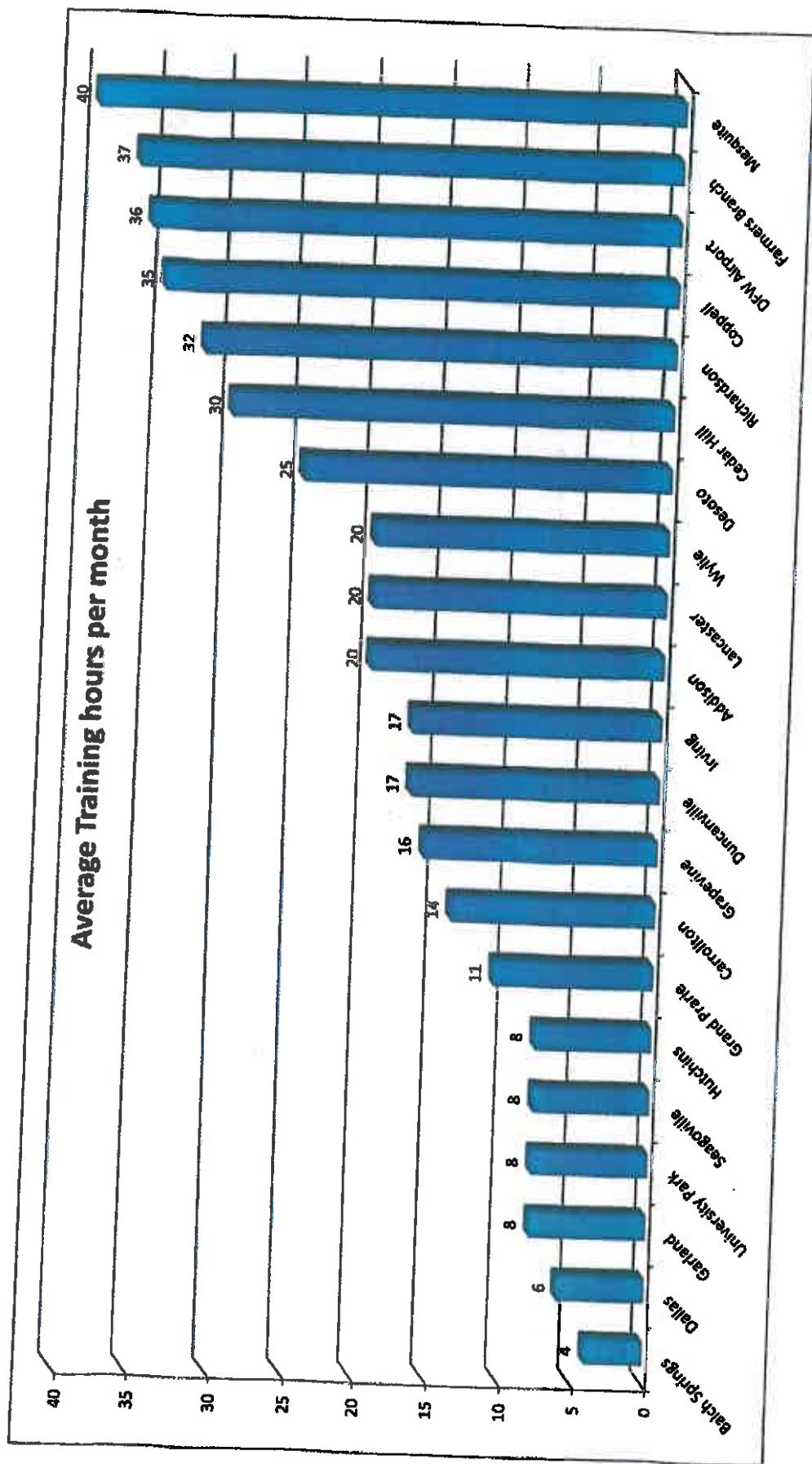


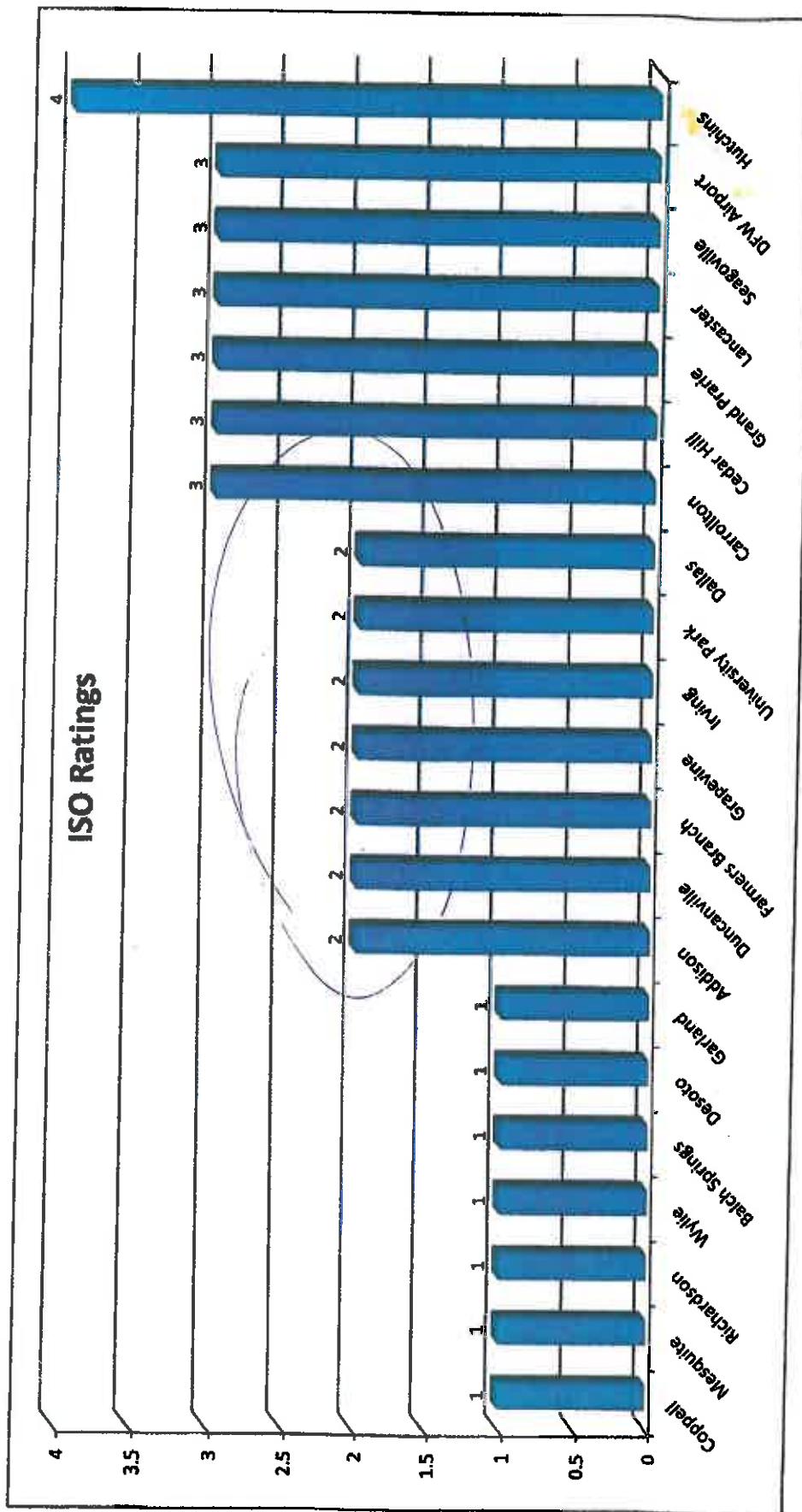












### FIRE DEPARTMENT COST PER CAPITA FOR SELECT COLLIN COUNTY MUNICIPALITIES

Source: Collin County Fire Chief's Association

Agency	FY15 Budget	FY15 Total Calls	Total Population (Est)	Cost/Call	Cost/Capita
Allen	\$ 13,307,597	5,435	91,800 \$	2,448 \$	145
Anna	\$ 686,570	1,126	10,980 \$	610 \$	63
Blue Ridge	\$ 101,940	338	842 \$	302 \$	121
Branch	\$ 74,000	312	2,429 \$	237 \$	30
Celina	\$ 1,438,253	953	7,320 \$	1,509 \$	196
Fairview	\$ 2,294,402	822	8,490 \$	2,791 \$	270
Farmersville	\$ 433,343	1,023	9,960 \$	424 \$	44
Lucas	\$ 1,384,674	505	6,680 \$	2,742 \$	207
Melissa	\$ 661,656	856	7,800 \$	773 \$	85
Murphy	\$ 2,985,200	1,149	19,330 \$	2,598 \$	154
Nevada	\$ 110,576	608	5,034 \$	182 \$	22
<b>Parker</b>	<b>\$ 308,550</b>	<b>314</b>	<b>3,592 \$</b>	<b>983 \$</b>	<b>86</b>
Plano	\$ 51,585,512	24,972	271,140 \$	2,066 \$	190
Princeton	\$ 487,532	1,554	10,000 \$	314 \$	49
Prosper	\$ 3,380,104	1,245	17,790 \$	2,715 \$	190
Royse City	\$ 370,150	598	12,000 \$	619 \$	31
Wylie	\$ 6,432,405	3,927	47,000 \$	1,638 \$	137
<b>Average Paid</b>			\$	<b>2,091 \$</b>	<b>171</b>
<b>Average Volunteer</b>			\$	<b>494 \$</b>	<b>59</b>

# Exhibit 3

## Public Works:

### Streets:

Lewis Lane / total rebuild from Parker to northern city limits \$ 600,000

Sycamore Lane / total rebuild after water main replacement \$ 550,000

Dublin Road

~~DONNA LANE~~ - reg'l. mt.

