



## AGENDA

### CITY COUNCIL MEETING

**AUGUST 6, 2019 @ 7:00 P.M.**

Notice is hereby given the City Council for the City of Parker will meet in a Regular Meeting on Tuesday, August 6, 2019 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.

#### **BUDGET WORKSHOP**

- REVIEW PROPOSED BUDGET

#### **ITEMS OF COMMUNITY INTEREST**

- HOME RULE CHARTER COMMISSION (HRCC) – MONDAY, AUGUST 26, 2019, 7:00 PM
- NATIONAL NIGHT OUT (NNO) – TUESDAY, OCTOBER 1, 2019, 6:00 P.M. – 9:00 P.M

#### **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 JULY 2, 2019. [SCOTT GREY]
2. APPROVAL OF MEETING MINUTES FOR JULY 16, 2019. [SCOTT GREY]
3. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON “SAVE THE DATE” SPREAD THE HOPE COLLIN COUNTY PEANUT BUTTER DRIVE SEPTEMBER 1-30. [PETTLE]

#### **INDIVIDUAL CONSIDERATION ITEMS**

4. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2019-609 SETTING A PROPOSED TAX RATE; AND APPROVING DATES, TIMES AND A LOCATION FOR TWO PUBLIC HEARINGS ON THE PROPOSED FY 2019-

2020 BUDGET AND TAX RATE, AND A DATE FOR THE VOTE ON THE ADOPTION OF THE 2019-2020 BUDGET AND APPROVAL OF A TAX RATE. [SAVAGE]

5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2019-610 ON INVESTMENT POLICY. [SAVAGE]
6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2019-611 AWARDING THE 2019 ANNUAL STREET MAINTENANCE CONTRACT. [MACHADO/OLSON]
7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 766, REINSTITUTING THE PARKER PARKS AND RECREATION COMMISSION. [PETTLE/OLSON/SHELBY] [TABLED – 10082018 AND 06182019]
8. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2019-612 APPROVING AN INTERLOCAL AGREEMENT (ILA) BETWEEN THE CITY OF PARKER AND COLLIN COUNTY FOR CHILD ABUSE, INVESTIGATION SERVICES, AND LAW ENFORCEMENT. [BROOKS]

## ROUTINE ITEMS

9. FUTURE AGENDA ITEMS

### UPDATE(S):

- TRANSPORTATION [STANDRIDGE]
- STAFF CONTRACT POLICY [OLSON]
- LASERFICHE/DOCNAV SOLUTIONS UPDATE [OLSON]
- HOME RULE CHARTER COMMISSION (HRCC) [SHELBY]

## EXECUTIVE SESSION START TO FINISH— Pursuant to the provisions of Chapter 551, Texas Government Code the City Council may hold a closed meeting.

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

- a. Government Code Section 551.074 Personnel—To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
- b. Government Code Section 551.071(1)—Consultation with City Attorney concerning Pending or Contemplated Litigation
- c. Government Code Section 551.071(2) – Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas Clearly conflicts with this chapter (Open Meetings Act)

11. RECONVENE REGULAR MEETING.

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

13. 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 August 2, 2019 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](http://www.parkertexas.us).

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Date Notice Removed

Patti Scott Grey  
City Secretary

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



## Council Agenda Item

Item 1  
C'Sec Use Only

Budget Account Code:	Meeting Date: August 6, 2019
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: City Secretary Scott Grey
Estimated Cost:	Date Prepared: July 9, 2019
Exhibits:	<a href="#"><u>Proposed Minutes</u></a>

### AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR JULY 2, 2019. [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](mailto:PGrey@parkertexas.us) prior to the City Council meeting.

### POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
<b>Approved by:</b>			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	08/01/2019
City Attorney:		Date:	
Acting City Administrator:	<i>Luke B. Olson</i>	Date:	08/02/2019

## MINUTES

### CITY COUNCIL MEETING

JULY 2, 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 Diana M. Abraham, Cindy Meyer, Edwin Smith, Ed Standridge and Patrick Taylor were present.

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

#### **EXECUTIVE SESSION – Pursuant to the provisions of Chapter 551, Texas Government Code the City Council may hold a closed meeting.**

Mayor Pettle asked City Council and City Attorney Shelby if there was a need to recess into Executive Session tonight. Everyone indicated they were not aware of any issues.

1. RECESS TO CLOSED EXECUTIVE SESSION IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN:
  - a. Government Code Section 551.074 Personnel—To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
  - b. Government Code Section 551.071(1)—Consultation with City Attorney concerning Pending or Contemplated Litigation
  - c. Government Code Section 551.071(2) – Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas Clearly conflicts with this chapter (Open Meetings Act)
2. RECONVENE REGULAR MEETING.
3. ANY APPROPRIATE DELIBERATION AND/OR ACTION ON ANY OF THE EXECUTIVE SESSION SUBJECTS LISTED ABOVE.

#### **PLEDGE OF ALLEGIANCE**

AMERICAN PLEDGE: Chief Richard Brooks led the pledge.

TEXAS PLEDGE: Mr. James Matson 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

## ITEMS OF COMMUNITY INTEREST

- BUDGET WORK SESSION - MONDAY, JULY 15, 2019, 7:00 PM  
The Budget Work Session scheduled for Monday, July 15, 2019, 7:00 p.m. was canceled. The work session will be held Tuesday, July 16, 2019, 7:00 p.m. at the time our regularly scheduled City Council meeting is held, due to fact there are no items immediately pending.
- HOME RULE CHARTER COMMISSION (HRCC) – MONDAY, JULY 22, 2019, 7:00 PM  
Mayor Pettle announced the next regularly scheduled HRCC meeting date/time.
- NATIONAL NIGHT OUT (NNO) – TUESDAY, OCTOBER 1, 2019, 6:00 P.M. – 9:00 P.M  
Parker residents were encouraged make their neighborhood/Homeowners' Association (HOA) plans and contact Police Sergeant John Paul to schedule their NNO visits.

## INDIVIDUAL CONSIDERATION ITEMS

### 4. APPROVAL OF MEETING MINUTES FOR JUNE 18, 2019. [SCOTT GREY]

MOTION: Councilmember Smith moved to approve the June 18, 2019 City Council meeting minutes as presented. Councilmember Taylor seconded with Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

### 5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2019-608 AWARDING THE 2019 GREGORY LANE CULVERT REPLACEMENT PROJECT. [BIRKHOFF/MACHADO/OLSON]

City Engineer Birkhoff said the 2019 Gregory Lane Culvert Replacement was advertised in the Dallas Morning News on June 9, 2019 and June 16, 2019. The bids were received at 1:15 p.m., Tuesday, June 25, 2019.

Mr. Birkhoff' s letter, dated June 26, 2019, states Four Star Excavating of Dallas, Texas submitted the low base bid in the amount of \$299,697.00 and the low base bid plus deductive alternate in the amount of \$279,697.00. The deductive alternate of (\$20,000.00) is available if the city can obtain an alternate route to ingress and egress local traffic during a 7-day road closure of Gregory Lane. The base bid allows for one-way traffic during the culvert replacement permitting half of the culvert to be constructed at a time.

The City Engineer's office has checked the references provided and based on experience in other cities, this contractor has satisfactory experience in this type of work. Accordingly, based on the information the City Engineer's office has available, they recommend the City accept the base bid, and award Four Star Excavating a construction contract in the amount of \$299,697.00. If a detour can be achieved the deductive bid item will be applied to the contract.

City Engineer Birkhoff said he is available to discuss the recommendation further at Council's convenience. (**See Exhibit 1 – City Engineer John Birkhoff, P.E.'s corrected letter, dated June 26, 2019 with Bid Summary and Tabulation of Bids.**)

MOTION: Councilmember Taylor moved to approve Resolution No. 2019-608 awarding the 2019 Gregory Lane Culvert Replacement to Project Four Star Excavating of Dallas, Texas. Councilmember Abraham seconded with

Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON PARKER RANCH ESTATES PHASE 4A & 4B PRELIMINARY PLAT. [BIRKHOFF/MACHADO]

After discussion, City Council made the following motion.

MOTION: Councilmember Taylor moved to approve Parker Ranch Estates Phase 4A & 4B Preliminary Plat, subject to engineering approval and compliance with the terms of the development agreement. Councilmember Smith asked that the motion be subject to the terms of the Ordinance, Ordinance No. 546 (the Development Agreement), passed and approved September 23, 2003. Councilmember Taylor agreed. Councilmember Standridge seconded with Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 777, UPDATING ORDINANCE NO. 725, SPECIFICALLY ADDRESSING BRUSH (STORAGE, COLLECTION AND DISPOSAL OF BRUSH AND BULKY ITEMS OF SOLID WASTE REGULATIONS). [SHELBY]

After discussion, City Council made the following motion.

MOTION: Councilmember Taylor moved to table Ordinance No. 777 for additional information, discussion with Republic Services regarding alternatives, and final evaluation/review by City Council. *(Note: This item was originally placed on the June 18, 2019 City Council agenda. Since the item's caption was for discussion/direction, the item was placed on the July 2, 2019 City Council agenda for official approval/vote.)*

Councilmember Abraham seconded with Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

## ROUTINE ITEMS

8. FUTURE AGENDA ITEMS

Mayor Lee Pettle asked if there were any items to be added to the future agenda. She noted Ordinance No. 777, addressing brush (STORAGE, COLLECTION AND DISPOSAL OF BRUSH AND BULKY ITEMS OF SOLID WASTE REGULATIONS). Mayor Pettle encouraged everyone to email her any additional requests.

UPDATE(S):

• HOME RULE CHARTER COMMISSION (HRCC) UPDATE [SHELBY]

City Attorney Shelby said there have been three (3) HRCC meetings so far, May 13<sup>th</sup>, June 10<sup>th</sup> and June 25<sup>th</sup>, in which there have been discussions of various aspects of Home Rule. At the next HRCC meeting, July 22, 2019, 7:00 p.m., the commission plans to discuss two (2) major forms of government, Mayor – Council and Council – Manager, and possible selection. The review and selection process is very important because almost all other actions regarding Home Rule are determined by the form of government selected.

The Mayor stated the next regularly scheduled City Council meeting would be a Budget Work Session Tuesday, July 16, 2019 at 7:00 p.m. and restated the next Home Rule Charter Commission (HRCC) meeting would be July 22, 2019 at 7:00

p.m. She noted the meetings are open to the public and encouraged residents to attend.

9. ADJOURN

Mayor Lee Pettle adjourned the meeting at 8:04 p.m.

APPROVED:

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

Approved on the 6th day  
of August, 2019.

ATTESTED:

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

PROPOSED

**RESOLUTION NO. 2019-608**  
*(Gregory Lane Culvert Replacement)*

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, AWARDING A BID TO AND AUTHORIZING EXECUTION OF A CONTRACT WITH FOUR STAR EXCAVATING OF DALLAS, TEXAS FOR THE GREGORY LANE CULVERT REPLACEMENT PROJECT; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW**

**WHEREAS**, the City Council of the City of Parker authorized its engineering firm, Birkhoff, Hendricks, & Carter, LLP, to seek bids to perform work on a project known as the Gregory Lane Culvert Replacement Project; and,

**WHEREAS**, on June 25, 2019 two (2) bids were received; and,

**WHEREAS**, Birkhoff, Hendricks, & Carter, LLP confirmed the satisfactory record of the lowest bidder, Four Star Excavating of Dallas, Texas and recommended the bid be awarded to same.

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

**SECTION 1.** That Four Star Excavating is hereby awarded the bid in the total amount of Two Hundred Ninety Nine Thousand Six Hundred Ninety Seven Dollars and Zero Cents (\$299,697.00) for the Gregory Lane Culvert Replacement Project; and that the Mayor be and is hereby authorized and directed, subject to all contract documents being properly completed and approved as to form and content by the City Attorney, to execute a contract with Four Star Excavating for the project.

**SECTION 2.** That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public and that the public notice of the time, place, and purpose of said meeting was given as required by law.

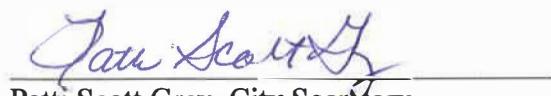
**PASSED AND APPROVED** by the City Council of the City of Parker, Collin County, Texas on this the 2nd day of July, 2019.



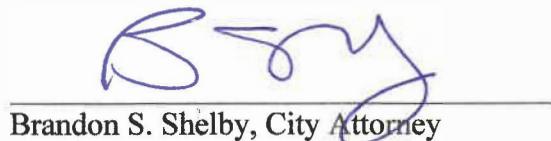
APPROVED:  
CITY OF PARKER

  
Lee Pettle, Mayor

ATTEST:

  
Patti Scott Grey, City Secretary

APPROVED AS TO FORM:

  
Brandon S. Shelby, City Attorney

# 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.

June 26, 2019

Mr. Gary Machado  
Director of Public Works  
City of Parker  
5700 E. Parker Rd.  
Parker, Texas 75002

Re: Gregory Lane Culvert Replacement

Dear Mr. Machado:

We have checked the bids received at 1:15 p.m., Tuesday, June 25, 2019 for the Gregory Lane Culvert Replacement project. We are enclosing six (6) copies of the Bid Summary and Itemized Bid Tabulation.

Four Star Excavating of Dallas, Texas submitted the low base bid in the amount of \$299,697.00 and the low base bid plus deductive alternate in the amount of \$279,697.00. The deductive alternate of (\$20,000.00) is available if the city can obtain an alternate route to ingress and egress local traffic during a 7-day road closure of Gregory Lane. The base bid allows for one-way traffic during along half of the culvert to be constructed at a time.

We have checked the references provided and based on experience in other cities, this contractor has satisfactory experience in this type of work. Accordingly, based on the information we have available to us, we recommend that the City accept the base bid, and award Four Star Excavating a construction contract in the amount of \$299,697.00. If a detour can be achieved the deductive bid item will be applied to the contract.

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

Sincerely,



John W. Birkhoff, P.E.

Enclosures

**CITY OF PARKER, TEXAS**  
**Gregory Lane Culvert Replacement**

**BID SUMMARY**

**Bids Received Until 1:15 p.m., Tuesday, June 25, 2019**

<b><u>Contractor</u></b>	<b><u>Total Amount Bid</u></b>
1. Four Star Excavating 6825 Levelland Road, Suite 2B Dallas, Texas 75252	\$ 299,697.00
2. Grod Construction LLC. 889 E. Rock Island Ave. Boyd, Texas 76023	\$ 353,218.00



## Council Agenda Item

Item 2  
C'Sec Use Only

Budget Account Code:	Meeting Date: August 6, 2019
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: City Secretary Scott Grey
Estimated Cost:	Date Prepared: July 24, 2019
Exhibits:	<a href="#"><u>Proposed Minutes</u></a>

### AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR JULY 16, 2019. [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](mailto:PGrey@parkertexas.us) prior to the City Council meeting.

### POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
<b>Approved by:</b>			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	08/01/2019
City Attorney:		Date:	
Acting City Administrator:	<i>Luke B. Olson</i>	Date:	08/02/2019

## MINUTES

### CITY COUNCIL MEETING – BUDGET WORK SESSION

JULY 16, 2019 @ 7:00 P.M.

#### 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 7:00 p.m. Councilmembers Diana M. Abraham, Cindy Meyer, Edwin Smith, Ed Standridge and Patrick Taylor were present.

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

#### PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Joe Cordina led the pledge.

TEXAS PLEDGE: Terry Lynch 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

#### BUDGET WORK SESSION

Discussion and Review of Budget.

##### 1. REVIEW AND DISCUSS A PROPOSED CITY BUDGET FOR FISCAL YEAR 2019-2020. [PETTLE/SAVAGE]

Finance/H.R. Manager Savage reviewed and discussed the proposed 2019-2020 Budget, noting the new format and detail. Department heads discussed their supplemental budget requests. (***See Exhibit 1 – Finance/H.R. Manager Savage's Proposed 2019-2020 Budget, dated July 16, 2019.***)

Mr. Savage stated the budget was balanced and asked Councilmembers to review the information provided, contact him with any questions, and be prepared on August 6, 2019 to discuss the proposed budget in more depth including any modifications. He also said since the proposed budget was balanced when making any adjustments be aware that any items added would require either items of equal value being removed, or a tax increase would need to be considered. He noted \$0.01 tax increase equaled approximately \$100,000 to the City or \$64 per average home.

No action was taken.

Mayor Pettle reiterated the budget workshops were open to the public. On August 20 and 27 public hearings would be held to get public input on the budget and tax rate. The meeting to vote on the 2019 Tax Rate and 2019-2020 Budget would be held September 3, 2019 and the deadline to submit the Tax Rate Ordinance and

Budget to Collin County Tax Office is September 18, 2019. The Mayor encouraged residents to review the information provided and contact her or City Staff regarding any questions.

2. ADJOURN

Mayor Lee Pettle adjourned the meeting at 8:45 p.m.

APPROVED:

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

Approved on the 6th day  
of August, 2019.

ATTESTED:

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

PROPOSAL



# City Council Work Session

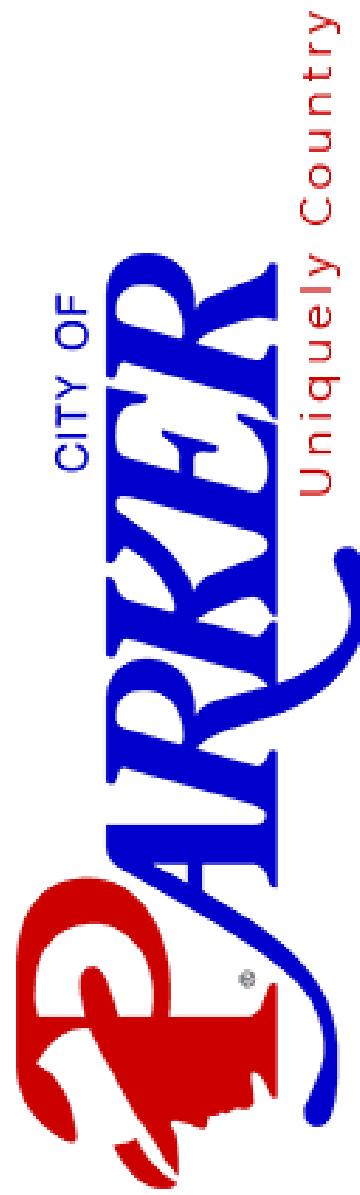
# FY 2019-2020

# Proposed Budget

Tuesday, July 16, 2019

Exhibit 1

# Budget Process

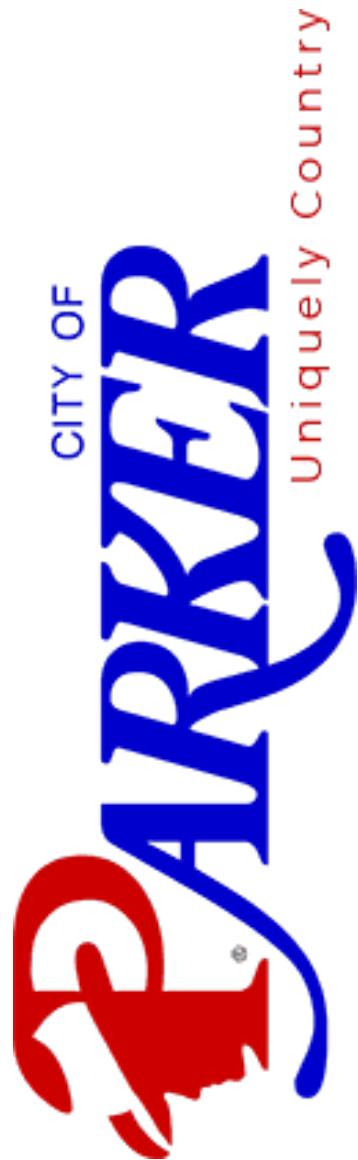




# Budget Process



Date	Budget Action
June	Budgets submitted by Department Heads to Finance Mgr
Tuesday, July 16	Draft budget presented to City Council
Tuesday, August 6	Revised draft of budget presented to City Council. City Council votes to place proposal to adopt tax rate on future agenda (if tax rate exceeds the effective or rollback rate)
Friday, July 28	Proposed budget filed by City Administrator
Tuesday, August 20	First of two public hearings on proposed tax rate (if necessary) and public hearing on proposed budget
Tuesday, August 27	Second of two public hearings on proposed tax rate (if necessary)
Tuesday, September 3	Final action on budget and tax rate
Tuesday, October 1	FY 2019-2020 begins



# City Departments



# City Departments

The City is currently divided into four departments with a total 24 full-time employees.

- Administration – 6 (1 part-time)
- Police – 11
- Fire – 0 (25 part-time)
- Public Works – 8



**FY 2019-2020**

# **Proposed Budget**



# FY 2019-2020 Proposed Budget



Because restrictions are placed on various types of revenue, the budget is divided into several accounts or funds:

- General (operating) Fund;
- Water/Wastewater Fund;
- Solid Waste Fund;
- Law Enforcement Fund;
- Equipment Replacement Fund;
- Court Security Fund;
- Court Technology Fund;
- Child Safety Fund;
- Police Donations Fund;
- Fire Donations Fund;
- General Obligation Debt Service;
- Revenue Bond I&S;
- Utility Impact Fee Fund;
- Street Construction Fund;
- Utility Construction Fund;
- Drainage Improvement Fund; and
- Facilities Improvement Fund

- The General Fund is the operating fund of the City.
- All general tax revenues and other receipts that are not restricted by law or contractual agreement to some other fund are accounted for in the General Fund.
- The primary revenue sources for the General Fund are:
  - Property taxes
  - Sales tax
  - Franchise fees
  - Permit fees
  - Fines

## Property Tax

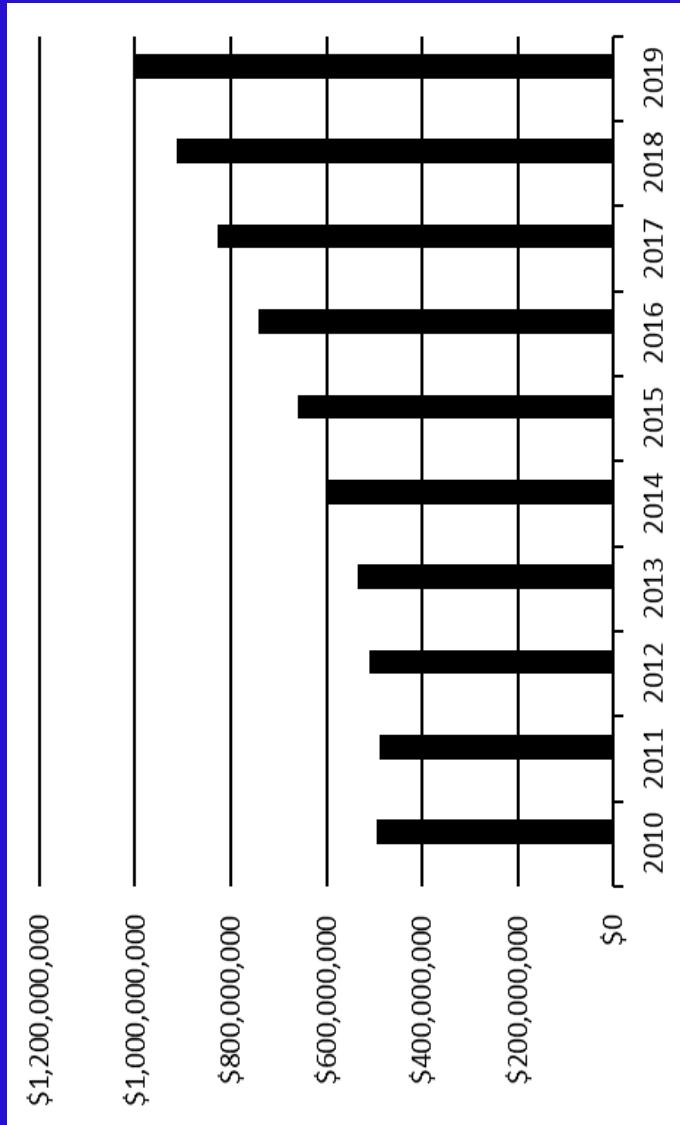
- 2019 Certified Totals - \$1,000,709,478
  - Increase of \$87,426,470 (9.6%) from previous year (\$319,967)
  - Of that amount, \$58,128,531 is from new taxable property added (\$212,741)
- Budget has been prepared using the current tax rate of \$0.365984 per \$100 of tax assessed value
  - \$0.01 change in property tax affects City budget by \$100,071
  - \$0.01 change in property tax affects average homeowner by \$64.31 (based on average value of home \$643,139)



## FY 2019-2020 Proposed Budget General Fund Revenue



### Total Net Taxable Property Values by Year



\*Total property values for 2019 are \$1,000,709,478.



