



AGENDA

CITY COUNCIL MEETING

APRIL 7, 2020 @ 5:30 P.M.

Considering the Governor's executive order and the recommendations by the Federal Government and Center for Disease Control regarding social distancing, this meeting may be conducted telephonically. The call-in number for this meeting is (toll free) 1-866-899-4679 access code [915-454-253].

City Council Meeting April 7, 2020
Tue, Apr 7, 2020 5:30 PM - 12:30 AM (CDT)

Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/915454253>

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United States (Toll Free): [1 866 899 4679](tel:18668994679)
United States: [+1 \(571\) 317-3116](tel:+15713173116)

Access Code: 915-454-253

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Notice is hereby given the City Council for the City of Parker will meet in a Regular Meeting on Tuesday, April 7, 2020 at 5:30 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.

ITEMS OF COMMUNITY INTEREST

- **Canceled** - PARKS AND RECREATION COMMISSION (P&R) – WEDNESDAY, APRIL 8, 2020, 6 PM
- **Canceled** – PLANNING AND ZONING COMMISSION (P&Z) – THURSDAY, APRIL 9, 2020, 7 pm

- **Canceled** - HOME RULE CHARTER COMMISSION (HRCC) –TUESDAY, APRIL 14, 2020, 7 PM
- PROJECTED 2020 TAX RATE PLANNING CALENDAR

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

1. APPROVAL OF MEETING MINUTES FOR FEBRUARY 4, 2020. [SCOTT GREY]
2. APPROVAL OF MEETING MINUTES FOR FEBRUARY 18, 2020. [SCOTT GREY]
3. APPROVAL OF MEETING MINUTES FOR MARCH 24, 2020. [SCOTT GREY]
4. DEPARTMENT REPORTS-ANIMAL CONTROL, BUILDING, COURT, POLICE AND WEBSITE

INDIVIDUAL CONSIDERATION ITEMS

5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2020-628, EXTENDING THE DISASTER DECLARATION ISSUED BY THE MAYORAL PROCLAMATION ON MARCH 24, 2020 IN RESPONSE TO COVID-19 A PUBLIC HEALTH EMERGENCY; AND SETTING AN EFFECTIVE DATE. [PETTLE/OLSON/SHELBY]
6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2020-627, EXPRESSING OFFICIAL INTENT TO REIMBURSE COSTS OF PROJECTS. [OLSON/SHELBY] *[This item was originally numbered on the 03172020 canceled CC agenda.]*
7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON WHITESTONE ESTATES PHASE 3 PRELIMINARY PLAT. [MACHADO]

ROUTINE ITEMS

8. FUTURE AGENDA ITEMS

UPDATE(S):

- ACCEPTANCE OF PARKER PARKS AND RECREATION (P&R) COMMISSION DONATION(S) FOR THE RECORD. [PETTLE]
 - Giovanni DEgidio - Check #1674620407 - \$500.00 for the SpringFest
 - Giovanni DEgidio – 1500 Pre-Stuffed Eggs – Valued at \$500.00 for the SpringFest
- MAYOR UPDATE ON MEETING(S) [PETTLE]

EXECUTIVE SESSION START TO FINISH – PURSUANT TO THE PROVISIONS OF CHAPTER 551, TEXAS Government Code the City Council may hold a closed meeting.

9. 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).

10. RECONVENE REGULAR MEETING.

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

12. ADJOURN

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

I certify that this Notice of Meeting was posted on or before April 3, 2020 by 5:00 p.m. at the Parker City Hall, and as a courtesy, this Agenda is also posted to the City of Parker Website at www.parkertexas.us.

Date Notice Removed

Patti Scott Grey
City Secretary

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



2020

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

P&R – 2nd Wednesday, 6 PM

January 22, 2020 (Rescheduled)

February 12, 2020

March 11, 2020

April 8, 2020

May 13, 2020

June 10, 2020

July 8, 2020

August 12, 2020

September 9, 2020

October 14, 2020

November 11, 2020

December 9, 2020

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

MARCH							JULY							NOVEMBER						
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8	9	10	11	12	13	14	12	13	14	15	16	17	18	15	16	17	18	19	20	21
15	16	17	18	19	20	21	12	13	14	15	16	17	18	16	17	18	19	20	21	22
22	23	24	25	26	27	28	19	20	21	22	23	24	25	22	23	24	25	26	27	28
29	30	31	31	31	31	31	26	27	28	29	30	31	31	29	30	31	30	31	31	31

APRIL							AUGUST							DECEMBER						
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12	13	14	15	16	17	18	12	13	14	15	16	17	18	13	14	15	16	17	18	19
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26
26	27	28	29	30	30	31	23	24	25	26	27	28	29	27	28	29	30	31	31	31

Parks and Recreation (P&R) Commission



2020

JANUARY							MAY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
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26	27	28	29	30	31	31	24	25	26	27	28	29	30

HRCC – 2nd Tuesday, 7PM

January 14, 2020

February 11, 2020

March 10, 2020

April 14, 2020

May 12, 2020

June 9, 2020

July 14, 2020

August 11, 2020

September 8, 2020

October 13, 2020

November 10, 2020

December 8, 2020

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

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

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

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

Home Rule Charter Commission (HRCC)

Draft

CITY OF PARKER 2020 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>July 31, 2020</u>	72 Hour Notice for Meeting (Open Meetings Notice).
<u>August 4, 2020</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 10, 2020</u>	Publish the " Notice of 2020 Property Tax Rates " by September 1. Notice must be published at least seven (7) days before first Public Hearing. Notice must also be posted on the municipality's website.
<u>August 14, 2020</u>	72 Hour Notice for First Public Hearing (Open Meetings Notice).
<u>August 18, 2020</u>	First Public Hearing At least 7 days after publication of " Notice of 2020 Property Tax Rates ."
<u>August 21, 2020</u>	72 Hour Notice for Second Public Hearing (Open Meetings Notice).
<u>August 25, 2020</u>	Second Public Hearing May not be earlier than 3 days after first Public Hearing. Schedule and announce meeting to adopt tax rate three to fourteen (3 - 14) days from this date.
<u>August 28, 2020</u>	72 Hour Notice for Meeting at which Governing Body will Adopt Tax Rate (Open Meetings Notice).
<u>September 1, 2020</u>	Meeting to Adopt 2020 Tax Rate. Meeting to adopt must be <u>no later than September 16, 2020</u> . Schedule meeting three to fourteen (3 to 14) days <u>after</u> second Public Hearing.
<u>Noon on September 16</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 2020 Tax Rate to the Tax Office by
Noon on September 16, 2020.**



Council Agenda Item

Item 1
C'Sec Use Only

Budget Account Code:	Meeting Date: April 7, 2020
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: City Secretary Scott Grey
Estimated Cost:	Date Prepared: April 1, 2020
Exhibits:	<u>Proposed Minutes</u>

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR FEBRUARY 4, 2020. [SCOTT GREY]

SUMMARY

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

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	04/02/2020
City Attorney:		Date:	
City Administrator:	<i>Luke B. Olson</i>	Date:	04/03/2020

MINUTES

CITY COUNCIL MEETING

FEBRUARY 4, 2020

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 (arrived at 7:40 p.m.) 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, and Police Chief Richard Brooks

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

1. RECESS TO CLOSED EXECUTIVE SESSION IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN:
 - 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).

Mayor Pettle recessed the regular meeting at 7:04 p.m.

2. RECONVENE REGULAR MEETING.

Mayor Pettle reconvened the regular meeting at 7:18 p.m.

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

No action was taken.

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Pier Burgess led the pledge.

TEXAS PLEDGE: Joe Cordina 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.

Giovanni DEgidio, 4404 Dillehay Drive, said he is in the process of purchasing Fort Paintball and he would like to start programs, allowing Parker residents to use the facilities for \$1.00 annually; summer programs; and Christmas programs with toy

giveaways. Mr. DEgidio said he plans to improve the facility and property and he would like to meet with City Council and City Staff.

Linda S. Nelson, 5802 Corinth Chapel Road, read from her emailed statement. (See Exhibit 1 – Linda S. Nelson’s email, dated February 3, 2020.)

Joe Cordina, 4302 Boulder Drive, spoke in regard to “Leadership”, stating everyone needs “Leadership” in all parts of our lives. He shared an acronym, **S-O-U-L**, for **S**elflessness – **O**wn”ership – **U**nity – **L**ong Range View. Mr. Cordina encouraged City Council and City Staff to use Parker residents, people eager to help with the proposed new facility and provide information timely.

Andy Redmond, 7275 Moss Ridge Road, said he believes the City put the “cart before the horse”, regarding the proposed municipal complex. The City’s Comprehensive Plan is outdated. Just as businesses and other entities routinely update various plans, Parker needs to update the City’s Comprehensive Plan to include its goals and direction for the City; thereby, reinforcing why Parker is Parker. Mr. Redmond noted his email, dated January 21, 2020, which was read into the record and referenced with the January 21, 2020 minutes. (See Exhibit 2 – Andy Redmond’s email, dated January 21, 2020.)

Terry Lynch, 5809 Middleton Drive, read a statement, indicating she believed there is a necessity for an updated facility; however, she continues to have concerns about the overall cost and scope of the project. (See Exhibit 3 – Terry Lynch’s email, dated February 4, 2020.)

Mayor Pettle read the following residents’ emails into the record:

- Ed Lynch, 5809 Middleton Drive, expressed concern regarding the proposed bond issue/municipal complex. (See Exhibit 4 – Ed Lynch’s email, dated February 1, 2020.)
- Stephanie Casson, 5401 Westfield Drive, expressed concern regarding the proposed municipal complex. (See Exhibit 5 – Stephanie Casson’s email, dated February 2, 2020.)
- Tom Brennan, 6002 Tamsworth Court, expressed concern regarding the proposed municipal complex. (See Exhibit 6 – Tom Brennan’s email, dated February 2, 2020.)
- Melissa Tierce, 4203 Sycamore Lane, expressed concern regarding the proposed municipal complex. (See Exhibit 7 – Melissa Tierce’s email, dated February 1, 2020.)
- Donald Reynolds, 6805 Cheswick Court, expressed concern regarding the proposed municipal complex. (See Exhibit 8 – Donald Reynolds’ email, dated February 2, 2020.)
- Tom and Sharon Macduff, 4313 Sycamore Lane, expressed concern regarding the proposed municipal complex. (See Exhibit 9 – Tom and Sharon Macduff’s email, dated February 2, 2020.)
- Richard Lavender, 6810 Overbrook Drive, expressed concern regarding the proposed municipal complex. (See Exhibit 10 – Richard Lavender’s email, dated February 3, 2020.)
- Greg and Julie Regh, 5203 Eastgate Lane, expressed concern regarding the proposed municipal complex. (See Exhibit 11 – Greg and Julie Regh’s email, dated February 4, 2020.)

- Scott and Therese Livesay, 7305 Moss Ridge Road, expressed concern regarding the proposed municipal complex. (See Exhibit 12 – Scott and Therese Livesay’s email, dated February 3, 2020.)
- Trudy Jackson, 3607 Hogge Drive, expressed concern regarding the proposed municipal complex. (See Exhibit 13 – Trudy Jackson’s email, dated February 2, 2020.)
- Cullen and Barbara Tubb, 4204 Springhill Estates, expressed concern regarding the proposed municipal complex. (See Exhibit 14 – Cullen and Barbara Tubb’s email, dated February 3, 2020.)

Mayor Pro Tem Standridge said there were eleven (11) full-time police officers, one (1) full-time civilian police personnel, and two (2) reserve police officers working in the City of Parker, not seventeen (17) sometimes mentioned.

Mayor Pettle stated the new proposed municipal complex was removed from tonight’s agenda and will be placed as a stand-alone item for a meeting set for February 18, 2020, 7:00 PM. The location to-be-announced (TBA). The Mayor also noted there will be updated information regarding the proposed municipal complex.

Mayor Pettle moved to “Items of Community Interest” and reviewed the following items:

ITEMS OF COMMUNITY INTEREST

- HOME RULE CHARTER COMMISSION (HRCC) –TUESDAY, FEBRUARY 11, 2020, 7:00 PM ([2020 Calendar](#))
- PARKS AND RECREATION COMMISSION (P&R) – WEDNESDAY, FEBRUARY 12, 2020, 6 PM ([2020 Calendar](#))
- **TENTATIVE** – TUESDAY, FEBRUARY 18, 2020 DRAWING FOR A PLACE ON THE BALLOT – TIME TO BE DETERMINED - ([2020 FEBRUARY](#))
- CANCELED - FEBRUARY 18, 2020 CITY COUNCIL MEETING, DUE TO MARCH 3RD PRIMARY EARLY VOTING
- CANCELED - MARCH 3, 2020 CITY COUNCIL MEETING, DUE TO MARCH 3RD PRIMARY ELECTION DAY VOTING
- REMINDER - MARCH 3, 2020 – PRIMARY ELECTION

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Feb 16	Feb 17 <i>President's Day</i>	Feb 18 Early Voting 8am–5pm	Feb 19 Early Voting 8am–5pm	Feb 20 Early Voting 8am–5pm	Feb 21 Early Voting 8am–5pm	Feb 22 Early Voting 7am–7pm
Feb 23 Early Voting 1pm–6pm	Feb 24 Early Voting 7am–7pm	Feb 25 Early Voting 7am–7pm	Feb 26 Early Voting 7am–7pm	Feb 27 Early Voting 7am–7pm	Feb 28 Early Voting 7am–7pm	Feb 29

- THURSDAY, APRIL 2, 2020 - LAST DAY TO REGISTER TO VOTE FOR THE MAY 2, 2020 GENERAL ELECTION ([IMPORTANT 2020 ELECTION DATES](#))
- **TENTATIVE** SATURDAY, APRIL 4, 2020, 9AM - 1PM, SPRING EVENT
- SATURDAY, APRIL 25, 2020, 10AM-2PM, DRUG TAKE BACK
- REMINDER – MAY 2, 2020 – GENERAL ELECTION (EV AND ED INFO)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Apr 19	Apr 20 Early Voting 8am to 5pm	Apr 21 Early Voting 8am to 5pm	Apr 22 Early Voting 8am to 5pm	Apr 23 Early Voting 8am to 7pm	Apr. 24 Early Voting 8am to 5pm	Apr. 25 Early Voting 8am to 5pm

Apr 26	Apr 27 Early Voting 7am to 7pm	Apr 28 Early Voting 7am to 7pm	Apr 29	Apr 30	May 1	May 2 Election Day 7am to 7pm
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- PROJECTED 2020 TAX RATE PLANNING CALENDAR

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

4. APPROVAL OF MEETING MINUTES FOR JANUARY 21, 2020. [SCOTT GREY]
5. INVESTMENT QUARTERLY REPORT. [SAVAGE]
6. REPUBLIC WASTE QUARTERLY REPORT. [BERNAS]
7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION, ACCEPTING THE 2019 RACIAL PROFILING REPORT. [BROOKS] (See Exhibit 15 – 2019 Parker Police Department Racial Profiling Annual Report, dated January 19, 2020.)

MOTION: Mayor Pro Tem Standridge moved to approve consent agenda items 4 through 7 as presented. Councilmember Taylor seconded with Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

The Mayor and City Council thanked the Police Chief, Finance/HR Manager, and other City Staff for all their hard work.

INDIVIDUAL CONSIDERATION ITEMS

8. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ANNUAL AUDIT REPORT. [SAVAGE]

Finance/H.R. Manager Savage introduced Jon Watson, CPA, with BrooksWatson & Co., PLLC.

Mr. Watson stated his name and firm's address, 114950 Heathrow Forest Pkwy., Suite 530, Houston, TX 77032, for the record. He said the Audit, ending September 30, 2019, for the City of Parker was completed. He then reviewed a PowerPoint presentation (See Exhibit 16 – Jon Watson, CPA, with BrooksWatson & Co., PLLC's PowerPoint presentation, dated February 4, 2020.), covering various highlights such as an overview of the audit process; components of the annual financial report; independent auditor's report; financial highlights; city revenues – governmental activities; statement of revenues, expenditures and changes in fund balance; schedule of revenues, expenditures and changes in fund balance (budget & actual); statement of revenues, expenditures and changes in net position; schedule of changes in net pension liability and related ratios; and conclusion (other Communications and Questions).

Mr. Watson noted the City of Parker received an unmodified opinion, which is the highest level of assurance; has approximately 12 months in reserves for operating expenditures; and the pension plan is fully funded with a funded ratio of 73%, which is adequate by Fitch ratings.

City Administrator Olson indicated the auditors noted a few areas City Staff could make improvements and those adjustments were already being made, regarding

- EFFECTIVE CONTROLS OVER FINANCIAL STATEMENT DISCLOSURE - Review of existing policies, procedures, and controls;

- **UTILITY BILLING SOFTWARE LIMITATIONS** – Enhance software capability;
- **MUNICIPAL COURT DOCUMENTATION FOR DISMISSALS** – Include a picture showing the repair;
- **PAYROLL TIMESHEETS** – Timesheets must be signed by the employee prior to submission to provide personal accountability and validation

Mayor Pro Tem Standridge commended City Staff and Jon Watson, CPA, with BrooksWatson & Co., PLLC, for a good job on the audit. The Mayor and City Council agreed.

Mayor Pettle asked the audience if they had any questions for the auditor. There were none.

MOTION: Councilmember Taylor moved to accept the annual audit or Annual Financial Report of the City of Parker, Texas, for the year ending September 30, 2019, as presented. Councilmember Smith seconded with Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

9. CONSIDERATION AND/OR ANY APPROPRIATE ACTION FOR A PARKER PARKS AND RECREATION COMMISSION SPRING EVENT ON SATURDAY, APRIL 4, 2020, 9AM - 1PM. [BARRON]

Parks and Recreation (P&R) Commission Chair Billy Barron, 6707 Overbrook Drive, reviewed the item.

Joe Cordina, 4302 Boulder Drive, asked that the event be properly advertised.

Giovanni DEgidio, 4404 Dillehay Drive, pledged to donate \$500.00.

Mayor Pro Tem Standridge asked that any needs from City Staff be conveyed early to give them time with limited staff.

Linda S. Nelson, 5802 Corinth Chapel Road, asked the P&R Commission to seek volunteers for the event early and to consider Homeowner Associations (HOAs) for "Unity" as Joe Cordina suggested.

City Administrator Olson recommended having pre-stuffed/package eggs as a huge time saver.

City Councilmember Meyer proposed future fundraisers such as a Pancake Breakfast, etc. to help with funds.

There was some discussion of funding, a possible budget amendment, monies setup aside for Boy Scout/Preserve.

MOTION: Mayor Pro Tem Standridge moved to approve the P&R Commission SpringFest 2020 and authorized \$1,000.00 for the April 4, 2020, 9AM – 1 PM event. Councilmember Abraham seconded with Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

10. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 789, CALLING AN ELECTION TO BE HELD ON SATURDAY, MAY 2, 2020 TO ELECT A MAYOR AND TWO (2) CITY COUNCILMEMBERS AT-LARGE; AUTHORIZING THE MAYOR TO EXECUTE A GENERAL ELECTION CONTRACT FOR ELECTION SERVICES WITH COLLIN COUNTY; PROVIDING FOR THE ORDER AND NOTICE OF THE ELECTION; FINDING AND DETERMINING THAT

THE MEETING AT WHICH THIS ORDINANCE IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW. [SHELBY]

Mayor Pettle said Ordinance No. 789 authorizes the Mayor to execute a contract for election services with Collin County for the General Election to be held May 2, 2020, and the Parker City Hall would be a "Voting Center", the hours for early voting are listed on tonight's agenda with the drawing for a place on the ballot to be held Tuesday, February 18, 2020, exact time and place "to be determined" (TBD). The Mayor also noted one change in Section 7 of the Ordinance, as follows:

SECTION 7. *That notice of said election shall be given by the Mayor of the City of Parker by causing an election notice to be posted at City Hall not later than the twenty-first day before election day, and by publishing this ordinance at least one time not more than thirty days nor less than ten days prior to the election date, in at least one daily newspaper published in of general circulation within the City of Parker in accordance with the provisions of the Election Code of the State of Texas, as amended.*

MOTION: Councilmember Smith moved to approve Ordinance No. 789, calling an election to be held on Saturday, May 2, 2020 to elect a mayor and two (2) city councilmembers at-large; authorizing the Mayor to execute a General Election Contract for Election Services with Collin County with the mentioned newspaper correction. Councilmember Taylor seconded with Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

11. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2020-626, ADOPTING THE EXPRESSVOTE UNIVERSAL VOTING SYSTEM FOR EARLY VOTING IN PERSON, EARLY VOTING BY MAIL, ELECTION DAY VOTING, AND PROVISIONAL VOTING IN ALL FUTURE ELECTIONS HELD IN THE CITY OF PARKER, TEXAS; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW. [SHELBY]

Mayor Pro Tem Standridge asked if the new equipment added any additional costs. Mayor Pettle stated not that we could tell. The new equipment would provide a receipt.

City Attorney Shelby reviewed the item, stating it is unclear why the County needs the resolution passed, because the City contracts with the County to handle the elections. The County has asked cities to formally adopt this new voting equipment and staff has provided the resolution for Council.

MOTION: Councilmember Taylor moved to approve Resolution No. 2020-626, adopting the Expressvote Universal Voting System for Early Voting in Person, Early Voting by Mail, Election Day Voting, and Provisional Voting in all future elections held in the City of Parker, Texas. Councilmember Abraham seconded with Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

ROUTINE ITEMS

12. FUTURE AGENDA ITEMS

UPDATE(S):

- HOME RULE CHARTER COMMISSION (HRCC) [PETTLE]

The Mayor noted the next HRCC meeting will be held February 11, 2020 at 7:00 p.m. at City Hall and those meetings are open to the public. The Commission is continuing their research on various forms of government, and reviewing the duties of mayor, council and manager in each form.

- **DRAINAGE COMMITTEE [MEYER]**

Mayor Pettle said the Drainage Committee update will be on the next agenda to give Councilmember Meyer additional time to prepare.

- **EMERGENCY COMMUNICATIONS COMMITTEE [ABRAHAM]**

Mayor Pettle said the Emergency Communications update will be on the next agenda to give Councilmember Abraham additional time to prepare.

- **TRANSPORTATION COMMITTEE [STANDRIDGE]**

Mayor Pro Tem Standridge said the weather has not been cooperating so Parker Road can be finished, stating concrete cannot set in wet weather.

There should be a meeting soon, regarding Dillehay Road for updates.

Finally, the Pre-Regional Transportation Committee (Pre-RTC) meeting will be held Wednesday, February 26, 2020 at 8:30 AM in the City of Parker, Fire Department Training Room.

- **REPUBLIC SERVICES [OLSON]**

City Administrator Olson said Republic Services, Inc. Manager Municipal Sales North Texas Rick Bernas will make a presentation to Council on March 17, 2020 on proposed Bulk Trash changes and costs associated with those changes.

Mayor Pettle asked if there were any items to be added to the future agenda. Hearing none, she encouraged everyone to email her any requests.

Councilmember Smith stated progress is being made on the COMP Plan and he and staff plan to have it completed soon.

The Mayor said she removed "Discussion of Development Agreements" and "Aesthetica Development on Parker Road Update", as those issues have been resolved.

Mayor Pettle announced the next meeting is scheduled for Tuesday, February 18, 2020 at 7:00 PM to discuss any updates with the new proposed municipal complex.

13. ADJOURN

Mayor Lee Pettle adjourned the meeting at 8:53 p.m.

APPROVED:

Mayor Lee Pettle

Approved on the 7th day
of April, 2020.

Patti Scott Grey, City Secretary

From: Linda Nelson
To: Patti Grey
Cc: Concerned Parker Citizens
Subject: Comments: Proposal for New Municipal Complex
Date: Monday, February 3, 2020 10:01:24 PM

Dear Ms. Grey,

I plan to be in attendance at the next City Council meeting on **Tuesday, February 4th**. I am providing my comments in advance for the benefit of the Mayor and City Council members as well to be included in the record for this meeting.

Thank you for your assistance.

Dear Mayor and City Council Members,

I want to express my **appreciation** to the Mayor and City Council Members for restarting the approach to address the municipal building needs for the City of Parker. The recent Town Hall was a significant move in the right direction for **transparency** and **active engagement** by the Citizens of Parker. It is obvious that a lot of hard and thoughtful work went into the latest design proposal.

At the Town Hall, I indicated on the comment card that **I approve moving forward to replace the existing outdated City of Parker Municipal Building**. I also provided on the back of my comment card a few items that remain worthy of consideration to enhance the overall approach.

These items include:

1. Please provide %/\$ contingency budget included in the proposal. Include known risks to the budget. Are

there standards for establishing contingencies for these type of construction projects? Note: 'Best guess' estimates place the contingency at \$3MM to 5MM.

2. Please provide estimated costs for shared space (e.g., parking lots).
3. Please provide estimated costs for the projects excluding shared space (e.g., pavilion).
4. Please provide estimate of increased annual maintenance & repair budget over and above current run-rate once new complex is fully in place.
5. Please provide estimate of potential increase, if any, to property tax rate resulting from increased annual operating costs (See above).
6. Please advise design considerations that drove use of fixed wall offices vs. open / shared workstations which most businesses are moving to.
7. Please advise assumptions that drove allocation of joint space (e.g., conference rooms both large and small)
8. Please advise considerations for the build-out of the technology infrastructure (e.g., hard wired, Wi-Fi, Cloud, new desktops)

I strongly encourage the Mayor and City Council Members to:

1. Provide the requested information / data points through either FAQ on the City website and / or additional Town Hall
2. Refine the existing proposal based on citizen feedback from the Town Hall and City Council meetings as

needed

3. Complete the feedback process and enable placement on a ballot for Parker Citizens to approve in 2020

Thank you for your time and consideration on the above.
Once this effort is complete, it will reflect well for the City of Parker.

Best regards,

Linda Nelson |Cell: [214.563.6921](tel:214.563.6921)| [REDACTED] |If you received this email in error, please immediately contact the sender and destroy the material in its entirety. Thank you.

Patti Grey

From: Andy Redmond [REDACTED]
Sent: Tuesday, January 21, 2020 4:04 PM
To: Patti Grey; [REDACTED]
Subject: Citizen Input, 1/21/2020 Council Meeting

Hello Ms. Patti:

Could you share this with Mayor Pettle and Council, as I will be unable to attend the meeting tonite.
>>

Hello Mayor Pettle and Council:

I'm Andy Redmond of 7275 Moss Ridge Rd.

I would urge each of you to vote NO regarding the proposed City of Parker Municipal Complex.

- The revised proposal works out to \$700 per sq. ft. (information sheet: 1/15/2020)
- Contrast the City of Murphy's complex: (per my email with Mr. Mike Castro, City of Murphy—City Manager)

2003 Construction at \$15, 512, 800 (included—City Hall at 17, 115 sq. ft; Fire Dept. @21,200 sq. ft.; Police Department @ 22,800 sq. ft. and Public Works @ 8,225= 69, 340 sq. ft.)

Costs per sq. ft. = \$223.72.

City of Murphy employee count (2019): 123 employees.

- Building costs have escalated in 17 years, but good commercial construction is still available for \$250 to \$275 per sq. ft.
- Perhaps consider an interview of Murphy residents, many I know yet complain about the this 2003 bond/expenditure. Likewise consider previous Parker “town hall meetings” and council meetings; which similarly reflect low citizen/voter support of such a complex or expenditure.
- The difference between Murphy (17,000+ residents at 2010 census) and Parker (perhaps 3,500 in 2010) is stark.

Unless future generations make changes to Parker's zoning, lot size etc. Need for Murphy-like infrastructure will never be necessary, nor is it desired!

I would urge each of you to assess our current facilities and certainly maintain and/or repair them to make it an affordable solution for many years to come.

Thanks for your time and consideration!

Regards,
Andy Redmond

Terry Lynch – 5809 Middleton Dr.

I believe there is a necessity for updated facilities for our administrative, public works, and police departments. I thank the city staff and council for recognizing this need. However, I continue to have concerns about the overall cost and scope of the proposal and its impact on future budgets. I ask that before council places a \$14 million bond, that increase the city's debt by 140% (or bond of any amount) to a vote of the voters, these issues of cost and scope be addressed, and the case be presented to the voters before it is brought to a vote of the voters.

Exhibit 4

From: [Ed Lynch](#)
To: [Patti Grey](#)
Subject: Proposed \$14 million bond election
Date: Saturday, February 1, 2020 12:55:45 PM

Please read my comments below into the public record:

Please reconsider how you put forth the bond issue to the voters: please separate the park/pavilion, the community center and the municipal building into three separate proposals to prevent a voter from opposing all three if the voter only opposes one or two of the proposals.

Please reduce the planned square footage of the proposed municipal building and please utilize cubicle spaces for most city workers like most businesses have done the past few decades. These actions would reduce the planned cost to taxpayers and not disadvantage the city.

Thank you for listening to voters,

Ed Lynch
5809 Middleton Drive
Parker, TX

From: [Stephanie Casson](#)
To: [Patti Grey](#)
Subject: City Hall Complex
Date: Sunday, February 2, 2020 9:22:34 AM

Good evening,

My name is Stephanie Casson and I live at 5401 Westfield Drive. I was going to ask that this be read at the City Council meeting on Tuesday but I understand that this item is not on the agenda. However, I would like my comments and concerns noted by the staff and council.

I unfortunately was unable to attend the Open House on the City Complex due to a family emergency and unable also to be with you this evening but I am writing to ask that you delay your vote to put the new City complex on the May ballot.

I have studied the plans and have many concerns with it. Here are just a few listed below.

1. The cost square footage is outrageously high.
2. I would like to see the City Hall, Community Center and the Park split into 3 separate entities.
3. The size of the building seems to be a lot larger than we need as a city._Have you had a professional space planner come in to look at it as I am not sure everyone needs their own office.
4. We all have grand ideas of what we would like in this world but it's the citizens paying for those grand ideas and I would like to see a much more accurate budget put forth before it is voted on. While I was out campaigning last year I had the opportunity to speak to many citizens on this subject. The overwhelming consensus was that they did not want an expensive city hall that would add to their already large property tax burden.
5. We are not Murphy, Plano or Allen and never will be.
6. I feel that the Comprehensive plan should have come first, that way the City would have an accurate build out number and an accurate staff count.

These are just a few of my concerns.

Respectfully,

Stephanie Casson

Exhibit 6

From: tom@sol-ark.com
To: [Patti Grey](#)
Subject: \$14 million Municipal Complex
Date: Sunday, February 2, 2020 1:27:34 PM

I wish my comments to be read at the next city council as I am out of town.

“My family moved to Parker for it’s small country atmosphere 15 years ago. I can understand building an additional building or adding on, but not an expensive monument (priced far above current build costs) as currently planned. Parker should be looking at the examples of Lucas for reasonable budget planning. If this passes, I will reluctantly move my family to something like Parker was 10 years ago.”

Thank you,
Tom Brennan
6002 Tamsworth Ct

Exhibit 7

From: [Melissa](#)
To: [Patti Grey](#)
Subject: municipal complex
Date: Saturday, February 1, 2020 2:02:36 PM

While I do agree our Parker Police Department is in need of new facilities and upgrades, I do not believe we have enough information on the proposed complex to make an informed decision yet. I am requesting that you please delay the final decision until itemized budget and plans can be made available to the public for discussion and vote. I would like to understand the impact this jump in facility expansion will have along with what this large size community center will be utilized for moving forward. We moved to Parker because we loved the “country” feel, not because we wanted to continue to watch it grow into a noisy, crowded city like the one we move away from.