Standard street maintenance / continue of \$ 500,000 per year

### Drainage:

Moss Ridge / \$130,000

Springhill Estates Road / \$ 400,000

Old Subdivisions / \$ 200,000 per year

### *Discussion on Stormwater Utility Fee*

**WATER: Water Master Plan 2016**

**2017 start design central pump station**

**2017 start design additional distribution lines**

**2018 start design ground storage at central pump station**

**Estimated 8 million dollars**

**MUNICIPAL BUILDING:**

**Existing city hall 4000 s.f.**

**Existing Fire station 10,170 s.f.**

**Existing police building 2400 s.f.**

**Staff's opinion on build out Square footage needs**

**Additional: Administration, Police, Fire Sleeping Quarters and Council Room  
21,000 s.f.**

**General Governments:**

**Developments:**

Current available lots:	136
Developments under construction (8 mo.)	200
Development Agreements Future Lots	182

**Annual Estimates of Residential Population in Texas April 1, 2010 to July 1, 2015**

Source: U.S. Census Bureau, Population Division

**CITY OF PARKER**

July 2010	July 2011	July 2012	July 2013	July 2014	July 2015
3731	3873	4007	4091	4251	4352

The average total square feet for issued permits from 2012-2016 is 6,893.

Total Water Meters Inside the City Limits and Parker's ETJ	$1525 \times 3 = 4575$
	$1525 \times 3.2 = 4880$



# Land Use Assumptions Report of the Capital Improvements Advisory Committee of the City of Parker

---

September 9, 2016

Exhibit 4

## Contents

Executive Summary .....	3
Analysis of Existing Conditions .....	3
Determination of Service Area.....	3
Growth Projections .....	4
Density Calculations .....	4
Build Out.....	6

## List of Tables

Table 1 - Capital Improvements Advisory Committee Members .....	3
Table 2 - Historical Water Meters (i.e. Service Units) for 2000 - Jan 2016 .....	4
Table 3 - Selected Year on Year Growth Rates.....	6
Table 4 - Future Service Area Impact.....	7
Table 5 - Actual and Estimated Service Units .....	8
Table 6 - Land Use Assumptions (Exhibit A).....	8

## List of Figures

Figure 1 - Water Meter Graph .....	5
Figure 2 - Water Meters Delta from Prior Year.....	6
Figure 3 - Service Unit Projection Graph .....	7

## Executive Summary

The Capital Improvements Advisory Committee (the “Committee”) was appointed by the City of Parker City Council to review the subjects identified below and render an opinion on the land use assumptions necessary for the City to create and adopt lawful impact fees for the City of Parker public water system. The Committee has reviewed the Comprehensive Plan, the land use data, the current development within Parker, the current zoning within Parker, and the existing water plans for future growth and development. The Committee’s report on the Land Use Assumptions required by Texas Local Government Code with relation to the Committee’s work on impact fee research is contained within.

Members of this Committee include regular members of the Planning and Zoning Commission, experienced developers within the City of Parker, its ETJ, and key City personnel.

**Table 1 - Capital Improvements Advisory Committee Members**

Name	Role
Russell Wright	P&Z Chairman
Joe Lozano	P&Z Vice-Chairman
Cleburne Raney	P&Z Member
Jasmat Sutaria	P&Z Member
Wei Wei Jeang	P&Z Member
JR Douglas	P&Z Alternate, Developer
Steve Sallman	Developer/ETJ Owner
Jim Shepherd	City Attorney
Jeff Flanigan	City Administrator
Patti Scott Grey	City Secretary

## Analysis of Existing Conditions

Each member of the Committee is personally familiar with the existing development within the City of Parker. The areas of the City of Parker that are not yet developed were presented by the City Administrator and the relevant maps and data were reviewed. This data review included the population (Exhibit 1), existing zoning (Exhibit 2), and the Comprehensive Plan (Exhibit 3), current Development Map (Exhibit 4), and the Water Master Plan Map (Exhibit 5) for the City as it relates to the undeveloped areas of Parker and its ETJ.

## Determination of Service Area

The City Council’s charge to the Committee was to render an opinion on the land use assumptions necessary for the City to create and adopt lawful impact fees for the City of Parker public water system. The Committee reviewed the requirements to exclude the provisions and related costs to current development and concentrated on the capital improvements necessary to serve future development based on the existing conditions noted above, and the anticipated use of the comprehensive plan and related development plans of the City, all as required by the Texas Local Government Code. The service area for a water impact fee would be the entire City and its ETJ with respect to new development in any portion of this area.

There is a portion of the City’s water service area (CCN, Certificate of Convenience and Necessity) that lies within the City of Wylie. This was discussed as whether it should be included in the impact fee Service Area. The City Administrator noted that the water infrastructure in that area is already built out to specifications that would not necessitate additional infrastructure capital improvements. Therefore, it was concluded by the committee to not include this area within the Service Area.

Additionally, The City has a Special Activities area of approximately 188 acres (Southfork Ranch) which, at some point in the future, could be developed and subsequently subdivided. While there are no specific plans at the time of this writing, it is important to include this area for any future plans.

## Growth Projections

Based on the review of the factors set forth in the sections above, *Analysis of Existing Conditions and Determination of Service Area*, the Committee projected the 10 year growth patterns as they relate to water system capital improvements are as set forth in Table 6 - Land Use Assumptions (Exhibit A). The Committee's findings are based on the following discussions and calculations.

