



AGENDA

CITY COUNCIL MEETING

JANUARY 17, 2018 @ 7:00 P.M.

Notice is hereby given the City Council for the City of Parker will meet in a Special Meeting on Wednesday, January 17, 2018 at 7:00 P.M. at the Parker City Hall, 5700 E. Parker Road, Parker, Texas, 75002.

CALL TO ORDER – Roll Call and Determination of a Quorum

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: I pledge allegiance to the flag of the United States of America; and to the republic for which it stands, one nation under God, indivisible with liberty and justice for all.

TEXAS PLEDGE: Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

PUBLIC COMMENTS The City Council invites any person with business before the Council to speak to the Council. No formal action may be taken on these items at this meeting. Please keep comments to 3 minutes.

WORK SESSION

1. 2017-2018 ANNUAL PLANNING SESSION
 - PUBLIC WORKS
 - WATER

CONSENT AGENDA Routine Council business. Consent Agenda is approved by a single majority vote. Items may be removed for open discussion by a request from a Councilmember or member of staff.

2. APPROVAL OF MEETING MINUTES FOR OCTOBER 24, 2017. [SCOTT GREY]
3. APPROVAL OF MEETING MINUTES FOR NOVEMBER 8, 2017. [SCOTT GREY]
4. APPROVAL OF MEETING MINUTES FOR DECEMBER 5, 2017. [SCOTT GREY]
5. APPROVAL OF MEETING MINUTES FOR DECEMBER 12, 2017. [SCOTT GREY]
6. DEPARTMENT REPORTS-ANIMAL CONTROL, BUILDING, COURT, FIRE, POLICE AND WEBSITE
7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON AUTHORIZING ENGINEERING AND STAFF TO ADVERTISE FOR BIDS ON 2017-2018 ANNUAL ROAD MAINTENANCE PROJECT. [FLANIGAN/BIRKHOFF]
8. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON AUTHORIZING ENGINEERING AND STAFF TO ADVERTISE FOR BIDS ON THE PARKER ROAD WATER LINE PROJECT. [FLANIGAN/BIRKHOFF]

9. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON AUTHORIZING ENGINEERING AND STAFF TO ADVERTISE FOR BIDS FOR SYCAMORE LANE WATER LINE PROJECT. [FLANIGAN/BIRKHOFF]

INDIVIDUAL CONSIDERATION ITEMS

10. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2018-562, ACCEPTING THE CITY OF PARKER, TEXAS WATER CONSERVATION IMPLEMENTATION PLAN. [FLANIGAN] [TABLED – 12052017]

ROUTINE ITEMS

11. FUTURE AGENDA ITEMS

UPDATE(S):

- UPDATE ON FM 2551
- PROJECT(S)
- ACCEPTANCE OF CITY OF PARKER POLICE & FIRE ASSOCIATION DONATION FOR THE RECORD
- REMINDER - March 6, 2018 – Primary Election

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Feb 18	Feb 19 <i>President's Day</i>	Feb 20 Early Voting 8am–5pm	Feb 21 Early Voting 8am–5pm	Feb 22 Early Voting 8am–5pm	Feb 23 Early Voting 8am–5pm	Feb 24 Early Voting 7am–7pm
Feb 25 Early Voting 1pm–6pm	Feb 26 Early Voting 7am–7pm	Feb 27 Early Voting 7am–7pm	Feb 28 Early Voting 7am–7pm	Mar 1 Early Voting 7am–7pm	Mar 2 Early Voting 7am–7pm	Mar 3

- REMINDER – May 5, 2018 – Primary Election (EV and ED Info)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Apr 22	Apr 23 Early Voting 8am to 5pm	Apr 24 Early Voting 8am to 5pm	Apr 25 Early Voting 8am to 5pm	Apr 26 Early Voting 8am to 7pm	Apr. 27 Early Voting 8am to 5pm	Apr. 28 Early Voting 8am to 5pm
Apr 29	Apr 30 Early Voting 7am to 7pm	May 1 Early Voting 7am to 7pm	May 2	May 3	May 4	May 5 Election Day 7am to 7pm

- PROJECTED 2018 TAX RATE PLANNING CALENDAR

12. ADJOURN

In addition to any specifically identified Executive Sessions, Council may convene into Executive Session at any point during the open meeting to discuss any item posted on this Agenda. The Open Meetings Act provides specific exceptions that require that a meeting be open. Should Council elect to convene into Executive Session, those exceptions will be specifically identified and announced. Any subsequent action, as a result of this Executive Session, will be taken and recorded in open session.

I certify that this Notice of Meeting was posted on or before January 12, 2018 by 5:00 p.m. at the Parker City Hall, and as a courtesy, this Agenda is also posted to the City of Parker Website at www.parkertexas.us.

Date Notice Removed

Patti Scott Grey
City Secretary

The Parker City Hall is Wheelchair accessible. Sign interpretations or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972 442 6811.



Council Agenda Item

Item 2
C'Sec Use Only

Budget Account Code:	Meeting Date: January 17, 2018
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: City Secretary Scott Grey
Estimated Cost:	Date Prepared: December 4, 2017
Exhibits:	Proposed Minutes

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR OCTOBER 24, 2017. [SCOTT GREY]

SUMMARY

Please review the attached minutes. If you have any questions, comments, and/or corrections, please contact the City Secretary at PGrey@parkertexas.us prior to the City Council meeting.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter - Office Use			
Approved by:			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	12/04/2017
City Attorney:		Date:	
City Administrator:	<i>Jeff Flanigan</i>	Date:	01/12/2018

MINUTES
CITY COUNCIL MEETING
OCTOBER 24, 2017

CALL TO ORDER – Roll Call and Determination of a Quorum

The Parker City Council met in a special 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 7:03 p.m. Councilmembers Scott Levine, Cindy Meyer, Lee Pettle, and Ed Standridge were present. Councilmember Cleburne Raney was absent.

Staff Present: City Administrator Jeff Flanigan, Finance/H.R. Manager Johnna Boyd, City Secretary Patti Scott Grey, City Attorney Brandon Shelby, City Engineer John Birkhoff, P.E., Fire Chief Mike Sheff, and Police Chief Richard Brooks

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: JR Douglas led the pledge.

TEXAS PLEDGE: Stacy Patrick led the pledge.

PUBLIC COMMENTS The City Council invites any person with business before the Council to speak. No formal action may be taken on these items at this meeting. Please keep comments to 3 minutes.

None

CONSENT AGENDA Routine Council business. Consent Agenda is approved by a single majority vote. Items may be removed for open discussion by a request from a Councilmember or member of staff.

- ~~1. APPROVAL OF MEETING MINUTES FOR AUGUST 15, 2017. [SCOTT GREY]~~
- ~~2. APPROVAL OF MEETING MINUTES FOR AUGUST 29, 2017. [SCOTT GREY]~~
- ~~3. APPROVAL OF MEETING MINUTES FOR SEPTEMBER 5, 2017. [SCOTT GREY]~~
- ~~4. CITY INVESTMENT QUARTERLY REPORT. [MARSHALL]~~
- ~~5. DEPARTMENT REPORTS-ANIMAL CONTROL (AUG & SEPT), BUILDING, COURT, POLICE AND WEBSITE~~

MOTION: Councilmember Pettle moved to approve consent agenda as presented. Councilmember Standridge seconded with Councilmembers Levine, Meyer, Pettle, and Standridge voting for the motion. Motion carried 4-0.

INDIVIDUAL CONSIDERATION ITEMS

6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ARCHITECTURAL SERVICES. [MARSHALL] [TABLED – 09282017]

City Engineer John Birkhoff, P.E. said he reviewed the two (2) architectural services proposals of Pierce, Goodwin, Alexander & Linville (PGAL) and Randall Scott Architects, submitted through the Request for Qualifications (RFQ) process. He agreed the two (2) firms had different approaches, but both firms appeared to be well qualified and recommended City Council and staff move forward with the negotiation process.

City Councilmembers again voiced their opinions regarding the two (2) architectural firms and suggested staff do additional research on the firms. Mayor Marshall said that would be a part of the negotiation process. City Administrator Flanigan reminded everyone this was a negotiation process and not the selection process. City Attorney Shelby also reminded City Council if the negotiation process was unsuccessful, it could be re-bid.

MOTION: Councilmember Standridge moved to authorize architectural services negotiations with Randall Scott Architects, Inc. for a new municipal complex. Mayor Pro Tem Levine seconded with Councilmembers Levine, Pettle, and Standridge voting for the motion and Councilmember Meyer voting against the motion. Motion carried 3-1.

7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON USE OF THE CITY LOGO FOR A PARKER WOMEN'S CLUB (PWC) FUNDRAISER. [PWC VP FUNDRAISING STACY PATICK]

Parker Women's Club (PWC) Vice President of Fundraising Stacy Patrick requested use of the city's trademarked logo for a t-shirt PWC fundraiser. Ms. Patrick said the t-shirts would be sold to PWC members, as well as residents of Parker.

MOTION: Councilmember Standridge moved to approve use of the Parker city logo for the Parker Women's Club (PWC) t-shirt fundraising event. Councilmember Meyer seconded with Councilmembers Levine, Meyer, Pettle, and Standridge voting for the motion. Motion carried 4-0.

8. PUBLIC HEARING FOR CITIZEN INPUT REGARDING A SPECIAL USE PERMIT FOR AN ACCESSORY BUILDING (BARN) AT 5001 HACKBERRY LANE FOR JR DOUGLAS. [FLANIGAN/SHELBY]

Mayor Marshall opened the public hearing at 7:29 p.m. to receive comments, regarding a special use permit (SUP) for an accessory building (barn) at 5001 Hackberry Lane for JR Douglas, and read the notice, as follows:

NOTICE OF PUBLIC HEARING

The City Council for the City of Parker will meet at 7:00 p.m. on Tuesday, October 24, 2017 at Parker City Hall, 5700 E. Parker Road.

JR Douglas has requested a Special Use Permit to build an accessory building (barn) approximately 6400 square feet (s.f.), located at 5001 Hackberry Lane, 5 (+/-) acres. [Parker Municipal Code §156.37, (N) (5) (e).]

All interested parties are invited to attend this Public Hearing and express any comments either for or against the variance as requested.

Written comments may be mailed to Patti Scott Grey, City of Parker, 5700 E. Parker Road, Parker, Texas 75002 or email pgrey@parkertexas.us

Mayor Marshall then asked property owner JR Douglas to come forward. Mr. Douglas stated his name and address for the record and reviewed the SUP request for an accessory building (barn) at 5001 Hackberry Lane. He described the accessory building (barn), as an 80' x 80' metal building (barn), steel frame, with 2-14' doors similar to others in the neighborhood. The purpose of the accessory building (barn) was to house a fifth wheel trailer, boat, cars, kid stuff/toys, and possibly a future motor home. The open porch on the north side of the building was for watching his children play and an entertaining area. Mr. Douglas noted the building would not be used for any business or commercial activity and that he talked to his neighbors, regarding the building, and received no complaints.

The Mayor asked if there were any comments or questions from the audience and then City Council. There being no additional comments or questions Mayor Marshall declared the public hearing closed at 7:34 p.m.

9. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 754, APPROVING A SPECIAL USE PERMIT FOR AN ACCESSORY BUILDING (BARN) AT 5001 HACKBERRY LANE FOR JR DOUGLAS. [FLANIGAN/SHELBY]

City Administrator Flanigan reviewed JR Douglas' Special Use Permit (SUP), stating on October 12, 2017, the Planning and Zoning (P&Z) Commission recommended approval of the SUP for an accessory building or barn larger than 2,500 square feet, located at 5001 Hackberry Lane. The ordinance states anything over 2,500 square feet requires a SUP, granted by City Council. Mr. Douglas has acquired approximately 4 (+-) acres on which he will build a barn, approximately 6,400 square feet. The way the ordinance is written today, Mr. Douglas is allowed one (1) out building per acre, but the maximum size would be 2,500 square. Technically, he could build three (3) barns, but it would be more convenient and look better for the City of Parker if he built one (1) structure.

Councilmember Meyer inquired about the property setbacks. City Attorney Shelby suggested a brief recess to review the City's setback regulations.

Mayor Marshall recessed the regular meeting at 7:36 p.m.

Mayor Marshall reconvened the regular meeting at 7:50 p.m.

Mayor Pro tem Levine asked property owner JR Douglas if he would mind if the City added language to the ordinance, stating the property would not be used for commercial purposes. Mr. Douglas said that would be fine, because the accessory building (barn) would be used for personal use only.

MOTION: Mayor Pro Tem Levine moved to approve Ordinance No. 754, granting JR Douglas a Special Use Permit (SUP) for an accessory building (barn) to be located at 5001 Hackberry Lane, with the condition the accessory building (barn) is not used for business or commercial purposes. Councilmember Pettle seconded with Councilmembers Levine, Meyer, Pettle, and Standridge voting for the motion. Motion carried 4-0.

10. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2017-554 ON INVESTMENT POLICY. [MARSHALL]

Mayor Marshall said this item addressed the Investment Policy and he had pride of ownership. He wrote the policy many years ago and apparently the policy was still good. He said neither he nor City Staff recommend any changes to our current Investment Policy.

Mayor Marshall noted a quarterly investment report would be added to the City Council packet similar to tonight's for additional transparency purposes.

MOTION: Councilmember Standridge moved to approve Resolution No. 2017-554, the 2017-2018 Investment Policy. Councilmember Pettle seconded.

Councilmember Meyer inquired about the interest rate the City received; why it was so low, considering the amount of money the City had invested; and how often the City checked on other options.

Mayor Marshall noted that while the City received minimal interest on the American National Bank accounts, the City was not charged fees, which would be greater than any interest earned, and the City checked periodically for improved options.

Councilmember Meyer also inquired about the Federal Deposit Insurance Corporation (FDIC) amount of \$100,000, on page 16 of the City of Parker 2017-2018 Investment Policy, and asked if that amount should be increased to \$250,000. (See Exhibit 1 – Updated City of Parker 2017-2018 Investment Policy.)

Councilmember Standridge commented that most of Councilmember Meyer's questions could be answered by staff, prior to the meeting. Councilmember Meyer said she felt they were questions the general public wanted answered and she thought it was important to ask those questions publicly.

Mayor Marshall said Councilmember Meyer was correct about the \$100,000 needing to be updated.

Finance/H.R. Manager Boyd noted she prepared investment reports monthly and she would now provide those reports to Council quarterly.

Councilmembers Levine, Meyer, Pettle, and Standridge voting for the motion. Motion carried 4-0.

11. DISCUSSION/CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON A 1-2% MUNICIPAL SALES TAX. [SHELBY] [TABLED – 08292017]

City Attorney Shelby reviewed the Municipal Sales Tax research provided and explained some of the additional work required by staff to monitor or track the municipal sales tax, if this sales tax is designated to property tax relief. (See Exhibit 2 – Municipal Sales Tax for Property Tax Relief [Prepared by Johnna Boyd].) Mr. Shelby shared some of his experience with another city who designated the sales tax to property tax relief. He noted the ordinance is similar: using different sections of the tax code for the designation, rather than general fund, and the election would be similar. It was the implementation of and tracking required by staff that becomes complicated. Differences in the projections become the problem, causing significantly more records keeping by the finance department.

Mayor Marshall read Parker resident Billy Barron's email, as follows:

Dear Council,

Sorry, I could not deliver this in person as I am sick.

As I previously commented, I am in favor of increasing the sales tax to 2%. At that time, I stated the reason was to keep our property taxes lower. Now after having read over the implications of that, I think the best option is to have the tax go into the general fund. It will have the same effect with less work. The only negative is that it may be harder to sell to voters this way.

Thanks for your time,

Billy Barron

Councilmember Meyer said the reason she brought this matter to council was because she thought it was a good opportunity to reduce property taxes. Ms. Meyer said if this had been in place this past year, residents' taxes would be the same as the previous year's taxes. To put the additional revenue into general fund, while City Council has some restraint, she did not feel it served the same purpose. If it is in the budget, frankly, it will be spent. Historically, sales tax revenue has been fairly consistent.

Ms. Meyer said she did not buy the impact or the effect on city staff; they make big bucks and this is part of their job. She said she felt it would be a real benefit to the residents; she was not in favor of the funds going into the general fund or used for

any other purpose other than tax reduction; and she would not vote for anything other than tax reduction.

City Attorney Shelby clarified the fact that up to the estimate, the funds go into the general fund. The revenue goes into the general fund, unless you get more than you thought you would collect.

Mayor Pro Tem Levine said it becomes a budgeting issue. Literally, there is no benefit other than to take it out of Council's hands. The only thing using this methodology or using the tax code that designates the sales tax revenue to property tax reduction is City Council no longer makes that decision. The City is obligated to the State. For example, if the City had a project, such as a new road, that needed to be addressed that money would be earmarked for property tax reduction no matter what the City's needs were at that point. Councilmember Meyer said that was her point. The revenue would be designated to property tax reduction.

Mayor Marshall noted Councilmember Meyer determined the one percent (1%) sales tax would be negligible to Parker residents.

PWC VP fundraising Stacy Patrick voiced concern for Southfork Ranch, who is Parker's largest business, tax paying entity, and how this increase might impact their business, ultimately effecting other avenues of revenue for the City.

Mayor Pro Tem Levine asked City Attorney Shelby if it was possible for City Council to request multiple sales tax options on the same ballot. City Attorney Shelby said if it is allowed it would take creative wording:

Terry Lynch, 5809 Middleton, said the advantage of designating the additional one percent (1%) sales tax increase to property tax relief, in her opinion, it gives the residents some reason to vote for this increase.

Councilmember Pettle asked if this could unfairly raise residents' expectations, if the sales tax did not come as expected.

Finance/H.R. Manager Boyd cautioned City Council, saying if Council chooses to go this route, be cognizant of the fact that when you reduce your tax rate, which is essentially what you are doing, you also reduce your effective and roll back rates. As the City grows, as it is expected to do so, debt service increases and taxes will need to be increased to cover services. City Council and staff will be working with lower effective and roll back rates, which come with certain restrictions.

Councilmember Pettle inquired about election costs. The Mayor also asked whether the item would be a multiple ballot initiative.

MOTION: Councilmember Pettle said since there is time, she moved to table the item for further information from our City Attorney on how the one percent (1%) Municipal Sales Tax would be placed on the ballot.

City Attorney Shelby clarified, stating City Council wanted to know how it would look to have multiple options for the one percent (1%) Municipal Sales Tax on the ballot. Councilmember Pettle said that was correct.

The motion died for lack of a second.

MOTION: Councilmember Meyer moved to initiate the process for a one percent (1%) Municipal Sales Tax to be dedicated specifically to reduce the City of Parker's municipal property tax rate. Councilmember Pettle seconded with Councilmembers Meyer and Pettle voting for the motion. Councilmembers Levine and Standridge voting against the motion. Mayor Marshall opposed the motion, breaking the tie. Motion failed 2-3.

12. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2017-555, AUTHORIZING THE REPUBLIC SERVICES RATE INCREASE. [SHELBY]

Mayor Marshall reviewed the item, stating this was a procedural matter. On September 19, 2017, City Council approved the Republic Waste rate increase from current rate of \$16.83 set February 16, 2016 to \$17.38, plus administrative fee (\$1.59) and taxes, effective January 1, 2018 for trash and recycling services. Resolution No. 2017-555 formalizes the matter.

MOTION: Councilmember Standridge moved to approve Resolution No. 2017-555, authorizing the Republic Services rate increase. Mayor Pro Tem Levine seconded with Councilmembers Levine, Meyer, Pettle, and Standridge voting for the motion. Motion carried 4-0.

13. DISCUSSION/CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 755, AMENDING THE CITY SEWER RATES. [BOYD] [TABLED – 09192017]

City Administrator Flanigan noted there has not been a rate increase since 2010. North Texas Municipal Water District (NTMWD) has increased their rates by 58% at a cost to the City. The City has been using our sewer tap fee to get by maintenance and operation. Now, staff recommends revising our sewer rates from \$46.53/month to \$64.11/month effective November 1, 2017 and then \$78.98/month effective November 1, 2018.

Mayor Pro Tem Levine asked that staff be more frequent in addressing rates, noting by November 2018 sewer rates would almost double. He suggested postponing the increases to March 2018 and March 2019 to give residents more notice.

Finance/H.R. Manager Boyd said if you are forecasting, the sewer department would hit a shortfall. The 2010 rates were adjusted to run with a positive cash flow for several years, but if tracked now it is trending toward a shortfall. The expenses were increased in the 2017-2018 budget, after receiving the rate increase notice late July. Although, the revenue was not increased, because a rate increase has not been passed yet. As in the past, if we want every department to support itself, this increase

would need to be increased soon. (See Exhibit 3 – Updated City of Parker Ordinance No. 755, changing the effective dates as requested.)

MOTION: Mayor Pro Tem Levine moved to approve Ordinance No. 755, amending the City's sewer rates, with effective date updates, as follows:

\$64.11 per month from	November 1, 2017 to	January 1, 2018
	and	
\$78.98	November 1, 2018 to	January 1, 2019

Councilmember Standridge seconded.

Councilmember Meyer asked whether the \$64.11 amount needed to be increased to cover the delay, so residents who do not have sewer service are not penalized.

Finance/H.R. Manager Boyd reviewed some areas in the budget that could possibly offset minor costs.

Councilmembers Levine, Meyer, Pettle, and Standridge voting for the motion. Motion carried 4-0.

14. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2017-556 EMINENT DOMAIN WATER LINE EASEMENT ON PARKER ROAD. [SHELBY]

City Attorney Shelby explained some of difficulties in contacting and working with residents for water line easements and why the next step, eminent domain, was necessary. This resolution would authorize the City Attorney to exercise the City's eminent domain authority.

Mayor Marshall recessed the regular meeting at 9:15 p.m.

Mayor Marshall reconvened the regular meeting at 9:25 p.m.

No action was taken.

MOTION: Councilmember Standridge moved to approve Resolution No. 2017-556, in which the City of Parker, Texas authorizes the use of eminent domain power to acquire easements on the south side of E. Parker Road from Hogge Drive to McCreary Road for the purpose of relocating the City's main water line. Councilmember Pettle seconded with Councilmembers Levine, Meyer, Pettle, and Standridge voting for the motion. Motion carried 4-0.

ROUTINE ITEMS

15. FUTURE AGENDA ITEMS

Mayor Marshall asked that the Municipal Sales Tax increase be added to the future agenda items.

UPDATE(S):

- ACCEPTANCE OF POLICE AND FIRE DONATIONS FOR RECORD

As required by Resolution No. 2016-520, Mayor Marshall accepted Phil and JoAnn DeNitto's \$50 donation to the Parker Volunteer Fire Department (PVFD) and \$50 donation to the Parker Police Department. The Mayor, City Council, and staff thanked the DeNittos for their generous donation.

16. REMINDER(S)

- 2017 NOV. EARLY VOTING PERIOD AND ELECTION DAY INFORMATION

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Oct 22	Oct 23 Early Voting 8am – 5pm	Oct 24 Early Voting 8am – 5pm	Oct 25 Early Voting 8am – 5pm	Oct 26 Early Voting 8am – 5pm	Oct 27 Early Voting 8am – 5pm	Oct 28 Early Voting 7am – 7pm
Oct 29	Oct 30 Early Voting 1pm – 6pm 7am – 7pm	Oct 31 Early Voting 7am – 7pm	Nov 1 Early Voting 7am – 7pm	Nov 2 Early Voting 7am – 7pm	Nov 3 Early Voting 7am – 7pm	Nov 4
Nov 5	Nov 6	Nov 7 Election Day 7am – 7pm				

- NOVEMBER 7, 2017 CC MEETING CANCELED DUE TO ELECTION DAY

Mayor Marshall reminded everyone of the Early and Election Day voting dates/times: the Tuesday, November 7, 2017, regular City Council meeting cancelation, due to Election Day voting; and that the next scheduled meeting would be a special meeting Wednesday, November 8, 2017.

17. ADJOURN

Mayor Marshall adjourned the meeting at 9:30 p.m.

APPROVED:

Mayor Pro Tem Scott Levine

ATTESTED:

Approved on the 17th day
of January, 2018.

Patti Scott Grey, City Secretary

City of Parker
2017-2018 Investment Policy

ARTICLE I
PURPOSE AND NEED FOR POLICY

Chapter 2256 of the Government Code, as amended from time to time by the Texas State Legislature (“Public Funds Investment Act”) requires each city to adopt rules governing its investment practices and to define the authority of the Investment Officer and any additional Investment Committee members. The 2017-2018 Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and prudent fiscal management of the City of Parker, Collin County, Texas funds.

ARTICLE II
SCOPE

The Investment Policy applies to the investment and management of all funds under direct authority of the City of Parker, Collin County, Texas.

A. These funds are accounted for in the City’s Annual Financial Report and include the following:

- (1) the General Fund;
- (2) Special Revenue Funds;
- (3) Capital Project Funds;
- (4) Enterprise Funds;
- (5) Trust and Agency Funds, to the extent not required by law or existing contract to be kept segregated and managed separately;
- (6) Debt Service Funds, including reserves and sinking funds to the extent not required by law or existing contract to be kept segregated and managed separately; and
- (7) Any new fund created by the City unless specifically exempted from this policy by the City or by law.

This investment policy shall apply to all transactions involving the financial assets and related activity of all the foregoing funds.

B. This policy excludes:

- (1) Employee Retirement and Pension Funds administered or sponsored by the City.
- (2) Defeased bond funds held in trust escrow accounts.

C. Review and Amendment

The City Council is required by state statute and by this investment policy to review this investment policy and investment strategies not less than annually and to adopt a resolution stating the review has been completed and recording any changes made to either the policy or strategy statements.

ARTICLE III
PRUDENCE

Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived.

In determining whether an Investment Official has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- (1) the investment of all funds, or funds under the entity's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment; and
- (2) whether the investment decision was consistent with the written investment policy of the City.

All participants in the investment program will seek to act responsibly as custodians of the public trust. Investment Officials will avoid any transaction that might impair public confidence in the City's ability to govern effectively. Investment Officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism which is worthy of the public trust. Nevertheless, the City recognizes that in a marketable, diversified portfolio, occasional measured losses are inevitable and must be considered within the context of the overall portfolio's investment rate of return.

Investment Officials, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for market price changes, provided that these deviations from expectations are reported immediately to the Mayor and the City Council of the City of Parker, and that appropriate action is taken by the Investment Officer to control adverse developments.

ARTICLE IV OBJECTIVES

A. Preservation and Safety of Principal

Preservation of capital is the foremost objective of the City. Each investment transaction shall seek first to ensure that capital losses are avoided, whether the loss occurs from the default of a security or from erosion of market value.

B. Liquidity

The City's investment portfolio will remain liquid to enable the City to meet all operating requirements, which can be reasonably anticipated. Liquidity will be achieved by matching investment maturities with forecasted cash flow requirements and by investing in securities with active secondary markets.

C. Yield

The investment portfolio of the City shall be designed to meet or exceed the average rate of return on 91-day U.S. treasury bills throughout budgetary and economic cycles, taking into account the City's investment risk constraints and the cash flow characteristics of the portfolio. Legal constraints on debt proceeds that are not exempt from federal arbitrage regulations are limited to the arbitrage yield of the debt obligation. Investment Officials will seek to maximize the yield of these funds in the same manner as all other City funds. However, if the yield achieved by the City is higher than the arbitrage yield, positive arbitrage income will be averaged over a five year period, netted against any negative arbitrage income and the net amount shall be rebated to the federal government as required by federal regulations.

ARTICLE V RESPONSIBILITY AND CONTROL

A. Delegation - Investment Officer; Investment Committee

Management responsibility to establish written procedures for the operation of the investment program consistent with this investment policy has been assigned to the Investment Officer, who shall be appointed by the City Council. The appointment is for a term of one year, and until a successor is qualified and appointed by the Council. Appointments are to be made for the Investment Officer, and the Investment Committee within June of each year, or as soon thereafter as possible. The review of this investment policy shall also take place in June of each year, as noted in Article IIC, above. Such procedures shall include explicit delegation of authority to persons responsible for the daily cash management operation, the execution of investment transactions, overall portfolio management and investment reporting. The Investment Officer shall be the chair of the Investment Committee and may delegate the daily investment responsibilities to either an internal Investment Official or an external investment advisor in combination with an internal Investment Official. The Investment Officer and/or his or her representative(s)

will be limited by conformance with all federal regulations, ordinances, and the statements of investment strategy. The Investment Officer and members of the Investment Committee are collectively referred to as “Investment Officials.” The Mayor is a non-voting member and the City Administrator is a full member of the Investment Committee.

B. Subordinates

No person shall engage in an investment transaction except as provided under the terms of this policy, the procedures established by the City Council and the explicit authorization by the Investment Officer, with approval of the City Council, to withdraw, transfer, deposit and invest the City’s funds. The City Council, by resolution, has authorized and appointed these individuals. The Investment Officer shall be responsible for all transactions undertaken, and shall establish a system of controls to regulate the activities of subordinate Investment Officials, if any are appointed by the City Council.

C. Internal Controls

Internal controls shall be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by Investment Officials. Controls deemed most important would include: control of collusion, separation of duties, third-party custodial safekeeping, avoidance of bearer-form securities, clear delegation of authority, specific limitations regarding securities losses and remedial action, written confirmation of telephone transactions, minimizing the number of authorized Investment Officials, and documentation of and rationale for investment transactions.

In conjunction with the annual independent audit, a compliance audit of management controls on investments and adherence to the Investment Policy and the Investment Strategy shall be performed by the City’s independent auditor.

D. Ethics and Conflicts of Interest

Any Investment Official of the City who has a personal business relationship with a business organization offering to engage in an investment transaction with the City shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree of affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship with the Texas Ethics Commission and the City Council. For purposes of this section, an Investment Official has a personal business relationship with a business organization if:

- (1) the Investment Official owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
- (2) funds received by the investment officer from the business organization exceed 10 percent of the investment officer’s gross income for the previous year; or
- (3) the Investment Official has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the Investment Official.

Investment Officials of the City shall refrain from personal and business activities involving any of the City's custodians, depositories, broker/dealers or investment advisors, which may influence the officer's ability to conduct his duties in an unbiased manner. Investment Officials will not utilize investment advice concerning specific securities or classes of securities obtained in the transaction of the City's business for personal investment decisions, will in all respects subordinate their personal investment transactions to those of the City, particularly with regard to the timing of purchase and sales and will keep all investment advice obtained on behalf of the City and all transactions contemplated and completed by the City confidential, except when disclosure is required by law.

E. Investment Training Requirements

The Investment Officer, and all members of the Investment Committee as may be required, or prudent, shall attend at least one ten hour training session relating to their investment responsibilities within 12 months after assuming their duties. In addition to this ten-hour requirement, all members of the Investment Committee should receive not less than eight hours of instruction in their investment responsibilities at least once in every two-year period that begins on the first day of the fiscal year. This training is optional but preferred as long as the City continues to invest in interest-bearing deposit accounts or certificates of deposit only. The investment training session shall be provided by an independent source approved by the investment committee. For purposes of this policy, an "independent source" from which investment training shall be obtained shall include a professional organization, an institute of higher learning or any other sponsor other than a Business Organization with whom the City of Parker may engage in an investment transaction. Such training shall include education in investment controls, credit risk, market risk, investment strategies, and compliance with investment laws, including the Texas State Public Funds Investment Act. A list will be maintained of the number of hours and conferences attended for each Investment Official and a report of such information will be provided to the City Council. Investment "officials" includes the Investment Officer, and may include the Mayor or other member(s) of the City Council, or staff selected by the City Council as alternate Budget or Investment Officer(s).

ARTICLE VI
INVESTMENT STRATEGY STATEMENTS

The City of Parker portfolio will be structured to benefit from anticipated market conditions and to achieve a reasonable return. Relative value among asset groups shall be analyzed and pursued as part of the investment program within the restrictions set forth by the investment policy.

The City of Parker maintains portfolios, which utilize four specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolios.

A. Operating Funds

Suitability - All investments authorized in the Investment Policy are suitable for Operating Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for the pooled operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The dollar-weighted average maturity of operating funds, based on the stated final maturity date of each security, will be calculated and limited to one year or less. Constant \$1 NAV investment pools and money market mutual funds shall be an integral component in maintaining daily liquidity. Investments for these funds shall not exceed an 18-month period from date of purchase.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Operating Funds shall be the 91-day Treasury bill.

B. Reserve and Deposit Funds

Suitability - All investments authorized in the Investment Policy are suitable for Reserve and Deposit Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for reserve and deposit funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate reserve fund from investments with a low degree of volatility. Except as may be required by the bond ordinance, specific to an individual issue, investments should be of high quality, with short-to-intermediate-term maturities. The dollar-weighted average maturity of reserve and deposit funds, based on the stated final maturity date of each security, will be calculated and limited to three years or less.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Reserve and Deposit Funds shall be the 91-day Treasury bill.

C. Bond and Certificate Capital Project Funds and Special Purpose Funds

Suitability - All investments authorized in the Investment Policy are suitable for Bond and Certificate Capital Project Funds and Special Purpose Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for bond and certificate capital project funds, special projects and special purpose funds portfolios will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The stated final maturity dates of investments held should not exceed the estimated project completion date or a maturity of no greater than five years. The dollar-weighted average maturity of bond and certificate capital project funds and special purpose funds, based on the stated final maturity date of each security, will be calculated and limited to three years or less.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Bond and Certificate Capital Project Funds and Special Purpose Funds shall be the 91-day Treasury bill. A secondary objective of these funds is to achieve a yield equal to or greater than the arbitrage yield of the applicable bond or certificate.

D. Debt Service Funds

Suitability - All investments authorized in the Investment Policy are suitable for Debt Service Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. Securities purchased shall not have a stated final maturity date which exceeds the debt service payment date. The dollar-weighted average maturity of debt service funds, based on the stated final maturity date of each security, will be calculated and limited to one year or less.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Debt Service Funds shall be the 91-day Treasury bill.