Thank you for listening
Melissa Tierce
4203 Sycamore Lane

From: Donald Reynolds [REDACTED]
Sent: Sunday, February 2, 2020 1:04 PM
To: Patti Grey [REDACTED]
Subject: Issues concerning proposed municipal complex

Ms. Grey, Could you please read my attached letter to the City Council members during the meeting on Feb. 4. Thanks so much, Don Reynolds

Feb. 2, 2020

To: Parker City Council

From: Donald Reynolds
6805 Cheswick Ct.
Parker, TX 75002

Subject: Issues with proposed plan for new municipal complex

Dear Council members; I share your desire for a new municipal structure as the current building has not been well maintained and needs to be replaced. In addition, there needs to be a permanent office for the police department. Having said this, my review of the proposed complex has left me with serious concerns. My primary concern is the "not to exceed" cost of \$14 million dollars. This suggests that not enough planning has gone into the project in order to get to a realistic cost. A municipal building meeting the needs and future needs of the City should not cost more than \$5 million dollars.

I feel that realistic requirements for the building should be defined as to space actually needed for staff and support needs. A smaller building should meet all the current and future requirements. In addition, I feel that there is no need for a complex including a community building and a park addition. I am willing to support a bond issue for a new municipal building but not one that is a \$14 million dollar complex.

Sincerely, Donald Reynolds

Exhibit 9

From: [REDACTED]
To: [Patti Grey](#); [REDACTED]
Subject: Patti, please have the text below read into the record for Tuesday council meeting. thx
Date: Sunday, February 2, 2020 1:35:59 PM

Terry, thx for your continued pursuit of a more complete picture of the consequences around the "Building".

For me, the necessity of updated facilities is obvious. But, in my opinion, the procedure being pursued is incomplete, and wrapped in a fog. I will leave the 'size issue' to others more directly involved with day-to-day involvement. However, one approach, not yet revealed, is whether the staff/size ratios used in other municipal expansions is known to our council. This would certainly be germane to our proposed staff/size footprint. Knowing that we are using the fire department's expansion as a template, an honest critique of that approach could also yield useful information.

The financial trends and health of Parker is pertinent, but not being profiled fairly and fully yet. That is a mistake, as I suspect that the voter reaction will be negative, without a more complete and rational pro-forma look forward. Grant and Luke should be all over this. The council needs this info, so as to make rational and defendable decisions. This is a marketing effort, and should be fully informational.

In my own fashion, I try to use a worst case scenario, as the basis for long term decisions. As such, I have used the September, 2019, city financials to compute basic operating cost levels five and ten years out. Using a 5.0% annual increase to costs in these areas, I arrived at a five year increase of 27.1%, and 55.0% increase for ten years. That is future pressure on yearly taxes. Also, the appraised home value for us has increased an average of 5-7% yearly.

Altogether, the added debt service of @\$375, the annual appraisal increase, and the elevating city budget levels will likely boost our Parker tax rate materially in the coming years. Our Parker taxes will likely increase by @17% for 2020. Then, that level will likely be moving upwards yearly. As a primarily residential property tax supported budget, taxpayers having a pro-forma projection to plan with helps this effort. Transparency and honesty help.

Terry, if these thoughts need to be before the council members, please forward them, or tell me to do that. You may be incorporating other opinions into a larger presentation. That is fine.

Tom and Sharon Macduff
4313 Sycamore Lane
Parker, Texas 75002

From: [Terry Lynch](#)
Sent: Saturday, February 1, 2020 3:29 PM
To: [Sharon MacDuff](#)
Subject: Could use your insights and honest input?

From: LPettle@aol.com
To: Luke Olson; Patti Grey
Subject: FW: \$325
Date: Monday, February 3, 2020 11:10:35 AM
Importance: High

Sent via the Samsung Galaxy S®6 active, an AT&T 4G LTE smartphone

----- Original message -----

From: Richard Lavender [REDACTED]
Date: 2/3/20 11:03 AM (GMT-06:00)
To: LPettle@aol.com
Subject: \$325

Mayor Pettle,

I request my views be read into the record at the council meeting 2-4-20.

Please postpone any action on the Municipal Complex until more information can be provided to the Parker voters.

Information such as:

Does the 14 million cost include the interest burden?

Are the 3 major projects cost broken out individually.

Cost to renovated existing building.

How do you justify building a city hall this large nearly four times the existing building.

Do the crime statistics support this large a police force in Parker?

What will be the cost to furnish this new city hall?

Please give the citizens of Parker more time to acquire more information regarding this proposed tax increase.

Yours very truly,
Richard Lavender 6810 Overbrook Dr,

Lord and Lady Lavender

Exhibit 11

From: [Julie Regh](#)
To: [Patti Grey](#)
Subject: Concerned Parker Citizens 2020
Date: Tuesday, February 4, 2020 1:42:37 PM

Thank you for soliciting our feedback/questions.

While we are in agreement a new City Hall / Police Department is needed, we are not convinced of the need for the Community Center and the Park with the Playground, Restrooms and Outdoor Pavilion. The design, building and future maintenance expense is not an expense we feel the residents should take on at this time. We understand there are some financial opportunities to consider the Community Center and Park at the same time as the City Hall / Police Station, but we feel this should be addressed in a different referendum or separate vote.

Would there be a possibility to split the voting on these items? For example:

- one vote for the City Hall / Police Station
- second vote for the Community Center and / or Park, should the City Hall / Police Station vote pass

Greg and Julie Regh
5203 Eastgate Lane

Exhibit 12

From: [Scott & Therese Livesay](#)
To: [Patti Grey](#)
Subject: Please include in Tuesday, Feb 4th City Council Meeting
Date: Monday, February 3, 2020 10:30:29 AM

Patti:

Please have the following read at the Feb 4th City Council Meeting, and entered into the record. Thank You.

First, allow me to congratulate the Mayor and Council on selecting a new architect (Kent Spurgin) and the changed/newly designed approach for a city complex. I believe the layout it is well thought out and will more than meet the needs of the city going forward. I also want to add my thanks for the Town Hall Meeting where the new design was available for review and the architect, mayor, council members, city administrator and finance manager available for discussion. Made for a very informative evening.

Second, I'd like to comment that the approach leveraging a risk manager to manage the costs and obtain material quotes versus handing that over to the architect is a better approach. There is risk in setting the bar too high, relative to overstating the high side expenses, which increases the potential dollars to be split, but overall this should provide a more cost effective approach for the City of Parker.

Being said, here are the takeaways I have from discussions with the Finance Manager, the Architect, the Mayor, and two Council Members, as well as two of the citizens who were also in attendance at the Town Hall Meeting.

I focused on the cost per square foot for the facilities as a starting point, ignoring the concrete requirements and other additional items to begin. The main facility is 20,000 square feet and the Pavilion is 3,500 square feet, for a total of 23,500 square feet. The Mayor told me the architect had used a \$295/sq ft for the facilities, which I verified with the Architect. For simplicity, I'll use \$300/sq ft. That gives the cost of the two buildings to be \$7,050,000. That should be the majority of the complex cost, however the proposal doubles that amount. What do we get for the additional \$7Million dollars?

I considered the add-ons that are required for the complex, and I am only using very rough numbers here, but the baseline for a commercial office building is \$100/sq ft for the structure and \$150/sq ft for the outfitting the interior (wall coverings, floors, lighting, railing, restrooms, etc). That leaves me comfortable that \$300/sq ft should be quite adequate for the buildings costs. This was also confirmed with the architect, including his discussion about a recent fire station buildout that came in at that cost. So the rest of the costs:

Concrete is at least \$7/sq ft these days, and if we are talking road worthy versus driveways, probably upwards toward \$10/sq ft. I used \$1,000,000 for the cost of concrete, which calculates to 100,000 square feet of new concrete for driveways and

parking. How many square feet of new concrete is needed was not available at the Town Hall Meeting, so this number may need adjusted up or down.

Furniture will be needed for the new facilities. I used \$250,000 as a furniture budget.

I.T. infrastructure: assuming we use the computers and servers we have, then we are talking about running cabling to the office areas and perhaps power protection gear in addition to what we have. There would also be hopefully new projectors and screens in the main council area as well as the executive area. Without knowns, I used \$250,000 as an I.T. budget.

I recall the complex has a recreation area that will need equipment and landscaping. \$100,000 as a budget for that area.

There are unknown concerns around engineering requirements for foundations as such, that involve working with the earth to add or improve its condition to support the type of foundation needed for building structures. That is really an unknown, so a \$1,000,000 placeholder for that potential cost.

The police facility inside the main building will have certain additional requirements, such as sound deadening and fire proofing of record storage. Figure another \$250,000 for those requirements.

To summarize the potential cost:

7,050,000	Buildings
1,000,000	Concrete Drives/Parking
250,000	Furniture
250,000	I.T. Requirements
100,000	Recreation Area
1,000,000	Potential Earthwork for Foundations
250,000	Police Facility Requirements
<hr/>	
9,900,000	Projected Costs

Add to that a contingency, and I could have \$11-12,000,000. What I can't get to, with the information I have, is a need for \$14,000,000 as a budget. I understand we want to go high for bond approval, as we definitely do not want to come up short for the funds and go back for another bond. That would be problematic. But if the cost is truly between \$11-12,000,000, then we are going to make the risk manager a very happy person.

This is my concern. It looks like from the quantitative analysis on limited data, that we are putting a 40% contingency on this project, which is very high. 20% should be high enough for a contingency. I would also suggest we could arrange for any bond shortfall to be covered from the City savings accounts that last I saw was around \$12Million. Paying an over-run from those funds would not hurt the city's financial position from a bonds rating perspective.

As I said on my comment card from the meeting, as well as in the beginning of this

email, I approve of the complex design and do feel it is time for the City of Parker to upgrade its city complex in this manner. But we seem to be a little uncertain on cost, and might benefit from an objective assessment from a 3rd party prior to placing a bond package on the May election.

Thank you for your time and consideration on the above. And like I said, nice job on the complex, I believe it will reflect nicely on the city.

Regards:

Scott Livesay

Exhibit 13

From: Trudy Jackson [REDACTED]
Sent: Monday, February 3, 2020 8:52 PM
To: concernedparkercitizens2020@gmail.com
Cc: Patti Grey [REDACTED]
Subject: Re: Stay Involved: City of Parker proposal for \$14 million Municipal Complex

I have been attending city council meetings on and off for at least two years and before that on occasions where I had questions or something to present on behalf of Corinth Presbyterian Church.

The state of the present building and the problems with the 'temporary' building, presently the police station, have been discussed for at least two years. Probably more. Stand in front of the building and look at its foundation. You won't have to look hard to see the deterioration and water. Look at the offices and the people working there. Where do they sit? Where do they store things? Some old documents associated with the city organizations are stored in the basement of Corinth Presbyterian Church.

I don't understand the tone of this email. All of us citizens have a personal obligation to pay attention to what goes on in our city and to make up our own minds based on ACCURATE information. All meetings regarding a new building have been posted in our Parker newsletter. Minutes are posted. Upcoming agendas are posted in the glass cases outside city hall so you can go read them even when the offices are closed. All of our council members are listed online with their phone numbers and an email link AND the meeting can be listened to on the city website. Why are there so many "concerns" as if this is all new?

Our council is at the point of voting for a bond package. It doesn't mean that all that money will be spent. Any city, any church elder, any school board attendees would tell you it is most cost effective to vote for a larger bond than what is needed to allow for problems encountered in construction. Otherwise, there would be MORE COST to have to go back to request more money which could cause significantly more costs and construction delays. The City administrator has identified a construction manager at risk whose goal is to keep the costs DOWN.

You elected these five board members. Now talk with them, attend meetings, they are honorable people who all want what is best for OUR city. They are VERY conscious of the needs of our city and its taxpayers. If you had listened to the audio or attended the meetings, or talked with the architects when they made a well-publicized report and listened to citizens who attended, you would know that cost was definitely a concern and duly considered.

I am also copying our City Secretary and asking that this be read into the minutes.

Sincerely,
Trudy Jackson

Sent from my iPhone

On Feb 1, 2020, at 7:07 PM, Concerned Parker Citizens <concernedparkercitizens2020@gmail.com> wrote:

Dear Parker Friends & Neighbors,

Concerned Parker Citizens are in general agreement that a new Municipal Building is needed to meet the needs of the City Staff, the Police and the general community. In the absence of a long-term plan and citizen forums to create the original requirements, City Staff and the Architects presented their view of the anticipated future needs for the City of Parker. See proposal located here: parkertexas.us/CivicAlerts.aspx?AID=722

The goal is not derail the replacement of the existing Municipal Building but rather to recognize that there remain valid concerns about (1) the cost components of the complex (e.g., total cost, cost per sq. ft); (2) impact to future operating budgets (e.g., utilities, maintenance & repair); (3) efficient use of space & technology.

This is a **generational decision** which requires that Parker citizens have an opportunity to provide **informed** feedback **before** the plans are finalized with the Architects, approved by City Council and placed on a ballot for Parker citizens to approve.

The 2/4 agenda published Friday evening does not include discussion of the Municipal Complex as originally planned. In addition, the city council is slated to have an Executive Session before Public Comments. We have no way of knowing how long this may be. However, it is still very important that your views be heard.

To ensure that your views are heard as a matter of public record send an email to PGrey@parkertexas.us (City Secretary) asking for your email to be read into the record for the next City Council meeting on **Tuesday, February 4th**.

Concerned Parker Citizens (CPC) 2020 represents a group of Parker residents who love all things “Parker”. They support responsible governance through an engaged citizenry. Questions **OR** to volunteer **OR** to be removed from future communications, email ConcernedParkerCitizens2020@gmail.com

Reference: Communication previously sent week of 1/27/2020

<image.png>

Exhibit 14

From: [Cullen Tubb](#)
To: [Patti Grey](#)
Cc: [Cullen Tubb](#); [Barbara Tubb](#)
Subject: Municipal Complex
Date: Monday, February 3, 2020 1:23:18 PM

Good Afternoon Ms. Grey,

"The City of Parker is now 20% of our property tax."
"The cost of the proposed Municipal Complex is too high."

I request that the City secretary read my email into the record at the city council meeting February 4, 2020.

Regards

Cullen and Barbara Tubb
4204 Springhill Estates Dr.
Parker, Texas

The 2019 Racial Profiling Report was in the 2020 0204 City Council packet. The 81-page report is listed as an Exhibit to the City Council minutes, so City Staff can make it part of the City's permanent records after its acceptance. If you need a copy of the report, it is located on the City's website at

<http://www.parkertexas.us/ArchiveCenter/ViewFile/Item/1618>

Parker, Texas

Audit Presentation

September 30, 2019

Presented By: Jon Watson, CPA
February 4, 2020

Exhibit 16

BW&C

CERTIFIED PUBLIC ACCOUNTANTS

OVERVIEW OF THE AUDIT PROCESS

Audit Process: 3 stages (Planning, Fieldwork, Conclusion & Reporting)

The audit was performed in accordance with Generally Accepted Auditing Standards (GAAS)

➤ PLANNING

➤ The audit process was a risk-based approach in which we focused our procedures on those areas most susceptible to risk of error or fraud.

➤ FIELDWORK

➤ Agree balances to underlying reports and perform testing to assure those balances are materially accurate.

➤ CONCLUSION & REPORTING

➤ Evaluate results. Prepare report and required communications.

COMPONENTS OF THE ANNUAL FINANCIAL REPORT

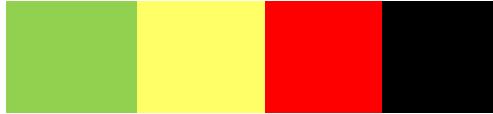
- ❖ Auditor's Opinion
- ❖ Management's Discussion and Analysis
- ❖ Basic Financial Statements
- Government-Wide Statements
 - Fund Level Statements
 - Notes to the Financial Statements
- ❖ Required Supplementary Information
 - Budget to Actual – General Fund
 - TMRS Pension Schedules
 - TMRS OPEB Schedule

INDEPENDENT AUDITOR'S REPORT

REFERENCE AFR – PAGE 2

❖ Four possible outcomes

- Unmodified
- Modified
- Disclaimed
- Adverse



- ❖ The City received an unmodified opinion
- ❖ Highest level of assurance

FINANCIAL HIGHLIGHTS

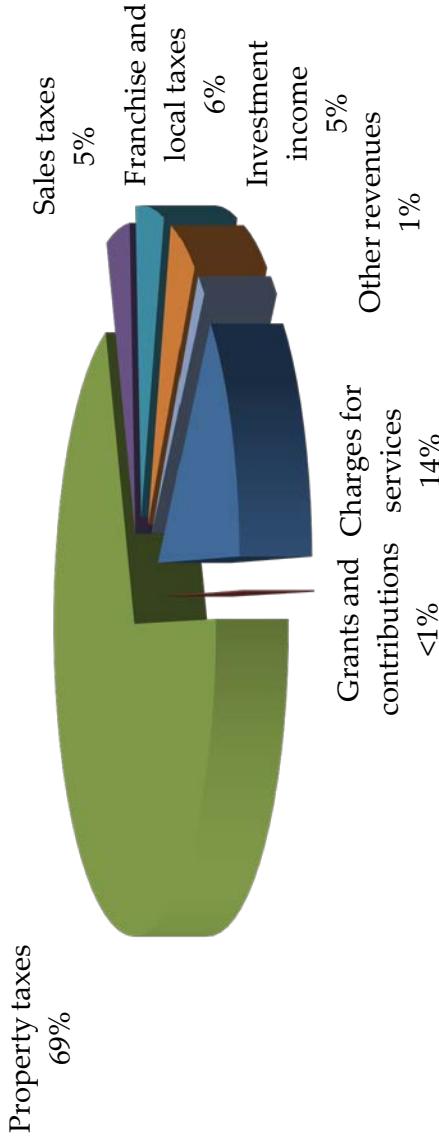
REFERENCE AFR – PAGE 7

- ❖ Total assets exceeded total liabilities by \$58,746,869.
- ❖ City's governmental funds reported a combined ending fund balance of \$6,189,532, an increase of \$420,641.
- ❖ Unassigned fund balance in the general fund was \$4,748,356 or 105% of annual general fund expenditures.
- ❖ The City had an overall decrease in net position of \$256,186 for the year.

City Revenues – Governmental Activities

GOVERNMENTAL ACTIVITIES – YEAR ENDING 9/30/19 - REFERENCE AFR PAGES 20 & 21

Governmental Activities - Revenues



- ❖ Total governmental revenues were \$4,923,028; prior year was \$6,657,904
- ❖ Total charges for services were \$667,841; prior year was \$780,123
- ❖ Total grants and contributions were \$3,636; prior year was \$2,175,459
- ❖ Total property taxes were \$3,419,164; prior year was \$3,168,535
- ❖ Total sales taxes were \$230,007; prior year was \$200,467
- ❖ Total franchise and local taxes \$279,136; prior year was \$246,961

STATEMENT OF REVENUES, EXPENDITURES & CHANGES IN FUND BALANCE

GOVERNMENTAL FUNDS – YEAR ENDING 9/30/19 - REFERENCE AFR PAGES 26 & 27

	Debt General	Service	Capital Projects	(Nonmajor) Volunteer FD	Total
<u>Revenues</u>	\$ 4,217,331	\$ 502,372	\$ 171,247	\$ 1,861	\$ 4,892,811
Total Revenues					
<u>Expenditures</u>					
Total Expenditures	3,979,465	501,009	-	19,030	4,499,504
Excess (Deficiency)	237,866	1,363	171,247	(17,169)	393,307
<u>Other Financing Sources</u>					
Proceeds from sale	27,334	-	-	-	27,334
Other Financing Sources	27,334	-	-	-	27,334
<u>Net Change in Fund Balances</u>					
Beginning fund balances	4,639,786	168,114	769,353	191,638	5,768,891
Ending Fund Balances	\$ 4,904,986	\$ 169,477	\$ 940,600	\$ 174,469	\$ 6,189,532

SCHEDULE OF REVENUES, EXPENDITURES & CHANGES IN FUND BALANCE (Budget & Actual)

GENERAL FUND – YEAR ENDING 9/30/19 - REFERENCE AFR PAGE 69

		Variance with Final Budget	
		Positive	(Negative)
		Final Budget	Actual
<u>Revenues</u>			
Total Revenues		<u>4,300,697</u>	<u>4,217,331</u>
<u>Expenditures</u>			
Total Expenditures		<u>4,530,187</u>	<u>3,979,465</u>
Revenues Over (Under) Expenditures		<u>(229,490)</u>	<u>237,866</u>
<u>Other Financing Sources (Uses)</u>			
Proceeds from sale of capital assets		-	<u>27,334</u>
Total Other Financing Sources (Uses)		<u>-</u>	<u>27,334</u>
Net Change in Fund Balance	\$ <u>(229,490)</u>	265,200	\$ <u>494,690</u>
Beginning fund balance			<u>4,639,786</u>
Ending Fund Balance	\$ <u>4,904,986</u>		

STATEMENT OF REVENUES, EXPENDITURES & CHANGES IN NET POSITION

PROPRIETARY FUND – YEAR ENDING 9/30/19 - REFERENCE AFR PAGE 31

	Water, Sewer & Sanitation Fund
<u>Operating Revenues</u>	
	Total Operating Revenues
	4,354,791
<u>Operating Expenses</u>	
	Total Operating Expenses
	3,657,161
	Operating Income (Loss)
	697,630
<u>Nonoperating Revenues (Expenses)</u>	
	Total Nonoperating Revenues (Expenses)
	(172,672)
	Change in Net Position
	524,958
Beginning net position	18,335,332
Ending Net Position	\$ 18,860,290

SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS

YEARS ENDING DECEMBER 31 - REFERENCE AFR PAGES 70 & 71

	2018	2017	2016	2015
Total pension liability				
Service cost	\$ 197,110	\$ 177,420	\$ 169,837	\$ 142,149
Interest	245,536	226,154	207,380	196,185
Difference in experience	(478)	19,112	52,583	(2,192)
Change in assumptions	-	-	-	81,015
Benefit payments	<u>(144,651)</u>	<u>(146,144)</u>	<u>(164,770)</u>	<u>(157,911)</u>
Net change in total pension liability	297,517	276,542	265,030	259,246
Total pension liability - beginning	3,611,340	3,334,798	3,069,768	2,810,522
Total pension liability - ending	<u>3,908,857</u>	<u>3,611,340</u>	<u>3,334,798</u>	<u>3,069,768</u>
Plan fiduciary net position				
Contributions	\$ 268,129	\$ 240,473	\$ 216,389	\$ 200,749
Net investment income (loss)	(84,398)	332,048	148,469	3,182
Benefit payments	<u>(144,651)</u>	<u>(146,144)</u>	<u>(164,770)</u>	<u>(157,911)</u>
Admin expenses and other	<u>(1,721)</u>	<u>(1,810)</u>	<u>(1,769)</u>	<u>(2,034)</u>
Plan fiduciary net position - change	<u>37,359</u>	<u>424,567</u>	<u>198,319</u>	<u>43,986</u>
Plan fiduciary net position - beginning	2,823,330	2,398,763	2,200,444	2,156,458
Plan fiduciary net position - ending	<u>2,860,689</u>	<u>2,823,330</u>	<u>2,398,763</u>	<u>2,200,444</u>
Net pension liability	\$ 1,048,168	\$ 788,010	\$ 936,035	\$ 869,324

- ❖ The City's current funded ratio is 73%. Prior year was 78%. 70% is considered adequate by Fitch Ratings. Less than 60% is considered weak
- ❖ The City's contribution rates for three years (2019–2017) were 12.40%, 12.50%, 12.47%

CONCLUSION

Other Communications and Questions

Presented By: Jon Watson, CPA
February 4, 2020



Council Agenda Item

Item 2
C'Sec Use Only

Budget Account Code:	Meeting Date: April 7, 2020
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: City Secretary Scott Grey
Estimated Cost:	Date Prepared: April 1, 2020
Exhibits:	<u>Proposed Minutes</u>

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR FEBRUARY 18, 2020. [SCOTT GREY]

SUMMARY

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

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	04/02/2020
City Attorney:		Date:	
City Administrator:	<i>Luke B. Olson</i>	Date:	04/03/2020

MINUTES
CITY COUNCIL MEETING
FEBRUARY 18, 2020

CALL TO ORDER – Roll Call and Determination of a Quorum

The Parker City Council met in a regular meeting on the above date at Victory Church, 6301 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 (arrived at 7:15 p.m.), Ed Standridge and Patrick Taylor (arrived at 8:15 p.m.) were present.

Staff Present: City Administrator Luke Olson, Asst. City Administrator/City Secretary Patti Scott Grey, Finance/H.R. Manager Grant Savage, and Police Chief Richard Brooks

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Mary Anne Seale led the pledge.

TEXAS PLEDGE: Stephanie Leamy led the pledge.

PRESENTATION ON PROPOSED MUNICIPAL COMPLEX

Mayor Pettle said there would not be a presentation tonight. The City Council and City Staff anticipated receiving updated information for dissemination, review and presentation. With no updated information, there is nothing to present currently.

The Mayor then asked City Council to consider removing the playground and pavilion from the proposed municipal complex and to delay placing the proposed municipal complex on the ballot until the November election so details, not currently provided may be obtained for review.

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.

Miles Rudisell, 6804 Poco Drive, said Fort Paint Ball has a new owner, Giovanni DEgidio; he was part of the Fort Paint Ball Field Management Team; and he wanted to make everyone aware of Paint Ball's summer programs. Mr. Rudisell also said he brought two (2) boxes of candy filled eggs for Parker Parks and Recreation's (P&R's) Saturday, April 4, 2020 SpringFest, donated by Mr. DEgidio.

Spencer Pearson, (unknown) Parker Road, said he had construction and transparency concerns regarding the proposed bond issue/municipal complex. Mr. Pearson said he needs additional information.

Ling Shurtz, 4004 Dublin Road, said she is in support of the proposed municipal complex. She did express concerns with the proposed park and project costs of \$14 million.

Jack Brooks, 4304 Wagonwheel Drive, said "while he is in favor of a better facility for our growing police force, our city does not need a \$14 million municipal complex".

Jim Reed, 4703 Boulder Drive, expressed concern regarding the proposed bond issue/municipal complex. (See Exhibit 1 – Jim Reed's email, dated February 16, 2020.)

Stephanie Casson, 5401 Westfield Drive, said she is in favor of removing the playground and pavilion from the design and bond. Ms. Casson indicated \$14 million is too much for a municipal complex as is the money paid to the former architect Randall Scott. She asked Council to consider the affect this bond would have on Parker residents.

Ray Hemmig, 3405 Bluffs Lane, said although he thinks a new facility is necessary, he has concerns with the design and the amount budgeted (\$14 million/\$500 per square foot cost). Mr. Hemmig asked Council to consider building the proposed municipal complex in small increments to lessen the effect on the budget and taxes.

Don Reynolds, 6805 Cheswick Court, said while he supports a facility, he asked Council to consider what is needed and not what is desired, stating \$14 million was too high. Mr. Reynolds said the facility costs should be more reasonable, \$5-6 million-dollar range. He also noted the new architect could not really explain why the numbers came in so high at the Town Hall meeting.

Sheryl Burk, 6806 Estados Drive, asks that no vote take place until unresolved issues are thoroughly reviewed and fixed, especially cost issues.

Linda Nelson, 5802 Corinth Chapel, expressed concern regarding the proposed bond issue/municipal complex. (See Exhibit 2 – Linda Nelson's email, dated February 18, 2020.)

Joe Cordina, 4302 Boulder Drive, expressed concern regarding the proposed bond issue/municipal complex. (See Exhibit 3 – Joe Cordina's email, dated February 18, 2020.)

Jim Douglas, 5005 Hackberry Lane, said this may be the time for a new City Hall, but inquired how much additional space is really required. He indicated the current City Hall is 4,000 square feet and the proposed facility is three (3) times that square footage. Mr. Douglas asked that additional information be provided; a better organized plan be made; and Council look at other city facilities. He noted the municipal complex plans shows 22 people at the Council Chamber dais; expensive storage space, and 155 parking spaces, asking when the City of Parker would ever have a need for that many people at the dais or that much parking spaces. He strongly urged Council to consider the park/playground/pavilion separately and inquired about the cost of upkeep for the proposed municipal complex. Mr. Douglas asked if the existing City Hall be repurposed, consider the Police Department and or Public Works. Finally, he asked the Mayor, Council and City Staff be good stewards of the taxpayers' money.

Elvis Nelson, 5802 Corinth Chapel, expressed concern regarding the proposed bond issue/municipal complex. (See Exhibit 4 – Elvis Nelson's email, dated February 18, 2020.)

Stacy Patrick, 5202 Ravensthorpe Drive, said while she believes there is a need for a City Hall and Police Department, the rest of the design items are "niceties". She asked Council to separate projects out on the ballot. Ms. Patrick noted the trees in the City's Living Legacy Tree Program are dying; the Preserve is not being maintained as promised, including the Gazebo, a gift to the City from the Parker Women's Club. Repairs to City Hall, the Preserve, etc. have been neglected. She asked who would maintain the park and what would be the liability to the City.

Patti Cordina, 4302 Boulder Drive, said she has been here in Parker for several years, seen the City of Parker grow, and related how the Parker Fire Station design was

handled. Ms. Cordina asked the data compiled, as the Parker residents need to know the details of what they would be voting on for the bond.

Ed Lynch, 5809 Middleton Drive, said some Parker residents have asked City Council to separate the three (3) bond issue items. He indicated he thought Texas State Law requires each individual purpose be a separate item on the ballot for voter approval. Mr. Lynch also indicated he thought Council proposed two (2) items, a municipal building and a community center. He urged Council to do the right thing, which in his view is to make two (2) proposals for the ballot, commenting “Don’t make the citizens take action and sue the City.”

Alison Sumrow, 4201 Sycamore Lane, said she was a Councilmember several years ago and understands the difficult decisions Council must make, determining the needs and costs for a new municipal complex. She indicated residents are unclear as to the use of the Community Center and those details need to be communicated. Ms. Sumrow stated she thinks, as the proposal stands now, it will be voted down.

Terry Lynch, 5809 Middleton Drive, expressed concern regarding the proposed bond issue/municipal complex, stating “I am in support of a building for our staff, but not as presently proposed.” (See Exhibit 5 – Terry Lynch’s email, dated February 18, 2020.)

Mayor Pettle read the following residents’ emails into the record:

- Andy Redmond, 7275 Moss Ridge Road, expressed concern regarding the proposed bond issue/municipal complex. (See Exhibit 6 – Andy Redmond’s email, dated February 18, 2020.)
- Van Andrews, 5419 Westfield Drive, expressed concern regarding the proposed bond issue/municipal complex. (See Exhibit 7 – Van Andrews’ email, dated February 17, 2020.)
- Lucy Estabrook, 4407 Church Lane, expressed concern regarding the proposed bond issue/municipal complex. (See Exhibit 8 – Lacy Estabrook’s email, dated February 17, 2020.)
- Z Marshall, 7003 Audubon Drive, expressed concern regarding the proposed bond issue/municipal complex. (See Exhibit 9 – Z Marshall’s email, dated February 17, 2020.)
- Scott and Therese Livesay, 7305 Moss Ridge Road, expressed concern regarding the proposed bond issue/municipal complex. (See Exhibit 10 – Scott and Therese Livesay’s email, dated February 16, 2020.)