### Density Calculations

The Committee agrees with the Comprehensive Plan of Parker with regard to the future development of Parker and its ETJ. Consequently, for those areas zoned SF-Single Family, the Committee has projected single family residential units on lots of two acres, with three residents per household. For those areas projected to be zoned SFT-Single Family Transitional, the Committee anticipates 1 acre minimum lots, with a 1.5 acre average size of lots in the subdivision. The population estimate for SFT is also three residents per unit. Additional zoning categories such as Special Activities, Agricultural, Manufactured Housing and non-conforming uses, were all considered in the analysis.

The raw data in Table 2 was used as the basis of the analysis. The Meters column indicates the number of water meters the City was billing in that year. The Estimated Residents (Est. Residents) is based on the assumption of three residents per household, as indicated above. The % Change is expressed as the delta (change in number of meters) from the prior year divided by the number of meters in the prior year, e.g.  $98/688=14.2\%$ .

**Table 2 - Historical Water Meters (i.e. Service Units) for 2000 - Jan 2016**

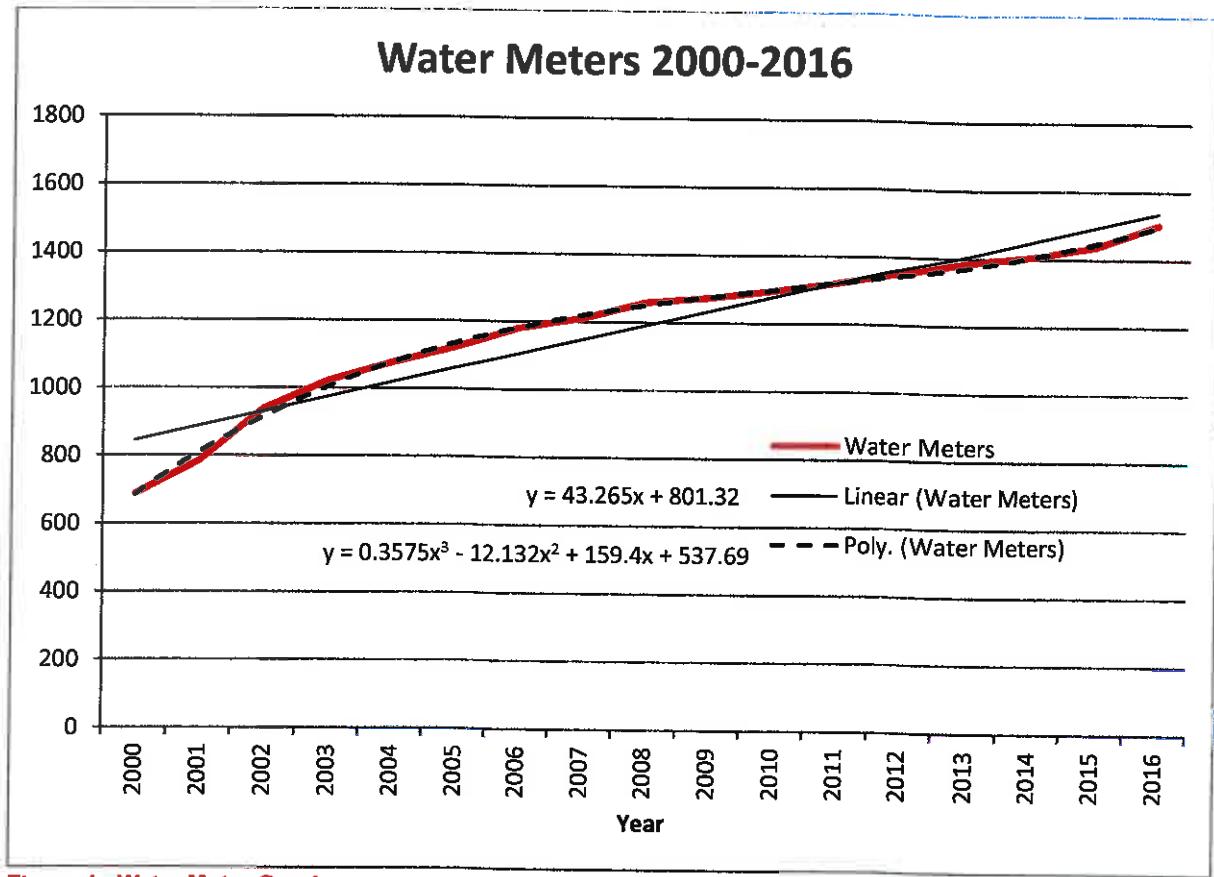
Year	Meters	Est. Residents	Delta	% Change	Std. Dev.
2000	688	2064	688.0		
2001	786	2358	98.0	14.2%	5.1%
2002	938	2814	152.0	19.3%	4.6%
2003	1022	3066	84.0	9.0%	2.1%
2004	1075	3225	53.0	5.2%	1.4%
2005	1121	3363	46.0	4.3%	
2006	1180	3540	59.0	5.3%	
2007	1210	3630	30.0	2.5%	
2008	1258	3774	48.0	4.0%	
2009	1273	3819	15.0	1.2%	
2010	1295	3885	22.0	1.7%	
2011	1320	3960	25.0	1.9%	
2012	1351	4053	31.0	2.3%	
2013	1385	4155	34.0	2.5%	
2014	1404	4212	19.0	1.4%	
2015	1435	4305	31.0	2.2%	
2016	1501	4503	66.0	4.6%	