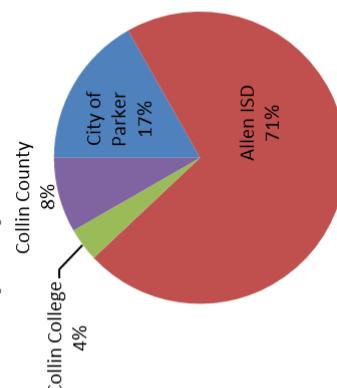
# Property Tax Rates in Collin County

City	2014 Total Tax Rate	2015 Total Tax Rate	2016 Total Tax Rate	2017 Total Tax Rate	2018 Total Tax Rate	% Increase/Decrease from 2017 to 2018
Allen	0.54	0.53	0.52	0.51	0.498	-2.35%
Anna	0.649	0.639	0.629	0.601288	0.591288	-1.66%
Blue Ridge	0.589522	0.561756	0.538648	0.508077	0.594114	16.93%
Carrollton	0.615375	0.612875	0.6037	0.5997	0.59497	-0.79%
Celina	0.645	0.645	0.645	0.645	0.645	0.00%
Dallas	0.797	0.797	0.7825	0.7804	0.7767	-0.47%
Fairview	0.359999	0.359999	0.359999	0.359999	0.349709	-2.86%
Farmersville	0.785736	0.859	0.787564	0.78	0.75	-3.85%
Frisco	0.46	0.46	0.45	0.4466	0.4466	0.00%
Garland	0.7046	0.7046	0.7046	0.7046	0.7046	0.00%
Josephine	0.615	0.6	0.58	0.54	0.58	7.41%
Lavon	0.4557	0.4557	0.4557	0.4557	0.4557	0.00%
Lowry Crossing	0.229777	0.229777	0.229536	0.228989	0.214122	-6.49%
Lucas	0.320661	0.320661	0.317948	0.317948	0.303216	-4.63%
McKinney	0.583	0.583	0.573	0.540199	0.52517	-2.78%
Melissa	0.61	0.61	0.61	0.61	0.609541	-0.08%
Murphy	0.55	0.53	0.51	0.5	0.49	-2.00%
New Hope	0.21	0.206	0.196	0.196	0.196	0.00%
Parker	<b>0.350984</b>	<b>0.350984</b>	<b>0.365984</b>	<b>0.365984</b>	<b>0.365984</b>	<b>0.00%</b>
Plano	0.4886	0.4886	0.4786	0.4686	0.4603	-1.77%
Princeton	0.7218	0.691886	0.68989	0.68989	0.68882	-0.16%
Prosper	0.52	0.52	0.52	0.52	0.52	0.00%
Richardson	0.63516	0.63516	0.62516	0.62516	0.62516	0.00%
Royce City	0.6771	0.6771	0.6771	0.6215	0.6215	0.00%
Sachse	0.770819	0.757279	0.757279	0.747279	0.72	-3.65%
St Paul	0.392281	0.375	0.369	0.332892	0.317305	-4.68%
Van Alstyne	0.612639	0.612639	0.612639	0.635138	0.595932	-6.17%
Weston	0.36	0.36	0.36	0.36	0.36	0.00%
Wylie	0.8789	0.8689	0.8489	0.781	0.725848	-7.06%
<b>Average Rate</b>	<b>0.393382</b>	<b>0.391266</b>	<b>0.385311</b>	<b>0.377364</b>	<b>0.373795</b>	<b>-0.95%</b>



# FY 2019-2020 Proposed Budget General Fund Revenue

## 2018 Property Tax Rate Distribution



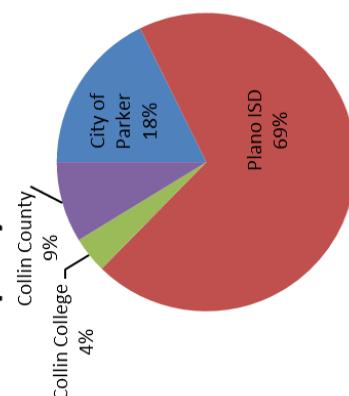
Average Value of Single Family Home	City Taxes (and Tax Rate)	County Taxes (and Tax Rate)	College Taxes (and Tax Rate)	School Taxes (and Tax Rate)	Collective Tax Bill
Allen ISD					
2015	\$489,925	\$1,720 (.350984)	\$1,102 (.225000)	\$402 (.081960)	\$7,888 (1.610000)
2016	\$535,750	\$1,961 (.365984)	\$1,116 (.208395)	\$435 (.081222)	\$8,518 (1.590000)
2017	\$573,718	\$2,100 (.365984)	\$1,103 (.192246)	\$458 (.079810)	\$9,007 (1.570000)
2018	\$604,464	\$2,212 (.365984)	\$1,093 (.180785)	\$491 (.081222)	\$9,369 (1.550000)
2019	\$643,139	\$2,354 (.365984)	TBD	TBD	TBD



# FY 2019-2020 Proposed Budget General Fund Revenue

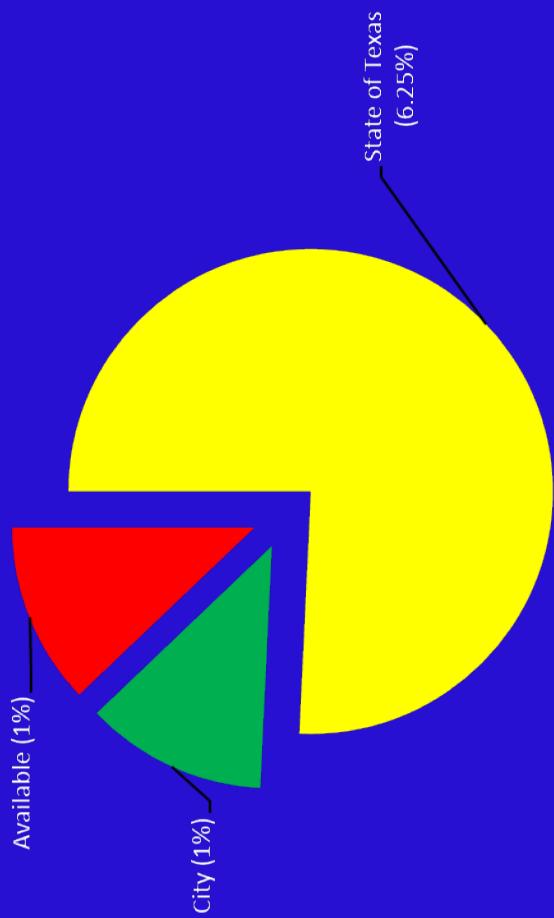


## 2018 Property Tax Rate Distribution



Average Value of Single Family Home	City Taxes (and Tax Rate)	County Taxes (and Tax Rate)	College Taxes (and Tax Rate)	School Taxes (and Tax Rate)	Collective Tax Bill
Plano ISD					
2015	\$489,925	\$1,720 (.350984)	\$1,102 (.225000)	\$402 (.081960)	\$7,050 (1.439000)
2016	\$535,750	\$1,961 (.365984)	\$1,116 (.208395)	\$435 (.081222)	\$7,709 (1.439000)
2017	\$573,718	\$2,100 (.365984)	\$1,103 (.192246)	\$458 (.079810)	\$8,256 (1.439000)
2018	\$604,464	\$2,212 (.365984)	\$1,093 (.180785)	\$491 (.081222)	\$8,698 (1.439000)
2019	\$643,139	\$2,354 (.365984)	TBD	TBD	TBD

The Texas state sales and use tax rate is 6.25%, but municipalities may also impose sales and use tax up to 2% for a total maximum combined rate of 8.25%.





# FY 2019-2020 Proposed Budget

## Combined Sales Tax Revenue

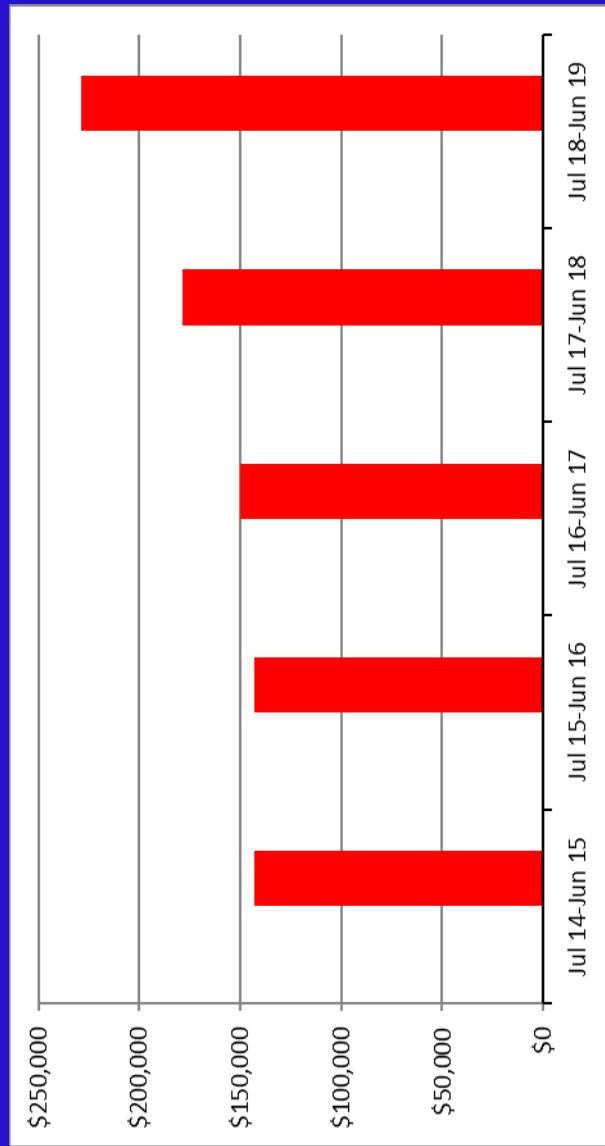
	Jul-14 thru Jun-15	Jul-15 thru Jun-16	Jul-16 thru Jun-17	Jul-17 thru Jun-18	Jul-18 thru Jun-19
July	10,269.22	11,548.00	11,610.10	14,940.09	16,937.88
August	13,928.58	14,893.77	14,018.09	15,547.55	19,666.41
September	10,008.86	10,177.16	10,183.54	13,184.97	17,089.57
October	8,811.73	10,297.45	11,348.00	12,724.25	18,647.97
November	16,089.94	14,146.04	12,972.33	15,916.22	20,579.71
December	12,614.40	10,749.09	11,754.15	14,613.09	18,710.35
January	11,850.64	9,528.78	11,985.78	14,897.59	19,987.91
February	16,562.02	19,126.49	17,566.31	19,675.80	24,283.91
March	7,528.46	9,435.26	11,584.22	12,396.37	15,717.52
April	7,950.08	9,443.66	8,993.83	11,601.47	13,220.04
May	11,502.38	12,953.86	14,950.68	15,421.90	20,142.33
June	15,779.12	10,690.79	13,101.92	17,568.65	23,768.17
<b>Totals</b>	<b>142,895.43</b>	<b>142,990.35</b>	<b>150,068.95</b>	<b>178,487.95</b>	<b>228,751.77</b>
<b>Monthly Average</b>	<b>11,907.95</b>	<b>11,915.86</b>	<b>12,505.75</b>	<b>14,874.00</b>	<b>19,062.65</b>



## FY 2019-2020 Proposed Budget General Fund Revenue



### Total Sales Tax Revenue by Year





## FY 2018-2019 Proposed Budget **General Fund Revenue**



### **Franchise Fees**

- Budgeted amounts are generally equal to FY2018-2019 end-of-year projection

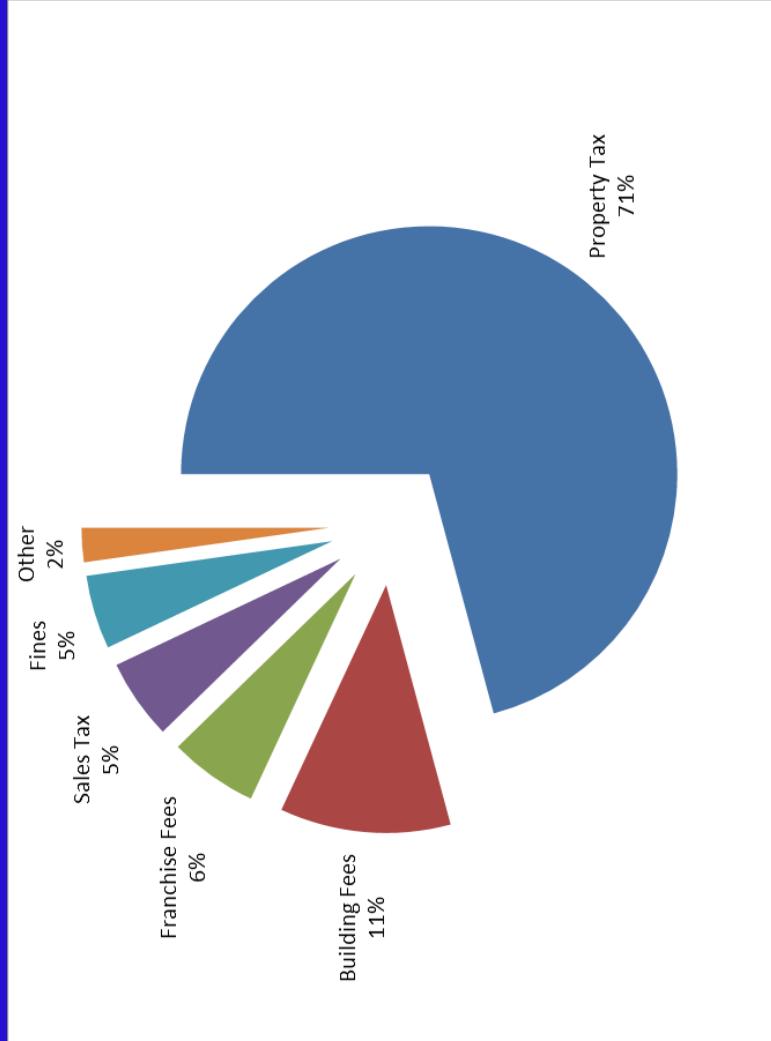
### **Fines**

- Slight decrease expected



## FY 2019-2020 Proposed Budget General Fund Revenue

### % Distribution of General Fund Revenue





## FY 2019-2020 Proposed Budget General Fund Expenditures

- The General Fund is the operating fund of the City.

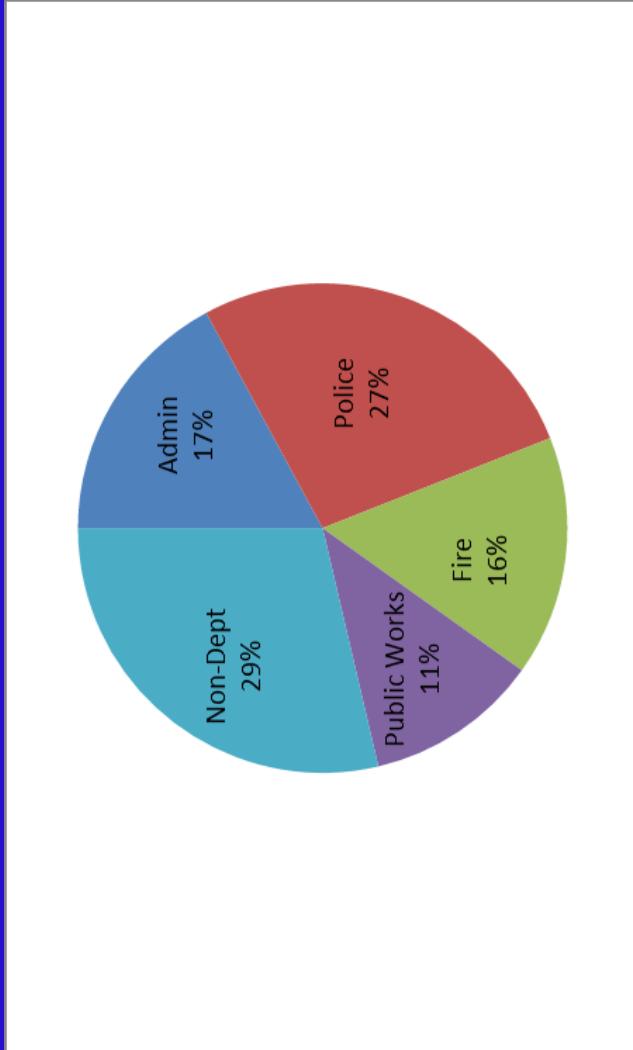
- The operating expenses for Administration, Police, Fire and Public Works departments are derived from the General Fund. The General Fund also finances functions or services such as human resources, code enforcement, IT, legal expenses and animal control.



## FY 2018-2019 Proposed Budget General Fund Expenditures



### % Distribution of General Fund Expenses by Department





# General Fund Overview FY 2019-2020

## GENERAL FUND REVENUES:

	Budget FY2018-19	End-of-Year Estimates FY2018-19	Proposed Budget FY2019-20	FY2018-19 vs FY2019-20
Taxes	\$ 2,911,647	\$ 2,911,647	\$ 3,131,131	7.5%
Property (current)	72,000	72,000	32,006	-55.5%
Sales & Use	179,500	179,500	234,000	30.4%
Franchise Fees	250,000	250,000	258,000	3.2%
Licenses, Fees & Permits	561,300	561,300	495,800	-11.7%
Investment Income	48,000	48,000	50,000	4.2%
Fines, Warrants & Seizures	250,000	250,000	215,000	-14.0%
Miscellaneous	25,650	25,650	1,200	-95.3%
<b>Total Revenues</b>	<b>\$ 4,298,097</b>	<b>\$ 4,298,097</b>	<b>\$ 4,417,137</b>	<b>2.8%</b>

## EXPENDITURES:

Current:				
Administration	\$ 972,416	\$ 972,416	\$ 734,685	-24.4%
Police	1,346,748	1,346,748	1,154,997	-14.2%
Fire	690,804	690,804	681,264	-1.4%
Public Works	582,294	582,294	492,998	-15.3%
Non-Department	110,920	110,920	355,580	220.6%
<b>Total Expenditures</b>	<b>\$ 3,703,182</b>	<b>\$ 3,703,182</b>	<b>\$ 3,419,524</b>	<b>-7.7%</b>

<b>Net Change in Fund Balance - Excess (Deficit)</b>	<b>\$ 594,915</b>	<b>\$ 594,915</b>	<b>\$ 997,613</b>	
Transfer from Water/Wastewater Fund	-	-	25,000	
Transfer from Solid Waste Fund	-	-	25,000	
Transfer to Capital Projects Fund	650,000	650,000	625,000	
Transfer to Vehicle Replacement Fund	25,000	25,000	250,000	
<b>Other Financing Sources</b>	<b>\$ (675,000)</b>	<b>\$ (675,000)</b>	<b>\$ (825,000)</b>	
<b>Net Change in Fund Balance</b>	<b>\$ (80,085)</b>	<b>\$ (80,085)</b>	<b>\$ 172,613</b>	

<b>Fund Balance, Beginning (October 1)</b>	<b>\$ 4,486,681</b>	<b>\$ 4,486,681</b>	<b>\$ 4,406,596</b>
<b>Fund Balance, Ending (September 30)</b>	<b>\$ 4,406,596</b>	<b>\$ 4,406,596</b>	<b>\$ 4,579,209</b>

## FUND BALANCE RESERVE:

Total Expenditures (not including Transfers)	\$ 3,703,182	\$ 3,703,182	\$ 3,419,524
25% Target Reserve (3 months)	925,796	925,796	854,881
<b>Fund Balance Excess (Under) Reserves</b>	<b>\$ 3,480,801</b>	<b>\$ 3,480,801</b>	<b>\$ 3,724,328</b>



## FY 2019-2020 Proposed Budget General Fund Overview

- FY 2019-2020 projected surplus of \$172,613
- Departments submitted supplementals based on their projected needs. Those supplementals are not reflected in the proposed FY 2019-2020 budget. These items have been presented separate for City Council to review and approve. Once approved, these items will be added to the budget.



# FY 2019-2020 Proposed Budget

## General Fund Supplements

### CITY OF PARKER Supplements FY 2019-20

Item	Department Name	Supplemental Description (Short Name)	Cost	Reoccurring Cost	One-time Cost
1	Admin	TMRS - Plan Change	5,823	5,823	0
2	Admin	Replace Wi-Fi Routers	2,200		2,200
3	Admin	Salary Adjustments - City Wide	80,000	80,000	-
4	Police	(2) New Officers	286,707	168,379	118,328
5	Police	TASER 60 Unlimited Plan	4,895	4,895	-
6	Police	Tip411	6,000	6,000	-
7	Fire	Addition of part-time paid firefighter shift	159,702	0	159,702
8	Fire	Wylie FD Dispatch Services	217,500	126,000	91,500
9	Fire	Replace T811	135,000	135,000	-
10	Fire	Additional hours for Division Chiefs	9,143	9,143	-
11	Fire	Replace T811 and E811	213,000	213,000	-
<b>TOTAL:</b>					<b>\$1,119,970    \$748,240    \$371,730</b>



Comments or  
Questions?

**COMBINED BUDGET SUMMARY - ALL FUNDS**

		FY 2019-20									
Fund	Fund Title	Audited Fund Balance 9/30/18	Total Revenues	Total Expenditures	Net Inc/(Det)	Estimated Fund Balance 9/30/19	Total Revenues	Total Expenditures	Net Inc/(Det)	Estimated Fund Balance 9/30/20	Fund Balance % 9/30/20
01	General Fund	4,486,681	4,298,097	4,378,182	(80,085)	4,406,596	4,467,437	4,294,524	172,613	4,579,209	107%
03	Water/Wastewater Fund	2,704,175	3,445,932	3,429,384	16,548	2,720,723	3,467,000	3,395,633	71,367	2,792,090	81%
05	Solid Waste Fund	-	345,000	331,689	13,311	13,311	410,748	407,128	3,620	16,931	4%
21	Law Enforcement Fund	1,003	9,000	2,105	6,895	7,898	-	7,898	(7,898)	-	-
22	Equipment Replacement Fund	-	-	-	-	-	275,000	104,274	170,726	170,726	-
23	Court Security Fund	33,665	-	-	-	33,665	3,000	6,000	(3,000)	30,665	-
24	Court Technology Fund	7,388	-	-	-	7,388	3,500	8,300	(4,800)	2,588	-
25	Child Safety Fund	-	2,600	-	2,600	2,600	2,600	5,200	(2,600)	-	-
26	Police Donations Fund	6,780	-	-	-	6,780	-	6,780	(6,780)	-	-
27	Fire Donations Fund	191,638	-	-	-	191,638	180	88,000	(87,820)	103,818	-
40	General Obligations Debt Service Fund	168,114	518,865	501,065	17,800	185,914	499,588	499,588	-	185,914	-
41	Revenue Bond I&S Fund	-	592,248	592,248	-	-	561,948	561,948	-	-	-
60	Utility Impact Fee Fund	645,988	-	-	-	645,988	150,000	150,000	-	645,988	-
61	Street Construction Fund	-	-	-	-	-	400,000	400,000	-	-	-
62	Utility Construction Fund	123,366	6,668,200	375,000	6,293,200	6,416,566	250,000	6,650,000	(6,400,000)	16,566	-
63	Drainage Improvement Fund	-	-	-	-	-	100,000	-	100,000	100,000	-
64	Fire Improvement Fund	-	-	-	-	-	-	-	-	-	-
65	Facilities Improvement Fund	104,268	-	-	-	104,268	125,000	-	125,000	229,268	-
		8,473,066	15,379,942	9,609,673	6,270,269	14,743,335	10,715,701	16,535,273	(5,869,572)	8,873,763	-

The City's financial policy requires a 25% (90 days) reserve on expenditures for the General Fund and 25% (90 days) for the Water and Wastewater Fund.

**City of Parker**  
**Fiscal Year 2019 - 2020**  
**Line-Item Budget**

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>GENERAL FUND REVENUES</b>					
01-00-4100	Property Tax - Current (\$1,000,709,478/100 x 0.3160516 tax rate x 99% collection rate)	3,131,131	2,911,647	2,855,421	3,131,131
01-00-4102	Property Tax - Delinquent (\$913,283,008/100 x 0.312250 tax rate x 1% collection rate)	32,006	50,000	7,698	32,006
01-00-4104	Penalty & Interest		22,000	7,542	-
01-00-4200	Sales Tax		175,000	151,290	230,000
01-00-4202	Mixed Drink Tax		4,500	2,440	4,000
01-00-4300	Franchise Fees - Electric		140,000	141,226	142,000
01-00-4302	Franchise Fees - Gas		40,000	41,442	42,000
01-00-4304	Franchise Fees - Communications		55,000	56,029	56,000
01-00-4306	Franchise Fees - Cable		15,000	17,755	18,000
01-00-4400	Inspections		-	-	-
01-00-4402	Building Permits		525,000	263,812	450,000
01-00-4404	Special Use Permits		1,800	1,200	1,800
01-00-4406	Alarm Permits		18,500	14,760	19,000
01-00-4500	Federal Grants		-	-	-
01-00-4502	State Grants		1,150	1,196	1,200
01-00-4504	Local Grants		-	-	-
01-00-4600	Zoning Fees		-	-	-
01-00-4602	Platting Fees		15,000	6,904	25,000
01-00-4604	Filing Fees		1,000	-	-
01-00-4700	Court Fines		250,000	134,715	215,000
01-00-4800	Interest		48,000	45,521	50,000
01-00-4900	Donations		2,500	1,940	-
01-00-4902	Cash Over & Short		-	-	-
01-00-4906	Misc Reimbursements		-	-	-
01-00-4908	Recycling		-	-	-
01-00-4910	Sale of City Property		-	-	-
01-00-4912	Other Income		-	-	-
01-00-5003	Transfer from Water/Wastewater Fund	22,000	32,080	-	-
01-00-5005	Transfer from Solid Waste Fund	-	-	-	25,000
<b>Total General Fund Revenues</b>		<b>4,298,097</b>	<b>3,782,970</b>	<b>4,467,137</b>	

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>GENERAL FUND EXPENDITURES</b>					
<b>City Council</b>					
01-100-8101	Supplies				
01-100-8103	Office Supplies				
01-100-8107	Food			200	
01-100-8109	Minor Tools & Equipment		2,500		2,500
01-100-8113	Reproduction Outside				
	Business Cards		200		200
01-100-8113	Computer Hardware/Software			2,000	
	iPADs (10 x \$500)				5,000
01-100-8116	Furniture, Fixture & Office Equipment				
	<b>Total Supplies</b>			<b>4,700</b>	<b>7,900</b>
	Maintenance				
01-100-8402	Machinery, Tools & Equipment Maintenance				
	<b>Total Maintenance</b>				
<b>Services/Sundry</b>					
01-100-8603	Travel/Training			8,000	
	TML		2,000		
	PFIA		2,000		
	Newly Elected Officials		2,000		
	P&Z Training		2,000		
01-100-8604	Associations				8,000
	ATMOS Gas Steering Committee		100		
	ONCOR Cities Steering Committee		450		
	NCTCOG Membership		200		
	TCEQ Stormwater Permit		100		
	TML Member Service Fee		1,200		
01-100-8605	Professional Services			2,050	
	Municode				4,000
01-100-8614	Publications				
	Newsletter			1,500	
01-100-8622	Special Events				1,500
	Living Legacy Tree Program				13,000
	Boy Scout Projects				3,000
01-100-8626	Operating Contingency			2,000	
	<b>Total Services/Sundry</b>			<b>130,000</b>	<b>-</b>
	Capital			<b>152,500</b>	<b>18,550</b>
01-100-8902	Hardware/Software				
01-100-8906	Furniture/Fixtures (over \$5,000)				
	<b>Total Capital</b>				
<b>Total Expenditures - City Council</b>					
				<b>157,200</b>	<b>26,450</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>Administration</b>					
	<b>Salary &amp; Benefits</b>				
01-120-8001	Salary		218,146		207,500
01-120-8003	Hourly		45,509		65,600
01-120-8005	Part-Time		-		-
01-120-8007	Car Allowance City Administrator (\$600/mo x 12 x 50%)	3,600		3,600	3,600
01-120-8009	Insurance Stipend City Administrator (\$613.37/mo x 12 x 50%)	3,681		3,681	3,681
01-120-8013	Overtime Special Events	2,000		2,000	2,000
01-120-8019	Medicare 1.45%	4,095		3,926	4,095
01-120-8023	TMRS (12.4% x 3 months) + (12.59% x 9 months)	35,418		34,453	35,418
01-120-8025	Health Insurance		37,080		57,719
01-120-8027	Dental Insurance (4 FTE) \$48.25 x 12mo (10% increase)	2,316		-	2,316
01-120-8029	Life Insurance (4 FTE) \$6.20 x 12 (10% increase)	298		-	298
01-120-8031	Unemployment (3.5 FTE) \$9,000 x 1.0%	315		-	315
01-120-8033	Workers Comp (Moved to Non-Department)		1,150		-
	<b>Total Salary &amp; Benefits</b>		<b>349,545</b>		<b>382,542</b>
	<b>Supplies</b>				
01-120-8101	Office Supplies		6,325		6,500
01-120-8103	Food		-		-
01-120-8107	Minor Tools & Equipment		-		-
01-120-8108	Postage		3,900		3,800
01-120-8109	Reproduction Outside Business Cards, Checks, Envelopes	2,000		2,000	2,000
01-120-8113	Computer Hardware/Software		-		-
01-120-8115	Communication Supplies		-		-
01-120-8116	Furniture, Fixture & Office Equipment File Cabinets, Chair Replacements	1,500		1,500	1,500
	<b>Total Supplies</b>		<b>13,725</b>		<b>13,800</b>
	<b>Maintenance</b>				
01-120-8402	Machinery, Tools & Equipment Maintenance Postage Meter Rental Copier Lease (\$120 x 12 months) Copier Maint Agreement	600 1,440 2,450 4,490		4,453	4,490
01-120-8404	Software Maintenance Tyler Technology Maint Agreement DocuNav Support Agreement	15,000 2,700 17,700		12,200	17,700
	<b>Total Maintenance</b>		<b>16,653</b>		<b>22,190</b>
	<b>Services/Sundry</b>				
01-120-8601	IT Services (Moved to Non-Department)		53,400		-
01-120-8602	Communications Services		-		-
01-120-8603	Travel/Training TMCA - Luke ICMA - Luke GFOAT Spring Conference - Grant GFOAT Fall Conference - Grant City Secretary Conferences - Patti TML HR Training	2,050 2,200 1,000 1,000 2,000 1,500 1,000 10,750		8,000	10,750