ARTICLE VII **AUTHORIZED INVESTMENTS**

- A. Obligations of the United States or its agencies and instrumentalities.
- B. Direct obligations of the State of Texas or its agencies and instrumentalities.
- C. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, the State of Texas, or the United States or its instrumentalities.
- D. Obligations of states, agencies, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than "A" or its equivalent.
- E. Joint Investment Pools of political subdivisions in the State of Texas, which invest in instruments and follow practices allowed by current law. A pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service.
- F. Certificates of Deposit issued by a depository institution that has its main office or branch office in Texas:
 - (1) and such Certificates of Deposit are:
 - a. Guaranteed or insured by the Federal Deposit Insurance Corporation or the National Credit Union Share Insurance Fund or their successors; or
 - b. Secured by obligations described in Article VI, sections A through D above.
 - (2) or such depository institution contractually agrees to place the funds in federally insured depository institutions in accordance with the conditions prescribed in Section 2256.010(b) of the Government Code (Public Funds Investment Act) as amended.
- G. Fully collateralized repurchase or reverse repurchase agreements, including flexible repurchase agreements (flex repo), with a defined termination date secured by obligations of the United States or its agencies and instrumentalities pledged to the City held in the City's name by a third party selected by the City. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in Texas. The securities received for

repurchase agreements must have a market value greater than or equal to 103 percent at the time funds are disbursed. All transactions shall be governed by a Master Repurchase Agreement between the City and the primary government securities dealer or financial institution initiating Repurchase Agreement transactions.

The term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

H. No-load money market mutual funds if the mutual fund:

- (1) Is registered with and regulated by the Securities and Exchange Commission;
- (2) Has a dollar-weighted average stated maturity of 90 days or fewer; and
- (3) Includes in its investment objectives the maintenance of a stable net asset value of one dollar for each share.

I. Investments in compliance with Texas Government Code section 2256.010(b), generally known as the CDAR's program. (Resolution 2008-245 amendment to Investment Policy)

J. Investment instruments not authorized for purchase by the City of Parker include the following:

- (1) Bankers Acceptances;
- (2) "Bond" Mutual Funds;
- (3) Collateralized Mortgage Obligations of any type; and
- (4) Commercial Paper, except that the City can invest in local government investment pools and money market mutual funds that have commercial paper as authorized investments. A local government investment pool or money market mutual fund that invests in commercial paper must meet the requirements of Article VI, Sections E and H above.

ARTICLE VIII **PORTFOLIO AND INVESTMENT ASSET PARAMETERS**

A. Bidding Process for Investments

It is the policy of the City to require competitive bidding for all investment transactions (securities and bank C.D.s) except for:

- (1) transactions with money market mutual funds and local government investment pools (which are deemed to be made at prevailing market rates); and
- (2) treasury and agency securities purchased at issue through an approved broker/dealer.

At least three bids or offers must be solicited for all other investment transactions. In a situation where the exact security being offered is not offered by other dealers, offers on

the closest comparable investment may be used to establish a fair market price of the security. Security swaps are allowed as long as maturity extensions, credit quality changes and profits or losses taken are within the other guidelines set forth in this policy.

B. Maximum Maturities

The City of Parker will manage its investments to meet anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than five years from the date of purchase.

C. Maximum Dollar-Weighted Average Maturity

Under most market conditions, the composite portfolio will be managed to achieve a one-year or less dollar-weighted average maturity. However, under certain market conditions, Investment Officials may need to shorten or lengthen the average life or duration of the portfolio to protect the City. The maximum dollar-weighted average maturity based on the stated final maturity, authorized by this investment policy for the composite portfolio of the City shall be three years.

D. Diversification

The allocation of assets in the portfolios should be flexible depending upon the outlook for the economy and the securities markets. In establishing specific diversification strategies, the following general policies and constraints shall apply.

- (1) Portfolio maturities and call dates shall be staggered in a way that avoids undue concentration of assets in a specific sector. Maturities shall be selected which provide for stability of income and reasonable liquidity.
- (2) To attain sufficient liquidity, the City shall schedule the maturity of its investments to coincide with known disbursements. Risk of market price volatility shall be controlled through maturity diversification such that aggregate realized price losses on instruments with maturities exceeding one year shall not be greater than coupon interest and investment income received from the balance of the portfolio.
- (3) The following maximum limits, by instrument, are established for the City's total portfolio:
 - U.S Treasury Notes/Bills 100%
 - U.S. Government Agencies & Instrumentalities..... 100%
 - U.S. Treasury & U.S. Agency Callables..... 25%
 - Certificates of Deposit 25%
 - Repurchase Agreements (*See D. (4) below*)..... 50%
 - Money Market Mutual Funds (*See D.(5) below*) 100%
 - Local Government Investment Pools (*See D.(5) below*).... 100%
 - State of Texas Obligations & Agencies 25%
 - Obligations of states, agencies, cities and other political subdivisions of any state 25%
 - CDARS 100%

- (4) The City shall not invest more than 50% of the investment portfolio in repurchase agreements, excluding bond proceeds and reserves.
- (5) The City shall not invest more than 80% of the investment portfolio in any individual money market mutual fund or government investment pool. (Revised per Resolution No. 2007-161)
- (6) The investment committee shall review diversification strategies and establish or confirm guidelines on at least an annual basis regarding the percentages of the total portfolio that may be invested in securities other than U.S. Government Obligations. The investment committee shall review quarterly investment reports and evaluate the probability of market and default risk in various investment sectors as part of its consideration.

ARTICLE IX **AUTHORIZED BROKER/DEALERS** **AND FINANCIAL INSTITUTIONS**

A. Investment Officials will maintain a list of financial institutions and broker/dealers selected by credit worthiness, who are authorized to provide investment services to the City. These firms may include:

- (1) all primary government securities dealers; and
- (2) those regional broker/dealers who qualify under Securities and Exchange Commission Rule 15C3-1(uniform net capital rule), and who meet other financial credit criteria standards in the industry.

The Investment Officials may select up to six firms from the approved list to conduct a portion of the daily City investment business. These firms will be selected based on their competitiveness, participation in agency selling groups and the experience and background of the salesperson handling the account. The approved broker/dealer list will be reviewed and approved along with this investment policy at least annually by the investment committee.

B. All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Investment Officials with the following:

- (1) Audited financial statements;
- (2) Proof of National Association of Securities Dealers (N.A.S.D.) certification, unless it is a bank;
- (3) Resumes of all sales representatives who will represent the financial institution or broker/dealer firm in dealings with the City; and
- (4) An executed written instrument, by the qualified representative, in a form acceptable to the City and the business organization substantially to the effect that the business organization has received and reviewed the investment policy of the City and acknowledges that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted

between the City and the organization that are not authorized by the City's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio or requires an interpretation of subjective investment standards.

ARTICLE X **SAFEKEEPING AND CUSTODY OF** **INVESTMENT ASSETS**

All security transactions, including collateral for repurchase agreements entered into by the City shall be conducted using the delivery vs. payment (DVP) basis. That is, funds shall not be wired or paid until verification has been made that the correct security was received by the safekeeping bank. The only exceptions to DVP settlement shall be wire transactions for money market funds and government investment pools. The safekeeping or custody bank is responsible for matching up instructions from the City's Investment Officials on an investment settlement with what is wired from the broker/dealer, prior to releasing the City's designated funds for a given purchase. The security shall be held in the name of the City or held on behalf of the City in a bank nominee name. Securities will be held by a third party custodian designated by the Investment Officials and evidenced by safekeeping receipts or statements. The safekeeping bank's records shall assure the notation of the City's ownership of or explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the City. A safekeeping agreement must be in place, which clearly defines the responsibilities of the safekeeping bank.

ARTICLE XI **COLLATERAL**

The City's depository bank shall comply with Chapter 2257 of the Government Code, Collateral for Public Funds, as required in the City's bank depository contract.

A. Market Value

The Market Value of pledged Collateral must be equal to or greater than 102% of the principal and accrued interest for cash balances in excess of the Federal Deposit Insurance Corporation (FDIC) or National Credit Union Share Insurance Fund (NCUSIF) insurance coverage. The Federal Reserve Bank and the Federal Home Loan Bank are designated as custodial agents for collateral. An authorized City representative will approve and release all pledged collateral. The securities comprising the collateral will be marked to market on a monthly basis using quotes by a recognized market pricing service quoted on the valuation date, and the City will be sent reports monthly.

B. Collateral Substitution

Collateralized investments often require substitution of collateral. The Safekeeping bank must contact the City for approval and settlement. The substitution will be approved if its value is equal to or greater than the required collateral value.

C. Collateral Reduction

Should the collateral's market value exceed the required amount, the Safekeeping bank may request approval from the City to reduce Collateral. Collateral reductions may be permitted only if the collateral's market value exceeds the required amount.

D. Holding Period

The City intends to match the holding periods of investment funds with liquidity needs of the City. In no case will the average maturity of investments of the City's operating funds exceed one year. The maximum final stated maturity of any investment shall not exceed five years. Investments in all funds shall be managed in such a way that the market price losses resulting from interest rate volatility would be offset by coupon income and current income received from the volume of the portfolio during a twelve month period.

E. Insurance or Collateral

All deposits and investments of City funds other than direct purchases of U.S. Treasuries or Agencies shall be secured by pledged collateral. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits or investments less an amount insured by the FDIC or FSLIC. Evidence of the pledged collateral shall be maintained by the Finance Director or a third party financial institution. Repurchase agreements shall be documented by a specific agreement noting the collateral pledge in each agreement. Collateral shall be reviewed weekly to assure that the market value of the pledged securities is adequate.

ARTICLE XII
INVESTMENT REPORTS

A. Reporting Requirements

The Investment Officials shall prepare a quarterly investment report in compliance with section 2256.023 of the Public Funds Investment Act of the State of Texas. The report shall be submitted to the City Council and the Investment Committee within 45 days following the end of the quarter.

B. Investment Records

The Investment Officer shall be responsible for the recording of investment transactions and the maintenance of the investment records with reconciliation of the accounting records and of investments carried out by an accountant. Information to maintain the investment program and the reporting requirements, including pricing or marking to market the portfolio, may be derived from various sources such as: broker/dealer research reports, newspapers, financial on-line market quotes, direct communication with broker/dealers,

market pricing services, investment software for maintenance of portfolio records, spreadsheet software, or external financial consulting services relating to investments.

C. Auditor Review

The City's independent external auditor must formally review the quarterly investment reports annually to insure compliance with the State of Texas Public Funds Investment Act and any other applicable State Statutes.

ARTICLE XIII
INVESTMENT COMMITTEE

A. Members

The Investment Committee, consisting of the Mayor or his or her designee, the City Administrator, and the Investment Officer, and any other designated Investment Officials, if any, shall review the City's investment strategies and monitor the results of the investment program at least quarterly. This review can be done by reviewing the quarterly written reports and by holding committee meetings as necessary. The committee will be authorized to invite other advisors to attend meetings as needed.

B. Scope

The Investment Committee shall include in its deliberations such topics as economic outlook, investment strategies, portfolio diversification, maturity structure, potential risk to the City's funds, evaluation and authorization of broker/dealers, rate of return on the investment portfolio, review and approval of training providers and compliance with the investment policy. The Investment Committee will also advise the City Council of any future amendments to the investment policy that are deemed necessary or recommended.

C. Procedures

The investment policy shall require the Investment Committee to provide minutes of investment information discussed at any meetings held. The committee should meet at least annually to discuss the investment program and policies.

GLOSSARY of COMMON TREASURY TERMS

Agencies: Federal agency securities.

Asked: The price at which securities are offered.

Bid: The price offered for securities.

Bankers' Acceptance (BA): A draft of bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

Broker: A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position. In the money market, brokers are active in markets in which banks buy and sell money and in interdealer markets.

CDARS: Certificate of Deposit Account Registry Service – A program that allows a depositor to deposit funds at one bank in excess of the FDIC insured limit, with the excess funds being divided and deposited in other banks in the CDARS program. The purpose of CDARS is to help depositors who invest in money market accounts or certificate of deposits (CD's) to stay below FDIC insurance limits at any given bank. Usually, to avoid exceeding FDIC limits at a single bank, consumers deposit their money in different banks. CDARS is a program that eliminates the need to go from bank to bank in order to deposit money, and is comprised of a network of banks.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

Collateral: Securities, evidence of deposit or other property that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

Comprehensive Annual Financial Report (CAFR): The official annual report for the City includes five combined statements and basic financial statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed statistical section.

Coupon: (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

Dealer: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

Debenture: A bond secured only by the general credit of the issuer.

Delivery versus Payment (DVP): There are two methods of delivery of securities: delivery versus payment and delivery versus receipt (DVR) (also called free). Delivery versus payment means delivery of securities with an exchange of money for the securities. Delivery versus receipt means delivery of securities with an exchange of a signed receipt for the securities.

Discount: The difference between the cost price of a security and its value at maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities: Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, for example, U.S. Treasury bills.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, for example, S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to \$250,000 per deposit.

Federal Funds Rate (the “Fed Rate”): The rate of interest at which Federal funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

Federal Home Loan Banks (FHLB): The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks in relation to member commercial banks.

Federal National Mortgage Association (FNMA or Fannie Mae): FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development, H.U.D. It is the largest single provider of residential mortgage funds in the United States. Fannie Mae is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and secondary loans in addition to fixed rate mortgages. FNMA's securities are highly liquid and widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The president of the New York Federal Reserve Bank is a permanent member while the other presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines

regarding purchases and sales of government securities in the open market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., twelve (12) regional banks, and about 5,700 commercial banks that are members of the system.

Government National Mortgage Association (GNMA or Ginnie Mae): Securities guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. The security holder is protected by the full faith and credit of the U.S. Government. Ginnie Mae securities are backed by FHA, VA, or FMHM mortgages. The term pass-through is often used to describe Ginnie Maes.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable quantities can be purchased at those quotes.

Local Government Investment Pool (LGIP): The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Master Repurchase Agreement: To protect investors, many public investors will request that repurchase agreements be preceded by a master repurchase agreement between the investor and the financial institution or dealer. The master agreement should define the nature of the transaction, identify the relationship between the parties, establish normal practices regarding ownership and custody of the collateral securities during the term of the investment, provide remedies in the case of default by either party, and clarify issues of ownership. The master repurchase agreement protects the investor by eliminating the uncertainty of ownership and hence, allows investors to liquidate collateral if a bank or dealer defaults during the term of the agreement.

Maturity: The date on which the principal or stated value of an investment becomes due and payable.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Offer: The price asked by a seller of securities. (When you are buying securities, you ask for an offer.) See Asked and Bid.

Open Market Operations: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to

influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A primary dealer is made up of a group of government securities dealers that submits daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and is subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) registered securities broker-dealers, banks and a few unregulated firms.

Prudent Person Rule: An investment standard. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Qualified Public Depositories: A financial institution that does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, and that has segregated for the benefit of the Public Deposit Protection Commission eligible collateral having a value of not less than its maximum liability and which has been approved by the commission to hold public deposits.

Rate of Return: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Repurchase Agreement (RP or REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money that is, increasing bank reserves.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SEC Rule 15C3-1: See uniform Net Capital Rule.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission (SEC): Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Structured Notes: Notes issued by Government Sponsored Enterprises (FHLB, FNMA, SLMA, etc.) and Corporations, which have imbedded options (e.g., call features, step-up coupons, floating rate coupons, derivative-based returns) into their debt structure. Their market performance is impacted by the fluctuation of interest rates, the volatility of the imbedded options and shifts in the shape of the yield curve.

Treasury Bills (T Bills): A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

Treasury Bond: Long-term U.S. Treasury securities having initial maturities of more than ten years.

Treasury Notes: Intermediate-term, coupon-bearing U.S. Treasury securities having initial maturities from one to ten years.

Uniform Net Capital Rule: Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called *net capital rule* and *net capital ratio*. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Yield: The rate of annual income return on an investment, expressed as a percentage. (a) **Income Yield** is obtained by dividing the current dollar income by the current market price of the security. (b) **Net Yield or Yield to Maturity** is the current income yield minus any premium above par.

Municipal Sales Tax for Property Tax Relief**(Prepared by Johnna Boyd)**

- Since our local sales tax rate maximum is 2% and our current local sales tax rate 1%, we can only adopt up to an additional 1%. This can be done in .125% increments or the entire 1%.
- Must reduce our property tax rate enough so we collect less taxes equal to the projected additional sales tax collected.
 - Assume \$150,000 in additional sales tax
 - Property tax collection has to be reduced by \$150,000
 - Using our current rate with this example we would have to go from a rate of .365984 to .3480603 or a reduction of .0179234
 - This will also reduce your effective and rollback rates.
- If we collect less than our “projected” amount of sales tax then our total revenue collection would be reduced by that shortfall since we reduced our property tax collections.
 - This would not be an issue if we decided to adopt the additional 1% as just a sales & use tax rate increase without the restriction of reducing property taxes. This revenue stream would be additional revenue used in the general fund for budgeted expenditures.
- During the first three years after this election if we collect more than our “projected” amount of sales tax then the EXCESS revenue must be deposited into an Excess sales tax revenue fund.
 - During these years the excess dollars revenues can only be used if other revenues fall short of budgeted amounts.
 - After the third year, the city may use the revenue in the fund for any legal purpose listed in the budget.
- In the fourth year, city must deposit any excess funds into a “municipal sales tax debt service fund” which may only be used to pay city debts. After current debt obligations have been paid, excess funds may be used for any legal purpose listed in the budget.
 - A City cannot pledge the anticipated sales tax revenue to pay bonds or other debts.

ORDINANCE NO. 755
(*Revising Sewer Service Rates*)

**AN ORDINANCE OF THE CITY OF PARKER, TEXAS, REVISING
THE RATES FOR RESIDENTIAL SANITARY SEWER SERVICE;
PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY
CLAUSE; PROVIDING AN EMERGENCY CLAUSE; PROVIDING A
PENALTY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the majority of the residents of the citizens of the City of Parker are connected to on-site septic systems;

WHEREAS, a revision in rates for the residences in the City of Parker with the availability of sanitary sewer systems is necessary for the financial requirements of the system;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PARKER, TEXAS AS FOLLOWS:

SECTION 1. All residential customers connected to the City of Parker's sanitary sewer system shall pay the minimum sum of \$64.11 per month for the Sanitary Sewer service, effective January 1, 2018, and an increase to \$78.98, effective January 1, 2019. All customers shall comply with all the rules, requirements and regulations of the North Texas Municipal Water District, Collin County, the State of Texas, and the City of Parker with respect to discharge and effluent placed by the customer into the system. No person shall discharge any substance, liquid, or material into the system which is prohibited by applicable state, federal or county law, or the rules of the North Texas Municipal Water District. The prior minimum rate of \$46.53 established by Ordinance No. 650 is revoked.

SECTION 2. Sanitary sewer fees are due monthly on the same terms and conditions as the City of Parker's water bills.

SECTION 3. That all provisions of the ordinances of the City of Parker in conflict with the provisions of this ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City of Parker not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 4. That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

SECTION 5. Any person, firm, company, partnership, corporation, or association violating any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be fined an amount of not less than One Hundred dollars (\$100.00) nor more than one Thousand Dollars (\$1,000.00) for each such violation, and each and every day that the provisions of this Ordinance are violated shall constitute a separate and distinct offense.

SECTION 6. This Ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law in such cases provides.

DULY PASSED by the City Council of the City of Parker, Texas, on the 24th day of October, 2017.



APPROVED:



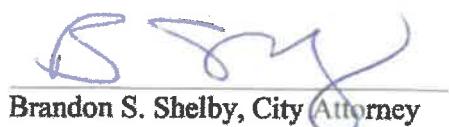
Z. Marshall, Mayor

ATTESTED:



Patti Scott Grey, City Secretary

APPROVED AS TO FORM:



Brandon S. Shelby, City Attorney

Current Rates						
Month	Gallons	Trans	WW Treat	Total	# homes	Avg per home
October	4,505,000	10,775.00	6,799.85	17,574.85	323	54.41
November	5,131,000	12,202.78	7,744.73	19,947.52	327	61.00
December	4,251,000	10,195.68	6,416.46	16,612.14	328	50.65
January	5,252,000	12,478.76	7,927.37	20,406.13	328	62.21
February	5,417,000	12,855.09	8,176.42	21,031.51	332	63.35
March	4,050,000	9,737.24	6,113.07	15,850.31	335	47.31
April	5,134,000	12,209.63	7,749.26	19,958.89	333	59.94
May	3,747,000	9,046.16	5,655.72	14,701.88	340	43.24
June	5,378,000	12,766.14	8,117.55	20,883.70	334	62.53
July	5,151,000	12,248.40	7,774.92	20,023.32	341	58.72
August	4,799,000	11,445.56	7,243.61	18,689.17	340	54.97
September	Monthly costs - Other		2,687.00	340	7.90	7.9
	64.11 Today's Rates					
New Rates						
Month	Gallons	Trans	WW Treat	Total	# homes	Avg per home
October	4,505,000	11,939.55	10,275.00	22,214.55	323	68.78
November	5,131,000	13,529.15	11,702.78	25,231.93	327	77.16
December	4,251,000	11,294.56	9,695.68	20,990.25	328	63.99
January	5,252,000	13,836.40	11,978.76	25,815.17	328	78.70
February	5,417,000	14,255.39	12,355.09	26,610.48	332	80.15
March	4,050,000	10,784.17	9,237.24	20,021.41	335	59.77
April	5,134,000	13,536.77	11,709.63	25,246.39	333	75.81
May	3,747,000	10,014.76	8,546.16	18,560.91	340	54.59
June	5,378,000	14,156.36	12,266.14	26,422.50	334	79.11
July	5,151,000	13,579.93	11,748.40	25,328.34	341	74.28
August	4,799,000	12,686.10	10,945.56	23,631.66	340	69.50
September	Monthly costs - Other		2,687.00	340	7.90	7.90
	64.11 Today's Rates					
Current Charge Difference						
	Current Charge					
	Difference					
	46.53					
	32.45					
	69.73% Increase					

NTMWD Rates			
	Transportation	WW Treat	Total
2011	1.0267	1.6987	2.7254
2012	0.9885	1.7668	2.7553
2013	1.0802	1.8950	2.9752
2014	1.1581	1.9185	3.0766
2015	1.4056	2.3478	3.7534
2016	1.5094	2.2808	3.7902
2017	1.7806	2.5393	4.3199
			58.51% Increase



Council Agenda Item

Item 3
C/Sec Use Only

Budget Account Code:	Meeting Date: January 17, 2018
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: City Secretary Scott Grey
Estimated Cost:	Date Prepared: December 4, 2017
Exhibits:	Proposed Minutes

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR NOVEMBER 8, 2017. [SCOTT GREY]

SUMMARY

Please review the attached minutes. If you have any questions, comments, and/or corrections, please contact the City Secretary at PGrey@parkertexas.us prior to the City Council meeting.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter - Office Use			
Approved by:			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	<i>PG</i>	Date: 12/04/2017
City Attorney:			Date:
City Administrator:	<i>Jeff Flanigan</i>	<i>JF</i>	Date: 01/12/2018

MINUTES
CITY COUNCIL MEETING
NOVEMBER 8, 2017

CALL TO ORDER – Roll Call and Determination of a Quorum

The Parker City Council met in a special 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 7:00 p.m. Council members Scott Levine, Cindy Meyer, Lee Pettle, Cleburne Raney, and Ed Standridge were present.

Staff Present: City Administrator Jeff Flanigan, City Secretary Patti Scott Grey, City Attorney Brandon Shelby, and Police Chief Richard Brooks

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Joe Cordina led the pledge.

TEXAS PLEDGE: Stephanie Casson led the pledge.

PUBLIC COMMENTS The City Council invites any person with business before the Council to speak. No formal action may be taken on these items at this meeting. Please keep comments to 3 minutes.

Stephanie Casson, 1807 Dublin Road, spoke in regard to her concerns about rising taxes; said she felt the one percent (1%) municipal sales tax should be dedicated to property tax relief and not go into the city's general fund; and finally, she did not agree with any additional taxes, unless the tax revenues generated are used for property tax relief.

Joe Cordina, 9302 4302 Boulder Drive, said when he was Mayor of Parker, the city generated approximately \$144,000 in sales tax revenue and if that money could be used to enrich Parker residents, it should be returned to its residents. Mr. Cordina said Parker could be the exception, lowering property tax rates by raising the sales tax. He indicated this would be "free" money, being paid by non-resident to offset costs for residents. Mr. Cordina urged City Council to put the money back into the pockets of Parker citizens.

CONSENT AGENDA Routine Council business. Consent Agenda is approved by a single majority vote. Items may be removed for open discussion by a request from a Councilmember or member of staff.

1. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 756, UPDATING THE CITY'S CODE OF ORDINANCES (SUPPLEMENT S-9). [SHELBY]

2. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON KING'S CROSSING PHASE 3 PRELIMINARY PLAT EXTENSION. [FLANIGAN]
3. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2017-557 VOTES FOR COLLIN COUNTY CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS. [MARSHALL]

Mayor Marshall noted Councilmember Pettle asked that item #1, updating the City's Code of Ordinances, be removed from the consent for further discussion.

MOTION: Councilmember Mayor Pro Tem Levine moved to approve consent agenda items 2, granting a 24 month extension to the Kings Crossing Phase 3 preliminary plat approval, and 3, approving Resolution No. 2017-557, casting City of Parker's five (5) votes for Collin County Central Appraisal District Board of Directors for Ed Standridge, as presented. Councilmember Standridge seconded with Councilmembers Levine, Meyer, Pettle, Raney, and Standridge voting for the motion. Motion carried 5-0.

INDIVIDUAL CONSIDERATION ITEMS

Councilmember Pettle asked if codification is legally required.

City Attorney Shelby said codification should make the City's ordinances more accessible, searchable, and user-friendly, but it is not mandatory. Codification Companies, such as American Legal Publishing Corporation of Cincinnati, Ohio, have municipal attorneys who review and arrange the ordinances into a more organized way.

Councilmember Pettle had concerns about the formatting. She felt certain aspects were confusing and ordinances were often difficult to locate.

Mayor Pro Tem Levine asked Councilmember Pettle if there was anything specific about this supplement she would like addressed. He asked whether City Council should table the item or vote on Ordinance No. 756, updating the City's Code of Ordinances (Supplement S-9), and possibly add an item to the future agenda items to discuss the concept and/or formatting of our codification.

1. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 756, UPDATING THE CITY'S CODE OF ORDINANCES (SUPPLEMENT S-9). [SHELBY]

MOTION: Councilmember Pettle moved to approve Ordinance No. 756, updating the City's Code of Ordinances (Supplement S-9), and further moved to request a discussion item regarding future codification be added to the Future Agenda Items. Councilmember Standridge seconded with Councilmembers Levine, Meyer, Pettle, Raney, and Standridge voting for the motion. Motion carried 5-0.

Mayor Marshall proceeded to the individual consideration items.

4. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2017-558 FOR THE HOME RULE RECOMMENDATIONS. [MARSHALL]

Mayor Marshall suggested changes to the Home Rule Charter Commission and stated his recommendation was to have an eight (8) member commission.

Councilmember Meyer voiced her concerns about the number of members, diversity of members, and length of Parker residency. Ms. Meyer also clarified that the members/positions of Mayor, Mayor Pro Tem and City Administrator were the title and not the individual.

MOTION: Councilmember Standridge moved to approve Resolution No. 2017-558, accepting Mayor Marshall's recommendations for the Home Rule Charter Commission (HRCC), which included the following changes: an eight member commission with fifty percent (50%) constituting a quorum. The members include Mayor (Z Marshall), Diana Abraham, Billy Barron, Roxanne Bogdan, Joe Cordina, Terry Lynch, Andy Redmond, and Edwin Smith. Mayor Pro Tem (Scott Levine) would be the HRCC Chair, who shall vote in case of a tie only. City Administrator (Jeff Flanigan) will provide staff support as needed. Finally, clarification was made that the title, not the person, would be involved with committee . . . e.g. Mayor, Mayor Pro Tem and City Administrator.

Councilmember Raney seconded with Councilmembers Levine, Pettle, Raney, and Standridge voting for the motion. Councilmember Meyer voting against the motion. Motion carried 4-1. (See Exhibit 1 – Updated City of Parker Resolution No. 2017-558.)

5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2017-559 MAKING APPOINTMENTS TO THE PLANNING AND ZONING (P&Z) COMMISSION. [FLANIGAN]

Mayor Marshall recognized City Administrator Flanigan. Mr. Flanigan said staff spoke with the P&Z commissioners and the following members expressed a desire to continue their service for the following terms:

Member	Position	Term Expiration
Russell Wright	Place One; Chairperson	Nov. 30, 2019
Wei Wei Jeang	Place Three, Secretary	Nov. 30, 2019
Jasmat Sutaria	Place Five	Nov. 30, 2019
Larkin Crutcher	Alternate 2	Nov. 30, 2019
JR Douglas	Alternate 3	Nov. 30, 2019

Member	Position	Term Expiration
Joe Lozano	Place Two; Vice Chairperson	Nov. 30, 2018
David Leamy	Place Four	Nov. 30, 2018

Mr. Flanigan said the City had one (1) vacancy, due Mr. Cassavechia's recent resignation. P&Z Commission reviewed the applications and interviewed each applicant. After commenting the City was fortunate to have such well-qualified applicants, the P&Z Commission recommended

Recommendation	Position	Term Expiration
Marilyn Kittrell	Alternate 1	Nov. 30, 2019

to fill the vacant Alternate 1 position. Also, it was recommended that Russell Wright continue as Chair; Joe Lozano as Vice Chair; and Wei Wei Jeang as Secretary.

MOTION: Councilmember Pettle moved to approve Resolution No. 2017-559, making said reappointments and appointment of Marilyn Kittrell for the terms noted to the Planning and Zoning (P&Z) Commission. Councilmember Raney seconded with Councilmembers Levine, Meyer, Pettle, Raney, and Standridge voting for the motion. Motion carried 5-0.

6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2017-560 MAKING APPOINTMENTS TO THE ZONING BOARD OF ADJUSTMENT (ZBA). [FLANIGAN]

Mayor Marshall reviewed the item, stating Places One (1), Three (3), and Five (5) were up for reappointment; there was a vacancy for the Alternate Two (2) position; and the Chair position was open. He said Place One (1) Chair Jack Albritton, Place Three (3) Andrew Ellison, and Place Five (5) Brian Deaver have expressed an interest in continuing to serve in their current capacities for another two year term, ending November 30, 2019, as well as Place Two (2) Hal Camp, Place Four (4) Don Dickson, and Alternate One (1) James Clay for the remainder of their terms. The Mayor said the City had an application for the Alternate Two (2) position, Mr. Randy Kercho, he and the City Administrator Flanigan met with Mr. Kercho earlier in the week, and he would like to recommend Mr. Kercho for the vacant Alternate Two (2) position.

Councilmember Meyer asked if there was consideration given to or rules that govern moving alternates up into various positions, rather than keeping them as alternates. Mayor Marshall said staff usually inquires whether the current position holder(s) would like to continue to serve, unless their attendance has been poor or they have been unable to perform their duties; they have been allowed to continue to serve. Also, generally, staff inquires whether an alternate would like to step into a vacant full voting position, when those positions are available. Ms. Meyer said she noticed there were no ZBA meeting minutes or audio recordings on the City's website and she thought that was part of what the City should be doing. Mayor Marshall commented previous legal counsel, reviewed the City's process and agreed it was adequate and then asked City Attorney Shelby his thoughts. Mr. Shelby reviewed Texas Local Government Code § 211.008 Board of Adjustment (f), which states "the board shall keep minutes of its proceedings that indicate the vote of each member on each questions or the fact that a member is absent or fails to vote. The board shall keep records of its examinations and other official actions. The minutes and records shall be filed immediately in the board's office and are public records." City Administrator Flanigan said the ZBA recordings have never been on the City's website; although the P&Z meeting minutes and recordings are on the City's website. City Attorney Shelby reiterated the state statute states the minutes shall be filed in the board's office, but there is no requirement for those minutes to be posted on the website. Mayor Marshall said he would be willing to bring Councilmember Meyer's concern back in the future, but at the time City Council was considering appointments/reappointments of the members and officers.

Councilmember Pettle said she was of opinion the City needed "new blood" on ZBA, which was no reflection on anyone. She felt the ZBA needed a new chairperson. Chair Jack Albritton has been chairperson, since the ZBA was established. Ms. Pettle suggested either Andrew Ellison or Brian Deaver as ZBA Chair. Mayor Marshall said in fairness to Brian Deaver, Andrew Ellison and Jack Albritton someone needed to reach out to Mr. Ellison and Mr. Deaver to see if either would be interested in serving in that capacity, as well as Mr. Albritton to express your thoughts. Mayor Marshall suggested tabling the item until those mentioned are contacted or approve the item subject to the response received.

City Attorney Shelby recommended tabling the item.

MOTION: Councilmember Pettle moved to table Resolution No. 2017-560, making appointments to the Zoning Board of Adjustment (ZBA), until the City has an opportunity to reach out to Mr. Ellison, Mr. Deaver, and Mr. Albritton. Councilmember Meyer seconded with Councilmembers Levine, Meyer, Pettle, Raney, and Standridge voting for the motion. Motion carried 5-0.

7. DISCUSSION, CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON UPCOMING REGULAR CITY COUNCIL MEETING DATES DUE TO THE HOLIDAYS. [FLANIGAN]

Mayor Marshall suggested canceling the regularly scheduled City Council meetings for November 21, 2017 and January 2, 2018; keeping the December 5, 2017 meeting date; and having the December 19, 2017 meeting, if needed.

MOTION: Councilmember Mayor Pro Tem Levine moved to approve canceling the regularly scheduled City Council meetings for November 21, 2017 and January 2, 2018. Councilmember Standridge seconded.

Councilmember Meyer asked when the Planning Session would take place. Mayor Marshall said the Planning Session may be on December 5, 2017.

Councilmembers Levine, Meyer, Pettle, Raney, and Standridge voting for the motion. Motion carried 5-0.