Referring to the standard deviation of a sample<sup>1</sup> Table 2, we can see the standard deviation for years 2001 and 2002 are significantly greater than several of the later years, so it was concluded that this extreme rate of growth for the City of Parker will likely not repeat itself. However, the Committee concluded the economic factors of many companies moving into the surrounding areas will likely increase

<sup>1</sup> Excel function STDEV.S is used to calculate the standard deviation of a sample.

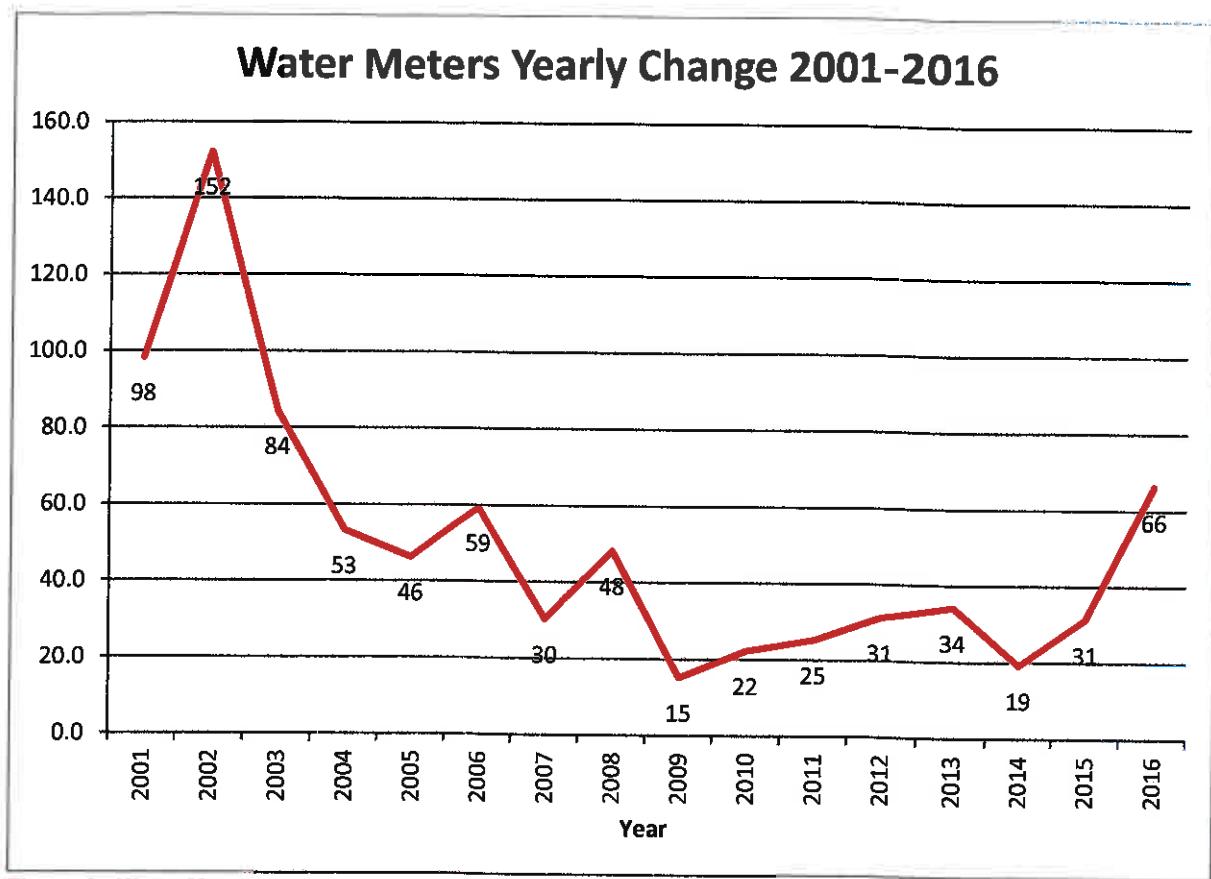
the growth rate for the next several years, which might indicate above average growth for four to five years (5-6%), followed by slower growth (2-3%). In its final estimation, the committee agreed that 5% growth for the next five years (2017-2021) followed by 3% growth for the following five years (2022-2026) was a reasonable compromise.

When the absolute number of water meters is graphed over the years for which data exists, a curve as shown in Figure 1 develops. For comparison purposes, linear and 3<sup>rd</sup> order polynomial trend lines are added, along with their respective formulae.



**Figure 1 - Water Meter Graph**

Figure 2 shows a graphical representation of the tabular data in Table 2. Since there was no detailed recording of service unit numbers prior to the year 2000, it is difficult to determine if the upward trend of the graph is representative of the years prior to 2000. However, as stated earlier, this could represent the beginning of an upward "growth spurt" for the City and this upward trend has been considered in the analysis of the overall growth projections.