No one else came forward

INDIVIDUAL CONSIDERATION ITEMS

1. ANY DISCUSSION, CONSIDERATION, OR APPROPRIATE ACTION ON THE PROPOSED MUNICIPAL COMPLEX AND ITS FUNDING. [PETTLE]

Mayor Pettle asked City Council one again to consider removing the playground and pavilion from the proposed municipal complex and to delay placing the proposed municipal complex on the ballot until the November election so details, not currently provided may be obtained for review.

Councilmember Meyer said she now feels Council has heard the concerns of Parker residents. The City needs time to gather and review additional details with the residents before placing the bond issue on the November ballot.

Mayor Pro Tem Standridge said he hoped for positive input, not negative, from residents. Suggestions and constructive criticism to assist with fleshing out the details prior to placing the municipal complex on the ballot.

Councilmember Abraham expressed her gratitude for residents attending tonight's City Council meeting in the rain to voice their thoughts on the proposed municipal complex. Ms. Abraham said the City of Parker needs the new municipal complex especially the City Hall Administration, Police and Public Works Departments, noting City Council and City Staff want to work with its citizens to be more transparent.

Councilmember Smith noted progress is being made and thanked the residents for their time and input. Mr. Smith said with citizen input and involvement, the City will end up with a municipal complex that works for everyone.

MOTION: Councilmember Meyer moved to remove the playground and pavilion from the proposed municipal complex funding, with funding coming from other sources such as grants, etc., and delaying said funding/bond until the November ballot when more detailed information is available. Councilmember Smith seconded with Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

ROUTINE ITEMS

2. FUTURE AGENDA ITEMS

Mayor Pettle asked if there were any items to be added to the future agenda. Hearing none, she encouraged everyone to email her any requests.

The Mayor said the next regularly scheduled meeting would be Tuesday, March 17, 2020, due to March 3rd Primary Election Day.

3. ADJOURN

Mayor Lee Pettle adjourned the meeting at 8:18 p.m.

APPROVED:

Mayor Lee Pettle

ATTESTED:

Approved on the 7th day
of April, 2020.

Patti Scott Grey, City Secretary

From: [REDACTED]
To: lpettle@aol.com; Patti Grey
Cc: [REDACTED]
Subject: Parker proposed municipal expansion
Date: Sunday, February 16, 2020 9:50:42 PM
Importance: High

Hello my name is Jim Reed from Boulder Drive. We have been Parker residents since January 2000. My reason for sending this message is to highlight my concerns with this very costly \$14 million dollars proposed Municipal expansion.

The Town Hall to review the updated project details and to answer questions from Parker residents was cancelled and now the details are not available to review prior to being placed on the ballot. Why are the details being concealed and not open to scrutiny by the Parker residents who are expected to pay for this project?

I for one had strong objections to the original proposed size of the expansion, the outrageous cost per square foot, and poor design/use of space.

I feel as if this project is being purposely PUSHED through without informing the Parker residents the details.

I urge the current Parker City Council and Mayor to listen to the Parker residents whom they represent.

I ask that my email be read at the Tuesday February 18th meeting, I will be in attendance.

Jim Reed

President & CEO

Stewart Guitar Company

[REDACTED]
www.StewartGuitars.com



From: Linda Nelson [REDACTED]
Sent: Tuesday, February 18, 2020 11:35 AM
To: Patti Grey <PGrey@parkertexas.us>
Subject: City Council Meeting: 2/18 - - Public Comments (Linda Nelson)

Hi Ms. Grey,

I plan to attend this evening's City Council meeting (2/18) and speak during the public comments period. Below are my planned comments. I am requesting that these comments also be included in the official minutes (appendix) for tonight's meeting.

My name is Linda S. Nelson. I reside at 5802 Corinth Chapel Road in the Parker Village HOA.

First, let me state that I support the replacement of the current City Administrative facility. Second, from the discussions surrounding the new municipal complex, there have been a number of **opportunities** identified to improve how the City Council and Staff works together with the citizens of Parker.

1. The City has no consistent, timely and comprehensive channel for communicating with the Citizens. For a project as important as replacing the current City Administrative facility, citizens shouldn't have to navigate multiple communications channels including: (1) City of Parker website; (2) 'unofficial' City Council meeting notes prepared by the Mayor; (3) 1-on-1 phone calls/ emails with various members of City Council and Staff; (4) Facebook postings & responses using Next Door and Uniquely Parker. **I strongly encourage City Council to task the City Administrator to create a comprehensive Communication Plan which would include (1) use of restructured City website; (2) timely publication of official City Meeting minutes; and (3) project status updates for all major initiatives.**
2. From the commentary provided by City Council & Staff in a variety of forums, it appears that the current City Administrative facility suffers from structural and health issues (e.g., cracked slab, rusted beams, bad joists, mold) that can't be remediated and represent a clear and present danger to everyone entering the facility. While some may believe that these issues have been overstated to motivate the Citizens to accept and vote for a new facility, I take the City at their word. **I strongly encourage City Council to evacuate all personnel from the current City Administrative facility to a new temporary facility immediately until the new building is constructed. I also encourage City Council to set aside an appropriate reserve for potential injuries to Parker citizens and staff.**
3. From the commentary provided by City Council & Staff in a variety of forums, it appears that the current City Police facility is not compliant with police and other standards that may or may not be able to be remediated in the short term. **I strongly encourage City Council to task the Police Chief and City Administrator to prepare a risk mitigation plan.**
4. From the commentary provided by City Council & Staff in a variety of forums, it appears that the current physical records required by law are not maintained with appropriate environmental controls (e.g., in a shed and a basement prone to flooding). **I strongly encourage City Council to task the City Administrator to prepare a risk mitigation plan, including consideration of immediate evacuation to a separate records storage facility.**
5. As expressed at previous City Council Meeting, I remain concerned that the state of the current City Administrative facility is the direct result of the building not being maintained over the years. This is the equivalent of not making oil changes to your car because you are going to buy a replacement in a few years. **I strongly encourage City Council to task the City Administrator and Finance Officer to ensure that the next 5 years of maintenance & repair expenditures be estimated and included in the planning projections.**

Cordially,

Linda Nelson
5802 Corinth Chapel Road
Parker, Texas 75002
[REDACTED]

4302 Boulder Drive
Parker, Texas 75002-2716

February 18, 2020

To: Parker City Council

Request: To be read at the appropriate time during the meeting and entered into the meeting minutes in its entirety

Subject: Bond considerations and funds allocations for Projected Municipal Building and associated structures disposition

Fellow Parker citizens and elected officials,

The matter before us is not without long-term consequence. Should the decision-making process be cut short in the interest of 'perceived crisis' or other urgency, such as construction cost, leased property contract expirations or lifetime limitations on existing facilities, those of us present here will be saddled with a financial burden that many may never live long enough to see satisfied.

From what I have witnessed, the process of community involvement has all but been slighted in such a way that the rationale for a \$14 million bond adoption is sorely without basis. While I personally support the plans for an improved Municipal Center, the communication with the taxpayers has been a substantial failure. We have failed one another since we have not set the priority of "Space Needs" vs the "New Building" solution. Utilization of existing facilities for needed purpose has been ignored and in place has come the concept of "Everything New." A massive complex is way outside what the real needs for our community can justify. We would be far better served to set our bond target for this ambitious plan at a level that would match the estimates voiced by our own citizens who are career-driven in the commercial construction industry.

Other more urgent needs such as flood control, and road restorations are at the top of our immediate needs yet seem to be ignored in favor of massive excess space construction. Building FOR the future, IN THE FUTURE brings to bear construction considerations that allow for timely expansion and is not only prudent but places the cost burden on those most likely to enjoy the benefits.

With this in mind, I once again ask the Council to initiate community involvement in the design and planning for this much needed facility so we maintain our commitment to be "Uniquely Country" and serve our growing community across the foreseeable future.

Very truly yours,



Joe Cordina
Mayor, City of Parker
2008-2012



From: [Elvis](#)
To: [Patti Grey](#)
Subject: City Council Meeting: 2/18 - - Public Comments
Date: Tuesday, February 18, 2020 5:14:47 PM

Hi Ms. Grey,

I plan to attend this evening's City Council meeting (2/18) and speak during the public comments period. Below are my planned comments. I am requesting that these comments also be included in the official minutes (appendix) for tonight's meeting.

My name is Elvis J. Nelson. I reside at 5802 Corinth Chapel Road in the Parker Village HOA.

At first I was all in favor of the new building upon reading the genera; description. But upon close examination of the plans, limited justification, supporting evidence, drawings, I have concluded I am strongly against this particular plan as currently presented. Some of the reasons include:

1. I looked at the pictures (dated Sep 2018) and they seem no worse than houses I have owned where similar repairs were accomplished. I think the building should not be torn down but after the staff moves to a new building, it should be re-evaluated for storage of other possible uses.
2. It states the current design is 20,000 sq ft, but I calculate 20,360 for the main building and 3,400 for the Community Center, for a total of 23,760. Since we do not have any cost breakdown, using the numbers we have, this \$589 per sq ft.
3. There seem to be too many dedication conference or meeting rooms, but the design should accommodate muti-use meeting areas. Rather the dedicate and name rooms for a single purpose, chances are few will be in use at the same time, thus a room used in the morning should be used for something else in the afternoon or evening.
4. I would like to see quantitative support for the number of these objects, that I have counted or noted:
 - a. Offices 19
 - b. Conference/ Meeting Rooms 6
 - c. Bathroom commodes 22 (Women 9, Men 13)
 - d. Parking spots on cement 134
 - e. Kitchen/Breakrooms 3
 - f. Nine foot wide hallways
5. The Community Center is too far from the main building, reducing more productive usage. Considering the main building expansion reserved areas, there is ample room to plan it adjacent to the main building and increase its usage significantly. Thus, the meeting room, kitchen, bathrooms, storage, and even the heating and air conditioning could be molded into the main building plan and undoubtedly scaled back.

Once these items are addressed, I would be ready to vote for it.

Elvis J Nelson



Terry Lynch ~ 5809 Middleton Dr.

I would like to encourage the council to table action on approving a bond election for this project and take the time to answer questions that have been raised and not yet addressed.

Two critical aspects that have not yet been addressed:

- 1) Overall size and cost of the project. Council has not provided estimated costs of the individual components and has not responded to questions regarding the amount of space proposed and use of offices vs open space

Perhaps the council should consider community involvement and establish a steering committee of residents primarily with building knowledge and experience, along with the city administrator, to review the building plan and comments, identify changes that would reflect best practices of businesses, work to agreement on changes, and then have the architect update the plan.

- 2) Financial projections of the maintenance and operations showing impact on property tax in current and future years. Council has not provided projections showing the impact of the new facilities as well as and staff growth anticipated.

At the last long term planning session the police projected an addition of 9 staff, fire reported a need for full time administrative staff and increase staffing on shifts, and administration projected 8 additions over the next ten years. This along with a significantly larger building and amenities are causes of concern to residents.

I would ask council to direct projections be made to provide a tool for decision making on the project and to enable transparency to the residents.

I am in support of a building for our staff, but not as presently proposed. I hope that council will obtain and disclose the information that has thus far not been disclosed before council approves the plan and related bond election.

From: [Andy Redmond](#)
To: [Patti Grey](#)
Subject: Citizen response to 2 18 20 council meeting
Date: Tuesday, February 18, 2020 4:27:19 PM

Hello Ms. Grey:

Please introduce the following to be read as a citizen input, as I'm unable to attend the council meeting tonight.

//////////

Dear Mayor Pettle and Council:

RE: Vote on proposed municipal complex/ bond issue added to election ballot(s).

I'm Andy Redmond of 7275 Moss Ridge.

I would urge each of you to **vote no** on a bond proposal for the election ballot, which would fund a proposed municipal building.

Further, I would suggest the municipal building proposal to be tabled indefinitely, until a comprehensive plan is created.

If the comprehensive plan suggests a new municipal building is needed, complete transparency is suggested to garner citizen support. The plan would drive need for a building, including building design, size, cost etc. vs. a "build it and they will come" approach. Such a plan is similar to a business plan for a corporation. Corporations carefully consider large expenditures and the incurrence of debt, justified only by need and direct support to the business plan.

Parker will likely continue to grow, but as it ages-- the city will encounter large infrastructure expenditures to maintain expected city services (streets, water, sewer, drainage, building maintenance, etc.). A sound comprehensive plan will plan for future budgetary concerns and resulting expenditures as required.

Let's keep our city "uniquely Parker," providing minimalistic government and city services.

Thanks to each of you for serving our City and the opportunity to provide my input.

Regards,
Andy Redmond

From: [Van Andrews](#)
To: [Patti Grey](#)
Subject: 18 February, 2020 Council Meeting Questions in Proposed Municipal Complex
Date: Tuesday, February 18, 2020 1:12:03 AM

Hello,

We are new to Parker, and have a couple of questions on the proposed municipal complex.

I understand the need to grow space for police and city administration. However, growing from what I believe is a total of 6,688 square feet (Current + Lease) to 20,000 feet makes me question why that much this fast:

- A. With space more than tripling, Is the staff growing too?
- B. Would you consider building a smaller space, eliminating the community center and playground (there are several options for this in adjacent towns), and then using additional funds to improve roadways and drainage areas?
- C. Prior to moving to Parker, we looked at Lucas as well, and chose Parker because of its quaint, small-town atmosphere. How does Parker keep that, given the proposal for such a large building?

Thanks,

Van

5419 Westfield Drive (King's Crossing)
Parker, TX

Sent from my iPhone

From: [Lucy Estabrook](#)
To: [Patti Grey](#)
Subject: Please read aloud at City Council Meeting 2/18/20
Date: Monday, February 17, 2020 9:26:00 PM

Dear Parker City Staff, Mayor, City Council, and Parker Neighbors,

I am dismayed at the proposed \$14 million dollar municipal complex for many reasons. Here are a few.

Like you, I am employed, and expect an appropriate, comfortable work environment. A simple, well-lit country style building, reflecting what Parker says about itself on every page of its web site, **Uniquely Country**. A simple municipal building that will not indebted the city for a generation, and raise every home owner's taxes by many hundreds of dollars, for at least 20 years.

While we may need a larger city staff building, we do not need to incur huge debt, and taxes for it. We do not need to add still more debt and taxes with a Community Building, Outdoor Pavilion in the Parker Preserve Park, Restrooms, and Playground. Who is going to clean the park restrooms every day, and repair as needed? How much will this cost?

After the Parker Preserve trail was completed, someone on the team asked me what I thought. I struggled with a reply. I asked him if they'd visited the 48 mile trail through downtown Fort Worth, and spoken with the City of Fort Worth. The person replied he'd never heard of the 48 mile trail, in a flood plain, just like Parker, less than an hour away. That explains the high expense and underachievement in Parker. The 48 mile trail in Fort Worth is used by many families, walking, jogging, biking, riding horses, etc. There isn't much in the way of restrooms, playgrounds, or pavilions, but there sure are a lot of families having a wonderful time together.

If the Mayor, City Council, and Parker citizens want more, we can build park amenities the same way the 25 mile Trinity Trail from Wylie through Lucas was built, and is maintained: with a group of volunteers. 25 miles of trail, restrooms and pavilions at 3 separate parks, was all built by volunteers. The group pays someone to clean the restrooms, mow, and much more. No one in Parker pays taxes for those parks and upkeep, and everyone in Parker is welcome to use them.

Let's build a simple, comfortable city staff building, without spending a fortune.

Thank you.

I'd prefer not to have my name read aloud, unless it's required.

Respectfully yours,

L Estabrook

From: [Z Marshall](#)
To: [Patti Grey](#)
Subject: New City Hall
Date: Monday, February 17, 2020 9:34:08 PM

Patti

I am unable to attend the City Council meeting.

Please pass onto Council and include in public comments.

Honorable Mayor & City Council.

There seems to be a lot of misinformation circulating around our City about the proposed new City Hall.

The primary source appears to be from a faceless group of citizens that will not identify themselves individually, but as "Concerned Parker Citizens"

I asked that they identify themselves after sending me an unauthorized, very bias negative email solicitation, in the middle of the night.

I got no response on that question. Seems to be an underhanded way to communicate their message.

Are any of you on Council part of this group?

Correct me if I am wrong, but I think last month all of you voted in favor of having staff prepare whatever needs to be done to place this project for bond approval on our our next election ballot.

A common primary complaint this group has raised are that their concerns have not been addressed.

There has been meetings, open workshops, and an open house forum.

This City Hall complex has also been on the Council agenda many times for the past almost three years. Citizen input has been solicited at all of these meetings.

The proposed new City Hall are the result of those meetings and numerous other meetings with Police, Staff, Council members and others.

Obviously, no recommended solution for this project or any other issue that comes before you will please everyone.

As stated before, I fully support a new City Hall complex and know you will make the right decision for our community.

It's time we move forward to let our CITIZENS decide if they want our outstanding Police Department, confident Staff, and to have both inside and outside space options for our Community to use and enjoy.

Thank you for your service.

Sent from Z iPhone

[REDACTED]

From: [Scott & Therese Livesay](#)
To: [Patti Grey](#)
Subject: Please include in Tuesday, Feb 18th City Council Meeting
Date: Sunday, February 16, 2020 9:51:23 AM

Patti:

Please have the following read at the Feb 18th City Council Meeting, and entered into the record. I apologize, but I will be out of town and unable to attend.
Thank You.

First, allow me to congratulate the Mayor and Council on selecting a new architect (Kent Spurgin) and the changed/newly designed approach for a city complex. I believe the layout it is well thought out and will more than meet the needs of the city going forward. I also want to add my thanks for the Town Hall Meeting where the new design was available for review and the architect, mayor, council members, city administrator and finance manager available for discussion. Made for a very informative evening.

Second, I'd like to comment that the approach leveraging a risk manager to manage the costs and obtain material quotes versus handing that over to the architect is a better approach. There is risk in setting the bar too high, relative to overstating the high side expenses, which increases the potential dollars to be split, but overall this should provide a more cost effective approach for the City of Parker.

Being said, here are the takeaways I have from discussions with the Finance Manager, the Architect, the Mayor, and two Council Members, as well as two of the citizens who were also in attendance at the Town Hall Meeting.

I focused on the cost per square foot for the facilities as a starting point, ignoring the concrete requirements and other additional items to begin. The main facility is 20,000 square feet and the Pavilion is 3,500 square feet, for a total of 23,500 square feet. The Mayor told me the architect had used a \$295/sq ft for the facilities, which I verified with the Architect. For simplicity, I'll use \$300/sq ft. That gives the cost of the two buildings to be \$7,050,000. That should be the majority of the complex cost, however the proposal doubles that amount. What do we get for the additional \$7Million dollars?

I considered the add-ons that are required for the complex, and I am only using very rough numbers here, but the baseline for a commercial office building is \$100/sq ft for the structure and \$150/sq ft for the outfitting the interior (wall coverings, floors, lighting, railing, restrooms, etc). That leaves me comfortable that \$300/sq ft should be quite adequate for the buildings costs. This was also confirmed with the architect, including his discussion about a recent fire station buildout that came in at that cost. So the rest of the costs:

Concrete is at least \$7/sq ft these days, and if we are talking road worthy versus driveways, probably upwards toward \$10/sq ft. I used \$1,000,000 for the cost of

concrete, which calculates to 100,000 square feet of new concrete for driveways and parking. How many square feet of new concrete is needed was not available at the Town Hall Meeting, so this number may need adjusted up or down.

Furniture will be needed for the new facilities. I used \$250,000 as a furniture budget.

I.T. infrastructure: assuming we use the computers and servers we have, then we are talking about running cabling to the office areas and perhaps power protection gear in addition to what we have. There would also be hopefully new projectors and screens in the main council area as well as the executive area. Without knowns, I used \$250,000 as an I.T. budget.

I recall the complex has a recreation area that will need equipment and landscaping. \$100,000 as a budget for that area.

There are unknown concerns around engineering requirements for foundations as such, that involve working with the earth to add or improve its condition to support the type of foundation needed for building structures. That is really an unknown, so a \$1,000,000 placeholder for that potential cost.

The police facility inside the main building will have certain additional requirements, such as sound deadening and fire proofing of record storage. Figure another \$250,000 for those requirements.

To summarize the potential cost:

7,050,000	Buildings
1,000,000	Concrete Drives/Parking
250,000	Furniture
250,000	I.T. Requirements
100,000	Recreation Area
1,000,000	Potential Earthwork for Foundations
250,000	Police Facility Requirements
<hr/>	
9,900,000	Projected Costs

Add to that a contingency, and I could have \$11-12,000,000. What I can't get to, with the information I have, is a need for \$14,000,000 as a budget. I understand we want to go high for bond approval, as we definitely do not want to come up short for the funds and go back for another bond. That would be problematic. But if the cost is truly between \$11-12,000,000, then we are going to make the risk manager a very happy person.

This is my concern. It looks like from the quantitative analysis on limited data, that we are putting a 40% contingency on this project, which is very high. 20% should be high enough for a contingency. I would also suggest we could arrange for any bond shortfall to be covered from the City savings accounts that last I saw was around \$12Million. Paying an over-run from those funds would not hurt the city's financial position from a bonds rating perspective.

As I said on my comment card from the meeting, as well as in the beginning of this email, I approve of the complex design and do feel it is time for the City of Parker to upgrade its city complex in this manner. But we seem to be a little uncertain on cost, and might benefit from an objective assessment from a 3rd party prior to placing a bond package on the May election.

Thank you for your time and consideration on the above. And like I said, nice job on the complex, I believe it will reflect nicely on the city.

Regards:

Scott Livesay



Council Agenda Item

Item 3
C'Sec Use Only

Budget Account Code:	Meeting Date: April 7, 2020
Budgeted Amount:	Department/ Requestor: City Secretary
Fund Balance-before expenditure:	Prepared by: City Secretary Scott Grey
Estimated Cost:	Date Prepared: April 1, 2020
Exhibits:	<u>Proposed Minutes</u>

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR MARCH 24, 2020. [SCOTT GREY]

SUMMARY

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

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	04/02/2020
City Attorney:		Date:	
City Administrator:	<i>Luke B. Olson</i>	Date:	04/03/2020

MINUTES
CITY COUNCIL MEETING
MARCH 24, 2020

In light of the Governor's executive order and the recommendations by the Federal Government and Center for Disease Control regarding social distancing, this meeting may be conducted telephonically. The call-in number for this meeting is (toll free) 1-866-899-4679 access code [262-755-317].

City Council Meeting 3/24
Tue, Mar 24, 2020 5:30 PM - 7:00 PM (CDT)

Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/262755317>

You can also dial in using your phone.
United States (Toll Free): [1 866 899 4679](tel:18668994679)
United States: [+1 \(312\) 757-3119](tel:+13127573119)

Access Code: 262-755-317

New to GoToMeeting? Get the app now and be ready when your first meeting starts:
<https://global.gotomeeting.com/install/262755317>

CALL TO ORDER – Roll Call and Determination of a Quorum

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

Mayor Lee Pettle called the meeting to order at 5:30 p.m. Councilmembers Diana M. Abraham, Cindy Meyer, Edwin Smith, Ed Standridge and Patrick Taylor (arrived at 5:41 p.m.) were present.

Staff Present: City Administrator Luke Olson, Asst. City Administrator/City Secretary Patti Scott Grey (attended virtually from office) *, Finance/H.R. Manager Grant Savage(attended virtually from office) *, City Attorney Brandon Shelby, Public Works Director Gary Machado(attended virtually from office) *, and Police Chief Richard Brooks (attended virtually from City Hall property) *

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Mayor Pro Tem Ed Standridge led the pledge.

TEXAS PLEDGE: Councilmember Cindy Meyer led the pledge.

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

Mayor Pettle read the following residents' emails into the record:

- Randy Kercho, 5009 Edgewater Court, expressed concern regarding item #2 on tonight's agenda on possibly postponing the City's General Election to be held on Saturday, May 2, 2020 and moving it to November 3, 2020 to elect a Mayor and Two (2) Councilmembers At-Large. (See Exhibit 1 – Randy Kercho's email, dated March 21, 2020.)

INDIVIDUAL CONSIDERATION ITEMS

1. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON THE MAYOR'S DECLARATION OF LOCAL DISASTER FOR PUBLIC HEALTH EMERGENCY; ORDER; AND SOCIAL DISTANCING RECOMMENDATIONS. [PETTLE/OLSON/SHELBY]

Councilmember Taylor arrived.

Council noted the declaration should mirror Collin County's declaration and Mayor Pettle has the authority to cancel and/or shorten, if needed.

MOTION: Councilmember Abraham moved to authorize the Mayor's Local Disaster for Public Health Emergency Declaration. The declaration activates the City of Parker Emergency Management. (See Exhibit 2 – City of Parker, Texas Mayor's Declaration of Local Disaster for Public Health Emergency, dated March 24, 2020.). Councilmember Meyer seconded with Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

Mayor Pettle asked that each Councilmember receive a copy of the declaration as soon as possible and it be posted to the City's website and bulletin board.

2. DISCUSSION, CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 790, POSTPONING THE GENERAL ELECTION TO BE HELD ON SATURDAY, MAY 2, 2020 AND MOVING IT TO NOVEMBER 3, 2020 TO ELECT A MAYOR AND TWO (2) CITY COUNCIL MEMBERS AT-LARGE; AUTHORIZING THE MAYOR TO EXECUTE A GENERAL ELECTION CONTRACT FOR ELECTION SERVICES WITH COLLIN COUNTY; PROVIDING FOR THE ORDER AND NOTICE OF THE ELECTION; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW AND PROVIDING AN EFFECTIVE DATE. [SHELBY]

MOTION: Councilmember Taylor moved to adopt Ordinance No. 790, postponing the General Election to be held on Saturday, May 2, 2020 and moving it to November 3, 2020 to elect a mayor and two (2) city council members at-large; authorizing the mayor to execute a general election contract for election services with Collin County; providing for the order and notice of the election; finding and determining that the meeting at which this ordinance is passed was noticed and is open to the public as required by law and providing an effective date. The motion died for lack of a second.

Council discussed why the election should and should not be postponed. After further deliberation, concerns regarding difficulties getting and retaining elections workers, Collin County not being able to assist in their normal contracted capacity, lack of training for changing election workers on the newly implemented voting equipment, and health concerns of election workers, staff, and citizens, Council reluctantly came to the decision the May 2, 2020 General Election may need to be postponed.

Michael Slaughter, 3400 Bluffs Lane, expressed concern regarding postponing the May 2, 2020 General Election to November 3, 2020. However, he noted he understood many will weight in on the topic and he would support the decision made by the Mayor and City Council. (See Exhibit 3 – Michael Slaughter's email, dated March 19, 2020.)

Terry Lynch, 5809 Middleton Drive, expressed concern regarding postponing the May 2, 2020 General Election to November 3, 2020. However, she noted our Elections Administrator Bruce Sherbet laid out a reasonable case to proceed with his recommendation to move the City of Parker election to November 3rd. and support this change. (See Exhibit 4 – Terry Lynch's email, dated March 19, 2020.)

Councilmember Edwin Smith, 6704 Overbrook Drive, also expressed his concern regarding postponing the May 2, 2020 General Election to November 3, 2020.

There was discussion of the City's ability to provide a safe, cost effective General Election with Collin County limited contractual services, due to COVID-19 pandemic. (See Exhibit 5 – Collin County Elections Administrator Bruce Sherbet's email, dated March 18, 2020.) (See Exhibit 6 - State of Texas Director of Elections Keith Ingram's Election Advisory No. 2020-12, dated March 18, 2020 – Actions for May 2, 2020 Uniform Election Date.) (See Exhibit 7 – Texas' Governor Greg Abbott's Proclamation, dated March 18, 2020.)

MOTION: Councilmember Taylor moved to adopt Ordinance No. 790, postponing the General Election to be held on Saturday, May 2, 2020 and moving it to November 3, 2020 to elect a mayor and two (2) city council members at-large; authorizing the mayor to execute a general election contract for election services with Collin County; providing for the order and notice of the election; finding and determining that the meeting at which this ordinance is passed was noticed and is open to the public as required by law and providing an effective date. Councilmember Meyer seconded with Councilmembers Meyer, Standridge, and Taylor voting for the motion. Councilmembers Abraham and Smith voting against the motion. Motion carried 3-2.

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

3. 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).

Mayor Lee Pettle recessed the regular meeting to Executive Session at 6:15 p.m.

4. RECONVENE REGULAR MEETING.

Mayor Lee Pettle reconvened the meeting at 8:55 p.m.

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

No action was taken.

6. ADJOURN

Mayor Lee Pettle adjourned the meeting at 8:56 p.m.

APPROVED:

Mayor Lee Pettle

Approved on the 7th day
of April, 2020.

ATTESTED:

Patti Scott Grey, City Secretary

*A City Council Meeting 3/24 Attendees Summary has been attached as Exhibit 8 to verify the virtual quorum, staff members and residents present and/or present in other areas. Only the limit of ten (10) were permitted in the actual Council Chambers at any time. (See Exhibit 8 – City Council Meeting 3/24 Attendees Summary, dated March 24, 2020.)

From: [REDACTED]
To: [REDACTED]
Sent: 3/21/2020 9:50:49 AM Central Standard Time
Subject: Mayoral & Council May Election

Lee,

Received notice that a City Council Special Meeting will be held on March 24, 2020 in which one of the topics will consist of the following:

**CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 790,
POSTPONING THE GENERAL ELECTION TO BE HELD ON SATURDAY, MAY 2, 2020 AND
MOVING IT TO NOVEMBER 3, 2020 TO ELECT A MAYOR AND TWO (2) CITY COUNCIL
MEMBERS AT-LARGE**

As I may be unable to attend the meeting, I wanted to provide the City Council wth my stance on the above subject matter. Some of the unfortunate consequences of COVID-19 has been the cancellation of meetings, social distancing and delay of elections & voting. In the past, candidates for City Council have had the opportunity to both canvas the city in a door to door manner to reach out to citizens of Parker to express their desire to represent them on Council and communicate where they stand on various issues impacting the city currently or anticipated in the future. The Candidates have also generally been afforded the opportunity to attend a City-wide forum to answer questions posed to them and express their thoughts in a face to face manner. Given these opportunities for the Candidates to present themselves are not currently available due to restrictions imposed by COVID-19 guidelines, I would be in favor of postponing the election for Mayor and City Council seats for the City of Parker until November 2020. However, if such election is postponed I would also recommend that the "Term" of the office be slightly shortened so that it ends on the date that it would have otherwise had the election been held in May 2020.

Please feel free to read and / or include this email as part of the scheduled Special Meeting on the 24th of March.

Sincerely,

Randy Kercho
5009 Edgewater Ct
Parker, TX 75094



**CITY OF PARKER, TEXAS
MAYOR'S DECLARATION OF
LOCAL DISASTER FOR PUBLIC HEALTH EMERGENCY**

WHEREAS, beginning in December 2019, a novel coronavirus, now designated SARS-CoV2 which causes the disease COVID-19, has spread through the world and has now been declared a global pandemic by the World Health Organization; and

WHEREAS, symptoms of COVID-19 include fever, coughing, and shortness of breath. In some cases, the virus has caused death; and

WHEREAS, extraordinary measures must be taken to contain COVID-19 and prevent its spread throughout the City of Parker, including the quarantine of individuals, groups of individuals, and property as well as compelling individuals, groups of individuals, or property to undergo additional health measures that prevent or control the spread of disease; and

NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR OF THE CITY OF PARKER, TEXAS:

Section 1. That a local state of disaster for public health emergency is hereby declared for the City of Parker, Texas, pursuant to section 418.108(a) of the Texas Government Code.