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
01-120-8604	Associations		3,000		2,320
	GFOAT - Grant	100			
	TCMA - Luke	450			
	ICMA - Luke	1,200			
	TMCA Lone Star Chapter - Patti	25			
	TMCCP - Patti	100			
	IIMC Membership - Patti	170			
	RIM ARMA - Patti	175			
	Election Law	50			
	Texas Municipal Clerks	50			
01-120-8605	Professional Services	2,320			
	Property Tax Collection Fees	1,600	167,100		64,800
	Collin Central Appraisal District	26,000			
	Election Fees	17,500			
	Filing Fees	1,000			
	TASC - COBRA Administration	1,200			
	TASC - FSA Administration	1,200			
	New Benefits	2,800			
	Continuing Disclosure	3,500			
	Consulting Services	10,000			
01-120-8607	Pre-employment Testing	64,800			
01-120-8614	Publications		500	500	
	Legal Notice Advertisement	20,000	23,000		23,150
	Code of Ordinances	3,000			
	Tx Local Gov't Code Books	150			
01-120-8620	Utilities - Cell Phone	23,150			
	L. Olson (\$50 x 12 x 50%)	300			300
<b>Total Services/Sundry</b>			<b>255,000</b>		<b>101,820</b>
01-120-8901	Capital (Items over \$5,000)				
01-120-8902	Radio/Communications				
01-120-8902	Hardware/Software				
01-120-8906	Furniture/Fixtures (over \$5,000)				
<b>Total Capital</b>					
<b>Total Expenditures - Administration</b>			<b>634,923</b>		<b>520,352</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>Municipal Court</b>					
01-130-8003	Salary & Benefits Hourly L. Newton	60,000	58,078		60,000
01-130-8013	Overtime		-		-
01-130-8019	Medicare 1.45%	870	843		870
01-130-8023	TMRS (12.4% x 3 months) + (12.59% x 9 months)	7,526	7,467		7,526
01-130-8025	Health Insurance		10,860		15,419
01-130-8027	Dental Insurance		-		578
01-130-8029	Life Insurance		-		75
01-130-8031	Unemployment (1 FTE) \$9,000 x 1.0%	90	-		90
01-130-8033	Workers Comp (Moved to Non-Department)		225		-
	<b>Total Salary &amp; Benefits</b>		<b>77,473</b>		<b>84,558</b>
	<b>Supplies</b>				
01-130-8101	Office Supplies		700		500
01-130-8103	Food Snacks for Court		150		150
01-130-8107	Minor Tools & Equipment		-		-
01-130-8108	Postage		-		-
01-130-8109	Reproduction Outside Warrant Roundup Postcards Business Cards	50 150	50		200
01-130-8113	Computer Hardware/Software	200			
01-130-8115	Communication Supplies		-		-
01-130-8116	Furniture, Fixture & Office Equipment		-		-
	<b>Total Supplies</b>		<b>900</b>		<b>850</b>
	<b>Maintenance</b>				
01-130-8402	Machinery, Tools & Equipment Maintenance		-		-
01-130-8404	Software Maintenance		-		-
	<b>Total Maintenance</b>		<b>-</b>		<b>-</b>
	<b>Services/Sundry</b>				
01-130-8602	Communications Services		-		-
01-130-8603	Travel/Training TCCA Conference - L. Newton TMCEC Regional Conference - L. Newton	250 250	1,000		500
01-130-8604	Associations TCCA Membership - L. Newton NTCCA Membership - L. Newton TMCA Membership - L. Newton	500 100 100 75	-		275
01-130-8605	Professional Services Judge Services (\$600x12) Prosecutor Services (\$500x12) Jury Fees State Court Costs (Record as payable)	275 7,200 6,000 1,000 87,500	100,920		101,700
01-130-8607	Pre-employment Testing	101,700	-		-
01-130-8614	Publications		-		-
	<b>Total Services/Sundry</b>		<b>101,920</b>		<b>102,475</b>
01-130-8902	Capital (Items over \$5,000) Hardware/Software		-		-
01-130-8906	Furniture/Fixtures (over \$5,000)		-		-
	<b>Total Capital</b>		-		-
<b>Total Expenditures - Municipal Court</b>		<b>180,293</b>			<b>187,883</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>Police</b>					
01-200-8001	Salary & Benefits				
01-200-8003	Salary		245,254		245,255
01-200-8003	Hourly		486,779		457,726
01-200-8013	Overtime		15,000		15,000
01-200-8019	Medicare		10,876		10,193
	1.45%	10,193			
01-200-8023	TMRS		96,032		88,171
01-200-8025	(12.4% x 3 months) + (12.59% x 9 months)	88,171			
01-200-8027	Health Insurance		119,460		123,689
01-200-8027	Dental Insurance		-		6,948
01-200-8029	(11 FTE) \$48.25 x 12 (10% increase)	6,948			
01-200-8029	Life Insurance		-		818
01-200-8029	(11 FTE) \$6.20 x 12 (10% increase)	818			
01-200-8031	Unemployment		-		990
	(11 FTE) \$9,000 x 1.0%	990			
01-200-8033	Workers Comp		19,750		-
	(Moved to Non-Department)				
	<b>Total Salary &amp; Benefits</b>		<b>993,151</b>		<b>948,790</b>
	<b>Supplies (Items under \$5,000)</b>				
01-200-8101	Office Supplies		4,000		4,000
01-200-8102	Janitorial		-		-
01-200-8103	Food		-		-
01-200-8104	Uniforms		8,800		8,800
	Replacement Uniforms				
01-200-8105	Protective Clothing		-		2,080
	Replace (2) Bulletproof Vests				
01-200-8106	Chemical, Medical, Surgical		-		-
01-200-8107	Minor Tools & Equipment		15,000		15,000
	Handheld Radar	2,295			
	Flares	2,000			
	General Tools	500			
	Body Camera Holders	240			
	Range Supplies	500			
	General Equipment	5,000			
	Recognition Supplies	300			
	Batteries	100			
	(2) AR-15 Patrol Rifles	3,200			
	Patrol Rifle Cases	865			
			15,000		
01-200-8108	Postage		-		-
01-200-8109	Reproduction Outside		-		-
01-200-8111	Fuel		30,000		30,000
01-200-8113	Computer Hardware/Software		4,500		4,500
01-200-8115	Communication Supplies		5,000		5,000
	Radio Batteries & Repairs				
01-200-8116	Furniture, Fixture & Office Equipment		2,150		2,150
01-200-8118	Public Safety		6,500		6,500
	Ammunition	5,000			
	Range Fees	1,000			
	Targets, misc supplies	500			
			6,500		
01-200-8119	Investigation Supplies		-		1,000
	General CSI Supplies				
01-200-8120	Crime Prevention		1,000		2,000
	National Night Out				
	General Supplies		400		
			1,600		
01-200-8121	Donations		2,000		-
	(Moved to Police Donations Fund)				
	<b>Total Supplies</b>		<b>8,385</b>		<b>81,030</b>
			84,335		

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
	<b>Maintenance</b>				
01-200-8401	Vehicle Maintenance		22,250		<b>15,000</b>
01-200-8402	Machinery, Tools & Equipment Maintenance		4,000		<b>2,100</b>
	Copier Maint Contract (\$70 x 12 months)				
	Copier Lease (\$45 x 12 months)				
	Copier Overages (\$60 x 12 months)				
		840			
		540			
		720			
		2,100			
01-200-8403	Buildings & Structures Maintenance				<b>2,500</b>
01-200-8404	Software Maintenance		21,000		<b>15,027</b>
	NetMotion License				
	ICS Records Management System				
		13,000			
		15,027			
	<b>Total Maintenance</b>		<b>47,250</b>		<b>34,627</b>
	<b>Services/Sundry</b>				
01-200-8602	Communications Services		30,000		<b>31,252</b>
	City of Murphy Dispatch Services				
	City of Plano Joint Radio Operations				
		27,000			
		4,252			
		31,252			
01-200-8603	Travel/Training		10,000		<b>10,000</b>
	State Mandated Training				
	Developing Leaders for Texas Law Enforcement				
	Texas Police Chief's Association Conference				
	General Training				
	Driver Training				
		2,000			
		700			
		1,200			
		5,000			
		1,100			
		10,000			
01-200-8604	Associations		5,500		<b>1,324</b>
	North Texas Crime Commission - Price				
	North Texas Police Chief's Association				
	Monthly NTCC Meetings (\$35x12) - Price				
	IACP Subscription				
	IACP Membership - Brooks				
	FBINAA National Dues - Brooks				
	Texas Police Chief's Association - Brooks				
		50			
		25			
		420			
		275			
		150			
		125			
		279			
		1,324			
01-200-8605	Professional Services		28,226		<b>25,360</b>
	Lexis Nexis (\$215 x 12 months)				
	RMS Annual Support (3 x \$300)				
	City of Murphy Animal Control Services				
	Leads Online				
	Child Abuse Task Force Agreement				
	Racial Profiling Services				
	Inmate Boarding				
	TCLEDDS				
	Insurance (\$10,000 Moved to Non-Dept)				
		2,580			
		900			
		8,000			
		2,300			
		2,500			
		5,750			
		3,000			
		330			
		-			
		25,360			
01-200-8606	Rental Fees				
01-200-8607	Pre-employment Testing		2,250		<b>2,250</b>
01-200-8614	Publications				
01-200-8615	Utilities - Electricity		7,200		<b>7,200</b>
01-200-8619	Utilities - Phone/Internet (Moved to Non-Department)		3,400		<b>-</b>
01-200-8620	Utilities - Cell Phone AT&T Mobility (\$610 x 12)		6,600		<b>7,320</b>
01-200-8624	Training - State Mandated		1,872		<b>4,344</b>
01-200-8625	Tuition Reimbursement		1,500		<b>1,500</b>
	<b>Total Services/Sundry</b>		<b>96,548</b>		<b>90,550</b>
	Capital (Items over \$5,000)				
01-200-8901	Radio/Communications				
01-200-8902	Hardware/Software				
01-200-8903	Motor Vehicles (Moved to Equipment Replacement Fund)		125,464		<b>-</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
01-200-8904	Machines, Tools & Implements	-	-	-	-
01-200-8906	Furniture/Fixtures	-	-	-	-
<b>Total Capital</b>		<b>125,464</b>			
<b>Total Expenditures - Police</b>		<b>1,346,748</b>			<b>1,154,997</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
Fire					
01-250-8005	Salary & Benefits				
01-250-8019	Part-Time		364,424		378,464
01-250-8019	Medicare		5,284		5,488
01-250-8021	1.45%				
01-250-8021	Social Security		22,594		23,465
01-250-8029	6.20%				
01-250-8029	Life Insurance		7,700		7,700
01-250-8031	Unemployment		270		270
01-250-8031	$\$9,000 \times 30 \times .1\%$				
01-250-8033	Workers Comp		270	14,462	-
	(Moved to Non-Department)				
	<b>Total Salary &amp; Benefits</b>		<b>414,734</b>		<b>415,387</b>
	<b>Supplies (Items under \$5,000)</b>				
01-250-8101	Office Supplies		1,000		1,500
01-250-8102	Janitorial		1,500		1,500
	Toilet paper, paper towels, laundry detergent				
	cleaning supplies, trash bags, kleenex				
01-250-8103	Food		500		1,000
	Coffee, creamer, water, gatorade				
01-250-8104	Uniforms		6,000		7,990
	Tshirts/Shorts/Hats (\$60 x 50)				
	Nomex Class B Uniform (10 Replace & 5 New x \$220)				
	Uniform (12 Replace & 5 New x \$70)				
	Misc		500		
01-250-8105	Protective Clothing		7,990		
	Replacement Bunker Gear (8 x \$3,400)			15,000	53,200
	New Bunker Gear (5 x \$3,400)			27,200	
	(10) Helmets, hoods, boots & gloves			17,000	
				9,000	
01-250-8106	27,200				
	Chemical, Medical, Surgical				
	EMS Supplies			5,000	6,500
01-250-8107	Minor Tools & Equipment				
	Personnel Accountability Tags			14,500	14,500
	Fire Suppression & Hazmat			500	
	Durable Medical Equipment			1,500	
	SCBA Replacements (10 x \$1,000)			1,500	
	Misc			10,000	
01-250-8109	10,000				
	Reproduction Outside				
	Business Cards			1,000	
01-250-8111	14,500				
	Fuel			300	300
	\$500 x 12			6,000	6,000
01-250-8113	6,000				
	Computer Hardware/Software				
01-250-8115				-	1,500
01-250-8116				-	500
01-250-8401				1,300	-
	<b>Total Supplies</b>			<b>51,100</b>	<b>94,490</b>
	Maintenance				
	Vehicle Maintenance				
	Tires			18,100	22,000
	Hose, ladder & pump testing			5,000	
	LP 15 Annual Maintenance			3,500	
	Vehicle Repairs, oil changes			1,600	
				11,900	
				22,000	

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
01-250-8402	Machinery, Tools & Equipment Maintenance				
	SCBA Mask Fit Test	2,000			4,800
	SCBA Hydrotest	500			
	Compressor Maintenance	400			
	Hydraulic Tool Service	1,400			
	Gas Monitor	500			
			4,800		4,800
01-250-8403	Buildings & Structures Maintenance				
01-250-8404	Software Maintenance				
	Employee Scheduling Software Annual Fees				1,000
	Business Remote Access	2,100			
	Emergency Reporting (Cloud-based)	60			
	First ePCR Subscription	3,400			
	Google Maps Subscription	725			
		600			
			6,885		6,885
	<b>Total Maintenance Services/Sundry</b>		<b>28,350</b>		<b>34,685</b>
01-250-8602	Communications Services				
	Dispatch Services		44,728		55,500
	Joint Radio System Operations (Increase by Plano)	27,500			
		28,000			
			55,500		
01-250-8603	Travel/Training				
	EMS - CE	2,500			
	Officer Training	2,500			
	Driver Training	2,500			
	Training Supplies	2,500			
			10,000		10,000
01-250-8604	Associations				
	Costco	150			
	CLIA Re-Cert	150			
	Collin County Fire Chief's Association	300			
	State Firemens & Fire Marshall (22 x \$50)	1,100			
	State Firemens & Fire Marshall (VFD)	200			
	TCFP	600			
			2,500		2,500
01-250-8605	Professional Services				
	Liability Insurance (\$9,240 Moved to Non-Dept)		29,240		19,500
	Medical Director	2,000			
	Ambulance Services (\$1,338 x 12)	17,500			
			19,500		
01-250-8607	Pre-employment Testing				
01-250-8611	Stipend				
	(\$80 x 2 shifts/day x 365)*50% actual coverage	29,200	1,000		1,000
01-250-8612	Per Call		87,600		29,200
01-250-8614	Publications				
01-250-8615	Utilities - Electric				
	\$400 x 12	4,800	5,000		5,000
01-250-8616	Utilities - Gas				
	\$516 x 12	6,192	6,192		6,192
01-250-8619	Utilities - Phone				
	(Moved to Non-Department)	1,800			
01-250-8620	Utilities - Cell Phone				
	\$125 x 12	1,500	1,500		1,500
01-250-8621	Utilities - TV				
	\$105 x 12	1,260	1,260		1,260
			196,620		136,702
	<b>Total Services/Sundry</b>				
01-250-8901	Capital (Items over \$5,000)				
01-250-8906	Radio/Communications				
	Furniture/Fixtures (over \$5,000)				
	<b>Total Capital</b>				
	<b>Total Expenditures - Fire</b>		<b>690,804</b>		<b>681,264</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>Development Services - Inspections &amp; Code</b>					
<b>Salary &amp; Benefits</b>					
01-300-8001	Salary				45,700
01-300-8003	Hourly		107,921		81,290
01-300-8005	Part-Time				
01-300-8013	Overtime	1,500	-		1,500
01-300-8019	Medicare		1,566		1,863
	1.45%				
01-300-8023	TMRS (12.4% x 3 months) + (12.59% x 9 months)	1,863	13,801		16,116
01-300-8025	Health Insurance	16,116	16,290		25,378
01-300-8027	Dental Insurance (2 FTE) \$48.25 x 12mo (10% increase)	1,158	-		1,158
01-300-8029	Life Insurance (2 FTE) \$6.20 x 12mo (10% increase)	149	-		149
01-300-8031	Unemployment (2 FTE) \$9,000 x 1.0%	180	-		180
01-300-8033	Workers Comp (Moved to Non-Department)	675			
<b>Total Salary &amp; Benefits</b>					
<b>Supplies (Items under \$5,000)</b>					
01-300-8101	Office Supplies		100		100
01-300-8103	Food		-		100
01-300-8104	Uniforms Rain Jackets (2 x \$160) Rubber Boots (2 x \$125) Shirts, gloves, etc	320	925		670
		250			
		100			
		670			
01-300-8107	Minor Tools & Equipment		200		200
01-300-8109	Reproduction Outside Inspection Reports	625	625		625
01-300-8111	Fuel \$125 x 12	1,500	1,500		1,500
01-300-8113	Computer Hardware/Software		1,500		1,500
<b>Total Supplies</b>					
<b>Maintenance</b>					
01-300-8401	Vehicle Maintenance Oil Changes, tires		4,500		4,000
01-300-8402	Machinery, Tools & Equipment Maintenance		-		-
01-300-8404	Software Maintenance Roktech GIS (\$600 x 12)	7,200	-		7,200
<b>Total Maintenance</b>					
<b>Services/Sundry</b>					
01-300-8602	Communications Services		-		-
01-300-8603	Travel/Training Plumbing Courses - D. Morrissette Plumbing Courses - G. Machado OSSF DR Courses - G. Machado BPAT Continuing Ed - G. Machado WDO Continuing Ed - G. Machado Code Enforcement Training - G. Machado Stormwater Mgmt Workshop - S. Hernandez	750	2,500		2,650
		750			
		250			
		250			
		250			
		150			
		2,650			

Account Number	Account Description	FY20 Itemized Amount	Budget	Actual as of 6/30/19	Proposed Budget
			FY2018-19	FY2019-20	
01-300-8604	Associations		150		1,195
	TSBPE Renewal - G. Machado	200			
	TSBPE Renewal - D. Morrissette	200			
	Code Enforcement Renewal - S. Hernandez	100			
	Code Enforcement Renewal - G. Machado	100			
	OSSF License Renewal - G. Machado	115			
	BPAT License Renewal - G. Machado	115			
	WDO Renewal - G. Machado	115			
	TFMA Membership - S. Hernandez	50			
	TFMA Membership - G. Machado	50			
	TCEQ Renewal - G. Machado	150			
		1,195			
01-300-8605	Professional Services		-		-
01-300-8607	Pre-employment Testing		250		200
01-300-8615	Utilities - Electric		-		-
01-300-8620	Utilities - Cell Phone (\$100 x 12)	1,200			1,200
	<b>Total Services/Sundry</b>		4,100		5,245
01-300-8903	Capital (Items over \$5,000)				
	Motor Vehicles	37,000			-
	<b>Total Capital</b>		37,000		-
<b>Total Expenditures - Development Services - Inspections &amp; Code</b>			<b>190,703</b>		<b>192,974</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>Public Works - Building Operations &amp; Streets</b>					
<b>Salary &amp; Benefits</b>					
01-310-8003	Hourly				
01-310-8005	Part-Time		138,977		101,288
01-310-8013	Overtime		-		-
01-310-8019	Medicare	1,500	1,500	1,500	1,469
	1.45%		2,017		1,469
01-310-8023	TMRS (12.4% x 3 months) + (12.59% x 9 months)	1,469	17,911	12,892	
01-310-8025	Health Insurance	12,892	28,236	27,196	
01-310-8027	Dental Insurance (2.5 FTE) \$48.25 x 12mo (10% Increase)		-	1,448	
01-310-8029	Life Insurance (2.5 FTE) \$6.20 x 12mo (10% Increase)	1,448	-	186	
01-310-8031	Unemployment (2.5 FTE) \$9,000 x 1.0%	186	-	225	
01-310-8033	Workers Comp (Moved to Non-Department)	225	2,250	-	
<b>Total Salary &amp; Benefits</b>					
<b>Supplies (Items under \$5,000)</b>					
01-310-8101	Office Supplies		190,891	-	146,204
01-310-8103	Food				250
01-310-8104	Uniforms Rain Jackets (2 x \$160) Rubber Boots (2 x \$125) Shirts, gloves, etc				100
		320	950		670
		250			
		100			
		670			
01-310-8107	Minor Tools & Equipment Tools Signs		25,000	25,000	
		15,000			
		10,000			
		25,000			
01-310-8111	Fuel (\$1,000 x 12)		12,000	12,000	
<b>Total Supplies</b>					
<b>Maintenance</b>					
01-310-8401	Vehicle Maintenance Oil changes, tires		37,950	38,020	
			2,400	2,400	
01-310-8402	Machinery, Tools & Equipment Maintenance Oil changes, tires			2,400	2,400
01-310-8405	Land Maintenance Preserve/Monument Maintenance Preserve/Monument Improvements			1,000	1,000
		500			
		500			
		1,000			
<b>Total Maintenance</b>					
<b>Services/Sundry</b>					
01-310-8603	Travel/Training		5,800	5,800	
01-310-8604	Associations		4,000	-	
01-310-8605	Professional Services Median Fertilizing Median Mowing Median Landscaping Engineering Services		1,000	-	
		16,000	110,000	110,000	
		50,000			
		14,000			
		30,000			
01-310-8607	Pre-employment Testing	110,000			
01-310-8614	Publications		-	-	
01-310-8615	Utilities - Electric (Moved to Non-Department)		-	-	
01-310-8620	Utilities - Cell Phone		1,950	-	
<b>Total Services/Sundry</b>					
			116,950		110,000

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
	<b>Capital (items over \$5,000)</b>				
01-310-8903	Motor Vehicles		40,000		-
01-310-8904	Machines, Tools & Implements		-		-
01-310-9106	Furniture/Fixtures (over \$5,000)		-		-
	<b>Total Capital</b>		40,000		-
<b>Total Expenditures - Public Works - Building Operations &amp; Streets</b>			391,591		300,024

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>Non-Department</b>					
	<b>Supplies</b>				
01-900-8108	Postage				
01-900-8113	Computer Hardware/Software				
01-900-8115	Communication Supplies				
	<b>Total Supplies</b>				
	<b>Maintenance</b>				
01-900-8402	Machinery, Tools & Equipment Maintenance				
01-900-8403	Buildings & Structures Maintenance				
	Septic System Maintenance Agreement	300			
	Planned & unplanned repairs to City Hall, PD, and Fire Station	30,000	60,000		30,300
01-900-8404	Software Maintenance				
	Spam Filter	500			
	Webroot Subscription	700			
		1,200			
	<b>Total Maintenance</b>				
	<b>Services/Sundry</b>				
01-900-8601	IT Services				
	Website Maintenance	6,500			
	Office 365 (\$900 x 12 months)	10,800			
	SonicWall Security	2,500			
	Remote Monitoring	7,000			
	Backup Storage	10,200			
	IT Maintenance	25,000			
		62,000			
01-900-8604	Associations				
01-900-8605	Professional Services				
	Workers Comp (15% increase)	26,000			
	Liability Insurance (10% Increase)	45,000			
	Janitorial Services (\$265 x 52)	13,780			
	Pest Control (\$300 x 4)	1,200			
	Alarm Services - PD Bldg (\$30 x 12)	360			
	Trademark Renewal	2,000			
	Legal Fees	100,000			
	Audit	10,000			
		198,340			
01-900-8609	Utilities - Electric				
01-900-8610	Utilities - Phone/Internet (\$1,300 x 12)				
01-900-8621	Utilities - TV (\$35 x 12)	15,600			
01-900-8640	Building Rental (PD Portable Bldg \$2,310 x 12 months)	420			
		27,720	27,720		27,720
	<b>Total Services/Sundry</b>				
	<b>Capital</b>				
01-900-9101	Radio/Communications				
01-900-9102	Hardware/Software				
01-900-9106	Furniture/Fixtures (over \$5,000)				
	<b>Total Capital</b>				
	<b>Transfers to Other Funds</b>				
01-900-8822	Transfer to Equipment Replacement Fund				
01-900-8861	Transfer to Street Construction Fund				
01-900-8863	Transfer to Drainage Improvement Fund				
01-900-8865	Transfer to Facility Improvement Fund				
	<b>Total Transfers to Other Funds</b>				
	<b>Total Expenditures - Non-Department</b>				
	<b>Total Expenditures - General Fund</b>				
	<b>Total General Fund Surplus/(Deficit)</b>				
		(80,085)	785,920	1,230,580	
			4,378,182	4,294,524	
			(80,085)	172,613	