**Figure 2 - Water Meters Delta from Prior Year**

For selected time periods, average year on year growth rates can be established. Several time periods were used (refer to Table 3) to show the difference in growth rate when some of the outlying data is included or excluded.

**Table 3 - Selected Year on Year Growth Rates**

Period	# Periods	Avg. YoY Growth Rate
2001-2016	16	5.1%
2003-2016	14	3.4%
2001-2011	10	6.2%
2003-2013	10	3.6%

#### Build Out

Table 4 shows the analysis of the estimated number of lots, which correspond directly to service units in the City, for areas covered by zoning or development agreements and all undeveloped land. The estimated lots for those areas already approved are actual numbers. For the undeveloped areas a factor of 0.9<sup>2</sup> is used to allow for those areas dedicated for roads, rights-of-way and other unusable areas.

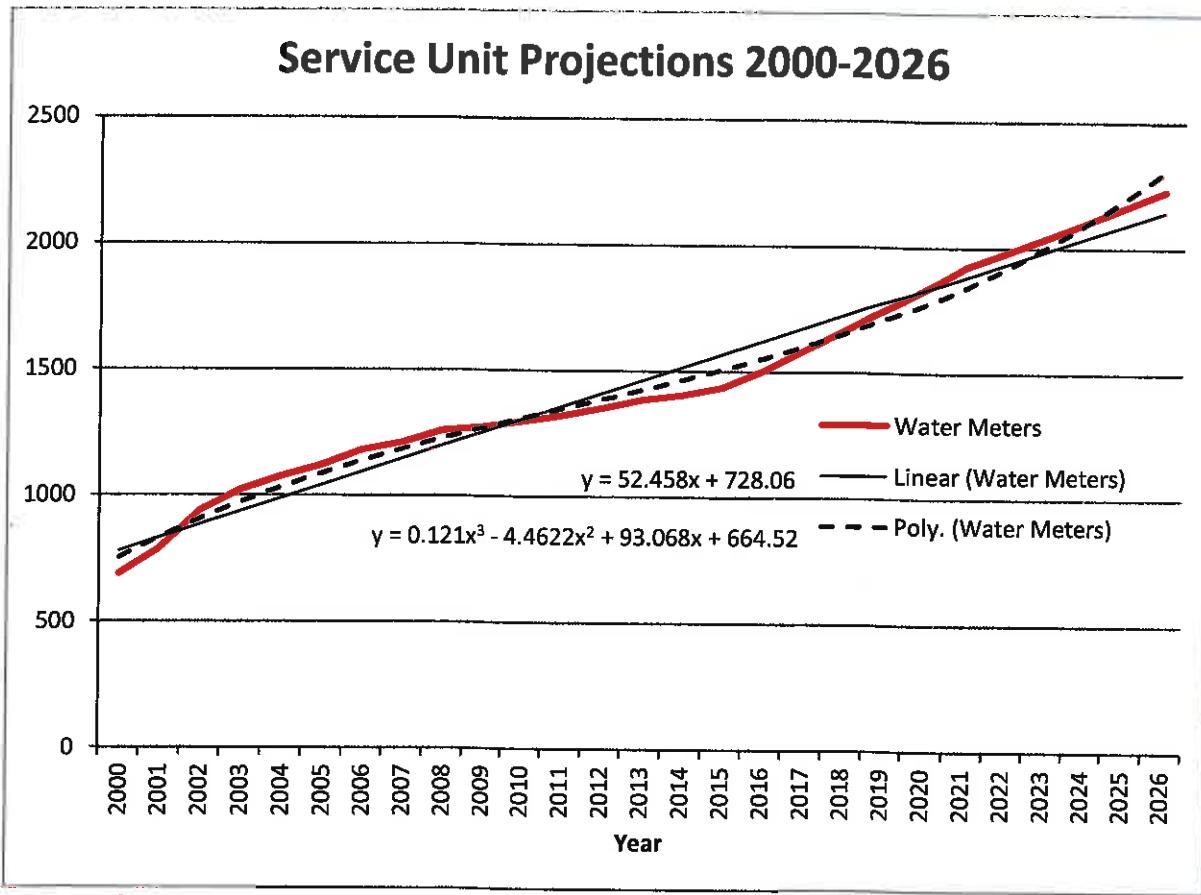
<sup>2</sup> Formula used: Number of acres \* Lots/Acre \* 0.9

**Table 4 - Future Service Area Impact**

Future Service Area	Acres	Lots/Acre	Est. Lots/Service Units	Est. Residents
<b>Approved by Zoning or Development Agreement</b>	1500	0.646	969	2907
<b>Undeveloped in ETJ</b>	720	1	648	1944
<b>Undeveloped Zoned SF</b>	500	0.5	225	675
<b>Undeveloped Zoned SFT</b>	400	0.67	241	724
<b>Current Special Activities Area<sup>3</sup></b>	188	2		
<b>Totals</b>	3120	NA	2083	6250

Add plus existing homes.

