



AGENDA
CITY COUNCIL MEETING
APRIL 17, 2018 @ 7:00 P.M.

Notice is hereby given the City Council for the City of Parker will meet in a Regular Meeting on Tuesday, April 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.

PROCLAMATION - RECOGNITION

PRESENTATION RECOGNIZING SOUTHFORK RANCH. [MARSHALL]

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 APRIL 17, 2018. [SCOTT GREY]
2. CITY INVESTMENT QUARTERLY REPORT. [MARSHALL]
3. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ADVERTISING REQUEST FOR QUALIFICATIONS (RFQs) FOR AUDITOR SERVICES. [BOYD]

INDIVIDUAL CONSIDERATION ITEMS

4. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2018-568, APPROVING AN INTERLOCAL AGREEMENT BETWEEN COLLIN COUNTY (CC) AND THE CITY OF PARKER FOR ROAD AND BRIDGE IMPROVEMENTS. [FLANIGAN]
5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON TRANSFERRING FUNDS FROM THE CITY COUNCIL CONTINGENCY FUND TO INFORMATION TECHNOLOGY (IT). [BOYD/BROOKS]

ROUTINE ITEMS

6. FUTURE AGENDA ITEMS

REMINDER(S):

- SATURDAY, APRIL 28, 2018, 10AM-2PM, DRUG TAKE BACK
- TUESDAY, MAY 1, 2018 CITY COUNCIL MEETING CANCELED DUE TO EARLY VOTING
- SATURDAY, MAY 5, 2018 – GENERAL & SPECIAL 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

- The May 22, 2018 Democratic & Republican Primary Runoff Election Early Voting/polling location will be **Lovejoy ISD**. The Early Voting period is from Monday, May 14th – Friday, May 18th – 7 am -7 pm each day. Election Day is Tuesday, May 22nd – 7 am-7 pm and the polls will be open at **Lovejoy ISD and Parker City Hall**.
- PROJECTED 2018 TAX RATE PLANNING CALENDAR

7. 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 April 13, 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.

PARKER
CITY OF

Proclamation

WHEREAS, the TV Show DALLAS had their 40th year reunion; and

WHEREAS, VisitDallas and Southfork Ranch partnered to produce a weekend of events to commemorate one of the most popular TV shows in American pop culture history; and

WHEREAS, everyone was invited to celebrate the 40th anniversary of the debut of the original DALLAS TV series with legendary cast members Linda Gray (Sue Ellen Ewing), Patrick Duffy (Bobby Ewing), Charlene Tilton (Lucy Ewing) and Steve Kanaly (Ray Krebbs), with activities Friday, March 30 and Saturday March 31, 2018; and

WHEREAS, fans enjoyed exclusive events at Southfork Ranch and experienced up-close-and-personal memories as the cast reminisced about their careers and their time on the iconic show: DALLAS; and

WHEREAS, fans toured the Ewing Mansion and relived exciting moments from the series in the "DALLAS Legends" exhibit, which featured an exciting array of memorabilia from the show, including the gun that shot J.R., Lucy's wedding dress, the DALLAS family tree and Jock's Lincoln Continental; and

WHEREAS, many fans came to be a part of the exciting 40th anniversary reunion celebration at the iconic Longhorn Ballroom, the filming location for many of the series' original bar scenes; and

NOW, THEREFORE, I, Z MARSHALL, Mayor of Parker, in Collin County, Texas, do hereby celebrate and recognize

"SOUTHFORK RANCH" OF PARKER, TEXAS.

PROCLAIMED, this 17th day of April, 2018.



Z Marshall, Mayor



Council Agenda Item

Item 1
C'Sec Use Only

Budget Account Code:	Meeting Date: April 17, 2018
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: City Secretary Scott Grey
Estimated Cost:	Date Prepared: April 12, 2018
Exhibits:	Proposed Minutes

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR APRIL 3, 2018. [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: <i>20</i>	04/12/2018
City Attorney:		Date:	
City Administrator:	<i>Jeff Flanigan</i>	Date: <i>13</i>	04/13/2018

MINUTES
CITY COUNCIL MEETING
APRIL 3, 2018

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 7:00 p.m. Councilmembers 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, City Engineer John Birkhoff, P.E., and Police Chief Richard Brooks

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Fran Lewis led the pledge.

TEXAS PLEDGE: Police Chief Richard Brooks 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 MARCH 20, 2018. [SCOTT GREY]
2. CONSIDERATION AND/OR ANY APPROPRIATE ACTION CANCELING THE MAY 1, 2018 REGULAR MEETING DUE TO MAY 5, 2018 GENERAL AND SPECIAL ELECTION EARLY VOTING, 7AM-7PM. [FLANIGAN]

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

INDIVIDUAL CONSIDERATION ITEMS

3. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2018-566, AWARDING THE SYCAMORE LANE WATER LINE PROJECT. [FLANIGAN/BIRKHOFF] [TABLED – 03202018]

City Engineer John Birkhoff, P.E. reviewed the item and recommended KIK Underground, LLC, as the lowest qualified bidder. [See Exhibit 1 – City Engineer John Birkhoff, P.E.'s letter dated March 8, 2018 and additional information provided, BCG Construction References and KIK Underground, LLC Experience.]

MOTION: Councilmember Levine moved to adopt City Engineer John Birkhoff, P.E.'s recommendation for the lowest qualified bidder or KIK Underground, LLC of

Richardson, Texas, in the amount of \$946,076.00. Mayor Pro Tem Levine also asked that the resolution, Resolution No. 2018-566, awarding the Sycamore Lane water line project, be updated, clarifying what City Council has done. Councilmember Meyer seconded with Councilmembers Levine, Meyer, Pettle, Raney, and Standridge voting for the motion. Motion carried 5-0.

Mayor Marshall asked City Attorney Shelby to provide the City Secretary with an updated resolution.

ROUTINE ITEMS

4. FUTURE AGENDA ITEMS

Mayor Marshall asked if there were any items to be added to the future agenda, noting Councilmember Meyer asked for a Sensus contract update and he had asked the City Administrator to meet with her. City Administrator Flanigan said they had not had an opportunity to meet, but hoped to meet soon.

The Mayor asked Councilmember Pettle about the Code Update progress and when that should be added to the future agenda items. Councilmember Pettle said she was waiting on the City Administrator and City Attorney.

UPDATE(S):

- WATER SYSTEM

City Administrator Flanigan was asked to give an update on the water outage. Mr. Flanigan said it was a main break and a regulatory requirement to send a "Boil Water" notice. The "Boil Water" notice was due to the City losing water pressure in the elevated tower. The language for the notices, Boil Water Notice and then Boil Water Notice Rescinded, are mandated by Texas Commission of Environmental Quality (TCEQ). To the best of his knowledge, there were no contractors out at the time of the incident. The ground shifted, the pipe broke, and caused this unusual outage. City Staff did a great job getting the repair completed as quickly as possible. He said he received complaints about the notification system and staff is looking into better notification options.

Mayor Pro Tem Levine asked Mr. Flanigan to review the water testing.

Mr. Flanigan said the notice was a precaution due to the outage. The City is required to send out the notice and take multiple water samples all over the city. The water samples are analyzed in a lab. Once the lab confirms there is no problem with the quality of the water a rescind notice is sent. Again, the notice was a precautionary measure and the City took the necessary steps as mandated and required by TCEQ for similar situations.

Councilmember Meyer said being prepared for emergency water incidents could be a topic for a future City Newsletter. She reminded Parker residents to be prepared. With so much construction being completed in the area, it is bound to happen from time to time. Mayor Marshall said similar information on the city's website would be helpful as well.

Councilmember Pettle asked if Parker residents could get an email blast reminder approximately a week prior to the Sycamore Lane water line project construction. City Administrator Flanigan said it would not be an email blast, but he did plan to send a letter to the residents in the affected area.

REMINDER(S):

Mayor Marshall reviewed the following reminders.

- MONDAY, APRIL 16, 2018, 7PM, ANNUAL CANDIDATES NIGHT OPEN FORUM
- SATURDAY, APRIL 28, 2018, 10AM-2PM, DRUG TAKE BACK
- SATURDAY, MAY 5, 2018 – GENERAL & SPECIAL ELECTION (EV AND ED INFO)

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- PROJECTED 2018 TAX RATE PLANNING CALENDAR

Mayor Marshall noted the next regularly scheduled meeting would be Tuesday, April 17, 2018.

5. ADJOURN

Mayor Marshall adjourned the meeting at 7:17 p.m.

APPROVED:

Mayor Z Marshall

Approved on the 17th day
of April, 2018.

Patti Scott Grey, City Secretary

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.

March 8, 2018

EXHIBIT 1

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

Re: Sycamore Lane Water Line

Dear Mr. Flanigan:

We have checked the bids received at 1:15 p.m., Thursday, February 22, 2018 for the Sycamore Lane Water Line project. We are enclosing six (6) copies of the Bid Summary and Bid Tabulation.

Eleven bids were received, and it has been determined the two low bidders are not sufficiently experienced to complete the work as required in NCTCOG Standard Specification 102.12 Disqualifications of Bidder. The third low bidder was non-responsive.

The low bidder's qualifications provided from 2013 thru 2017 show paving work and drainage work for various cities. No water or sewer line experience was provided. They provided two current projects for Insurance Auto Auction in which they state full ground up development including buildings but no references. This bidder did not provide a list of equipment being proposed for this project as required in the Qualifications form.

The second low bidder's experience shows one city project for what appears to be a drainage project, the remaining experience is sub consultant work for private companies and the work included high school stadiums, bus barns, wave pool, fleet maintenance and Walmart distribution center. No water line or sewer line experience was provided. This bidder also did not list any employees working for the company and did not provide a list of equipment to be used on this project.

The third low bidder did not provide any information in the required Qualifications Statement and has been deemed non-responsive to the City's bid requirements.

The fourth low bidder provided evidence that they have water and sewer line experience for several cities in North Texas. This contractor did not provide a list of equipment to be utilized on the project.

The seventh low bidder is the first bidder to provide all information requested in their Qualification Statement and has adequate experience in water and sewer line construction.

We recommend that the City waive the requirement for providing a list of equipment to be utilized on this project resulting in the 4th low bidder, KIK Underground, LLC, meeting the requirements of the qualifications. KIK Underground, LLC of Richardson, Texas submitted the Lowest Bid in the amount of \$946,076.00. We are completing a water line relocation project with the City of Glenn Heights and their contractor, KIK Underground has performed satisfactory on this project.

Accordingly, based on the information we have available to us, we recommend that the City award KIK Underground, LLC a construction contract in the amount of \$946,076.00.

We are available to discuss our recommendation further at your convenience.

Sincerely,



John W. Birkhoff, P.E.