8. DISCUSSION/CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON A 1% MUNICIPAL SALES TAX. [SHELBY] [TABLED – 08292017]

Mayor Marshall reminded the City Council of the public comments made earlier tonight and recapped, stating a motion for a one percent (1%) municipal sales tax increase with that increase specifically going toward property tax reduction failed at the last meeting; and at that time City Council reserved the right to bring the item back for further discussion, possibly using the sales tax increase for something other than property tax such as general fund. The Mayor noted this would be subject to voter approval and it could possibly be on the ballot for May, 2018.

Mayor Pro Tem Levine asked City Attorney Shelby if the increase could go into the general fund. Mr. Shelby said yes. Mr. Levine also asked staff whether there would be issues with those funds going into the general fund, commenting there were accounting concerns if the funds were used specifically toward property tax reduction. City Administrator Flanigan said no.

MOTION: Mayor Pro Tem Levine moved to approve placing a one percent (1%) Municipal Sales Tax increase on the May 5, 2018 ballot with the funds generated going in the City's General Fund subject to voter approval. Councilmember Standridge seconded.

Councilmember Standridge spoke about the discussions regarding this sales tax increase and its positive aspects.

Councilmember Meyer asked if this motion passed tonight and residents voiced their concern that the increase should go specifically toward property tax reduction, would City Council have an opportunity to change where the funds were designated. City Attorney Shelby said the ordinance calling for the election would be closer to May 2018 and City Council would have an opportunity to discuss the matter at that time.

Mayor Pro Tem Levine clarified that yes, City Council would have another opportunity to change their minds before the item actually went on the May ballot.

Councilmember Raney said he was in total support of local control through the general fund, as opposed to state control with the funds designated for property tax reduction.

Councilmembers Levine, Raney, and Standridge voting for the motion. Councilmembers Meyer and Pettle voting against the motion. Motion carried 3-2.

9. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON PARKER RANCH ESTATES PHASE 2 AND 3 PRELIMINARY PLAT EXTENSION. [FLANIGAN]

City Administrator Flanigan reviewed the item, stating originally City Council approved the Parker Ranch Estates Phase 2 and 3 preliminary plat, subject to City Engineer's final approval June 16, 2015. They returned April 17, 2017 and City Council extended approval until September 30, 2017. They have not completed the work and have asked for another extension.

Mayor Marshall noted a letter from the applicant, dated today. (See Exhibit 2 – Gallery Custom Homes letter, dated November 8, 2017.)

Gallery Custom Homes Representative Steve Stolte, 9402 Spring Hollow Drive, Dallas, Texas, spoke about the various punch lists that have been completed and the remaining items such as established vegetation, temporary school access road and drainage issues. Mr. Stolte said he did not know what the solution was for the school access road.

Mayor Marshall recessed the regular meeting at 8:25 p.m.

Mayor Marshall reconvened the regular meeting at 8:33 p.m.

Mayor Pro Tem Levine voiced concern that Parker Ranch Estates Phase 2 and 3 requested a 2nd extension, stating at the April 17, 2017 City Council meeting, Mr. Stolte agreed September 30, 2017 would give him sufficient time and no additional extensions would be necessary. Mr. Stolte explained the problems with the

secondary school access road and the reason why the project was at somewhat of a stale mate.

MOTION: Mayor Pro Tem Levine moved to approve a 2nd extension request for Parker Ranch Estates Phase 2 and 3 Preliminary Plat until February 20, 2018. Further, City Council requested Parker Ranch Estates representatives meet with City Attorney Shelby and City Administrator Flanigan to discuss and resolve issues, satisfactory to the City, regarding a required second access road to the school and drainage, and return to the December 5, 2017 City Council meeting with proposals or solutions to those issues. Councilmember Raney seconded with Councilmembers Levine, Meyer, Pettle, Raney, and Standridge voting for the motion. Motion carried 5-0.

10. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESERVE AT SOUTHRIDGE. [FLANIGAN]

City Administrator Flanigan reviewed the item, stating on August 15, 2017, the City Council approved the final plat for the Reserve at Southridge, subject to completion of City Engineer John Birkhoff's letter, dated August 9, 2017. Mr. Birkhoff's October 27, 2017 letter had three (3) remaining items. Developer Diyar LP reached out to the City to see if they could escrow the money for those remaining items. The City Engineer has reviewed the escrowed amount and confirmed that it is a reasonable amount for the remaining items.

Mayor Marshall asked the status of the remaining items. Developer Sammy Hussein, 6807 Audubon Drive, Parker, Texas, came forward and stated his name and address for the record. Mr. Hussein said Item 1, retaining wall top slabs, is now finished. City Administrator Flanigan agreed. Mr. Hussein said they were finishing up item 2 and a notarized slope maintenance agreement, stating Diyar LP and The Reserve at Southridge Homeowner's Association (HOA) shall maintain the side slope area highlighted on Exhibit A, was included in the City Council packet and item 3 Mr. Hussein said he was requesting the City accept the cashier's checks in the amount of \$3,890 and \$1,000 for the remaining work as shown in the attached exhibits. (See Exhibit 3 – City Engineer John W. Birkhoff, P. E.'s letter, dated October 27, 2017 and Diyar LP Managing Director Osama Hussein letter and exhibits, dated November 3, 2017, including Slope Maintenance Agreement with Exhibit A and Survey [Topo Exhibit].)

MOTION: Mayor Pro Tem Levine moved to approve the final plat for Reserve at Southridge, subject to the completion of items 2 and 3, in City Engineer John W. Birkhoff, P. E.'s letter, dated October 27, 2017; as follows:

2. Side slope of the cut south of the retainage wall and around the inlet has eroded and is rough. The plan grade needs to be re-established and the ground vegetated or a wall constructed. The slope of this cut from the retaining wall to past the inlet needs to be reviewed to determine if the plan grade has been established or has been exceeded. Provide the survey to the City for review.

3. The channel between Section BS and B5-I and associated berm has not been vegetated. No compaction reports have been provided to show that the entire berm forming the channel is compacted in place. The cross sections indicate a grade from the top of the berm to be relatively flat. This would take the slope to the property line to the west and would eliminate the second channel being created by erosion. This is not the case in the field. The toe of the berm does not extend to the property line; and

the escrow of funds to secure completion of the two (2) items; and further authorizes the Mayor to sign the Reserve at Southridge final plat. Councilmember Raney seconded with Councilmembers Levine, Meyer, Pettle, Raney, and Standridge voting for the motion. Motion carried 5-0.

ROUTINE ITEMS

11. FUTURE AGENDA ITEMS

Mayor Marshall asked if there were any items to be added to the future agenda. He noted Codification Discussion; Zoning Board of Adjustment (ZBA) tabled until December 5, 2017 City Council meeting; Parker Ranch Estates proposal/solutions, regarding a required second access road to the school and drainage; possible reinstatement of Parker's Parks and Recreation Commission; and the Municipal Sales Tax 1% increase for May, 2018 ballot. Councilmember Meyer requested a 2017 Fiscal Year Report, categorizing unused funds. Councilmember Pettle asked for an update from the TxDot FM 2551 (Dillehay Road) Road Design/Traffic Safety Subcommittee (07202016), consisting of Councilmember Standridge, as Chair; Mayor Pro Tem Levine; City Administrator Flanigan; and City Engineer Birkhoff and an item for the bank depository agreement bid. Mayor Marshall then noted the next regularly scheduled meeting would be Tuesday, December 5, 2017.

12. ADJOURN

Mayor Marshall adjourned the meeting at 8:50 p.m.

APPROVED:

Mayor Pro Tem Scott Levine

ATTESTED:

Approved on the 17th day
of January, 2018.

Patti Scott Grey, City Secretary

RESOLUTION NO. 2017-558
(Home-Rule Charter Commission)

**A RESOLUTION OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS,
APPOINTING MEMBERS TO SERVE ON THE HOME-RULE CHARTER
COMMISSION**

WHEREAS, the City Council of the City of Parker, Texas estimates that the population of the City of Parker will be greater than 5,000 as of May 2018; and,

WHEREAS, the Texas Local Government Code provides that Cities with populations greater than 5,000 may elect to become a Home-Rule City by drafting and approving a Home-Rule Charter; and,

WHEREAS, Section 9.002(d) of the Texas Local Government Code provides that the governing body of a municipality may appoint individuals to serve on a Charter Commission tasked with drafting a Home-Rule Charter.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF PARKER,
COLLIN COUNTY, TEXAS AS FOLLOWS:**

SECTION 1. Appointment of Chairperson

The City Council hereby appoints the office of Mayor Pro-tem as the Chairperson of the Home-Rule Charter Commission. The Chairperson shall preside over all meetings and report to the City Council. The Chairperson shall vote only as a means to break a tie vote among the voting members on any particular issue and shall not be counted for the purpose of determining a quorum.

SECTION 2. Appointment of Voting Members of the Home-Rule Charter Commission:

The following are hereby appointed to serve on the Home-Rule Charter Commission as voting members.

Mayor of the City of Parker;
Diana Abraham;
Billy Barron;
Roxanne Bogdan;
Joe Cordina;
Terry Lynch;
Andy Redmond; and
Edwin Smith

SECTION 3. Staff Support:

The City Administrator shall provide staff support for the Home-Rule Charter Commission as directed.

SECTION 4. Effective Date

This resolution shall be effective upon its passage.

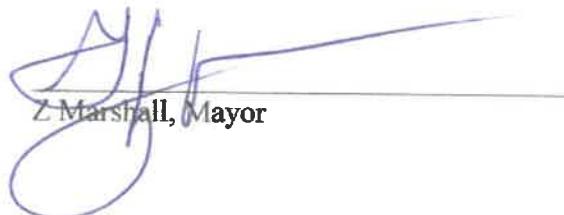
PASSED AND APPROVED by the City Council of the City of Parker, Collin County, Texas on this the 8th day of November, 2017.

ATTEST:

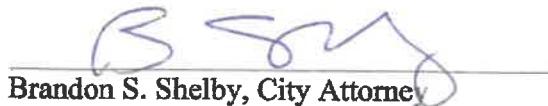

Patti Scott Grey



APPROVED:


Z. Marshall, Mayor

APPROVED AS TO FORM:


Brandon S. Shelby, City Attorney



Gallery Custom HOMES

November 8, 2017

EXHIBIT 2

City Council Members

Jeff Flanigan, City Administrator
City of Parker
5700 E. Parker Road
Parker, TX 75002

Re: Parker Ranch Estates, Phase 2 & 3.

Dear Council Members:

We hereby request an extension (to complete all the construction items in phases 2 & 3) till May 15, 2018. We have completed all the construction items and punch list from the City Engineer and Staff except for a couple of minor items that will be completed before the end of next week. Besides the construction items, we understand that there is a vegetation coverage requirement that must be met. However, with this time of year, the temperature and weather is not the best for getting vegetation to grow. We have used a temporary irrigation system and water truck to try and get some vegetation up before winter arrives and are seeing some signs of growth, however the soils and rock are not ideal conditions to establish vegetation. In the meantime, we have installed silt fence and rock check dams to keep erosion from occurring. Please also keep in mind that our home building team will be installing sod in all the bar ditches in front of homes and we will be installing an irrigation system and grass along the parkways of Chaparral road after City acceptance.

The other outstanding issue that we request being completed over the next few months will be the removal of the school access road. As we have discussed previously, we would request that the lots that back up to this road not be allowed to be permitted till the road is removed and construction improvements approved by the City. This will affect 5 lots that can't be built on, so this is considerable escrow to account for our completion of the road removal.

Once we have completed all the applicable city engineer and staff punch list items besides establishing vegetation and removal of the temporary school road, we would like the City to file the final plat for both phases and provide city acceptance of the project. This will allow the

roads to be deeded to the City and therefore allowing the school to access the road and have a second point of access to the school and we can begin removal of the school road. We also plan on constructing 2 Model Homes and 15 homes that have been purchased that we are ready to start construction on.

During the construction process it is difficult for drainage and erosion to be perfect so we are requesting some relief on this issue and suggest that can work with the City to make sure the erosion control is being maintained to their standards.

We appreciate the City working with us and we look forward to building a Community you can be proud of.

Sincerely,



Keith Hardesty

Division President

BIRKHOFF, HENDRICKS & CARTER, L.L.P. PROFESSIONAL ENGINEERS

11910 Greenville Ave., Suite 600

Dallas, Texas 75243

Fax (214) 461-8390

Phone (214) 361-7900

JOHN W. BIRKHOFF, P.E.
GARY C. HENDRICKS, P.E.
JOE R. CARTER, P.E.
MATT HICKEY, P.E.
ANDREW MATA, JR., P.E.
JOSEPH T. GRAJEWSKI, III, P.E.
DEREK B. CHANEY, P.E.
CRAIG M. KERKHOFF, P.E.

October 27, 2017

EXHIBIT 3

Mr. Jeff Flanigan
City of Parker
5700 E. Parker Rd.
Parker, Texas 75002

Re: Reserve at Southridge

Dear Mr. Flanigan:

We completed a third site visit to the Reserve at Southridge Development on Wednesday, October 25, 2017 to determine if the work is complete. During our site visit we observed the following:

1. During our last visit concrete was being placed at the top of the wall. Approximately 4 of the finished slabs are of poor workmanship and will need to be replaced. Those slabs are located at Frenzal Street.
2. Side slope of the cut south of the retainage wall and around the inlet has eroded and is rough. The plan grade needs to be re-established and the ground vegetated or a wall constructed. The slope of this cut from the retaining wall to past the inlet needs to be reviewed to determine if the pan grade has been established or has been exceeded. Provide the survey to the City for review.
3. The channel between Section B5 and B5-1 and associated berm has not been vegetated. No compaction reports have been provided to show that the entire berm forming the channel is compacted in place. The cross sections indicate a grade from the top of the berm to be relatively flat. This would take the slope to the property line to the west and would eliminate the second channel being created by erosion. This is not the case in the field. The toe of the berm does not extend to the property line.

Based on our observation, this development nearing completion. The items in this letter are similar to the items outlined in our July letter. We are available at your convenience to discuss any questions you may have of our finding.

Sincerely,



John W. Birkhoff, P.E.

November 03, 2017

Mr. Jeff Flanigan
City of Parker
5700 E Parker Rd.,
Parker, TX 75002

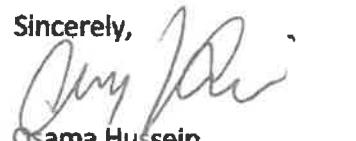
Re: Reserve at Southridge

Dear Mr. Flanigan,

Pursuant to our phone conversations to address Birkhoff's site visit observations, we believe this letter and the attached documents accurately meets your expectations. Please add the project to the agenda of the city meeting on Wednesday Nov. 8th, 2017 for final approval.

1. Retaining wall top slabs: John Birkhoff's comment indicated 4 slabs he found of poor workmanship finishing. We checked the mentioned slabs and we believe this is a cosmetic matter. GTI will fix by Monday, November 6th, 2017. Attached is the confirmation from the project manager.
2. Side Slope Maintenance: We are attaching a notarized slope maintenance agreement indicating Diyar LP and The Reserve at Southridge HOA shall maintain the side slope area highlighted in the attached exhibit.
3. Erosion of channel between sections B5 and B5-1. We are including an escrow cashier's check in the amount of \$3,890 which is the amount RPM requested in the attached change order, item 9004. Additionally, we are including a cashier's check in the amount of \$1,000 for vegetation of the same area. Furthermore, we asked Alpha labs to perform a test to show the entire berm is compacted in place.

Sincerely,



Osama Hussein,
Managing Director, Diyar LP

SLOPE MAINTENANCE AGREEMENT

THIS SLOPE MAINTENANCE AGREEMENT is entered into as of the 02 day of November, 2017, by and between Diyar Parker, LP, hereinafter referred to as "Landowner" and the City of Parker, hereinafter referred to as "City".

Landowner agrees and covenants to continue to maintain the tract of land described and depicted in EXHIBIT A, hereinafter called the "Property". At a minimum, it is the Landowner's responsibility to ensure that (a) slopes of the Property have established grass cover to avoid erosion and soil loss and (b) routine mowing or weed whacking is performed. The City of Parker shall be under no obligation to maintain the Property. Upon filing of the final plat, the Reserve at Southridge Homeowner's Association will assume maintenance of the property. This Agreement shall not be amended with regard to maintenance responsibilities without prior written approval from Landowner and the City.

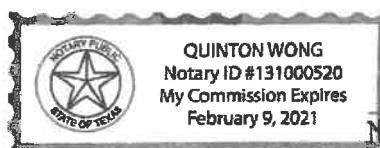
IN WITNESS THEREOF, this Agreement is executed effective as of the date written above.

LANDOWNE R:

By: Omar Mohamed
Name: Omar Mohamed
Title: Managing Director

STATE OF TEXAS
COUNTY OF Collin

BEFORE ME, a Notary Public, on this day personally appeared Osman Mohamed
SUBSCRIBED AND SWORN TO before me, this the 2nd day of Nov . 2017.



Notary Public in and for the State of Texas

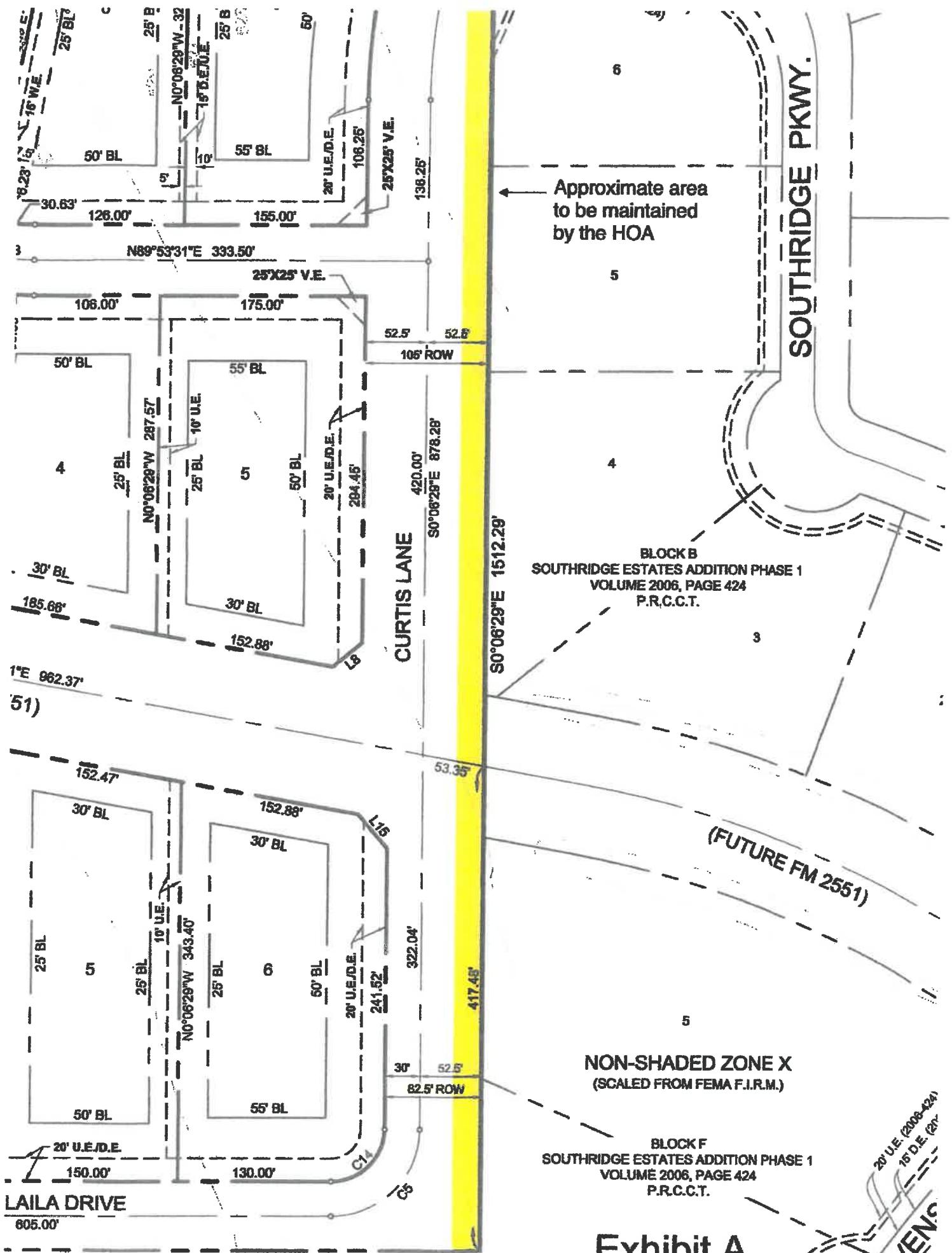


Exhibit A

Form 202

Secretary of State
P.O. Box 13697
Austin, TX 78711-3697
FAX: 512/463-5709

Filing Fee: \$25



**Certificate of Formation
Nonprofit Corporation**

Filed in the Office of the
Secretary of State of Texas
Filing #: 802841759 10/20/2017
Document #: 767615190002
Image Generated Electronically
for Web Filing

Article 1 - Corporate Name

The filing entity formed is a nonprofit corporation. The name of the entity is :

The Reserve at Southridge

Article 2 – Registered Agent and Registered Office

A. The initial registered agent is an organization (cannot be corporation named above) by the name of:

OR

B. The initial registered agent is an individual resident of the state whose name is set forth below:

Name:

Omar H Mohamed

C. The business address of the registered agent and the registered office address is:

Street Address:

2504 Glacier Street Irving TX 75062

Consent of Registered Agent

A. A copy of the consent of registered agent is attached.

OR

B. The consent of the registered agent is maintained by the entity.

Article 3 - Management

A. Management of the affairs of the corporation is to be vested solely in the members of the corporation.

OR

B. Management of the affairs of the corporation is to be vested in its board of directors. The number of directors, which must be a minimum of three, that constitutes the initial board of directors and the names and addresses of the persons who are to serve as directors until the first annual meeting or until their successors are elected and qualified are set forth below.

Director 1: **Ahmed Hussein**

Title: Director

Address: **2504 Glacier Street Irving TX, USA 75062**

Director 2: **Omar H Mohamed**

Title: Director

Address: **2504 Glacier Street Irving TX, USA 75062**

Director 3: **Osama Hussein**

Title: Director

Address: **2504 Glacier Street Irving TX, USA 75062**

Article 4 - Organization Structure

A. The corporation will have members.

OR

B. The corporation will not have members.

Article 5 - Purpose

The corporation is organized for the following purpose or purposes:

Formation of Homeowner's Association to serve and manage The Reserve at Southridge community and also to maintain and enhance property values.

Supplemental Provisions / Information

[The attached addendum, if any, is incorporated herein by reference.]

Effectiveness of Filing

A. This document becomes effective when the document is filed by the secretary of state.

OR

B. This document becomes effective at a later date, which is not more than ninety (90) days from the date of its signing. The delayed effective date is:

Organizer

The name and address of the organizer are set forth below.

Omar H. Mohamed 2504 Glacier Street, Irving, Texas 75062

Execution

The undersigned affirms that the person designated as registered agent has consented to the appointment. The undersigned signs this document subject to the penalties imposed by law for the submission of a materially false or fraudulent instrument and certifies under penalty of perjury that the undersigned is authorized under the provisions of law governing the entity to execute the filing instrument.

Omar H. Mohamed

(Signature of organizer)

FILING OFFICE COPY

APPLICATION AND CERTIFICATE FOR PAYMENT

To Owner: Dyer Real Estate, LLC Project: 1805 Reserve at Southridge
2604 Glacier Street Irving, TX 75062

From Contractor: RPM xConstruction, LLC Via Architect
5208 Tennyson Parkway, Ste 130
Plano, TX 75024

Contract For:

Invoice #: 1605-7

Application No.: 7
Period To: 9/30/2017
Project No.:
Contract Date:

CONTRACTOR'S APPLICATION FOR PAYMENT

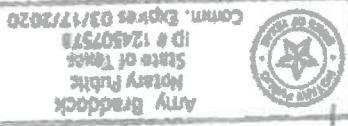
Application is made for payment as shown below in connection with the Contract
Continuation Sheet is attached

- 1 Original Contract Sum \$564,500.85
- 2 Net Change By Change Order -\$47,970.00
- 3 Contract Sum to Date \$516,530.85
- 4 Total Completed and Stored in Work \$518,530.85
- 5 Retainage ^{as 3% of Completed Work} \$0.00
- 6 Total of Stored Material \$0.00
- 7 Total Retainage \$0.00
- 8 Total Earned Less Retainage \$516,530.85

- 1 less Previous Certificates for Payments
- 2 Current Payment Due \$305,950.85
- 3 Balance to Finish. Plus Retainage \$10,580.00

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$93,000.00	\$151,550.00
Total Approved this Month	\$10,580.00	\$0.00
TOTALS	\$103,580.00	\$151,550.00
Net Changes By Change Order	-\$47,970.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due



CONTRACTOR: RPM xConstruction, LLC

By: 

Date: 

State of  County of 
Subscribed and sworn to before me this  day of 
Notary Public:  My Commission expires  3-17-25 ec

AMOUNT CERTIFIED **\$ 10,580.00**
In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the undersigned certifies to the Owner that to the best of the Contractor's knowledge, information, and belief, the Work has progressed as indicated the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED **\$ 10,580.00**
In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the undersigned certifies to the Owner that to the best of the Contractor's knowledge, information, and belief, the Work has progressed as indicated the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

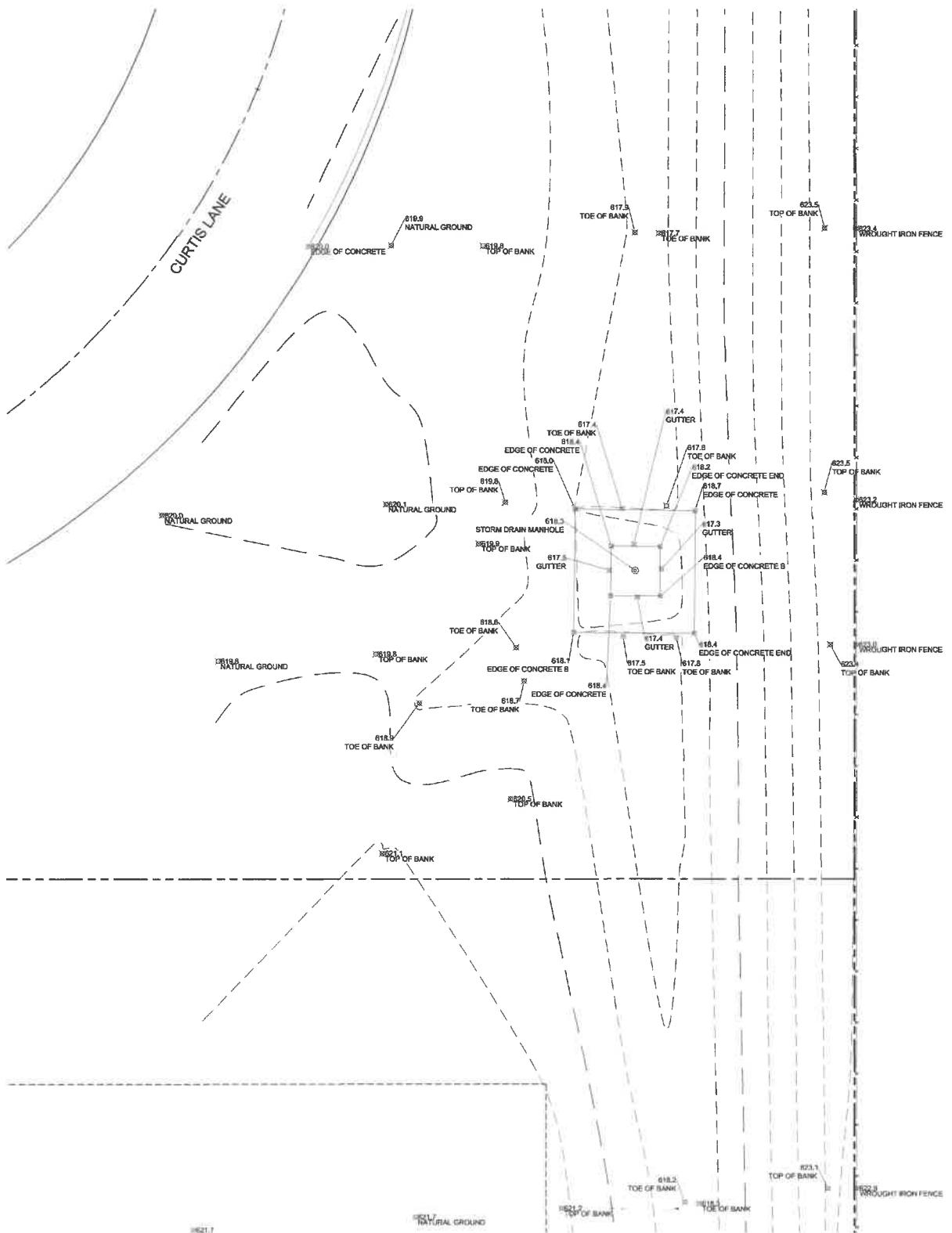
By  Date 
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract

CONTINUATION SHEET

Contract #: 1605, Reserve at Southridge
Dyer Real Estate, LLC
2504 Glacier Street
Living TX 75062



A horizontal scale marked from 0 to 10 in increments of 5. The scale is labeled "GRAPHIC SCALE 5'".





Council Agenda Item

Item 4
C Sec Use Only

Budget Account Code:	Meeting Date: January 17, 2018
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: City Secretary Scott Grey
Estimated Cost:	Date Prepared: December 11, 2017
Exhibits:	Proposed Minutes

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR DECEMBER 5, 2017. [SCOTT GREY]

SUMMARY

Please review the attached minutes. If you have any questions, comments, and/or corrections, please contact the City Secretary at PGrey@parkertexas.us prior to the City Council meeting.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter - Office Use			
Approved by:			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	<i>PG</i>	Date: 12/11/2017
City Attorney:			Date:
City Administrator:	<i>Jeff Flanigan</i>	<i>JF</i>	Date: 01/12/2018

MINUTES
CITY COUNCIL MEETING
DECEMBER 5, 2017

CALL TO ORDER – Roll Call and Determination of a Quorum

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 5:31 p.m. Councilmembers Scott Levine (arrived 5:35 p.m.), Cindy Meyer, Lee Pettle, Cleburne Raney, and Ed Standridge 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, Police Chief Richard Brooks, Home Rule Charter Commission (HRCC) member Billy Barron, HRCC member Terry Lynch, and HRCC member Edwin Smith

EXECUTIVE SESSION 5:30 P.M. TO 7:00 P.M. – Pursuant to the provisions of Chapter 551, Texas Government Code the City Council may hold a closed meeting.

- 1. RECESS TO CLOSED EXECUTIVE SESSION IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN:**
 - Section 551.074 - (1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or (2) to hear a complaint or charge against an officer or employee.

Mayor Marshall recessed the regular meeting at 5:32 p.m.

- 2. RECONVENE REGULAR MEETING.**

Mayor Marshall reconvened the regular meeting at 7:00 p.m.

- 3. ANY APPROPRIATE DELIBERATION AND/OR ACTION ON ANY OF THE EXECUTIVE SESSION SUBJECTS LISTED ABOVE.**

No action was taken.

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Lauren Faith, a Collin College Texas Government student, led the pledge.

TEXAS PLEDGE: Randy Kercho led the pledge.

PUBLIC COMMENTS The City Council invites any person with business before the Council to speak. No formal action may be taken on these items at this meeting. Please keep comments to 3 minutes.

Terry Lynch, 5809 Middleton Drive, voiced concern that item #13 on tonight's agenda, proposed Ordinance No. 757, accepting the City of Parker, Texas, Water Conservation Plan Implementation Plan, appeared to only meet government mandates and did not encourage greater participation from its residents to conserve. Ms. Lynch said she understood City Council approved Resolution No. 2011-346 (2011-2012 NTMWD Drought Plan), adopting the North Texas Municipal Water District Model Water Conservation and Drought Contingency and Water "Emergency Response Plan for North Texas Water District, but more work needed to be done. She urged City Council and City Staff to develop a plan, encouraging residents to conserve more water, resulting in greater conservation.

CONSENT AGENDA Routine Council business. Consent Agenda is approved by a single majority vote. Items may be removed for open discussion by a request from a Councilmember or member of staff.

4. APPROVAL OF MEETING MINUTES FOR SEPTEMBER 19, 2017. [SCOTT GREY]
5. APPROVAL OF MEETING MINUTES FOR SEPTEMBER 28, 2017. [SCOTT GREY]
6. REPUBLIC WASTE QUARTERLY REPORT. [BERNAS]
7. DEPARTMENT REPORTS-ANIMAL CONTROL, BUILDING, COURT, FIRE, POLICE AND WEBSITE
8. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON SETTING A SPECIAL CITY COUNCIL MEETING DATE FOR DECEMBER 12, 2017 AND CANCELING THE DECEMBER 19, 2017 REGULAR MEETING. [MARSHALL]

MOTION: Councilmember Raney moved to approve consent agenda items as presented. Councilmember Standridge seconded with Councilmembers Levine, Meyer, Pettle, Raney, and Standridge voting for the motion. Motion carried 5-0.

INDIVIDUAL CONSIDERATION ITEMS

9. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2017-560 MAKING APPOINTMENTS TO THE ZONING BOARD OF ADJUSTMENTS (ZBA). [MARSHALL] [TABLED – 11082017]

Mayor Marshall recognized City Administrator Flanigan. Mr. Flanigan said staff spoke with the ZBA members and as requested at the previous City Council meeting, the following members expressed a desire to continue their service.