The current number of residents and population within Parker and its anticipated growth patterns over the next 10 years are as set forth in Table 6 - Land Use Assumptions (Exhibit A). The projections shown in Table 6 provide Parker's ultimate build-out growth projections, including existing development within Parker, anticipated future development on currently undeveloped land within Parker, and development in the extra-territorial jurisdiction (ETJ).



**Figure 3 - Service Unit Projection Graph**

<sup>3</sup> Southfork Ranch is a Special Activities area that is included in the table but not included in calculations.

**Table 5 - Actual and Estimated Service Units**

Year	Meters	Linear equation	Poly equation
2000	688	845	685
2001	786	888	811
2002	938	931	916
2003	1022	974	1004
2004	1075	1018	1076
2005	1121	1061	1135
2006	1180	1104	1182
2007	1210	1147	1219
2008	1258	1191	1250
2009	1273	1234	1276
2010	1295	1277	1299
2011	1320	1320	1321
2012	1351	1364	1345
2013	1385	1407	1372
2014	1404	1450	1406
2015	1435	1493	1447
2016	1501	1537	1498
2017	1581	1580	1561
2018	1660	1623	1639
2019	1743	1666	1733
2020	1830	1710	1846
2021	1922	1753	1979
2022	1979	1796	2136
2023	2039	1839	2317
2024	2100	1883	2526
2025	2163	1926	2764
2026	2228	1969	3034

**Table 6 - Land Use Assumptions (Exhibit A)**

	2016 (Current)	2021	2026	Buildout
Homes	1,501	1,922	2,228	4,000 <sup>4</sup>
Mfg'dHousing	75 <sup>5</sup>	75	75	75
Commercial	0	10	20	20
Public	0	0	0	0
<b>Totals</b>	<b>1,576</b>	<b>2,007</b>	<b>2,323</b>	<b>4,095</b>
<b>Population</b>	<b>4,503</b>	<b>6,021</b>	<b>6,969</b>	<b>12,000</b>

<sup>4</sup> Buildout based on total population of 12,000

<sup>5</sup> 75 manufactured houses, 75 houses in CCN (not in City) is a wash

**CITY OF PARKER, TEXAS**  
**2016 IMPACT FEE**  
**WATER DISTRIBUTION SYSTEM**  
**10-YEAR CAPITAL IMPROVEMENT PLAN**

**PROPOSED WATER LINES**

Project No. (1)	Project	Size	Opinion of Project Cost (1)	Debt Service (2)	Total Project Cost
1	Dillhay Drive 18-Inch Water Line	18"	\$ 577,500	\$ 197,657	\$ 775,157
2	Chaparral Elevated Storage Tank 16-Inch Water Line	16"	\$ 46,200	\$ 24,255	\$ 70,455
3	Malone Road 8-Inch Water Line	8"	\$ 215,000	\$ 112,875	\$ 327,875
4	Bois-D-Arc Lane 8-Inch Water Line	8"	\$ 167,000	\$ 87,675	\$ 254,675
Subtotal: Proposed Water Lines			\$ 1,005,700	\$ 422,462	\$ 1,428,162

**SUPPLY, PUMPING, STORAGE FACILITIES AND FACILITY IMPROVEMENTS**

Project No. (1)	Project	Capacity	Opinion of Project Cost (1)	Debt Service (2)	Total Project Cost
5	Central Pump Station - 1.75 MGD P.S.	1.75 MGD	\$ 3,150,000	\$ 1,653,750	\$ 4,803,750
6	Central Pump Station - 0.75 MG G.S.R.	0.75 MG	\$ 2,700,000	\$ 135,000	\$ 2,835,000
7	NTMWD Delivery Point No. 2	5 MGD	\$ 2,100,000	\$ 135,000	\$ 2,235,000
8	Chaparral 1-MG Elevated Storage Tank	1 MGD	\$ 4,800,000	\$ 1,102,500	\$ 5,902,500
9	Bois-D-Arc Lane 8-Inch Pressure Reducing Valve	—	\$ 240,000	\$ 2,520,000	\$ 2,760,000
Subtotal, Supply, Pumping and Storage Facilities:			\$ 12,990,000	\$ 5,546,250	\$ 18,536,250

**PLANNING EXPENSES**

Project No.	Project	Opinion of Cost (1)(b)	Debt Service (2)	Total Project Cost
	Water System Master Plan	\$ 32,000	\$ -	\$ 32,000
	Water Impact Fee	\$ 20,000	\$ -	\$ 20,000
	Subtotal, Planning Expenses:	\$ 52,000	\$ -	\$ 52,000
	Water Distribution System CIP Grand Total:	\$ 14,847,700	\$ 5,968,712	\$ 20,816,412

## Notes:

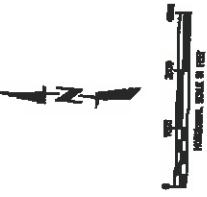
- (1) Opinion of Project Cost includes:
  - a) Engineer's Opinion of Construction Cost
  - b) Professional Services Fees (Survey, Engineering, Testing, Legal)
  - c) Cost of Basement or Land Acquisitions
- (2) Debt Service based on 20-year simple interest bonds at 5%
- (3) \* - Developer Initiated Construction of 8-inch Waterline, City Participation in Overage Cost