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>WATER/WASTEWATER FUND REVENUES</b>					
03-00-4620	Water Sales	2,871,932			2,850,000
03-00-4622	Meter Set Fee	180,000			150,000
03-00-4624	Account Set Up Fees	11,000			12,000
03-00-4626	Reconnect Fee	-			-
03-00-4630	Sewer Service	265,000			350,000
03-00-4632	Sewer Tap	18,000			15,000
03-00-4800	Interest	20,000			20,000
03-00-4904	Late Fees	30,000			20,000
03-00-4912	Other Income	50,000			50,000
Meter Replacement		50,000			
<b>Total Revenues - Water/Wastewater Fund</b>		<b>3,445,932</b>			<b>3,467,000</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>WATER/WASTEWATER FUND EXPENDITURES</b>					
<b>Water</b>					
	Salary & Benefits				
03-600-8003	Salary	378,718		165,000	
03-600-8003	Hourly	-		190,201	
03-600-8005	Part-Time	-		-	
03-600-8007	Car Allowance	3,600		3,600	
	City Administrator (\$600/mo x 12 x 50%)	3,600		-	
03-600-8009	Insurance Stipend	3,681		3,681	
	City Administrator (\$613.37/mo x 12 x 50%)	3,681		-	
03-600-8013	Overtime	4,000	4,000	4,000	
03-600-8019	Medicare	5,188		5,314	
	1.45%	5,314		-	
03-600-8021	TMRS	45,854		45,966	
	(12.4% x 3 months) + (12.59% x 9 months)	45,966		-	
03-600-8023	Health Insurance	58,644		70,001	
03-600-8025	Dental Insurance	-		3,764	
	(6.5 FTE) \$48.25 x 12 (10% Increase)	3,764		-	
03-600-8027	Life Insurance	-		484	
	(6.5 FTE) \$6.20 x 12 (10% Increase)	484		-	
03-600-8029	Unemployment	-		540	
	(6 FTE) \$9,000 x 1.0%	540		-	
03-600-8033	Workers Comp	6,050		-	
	(Moved to Non-Department)				
	<b>Total Salary &amp; Benefits</b>	<b>505,735</b>			<b>492,551</b>
<b>Supplies (Items under \$5,000)</b>					
03-600-8101	Office Supplies	1,500		1,500	
03-600-8103	Food	500		500	
03-600-8104	Uniforms	1,000		1,390	
	Rain Jackets (4 x \$160)	640		-	
	Rubber Boots (4 x \$125)	500		-	
	Shirts, gloves, etc	250		-	
		1,390			
03-600-8107	Minor Tools & Equipment	2,500		2,500	
03-600-8108	Postage	3,000		3,000	
03-600-8109	Reproduction Outside	15,000		15,000	
	eBilling	1,000		-	
	A/P & Payroll Checks	1,000		-	
	CCR Water Report	250		-	
	Business Cards	17,250		-	
03-600-8111	Fuel	6,000		6,000	
03-600-8113	Computer Hardware/Software	-		-	
03-600-8116	Furniture, Fixture & Office Equipment	-		-	
		29,500			<b>32,140</b>
<b>Total Supplies</b>					
<b>Maintenance</b>					
03-600-8401	Vehicle Maintenance	9,000		8,000	
	Oil changes, tires, etc.	-		-	
03-600-8402	Machinery, Tools & Equipment Maintenance	750		900	
	Generator Maintenance Agreement	150		-	
	Check Scanner Maint Agreement	900		-	
03-600-8404	Software Maintenance	30,000		25,500	
	Aqua-Metric Annual Maint & Support	10,000		-	
	Aqua-Metric Text Message Block	500		-	
	Tyler Technology Maint Agreement	15,000		-	
03-600-8406	Water Mains	25,500		20,000	
					<b>15,000</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
03-600-8407	Plant, Towers, Wells, Pumps		15,000		10,000
03-600-8408	Meter/Meter Box Meter Replacements	10,000	15,000		10,000
03-600-8409	Service Lines		10,000		10,000
03-600-8412	Lift Station		-		-
<b>Total Maintenance</b>			<b>99,000</b>		<b>79,400</b>
<b>Services/Sundry</b>					
03-600-8603	Travel/Training TEEX C Water Cert Program - S. Mooney TEEX C Water Cert Program - M. Muela TEEX C Water Cert Program - D. Morrissette TEEX C Water Cert Program - B. Nelson TEEX C Water Cert Program - C. Case TEEX D Water Cert Program - C. Case	650 650 650 650 650 650 650 3,900	3,500		3,900
03-600-8604	Associations Public Notary - Kathy AWWA Membership (8 x \$200) AWWA Section Dues (8 x \$20)	90 1,600 160 1,850	-		1,850
03-600-8605	Professional Services Water Testing (\$250/Quarter) TCEQ Water System Annual Fee	1,000 3,800 4,800	-		4,800
03-600-8608	Water Purchase NTMWD (\$135,193 x 12) NTMWD Overages Rita Smith Elem School/Gateway Church	1,622,316 50,000 3,000 1,675,316	1,661,600		1,675,316
03-600-8615	Utilities - Electric		40,000		40,000
03-600-8620	Utilities - Cell Phone (\$500 x 12)	6,000	3,000		6,000
<b>Total Services/Sundry</b>			<b>1,708,100</b>		<b>1,731,866</b>
<b>Capital (Items over \$5,000)</b>					
03-600-8901	Radio/Communications		-		-
03-600-8902	Hardware/Software		-		-
03-600-8935	Meter/Meter Boxes New Meters	15,000	15,000		15,000
<b>Total Capital</b>			<b>15,000</b>		<b>15,000</b>
<b>Total Expenditures - Water</b>			<b>2,357,335</b>		<b>2,350,957</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>Wastewater</b>					
	<b>Salary &amp; Benefits</b>				
03-610-8001	Salary	-			-
03-610-8003	Hourly	16,125			15,080
03-610-8005	Part-Time	-			-
03-610-8013	Overtime	-			-
03-610-8039	Medicare 1.45%	235			219
03-610-8021	TMRS (12.4% x 3 months) + (12.59% x 9 months)	219	2,058		1,891
03-610-8023	Health Insurance	1,891	2,715		3,630
03-610-8025	Dental Insurance (.5 FTE) \$48.25 x 12 (10% increase)	290	-		290
03-610-8027	Life Insurance (.5 FTE) \$6.20 x 12 (10% increase)	38	-		38
03-610-8029	Unemployment (.5 FTE) \$9,000 x 1.0%	90	-		90
03-610-8033	Workers Comp (Moved to Non-Department)	395			-
	<b>Total Salary &amp; Benefits</b>	<b>21,528</b>			<b>21,238</b>
	<b>Supplies (Items under \$5,000)</b>				
03-610-8107	Minor Tools & Equipment	-			500
	<b>Total Supplies</b>				<b>500</b>
	<b>Maintenance</b>				
03-610-8401	Vehicle Maintenance	500			-
03-610-8402	Machinery, Tools & Equipment Maintenance Postage Meter Rental Copier Lease (\$120 x 12 months)	16,000			4,500
	Copier Maint Agreement	600			
		1,440			
		2,460			
		4,500			
03-610-8407	Plant, Towers, Wells, Pumps Pump Repairs	10,000			10,000
	<b>Total Maintenance</b>		<b>16,500</b>		<b>14,500</b>
	<b>Services/Sundry</b>				
03-610-8605	Professional Services Liability Insurance (Moved to Non-Dept)	545			-
03-610-8609	Wastewater Treatment Transportation Wastewater Treatment	150,000	325,000		315,000
		165,000			
		315,000			
03-610-8615	Utilities - Electric	5,000			5,000
	<b>Total Services/Sundry</b>		<b>330,545</b>		<b>320,000</b>
	<b>Capital (Items over \$5,000)</b>				
03-610-8901	Radio/Communications	-			-
03-610-8902	Hardware/Software	-			-
03-610-8906	Furniture/Fixtures	-			-
	<b>Total Capital</b>			<b>368,573</b>	<b>356,238</b>
	<b>Total Expenditures - Wastewater</b>				

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>Non-Department</b>					
	<b>Maintenance</b>				
03-900-8402	Machinery, Tools & Equipment Maintenance		4,490		4,490
	Postage Meter Rental	600			
	Copier Lease (\$120 x 12 months)	1,440			
	Copier Maint Agreement	2,450			
		4,490			
	<b>Total Maintenance</b>		4,490		4,490
	<b>Services/Sundry</b>				
03-900-8605	Professional Services		66,740		72,000
	Audit	10,000			
	Legal Fees	30,000			
	Workers Comp (15% Increase)	9,000			
	Liability Insurance (10% Increase)	23,000			
		72,000			
03-900-8626	Operating Contingency		40,000		
	<b>Total Services/Sundry</b>		106,740		72,000
	<b>Transfers</b>				
03-900-8801	Transfer to General Fund				25,000
	G&A Expenses				
	IT Services				
	Paper				
	Janitorial Supplies				
	Copier Lease / Maintenance				
	Phones				
	Email accounts				
03-900-8822	Transfer to Equipment Replacement Fund				25,000
03-900-8841	Transfer to Revenue Bond I&S Fund		592,246		561,948
	Paying Agent Fees	2,500			
	2011 Refunding Bonds	247,848			
	2018 CO Bonds	311,600			
		561,948			
	<b>Total Transfers</b>		592,246		611,948
	<b>Total Expenditures - Non-Department</b>		703,476		688,438
	<b>Total Expenditures - Water/Wastewater Fund</b>		3,429,384		3,395,633
	<b>Total Water/Wastewater Fund Surplus/(Deficit)</b>		16,548		71,367

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>SOLID WASTE FUND REVENUES</b>					
05-00-4640	Solid Waste Fee		235,000		276,528
	Regular Service (1,600 x \$13.99 x 12 mo)	268,608			
	Extra Cart (80 x \$8.25 x 12 mo)	7,920			
		<u>276,528</u>			
05-00-4642	Recycling Fee		75,000		105,600
	1,600 x \$5.50 x 12 mo	105,600			
05-00-4912	Other Income				
	Admin Fee (1500 x \$1.59 x 12 mo)	28,620	35,000		28,620
			<u>345,000</u>		<u>410,748</u>
<b>Total Revenues - Solid Waste Fund</b>					
<b>SOLID WASTE FUND EXPENDITURES</b>					
	Salary & Benefits				
05-620-8003	Hourly		16,125		-
05-620-8019	Medicare		235		-
05-620-8021	TMRS		2,058		-
05-620-8023	Health Insurance		2,876		-
05-620-8029	Unemployment		395		-
	<b>Total Salary &amp; Benefits</b>		<b>21,689</b>		-
	Supplies				
05-620-8101	Office Supplies		-		-
	<b>Total Supplies</b>		<b>-</b>		<b>-</b>
	Maintenance				
05-620-8402	Machinery, Tools & Equipment Maintenance		-		-
	<b>Total Maintenance</b>		<b>-</b>		<b>-</b>
	Services/Sundry				
05-620-8605	Professional Services		310,000		382,128
	Garbage Collection Services	276,528			
	Recycling	105,600			
		<u>382,128</u>			
	<b>Total Services/Sundry</b>		<b>310,000</b>		<b>382,128</b>
	Transfers				
05-620-8801	Transfer to General Fund		-		25,000
	G&A Expenses		-		<b>25,000</b>
	<b>Total Transfers</b>		<b>-</b>		<b>25,000</b>
	Capital				
05-620-8901	Radio/Communications		-		-
	<b>Total Capital</b>		<b>-</b>		<b>-</b>
<b>Total Expenditures - Solid Waste</b>			<b>331,689</b>		<b>407,128</b>
<b>Total Solid Waste Fund Surplus/(Deficit)</b>			<b>13,311</b>		<b>3,620</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>LAW ENFORCEMENT FUND REVENUES</b>					
21-00-4912	Other Income				
	Awarded money from seized assets			9,000	
<b>Total Revenues - Law Enforcement Fund</b>					
				9,000	
<b>LAW ENFORCEMENT FUND EXPENDITURES</b>					
<b>Supplies (items under \$5,000)</b>					
21-220-8107	Minor Tools & Equipment				
21-220-8113	Computer Hardware/Software				7,898
21-220-8115	Communication Supplies				
21-220-8116	Furniture, Fixture & Office Equipment				
<b>Total Supplies</b>					
				7,898	
<b>Maintenance</b>					
21-220-8402	Machinery, Tools & Equipment Maintenance				
21-220-8404	Software Maintenance				
<b>Total Maintenance</b>					
<b>Services/Sundry</b>					
21-220-8603	Travel/Training				
21-220-8604	Associations				
21-220-8605	Professional Services				2,105
<b>Total Services/Sundry</b>					
				2,105	
<b>Capital (items over \$5,000)</b>					
21-220-8901	Radio/Communications				
21-220-8904	Machines, Tools & Implements				
21-220-8905	Instruments/Apparatus				
<b>Total Capital</b>					
<b>Total Expenditures - Law Enforcement Fund</b>					
				7,898	
<b>Total Law Enforcement Fund Surplus/(Deficit)</b>					
				(7,898)	

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>EQUIPMENT REPLACEMENT FUND REVENUES</b>					
22-00-4910	Sale of City Property				
22-00-5001	Transfer from General Fund				250,000
22-00-5003	Transfer from Water/Wastewater Fund				25,000
<b>Total Revenues - Equipment Replacement Fund</b>					
<b>EQUIPMENT REPLACEMENT FUND EXPENDITURES</b>					
Capital (Items over \$5,000)					
22-900-8903	Motor Vehicles				104,274
	Public Works - Replace F-250	40,000			
	Police - Replace Charger w/Tahoe	64,274			
		<hr/>	<hr/>	<hr/>	<hr/>
23-900-8904	Machines, Tools & Implements				
23-900-8905	Instruments/Apparatus				
<b>Total Capital</b>					
<b>Total Expenditures - Equipment Replacement Fund</b>					
<b>Total Equipment Replacement Fund Surplus/(Deficit)</b>					

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>COURT SECURITY FUND REVENUES</b>					
23-00-4702	Security Fee		-		3,000
23-00-4912	Other Income		-		-
<b>Total Revenues - Court Security Fund</b>			-		<b>3,000</b>
<b>COURT SECURITY FUND EXPENDITURES</b>					
	<b>Supplies (Items under \$5,000)</b>				
23-900-8107	Minor Tools & Equipment		-		2,500
	Police Officer Equipment	2,500			
23-900-8113	Computer Hardware/Software		-		2,500
	Panic buttons	2,000			
	Replace panic button batteries	500			
23-900-8115	Communication Supplies		-		-
23-900-8116	Furniture, Fixture & Office Equipment		-		-
<b>Total Supplies</b>			-		<b>5,000</b>
	<b>Maintenance</b>				
23-900-8402	Machinery, Tools & Equipment Maintenance		-		-
23-900-8404	Software Maintenance		-		-
<b>Total Maintenance</b>			-		<b>-</b>
	<b>Services/Sundry</b>				
23-900-8603	Travel/Training		-		1,000
	Bailiff Training	1,000			
23-900-8604	Associations		-		-
23-900-8605	Professional Services		-		-
<b>Total Services/Sundry</b>			-		<b>1,000</b>
	<b>Capital (Items over \$5,000)</b>				
23-900-8901	Radio/Communications		-		-
23-900-8904	Machines, Tools & Implements		-		-
23-900-8905	Instruments/Apparatus		-		-
<b>Total Capital</b>			-		<b>-</b>
<b>Total Expenditures - Court Security Fund</b>			-		<b>6,000</b>
<b>Total Court Security Fund Surplus/(Deficit)</b>			-		<b>(3,000)</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>COURT TECHNOLOGY FUND REVENUES</b>					
24-00-4704	Technology Fee				
24-00-4912	Other Income				3,500
<b>Total Revenues - Court Technology Fund</b>					<b>3,500</b>
<b>COURT TECHNOLOGY FUND EXPENDITURES</b>					
Supplies (Items under \$5,000)					
24-900-8101	Office Supplies				200
	Thermal Paper for ticket writers	200			
24-900-8107	Minor Tools & Equipment				3,000
	Hand held ticket writer	3,000			
24-900-8113	Computer Hardware/Software				
24-900-8115	Communication Supplies				
24-900-8116	Furniture, Fixture & Office Equipment				
<b>Total Supplies</b>					<b>3,200</b>
Maintenance					
24-900-8402	Machinery, Tools & Equipment Maintenance				
24-900-8404	Software Maintenance				5,100
	MCRS - Court Software Support	1,800			
	Tyler - Ticket Writers Maint	2,500			
	MCRS - Jury Module	800			
		5,100			
<b>Total Maintenance</b>					<b>5,100</b>
Services/Sundry					
24-900-8605	Professional Services				
<b>Total Services/Sundry</b>					
Capital (Items over \$5,000)					
24-900-8901	Radio/Communications				
24-900-8904	Machines, Tools & Implements				
24-900-8905	Instruments/Apparatus				
<b>Total Capital</b>					
<b>Total Expenditures - Court Technology Fund</b>					<b>8,300</b>
<b>Total Court Technology Fund Surplus/(Deficit)</b>					<b>(4,800)</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>CHILD SAFETY FUND REVENUES</b>					
25-00-4706	Child Safety Fee				
25-00-4912	Other Income		2,600		2,600
<b>Total Revenues - Child Safety Fund</b>			<b>2,600</b>		<b>2,600</b>
<b>CHILD SAFETY FUND EXPENDITURES</b>					
	<b>Supplies (Items under \$5,000)</b>				
25-900-8107	Minor Tools & Equipment				5,200
25-900-8113	Computer Hardware/Software				
25-900-8115	Communication Supplies				
25-900-8116	Furniture, Fixture & Office Equipment				
	<b>Total Supplies</b>				<b>5,200</b>
	<b>Maintenance</b>				
25-900-8402	Machinery, Tools & Equipment Maintenance				
25-900-8404	Software Maintenance				
	<b>Total Maintenance</b>				
	<b>Services/Sundry</b>				
25-900-8603	Travel/Training				
25-900-8604	Associations				
25-900-8605	Professional Services				
	<b>Total Services/Sundry</b>				
	<b>Capital (Items over \$5,000)</b>				
25-900-8901	Radio/Communications				
25-900-8904	Machines, Tools & Implements				
25-900-8905	Instruments/Apparatus				
	<b>Total Capital</b>				
<b>Total Expenditures - Child Safety Fund</b>					<b>5,200</b>
<b>Total Child Safety Fund Surplus/(Deficit)</b>			<b>2,600</b>		<b>(2,600)</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>POLICE DONATIONS FUND REVENUES</b>					
26-00-4900	Donations	-			
26-00-4912	Other Income	-			
<b>Total Revenues - Police Donations Fund</b>		-			
<b>POLICE DONATIONS FUND EXPENDITURES</b>					
	<b>Supplies (Items under \$5,000)</b>				
26-230-8107	Minor Tools & Equipment	-			6,780
26-230-8113	Computer Hardware/Software	-			
26-230-8115	Communication Supplies	-			
26-230-8116	Furniture, Fixture & Office Equipment	-			
	<b>Total Supplies</b>	-			6,780
	<b>Maintenance</b>				
26-230-8402	Machinery, Tools & Equipment Maintenance	-			
26-230-8404	Software Maintenance	-			
	<b>Total Maintenance</b>	-			
	<b>Services/Sundry</b>				
26-230-8603	Travel/Training	-			
26-230-8604	Associations	-			
26-230-8605	Professional Services	-			
	<b>Total Services/Sundry</b>	-			
	<b>Capital (Items over \$5,000)</b>				
26-230-8901	Radio/Communications	-			
26-230-8904	Machines, Tools & Implements	-			
26-230-8905	Instruments/Apparatus	-			
	<b>Total Capital</b>	-			
<b>Total Expenditures - Police Donations Fund</b>		-			6,780
<b>Total Police Donations Fund Surplus/(Deficit)</b>		-			(6,780)

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>FIRE DONATIONS FUND REVENUES</b>					
27-00-4800	Interest				180
27-00-4900	Donations				-
27-00-4912	Other Income				-
<b>Total Revenues - Fire Donations Fund</b>					180
<b>FIRE DONATIONS FUND EXPENDITURES</b>					
<b>Supplies (Items under \$5,000)</b>					
27-280-8104	Uniforms				10,000
27-280-8107	Minor Tools & Equipment				10,000
27-280-8113	Computer Hardware/Software				-
27-280-8115	Communication Supplies				-
27-280-8116	Furniture, Fixture & Office Equipment				-
<b>Total Supplies</b>					20,000
<b>Maintenance</b>					
27-280-8402	Machinery, Tools & Equipment Maintenance				10,000
27-280-8404	Software Maintenance				-
<b>Total Maintenance</b>					10,000
<b>Services/Sundry</b>					
27-280-8603	Travel/Training				-
27-280-8604	Associations				-
27-280-8605	Professional Services				-
<b>Total Services/Sundry</b>					-
<b>Capital (Items over \$5,000)</b>					
27-280-8901	Radio/Communications				-
27-280-8904	Machines, Tools & Implements				58,000
Replace SCBA Units (Over 10 yrs old)					
(\$7,000 x 4)					28,000
Fire Hose and Nozzles					22,000
Electric Ventilation Fans					8,000
					58,000
27-280-8905	Instruments/Apparatus				-
<b>Total Capital</b>					58,000
<b>Total Expenditures - Fire Donations Fund</b>					88,000
<b>Total Fire Donations Fund Surplus/(Deficit)</b>					(87,820)

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>GENERAL OBLIGATION DEBT SERVICE FUND REVENUES</b>					
40-00-4100	Property Tax - Current (\$1,000,709,478/100 x 0.0499324 x 99%)	494,681	501,065		494,681
40-00-4102	Property Tax - Delinquent (\$913,283,008/100 x 0.053734 x 1%)	4,907	13,000		4,907
40-00-4104	Penalty & Interest		4,800		-
40-00-4800	Interest		-		-
<b>Total Revenues - Water/Wastewater Fund</b>			<b>518,865</b>		<b>499,588</b>
<b>GENERAL OBLIGATION DEBT SERVICE FUND EXPENDITURES</b>					
40-900-8701	Principal		418,015		361,970
	2011 Refunding Bonds (51.7%)	211,970			
	2015 CO - Streets (100%)	150,000			
		361,970			
40-900-8703	Interest		83,050		136,118
	2011 Refunding Bonds (51.7%)	115,218			
	2015 CO - Streets (100%)	20,900			
		136,118			
40-900-8703	Paying Agent Fees		-		1,500
<b>Total Expenditures - GO Debt Service Fund</b>			<b>501,065</b>		<b>499,588</b>
<b>Total GO Debt Service Fund Surplus/(Deficit)</b>			<b>17,800</b>		-

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>REVENUE BOND I&amp;S FUND REVENUES</b>					
41-00-5003 Transfer from Water/Wastewater Fund					
<b>Total Revenues - Revenue Bond I&amp;S Fund</b>		<b>592,248</b>			<b>561,948</b>
<b>REVENUE BOND I&amp;S FUND EXPENDITURES</b>					
41-900-8701 Principal			<b>592,248</b>		<b>561,948</b>
2011 Refunding Bonds (48.3%)		198,030		296,985	
2018 CO - Bonds (100%)		75,000			273,030
41-900-8703 Interest		273,030		292,763	
2011 Refunding Bonds (48.3%)		49,818			286,418
2018 CO - Bonds (100%)		236,600			
41-900-8703 Paying Agent Fees		286,418			
<b>Total Expenditures - Revenue Bond I&amp;S Fund</b>			<b>2,500</b>		<b>2,500</b>
<b>Total Revenue Bond I&amp;S Fund Surplus/(Deficit)</b>			<b>592,248</b>		<b>561,948</b>

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>UTILITY IMPACT FEE FUND REVENUES</b>					
60-00-4628	Utility Impact Fee	-			<b>150,000</b>
60-00-4912	Other Income	-			-
<b>Total Revenues - Utility Impact Fee Fund</b>		-			<b>150,000</b>
<b>UTILITY IMPACT FEE FUND EXPENDITURES</b>					
	Maintenance				
60-900-8402	Machinery, Tools & Equipment Maintenance	-			-
	<b>Total Maintenance</b>	-			-
	Services/Sundry				
60-900-8605	Professional Services	-			-
	<b>Total Services/Sundry</b>	-			-
	Capital (Items over \$5,000)				
60-900-8931	Buildings & Structures - Utility Construction	-			<b>150,000</b>
60-900-8933	Buildings & Structures - Water Mains	-			-
60-900-8934	Buildings & Structures - Wells/Pumps	-			-
60-900-8935	Buildings & Structures - Meter/Meter Boxes	-			-
60-900-8936	Buildings & Structures - Hydrants/Valves	-			-
	<b>Total Capital</b>	-			<b>150,000</b>
<b>Total Expenditures - Utility Impact Fee Fund</b>		-			<b>150,000</b>
<b>Total Utility Impact Fee Fund Surplus/(Deficit)</b>		-			-

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>STREET CONSTRUCTION FUND REVENUES</b>					
61-00-4912	Other Income	-			-
61-00-4940	Bond Proceeds	-			-
61-00-5001	Transfer from General Fund	-			400,000
<b>Total Revenues - Street Construction Fund</b>		-			400,000
<b>STREET CONSTRUCTION FUND EXPENDITURES</b>					
	Services/Sundry				
61-900-8605	Professional Services	-			
<b>Total Services/Sundry</b>		-			-
	Capital (Items over \$5,000)				
61-900-8932	Buildings & Structures - Streets & Alleys	-			400,000
<b>Total Capital</b>		-			400,000
<b>Total Expenditures - Street Construction Fund</b>		-			400,000
<b>Total Street Construction Fund Surplus/(Deficit)</b>		-			-

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>UTILITY CONSTRUCTION FUND REVENUES</b>					
62-00-4530	State Grant TxDOT - Parker Rd Utility Relocate		100,000		100,000
62-00-4800	Interest		150,000		150,000
62-00-4940	Bond Proceeds		6,418,200		-
62-00-5003	Transfer from Water/Wastewater Fund				-
<b>Total Revenues - Utility Construction Fund</b>		6,668,200		250,000	
<b>UTILITY CONSTRUCTION FUND EXPENDITURES</b>					
Services/Sundry					
62-900-8605	Professional Services Engineering Fees	350,000	375,000		150,000
<b>Total Services/Sundry</b>		<b>375,000</b>		<b>150,000</b>	
Capital (Items over \$5,000)					
62-900-8931	Buildings & Structures - Utility Construction New Pump Station		-		6,500,000
<b>Total Capital</b>		<b>-</b>		<b>6,500,000</b>	
<b>Total Expenditures - Utility Construction Fund</b>		<b>375,000</b>		<b>6,650,000</b>	
<b>Total Utility Construction Fund Surplus/(Deficit)</b>		<b>6,293,200</b>		<b>(6,400,000)</b>	

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>DRAINAGE IMPROVEMENT FUND REVENUES</b>					
63-00-4912	Other Income				
63-00-4940	Bond Proceeds				
63-00-5001	Transfer from General Fund				100,000
<b>Total Revenues - Drainage Improvement Fund</b>					
<b>DRAINAGE IMPROVEMENT FUND EXPENDITURES</b>					
Services/Sundry					
63-900-8605	Professional Services				
<b>Total Services/Sundry</b>					
Capital (Items over \$5,000)					
63-900-8938	Buildings & Structures - Other				
<b>Total Capital</b>					
<b>Total Expenditures - Drainage Improvement Fund</b>					
<b>Total Drainage Improvement Fund Surplus/(Deficit)</b>					
					100,000

Account Number	Account Description	FY20 Itemized Amount	Budget FY2018-19	Actual as of 6/30/19	Proposed Budget FY2019-20
<b>FACILITIES IMPROVEMENT FUND REVENUES</b>					
65-00-4912	Other Income				
65-00-4940	Bond Proceeds				
65-00-5001	Transfer from General Fund				125,000
<b>Total Revenues - Facilities Improvement Fund</b>					<b>125,000</b>
<b>FACILITIES IMPROVEMENT FUND EXPENDITURES</b>					
	<b>Services/Sundry</b>				
65-900-8605	Professional Services				
	<b>Total Services/Sundry</b>				
	Capital (items over \$5,000)				
65-900-8930	Buildings & Structures - Buildings				
	<b>Total Capital</b>				
<b>Total Expenditures - Facilities Improvement Fund</b>					
<b>Total Facilities Improvement Fund Surplus/(Deficit)</b>					<b>125,000</b>

**CITY OF PARKER**  
**Supplemental Ranking Sheet**  
**FY 2019-20**

Department: Admin

Item	Department Name	Supplemental Description (Short Name)	Cost	Reoccurring Cost	One-time Cost
1	Admin	TMRS - Plan Change	5,823	5,823	0
2	Admin	Replace Wi-Fi Routers	2,200		2,200
3	Admin	Salary Adjustments - City Wide	80,000	80,000	-
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					

**TOTAL: \$ 88,023 \$ 85,823 \$ 2,200**

**CITY OF PARKER  
Supplemental Request  
FY 2019-20**

**DEPARTMENT:** Admin

**ITEM / POSITION REQUESTED:**

## TMRS - Convert from 25 year retirement to 20 year retirement

## WHY IS GOAL IMPORTANT?

To stay competitive with surrounding cities. Most cities including; Lucas, McKinney, Fairview, Allen, Murphy, Wylie, and Plano have adopted a 20 year retirement plan.