Enclosures

Client: City of Parker, Texas
Project: Sycamore Lane WL

Date: 4/3/2018

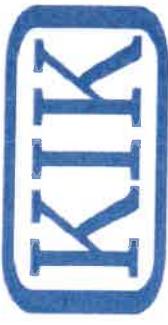
By: CER

BCG Construction References

Reference	Question	Response	Reference Name
Lee Lewis	Type of work completed by contractor on the project?	Mass demolition and mass excavation	Ty Parsons, Vice President
	Quality of work?	Good	
	Work completed on time?	Yes	
	Were there any change orders and, if so, how were they handled by the contractor?	Fair and reasonable to work with regarding change orders	
	Did the company perform any paving and/or waterline work and, if so, how would you describe the work they performed?	No water work	
	Would the reference use the company again?	Yes, they have already used them multiple times	
Stoneleigh General Contractors	Type of work completed by contractor on the project?	Various on-site and off-site utility components. Water & sewer mains, live taps, etc.	Steve Niles, Project Manager
	Quality of work?	Good	
	Work completed on time?	Based on original schedule, no - due to City's coordination. BCG was very responsive and finished within revised schedule	
	Were there any change orders and, if so, how were they handled by the contractor?	They were reasonable on change orders, very fair with pricing.	
	Did the company perform any paving and/or waterline work and, if so, how would you describe the work they performed?	No paving work. Various water components including water line install & several taps. Quality work on water.	
	Would the reference use the company again?	Yes (noted that they would be hesitant to use them for excavation on a larger project)	
Schmoldt Construction	Type of work completed by contractor on the project?	Utility components such as water and wastewater lines for multiple projects	Cary Schmoldt, Owner
	Quality of work?	Good	
	Work completed on time?	Completed on time	
	Were there any change orders and, if so, how were they handled by the contractor?	One change order and it was processed smoothly.	
	Did the company perform any paving and/or waterline work and, if so, how would you describe the work they performed?	No paving. Did waterline work and did a good job.	
	Would the reference use the company again?	Yes, used them for multiple projects	

KIK UNDERGROUND, LLC

P.O. Box 850787
 Richardson, TX 75085-0787
469-426-4690
Tom@kikunderground.com



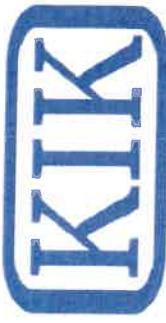
PREVIOUS EXPERIENCE

Project Name	Owner's Contact Person	Design Engineer	Contract Date	Type of Work	Status	Cost of Work
Hwy 66 Fate Main Water & Sanitary Sewer relocation	Name: Travis Kimber Address: Fate, Texas Telephone: 972-774-4601	Name: Misty Christian Company: Kimley Horn Telephone: 817-335-6511	09/2016	Water & Sanitary Sewer relocation	100%	\$785,474.00
Paving, Drainage, and Water Improvements to Linda Ln. & Robin Rd.	Name: Nathan Johnson Address: Plano, Texas Telephone: 972-400-7709	Name: Tim Wallace Company: Wier & Associates, Inc Telephone: 817-467-7700	5/2017	Paving, Drainage, and Water Improvements	100%	\$1,070,286.43
Preston Huston Addition	Name: Roderick Middleton Address: Telephone: 469-585-2491	Name: Company: Texas Development Services, LLC. Telephone: 972-427-4100	08/2016	Water, Sanitary Sewer & Storm Drain Installation	100%	\$1,845,924.00
CDBG 2016-2017 Shoredale Water & Sewer Improvements	Name: Abel Saldana Address: Dallas County Public Works Telephone: 972-919-2593	Name: Marc Bentley Company: City of Farmers Branch Telephone: 972-422-9880	4/2017	Replace 1,350 LF of 8" WL & 100 LF of 6" WL	100%	\$233,844.00
Buckner Park	Name: City of Dallas Park Department Address: Suite 6FS, in Dallas City Hall Telephone: 214-670-5454	Name: Company: NJB, Inc Telephone: 972-233-2033	10/2016	Water & Storm Drain Installation	100%	\$74,218.00
F.M. 664 Utility Relocation	Name: Charles Brewer Address: Glenn Heights, Texas Telephone: 469-570-9021	Name: John Birkhoff Company: Birkhoff, Hendricks, & Carter Telephone: 214-361-7900	9/2017	Water Utility Relocations	100%	\$859,415.00
McCoy Villas Addition	Name: Harlan Properties, Inc Address: 2404 Texas Drive, Suite 103, Irving, Tx 75062 Telephone: 972-659-0655	Name: Jim Dewey Company: JDJR Engineers & Consultants Telephone: 972-252-5357	07/2016	Water, Sanitary Sewer & Storm Drain Installation	100%	\$289,905.00

Water, Sanitary Sewer, Storm Drainage, Headwalls, Flumes & More
www.kikunderground.com

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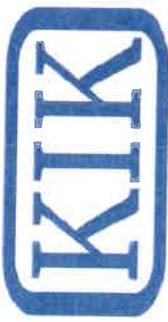


PREVIOUS EXPERIENCE

Project Name	Owner's Contact Person	Design Engineer	Contract Date	Type of Work	Status	Cost of Work
L-3 Hanger San Sewer Replacement	Name: James Bryant Address: Greenville, Texas Telephone:	Name: Kimley Horn Company: Kimley Horn Telephone: 972-770-1300	3/2017	Lift Stations, Water & Sewer Main Replacement	100%	\$2,027,301.00
Kellus Turner Lift Station	Name: Gary Garner Address: Odessa, Texas Telephone: 432-557-5513	Name: Robert Walkens Company: Parkhill, Smith & Cooper Telephone: 575-202-3724	6/2016	Construction of Lift Stations and backup generator	100%	\$800,000.00
Cavazos Lift Station	Name: Gary Garner Address: Odessa, Texas Telephone: 432-557-5513	Name: Robert Walkens Company: Parkhill, Smith & Cooper Telephone: 575-202-3724	6/2016	Construction of Lift Stations and backup generator	100%	\$900,000.00
De Berry Phase 1 Lift Station	Name: Address: Princeton, Texas Telephone: 972-736-2416	Name: Company: City of Princeton Telephone: 972-736-2416	07/2016	Construction of Lift Stations	100%	\$173,600.00
College Lift Station Rehabilitation	Name: Address: Princeton, Texas Telephone: 972-736-2416	Name: Company: City of Princeton Telephone: 972-736-2416	08/2016	Lift Stations repairs	100%	\$22,670.00
Joppa Fellows Addition	Name: Dallas Neighborhood Alliance for Habitat, Inc. Address: Dallas, Texas Telephone: 214-678-2300	Name: Mark Webb Company: Webb Consulting Group, Inc. Telephone: 972-442-7159	2/2017	Water, Sanitary Sewer & Storm Drainage installation	100%	\$203,451.00
Hickory Tree Road Paving and Drainage Improvements	Name: Jaramco Investments, LLC Address: Sherman, Texas Telephone: 214-334-1805	Name: Antonia Irvin Company: Ridinger Associates, Inc. Telephone: 972-353-8800	10/2016	Drainage Improvements	100%	\$192,246.70

Water, Sanitary Sewer, Storm Drainage, Headwalls, Flumes & More

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LIST OF MAJOR EQUIPMENT AVAILABLE

ITEM	PURCHASE DATE	CONDITION	ACQUIRED VALUE
(3) CAT 336 Excavators			
(3) CAT 323 Excavator			
(2) CAT P56 Compactor			
(2) CAT 953 Track Loaders			
(4) 938 Loaders			
(1) CAT 416 Rubber Tire Backhoe			
(1) CAT 420 Rubber Tire Backhoe			
(2) 2000 Gal Water Trucks			

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City of Parker		CASH IN BANK			CHANGE IN BALANCE	
CASH REPORT		Prior Year End 09/30/17	2/28/2018	3/31/2018	CURRENT MONTH	YTD
Funds Available for Operations:						
American National Bank		\$1,465,562.65	\$2,883,184.66	\$2,748,318.79	(\$134,865.87)	\$1,282,756.14
TexStar		\$1,650,590.35	\$1,658,695.53	\$1,660,807.95	\$2,112.42	\$10,217.60
Funds in Restricted Use Accounts						
American National Bank		\$935,701.35	\$1,144,409.74	\$1,229,358.74	\$84,949.00	\$293,657.39
TexStar		\$512,372.49	\$514,888.44	\$515,544.15	\$655.71	\$3,171.66
Bond Funds - Projects: (C/O Only)						
American National Bank		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TexStar		\$894,203.68	\$897,791.15	\$898,934.53	\$1,143.38	\$4,730.85
Funds used for Debt Service:						
American National Bank		\$146,197.69	\$252,808.91	\$259,823.97	\$7,015.06	\$113,626.28
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	\$134,310.14	\$134,410.14	\$100.00	(\$27,263.73)
American National Bank-CD		\$66,558.85	\$66,635.32	\$66,657.48	\$22.16	\$98.63
Report Total		\$8,189,117.19	\$9,911,881.22	\$9,873,013.08	(\$38,868.14)	\$1,683,895.89

City of Parker					
Investments by Instrument Type					
Instrument Type	For the Period Ending: 3/31/2018	Current Balance	Current %	Max % Per Policy	In compliance (Y) (N)
Certificates of Deposits	66,657.48	1.21%	25.00%	YES	
Local Government Investment Pools	3,075,286.63	55.90%	80.00%	YES	
CDAR's Program	2,359,157.33	42.89%	100.00%	YES	
Total Investments	5,501,101.44				
		Pledged Securities Value	%	% Required per policy	
American National Bank - Cash Accts	4,237,501.50	5,494,574.79	129.67%	102.00%	
TexStar S & P Rating		Current Rating	Rating / Policy	In compliance (Y) (N)	
		AAAm	AAA	YES	
Johnna Boyd - Finance Manager				Date	
Z Marshall - Chief Investment Officer				Date	
Jeff Flanigan - City Administrator				Date	

**City of Parker
Investment Report
Period ending March 31, 2018**

Summary - All Funds

Maturity date	Description	Account #	Prior Year End - 09/30/17	Feb ending bal	Contribution	Current balance	Change in position	03/31/18
City of Parker Operating account with no restrictions								
American National Bank-Cheking (City)	701004344		\$660,488.63	\$2,260,113.11		\$2,224,262.59	(\$35,850.52)	0.00%
American National Bank-Cheking (Water)			\$805,074.02	\$623,071.55		\$524,056.20	(\$99,015.35)	0.00%
City Total			\$1,465,562.65	\$2,883,184.66		\$2,748,318.79	(\$134,865.87)	

Restricted use accounts

Maturity date	Description	Account #	Prior Year End - 09/30/17	Feb ending bal	Contribution	Current balance	Change in position	03/31/18
American National Bank-Capital Improv.(Water)								
American National Bank-Capital Improv.(City)	70021272		\$652,286.37	\$722,786.37		\$754,786.37	\$32,000.00	0.00%
American National Bank-Cheking (Security)	700003999		\$104,268.25	\$104,268.25		\$104,268.25	\$0.00	0.00%
American National Bank-Technology Fund	700155997		\$30,728.45	\$32,079.09		\$32,335.60	\$256.51	0.00%
American National Bank - Police Seizures	70024946		\$7,171.30	\$8,972.73		\$9,314.70	\$341.97	0.00%
American National Bank - State Training Funds	4600072104		\$97.42	\$1,229.42		\$1,229.42	\$0.00	0.00%
American National Bank-&S Fund	70021520		\$3,286.31	\$3,286.31		\$4,430.48	\$1,144.17	0.00%
American National Bank-Water &S Fund	70021884		\$44,656.94	\$251,933.53		\$258,948.59	\$7,015.06	0.00%
American National Bank-Water Impact Fees	4600079527		\$1,540.75	\$875.38		\$875.38	\$0.00	0.00%
TEXSTAR - Bond Funds (C/O)	1114-000		\$37,863.25	\$271,787.57		\$322,993.92	\$51,206.35	0.00%
TEXSTAR - Escrow Funds	1115-000		\$894,203.68	\$897,791.15		\$898,934.53	\$1,143.38	1.50%
TEXSTAR - Capital Improv. (Water)	1113-000		\$25,231.06	\$25,354.92		\$25,387.19	\$32.27	1.50%
Total Restricted Use Accounts			\$487,141.43	\$489,533.52		\$490,156.96	\$523.44	1.50%
			\$2,488,475.21	\$2,809,898.24		\$2,903,661.39	\$93,763.15	