Section 2. Pursuant to section 418.108(b) of the Government Code, the state of disaster for public health emergency shall continue for a period of not more than seven days from the date of this declaration unless continued or renewed by the City Council of Parker, Texas.

Section 3. Pursuant to section 418.108(b) of the Government Code, the City Council of Parker, Texas has authorized the continuation of this Emergency Declaration until the regularly scheduled City Council meeting to be held April 7, 2020, unless rescinded by the Mayor.

Section 4. Pursuant to section 418.108(c) of the Government Code, this declaration of a local state of disaster for public health emergency shall be given prompt and general publicity and shall be filed promptly with the City Secretary.

Section 5. Pursuant to section 418.108(d) of the Government Code, this declaration of a local state of disaster activates the City of Parker emergency management plan.

Section 6. That this proclamation shall take effect immediately from and after its issuance.

DECLARED this 24th day of March 2020 at 6 P.M. Central Daylight Time.

A handwritten signature in blue ink that reads "Lee Pettle".

Lee Pettle
Lee Pettle, Mayor
City of Parker, Texas



ORDER OF THE MAYOR OF THE CITY OF PARKER, TEXAS

Summary: The virus that causes 2019 Coronavirus Disease (COVID-19) is easily transmitted through person to person contact, especially in group settings, and it is essential that the spread of the virus be slowed to protect the ability of public and private health care providers to handle the influx of new patients and safeguard public health and safety. Because of the risk of the rapid spread of the virus, and the need to protect the most vulnerable members of the community, this Order encourages citizens to avoid community gatherings of 10 persons or more anywhere in the City of Parker beginning at 6 p.m. on March 24, 2020, and continuing so long as the Emergency Declaration authorized by the Parker City Council remains in effect, as defined by Section 3 herein. For all other gatherings, the City of Parker, the Office of the Collin County Judge, and the Health Authority strongly recommend following the social distancing protocols attached to this Order, including canceling, rescheduling, or not attending events with more than 10 persons. Additionally, the City of Parker, the Office of the Collin County Judge, and the Health Authority strongly urge high-risk individuals, as defined by the Centers for Disease Control and Prevention (CDC), to cancel, reschedule, or not attend events that will have or will likely have 10 or more people.

UNDER THE AUTHORITY OF TEXAS GOVERNMENT SECTION 418.108, I, LEE PETTLE, MAYOR OF THE CITY OF PARKER, TEXAS, HEREBY ORDER THE FOLLOWING:

1. Effective as of 6 p.m. on Tuesday March 24, 2020, and continuing so long as the Emergency Declaration authorized by the City Council of Parker, Texas remains in effect, public or private Community Gatherings (as defined in Section 3 below) are prohibited anywhere in the City of Parker, Texas.
2. In addition, the City of Parker, the Office of the Collin County Judge and the Collin County Department of Health and Human Services ("Health Authority") strongly recommend canceling, rescheduling, or not attending events with more than 10 persons. The City of Parker, the Office of the Collin County Judge, and the Health Authority strongly urge organizations that serve high-risk populations to cancel gatherings of more than 10 people. These recommendations are based on the social distancing practices attached to this Order as well as the "Implementation of Mitigation Strategies for Communities with Local COVID-19 Transmission" issued by the United States Centers for Disease Control and Prevention ("CDC"). The City of Parker, the Office of the Collin County Judge, and the Health Authority urge people to not attend non-essential gatherings during the duration of this Order in order to help slow down the spread of the COVID-19 virus.
3. Definitions:
 - a. For purposes of this Order, a "Community Gathering" is any indoor or outdoor event or convening, subject to the exceptions and clarifications below, that brings together or is likely to bring together ten (10) or more persons at the same time in a single room or other single confined or enclosed

space, such as an auditorium, theatre, stadium (indoor or outdoor), arena or event center, meeting hall, conference center, large cafeteria, or any other confined indoor or confined outdoor space.

- b. An outdoor "Community Gathering" under this Order is limited to events in confined outdoor spaces, which means an outdoor space that (i) is enclosed by a fence, physical barrier, or other structure, and (ii) where people are present and they are within arm's length of one another for extended periods.
- c. This Order also does not prohibit gatherings of people in multiple, separate enclosed spaces in a single building such as a multiplex movie theater, school or office tower, so long as 10 people are not present in any single space at the same time. This Order also does not prohibit the use of enclosed spaces where 10 or more people may be present at different times during the day, so long as 10 or more people are not present in the space at the same time. For any gathering covered by this subsection c., the City of Parker, the Office of the Collin County Judge, and the Health Authority strongly encourage compliance with the attached Social Distancing Recommendations, including providing hand sanitizer and tissues and increasing cleaning of commonly touched surfaces.
- d. For purposes of clarity, a "Community Gathering" does not include the following so long as visitors are generally not within arm's length of one another for extended periods:(i) spaces where 10 or more persons may be in transit or waiting for transit such as airports, bus stations or terminals; (ii) office space or residential buildings; (iii) grocery stores, shopping malls, or other retail establishments where large numbers of people are present but it is unusual for them to be within arm's length of one another for extended periods; and (iv) hospitals and medical facilities. In all such settings, the City of Parker, the Office of the Collin County Judge and the Health Authority recommend following the attached Social Distancing Recommendations, and personal hygiene measures such as hand sanitizer and tissues should be provided when possible.

4. This Order shall be effective until it is either rescinded, superseded, or amended pursuant to applicable law.

5. The City of Parker must promptly provide copies of this Order by posting on the City of Parker website. In addition, the owner, manager, or operator of any facility that is likely to be impacted by this Order is strongly encouraged to post a copy of this Order onsite and to provide a copy to any member of the public asking for a copy. If any subsection, sentence, clause, phrase, or word of this Order or any application of it to any person, structure, gathering, or circumstance is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, then such decision will not affect the validity of the remaining portions or applications of this Order.

IT IS SO ORDERED




Lee Pettle
Lee Pettle, Mayor
City of Parker, Texas



CITY OF PARKER
Social Distancing Recommendations

1) Vulnerable Populations: Limit Outings

- Vulnerable populations include people who are:
 - 60 years old and older.
 - People with certain health conditions such as heart disease, lung disease, diabetes, kidney disease and weakened immune systems.
- For vulnerable populations, don't go to gatherings (of 10 people or more) unless it is essential. If you can telecommute, you should. Avoid people who are sick.

2) Workplace and Businesses: Minimize Exposure

- Minimize the number of employees working within arm's length of one another, including minimizing or canceling large in-person meetings and conferences.
- Urge employees to stay home when they are sick and maximize flexibility in sick leave benefits.
- Do not require a doctor's note for employees who are sick.
- Consider use of telecommuting options.
- Some people need to be at work to provide essential services of great benefit to the community. They can take steps in their workplace to minimize risk.

3) Large Gatherings: Cancel Non-essential Events

- Cancel events where 10 or more persons are likely to attend.
- Do not attend any events or gatherings if sick.
- For Events that aren't cancelled, we recommend:
 - Having hand washing capabilities, hand sanitizers and tissues available. Frequently cleaning high touch surface areas like counter tops and handrails.
 - Finding ways to create physical space to minimize close contact as much as possible.

4) Schools: Safety First

- Do not have your child attend school if sick.
- If you have a child with chronic health conditions, consult the child's doctor about school attendance.
- Schools should equip all classrooms with hand sanitizers and tissues.
- Recommend rescheduling or cancelling medium to large events that are not essential.

- Explore remote teaching and online options to continue learning.
- Schools should develop a plan for citywide school closures, and families should prepare for potential closures.

5) Transit: Cleaning and Protection

- Increase cleaning of vehicles and high touch surface areas.
- Provide hand washing/hand sanitizers and tissues in stations and on vehicles.

6) Health Care Settings: Avoid as possible, protect the vulnerable

- Long term care facilities should have a COVID-19 plan in accordance with CDC or state guidelines.
- Long term care facilities should screen all staff and visitors for illness and turn away those with symptoms.
- The general public should avoid going to medical settings such as hospitals, nursing homes and long-term care facilities, even if you are not ill.
- If you are ill, call your health care provider ahead of time, and you may be able to be served by phone.
- Do not visit emergency rooms unless it is essential.
- Visitors should not go to long-term care facilities unless absolutely essential.
- Follow guidance and directions of all facilities.

7) Everyone: Do your part

The best way for all City of Parker residents to reduce their risk of getting sick, as with seasonal colds or the flu, still applies to prevent COVID-19:

- Wash hands with soap and water for at least 45 seconds.
- Cough or sneeze into your elbow or a tissue. Throw the tissue in the trash.
- Stay home if you are sick.
- Avoid touching your face.
- Try alternatives to shaking hands, like an elbow bump or wave.
- If you have recently returned from a country, state or region with ongoing COVID-19 infections, monitor your health and follow the instructions of public health officials and CDC guidance.
- There is no recommendation to wear masks at this time to prevent yourself from getting sick.

From: Michael Slaughter [REDACTED]
Sent: Thursday, March 19, 2020 2:29 PM
To: Patti Grey <PGrey@parkertexas.us>
Cc: Luke Olson <lolson@parkertexas.us>
Subject: Re: MASS EMAIL ADVISORY - (CC/EA/VR - 700) - Advisory 2020-12- Actions for May 2, 2020 Uniform Election (COVID-19)

My feelings are the election should remain on May 2nd unless the situation changes drastically. We are well over a month away. It is a strong concern that we could be lost on the November general election. There are options of drive up voting or limiting the number of people who enter the voting area at a time.

The president has stated that there is a treatment that has proven to work for this virus and most restrictions are over early April.

However, with all the above I will state that I understand many will weigh in on this topic and support the decision made by the city.

Thank you for reaching out.

Michael Slaughter
Sent from my iPhone

On Mar 19, 2020, at 2:10 PM, Patti Grey <PGrey@parkertexas.us> wrote:

Please review and respond with your thoughts **ASAP** . . . to the MASS EMAIL ADVISORY - (CC/EA/VR - 700) - Advisory 2020-12- Actions for May 2, 2020 Uniform Election (COVID-19) below.

<https://www.sos.state.tx.us/elections/forms/adv-12-may-2-2020-uniform-election-date.pdf> (Or see attached above.)

Thank you as always for your assistance.

Patti

From: Micki Meinecke <mmeinecke@co.collin.tx.us>
Sent: Wednesday, March 18, 2020 3:07 PM
Subject: FW: MASS EMAIL ADVISORY - (CC/EA/VR - 700) - Advisory 2020-12- Actions for May 2, 2020 Uniform Election (COVID-19)
Sensitivity: Personal

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Subject: RE: MASS EMAIL ADVISORY - (CC/EA/VR - 700) - Advisory 2020-12- Actions for May 2, 2020
Uniform Election (COVID-19)
Sensitivity: Personal

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Thanks,

Micki Meinecke

Deputy Elections Administrator
Collin County Elections
972-547-1900
Fax: 972-547-1995
<http://www.collincountytx.gov/elections>

From: Patti Grey [<mailto:PGrey@parkertexas.us>]
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To: Micki Meinecke <mmeinecke@co.collin.tx.us>
Subject: RE: MASS EMAIL ADVISORY - (CC/EA/VR - 700) - Advisory 2020-12- Actions for May 2, 2020
Uniform Election (COVID-19)
Importance: High
Sensitivity: Personal

***** **WARNING:** External Email. Do not click links or open attachments that are unsafe. *****

Micki,

I'm confused.

Please let me know your decision by **Friday, March 18, 2020?**

From: Micki Meinecke <mmeinecke@co.collin.tx.us>
Sent: Wednesday, March 18, 2020 2:31 PM
Subject: FW: MASS EMAIL ADVISORY - (CC/EA/VR - 700) - Advisory 2020-12- Actions for May 2, 2020 Uniform Election (COVID-19)
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From Bruce Sherbet:

Good afternoon,

While I don't have the authority to require the contracting entities postpone your elections to the November 3, 2020 General Election, it is my **strong** recommendation that your entity postpone your election as authorized by the attached Proclamation issued by Governor Abbott today. I share the following reasons with other elections administrators for this recommendation:

- The COVID-19 pandemic is still a fluid situation with an unknown outcome. The experts have consistently stated the situation will continue to get worse before improvement is seen. There are numerous unknowns at this time causing an extremely challenging situation for conducting a May 2, 2020 Election.
- The public unease is also present in the people that you ask to work your elections. It is a certainty that we will have some difficulty in finding people who are willing to serve as poll workers, and remember that a vast majority of poll workers fall into the senior age and are in the high risk bracket. In fact, Florida had some polling sites that were unopened because they could not get anyone to work them. We do not want to have such a scenario in Collin County.
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There will be no cost increases assessed to your entity for conducting your election in November versus May. The terms and costs agreed to under the May 2, 2020 Election Services Contract will be honored if you postpones your election to November.

The state did not provide a deadline for you to make a decision but it is imperative that I hear back as soon as possible. Please let me know your decision by Friday, March 18 20, 2020. I understand that you may not be able to take formal action by that date, but if you can give us written guidance we can take actions to move in the necessary direction.

Thank you for your understanding concerning this matter.

Sincerely,

Bruce Sherbet
Elections Administrator
Collin County Elections
2010 Redbud Blvd., Ste. 102
McKinney, TX 75069

From: Elections Internet [<mailto:Elections@sos.texas.gov>]
Sent: Wednesday, March 18, 2020 11:11 AM
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Please let us know if you have any additional questions or concerns. This advisory and other resources can be found on your [Conducting Elections](#) pages.

Thank you for all that you do for Texas elections.

Christina Worrell Adkins

Legal Director – Elections Division

Office of the Texas Secretary of State

1019 Brazos Street | Rudder Building, 2nd Floor | Austin, Texas 78701

1.800.252.VOTE (8683)

elections@sos.texas.gov | www.sos.texas.gov

For Voter Related Information, please visit:

<image001.png>

The information contained in this email is intended to provide advice and assistance in election matters per §31.004 of the Texas Election Code. It is not intended to serve as a legal opinion for any matter. Please review the law yourself, and consult with an attorney when your legal rights are involved.

<adv-12-may-2-2020-uniform-election-date.pdf>

From: Terry Lynch <[REDACTED]>
Sent: Thursday, March 19, 2020 3:41 PM
To: Patti Grey <PGrey@parkertexas.us>
Cc: Luke Olson <lolson@parkertexas.us>
Subject: Re: FW: MASS EMAIL ADVISORY - (CC/EA/VR - 700) - Advisory 2020-12- Actions for May 2, 2020 Uniform Election (COVID-19)

Our Elections Administrator, Bruce Sherbert lays out a reasonable case to proceed with his recommendation of moving the City of Parker election to November 3rd. I would support this change.

Sincerely,
Terry Lynch

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Legal Director – Elections Division

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Elections Administrator

Collin County Elections

2010 Redbud Blvd., Ste. 102

McKinney, TX 75069

The State of Texas

Elections Division
P.O. Box 12060
Austin, Texas 78711-2060
www.sos.texas.gov



Phone: 512-463-5650
Fax: 512-475-2811
Dial 7-1-1 For Relay Services
(800) 252-VOTE (8683)

Ruth R. Hughs
Secretary of State

ELECTION ADVISORY **N0. 2020-12**

TO: Election Officials

FROM: Keith Ingram, Director of Elections

DATE: March 18, 2020

RE: Actions for May 2, 2020 Uniform Election Date

A handwritten signature in blue ink, appearing to read "Keith Ingram".

The purpose of this advisory is to provide guidance to local political subdivisions regarding their options for any general or special elections that have been ordered for the May 2, 2020 uniform election date. Pursuant to Section 418.016 of the Texas Government Code, the Governor has issued a proclamation suspending certain provisions of the Texas Election Code and the Texas Water Code to allow all local political subdivisions that are utilizing the May 2, 2020 uniform election date to postpone their election to the November 3, 2020 uniform election date. Pursuant to Texas Election Code 31.003 and 31.004, our office has issued the following guidelines for entities that choose to exercise this authority and postpone their election to the November uniform election date.

Effect of Postponement of Election

- **Candidate Filings:** By postponing their election date, the political subdivision is preserving all candidate filings and ballot order actions that have already been taken. The postponement does **not** have the effect of reopening candidate filings.
 - **Deadlines related to Candidate Filings, Declarations of Ineligibility, Withdrawals or Death:** The deadlines that apply to the November 3, 2020 election would apply to all candidates who are currently on the ballot for the May 2, 2020 election.
- **Ballot By Mail Requests:** All applications for a ballot by mail (ABBMs) that were filed for the May 2, 2020 election that are marked annual would apply for the November 3, 2020 election. All single use ABBMs that were submitted for reasons of age or disability would still be valid for the November 3, 2020 election. If a single use ABBM was submitted and indicated the reason for voting by mail was due to absence from the county, this ABBM would not be valid as the applicable election date has changed. However, we would recommend that the political subdivision send a letter to these voters along with a new ABBM in case the circumstances

surrounding their absence from the county are still valid or the voter is otherwise eligible to vote by mail.

- **Ballots by Mail:** If a political subdivision has already sent out mail ballots, those mail ballots that are returned would still be valid for the November 3, 2020 postponed election date.
- **Election Records:** All records, including candidate filings, applications to vote by mail, ballot proofs, and printed ballots shall be retained and preserved.
 - **Printed Ballots:** If your ballots have already been printed up, you may be able to reuse them for November. However, if you must change your ballot to reflect any corrections or changes that occur between now and November, you would treat the original ballots as you would in a traditional ballot correction and those ballots should be destroyed in accordance with Section 52.0064 of the Texas Election Code.
- **Requirement to use County Election Precincts in November 2020:** Per Section 42.002 of the Texas Election Code, county election precincts are required for all elections occurring in November 2020. You will need to work with your county election officer to determine whether you need to make any modifications to your ballot in light of this requirement.
- **Requirement for County Election Officer to contract with Local Political Subdivisions:** All county election officers are required to contract with local political subdivisions that postponed their May 2, 2020 election and that request a contract for election services or a joint election agreement with their county election officer pursuant to the Governor's suspension of certain Texas Election Code provisions.
- **Office Hours:** The relevant dates for maintaining office hours for election purposes will be based on the November uniform election date rather than the May election date. Under Section 31.122 of the Texas Election Code, those office hours will need to be maintained for at least three hours each day, during regular office hours, on regular business days between September 14, 2020 and December 13, 2020. However, these entities should post contact information for individuals to contact their office about election-related issues during the timeframe that those offices may be closed over the coming months.
- **Holdovers in Public Office:** Under Art. XVI, Sec. 17 of the Texas Constitution, the individuals who currently hold public offices that are scheduled to be on the ballot on the May uniform election date will continue to exercise the duties of those offices until the new officers take their oaths of office, following the November uniform election date.
- **Campaign Finance Filings:** Please contact the Texas Ethics Commission for further guidance on how these modified timelines will affect any campaign finance reporting requirements. Their office can be reached at (512) 463-5800.
- **Candidates on the ballot in both May and November:** For candidates that may be running for two offices (one normally occurring in May and one normally occurring in November), these candidates will not be removed from the ballot as they are separate elections that are normally not occurring on the same date.

Required Action by Governing Body to Move Election Date

In order to utilize this move, the governing body of the political subdivisions holding the elections must **order** the postponement of their election to the November 3, 2020 uniform election date. The order for this official action should contain the following items:

1. A reference to the proclamation that authorizes the entity to postpone their election date, and the fact that the political subdivision is exercising this authority.
2. Confirmation that the candidate filings for the election will remain valid for the election held on the November date and that the filing period will not be re-opened for the November election date.
3. Confirmation that all ABBMs for voters that are voting by mail due to being over the age of 65 or due to disability will still be valid for the postponed election, and that ABBMs for voters who submitted ABBMs based on expected absence from the county would not be valid for the postponed election.
4. The major relevant dates for the November election, including the voter registration deadline (October 5, 2020), the deadline to submit an ABBM (October 23, 2020), and the dates for early voting (October 19, 2020 – October 30, 2020).

Necessary Revisions to Order of Election

In addition, the entity will need to meet by August 17, 2020 to make any necessary revisions to the entity's original order of election. Those revisions may include:

1. The change to the date of the election;
2. Any change in location of the main early voting location;
3. Any changes to early voting dates and hours, including weekend early voting;
4. Any changes to the identity of the early voting clerk and their contact information; or
5. Any changes to branch early voting locations.

If you are holding a bond election, you may need to make additional revisions to your order of election for that bond election. If this is the case, we recommend reaching out to your bond counsel for additional guidance.

Securing Election Records

All election records should be stored and secured during the postponement period. This may require your entity to use preservation methods that are similar to the methods you would use during the preservation period after the election has occurred. This includes:

- Storing returned ballots by mail in locked, sealed ballot boxes.
- Securely storing any unused ballots.
- Securely retaining any relevant election records, including candidate applications and ABBMs.

Voting System Equipment

If you are leasing voting system equipment from the county or directly from the vendor, then you may need to contact your vendor or your county regarding any necessary modifications to those lease agreements or to modify your procedures and timelines for receiving that equipment.

Open Meeting Requirements

The Governor has suspended and modified certain open meeting requirements pursuant to his disaster declaration. These changes include allowing the entity to establish procedures for telephonic or videoconferenced meetings of governmental bodies that are accessible to the public.

These procedures must include a process for members of the public to participate and address the governmental body in those meetings, notice to the public on the means of participating remotely, and access to the public for recordings of those meetings.

For more information, please review the applicable [documentation](#) from the Governor's Office or contact the Office of the Attorney General.

Update Official Websites and Notify Media

Any entities that are exercising this authority to postpone their election date must post notice on the entity's website and should alert any local media organizations regarding this change to their election date.

The entity must also provide notice to their county election officer regarding this change, as the county is required to post the entity's notice of election on the county's website no later than the 60th day before the date of the election under Election Code 4.008. If that election date will be changing due to the entity's decision to postpone the election then the entity must provide a revised notice to the county for posting on the county's website.

If you have any questions regarding this advisory, please contact the Elections Division at 1-800-252-2216.

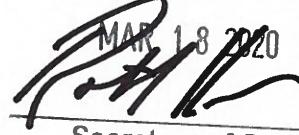
KI:CA:CP



GOVERNOR GREG ABBOTT

March 18, 2020

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
10:00 AM O'CLOCK


MAR 18 2020
Secretary of State

The Honorable Ruth R. Hughs
Secretary of State
State Capitol Room 1E.8
Austin, Texas 78701

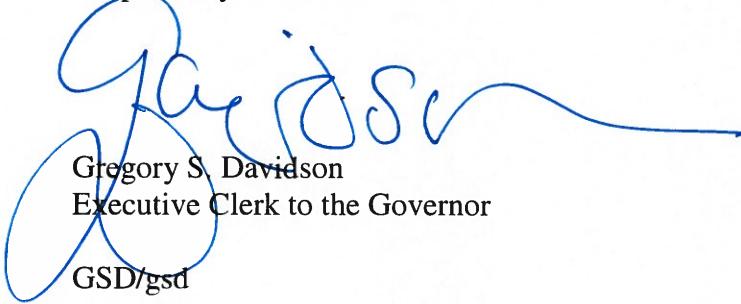
Dear Secretary Hughs:

Pursuant to his powers as Governor of the State of Texas, Greg Abbott has issued the following:

A proclamation suspending Sections 41.0052(a) and (b) of the Texas Election Code and Section 49.103 of the Texas Water Code to the extent necessary to allow political subdivisions that would otherwise hold elections on May 2, 2020, to move their general and special elections for 2020 only to the next uniform election date, occurring on November 3, 2020, without otherwise adjusting the term of office, and suspending Sections 31.093 and 42.0621(c) of the Texas Election Code to the extent necessary to require all county election officers, if requested by an affected political subdivision, to enter into a contract to furnish election services with any political subdivision who postponed their election to November 3, 2020, under the authority of this proclamation.

The original of this proclamation is attached to this letter of transmittal.

Respectfully submitted,


Gregory S. Davidson
Executive Clerk to the Governor
GSD/gsd

Attachment

PROCLAMATION

BY THE

Governor of the State of Texas

TO ALL TO WHOM THESE PRESENTS SHALL COME:

WHEREAS, Section 41.001(a)(2) of the Texas Election Code provides that a general or special election in this state shall be held on a uniform election date, and the next uniform election date is occurring on May 2, 2020; and

WHEREAS, Section 49.103 of the Texas Water Code provides that certain districts governed by this provision are required to hold director elections in May of each even-numbered year; and

WHEREAS, Section 41.0052 of the Texas Election Code prescribes a procedure for a political subdivision to change a general election date, but the time for making such a change has expired; and

WHEREAS, Section 31.093 of the Texas Election Code requires a county elections administrator to enter into a contract to furnish election services upon request of a political subdivision; and

WHEREAS, Section 42.0621(c) of the Texas Election Code does not require a political subdivision to enter into a contract with a county or hold a joint election with a county on the November uniform election date; and

WHEREAS, on March 13, 2020, the Governor of Texas certified that the novel coronavirus (COVID-19) poses an imminent threat of disaster and, under the authority vested in the Governor by Section 418.014 of the Texas Government Code, declared a state of disaster for all counties in Texas; and

WHEREAS, pursuant to Section 418.016 of the Texas Government Code, the Governor has the express authority to suspend the provisions of any regulatory statute prescribing the procedures for conduct of state business or the orders or rules of a state agency if strict compliance with the provisions, orders, or rules would in any way prevent, hinder, or delay necessary action in coping with a disaster.

NOW, THEREFORE, I, GREG ABBOTT, Governor of Texas, under the authority vested in me by the Constitution and Laws of the State of Texas, do hereby suspend Sections 41.0052(a) and (b) of the Texas Election Code and Section 49.103 of the Texas Water Code to the extent necessary to allow political subdivisions that would otherwise hold elections on May 2, 2020, to move their general and special elections for 2020 only to the next uniform election date, occurring on November 3, 2020, without otherwise adjusting the term of office. I further suspend Sections 31.093 and 42.0621(c) of the Texas Election Code to the extent necessary to require all county election officers, if requested by an affected political subdivision, to enter into a contract to furnish election services with any political subdivision who postponed their election to November 3, 2020, under the authority of this proclamation.

The authority ordering the election under Section 3.004 of the Texas Election Code is the authority authorized to make the decision to postpone its election in accordance with this proclamation.

Current office holders will hold over to the extent authorized by Article XVI, Section 17 of the Texas Constitution.

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
10:00 AM O'CLOCK

MAR 18 2020



IN TESTIMONY WHEREOF, I
have hereto signed my name and
have officially caused the Seal of
State to be affixed at my office in the
City of Austin, Texas, this the 18th
day of March, 2020.

A handwritten signature of Greg Abbott in black ink.

GREG ABBOTT
Governor of Texas

ATTESTED BY:

A handwritten signature of Ruth R. Hughs in black ink.