**ITEMS NEEDED TO ACHIEVE GOAL (ITEMIZE BELOW):**

**CITY OF PARKER  
Supplemental Request  
FY 2019-20**

**DEPARTMENT:** Admin

**ITEM / POSITION REQUESTED:**

## Salary Adjustments

## **WHY IS GOAL IMPORTANT?**

### Annual salary adjustments

**ITEMS NEEDED TO ACHIEVE GOAL (ITEMIZE BELOW):**

**CITY OF PARKER**  
**Supplemental Ranking Sheet**  
**FY 2019-20**

**Department:** Police

Item	Department Name	Supplemental Description (Short Name)	Cost	Reoccurring Cost	One-time Cost
1	Police	(2) New Officers	286,707	168,379	118,328
2	Police	TASER 60 Unlimited Plan	4,895	4,895	-
3	Police	Tip411	6,000	6,000	-
4					
5					
6					
7					
8					
9					
10					
11					
12					
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14					
15					
16					
17					
18					
19					
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27					

**TOTAL: \$ 297,602 \$ 179,274 \$ 118,328**

**CITY OF PARKER  
Supplemental Request  
FY 2019-20**

**DEPARTMENT:** Police

**ITEM / POSITION REQUESTED:**

(2) Police Officers - (1) Officer starting 1/1/20 and (1) Officer starting 4/1/20

## WHY IS GOAL IMPORTANT?

These new positions will assist in improving patrol coverage on day shift and improve Criminal Investigations by providing a primary detective who also will provide back-up day-shift patrol coverage. This will allow Cpt Price to return to his primary assigned duties and provide back-up day shift patrol coverage.

**ITEMS NEEDED TO ACHIEVE GOAL (ITEMIZE BELOW):**

**CITY OF PARKER  
Supplemental Request  
FY 2019-20**

**DEPARTMENT:** Police

**ITEM / POSITION REQUESTED:**

### Tip411

## WHY IS GOAL IMPORTANT?

Provides an emergency messaging app to alert citizens of situations occurring in the City. Additionally, it gives citizens the ability to submit anonymous tips.

**ITEMS NEEDED TO ACHIEVE GOAL (ITEMIZE BELOW):**

**CITY OF PARKER**  
**Supplemental Ranking Sheet**  
**FY 2019-20**

**Department:** Fire

Item	Department Name	Supplemental Description (Short Name)	Cost	Reoccurring Cost	One-time Cost
1	Fire	Addition of part-time paid firefighter shift	159,702	0	159,702
2	Fire	Wylie FD Dispatch Services	217,500	126,000	91,500
3	Fire	Replace T811	135,000	135,000	-
4	Fire	Additional hours for Division Chiefs	9,143	9,143	-
5	Fire	Replace T811 and E811	213,000	213,000	-
6					-
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
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27					

**TOTAL: \$ 734,345 \$ 483,143 \$ 251,202**

**CITY OF PARKER**  
**Supplemental Request**  
**FY 2019-20**

**DEPARTMENT:** Fire

**ITEM / POSITION REQUESTED:**

#### **Add additional paid part-time firefighter shift**

## WHY IS GOAL IMPORTANT?

Achieve NFPA minimum crew staffing of 3 (officer, driver, firefighter)

#### Provide predictable staffing level

Enable provision of automatic mutual aid to strategic partners

**ITEMS NEEDED TO ACHIEVE GOAL (ITEMIZE BELOW):**

**CITY OF PARKER  
Supplemental Request  
FY 2019-20**

**DEPARTMENT:** Fire

**ITEM / POSITION REQUESTED:**

Replace T811 with 100' aerial ladder/pumper fire apparatus

## WHY IS GOAL IMPORTANT?

T811 is experiencing frequent breakdowns; concurrent downtime of 8 weeks over past 12 months

T811 is "first out" apparatus on all emergency calls

When T811 is out of service the City must rely on an older model 2001 pumper lacking an aerial ladder

Budget estimate based upon: HGAC purchase price \$1,100,000 after trade (\$121,000 trade-in of T811). Delivery of new apparatus approx Feb 2020. First payment due 10/1/2020 (next budget cycle). Based on tax-exempt financing at 3.4% over 10 years estimated annual expense of \$135,000.

**ITEMS NEEDED TO ACHIEVE GOAL (ITEMIZE BELOW):**

**CITY OF PARKER  
Supplemental Request  
FY 2019-20**

**DEPARTMENT:** Fire

**ITEM / POSITION REQUESTED:**

Replace T811 and E811

## WHY IS GOAL IMPORTANT?

Replace T811 with a 100' combination aerial ladder/pumper  
Replace E811 with a similarly capable engine/pumper

Replacement of T811 and E811 during the same fiscal year continues the strategically appropriate fleet mix of aerial ladder plus pumper apparatus over the next 10-15 yrs; avoids future annual price increase of \$40K or more per vehicle; and avoids the cost of cascading mechanical breakdowns when operating both an 11yr old aerial ladder truck and an 18yr old pumper. Annual debt service estimates are based upon a combined truck+engine purchase price of \$1,800,000 after trade-ins coupled with tax exempt financing over 10 yrs at 3.4% p.a. The estimated annual debt burden is \$213,000. Delivery Feb 2020 with the first payment due 10/1/2020.

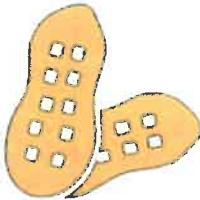
**ITEMS NEEDED TO ACHIEVE GOAL (ITEMIZE BELOW):**



**SPREAD  
THE HOPE**

---

**COLLIN COUNTY  
PEANUT  
BUTTER  
DRIVE**



**September 1-30, 2019**

# Thank you!

Thank you for organizing a peanut butter drive to help feed the hungry in North Texas! Through your food drive, you're helping to end hunger right here in our community.

Take a few minutes to look over this handbook. We hope the ideas and tips you find here will help you make your drive a success!

The peanut butter you collect throughout your drive will soon end up on the table of someone in need. It will provide more than a meal; for that hungry child, senior or family who has wondered where their next meal will come from, it means hope! While coordinating a peanut butter drive can be hard work, we hope you remember this impact you're making in the lives of those in need.

Because of people like you who have committed their time and energy to fight hunger, the North Texas Food Bank is able to provide access to 170,000 meals every day to those in need! We could not do this work without dedicated individuals like you!

Thank you again for your commitment! We wish you success and fun in your upcoming peanut butter drive!

Sincerely,

The NTFB team



# Peanut Butter Drive Process

**Follow the steps outlined below to setup your Peanut Butter Drive:**

1. Start by registering your peanut butter drive by completing the Canned Food Drive registration form through the link: <https://www.ntfb.org/get-involved/donate-food/canned-food-drive>
  - **It is very important that you register your drive first.**
  - You can pick up collection boxes at our new Perot Family Campus volunteer and distribution center in Plano at the end of August located at 3677 Mapleshade Ln. Plano, TX 75075, or pick up boxes at one of the locations listed on page 5.
2. Once submitted, within 48 hours you will receive a confirmation email from an NTFB staff member communicating your next steps.
3. Options for delivery of collected peanut butter:
  - deliver boxes of peanut butter to NTFB. Our staff will weigh the boxes and provide you a receipt with total pounds collected which will be added to the overall total.
  - drop-off peanut butter at one of the public drop-off sites in your area which are listed on page 6. **Please note a receipt will not be provided.**
  - deliver boxes of peanut butter to one of NTFB's 200+partner agencies which can be found at [ntfb.org/agencies](https://www.ntfb.org/agencies) Please note if you deliver to a NTFB partner agency, please let them know your donation is for the Collin County Peanut Butter Drive. Your receipt will come from the partner agency.
  - request NTFB to pick up boxes from your location. **To schedule a pickup you have to wait till the end of the drive to know how many full boxes you have and you must submit the pickup request form when your drive concludes:** <https://www.ntfb.org/get-involved/donate-food/food-drive-pick-up-request> Please understand it can take 2 weeks or more for NTFB to pick up from your location due to limited transportation resources. After your boxes have been picked up you'll receive an impact email that will include your location's total pounds collected and how many meals you provided. This total will be combined with the overall peanut butter collection total.

**Rule of Thumb:** If the donation is less than 250 items, we request the donations be brought to NTFB, delivered to a Partner Agency, or taken to one of the public drop-off sites. NTFB has limited resources and drivers. *If the donation is less than 250 jars, NTFB incurs costs to make a special pickup, including fuel and labor costs.*

If you have any questions, please contact our Canned Food Drive team at [cfd@ntfb.org](mailto:cfd@ntfb.org)

## Peanut Butter Drive Boxes

During your online registration process, you'll be asked to enter the number of participants you expect. This number helps us to estimate the number of peanut butter drive boxes you'll likely need. Within the form, you'll see a box that will auto-populate with our suggested number of boxes.

Within your registration form you can select whether you would like to pick up boxes from NTFB (located at 3677 Mapleshade Lane, Plano, TX 75075) or at one of the box pickup locations listed below.

### North Dallas Moving & Storage

- 1804 Trinity Valley Dr., Carrollton TX 75006

### Sam's Club participating locations

- 751 W. Main St., Lewisville TX 75067
- 1670 W. University Dr., McKinney TX 75069
- 1200 E. Spring Creek Pkwy., Plano TX 75074
- 301 Coit Rd., Plano TX 75075
- 8621 Ohio Dr., Plano TX 75024



## Public Drop-Off Locations

North Texas Food Bank's Perot Family Campus | 3677 Mapleshade Ln. | Plano, TX 75075

Carpenter Park Recreation Center | 6701 Coit Road | Plano, TX 75024

Dr. Pepper Ballpark | 7300 Roughriders Trail | Frisco, TX 75034

First Baptist Church Wylie | 100 North 1<sup>st</sup> Street | Wylie, TX 75098

Haggard Library | 2501 Coit Road | Plano, TX 75075

Plano Municipal Center | 1520 K Avenue | Plano, TX 75074

Smith Public Library | 300 Country Club Road, #300 | Wylie, TX 75098

The Shops at Willow Bend (Lower-Level Court) | 6121 W. Park Blvd. | Plano, TX 75093

The UPS Store

5605 FM 423, Ste. 500 | Frisco, TX 75034

5729 Lebanon Road, Ste. 144 | Frisco, TX 75034

3948 Legacy Drive, Ste. 106 | Frisco, TX 75023

3308 Preston Road, Ste. 350 | Plano, TX 75093

6505 W. Park Blvd., Ste. 306 | Plano 75093

Wylie Municipal Complex | 300 Country Club Road, #100 | Wylie, TX 75098

## Spread the Word about Your Peanut Butter Drive!

There are many ways you can spread the word about your peanut butter drive among potential participants.

- Hang peanut butter drive posters around your office or school. See NTFB's poster template in the tool box (page 12).
- Host a peanut butter drive kick-off event to build excitement about the drive.
- Distribute peanut butter drive flyers in employee mailboxes or send them home with students.
- Include peanut butter drive details in your group's newsletter.
- Send email reminders to participants the day the peanut butter drive begins and send an email progress report halfway through the drive.

## Social Media Tips

- Take photos throughout your drive of jars collected and post them on social media to keep your network updated.
- Use graphics like those in our tool box (page 12), or create your own using free sites like Canva.com
- Create a Facebook Event page
- Tag NTFB in your posts:
  - Twitter: @ntfb
  - Facebook: @North Texas Food Bank
  - Instagram: @northtexasfoodbank
  - LinkedIn: @North Texas Food Bank
- Use hashtags like #NTFB, #PeanutButterDrive, #spreadthehopecollincounty or #FightHunger.

## Peanut Butter Drive Fun!

Want to take your peanut butter drive to the next level? Here are some great ways to start:

- **Fill the bag.** Provide employees an empty paper sack and ask that the bags be returned full of jars of peanut butter.
- **Host a raffle and allow each jar donated to act as an entry.** Offer special prizes like gift cards or movie tickets. Bonus Tip! For office drives, prizes could include vacation time or free lunch.
- **Hold a competition between departments or classrooms.** Give the group that collects the most a group prize. Bonus Tip! For school drives, prizes could include a casual dress day, extra recess time or a “no homework” day.
- **Get creative with your peanut butter!** Split your group into teams and have each one build a structure out of the jars they collect. Recruit a few judges to pick the best structure.



## Raising Funds during Your Peanut Butter Drive

Did you know you can also incorporate your own online fundraiser during your Peanut Butter Drive? Just [start an online fundraiser!](#) You can share your fundraising page through your social media networks or via email to get your friends and family involved. Encourage those who can't drop off peanut butter jars for the drive to make a monetary donation instead. Because the food bank has more purchasing power than most individuals, each dollar donated to the Collin County Peanut Butter Drive will count as one pound of peanut butter.

### What to do with cash donations

Throughout your peanut butter drive, you may receive cash donations. Please convert your cash and coins to a check or money order and place it along with [this form](#) in a sealed envelope. If NTFB is picking up the donation, you can give the envelope to the NTFB driver. You can also drop off your donation during business hours or mail your check directly to NTFB at 3677 Mapleshade Lane, Plano, TX 75075.



## Frequently Asked Questions

**Does NTFB host peanut butter drives?** While NTFB is happy to provide support during your peanut butter drive, because of limited resources NTFB relies on community members like you to promote and coordinate the logistics of community peanut butter drives.

**What support can NTFB provide for my Peanut Butter Drive?** NTFB can provide boxes, printable posters, social media graphics, and best practices to make your drive a success. For peanut butter drives collecting more than 250 jars, we may also be able to pick up the jars you collect.

**If I live outside of Collin County, can I still host a Peanut Butter Drive for NTFB?** Yes! NTFB serves 13 counties (Dallas, Denton, Collin, Grayson, Fannin, Lamar, Delta, Hopkins, Hunt, Rockwall, Kaufman, Ellis, and Navarro). If you live in one of these counties, we are able to provide support for your peanut butter drive. If you do not live in one of these counties, please visit [FeedingAmerica.org](http://FeedingAmerica.org) to learn which food bank serves your community.

**When is the Collin County Peanut Butter Drive happening?** The peanut butter drive takes place during the month of September.

**Do I need to communicate with anyone from NTFB prior to hosting a Peanut Butter Drive?** If you would like your peanut butter drive to benefit NTFB, we ask that you review the Peanut Butter Drive Handbook and register your drive with us so we are able to best support you. Please register each pickup location individually.

**Where can we pick up Peanut Butter Drive boxes?** Boxes are available for pick up at any of our campuses (Perot Family Campus: 3677 Mapleshade Lane, Plano, TX 75075 or Dallas Farmers Market Campus: 1010 S. Pearl Expressway, Dallas TX 75201) or at participating Sam's Club stores. [Click here to see the full list of stores.](#)

**Can I request that NTFB deliver Peanut Butter Drive boxes to me?** Yes. Once you select this option during registration, please be on the lookout for communication from our staff on next steps to coordinate a drop-off. Due to limited resources, it may take up to 3 weeks for us to coordinate a box drop off.

## Frequently Asked Questions (cont.)

**Can I use my own boxes?** While we prefer you use our peanut butter drive boxes to ease the pickup process, you may also use boxes that are between the size of an average copy paper sized box (17" x 10" x 8") and the NTFB Peanut Butter Drive box (20" x 20" x 24"). We cannot pick up loose jars in boxes smaller or larger than the above standards, or jars in bags. Please also keep in mind, any containers we pick up with the donation will not be returned.

**What should I donate through my Peanut Butter Drive?** 16 oz., plastic jars of any brand of peanut butter is acceptable. Other butters, such as almond butter, hazelnut butter, sunflower seed butter, and soynut butter are also accepted. Please refrain from donating glass containers as they may break during transport.

**Can NTFB pick up my peanut butter donations? Where can I deliver my donation?** If your peanut butter drive collected 250 jars or more, we may be able to pick up your donation (Mon-Fri). If you have fewer than 250 jars, we ask that you please deliver your donation to our Perot Family Campus: 3677 Mapleshade Lane, Plano, TX 75075. You can also deliver your donation to any of our Partner Agencies (you can find a list at [ntfb.org/agencies](http://ntfb.org/agencies)). Please make sure to contact the location or agency where you are dropping off for hours of operation.

**I collected 250 jars or more, how can I request NTFB pick up my donation? What should I expect if NTFB is picking up my donation?** If you collected 250 jars or more, once your peanut butter drive is complete, you can request a peanut butter drive pickup via our website. While we will do our best to accommodate your needs for pickup timing, because of limited resources, it may take 2-4 weeks for us to coordinate a pickup of your donation. Please make sure your donation is put into boxes prior to pickup.

**Why Peanut Butter?** Peanut butter is kid-friendly, nutritious and high in protein. It's also a food item that might be considered expensive, therefore not being a popular donated item to NTFB.

**Still have questions?**

Contact our Canned Food Drive Team at [cfd@ntfb.org](mailto:cfd@ntfb.org)

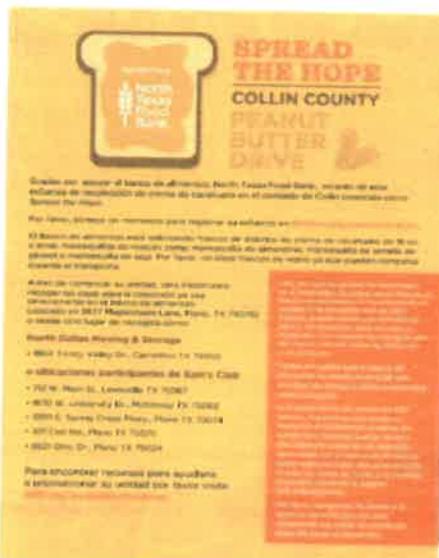
# Collin County Peanut Butter Drive Tool Box



Save the Date  
Poster 11 x 17



Save the Date  
Poster 8.5 x 11



Save the Date  
Spanish Flyer



Save the Date Digital Ad



## Council Agenda Item

Item 4  
C'Sec Use Only

Budget Account Code:	Meeting Date: August 6, 2019
Budgeted Amount:	Department Requestor: City Council/Finance
Fund Balance-before expenditure:	Prepared by: Finance/HR Manager Savage
Estimated Cost:	Date Prepared: July 26, 2019
Exhibits:	<ol style="list-style-type: none"><li><a href="#">Proposed Resolution</a></li><li><a href="#">2019 Planning Calendar</a></li></ol>

### AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2019-609 SETTING A PROPOSED TAX RATE; AND APPROVING DATES, TIMES AND A LOCATION FOR TWO PUBLIC HEARINGS ON THE PROPOSED FY 2019-2020 BUDGET AND TAX RATE, AND A DATE FOR THE VOTE ON THE ADOPTION OF THE 2019-2020 BUDGET AND APPROVAL OF A TAX RATE. [SAVAGE]

### SUMMARY

In compliance with Tax Code §26.06, two public hearings are required for the proposed tax rate. The first public hearing is scheduled for August 20 and the second public hearing is scheduled for August 27, with final adoption planned for September 3.

A super majority quorum is required to adopt the tax rate on September 3.

### POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:			
Department Head/ Requestor:	<i>Grant Savage</i>	Date:	08/01/2019
City Attorney:	<i>Brandon S. Shelby</i>	Date:	08/01/2019 via email
Acting City Administrator:	<i>Luke B. Olson</i>	Date:	08/02/2019

**RESOLUTION 2019-609**  
*(2019 Preliminary Tax Rate and Public Hearing Schedule)*

**A RESOLUTION OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, SETTING A PROPOSED TAX RATE; AND APPROVING DATES, TIMES AND A LOCATION FOR TWO PUBLIC HEARINGS ON THE PROPOSED FY 2019-2020 BUDGET AND TAX RATE, AND A DATE FOR THE VOTE ON THE ADOPTION OF THE 2019-2020 BUDGET AND APPROVAL OF A TAX RATE.**

**WHEREAS**, the City of Parker is required to set a proposed ad valorem tax rate for 2019 and schedule two public hearings on the proposed budget and tax rate;

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

**SECTION 1.** The City Council will hold a Public Hearing at 7:00 p.m. at Parker City Hall Council Chambers, 5700 E. Parker Road on August 20, 2019; and a second Public Hearing at 7:00 p.m. at Parker City Hall Council Chambers, 5700 E. Parker Road on August 27, 2019.

**SECTION 2.** The proposed ad valorem tax rate is \$ \_\_\_\_\_ per hundred dollars valuation, to provide funding for the proposed budget for 2019-2020.

**SECTION 3.** The City Council will take action on the proposed budget and tax rate September 4, 2018 at 7:00 p.m. at 5700 E. Parker Road.

**SECTION 4.** This Resolution shall become effective upon its passage.

**APPROVED BY THE CITY OF PARKER, COLLIN COUNTY, TEXAS, THIS 6<sup>th</sup> DAY OF AUGUST, 2019.**

APPROVED:

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Lee Pettle, Mayor

ATTESTED:

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Patti Scott Grey, City Secretary

APPROVED AS TO FORM:

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Brandon S. Shelby, City Attorney

# CITY OF PARKER

## 2019 PLANNING CALENDAR



<u>April - May</u>	Mailing of "Notices of Appraised Value" by Chief Appraiser. 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.
<u>April 30</u>	
<u>May 15</u>	Deadline for submitting Appraisal Records to ARB.
<u>July 20</u>	Deadline for ARB to approve Appraisal Records.
<u>July 25</u>	Deadline for Chief Appraiser to certify Appraisal Rolls to each Taxing Unit.
<u>Aug</u>	Certification of anticipated collection rate by collector.
<u>July 25 - Aug.</u>	Calculation of Effective and Rollback Tax Rates.
<u>July 25 - Aug.</u>	Submission of Effective and Rollback Tax Rates to governing body from the Tax Office.
<u>August 2, 2019</u>	72 Hour Notice for Meeting (Open Meetings Notice).
<u>August 6, 2019</u>	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.
<u>August 12, 2019</u>	Publish the " <b>Notice of 2019 Property Tax Rates</b> " 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.
<u>August 16, 2019</u>	72 Hour Notice for First Public Hearing (Open Meetings Notice).
<u>August 20, 2019</u>	<b>First Public Hearing</b> At least 7 days after publication of " <b>Notice of 2019 Property Tax Rates</b> ."
<u>August 23, 2019</u>	72 Hour Notice for Second Public Hearing (Open Meetings Notice).
<u>August 27, 2019</u>	<b>Second Public Hearing</b> 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.
<u>August 30, 2019</u>	72 Hour Notice for Meeting at which Governing Body will Adopt Tax Rate (Open Meetings Notice).
<u>September 3, 2019</u>	<b>Meeting to Adopt 2019 Tax Rate.</b> Meeting to adopt must be <u>no later than September 17, 2019</u> . Schedule meeting three to fourteen (3 to 14) days <u>after</u> second Public Hearing.
<u>Noon on September 18</u>	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 2019 Tax Rate to the Tax Office by  
Noon on September 18, 2019.**



## Council Agenda Item

Item 5  
C'Sec Use Only

Budget Account Code:	Meeting Date: August 6, 2019
Budgeted Amount:	Department/ Requestor: Finance/H.R. Manager Savage
Fund Balance-before expenditure:	Prepared by: Finance/H.R. Manager Savage
Estimated Cost:	Date Prepared: July 29, 2019
Exhibits:	<ol style="list-style-type: none"><li>1. <a href="#">Proposed Resolution</a></li><li>2. <a href="#">Investment Policy</a></li></ol>

### AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2019-610 ON INVESTMENT POLICY. [SAVAGE]

### SUMMARY

Please review the Investment Policy. Staff has recommended no changes at this time and would like to stay in compliance with

### ARTICLE V RESPONSIBILITY AND CONTROL

#### A. Delegation - Investment Officer; Investment Committee

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

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

### **POSSIBLE ACTION**

Council may direct staff to take appropriate action.

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Inter – Office Use			
Approved by:			
Department Head/ Requestor:	<i>Grant Savage</i>	Date:	08/01/2019
City Attorney:	<i>Brandon S. Shelby</i>	Date:	08/01/2019 via email
City Administrator:	<i>Luke B. Olson</i>	Date:	08/02/2019

**RESOLUTION NO. 2019-610**  
*(2019-2020 Investment Policy)*

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, DECLARING THAT THE CITY COUNCIL HAS COMPLETED ITS REVIEW AND REVISION OF THE INVESTMENT POLICY AND INVESTMENT STRATEGIES OF THE CITY; NO CHANGES WERE MADE TO NEITHER THE INVESTMENT POLICY NOR INVESTMENT STRATEGIES; THE CITY OF PARKER HEREBY ADOPTS THE 2019-2020 INVESTMENT POLICY ATTACHED HERETO AS EXHIBIT "A"; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, in accordance with the Public Funds Investment Act, Chapter 2256.005, Texas Government Code, the City Council of the City of Parker, Texas by resolution adopted an investment policy; and

**WHEREAS**, Section 2256.005, Texas Government Code requires the City Council to review the investment policies and investment strategies not less than annually and to adopt a resolution or order stating the review has been completed and recording any changes made to either the investment policies or investment strategies.