Maturity date	Description	Account #	Prior Year End - 09/30/17	Feb ending bal	Contribution	Current balance	Change in position	03/31/18
Investment Accounts - City and Water								
N/A	TEXSTAR - City Operating	1111-000	\$1,342,763.71	\$1,349,357.31		\$1,351,075.79	\$1,718.48	1.50%
N/A	TEXSTAR - Water Operating	1112-000	\$307,826.64	\$309,338.22		\$309,732.16	\$393.94	1.50%
11/12/20	BOKF - CDARS (3 year Term)	1017268801	\$330,500.00	\$333,401.07		\$333,401.07	\$0.00	1.75%
10/17/19	BOKF - CDARS (3 year Term)	1019557325	\$1,025,756.26	\$1,025,756.26		\$1,025,756.26	\$0.00	1.05%
10/18/18	BOKF - CDARS (3 Year Term)	10183888908	\$1,000,000.00	\$1,000,000.00		\$1,000,000.00	\$0.00	1.10%
	Total Investment Accounts - City and Water		\$4,340,632.92	\$4,354,540.24		\$4,357,796.83	\$3,256.59	

Fire Department Funds

Maturity date	Description	Account #	Prior Year End - 09/30/17	Feb ending bal	Contribution	Current balance	Change in position	03/31/18
Reconciliation of all accounts to bank statements								
N/A	American National Bank-Fire Department (Ckng)	701002961	\$161,673.87	\$134,310.14		\$134,410.14	\$100.00	0.00%
01/17/18	American National Bank-Fire Department (CD)	9602616	\$30,643.57	\$30,697.66		\$30,697.66	\$0.00	0.35%
03/15/18	American National Bank-Fire Department (CD)	9358698	\$35,915.28	\$35,937.66		\$35,939.82	\$22.16	0.25%
	Fire Department Total		\$228,232.72	\$200,945.46		\$201,067.62	\$122.16	

ANB
TEXSTAR
F & M Bank
Bank of Texas
TOTAL including all of fire dept

(\$42,779.65)
\$3,071,375.12
\$0.00
\$2,359,157.33
\$9,873,013.08
(\$38,868.14)

City of Parker
Investment Report
Period ending March 31, 2018

FUND #1 - Governmental

City of Parker Operating account with no restrictions

Maturity date	Description	Account #	Prior Year End - 09/30/17	Feb ending bal	Contribution	Current balance	Change in position	Interest Rate %
	American National Bank-Checking (City)	701004344	\$660,488.63	\$2,260,113.11		\$2,224,282.59	(\$35,850.52)	0.00%
	City Total		\$660,488.63	\$2,260,113.11		\$2,224,282.59	(\$35,850.52)	

Documented user accounts

Restricted use accounts						
Maturity date	Description	Account #	Prior Year End - 09/30/17	Feb ending bal	Contribution	Current balance
	American National Bank-Capital Improv.(City)	700021272	\$104,268.25	\$104,268.25		\$104,268.25
	American National Bank-Checking (Security)	700033999	\$30,728.45	\$32,079.09		\$32,335.60
	American National Bank-Technology Fund	700019597	\$7,171.30	\$8,922.73		\$9,341.47
	American National Bank-Police Seizures	700024846	\$97.42	\$1,229.42		\$1,229.42
	American National Bank-State Training Funds	4600072104	\$3,286.31	\$3,266.31		\$4,430.48
n/a	TEXSTAR	1111-000	\$1,342,763.71	\$1,349,337.31		\$1,351,075.79
	TEXSTAR - Escrow Funds	1150-000	\$25,231.06	\$25,354.92		\$25,387.19
						\$32.27
	Total Restricted use accounts		\$1,488,315.44	\$1,499,133.11		\$1,528,041.43
						\$3,493.40

Investment Accounts = City

Fire Department Funds								
Maturity date	Description	Account #	Prior Year End - 09/30/17	Feb ending bal	Contribution	Current balance	Change in position	Interest Rate %
N/A	American National Bank-Fire Department (Ckng)	701002961	\$161,673.87	\$134,310.14		\$134,410.14	\$100.00	0.00%
01/11/18	American National Bank-Fire Department (CD)	9602616	\$30,643.57	\$30,697.66		\$30,697.66	\$0.00	0.35%
03/15/18	American National Bank-Fire Department (CD)	9356698	\$35,915.28	\$35,937.66		\$35,937.66	\$22.16	0.25%
	Fire Department Total		\$228,232.72	\$200,945.46		\$201,067.62	\$122.16	

Reconciliation of all accounts to bank statements

ANB	\$1,034,273.08	\$2,610,894.37	\$2,576,908.66	(\$3,985.71)
TEXSTAR	\$1,367,994.77	\$1,374,712.23	\$1,376,462.98	\$1,750.75
F&M Bank & Trust	\$0.00	\$0.00	\$0.00	\$0.00
Bank of Texas	\$2,356,256.26	\$2,359,157.33	\$2,359,157.33	\$0.00
TOTAL including all of fire debt	\$4,758,524.11	\$6,344,763.93	\$6,312,528.97	(\$32,234.96)

**City of Parker
Investment Report
Period ending March 31, 2018**

FUND #2 - Water

Water Dept Operating account with no restrictions

03/31/18						
Maturity date	Description	Account #	Prior Year End - 09/30/17	Feb ending bal	Contribution	Current balance
	American National Bank-Checking (Water)	701012347	\$805,074.02	\$623,071.55		\$524,056.20
	Water Department Total					\$524,056.20
						-\$99,015.35
Restricted use accounts						
Maturity date	Description	Account #	Prior Year End - 09/30/17	Feb ending bal	Contribution	Current balance
	American National Bank-Capital Improv.(Water)	707031297	\$652,286.37	\$722,786.37		\$754,786.37
	American National Bank-Water Impact Fees	4600279527	\$137,863.25	\$271,787.57		\$322,993.92
	TEXSTAR - Capital Improv. (Water)	1113-000	\$487,141.43	\$489,533.52		\$490,156.96
	Total Restricted use accounts		\$1,277,291.05	\$1,484,107.46		\$1,557,937.25
						\$83,823.79
Investment accounts						
Maturity date	Description	Account #	Prior Year End - 09/30/17	Feb ending bal	Contribution	Current balance
	TEXSTAR	1112-000	\$307,826.64	\$309,338.22		\$309,732.16
						\$393.34
						1.50%

Reconciliation of all accounts to bank statements

	Prior Year End - 09/30/17	Feb ending bal	Current balance	Change in position	Interest Rate %
ANB	\$1,595,223.64	\$1,617,645.49	\$1,601,836.49	(15,809.00)	0.00%
TEXSTAR	\$794,968.07	\$798,871.74	\$799,889.12	1,017.38	0.00%
Viewpoint	\$0.00	\$0.00	\$0.00	0.00	0.00
Bank of Texas	\$0.00	\$0.00	\$0.00	0.00	0.00
TOTAL including all of fire dept	\$2,390,191.71	\$2,416,517.23	\$2,401,725.61	(14,791.62)	

**City of Parker
Investment Report
Period ending March 31, 2018**

FUND #3 - Debt Service

Restricted use accounts

	Description	Account #	Prior Year End - 09/30/17	Feb ending bal	Contribution	Current balance	Change in position	Interest Rate %
American National Bank-I&S Fund	700021520	\$144,656.94	\$251,933.53		\$258,948.59	\$7,015.06	0.00%	
American National Bank-Water I&S Fund	700021884	\$1,540.75	\$875.38		\$875.38	\$0.00	0.00%	
Total	\$146,197.69	\$252,808.91			\$259,823.97	\$7,015.06		

Reconciliation of all accounts to bank statements

	Prior Year End - 09/30/17	Feb ending bal	Current balance	Change in position
ANB	\$146,197.69	\$252,808.91	\$259,823.97	\$7,015.06
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	\$252,808.91	\$259,823.97	\$7,015.06

**City of Parker
Investment Report
Period ending March 31, 2018**

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

Restricted use accounts							3/31/2018	
Maturity date	Description	Account #	Prior Year End - 09/30/17	Feb ending bal	Contribution	Current balance	Change in position	Interest Rate %
	Texstar - Bond Funds (C/O)	1114-000	\$894,203.68	\$897,791.15		\$898,934.53	\$1,143.38	1.50%
		Total	\$0.00	\$897,791.15		\$898,934.53	\$1,143.38	

		Prior Year End - 09/30/17	Feb ending bal	Current balance	Change in position
Reconciliation of all accounts to bank statements					
ANB		\$0.00	\$0.00	\$0.00	0.00
TEXSTAR		\$894,203.68	\$897,791.15	\$898,934.53	1,143.38
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 fire dept		\$894,203.68	\$897,791.15	\$898,934.53	1,143.38

City of Parker Weighted Average Maturity

Report Date: **March 31, 2018**

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	3,075,286.63	03/31/18	04/28/18	28	15.65
ANB - VFD CD	35,959.82	03/31/18	09/15/19	525	3.43
ANB - VFD CD	30,697.66	03/31/18	01/11/20	641	3.58
BOKF CDARS - 3 Yr Term	333,401.07	03/31/18	11/12/20	942	57.09
BOKF CDARS - 3 Yr Term	1,025,756.26	03/31/18	10/19/19	559	104.23
BOKF CDARS - 3 Year Term	1,000,000.00	03/31/18	10/18/18	198	35.99
Total	5,501,101.44				219.98

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



Council Agenda Item

Item 3
C'Sec Use Only

Budget Account Code:	1-10-7300 & 2-70-7300	Meeting Date:	April 17, 2018
Budgeted Amount:		Department/ Requestor:	Finance/H.R. Manager Boyd
Fund Balance- before expenditure:		Prepared by:	Finance/H.R. Manager Boyd
Estimated Cost:		Date Prepared:	April 12, 2018
Exhibits:	Proposed Request for Qualifications (RFQs)		

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ADVERTISING REQUEST FOR QUALIFICATIONS (RFQS) FOR AUDITOR SERVICES. [BOYD]

SUMMARY

Finance/H.R. Manager Boyd prepared a Request for Qualifications (RFQs) for auditor services and is now requesting permission to move forward with advertising said RFQ.

POSSIBLE ACTION

Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:			
Department Head/ Requestor:	<i>Johanna Boyd</i>	<i>JB</i>	Date: 04/12/2018
City Attorney:			Date:
City Administrator:	<i>Jeff Flanigan</i>	<i>JF</i>	Date: 04/13/2018

City of Parker Municipal Budget Request for Qualifications

The City of Parker is issuing this Request for Qualifications for certified public accounting firms who provide auditing services to general law cities within the state of Texas. Parker rotates its auditing services on a three to five year basis, although contracts with the auditing firms are executed on a yearly basis. The first term for the audit requested will be for the fiscal year ending September 30, 2018.

The City requests that the firm submitting their qualifications provide the following:

- a. A calendar of audit events, including the date of anticipated delivery of the auditor's opinion for the calendar year ending September 30, 2018.
- b. Names and qualifications of audit personnel anticipated to be on site at Parker City Hall.
- c. Anticipated charges for the services described below.

The City of Parker anticipates the auditor's services will include the following:

- a. The auditors will provide a written opinion as to the financial statements of the City of Parker or, in all material respects, in conformity with United States generally accepted accounting principles, as they relate to Government Auditing Standards.
- b. The auditors will provide a report that does not include an opinion on internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, non-compliance with which could have a material effect on the financial statements as required by Government Auditing Standards.
- c. Conditioned on adequate presentation of data by the City, the auditor will prepare a draft of the city's financial reports and related notes.
- d. The auditors will examine, on a test basis, evidence supporting the amounts and disclosures on the financial statements.
- e. The auditors will review the internal control measures of the City sufficiently to plan the audit in order to determine the nature, timing, and extent of the auditing procedures.