RUTH R. HUGHS
Secretary of State

City Council Meeting 3/24 Attendees

Summary

[GoToMeeting](#)

Meeting Date
March 24, 2020 5:26 PM CDT

Meeting Duration
212 minutes

Number of Attendees
26

Meeting ID
26 262-755-317

Details

Name	Email Address	Join Time	Leave Time	Time in Session (minutes)
+12142136659		5:27 PM	6:19 PM	51
+12146163412		5:37 PM	6:20 PM	42
+12146323848		5:28 PM	6:19 PM	50
+12147272421		5:28 PM	6:19 PM	51
+12147628001		7:17 PM	7:17 PM	0
+12148863333 ✓ Brandon Shelly		5:27 PM	6:18 PM	51
+14693959412		8:56 PM	8:56 PM	0
+14694466667 ✓ Gary Machado		5:32 PM	7:13 PM	100
+17034895838		7:38 PM	7:38 PM	0
+17034895838		7:39 PM	7:40 PM	0
+19038152160		5:27 PM	6:21 PM	54
+19724243413		6:47 PM	6:49 PM	1
+19724424105		5:27 PM	8:58 PM	211
+19724671948		5:27 PM	6:40 PM	73
+19724671948		8:57 PM	8:58 PM	0
+19725895412		5:27 PM	6:19 PM	51
Billy Barron		5:32 PM	6:17 PM	44
DGilmore		5:26 PM	6:19 PM	52
David Ferguson	dferguson@concenterservices.com	7:14 PM	7:14 PM	0
Joseph Lozano	josulozano@aol.com	6:22 PM	6:25 PM	3
Luke Olson	lolson@parkertexas.us	5:26 PM	8:58 PM	212
Michael Slaughter		5:26 PM	6:19 PM	52
Patti Hull		5:26 PM	8:58 PM	212
Richard Brooks	rbrooks@parkertexas.us	5:31 PM	6:19 PM	48
Sarah	snun1217@gmail.com	5:29 PM	6:18 PM	49
Tammy Balch		7:45 PM	8:16 PM	31
Terry Lynch	terry.m.lynch@gmail.com	5:26 PM	8:49 PM	202
Z Marshall		7:10 PM	7:14 PM	3
Z Marshall		7:15 PM	7:16 PM	0
Z Marshall		7:14 PM	7:14 PM	0



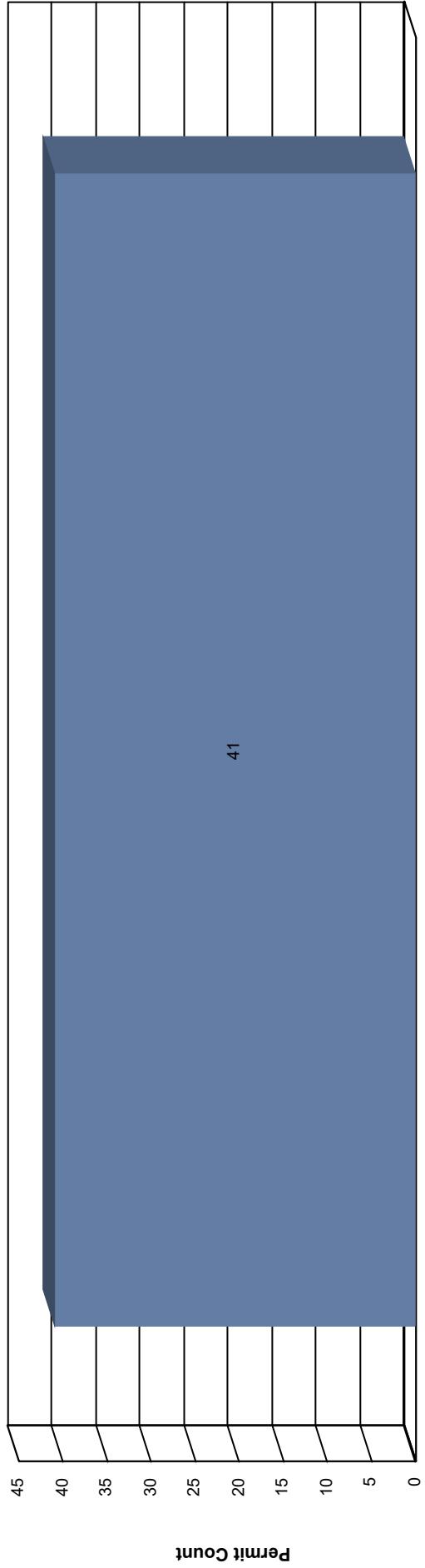
Departmental

Reports

CODE ENFORCEMENT REPORT
2019-2020
Chad Case



PERMITS ISSUED BY DISTRICT (02/01/2020 TO 03/01/2020) FOR CITY OF PARKER TEXAS



Permit #	Type	Workclass	Status	Permit District		Project	District	Parcel
				Issue Date	Main Address			
PARKER TEXAS								
MECR-000020-2020	Mechanical (Residential)	HVAC	Issued	02/03/2020	5811 Overton, Parker, TX 75002		Parker Texas	2136267
BLDR-000008-2020	Building (Residential)	New Single Family	Issued	02/04/2020	5004 Kingston, Parker, TX 75002		Parker Texas	2753348
BLDR-000009-2020	Building (Residential)	New Single Family	Issued	02/04/2020	4904 Lynwood, Parker, TX 75002		Parker Texas	2776743
MISC-000006-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/04/2020	5102 Cheshire, Parker, TX 75002		Parker Texas	2753366
BLDR-000007-2020	Building (Residential)	New Single Family	Issued	02/04/2020	5112 Rosemont Cor, Parker, TX 75002		Parker Texas	
MISC-000018-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/04/2020	5805 Glenmore, Parker, TX 75002		Parker Texas	2097870
BLDR-000019-2020	Building (Residential)	New Single Family	Issued	02/05/2020	5305 Cheyenne, Parker, TX 75002		Parker Texas	2776722

PERMITS ISSUED BY DISTRICT (02/01/2020 TO 03/01/2020)

Permit #	Type	Workclass	Status	Issue Date	Main Address	Project	District	Parcel
MISC-000025-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/11/2020	6005 Tamsworth, Parker, TX 75002		Parker Texas	2501092
BLDR-000026-2020	Building (Residential)	New Single Family	Issued	02/11/2020	4700 Donna, Parker, TX 75002		Parker Texas	2753380
MISC-000024-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/11/2020	6317 Holbrook, Parker, TX 75002		Parker Texas	2762719
MISC-000030-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/11/2020	4206 Church, Parker, TX 75002		Parker Texas	359203
BLDR-000028-2020	Building (Residential)	New Single Family	Issued	02/11/2020	5100 Rosemont, Parker, TX 75002		Parker Texas	2777298
BLDR-000029-2020	Building (Residential)	New Single Family	Issued	02/11/2020	4801 Fulbrook, Parker, TX 75002		Parker Texas	2776696
POOLR-000023-2020	Pool / Spa (Residential)	In Ground with Fence	Issued	02/11/2020	6317 Holbrook, Parker, TX 75002		Parker Texas	2762719
POOLR-000039-2020	Pool / Spa (Residential)	In Ground with Fence	Issued	02/17/2020	4702 Bryce, Parker, TX 75002		Parker Texas	2732177
BLDR-000038-2020	Building (Residential)	New Single Family	Issued	02/17/2020	4702 Whiststone, Parker, TX 75002		Parker Texas	2753374
POOLR-000040-2020	Pool / Spa (Residential)	In Ground with Fence	Issued	02/17/2020	6601 Erin, Parker, TX 75002		Parker Texas	2732162
MISC-000034-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/17/2020	6801 Overbrook, Parker, TX 75002		Parker Texas	2615876
MISC-000033-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/17/2020	6801 Overbrook, Parker, TX 75002		Parker Texas	2615876
MISC-000031-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/17/2020	5300 Cheyenne, Parker, TX 75002		Parker Texas	2776714
MISC-000041-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/17/2020	5409 Cheyenne, Parker, TX 75002		Parker Texas	2776726
ELER-000036-2020	Electrical (Residential)	Electrical	Issued	02/17/2020	4307 Willow Ridge, Parker, TX 75002		Parker Texas	2070545
BLDR-000037-2020	Building (Residential)	New Single Family	Issued	02/17/2020	4600 Donna, Parker, TX 75002		Parker Texas	2753392
MISC-000035-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/17/2020	6801 Overbrook, Parker, TX 75002		Parker Texas	2615876
MISC-000032-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/17/2020	6801 Overbrook, Parker, TX 75002		Parker Texas	2615876
MISC-000051-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/18/2020	6500 Northridge, Parker, TX 75002		Parker Texas	2632393
MISC-000042-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/18/2020	5406 Kara, Parker, TX 75002		Parker Texas	81743
MISC-000056-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/24/2020	5710 Middleton, Parker, TX 75002		Parker Texas	2700970

PERMITS ISSUED BY DISTRICT (02/01/2020 TO 03/01/2020)

Permit #	Type	Workclass	Status	Issue Date	Main Address	Project	District	Parcel
MISC-0000055-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/24/2020	5710 Middleton, Parker, TX 75002		Parker Texas	2700970
POOLR-0000066-2020	Pool / Spa (Residential)	In Ground with Fence	Issued	02/24/2020	5001 Cheshire, Parker, TX 75002		Parker Texas	2753363
MISC-0000067-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/24/2020	5001 Cheshire, Parker, TX 75002		Parker Texas	2753363
ELER-0000060-2020	Electrical (Residential)	Electrical	Issued	02/24/2020	4714 Fulbrook, Parker, TX 75002		Parker Texas	2776730
BLDR-0000063-2020	Building (Residential)	New Single Family	Issued	02/24/2020	5301 Cheyenne, Parker, TX 75002		Parker Texas	2776721
MISC-0000053-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/24/2020	5100 Creekside, Parker, TX 75094		Parker Texas	2090450
BLDR-0000064-2020	Building (Residential)	New Single Family	Issued	02/25/2020	4900 Lynwood Dr, Parker, TX 75002		Parker Texas	
ELER-0000004-2020	Electrical (Residential)	Electrical	Issued	02/26/2020	4906 Dublin Creek, Parker, TX 75002		Parker Texas	2006008
MISC-0000054-2020	Miscellaneous Building Permit	Miscellaneous Building Permit	Issued	02/26/2020	4806 Fulbrook, Parker, TX 75002		Parker Texas	2776727
BLDR-0000069-2020	Building (Residential)	New Single Family	Issued	02/27/2020	5415 Westfield, Parker, TX 75002		Parker Texas	2762726
POOLR-0000071-2020	Pool / Spa (Residential)	In Ground with Fence	Issued	02/28/2020	6705 Chilton, Parker, TX 75002		Parker Texas	2762690
PLMR-0000052-2020	Plumbing (Residential)	Plumbing	Issued	02/28/2020	4908 Lynwood, Parker, TX 75002		Parker Texas	2776744
POOLR-0000070-2020	Pool / Spa (Residential)	In Ground with Fence	Issued	02/28/2020	6611 Stafford, Parker, TX 75002		Parker Texas	2762676

PERMITS ISSUED FOR PARKER TEXAS: 41

GRAND TOTAL OF PERMITS: 41

* Indicates active hold(s) on this permit

CODE ENFORCEMENT REPORT
2019-2020
Chad Case

Violation Description	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD Totals
High Grass													0
Home Occupation													0
Illegal Dumping													1
Illegal Structure													0
Illegal Vehicle													2
Junked Vehicles													0
Lot Maintenance													2
Trash and Debris													1
													0
													0
ITEM TOTALS	0	6											

Officer Actions	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD Totals
Verbal Warnings													1
Door Hangers Issued													1
Compiled/Resolved													0
10 Day Notice (Letters Mailed)													4
Extension Granted													0
Compiled/Resolved													0
Citations Issued													0
Stop Work Order													0
Misc													0
													0
ITEM TOTALS	0	6											

City of Parker Municipal Court Report

	Jan, 2019	Feb, 2019	March, 2019	April, 2019	May, 2019	June, 2019	July, 2019	Aug, 2019	Sept, 2019	Oct, 2019	Nov, 2019	Dec, 2019	Jan, 2020
New Cases Filed	149	111	146	123	98	109	113	107	99	103	85	119	71
Traffic	109	97	123	128	150	135	133	128	107	158	95	95	130
Non-Traffic	40	14	23	25	19	37	28	34	25	22	22	39	24
Total Pending Cases	1424	1427	1467	1523	1530	1543	1558	1568	1587	1558	1621	1572	1565
Traffic	1053	1061	1102	1151	1162	1169	1176	1176	1194	1170	1213	1175	1169
Non-Traffic	371	366	365	372	368	374	382	392	393	388	408	397	396
Uncontested Dispositions	37	52	69	38	57	70	51	57	55	75	50	83	80
Compliance Dismissals:													
After Driving Safety Course	14	16	16	9	28	31	37	19	24	24	20	23	25
After Deferred Disposition	26	31	13	16	30	35	31	45	27	35	20	36	29
After proof of Insurance	2	4	6	3	5	2	2	1	3	1	3	1	2
Other Dismissals	4	0	2	1	1	1	2	1	0	4	2	1	5
Total Cases Disposed	83	108	106	67	121	139	123	123	109	139	95	144	141
Show Cause Hearings Held	13	17	7	11	11	13	9	16	22	14	5	19	23
Trials	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrest Warrants Issued	0	0	1	13	0	0	0	26	58	0	4	0	57
Warrants Cleared	5	8	6	4	3	2	0	6	2	28	6	0	3
Total Outstanding Warrants	558	550	545	554	551	549	549	569	625	597	595	595	649
Fines, Court Costs & Other													
Amounts Collected:													
Retained by City	\$7,510.00	\$12,004.00	\$13,877.00	\$8,790.00	\$10,862.00	\$11,988.00	\$11,674.00	\$11,741.00	\$11,916.00	\$ 9,808.00	\$ 11,190.00	\$11,286.00	\$ 12,860.00
Remitted to State	\$4,880.00	\$8,579.00	\$10,611.00	\$7,582.00	\$7,935.00	\$8,836.00	\$9,603.00	\$8,419.00	\$ 9,293.00	\$ 8,628.00	\$ 9,727.00	\$10,595.00	\$ 9,810.00
Total	\$12,390.00	\$20,583.00	\$24,488.00	\$16,372.00	\$18,797.00	\$19,824.00	\$21,277.00	\$20,160.00	\$21,209.00	\$18,436.00	\$20,917.00	\$21,881.00	\$21,670.00

Definitions:

Show Cause Hearing - A court hearing that is held for a defendant who has been granted a Driving Safety Course or Deferred Disposition to Show Cause for Non-Compliance
All Cases heard in Municipal Court are Class C Misdemeanors Only

City of Parker Municipal Court Report

	Feb, 2019	March, 2019	April, 2019	May, 2019	June, 2019	July, 2019	Aug, 2019	Sept, 2019	Oct, 2019	Nov, 2019	Dec, 2019	Jan, 2020	Feb, 2020
New Cases Filed	111	146	123	128	150	135	133	128	107	158	95	130	139
Traffic	97	123	98	109	113	107	99	103	85	119	71	98	110
Non-Traffic	14	23	25	19	37	28	34	25	22	39	24	32	29
Total Pending Cases	1427	1467	1523	1530	1543	1558	1568	1587	1558	1621	1572	1565	1603
Traffic	1061	1102	1151	1162	1169	1176	1176	1194	1170	1213	1175	1169	1201
Non-Traffic	366	365	372	368	374	382	392	393	388	408	397	396	402
Uncontested Dispositions	52	69	38	57	70	51	57	55	75	50	83	80	48
Compliance Dismissals:													
After Driving Safety Course	16	16	9	28	31	37	19	24	24	20	23	25	27
After Deferred Disposition	31	13	16	30	35	31	45	27	35	20	36	29	25
After proof of Insurance	4	6	3	5	2	2	1	3	1	3	1	2	1
Other Dismissals	0	2	1	1	1	2	1	0	4	2	1	5	1
Total Cases Disposed	108	106	67	121	139	123	123	109	139	95	144	141	102
Show Cause Hearings Held	17	7	11	11	13	9	16	22	14	5	19	23	19
Trials	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrest Warrants Issued	0	1	13	0	0	0	0	26	58	0	4	0	57
Warrants Cleared	8	6	4	3	2	0	6	2	28	6	0	3	9
Total Outstanding Warrants	550	545	554	551	549	549	569	625	597	595	595	649	641
Fines, Court Costs & Other													
Amounts Collected:													
Retained by City	\$12,004.00	\$13,877.00	\$8,790.00	\$10,862.00	\$10,988.00	\$11,674.00	\$11,741.00	\$11,916.00	\$9,808.00	\$11,190.00	\$11,286.00	\$12,860.00	\$10,704.00
Remitted to State	\$8,579.00	\$10,611.00	\$7,582.00	\$7,935.00	\$8,836.00	\$9,603.00	\$8,419.00	\$9,293.00	\$8,628.00	\$9,727.00	\$10,595.00	\$9,810.00	\$9,492.00
Total	\$20,583.00	\$24,488.00	\$16,372.00	\$18,797.00	\$19,824.00	\$21,277.00	\$20,160.00	\$21,209.00	\$18,436.00	\$20,917.00	\$21,881.00	\$21,670.00	\$20,196.00

Definitions:

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Parker Fire Department

REPORT FOR THE CALENDAR YEAR 2019

Overview

- Fire Department Snapshot
- 2019 Highlights
- Calls for Service
- Staffing
- Response Times
- Losses from Fire
- Emergency Medical Services (EMS)
- Infrastructure (Fleet, Fire Station, Communications)
- 2020-2022 Strategic Initiatives

Parker Fire Department

Snapshot

- Part Paid / Part Volunteer “Combination” Fire Department
- ISO Class 2
- EMS paramedic service (non-transport)
 - Paramedic ambulance service through Southeast Collin County EMS Coalition
- 43 member roster as of December 2019
 - 1 Fire Chief, 3 Division Chiefs, 2 Captains, 12 Lieutenants, 8 Driver-Operators, 16 firefighters, 1 administrative support member
 - 28 members are eligible for part-time pay on a 6 or 12 day rotation
 - 15 volunteer members
 - 18 of our personnel are paramedics, 19 are EMTs
- 12 hour shifts, 24/7, with 3 part-time paid members plus 1 or more volunteer(s) during daytime and 2 part-time paid members plus 1 or more volunteer(s) during nights

Calendar Year 2019

Highlights

- 360 Calls for Service
 - 67% during day shift, 33% during night shift
- Overall average response time of 5 minutes 17 seconds
- Staffing changes include the addition of a third part-time paid position to dayshift crew manning beginning October 1st (officer, driver, firefighter + volunteer firefighter). Night crew manning remained unchanged
- Fleet changes include the acquisition of a 100 ft. aerial ladder/platform fire truck (received January 2020) as a replacement for our 75 ft. aerial ladder truck (Truck 811)

Calls for Service

Summary

Calls for Service		Calendar Year		
NATURE OF CALL		2017	2018	2019
Structure Fire		18	17	11
Medical Call		157	149	139
All Others		186	214	210
Total Call Volume	361	380	360	
Less mutual aid provided to other FDs		-79	-75	-63
Total Parker (only) Volume	282	305	297	
Parker Calls as % of Total Volume		78%	80%	83%
Mutual Aid as % of Total Volume		22%	20%	17%

► 360 total calls for service

► 2019 call volume is down 5% from 2018

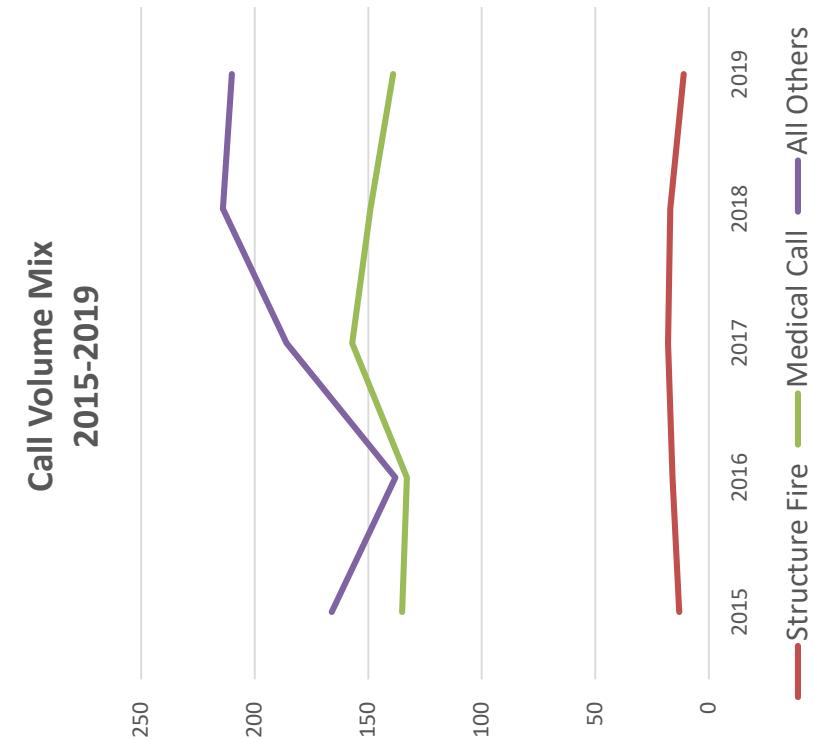
► Excluding mutual aid given by Parker, 2019 Parker(only) call volume is down 3% from 2018

► Mutual aid given by Parker FD continues to trend down year over year since 2017

► “Other” calls include grass/other non-structural fires, vehicle accidents, alarm investigations, dispatched and cancelled before we arrived, general hazards, etc.

Calls for Service

5 year trends



► Trend analysis

- The incidence of structure fires (red) moves up or down inside a relatively narrow pathway
- Interestingly, while EMS calls (green) continue as our most common emergency (41% of 2019 volume) they have declined over the past two years in absolute number
- Collectively, all other calls (purple) drive call volume which is consistent with growing residential communities

Calls for Service

By select type of incident

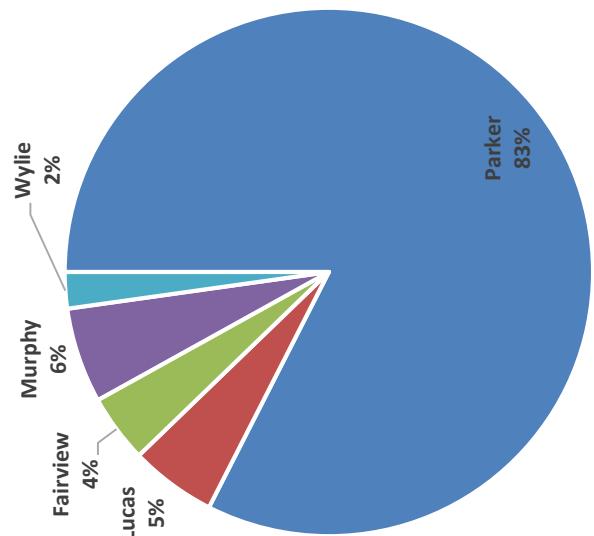
	3 Year Trend - Selected Indicents			% change 2018-2019
	2017	2018	2019	
Fires of all types	34	37	24	-35%
Medical Emergency (incl. vehicle accidents)	161	149	128	-18%
Vehicle Accidents	37	46	31	-33%
Alarm Investigations (on scene investigation)	25	21	32	52%
Dispatched & Cancelled (all nature of calls)	50	68	71	4%
All Others	54	59	74	25%
Total Calls	361	380	360	-5%

► 2019: A reduction in EMS runs, vehicle accidents and fires of all types drove total call volume down, offset by increases in alarm investigations plus the combined increase of general hazard calls

Calls for Service

By fire district

Call Volume by District
2019

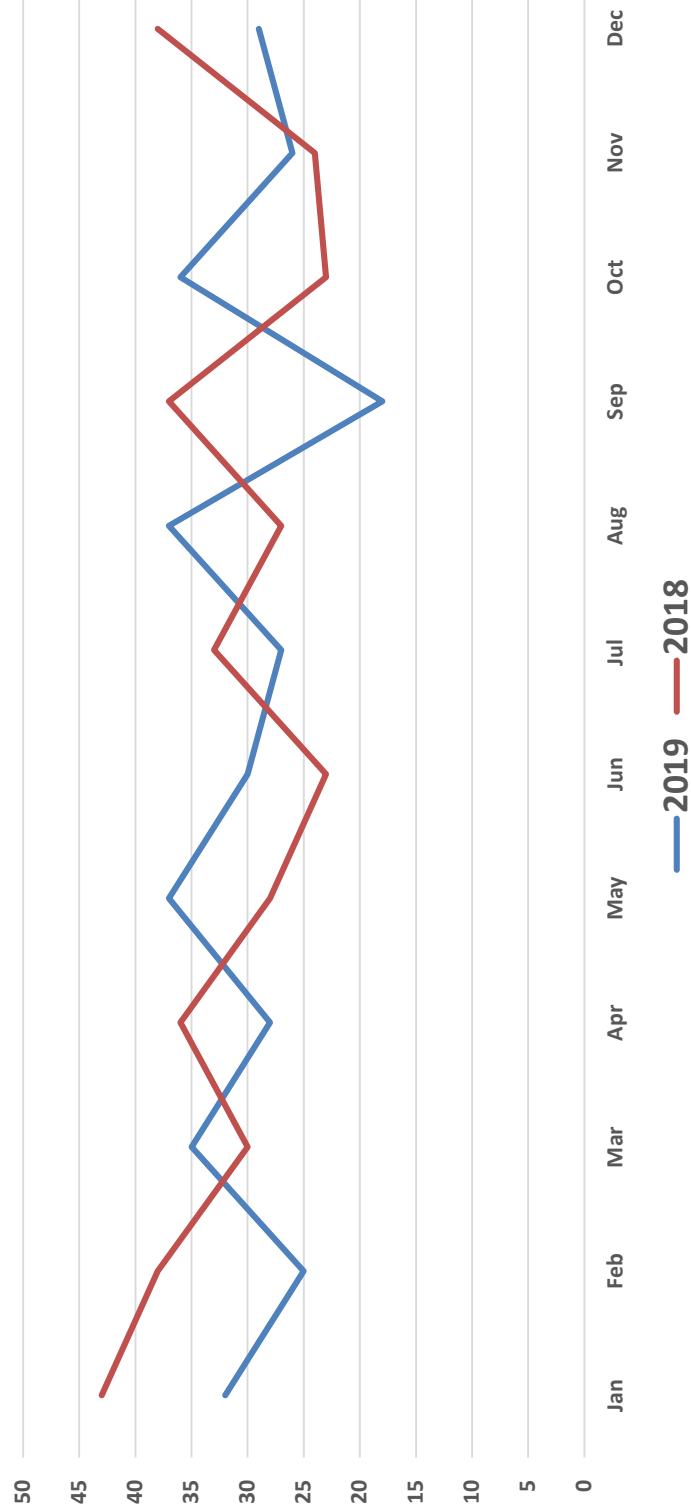


CALLS FOR SERVICE BY DISTRICT				
	2017	2018	2019	
Parker	282	305	297	
Lucas	28	24	19	
Fairview	21	15	15	
Murphy	17	22	21	
Wylie	13	8	8	
Other	0	6	0	
Total	361	380	360	

Calls for Service

By month, 2 year comparison

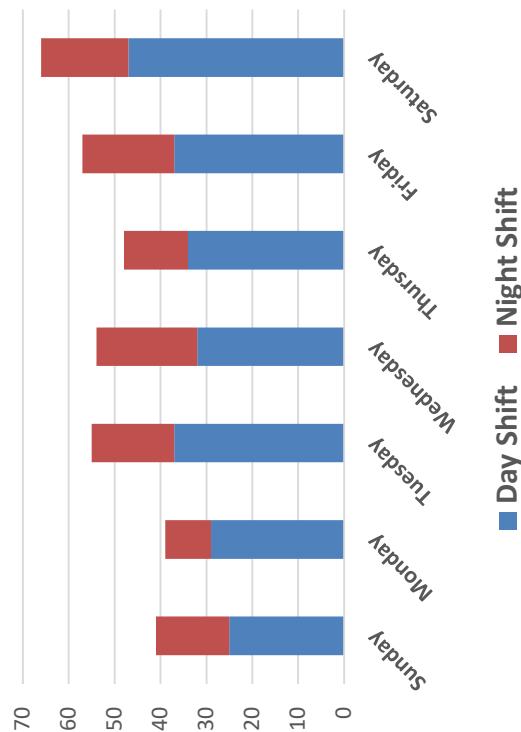
Call Volume by Month
2018, 2019



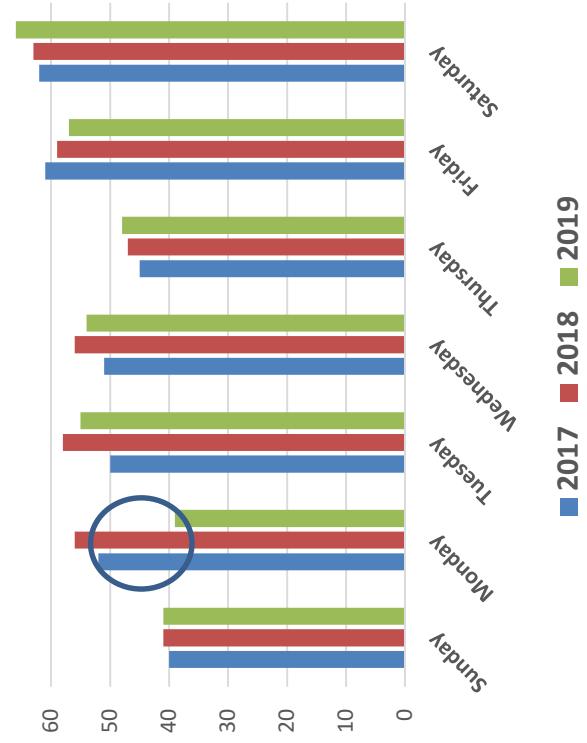
Calls for Service

By day of week

2019 Call Volume by Shift/Day



Call Volume by Day of Week
2017-2019



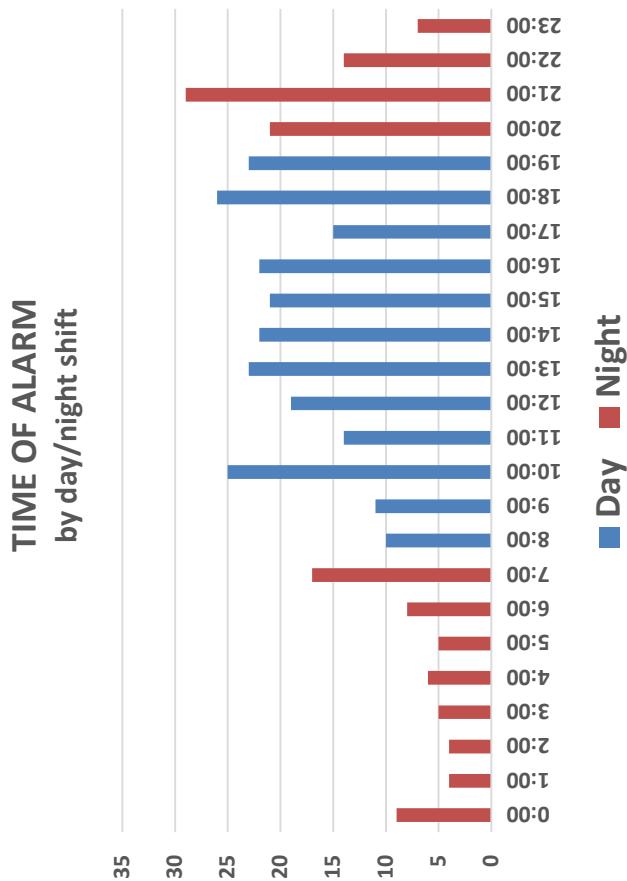
Calls for Service

2019 MISC.

- **Overlapping incidents** - There were 11 overlapping incidents handled by the department during 2019
- **Concentration of calls** - Southfork Ranch continues as our most frequent customer (9 calls in 2018, 8 calls in 2019). During 2019 we responded to a single residential address 7 times for EMS related assistance.
- **Vehicle accidents requiring the response of a fire truck/ambulance** - the intersection of E. Parker and Hogge is our busiest intersection follow by E. Parker and Dillehay.
- **By day of the week** –
 - Saturday was our busiest day of the week
 - Sunday was our slowest
 - Curiously, Monday volume was the lowest of the past three years

Alarm Time Analysis

2019

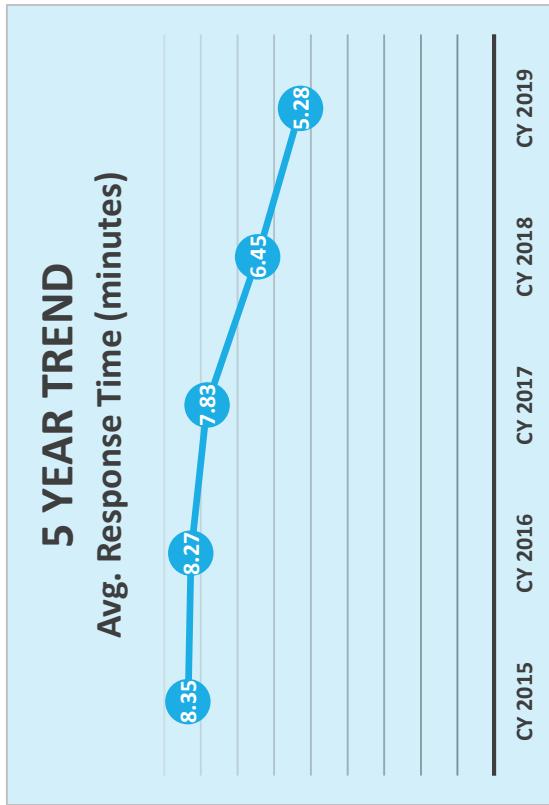


- Call volume was split approx. 2/3rd day shift, 1/3rd night shift.
- The period 9-10 pm saw the highest volume of calls while 1-2am experienced the lowest.

Response Times

By overall average

- Overall avg. response time is measured from the time of dispatch
- **2019 average overall response time was 5 minutes and 17 seconds.**
 - Response times improved year over year as a function of extending paid/volunteer staffing to 24/7.
 - Over the past three years we've reduced (improved) our avg. response by 33%.
 - The time the call is first received by 911 dispatch and the time Parker FD is notified typically adds one minute or less to the total response time.
 - Response times only include calls within Parker's fire district and exclude mutual aid responses.



Staffing

2019 Summary

- For the majority of 2019 desired shift staffing consisted of a part-time paid officer, a part-time paid driver plus a stipend volunteer firefighter. Shifts run from 8am-8pm on a 24/7 basis. However, it became increasingly challenging to achieve 3 member staffing, especially during the day.
- Beginning October 2019 we added a third part-time paid firefighter to the day shift plus retained the stipend volunteer position bringing desired shift manning to four. Nights remained unchanged at three.
- Firefighters eligible for part-time pay receive compensation only when they work a shift. Similarly, volunteers are paid a stipend only if they work a shift.