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

**SECTION 1.** The City Council of the City of Parker has completed its review of the investment policies and investment strategies. The City Council recommends no changes to the investment policies or investment strategies of the Investment Policy. The 2019-2020 Investment Policy, is attached as Exhibit "A" hereto.

**SECTION 2.** The City of Parker 2019-2020 Investment Policy attached hereto as Exhibit "A" be and the same is hereby adopted and shall govern the investment policies and investment strategies for the City, and shall define the authority of the Investment Officer and any additional Investment Committee members, collectively referred to as "Investment Officials," from and after the effective date of this resolution.

**SECTION 3.** All provisions of the resolutions of the City of Parker, Texas, in conflict with the provisions of this resolution be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this resolution shall remain in full force and effect.

**SECTION 4.** Should any word, sentence, paragraph, subdivision, clause, phrase or section of this resolution be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said resolution which shall remain in full force and effect.

**SECTION 5.** This resolution shall become effective immediately from and after its passage.

**DULY RESOLVED AND ADOPTED** by the City Council of the City of Parker, Texas, on this the 6<sup>th</sup> day of August, 2019.

**CITY OF PARKER:**

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Lee Pettle, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

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Patti Scott Grey, City Secretary

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Brandon Shelby, City Attorney

# **City of Parker**

## **2019-2020 Investment Policy**

### **ARTICLE I**

#### **PURPOSE AND NEED FOR POLICY**

Chapter 2256 of the Government Code, as amended from time to time by the Texas State Legislature (“Public Funds Investment Act”) requires each city to adopt rules governing its investment practices and to define the authority of the Investment Officer and any additional Investment Committee members. The 2019-2020 Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and prudent fiscal management of the City of Parker, Collin County, Texas funds.

### **ARTICLE II**

#### **SCOPE**

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

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

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

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

B. This policy excludes:

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

C. Review and Amendment

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

### **ARTICLE III PRUDENCE**

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

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

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

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

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

## **ARTICLE IV OBJECTIVES**

### **A. Preservation and Safety of Principal**

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

### **B. Liquidity**

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

### **C. Yield**

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

## **ARTICLE V RESPONSIBILITY AND CONTROL**

### **A. Delegation - Investment Officer; Investment Committee**

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

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

B. Subordinates

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

C. Internal Controls

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

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

D. Ethics and Conflicts of Interest

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

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

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

**E. Investment Training Requirements**

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

## **ARTICLE VI** **INVESTMENT STRATEGY STATEMENTS**

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

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

**A. Operating Funds**

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

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

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

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

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

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

## B. Reserve and Deposit Funds

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

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

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

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

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

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

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

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

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

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

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

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

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

D. Debt Service Funds

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

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

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

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

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

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

## **ARTICLE VII** **AUTHORIZED INVESTMENTS**

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

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

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

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

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

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

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

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

## **ARTICLE VIII** **PORTFOLIO AND INVESTMENT ASSET PARAMETERS**

A. Bidding Process for Investments

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

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

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

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

**B. Maximum Maturities**

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

**C. Maximum Dollar-Weighted Average Maturity**

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

**D. Diversification**

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

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

- (4) The City shall not invest more than 50% of the investment portfolio in repurchase agreements, excluding bond proceeds and reserves.
- (5) The City shall not invest more than 90% of the investment portfolio in any individual money market mutual fund or government investment pool. (Revised per Resolution No. 2018-588)
- (6) The investment committee shall review diversification strategies and establish or confirm guidelines on at least an annual basis regarding the percentages of the total portfolio that may be invested in securities other than U.S. Government Obligations. The investment committee shall review quarterly investment reports and evaluate the probability of market and default risk in various investment sectors as part of its consideration.

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

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

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

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

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

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

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

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

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

## **ARTICLE XI** **COLLATERAL**

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

### **A. Market Value**

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

### **B. Collateral Substitution**

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

C. Collateral Reduction

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

D. Holding Period

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

E. Insurance or Collateral

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

## **ARTICLE XII** **INVESTMENT REPORTS**

A. Reporting Requirements

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

B. Investment Records

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

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

C. Auditor Review

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

## **ARTICLE XIII** **INVESTMENT COMMITTEE**

A. Members

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

B. Scope

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

C. Procedures

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

## GLOSSARY of COMMON TREASURY TERMS

**Agencies:** Federal agency securities.

**Asked:** The price at which securities are offered.

**Bid:** The price offered for securities.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Portfolio:** Collection of securities held by an investor.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



## Council Agenda Item

Item 6  
C'Sec Use Only

Budget Account Code:	Meeting Date: August 6, 2019
Budgeted Amount:	Department/ Requestor: City Council
Fund Balance-before expenditure:	Prepared by: City Administrator Olson
Estimated Cost:	Date Prepared: July 30, 2019
Exhibits:	<ul style="list-style-type: none"><li>1. <a href="#">Proposed Resolution</a></li><li>2. <a href="#">City Engineer Letter, dated July 31, 2019</a></li><li>3. <a href="#">Bid Summary</a></li><li>4. <a href="#">Tabulation of Bids</a></li></ul>

### AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2019-611 AWARDING THE 2019 ANNUAL STREET MAINTENANCE CONTRACT. [MACHADO/OLSON]

### SUMMARY

The Annual Street Maintenance Contract 2019 was advertised in the Dallas Morning News on July 14, 2018 and July 21, 2019. The bids were received at 1:30 p.m., Tuesday, July 30, 2019.

Please review the letter and bid information, prepared by City Engineer Birkhoff.

### POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:			
Department Head/ Requestor:	<i>Gary Machado</i>	Date:	08/01/2019
City Attorney:		Date:	
City Administrator:	<i>Luke B. Olson</i>	Date:	08/02/2019

**RESOLUTION NO. 2019-611**  
*(2019 Street Maintenance Bid Award)*

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, AWARDING THE BID FOR STREET MAINTENANCE TO PAVECON PUBLIC WORKS, OF GRAND PRAIRIE, TEXAS.**

**WHEREAS**, the City of Parker desires to protect the health, safety and welfare of its citizens; and

**WHEREAS**, the Parker City Council deems it in the best interest of the citizens of the City of Parker to accept a bid from Pavecon Public Works of Grand Prairie, Texas to obtain certain road maintenance described in the bid to be performed for the benefit of the City of Parker; and

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

**SECTION 1.** The bid of SPI Asphalt, LLC, in the total amount of \$399,750.00 is approved, and is in conformance with the requirements for such approval.

**SECTION 2.** The Parker City Council authorizes the Mayor to execute a contract with SPI Asphalt, LLC, and all other necessary documents in connection therewith on behalf of the City of Parker.

**DULY RESOLVED** by the City Council of the City of Parker, Collin County, Texas on this 6th day of August, 2019, effective this date.

**APPROVED:**  
**CITY OF PARKER**

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Lee Pettle, Mayor

ATTEST:

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Patti Scott Grey, City Secretary

APPROVED AS TO FORM:

---

Brandon Shelby, City Attorney

50

Years  
(1969 - 2019)

# BIRKHOFF, HENDRICKS & CARTER, L.L.P.

## PROFESSIONAL ENGINEERS

11910 Greenville Ave., Suite 600

Dallas, Texas 75243

Phone (214) 361-7900

[www.bhcllp.com](http://www.bhcllp.com)

JOHN W. BIRKHOFF, P.E.  
GARY C. HENDRICKS, P.E., R.P.L.S.  
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., R.P.L.S.  
CRAIG M. KERKHOFF, P.E.  
JUSTIN R. IVY, P.E.

July 31, 2019

Mr. Gary Machado  
Director of Public Works  
City of Parker  
5700 E. Parker Rd.  
Parker, Texas 75002

Re: Annual Street Maintenance Contract 2019- Dublin Road Street Repairs

Dear Mr. Machado:

We have checked the bids received at 1:30 p.m., Tuesday, July 30, 2019 for the Annual Street Maintenance Contract 2019- Dublin Road Street Repairs project. Three contractors checked out plans for this work. We are enclosing six (6) copies of the Bid Summary and Itemized Bid Tabulation.

Pavecon Public Works of Grand Prairie, Texas submitted the only bid in the amount of \$399,750.00. It is our understanding that the budget for this project is \$225,000.00. This project was set up to saw cut, remove and replace areas and patch the asphalt riding surface. Reducing the quantities and extending the unit costs bid will bring this project into budget.

This contractor has successfully completed a number of the city's annual street maintenance projects. Accordingly, based on the information we have available to us, we recommend that the City accept the bid and award Pavecon Public Works a construction contract in the amount of \$399,750.00 adjusting quantities during construction to limit the contract to \$225,000.00.

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

Sincerely,



John W. Birkhoff, P.E.

Enclosures

TABULATION OF BIDS				Date: <u>July 30, 2019</u>	<u>BID OF</u>
Project: <u>City of Parker, Texas</u> <u>Annual Street Maintenance Program 2019</u> <u>Dublin Road Street Repair</u>				BIRKHOFF, HENDRICKS & CARTER, L.L.P. PROFESSIONAL ENGINEERS Dallas, Texas	
Item No.	Approximate Quantities	Unit	Description	Unit Bid Price	Extension
101	500	L.F.	For full depth saw cut.	\$4.00	\$ 2,000.00
102	1,700	C.Y.	For furnishing and compacting in place NCTOG Item 301.5 - GRADE 1 flexible base	\$182.50	\$ 310,250.00
103	700	TON	For furnishing and placing TxDOT Type "D" Hot mix asphalt	\$125.00	\$ 87,500.00
			<b>TOTAL</b>	<b>\$ 399,750.00</b>	

**City of Parker, Texas**  
**Annual Street Maintenance Program 2019**

**BID TABULATION**  
**Bids Received Until 1:30 p.m., Tuesday, July 30, 2019**

<u>Registered Contractor Holding Plans</u>	<u>Total Amount Bid</u>	<u>Bid Bond</u>
1 Pavecon Public Works	\$ 399,750.00	Y



## Council Agenda Item

Item 7  
C'Sec Use Only

Budget Account Code:	Meeting Date: August 6, 2019
Budgeted Amount:	Department/ Requestor: Mayor Pettle
Fund Balance- before expenditure:	Prepared by: City Staff
Estimated Cost:	Date Prepared: July 30, 2019
Exhibits:	<ol style="list-style-type: none"><li>1. <a href="#">Proposed Ordinance</a></li><li>2. <a href="#">Ordinance No. 722 (Open Space and Parks) – Sec.1 – Dissolved</a></li><li>3. <a href="#">Ordinance No. 688 (Amending Code Chapter 97 P&amp;R Com.)</a></li><li>4. <a href="#">Ordinance No. 683 (Amending Ord. No. 658A, P&amp;R Commission)</a></li><li>5. <a href="#">Ordinance No. 658A (Amending Ord. No. 608, P&amp;R Commission)</a></li><li>6. <a href="#">Ordinance No. 608 (Establishing and Regulations, P&amp;R Com.)</a></li><li>7. <a href="#">P&amp;R Commission Application with Res. No. 2016-598 (B&amp;C Membership Selection)</a></li></ol>

### **AGENDA SUBJECT**

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 766, REINSTITUTING THE PARKER PARKS AND RECREATION COMMISSION. [PETTLE/OLSON/SHELBY] [TABLED – 10082018 AND 06182019]

### **SUMMARY**

On October 8, 2018, Mayor Pettle requested an item reinstating the Parker Parks and Recreation Commission be placed on the agenda for consideration. At that meeting, Councilmember Taylor moved to table the item until the next meeting to give the City time to announce their intent and publicize the Parks and Recreation application and other information and give our interested residents additional time to volunteer. Councilmember Standridge seconded the motion and the motion carried 4-0; Mayor Pro Tem Raney was absent.

On June 18, 2019, City Council recommended tabling this item, requesting interested Parker residents to come forward and speak at a future City Council meeting (To be determined – TBD) to confirm community interest in reinstating the Parker Parks and Recreation Commission. Interested residents were asked to contact Mayor Lee Pettle at [lpettle@aol.com](mailto:lpettle@aol.com) or City Secretary Patti Scott Grey at [PGrey@parkertexas.us](mailto:PGrey@parkertexas.us). Motion carried 5-0.

Mayor Pettle requested the item be placed back on the agenda.

## **POSSIBLE ACTION**

Council may direct staff to take appropriate action.

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Inter – Office Use			
<b>Approved by:</b>			
Department Head/ Requestor:		Date:	
City Attorney:		Date:	
City Administrator:	<i>Luke B. Olson</i>	Date:	008/02/2019

Proposed

**ORDINANCE NO. 2019-766**  
(Parks and Recreation Commission)

**A RESOLUTION OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, AMENDING CHAPTER 97 OF THE CITY OF PARKER CODE OF ORDINANCES TO REESTABLISH THE PARKS AND RECREATION COMMISSION; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Parker, with Ordinance No. 608, established a Parks and Recreation Commission on February 27, 2007; and

**WHEREAS**, the City Council of the City of Parker, with Ordinance No. 722, dissolved the Parks and Recreation Commission on January 20, 2015; and

**WHEREAS**, the City Council of the City of Parker finds renewed interest from the citizens of Parker, Texas and finds it in the best interest of the City of Parker to reestablish the Parks and Recreation Commission; and

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

**SECTION 1.** The Parks and Recreation Commission of the City of Parker is hereby reestablished. The provisions of Ordinance 722 dissolving the Parks and Recreation Commission are hereby repealed.

**SECTION 2.** The provisions of Ordinance 608 establishing the Parks and Recreation Commission are hereby reinstated as amended by Ordinance No. 658, 683 and 688, and codified as Sections 97.01 through 97.08 of the Municipal Code of Ordinances as follows:

**§ 97.01 COMPENSATION OF MEMBERS.**

*Members of the Commission shall serve without compensation.*

**§ 97.02 MEETINGS.**

*(A) Regular meetings. The Commission shall meet at least bi-monthly. Such bi-monthly meeting shall be on the last Wednesday of every other month at the suggested time of 7:00 p.m. in the City Hall unless another time, date and place be designated by the Chairman, and all members of the Commission notified at least 7 days in advance. Regular meetings shall be in the months of January, March, May, July, September and November. The regular meeting in November may be set each year by resolution of the Commission as the first, second, third or fourth Wednesday of November to avoid conflict with the Thanksgiving holidays.*

*AT The call of Chair min. 2x yr.*

*(B) Special meetings. A special meeting may be called with the agreement of the chair, vice-chair, and Council Liaison.*

# Proposed

## § 97.03 VOTING AND QUORUM.

All questions presented for a vote of the Parks and Recreation Commission shall be decided by a simple majority of those present. A meeting may not be held unless a majority of the members are in attendance.

## § 97.04 ATTENDANCE OF CITY ADMINISTRATOR AND/OR CITY COUNCIL LIASON.

The City Administrator and/or City Council Liaison may be in attendance at Commission meetings as required by the City Council. The City Administrator may have other members of the staff in attendance at Commission meetings when required or requested by the Commission. The City Administrator may participate in meetings to provide staff assistance, reports and recommendations as requested by the Commission.

*of meetings in offices must be meetings open to public*

## § 97.05 PLACES; ALTERNATES; DUTIES OF OFFICERS.

### (A) Places.

(1) The Parks and Recreation Commission for the city shall consist of 5 members appointed by a majority of the City Council. Each member shall serve in a place designated by the Council. Places 1, 3, and 5 shall have 2-year terms, expiring May 31 in odd years. Places 2 and 4 shall have 2-year terms, expiring May 31 in even years. All terms commence on June 1 of the even or odd year assigned that Place. ~~Nov 30~~ ~~DEC~~

(2) There are no term limits for appointees. Upon the passage of Ordinance 683, the Council may designate, or re-designate, current members, and/or any members to be appointed, into each Place, with the appropriate provisions as to the fulfillment of any unexpired terms.

(3) Unless otherwise designated by the City Council, the Commission member serving in a designated Place upon the passage of Ordinance 683 continues in that Place through May 31 of the even or odd year term for that Place. All members of the Commission continue to serve until their successors are appointed and qualified; save and except when a member resigns, in writing. Such resignation shall be effective the date of its receipt by the City Secretary.

(B) Alternates. A majority of the City Council may appoint 1, 2, 3, or 4 alternates to the Parks and Recreation Commission. The terms of the alternates will be 1-year terms, unless specifically set at the time of the appointment of the alternate as a 2-year term. An alternate may be reappointed at the discretion of the Council. Regardless of the term assigned to the alternate, the City Council may remove an alternate with or without cause at any time. Terms of alternates commence June 1 of each year. All alternates continue to serve until their successors are appointed and qualified; save and except when an alternate resigns in writing. Alternate members shall be classified as members for all purposes other than regular voting.

(C) Duties. The duties of the officers of the Parks and Recreation Commission shall be as follows:

(1) Chairman. The Chairman shall preside at all meetings when he or she is present. The Chairman shall implement or cause to have implemented any practice or procedure in the calling of meetings, conduct of meetings, or reporting of activities that he or she considers in the best interest of the Commission and shall so inform the City Council or consult with the City Council when necessary or desirable. It shall be the responsibility of the Chairman to request from the City Administrator support activity needed from the city. It shall be the responsibility of the Chairman to submit reports to the City Council, when necessary or requested, relative to *or designee*

Proposed

Such matters as Commission activity, participation by members, and any other matters deemed significant relative to the Commission's functions. The Chairman may represent the Parks and Recreation Commission at public functions.

(2) Vice-Chairman. The Vice-Chairman shall assist the Chairman in directing the total affairs of the Commission. In the absence of Chairman, the Vice-Chairman shall assume all duties of the Chairman.

(3) Secretary. The Secretary shall take minutes and maintain the books and records of the Commission.

(4) The Commission will provide a quarterly report to the City Council, detailing their actions for the previous quarter, and their goals for the upcoming quarter. The report on the expenditures requested and granted by the staff and City Council will be given, together with the requested expenditures for the upcoming quarter. The Commission does not have an independent budget. All expenditures are to be reviewed and approved by the City Administrator or Mayor, or their designee.

#### § 97.06 POWERS AND DUTIES.

The Commission shall have the following powers and perform the following duties:

(A) Advisory capacity to Council. The primary role of the Commission shall be to advise the Council regarding the city land known as the Preserve, adjacent to City Hall. It shall act only in an advisory capacity to the City Council in all matters pertaining to nature areas, trails, open space, historical areas, public gardens, and public activity, collectively referred to as recreation, shall acquaint itself with and make a continuous study and inspection of the complete "open spaces plan" [or "nature plan"] of the city; and shall advise with the City Council from time to time as to the present and future maintenance, operation, planning, acquisition, development, enlargement and use policy of the city open space property.

(B) Recommend standards. It shall recommend the adoption of standards on areas, facilities, program and financial support.

(C) Review, maintenance of master planning guide: review of services and needs. There shall be created a master planning guide for city open spaces areas and the Commission shall review and maintain such master planning guide. Such master planning guide shall be considered, revised and maintained with technical assistance and recommendations of the city staff and the city Plan Commission. The master planning guide shall be reviewed at least bi-annually and periodically updated. The Commission shall periodically review all recreation services that exist or that may be needed and interpret the needs of the public to the City Council and to the City Administrator. In the conduct of the above activities, the Commission shall, at the request of the City Council, hold public hearings provided notice is published in the official city newspaper at least 10 days prior to such public hearings.

(D) Rules and regulations for conduct of business. It shall follow the rules and regulations prescribed by the City Council for the conduct of its business.

(E) Other recommendations to Council. It shall make any other recommendations to the City Council regarding recreation matters that it considers advisable, or which are requested by the City Council.

(F) Solicitations. It may solicit for the city gifts, revenues, bequests or endowments of money or property as donations or grants from persons, subject to the prior approval and acceptance by the City Council. All funds are the property of the city, to be accepted and/or expended by the City Council.

Proposed

(G) *Reports. It shall cause to have reports prepared as required on any aspect of the program or facilities. No such reports shall be made available to other than Commission members and City Council members without action by the Commission in a formal meeting.*

**§ 97.07 SUBCOMMITTEES.**

(A) *Appointment. The Parks and Recreation Commission, by a majority vote of the quorum present at any regular or special meeting, may appoint such members and citizens as reasonable and prudent to subcommittees to serve the purposes of the Parks and Recreation Commission.*

(B) *Termination. These committees may be dissolved in a like manner, or by the City Council.*

**§ 97.08 SHORT TITLE.**

*This chapter shall be commonly known and cited as the "Parks and Recreation Commission Ordinance."*

**SECTION 3.** Should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decide to be invalid illegal or unconstitutional, and shall not affect the validity of the Ordinance as a whole.

**SECTION 4.** This resolution shall be effective upon its execution by the Mayor.

**APPROVED AND ADOPTED** this 18th day of June, 2019.

ATTEST:

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

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

**APPROVED TO FORM:**

\_\_\_\_\_  
Brandon Shelby, City Attorney

**Position Description**  
**City of Parker**  
**Parks and Recreation Commission Member**

The function of the Parks and Recreation Commission (P&R) is to make recommendations to the City Council on matters affecting the Preserve and other open spaces in Parker. In general, the responsibilities include the following:

1. **Master Plan.** The P&R shall provide direction on a Master Plan for the open spaces, to include nature areas, trails, historical areas, public gardens and public recreational activity spaces.
2. **Programs and Facilities.** The P&R shall review current parks and recreation programs and facilities to determine additional needs, and submit recommendations pertaining to parks and recreation guidelines, policies, facilities, or user fees, if any, to the City Council.
3. **Public Input.** The P&R shall provide and gather public input on parks and recreation-related long-range plans.
4. **Review.** The P&R shall review all parks and recreation-related matters submitted to the P&R by the City Council
5. **Budget.** The P&R shall make recommendations to the City Council on operating and capital budget needs as well as fees and charges, and monitor the parks and recreation budget throughout the year.
6. **Utilization.** The P&R shall promote maximum utilization of parks, recreation facilities and programs.
7. **Training.** The P&R shall attend training, as required by the City Council.
8. **Programs and Services.** The P&R shall enhance the quality of the leisure life of all county residents through parks and recreation programs and services

**Officer Duties**

**Chairman:**

- Plan agendas
- Conduct regular meetings
- Lead annual strategic planning process
- Function as first line of communication with City Staff and City Council
- Present to City Council as required
- Submit articles to City Newsletter and content to City website.

**Co - Chairman:**

- In absence of Chair, assume all duties of Chair of P&R
- Participate in planning sessions with Chair and Secretary

Nothing in this position description shall be intended to supersede Parker Code of Ordinance Chapter 97, which takes primacy in any dispute or interpretation over duties of officers or members of the Parks and Recreation Commission.

**Position Description  
City of Parker  
Parks and Recreation Commission Member**

- Review agendas and minutes
- Oversee P&R sub-committees
- Work with City Council liaison

**Secretary:**

- Record meeting minutes
- Develop grant applications
- Assist Chair and/or Co-Chair with assigned sub-committees
- Participate in planning sessions with Chair and Co-Chair

**Finance/Budget:**

- Develop grant applications for City Council consideration
- Monitor P&R budget for City Council
- Keep P&R informed of expenses and budget items

**Duties of Alternates**

- Attend meetings in a non-voting capacity
- Vote, as needed, in the absence of a Commissioner

The Parker Code of Ordinances sets forth the requirements, duties, and procedures of the P&R. Those considering applying for a position on the P&R, and certainly those who are appointed, should be thoroughly familiar with the Parks and Recreation Commission ordinance that creates and regulates the P&R. The ordinance includes the following:

PCO Section 97.05 – Places, Alternates, and Duties of Officers

PCO Section 97.06 – Powers and Duties (of the commission)

PCO Sections 97.07 – 97.10 – Miscellaneous provisions.

Nothing in this position description shall be intended to supersede Parker Code of Ordinance Chapter 97, which takes primacy in any dispute or interpretation over duties of officers or members of the Parks and Recreation Commission.

**ORDINANCE NO. 722**  
*(Open Space and Parks)*

**AN ORDINANCE OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, AMENDING AND RESTATING THE PROVISIONS OF ORDINANCE NO. 608 AS CODIFIED AS CHAPTER 97 OF THE PARKER MUNICIPAL CODE; DISSOLVING THE PARKS AND RECREATION COMMISSION OF THE CITY OF PARKER; REVISING REGULATIONS FOR PUBLICLY OWNED OPEN SPACE AND PARKS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY NOT TO EXCEED \$500 FOR EACH OFFENSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Parker, Collin County, Texas has determined that the City should, with no objection received from the Parks and Recreation Commission, dissolve the Parks and Recreation Commission; and

**WHEREAS**, the City Council has determined the revision of the regulations established for the public open spaces, including the City open space known as the “Preserve”, adjacent to City Hall, should be revised; and

**WHEREAS**, the term “Park” as used in the Parker Municipal Code of Ordinances specifically includes any area of Parker specifically designated by the City Council as a “Park”, and the regulations of the Municipal Code shall also apply to areas of open space, including the area of Parker known as the Preserve, which are not designated as a “Park”, as that term is used in the Local Government Code.

**WHEREAS**, the City of Parker Municipal Code of Ordinances should be amended in conformity with the provisions of this Ordinance,

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

**SECTION 1. COMMISSION DISSOLVED** The Parks and Recreation Commission of the City of Parker is hereby dissolved. The provisions of Ordinance 608 establishing the Parks and Recreation Commission, codified as Sections 97.01 through 97.08 of the Municipal Code of Ordinances, are hereby repealed.

**SECTION 2. PARK REGULATIONS REVISED** The following sections of the Municipal Code are modified as follows:

Section 97.09 Definitions – the definition of “Recreation” is modified as follows:

“**RECREATION**— lawful activities pertaining to nature areas, trails, open space, historical areas, and public gardens.”

Section 97.10 ENFORCEMENT. (C) *Seizure of Property* is modified as follows:

“(C) *Seizure of Property*. The Police Department shall have the authority to seize and confiscate any unlawful items or other contraband for which seizure is authorized under the laws of the State of Texas.

Section 97.11 Unlawful Acts (A) (1) is modified as follows:

“(1) No motorized vehicles, except for wheel chairs for the disabled, are allowed in any park, trail, or sidewalk, except within designated parking areas.

Section 97.11 (A) shall have the following provisions added, commencing with subsection 14 as follows:

“14. To carry a firearm, except those persons who are peace officers or are duly licensed by the State of Texas to carry a concealed handgun in accordance with the provisions of the Texas Concealed Handgun License Laws, as amended.

“15. To discharge firearms, fireworks, BB guns, air guns, bow and arrow, sling shots, blow guns, rockets, or paint ball guns.

“16. To swim, bathe, wade in or pollute the water of any fountain, pond, lake or stream.

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

“18. To enter into/onto the wooden structure in the Preserve known as the “Barn”, including its loft, stairs, roof; and/or all other structures or areas as restricted by signage.

“19. To park or operate any truck-tractor, trailer, semitrailer, pole-trailer in a park facility parking lot at any time.

“20. For the owner or person with possession or custody of a domestic animal to allow the animal to defecate in the park without immediate removal and disposal of such feces in proper waste receptacles.