All responses to the Request for Qualifications should be sent to Johnna Boyd, Finance Manager, Parker City Hall, 5700 E. Parker Road, Parker, Texas 75002. Please provide the original and two copies of your response. All responses are due at Parker City Hall on or before August 3, 2018 at 4:00 PM. Questions may be faxed (972-442-2894) or emailed (jboyd@parkertexas.us) to Johnna Boyd.

Council Agenda Item



Item 4
C'Sec Use Only

Budget Account Code:	Meeting Date: April 17, 2018
Budgeted Amount:	Department/ Requestor: City Administrator Flanigan
Fund Balance-before expenditure:	Prepared by: City Administrator Flanigan
Estimated Cost:	Date Prepared: April 12, 2018
Exhibits:	<ol style="list-style-type: none">1. Proposed Resolution2. CC ILA Agreement Renewal – Road and Bridge Improvements3. Resolution No. 2014-458 (2014-2015 CC Road and Bridge Agreement)

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2018-568, APPROVING AN INTERLOCAL AGREEMENT BETWEEN COLLIN COUNTY(CC) AND THE CITY OF PARKER FOR ROAD AND BRIDGE IMPROVEMENTS. [FLANIGAN]

SUMMARY

The Interlocal agreement for road and bridge improvements between Collin County (CC) and the City of Parker expires this year, September 30, 2018. Please review the information attached. County Collin has requested the Interlocal agreement be returned by April 27, 2018 for the County Judge's signature. [Note: This agreement is for road work such as Donihoo Lane and Curtis Road that might have joint jurisdiction.]

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:			
Department Head/ Requestor:		Date:	
City Attorney:	<i>Brandon S. Shelby</i>	Date:	04/12/2018 via email
City Administrator:	<i>Jeff Flanigan</i>		04/13/2018

RESOLUTION NO. 2018-568
(2018-2019 Collin County Road and Bridge Agreement)

**A RESOLUTION OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS,
PROVIDING FOR THE EXECUTION OF AN AGREEMENT BETWEEN THE
CITY OF PARKER AND COLLIN COUNTY FOR ROAD AND BRIDGE
IMPROVEMENTS.**

WHEREAS, the City of Parker finds it necessary to maintain its roadways for the health and protection of its residents; and

WHEREAS, The City of Parker has budgeted sufficient funds to make the required payments.

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

SECTION 1. The Parker City Council does authorize the Mayor to enter into an agreement with Collin County for Road and Bridge Improvements in substantially the form attached hereto.

SECTION 2. This resolution shall be effective upon its passage.

APPROVED AND ADOPTED this 17th day of April, 2018.

ATTEST:

Patti Scott Grey, City Secretary

APPROVED TO FORM:

Brandon S. Shelby, City Attorney

Z Marshall, Mayor

INTERLOCAL COOPFRATION AGREEMENT

Whereas, the Interlocal Cooperation Act, Title 7, Chapter 791, Vernon's Texas Statutes and Codes Annotated (the "Act"), and the Constitution of the State of Texas, Article III, Section 64(b) (the "Constitution") specifically authorizes counties and other political subdivisions comprised or located within the county, to contract with one another for the performance of governmental functions and/or services required or authorized by the Constitution, or the laws of this State, under the terms and conditions prescribed in the Act: and

WHEREAS, the functions and/or services contemplated to be performed by Collin County, Texas, as set out herein, are governmental functions and/or services contemplated by the terms of the Act and are functions and/or services which each of the parties hereto have independent authority to pursue, notwithstanding this Agreement; and

WHEREAS, both the county and the political subdivision named herein are desirous of entering into this Interlocal Cooperation Agreement, as is evidenced by the resolutions or orders of their respective governing bodies approving this Agreement which are attached hereto and made a part hereof.

NOW, THEREFOR, THIS AGREEMENT is hereby made and entered into by and between Collin County, Texas a political subdivision of the State of Texas, and the City of Parker, political subdivision of the State of Texas, which is wholly or partially located within Collin County, Texas. Consideration for this Agreement consists of the mutual covenants contained herein, as well as any monetary consideration, which may be stated herein. This agreement is as follows, to wit:

I.

As requested by the political subdivision named herein, Collin County, Texas, acting by and through its duly authorized agents and employees, agrees to provide said political subdivision with the following described governmental functions and/or services:

ROAD IMPROVEMENTS IN ACCORDANCE WITH
COURT ORDER NO. 97-576-08-25 (Copy Attached)

II.

As consideration for the above-described governmental functions and/or services, said political subdivision agrees to timely pay to Collin County, Texas, in accordance with the advance cost estimate submitted to them for

work they have requested in the amount and upon the following terms and conditions:

- 1) PAYMENT IN FULL UPON COMPLETION OF WORK AND RECEIPT OF BILL FOR SAME.
- 2) PAYMENT TO EQUAL REIMBURSEMENT IN FULL FOR LABOR, EQUIPMENT, AND MATERIAL EXPENDED BY COLLIN COUNTY.

Any payments for Work performed under this Agreement that are not made within thirty days from when such payments are due shall accrue interest as prescribed by the Texas Prompt Payment Act (Tex. Gov't Code ch. 2251).

III.

To the fullest extent allowed by law, each party hereto agrees to defend and indemnify the other from any claims, demands, costs or judgments arising out of any negligent act or omission of their respective employees or agents in the performance of the governmental functions and/or services under this Agreement.

IV.

This Agreement shall be effective October 1, 2018, or from the passage of enabling resolutions or orders by the governing bodies of the parties hereto and the execution hereof by each of the authorized representatives of the political subdivision who are parties hereto and shall remain in effect through September 30, 2022 unless terminated by either party upon giving thirty (30) days written notice to the other party of its intent to terminate the agreement.

6. Notices, correspondence, and all other communications shall be addressed as follows:

If to Collin County:

Name: _____

Address: _____

E-mail: _____

Phone: _____

FAX: _____

If to City:

Name: _____

Address: _____

E-mail: _____

Phone: _____

FAX: _____

Notwithstanding the foregoing, it is understood that each party paying for the performance of governmental functions or services must make those payments from current revenues available to the paying party. In the event of a non-appropriation by the paying party, the performing party shall be relieved of its responsibilities hereunder as of the first day of the fiscal year of such non-appropriation. All payments must be in an amount that fairly compensates the performing party for the services or functions performed under this agreement.

Dispute Resolution

Notice & Conference

If a party believes that the other party has not met, or is not meeting, an obligation under this agreement, the party will contact the other's representative to discuss the issue. If the aggrieved party does not believe that this informal contact, discussion, and ensuing efforts have fixed the issue, then the party will notify the other party's representative in writing of the party's belief or complaint with reasonable detail to permit the other party to address the issue. The other party will then have a reasonable time to address the issue and improve its performance. This initial process will take no more than 14 calendar days, unless the parties agree otherwise.

If discussions between the parties' representatives do not resolve the issue, then the County Judge, or County Administrator from Collin County and the Mayor, City Manager, from the City of Parker will meet in person to discuss and try to resolve the issue. This process will take no more than 5 business days, unless the parties agree otherwise.

Prerequisites to Filing for ADR or a Lawsuit

Neither party may file a claim or lawsuit in any forum before (i) the parties are finished using the cooperation procedures set forth above.

By entering into this Agreement, the parties do not intend to create any obligations, express or implied, other than those specifically set out in this Agreement.

By signing this agreement, no party waives any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.

Nothing in this Agreement shall create any rights or obligations as to any party who is not a signatory to this Agreement.

A party will not assign its rights or obligations under this agreement, in whole or in part, to another person or entity without first obtaining the other party's written consent.

COLLIN COUNTY, TEXAS

Date: _____

By: _____

Title: County Judge

CITY OF PARKER

Date: _____

By: _____

Title: _____

THE STATE OF TEXAS

COUNTY OF COLLIN

COUNTY POLICIES: ADOPTION OF REVISED
COUNTY ROAD POLICY/RESCIND PREVIOUSLY
APPROVED COURT ORDERS
COUNTY ROAD SUPERINTENDENT

On August 25, 1997, the Commissioners' Court of Collin County, Texas, met in special session with the following members present and participating, to wit:

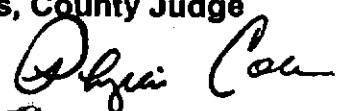
Ron Harris
Phyllis Cole
Jerry Hoagland
Joe Jaynes
Jack Hatchell

County Judge, Presiding
Commissioner, Precinct 1
Commissioner, Precinct 2
Commissioner, Precinct 3
Commissioner, Precinct 4

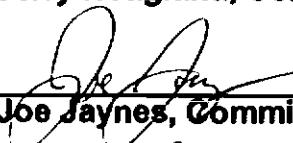
During such session the court considered a request from the County Road Superintendent for approval to rescind previously adopted court orders pertaining to County Road Policies, furthermore, adoption of a revised County Road Policy.

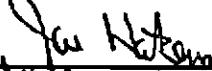
Thereupon, a motion was made, seconded and carried with a majority vote of the court to adopt a revised County Road Policy effective October 1, 1997, and rescind previously adopted court orders pertaining to same. Same is hereby approved in accordance with the attached documentation.


Ron Harris, County Judge


Phyllis Cole, Commissioner, Pct. 1


Jerry Hoagland, Commissioner, Pct. 2


Joe Jaynes, Commissioner, Pct. 3


Jack Hatchell, Commissioner, Pct. 4

ATTEST:


Helen Starnes, Ex-Officio Clerk
Commissioners' Court
Collin County, TEXAS
c:\court97\courtorders\roadpol



COUNTY ROAD POLICIES

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**COUNTY ROAD
POLICIES
(GENERAL)**

COUNTY ROAD POLICIES (GENERAL)

Section I Maintenance of Public Roads

- A. All public roads located in unincorporated areas of Collin County which are determined by the Commissioners' Court to be county roads, will be maintained by the County. All others shall be considered private roads and will not be maintained by Collin County.
- B. Roads or sections of roads which are bordered by a city or cities shall not be maintained by Collin County as follows:
 - (a) Any portion of a public road which has been annexed by a city or cities shall not be maintained at county expense.
 - (b) Public roads or portions of public roads which are bordered by a city or cities on one side will be considered to lie in an incorporated area from the centerline of the public road to the city border. That portion which is considered to be in an incorporated area shall not be maintained at county expense.
 - (c) Public roads or portions of public roads which are bordered by a city or cities on both sides will be considered to lie in an incorporated area and shall not be maintained by Collin County.

Section II Upgrade of County Roads

- A. Commissioners' Court will consider upgrading a rock road to an asphalt road provided one of the following conditions are met:
 - (a) Roads with traffic counts of 150 cars per day or greater, which by the determination of Commissioners' Court, should be asphalted due to maintenance costs or other appropriate criteria when the adjacent property owners donate the right-of-way described in Section VI of this policy; or;
 - (b) Roads not on the Collin County Thoroughfare Plan with traffic counts of 125 cars per day or greater, which when determined by the Director of Public Works (County Road Supt.) to have adequate width and drainage can be asphalted due to maintenance costs or other appropriate criteria without obtaining additional right-of-way; or;
 - (c) Roads with traffic counts of 100 cars per day or greater can be asphalted when the adjacent property owners donate the right-of-way described in Section VI of this policy; or;
 - (d) When the adjacent property owners donate the right-of-way described in Section VI of this policy and reimburse the County for the cost of materials required to upgrade the subject road to asphalt by current county standards.

