

**MINUTES**  
**CITY COUNCIL MEETING**

**MAY 19, 2020**

*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) **1 877 568 4106** access code **[216-729-477]**.*

City Council Meeting May 19, 2020

Tue, May 19, 2020 7:00 PM - 10:00 PM (CDT)

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**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 7:06 p.m. Councilmembers Diana M. Abraham, Cindy Meyer, Edwin Smith, Ed Standridge and Patrick Taylor were present.

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

**PLEDGE OF ALLEGIANCE**

**AMERICAN PLEDGE**: Councilmember Cindy Meyer led the pledge.

**TEXAS PLEDGE**: Councilmember Edwin Smith led the pledge.

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

Terry Lynch, 5809 Middleton Drive, had questions, regarding the Thoroughfare Plan, and noted the maps/plans are difficult to read, especially easements, etc. Ms. Lynch inquired whether this is the best time for changes and discussion of the maps and stated many residents, especially Springhill residents, have concerns.

Mayor Pettle read Andy Redmond's email into the record. Mr. Redmond, 7275 Moss Ridge Road, expressed his concerns, regarding Item # 4, Resolution No. 2020-630, approving a term contract for road and highway materials to Oldcastle Materials Texas, Inc. and regarding Item # 5, Ordinance No. 791, adopting and approving a series of maps. (See Exhibit 1 – Andy Redmond's email, dated May 19, 2020.)

Mayor Pettle read Billy Barron's email into the record. Mr. Barron, 6707 Overbrook Drive, expressed concern, regarding Item # 5, Ordinance No. 791, adopting and approving a series of maps. Mr. Barron asked that the Thoroughfare Plan be rejected as presented. (See Exhibit 2 – Billy Barron's email, dated May 19, 2020.)

## ITEMS OF COMMUNITY INTEREST

Mayor Pettle read the list of meetings, noting according to the rules in effect today, the City can return to "in person" meetings in our Council Chambers as long as we exercise social distancing and do not exceed capacity limits, which at this point seems to be changing daily, due to Coronavirus Disease (COVID -19) global pandemic. The City plans to return to meetings as usual with the required social distancing and monitoring capacity limits. The Mayor encouraged everyone to check the City's website often for updates.

- PLANNING AND ZONING COMMISSION (P&Z) – THURSDAY, MAY 28, 2020, 7 pm
- HOME RULE CHARTER COMMISSION (HRCC) –TUESDAY, JUNE 9, 2020, 7 PM
- PARKS AND RECREATION COMMISSION (P&R) – WEDNESDAY, JUNE 10, 2020, 6 PM

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

1. APPROVAL OF MEETING MINUTES FOR APRIL 21, 2020. [SCOTT GREY]
2. APPROVAL OF MEETING MINUTES FOR MAY 5, 2020. [SCOTT GREY]
3. DEPARTMENT REPORTS - BUILDING/CODE, COURT, ~~FINANCE~~ (monthly financials), AND POLICE

Mayor Pettle asked that the "Finance (monthly financials)" be removed from the consent agenda, Item #3, Departmental Reports, and placed under individual consideration items for further discussion. Council agreed.

MOTION: Mayor Pro Tem Standridge moved to approve the revised consent agenda, items 1 through 3, except the "Finance (monthly financials)", as presented. Councilmember Meyer seconded with Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

## INDIVIDUAL CONSIDERATION ITEMS

3. DEPARTMENT REPORT(S) - FINANCE (monthly financials)

Mayor Pettle asked Finance/H.R. Manager Grant Savage to review the Monthly Financials, the April 30, 2020 Monthly Financial Report.

Mr. Savage said the Monthly Financial Report provides the Year-to-Date Budget Report for all funds and a Revenue Report for the major sources of income in the General Fund. These reports cover the month-end April 30, 2020.

The Year-to-Date Budget Report compares the budgeted expenditures and revenues to actual expenditures and revenues. In reviewing the Year-to-Date Budget Report through April 30, 2020, the City Council should note the report lists

revenues and expenditures for the fiscal year. Therefore, it is generally desirable for year-to-date revenue totals to have achieved 58% of the budgeted amount and expenditures should generally not exceed 58% of the budgeted amounts. However, because property taxes are primarily received during the first trimester of the budget year and other revenues such as franchise fees are cyclical, revenues will not always equate to the projected percentage. Likewise, total expenditures may not always equate to the projected percentage, because payments for contracted services, insurance, and debt services are paid in lump sum amounts. The City's fiscal year ended on September 30, 2019.

## **Revenue Reports**

The Revenue Reports provide an analysis of the major revenue sources for the General Fund. They contain the current year and 4 years of historical information. Reports have been provided for the below revenue sources.