“21. To discard, abandon, litter, or break any glass container. No glass beverage containers are permitted in the park.

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

“23. To use or operate any gas operated remote controlled airplanes; boat, car, drone or other motorized, model device, including radio-controlled devices such as helicopters; parasail,

hang glider or hot air balloons, in any manner that either creates a disturbance to other park guests, or displaces other park guests in the park.

"24. To use or operate mechanical or amplified music, sound or voice.

Section 97.11 (B) is modified as follows:

"One or more of the rules in this chapter 97 may be waived for good cause, in advance, by the City, upon written request by an applicant.

Section 97.12 shall be retitled as follows:

"Section 97.12 USE OF COMMERCIAL VEHICLES."

Section 97.14 CITY SPONSORED EVENTS shall be modified as follows:

"City sponsored events or use of Park facilities may be exempt from all or a portion of the provisions of 97.11 as is reasonably necessary for operation of event."

**SECTION 3. SEVERABILITY.** Should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Ordinance as a whole.

**SECTION 4. PENALTY CLAUSE.** Any person, firm or corporation violating any of the provisions of this Ordinance or of the Code of Ordinances, as amended hereby, shall be guilty of a misdemeanor and, upon conviction in the Municipal Court of the City of Parker, Texas, shall be subject to a fine not to exceed the sum of five hundred dollars (\$500.00) for each offense and each and every day said violation is continued shall constitute a separate offense.

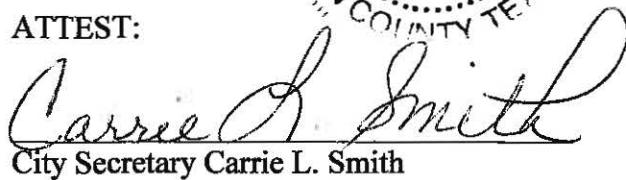
**SECTION 5. REPEALER CAUSE.** Should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of this Ordinance or the Code of Ordinances, as amended, as a whole.

**SECTION 6. EFFECTIVE DATE.** This Ordinance shall be in full force and effect from and after its passage and the publication of its caption, and it is so ordained.

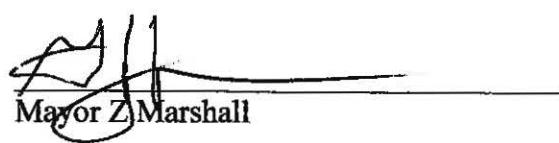
**DULY PASSED** by the City Council of the City of Parker, Collin County, Texas, on the 20th day of January, 2015.



ATTEST:

  
Carrie L. Smith  
City Secretary Carrie L. Smith

APPROVED:

  
Mayor Z. Marshall

APPROVED AS TO FORM:

  
James E. Shepherd  
City Attorney James E. Shepherd

**ORDINANCE NO. 688**  
(Amending Municipal Code of Ordinances Chapter 97  
Parks and Recreation Commission)

**AN ORDINANCE OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, AMENDING THE CITY OF PARKER MUNICIPAL CODE OF ORDINANCES, CHAPTER 97: REGARDING THE PARKS AND RECREATION COMMISSION; AMENDING THE REQUIREMENT THE MEETINGS OF THE COMMISSION BE HELD AT 7:30PM; AMENDING THE NUMBER OF ALTERNATES TO THAT COMMISSION FROM 3, TO 4 ALTERNATES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Parks and Recreation Commission of the City of Parker, Collin County, Texas has reduced its full board membership from 7 members to 5; and

**WHEREAS**, the Parks and Recreation Commission has requested the City Council to expand the number of commission alternates from 3 alternates to 4;

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

**SECTION 1. AMENDMENTS TO THE PARKER MUNICIPAL CODE OF ORDINANCES, CHAPTER 97: PARKS AND RECREATION COMMISSION:**

**AMENDMENT A.** The required time of Commission meetings of 7:30PM is deleted, and **§ 97.02 MEETINGS (A)** shall hereafter read as follows:

“(A) *Regular meetings.* The Commission shall meet at least bi-monthly. Such bi-monthly meeting shall be on the last Wednesday of every other month at the suggested time of 7:00 PM in the City Hall unless another time, date and place be designated by the Chairman, and all members of the Commission notified at least 7 days in advance. Regular meetings shall be in the months of January, March, May, July, September and November. The regular meeting in November may be set each year by resolution of the Commission as the first, second, third or fourth Wednesday of November to avoid conflict with the Thanksgiving holidays.

**AMENDMENT B.** The maximum number of alternates to the Parks and Recreation Commission is changed from 3 to 4, and **§ 97.05 PLACES; ALTERNATES; DUTIES OF OFFICERS. (B) Alternates.** shall hereafter read as follows:

“(B) *Alternates.* A majority of the City Council may appoint 1, 2, or 3 or 4 alternates to the Parks and Recreation Commission. The terms of the alternates will be 1-year terms, unless specifically

set at the time of the appointment of the alternate as a 2-year term. An alternate may be reappointed at the discretion of the Council. Regardless of the term assigned to the alternate, the City Council may remove an alternate with or without cause at any time. Terms of alternates commence June 1 of each year. All alternates continue to serve until their successors are appointed and qualified; save and except when an alternate resigns in writing. Alternate members shall be classified as members for all purposes other than regular voting."

**SECTION 2. SEVERABILITY CLAUSE.** Should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Ordinance as a whole.

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

**SECTION 4. EFFECTIVE DATE.** This Ordinance shall be in full force and effect from and after its passage, and it is so ordained.

30<sup>th</sup> **DULY PASSED** by the City Council of the City of Parker, Collin County, Texas, on the day of October, 2012.

ATTEST:



Carrie L. Smith, City Secretary



APPROVED:

  
Z Marshall, Mayor

APPROVED AS TO FORM:

  
James E. Shepherd, City Attorney

**ORDINANCE NO. 683**

*(Amending Ordinance No. 658A, Parks and Recreation Commission)*

**AN ORDINANCE OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, AMENDING ORDINANCE NO. 658A, ESTABLISHMENT AND REGULATIONS FOR THE PARKS AND RECREATION COMMISSION, AMENDING THE TERMS OF THE PARKS AND RECREATION COMMISSION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the City Council of the City of Parker, Collin County, Texas wishes to make the appointed terms of its Boards and Commissions consistent;

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

**SECTION 1. MEMBERS PLACES.** Ordinance 658A, Section 5 is amended to read as follows:

**“SECTION 5.**

(a) Places. The Parks and Recreation Commission for the City of Parker shall consist of five members appointed by a majority of the City Council. Each member shall serve in a place designated by the Council. Places 1, 3, and 5 shall have two year terms, expiring May 31 in odd years. Places 2 and 4 shall have two year terms, expiring May 31 in even years. All terms commence on June 1 of the even or odd year assigned that Place.

Alternates are appointed for two year terms.

There are no term limits for appointees. Upon the passage of this Ordinance, the Council may designate, or re-designate, current members, and/or any members to be appointed, into each Place, with the appropriate provisions as to the fulfillment of any unexpired terms.

Unless otherwise designated by the City Council, the Commission member serving in a designated Place upon the passage of this Ordinance continues in that Place through May 31 of the even or odd year term for that Place. All members of the Commission continue to serve until their successors are appointed and qualified; save and except when a member resigns, in writing. Such resignation shall be effective the date of its receipt by the City Secretary.

**SECTION 2. SEVERABILITY.** Should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a

whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Ordinance as a whole.

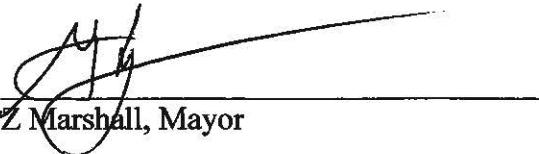
**SECTION 3. REPEALER CLAUSE.** All provisions of the ordinances of the City of Parker in conflict with the provisions of this Ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City of Parker not in conflict with the provisions of this Ordinance shall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

**SECTION 4. EFFECTIVE DATE.** This Ordinance shall be in full force and effect from and after its passage, and it is so ordained.

III **DULY PASSED** by the City Council of the City of Parker, Collin County, Texas, on the day of September, 2012.



APPROVED:

  
Z Marshall, Mayor

ATTEST:

  
Carrie L. Smith, City Secretary

APPROVED AS TO FORM:

  
James E. Shepherd, City Attorney

**ORDINANCE NO. 658**  
*(Amending Ordinance No. 608, Parks and Recreation Commission)*

**AN ORDINANCE OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, AMENDING ORDINANCE NO. 608, ESTABLISHMENT AND REGULATIONS FOR THE PARKS AND RECREATION COMMISSION, REDUCING THE PARKS AND RECREATION COMMISSION FROM SEVEN TO FIVE MEMBERS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE, AND ESTABLISHING A REPORTING REQUIREMENT.**

**WHEREAS**, the City Council of the City of Parker, Collin County, Texas has reviewed the historical trends regarding the Parks and Recreation Commission; and

**WHEREAS**, a reduction from a seven-member to a five-member Parks and Recreation Commission would allow additional volunteers to be appointed to fill all board and commission vacancies; and

**WHEREAS**, this reduction will take place through attrition by voluntary resignation of Commission members at their own volition, expiration of their terms, and/or removal by the City Council; and

**WHEREAS**, the Parks and Recreation Commission will provide a quarterly report to the City Council, detailing their actions for the previous quarter, their goals for the upcoming quarter, and a budget report; and

**WHEREAS**, a special meeting of Parks and Recreation may be called only with the consent of the Chair, the Vice Chair, and the Council Liason.

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

**SECTION 1. SPECIAL MEETINGS.** Ordinance 608, at Section 2 (b) is amended to read as follows:

“SECTION 2.

(b) Special Meetings. A special meeting may be called with the agreement of the chair, vice-chair, and Council Liaison.”

**SECTION 2. MEMBERS PLACES.** Ordinance 608, Section 5 is amended to read as follows:

**“SECTION 5.**

(a) Places. Prior to 2012, the Parks and Recreation Commission for the City of Parker shall consist of seven members appointed by a majority of the City Council. Each member shall serve in a place designated by the Council. Places 1, 2, 3 and 4 shall have two year terms expiring May 31 in odd years. Places 5, 6 and 7 shall be for two years, expiring on May 31 in even years. Alternates are appointed for one year terms, commencing June 1 of each year. There are no term limits for appointees. Upon the passage of this Ordinance, the Council may designate, or re-designate, current members, and/or any members to be appointed, into each Place, with the appropriate provisions as to the fulfillment of any unexpired terms. Unless otherwise designated by the City Council, the Commission member serving in a designated Place upon the passage of this Ordinance continues in that Place through May of the even, or odd, year for that Place. All members of the Commission continue to serve until their successors are appointed and qualified; save and except when a member resigns, in writing. Such resignation shall be effective the date of its receipt by the City Secretary.

The City Council has determined that the Board will be reduced from seven members to five members on or before the expiration of the terms in 2012. The City Council may exercise any combination of resignations, term expirations, or terminations in order to meet that goal.”

**SECTION 3. POWERS AND DUTIES.** Ordinance 608, Section 6, is amended to add Section (g) as follows:

**“SECTION 6.**

(g) The commission will provide a quarterly report to the City Council, detailing their actions for the previous quarter, and their goals for the upcoming quarter. The report on the expenditures requested and granted by the staff and City

Council will be given, together with the requested expenditures for the upcoming quarter. The commission does not have an independent budget. All expenditures are to be reviewed and approved by the City Administrator or Mayor, or their designee.”

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

**SECTION 5. REPEALER CLAUSE.** That all provisions of the ordinances of the City of Parker in conflict with the provisions of this Ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City of Parker not in conflict with the provisions of this Ordinance shall remain in full force and effect.

**SECTION 6. EFFECTIVE DATE.** This Ordinance shall be in full force and effect from and after its passage and publication, and it is so ordained.

5th **DULY PASSED** by the City Council of the City of Parker, Collin County, Texas, on the day of October, 2010.

APPROVED:

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Joe Cordina, Mayor

ATTEST:

  
\_\_\_\_\_  
Carrie L. Smith, City Secretary

APPROVED AS TO FORM:

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James E. Shepherd, City Attorney

Ordinance No. 658  
(Amending Ordinance No. 608, Parks and Recreation Commission)

**PUBLIC COMMENTS** The City Council invites any person with business before the Council not scheduled on the agenda to speak to the Council. No formal action may be taken on these items at this meeting. Please keep comments to 3 minutes.

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No comments.

**INDIVIDUAL CONSIDERATION ITEMS**

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**4. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON MEETING MINUTES FOR SEPTEMBER 21, 2010.**

Mayor Pro-tem Threadgill moved to approve the minutes as written. Councilmember Marshall seconded with Councilmembers Marshall, Sumrow, Threadgill and Evans voting for. Motion carried 4-0.

**5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON AMENDMENTS TO ORDINANCE 608, THE PARKS AND RECREATION COMMISSION.**

Councilmember Evans, liaison for the Parks and Recreation Commission, said the members felt very strongly about keeping 7 members on the board.

Mayor Cordina read a written statement by Chairperson Sterk:

Dear City Council,

I am sorry I cannot be at the meeting tonight. I have talked with Phyllis and she will not be able to make it but hopefully Bill Bailey will be there. At the last P&R meeting (last week) we discussed the possibility of the P&R board being reduced from 7 to 5 members (3 alternates either way). In my opinion, the board felt this is not the best action to be taken for P&R. Eleanor was at the meeting and she may be able to express some of our concerns. Here are some points I would like to make to you to consider:

- We are not the same as P&Z and ZBA and it would be a mistake to make us be like them
- We are an action committee and we do many sub-events together. We need to extra resources and the board likes having a say in what is done.
- While anyone can be on a sub-committee (ie Joe Lozano helps with Scouts) the board wants an appointed member as the head of a sub-committee.
- Getting 4 out of 7 is easier than getting 3 out of 5 for a meeting. (Julie Ellison was out for a couple of meetings because of her new born but we had no issues keeping our meetings going when she was gone.
- Being able to work with 2 other board members is nice and not having that as a quorum was helpful.
- I am not aware of any vote in P&R that was a split decision. Are votes are easy we just want to be kept the same.
- It has been brought up that we didn't always meet when scheduled. Well there are many reasons for this. But mostly we did not meet when there was no reason to have a meeting. Now with the grant, we have a lot more to do and are meeting more often. I do not want to hold a meeting for sake of a meeting. Remember, I don't think P&Z met very often before Joe was Mayor, because they had nothing on their agenda.

There are other thoughts but please keep P&R the same as it is now. We like it that way. If you need more volunteers, I can get you names ASAP. I just need to know that you want me to get more volunteers for P&R. This is my specialty.

Thanks for taking time to read my email and I am sorry I could not make it tonight but will try to be there for the next meeting if needed or if tabled until then.

Joe Sterk

Councilmember Evans felt the board should have been meeting in the winter months to be planning for upcoming projects.

Mayor Pro-tem Threadgill said it is easier to get 3 members than 4 for a quorum. He has issues with conversations being held outside of the open public meeting. He feels 3 members can influence the action of the other members.

Councilmember Sumrow agreed with Mayor Pro-tem Threadgill. She sees a need to go to a 5 member board and recommends attrition, as people leave that position will not be filled. She said the Council is asking for more accountability from the board by requiring quarterly reports.

Mayor Pro-tem Threadgill said he had heard rumors about Parks and Recreation wanting to form a 501 (c). This is an issue as the Preserve is City property. City Attorney Shepherd agreed this would be a problem. Council would still control how funds raised by an individual group may be used in the Preserve. The Preserve is City owned property that is governed by the City Council and not individual fund raisers.

Parks and Recreation Commission member Bill Bailey was allowed to speak. He asked, if it was illegal for 3 people (which is not a quorum) to get together outside a public meeting? City Attorney Shepherd stated, "no, however Council doesn't want City business conducted in this manner".

Mr. Bailey said the P&R never considered a 501(c). That idea was Joe Sterk's to collect money as an individual and make a donation for larger projects.

Mr. Bailey said if there is a problem with 7 members reduce the board to 5 now. If there is illegal or unethical behavior Council should stop it immediately. He said he would like to see Councilmembers attend the P&R meetings and not rely on hear say.

Discussion ensued.

**MOTION:** Councilmember Sumrow moved to adopt Ordinance 658 subject to: modify Section 5a) reducing members from 7 to 5 in the next 2-years; 6g) require quarterly reports; 2b) to call a special meeting requires a consensus of the Chair, Vice-Chair and Council liaison. Mayor Pro-tem Threadgill seconded with Councilmembers Marshall, Sumrow, Threadgill and Evans voting for. Motion carried 4-0.

**6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2010-315, REGARDING POLICY FOR APPOINTMENTS TO CITY BOARDS AND COMMISSIONS.**

ORDINANCE NO. 608

AN ORDINANCE OF THE CITY OF PARKER, TEXAS, REGARDING ESTABLISHMENT AND REGULATIONS FOR THE PARKS AND RECREATION COMMISSION OF THE CITY OF PARKER; PROVIDING A PENALTY NOT TO EXCEED FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE, AND PROVIDING A SEVERABILITY CLAUSE.

**WHEREAS**, the City of Parker City Council has determined the City should establish a Parks and Recreation Commission as an advisory commission to the City Council, and provide regulations for same; and

**WHEREAS**, the primary function of the Parks and Recreation Commission will be the advice and assistance to the City in the open space area known as the "Preserve," adjacent to City Hall; and

**WHEREAS**, the City of Parker has determined that codification of its ordinances will help eliminate repetitive or conflicting provisions of the City's ordinances; and

**WHEREAS**, some portions of the City's ordinances with regard to the Parks and Recreation Commission (the "Commission" and/or the "Conservancy") as the prior board are either in conflict, or in need of modification;

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

**SECTION 1. Compensation of Members.** Members of the Commission shall serve without compensation.

**SECTION 2. Meetings.**

(a) Regular Meetings. The Commission shall meet at least bi-monthly. Such bi-monthly meeting shall be on the last Wednesday of every other month at 7:30 p.m. in the City Hall unless another time, date and place be designated by the chairman, and all members of the Commission notified at least seven days in advance. Regular meetings shall be in the months of January, March, May, July, September and November. The regular meeting in November may be set each year by resolution of the Commission as the first, second, third or fourth Wednesday of November to avoid conflict with the Thanksgiving holidays.

(b) Special Meetings. Special meetings may be called by the chairman or by written request sent to the chairman or vice chairman by three members of the Commission.

**SECTION 3. Voting and Quorum.** All questions presented for a vote of the Parks and Recreation Commission shall be decided by a simple majority of those present. A meeting may not be held unless a majority of the members are in attendance.

**SECTION 4. Attendance of City Administrator and/or City Council Liaison.** The City Administrator and/or City Council Liaison may be in attendance at Commission meetings as required by the City Council. The City Administrator may have other members of the staff in attendance at Commission meetings when required or requested by the Commission. The City Administrator may participate in meetings to provide staff assistance, reports and recommendations as requested by the Commission.

## **SECTION 5.**

(a) Places. The Parks and Recreation Commission for the City of Parker shall consist of seven members appointed by a majority of the City Council. Each member shall serve in a place designated by the Council. Places 1, 2, 3 and 4 shall have two year terms commencing June 1, 2007, and ending May 31, 2009. Places 5, 6 and 7 shall have one year terms starting June 1, 2007, and ending May 31, 2008. Thereafter, places 5, 6 and 7 shall be for two years, with the first being June 1, 2008, through May 31, 2010. Alternates are appointed for two year terms, commencing June 1 of each year. There are no term limits for appointees. Upon the passage of this Ordinance, the Council may designate, or redesignate, current members, and/or any members to be appointed, into each Place, with the appropriate provisions as to the fulfillment of any unexpired terms. Unless otherwise designated by the City Council, the Commission member serving in a designated Place upon the passage of this Ordinance continues in that Place through May of the even, or odd, year for that Place. All members of the Commission continue to serve until their successors are appointed and qualified; save and except when a member resigns, in writing. Such resignation shall be effective the date of its receipt by the City Secretary.

(b) Alternates. A majority of the City Council may appoint one, two, or three alternates to the Parks and Recreation Commission. The terms of the alternates will be one year terms, unless specifically set at the time of the appointment of the alternate as a two year term. An alternate may be reappointed at the discretion of the Council. Regardless of the term assigned to the alternate, the City Council may remove an alternate with or without cause at any time. Terms of alternates commence June 1 of each year. All alternates continue to serve until their successors are appointed and qualified; save and except when an alternate resigns in writing. Alternate members shall be classified as members for all purposes other than regular voting.

(c) Duties. The duties of the officers of the Parks and Recreation Commission shall be as follows:

(1) Chairman. The chairman shall preside at all meetings when he is present. The chairman shall implement or cause to have implemented any practice

or procedure in the calling of meetings, conduct of meetings, or reporting of activities that he considers in the best interest of the Commission and shall so inform the City Council or consult with the City Council when necessary or desirable. It shall be the responsibility of the chairman to request from the City Administrator support activity needed from the City. It shall be the responsibility of the chairman to submit reports to the City Council, when necessary or requested, relative to such matters as Commission activity, participation by members, and any other matters deemed significant relative to the Commission's functions. The chairman may represent the Parks and Recreation Commission at public functions.

(2) Vice-Chairman. The vice-chairman shall assist the chairman in directing the total affairs of the Commission. In the absence of chairman, the vice-chairman shall assume all duties of the chairman.

(3) Secretary. The secretary shall take minutes and maintain the books and records of the Commission.

**SECTION 6. Powers and Duties.** The Commission shall have the following powers and perform the following duties:

(a) Advisory capacity to council. The primary role of the Commission shall be to advise the Council regarding the City land known as the Preserve, adjacent to City Hall. It shall act only in an advisory capacity to the City Council in all matters pertaining to nature areas, trails, open space, historical areas, public gardens, and public activity, collectively referred to as recreation, shall acquaint itself with and make a continuous study and inspection of the complete "open spaces plan" [or "nature plan"] of the City; and shall advise with the City Council from time to time as to the present and future maintenance, operation, planning, acquisition, development, enlargement and use policy of the City open space property.

(b) Recommend Standards. It shall recommend the adoption of standards on areas, facilities, program and financial support.

(c) Review, Maintenance of Master Planning Guide; Review of Services and Needs. There shall be created a master planning guide for City open spaces areas and the Commission shall review and maintain such master planning guide. Such master planning guide shall be considered, revised and maintained with technical assistance and recommendations of the City staff and the City plan commission. The master planning guide shall be reviewed at least bi-annually and periodically updated. The Commission shall periodically review all recreation services that exist or that may be needed and interpret the needs of the public to the City Council and to the City Administrator. In the conduct of the above activities, the Commission shall, at the request of the City Council, hold public hearings provided notice is published in the official City newspaper at least ten days prior to such public hearings.

(d) Rules and Regulations for Conduct of Business. It shall follow the rules and regulations prescribed by the City Council for the conduct of its business.

(e) Other Recommendations to Council. It shall make any other recommendations to the City Council regarding recreation matters that it considers advisable, or which are requested by the City Council.

(f) Solicitations. It may solicit for the City gifts, revenues, bequests or endowments of money or property as donations or grants from persons, subject to the prior approval and acceptance by the City Council. All funds are the property of the City, to be accepted and/or expended by the City Council.

(g) Reports. It shall cause to have reports prepared as required on any aspect of the program or facilities. No such reports shall be made available to other than Commission members and City Council members without action by the Commission in a formal meeting.

## **SECTION 7. Subcommittees.**

(a) Appointment. The Parks and Recreation Commission, by a majority vote of the quorum present at any regular or special meeting, may appoint such members and citizens as reasonable and prudent to subcommittees to serve the purposes of the Parks and Recreation Commission.

(b) Termination. These committees may be dissolved in a like manner, or by the City Council.

**SECTION 8. Short Title.** This article shall be commonly known and cited as the "Parks and Recreation Commission Ordinance."

**SECTION 9. Definitions.** The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Park* means an open space, a park, or any other area in the City owned or used by the City, and devoted to active or passive recreation, including all planted expressways, parkways, and right-of-ways maintained by the City.

*Recreation* means those matters defined in 6(a) above.

*Vehicle* means any conveyance employing wheels, track-laying devices, runners, fans, or propellers, whether motor-powered, animal-drawn, or self-propelled. The term shall include trailers of any size, kind or description. Exceptions are made for baby carriages and vehicles in the service of the City.

## **SECTION 10. Enforcement.**

(a) Officials. The City Administrator, park attendants designated by the City Administrator, and police department shall, in connection with their duties imposed by law, diligently enforce the provisions of this article.

(b) Ejectment. The City Administrator, park attendants designated by the City Administrator, and any member of police department shall have the authority to eject from the park any person acting in violation of this article.

(c) Seizure of Property. The City Administrator, park attendants designated by the City Administrator, or any member of police department shall have the authority to seize and confiscate any property, thing or device in the park used in violation of this article.

## **SECTION 11. Unlawful Acts.** Within the limits of any City park, or designated City open space, it shall be unlawful for any person to do any of the acts hereinafter specified, except as may be otherwise provided:

(a) To ride, drive, or go on any drive or street in any park at a speed greater than the posted speed limits, upon any bicycle, motorcycle, automobile, or any other vehicle whatsoever, or to ride or drive any such motorcycle, automobile, or other motorized vehicle upon any sidewalk, hike, or jogging trail or walk, except in designated areas.

(b) To damage, move, alter, cut, break, injure, deface, or disturb any tree, shrub, plant, rock, building, cage, pen, monument, fence, bench, equipment, or other structure, apparatus or property, or to pluck, pull up, cut, take, or remove any shrub, bush, plant or flower, or to mark or write upon, paint, or deface in any manner, any building, monument, fence, bench, equipment or other structure.

(c) To cut or remove any wood, turf, grass, soil, rock, sand, gravel, or fertilizer.

(d) To make or kindle a fire except in picnic stoves, braziers, fire pits, or designated areas provided for that purpose.

(e) To place, abandon, or leave garbage, cans, bottles, papers, or other refuse in any park except in proper waste receptacles.

(f) To participate or engage in any activity in any park area when such activity will create a danger to the public or may be considered a public nuisance.

(g) To camp overnight, without written permission of the City Administrator or Mayor.

(h) To possess or consume any alcoholic beverage.

- (i) To disturb in any manner any picnic, meeting, service, concert, exercise, or exhibition.
- (j) To distribute, post, place, or erect any advertising, handbill, circular, bill, notice, paper, or other advertising device.
- (k) To sell or offer for sale any food, drinks, confections, merchandise, or services.
- (l) To place or dump any trash, refuse, solid waste, grass clippings, leaves, or other objectionable or unsightly matter in any park.
- (m) To conduct or participate in any tournament, camp, or organized sporting activity which has not been specifically authorized by the City Administrator or Mayor or which conflicts with a scheduled activity or event authorized by the City Administrator or Mayor.

