

## MINUTES

### CITY COUNCIL MEETING

MARCH 19, 2019

#### 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 Lee Pettle called the meeting to order at 7:02 p.m. Councilmembers Cindy Meyer, Cleburne Raney, Edwin Smith, and Ed Standridge were present. Councilmember Patrick Taylor was absent.

Staff Present: City Administrator Luke Olson, Asst. City Administrator/City Secretary Patti Scott Grey, Finance/H.R. Manager Grant Savage, City Attorney Brandon Shelby, Fire Chief Mike Sheff, Police Chief Richard Brooks and Public Works Director Gary Machado

#### PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Terry Lynch led the pledge.

TEXAS PLEDGE: Annabella Abraham 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.

No comments

#### ITEMS OF COMMUNITY INTEREST

- Parker's 50<sup>th</sup> Anniversary, Saturday, March 30, 2019, from 2:00 to 4:30 p.m.
- Saturday, April 27, 2019, 10am-2pm, Drug Take Back
- Saturday, May 4, 2019 – General Election (EV and ED Info)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Apr 21	Apr 22 Early Voting 8am – 5pm	Apr 23 Early Voting 8am – 5pm	Apr 24 Early Voting 8am – 5pm	Apr 25 Early Voting 8am – 7pm	Apr 26 Early Voting 8am – 5pm	Apr 27 Early Voting 8am – 5pm
Apr 28	Apr 29 Early Voting 7am – 7pm	Apr 30 Early Voting 7am – 7pm	May 1	May 2	May 3	May 4 Election Day 7am - 7pm

- Projected 2019 Tax Rate Planning Calendar

**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 FEBRUARY 12, 2019. [SCOTT GREY]
2. APPROVAL OF MEETING MINUTES FOR MARCH 5, 2019. [SCOTT GREY]

3. REPUBLIC WASTE QUARTERLY REPORT. [BERNAS]
4. DEPARTMENT REPORTS-ANIMAL CONTROL (DEC/JAN), BUILDING (JAN/FEB), COURT(JAN/FEB), FIRE (4<sup>th</sup> QTR), POLICE (JAN/FEB), AND PIWIK (JAN/FEB)
5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2019-597 AUTHORIZING CONTINUED PARTICIPATION WITH THE ATMOS CITIES STEERING COMMITTEE; AND AUTHORIZING THE PAYMENT OF FIVE CENTS PER CAPITA TO THE ATMOS CITIES STEERING COMMITTEE TO FUND REGULATORY AND RELATED ACTIVITIES RELATED TO ATMOS ENERGY CORPORATION. [SHELBY]

MOTION: Councilmember Standridge moved to approve consent agenda items 1 through and 5 as stated. Mayor Pro Tem Raney seconded with Councilmembers Meyer, Raney, Smith, and Standridge voting for the motion. Motion carried 4-0.

#### INDIVIDUAL CONSIDERATION ITEMS

6. DISCUSSION REGARDING HOME RULE CHARTER COMMISSION (HRCC) AND CONSIDERATION AND/OR APPROPRIATE ACTION ON RESOLUTION NO. 2019-598, DEFINING A PROCESS FOR APPOINTEES TO BOARDS AND COMMISSIONS OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS. [SHELBY]

City Attorney Shelby reviewed the item and Resolution No. 2019-598, noting Section 5 as follows: The Home Rule Charter Commission ("HRCC") or any future Home Rule Charter Review Committee ("HRCC") shall be considered exempt from the requirements and restrictions of this Resolution. Membership criteria and selection of members to the HRCC or HRCC shall be determined by the City Council.

Mayor Pro Tem Raney said the Home Rule Charter Commission (HRCC) selection process has been discussed at several council meetings and with the City Administrator. Based on those discussions, the following process is being recommended to Council:

- City Administrator Olson will prepare a spreadsheet, including each applicant's information, such as length and location of residence in Parker, based on applicants' application for City Council.
- On April 9, 2019 7:00 p.m., a *Meet and Greet* will be held for Council and HRCC applicants.
- Before the *Meet and Greet* visiting starts, City Attorney Shelby will describe the Commission's responsibilities and time commitment. If after hearing this information, an applicant decides to withdraw his/her application, there will be a form to be signed, indicating their desire to withdraw.
- The process will provide approximately 30 minutes for Councilmembers to meet with the applicants, ask questions, and obtain information.
- After the *Meet and Greet*, the applicants will be dismissed, and City Council will recess into Executive Session to determine the Home Rule Commissioners.