Member	Position	Term Expiration
Jack Albritton	Place One	Nov. 30, 2019
Andrew Ellison	Place Three	Nov. 30, 2019
Brian Deaver	Place Five	Nov. 30, 2019

Member	Position	Term Expiration
Hal Camp	Place Two	Nov. 30, 2018
Don Dickson	Place Four; Vice Chairperson	Nov. 30, 2018
James Clay	Alternate 1	Nov. 30, 2018

Mr. Flanigan continued, stating Mr. Albritton has been Chairperson for some time and was comfortable with continuing in that capacity, but as City Council instructed, Andrew Ellison was contacted to see if he would consider taking on the role of Chairperson. Mr. Ellison said he would serve in whatever capacity City Council decided. The City had one (1) vacancy and an application from Randy Kercho. Mr. Flanigan said he and the Mayor interviewed Mr. Kercho and recommended Mr. Kercho's appointment to fill the vacant Alternate 2 position, as follows:

Recommendation	Position	Term Expiration
Randy Kercho	Alternate 2	Nov. 30, 2018

MOTION: Councilmember Pettle moved to approve Resolution No. 2017-559, making the following appointments and reappointments; Jack Albritton, Place One; Andrew Ellison, Place Three; Brian Deaver, Place Five; and Randy Kercho, Alternate Two; for the terms indicated and further appointing Andrew Ellison, Chair of the Zoning Board of Adjustment; and acknowledging Hal Camp, Place Two; Don Dickson, Place Four – Vice-Chairperson; and James Clay, Alternate 1; would continue their service as stated. Councilmember Meyer seconded with Councilmembers Meyer, Pettle, Raney, and Standridge voting for the motion. Mayor Pro Tem Levine voting against the motion. Motion carried 4-1.

City Council thanked former ZBA Chair Jack Albritton for his longtime service as Chairperson.

10. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON PARKER RANCH ESTATES PHASE 3 PRELIMINARY PLAT. [SHELBY]

City Attorney Shelby said, as requested by City Council, he and the City Administrator met with Parker Ranch Estates representatives to discuss certain right-of-way and easement issues, which would allow Parker Ranch Estates 3 to move forward with the removal of Allen Independent School District (AISD)'s secondary access road. The City of Parker Right-of-Way Dedication Instrument was provided in the City Council packet for review. (See Exhibit 1 – City of Parker Right-of-Way Dedication Instrument, with corrected Grantee, City of Parker, Texas, address as follows, 5700 E. Parker Road.)

Gallery Custom Homes Representative Steve Stolte, 9402 Spring Hollow Drive, Dallas, Texas, continued, stating he spoke with Allen Independent School District and received the letter provided. (See Exhibit 2 – Allen Independent School District (AISD) Executive Director of Facilities Brandon Boyter's letter, dated December 1, 2017, regarding Bolin School Road closure.)

MOTION: Councilmember Standridge moved to accept conveyance of the dedication of right-of-way, in the form of the City of Parker Right-of-Way Dedication Instrument, to the City of Parker, Texas, from Parker Ranch Estates, with the address correction

and AISD's letter acknowledging the developer's closure of Bolin School Road, providing an alternate access to Bolin Elementary School, and to reconfirm approval of a 2nd extension request for Parker Ranch Estates Phase 2 and 3 Preliminary Plat until February 20, 2018 (initially approved at the November 8, 2017 City Council meeting).

Police Chief Brooks voiced concern that if the closed roadway (Bolin School Road) was not barricaded properly, people accustomed to using the road would have to back into oncoming traffic until they realized the road was closed. After discussion, due to the fact that the entrance to the barricaded road was actually private property in the City of Allen, Texas, City Administrator said he would try to make contact with Mr. Bolin, the property owner, and Developer Steve C. Stolte said he would contact and coordinate the road closure with his Allen Independent School District contact Mr. Boyter, regarding barricades and signage to clearly mark the new route.

Councilmember Raney seconded with Councilmembers Levine, Meyer, Pettle, Raney, and Standridge voting for the motion. Motion carried 5-0.

11. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2017-561, REGARDING A BANK DEPOSITORY AGREEMENT. [BOYD]

Finance/H.R. Manager Boyd reviewed the item, stating the City of Parker, entered into a Depository Service Agreement with American National Bank of Texas, effective from January 2015 to December 2017. The agreement allows for three (3) one-year extensions. The only change, in the 30 years of doing business with American National Bank, has been in the last contract in which they removed the automatic interest deposits of a minimum of 25 basis points to either receive interest rate or start service charges. At the time when calculated, the service charges were much more. Ms. Boyd said American National Bank is and has been a tremendous partner and City Council would need to consider the cost involved with any change. Ms. Boyd recommended the one year extension.

MOTION: Mayor Pro Tem Levine moved to approve Resolution No. 2017-561, extending the depository services agreement with American National Bank (ANB) for the first of three (3) allowable "one-year extensions, subject to the mutual agreement of both parties", as stated in the initial depository services agreement. Councilmember Raney seconded.

Councilmember Meyer said she thought the City planned to go out for bids. Ms. Boyd said she thought what Councilmember Meyer was recalling was a request to rebid for auditors.

Councilmembers Levine, Pettle, Raney, and Standridge voting for the motion. Councilmember Meyer voting against the motion. Motion carried 4-1.

12. DISCUSSION/CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON CODIFICATION. [PETTLE]

Councilmember Pettle said she asked for a discussion on codification of the City's ordinances, because the process was routinely done since its inception in 2004. She

asked if codification was legally required and if not, should the City of Parker continue to automatically codify. Ms. Pettle explained there was a cost associated with codification and she wanted to make sure it was necessary and helpful.

City Attorney Shelby explained codification was not legally required, although it should make locating ordinances easier and quicker.

Police Chief Brooks said the codification of the City's ordinances was invaluable to him and his officers.

City Administrator Flanigan said codification was usually done annually and City Attorney Shelby said that was typical among most cities.

Mayor Marshall said prior to the Chief's comments he was unsure, but he now felt codification should be continued to support our Police staff and other departments.

Councilmember Pettle asked if updates could be more frequent to be timelier and she encouraged City Council and City Staff to search for additional ways to make the City Code of Ordinances more user-friendly.

No action was taken.

13. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 757, ACCEPTING THE CITY OF PARKER, TEXAS WATER CONSERVATION IMPLEMENTATION PLAN. [FLANIGAN]

City Administrator Flanigan reviewed the item, stating the City of Parker, Texas has been working with North Texas Municipal Water District (NTMWD) for quite some time regarding a second connection for our water system. During some of the discussions or negotiations it was apparent NTMWD was not going to budge on the City of Parker adopting a Water Conservation Implementation Plan. After several meetings, he and City Engineer Birkhoff downloaded and reviewed several neighborhood cities' Conservation Plans and went to Texas Commission on Environmental Quality (TCEQ), a State agency regulating environmental quality and whose mission is to protect Texas' human and natural resources and goals are clean air, clean water, and safe management of waste, and downloaded a template from their website. He and Mr. Birkhoff removed as much as they could from the State template to fulfill NTMWD's request. On November 20, 2017, he and City Engineer Birkhoff met with NTMWD's Deputy Director Mike Rickman, Assistant Deputy Director-Water System Billy George, and Water Resource Program and Public Education Manager Denise Hickey, to present the City of Parker, Texas' Conservation Implementation Plan. NTMWD accepted the plan as the starting point. Next time the City meets with NTMWD, it should be for contract negotiations for the City's second pump station.

Mayor Marshall asked City Administrator Flanigan what he was specifically requesting City Council to do. Mr. Flanigan said he was requesting approval of the City of Parker, Texas Water Conservation Implementation Plan, as presented.

The Mayor asked Mr. Flanigan to review some of the highlights of the plan. Mr. Flanigan said most of the plan is required by the State. While NTMWD would like the

reporting to be done annually, the State, currently, does not require a City with a population under 5,000 to do any of the reports. Mr. Flanigan commented that City Engineer Birkhoff said based on his knowledge this is the type of plan the City needed to adopt moving forward. For the City to move forward with its plans regarding a second connection for our water system, NTMWD is requiring the City adopt a water conservation plan acceptable to them and TECQ. Mr. Flanigan stated this plan was different from our drought contingency and water conservation plans. NTMWD wants the City to have a plan in place to implement conservation, educating its residents.

Mayor Pro Tem Levine noted the citizen's comments earlier concerning the Water Conservation Implementation Plan reporting. He asked Mr. Flanigan to review the reporting requirements. Mr. Flanigan reiterated today, with a population of less than 5,000, there are no reporting requirements with the exception of assembling a water utility profile. Mr. Levine asked that be put aside for a moment, due to the fact that we have estimated the City of Parker will soon have a population over 5,000. He asked what the requirements were for a city over 5,000. Mr. Flanigan said the City would need to do loss water reports. Mr. Levine pointed out this reporting was included in the City of Parker, Texas Conservation Implementation Plan on p. 2 of 8, subparagraph 12. (See Exhibit 3 – City of Parker, Texas Conservation Implementation Plan, December 2017.) Mayor Pro tem Levine asked when City Council needed to approve this plan. Mr. Flanigan said there was no time limit.

MOTION: Mayor Pro Tem Levine moved to table proposed Ordinance No. 757, accepting the City of Parker, Texas, Water Conservation Implementation Plan, until the next City Council meeting for additional research.

City Administrator Flanigan asked City Council to send any questions to him via email.

Councilmember Pettle seconded with Councilmembers Levine, Meyer, Pettle, Raney, and Standridge voting for the motion. Motion carried 5-0.

ROUTINE ITEMS

14. FUTURE AGENDA ITEMS

Mayor Marshall asked if there were any items to be added to the future agenda. He noted the Water Conservation Implementation Plan. The Mayor said he was getting besieged by comments regarding the weekend commercial usage of the Parker Preserve, so he would like an item revisiting park regulations and/or usage of the park, as well as discussion of Parks and Recreation Commission.

Councilmember Pettle inquired about setting up a "Trade Zone". She was not sure if that would be a Future Agenda Item or something Chief Brooks could address. Chief Brooks said a "Trade Zone" would be better addressed with the new Municipal Complex, due to the fact that the current Police building and parking lot was not conducive for camera monitoring.

Councilmember Standridge asked if he could postpone Councilmember Pettle's request for a FM 2551 update until the next meeting, due to his weak voice. City Council agreed.

- UPDATE ON FM 2551

Mayor Marshall reminded everyone of the upcoming March Primary Election dates/times.

- REMINDER - March 6, 2018 – Primary Election

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Feb 18	Feb 19 <i>President's Day</i>	Feb 20 Early Voting 8am–5pm	Feb 21 Early Voting 8am–5pm	Feb 22 Early Voting 8am–5pm	Feb 23 Early Voting 8am–5pm	Feb 24 Early Voting 7am–7pm
Feb 25 Early Voting 1pm–6pm	Feb 26 Early Voting 7am–7pm	Feb 27 Early Voting 7am–7pm	Feb 28 Early Voting 7am–7pm	Mar 1 Early Voting 7am–7pm	Mar 2 Early Voting 7am–7pm	Mar 3

Councilmember Pettle also added training (Ethics, Open Meeting, Public Information, etc.) by the City Attorney.

15. ADJOURN

Mayor Marshall adjourned the meeting at 7:54 p.m.

APPROVED:

Mayor Pro Tem Scott Levine

Approved on the 17th day
of January, 2018.

ATTESTED:

Patti Scott Grey, City Secretary

CITY OF PARKER RIGHT-OF-WAY DEDICATION INSTRUMENT

CITY OF PARKER
COUNTY OF COLLIN

KNOW ALL MEN BY THESE PRESENTS, THAT First Texas Homes, Inc., (hereinafter called "Grantor" whether one or more), in consideration of the sum of One Dollar and No Cents (\$1.00), and other good and valuable consideration, including the benefits that will accrue to my property, paid by the City of Parker, (hereinafter called "Grantee"), the receipt and sufficiency of which is hereby acknowledged, do hereby give, grant and convey to said Grantee, 5700 E. Parker Road, Parker, Texas, its successors, and assigns, the tract of land described and depicted in **EXHIBIT "A"**, attached hereto and incorporated herein for all purposes of this dedication, for the use and benefit of the public as a perpetual right-of-way and easement for the passage and accommodation of vehicular and pedestrian traffic, and the construction, operation, use, maintenance, inspection, repair, alteration, and replacement of a paved road within the boundaries of the right-of-way and easement area, and for all other purposes for which a public street and right-of-way is commonly used, including installing, repairing, maintaining, altering, replacing, relocating and operation utilities in, into, upon, over, across, and under said right-of-way, and including but not limited to all such uses permitted by the Laws of the State of Texas and the Ordinances of the City of Parker, Texas.

TO HAVE AND TO HOLD THE SAME, together with, all and singular, the rights and appurtenances thereto in anywise belonging to the said GRANTEE, its successors and assigns forever, and GRANTOR does hereby bind himself, his heirs, successors and assigns, to Warrant and Forever Defend, all and singular, the said easement unto the said GRANTEE, its successors and assigns, against every person whomsoever lawfully claiming, or to claim the same, or any part thereof.

GRANTOR covenants and agrees GRANTOR and GRANTOR'S heirs, representatives, successors and assigns shall at no time erect, place or construct, or cause to be erected, placed or constructed in, into, upon, over, across or under any easements granted herein any temporary or permanent structures, and it is further agreed that the City of Parker shall have the right to excavate and full upon said permanent easement, any fences, buildings or other obstructions as may now be found upon said permanent easement.

It is further intended that the permanent right-of-way and easement herein granted to the City of Parker shall run with the land and forever be a right in and to the land belonging to GRANTOR, and GRANTOR'S successors and assigns, and said grant is expressly excepted from any right of reversion of said premises under any prior deeds in GRANTOR'S chain of title. The permanent right-of-way and easement rights and privileges granted therein are exclusive, and GRANTOR covenants that it will not convey any other easement or conflicting rights within the area covered by the grant to any other person.

IN WITNESS WHEREOF the said Grantors has executed this instrument this 11, day of October, 2017.

GRANTOR:

BY: L

Keith Hardesty

ADDRESS: 500 Crescent Court, Suite 350, Dallas, TX 75201

ACKNOWLEDGEMENT

STATE OF TEXAS *

*

COUNTY OF DALLAS *

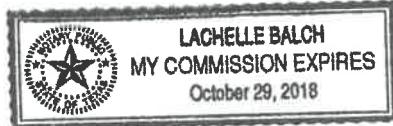
*

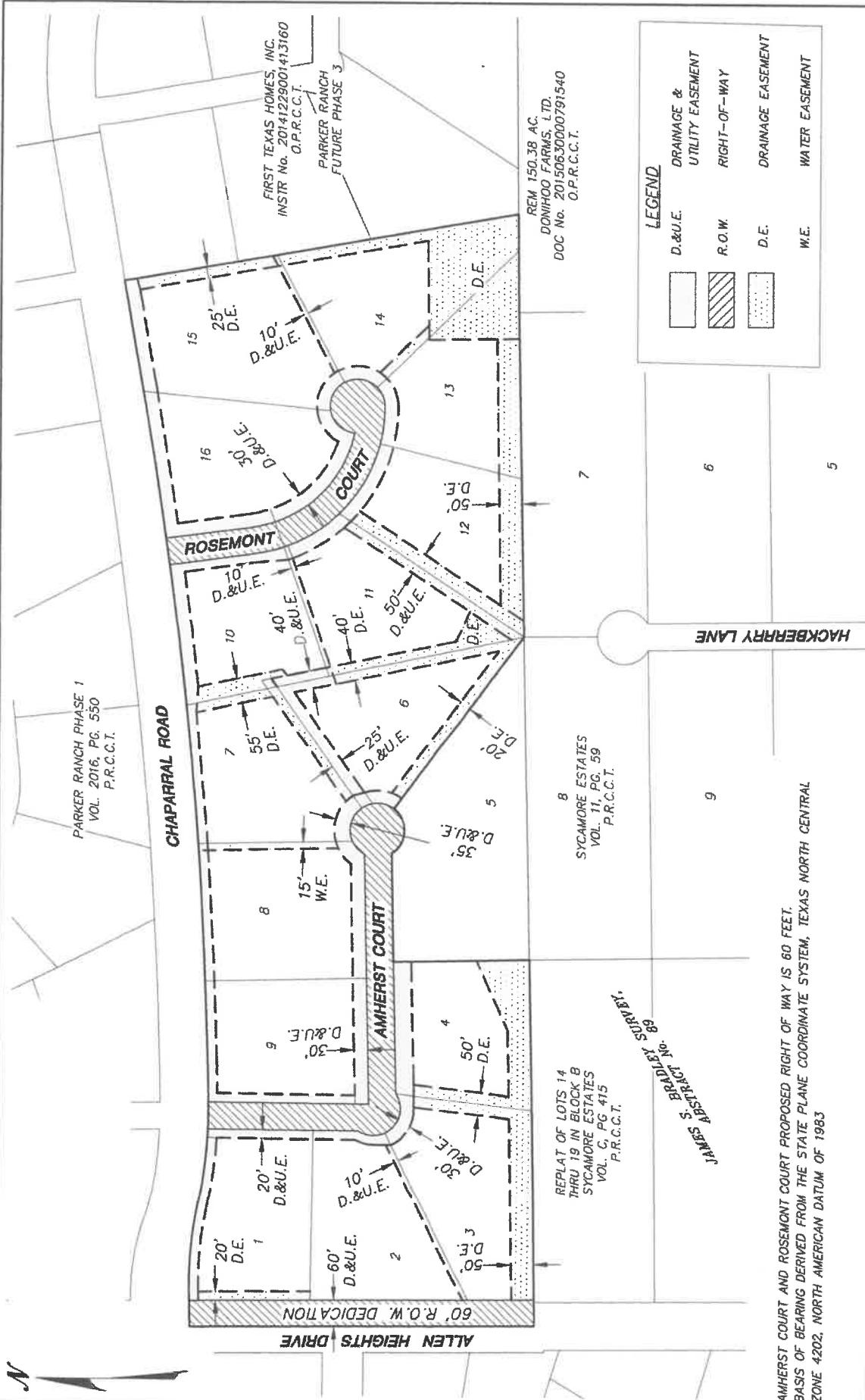
BEFORE ME, the undersigned authority, on this day personally appeared Keith Hardesty, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, on this the 11th
day of October, 2017.

NOTARY SIGNATURE: Rachelle Balch

COMMISSION EXPIRES: Oct. 29, 2018





City of Parker Easement Exhibit	EXHIBIT A	Westwood
Parker Ranch, Phase 2	Sheet: 1 of 1 Date: 09/25/17	<p>Phone (214) 473-4840 Toll Free (888) 837-5150 Survey Firm No. 10074501 Westwoodpros.com</p> <p>Westwood Professional Services, Inc.</p>



ALLEN INDEPENDENT SCHOOL DISTRICT

Brandon Boyter, Executive Director of Facilities

12/1/2017

To whom it may concern,

My name is Brandon Boyter and I am the Executive Director of Facilities for Allen Independent School District. Mr. Stolte and I have spoken and this letter is to show the district understands and accepts the developer will close down "Bolin Road" and provide an alternate route as the second entrance to Bolin Elementary School. The district understands that the developer is meeting with the city on the 5th of December to get this work approved and once approved has plans to start demoing the "Bolin Road" the following week. The district understands that starting on Monday the 11th of December the old road will no longer be an accessible route and all parties will have to use the newly constructed roads through the neighborhood as the second accessible route. The district understands that the developer will have signage clearly marking the new route that will serve as the secondary accessible route.

Sincerely,

Brandon Boyter

Brandon Boyter, Executive Director of Facilities
Allen Independent School District

EXHIBIT 2

City of Parker, Texas
CONSERVATION IMPLEMENTATION PLAN

December 2017

I. INTRODUCTION AND OBJECTIVES

Water supply has always been a key issue in the development of Texas. In recent years, the growing population and economic development of North Central Texas has led to increasing demands for water supplies. At the same time, local and less expensive sources of water supply are largely developed. Additional supplies to meet higher demands will be expensive and difficult to develop. It is therefore important that City of Parker make the most efficient use of existing supplies. This will delay the need for new supplies, minimize the environmental impacts associated with developing new supplies, and delay the high cost of additional water supply development.

Recognizing the need for efficient use of existing water supplies, the Texas Commission on Environmental Quality (TCEQ) has developed guidelines and requirements governing the development of water conservation and drought contingency plans for public water suppliers. The best management practices established by the Water Conservation Implementation Task Force, established pursuant to SB1094 by the 78th Legislature, were also considered in the development of the water conservation measures. Parker's water conservation plan was developed with that model and following TCEQ guidelines and requirements.

This plan includes measures that are intended to result in ongoing, long-term water savings. The objectives of this model water conservation plan are as follows:

- To reduce water consumption from the levels that would prevail without conservation efforts;
- To reduce the loss and waste of water;
- To improve efficiency in the use of water;
- To extend the life of current water supplies by reducing the rate of growth in demand.

II. TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

RULES Conservation Plans

The TCEQ rules governing development of water conservation plans for public water suppliers are contained in Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.2 of the Texas Administrative Code. For the purpose of these rules, a water conservation plan is defined as "A strategy or combination of strategies for reducing the volume of water withdrawn from a water supply source, for reducing the loss or waste of water, for maintaining or improving the efficiency in the use of water, for increasing the recycling and reuse of water, and for preventing the pollution of water." The elements in the TCEQ water conservation rules covered in this conservation plan are listed below.

Minimum Conservation Plan Requirements

The minimum requirements in the Texas Administrative Code for Water Conservation Plans for Public Water Suppliers are covered in this report as follows:

1. 288.2(a)(1)(A) – Utility Profile
2. 288.2(a)(1)(B) – Record Management System (Billing System)
3. 288.2(a)(1)(C) – Specific, Quantified Goals
4. 288.2(a)(1)(D) – Accurate Metering (NTM WD)
5. 288.2(a)(1)(E) – Universal Metering
6. 288.2(a)(1)(F) – Determination and Control of Unaccounted Water
7. 288.2(a)(1)(G) – Public Education and Information Program
8. 288.2(a)(1)(H) – Non-Promotional Water Rate Structure
9. 288.2(a)(1)(J) – Means of Implementation and Enforcement (Ordinance)
10. 288.2(a)(1)(K) – Coordination with Regional Water Planning Group
11. 288.2(c) – Review and Update of Plan

Conservation Additional Requirements (Population over 5,000)

The Texas Administrative Code includes additional requirements for water conservation plans for drinking water supplies serving a population over 5,000:

12. 288.2(a)(2)(A) – Leak Detection, Repair, and Water Loss Accounting

Additional Conservation Strategies

In addition to the TCEQ required water conservation strategies, the NTMWD also requires the following strategy:

13. 288.2(a)(3)(F) – Considerations for Landscape Water Management Regulations

TCEQ rules also include optional, but not required, conservation strategies, which may be adopted by suppliers. The NTMWD recommends that the following strategies:

14. 288.2(a)(3)(A) – Conservation Oriented Water Rates
15. 288.2(a)(3)(B) – Ordinances, Plumbing Codes or Rules on Water-Conserving Fixtures
16. 288.2(a)(3)(C) – Replacement or Retrofit of Water-Conserving Plumbing Fixtures
17. 288.2(a)(3)(F) – Considerations for Landscape Water Management ~~Regulations~~
18. 288.2(a)(3)(G) – Monitoring Method
19. 288.2(a)(3)(H) – Additional Conservation Measures

1. WATER UTILITY PROFILE

Appendix A to this water conservation implementation plan is based on the format recommended by the TCEQ for a water utility profile. Prior to adopting this plan, the city will provide a draft utility profile to NTMWD for review and comment. A final water utility profile will be provided to NTMWD upon adoption of and any updates to this plan.

2. Record Management System

As required by TAC Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.2(a)(2)(B), the city's record management system (billing software) allows for the separation of water sales and uses into residential, commercial, public/institutional, and industrial categories.

3. SPECIFIC QUANTIFIED GOALS

TCEQ rules require the adoption of specific water conservation goals for a water conservation plan. The goals for this water conservation implementation plan include the following:

- Maintain the per capita municipal water use below the specified amount in gallons per capita per day.
- Maintain the level of unaccounted water in the system below twelve percent annually in 2018 and subsequent years.
- Implement and maintain a program of universal metering and meter replacement and repair.
- Increase efficient water usage through a water conservation ordinance, order or resolution. (This ordinance is required by the NTMWD.)
- Decrease waste in lawn irrigation by implementation and enforcement of landscape water management regulations.

- Raise public awareness of water conservation and encourage responsible public behavior by a public education and information program.
- Develop a system specific strategy to conserve water during peak demands, thereby reducing the peak use.

4. Accurate Metering of Treated Water Deliveries from NTMWD

Water deliveries from NTMWD are metered by NTMWD meters. These meters are calibrated on a quarterly basis by NTMWD to maintain the required accuracy as per contract. Calibration reports to be provided to City of Parker monthly.

5. Universal Metering of Customer and Public Uses

The provision of water to all customers, including public and governmental users, should be metered. The City of Parker already meters all residential, and retail water users. Beginning in January 2018, the city shall also have in place to meter all internal water uses, including parks, town facilities, special uses, firefighting and training (where practical), line testing, etc.

The City of Parker recently completed replacement of all of its meters. Going forward, all customer meters should be replaced at least every fifteen years, and the city shall maintain all records necessary to ensure said replacements are completed in a timely manner.

6. Determination and Control of Unaccounted Water

Unaccounted water is the difference between water delivered to the City from NTMWD and metered water sales to customers plus authorized but unmetered uses. (Authorized but unmetered uses include use for firefighting, releases for flushing of lines, uses associated with new construction, etc.) Unaccounted water can include several categories:

- Inaccuracies in customer meters.
- Accounts that are being used but have not yet been added to the billing system.
- Losses due to water main breaks and leaks in the water distribution system.
- Losses due to illegal connections and theft.

One of the key elements of water conservation is tracking water use and controlling losses through illegal diversions and leaks. It is important to carefully meter water use, detect and repair leaks in the distribution system and provide regular monitoring of unaccounted water.

Measures to control unaccounted water shall be a part of the routine operations of the city's utility department. Maintenance crews and personnel shall look for and report evidence of leaks in the water distribution system.

With the measures described in this plan, the City hopes to maintain unaccounted water below industry standards. If unaccounted water exceeds this goal, the City shall consider implementing a more intensive audit to determine the source(s) of and reduce the unaccounted water. The annual conservation report is the primary tool that shall be used to monitor unaccounted water.

7. PUBLIC EDUCATION AND INFORMATION PROGRAM

The city's continuing public education and information campaign on water conservation includes the following elements:

- Utilize the "Water IQ: Know Your Water" and other public education materials produced by the NTMWD.
- Promote "Water My Yard" in newsletter and website.
- Insert water conservation information with water bills. Inserts will include material developed by city staff and material obtained from the TWDB, the TCEQ, and other sources.
- Encourage local media coverage of water conservation issues and the importance of water conservation.
- Notify local organizations, schools, and civic groups that city staff and staff of the NTMWD are available to make presentations on the importance of water conservation and ways to save water.
- Promote the *Texas Smartscape* web site (www.txsmartscape.com) and provide water conservation brochures and other water conservation materials available to the public at town hall and other public places.
- Make information on water conservation available on the city's website and include links to the "Water IQ: Know Your Water" website, *Texas Smartscape* website, and to information on water conservation on the TWDB and TCEQ web sites and other resources.

8.&14. NON – PROMOTIONAL WATER RATE STRUCTURE

The City of Parker utilizes, an increasing block rate water structure intended to encourage water conservation and discourage excessive use and waste of water.

Current rates are as follows:

Residential (October 1, 2017)

First 4000 gallons	\$40.00
4,001-15,000 gallons	\$3.85 per 1,000 gallons
15,001-30,000 gallons	\$4.75 per 1,000 gallons
30,001-50,000 gallons	\$5.95 per 1,000 gallons
50,001-70,000 gallons	\$9.50 per 1,000 gallons
70,001 and up gallons	\$13.10 per 1,000 gallons

Residential (October 1, 2018)

First 4000 gallons	\$40.00
4,001-15,000 gallons	\$4.10 per 1,000 gallons
15,001-30,000 gallons	\$5.10 per 1,000 gallons
30,001-50,000 gallons	\$6.35 per 1,000 gallons
50,001-70,000 gallons	\$10.15 per 1,000 gallons
70,001 and up gallons	\$14.00 per 1,000 gallons

Residential (October 1, 2019)

First 4000 gallons	\$40.00
4,001-15,000 gallons	\$4.20 per 1,000 gallons
15,001-30,000 gallons	\$5.25 per 1,000 gallons
30,001-50,000 gallons	\$6.55 per 1,000 gallons
50,001-70,000 gallons	\$10.45 per 1,000 gallons
70,001 and up gallons	\$14.40 per 1,000 gallons

Residential (October 1, 2020)

First 4000 gallons	\$40.00
4,001-15,000 gallons	\$4.35 per 1,000 gallons
15,001-30,000 gallons	\$5.40 per 1,000 gallons
30,001-50,000 gallons	\$6.75 per 1,000 gallons
50,001-70,000 gallons	\$10.75 per 1,000 gallons
70,001 and up gallons	\$14.85 per 1,000 gallons

The City of Parker will review these rates in the spring of 2020

9. MEANS OF IMPLEMENTATION AND ENFORCEMENT

The City of Parker shall enact ordinances as necessary to enforce and execute this plan. The City Mayor, City Administrator, Public Works Director, and their designees shall be authorized to take necessary measures to ensure compliance.

11. REVIEW AND UPDATE OF PLAN

Following adoption, this water conservation plan shall be updated as required by TCEQ or as appropriate based on new and/or updated information.

12. Leak Detection and Repair

Areas of the water distribution system in which numerous ~~leaks~~ and ~~line breaks~~ occur shall be targeted for replacement as funds are available.

13.&17. Landscape Water Management Measures

The following landscape water management measures are required by the NTMWD. These minimal measures are hereby adopted as part of the ~~city's~~ plan in order to appropriately irrigate landscaping.

- Time of day restrictions prohibiting lawn irrigation ~~watering~~ from 10:00 a.m. to 6:00 p.m. from April 1 to October 31 of each year.
- Prohibition of watering of impervious surfaces.
- Prohibition of outdoor ~~watering~~ during precipitation or freeze events.
- ~~Lawn and landscape irrigation limited to twice per week, implement seasonal watering and follow drought restrictions as appropriate.~~
- Prohibiting the use of ~~treated water~~ to fill or refill residential, amenity, and any other natural or manmade ponds. A pond is considered to be a still body of water with a surface area of 500 square feet or more.
- Rain and freeze sensors and/or ET or Smart controllers required on all new irrigation systems. Rain and freeze sensors and/or ET or Smart controllers must be maintained to function properly.
- Home car washing can be done only when using a water hose with a shut-off nozzle.
- Prohibition of watering areas that have been over-seeded with cool season grasses.

15.&16. Ordinances, Plumbing Codes, or Rules on Water-Conserving Fixtures

The state has required water-conserving fixtures in new construction and renovations since 1992. The state standards call for flows of no more than 2.5 gallons per minute (gpm) for faucets, 3.0 gpm for showerheads, and 1.6 gallons per flush for toilets. Similar standards are now required nationally under federal law. These state and federal standards assure that all new construction and renovations will use water-conserving fixtures.

19. Additional Water Conservation Measures

The following water conservation measures may also be used by the town to encourage water conservation:

- Use of xeriscaping in all municipal landscape projects.
- Encourage for use of rain barrels.
- Encourage for the installation of pressure reducing valves for irrigation systems.
- Encourage for retrofitting irrigation systems with rain and freeze sensors and/or ET or Smart controllers capable of multiple programming.
- Require all new irrigation systems to be in compliance with state design and installation regulations (TAC Title 30, Part 1, Chapter 344).
- Native, drought tolerant, or adaptive plants shall be encouraged.
- Drip irrigation systems shall be promoted.
- Evapotranspiration (ET) / Smart controllers that only allow sprinkler systems to irrigate when necessary shall be promoted.
- Encourage for water efficient clothes washers.
- Other water conservation incentive programs



Council Agenda Item

Item 5
C Sec Use Only

Budget Account Code:	Meeting Date: January 17, 2018
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: City Secretary Scott Grey
Estimated Cost:	Date Prepared: December 18, 2017
Exhibits:	Proposed Minutes

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR DECEMBER 12, 2017. [SCOTT GREY]

SUMMARY

Please review the attached minutes. If you have any questions, comments, and/or corrections, please contact the City Secretary at PGrey@parkertexas.us prior to the City Council meeting.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter - Office Use			
Approved by:			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	12/18/2017
City Attorney:		Date:	<i>PL</i>
City Administrator:	<i>Jeff Flanigan</i>	Date:	01/12/2018

MINUTES
CITY COUNCIL MEETING
DECEMBER 12, 2017

CALL TO ORDER – Roll Call and Determination of a Quorum

The Parker City Council met in a special 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 4:00 p.m. Council members Scott Levine, Cindy Meyer, Lee Pettle, Cleburne Raney, and Ed Standridge were present.

Staff Present: Finance/H.R. Manager Johnna Boyd, City Secretary Patti Scott Grey, City Attorney Brandon Shelby, Fire Chief Mike Sheff, and Police Chief Richard Brooks

Mayor Marshall noted City Administrator Jeff Flanigan was out with the flu; therefore, a review of the Public Works Department, regarding streets and water, and a portion of General Government, would be addressed at the next City Council meeting, scheduled for January 16, 2018. However, the Mayor did remark that Randall B. Scott, AIA, Founding Principal & CEO and Preston Scott, Associate VP Business Development, with Randal Scott Architects were present to review options for our future Municipal Complex.

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Mayor Pro Tem Levine led the pledge.

TEXAS PLEDGE: Councilmember Cindy Meyer led the pledge.

PUBLIC COMMENTS The City Council invites any person with business before the Council to speak. No formal action may be taken on these items at this meeting. Please keep comments to 3 minutes.

Mayor Marshall read a letter from Mary Anne Seale, 4209 East Parker Road, and asked that the letter be entered into the record. [See Exhibit 1 - Mary Anne Seale's December 12, 2017, 9:48 a.m. email, regarding Home Rule Committee.]

WORK SESSION

Mayor Marshall gave an overview of the purpose of tonight's meeting, stating tonight's presentations were not budget requests at this time, but items to consider for future two to twenty (2 – 20) years planning purposes.