Staffing

Day and night shift comparison

Staffing Day/Night Comparison			
	2017	2018	2019
		Jan-Mar	Apr-Jun
DAY COVERAGE			
Coverage by at least two firefighters	100%	99%	97%
Coverage by three or more firefighters	91%	67%	42%
Paramedic included in shift	93%	97%	88%
NIGHT COVERAGE			
Coverage by at least two firefighters	N/A	100%	100%
Coverage by three or more firefighters	N/A	37%	46%
Paramedic included in shift	N/A	73%	71%
Calls answered by Day shift	60%	61%	62%
Calls answered by Night shift	40%	39%	38%

	2017	2018	2019
	Jan-Mar	Apr-Jun	Jul-Sep
Oct-Dec			
Calls answered by Day shift	59%	71%	67%
Calls answered by Night shift	41%	29%	33%

- 2017 – 8 hr. day staffing only (2 paid + volunteer). Nights by volunteers from home
- 2018 – 24/7 staffing began in July. (2 paid + volunteer). Shifts cover 12 hrs.
- 2019 – Day expanded to 3 paid + volunteer in October. By Dec. 3+ day staffing was at 75%. Night staffing remains 2 paid + volunteer.

Losses from Fires

- The chart below compiles the estimated value of structures that experienced a “working” fire (i.e., actual fire) plus losses from vehicle fires. Calls received by the dept. but on arrival are determined to be non-threatening to the structure (i.e., shorted electric socket where the breaker activated properly) are excluded. Similarly, grass fires that may threaten a structure are excluded unless agricultural crops or equipment are involved.

- Parker experienced one significant structural loss during 2019.

Est. Property Losses from Fire (excludes grass fires)				
Year	Est. Total \$ Value	Est. \$ Lost	Est. \$ Saved	Est. % Saved
2019	272,000	270,500	1,500	Nil
2018	1,056,000	242,350	813,650	77%
2017	848,000	810,000	38,000	4%
2016	1,238,000	237,000	1,009,000	82%
2015	401,000	30,100	370,900	92%

Emergency Medical Service

EMS Coalition

► Our service model continues as an advanced life support (capable), first responder by Parker paramedics/EMTs with follow-on emergency care and transport by either Coalition ambulances or backup paramedic ambulances (automatically from Wylie) or mutual aid paramedic ambulances (typically Lucas or Murphy)

► The Southeast Collin County EMS Coalition consists of the governmental entities Wylie, Parker, Lavon, St. Paul and specified areas of Collin County. Parker represents under 10% of the total population served by the Coalition

Response Metrics

► On average, we arrive to an EMS call with a fire truck in 6 minutes. Actual times vary based on the distance from the fire station to the address (at reasonably safe speeds an emergency response covers slightly over one-half road mile each minute)

► On average, the responding ambulance arrives in about 10 minutes

Fleet Operational Readiness

IN SERVICE:

✗ Engine 811 (1995)

✗ Engine 812 (2001)

✓ Truck 811 (2008)

✓ Brush 811 (2014)

✓ Tac 811 (2014)

✓ Tac 812 (2016)

COMMENTS

Truck 811 replaced by new 100ft tower/ladder January 2020

E811 remains out of service pending final determination and repair of suspected cracked cylinder head

E812 remains out of service undergoing fire pump repair (return to service expected 2/20)

STRATEGIC INITIATIVES

2020-2022

➤ **Communications:** Transfer dispatch services from Plano to Wylie FD
➤ **Process now underway. Est. completion Oct 1, 2020**

- continue participation in the Plano/Allen/Wylie/Murphy radio system
- Provide seamless border response regardless of jurisdiction; rapid assembly of an effective firefighting force based upon a single dispatch center for all responding fire dept. units
- Anchors the provision of fire service to a fully built out Parker

➤ **Infrastructure:**

- Fire Station: Consider adding dedicated sleeping quarters for the night staff

➤ **Staffing:**

- Add a third part-time paid firefighter to night shift while retaining volunteer
- Determine a roadmap for transitioning to full time positions

PARKER POLICE DEPARTMENT
REPORT OF MONTHLY STATISTICS YEAR TO DATE

January 2020	THIS MONTH	LAST YEAR	% CHANGE	YTD 2020	YTD 2019	% CHANGE	
Total Incidents	785	576	36%	785	576	36%	
Calls for Service	120	87	38%	120	87	38%	
House Watch	265	123	115%	265	123	115%	
Other Service Response Incidents	400	366	9%	400	366	9%	
Reported Incidents - Group A	10	7	-43%	10	7	-43%	
Arson	0	0	0%	0	0	0%	
Assault	1	1	0%	1	1	0%	
Bribery	0	0	0%	0	0	0%	
Burglary/Breaking and Entering	2	0	200%	2	0	200%	
Counterfeiting/Forgery	0	0	0%	0	0	0%	
Destruction/Damage/Vandalism of Property	2	0	200%	2	0	200%	
Drug/Narcotic Offenses	0	4	-100%	0	4	-100%	
Embezzlement	0	0	0%	0	0	0%	
Extortion/Blackmail	0	0	0%	0	0	0%	
Fraud	2	1	100%	2	1	100%	
Gambling	0	0	0%	0	0	0%	
Homicide	0	0	0%	0	0	0%	
Human Trafficking	0	0	0%	0	0	0%	
Kidnapping/Abduction	0	0	0%	0	0	0%	
Larceny/Theft	2	1	100%	2	1	100%	
Motor Vehicle Theft	1	0	100%	1	0	100%	
Pornography/Obscene Material	0	0	0%	0	0	0%	
Prostitution	0	0	0%	0	0	0%	
Robbery	0	0	0%	0	0	0%	
Sex Offenses	0	0	0%	0	0	0%	
Sex Offenses, Nonforcible	0	0	0%	0	0	0%	
Stolen Property	0	0	0%	0	0	0%	
Weapon Law Violations	0	0	0%	0	0	0%	
Group B Offenses	1	0	100%	1	0	100%	
Bad Checks	0	0	0%	0	0	0%	
Curfew/Loitering/Vagrancy Violations	0	0	0%	0	0	0%	
Disorderly Conduct	0	0	0%	0	0	0%	
Driving Under the Influence	0	0	0%	0	0	0%	
Drunkenness	0	0	0%	0	0	0%	
Family Offenses, Nonviolent	0	0	0%	0	0	0%	
Liquor Violations	0	0	0%	0	0	0%	
Peeping Tom	0	0	0%	0	0	0%	
Runaway	0	0	0%	0	0	0%	
Trespass of Real Property	1	0	100%	1	0	100%	
All Other Offenses	0	0	0%	0	0	0%	
Incident Reports - Non-Offenses	7	4	75%	7	4	75%	
Incident Reports	7	3	133%	7	3	133%	
Mental Health	0	1	-100%	0	1	-100%	
Adult Arrests	1	5	-80%	1	5	-80%	
Males	1	2	-50%	1	2	-50%	
Females	0	3	-100%	0	3	-100%	
Juvenile Detentions	0	0	0%	0	0	0%	
Males	0	0	0%	0	0	0%	
Females	0	0	0%	0	0	0%	
Traffic Enforcement	177	197	-10%	177	197	-10%	
Citations	130	141	-8%	130	141	-8%	
Warnings	47	56	-16%	47	56	-16%	
Accidents	11	4	175%	11	4	175%	
Injury	7	0	700%	7	0	700%	
Non-Injury	4	4	0%	4	4	0%	
FLID	0	0	0%	0	0	0%	
Investigations	77	50	54%	77	50	54%	
Cases Assigned	25	9	178%	25	9	178%	
Clearances	11	7	57%	11	7	57%	
Cases Filed with DA	3	2	50%	3	2	50%	
Follow-Ups	38	32	19%	38	32	19%	
Leads Online	0	0	0%	0	0	0%	
Alarm Activations	17	18	-6%	17	18	-6%	
Residential	17	18	-6%	17	18	-6%	
Chargeable	12	16	-25%	12	16	-25%	
Non-Chargeable	5	2	150%	5	2	150%	
Business	0	0	0%	0	0	0%	
Chargeable	0	0	0%	0	0	0%	
Non-Chargeable	0	0	0%	0	0	0%	
Outside Agency Activities	28	12	133%	28	12	133%	
Murphy PD	14	8	75%	14	8	75%	
Collin County SO	7	1	600%	7	1	600%	
Wylie PD	2	1	100%	2	1	100%	
Allen PD	1	0	100%	1	0	100%	
Other	4	2	100%	4	2	100%	
Staff	Sworn	Civilian	Reserve				
Authorized	11	1	2				
Current Strength	9	1	1				
In Training	1	0	0				
Openings	2	0	0				
% Staffed	82%	100%	50%				
Reserve Hours	12.5	12.5					

PARKER POLICE DEPARTMENT
REPORT OF MONTHLY STATISTICS YEAR TO DATE

February 2020	THIS MONTH	THIS MONTH LAST YEAR	% CHANGE	YTD 2020	YTD 2019	% CHANGE	
Total Incidents	634	542	17%	1419	1118	27%	
Calls for Service	109	73	49%	229	160	43%	
House Watch	215	159	35%	480	282	70%	
Other Service Response Incidents	310	310	0%	710	676	5%	
Reported Incidents - Group A	4	5	-20%	14	12	17%	
Arson	0	0	0%	0	0	0%	
Assault	1	1	0%	2	2	0%	
Bribery	0	0	0%	0	0	0%	
Burglary/Breaking and Entering	0	0	0%	2	0	200%	
Counterfeiting/Forgery	0	0	0%	0	0	0%	
Destruction/Damage/Vandalism of Property	0	1	-100%	2	1	100%	
Drug/Narcotic Offenses	0	0	0%	0	4	-100%	
Embezzlement	0	0	0%	0	0	0%	
Extortion/Blackmail	0	0	0%	0	0	0%	
Fraud	1	1	0%	3	2	50%	
Gambling	0	0	0%	0	0	0%	
Homicide	0	0	0%	0	0	0%	
Human Trafficking	0	0	0%	0	0	0%	
Kidnapping/Abduction	0	0	0%	0	0	0%	
Larceny/Theft	1	2	-50%	3	3	0%	
Motor Vehicle Theft	0	0	0%	1	0	100%	
Pornography/Obscene Material	0	0	0%	0	0	0%	
Prostitution	0	0	0%	0	0	0%	
Robbery	0	0	0%	0	0	0%	
Sex Offenses	1	0	100%	1	0	100%	
Sex Offenses, Nonforcible	0	0	0%	0	0	0%	
Stolen Property	0	0	0%	0	0	0%	
Weapon Law Violations	0	0	0%	0	0	0%	
Group B Offenses	4	5	-20%	5	5	0%	
Bad Checks	0	0	0%	0	0	0%	
Curfew/Loitering/Vagrancy Violations	0	0	0%	0	0	0%	
Disorderly Conduct	0	0	0%	0	0	0%	
Driving Under the Influence	1	1	0%	1	1	0%	
Drunkenness	1	0	100%	1	0	100%	
Family Offenses, Nonviolent	0	0	0%	0	0	0%	
Liquor Violations	0	0	0%	0	0	0%	
Peeping Tom	0	0	0%	0	0	0%	
Runaway	1	1	0%	1	1	0%	
Trespass of Real Property	0	1	-100%	1	1	0%	
All Other Offenses	1	2	-50%	1	2	-50%	
Incident Reports - Non-Offenses	4	4	0%	11	8	38%	
Incident Reports	4	4	0%	11	7	57%	
Mental Health	0	0	0%	0	1	-100%	
Adult Arrests	2	3	-33%	3	8	-63%	
Males	2	3	-33%	3	5	-40%	
Females	0	0	0%	0	3	-100%	
Juvenile Detentions	0	0	0%	0	0	0%	
Males	0	0	0%	0	0	0%	
Females	0	0	0%	0	0	0%	
Traffic Enforcement	214	128	67%	391	325	20%	
Citations	135	108	25%	265	249	6%	
Warnings	79	20	295%	126	76	66%	
Accidents	11	5	120%	22	9	144%	
Injury	6	0	600%	13	0	1300%	
Non-Injury	5	5	0%	9	9	0%	
FLID	0	0	0%	0	0	0%	
Investigations	54	41	32%	131	91	44%	
Cases Assigned	11	11	0%	36	20	80%	
Clearances	8	2	300%	19	9	111%	
Cases Filed with DA	0	0	0%	3	2	50%	
Follow-Ups	26	28	-7%	64	60	7%	
Leads Online	9	0	900%	9	0	900%	
Alarm Activations	19	10	90%	36	28	29%	
Residential	19	10	90%	36	28	29%	
Chargeable	17	8	113%	29	24	21%	
Non-Chargeable	2	2	0%	7	4	75%	
Business	0	0	0%	0	0	0%	
Chargeable	0	0	0%	0	0	0%	
Non-Chargeable	0	0	0%	0	0	0%	
Outside Agency Activities	18	14	29%	46	26	77%	
Murphy PD	10	9	11%	24	17	41%	
Collin County SO	3	3	0%	10	4	150%	
Wylie PD	0	1	-100%	2	2	0%	
Allen PD	1	0	100%	2	0	200%	
Other	4	1	300%	8	3	167%	
Staff	Sworn	Civilian	Reserve				
Authorized	11	1	2				
Current Strength	9	1	1				
In Training	1	0	0				
Openings	2	0	0				
% Staffed	82%	100%	50%				
Reserve Hours	12.5	25					

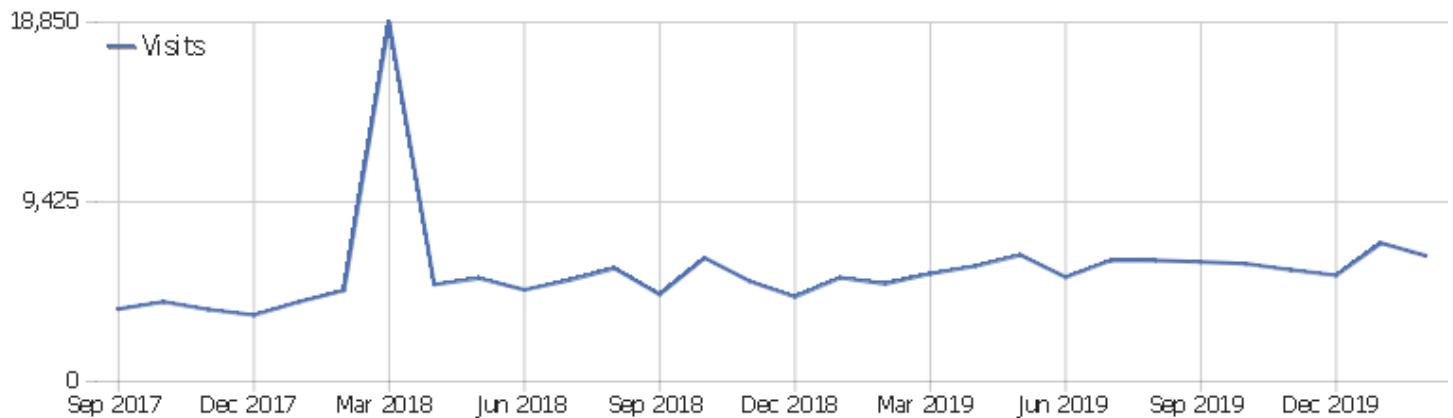


Parker, TX

Date range: February 2020

Monthly Web Report

Visits Summary



Name	Value
Unique visitors	5,397
Visits	6,592
Actions	16,034
Maximum actions in one visit	112
Actions per Visit	2
Avg. Visit Duration (in seconds)	00:01:59
Bounce Rate	58%

Site Search Keywords

Keyword	Searches	Search Results pages	% Search Exits
true	7	1	71%
animal control	6	1	100%
trash	6	1	17%
bulk trash	5	1	60%
fence	4	2	100%
voting	4	1	25%
1015 ord776 fire and police alarm systems regulations - permit	3	2	100%
tickets	3	1	0%
2018 new bulk pickup schedule	2	1	33%
2018-05-15 lee pettle alarm	2	1	100%
alarm permit	2	1	50%
brush	2	1	0%
calendar	2	1	100%
citation search	2	1	0%
city code of ordinance 150.02	2	2	0%
code of ordinances	2	1	0%
dylan	2	1	50%
early voting	2	1	50%
edc	2	2	50%
future	2	2	0%
gary machado	2	1	50%
Others	189	208	33%

Referrer Type

Referrer Type	Visits	Actions	Actions per Visit	Avg. Time on Website	Bounce Rate	Revenue
Direct Entry	4,694	10,256	2	00:01:52	64%	\$ 0
Search Engines	1,799	5,529	3	00:02:19	44%	\$ 0
Websites	99	249	3	00:01:06	58%	\$ 0

Country

Country	Visits	Actions	Actions per Visit	Avg. Time on Website	Bounce Rate	Revenue
United States	5,501	14,384	3	00:02:16	54%	\$ 0
China	276	276	1	00:00:00	100%	\$ 0
Philippines	240	347	1	00:00:46	82%	\$ 0
South Korea	101	198	2	00:00:10	4%	\$ 0
India	86	115	1	00:00:30	86%	\$ 0
Germany	55	88	2	00:00:07	96%	\$ 0
Singapore	43	43	1	00:00:00	100%	\$ 0
Canada	36	77	2	00:00:15	81%	\$ 0
Nigeria	20	28	1	00:00:08	85%	\$ 0
Pakistan	18	32	2	00:01:53	67%	\$ 0
France	15	28	2	00:01:30	67%	\$ 0
United Kingdom	13	24	2	00:00:17	85%	\$ 0
Russia	12	12	1	00:00:00	100%	\$ 0
Malaysia	11	13	1	00:00:10	91%	\$ 0
South Africa	10	22	2	00:00:13	80%	\$ 0
Czech Republic	9	14	2	00:00:15	67%	\$ 0
Mexico	9	22	2	00:01:50	56%	\$ 0
Kenya	8	8	1	00:00:00	100%	\$ 0
Ukraine	8	8	1	00:00:00	100%	\$ 0
United Arab Emirates	8	10	1	00:00:01	88%	\$ 0
Netherlands	7	122	17	00:21:28	57%	\$ 0
Saudi Arabia	7	7	1	00:00:00	100%	\$ 0
Sri Lanka	7	7	1	00:00:00	100%	\$ 0
Others	92	149	2	00:01:05	74%	\$ 0

Device type

Device type	Visits	Actions	Actions per Visit	Avg. Time on Website	Bounce Rate	Conversion Rate
Desktop	3,722	10,316	3	00:02:25	51%	0%
Smartphone	2,398	4,421	2	00:01:17	68%	0%
Tablet	313	775	3	00:01:52	64%	0%
Unknown	138	497	4	00:02:48	60%	0%
Phablet	21	25	1	00:00:01	90%	0%



Council Agenda Item

Item 5
C'Sec Use Only

Budget Account Code:	Meeting Date:	April 7, 2020
Budgeted Amount:	Department/ Requestor:	City Council
Fund Balance- before expenditure:	Prepared by:	City Secretary Scott Grey
Estimated Cost:	Date Prepared:	April 1, 2020
Exhibits:	<ul style="list-style-type: none"><u>Proposed Resolution</u><u>Mayor's Declaration of Local Disaster: Order, Social Distancing Recommendations & TX Gov. Code 418.108</u>	

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2020-628, EXTENDING THE DISASTER DECLARATION ISSUED BY THE MAYORAL PROCLAMATION ON MARCH 24, 2020 IN RESPONSE TO COVID-19 A PUBLIC HEALTH EMERGENCY; AND SETTING AN EFFECTIVE DATE. [PETTLE/OLSON/SHELBY]

SUMMARY

On March 24, 2020, City Council approved a Mayor's Declaration of Local Disaster Order, 5-0, needed for the City of Parker, Texas, pursuant to section 418.108(a) of the Texas Government Code. Pursuant to section 418.108(b) of the Government Code, the state of disaster for public health emergency shall continue for a period of not more than seven days from the date of this declaration unless continued or renewed by the City Council of Parker, Texas. Pursuant to section 418.108(c) of the Government Code, the declaration of a local state of disaster for public health emergency was given prompt and general publicity and was filed promptly with the City Secretary. Pursuant to section 418.108(d) of the Government Code, the declaration of a local state of disaster activated the City of Parker emergency management plan.

Now, Council needs to extend the Disaster Declaration issued by the Mayoral Proclamation.

POSSIBLE ACTION

Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:			
Department Head/ Requestor:	<i>Patti Scott Grey</i>	Date:	04/02/2020
City Attorney:		Date:	
City Administrator:	<i>Luke B. Olson</i>	Date:	04/03/2020

RESOLUTION NO. 2020-628
(Disaster Declaration Extension)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER, TEXAS
EXTENDING THE DISASTER DECLARATION ISSUED BY MAYORAL
PROCLAMATION ON MARCH 24, 2020 IN RESPONSE TO COVID-19 A PUBLIC
HEALTH EMERGENCY; AND SETTING AN EFFECTIVE DATE.**

WHEREAS, on March 24, 2020, Mayor Lee Pettle, Mayor of the City of Parker, Texas issued a mayoral proclamation declaring a local disaster for public health emergency for the City of Parker, in response to help prevent and control COVID-19; and

WHEREAS, on March 24, 2020, pursuant to Section 418.108(b) of the Texas Government Code, the City Council of the City of Parker, Texas extended the Mayor's declaration through April 7, 2020.

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

SECTION 1. The recitals set forth above are true and correct and are incorporated as if fully set forth herein.

SECTION 2. The declaration of the Public Health Emergency, which was signed and executed by the Mayor on Tuesday, March 24, 2020, shall be continued and extended indefinitely so long as a state of public health emergency exists in Collin County, Texas or until rescinded by the Mayor or City Council.

SECTION 3. This Resolution shall take effect from and after its date of adoption.

DULY RESOLVED AND ADOPTED by the City Council of the City of Parker, Texas, on this the 7th day of APRIL, 2020.

CITY OF PARKER, TEXAS

Lee Pettle, Mayor

ATTEST:

Patti Scott Grey, City Secretary

APPROVED AS TO FORM:

Brandon S. Shelby, City Attorney



**CITY OF PARKER, TEXAS
MAYOR'S DECLARATION OF
LOCAL DISASTER FOR PUBLIC HEALTH EMERGENCY**

WHEREAS, beginning in December 2019, a novel coronavirus, now designated SARS-CoV2 which causes the disease COVID-19, has spread through the world and has now been declared a global pandemic by the World Health Organization; and

WHEREAS, symptoms of COVID-19 include fever, coughing, and shortness of breath. In some cases, the virus has caused death; and

WHEREAS, extraordinary measures must be taken to contain COVID-19 and prevent its spread throughout the City of Parker, including the quarantine of individuals, groups of individuals, and property as well as compelling individuals, groups of individuals, or property to undergo additional health measures that prevent or control the spread of disease; and

NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR OF THE CITY OF PARKER, TEXAS:

Section 1. That a local state of disaster for public health emergency is hereby declared for the City of Parker, Texas, pursuant to section 418.108(a) of the Texas Government Code.

Section 2. Pursuant to section 418.108(b) of the Government Code, the state of disaster for public health emergency shall continue for a period of not more than seven days from the date of this declaration unless continued or renewed by the City Council of Parker, Texas.

Section 3. Pursuant to section 418.108(b) of the Government Code, the City Council of Parker, Texas has authorized the continuation of this Emergency Declaration until the regularly scheduled City Council meeting to be held April 7, 2020, unless rescinded by the Mayor.

Section 4. Pursuant to section 418.108(c) of the Government Code, this declaration of a local state of disaster for public health emergency shall be given prompt and general publicity and shall be filed promptly with the City Secretary.

Section 5. Pursuant to section 418.108(d) of the Government Code, this declaration of a local state of disaster activates the City of Parker emergency management plan.

Section 6. That this proclamation shall take effect immediately from and after its issuance.

DECLARED this 24th day of March 2020 at 6 P.M. Central Daylight Time.



Lee Pettle
Lee Pettle, Mayor
City of Parker, Texas



ORDER OF THE MAYOR OF THE CITY OF PARKER, TEXAS

Summary: The virus that causes 2019 Coronavirus Disease (COVID-19) is easily transmitted through person to person contact, especially in group settings, and it is essential that the spread of the virus be slowed to protect the ability of public and private health care providers to handle the influx of new patients and safeguard public health and safety. Because of the risk of the rapid spread of the virus, and the need to protect the most vulnerable members of the community, this Order encourages citizens to avoid community gatherings of 10 persons or more anywhere in the City of Parker beginning at 6 p.m. on March 24, 2020, and continuing so long as the Emergency Declaration authorized by the Parker City Council remains in effect, as defined by Section 3 herein. For all other gatherings, the City of Parker, the Office of the Collin County Judge, and the Health Authority strongly recommend following the social distancing protocols attached to this Order, including canceling, rescheduling, or not attending events with more than 10 persons. Additionally, the City of Parker, the Office of the Collin County Judge, and the Health Authority strongly urge high-risk individuals, as defined by the Centers for Disease Control and Prevention (CDC), to cancel, reschedule, or not attend events that will have or will likely have 10 or more people.

UNDER THE AUTHORITY OF TEXAS GOVERNMENT SECTION 418.108, I, LEE PETTLE, MAYOR OF THE CITY OF PARKER, TEXAS, HEREBY ORDER THE FOLLOWING:

1. Effective as of 6 p.m. on Tuesday March 24, 2020, and continuing so long as the Emergency Declaration authorized by the City Council of Parker, Texas remains in effect, public or private Community Gatherings (as defined in Section 3 below) are prohibited anywhere in the City of Parker, Texas.
2. In addition, the City of Parker, the Office of the Collin County Judge and the Collin County Department of Health and Human Services ("Health Authority") strongly recommend canceling, rescheduling, or not attending events with more than 10 persons. The City of Parker, the Office of the Collin County Judge, and the Health Authority strongly urge organizations that serve high-risk populations to cancel gatherings of more than 10 people. These recommendations are based on the social distancing practices attached to this Order as well as the "Implementation of Mitigation Strategies for Communities with Local COVID-19 Transmission" issued by the United States Centers for Disease Control and Prevention ("CDC"). The City of Parker, the Office of the Collin County Judge, and the Health Authority urge people to not attend non-essential gatherings during the duration of this Order in order to help slow down the spread of the COVID-19 virus.
3. Definitions:
 - a. For purposes of this Order, a "Community Gathering" is any indoor or outdoor event or convening, subject to the exceptions and clarifications below, that brings together or is likely to bring together ten (10) or more persons at the same time in a single room or other single confined or enclosed

space, such as an auditorium, theatre, stadium (indoor or outdoor), arena or event center, meeting hall, conference center, large cafeteria, or any other confined indoor or confined outdoor space.

- b. An outdoor "Community Gathering" under this Order is limited to events in confined outdoor spaces, which means an outdoor space that (i) is enclosed by a fence, physical barrier, or other structure, and (ii) where people are present and they are within arm's length of one another for extended periods.
- c. This Order also does not prohibit gatherings of people in multiple, separate enclosed spaces in a single building such as a multiplex movie theater, school or office tower, so long as 10 people are not present in any single space at the same time. This Order also does not prohibit the use of enclosed spaces where 10 or more people may be present at different times during the day, so long as 10 or more people are not present in the space at the same time. For any gathering covered by this subsection c., the City of Parker, the Office of the Collin County Judge, and the Health Authority strongly encourage compliance with the attached Social Distancing Recommendations, including providing hand sanitizer and tissues and increasing cleaning of commonly touched surfaces.
- d. For purposes of clarity, a "Community Gathering" does not include the following so long as visitors are generally not within arm's length of one another for extended periods:(i) spaces where 10 or more persons may be in transit or waiting for transit such as airports, bus stations or terminals; (ii) office space or residential buildings; (iii) grocery stores, shopping malls, or other retail establishments where large numbers of people are present but it is unusual for them to be within arm's length of one another for extended periods; and (iv) hospitals and medical facilities. In all such settings, the City of Parker, the Office of the Collin County Judge and the Health Authority recommend following the attached Social Distancing Recommendations, and personal hygiene measures such as hand sanitizer and tissues should be provided when possible.

4. This Order shall be effective until it is either rescinded, superseded, or amended pursuant to applicable law.

5. The City of Parker must promptly provide copies of this Order by posting on the City of Parker website. In addition, the owner, manager, or operator of any facility that is likely to be impacted by this Order is strongly encouraged to post a copy of this Order onsite and to provide a copy to any member of the public asking for a copy. If any subsection, sentence, clause, phrase, or word of this Order or any application of it to any person, structure, gathering, or circumstance is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, then such decision will not affect the validity of the remaining portions or applications of this Order.

IT IS SO ORDERED




Lee Pettle
Lee Pettle, Mayor
City of Parker, Texas



CITY OF PARKER
Social Distancing Recommendations

1) Vulnerable Populations: Limit Outings

- Vulnerable populations include people who are:
 - 60 years old and older.
 - People with certain health conditions such as heart disease, lung disease, diabetes, kidney disease and weakened immune systems.
- For vulnerable populations, don't go to gatherings (of 10 people or more) unless it is essential. If you can telecommute, you should. Avoid people who are sick.

2) Workplace and Businesses: Minimize Exposure

- Minimize the number of employees working within arm's length of one another, including minimizing or canceling large in-person meetings and conferences.
- Urge employees to stay home when they are sick and maximize flexibility in sick leave benefits.
- Do not require a doctor's note for employees who are sick.
- Consider use of telecommuting options.
- Some people need to be at work to provide essential services of great benefit to the community. They can take steps in their workplace to minimize risk.

3) Large Gatherings: Cancel Non-essential Events

- Cancel events where 10 or more persons are likely to attend.
- Do not attend any events or gatherings if sick.
- For Events that aren't cancelled, we recommend:
 - Having hand washing capabilities, hand sanitizers and tissues available. Frequently cleaning high touch surface areas like counter tops and handrails.
 - Finding ways to create physical space to minimize close contact as much as possible.

4) Schools: Safety First

- Do not have your child attend school if sick.
- If you have a child with chronic health conditions, consult the child's doctor about school attendance.
- Schools should equip all classrooms with hand sanitizers and tissues.
- Recommend rescheduling or cancelling medium to large events that are not essential.

- Explore remote teaching and online options to continue learning.
- Schools should develop a plan for citywide school closures, and families should prepare for potential closures.

5) Transit: Cleaning and Protection

- Increase cleaning of vehicles and high touch surface areas.
- Provide hand washing/hand sanitizers and tissues in stations and on vehicles.

6) Health Care Settings: Avoid as possible, protect the vulnerable

- Long term care facilities should have a COVID-19 plan in accordance with CDC or state guidelines.
- Long term care facilities should screen all staff and visitors for illness and turn away those with symptoms.
- The general public should avoid going to medical settings such as hospitals, nursing homes and long-term care facilities, even if you are not ill.
- If you are ill, call your health care provider ahead of time, and you may be able to be served by phone.
- Do not visit emergency rooms unless it is essential.
- Visitors should not go to long-term care facilities unless absolutely essential.
- Follow guidance and directions of all facilities.

7) Everyone: Do your part

The best way for all City of Parker residents to reduce their risk of getting sick, as with seasonal colds or the flu, still applies to prevent COVID-19:

- Wash hands with soap and water for at least 45 seconds.
- Cough or sneeze into your elbow or a tissue. Throw the tissue in the trash.
- Stay home if you are sick.
- Avoid touching your face.
- Try alternatives to shaking hands, like an elbow bump or wave.
- If you have recently returned from a country, state or region with ongoing COVID-19 infections, monitor your health and follow the instructions of public health officials and CDC guidance.
- There is no recommendation to wear masks at this time to prevent yourself from getting sick.