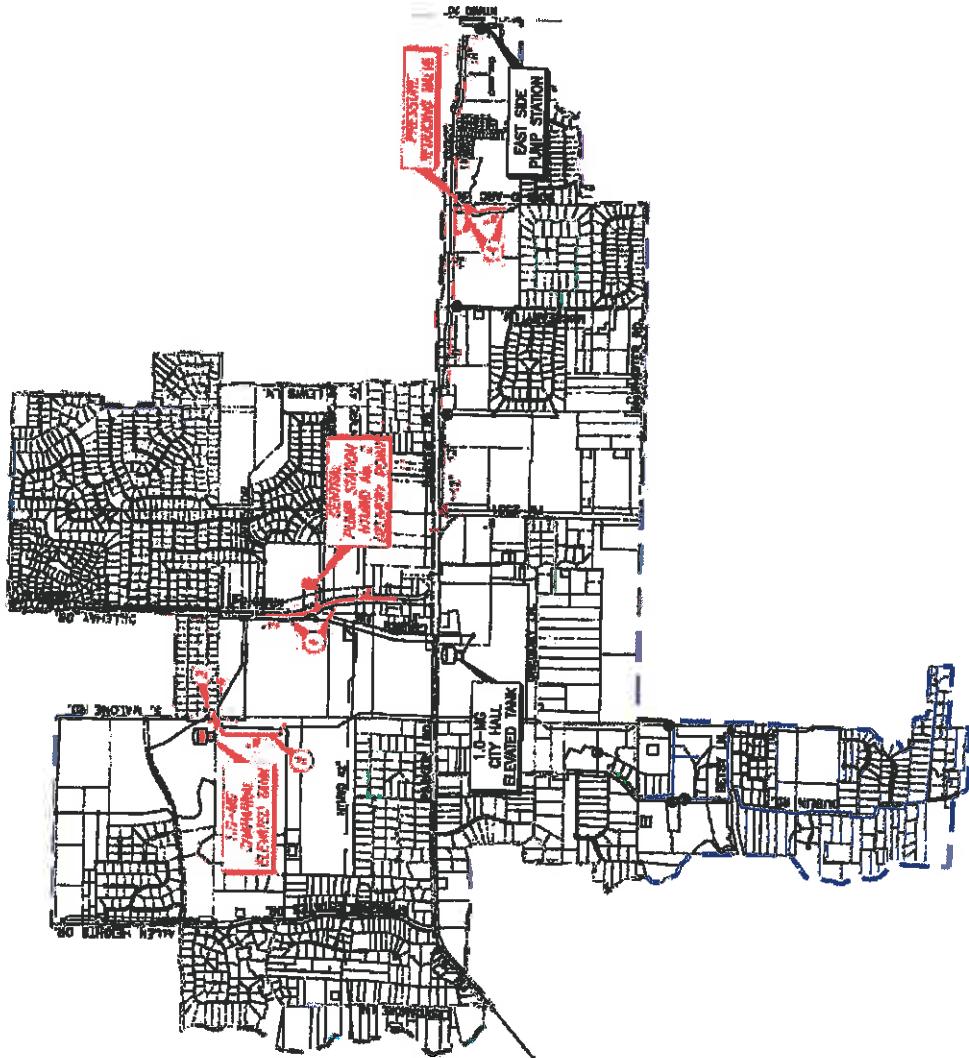
**WATER DISTRIBUTION SYSTEM  
2016-2026 WATER IMPACT FEE  
CAPITAL IMPROVEMENT PLAN  
AND RECOVERY WATERLINE MAP**

Legend

- PLANNING AREA BOUNDARY
- BOTTLED WATER LINE (NO IMPACT FEE)
- EXISTING WATER LINE (IMPACT FEE)
- PROPOSED WATER LINE (IMPACT FEE)
- CITY PURCHASED IN OWNERS COST IMPACT FEE
- CITY PURCHASED FROM PUBLIC OWNERSHIP IMPACT FEE
- BOTTLED WATER SUPPLY LINE
- EXISTING PUMP STATION
- PROPOSED PUMP STATION
- EXISTING ELEVATED STORAGE TANK
- PROPOSED ELEVATED STORAGE TANK
- EXISTING PRESSURE REDUCING VALVE
- PROPOSED PRESSURE REDUCING VALVE



WILCOX, HERZBERGER & CHARTER, LLP.  
PLANNING & DESIGN  
WATER & SEWER  
HOUSING  
TRANSPORTATION  
INVESTMENT, 2016



Planned by: Parker, CO

Plan Scale: \_\_\_\_\_

Plan 1000'

Plan 500'

Plan 250'

Plan 100'

Map 172-465 - SWINGING GATE VALVE - 14 MS ELEVATED TANK - CITY HALL - EAST SIDE PUMP STATION - PRESSURE REDUCING VALVE - RECOVERY WATERLINE - 172-465 SWINGING GATE VALVE