To be considered for asphalt, a road must tie into an existing asphalt road, unless the road in question is a "Dead End" road. A "Dead End" road which does not tie into an existing asphalt road can be upgraded, provided its entire length is asphalted. A cul-de-sac shall be required when a dead end road is upgraded.

- B. The Commissioners' Court will consider upgrading a dirt road to a rock road provided that the adjacent property owners:
 - (a) Donate the right-of-way described in Section VI of this policy; and
 - (b) Reimburse the county for the cost of materials to upgrade the subject road to the appropriate depth and width of rock

Section III Re-opening of County Roads

The Commissioners' Court will consider re-opening a county road which has not been maintained by the county in the last 10 years provided that the adjacent property owners:

- (a) Donate the right-of-way described in Section VI of this policy; and
- (b) Reimburse the County for the total cost of improvements if the road is to be improved from its existing state

Section IV Abandonment of County Roads

The Commissioners' Court, by unanimous vote, may abandon a county road upon following procedures required by Vernon's Civil Statute's and the Texas Transportation Code.

Section V Subdivisions

- A. To be considered for maintenance by Collin County, private roads in recorded subdivisions must be asphalt and meet current county standards in regards to width, drainage, culverts, base material type and thickness.
- B. Private roads in subdivisions which were filed in the County Clerk's Office prior to May 18, 1981 will be accepted for maintenance by the county provided there is adequate right-of-way, the roads are asphalt and meet current county standards.
- C. Private roads in subdivisions which were approved by Commissioners' Court and filed in the County Clerk's Office prior to October 23, 1995 will be accepted for maintenance provided such roads are asphalt and have been built and maintained to county standards.
- D. Private roads in subdivisions which were filed in the County Clerk's Office after May 18, 1981 that were not approved by Commissioners' Court shall meet the following conditions prior to acceptance:
 - (a) Road right-of-ways must be dedicated to the public and accepted by Commissioners' Court
 - (b) Roads must be asphalt and meet current county standards as described in this policy
- E. Private roads in recorded subdivisions which do not meet county standards can be considered for maintenance by the county provided the landowners donate additional right-of-way, when needed, and provide total funding to upgrade such roads to county standards.

F. Private roads in unrecorded subdivisions will not be upgraded by Collin County under this policy. To be accepted for maintenance, the subdivision must be platted and the roads constructed, by a private contractor, in accordance with the Collin County Subdivision Regulations

Section VI Right-of-Way

A. Right-of-Way shall be in the following form:

- (a) Right-of-Way which is donated may be in Deed or Easement form; or
- (b) Right-of-Way which is purchased through negotiations or by eminent domain shall be in Deed form with an actual ownership (Title) transfer of the land.

B. Right-of-Way Width

- (a) The right-of-way width for roads on the Collin County Thoroughfare Plan shall conform to Collin County design standards.
- (b) The right-of-way width of roads to be upgraded which are not on the Collin County Thoroughfare Plan shall be a minimum of (60) sixty feet.
- (c) When a road which is not on the Collin County Thoroughfare Plan is a candidate for upgrading, the requirements for right-of-way may be waived by Commissioners' Court provided the required pavement width and drainage are adequate within the existing right-of-way.
- (d) Right-of-way widths may be waived by Commissioners' Court upon review of engineering information which indicates a different width is appropriate.

Section VII Other Cost

The cost involved for surveying, to prepare Deeds or Easements, re-locate fences, utilities (if in a private easement beyond the existing prescriptive right-of-way), culverts or other existing improvements may be borne by the county if such cost does not exceed twenty-five percent (25%) of the total project cost. When property owners are required to incur total cost to upgrade a road, the above cost shall not be borne by the County.

Section VIII County Projects

All projects shall be brought to the attention of Commissioners' Court for consideration.

Section IX Extending the Length of a Road Project

A road project which has been approved by Commissioners' Court may be extended in length when approved by the Director of Public Works (County Road Superintendent), provided that all requirements outlined in this policy have been met.

Section X Signs

Regulatory and warning signs placed along county roads shall be in accordance with the Texas Manual on Uniform Traffic Control Devices.

Section XI Reimbursement by Property Owners

Upon Commissioners' Court approval of a road project which requires reimbursement from the adjacent property owners, the property owners involved must place the required amount of money in escrow in a Collin County bank and provide the required right-of-way prior to the commencement of the project.

Section XII Culverts

Drive culverts within county road right-of-ways shall be permitted and sized by the County. Only corrugated metal or high-density polyethylene culverts will be permitted. Culverts shall be a minimum of thirty (30) feet in length unless the driveway over the pipe is concrete. In which case, the culvert may be the width of the driveway. New drive culverts must be installed at the expense of the property owner. Existing culverts within county road right-of-ways will be replaced as needed by the County at county expense.

Section XIII Extenuating Circumstances

Any extenuating circumstances not covered under this policy shall be brought to the attention of Commissioners' Court for consideration

APPLICATION FOR ROAD UPGRADING

Requesters' Name: _____ Date: _____

Mailing Address: _____

Home Phone _____ Work Phone _____ Mobil/Pager _____

Type of upgrade requested: Dirt to Rock Dirt to Asphalt Rock to Asphalt Private Road

County Road No./Name: _____ Subdivision Name: _____

Location/Extent of Road(s) to be upgraded: _____

FOR COUNTY USE

Is Road on Thoroughfare Plan? Yes No Right-of-Way Required: _____

Comments: _____

Utility Comments: _____

Culvert/Drainage Comments: _____

Fence Comments: _____

Initial Cost Estimate: Materials _____ Labor _____ Other _____ Total _____

Comments: _____

Prepared By: _____ Date: _____ Date Mailed: _____

GENERAL REQUIREMENTS FOR UPGRADING COUNTY ROADS

An application requesting a road upgrade must be submitted to the Public Works Department specifying the location and approximate length of road or section of road to be upgraded. If more than one person is involved, please designate a single contact.

An approximate cost estimate with right-of-way requirements will be prepared by the Public Works Department and sent to the requester.

To proceed with the upgrade, the Public Works Department must be notified in writing of the requester(s) willingness to pay for material costs and donate right-of-way, when applicable.

The request will be brought to the attention of Commissioners' Court for consideration.

The Public Works Department will notify the requester in writing of the Court's action. A firm cost estimate will be provided, if different than the original estimate.

Right-of-Way documents, when required, will be prepared by Collin County for signature. Money for material costs shall be placed in an escrow account by the requester(s). The project will be scheduled for construction after these items have been addressed.

UPGRADING / ACCEPTANCE OF PRIVATE ROADS IN RECORDED SUBDIVISIONS

Subdivision must be recorded and meet the requirements specified in Section V of the County Road policies.

All roads in the subdivision must be upgraded / accepted.

Minimum right-of-way width shall be sixty (60) feet as required by Section VI,B.,(b) of the County Road Policies. When engineering information indicates that the existing right-of-way is not adequate, additional right-of-way will be required.

A request must be submitted to the Public Works Department specifying the name and location of the subdivision in question. Please designate a single contact person for the county regarding this project.

An approximate cost estimate will be prepared by the Public Works Department and sent to the requester.

To proceed, the Public Works Department must be notified in writing of the requester(s) willingness to pay for all costs involved with the upgrade.

The request will be brought to the attention of Commissioners' Court for approval.

The Public Works Department will notify the requester in writing of the Court's action. A firm cost estimate will be provided if different from the original estimate.

Money must be placed in an escrow account prior to the project being scheduled. If applicable, all fences, utilities or other improvements must be relocated prior to scheduling.

COSTS

Since material costs fluctuate, the written cost estimate we have provided you will be honored for the period indicated (typically 6 months).

The cost estimate for materials will be based on the type upgrade requested.

Dirt to Rock: A blend of (6" loose) crushed native white rock with (3" loose) flex base to improve traction and minimize dust.

Dirt to Asphalt: A blend of (4" compacted) crushed native whiterock with (6" compacted) flex base and two layers of asphalt surface treatment.

Rock to Asphalt: Two layers of asphalt surface treatment, any additional rock will be paid for by Collin County since it is an existing rock road.

Private Road in Recorded Subdivision: Since conditions vary, subdivisions will be evaluated on a case by case basis.

If you have any additional questions, please feel free to call the Public Works Department at Metro 424-1460 ext. 3700 or (972) 548-3700.

Mail or Fax Application To:

**Collin County Service Center
700A West Wilmeth Road
McKinney, Texas 75069
Fax Number (972) 548-3754**

**COUNTY ROAD
POLICY
(CITIES)**

COUNTY ROAD POLICY (CITIES)

Section I Maintenance/Improvements to Roads Within City Limits

- A. Each city in Collin County is responsible for maintaining the roads and bridges within their city limits.
- B. Commissioners' Court desires that a consistent policy be continued concerning road work performed by the county within the corporate limits of cities as Collin County has limited funds, personnel and equipment available for these projects.
- C. Commissioners' Court may consider making or participating in improvements to roads and bridges within the corporate limits of a city as follows:
 - (a) General maintenance items to include rockling, grading, asphalt level up, sealcoating, oiling for dust control, installation of culverts, cleaning of drainage ditches, mowing or brushcutting and emergency repairs to bridges.
 - (b) Major improvements such as the construction or reconstruction of roadways will only be considered if the road is on the Collin County Thoroughfare Plan.
- D. A city must be entered into an Interlocal Cooperation Agreement with Collin County prior to work being performed by Collin County for that city.
- E. All requests must be submitted to the Director of Public Works by April 1st of the year prior to the year improvements are desired to be made. Emergency requests will be evaluated by Commissioners' Court upon the merits presented by the requesting city.
- F. Authorization for work in cities can only be given by Commissioners' Court.

Section II Reimbursement for Work Performed by Collin County

- A. Costs for road and bridge repairs or improvements will be as follows:
 - (a) Cost of materials used for the project or one-half of the total project (including labor and equipment), whichever is greater, if the road is on the Collin County Thoroughfare Plan.
 - (b) Total cost, including materials, labor and equipment if the road is not on the Collin County Thoroughfare Plan.

**COUNTY ROAD
POLICY
(OILING/DUST)**

COUNTY ROAD POLICIES (OILING/DUST CONTROL)

Section I Oiling of County Roads

County funds shall be expended to spray county roads for dust control as follows:

- a) When a person has a chronic respiratory condition, substantiated by a physician, the county will oil up to 500 feet in front of their house. If the house is located at a road intersection, the roads will be oiled for up to 500 feet in both directions from the intersection. Priority will be given to elderly residents.
 - b) When the traffic count on a road reaches a minimum of 150 cars per day, oil will be applied on an interim basis until the road can be upgraded to asphalt. If the right-of-way required to upgrade a road is unobtainable, the road will no longer be oiled at county expense.
 - c) When county trucks are hauling materials to or from a project site damaging the road surface and creating a severe dust problem.
 - d) Other conditions as approved by action of the Commissioners Court.
- B. All other requests for oiling in unincorporated areas of the county would be at the requester's expense. Collin County shall be reimbursed for the cost of materials.

**Collin County Department
of Public Works
700 A West Wilmeth Road
McKinney, Texas 75069
(972) 548-3700
FAX No. (972) 548-3754**

Application for dust control oiling due to chronic respiratory condition

RESIDENT

Name: _____
Physical Address: _____

Mailing Address: _____

Phone: _____

PATIENT

Name: _____
Physical Address: _____

Mailing Address: _____

Phone: _____
Date of Birth: _____

County Road No.: _____

Application is good for this calendar year only

1) Approximate distance residence is from county road. _____ feet

2) Number of years lived at this residence. _____ years

3) What side of road is residence located?