At our current rate of growth, Parker is expected to have an approximate population of 12,000 - 15,000 at build out, based on current zonings. The Mayor reviewed the City's current Single-family residential district (SF) zoning with a minimum two (2) acre lots,

and Single-family transitional district (SFT) with transitional zoning adjacent to the city, having one and a half (1 ½) net acre lots. An exception being made for Parker Lake Estates, Phase 1, which has some half (½) acre lots. The City of Parker, Texas, has no industrial, commercial, retail or multi-family zoning uses, except for eight (8) acres in the Northeast corner of the city in King's Crossing, which has a restrictive commercial use attached to the development agreement for certain types of commercial possibilities such as an insurance agency, bank, accounting firms, etc. Generally speaking, the City of Parker is a large residential lot community with needs for public safety and a Municipal Complex to provide services to its residents.

1. 2017-2018 ANNUAL PLANNING SESSION

a. POLICE

Parker Police Chief Brooks anticipates approximately 22 staff members, nineteen (19) sworn officers and three (3) civilians with six (6) patrol vehicles and six (6) unmarked vehicles. The City would have two (2) sworn officers on duty at all times (all shifts), while still allowing for necessary vacations, sick leave, training and other absences. The approximately 22 staff members would include patrol officers, investigators, a records manager and administrative staff. [See Exhibit 2 – Chief Brooks' December 12, 2017 Parker Police Department – Planning for Our Future handout.]

b. FIRE

Parker Volunteer Fire Department (PVFD) Chief Sheff anticipates, within the next five (5) years, the City will need a new fire engine, which would cost approximately \$750,000. He suggested options for the engine replacement. The Chief also said if the City decides to go to a full time paid fire department, it would cost approximately \$1.3 million dollars. However, Chief Sheff recommended City Council consider enhancing the City's mutual aid agreements to automatic aid agreements with Allen, Fairview, Lucas, Plano, Murphy, Wylie, and other nearby cities. This would mean the closest fire station would respond, allowing the City of Parker to only have two (2) trucks and four (4) member crews instead of a full time paid department. The City would have the benefit of a full time paid department through automatic aid agreements with various cities. This option would cost an estimated \$500,000 per year for a paid fire chief, firefighters/Emergency Medical Technicians (EMTs), fire equipment and a fire investigator, if necessary. [See Exhibit 3 – Chief Sheff's December 12, 2017 Parker Fire Department – Planning Session December 2017 handout.]

c. PUBLIC WORKS

Mayor Marshall reminded everyone due to the City Administrator being absent, the Public Works and General Government items on tonight's agenda would be addressed at the next City Council meeting, scheduled for January 16, 2018.

1. STREETS

2. WATER

Mayor Marshall recessed the meeting for a short break at 5:34 p.m.

Mayor Marshall reconvened the meeting at 5:45 p.m.

d. GENERAL GOVERNMENT

- MUNICIPAL BUILDINGS – RANDALL SCOTT ARCHITECTS, INC.

Randall B. Scott, AIA and Founding Principal & CEO, reviewed the Parker Municipal Complex project, stating his firm anticipates it will take approximately two and a half (2 ½) months to complete a needs assessment for the project. This would be followed by designing the building or buildings and construction, which he expected would take about fifteen (15) months. Mr. Scott estimated the entire project would take approximately two (2) years to complete. Mr. Scott indicated his firm often worked with a City Manager/City Administrators and/or project committee for input and feedback. [See Exhibit 4 – Randal Scott Architects' December 12, 2017 City Hall and Police Facility Project Analysis handout.]

Mayor Marshall commented that the City Council is still in contract negotiations with Randall Scott Architects; therefore, the project is subject to change.

EXECUTIVE SESSION - Pursuant to the provisions of Chapter 551, Texas Government Code, Vernon's Texas Codes Annotated the City Council may hold a closed meeting.

2. RECESS TO CLOSED EXECUTIVE SESSION IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN:

- Section 551.074 - (1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or (2) to hear a complaint or charge against an officer or employee.

Mayor Marshall recessed the regular meeting to Executive Session at 6:07 p.m.

3. RECONVENE REGULAR MEETING.

Mayor Marshall reconvened the meeting at 6:55 p.m.

4. ANY APPROPRIATE DELIBERATION AND/OR ACTION ON ANY OF THE EXECUTIVE SESSION SUBJECTS LISTED ABOVE.

No action was taken.

5. ADJOURN

Mayor Marshall adjourned the meeting at 6:56 p.m.

APPROVED:

Mayor Pro Tem Scott Levine

ATTESTED:

Patti Scott Grey, City Secretary

Approved on the 17th day
of January, 2018.

PROPOSED

Patti Grey

From: Mary Anne Seale [REDACTED]
Sent: Tuesday, December 12, 2017 9:48 AM
To: Patti Grey
Subject: Letter
Attachments: Letter to Home Rule Committee.doc

Hi Patti,

I am attaching a letter that for Chairman Levine and members of the Home Rule Committee that I would appreciate being read tonight for inclusion in the minutes. I would also appreciate this letter being read at the next City Council meeting during public concerns.

Thanks so much for your help.

Mary Anne Seale



Virus-free. www.avg.com

EXHIBIT 1

*Mary Anne Seale
4209 East Parker Road
Parker, Texas 75002
972 [REDACTED] (home) 972 [REDACTED] (cell)
[REDACTED]*

December 12, 2017

Mayor Pro-Tem Scott Levine, Chairman
Home Rule Committee Members
City of Parker

Dear Chairman Levine and Committee Members,

I understand you are having the first meeting of the Home Rule Committee tonight. Unfortunately, I am unable to attend so I am writing a letter that I wish to be read at the meeting and included in the minutes. I appreciate your willingness to serve on this committee, but I am very concerned about the diversity or lack thereof of the members.

The citizens were told that this committee would represent the entire city and would have members who had been here for many years as well as newer residents. When I read the list of names, I was very surprised. Only one member, Joe Cordina, has lived here for any length of time and is the only one east of City Hall. I do not consider that diversity. The majority of the committee has been here less than five years and most live in the area surrounding Brooks Farm. Again, I appreciate your willingness to serve, but there are many areas of the City that are not being represented.

The citizens of Parker have fought long and hard to maintain our standards and our way of life. It concerns me greatly that none of these citizens who have helped fight those battles except for one are on this committee. The vision and perspective of long-time citizens would help in drafting these plans. Having members from the entire city would give more perspective and knowledge of Parker's needs.

My husband and I have been Parker residents since 1975, and both of us have served the city in various ways for many years. We are proud citizens and want only the best for our City and our neighbors.

Respectfully,

Mary Anne Seale



Parker Police Department

Planning for Our Future

EXHIBIT 2



Vision Statement

The Parker Police Department is committed to providing high quality police services to the community through community partnerships, problem-solving strategies, innovation, creativity, adaptability to an ever-changing environment and a participative management style through highly trained and disciplined employees using the latest technology.

Furthermore, we recognize that our most valuable resource in this commitment is our people and we strive to create a positive working atmosphere where creativity and participation abound.



Goal and Objective

- New Building
- Continue to grow our staff to ensure a safe, well-trained work force.



Our Future Plan

- 2 – 5 Year Plan
- 5 – 10 Year Plan



New Building

- Sufficient space
- Designed with Police Work in mind.
 - Property Room (Large Item Storage)
 - Records Storage
 - Equipment Storage
 - Training Room
- Evidence Processing Equipment/Space
- Firearms/Ammunition Storage
- Crime Investigation (Interviews/Processing)
- Secured Staff/Police Vehicle Parking

2 - 5 Year Planning



Parker Police 2-5 Year Planning (2017-2023)

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

Font: Arial Size: 16 Alignment: Center Number: \$ - %

Clipboard

Parker Police Department 2-5 Year Planning - 2017

		FY 2019 - 2020	FY 2020 - 2021	FY 2021 - 2022	FY 2022 - 2023
1	Uniformed Services Division				
2	Personnel	1 - Sergeant	1 - Sergeant	1 - Sergeant	1 - Sergeant
3		1 - Officer	1 - Officer	5% Commanders to Assistant Chiefs	
4					
5	Equipment	Patrol Vehicle	Patrol Vehicle	Patrol Vehicle (2)	Patrol Vehicle
6					
7	Replacement				
8					
9	NEW				
10	Administrative Services Division				
11	Personnel				
12					
13	Equipment				
14	Replacement				
15					
16					
17					
18	NEW				
19					
20	Sworn	2	2	2	1
21	Civilian	0	0	0	0
22	Total Staff by Year	Total	2	2	1
23	Total Staff	10	13	15	18
24	Patrol Vehicles	1	1	1	1
25	Vehicles by Year				
26	Unmarked Vehicles	3	3	4	5
27					
28					
29					

Sheet1 + READY

5-10 Year Planning



EXHIBIT 3

Planning Session
December 2017



Discussion Topics – Three year vision

- Basis of Coverage (what's our mission?)
 - Fire Suppression
 - Emergency Medical Services
 - Fire Prevention
- NFPA Standard 1710 or 1720 (what are threshold expectations on a national scale)
- Balance Basis of Coverage specific to Parker with National Standards
- Recommended Course of Action

Basis of Coverage - Currently in Operation

PFD, presently a substantially volunteer department, provides 1) fire suppression, 2) first responder, advanced life support capable (non-transport) emergency medical service, and 3) fire prevention activities.

Operations are performed out of a single centrally located fire station housing two engines (one held in reserve), one aerial/ladder truck capable of both engine and ladder company operations, one brush truck and other misc. vehicles.

Strategic alliances include 1) 24/7 advanced life support ambulance service (transport) as a member of a multi-jurisdictional coalition, 2) automatic aid agreements (Wylie, Lucas, Fairview) for fire suppression and other resources as needed, 3) mutual aid agreements with all other Collin County cities for fire suppression and other resources as needed, and 4) the Collin County Arson Task Force for investigative services as needed.

We are an ISO Class 2 fire department placing us within the top 10% of fire departments nationally.

Basis of Coverage – Current Operations

- PFD is a “combination” fire department combining part-time paid personnel with volunteer members. All are held to the same standards with regard to firefighting. Volunteers are encouraged to obtain, but need not have, medical certifications. Medical certifications are required of paid members.
- Our staffing model includes day coverage (8am – 6pm, seven days) by two part-time paid personnel (officer, driver) plus one stipend volunteer firefighter. At all other times coverage relies on volunteers responding to the station generally from their residence. A test program involving up to two “sleep-over” stipend volunteers is presently in progress.
- We generally achieve a 5 minute response by the “day crew” and an 11 minute response at all other times.
- With our automatic aid partners supplemented by mutual aid companies, we generally complete a full first alarm, structure fire assignment (under NFPA standards) in 15 minutes.

National Standards

- National standards have been established by the National Fire Protection Association as well as other agencies covering emergency operations, occupational safety, administrative and many other matters.
- For most paid departments, the NFPA standard (1710) requires a 4 minute response for the first fire or EMS unit and completion of a full first alarm within 8 minutes for structure fires (each 90% of the time).
- For volunteer and small paid departments NFPA standard (1720) acknowledges the challenge of assembling the necessary fire resources and provides greater latitude based upon population density.
- We generally are in compliance with NFPA 1720 standards.

Strategic Vision – Objectives of any Plan

- Compatible with City Development and Citizen Expectations
- Compliant with NFPA Standards
- Achieve Resource and Deployment Thresholds
- Scalable
- Affordable
- Leverage current strategic relationships where possible

Strategic Vision – Anchor Point

- Infrastructure
 - ✓ Fire Station – centrally located; can accommodate existing apparatus fleet.
 - Fire Station – principal “gap” is the lack of sleeping quarters.
 - ✓ Apparatus – two engines and one ladder truck meet the needs of the fire district when combined with resources from other fire departments.
 - Apparatus – fleet is aging and will require replacement (engine) in the next 5 years.

Strategic Vision – Anchor Point

- Staffing
 - ✓ Substantially volunteer based supplemented by part-time paid personnel.
 - ✓ Predictable levels of staffing (paid/stipend) between 8am and 6pm that is presently answering 55-60% of calls for service.
 - At all other times staffing is unpredictable and can result in insufficient response by volunteers. This is the principal “gap”.
 - Compliance with NFPA deployment standards
 - ✓ Generally in compliance with NFPA 1720.
- Citizen expectations?

Consideration of a Strategic Option

- Beginning with fiscal 2018/2019:

- In lockstep with Lucas FD, enter into a dispatch agreement with Wylie FD who currently dispatches ambulances for Parker and who also possesses direct dispatch capabilities for Murphy and Fairview FDs.
- Continue automatic aid with Wylie, Lucas and Fairview. Convert mutual aid agreement with Murphy to an automatic aid agreement.
- Result:
 - ✓ A single dispatch platform for fire stations located in Lucas (northern sector coverage for Parker), Wylie (west sector coverage), Murphy (southern sector coverage). Combined with Parker fire station (east sector coverage) leverages a single Parker fire station into a four station matrix.
 - ✓ A first alarm assignment (dispatched simultaneously) consisting of a minimum of four fire trucks plus chief officers from neighboring cities plus a Fairview fire truck thereby completing a first alarm in a timeframe closer to NFPA 1710.

Consideration of a Strategic Option - Cost

- On going - based on current discussions with Wylie, Parker would cover 50% of the cost of a single dispatcher and Lucas would cover the other half. Presently \$85,000 all in of which Parker would be responsible for \$42,500.
 - Partially offsetting this cost would be cancellation of dispatch services from Plano presently costing approx. \$22,000. We would continue leasing usage of the PAWM radio system unchanged from the current model.
 - Additionally, telecommunication costs plus maintenance agreements with software licensors.
- One time – Approx. \$100,000 for required computer terminals (tablets) in all fire apparatus plus necessary software.
 - Presently, the majority of funding can be accommodated by retained fundraising proceeds.
- Key decisioning factor – Other than a shared dispatcher cost, each city independently funds its own fire department based upon its own needs.

Consideration of a Strategic Option – Key Benefits to Parker

- ✓ Immediate benefit based on current needs and citizen expectations
 - One fire station.
 - A single front line fire apparatus (Truck 811 plus E811 as reserve).
 - Achieves a faster response by the closest fire station.
- ✓ Achieve first-due apparatus deployment requirements under NFPA 1720 and narrow the time gap in concentrating sufficient fire resources for a full first alarm under NFPA 1710.
- ✓ Scalable – as Parker develops the strategic alliances cover Parker's growth over the intermediate term. Future considerations - the addition of an ambulance as EMS demand increases or –much longer term – the addition of a second Parker fire truck driven by call volumes.
 - Affordable
- ✓ Leverages existing automatic and mutual aid arrangements
- ✓ Enables focus by city council on a single foundational element – that of staffing.

Strategic Planning – Focus on a single controllable element

- Having addressed distribution and concentration, Council can focus on staffing a single fire truck.
 - Extend day coverage to 12 hours covering commute periods
 - Add a third paid firefighter (keeping stipend volunteer position)
 - Achieve consistent and timely night coverage (duplicate day coverage)
 - Add paid administrative level (fire chief)

EXHIBIT 4

CITY HALL AND POLICE FACILITY PROJECT ANALYSIS CITY OF PARKER CITY HALL & POLICE COMPLEX

COPYRIGHT RANDALL SCOTT ARCHITECTS, INC. DEC. 12, 2017

City Halls/Muni. Court	Population*	Building SF	Cost	Completion
Granbury	6,000	27,800	4,000,000	2003
Commerce	9,000	17,000	2,300,000	2007
Vidor	11,000	16,500	4,500,000	2010
Prosper	18,500	53,000	18,500,000	2018
Boerne	14,725	45,000	16,900,000	2019
North Lake	2,400	16,000	TBD	TBD
Glenn Heights	12,500	12,013	2,700,000	TBD
Fulshear	8,500	51,486	19,300,000	2020
Anna	13,000	31,500	11,970,000	2019
Canadian	2,900	7,235	2,532,250	2016

Police Facilities	Population	Building SF	Cost	Completion
Granbury	6,000	7,500	1,837,500	2003
Center	5,400	10,467	2,200,000	2006
Glenn Heights	12,500	19,635	4,417,000	TBD
Prosper	9,600	9,980	2,844,000	TBD
Anna	13,000	13,500	5,251,500	2019
DPS State Trooper Facil.	N/A	30,350	9,000,000	2015
Fulshear	8,500	22,227	7,780,000	2020
North Lake	2,400	6,000	TBD	TBD

* Population shown based at the time of RSA's design

City of Parker	CASH IN BANK			CHANGE IN BALANCE	
	Prior Year End 09/30/17	11/30/2017	12/31/2017	CURRENT MONTH	YTD
CASH REPORT					
Funds Available for Operations:					
American National Bank	\$1,465,562.65	\$1,081,714.46	\$2,364,388.67	\$1,282,674.21	\$898,826.02
TexStar	\$1,650,590.35	\$1,653,511.99	\$1,655,160.82	\$1,648.83	\$4,570.47
Funds in Restricted Use Accounts					
American National Bank	\$935,701.35	\$1,000,597.98	\$1,007,148.76	\$6,550.78	\$71,447.41
TexStar	\$512,372.49	\$513,279.39	\$513,792.16	\$512.77	\$1,419.67
Bond Funds - Projects: (C/O Only)					
American National Bank	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TexStar	\$894,203.68	\$894,985.49	\$895,879.58	\$894.09	\$1,675.90
Funds used for Debt Service:					
American National Bank	\$146,197.69	\$184,316.46	\$423,803.73	\$239,487.27	\$277,606.04
Reserve Funds					
Bank of Texas CDARS	\$2,356,256.26	\$2,359,157.33	\$2,359,157.33	\$0.00	\$2,901.07
Bank of Texas CD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
F & M Bank & Trust - CDARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fire Department Accounts					
American National Bank	\$161,673.87	\$161,502.17	\$133,886.26	(\$27,615.91)	(\$27,787.61)
American National Bank-CD	\$66,558.85	\$66,585.89	\$66,608.27	\$22.38	\$49.42
Report Total	\$8,189,117.19	\$7,915,651.16	\$9,419,825.58	\$1,504,174.42	\$1,230,708.39

City of Parker Investments by Instrument Type					
For the Period Ending:	12/31/2017				
Instrument Type	Current Balance	Current %	Max % Per Policy	In compliance (Y) (N)	
Certificates of Deposits	66,608.27	1.21%	25.00%	YES	
Local Government Investment Pools	3,064,832.56	55.82%	80.00%	YES	
CDAR's Program	2,359,157.33	42.97%	100.00%	YES	
Total Investments	5,490,598.16				
		Pledged Securities Value	%	% Required per policy	
American National Bank - Cash Accts	3,795,341.16	4,769,909.00	125.68%	102.00%	
TexStar S & P Rating		AAAm	AAA	YES	
				Date	
Johnna Boyd - Finance Manager				Date	
Z Marshall - Chief Investment Officer				Date	
Jeff Flanigan - City Administrator				Date	

This report is in compliance with the City of Parker's investment strategy and the Public Funds Investment Act.

**City of Parker
Investment Report
Period ending December 31, 2017**

Summary - All Funds

12/31/17						
Maturity date	Description	Account #	Prior Year End - 09/30/16	Nov ending bal	Contribution	Current balance
City of Parker	Operating account with no restrictions					
American National Bank	American National Bank-Checking (City)	701004344	\$660,488.63	\$203,733.79		\$1,114,482.45
	American National Bank-Checking (Water)		\$805,074.02	\$877,980.67		\$1,045,906.22
	City Total		\$1,465,562.65	\$1,081,714.46		\$2,364,388.67
	Restricted use accounts					
Maturity date	Description	Account #	Prior Year End - 09/30/16	Nov ending bal	Contribution	Current balance
American National Bank	American National Bank-Capital Improv. (Water)	707031297	\$652,286.37	\$676,286.37		\$678,286.37
American National Bank	American National Bank-Capital Improv. (City)	700021272	\$104,268.25	\$104,268.25		\$104,268.25
American National Bank	American National Bank-Checking (Security)	700003999	\$30,728.45	\$31,374.35		\$31,636.56
American National Bank	American National Bank-Technology Fund	700015597	\$7,171.30	\$8,032.53		\$8,382.15
American National Bank	American National Bank - Police Seizures	700024846	\$97.42	\$97.42		\$97.42
American National Bank	American National Bank - State Training Funds	4600072104	\$3,286.31	\$3,286.31		\$3,286.31
American National Bank	American National Bank-4&S Fund	700021520	\$144,656.94	\$182,775.71		\$242,928.35
American National Bank	American National Bank-Water I&S Fund	700021884	\$1,540.75	\$1,540.75		\$875.38
American National Bank	American National Bank-Water Impact Fees	4600279527	\$137,863.25	\$177,252.75		\$181,191.70
TEXSTAR	Bond Funds (C/O)	1114-000	\$894,203.68	\$894,985.49		\$895,879.58
TEXSTAR	Escrow Funds	1115-000	\$25,231.06	\$25,275.70		\$25,300.96
TEXSTAR	Capital Improv. (Water)	1113-000	\$487,141.43	\$488,003.69		\$488,491.20
	Total Restricted Use Accounts		\$2,488,475.21	\$2,593,179.32		\$2,840,624.23
	Investment Accounts - City and Water					
Maturity date	Description	Account #	Prior Year End - 09/30/16	Nov ending bal	Contribution	Current balance
N/A	TEXSTAR - City Operating	1111-000	\$1,342,763.71	\$1,345,140.50		\$1,346,484.25
N/A	TEXSTAR - Water Operating	1112-000	\$307,825.64	\$308,371.49		\$308,676.57
1/1/2020	BOKF - CDARS (3 year Term)	1017268801	\$330,500.00	\$333,401.07		\$333,401.07
10/17/19	BOKF - CDARS (3 year Term)	1019557225	\$1,025,756.26	\$1,025,756.26		\$1,025,756.26
10/18/18	BOKF - CDARS (3 Year Term)	1018388908	\$1,000,000.00	\$1,000,000.00		\$1,000,000.00
	Total Investment Accounts - City and Water		\$4,340,632.92	\$4,349,356.70		\$4,351,005.53
	Fire Department Funds					
Maturity date	Description	Account #	Prior Year End - 09/30/16	Nov ending bal	Contribution	Current balance
N/A	American National Bank-Fire Department (Ckng)	7010029861	\$161,673.87	\$161,502.17		\$133,886.26
01/11/18	American National Bank-Fire Department (CD)	93582616	\$30,643.57	\$30,670.61		\$30,670.61
03/15/18	American National Bank-Fire Department (CD)	93583698	\$35,915.28	\$35,915.28		\$35,915.28
	Fire Department Total		\$228,232.72	\$228,088.06		\$200,494.53
	Reconciliation of all accounts to bank statements					
	ANB					
	TEXSTAR					
	F & M Bank					
	Bank of Texas					
	TOTAL including all of fire dept		\$8,189,117.19	\$7,915,651.16		\$9,410,000.50
	Current balance					
	ANB					
	TEXSTAR					
	F & M Bank					
	Bank of Texas					
	TOTAL including all of fire dept		\$2,775,694.41	\$2,494,716.96		\$1,501,118.73
			\$3,057,166.52	\$3,064,832.56		\$3,055,69
			\$0.00	\$0.00		\$0.00
			\$2,356,256.26	\$2,359,157.33		\$2,359,157.33
			\$8,189,117.19	\$7,915,651.16		\$9,410,000.50

This report is in compliance with the City of Parker's Investment Strategy and the Better Funds Investment Act.

**City of Parker
Investment Report
Period ending December 31, 2017**

FUND #1 - Governmental

City of Parker Operating account with no restrictions							12/31/17	
Maturity date	Description	Account #	Prior Year End - 09/30/16	Nov ending bal	Contribution	Current balance	Change in position	Interest Rate %
	American National Bank-Checking (City)	7010004344	\$660,488.63	\$203,733.79		\$1,318,482.45	\$1,114,748.66	0.00%
City Total								
			\$660,488.63	\$203,733.79		\$1,318,482.45	\$1,114,748.66	
Restricted use accounts								
Maturity date	Description	Account #	Prior Year End - 09/30/16	Nov ending bal	Contribution	Current balance	Change in position	Interest Rate %
	American National Bank-Capital Improv.(City)	700021272	\$104,268.26	\$104,268.26		\$104,268.25	\$0.00	0.00%
	American National Bank-Checking (Security)	700003999	\$30,728.45	\$31,374.35		\$31,636.56	\$262.21	0.00%
	American National Bank-Technology Fund	700015697	\$7,171.30	\$8,032.53		\$8,382.15	\$349.62	0.00%
	American National Bank-Police Seizures	700024946	\$97.42	\$97.42		\$97.42	\$0.00	0.00%
	American National Bank-State Training Funds	4600072104	\$3,286.31	\$3,286.31		\$3,286.31	\$0.00	0.00%
	TE/STAR	1111-000	\$1,342,763.71	\$1,345,140.50		\$1,346,484.25	\$1,343.75	1.18%
	TE/STAR - Escrow Funds	1150-000	\$25,231.06	\$25,275.70		\$25,300.96	\$25.26	1.18%
	Total Restricted use accounts		\$1,488,315.44	\$1,492,199.36		\$1,519,455.90	\$1,980.84	
Investment Accounts - City								
11/12/20	BOKF - CDARS (3 year Term)	1017288801	\$330,500.00	\$333,401.07		\$333,401.07	\$0.00	1.75%
10/17/19	BOKF - CDARS (3 year Term)	1019557625	\$1,025,756.26	\$1,025,756.26		\$1,025,756.26	\$0.00	1.05%
10/16/18	BOKF - CDARS (3 Year Term)	1018388908	\$1,000,000.00	\$1,000,000.00		\$1,000,000.00	\$0.00	1.10%
	Total Investment Accounts		\$2,356,256.26	\$2,359,157.33		\$2,359,157.33	\$0.00	
Fire Department Funds								
Maturity date	Description	Account #	Prior Year End - 09/30/16	Nov ending bal	Contribution	Current balance	Change in position	Interest Rate %
N/A	American National Bank-Fire Department (Cking)	7010029961	\$161,673.87	\$161,502.17		\$153,886.26	-\$27,615.91	0.00%
01/11/18	American National Bank-Fire Department (CD)	9602616	\$30,643.57	\$30,670.61		\$30,670.61	\$0.00	0.35%
03/05/18	American National Bank-Fire Department (CD)	9358698	\$35,915.28	\$35,937.66		\$35,937.66	\$22.38	0.25%
	Fire Department Total		\$228,232.72	\$228,088.06		\$200,494.53	-\$27,593.53	
Reconciliation of all accounts to bank statements								
	ANB							
	TEXSTAR							
	F&M Bank & Trust							
	Bank of Texas							
	TOTAL Including all of fire dept		\$4,758,524.11	\$4,308,454.24		\$5,397,590.21	\$1,089,135.97	

**City of Parker
Investment Report
Period ending December 31, 2017**

FUND #2 - Water

Water Dept Operating account with no restrictions

Maturity date	Description	Account #	Prior Year End - 09/30/16	Nov ending bal	Contribution	Current balance	Change in position	Interest Rate %
	American National Bank-Checking (Water)	701012347	\$805,074.02	\$877,930.67		\$1,045,906.22	\$167,925.55	0.00%
	Water Department Total		\$805,074.02	\$877,930.67		\$1,045,906.22	\$167,925.55	
Restricted use accounts								
Maturity date	Description	Account #	Prior Year End - 09/30/16	Nov ending bal	Contribution	Current balance	Change in position	Interest Rate %
	American National Bank-Capital Improv.(Water)	707031297	\$652,286.37	\$676,286.37		\$678,286.37	\$2,000.00	0.00%
	American National Bank-Water Impact Fees	4660279527	\$337,865.25	\$177,232.75		\$181,191.70	\$3,938.95	0.00%
	TEXSTAR - Capital Improv. (Water)	1113-000	\$487,141.43	\$488,003.69		\$488,491.20	\$487.51	1.18%
	Total Restricted use accounts		\$1,277,291.05	\$1,341,542.81		\$1,347,969.27	\$6,426.46	
Investment accounts								
Maturity date	Description	Account #	Prior Year End - 09/30/16	Nov ending bal	Contribution	Current balance	Change in position	Interest Rate %
	TEXSTAR	1112-000	\$307,826.64	\$308,371.49		\$308,676.57	\$305.08	1.18%

Reconciliation of all accounts to bank statements

	Prior Year End - 09/30/16	Nov ending bal	Current balance	Change in position
ANB	\$1,695,223.64	\$1,731,519.79	\$1,734,384.29	\$173,864.50
TEXSTAR	\$794,988.07	\$796,375.18	\$797,167.77	792.59
Viewpoint	\$0.00	\$0.00	\$0.00	0.00
Bank of Texas	\$0.00	\$0.00	\$0.00	0.00
TOTAL including all of fire dept	\$2,390,191.71	\$2,527,884.97	\$2,702,552.06	174,657.09

**City of Parker
Investment Report
Period ending December 31, 2017**

FUND #3 - Debt Service

Restricted use accounts

		12/31/2017					
		Account #	Prior Year End - 09/30/16	Nov ending bal	Contribution	Current balance	Change in position
Description							Interest Rate %
American National Bank-I&S Fund	700021520	\$144,656.94	\$182,775.71			\$240,152.64	0.00%
American National Bank-Water &S Fund	700021884	\$1,540.75	\$1,540.75			\$875.38	-\$865.37
	Total	\$146,197.69	\$184,316.46			\$423,803.73	\$239,487.27

Reconciliation of all accounts to bank statements

	Prior Year End - 09/30/16	Nov ending bal	Current balance	Change in position
ANB	\$146,197.69	\$184,316.46	\$423,803.73	\$239,487.27
TEXSTAR	\$0.00	\$0.00	\$0.00	\$0.00
Viewpoint	\$0.00	\$0.00	\$0.00	\$0.00
Bank of Texas	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL including all of fire dept	\$146,197.69	\$184,316.46	\$423,803.73	\$239,487.27

**City of Parker
Investment Report
Period ending December 31, 2017**

FUND #5 - Water System/Street Improvements C/O

Restricted use accounts

Maturity date	Description	Account #	Prior Year End - 09/30/16	Nov ending bal	Contribution	Current balance	Change in position	Interest Rate %
	Texstar - Bond Funds (C/O)	1114-000	\$894,203.68	\$894,985.49		\$895,879.58	\$894.09	1.18%
		Total	\$0.00	\$894,985.49		\$895,879.58	\$894.09	

Reconciliation of all accounts to bank statements

	Prior Year End - 09/30/16	Nov ending bal	Current balance	Change in position
ANB	\$0.00	\$0.00	\$0.00	0.00
TEXSTAR	\$894,203.68	\$894,985.49	\$895,879.58	894.09
F & M Bank & Trust	\$0.00	\$0.00	\$0.00	0.00
Bank of Texas	\$0.00	\$0.00	\$0.00	0.00
TOTAL including all of five dept	\$894,203.68	\$894,985.49	\$895,879.58	894.09

City of Parker

Weighted Average Maturity

Report Date: December 31, 2017

Using the Current Date and Maturity Date: Weighted Average Maturity (WAM) =
The overall sum of each security's par amount multiplied by its number of days to maturity, divided by the total of all investments.

Security Description	Investment Amount	Current Date	Maturity Date	Mat. in Days (DTM)	WAM
TexStar	3,064,832.56	12/31/17	02/05/18	36	20.10
ANB - VFD CD	35,937.99	12/31/17	03/15/18	75	0.49
ANB - VFD CD	30,670.61	12/31/17	01/11/18	11	0.06
BOKF CDARS - 3 Yr Term	333,401.07	12/31/17	11/12/20	1,032	62.67
BOKF CDARS - 3 Yr Term	1,025,756.26	12/31/17	10/19/19	649	121.25
BOKF CDARS - 3 Year Term	1,000,000.00	12/31/17	10/18/18	288	52.45
Total	5,490,598.49			257.01	

WAM Calculations that are based on Floating Rate and Variable Rate securities use the reset date in the calculations.