Council Agenda Item

Item 6
C'Sec Use Only

Budget Account Code:	Meeting Date: April 7, 2020
Budgeted Amount:	Department/ Requestor: City Council
Fund Balance-before expenditure:	Prepared by: City Administrator Olson
Estimated Cost:	Date Prepared: April 1, 2020
Exhibits:	<u>Proposed Resolution</u>

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2020-627, EXPRESSING OFFICIAL INTENT TO REIMBURSE COSTS OF PROJECTS. [OLSON/SHELBY]

SUMMARY

The proposed resolution expresses official intent to reimburse expended project costs, expenditures in connection with the design, planning, acquisition and construction of the projects described in Exhibit A, through General Obligation Bonds (GO Bonds). If the General Obligation Bonds (GO Bonds) pass November 2020, this would allow the City to reimburse itself with those bond funds for cost incurred during the process. Mayor and Council need to discuss and decide on a set aggregate maximum principal amount for the purpose of paying the costs of the projects.

POSSIBLE ACTION

City Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:			
Department Head/ Requestor:		Date:	
City Attorney:		Date:	
City Administrator:	<i>Luke B. Olson</i>	Date:	04/03/2020

RESOLUTION NO. 2020-627
(RESOLUTION EXPRESSING OFFICIAL INTENT
TO REIMBURSE COSTS OF PROJECTS)

WHEREAS, the City of Parker, Texas (the "City") is a type A general law municipality and political subdivision of the State of Texas (the "State"); and; and

WHEREAS, the City expects to pay, or have paid on its behalf, expenditures in connection with the design, planning, acquisition and construction of the projects described in **Exhibit A** hereto (the "Projects") prior to the issuance of tax-exempt obligations or other obligations for which a prior expression of intent to finance or refinance is required by Federal or State law (collectively and individually, the "Obligations") to finance the Projects; and; and

WHEREAS, the City finds, considers and declares that the reimbursement for the payment of such expenditures will be appropriate and consistent with the lawful objectives of the City and, as such, chooses to declare its intention to reimburse itself for such payments at such time as it issues Obligations to finance the Projects;; and

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

SECTION 1. The City reasonably expects to incur debt, or have debt incurred on its behalf, in one or more series of Obligations, with an aggregate maximum principal amount not to exceed \$_____, for the purpose of paying the costs of the Projects..

SECTION 2. All costs to be reimbursed pursuant hereto will be capital expenditures. No tax-exempt Obligations will be issued by the City in furtherance of this resolution after a date which is later than 18 months after the later of (1) the date the expenditures are paid or (2) the date on which the Projects, with respect to which such expenditures were made, are placed into service.

SECTION 3. The foregoing notwithstanding, no tax-exempt Obligations will be issued pursuant to this Resolution more than three years after the date any expenditure which is to be reimbursed is paid.

SECTION 4. This Resolution shall be effective immediately upon adoption.

SECTION 5. 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.

DULY PASSED by the City Council of the City of Parker, Texas, this the 7th day of April, 2020.

CITY OF PARKER, TEXAS
APPROVED:

BY:

LEE PETTLE, MAYOR

ATTEST:

BY:

PATTI SCOTT GREY, CITY CLERK

**APPROVED AS TO FORM
AND CONTENT:**

BY:

BRANDON S. SHELBY, CITY ATTORNEY

Exhibit A

(i) constructing, improving and equipping a new municipal administration facility and annex facility and related parking facilities

PROPOSED



Agenda Item

Item 7
C'Sec Use Only

Budget Account Code:	Meeting Date: April 7, 2020
Budgeted Amount:	Department/ Requestor: Public Works Director Machado ACA/CS Patti Scott Grey
Fund Balance-before expenditure:	Prepared by: Public Works Director Machado ACA/CS Patti Scott Grey
Estimated Cost:	Date Prepared: April 1, 2020
Exhibits:	<ol style="list-style-type: none">1. Craig M. Kerkhoff, P.E., C.F.M letter, dated February 28, 20202. March 12, 2020 P&Z Minutes Draft3. Development Application4. Waiver w/Fee receipt5. Preliminary Plat

AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON WHITESTONE
ESTATES PHASE 3 PRELIMINARY PLAT. [MACHADO]

SUMMARY

Whitestone Estates Phase 3 Preliminary Plat, 35 Single Family Residential Lots, Lots 13-27, Block B; Lots 14-33, Block C; being 44.785 acres situated in the Thomas Estes Survey, Abstract No. 298, City of Parker, Collin County, Texas, was recommended for approval March 12, 2020 by the Parker Planning and Zoning (P&Z) Commission, 5-0. Per Craig M. Kerkhoff, P.E., C.F.M.'s letter, dated February 28, 2020, "the Engineering Plans is for general compliance with the City of Parker's development requirements and good engineering practice, and does not relieve the engineer of record of his responsibilities under the Texas Engineering Practice Act." The City Engineers "offer no further comments on the plans as submitted for this development review.

POSSIBLE ACTION

Council may direct staff to take appropriate action.

Inter – Office Use			
Approved by:			
ACA/CS:	<i>Patti Scott Grey</i>	Date:	04/02/2020
Public Works Director:	<i>Gary Machado</i>	Date:	04/02/2020
City Administrator	<i>Luke B. Olson</i>	Date:	04/03/2020

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.

February 28, 2020

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

Re: Whitestone Estates Phase 3
Engineering Plans

Dear Mr. Machado:

As you requested, we have reviewed the Engineering Plans for the Whitestone Estates – Phase 3 development prepared by Engineering Concepts and Design, LP.

Our review of the Engineering Plans is for general compliance with the City of Parker's development requirements and good engineering practice, and does not relieve the engineer of record of his responsibilities under the Texas Engineering Practice Act. Listed below are our review comments.

We offer no further comments on the plans as submitted for this development review. We are available to discuss further at your convenience.

Sincerely,



Craig M. Kerkhoff, P.E., C.F.M.

MINUTES

PLANNING AND ZONING COMMISSION MEETING

March 12, 2020

CALL TO ORDER – Roll Call and Determination of a Quorum

The Planning and Zoning (P&Z) Commission met on the above date. Chairperson Wright called the meeting to order at 7:00 p.m. and noted there was a quorum. He also noted P&Z Place Three (3) Secretary Jeang and P&Z Place Five (5) Member Sutaria were absent and asked P&Z Alternate Two (2) Crutcher and P&Z Alternate Three (3) Douglas to be voting members for this meeting. Commissioners Crutcher and Douglas agreed.

Commissioners Present:

✓	Chairperson Russell Wright	✗	Alternate Marilyn Kittrell
✓	Commissioner Joe Lozano	✓	Alternate Larkin Crutcher
✗	Commissioner Wei Wei Jeang	✓	Alternate JR Douglas
✓	Commissioner David Leamy		
✗	Commissioner Jasmat Sutaria		

Staff/Others Present:

✗	City Administrator Luke Olson	✗	City Attorney Brandon S. Shelby
✓	Public Works Director Gary Machado	✓	City Engineer John W. Birkhoff, P.E.
✓	City Secretary Patti Scott Grey		

PLEDGE OF ALLEGIANCE

The pledges were recited.

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

No comments.

INDIVIDUAL CONSIDERATION ITEMS

1. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON WHITESTONE ESTATES PHASE 3 PRELIMINARY PLAT. (**EXHIBIT A – WHITESTONE ESTATES PHASE 3 PRELIMINARY PLAT**)

Public Works Director Machado reviewed the item, noting City Engineer Craig M. Kerkhoff, P.E., C.F.M with Birkhoff, Hendricks & Carter, LLP, Professional Engineers provided a letter, dated February 28, 2020, stating after review, the plat and plans were in general compliance with the City of Parker's development requirements and good engineering practice, and does not relieve the engineer of record of his responsibilities under the Texas Engineering Practice Act. There were no further objections to the Whitestone Estates Phase 3 Preliminary Plat and engineering plans as submitted to the City of Parker.

Commissioner Lozano inquired about drainage issues and Whitestone Estates Developer Preston Walhood addressed the questions and reviewed the plans.

MOTION: Commissioner Leamy moved to recommend approval of the Whitestone Estates Phase 3 Preliminary Plat, as presented. Commissioner Douglas seconded with Commissioners Wright, Lozano, Leamy, Crutcher and Douglas voting for. Motion carried 5-0.

ROUTINE ITEMS

2. FUTURE AGENDA ITEMS

P&Z Chair Wright asked if there were any future agenda items. Public Works Director Machado said there were no subdivisions close yet. Mr. Wright then inquired about Chapter 156: Zoning Regulations. Mr. Machado noted Chapter 156: Zoning Regulations is currently still under review by City Attorney Shelby.

3. ADJOURN

Chairperson Wright adjourned the meeting at 7:08 p.m.

Minutes Approved on 26th day of March, 2020.

Attest:

Commission Secretary Wei Wei Jeang

Chairperson Russell Wright

Prepared by City Secretary Patti Scott Grey

Exhibit(s):

A - Whitestone Estates Phase 3 Preliminary Plat



DEVELOPMENT APPLICATION
City of Parker, Texas

Date Received

Proposed Name of Subdivision: Whitestone Estates Phase 3

Plat Approval Requested	Filing Fee		Filing Fee
<input checked="" type="checkbox"/> Preliminary Plat	<u>\$800.00 + \$30/acre</u>	<input type="checkbox"/> Final Plat	<u>\$800.00 + \$30/acre</u>
<input type="checkbox"/> Site Plan	<u>\$300.00 + \$25/acre</u>	<input type="checkbox"/> Minor Plat (5 acres or less)	<u>\$500.00 + \$100/lot</u>
<input type="checkbox"/> Replat/Amended	<u>\$500.00 plus \$15/lot</u>	<input type="checkbox"/> Development Plat	<u>\$300.00 + \$30/acre</u>

Physical Location of Property: South 200' of Kingston Court along Whitestone Drive (2500' North of Parker Road and Dublin Intersection) (Address and General Location – Approximate distance to the nearest existing street corner)

Brief Legal description of Property (must attach accurate metes and bound description to application): Thomas Estes Survey, Abstract No. 298 – Addition to Whitestone Estates (Survey/Abstract No. and Tracts; or platted Subdivision Name with Lot/Block)

Acreage: 44.786 Existing # of Lots/Tracts: 1 Tract Existing ORD. 726 (4/21/2015)
(If a PD, include the Ordinance with application)

Property Owner's Name: Donihoo Farms, LTD. Phone Number: 214-368-0238

Applicant/Contact Person: Stephen L. Sallman Title: Manager

Company Name: Donihoo Farms, LTD.

Street/Mailing Address: 4040 North Central Expressway, Suite 850 City: Dallas State: Texas Zip: 75204

Phone: 214-368-0238 Fax: 214-368-0812 Email Address: ssallman@warnergroupp.com

Engineering Company: Engineering Concepts and Design, L.P.

Contact Person: Ryan C. King, P.E. Title: Project Manager

Street/Mailing Address: 201 Windeo Circle, Suite 200 City: Wylie State: Texas Zip: 75098

Phone: 972-941-8400 Fax: 972-941-8401 Email Address: Ryan@ECDLP.com

**** READ BEFORE SIGNING BELOW:** If there is more than one property owner, complete a separate sheet with the same wording as below. The City requires all Original Signatures. If applicant is other than the property owner, a "Power of Attorney" with original, notarized signatures is required.

Colorado
STATE OF TEXAS) (

COUNTY OF DALLAS) (

BEFORE ME, a Notary Public, on this day personally appeared Stephen L. Sallman,
the undersigned applicant, who, under oath, stated the following "I hereby certify that I am the owner, or duly
authorized agent of the owner, (Proof must be attached, e.g. "Power of Attorney") for the purposes of this
application; that all information submitted herein is true and correct. I understand that submitting this
application does not constitute approval, and incomplete applications will result in delays and possible denial."

Stephen L. Sallman
Owner / Agent (circle one)

SARA E. MORGAN
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20134002806
MY COMMISSION EXPIRES JANUARY 22, 2021

SARA E. MORGAN
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20134002806
MY COMMISSION EXPIRES JANUARY 22, 2021

Sara E. Morgan
Over

City of Parker * 5700 E. Parker Road, Parker, Texas 75002 972-442-6811 Fax 972-442-2894 www.parkertexas.us

WAIVER OF EXPEDITION

I HEREBY WAIVE MY RIGHTS TO APPROVAL THROUGH LACK OF CITY ACTION ON THE ABOVE REFERENCED PLAT WITHIN THE TIME FRAMES SET FORTH IN 212.009, TEXAS LOCAL GOVERNMENT CODE AND I AGREE THE PLAT SUBMITTED WILL BE APPROVED ONLY BY AFFIRMATIVE COUNCIL ACTION.

APPLICANT:

Stephen J. Ballou, M.D.
(Signature)

Name: Stephen L. Sallman

Title: Manager

Phone: 214-368-0238

Address: 4040 North Central Expressway, Ste 850

Dallas, Texas 75204

Date: _____

Corporation; Partnership;
 Individual; or
 Other (description)

CITY OF PARKER:

RECEIVED BY:

(Signature)

Name: _____

Title: _____

Date: _____

1169	
Bank of Texas Dallas, Texas 32-1432/110	
7/29/2019	
PAY TO THE City of Parker ORDER OF	
Two Thousand One Hundred Forty-Three and 59/100*****	
DOLLARS	
\$ 2,143.58	

City of Parker 5700 E. Parker Road Parker, Texas 75002	
MEMO Prelim Plat App Fee (Whitestone Phase 3)	
Donihoo Farms, Ltd.	
7/29/2019	
Prelim Plat Fee 44.786 Ac @ \$30/ac	
800.00	
1,343.58	

Security Features included
Details on Back

DonFarms-Chkg (BO) Prelim Plat App Fee (Whitestone Phase 3)

2,143.58

SUBMITTAL DEADLINES: Twenty eight (28) days prior to the Planning and Zoning Commission Meeting Date. Planning and Zoning Commission meets the second and fourth Thursday of each month.

SUBMISSIONS. Failure to submit all materials (including three sets of bound engineering plans) to the City with this application will result in delays scheduling the agenda date. Submit twelve (12) FOLDED to 8 1/2" X 11" copies of 24" X 36" prints [1"=100' scale] + electronic version in .jpeg, .tiff, or .pdf format. Applicant is to submit a complete copy of this application and drawings to the City Engineer

ALL APPLICATIONS MUST BE COMPLETE BEFORE THEY WILL BE PLACED ON A CITY AGENDA. It is the applicant's responsibility to be familiar with and to comply with, all City submittal requirements in the Zoning and Subdivision Ordinance (www.parkertexas.us), and any separate submittal policies, requirements and/or checklists that may be obtained from City staff)

NOTICE OF PUBLIC RECORDS: The submission of plans/drawings/etc. with this application makes such items public record, and the applicant understands that these items may be viewed by the general public. Unless the applicant expressly states otherwise in writing, submission of this application (with associated plans/drawings/etc.) will be considered consent by the applicant that the general public may view and/or reproduce (i.e. copy) such documents.

SUBMITTAL FEES: All fees are due and payable at the time of application, except inspection, engineering and legal fees, which are due at the time of pre-Construction meeting with the City. No construction shall take place prior to the pre-construction meeting and submission of certified construction cost bid(s) by the contractor(s) and Owner. No hearing will be scheduled nor will any reviews be made until payment of required filing fees has been accomplished. Fees are non-refundable regardless of outcome of request.

City Contact Information:

Public Workers Superintendent
City of Parker, Texas
5700 E. Parker Road * Parker, Texas 75002
Phone 972-442-6811 * Fax 972-442-2894 * www.parkertexas.us

OFFICE USE ONLY This submittal meets the City of Parker's requirements per City ordinances for processing.

Signature

Title

OFFICIAL SUBMISSION DATE

Fees Paid \$ _____ Check # _____ From: _____

P&Z Agenda Date: _____ Action: _____ CC Agenda Date: _____ Action: _____

Current Zoning: _____ Ordinance Number: _____ Date Approved: _____

Staff Comments forwarded to applicant on: _____ Revisions Due no later than: _____

Plans routed for review on _____, to: Public Works Director

City Engineer

Building Official

Fire Department

Public Hearing Required: Yes No

Paper Notice _____ (date)

Written Notice _____ (date)

City of Parker * 5700 E. Parker Road, Parker, Texas 75002 972-442-6811 Fax 972-442-2894 www.parkertexas.us

SUBMITTAL REQUIREMENTS:

Failure to submit all materials to the City with complete application will result in delays scheduling the agenda date.

- Five (5) FOLDED copies of drawing(s) 24" X 36" [1"=100' scale]
- Twelve (12) FOLDED 11 X 17
- Three (3) Complete Engineering Plans (if applicable)
- Three (3) General Tree Survey
- Property Metes and Bounds on 8 1/2 X 11 Sheet
- Proof of Ownership (Warranty Deed or Tax Certificate)
- Power of Attorney

The face of the plat shall show the following:

- Date of preparation
- Scale of plat
- North arrow
- Name and address of:
 - Applicant
 - Engineer or Surveyor responsible for preparation of plat
- Survey and abstract with tract designation
- Location of major and/or secondary thoroughfares located with or adjacent to the property.
- Location of existing or platted streets within and adjacent to the existing property
- Location of existing right-of-ways, utility and/or drainage easements.
- Vicinity map showing location of tracts by reference to existing streets or highways.
- Subdivision boundary lines, indicated by heavy lines, and the computed acreage of the subdivision. The subdivision boundary shall be construed to include the part of adjacent boundary streets which were previously established by dedication or purchase from the tract being subdivided.
- Legal description of the property to be subdivided, and metes and bounds description of the subdivision perimeter.
- Primary control points or descriptions, and ties to such control points to which all dimensions, angles, bearings, block numbers and similar data shall be referred.
- Names of the owners of contiguous parcels of un-subdivided land, and names of contiguous subdivisions and the County Recorder's book and page number thereof, and the lot patterns of these subdivisions.
- Location of the city limits lines, the outer border of the City's extraterritorial jurisdiction and zoning district boundaries, if they traverse the subdivision, or form part of the boundary of the subdivision, or are contiguous to such boundary.
- If there is no adjacent subdivision, a map on a small scale shall be included with the preliminary plan, and oriented the same way, to show the nearest subdivision in each direction; it shall show how the streets, alleys, or highways in the subdivision submitted may connect with those in the nearest subdivision, if situated within two thousand (2,000) feet of the proposed subdivision.
- All other data required by the Zoning and Subdivision Ordinances, available for view at www.parkertexas.us.

Return to SJ3
Republic Title of Texas, Inc.
2626 Howell Street, 10th Floor
Dallas, Texas 75204

Republic Title of Texas, Inc.
GF#0470707428 SJ3 FF \$ 24-

5874 02850

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

WARRANTY DEED WITH VENDOR'S LIEN

DATE: March 10, 2005

GRANTOR: B. J. Donihoo a/k/a Billy Joe Donihoo, a single person

GRANTOR'S MAILING ADDRESS:

2404 Dublin Road
Parker, Texas 75094

GRANTEE: Geneva Partners, Ltd.,
a Texas limited partnership

GRANTEE'S MAILING ADDRESS:

4925 Greenville Avenue, Suite 1020
Dallas, Texas 75206

CONSIDERATION:

Ten and No/100 Dollars (\$10.00) cash and other good and valuable consideration to the undersigned paid by Grantee, the receipt and sufficiency of which are hereby acknowledged, and the additional sum of Three Million Five Hundred Fifty Thousand and No/100 Dollars (\$3,550,000.00) to be paid by Grantee to Grantor in accordance with the terms and provisions, and as evidenced by, that certain Promissory Note ("Note") bearing even date herewith in said principal sum of \$3,550,000.00, executed by Grantee and payable to the order of Grantor, said Note bearing interest and being due and payable as is more particularly provided therein, and such Note containing the usual provisions regarding interest on past due principal and interest, attorneys' fees and acceleration of maturity. The Note is secured by vendor's lien retained herein and by Deed of Trust of even date herewith from Grantee to **Richard Seward**, Trustee.

PROPERTY (INCLUDING ANY IMPROVEMENTS):

All that certain lot, tract or parcel of land situated in the **Thomas Estes Survey, A-298**, in Collin County, Texas, and being more particularly described on **Exhibit A** attached hereto and incorporated herein for all purposes.

RESERVATIONS FROM AND EXCEPTIONS TO CONVEYANCE AND WARRANTY:

1. Standby fees, taxes and assessments by any taxing authority for the year 2005, and subsequent years, and subsequent taxes and assessments by any taxing authority for prior years due to change in land usage or ownership.

5874 02851

2. Easement to Pecan Orchard Water Supply, filed on March 22, 1974, recorded in Volume 907, Page 33, Deed Records, Collin County, Texas.

3. Easement to North Texas Municipal Water District, filed on May 14, 1986, recorded in Volume 2366, Page 861, Land Records, Collin County, Texas, and as shown on survey of Darren K. Brown, R.P.L.S. No. 5252, dated August 3, 2004, last revised August 12, 2004.

4. Rights of third parties with respect to those portions of the Property lying within the boundaries of Hackberry Lane and Donihoo Lane, as shown on survey of Darren K. Brown, R.P.L.S. No. 5252, dated August 3, 2004, last revised August 12, 2004.

5. Overhead power lines and power poles, cable sign, water station, telephone pedestal, and any lines associated therewith; and fence protrusions over the north and south property lines; as shown on survey of Darren K. Brown, R.P.L.S. No. 5252, dated August 3, 2004, last revised August 12, 2004.

6. Rights, if any, of third parties with respect to that portion of the Property lying outside of the fence along the east property line, as shown on survey of Darren K. Brown, R.P.L.S. No. 5252, dated August 3, 2004, last revised August 12, 2004.

Grantor, for the Consideration and subject to the Reservations from and Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in anywise belonging, to have and hold the Property to Grantee and Grantee's heirs, successors and assigns forever. Grantor hereby binds Grantor and Grantor's heirs, executors, administrators, successors and assigns to warrant and forever defend all and singular the Property to Grantee and Grantee's successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the Reservations from and Exceptions to Conveyance and Warranty.

The conveyance made by Grantor to Grantee herein includes all appurtenances on the Property or in any wise appertaining to the Property and all buildings, structures, fixtures and improvements of Grantor located thereon, as well as all of Grantor's right, title and interest, if any, in and to adjacent streets, alleys, easements, rights-of-way, and existing rights of ingress and egress thereto and any adjacent strips or gores of real estate, and all rights, title and interests appurtenant to the Property and any improvements located thereon.

The vendor's lien against and superior title to the Property are retained until the Note is fully paid according to its terms, at which time this deed shall become absolute.

When the context requires, singular nouns and pronouns include the plural.

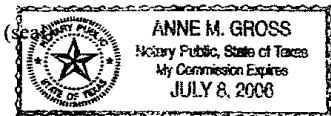
EXECUTED EFFECTIVE as of, although not necessarily on, the day and date first above shown.

GRANTOR:


B. J. Donihoo

STATE OF TEXAS **§**
COUNTY OF DALLAS **§**

This instrument was acknowledged before me on March 10, 2005, by B. J. Donihoo.



Notary Public, State of Texas

After recording return to:

~~Geneva Partners, Ltd.
4925 Greenville Avenue, Suite 1020
Dallas, Texas 75206.
Attn: Stephen L. Saltman~~

5874 02853

EXHIBIT A

Legal Description

119.9785 Acres

All that certain lot, tract or parcel of land lying and situated in the **Thomas Estes Survey, A-298**, City of Parker, Collin County, Texas, the subject tract being a portion of a tract of land conveyed to Billy Joe Donihoo according to the deed recorded under County Clerk's File Number 97-0009145 and Volume 2450, Page 438 of the Deed Records of Collin County, Texas (DRCCT), the subject tract being more particularly described as follows:

BEGINNING at a "PK" nail set in the approximate center line of Hackberry Lane, same being the Southwest corner of a tract of land conveyed to Mark Matheney according to the deed recorded under County Clerk's File Number 97-0021137 (DRCCT), from said "PK" nail a 1/2 inch iron pin found bears North 10 degrees 04 minutes 23 seconds East, a distance of 203.03 feet;

THENCE North 89 degrees 59 minutes 26 seconds East, along the South line of said Matheney Tract, a distance of 1305.95 feet to a 1/2 inch iron pin found at corner;

THENCE North 01 degrees 42 minutes 02 seconds East, along the East line of said Matheney Tract, a distance of 200.76 feet to a 1/2 inch iron pin with a red cap stamped Tipton Eng. Inc. set at corner, from which a 1/2 inch iron pin found bears North 04 degrees 25 minutes 45 seconds West, a distance of 2.94 feet;

THENCE North 89 degrees 58 minutes 50 seconds East, passing a 1/2 inch iron pin found on line at a distance of 2696.05 feet and continuing a total distance of 2716.10 feet to a 1/2 inch iron pin with a yellow cap stamped Precise Land Surveying found at corner, from which a 1/2 inch iron pin found bears North 42 degrees 39 minutes 18 seconds West, a distance of 1.19 feet;

THENCE South 00 degrees 32 minutes 0.1 seconds West, along the West line of Parker Estates, an addition to the City of Parker according to the file plat recorded in Cabinet A, Page 198 (DRCCT), a distance of 727.24 feet to a 1/2 inch iron pin found at corner;

THENCE South 00 degrees 53 minutes 21 seconds West, along the West line of a tract of land conveyed to Tareef Jarjour, *et al.* according to the deed recorded in Volume 2147, Page 41 (DRCCT), a distance of 636.64 feet to a 1/2 inch iron pin with a red cap found at the Southwest corner of said Jarjour Tract and the Northwest corner of a tract of land conveyed to Douglas P. Williams according to the deed recorded in Volume 1463, Page 303 (DRCCT), same being the Northeast corner of a tract of land conveyed to Chich Chen and Sherry K. Chen according to the deed recorded under County Clerk's File Number 92-0029270 (DRCCT);

THENCE South 89 degrees 31 minutes 21 seconds West, along the North line of said Chen Tract, a distance of 388.43 feet to a 1/2 inch iron pin found at the Northeast corner of Cottonwood Acres North, an addition to the City of Parker according to the file plat recorded in Volume 6, Page 84 (DRCCT);

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THENCE North 89 degrees 29 minutes 17 seconds West, along the North line of said Cottonwood Acres North, a distance of 1604.36 feet;

THENCE South 00 degrees 39 minutes 53 seconds West, a distance of 3.96 feet to the Northeast corner of Windmill Country Estates, an addition to the City of Parker according to the file plat recorded in Volume 10, Page 27 (DRCCT);

THENCE South 89 degrees 44 minutes 29 seconds West, along the North line of said Windmill Country Estates, and towards the South side of Donihoo Lane, distance of 2026.43 feet to a 1/2 inch iron pin found at the Northwest corner of said Windmill Country Estates;

THENCE North 86 degrees 17 minutes 09 seconds West, a distance of 25.01 feet;

THENCE North 01 degree 36 minutes 54 seconds East, along the approximate center line of said Hackberry Lane, a distance of 1162.81 feet to the **PLACE OF BEGINNING**, with the subject tract containing 5,226,264 square feet or 119.9785 acres of land.

5874 02855

UNOFFICIAL

ANY PERSON OR PERSONS WHO PESTER OR IN ANY WAY BOTHER OR USE OF THE
RECORDED PERSON TO DEFEND BECAUSE OF COLOR OR FACE IS INVITED AND
WELCOMED TO THE OFFICIAL ANNUAL (CONVENTION)
OF THE STATE OF TEXAS. THE ANNUAL CONVENTION IS HELD ON THE
RECORDED PERSON'S BIRTHDAY, WHICH IS THE 11TH DAY OF MARCH.
RECORDED PERSON'S BIRTHDAY IS THE 11TH DAY OF MARCH.

MAR 11 2005

Brenda Taylor



RECORDED PERSON
BORN MAR 11 1900
DIED MAR 11 1936
RECORDED PERSON'S BIRTHDAY
IS THE 11TH DAY OF MARCH.