Circle one: North South East West

To be completed by physician.

Allergy which interferes with breathing or is life threatening
 Interstitial Pulmonary TB
 Pulmonary Fibrosis Lung Abscess
 Hypoxemia Asthma
 Sarcoidosis Bronchiolitis
 Asbestosis Dyspnea
 Emphysema Cystic Fibrosis

Other chronic/life threatening respiratory conditions: _____

How long has patient had this condition: _____ Last episode: _____

Other comments: _____

Physician Name (Please print): _____

Physician signature/specialty: _____

Date: _____ Phone No.: _____

APPLICATION SHOULD BE MAILED OR FAXED FROM THE DOCTOR

ASSESSMENT POLICY FOR SUBDIVISIONS

ASSESSMENT POLICY FOR SUBDIVISION ROADS

Section I Assessment to Upgrade Roads in Subdivisions

- A. Collin County may upgrade county roads as outlined in Senate Bill 314, Article 6702-3, on a first come basis or as specified by Commissioners' Court provided the initial funds are available or made available to the county. Only roads in recorded subdivisions will be considered for upgrade by assessment.
- B. Commissioners' Court may consider upgrading a road or roads by assessment within subdivisions in un-incorporated areas of Collin County upon receipt of a written request from the Property Owner's Association or individual landowners agreeing to adhere to the following terms prior to construction:
 - (a) Donation of additional right-of-way, drainage or utility easements, when required.
 - (b) If a road lies within an unrecorded subdivision, the addition must be approved by Commissioners' Court and a plat filed for record at the County Clerk's Office.
 - (c) Payment for all utility relocations. These costs will not be included in the assessment.
 - (d) Payment for all surveying platting, replatting and legal fees (to include title fees, assignment of liens, etc.). These costs will not be included in the assessment.
 - (e) Payment for all project cost to include materials, equipment and labor. This includes all cost whether by in-house forces or contract.
 - (f) Placement of 10% of the construction cost in an escrow account in a Collin County Bank.
 - (g) Placement of 50% of the utility relocation cost in an escrow account in a Collin County Bank.

Section II Assessment Procedures

- A. After the conditions in Section I have been met, the following procedures are required before the assessment can take place:
 - (a) Commissioners' Court must give notice of the proposed improvement and assessment and must hold a public hearing. The notice must be published at least twice in a newspaper of general circulation in the county and shall state that a public hearing will be held to consider whether or not the improvement and assessment will be ordered.

Section II Continued

- (b) Within 10 days of the public hearing, Commissioners' Court shall send by certified mail, a ballot to each owner of real property showing the maximum amount of assessment for each property in the subdivision should a majority of the record owners of real property in the subdivision vote in favor of the proposition.
- (c) If the vote passes, Commissioners' Court may provide the time, terms and conditions of payment and default to the assessment, except that no interest on the payment of the assessment shall be allowed.
- (d) If the vote fails, Commissioners' Court may not order the improvement and assessment, and may not propose the order again until four years after the date the County Clerk declares the results of the vote to Commissioners' Court.
- (e) An assessment shall be secured by a lien against the real property of the assessed property owner.

Section III Appeals

An assessment may be appealed by filing a petition in the district court having jurisdiction in the county not later than the 15th day after the date that a property owner receives an assessment.

Section IV Liens

An assessment shall be secured by a lien against the real property of the assessed property owner. Liens on all property shall remain in place until such time that the entire assessed amount has been paid to Collin County. Property owners are separately, not jointly, liable for their assessed amounts.

Section V Acceptance

When all of the requirements set out in Section I and II of this policy have been met and if funds are available from Collin County the project will be accepted. If it will require an excessive amount of time to relocate the utilities and begin the actual upgrading of the road/roads the Commissioners' Court may direct that a minimum amount of maintenance be performed to assure the health and safety of the property owners.

Section VI Status of Roadway after Acceptance

A road improved under this article is a county road, and the county shall maintain the road in accordance with county road standards.

Section VII Reimbursement of Funds

- A. Prior to the actual road upgrading and upon completion of the utility relocation the balance of the utility relocation cost shall be paid to Collin County or the respective utility company. (This includes the 50% escrowed monies plus the remaining 50% balance of the relocation cost)**
- B. Upon completion of the upgrading, the 10% escrowed monies shall be reimbursed to Collin County.**
- C. The 90% balance of the project cost including construction and other related cost as noted in Section I of this policy shall be the total assessed amount and shall be collected by the county over an amortized period, not to exceed sixty months.**

RESOLUTION NO. 2014-458
(2014-2015 Collin County Road and Bridge Agreement)



**A RESOLUTION OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS,
PROVIDING FOR THE EXECUTION OF AN AGREEMENT BETWEEN
THE CITY OF PARKER AND COLLIN COUNTY FOR ROAD AND BRIDGE
IMPROVEMENTS.**

WHEREAS, the City of Parker finds it necessary to maintain its roadways for the health and protection of its residents; and

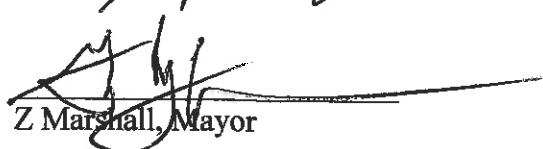
WHEREAS, The City of Parker has budgeted sufficient funds to make the required payments.

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

SECTION 1. The Parker City Council does authorize the Mayor to enter into an agreement with Collin County for Road and Bridge Improvements in substantially the form attached hereto.

SECTION 2. This resolution shall be effective upon its passage.

APPROVED AND ADOPTED this 1st day of September, 2014.



Z Marshall, Mayor

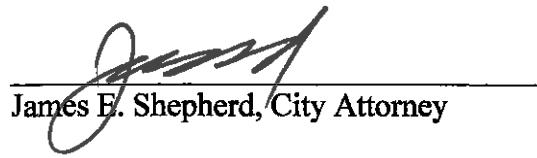
ATTEST:



Carrie L. Smith

Carrie L. Smith, City Secretary

APPROVED TO FORM:



James E. Shepherd

James E. Shepherd, City Attorney

RESOLUTION NO. 2014-458
(2014-2015 Road and Bridge Agreement)

INTERLOCAL COOPERATION AGREEMENT

Whereas, the Interlocal Cooperation Act, Title 7, Chapter 791, Vernon's Texas Statutes and Codes Annotated (the "Act"), and the Constitution of the State of Texas, Article III, Section 64(b) (the "Constitution") specifically authorizes counties and other political subdivisions comprised or located within the county, to contract with one another for the performance of governmental functions and/or services required or authorized by the Constitution, or the laws of this State, under the terms and conditions prescribed in the Act: and

WHEREAS, the functions and/or services contemplated to be performed by Collin County, Texas, as set out herein, are governmental functions and/or services contemplated by the terms of the Act and are functions and/or services which each of the parties hereto have independent authority to pursue, notwithstanding this Agreement; and

WHEREAS, both the county and the political subdivision named herein are desirous of entering into this Interlocal Cooperation Agreement, as is evidenced by the resolutions or orders of their respective governing bodies approving this Agreement which are attached hereto and made a part hereof.

NOW, THEREFOR, THIS AGREEMENT is hereby made and entered into by and between Collin County, Texas a political subdivision of the State of Texas, and the City of Parker, political subdivision of the State of Texas, which is wholly or partially located within Collin County, Texas. Consideration for this Agreement consists of the mutual covenants contained herein, as well as any monetary consideration, which may be stated herein. This agreement is as follows, to wit:

I.

As requested by the political subdivision named herein, Collin County, Texas, acting by and through its duly authorized agents and employees, agrees to provide said political subdivision with the following described governmental functions and/or services:

ROAD IMPROVEMENTS IN ACCORDANCE WITH COURT ORDER NO.
97-576-08-25 (COPY ATTACHED).

II.

As consideration for the above-described governmental functions and/or services, said political subdivision agrees to pay to Collin County, Texas, in accordance with the advance cost estimate submitted to them

for work they have requested in the amount and upon the following terms and conditions:

- 1) PAYMENT IN FULL UPON COMPLETION OF WORK AND RECEIPT OF BILL FOR SAME.
- 2) PAYMENT TO EQUAL REIMBURSEMENT IN FULL FOR LABOR, EQUIPMENT, AND MATERIAL EXPENDED BY COLLIN COUNTY.

III.

Each party hereto agrees to defend and indemnify the other from any claims, demands, costs or judgments arising out of any negligent act or omission of their respective employees or agents in the performance of the governmental functions and/or services under this Agreement, to the extent allowable by law.

IV.

This Agreement shall be effective October 1, 2014, or from the passage of enabling resolutions or orders by the governing bodies of the parties hereto and the execution hereof by each of the authorized representatives of the political subdivision who are parties hereto and shall remain in effect through September 30, 2018 unless terminated by either party upon giving thirty (30) days written notice to the other party of its intent to terminate the agreement.

Notwithstanding the foregoing, it is understood that each party paying for the performance of governmental functions or services must make those payments from current revenues available to the paying party. In the event of a non-appropriation by the paying party, the performing party shall be relieved of its responsibilities hereunder as of the first day of the fiscal year of such non-appropriation. All payments must be in an amount that fairly compensates the performing party for the services or functions performed under this agreement.

COLLIN COUNTY, TEXAS

Date: _____

By: _____

Title: County Judge

CITY OF Parker, Texas

Date: September 2, 2014

By: 

Title: Mayor Z Marshall



COLLIN COUNTY

Office of the Purchasing Agent
2300 Bloomdale Road
Suite 3160
McKinney, Texas 75071
www.collincountytx.gov

August 4, 2014

Carrie Smith
City Secretary
City of Parker
5700 E Parker Rd
Parker, TX 75002

RECEIVED
AUG 06 2014
CITY OF PARKER

Re: Agreement, Interlocal: Road and Bridge Improvements, City of Parker
Agreement 2014-295

Dear Ms. Smith:

I have attached three (3) copies of the new Interlocal Agreement 2014-295 for Road Improvements in accordance with Court Order No. 97-576-08-25 (copy attached), County Road Policies. The previous Interlocal Agreement has or will expire soon.

I would appreciate if your entity is interested in continuing this agreement that the duly authorized individual sign the three original copies and return them to me as soon as possible. Once our Commissioners Court approves this agreement, our Purchasing Agent will sign the, and you will receive a fully executed copy, as well as a copy of the approving Court Order.

If your entity is not interested in continuing this agreement, please let me know. Thank you.

Sincerely,

Carol Magers
Collin County Purchasing
972-548-4119
cmagers@co.collin.tx.us

THE STATE OF TEXAS

COUNTY OF COLLIN

COUNTY POLICIES: ADOPTION OF REVISED
COUNTY ROAD POLICY/RESCIND PREVIOUSLY
APPROVED COURT ORDERS
COUNTY ROAD SUPERINTENDENT

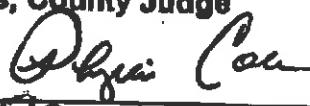
On August 25, 1997, the Commissioners' Court of Collin County, Texas, met in special session with the following members present and participating, to wit:

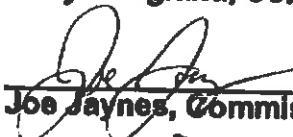
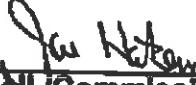
Ron Harris
Phyllis Cole
Jerry Hoagland
Joe Jaynes
Jack Hatchell

County Judge, Presiding
Commissioner, Precinct 1
Commissioner, Precinct 2
Commissioner, Precinct 3
Commissioner, Precinct 4

During such session the court considered a request from the County Road Superintendent for approval to rescind previously adopted court orders pertaining to County Road Policies, furthermore, adoption of a revised County Road Policy.