ANIMAL CONTROL REPORT NOVEMBER 2017

Call #	Date:	11/2/2017	Caller Remarks:	SQUIRREL STUCK IN DOWN SPOUT ON HOUSE.VG	
1	Invoice Type:	No Charge		Expected Charge:	\$0.00
	Call Type	Action Taken By:		Response	Disposition
	Other	Other		Other	NA
Call #	Date:	11/6/2017	Caller Remarks:	SENT MURPHY INFORMATION ON DOG BITE LEFT IN VOICE MAIL.VG	
2	Invoice Type:	No Charge		Expected Charge:	\$0.00
	Call Type	Action Taken By:		Response	Disposition
	Animal Bite	Murphy Animal Control		Other	NA
Call #	Date:	11/6/2017	Caller Remarks:	DEAD RABBIT IN FRONT OF HOUSE AT 5904 MIDDLETON DR.VG	
3	Invoice Type:	No Charge		Expected Charge:	\$0.00
	Call Type	Action Taken By:		Response	Disposition
	Dead Animal	City Personnel		City Pick Up	NA
Call #	Date:	11/10/2017	Caller Remarks:	DEAD SKUNK ON DUBLIN RD.VG	
4	Invoice Type:	No Charge		Expected Charge:	\$0.00
	Call Type	Action Taken By:		Response	Disposition
	Dead Animal	City Personnel		City Pick Up	NA

Fiscal Year Budget = \$6,000	
Fiscal Year Charges	
October =	430.00
November =	250.00
December =	
January =	
February =	
March =	
April =	
May =	
June =	
July =	
August =	
September =	
Total =	\$680.00

ANIMAL CONTROL REPORT NOVEMBER 2017

Call #	Date:	11/26/2017	Caller Remarks:	SICK SKUNK OUT IN DAYTIME.VG	
5	Invoice Type:	Service Fee Only		Expected Charge:	\$50.00
	Call Type	Action Taken By:		Response	Disposition
	Animal Trap	Murphy Animal Control		Murphy Pick Up	Destroyed
Call #	Date:	11/27/2017	Caller Remarks:	SKUNK IN A TRAP NORTH SIDE BACK OF PROPERTY NEXT TO SHED.VG (IT WAS A RODENT)	
6	Invoice Type:	Service Fee Only		Expected Charge:	\$50.00
	Call Type	Action Taken By:		Response	Disposition
	Animal Trap	Murphy Animal Control		Murphy Pick Up	Destroyed
Call #	Date:	11/28/2017	Caller Remarks:	SKUNK IN A TRAP NORTH SIDE BACK OF PROPERTY NEXT TO SHED.VG (IT WAS A RODENT)	
7	Invoice Type:	Service Fee Only		Expected Charge:	\$50.00
	Call Type	Action Taken By:		Response	Disposition
	Animal Trap	Murphy Animal Control		Murphy Pick Up	Destroyed
Call #	Date:	11/29/2017	Caller Remarks:	SKUNK IN A TRAP NORTH SIDE BACK OF PROPERTY NEXT TO SHED.VG	
8	Invoice Type:	Service Fee Only		Expected Charge:	\$50.00
	Call Type	Action Taken By:		Response	Disposition
	Animal Trap	Murphy Animal Control		Murphy Pick Up	Destroyed

ANIMAL CONTROL REPORT NOVEMBER 2017

Call #	Date:	11/29/2017	Caller Remarks:	2 LABS RAL.VG		
9	Invoice Type:	Service Fee Only		Expected Charge:	\$50.00	
	Call Type	Action Taken By:		Response	Disposition	
	Stray	Murphy Animal Control		Other	Returned to Owner-Ticket	
				TOTAL=	\$250.00	



BUILDING PERMIT TOTALS

Nov-17

ACCESSORY/OUTBUILDING PERMITS	3
IRRIGATION/LAWN SPRINKLER PERMITS	5
MISCELLANEOUS PERMITS	7
SWIMMING POOL PERMITS	5
REMODEL/ADDITION PERMITS	1
SINGLE FAMILY RESIDENTIAL PERMITS	5
INSPECTIONS	171

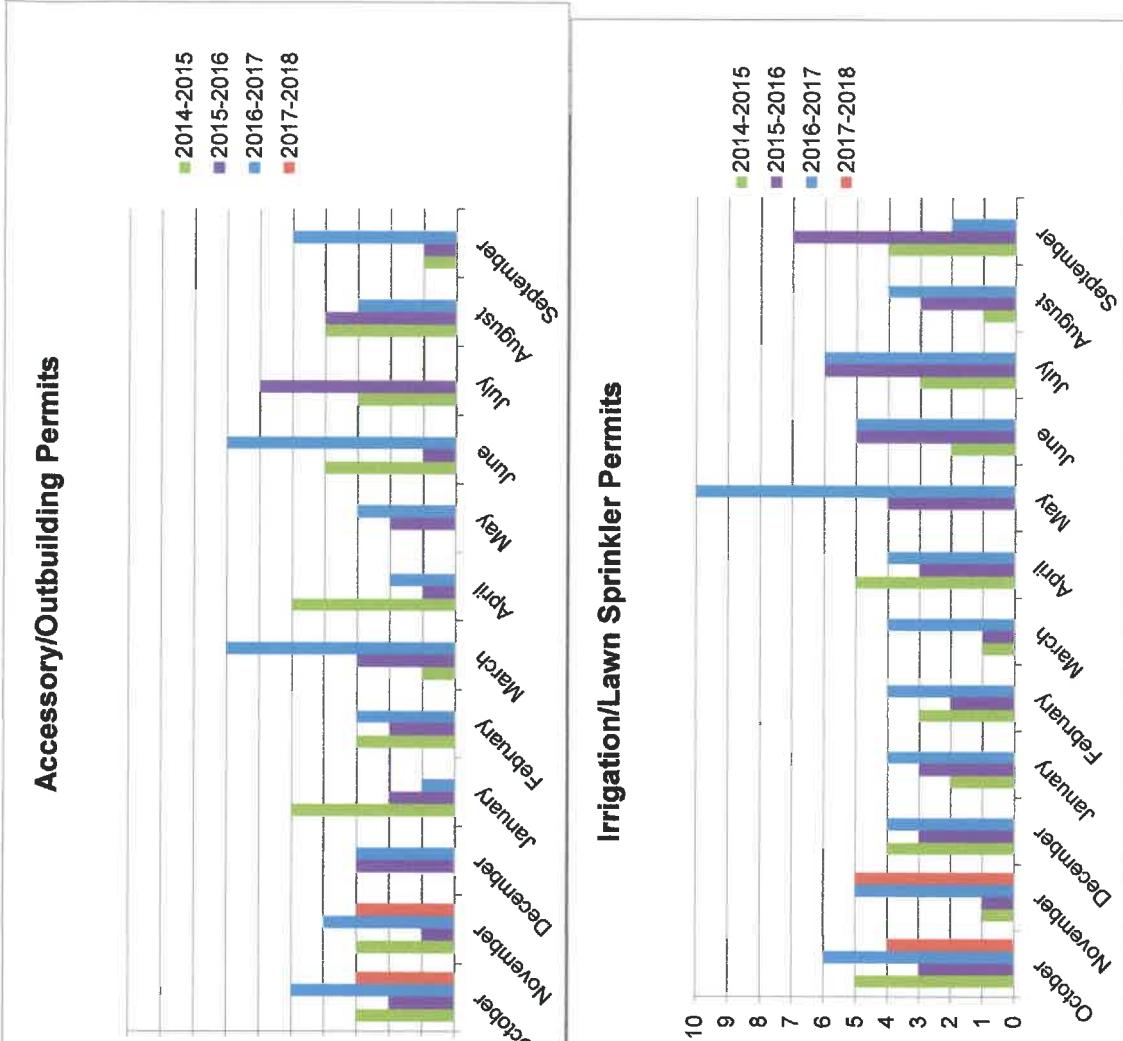
CITY OF PARKER
PERMIT LOG
NOVEMBER 2017

PERMIT NUMBER	ISSUE DATE	TYPE	ADDRESS	CONTRACTOR	DESCRIPTION	ESTIMATED VALUE	TOTAL SQUARE FOOTAGE	PERMIT FEE	DEPOSIT FEE	WATER METER FEE	WATER IMPACT FEE	SEWER TAP FEE
2017-1036	11/2/2017	ACC	5406 TENNYSON CT	ROBERTSON POOLS	GRILL ISLAND	\$1,200	\$46	\$100.00	NA	NA	NA	NA
2017-1038	11/2/2017	ACC	4601 SALISBURY DR	HOBERT POOLS	ARBOR/GRILL	\$6,600	\$262	\$260.00	NA	NA	NA	NA
2017-1040	11/17/2017	ACC	5304 ESTATE LN	JAMISON/CHISOLM	GARAGE CAR PARK	\$13,800	\$600	\$100.00	NA	NA	NA	NA
2017-2012	11/2/2017	ELEC	4100 ANDYS LN # 24	LET THERE BE LIGHT ELECTRIC	REPLACE METER BASE	NA	NA	\$75.00	NA	NA	NA	NA
2017-6036	11/10/2017	FENCE	7707 WINDOMERE DR	TITAN FENCE	FENCE	\$4,400	NA	\$75.00	NA	NA	NA	NA
2017-6035	11/17/2017	FENCE	5405 BARRINGTON DR	ACE FENCE	FENCE	\$4,600	NA	\$75.00	NA	NA	NA	NA
2017-4050	11/1/2017	IRR	7707 WINDOMERE DR	DFW SITE AND DESIGN	IRRIGATION SYSTEM	\$1,400	NA	\$75.00	NA	NA	NA	NA
2017-4051	11/1/2017	IRR	7708 WINDOMERE DR	DFW SITE AND DESIGN	IRRIGATION SYSTEM	\$1,400	NA	\$75.00	NA	NA	NA	NA
2017-4052	11/9/2017	IRR	6207 WESTFIELD DR	LAND PRO CREATIONS	IRRIGATION SYSTEM	\$3,000	NA	\$75.00	NA	NA	NA	NA
2017-4053	11/10/2017	IRR	6601 ERIN LN	LAWN LIQUID IRRIGATION	IRRIGATION SYSTEM	\$1,200	NA	\$75.00	NA	NA	NA	NA
2017-4054	11/27/2017	IRR	6403 TENNYSON CT	LAWN LIQUID IRRIGATION	IRRIGATION SYSTEM	\$1,200	NA	\$75.00	NA	NA	NA	NA
2017-7063	11/1/2017	PLUM	4701 SHEFFIELD CT	KEL TEX	GAS LINE TO FUTURE FIRE PIT	NA	NA	\$75.00	NA	NA	NA	NA
2017-7064	11/7/2017	PLUM	4704 HACKBERRY LN	SAME DAY WATER HEATERS	WATER HEATER	NA	NA	\$75.00	NA	NA	NA	NA
2017-7065	11/10/2017	PLUM	6002 COPPERHILL CIR	NORTH STAR PLUMBING	(2) 60 GAL WH	NA	NA	\$75.00	NA	NA	NA	NA
2017-7066	11/21/2017	PLUM	2801 DUBLIN PARK DR	SAME DAY WATER HEATERS	(2) GAS WH IN ATTIC	NA	NA	\$75.00	NA	NA	NA	NA
2017-10032	11/2/2017	POOL	6501 HOLBROOK CIR	SOUTHERNWIND POOLS	POOL	\$65,000	NA	\$500.00	NA	NA	NA	NA
2017-10033	11/2/2017	POOL	6406 TENNYSON CT	ROBERTSON POOLS	POOL	\$65,000	NA	\$500.00	NA	NA	NA	NA
2017-10034	11/2/2017	POOL	6801 HAVENHURST CT	GOLD MEDAL POOLS	POOL	\$70,000	NA	\$500.00	NA	NA	NA	NA
2017-10036	11/2/2017	POOL	4601 SALISBURY DR	HOBERT POOLS	POOL	\$66,000	NA	\$500.00	NA	NA	NA	NA
2017-10037	11/2/2017	POOL	3911 DUBLIN RD	HOBERT	POOL	\$50,000	NA	\$500.00	NA	NA	NA	NA
2017-80014	11/2/2017	REMD	5403 TENNYSON CT	PLATINUM FENCE & PATIO	ATTACHED ARBOR	\$5,000	\$247	\$257.41	NA	NA	NA	NA
2017-80056	11/17/2017	SFR	6613 CHILTON CT	GRAND HOMES	NEW RESIDENCE	\$882,982	\$9,302	\$5,738.18	\$1,000.00	\$2,000	\$3,938.95	\$1,000.00
2017-9056	11/17/2017	SFR	4602 SALISBURY DR	SHADDOCK HOMES	NEW RESIDENCE	\$935,308	\$6,927	\$4,336.33	\$1,000.00	\$2,000	\$3,938.95	NA
2017-9057	11/17/2017	SFR	6300 HOLBROOK DR	GRAND HOMES	NEW RESIDENCE	\$337,248	\$9,763	\$6,010.17	\$1,000.00	\$2,000	\$3,938.95	\$1,000.00
2017-9058	11/17/2017	SFR	4605 WHITESTONE DR	GRAND HOMES	NEW RESIDENCE	\$592,416	\$6,171	\$3,890.89	\$1,000.00	\$2,000	\$3,938.95	NA
2017-9059	11/17/2017	SFR	4603 WHITESTONE DR	GRAND HOMES	NEW RESIDENCE	\$646,844	\$5,473	\$4,226.01	\$1,000.00	\$2,000	\$3,938.95	NA
					TOTAL=	\$4,362,308		\$28,309.59	\$5,000	\$10,000.00	\$19,694.75	\$2,000.00

PERMIT GRAPHS

Accessory/Outbuildings Permits					
Fiscal Year	2014-2015	2015-2016	2016-2017	2017-2018	
October	3	2	5	3	
November	3	1	4	3	
December	0	3	3		
January	5	2	1		
February	3	2	3		
March	1	3	7		
April	5	1	2		
May	0	2	3		
June	4	1	7		
July	3	6	0		
August	4	4	3		
September	1	1	5		
Y-T-D Total	32	28	43		

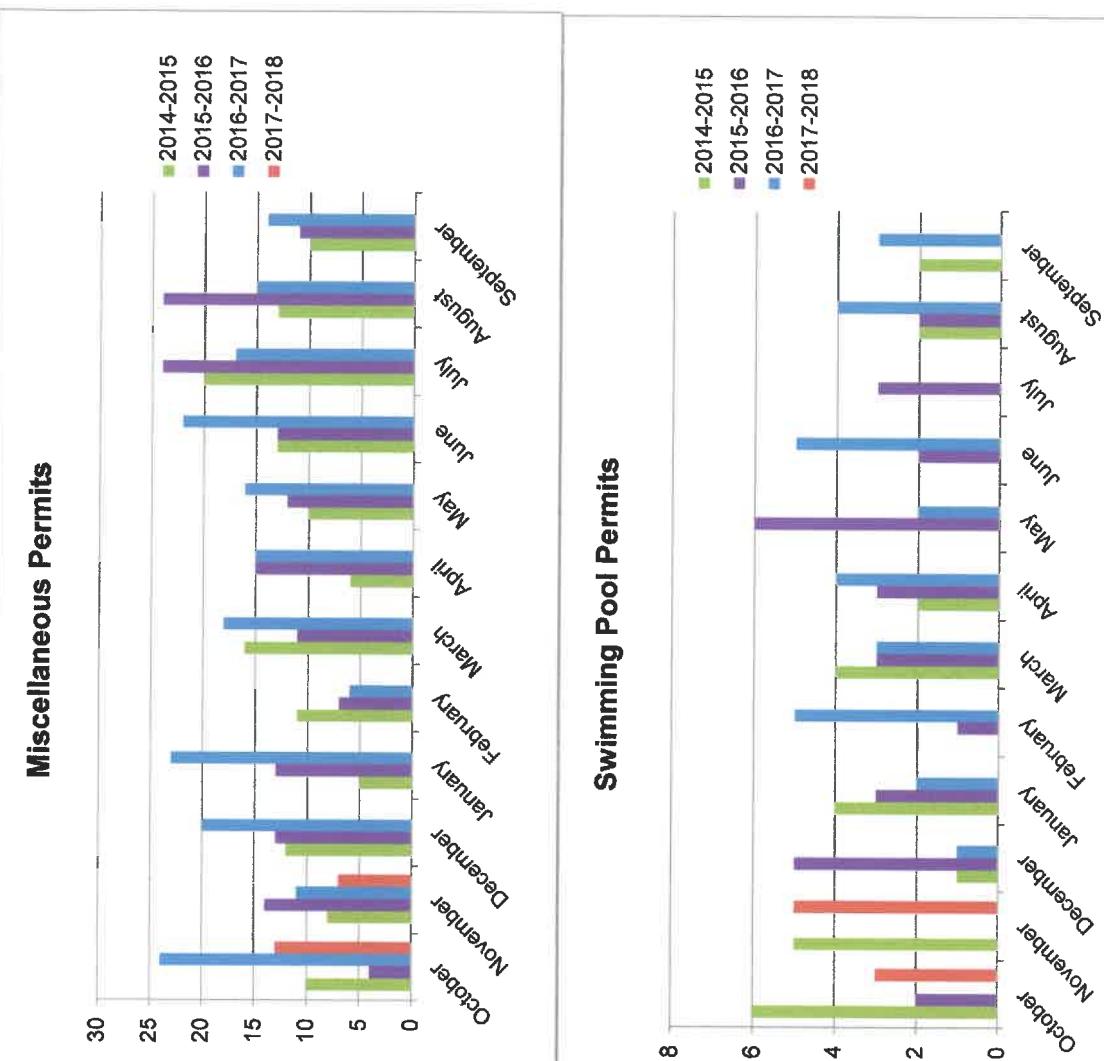
Irrigation/Lawn Sprinkler Permits					
Fiscal Year	2014-2015	2015-2016	2016-2017	2017-2018	
October	5	3	6	4	
November	1	1	5	5	
December	4	3	4		
January	2	3	4		
February	3	2	4		
March	1	1	4		
April	5	3	4		
May	0	4	12		
June	2	5	5		
July	3	6	6		
August	1	3	4		
September	4	7	2		
Y-T-D Total	31	41	60		



PERMIT GRAPHS

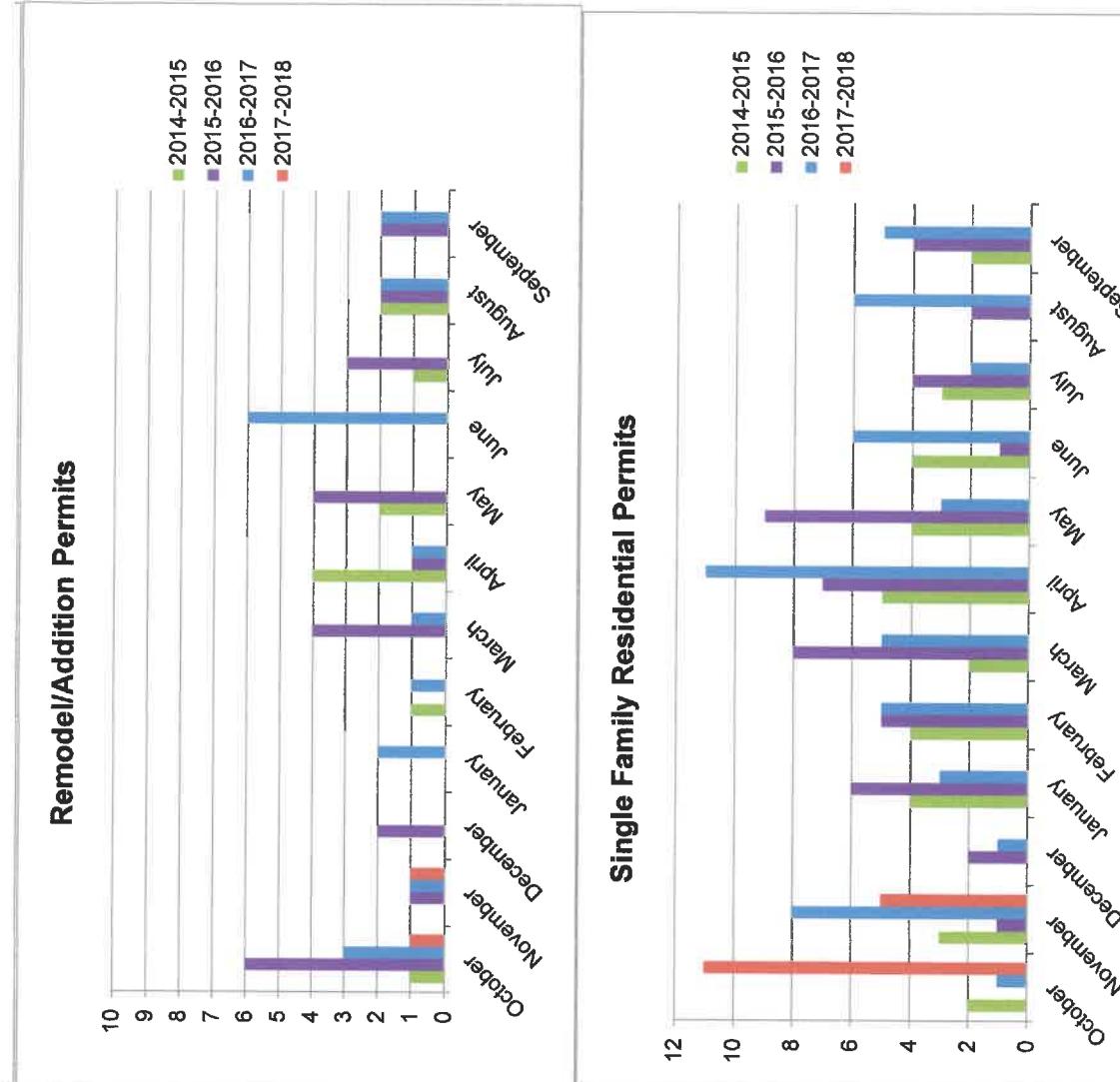
Miscellaneous Permits					
Fiscal Year	2014-2015	2015-2016	2016-2017	2017-2018	
October	10	4	24	13	
November	8	14	11	7	
December	12	13	20		
January	5	13	23		
February	11	7	6		
March	16	11	18		
April	6	15	15		
May	10	12	16		
June	13	13	22		
July	20	24	17		
August	13	24	15		
September	10	11	14		
Y-T-D Total	134	161	201		

Swimming Pool Permits					
Fiscal Year	2014-2015	2015-2016	2016-2017	2017-2018	
October	6	2	0	3	
November	5	0	0	5	
December	1	5	1		
January	4	3	2		
February	0	1	5		
March	4	3	3		
April	2	3	4		
May	0	6	2		
June	0	2	5		
July	0	3	0		
August	2	2	4		
September	2	0	3		
Y-T-D Total	26	30	29		



PERMIT GRAPHS

Single Family Residential Building Permits					
Fiscal Year	2014-2015	2015-2016	2016-2017	2017-2018	
October	2	0	1	11	
November	3	1	8	5	
December	0	2	1		
January	4	6	3		
February	4	5	5		
March	2	8	5		
April	5	7	11		
May	4	9	3		
June	4	1	6		
July	3	4	2		
August	0	2	6		
September	2	4	5		
Y-T-D Total	33	49	56		



INSPECTION LOG
NOVEMBER 2017

PERMIT NUMBER	ADDRESS	TYPE	INSPECTION	SCHEDULED	COMPLETED	RESULT	NOTES	STATUS	#
2017-1021 6802 CHESWICK CT	ACC	BUILDING FINAL	10/19/2017	11/3/2017	TRUE	FAILED 10/19/17		FINAL	1
2017-1034 5903 MIDDLETON DR	ACC	FRAMING	11/3/2017	11/3/2017	TRUE			FINAL	1
2017-1031 5903 MIDDLETON DR	ACC	FRAMING	11/3/2017	11/3/2017	TRUE			FINAL	1
2017-1034 5903 MIDDLETON DR	ACC	BUILDING FINAL	11/10/2017	11/10/2017	TRUE			FINAL	1
2017-1034 5903 MIDDLETON DR	ACC	ELECTRICAL ROUGH	11/10/2017	11/10/2017	TRUE			FINAL	1
2017-1034 5903 MIDDLETON DR	ACC	MECHANICAL ROUGH	11/10/2017	11/10/2017	TRUE			FINAL	1
2017-1034 5903 MIDDLETON DR	ACC	PLUMBING TOP-OUT	11/10/2017	11/10/2017	TRUE			FINAL	1
2017-1031 5903 MIDDLETON DR	ACC	PLUMBING TOP-OUT	11/10/2017	11/10/2017	TRUE			FINAL	1
2017-1022 4703 SHEFFIELD CT	ACC	ELECTRICAL ROUGH	11/13/2017	11/13/2017	TRUE			ISS	1
2017-1022 4703 SHEFFIELD CT	ACC	FRAMING	11/13/2017	11/13/2017	TRUE			ISS	1
2017-1022 4703 SHEFFIELD CT	ACC	MECHANICAL ROUGH	11/13/2017	11/13/2017	TRUE			ISS	1
2017-1022 4703 SHEFFIELD CT	ACC	PLUMBING TOP-OUT	11/13/2017	11/13/2017	TRUE			ISS	1
2017-1038 4707 SHEFFIELD CT	ACC	FOUNDATION	11/17/2017	11/21/2017	TRUE	FAILED 11/17/17		ISS	2
2017-1038 4707 SHEFFIELD CT	ACC	PLUMBING ROUGH	11/17/2017		FALSE			ISS	1
2017-1040 5304 ESTATE LN	ACC	FOUNDATION	11/20/2017	11/20/2017	TRUE			ISS	1
2017-1008 6902 STONY OAK CT	ACC	BUILDING FINAL	11/22/2017	11/22/2017	TRUE			FINAL	1
2017-1039 4601 SALISBURY DR	ACC	BUILDING FINAL	11/30/2017		FALSE	FAILED 11/30		ISS	1
2017-1038 5408 TENNISON CT	ACC	FOUNDATION	11/30/2017		FALSE	FAILED 11/30/17		ISS	1
2017-2012 4100 ANDYS LN #24	ELEC	METER RELEASE - ELECTRIC	11/22/2017	11/22/2017	TRUE			FINAL	1
2017-2011 7004 STONY OAK CT	ELEC	ELECTRICAL INSPECTION	11/9/2017	11/9/2017	TRUE			FINAL	1
2017-3020 5300 ASHFORD CT	FSPR	FIRE HYDRO VISUAL	11/8/2017	11/8/2017	TRUE			ISS	1
2017-3018 4704 SHEFFIELD CT	FSPR	FIRE HYDRO VISUAL	11/4/2017	11/4/2017	TRUE			ISS	1
2017-3019 5201 BERWICK LN	FSPR	FIRE HYDRO VISUAL	11/17/2017	11/17/2017	TRUE			ISS	1
2016-4037 7704 WINDOWERE DR	IRR	OTHER	11/2/2017	11/2/2017	TRUE	FINAL WITH HOUSE		FINAL	1
2017-4038 6702 ERIN LN	IRR	OTHER	11/7/2017	11/7/2017	TRUE	FINAL WITH HOUSE		FINAL	1
2017-4023 5207 MIDDLETON DR	IRR	OTHER	11/9/2017	11/9/2017	TRUE	FINAL WITH HOUSE		FINAL	1
2017-4044 6501 HOLBROOK CIR	IRR	OTHER	11/9/2017	11/9/2017	TRUE	FINAL WITH HOUSE		FINAL	1
2017-4048 4705 BRYCE DR	IRR	OTHER	11/20/2017	11/20/2017	TRUE	FINAL WITH HOUSE		FINAL	1
2017-4046 5405 BARRINGTON DR	IRR	OTHER	11/20/2017	11/20/2017	TRUE	FINAL WITH HOUSE		FINAL	1
2017-4050 7707 WINDOMERE DR	IRR	BACKFLOW CERTIFICATE ON FILE	11/27/2017	11/27/2017	TRUE			FINAL	1
2017-4052 5207 WESTFIELD DR	IRR	BACKFLOW CERTIFICATE ON FILE	11/29/2017	11/29/2017	TRUE			FINAL	1
2017-4022 5302 ASHFORD CT	IRR	OTHER	11/30/2017	11/30/2017	TRUE	FINAL WITH HOUSE		FINAL	1

INSPECTION LOG
NOVEMBER 2017

PERMIT NUMBER	ADDRESS	TYPE	INSPECTION	SCHEDULED	COMPLETED	RESULT	NOTES	STATUS	#
2017-5018 5105 E. PARKER RD	MECH	CONDENSER & COIL	10/20/2017	11/8/2017	TRUE	NO ANSWER FAILED 10/20		FINAL	1
2017-7063 4701 SHEFFIELD CT	PLUM	PLUMBING FINAL	11/7/2017	11/7/2017	TRUE			FINAL	1
2017-7064 4704 HACKBERRY LN	PLUM	WATER HEATER	11/13/2017	11/15/2017	TRUE	FAILED 11/13/17		FINAL	2
2017-7065 6002 COPPERHILL CIR	PLUM	WATER HEATER	11/13/2017	11/13/2017	TRUE			FINAL	1
2017-10027 5803 MIDDLETON DR	POOL	DECK STEEL	10/31/2017	11/10/2017	TRUE	FAILED 10/31 & 11/3		ISS	2
2017-10030 5403 TENNYSON CT	POOL	GAS LINE TO POOL HEATER	11/22/2017	11/22/2017	TRUE			ISS	1
2017-10022 5806 COX FARM EST	POOL	POOL FINAL	11/2/2017	11/22/2017	TRUE	FAILED 11/2/17		FINAL	2
2017-10035 2805 DUBLIN PARK DR	POOL	BELLY STEEL	11/3/2017	11/6/2017	TRUE	FAILED 11/3/17		ISS	2
2017-10019 6802 CHESWICK CT	POOL	POOL FINAL	11/3/2017	11/3/2017	FALSE	FAILED 11/3 & 11/20		ISS	2
2017-10019 6802 CHESWICK CT	POOL	POOL PROTECTION CERTIFICATION	11/3/2017	11/3/2017	TRUE			ISS	1
2017-10036 4601 SALISBURY DR	POOL	BELLY STEEL	11/10/2017	11/10/2017	TRUE			ISS	1
2017-10034 6801 HAVENHURST CT	POOL	BELLY STEEL	11/10/2017	11/10/2017	TRUE			ISS	1
2017-10035 2805 DUBLIN PARK DR	POOL	GAS LINE TO POOL HEATER	11/16/2017	11/16/2017	TRUE			ISS	1
2017-10028 5208 WESTFIELD DR	POOL	DECK STEEL	11/16/2017	11/20/2017	TRUE	FAILED 11/16/17		ISS	2
2017-10037 3911 DUBLIN RD	POOL	BELLY STEEL	11/17/2017	11/17/2017	TRUE			ISS	1
2017-10028 4702 SHEFFIELD CT	POOL	POOL FINAL	11/17/2017	11/17/2017	TRUE			FINAL	1
2017-10030 5403 TENNYSON CT	POOL	DECK STEEL	11/17/2017	11/20/2017	TRUE	FAILED 11/17/17		ISS	2
2017-10034 6801 HAVENHURST CT	POOL	GAS LINE TO POOL HEATER	11/17/2017	11/17/2017	TRUE			ISS	1
2017-10036 4601 SALISBURY DR	POOL	GAS LINE TO POOL HEATER	11/21/2017	11/21/2017	TRUE			ISS	1
2017-10020 7004 STONY OAK CT	POOL	FENCE FINAL	11/21/2017	11/21/2017	TRUE			ISS	1
2017-10028 5208 WESTFIELD DR	POOL	FENCE FINAL	11/27/2017	11/28/2017	TRUE	FAILED 11/27/17		ISS	1
2017-10032 6504 HOLBROOK CIR	POOL	BELLY STEEL	11/27/2017	11/27/2017	TRUE			ISS	1
2017-10028 7707 WINDOMERE DR	POOL	FENCE FINAL	11/27/2017	11/27/2017	TRUE			ISS	1
2017-10029 5206 WESTFIELD DR	POOL	POOL PROTECTION CERTIFICATION	11/28/2017	11/28/2017	TRUE			ISS	1
2017-10027 5803 MIDDLETON DR	POOL	GAS LINE TO POOL HEATER	11/28/2017	11/28/2017	TRUE			ISS	1
2017-10034 6801 HAVENHURST CT	POOL	DECK STEEL	11/28/2017	11/28/2017	TRUE			ISS	1
2017-10033 5406 TENNYSON CT	POOL	BELLY STEEL	11/30/2017		FALSE	FAILED 11/30/17		ISS	1
2017-10018 6503 ERIN LN	POOL	POOL FINAL	11/30/2017		FALSE	FAILED 11/30/17		ISS	1
2017-80013 5406 ELISA LN	REMOD	OTHER	11/14/2017	11/14/2017	TRUE	PATIO COVER PRE POUR		ISS	1
2017-80012 5010 HACKBERRY LN	REMOD	FORM SURVEY	11/15/2017	11/15/2017	TRUE			ISS	1
2017-80012 5010 HACKBERRY LN	REMOD	PLUMBING ROUGH	11/15/2017	11/15/2017	TRUE			ISS	1
2015-9026 7704 WINDOMERE DR	SFR	BUILDING FINAL	10/24/2017	11/2/2017	TRUE	FAILED 10/24/17		FINAL	1
2017-9028 5300 ASHFORD CT	SFR	ELECTRICAL ROUGH	10/27/2017	11/6/2017	TRUE	FAILED 10/27, 11/7, & 11/9		ISS	3
2017-9028 5300 ASHFORD CT	SFR	FRAMING	10/27/2017	11/6/2017	TRUE	FAILED 10/27, 11/7, & 11/9		ISS	3
2017-9028 5300 ASHFORD CT	SFR	MECHANICAL ROUGH	10/27/2017	11/6/2017	TRUE	FAILED 10/27, 11/7, & 11/9		ISS	3
2017-9028 5300 ASHFORD CT	SFR	PLUMBING TOP-OUT	10/27/2017	11/6/2017	TRUE	FAILED 10/27, 11/7, & 11/9		ISS	3