One or more of the rules above may be waived, in advance, in writing, by the Mayor or City Administrator.

**SECTION 12. Use of Commercial Vehicles, Etc.** All vehicles used for the purpose of transporting freight and merchandise, or brick, stone or gravel, and all those commonly known as floats, moving wagons, express or delivery wagons are prohibited from entering upon or being driven through any of the public parks of the City, except by special permission of the Mayor or city administrator subject to appropriate conditions and safeguards.

**SECTION 13. Parking Vehicles.** No vehicle shall be driven over or across the curbs, sidewalks, grass or lawn within any park area unless signs permit. Parking is to be done in areas set aside for this purpose only. In areas having no parking set aside, all parking will take place outside of the boundary or curbline, where existing. Where parking stalls have been designated, all vehicles shall be parked on such lots within and between the lines designating a single vehicle parking space and not otherwise. Where parking lots or areas within public parks of the City have been designated for head-in parking to front on a visible parking line without delineated single vehicle spaces, the front of the vehicle shall be placed on the parking line and as near as practicable to the side of the last parked vehicle in line. No vehicle shall be parked or left behind any other vehicle in the parking line or back of such parking line in any manner so as to obstruct, block or hinder ingress or egress from the line. Officers of the police department of the City shall issue to violators of this section traffic tickets or notices to answer to charges in the manner prescribed by the applicable ordinances and the case shall proceed in accordance with such applicable sections. Where a vehicle is parked or left in violation of this section in such a manner as to obstruct or block traffic, and the owner or operator of the vehicle cannot be found, police officers of the City may move the vehicle so that traffic will not be impeded. No variation to the requirements of this section shall be allowed except by special permit issued by the City Administrator.

**SECTION 14. City Sponsored Events.** City sponsored events or use of park and park facilities may be exempted from the requirements contained in sections 13, 14 and 15 upon written approval by the City Administrator or Mayor.

**SECTION 15. Park Facilities.**

(a) Use of park facilities for group sponsored events and games must be prescheduled with and approved by the City Administrator or Mayor.

(b) The City Administrator or Mayor shall have the authority to issue special permits, grant exceptions, or waivers to any of the terms of section 13 for authorized events and activities.

(c) No person shall advertise an event, meeting or activity or the time, permitted hours, or usage of an event, meeting, or activity to be held or conducted in a park facility unless such event, meeting or activity and advertisement of such event, meeting, or activity and the time, permitted hours, or usage have been approved by the City Administrator or Mayor.

**SECTION 16. Damages and Cost of Services.** The person, group, organization or entity reserving the use of a park facility shall be responsible for all damages to City property and for the cost of any park maintenance services, emergency or public safety services including police and fire, provided to, at or dispatched to the park facility as a result of such person's, group's or the organization's misuse, improper or unlawful use of the park facility.

**SECTION 17. Severability Clause.** If any word, phrase, paragraph, section or portion of this ordinance is held to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining portions of the ordinance shall not be affected thereby, and each such illegal, invalid or unenforceable word, phrase, paragraph, section or portion shall not affect the ordinance as a whole.

**SECTION 18. Penalty Clause.** Any person, firm or corporation violating any of the provisions of this Ordinance or of the Code of Ordinances, as amended hereby, shall be guilty of a misdemeanor and, upon conviction in the Municipal Court of the City of Parker, Texas, shall be subject to a fine not to exceed the sum of five hundred dollars (\$500.00) for each offense and each and every day said violation is continued shall constitute a separate offense.

**SECTION 19. Effective Date.** This Ordinance shall be in full force and effect from and after its passage and publication, and it is so ordained.

DULY PASSED by the City Council of the City of Parker, Texas, on the 27<sup>th</sup> day of  
February, 2007.



ATTEST:

Carrie L. Smith  
Carrie L. Smith, City Secretary

APPROVED:

Joe Cordina  
Joe Cordina, Mayor Pro-Tem

APPROVED AS TO FORM:

James E. Shepherd, City Attorney



## BOARD OR COMMISSION APPLICATION

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**All applications are date stamped at the time submitted. Applications will be kept on file with the City Secretary for a period of 12 months.**

**Please read Resolution No. 2019-598 beginning on page 3 carefully regarding the appointment process.**

**All questions are to be directed to City Secretary Patti Scott Grey at 972-442-6811 or by email at [pgrey@parkertexas.us](mailto:pgrey@parkertexas.us) .**

Please complete thoroughly and print legibly in ink or type.

### **Parks and Recreation Commission**

Please answer the following questions:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_ Spouse's Name (Optional): \_\_\_\_\_

Email Address: \_\_\_\_\_ Best Method to Contact You: \_\_\_\_\_

Resident of Parker for \_\_\_\_\_ Years Are you a registered voter?: \_\_\_\_\_

*Residency requirements: 12 months residing in the City of Parker.*  
Are you related to any City employee and/or City Councilmember?  YES  NO  
If yes please provide name and position: \_\_\_\_\_

Occupation: \_\_\_\_\_

Education: \_\_\_\_\_

Work Experience Applicable to the City Boards or Commissions to which you are applying:

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Special Knowledge or Experience Applicable to the City Boards/Commissions to which you are applying:

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#### Previous Volunteer Experience (Religious, Civic, Youth, etc.):

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Have you attended any meetings of the board/commission for which you have applied? \_\_\_\_\_

Please tell us briefly why you wish to serve as a volunteer and how your past business and/or work experience qualifies you:

**A resume may be attached if you wish to provide more information.**

In the event that I am placed as a volunteer with the City of Parker, I understand that I will be required to comply with all the City's rules, policies and regulations. I fully understand that if my services are no longer needed, or my performance is not acceptable, for any reason, the City of Parker has the right to terminate my appointment at any time, with or without notice.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return to City of Parker, City Secretary, 5700 E. Parker Road, Parker, Texas 75002, Fax 972-442-2894 or Email [pgrey@parkertexas.us](mailto:pgrey@parkertexas.us)

**NOTE: Information on this application is subject to the Texas Public Information Act.**

*Individuals appointed to serve on a board/commission/committee will be required to complete two hours of training relative to the Texas Open Meetings Act and Public Information Act.*

**RESOLUTION No. 2019-598**

*(Boards and Commissions Membership Selection)  
(Repealing Res. 2016-505)*

**A RESOLUTION DEFINING A SELECTION PROCESS FOR  
APPOINTEES TO BOARDS AND COMMISSIONS OF THE CITY OF  
PARKER, COLLIN COUNTY, TEXAS.**

**WHEREAS**, the City Council of the City of Parker, Collin County, Texas desires to expand the involvement of residents of the City of Parker on the boards and commissions appointed by the City Council.

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

**SECTION 1.** Candidate Pool. The Parker City Council will seek to appoint the best qualified candidate to each of the boards and commissions of the City. Candidates may be considered from:

- Existing Board and Commission Alternates who are interested in becoming voting board or commission members on which they serve as an alternate,
- Members of other boards or commissions who are interested in transferring to the open board or commission
- Recent board or commission applicants
- Citizens of Parker who are not yet on a board or commission,

**SECTION 2.** Simultaneous Membership Prohibition. In order to promote diverse membership among the boards and commissions, no individual resident shall serve on more than one board or commission simultaneously, unless no other qualified candidates are available. If no qualified candidates are immediately available, the City will seek new applicants, through website notifications, announcements at Council meetings, discussions with Board and Commission chairpersons, and through requests of citizens. If, after 30 days of searching, no qualified candidates are available, then an individual who is already serving on one Board or Commission may be appointed to another Board or Commission, with the preferred appointment as an alternate member. However, no one individual shall serve simultaneously as a member on both Planning and Zoning Commission and Zoning Board of Adjustments.

**SECTION 3. Qualification Process.**

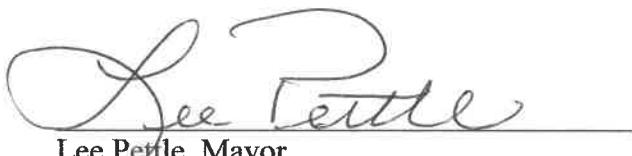
- 1) City Staff will check candidates for basic qualifications such as; residency, other Board membership in Parker, etc.
- 2) Staff will present qualified candidates to each Board if requested, and to Council.
- 3) The Council will review the recommendations and may select Applicants for interviews. Interviews for the Zoning Board of Adjustments may be held either in open or executive session. All other interviews will be in open session.

**SECTION 4.** Officer Appointment Process. Council will appoint Board Officers after seeking input from existing Boards or Commission members, if possible.

**SECTION 5.** 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 HRCRC shall be determined by the City Council.

**SECTION 6.** This resolution is effective upon its passage. Resolution 2016-505 is repealed and restated by this resolution.

**APPROVED AND ADOPTED** this 19th day of March, 2019.



Lee Pettle

Lee Pettle, Mayor

ATTESTED:



Patti Scott Grey

Patti Scott Grey, City Secretary

APPROVED AS TO FORM:



Brandon Shelby

Brandon Shelby, City Attorney



# Council Agenda Item

Item 8  
C'Sec Use Only

Budget Account Code:	01-200-8605	Meeting Date:	August 6, 2019
Budgeted Amount:	\$2500.00	Department/ Requestor:	Collin County/ Police Department
Fund Balance-before expenditure:		Prepared by:	Chief Brooks
Estimated Cost:	\$2500.00	Date Prepared:	July 25, 2019
Exhibits:	<ol style="list-style-type: none"><li><a href="#">Proposed Resolution</a></li><li><a href="#">Child Abuse, Investigation Services, and Law Enforcement Interlocal Agreement (ILA)</a></li><li><a href="#">Resolution No. 2014-463 (2014 Child Abuse, Investigation Services, Law Enforcement Services) – Expires 9/30/2019</a></li></ol>		

## AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2019-612 APPROVING AN INTERLOCAL AGREEMENT (ILA) BETWEEN THE CITY OF PARKER AND COLLIN COUNTY FOR CHILD ABUSE, INVESTIGATION SERVICES, AND LAW ENFORCEMENT. [BROOKS]

## SUMMARY

Please review the Child Abuse, Investigation Services, and Law Enforcement Interlocal Agreement (ILA). This agreement between the City of Parker and Collin County will provide the City with continued resources and support for crimes against children, including complete investigations, forensic interviews and evidence collection for prosecution.

## POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:			
Department Head/ Requestor:	<i>Richard Brooks</i>	Date:	08/01/2019
City Attorney:		Date:	
City Administrator:	<i>Luke Olson</i>	Date:	08/02/2019

**RESOLUTION NO. 2019-612**  
*(2019-2023 Child Abuse, Investigation Services, Law Enforcement Services)*

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER,  
COLLIN COUNTY, TEXAS, APPROVING AN INTERLOCAL CHILD  
ABUSE, INVESTIGATIONS SERVICES, LAW ENFORCEMENT SERVICES  
AGREEMENT WITH COLLIN COUNTY, TEXAS; AUTHORIZING THE  
MAYOR TO EXECUTE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Parker desires to protect the health, safety, and welfare of its Residents; and

**WHEREAS**, the Parker City Council deems it in the best interest of the City of Parker to approve Interlocal Child Abuse, Investigation Services, Law Enforcement Services Agreement with Collin County, Texas to obtain certain services from the County to be preformed for the benefit of the City of Parker, Texas.

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

**SECTION 1.** The Interlocal Agreement attached hereto, and entitled “Interlocal Agreement: Child Abuse, Investigation Services, Law Enforcement Services”, is approved.

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

**APPROVED AND ADOPTED** this 6th day of August, 2019.

ATTEST:

Patti Scott Grey, City Secretary

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Lee Pettle, Mayor

APPROVED TO FORM:

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Brandon Shelby, City Attorney

**RESOLUTION NO. 2019-612**  
*(2019-2023 Child Abuse, Investigation Services and Law Enforcement)*

**INTERLOCAL AGREEMENT:  
CHILD ABUSE, INVESTIGATION SERVICES, LAW ENFORCEMENT SERVICES**

THIS AGREEMENT is entered into on October 1, 2019, by and between the City of Parker (the “City”) and the Collin County, a political subdivision of the State of Texas (the “County”).

**Recitals**

**WHEREAS**, County performs law enforcement functions within Collin County.

**WHEREAS**, the City desires to obtain certain law enforcement services from the County that the City is authorized to provide.

**WHEREAS**, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code authorizes units of local government to contact with one or more units of local government to perform government functions and services; and

**NOW, THEREFORE**, in consideration of the mutual promises and benefits contained herein, and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged the Parties agree as follows:

**Article I  
Definitions**

**1.01 Law Enforcement Services**

The term “Law Enforcement Services” means all services necessary for the County to provide the reporting, investigating and filing charges for special crimes.

**1.02 Special Crimes**

The term “Special Crimes” means criminal offenses, relating directly or indirectly, whereby the victim is less than 17 years of age and the crime is determined to be a State Jail Felony or above. Lower offenses may be worked with the approval of both parties.

**Article II  
Term**

**2.01 Term**

The term of this Agreement shall commence on October 1, 2019, and shall continue in full force and effective thru September 30, 2023.

**2.02 Termination**

Either party may terminate this Agreement by giving ninety (90) days written notice to the other party.

The parties agree that this Agreement will terminate immediately should the City not have an operating Police Force.

## **Article III** **Services and Service Fees**

### **3.01 Services**

The County agrees to provide all law enforcement services relating to Special Crimes as described in Paragraph 1.02 of this Agreement. City shall pay for Sexual Assault Exams (Normally, these Fees are reimbursed to the City, by the State of Texas) if required in addition to the Fees annotated in section 5.01: Law Enforcement Service Charge. Additional unusual investigative fees, upon City approval in each case, may be charged if required for prosecution.

### **3.02 Manner of Providing Services**

The Law Enforcement Services shall be provided by the County in the same manner and within the same response times as such services are provided by the County within its jurisdiction.

### **3.03 Use of Additional Personnel**

The County may utilize the services of individuals whose duties and responsibilities are related to detection, investigation and/or prosecution of violations associated with offenses described in paragraph 1.02 of this Agreement.

## **Article IV** **Exclusivity of Service**

The parties agree that the County may contract to perform services similar or identical to those specified in this Agreement for such additional governmental or public entities as the County, in its sole discretion, sees fit.

## **Article V** **Compensation**

### **5.01 Law Enforcement Service Charge**

The payment is based upon the population estimates of the City and that population is based on the most recently published figures obtained from the North Central Texas Council of Governments. Law Enforcement Fees may be adjusted within the Four (4) year period as needed, if deemed necessary due to population increase. On an annual basis, the City will pay \$2,500.00 to the County for providing the above mentioned services. The City will continue payment for any and all charges for services not described in this Agreement. County will invoice City each year for total amount due.

## **Article VI** **Notices**

**6.01** Unless otherwise specified, all communications provided for in this Agreement shall be in writing and shall be deemed delivered whether actually received or not forty-eight (48) hours after deposit in the United States mail, first class, registered or certified, return receipt requested, with proper postage prepaid or immediately when delivered in person.

**6.02** All communications provided for in this Agreement shall be addressed as follows:

if to the County, Copy to:  
County Purchasing Agent  
Purchasing Department  
2300 Bloomdale Road, Suite 3160  
McKinney, TX 75071

if to the City, to:  
Mayor, City of Parker  
5700 E. Parker Road  
Parker, TX 75002

Or, to such person at such other address as may from time to time be specified in a notice given as provided in this Section 6.

## **Article VII** **Miscellaneous**

### **7.01 Civil Liability**

Any civil liability relating to the furnishing of services under this Agreement shall be the responsibility of the City. The parties agree that the County shall be acting as agent for the City in performing the services contemplated by this Agreement.

The City shall hold the County free and harmless from any obligation, costs, claims, judgments, attorneys' fees, attachments, and other such liabilities arising from or growing out of the services rendered to the City pursuant to the terms of this Agreement or in any way connected with the rendering of said services, except when the same shall arise because of the willful misconduct or culpable negligence of the County, and the County is adjudged to be guilty of willful misconduct or culpable negligence by a court of competent jurisdiction.

### **7.02 Amendment**

This Agreement shall not be amended or modified other than in a written agreement signed by the parties.

### **7.03 Controlling Law**

This Agreement shall be deemed to be made under, governed by, and construed in accordance with, the laws of the State of Texas.

### **7.04 Captions**

The headings to the various sections of this Agreement have been inserted for convenient reference only and shall not modify, define, limit, or expand the express provision of this Agreement.

### **7.05 Counterparts**

This Agreement may be executed in counterparts, each of which, when taken separately, shall be deemed an original.

### **7.06 Exclusive Right to Enforce this Agreement**

The County and the City have the exclusive right to bring suit to enforce this Agreement, and no other party may bring suit, as a third-party beneficiary or otherwise, to enforce this Agreement.

### **7.07 Expenses for Enforcement**

In the event either Party hereto is required to employ an attorney to enforce the provisions of this Agreement or is required to commence legal proceedings to enforce the provisions hereof, the prevailing Party shall be entitled to recover from the other, reasonable attorney's fees and court costs incurred in connection with such enforcement, including collection.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

“COUNTY”  
COLLIN COUNTY, TEXAS  
By: \_\_\_\_\_  
Title: County Judge  
Date: \_\_\_\_\_

“CITY”  
CITY OF PARKER, TEXAS  
By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



**RESOLUTION NO. 2014-463**  
*(2014 Child Abuse, Investigation Services, Law Enforcement Services)*

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, APPROVING AN INTERLOCAL CHILD ABUSE, INVESTIGATIONS SERVICES, LAW ENFORCEMENT SERVICES AGREEMENT WITH COLLIN COUNTY, TEXAS; AUTHORIZING THE MAYOR TO EXECUTE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Parker desires to protect the health, safety, and welfare of its Residents; and

**WHEREAS**, the Parker City Council deems it in the best interest of the City of Parker to approve Interlocal Child Abuse, Investigation Services, Law Enforcement Services Agreement with Collin County, Texas to obtain certain services from the County to be preformed for the benefit of the City of Parker, Texas.

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

**SECTION 1.** The Interlocal Agreement attached hereto, and entitled "Interlocal Agreement: Child Abuse, Investigation Services, Law Enforcement Services", is approved.

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

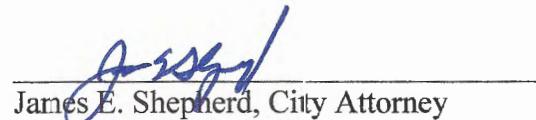
APPROVED AND ADOPTED this 2nd day of September, 2014.

  
Z. Marshall, Mayor

ATTEST:

  
Carrie L. Smith, City Secretary

APPROVED TO FORM:

  
James E. Shepherd, City Attorney

**RESOLUTION NO. 2014-463**  
*(2014-2015 Child Abuse, Investigation Services and Law Enforcement)*

**INTERLOCAL AGREEMENT:  
CHILD ABUSE, INVESTIGATION SERVICES, LAW ENFORCEMENT SERVICES**

THIS AGREEMENT is entered into on October 1, 2014, by and between the City of Parker (the "City") and the Collin County, a political subdivision of the State of Texas (the "County").

**Recitals**

**WHEREAS**, County performs law enforcement functions within Collin County.

**WHEREAS**, the City desires to obtain certain law enforcement services from the County that the City is authorized to provide.

**WHEREAS**, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code authorizes units of local government to contact with one or more units of local government to perform government functions and services; and

**NOW, THEREFORE**, in consideration of the mutual promises and benefits contained herein, and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged the Parties agree as follows:

**Article I  
Definitions**

**1.01 Law Enforcement Services**

The term "Law Enforcement Services" means all services necessary for the County to provide the reporting, investigating and filing charges for special crimes.

**1.02 Special Crimes**

The term "Special Crimes" means criminal offenses, relating directly or indirectly, whereby the victim is less than 17 years of age and the crime is determined to be a State Jail Felony or above. Lower offenses may be worked with the approval of both parties.

**Article II  
Term**

**2.01 Term**

The term of this Agreement shall commence on October 1, 2014, and shall continue in full force and effect for a period of five (5) years thru September 30, 2019.

**2.02 Termination**

Either party may terminate this Agreement by giving ninety (90) days written notice to the other party.

The parties agree that this Agreement will terminate immediately should the City not have an operating Police Force.

**Article III  
Services and Service Fees**

### **3.01 Services**

The County agrees to provide all law enforcement services relating to Special Crimes as described in Paragraph 1.02 of this Agreement. City shall pay for Sexual Assault Exams (Normally, these Fees are reimbursed to the City, by the State of Texas) if required in addition to the Fees annotated in section 5.01: Law Enforcement Service Charge. Additional unusual investigative fees, upon City approval in each case, may be charged if required for prosecution.

### **3.02 Manner of Providing Services**

The Law Enforcement Services shall be provided by the County in the same manner and within the same response times as such services are provided by the County within its jurisdiction.

### **3.03 Use of Additional Personnel**

The County may utilize the services of individuals whose duties and responsibilities are related to detection, investigation and/or prosecution of violations associated with offenses described in paragraph 1.02 of this Agreement.

## **Article IV**

### **Exclusivity of Service**

The parties agree that the County may contract to perform services similar or identical to those specified in this Agreement for such additional governmental or public entities as the County, in its sole discretion, sees fit.

## **Article V**

### **Compensation**

### **5.01 Law Enforcement Service Charge**

The payment is based upon the population estimates of the City and that population is based on the most recently published figures obtained from the North Central Texas Council of Governments. Law Enforcement Fees may be adjusted within the Five (5) year period as needed, if deemed necessary due to population increase. On an annual basis, the City will pay \$2,500.00 to the County for providing the above mentioned services. The City will continue payment for any and all charges for services not described in this Agreement. County will invoice City each year for total amount due.

## **Article VI**

### **Notices**

**6.01** Unless otherwise specified, all communications provided for in this Agreement shall be in writing and shall be deemed delivered whether actually received or not forty-eight (48) hours after deposit in the United States mail, first class, registered or certified, return receipt requested, with proper postage prepaid or immediately when delivered in person.

**6.02** All communications provided for in this Agreement shall be addressed as follows:

if to the County, Copy to:  
County Purchasing Agent  
Purchasing Department  
2300 Bloomdale Road, Suite 3160  
McKinney, TX 75071

if to the City, to:  
Mayor, City of Parker  
5700 E. Parker Road  
Parker, TX 75002

Or, to such person at such other address as may from time to time be specified in a notice given as provided in this Section 9.

## **Article VII** **Miscellaneous**

### **7.01 Civil Liability**

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

“COUNTY”  
COLLIN COUNTY, TEXAS  
By: \_\_\_\_\_  
Title: County Judge  
Date: \_\_\_\_\_

“CITY”  
CITY OF PARKER, TEXAS  
By: \_\_\_\_\_  
Title: Mayor Z Marshall  
Date: September 2, 2014

MEETING DATE	ITEM DESCRIPTION	CONTACT	Notes
<b>2019</b>			
TBD	Municipal Complex Update	Standridge	General Update from time to time
TBD	Transportation Update	Standridge	Last update 6/18; 8/6 CC Mtg
TBD	Home Rule	Shelby	Last Update 7/2; 8/6 CC Mtg
TBD	International Building Codes	Machado	2018 0920 PWD GM working toward update
<b>Annual</b>	Staff Contract Policy	Shelby/Olson	Staff check monthly; Last update 6/4; 8/6 CC Mtg
TBD	CIP - (Drainage Committee) Update	Taylor/Machado	Last Update 3/19
TBD	Comprehensive Plan	Council	Discussion requested 3/17; Discussed 6/11&12 - Long Term Planning
TBD	Annual Codification Supplement	C'Sec	Last update 6/04/2019 CC Mtg
TBD	2019 City Fee Schedule	Savage	2015-16 Approved 2/29; added 2016-17 to FAI; Last Update 06/04/2019
August 20, 2019	Ord. No. 773 - Updating Ord. No. 439 (Concealers and Peddlers Regulations) – <b>City Attorney</b> Ord. No. 770 - Updating Ord. No. 330 (Time and Police Alarm Systems Regulations) – <b>City Staff</b> <del>Ord. No. 770 - Updating Ord. No. 330 (Time and Police Alarm Systems Regulations) – <b>City Staff</b></del>	Shelby	2019 0618 CC Mtg
August 20, 2019	Discussion - Research - Going Electronic	Olson	2019 0618 CC Mtg
TBD	Discussion - Research - Going Electronic	Olson	MLP added 06/24/2019; Discussed 6/11&12 - Long Term Planning 2016 1018
Feb, May, Aug., Nov.	Republic Waste Report	Sheff/Miller/Fowers	REQUIRED PER ORDINANCE AND AGREEMENT.
Feb, May, Aug., Nov.	Fire Dept. Report	Savage	Quarterly Update
Feb, May, Aug., Nov.	Investment Report		
Feb, May, Aug., Nov.	Drainage	Meyer	Quarterly Update
Feb, May, Aug., Nov.	Facility	Standridge	Quarterly Update

MEETING DATE	ITEM DESCRIPTION	CONTACT	Notes
Feb, May, Aug., Nov.	Communication	Abraham	Quarterly Update
Feb, May, Aug., Nov.	COMP PLAN	Olson/Smith	Quarterly Update
Feb, May, Aug., Nov.	Capital Improvement Program (CIP)	Taylor	Quarterly Update
August 20, 2019	Presentation from Republic Services, Inc. Rick Bernas - Alternatives	Olson/Bernas	Moved from 8/6 to 8/20
August 20, 2019	Ord. No. 777, updating Ord. No. 725 - Brush & Bulky	Olson/Shelby	Moved from 8/6 to 8/20
August	ONCOR	Pettle	2019 0701 Agenda Meeting added
August	Res.to add a Municipal Court Alt. Judge (Moore)	Olson/Newton	2019 0116 0605 Res2018-573 Appmnt of Municipal Court Officials Update
August	Res. Updating maps, e.g. Zoning, Annexation, Waterline, etc.	Gary	20190116 working with Ken, w/CEJB's office
August	Paramedic Ambulance Service w-ETMC Coalition	Sheff	Res2014-460 - 5 yr contract - <b>Expires 20191001 Automatic Renewal, If no, written notice 120 days</b>
August	Parks & Rec. Discussion/Ord - Keep Texas Beautiful	Pettle	Tabled June 18, 2019
August	Municipal Court Update	Pettle/Olson	2019 0730 CC Agenda Meeting
August 20, 2019	First Public Hearing - Budget/Tax Rate	Pettle/Savage	2019 Planning Calendar
August 20, 2019	Republic Services, Inc. Presentation - Alternatives	Olson/Bernas	
August 20, 2019	Ord. No. 777, updating Ord. No. 725 - Brush & Bulky	Shelby	
August 20, 2019	Jail Services Agreement with CC	Brooks	
August 27, 2019	Second Public Hearing - Budget/Tax Rate	Pettle/Savage	2019 Planning Calendar
September 3, 2019	Meeting to Adopt 2019 Tax Rate	Pettle/Savage	2019 Planning Calendar