Thereupon, a motion was made, seconded and carried with a majority vote of the court to adopt a revised County Road Policy effective October 1, 1997, and rescind previously adopted court orders pertaining to same. Same is hereby approved in accordance with the attached documentation.


Ron Harris, County Judge

Phyllis Cole, Commissioner, Pct. 1

Jerry Hoagland, Commissioner, Pct. 2

Joe Jaynes, Commissioner, Pct. 3

Jack Hatchell, Commissioner, Pct. 4

ATTEST:


Helen Starnes, Ex-Officio Clerk
Commissioners' Court
Collin County, TEXAS
COURT/97courtorders/roadpol



Commissioner Cole

COUNTY ROAD POLICIES

August 25, 1997

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COUNTY ROAD POLICIES (GENERAL)

COUNTY ROAD POLICIES (GENERAL)

Section I Maintenance of Public Roads

- A. All public roads located in unincorporated areas of Collin County which are determined by the Commissioners' Court to be county roads, will be maintained by the County. All others shall be considered private roads and will not be maintained by Collin County.
- B. Roads or sections of roads which are bordered by a city or cities shall not be maintained by Collin County as follows:
 - (a) Any portion of a public road which has been annexed by a city or cities shall not be maintained at county expense.
 - (b) Public roads or portions of public roads which are bordered by a city or cities on one side will be considered to lie in an incorporated area from the centerline of the public road to the city border. That portion which is considered to be in an incorporated area shall not be maintained at county expense.
 - (c) Public roads or portions of public roads which are bordered by a city or cities on both sides will be considered to lie in an incorporated area and shall not be maintained by Collin County.

Section II Upgrade of County Roads

- A. Commissioners' Court will consider upgrading a rock road to an asphalt road provided one of the following conditions are met:
 - (a) Roads with traffic counts of 150 cars per day or greater, which by the determination of Commissioners' Court, should be asphalted due to maintenance costs or other appropriate criteria when the adjacent property owners donate the right-of-way described in Section VI of this policy; or;
 - (b) Roads not on the Collin County Thoroughfare Plan with traffic counts of 125 cars per day or greater, which when determined by the Director of Public Works (County Road Supt.) to have adequate width and drainage can be asphalted due to maintenance costs or other appropriate criteria without obtaining additional right-of-way; or;
 - (c) Roads with traffic counts of 100 cars per day or greater can be asphalted when the adjacent property owners donate the right-of-way described in Section VI of this policy; or;
 - (d) When the adjacent property owners donate the right-of-way described in Section VI of this policy and reimburse the County for the cost of materials required to upgrade the subject road to asphalt by current county standards.

To be considered for asphalt, a road must tie into an existing asphalt road, unless the road in question is a "Dead End" road. A "Dead End" road which does not tie into an existing asphalt road can be upgraded, provided its entire length is asphalted. A cul-de-sac shall be required when a dead end road is upgraded.

B. The Commissioners' Court will consider upgrading a dirt road to a rock road provided that the adjacent property owners:

- (a) Donate the right-of-way described in Section VI of this policy; and
- (b) Reimburse the county for the cost of materials to upgrade the subject road to the appropriate depth and width of rock

Section III Re-opening of County Roads

The Commissioners' Court will consider re-opening a county road which has not been maintained by the county in the last 10 years provided that the adjacent property owners:

- (a) Donate the right-of-way described in Section VI of this policy; and
- (b) Reimburse the County for the total cost of improvements if the road is to be improved from its existing state

Section IV Abandonment of County Roads

The Commissioners' Court, by unanimous vote, may abandon a county road upon following procedures required by Vernon's Civil Statute's and the Texas Transportation Code.

Section V Subdivisions

- A. To be considered for maintenance by Collin County, private roads in recorded subdivisions must be asphalt and meet current county standards in regards to width, drainage, culverts, base material type and thickness.
- B. Private roads in subdivisions which were filed in the County Clerk's Office prior to May 18, 1981 will be accepted for maintenance by the county provided there is adequate right-of-way, the roads are asphalt and meet current county standards.
- C. Private roads in subdivisions which were approved by Commissioners' Court and filed in the County Clerk's Office prior to October 23, 1995 will be accepted for maintenance provided such roads are asphalt and have been built and maintained to county standards.
- D. Private roads in subdivisions which were filed in the County Clerk's Office after May 18, 1981 that were not approved by Commissioners' Court shall meet the following conditions prior to acceptance:
 - (a) Road right-of-ways must be dedicated to the public and accepted by Commissioners' Court
 - (b) Roads must be asphalt and meet current county standards as described in this policy
- E. Private roads in recorded subdivisions which do not meet county standards can be considered for maintenance by the county provided the landowners donate additional right-of-way, when needed, and provide total funding to upgrade such roads to county standards.

F. Private roads in unrecorded subdivisions will not be upgraded by Collin County under this policy. To be accepted for maintenance, the subdivision must be platted and the roads constructed, by a private contractor, in accordance with the Collin County Subdivision Regulations

Section VI Right-of-Way

A. Right-of-Way shall be in the following form:

- (a) Right-of-Way which is donated may be in Deed or Easement form; or
- (b) Right-of-Way which is purchased through negotiations or by eminent domain shall be in Deed form with an actual ownership (Title) transfer of the land.

B. Right-of-Way Width

- (a) The right-of-way width for roads on the Collin County Thoroughfare Plan shall conform to Collin County design standards.
- (b) The right-of-way width of roads to be upgraded which are not on the Collin County Thoroughfare Plan shall be a minimum of (60) sixty feet.
- (c) When a road which is not on the Collin County Thoroughfare Plan is a candidate for upgrading, the requirements for right-of-way may be waived by Commissioners' Court provided the required pavement width and drainage are adequate within the existing right-of-way.
- (d) Right-of-way widths may be waived by Commissioners' Court upon review of engineering information which indicates a different width is appropriate.

Section VII Other Cost

The cost involved for surveying, to prepare Deeds or Easements, re-locate fences, utilities (if in a private easement beyond the existing prescriptive right-of-way), culverts or other existing improvements may be borne by the county if such cost does not exceed twenty-five percent (25%) of the total project cost. When property owners are required to incur total cost to upgrade a road, the above cost shall not be borne by the County.

Section VIII County Projects

All projects shall be brought to the attention of Commissioners' Court for consideration.

Section IX Extending the Length of a Road Project

A road project which has been approved by Commissioners' Court may be extended in length when approved by the Director of Public Works (County Road Superintendent), provided that all requirements outlined in this policy have been met.

Section X Signs

Regulatory and warning signs placed along county roads shall be in accordance with the Texas Manual on Uniform Traffic Control Devices.

Section XI Reimbursement by Property Owners

Upon Commissioners' Court approval of a road project which requires reimbursement from the adjacent property owners, the property owners involved must place the required amount of money in escrow in a Collin County bank and provide the required right-of-way prior to the commencement of the project.

Section XII Culverts

Drive culverts within county road right-of-ways shall be permitted and sized by the County. Only corrugated metal or high-density polyethylene culverts will be permitted. Culverts shall be a minimum of thirty (30) feet in length unless the driveway over the pipe is concrete. In which case, the culvert may be the width of the driveway. New drive culverts must be installed at the expense of the property owner. Existing culverts within county road right-of-ways will be replaced as needed by the County at county expense.

Section XIII Extenuating Circumstances

Any extenuating circumstances not covered under this policy shall be brought to the attention of Commissioners' Court for consideration

APPLICATION FOR ROAD UPGRADING

Requesters' Name: _____ Date: _____

Mailing Address: _____

Home Phone _____ Work Phone _____ Mobil/Pager _____

Type of upgrade requested: Dirt to Rock _____ Dirt to Asphalt _____ Rock to Asphalt _____ Private Road _____

County Road No./Name: _____ Subdivision Name: _____

Location/Extent of Road(s) to be upgraded: _____

FOR COUNTY USE

Is Road on Thoroughfare Plan? Yes _____ No _____ Right-of-Way Required: _____

Comments: _____

Utility Comments: _____

Culvert/Drainage Comments: _____

Fence Comments: _____

Initial Cost Estimate: Materials _____ Labor _____ Other _____ Total _____

Comments: _____

Prepared By: _____ Date: _____ Date Mailed: _____

GENERAL REQUIREMENTS FOR UPGRADING COUNTY ROADS

An application requesting a road upgrade must be submitted to the Public Works Department specifying the location and approximate length of road or section of road to be upgraded. If more than one person is involved, please designate a single contact.

An approximate cost estimate with right-of-way requirements will be prepared by the Public Works Department and sent to the requester.

To proceed with the upgrade, the Public Works Department must be notified in writing of the requester(s) willingness to pay for material costs and donate right-of-way, when applicable.

The request will be brought to the attention of Commissioners' Court for consideration.

The Public Works Department will notify the requester in writing of the Court's action. A firm cost estimate will be provided, if different than the original estimate.

Right-of-Way documents, when required, will be prepared by Collin County for signature. Money for material costs shall be placed in an escrow account by the requester(s). The project will be scheduled for construction after these items have been addressed.

UPGRADING / ACCEPTANCE OF PRIVATE ROADS IN RECORDED SUBDIVISIONS

Subdivision must be recorded and meet the requirements specified in Section V of the County Road policies.

All roads in the subdivision must be upgraded / accepted.

Minimum right-of-way width shall be sixty (60) feet as required by Section VI.B.,(b) of the County Road Policies. When engineering information indicates that the existing right-of-way is not adequate, additional right-of-way will be required.

A request must be submitted to the Public Works Department specifying the name and location of the subdivision in question. Please designate a single contact person for the county regarding this project.

An approximate cost estimate will be prepared by the Public Works Department and sent to the requester.

To proceed, the Public Works Department must be notified in writing of the requester(s) willingness to pay for all costs involved with the upgrade.

The request will be brought to the attention of Commissioners' Court for approval.

The Public Works Department will notify the requester in writing of the Court's action. A firm cost estimate will be provided if different from the original estimate.

Money must be placed in an escrow account prior to the project being scheduled. If applicable, all fences, utilities or other improvements must be relocated prior to scheduling.

COSTS

Since material costs fluctuate, the written cost estimate we have provided you will be honored for the period indicated (typically 6 months).

The cost estimate for materials will be based on the type upgrade requested.

Dirt to Rock: A blend of (6" loose) crushed native white rock with (3" loose) flex base to improve traction and minimize dust.

Dirt to Asphalt: A blend of (4" compacted) crushed native whiterock with (6" compacted) flex base and two layers of asphalt surface treatment.

Rock to Asphalt: Two layers of asphalt surface treatment, any additional rock will be paid for by Collin County since it is an existing rock road.

Private Road in Recorded Subdivision: Since conditions vary, subdivisions will be evaluated on a case by case basis.

If you have any additional questions, please feel free to call the Public Works Department at Metro 424-1460 ext. 3700 or (972) 548-3700.