INSPECTION LOG
NOVEMBER 2017

PERMIT NUMBER	ADDRESS	TYPE	INSPECTION	SCHEDULED	COMPLETED	RESULT	NOTES	STATUS	#
2017-9047 4701 WHITESTONE DR	SFR	PLUMBING ROUGH	11/2/2017	11/3/2017	TRUE	FAILED 11/2/17		ISS	2
2017-9047 4701 WHITESTONE DR	SFR	T-POLE	11/2/2017	11/3/2017	TRUE	FAILED 11/2/17		ISS	2
2017-9051 5204 NORWICK DR	SFR	FORM SURVEY	11/2/2017	11/2/2017	TRUE			ISS	1
2017-9051 5204 NORWICK DR	SFR	PLUMBING ROUGH	11/2/2017	11/2/2017	TRUE			ISS	1
2017-9051 5204 NORWICK DR	SFR	T-POLE	11/2/2017	11/2/2017	TRUE			ISS	1
2017-9047 4701 WHITESTONE DR	SFR	FORM SURVEY	11/3/2017	11/3/2017	TRUE			ISS	1
2017-9039 8612 CHILTON CT	SFR	FOUNDATION	11/6/2017	11/6/2017	TRUE			ISS	1
2017-9006 6702 ERIN LN	SFR	BUILDING FINAL	11/6/2017	11/7/2017	TRUE	FAILED 11/6/17		FINAL	2
2017-9013 8501 ERIN LN	SFR	METER RELEASE - ELECTRIC	11/7/2017	11/7/2017	TRUE			ISS	1
2017-9013 8501 ERIN LN	SFR	METER RELEASE - GAS	11/7/2017	11/7/2017	TRUE			ISS	1
2017-9006 6702 ERIN LN	SFR	SURVEY PLAT	11/7/2017	11/7/2017	TRUE			FINAL	1
2017-9018 6601 HOLBROOK CIR	SFR	BUILDING FINAL	11/8/2017	11/9/2017	TRUE	FAILED 11/8/17		FINAL	2
2016-9027 5207 MIDDLETON DR	SFR	BUILDING FINAL	11/9/2017	11/9/2017	TRUE			FINAL	1
2016-9027 5207 MIDDLETON DR	SFR	SURVEY PLAT	11/9/2017	11/9/2017	TRUE			FINAL	1
2017-9018 6601 HOLBROOK CIR	SFR	SURVEY PLAT	11/9/2017	11/9/2017	TRUE			FINAL	1
2017-9042 6703 ERIN LN	SFR	ELECTRICAL ROUGH	11/9/2017	11/14/2017	TRUE	FAILED 11/9/17		ISS	2
2017-9042 6703 ERIN LN	SFR	FRAMING	11/9/2017	11/14/2017	TRUE	FAILED 11/9/17		ISS	2
2017-9042 6703 ERIN LN	SFR	MECHANICAL ROUGH	11/9/2017	11/14/2017	TRUE	FAILED 11/9/17		ISS	2
2017-9042 6703 ERIN LN	SFR	PLUMBING TOP-OUT	11/9/2017	11/14/2017	TRUE	FAILED 11/9/17		ISS	2
2017-9048 4604 SALISBURY DR	SFR	FOUNDATION	11/10/2017	11/10/2017	TRUE			ISS	1
2017-9009 5403 TENNYSON CT	SFR	METER RELEASE - GAS	11/10/2017	11/14/2017	TRUE	FAILED 11/9/17		ISS	1
2017-9030 4704 SHEFFIELD CT	SFR	ELECTRICAL ROUGH	11/14/2017	11/14/2017	TRUE			ISS	1
2017-9030 4704 SHEFFIELD CT	SFR	FRAMING	11/14/2017	11/14/2017	TRUE			ISS	1
2017-9030 4704 SHEFFIELD CT	SFR	MECHANICAL ROUGH	11/14/2017	11/14/2017	TRUE			ISS	1
2017-9030 4704 SHEFFIELD CT	SFR	PLUMBING TOP-OUT	11/14/2017	11/14/2017	TRUE			ISS	1
2017-9051 5204 NORWICK DR	SFR	FOUNDATION	11/14/2017	11/16/2017	TRUE			ISS	1
2017-9017 5406 TENNYSON CT	SFR	METER RELEASE - ELECTRIC	11/16/2017	11/16/2017	TRUE			ISS	1
2017-9054 7708 WINDMORE DR	SFR	T-POLE	11/15/2017	11/15/2017	TRUE			ISS	1
2017-9047 4701 WHITESTONE DR	SFR	FOUNDATION	11/16/2017	11/16/2017	TRUE			ISS	1
2017-9052 6405 HOLBROOK CIR	SFR	FOUNDATION	11/16/2017	11/16/2017	TRUE			ISS	1
2017-9014 5204 BERWICK LN	SFR	ELECTRICAL ROUGH	11/17/2017	11/20/2017	TRUE	FAILED 11/17/17		ISS	2
2017-9014 5201 BERWICK LN	SFR	FRAMING	11/17/2017	11/20/2017	TRUE	FAILED 11/17/17		ISS	2
2017-9014 5201 BERWICK LN	SFR	MECHANICAL ROUGH	11/17/2017	11/20/2017	TRUE	FAILED 11/17/17		ISS	2
2017-9014 5201 BERWICK LN	SFR	PLUMBING TOP-OUT	11/17/2017	11/20/2017	TRUE	FAILED 11/17/17		ISS	2

INSPECTION LOG
NOVEMBER 2017

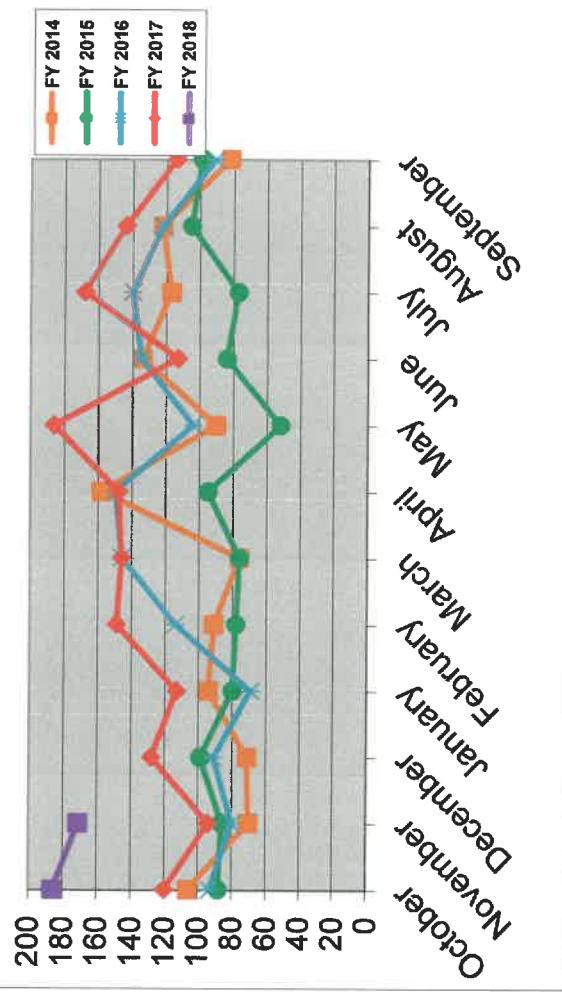
PERMIT NUMBER	ADDRESS	TYPE	INSPECTION	SCHEDULED	COMPLETED	RESULT	NOTES	STATUS	#
2017-9008 5405 BARRINGTON DR	SFR	BUILDING FINAL	11/17/2017	11/20/2017	TRUE	FAILED 11/17		FINAL	2
2017-9053 4604 DONNA LN	SFR	FORM SURVEY	11/20/2017	11/20/2017	TRUE		ISS	1	
2017-9053 4604 DONNA LN	SFR	PLUMBING ROUGH	11/20/2017	11/20/2017	TRUE		ISS	1	
2017-9003 4705 BRYCE DR	SFR	BUILDING FINAL	11/20/2017	11/20/2017	TRUE		FINAL	1	
2017-9003 4705 BRYCE DR	SFR	SURVEY PLAT	11/20/2017	11/20/2017	TRUE		FINAL	1	
2017-9008 5405 BARRINGTON DR	SFR	SURVEY PLAT	11/20/2017	11/20/2017	TRUE		FINAL	1	
2017-9059 4803 WHITESTONE DR	SFR	FORM SURVEY	11/21/2017	11/21/2017	TRUE		ISS	1	
2017-9059 4803 WHITESTONE DR	SFR	PLUMBING ROUGH	11/21/2017	11/21/2017	TRUE		ISS	1	
2017-9058 4805 WHITESTONE DR	SFR	FORM SURVEY	11/21/2017	11/21/2017	TRUE		ISS	1	
2017-9058 4805 WHITESTONE DR	SFR	PLUMBING ROUGH	11/21/2017	11/21/2017	TRUE		ISS	1	
2017-9031 5203 BERWICK LN	SFR	ELECTRICAL ROUGH	11/21/2017	11/21/2017	TRUE		ISS	1	
2017-9031 5203 BERWICK LN	SFR	FRAMING	11/21/2017	11/21/2017	TRUE		ISS	1	
2017-9031 5203 BERWICK LN	SFR	MECHANICAL ROUGH	11/21/2017	11/21/2017	TRUE		ISS	1	
2017-9031 5203 BERWICK LN	SFR	PLUMBING TOP-OUT	11/21/2017	11/21/2017	TRUE		ISS	1	
2017-9054 7708 WINDOMERE DR	SFR	FORM SURVEY	11/21/2017	11/21/2017	TRUE		ISS	1	
2017-9054 7708 WINDOMERE DR	SFR	PLUMBING ROUGH	11/21/2017	11/21/2017	TRUE		ISS	1	
2017-9059 4603 WHITESTONE DR	SFR	T-POLE	11/21/2017	11/21/2017	TRUE		ISS	1	
2017-9056 4604 DONNA LN	SFR	T-POLE	11/21/2017	11/21/2017	TRUE		ISS	1	
2017-9058 4605 WHITESTONE DR	SFR	T-POLE	11/21/2017	11/21/2017	TRUE		ISS	1	
2016-9040 5302 ASHFORD CT	SFR	BUILDING FINAL	11/27/2017	11/30/2017	TRUE	FAILED 11/27	FINAL	2	
2017-9058 4603 WHITESTONE DR	SFR	FOUNDATION	11/30/2017	11/30/2017	TRUE		ISS	1	
2017-9053 4604 DONNA LN	SFR	FOUNDATION	11/30/2017	11/30/2017	TRUE		ISS	1	
2017-9038 4805 PARKER RD E	SFR	ELECTRICAL ROUGH	11/30/2017	11/30/2017	FALSE	FAILED 11/30	ISS	1	
2017-9038 4805 PARKER RD E	SFR	FRAMING	11/30/2017	11/30/2017	FALSE	FAILED 11/30	ISS	1	
2017-9038 4805 PARKER RD E	SFR	MECHANICAL ROUGH	11/30/2017	11/30/2017	FALSE	FAILED 11/30	ISS	1	
2017-9038 4805 PARKER RD E	SFR	PLUMBING TOP-OUT	11/30/2017	11/30/2017	FALSE	FAILED 11/30	ISS	1	
2017-9049 5105 KINGSTON CT	SFR	ELECTRICAL ROUGH	11/30/2017	11/30/2017	TRUE		ISS	1	
2017-9049 5105 KINGSTON CT	SFR	FRAMING	11/30/2017	11/30/2017	TRUE		ISS	1	
2017-9049 5105 KINGSTON CT	SFR	MECHANICAL ROUGH	11/30/2017	11/30/2017	TRUE		ISS	1	
2017-9049 5105 KINGSTON CT	SFR	PLUMBING TOP-OUT	11/30/2017	11/30/2017	TRUE		ISS	1	
2017-9015 5203 WESTFIELD DR	SFR	ELECTRICAL ROUGH	11/30/2017	11/30/2017	FALSE	FAILED 11/30/17	ISS	1	
2017-9016 5203 WESTFIELD DR	SFR	FRAMING	11/30/2017	11/30/2017	FALSE	FAILED 11/30/17	ISS	1	
2017-9015 5203 WESTFIELD DR	SFR	MECHANICAL ROUGH	11/30/2017	11/30/2017	FALSE	FAILED 11/30/17	ISS	1	
2017-9016 5203 WESTFIELD DR	SFR	PLUMBING TOP-OUT	11/30/2017	11/30/2017	FALSE	FAILED 11/30/17	ISS	1	
2016-9040 5302 ASHFORD CT	SFR	SURVEY PLAT	11/30/2017	11/30/2017	TRUE		FINAL	1	

INSPECTION LOG
NOVEMBER 2017

PERMIT NUMBER	ADDRESS	TYPE	INSPECTION	SCHEDULED	COMPLETED	RESULT	NOTES	STATUS	#
2017-9024	5304 NORWICK DR	SFR	METER RELEASE - ELECTRIC	11/30/2017	11/30/2017	TRUE		ISS	1
2016-9042	5311 WESTFIELD DR	SFR	BUILDING FINAL	11/30/2017		FALSE	FAILED 11/30/17	ISS	1
2017-9057	6300 HOLBROOK DR	SFR	T-POLE	11/30/2017	11/30/2017	TRUE		ISS	1
2017-9055	6613 CHILTON CT	SFR	T-POLE	11/30/2017	11/30/2017	TRUE		ISS	1
								TOTAL=	171

Monthly Inspection Report

	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
October	106	88	93	120	186
November	70	86	80	94	171
December	71	99	91	128	
January	94	80	69	113	
February	91	78	114	149	
March	76	76	146	146	
April	158	95	150	148	
May	90	52	104	186	
June	134	84	135	113	
July	117	77	140	168	
August	122	105	122	144	
September	82	99	91	114	
Year Total	1211	1019	1335	1623	357



CODE ENFORCEMENT REPORT
2017-2018

Violation Description	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	YTD Totals
High Grass	3	3											6
Illegal Dumping													0
Illegal Structure													0
Illegal Vehicle													0
Junked Vehicles		1											1
Lot Maintenance	8	4											12
Trash and Debris	1	4											5
ITEM TOTALS	12	12	0	24									

Officer Actions	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	YTD Totals
Verbal Warnings	7	6											13
Door Hangers Issued	2	2											4
Complied/Resolved		7											7
10 Day Notice (Letters Mailed)		2											2
Extension Granted	1	2											3
Complied/Resolved	4	2											6
Citations Issued													0
Stop Work Order													0
Misc													0
ITEM TOTALS	16	19	0	35									

City of Parker Municipal Court Monthly Report

November, 2017	Traffic Misdemeanors	Non-Traffic Misdemeanors
New Cases Filed	90	22
Total Pending Cases	1034	363
Uncontested Dispositions	54	21
Compliance Dismissals		
After Driver Safety Course	31	
After Deferred Disposition	33	2
After Proof of Insurance	1	
Other Dismissals	4	0
Total Cases Disposed	123	23
Arrest Warrants Issued	23	
Warrants Cleared	18	
Total Outstanding Warrants	607	
Show Cause Hearings Held	10	0
Trials	0	0
Fines, Court Costs & Other Amounts Collected:		
Retained by City	\$12,928.00	
Remitted to State	\$8,362.00	
Total	\$21,290.00	

Definitions:

Show Cause Hearing - A court hearing that is held for a defendant who has been granted a Driving Safety Course or Deferred Disposition to Show Cause for Non-Compliance

All cases heard in Municipal Court are Class C Misdemeanors Only.

City of Parker Municipal Court Monthly Report

December, 2017	Traffic Misdemeanors	Non-Traffic Misdemeanors
New Cases Filed	71	10
Total Pending Cases	1016	356
Uncontested Dispositions	40	17
Compliance Dismissals		
After Driver Safety Course	20	
After Deferred Disposition	24	0
After Proof of Insurance	3	
Other Dismissals	3	0
Total Cases Disposed	90	17
Arrest Warrants Issued	0	
Warrants Cleared	7	
Total Outstanding Warrants	600	
Show Cause Hearings Held	24	0
Trials	1	0
Fines, Court Costs & Other Amounts Collected:		
Retained by City	\$12,355.00	
Remitted to State	\$8,141.00	
Total	\$20,496.00	

Definitions:

Show Cause Hearing - A court hearing that is held for a defendant who has been granted a Driving Safety Course or Deferred Disposition to Show Cause for Non-Compliance

All cases heard in Municipal Court are Class C Misdemeanors Only.

PARKER POLICE DEPARTMENT
REPORT OF MONTHLY STATISTICS YEAR TO DATE

November 2017	THIS MONTH	THIS MONTH LAST YEAR	% CHANGE	YTD 2017	YTD 2016	% CHANGE
for Service Traffic	1353			10978		
Calls for Service	241			2426		
Traffic Contacts - All Units	188			1615		
House Watch	234			2953		
Other Service Response Incidents	690			3984		
Reported Incidents - Part 1	3			27		
Homicide	0			0		
Theft (Includes:)	1			14		
Larceny/Theft	1			10		
BMV's	0			2		
Auto Theft	0			2		
Residential Burglary	2			9		
Business Burglary	0			2		
Robbery	0			0		
Aggravated Assault	0			1		
Sexual Assault	0			1		
Part 2 Offenses	4			47		
Simple Assault	1			11		
Vandalism	0			5		
Narcotics	0			7		
Fraud (Forgery, ID Theft, etc.)	1			12		
Harassment	0			6		
Other Offenses	2			4		
Incident Reports	10			71		
Mental Health	0			11		
Adult Arrests	3			16		
Males	3			15		
Females	0			1		
Juvenile Detentions	0			7		
Males	0			6		
Females	0			1		
Traffic Enforcement	188			1626		
Citations	110			953		
Warnings	78			673		
Accidents	3			70		
Injury	0			18		
Non-Injury	3			44		
FLID	0			8		
Investigations	111			864		
Cases Assigned	27			148		
Clearances	16			103		
Cases Filed with DA	4			24		
Follow-Ups	64			586		
Alarm Activations	24			229		
Residential	22			207		
Chargeable	19			170		
Non-Chargeable	3			37		
Business	2			22		
Chargeable	2			16		
Non-Chargeable	0			6		
Outside Agency Activities	12			184		
Murphy PD	6			96		
Collin County SO	2			44		
Wylie PD	1			8		
Allen PD	1			13		
Other	2			23		
Staff	Sworn	Civilian	Reserve			
Authorized	10	1	2			
Current Strength	9	1	1			
In Training	0	0	0			
Openings	1	0	1			
% Staffed	90%	100%	50%			
Reserve Hours	13					

PARKER POLICE DEPARTMENT
REPORT OF MONTHLY STATISTICS YEAR TO DATE

December 2017	THIS MONTH	THIS MONTH LAST YEAR	% CHANGE	YTD 2017	YTD 2016	% CHANGE
for Service Traffic	1009			11987		
Calls for Service	166			2592		
Traffic Contacts - All Units	135			1750		
House Watch	284			3237		
Other Service Response Incidents	424			4408		
Reported Incidents - Part 1	2			29		
Homicide	0			0		
Theft (Includes:)	1			15		
Larceny/Theft	1			11		
BMV's	0			2		
Auto Theft	0			2		
Residential Burglary	0			9		
Business Burglary	0			2		
Robbery	0			0		
Aggravated Assault	0			1		
Sexual Assault	1			2		
Part 2 Offenses	5			52		
Simple Assault	2			13		
Vandalism	1			6		
Narcotics	0			7		
Fraud (Forgery, ID Theft, etc.)	2			14		
Harassment	0			8		
Other Offenses	0			4		
Incident Reports	6			77		
Mental Health	0			11		
Adult Arrests	2			18		
Males	2			17		
Females	0			1		
Juvenile Detentions	1			7		
Males	1			6		
Females	0			1		
Traffic Enforcement	135			1761		
Citations	81			1034		
Warnings	54			727		
Accidents	8			78		
Injury	4			22		
Non-Injury	4			48		
FLID	0			8		
Investigations	71			935		
Cases Assigned	7			155		
Clearances	3			106		
Cases Filed with DA	0			24		
Follow-Ups	61			647		
Alarm Activations	17			246		
Residential	16			223		
Chargeable	11			181		
Non-Chargeable	5			42		
Business	1			23		
Chargeable	0			16		
Non-Chargeable	1			7		
Outside Agency Activities	10			194		
Murphy PD	3			99		
Collin County SO	2			46		
Wylie PD	0			8		
Allen PD	2			15		
Other	3			26		
Staff	Sworn	Civilian	Reserve			
Authorized	10	1	2			
Current Strength	9	1	2			
In Training	0	0	0			
Openings	1	0	1			
% Staffed	90%	100%	100%			
Reserve Hours	12.5					

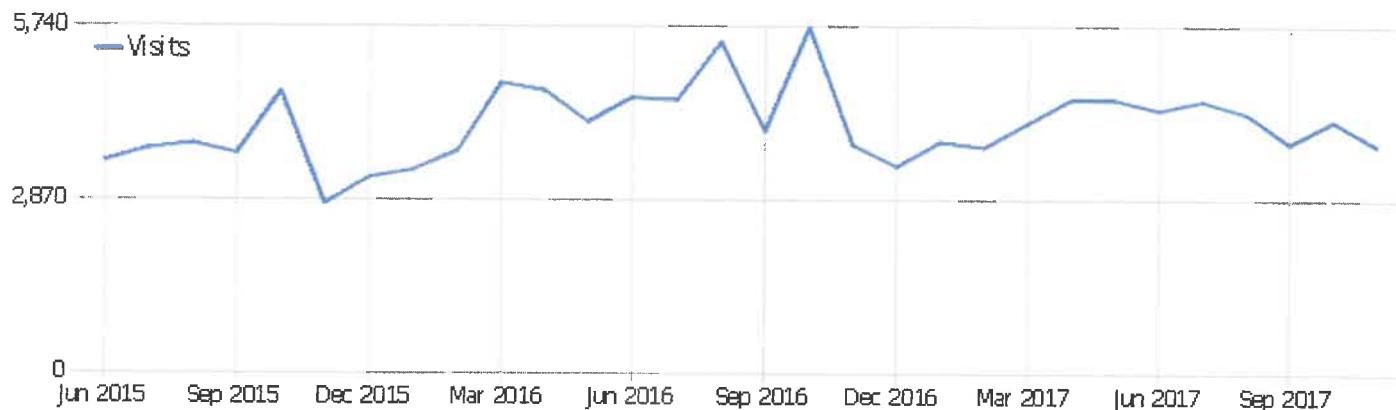


Parker, TX

Date range: November 2017

Monthly Web Report

Visits Summary



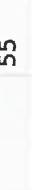
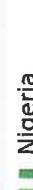
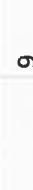
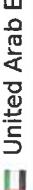
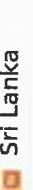
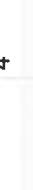
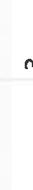
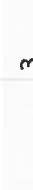
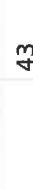
Name	Value
Unique visitors	2,997
Visits	3,768
Actions	12,188
Maximum actions in one visit	178
Actions per Visit	3
Avg. Visit Duration (in seconds)	00:03:14
Bounce Rate	50%

Site Search Keywords

Keyword	Searches	Search Results pages	% Search Exits
drinking water safe	7	1	100%
ordinances	5	1	0%
true	5	2	20%
bid posting	4	1	0%
bulk trash	3	2	33%
citation	3	1	0%
landfill	3	1	0%
trash rules	3	1	100%
warrants	3	1	0%
zoning	3	1	0%
active arrest warrants for traffic fine	2	2	100%
agendas	2	1	0%
bed and breakfast	2	2	50%
code of ordinance	2	5	50%
fire	2	2	0%
gis	2	2	50%
map	2	1	0%
open records request	2	1	0%
trash	2	1	0%
trash collection	2	1	50%
what day is bulk trash pickup?	2	1	100%
126928	1	1	0%
accessory dwelling	1	2	0%
Others	114	149	28%

Referrer Type

Referrer Type	Visits	Actions	Actions per Visit	Avg. Time on Website	Bounce Rate	Revenue
Direct Entry	2,396	7,551	3	00:03:21	55%	\$ 0
Search Engines	1,304	4,403	3	00:03:01	43%	\$ 0
Websites	68	234	3	00:03:10	41%	\$ 0

Country	Country	Visits	Actions	Actions per Visit	Avg. Time on Website	Bounce Rate	Revenue
 United States	 United States	3,339	11,035	3	00:03:20	48%	\$ 0
 Philippines	 Philippines	71	95	1	00:00:56	77%	\$ 0
 Israel	 Israel	55	282	5	00:11:58	25%	\$ 0
 China	 China	49	98	2	00:01:07	47%	\$ 0
 Canada	 Canada	41	268	7	00:00:49	90%	\$ 0
 India	 India	32	45	1	00:00:48	75%	\$ 0
 Japan	 Japan	22	82	4	00:01:19	50%	\$ 0
 Russia	 Russia	20	21	1	00:01:01	95%	\$ 0
 Germany	 Germany	17	17	1	00:00:00	100%	\$ 0
 Nigeria	 Nigeria	11	15	1	00:00:02	73%	\$ 0
 Kenya	 Kenya	9	15	2	00:00:17	56%	\$ 0
 Malaysia	 Malaysia	7	7	1	00:00:00	100%	\$ 0
 Ukraine	 Ukraine	7	17	2	00:04:18	71%	\$ 0
 United Arab Emirates	 United Arab Emirates	7	8	1	00:00:27	86%	\$ 0
 Sri Lanka	 Sri Lanka	6	6	1	00:00:00	100%	\$ 0
 Pakistan	 Pakistan	5	7	1	00:03:19	60%	\$ 0
 South Africa	 South Africa	5	5	1	00:00:00	100%	\$ 0
 Bahamas	 Bahamas	4	4	1	00:00:00	100%	\$ 0
 Ethiopia	 Ethiopia	4	7	2	00:04:09	75%	\$ 0
 France	 France	4	61	15	00:07:11	0%	\$ 0
 Zambia	 Zambia	4	5	1	00:07:11	75%	\$ 0
 Poland	 Poland	3	3	1	00:00:00	100%	\$ 0
 Qatar	 Qatar	3	3	1	00:00:00	100%	\$ 0
Others	Others	43	82	2	00:01:00	67%	\$ 0

Device type

Device type	Visits	Actions	Actions per Visit	Avg. Time on Website	Bounce Rate	Conversion Rate
Desktop	2,493	9,395	4	00:03:58	46%	0%
Smartphone	969	2,086	2	00:01:47	60%	0%
Tablet	239	594	3	00:01:57	51%	0%
Unknown	36	50	1	00:01:05	83%	0%
Phablet	31	63	2	00:01:17	55%	0%

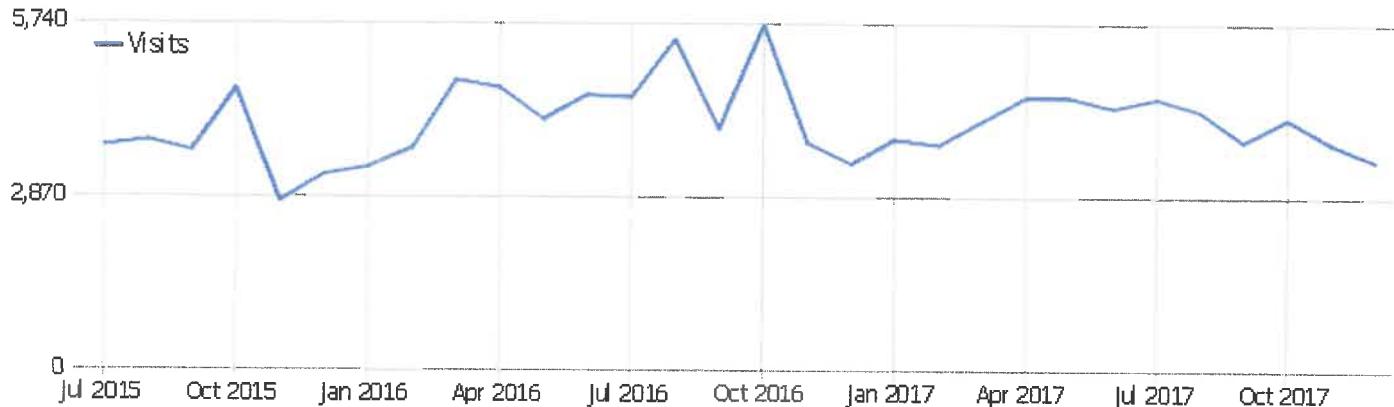


Parker, TX

Date range: December 2017

Monthly Web Report

Visits Summary



Name	Value
Unique visitors	2,826
Visits	3,487
Actions	9,876
Maximum actions in one visit	70
Actions per Visit	3
Avg. Visit Duration (in seconds)	00:02:24
Bounce Rate	52%

Site Search Keywords

Keyword	Searches	Search Results pages	% Search Exits
true	20	1	55%
bid posting	4	1	50%
drinking water safe	4	1	100%
alarm permit	3	1	67%
alarm registration	3	1	33%
bulk trash	3	1	0%
house watch	3	1	67%
jail bookibg	3	1	100%
trash	3	1	0%
alarm renewal	2	1	50%
bulk trash collection_flyer	2	1	50%
careers	2	1	50%
certificate of occupancy	2	1	50%
christmas tree	2	1	50%
code of ordinances	2	1	50%
debt	2	2	50%
history	2	1	0%
hours	2	1	0%
inmate	2	1	0%
it's time again for home alarm registration renewa	2	1	50%
jail	2	2	0%
jobs	2	1	50%
ordinance	2	1	0%
Others	107	129	33%

Referrer Type

Referrer Type	Visits	Actions	Actions per Visit	Avg. Time on Website	Bounce Rate	Revenue
Direct Entry	2,312	5,836	3	00:02:30	59%	\$ 0
Search Engines	1,103	3,856	4	00:02:11	38%	\$ 0
Websites	72	184	3	00:02:04	44%	\$ 0

Country

Country	Visits	Actions	Actions per Visit	Avg. Time on Website	Bounce Rate	Revenue
United States	3,213	9,425	3	00:02:32	49%	\$ 0
Philippines	40	61	2	00:00:37	85%	\$ 0
Canada	27	28	1	00:00:28	96%	\$ 0
Germany	27	29	1	00:00:15	93%	\$ 0
China	25	38	2	00:00:09	84%	\$ 0
India	25	38	2	00:02:07	76%	\$ 0
Nigeria	14	32	2	00:02:00	64%	\$ 0
South Africa	13	17	1	00:00:02	85%	\$ 0
France	7	64	9	00:05:37	0%	\$ 0
Kenya	7	10	1	00:01:38	71%	\$ 0
Malaysia	6	6	1	00:00:00	100%	\$ 0
Pakistan	6	10	2	00:00:11	67%	\$ 0
Poland	5	5	1	00:00:00	100%	\$ 0
Russia	5	5	1	00:00:00	100%	\$ 0
Ethiopia	4	6	2	00:00:19	75%	\$ 0
Japan	4	34	9	00:05:23	75%	\$ 0
Ukraine	4	5	1	00:00:06	75%	\$ 0
Austria	3	3	1	00:00:00	100%	\$ 0
Ghana	3	6	2	00:00:12	67%	\$ 0
Ireland	3	3	1	00:00:00	100%	\$ 0
Norway	3	3	1	00:00:00	100%	\$ 0
Uganda	3	3	1	00:00:00	100%	\$ 0
United Arab Emirates	3	3	1	00:00:00	100%	\$ 0
Others	37	42	1	00:00:26	89%	\$ 0

Device type

Device type	Visits	Actions	Actions per Visit	Avg. Time on Website	Bounce Rate	Conversion Rate
Desktop	2,293	6,984	3	00:02:43	49%	0%
Smartphone	895	2,082	2	00:01:41	61%	0%
Tablet	262	756	3	00:02:13	48%	0%
Unknown	24	28	1	00:00:03	88%	0%
Phablet	13	26	2	00:01:01	46%	0%



Council Agenda Item

Item 7
C Sec Use Only

Budget Account Code:	Meeting Date: January 17, 2018
Budgeted Amount:	Department/ Requestor: City Council
Fund Balance-before expenditure:	Prepared by: City Administrator Flanigan
Estimated Cost:	Date Prepared: January 11, 2018
Exhibits:	None

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON AUTHORIZING ENGINEERING AND STAFF TO ADVERTISE FOR BIDS ON 2017-2018 ANNUAL ROAD MAINTENANCE PROJECT. [FLANIGAN/BIRKHOFF]

SUMMARY

Authorizing staff to move forward with advertising the projects.

POSSIBLE ACTION

Council may direct staff to take appropriate action,

Inter - Office Use			
Approved by:			
Department Head/ Requestor:		Date:	
City Attorney:		Date:	
City Administrator:	<i>Jeff Flanigan</i>	Date:	01/12/2018



Council Agenda Item

Item 8
C Sec Use Only

Budget Account Code:	Meeting Date: January 17, 2018
Budgeted Amount:	Department/ Requestor: City Council
Fund Balance-before expenditure:	Prepared by: City Administrator Flanigan
Estimated Cost:	Date Prepared: January 11, 2018
Exhibits:	None

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON AUTHORIZING ENGINEERING AND STAFF TO ADVERTISE FOR BIDS ON THE PARKER ROAD WATER LINE PROJECT. [FLANIGAN/BIRKHOFF]

SUMMARY

Authorizing staff to move forward with advertising the project.

POSSIBLE ACTION

Council may direct staff to take appropriate action,

Inter - Office Use			
Approved by:			
Department Head/ Requestor:		Date:	
City Attorney:		Date:	
City Administrator:	<i>Jeff Flanigan</i>		01/12/2018



Council Agenda Item

Item 9
C'Sec Use Only

Budget Account Code:	Meeting Date: January 17, 2018
Budgeted Amount:	Department/ Requestor: City Council
Fund Balance-before expenditure:	Prepared by: City Administrator Flanigan
Estimated Cost:	Date Prepared: January 11, 2018
Exhibits:	None

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON AUTHORIZING ENGINEERING AND STAFF TO ADVERTISE FOR BIDS FOR SYCAMORE LANE WATER LINE PROJECT. [FLANIGAN/BIRKHOFF

SUMMARY

Authorizing staff to move forward with advertising the projects.

POSSIBLE ACTION

Council may direct staff to take appropriate action,

Inter - Office Use			
Approved by:			
Department Head/ Requestor:		Date:	
City Attorney:		Date:	
City Administrator:	<i>Jeff Flanigan</i>	Date:	01/12/2018



Council Agenda Item

Item 10
C Sec Use Only

Budget Account Code:	Meeting Date: January 17, 2018
Budgeted Amount:	Department/ Requestor: City Council
Fund Balance-before expenditure:	Prepared by: City Administrator Flanigan
Estimated Cost:	Date Prepared: December 8, 2017
Exhibits:	<ul style="list-style-type: none">1. Proposed Resolution2. City of Parker, Texas Conservation Implementation Plan3. Water Utility Profile

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2018-562, ACCEPTING THE CITY OF PARKER, TEXAS WATER CONSERVATION IMPLEMENTATION PLAN. [FLANIGAN] [TABLED – 12052017]

SUMMARY

On November 20, 2017, City Engineer Birkhoff and City Administrator Flanigan met with North Texas Municipal Water District's (NTMWD's) Deputy Director Mike Rickman, Assistant Deputy Director-Water System Billy George, and Water Resource Program and Public Education Manager Denise Hickey, to present the City of Parker, Texas' Conservation Implementation Plan. Please review the plan for approval and final submission to NTMWD.

At the December 5, 2017 City Council meeting, the City of Parker, Texas Water Conservation Implementation Plan item was tabled for additional information.