Selection will be based on the information provided by each applicant on their application, including length and location of residence in Parker, supplemental

information gathered during the *Meet and Greet*, and demographics, so that the Commission is representative of the City of Parker.

Once Council makes the selection, the applicants will be notified of the results.

**MOTION:** Mayor Pro Tem Raney moved to approve Resolution No. 2019-598 and he also moved to schedule a Tuesday, April 9, 2019, 7:00 p.m. HRCC *Meet and Greet* with an Executive Session immediately following to select the HRCC. Councilmember Standridge seconded.

There was discussion regarding there being adequate time to visit with each applicant, criteria, the number of members, getting a representative group for Parker, among other topics. Mayor Pro Tem Raney said these were guidelines and approximations Council could adjust as needed.

Councilmembers Meyer, Raney, Smith, and Standridge voting for the motion. Motion carried 4-0.

## ROUTINE ITEMS

### 7. FUTURE AGENDA ITEMS

#### UPDATE(S):

- **UNITED POSTAL SERVICE UPDATE [OLSON]**

City Administrator Olson said he met with one of Congressman Van Taylor's staff members, who assisted him in contacting local postal authorities. Mr. Olson said the local postal authorities said they recently hired several additional staff members, which they hope will help with mail services in our area. Mayor Pettle and City Administrator Olson encouraged residents to contact Mr. Olson through the city website's "Report a Concern" to report difficulties. "Report a Concern" will help track those complaints.

Councilmember Smith thanked the City Administrator for the update on behalf of Council and Parker residents.

- **SPEEDING [BROOKS]**

Chief Brooks acknowledged speeding was still a problem in Parker. The Police Department receives data from the donated speed sign, currently located on Springhill Estates. That data helps determine when the best time of the day/week to place patrols for enforcement. The second speed sign should be available soon and would possibly be placed on McCreary Road. Finally, Chief said the police department would continue to analyze data in hopes to best utilize their resources.

- **GREGORY LANE/SYCAMORE LANE [MACHADO]**

Public Works Director Gary Machado said City Engineer Birkhoff is currently preparing designs and engineering specifications to move forward with this project and Sycamore Lane is nearing completion.

- **CONTRACTS [OLSON]**

City Administrator Olson said part-time employee Stephanie Gibson is making progress on locating all the city agreements/contracts. Ms. Gibson already has several large binders. Once the agreements/contracts are located and organized, they will be more easily monitored.

- **TYLER TECHNOLOGIES [OLSON]**

City Administrator Olson noted this is the software recommended and purchased last December to replace the City's antiquated Access based, Asyst financial, utility billing and building permits software. Mr. Olson said this technology will provide more information, transparency, and use less staff, because it "talks to itself". Instead of Finance Manager Savage having to manually enter check information numerous times, this software would populate that information where needed throughout, saving time and using less staff. There were modules for financials, payroll, transparency, utility billing and building permits. Staff has started training on the new software and he expects the software will be operational by fall.

- CAPITAL IMPROVEMENTS PROGRAM (CIP) [OLSON/MACHADO/TAYLOR]  
After reviewing Parker drainage complaints and issues, it was determined that most of the complaints and issues are road related. City Staff, with the support of Council, have decided to dissolve the Drainage Committee and establish a Capital Improvements Program (CIP). This would widen the scope and after proper investigation and planning, hopefully bring resolution to the issues. Currently, CIP is looking, case by case, at the entire City, especially problem areas to determine and evaluate each issue, and how to best resolve each problem. This topic will be included in our upcoming budget and planning session as finances are critical to the process, and financing such expensive capital improvements, sometimes over several budget years.
- ACCEPTANCE OF CITY OF PARKER POLICE DEPARTMENT (\$100.00) DONATION FOR THE RECORD (RALPH & KATHRYN WHITE) [PETTLE]  
As required by Resolution No. 2016-520, Mayor Pettle accepted Ralph and Kathryn White's \$100.00 donation to the City of Parker Police Department for the record. The Mayor, City Council, and staff thanked the Whites for their generous donation.

Mayor Pettle asked if there were any items to be added to the future agenda. She encouraged everyone to email her any additional requests; and finally, she noted the next regularly scheduled meeting would be Tuesday, April 2, 2019.

8. ADJOURN

Mayor Lee Pettle adjourned the meeting at 7:34 p.m.



APPROVED:

  
\_\_\_\_\_  
Mayor Lee Pettle

ATTESTED:

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

Approved on the 2nd day  
of April, 2019.