METES AND BOUNDS DESCRIPTION:

BEING 44.785 ACRES OF LAND SITUATED IN THE THOMAS ESTES SURVEY, ABSTRACT NUMBER 298, COLLIN COUNTY, TEXAS, BEING A PORTION OF THAT CERTAIN CALLED 150.38 ACRE TRACT OF LAND AS CONVEYED TO DONIHOO FARMS, LTD. BY SPECIAL WARRANTY DEED RECORDED IN INSTRUMENT NUMBER 20150630000791540, OFFICIAL PUBLIC RECORDS, COLLIN COUNTY, TEXAS (OPRCCT), AND BEING A PORTION OF THAT CERTAIN CALLED 119.9785 ACRE TRACT AS CONVEYED TO GENEVA PARTNERS, LTD. BY WARRANTY DEED WITH VENDOR'S LIEN RECORDED IN VOLUME 5874, PAGE 2850, (OPRCCT) AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A 1/2" IRON ROD WITH YELLOW CAP STAMPED "WESTWOOD" FOUND IN THE WEST LINE OF WHITESTONE DRIVE (85' RIGHT-OF-WAY) AND THE SOUTH LINE OF THE ABOVE-MENTIONED 119.9785 ACRE TRACT, AND BEING AT THE NORTHEAST CORNER OF LOT 28, BLOCK B, WHITESTONE ESTATES, PHASE 1, AN ADDITION TO THE CITY OF PARKER, COLLIN COUNTY, TEXAS BY PLAT THEREOF RECORDED IN CABINET 2017, PAGE 187, PLAT RECORDS, COLLIN COUNTY, TEXAS (PRCCT);

THENCE SOUTH 88 DEGREES 52 MINUTES 48 SECONDS WEST, ALONG THE SOUTH LINE OF SAID 119.9785 ACRE TRACT, A DISTANCE OF 232.66 FEET TO A 1/2" IRON ROD WITH RED CAP STAMPED "ONEAL 6570" SET AT THE NORTHWEST CORNER OF THE ABOVE-MENTIONED LOT 28, SAME BEING THE NORTHEAST CORNER OF LOT 8, COTTON WOOD ACRES NORTH, AN ADDITION TO THE CITY OF PARKER, COLLIN COUNTY TEXAS BY PLAT THEREOF RECORDED IN VOLUME 6, PAGE 73, (PRCCT);

THENCE SOUTH 89 DEGREES 52 MINUTES 57 SECONDS WEST, CONTINUING ALONG THE SOUTH LINE OF SAID 119.9785 ACRE TRACT AND THE COMMON NORTH LINE OF THE ABOVE-MENTIONED COTTON WOOD ACRES NORTH ADDITION, A DISTANCE OF 1203.14 FEET TO A 1/2" IRON ROD WITH YELLOW CAP STAMPED "WESTWOOD" FOUND AT THE SOUTHEAST CORNER OF LOT 1, BLOCK B OF THE ABOVE-MENTIONED WHITESTONE ESTATES, PHASE 1;

THENCE NORTH 23 DEGREES 10 MINUTES 07 SECONDS WEST, OVER AND ACROSS SAID 119.9785 ACRE TRACT AND WITH AN INTERIOR EAST LINE OF SAID WHITESTONE ESTATES, PHASE 1, A DISTANCE OF 592.61 FEET TO A 1/2" IRON ROD WITH YELLOW CAP STAMPED "WESTWOOD" FOUND AT THE COMMON EAST CORNER OF LOT 3 AND LOT 4, BLOCK B OF SAID WHITESTONE ESTATES, PHASE 1;

THENCE NORTH 00 DEGREES 01 MINUTES 02 SECONDS EAST, AT A DISTANCE OF 808.20 FEET PASS A 1/2" IRON ROD FOUND IN THE NORTH LINE OF SAID 119.9785 ACRE TRACT AND THE COMMON SOUTH LINE OF THE ABOVE-MENTIONED 150.38 ACRE TRACT, AND CONTINUING OVER AND ACROSS SAID 150.38 ACRE TRACT FOR A TOTAL DISTANCE OF 1148.84 FEET TO A 1/2" IRON ROD FOUND IN THE EAST LINE OF LOT 11, BLOCK B, SAME BEING THE SOUTHWEST CORNER OF LOT 12, BLOCK B OF SAID WHITESTONE ESTATES, PHASE 1;

THENCE CONTINUING OVER AND ACROSS SAID 150.38 ACRE TRACT AND WITH A SOUTH LINE OF SAID WHITESTONE ESTATES, PHASE 1, THE FOLLOWING FOUR (4) COURSES AND DISTANCES:

- 1) SOUTH 85 DEGREES 37 MINUTES 15 SECONDS EAST, A DISTANCE OF 346.93 FEET TO A 1/2" IRON ROD FOUND IN THE WEST LINE OF LOT 1, BLOCK C OF SAID WHITESTONE ESTATES, PHASE 1 AT THE SOUTHEAST CORNER OF DEVON DRIVE (50' RIGHT-OF-WAY);
- 2) SOUTH 04 DEGREES 22 MINUTES 45 SECONDS WEST, A DISTANCE OF 115.30 FEET TO A 1/2" IRON ROD FOUND AT THE SOUTHWEST CORNER OF THE ABOVE-MENTIONED LOT 1, BLOCK C
- 3) SOUTH 85 DEGREES 37 MINUTES 15 SECONDS EAST, A DISTANCE OF 263.60 FEET TO A 1/2" IRON ROD FOUND AT A SOUTH ANGLE CORNER OF LOT 2, BLOCK C OF SAID WHITESTONE ESTATES, PHASE 1;
- 4) NORTH 89 DEGREES 19 MINUTES 02 SECONDS EAST, A DISTANCE OF 600.04 FEET TO A 1/2" IRON ROD WITH YELLOW CAP STAMPED "WESTWOOD" FOUND IN THE SOUTH LINE OF LOT 5, BLOCK C, SAME BEING THE NORTHWEST CORNER OF LOT 7, BLOCK C OF SAID WHITESTONE ESTATES, PHASE 1

THENCE SOUTH 00 DEGREES 01 MINUTES 02 SECONDS WEST, AT A DISTANCE OF 171.91 FEET PASS A 1/2" IRON ROD FOUND IN THE SOUTH LINE OF SAID 150.38 ACRE TRACT AND THE COMMON NORTH LINE OF SAID 119.9785 ACRE TRACT, AND CONTINUING OVER AND ACROSS SAID 119.9785 ACRE TRACT FOR A TOTAL DISTANCE OF 1161.91 FEET TO A 1/2" IRON ROD FOUND AT THE SOUTHWEST CORNER OF LOT 13, BLOCK C OF SAID WHITESTONE ESTATES, PHASE 1;

THENCE SOUTH 89 DEGREES 58 MINUTES 58 SECONDS EAST, WITH THE SOUTH LINE OF THE ABOVE-MENTIONED LOT 13, BLOCK C AND CONTINUING OVER AND ACROSS SAID 119.9785 ACRE TRACT, A DISTANCE OF 255.00 FEET TO A 1/2" IRON ROD WITH RED CAP STAMPED "ONEAL 6570" SET IN THE WEST LINE OF WHITESTONE DRIVE;

THENCE CONTINUING OVER AND ACROSS SAID 119.9785 ACRE TRACT AND WITH THE WEST LINE OF WHITESTONE DRIVE, THE FOLLOWING FOUR (4) COURSES AND DISTANCES:

- 1) SOUTH 00 DEGREES 36 MINUTES 56 SECONDS EAST, A DISTANCE OF 50.00 FEET TO A 1/2" IRON ROD WITH YELLOW CAP STAMPED "WESTWOOD" FOUND AT THE BEGINNING OF A NON-TANGENT CURVE TO THE RIGHT HAVING A DELTA ANGLE OF 86 DEGREES 50 MINUTES 14 SECONDS, A RADIUS OF 20.00 FEET AND A LONG CHORD THAT BEARS SOUTH 46 DEGREES 33 MINUTES 51 SECONDS EAST, A DISTANCE OF 27.49 FEET;
- 2) SOUTHEASTERLY WITH SAID NON-TANGENT CURVE TO THE RIGHT, AN ARC LENGTH OF 30.31 FEET TO A 1/2" IRON ROD WITH YELLOW CAP STAMPED "WESTWOOD" FOUND AT THE BEGINNING OF A REVERSE CURVE TO THE LEFT HAVING A DELTA ANGLE OF 52 DEGREES 56 MINUTES 13 SECONDS, A RADIUS OF 342.50 FEET AND A LONG CHORD THAT BEARS SOUTH 29 DEGREES 36 MINUTES 50 SECONDS EAST, A DISTANCE OF 305.31 FEET;
- 3) SOUTHEASTERLY WITH SAID REVERSE CURVE TO THE LEFT, AN ARC LENGTH OF 316.44 FEET TO A 1/2" IRON ROD WITH YELLOW CAP STAMPED "WESTWOOD" FOUND AT THE BEGINNING OF A REVERSE CURVE TO THE RIGHT HAVING A DELTA ANGLE OF 12 DEGREES 24 MINUTES 59 SECONDS, A RADIUS OF 257.50 FEET AND A LONG CHORD THAT BEARS SOUTH 49 DEGREES 52 MINUTES 27 SECONDS EAST, A DISTANCE OF 55.69 FEET;
- 4) SOUTHEASTERLY WITH SAID REVERSE CURVE TO THE RIGHT, AN ARC LENGTH OF 55.80 FEET TO THE POINT OF BEGINNING AND CONTAINING 44.785 ACRES OF LAND, MORE OR LESS.

15/ITC/ 1514857 -COM/CCT

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

SPECIAL WARRANTY DEED WITH VENDOR'S LIEN

DATE: June 25, 2015

GRANTOR: Geneva Partners, Ltd.,
a Texas limited partnership

GRANTOR'S MAILING ADDRESS:

4925 Greenville Avenue, Suite 1020
Dallas, Texas 75206

GRANTEE: Donahoo Farms, Ltd.,
a Texas limited partnership

GRANTEE'S MAILING ADDRESS:

4925 Greenville Avenue, Suite 1020
Dallas, Texas 75206

CONSIDERATION:

Ten and No/100 Dollars (\$10.00) cash and other good and valuable consideration to the undersigned paid by Grantee, the receipt and sufficiency of which is hereby acknowledged, and an additional sum of cash in hand paid to Grantor by **Frost Bank**, ("Lender") at the special instance and request of and as a loan to Grantee, the receipt whereof in full by Grantor is hereby acknowledged. The purchase money payment and loan is evidenced by that certain Promissory Note ("Note") bearing even date herewith in the principal sum of **\$6,500,000.00**, executed by Grantee and payable to the order of Lender. The Note bears interest and is due and payable as is more particularly provided therein. The Note contains the usual provisions regarding interest on past due principal and interest, attorneys' fees and acceleration of maturity. The Note is secured by vendor's lien retained herein and by Deed of Trust of even date herewith from Grantee to **Dan Guarino**, Trustee.

PROPERTY (INCLUDING ANY IMPROVEMENTS):

All those certain lots, tracts or parcels of land lying and situated in Collin County, Texas, and being more particularly described on **Exhibit A** attached hereto and incorporated herein for all purposes.

RESERVATIONS FROM AND EXCEPTIONS TO CONVEYANCE AND WARRANTY:

This conveyance is subject to all matters of record in Collin County, Texas, enforceable against the Property on this date, all laws, regulations and restrictions, including, building and zoning ordinances, if any, of municipal or other governmental authorities applicable to and enforceable against the Property, and those matters set forth on **Exhibit B** attached hereto and incorporated herein for all purposes.

Grantor, for the Consideration and subject to the Reservations from and Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in anywise belonging, to have and hold the Property to Grantee and Grantee's successors and assigns forever. Grantor hereby binds Grantor and Grantor's successors and assigns to warrant and forever defend all and singular the Property to Grantee and Grantee's successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the Reservations from and Exceptions to Conveyance and Warranty, when the claim is by, through or under Grantor, but not otherwise.

THE PROPERTY IS BEING CONVEYED IN IS "AS IS," "WHERE IS" and "WITH ALL FAULTS" BASIS AND GRANTOR DISCLAIMS ANY AND ALL OTHER REPRESENTATIONS OR WARRANTIES WHATSOEVER, EITHER EXPRESS OR IMPLIED OR STATUTORY, RELATING TO THE PROPERTY OR ANY PORTION THEREOF, OR ITS CONDITION. GRANTOR FURTHER MAKES NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR PURPOSE IN RESPECT OF THE PROPERTY. GRANTEE AFFIRMS THAT GRANTEE HAS NOT RELIED ON GRANTOR'S SKILL OR JUDGMENT TO SELECT OR FURNISH SUCH PROPERTY FOR ANY PARTICULAR PURPOSE, AND THAT GRANTOR HAS MADE NO WARRANTY THAT SUCH PROPERTY IS FIT FOR ANY PARTICULAR PURPOSE. GRANTEE HAS TAKEN INTO ACCOUNT AND ASSUMES SUCH RISK OF UNKNOWN, AND/OR UNDISCOVERED ADVERSE CONDITIONS IN MAKING ITS DECISION TO PURCHASE THE PROPERTY ON THE TERMS SET FORTH HEREIN.

The vendor's lien against and superior title to the Property are retained until the Note is fully paid according to its terms, at which time this deed shall become absolute. Said vendor's lien and superior title are retained for the benefit of Lender, and are hereby transferred to Lender, without recourse on Grantor.

When the context requires, singular nouns and pronouns include the plural.

EXECUTED EFFECTIVE as of, although not necessarily on, the day and date first above shown.

GRANTOR:

Geneva Partners, Ltd.,
a Texas limited partnership

By: Warner Land Advisors, L.P.,
a Texas limited partnership.
General Partner

By: Warner Capital, L.L.C.,
a Texas limited liability company,
General Partner

By: Stephen L. Sallman, Mgr.
Stephen L. Sallman,
Manager

GRANTEE:

Donihoo Farms, Ltd.,
a Texas limited partnership

By: DF Advisors, LLC,
a Texas limited liability company,
General Partner

By: Stephen L. Sallman, Mgr.
Stephen L. Sallman,
Manager

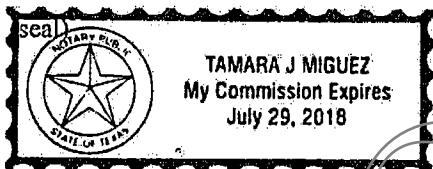
STATE OF TEXAS

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COUNTY OF DALLAS

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This instrument was acknowledged before me on June 29, 2015, by Stephen L. Sallman, General Partner of Warner Capital, LLC, a Texas limited liability company, the General Partner of Warner Land Advisors, L.P., a Texas limited partnership, the General Partner of Donihoo Farms, Ltd., a Texas limited partnership, on behalf thereof and in the capacity herein stated.



Tamara Miguez
Notary Public, State of Texas

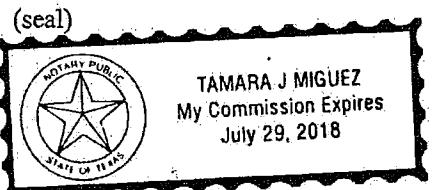
STATE OF TEXAS

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COUNTY OF DALLAS

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This instrument was acknowledged before me on June 29, 2015, by Stephen L. Sallman, Manager of DFA Advisors, LLC, a Texas limited liability company, General Partner of Donihoo Farms, Ltd., a Texas limited partnership, on behalf thereof and in the capacity herein stated.



Tamara Miguez
Notary Public, State of Texas

After recording, return to:

Donihoo Farms, Ltd.
4925 Greenville Avenue, Suite 1020
Dallas, Texas 75206
Attn: Stephen L. Sallman

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Prepared in the law offices of:

Sims Moore Hill Gannon & Crain, L.L.P.
211 E. Franklin Street
P. O. Box 1096
Hillsboro, Texas 76645

UNOFFICIAL

EXHIBIT A

Legal Description

UNOFFICIAL

TRACT A – 11.660 ACRES

Being an 11.660 acre tract of land situated in the City of Parker, Collin County, Texas, being a part of the Thomas Estes Survey, Abstract No. 298, and being all of the 11.6503 acre tract of land conveyed to Geneva Partners, LTD by deed of record in County Clerk File No. 20060210000186230 of the Deed Records, Collin County, Texas, said 11.660 acre tract of land being more particularly described as follows:

Beginning at a 1/2" iron rod with plastic cap stamped "GEER 4117" found at the northwest corner of the 25.617 acre tract of land described in deed to Marylon Williams of record in County Clerk File No. 20100409000343190 of said Deed Records, said rod being the southeast corner of the 119.9785 acre tract of land conveyed to Geneva Partners, LTD by deed of record in Volume 5874, Page 2850 of said Deed Records and the northeast corner of said 11.6503 acre tract;

Thence South 00°05'38" East with the west line of said 25.617 acre tract, a distance of 458.24 feet to a 1/2" iron rod found at the northwest corner of the 30.00 acre tract of land conveyed to Plano Independent School District by deed of record in Volume 5571, Page 4618 of said Deed Records, said rod being the southwest corner of said 25.617 acre tract;

Thence South 00°07'15" West with the west line of said 30.00 acre tract, a distance of 850.31 feet to a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set for the southeast corner of said 11.6503 acre tract;

Thence South 89°19'35" West at 30.0 feet passing the northeast corner of the 6.7998 acre tract of land conveyed to Geoffrey L. Condren by deed of record in County Clerk File No. 1994-0015084 of said Deed Records, and continuing along the north line thereof a total distance of 387.54 feet to the base of a fence corner post found in the east line of Cotton Wood Acres North, an addition to Collin County as shown by plat of record in Volume 6, Page 84 of the Plat Records, Collin County, Texas, said post marking the southwest corner of said 11.6503 acre tract;

Thence North 00°00'00" East with the east line of said Cotton Wood Acres North, a distance of 1,305.51 feet to a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set in the south line of said 119.9785 acre tract for the northeast corner of said Cotton Wood Acres North and the northwest corner of said 11.6503 acre tract;

Thence North 88°52'47" East with said south line, a distance of 388.63 feet to the **Point-of-Beginning** and containing **11.660 acres or 507,895 square feet** of land.

TRACT B – 11.669 ACRES

Being a 11.669 acre tract of land situated in the City of Parker, Collin County, Texas, being a part of the Thomas Estes Survey, Abstract No. 298, and being a part of the 119.9785 acre tract of land conveyed to Geneva Partners, LTD by deed of record in Volume 5874, Page 2850 of the Deed Records, Collin County, Texas, said 11.669 acre tract of land being more particularly described as follows:

Commencing at a 1/2" iron rod with plastic cap stamped "GEER 4117" found at the southwest corner of the 35.005 acre tract of land conveyed to Vijay K. Bhimani and Anu V. Bhimani by deed of record in County Clerk File No. 20070925001326000 of said Deed Records, said rod being the northeast corner of the 11.6503 acre tract of land conveyed to Geneva Partners, LTD by deed of record in County Clerk File No. 20060210000186230 of said Deed Records and the southeast corner of said 119.9785 acre tract;

Thence South 88°52'47" West a distance of 388.63 feet to a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set for the northeast corner of Cotton Wood Acres North, an addition to Collin County as shown by plat of record in Volume 6, Page 84 of the Plat Records, Collin County, Texas, and the northwest corner of said 11.6503 acre tract;

Thence South 89°52'56" West with the north line of said Cotton Wood Acres North, a distance of 1,203.34 feet to a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set for the southeast corner of the herein described 11.669 acre tract, the **True Point-of-Beginning**;

Thence South 89°52'56" West continuing with said north line, a distance of 401.09 feet to a 1/2" iron rod found for the northwest corner of said Cotton Wood Acres North;

Thence South 00°59'30" East along the south line of said 119.9785 acre tract, a distance of 3.93 feet to a found 1/2" iron rod;

Thence South 89°05'18" West continuing along said south line, a distance of 34.19 feet to a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set for the southwest corner of the herein described 11.669 acre tract;

Thence over and across said 119.9785 acre tract the following calls and distances:

North 00°07'04" West a distance of 100.35 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

Along a curve to the left having a radius of 475.00 feet and an arc length of 236.83 feet (chord bears North 14°24'05" West, 234.39 feet) to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

Along a curve to the right having a radius of 525.00 feet and an arc length of 263.00 feet (chord bears North 14°20'03" West, 260.26 feet) to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 00°01'02" East a distance of 606.55 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 89°58'58" West a distance of 275.00 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 00°01'02" East a distance of 165.00 feet to a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set in the north line of said 119.9785 acre tract for the northwest corner of the herein described 11.669 acre tract;

Thence North 89°19'02" East with said north line, a distance of 600.04 feet to a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set for the northeast corner of the herein described 11.669 acre tract;

Thence South 00°01'02" West over and across said 119.9785 acre tract, a distance of 808.20 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

Thence South 23°10'07" East a distance of 592.61 feet to the Point-of-Beginning and containing 11.669 acres or 508,289 square feet of land.

TRACT C – 16.815 ACRES.

Being a 16.815 acre tract of land situated in the City of Parker, Collin County, Texas, being a part of the Thomas Estes Survey, Abstract No. 298, and being a part of the 119.9785 acre tract of land conveyed to Geneva Partners, LTD by deed of record in Volume 5874, Page 2850 of the Deed Records, Collin County, Texas, said 16.815 acre tract of land being more particularly described as follows:

Beginning at a 1/2" iron rod with plastic cap stamped "GEER 4117" found at the southwest corner of the 35.005 acre tract of land conveyed to Vijay K. Bhimani and Anu V. Bhimani by deed of record in County Clerk File No. 20070925001326000 of said Deed Records, said rod being the northeast corner of the 11.6503 acre tract of land conveyed to Geneva Partners, LTD by deed of record in County Clerk File No. 20060210000186230 of said Deed Records and the southeast corner of said 119.9785 acre tract;

Thence South 88°52'47" West with the north line of said 11.6503 acre tract, a distance of 156.12 feet to a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set for the southwest corner of the herein described 16.815 acre tract;

Thence over and across said 119.9785 acre tract the following calls and distances:

Along a curve to the left having a radius of 257.50 feet and an arc length of 55.97 feet (chord bears North 49°48'04" West, 55.86 feet) to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

Along a curve to the right having a radius of 342.59 feet and an arc length of 316.15 feet (chord bears North 29°35'25" West, 305.05 feet) to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

Along a curve to the left having a radius of 20.00 feet and an arc length of 30.31 feet (chord bears North 46°33'51" West, 27.49 feet) to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 00°36'56" West a distance of 50.00 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 89°58'58" West a distance of 255.00 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 00°01'02" East a distance of 990.00 feet to a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set in the north line of said 119.9785 acre tract for the northwest corner of the herein described 16.815 acre tract;

North 89°19'02" East with said north line, a distance of 625.05 feet to a 1/2" iron rod found in the west line of the 171.126 acre tract of land conveyed to Parker Estates Associates by deed of record in Volume 1901, Page 915 of said Deed Records (formerly known as Parker Estates recorded in Cab A, Page 198), said rod being the northeast corner of said 119.9785 acre tract;

Thence South 00°01'02" West with the west line of said 171.126 acre tract, passing the northwest corner of said 35.005 acre Bhimani tract and continuing along the west line thereof a total distance of 1,364.69 feet to the Point-of-Beginning and containing 16.815 acres or 732,477 square feet of land.

UNOFFICIAL

EXHIBIT B

Permitted Exceptions

Standby fees, taxes and assessments by any taxing authority for the year 2015, and subsequent years, and subsequent taxes and assessments by any taxing authority for prior years due to change in land usage or ownership.

2. Easement to Texas Power and Light Company recorded in Volume 652, Page 638 of the Deed Records of Collin County, Texas.

3. Easement to North Texas Municipal Water District recorded in Volume 2366, Page 858 of the Deed Records of Collin County, Texas.

4. Temporary 30' Access Easement recorded as Collin County Clerk's Document No. 20060210000186220 in the Official Public Records of Collin County, Texas.

5. Development Agreement recorded as Collin County Clerk's Document No. 20150511000539840 in the Official Public Records of Collin County, Texas.

6. Mineral reservation contained in document recorded in Volume 2003, Page 161 of the Deed Records of Collin County, Texas.

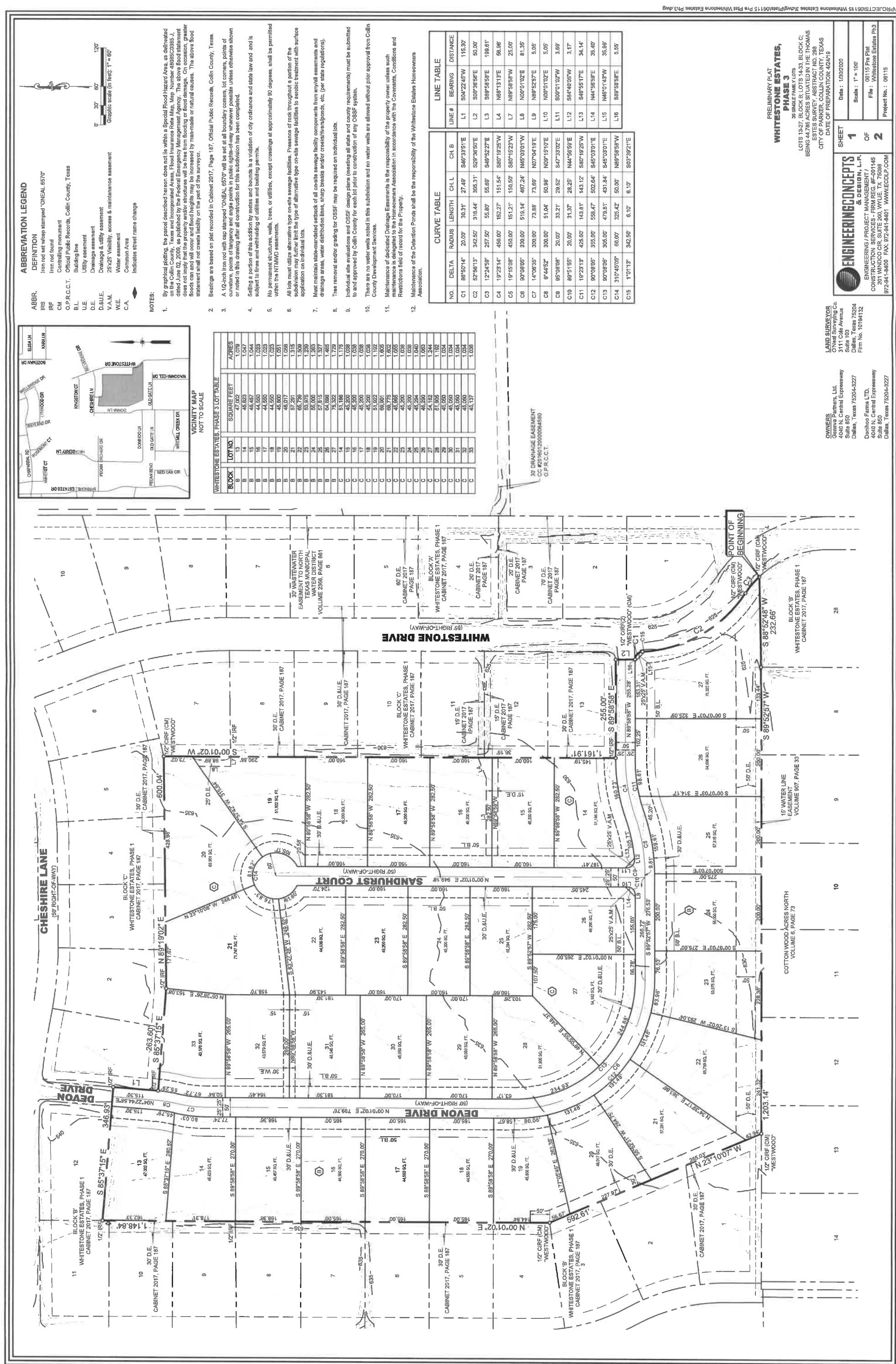
7. Easement to Pecan Orchard Water Supply recorded in Volume 907, Page 33 of the Deed Records of Collin County, Texas.

8. Easement to North Texas Municipal Water District recorded in Volume 2366, Page 861 of the Deed Records of Collin County, Texas.

Filed and Recorded
Official Public Records
Stacey Kemp, County Clerk
Collin County, TEXAS
06/30/2015 09:20:32 AM
\$62.00 CJAMAL
20150630000791500



Stacey Kemp



AGENDA DATE	ITEM DESCRIPTION	CONTACT	Notes
2020			
Monthly	Home Rule Charter Commission (HRCC)	Shelby	Last Update 7/2; 8/6; 8/27; 9/3; 9/17, 10/15; 11/19; 12/17; 1/21; 2/4
TBD	International Building Codes	Machado	2018 0920 PWD GM working on update
TBD	Annual Codification Supplement	C'Sec	Last update 2019 0604 CC Mtg
TBD	2020 City Fee Schedule	Savage	2015-2016 Approved 2/29; added 2016-17 to FA; last Update 2019 0604; BP Update 2019 0917
TBD	Discussion - Research - Going Electronic	Olson	MLP added 2019 0624; Discussed 2019 061 & 12 Long Term Planning; Demo 2019 1107 AM; 2019 1217 Update
Feb, May, Aug, Nov	Republic Waste Quarterly Report	Bernas	4th Qtr 2020 0204 CC Agenda
Feb, May, Aug, Nov	Fire Department Quarterly Report	Sheff/Miller/Fowers	4th Qtr 2020 0317 CC Agenda
Feb, May, Aug, Nov	Investment Quarterly Report	Savage	4th Qtr 2020 0204 CC Agenda
Tentatively February 4, 2019	Drainage Committee	Meyer	Last Update 2019 0903; 2020 0424-0204
Tentatively February 4, 2019	Facility/Transportation Committee	Standridge	2019 0827; 1119; (T) 2020 0204 CC Agenda
Tentatively March 17, 2020	Emergency Communication Committee	Abraham	Last Update 2019 0917; 2020 0424-0204
Tentatively February 4, 2019	COMP Plan Committee	Olson/Smith	2019 0903 CC Agenda;
Tentatively February 4, 2019	Capital Improvement Program (CIP) Committee	Taylor	Last Update 2019 0917; 2020 0121
Tentatively February 4, 2019	Noise Committee	Olson?	2019 0827 CC Agenda; 2019 1217 CC Agenda
Tentatively March 17, 2020	Pump Station	Olson/Machado	Last Update 2019 0903; 2020 0121
Ask month	Town Hall Meeting - Drainage	Meyer/Pettle	2019 0922 MLP Email
Ask month	Town Hall Meeting - Facility	Pettle/Standridge e/Olson	2019 0922 MLP Email
Ask month	Landscaping & Fertilization	Machado	No bid (under 50K); asking for contract

AGENDA DATE	ITEM DESCRIPTION	CONTACT	Notes
April, 2020	Res. Updating maps, e.g. Zoning, Annexations, Waterline, etc.	Machado	2019 0116 working with Ken, w/CE JB's office
April, 2020	Consider Tax Freeze for those over 65	Grant/Shelby	2019 0820 CC - Lou Zettler
April, 2020	Support Animals - Identification Standards	Shelby	2019 0820 CC
April, 2020	Financial Statement - w-new software	Savage	After Software
April, 2020	Advertise for Bids 2019-2020 Annual Road Maintenance Project	Machado	
April, 2020	Advertise for Bids for water line or other projects	Machado	
April, 2020	Prompt for Vacation Schedules	Scott Grey	Send email March
April, 2020	ONCOR - CABS waiting 10/15	Shelby	2019 0701 Agenda Meeting added
April	Stormwater Ordinance	Shelby Macho	
April	Reminder for Dec. Depository Services Bid RFP/Q - check w/GS	Savage	3rd 1 year extension (2017 1205 1st) (2018 1218 2nd)
April	Candidates Night	PWC	
April	Saturday, April 25, 2020 10 AM-2PM, Drug Take Back	Brooks	
April	Auditor RFQs		



Cashier's Check

No. 1674620407

Notice to Purchaser - In the event that this check is lost, misplaced or stolen, a sworn statement and 90-day waiting period will be required prior to replacement. This check should be negotiated within 90 days.

Void After 90 Days

30-1/1140

Date 02/05/20 09:25:43 AM

NTX

PLANO

0002 0006300 0011



Pay

BANK OF
AMERICA **50000**
FIVE ZERO ZERO CTSCTS****\$500.00****

Five Hundred and 00/100 Dollars

To The CITY OF PARKER

Order Of

MEMO: EASTER EVENT

Remitter (Purchased By): GIOVANNI DEGIDIO

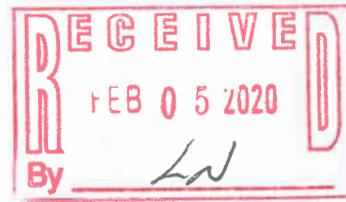
Bank of America, N.A.
SAN ANTONIO, TX

AUTHORIZED SIGNATURE

COPYRIGHT CAPTURE ANTHONY PROSTO INC.

THE ORIGINAL DOCUMENT HAS A WHITE REFLECTIVE WATERMARK ON THE BACK. HOLD AT AN ANGLE TO VIEW WHEN CHECKING THE ENDORSEMENTS.

FOR EASTER
GIOVANNI
DEGIDIO

*Anna Lake*

-----Original Message-----

From: Billy Barron
Sent: Wednesday, February 19, 2020 8:40 AM
To: Grant Savage
Cc: Luke Olson <lolson@parkertexas.us>; Patti Grey
Subject: Re: Non-Cash Donations

Fort Paintball/Gio donated 1500 pre-stuffed eggs for Spring Fest. I asked him for the value so you all had the number for the Mayor or Council to formally accept the gift. He said it was about \$500 including shipping.

He hasn't mentioned needing a receipt.

Thanks,

Billy

> On Feb 13, 2020, at 4:35 PM, Grant Savage wrote:

>

> Hey Billy,

>

> I'm working on a receipt that can be given to anyone that makes a donation (cash or non-cash items). The City is not a 501(c)(3) but donations made to federal, state and local governments are tax deductible as long as the contribution is solely for public purposes. As soon as I get a receipt created, I will send it to you.

>

> Thanks,

>

> Grant

>

> -----Original Message-----

> From: Billy Barron

> Sent: Thursday, February 13, 2020 2:29 PM

> To: Grant Savage; Luke Olson

> Cc: Rick Debus

> Subject: Non-Cash Donations

>

> Another one! :-)

>

> If a business wants to donate some non-cash items (e.g. signage for P&R and Easter eggs to cite a couple of upcoming examples) but is looking to write it off their taxes, what's the proper process? I think the key thing from the donator's side is that the business needs a receipt from a 501(c)(3) acknowledging the donation.

>

> Thanks,

>

> Billy