POSSIBLE ACTION

Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:			
Department Head/ Requestor:		Date:	
City Attorney:		Date:	
City Administrator:	<i>Jeff Flanigan</i>		01/12/2018

RESOLUTION NO. 2018-562
[Adopting Water Conservation Implementation Plan]

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER, TEXAS, ADOPTING A WATER CONSERVATION IMPLEMENTATION PLAN FOR THE CITY OF PARKER TO PROMOTE RESPONSIBLE USE AND CONSERVATION OF WATER; PROVIDING FOR REPEALER; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

WHEREAS, the City of Parker, Texas (“City”) recognizes that the amount of water available to its water customers is limited; and

WHEREAS, the City recognizes that due to natural limitations, drought conditions, system failures and other acts of God which may occur, the City cannot guarantee an uninterrupted water supply for all purposes at all times; and

WHEREAS, the Water Code and the regulations of the Texas Commission on Environmental Quality (“TCEQ”) require that the City adopt a Water Conservation Plan; and

WHEREAS, the City has determined it is in the best interest of the public to adopt a Water Conservation Implementation Plan; and

WHEREAS, the City has worked with the North Texas Municipal Water District (“NTMWD”) to develop a Water Conservation Implementation Plan tailored to the unique characteristics of the City; and

WHEREAS, the City Council of the City of Parker, Texas wishes to adopt such a plan.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PARKER, TEXAS:

SECTION 1. The City Council of the City of Parker hereby approves and adopts the City of Parker Water Conservation Implementation Plan (“Plan”) attached hereto as Exhibit “A”, as if recited verbatim herein.

SECTION 2. The City Administrator or his designee is hereby authorized to file and/or publish the Plan as may be required by law.

SECTION 3. That all Resolutions or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provision of this Resolution shall be and remain controlling as to the matters ordered herein.

SECTION 4. That it is hereby officially found and determined that the meeting at which this ordinance is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

ADOPTED on this the 17th day of January, 2018.

CITY OF PARKER, TEXAS

BY:

SCOTT LEVINE, MAYOR PRO TEM

ATTEST:

BY:

PATTI SCOTT GREY, CITY SECRETARY

**APPROVED AS TO FORM
AND CONTENT:**

BY:

**BRANDON S. SHELBY,
CITY ATTORNEY**

City of Parker, Texas
CONSERVATION IMPLEMENTATION PLAN

December 2017

I. INTRODUCTION AND OBJECTIVES

Water supply has always been a key issue in the development of Texas. In recent years, the growing population and economic development of North Central Texas has led to increasing demands for water supplies. At the same time, local and less expensive sources of water supply are largely developed. Additional supplies to meet higher demands will be expensive and difficult to develop. It is therefore important that City of Parker make the most efficient use of existing supplies. This will delay the need for new supplies, minimize the environmental impacts associated with developing new supplies, and delay the high cost of additional water supply development.

Recognizing the need for efficient use of existing water supplies, the Texas Commission on Environmental Quality (TCEQ) has developed guidelines and requirements governing the development of water conservation and drought contingency plans for public water suppliers. The best management practices established by the Water Conservation Implementation Task Force, established pursuant to SB1094 by the 78th Legislature, were also considered in the development of the water conservation measures. Parker's water conservation plan was developed with that model and following TCEQ guidelines and requirements.

This plan includes measures that are intended to result in ongoing, long-term water savings. The objectives of this model water conservation plan are as follows:

- To reduce water consumption from the levels that would prevail without conservation efforts;
- To reduce the loss and waste of water;
- To improve efficiency in the use of water;
- To extend the life of current water supplies by reducing the rate of growth in demand.

II. TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

RULES Conservation Plans

The TCEQ rules governing development of water conservation plans for public water suppliers are contained in Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.2 of the Texas Administrative Code. For the purpose of these rules, a water conservation plan is defined as “A strategy or combination of strategies for reducing the volume of water withdrawn from a water supply source, for reducing the loss or waste of water, for maintaining or improving the efficiency in the use of water, for increasing the recycling and reuse of water, and for preventing the pollution of water.” The elements in the TCEQ water conservation rules covered in this conservation plan are listed below.

Minimum Conservation Plan Requirements

The minimum requirements in the Texas Administrative Code for Water Conservation Plans for Public Water Suppliers are covered in this report as follows:

1. 288.2(a)(1)(A) – Utility Profile
2. 288.2(a)(1)(B) – Record Management System (Billing System)
3. 288.2(a)(1)(C) – Specific, Quantified Goals
4. 288.2(a)(1)(D) – Accurate Metering (NTMWD)
5. 288.2(a)(1)(E) – Universal Metering
6. 288.2(a)(1)(F) – Determination and Control of Unaccounted Water
7. 288.2(a)(1)(G) – Public Education and Information Program
8. 288.2(a)(1)(H) – Non-Promotional Water Rate Structure
9. 288.2(a)(1)(J) – Means of Implementation and Enforcement (Ordinance)
10. 288.2(a)(1)(K) – Coordination with Regional Water Planning Group
11. 288.2(c) – Review and Update of Plan

Conservation Additional Requirements (Population over 5,000)

The Texas Administrative Code includes additional requirements for water conservation plans for drinking water supplies serving a population over 5,000:

12. 288.2(a)(2)(A) – Leak Detection, Repair, and Water Loss Accounting

Additional Conservation Strategies

In addition to the TCEQ required water conservation strategies, the NTMWD also requires the following strategy:

13. 288.2(a)(3)(F) – Considerations for Landscape Water Management Regulations

TCEQ rules also include optional, but not required, conservation strategies, which may be adopted by suppliers. The NTMWD recommends that the following strategies:

14. 288.2(a)(3)(A) – Conservation Oriented Water Rates
15. 288.2(a)(3)(B) – Ordinances, Plumbing Codes or Rules on Water-Conserving Fixtures
16. 288.2(a)(3)(C) – Replacement or Retrofit of Water-Conserving Plumbing Fixtures
17. 288.2(a)(3)(F) – Considerations for Landscape Water Management Regulations
18. 288.2(a)(3)(G) – Monitoring Method
19. 288.2(a)(3)(H) – Additional Conservation Measures

1. WATER UTILITY PROFILE

Appendix A to this water conservation implementation plan is based on the format recommended by the TCEQ for a water utility profile. Prior to adopting this plan, the city will provide a draft utility profile to NTMWD for review and comment. A final water utility profile will be provided to NTMWD upon adoption of and any updates to this plan.

2. Record Management System

As required by TAC Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.2(a)(2)(B), the city's record management system (billing software) allows for the separation of water sales and uses into residential, commercial, public/institutional, and industrial categories.

3. SPECIFIC QUANTIFIED GOALS

TCEQ rules require the adoption of specific water conservation goals for a water conservation plan. The goals for this water conservation implementation plan include the following:

- Maintain the per capita municipal water use below the specified amount in gallons per capita per day.
- Maintain the level of unaccounted water in the system below twelve percent annually in 2018 and subsequent years.
- Implement and maintain a program of universal metering and meter replacement and repair.
- Increase efficient water usage through a water conservation ordinance, order or resolution. (This ordinance is required by the NTMWD.)
- Decrease waste in lawn irrigation by implementation and enforcement of landscape water management regulations.

- Raise public awareness of water conservation and encourage responsible public behavior by a public education and information program.
- Develop a system specific strategy to conserve water during peak demands, thereby reducing the peak use.

4. Accurate Metering of Treated Water Deliveries from NTMWD

Water deliveries from NTMWD are metered by NTMWD meters. These meters are calibrated on a quarterly basis by NTMWD to maintain the required accuracy as per contract. Calibration reports to be provided to City of Parker monthly.

5. Universal Metering of Customer and Public Uses

The provision of water to all customers, including public and governmental users, should be metered. The City of Parker already meters all residential, and retail water users. Beginning in January 2018, the city shall also have in place to meter all internal water uses, including parks, town facilities, special uses, firefighting and training (where practical), line testing, etc.

The City of Parker recently completed replacement of all of its meters. Going forward, all customer meters should be replaced at least every twenty-five years, and the city shall maintain all records necessary to ensure said replacements are completed in a timely manner.

6. Determination and Control of Unaccounted Water

Unaccounted water is the difference between water delivered to the City from NTMWD and metered water sales to customers plus authorized but unmetered uses. (Authorized but unmetered uses include use for firefighting, releases for flushing of lines, uses associated with new construction, etc.) Unaccounted water can include several categories:

- Inaccuracies in customer meters.
- Accounts that are being used but have not yet been added to the billing system.
- Losses due to water main breaks and leaks in the water distribution system.
- Losses due to illegal connections and theft.

One of the key elements of water conservation is tracking water use and controlling losses through illegal diversions and leaks. It is important to carefully meter water use, detect and repair leaks in the distribution system and provide regular monitoring of unaccounted water.

Measures to control unaccounted water shall be a part of the routine operations of the city's utility department. Maintenance crews and personnel shall look for and report evidence of leaks in the water distribution system.

With the measures described in this plan, the City hopes to maintain unaccounted water below industry standards. If unaccounted water exceeds this goal, the City shall consider implementing a more intensive audit to determine the source(s) of and reduce the unaccounted water. The annual conservation report is the primary tool that shall be used to monitor unaccounted water.

7. PUBLIC EDUCATION AND INFORMATION PROGRAM

The city's continuing public education and information campaign on water conservation includes the following elements:

- Utilize the "Water IQ: Know Your Water" and other public education materials produced by the NTMWD.
- Promote "Water My Yard" in newsletter and website.
- Insert water conservation information with water bills. Inserts will include material developed by city staff and material obtained from the TWDB, the TCEQ, and other sources.
- Encourage local media coverage of water conservation issues and the importance of water conservation.
- Notify local organizations, schools, and civic groups that city staff and staff of the NTMWD are available to make presentations on the importance of water conservation and ways to save water.
- Promote the *Texas Smartscape* web site (www.txsmartscape.com) and provide water conservation brochures and other water conservation materials available to the public at town hall and other public places.
- Make information on water conservation available on the city's website and include links to the "Water IQ: Know Your Water" website, *Texas Smartscape* website, and to information on water conservation on the TWDB and TCEQ web sites and other resources.

8.&14. NON – PROMOTIONAL WATER RATE STRUCTURE

The City of Parker utilizes, an increasing block rate water structure intended to encourage water conservation and discourage excessive use and waste of water.

Current rates are as follows:

Residential (October 1, 2017)

First 4000 gallons	\$40.00
4,001-15,000 gallons	\$3.85 per 1,000 gallons
15,001-30,000 gallons	\$4.75 per 1,000 gallons
30,001-50,000 gallons	\$5.95 per 1,000 gallons
50,001-70,000 gallons	\$9.50 per 1,000 gallons
70,001 and up gallons	\$13.10 per 1,000 gallons

Residential (October 1, 2018)

First 4000 gallons	\$40.00
4,001-15,000 gallons	\$4.10 per 1,000 gallons
15,001-30,000 gallons	\$5.10 per 1,000 gallons
30,001-50,000 gallons	\$6.35 per 1,000 gallons
50,001-70,000 gallons	\$10.15 per 1,000 gallons
70,001 and up gallons	\$14.00 per 1,000 gallons

Residential (October 1, 2019)

First 4000 gallons	\$40.00
4,001-15,000 gallons	\$4.20 per 1,000 gallons
15,001-30,000 gallons	\$5.25 per 1,000 gallons
30,001-50,000 gallons	\$6.55 per 1,000 gallons
50,001-70,000 gallons	\$10.45 per 1,000 gallons
70,001 and up gallons	\$14.40 per 1,000 gallons

Residential (October 1, 2020)

First 4000 gallons	\$40.00
4,001-15,000 gallons	\$4.35 per 1,000 gallons
15,001-30,000 gallons	\$5.40 per 1,000 gallons
30,001-50,000 gallons	\$6.75 per 1,000 gallons
50,001-70,000 gallons	\$10.75 per 1,000 gallons
70,001 and up gallons	\$14.85 per 1,000 gallons

The City of Parker will review these rates in the spring of 2020

9. MEANS OF IMPLEMENTATION AND ENFORCEMENT

The City of Parker shall enact ordinances as necessary to enforce and execute this plan. The City Mayor, City Administrator, Public Works Director, and their designees shall be authorized to take necessary measures to ensure compliance.

10. COORDINATION WITH REGIONAL WATER PLANNING GROUPS

11. REVIEW AND UPDATE OF PLAN

Following adoption, this water conservation plan shall be updated as required by TCEQ or as appropriate based on new and/or updated information.

12. Leak Detection and Repair

Areas of the water distribution system in which numerous leaks and line breaks occur shall be targeted for replacement as funds are available.

13.&17. Landscape Water Management Measures

The following landscape water management measures are required by the NTMWD. These minimal measures are hereby adopted as part of the city's plan in order to appropriately irrigate landscaping.

- Time of day restrictions prohibiting lawn irrigation watering from 10:00 a.m. to 6:00 p.m. from April 1 to October 31 of each year.
- Prohibition of watering of impervious surfaces.
- Prohibition of outdoor watering during precipitation or freeze events.
- Lawn and landscape irrigation limited to twice per week, implement seasonal watering and follow drought restrictions as appropriate.
- Prohibiting the use of treated water to fill or refill residential, amenity, and any other natural or manmade ponds. A pond is considered to be a still body of water with a surface area of 500 square feet or more.
- Rain and freeze sensors and/or ET or Smart controllers required on all new irrigation systems. Rain and freeze sensors and/or ET or Smart controllers must be maintained to function properly.
- Home car washing can be done only when using a water hose with a shut-off nozzle.
- Prohibition of watering areas that have been over-seeded with cool season grasses.

15.&16. Ordinances, Plumbing Codes, or Rules on Water-Conserving Fixtures

The state has required water-conserving fixtures in new construction and renovations since 1992. The state standards call for flows of no more than 2.5 gallons per minute (gpm) for faucets, 3.0 gpm for showerheads, and 1.6 gallons per flush for toilets. Similar standards are now required nationally under federal law. These state and federal standards assure that all new construction and renovations will use water-conserving fixtures.

18. MONITORING METHODS 288.2 (a)(3)(G)

19. Additional Water Conservation Measures

The following water conservation measures may also be used by the town to encourage water conservation:

- Use of xeriscaping in all municipal landscape projects.
- Encourage for use of rain barrels.
- Encourage for the installation of pressure reducing valves for irrigation systems.
- Encourage for retrofitting irrigation systems with rain and freeze sensors and/or ET or Smart controllers capable of multiple programming.
- Require all new irrigation systems to be in compliance with state design and installation regulations (TAC Title 30, Part 1, Chapter 344).
- Native, drought tolerant, or adaptive plants shall be encouraged.
- Drip irrigation systems shall be promoted.
- Evapotranspiration (ET) / Smart controllers that only allow sprinkler systems to irrigate when necessary shall be promoted.
- Encourage for water efficient clothes washers.
- Other water conservation incentive programs.

Texas Commission on Environmental Quality



**UTILITY PROFILE & WATER CONSERVATION PLAN
REQUIREMENTS
FOR MUNICIPAL WATER USE BY PUBLIC WATER
SUPPLIERS**

This form is provided to assist entities in water conservation plan development for municipal water use by a retail public water supplier. Information from this form should be included within a water conservation plan for municipal use. If you need assistance in completing this form or in developing your plan, please contact the conservation staff of the Resource Protection Team in the Water Supply Division at (512) 239-4691.

Name of Entity: City of Parker

Address & Zip: 5700 E. Parker Road Parker, Texas 75002

Telephone Number: (972) 442-6811 **Fax:** (972) 442-2894

Form Completed By: Jeff Flanigan

Title: City Administrator **Date:** January 2018

Signature _____

Name and Phone Number of Person/Department responsible for implementing a water conservation program: Jeff Flanigan 972-442-6811

UTILITY PROFILE

I. POPULATION AND CUSTOMER DATA

A. Population and Service Area Data

1. Attach a copy of your service-area map and, if applicable, a copy of your Certificate of Convenience and Necessity (CCN).
2. Service area size (square miles): 10.5 estimated
3. Current population of service area: 4700

4. Current population served:

a. water	4700
b. wastewater	400

5. Population served by water utility for the previous five years:

6. Projected population for service area in the following decades:

Year	Population	Year	Population
2016	4000	2010	3811
2015	3950	2020	5300
2014	3925	2030	10,000
2013	3900	2040	12,000
2012	3850	2050	12,000

7. List source/method for the calculation of current and projected population:

Residential meters multiplied by 3 persons per household

B. Active Connections

1. Current number of active connections. Check whether multi-family service is counted as Residential X or Commercial

Treated water users:	Metered	Not-metered	Total
Residential	1573	0	1573
Commercial	1	0	1
Industrial	0	0	0
Other	42	0	42

2. List the net number of new connections per year for most recent three years:

Year	2017	2016	2015
Residential	1573	1533	1492
Commercial	0	0	0
Industrial	0	0	0
Other	42	42	42

C. High Volume Customers

List annual water use for the five highest volume customers
(indicate if treated or raw water delivery)

	Customer	Use (1,000gal./yr.)	Treated/Raw Water
(1)	<u>Upton</u>	<u>2674</u>	<u>Treated</u>
(2)	<u>Fudge</u>	<u>1337</u>	<u>Treated</u>
(3)	<u>Frayne</u>	<u>1335</u>	<u>Treated</u>
(4)	<u>Smith</u>	<u>1272</u>	<u>Treated</u>
(5)	<u>Powell</u>	<u>1050</u>	<u>Treated</u>

II. WATER USE DATA FOR SERVICE AREA

A. Water Accounting Data

1. Amount of water use for previous five years (in 1,000 gal.):

Please indicate: Diverted Water
 Treated Water

Year	2013	2014	2015	2016	2017
January	16,797	21,295	18,653	16,047	16,110
February	16,116	20,165	15,140	18,463	18,347
March	24,883	25,845	18,600	19,436	27,808
April	23,281	28,964	19,326	23,990	29,472
May	42,036	36,126	17,959	23,050	43,395
June	40,304	33,892	36,022	40,245	40,185
July	57,138	41,099	68,134	66,331	50,515
August	73,387	46,159	92,117	53,306	46,962
September	60,742	43,110	66,584	42,645	55,128
October	34,278	33,347	49,936	43,437	42,708
November	24,298	24,413	16,081	28,668	33,222
December	21,379	20,618	14,926	23,795	18,527
Total	434,639	375,033	433,478	399,413	422,379

Indicate how the above figures were determined (e.g., from a master meter located at the point of a diversion from the source or located at a point where raw water enters the treatment plant, or from water sales).

MASTER METER

2. Amount of water (in 1,000 gallons) delivered (sold) as recorded by the following account types for the past five years.

Year	Residential	Commercial	Industrial	Wholesale	Other	Total Sold
2017		2,715				422,379
2016		2,951				399,413
2015		2,147				433,478
2014		1,897				375,033
2013		2,691				434,639

3. List previous five years records for water loss (the difference between water diverted (or treated) and water delivered (or sold))
not tracted

Year	Amount (gal.)	%
_____	_____	_____
_____	_____	_____

4. Municipal water use for previous five years:

Year	Population	Total Water Diverted or Pumped for Treatment (1,000 gal.)
_____	_____	_____
_____	_____	_____

B. Projected Water Demands

If applicable, attach projected water supply demands for the next ten years using information such as population trends, historical water use, and economic growth in the service area over the next ten years and any additional water supply requirement from such growth.

III. WATER SUPPLY SYSTEM DATA

A. Water Supply Sources

List all current water supply sources and the amounts authorized with each:

	Source	Amount Authorized
Surface Water:	NTMWD	acre-feet
Groundwater:	_____	acre-feet
Contracts:	_____	acre-feet
Other:	_____	acre-feet

B. Parkers Distribution System

1. Design daily capacity of system: 5 MGD
2. Storage Capacity: Elevated 1 MGD, Ground .5 MGD

REQUIREMENTS FOR WATER CONSERVATION PLANS FOR MUNICIPAL WATER USE BY PUBLIC WATER SUPPLIERS

In addition to the utility profile, a water conservation plan for municipal use by a public water supplier must include, at minimum, additional information as required by Title 30, Texas Administrative Code, '288.2. Note: If the water conservation plan does not provide information for each requirement, an explanation must be included as to why the requirement is not applicable.

Specific, Quantified 5 & 10-Year Targets

The water conservation plan must include specific, quantified five-year and ten-year targets for water savings to include goals for water loss programs and goals for ***municipal use in gallons per capita per day*** (see Appendix A). Note that the goals established by a public water supplier under this subparagraph are not enforceable.

Metering Devices

The water conservation plan must include a statement about the water supplier=s metering device(s), within an accuracy of plus or minus 5.0% in order to measure and account for the amount of water diverted from the source of supply.

Universal Metering

The water conservation plan must include and a program for universal metering of both customer and public uses of water, for meter testing and repair, and for periodic meter replacement.

Unaccounted-For Water Use

The water conservation plan must include measures to determine and control unaccounted-for uses of water (for example, periodic visual inspections along distribution lines; annual or monthly audit of the water system to determine illegal connections; abandoned services; etc.).

Continuing Public Education & Information

The water conservation plan must include a description of the program of continuing public education and information regarding water conservation by the water supplier.

Non-Promotional Water Rate Structure

The water supplier must have a water rate structure which is not "promotional," i.e., a rate

structure which is cost-based and which does not encourage the excessive use of water. This rate structure must be listed in the water conservation plan.

Reservoir Systems Operations Plan

The water conservation plan must include a reservoir systems operations plan, if applicable, providing for the coordinated operation of reservoirs owned by the applicant within a common watershed or river basin in order to optimize available water supplies.

Enforcement Procedure & Plan Adoption

The water conservation plan must include a means of implementation and enforcement which shall be evidenced by 1) a copy of the ordinance, resolution, or tariff indicating **official adoption** of the water conservation plan by the water supplier; and 2) a description of the authority by which the water supplier will implement and enforce the conservation plan.

Coordination with the Regional Water Planning Group(s)

The water conservation plan must include documentation of coordination with the regional water planning group(s) for the service area of the public water supplier in order to ensure consistency with the appropriate approved regional water plans.

Example statement to be included within the water conservation plan:

The service area of the _____ (name of water supplier) is located within the _____ (name of regional water planning area or areas) and _____ (name of water supplier) has provided a copy of this water conservation plan to the _____ (name of regional water planning group or groups).

Additional Requirements:

required of suppliers serving population of 5,000 or more or a projected population of 5,000 or more within ten years)

1. Program for Leak Detection, Repair, and Water Loss Accounting

The plan must include a description of the program of leak detection, repair, and water loss accounting for the water transmission, delivery, and distribution system in order to control unaccounted-for uses of water.

2. Record Management System

The plan must include a record management system to record water pumped, water deliveries, water sales, and water losses which allows for the desegregation of water sales and uses into the following user classes (residential; commercial; public and institutional; and industrial.

Plan Review and Update

Beginning May 1, 2005, a public water supplier for municipal use shall review and update its water conservation plan, as appropriate, based on an assessment of previous five-year and ten-year targets and any other new or updated information. The public water supplier for municipal use shall review and update the next revision of its water conservation plan not later than May 1, 2009, and every five years after that date to coincide with the regional water planning group. The revised plan must also include an implementation report.

Best Management Practices Guide

On November 2004, the Texas Water Development Board=s (TWDB) Report 362 was completed by the Water Conservation Implementation Task Force. Report 362 is the Water Conservation Best Management Practices (BMP) Guide. The BMP Guide is a voluntary list of management practices that water users may implement in addition to the required components of Title 30, Texas Administrative Code, Chapter 288. The BMP Guide is available on the TWDB's website at the link below or by calling (512) 463-7847.

<http://www.twdb.state.tx.us/assistance/conservation/TaskForceDocs/WCITFBMPGuide.pdf>

Appendix A

Definitions of Commonly Used Terms

Conservation B Those practices, techniques, and technologies that reduce the consumption of water, reduce the loss or waste of water, improve the efficiency in the use of water, or increase the recycling and reuse of water so that a water supply is made available for future or alternative uses.

Industrial use B The use of water in processes designed to convert materials of a lower order of value into forms having greater usability and commercial value, commercial fish production, and the development of power by means other than hydroelectric, but does not include agricultural use.

Irrigation B The agricultural use of water for the irrigation of crops, trees, and pastureland, including, but not limited to, golf courses and parks which do not receive water through a municipal distribution system.

Municipal per capita water use B The sum total of water diverted into a water supply system for residential, commercial, and public and institutional uses divided by actual population served.

Municipal use B The use of potable water within or outside a municipality and its environs whether supplied by a person, privately owned utility, political subdivision, or other entity as well as the use of sewage effluent for certain purposes, including the use of treated water for domestic purposes, fighting fires, sprinkling streets, flushing sewers and drains, watering parks and parkways, and recreational purposes, including public and private swimming pools, the use of potable water in industrial and commercial enterprises supplied by a municipal distribution system without special construction to meet its demands, and for the watering of lawns and family gardens.

Municipal use in gallons per capita per day B The total average daily amount of water diverted or pumped for treatment for potable use by a public water supply system. The calculation is made by dividing the water diverted or pumped for treatment for potable use by population served. Indirect reuse volumes shall be credited against total diversion volumes for the purpose of calculating gallons per capita per day for targets and goals.

Pollution B The alteration of the physical, thermal, chemical, or biological quality of, or the contamination of, any water in the state that renders the water harmful, detrimental, or injurious to humans, animal life, vegetation, or property, or to the public health, safety, or welfare, or impairs the usefulness or the public enjoyment of the water for any lawful or reasonable purpose.

Public water supplier B An individual or entity that supplies water to the public for human consumption.

Regional water planning group B A group established by the Texas Water Development Board to prepare a regional water plan under Texas Water Code, ' 16.053.

Retail public water supplier B An individual or entity that for compensation supplies water to the public for human consumption. The term does not include an individual or entity that supplies

water to itself or its employees or tenants when that water is not resold to or used by others.

Reuse B The authorized use for one or more beneficial purposes of use of water that remains unconsumed after the water is used for the original purpose of use and before that water is either disposed of or discharged or otherwise allowed to flow into a watercourse, lake, or other body of state-owned water.

Water conservation plan B A strategy or combination of strategies for reducing the volume of water withdrawn from a water supply source, for reducing the loss or waste of water, for maintaining or improving the efficiency in the use of water, for increasing the recycling and reuse of water, and for preventing the pollution of water. A water conservation plan may be a separate document identified as such or may be contained within another water management document(s).

Water loss - The difference between water diverted or treated and water delivered (sold). Water loss can result from:

1. inaccurate or incomplete record keeping;
2. meter error;
3. unmetered uses such as firefighting, line flushing, and water for public buildings and water treatment plants;
4. leaks; and
5. water theft and unauthorized use.

Wholesale public water supplier B An individual or entity that for compensation supplies water to another for resale to the public for human consumption. The term does not include an individual or entity that supplies water to itself or its employees or tenants as an incident of that employee service or tenancy when that water is not resold to or used by others, or an individual or entity that conveys water to another individual or entity, but does not own the right to the water which is conveyed, whether or not for a delivery fee.

If you have any questions on how to fill out this form or about the _____ program, please contact us at 512/239-_____.

Individuals are entitled to request and review their personal information that the agency gathers on its forms. They may also have any errors in their information corrected. To review such information, contact us at 512-239-3282.

CITY COUNCIL
FUTURE AGENDA ITEMS

MEETING DATE	ITEM DESCRIPTION	CONTACT	Notes
2018			
TBD	2018 City Fee Schedule		2015-16 Approved 2/29; added 2016-17 to FAI
TBD	Annual Codification Supplement	C'Sec	March (Suggested Timing after May Election Results or Uncontested - June)
TBD	Staff Contract Policy	Shelby/Staff	10/18/16 CC Mtg
			2016-1018
Jan., Apr., July., Oct,	Republic Waste Report	Bernas	REQUIRED PER ORDINANCE AND AGREEMENT.
Jan., Apr., July, Oct.	Fire Dept. Report	Sheff/Barnaby	
Jan., Apr., July, Oct.	Investment Report	Johnna	10/24/14; 01/17/18;
February 6, 2018	ANNUAL AUDIT REPORT		2016 0119
February 6, 2018	Calling Election/Collin County Election Contract	C'Sec	Annual - January, if possible
Feb	Use of Parker Preserve (Commercial)		2017 1205 CC Mtg - Mayor
Feb	CABS OMA & PIA Training		
Feb	Parks & Rec. Discussion		2017 1108 CC Mtg - Mayor
Feb	Fiscal Report 2017 - funds authorized by category - Audit?		2017 1108 CC Mtg - CM Meyer
Feb	PVFD Pilot Program - 90 days Eval. Effectiveness		8/29/17 CC mtg
Feb-Mar	Municipal Sales Tax Ord. for Ballot - 30 days		2017 1108 Mtg - CA Shelby

CITY COUNCIL
FUTURE AGENDA ITEMS

MEETING DATE	ITEM DESCRIPTION	CONTACT	Notes
Feb	Racial Profiling Report		Per Capt. Price - Annual Report by March 1st
Feb. 20, 2018	Parker Ranch Estates Phase 2 &3 Prel. Plat - 2nd Ext. deadline		Reminder-Parker Ranch Estates Phase 2 &3 - 2nd Ext. deadline; 06162015;04172017;11082017;12052017

RALPH N. WHITE
KATHRYN B. WHITE
5108 CREEKSIDE CT
PARKER, TX 75094

32-611110 2039

DATE 2 DEC 2017

PAY TO THE ORDER OF CITY OF PARKER POLICE & FIRE ASSOC. \$250.00

Two hundred and fifty one & 40/100

CHASE 

JPMorgan Chase Bank, N.A.
www.Chase.com

MEMO: Donation



RESOLUTION NO. 2016-520
(Acceptance of Gifts to the City by the Mayor)

A RESOLUTION OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, AUTHORIZING THE MAYOR TO ACCEPT, OR REJECT, GIFTS TO THE CITY OF PARKER OF A VALUE OF \$500.00 OR LESS; AND REQUIRING A RECORD TO BE KEPT BY THE CITY OF ALL ACCEPTED OR REJECTED GIFTS.

WHEREAS, the prior policy of the City of Parker has been for the City to take formal action regarding the proposed donation of all gifts to the City of Parker, and

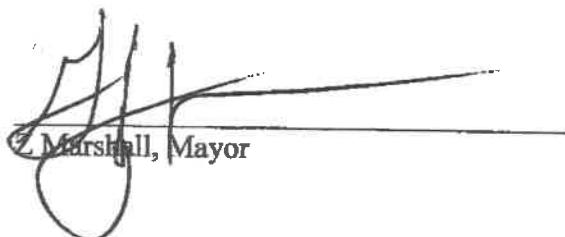
WHEREAS, the City Council has determined that gifts to the City of a value of \$500.00 or less could be accepted, or rejected, by the Mayor at the Mayor's discretion, and

WHEREAS, all other gifts, and all gifts including any form of real estate, shall continue to be placed on the City Council Agenda;

NOW, THEREFORE BE IT RESOLVED by the City Council by the City of Parker, Texas as follows:

1. The Mayor is authorized to accept or reject in writing all gifts offered to the City of Parker of a monetary value of \$500.00 or less, and excluding all other gifts; including any form of real estate. The Mayor may make such inquiry as to the nature and purpose of the gift as the Mayor requires.
2. All gifts of a value of more than \$500.00, or which include real estate, shall be placed on the City Council Agenda for formal approval, or rejection, by vote of the City Council.
3. A written or electronic record of each and every gift offered to, and either accepted or rejected by the City of Parker shall be maintained as a public record. The minutes of a city council meeting are sufficient.

Resolved this 30th day of August, 2016.



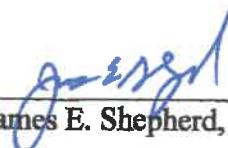
Marshall, Mayor

ATTEST:



Patti Scott Grey, City Secretary

APPROVED AS TO FORM:



James E. Shepherd, City Attorney

JULY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUGUST

S	M	T	W	T	F	S
				1	2	3
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER

1								
2	3	4	5	6	7	8		
9	10	11	12	13	14	15		
16	17	18	19	20	21	22		
23	24	25	26	27	28	29		
30								

2018 PLANNING CALENDAR



NAME OF CITY: City of Parker, Texas

April - May

Mailing of "Notices of Appraised Value" by Chief Appraiser.

April 30

The Chief Appraiser prepares and certifies to the Tax Assessor for each county, municipality, and school district participating in the appraisal district an estimate of the taxable value.

May 15

Deadline for submitting Appraisal Records to ARB.

July 20 (Aug 30)

Deadline for ARB to approve Appraisal Records.

July 25

Deadline for Chief Appraiser to certify Appraisal Rolls to each Taxing Unit.

Aug

Certification of anticipated collection rate by collector.

Calculation of Effective and Rollback Tax Rates.

Submission of Effective and Rollback Tax Rates to governing body.

August 3, 2018

72 Hour Notice for Meeting (Open Meetings Notice).

Aug 7

Meeting of Governing Body to Discuss Tax Rates.

If proposed tax rate will exceed the Rollback Rate or the Effective Tax Rate (whichever is lower), take record vote and schedule two Public Hearings.

Aug 13

Publish the "Notice of 2018 Property Tax Rates" by September 1.

Notice must be published at least seven (7) days before first Public Hearing. Notice must also be posted on the municipality's website.

Aug 17

72 Hour Notice for First Public Hearing (Open Meetings Notice).

Aug 21

First Public Hearing At least 7 days after publication of "Notice of Property Tax Rates."

Aug 24

72 Hour Notice for Second Public Hearing (Open Meetings Notice).

Aug 28

Second Public Hearing May not be earlier than 3 days after first Public Hearing.

Schedule and announce meeting to adopt tax rate three to fourteen (3 - 14) days from this date.

Aug 31

72 Hour Notice for Meeting at which Governing Body will Adopt Tax Rate (Open Meetings Notice).

Sept 4

Meeting to Adopt 2018 Tax Rate. Meeting to adopt must be prior to September 20, 2017.

Schedule meeting three to fourteen (3 to 14) days after second Public Hearing. Taxing Unit must adopt tax rate before September 30 or 60 days after receiving Certified Appraisal Roll, whichever is later.

September 19

Deadline to submit the Tax Rate Ordinance to the Collin County Tax Office.

Tax Code Section 81.06 directs that if a date falls on a weekend, the deadline is extended to the following regular business day.

Advice of taxing unit legal counsel should be sought to determine how to fulfill the requirements of Section 140.010 Local Code (SB 1510).

Please provide a copy of the Ordinance adopting the 2017 Tax Rate to the Tax Office by September 19, 2018.

DRAFT