Mail or Fax Application To:

**Collin County Service Center
700A West Wilmeth Road
McKinney, Texas 75069
Fax Number (972) 548-3754**

COUNTY ROAD POLICY (CITIES)

COUNTY ROAD POLICY (CITIES)

Section I Maintenance/Improvements to Roads Within City Limits

- A. Each city in Collin County is responsible for maintaining the roads and bridges within their city limits.**
- B. Commissioners' Court desires that a consistent policy be continued concerning road work performed by the county within the corporate limits of cities as Collin County has limited funds, personnel and equipment available for these projects.**
- C. Commissioners' Court may consider making or participating in improvements to roads and bridges within the corporate limits of a city as follows:**
 - (a) General maintenance items to include rockng, grading, asphalt level up, sealcoating, oiling for dust control, installation of culverts, cleaning of drainage ditches, mowing or brushcutting and emergency repairs to bridges.**
 - (b) Major improvements such as the construction or reconstruction of roadways will only be considered if the road is on the Collin County Thoroughfare Plan.**
- D. A city must be entered into an Interlocal Cooperation Agreement with Collin County prior to work being performed by Collin County for that city.**
- E. All requests must be submitted to the Director of Public Works by April 1st of the year prior to the year improvements are desired to be made. Emergency requests will be evaluated by Commissioners' Court upon the merits presented by the requesting city.**
- F. Authorization for work in cities can only be given by Commissioners' Court.**

Section II Reimbursement for Work Performed by Collin County

- A. Costs for road and bridge repairs or improvements will be as follows:**
 - (a) Cost of materials used for the project or one-half of the total project (including labor and equipment), whichever is greater, if the road is on the Collin County Thoroughfare Plan.**
 - (b) Total cost, including materials, labor and equipment if the road is not on the Collin County Thoroughfare Plan.**

COUNTY ROAD POLICY (OILING/DUST)

COUNTY ROAD POLICIES (OILING/DUST CONTROL)

Section I Oiling of County Roads

County funds shall be expended to spray county roads for dust control as follows:

- a) When a person has a chronic respiratory condition, substantiated by a physician, the county will oil up to 500 feet in front of their house. If the house is located at a road intersection, the roads will be oiled for up to 500 feet in both directions from the intersection. Priority will be given to elderly residents.
- b) When the traffic count on a road reaches a minimum of 150 cars per day, oil will be applied on an interim basis until the road can be upgraded to asphalt. If the right-of-way required to upgrade a road is unobtainable, the road will no longer be oiled at county expense.
- c) When county trucks are hauling materials to or from a project site damaging the road surface and creating a severe dust problem.
- d) Other conditions as approved by action of the Commissioners Court.

B. All other requests for oiling in unincorporated areas of the county would be at the requester's expense. Collin County shall be reimbursed for the cost of materials.

Collin County Department
of Public Works
700 A West Wilmeth Road
McKinney, Texas 75069
(972) 548-3700
FAX No. (972) 548-3754

Application for dust control oiling due to chronic respiratory condition

RESIDENT

Name: _____
Physical Address: _____

Mailing Address: _____

Phone: _____

PATIENT

Name: _____
Physical Address: _____

Mailing Address: _____

Phone: _____
Date of Birth: _____

County Road No.: _____

Application is good for this calendar year only

1) Approximate distance residence is from county road. _____ feet

2) Number of years lived at this residence. _____ years

3) What side of road is residence located?

Circle one: North South East West

To be completed by physician.

_____	Allergy which interferes with breathing or is life threatening
_____	Interstitial
_____	Pulmonary TB
_____	Pulmonary Fibrosis
_____	Lung Abscess
_____	Hypoxemia
_____	Asthma
_____	Sarcoidosis
_____	Bronchiolitis
_____	Asbestosis
_____	Dyspnea
_____	Emphysema
_____	Cystic Fibrosis

Other chronic/life threatening respiratory
conditions: _____

How long has patient had this condition: _____ Last episode: _____

Other
comments: _____

Physician Name (Please print) _____

Physician signature/specialty _____

Date: _____ Phone No.: _____

APPLICATION SHOULD BE MAILED OR FAXED FROM THE DOCTOR

ASSESSMENT POLICY FOR SUBDIVISIONS

ASSESSMENT POLICY FOR SUBDIVISION ROADS

Section I Assessment to Upgrade Roads in Subdivisions

- A. Collin County may upgrade county roads as outlined in Senate Bill 314, Article 6702-3, on a first come basis or as specified by Commissioners' Court provided the initial funds are available or made available to the county. Only roads in recorded subdivisions will be considered for upgrade by assessment.
- B. Commissioners' Court may consider upgrading a road or roads by assessment within subdivisions in un-incorporated areas of Collin County upon receipt of a written request from the Property Owner's Association or individual landowners agreeing to adhere to the following terms prior to construction:
 - (a) Donation of additional right-of-way, drainage or utility easements, when required.
 - (b) If a road lies within an unrecorded subdivision, the addition must be approved by Commissioners' Court and a plat filed for record at the County Clerk's Office.
 - (c) Payment for all utility relocations. These costs will not be included in the assessment.
 - (d) Payment for all surveying platting, replatting and legal fees (to include title fees, assignment of liens, etc.). These costs will not be included in the assessment.
 - (e) Payment for all project cost to include materials, equipment and labor. This includes all cost whether by in-house forces or contract.
 - (f) Placement of 10% of the construction cost in an escrow account in a Collin County Bank.
 - (g) Placement of 50% of the utility relocation cost in an escrow account in a Collin County Bank.

Section II Assessment Procedures

- A. After the conditions in Section I have been met, the following procedures are required before the assessment can take place:
 - (a) Commissioners' Court must give notice of the proposed improvement and assessment and must hold a public hearing. The notice must be published at least twice in a newspaper of general circulation in the county and shall state that a public hearing will be held to consider whether or not the improvement and assessment will be ordered.

Section II Continued

- (b) Within 10 days of the public hearing, Commissioners' Court shall send by certified mail, a ballot to each owner of real property showing the maximum amount of assessment for each property in the subdivision should a majority of the record owners of real property in the subdivision vote in favor of the proposition.
- (c) If the vote passes, Commissioners' Court may provide the time, terms and conditions of payment and default to the assessment, except that no interest on the payment of the assessment shall be allowed.
- (d) If the vote fails, Commissioners' Court may not order the improvement and assessment, and may not propose the order again until four years after the date the County Clerk declares the results of the vote to Commissioners' Court.
- (e) An assessment shall be secured by a lien against the real property of the assessed property owner.

Section III Appeals

An assessment may be appealed by filing a petition in the district court having jurisdiction in the county not later than the 15th day after the date that a property owner receives an assessment.

Section IV Liens

An assessment shall be secured by a lien against the real property of the assessed property owner. Liens on all property shall remain in place until such time that the entire assessed amount has been paid to Collin County. Property owners are separately, not jointly, liable for their assessed amounts.

Section V Acceptance

When all of the requirements set out in Section I and II of this policy have been met and if funds are available from Collin County the project will be accepted. If it will require an excessive amount of time to relocate the utilities and begin the actual upgrading of the road/roads the Commissioners' Court may direct that a minimum amount of maintenance be performed to assure the health and safety of the property owners.

Section VI Status of Roadway after Acceptance

A road improved under this article is a county road, and the county shall maintain the road in accordance with county road standards.

Section VII Reimbursement of Funds

- A. Prior to the actual road upgrading and upon completion of the utility relocation the balance of the utility relocation cost shall be paid to Collin County or the respective utility company. (This includes the 50% escrowed monies plus the remaining 50% balance of the relocation cost)**
- B. Upon completion of the upgrading, the 10% escrowed monies shall be reimbursed to Collin County.**
- C. The 90% balance of the project cost including construction and other related cost as noted in Section I of this policy shall be the total assessed amount and shall be collected by the county over an amortized period, not to exceed sixty months.**

Council Agenda Item



Item 5
C Sec Use Only

Budget Account Code:	Meeting Date: April 17, 2018
Budgeted Amount:	Department/ Requestor: F/H.R. Manager Boyd Police Chief Brooks
Fund Balance-before expenditure:	Prepared by: F/H.R. Manager Boyd Police Chief Brooks
Estimated Cost:	Date Prepared: April 12, 2018
Exhibits:	<ul style="list-style-type: none">Collin County Sheriff's Office - (FOUO) Cyber Notice: Ransomware Attacks and Malicious Malware

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON TRANSFERRING FUNDS FROM THE CITY COUNCIL CONTINGENCY FUND TO INFORMATION TECHNOLOGY (IT). [BOYD/BROOKS]

SUMMARY

Due to unforeseen circumstances, Staff has requested City Council consider transferring funds from the City Council Contingency Fund to Information Technology (IT) for an amount not to exceed \$50,000.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter - Office Use			
Approved by:			
Department Head/ Requestor:	<i>Johanna Boyd</i>	<i>JB</i>	Date: 04/12/2018
Department Head/ Requestor:	<i>Richard D. Brooks</i>		Date: 04/12/2018
City Administrator:	<i>Jeff Flanigan</i>	<i>JF</i>	Date: 04/13/2018

From: Phuong Tran <ptran@co.collin.tx.us> on behalf of NCTFC <nctfc@co.collin.tx.us>
Sent: Thursday, April 12, 2018 7:08 PM
To: Phuong Tran
Subject: (FOUO) CYBER NOTICE: Ransomware Attacks and Malicious Malware

Good Evening,

(U//FOUO) Due to recent ransomware attacks across the country and locally throughout North Texas, the NTFC would like to provide the following products regarding the increased usage of the PowerShell platform in cyber-attacks. The NTFC also recommends that all organization's review their internal Windows systems for possible security breaches. These recent incidents have caused major disruption to both organizations and critical infrastructure, therefore the importance of reviewing your organization's network security is critical.

Attachment(s):

- DHS NCCIC: HIRT Slick Sheet
- (FOUO) JRIC – Atlanta's Cyber Attack is Among Most Significant on American Cities
- (FOUO) OCIAC – Phishing Email Attacks
- SYMANTEC: Increased Use of PowerShell in Attacks

For any questions or comments regarding this notice, please contact the North Texas Fusion Center at nctfc@collincountytx.gov or 972-548-5537.

NOTE: Please report cybersecurity incidents, possible malicious code, vulnerabilities, and phishing attacks to DHS (NCCIC) National Cybersecurity and Communications Integration Center at 1-888-282-0870 or email NCCICCustomerService@hq.dhs.gov for assistance.

North Texas Fusion Center (NTFC)
Collin County Sheriff's Office
Phone: 972-548-5537
NCTFC@co.collin.tx.us

*This information should be considered UNCLASSIFIED // FOR OFFICIAL USE ONLY // LAW ENFORCEMENT
SENSITIVE (U//FOUO//LES) unless otherwise noted and contains information that may be exempt from public release under the Freedom of Information Act (5 USC 552). It is to be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with U.S. Department of Homeland Security policy relating to FOUO information and is not to be released to the media, public or other personnel who do not have a valid "need-to-know" and shall not be distributed beyond the original addressees without prior authorization of the originator. Receipt acknowledges a commitment to comply with all applicable laws protecting privacy, civil rights, and civil liberties in the collection, use, analysis, retention, destruction, sharing and disclosure of information.*

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
Apr., Apr., July., Oct., Apr., Apr., July., Oct.	Republic Waste Report	Bernas	REQUIRED PER ORDINANCE AND AGREEMENT.
May 15, 2018	Fire Dept. Report	Sheff/Barnaby	
May 15, 2018	Investment Report	Johnna	10/24/14; 01/17/18;
May 15, 2018	Canvass	C'Sec	Annual
May 15, 2018	Administer Oath of Office to Elected	Mayor	
May 15, 2018	Appointment of the 2018-19 Mayor Pro Tem	Mayor	
May 15, 2018	2018-19 Chief Inv. Off. & Committee		
May 15, 2018	Newsletter Committee Appointment		Res. No. 2016-517 - reviewed every 2 yrs in June
May/June	CABS OMA & PIA Training		
May-June	Appmnt of Municipal Court Officials	Shelby	0628 Res2016-511 & 2016-532 Appmnt of Municipal Court Officials (2 yr term w/Mayor)

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