- ***Property Taxes***

Property Taxes account for 71.6% (or \$3,283,608) of the total General Fund Budgeted Revenue. The City has received \$3,246,230 (or 98.9%) Y-T-D. Most property taxes are received in the months of December through February.

- ***Sales Taxes***

Sales Taxes account for 5.0% (or \$230,000) of the total General Fund Budgeted Revenue. The City has received \$164,336 (or 71.5%) Y-T-D. Generally, sales tax collections represent two (2) months ago actual sales reported by vendors to the State of Texas.

- ***Franchise Fees***

Franchise Fees account for 5.6% (or \$258,000) of the total General Fund Budgeted Revenue. The City has received \$157,182 (or 60.9%) Y-T-D. These fees are typically received on a quarterly basis.

- ***Licenses & Permits***

Licenses & Permits account for 10.3% (or \$470,800) of the total General Fund Budgeted Revenue. The City has received \$285,844 (or 60.7%) Y-T-D.

- ***Court Fines***

Court Fines account for 4.7% (or \$215,000) of the total General Fund Budgeted Revenue. The City has received \$132,749 (or 61.7%) Y-T-D.

The City's new software allows staff to capture financial information, helping staff provide better transparency. Mr. Savage said he planned to start including this information to Council, Staff, and residents monthly with the departmental reports.

MOTION: Councilmember Smith moved to accept the "Finance (monthly financials)" removed from the consent agenda, Item #3, Departmental Reports, as presented. Councilmember Taylor seconded with Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

Mayor Pettle thanked Finance/H.R. Manager Grant Savage, City Administrator Luke Olson, and City Staff for their excellent use of the new software and continued efforts toward transparency. Council agreed.

4. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2020-630, APPROVING A TERM CONTRACT FOR ROAD AND HIGHWAY MATERIALS TO OLDCASTLE MATERIALS TEXAS, INC. [OLSON/SHELBY/MACHADO]

Mayor Pettle asked that Item #4, Resolution No. 2020-630, approving a Term Contract for Road and Highway Materials, be tabled. City Staff received additional information just prior to tonight's meeting. Councilmember Meyer asked that staff review and respond to questions tonight to alleviate a need for discussion at the next meeting.

City Administrator Olson and Public Works Director Machado reviewed the item, stating the Cooperative Purchasing Programs authorize cities to enter cooperatives with the state or other local governments for the purpose of procuring goods and services. Dallas County awarded a Term Contract for Road and Highway Materials, Asphaltic and Non-Asphaltic Materials and the City of Parker wants to utilize the unit pricing for Highway and Road Materials through the contract to get a better price on materials for a big cost savings for the City. The contract will lock in prices for approximately five (5) years. The Resolution also authorizes execution of all necessary documents.

City Attorney Shelby said the resolution will need to be revised with the additional, updated information.

MOTION: Councilmember Taylor moved to table Resolution No. 2020-630, approving a Term Contract for Road and Highway Materials. Councilmember Abraham seconded with Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 791, ADOPTING AND APPROVING A SERIES OF MAPS; INCLUDING BUT NOT LIMITED TO PROVISIONS FOR LAND USE, TRANSPORTATION, AND PUBLIC UTILITIES; RATIFYING THE ANNEXATION PLAN; PROVIDING A REPEALER CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE. [OLSON/SHELBY/ MACHADO]

City Administrator Olson, City Engineer John W. Birkhoff, P.E. with Birkhoff, Hendricks & Carter L.L.P., and Public Works Director Machado reviewed the Parker Annexation 2019 Map, Parker Zoning Map 2019, and Parker Thoroughfare Plan 2019. Council decided to correct/revise Ordinance No. 791 to approve the Parker Annexation 2019 Map only, due to concerns/issues with the other "series of maps".

MOTION: Councilmember Meyer moved to approve a "corrected/revised" Ordinance No. 791, adopting the Parker Annexation 2019 Map only. Council asked that the Parker Zoning Map 2019 be revised, and the Parker Thoroughfare Plan 2019 be redone. Councilmember Smith seconded with Councilmembers Abraham, Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 5-0.

Mayor Pettle noted the maps are on the City's website at [www.parkertexas.us](http://www.parkertexas.us), but copied and scanned versions do not fit properly on paper or your computer screen, making them difficult to read.

## ROUTINE ITEMS

6. 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. She noted the next regularly scheduled meeting would be Tuesday, June 2, 2020.

UPDATE(S):

- **INCODE/TYLER TECHNOLOGIES UPDATE**  
City Administrator Olson said the financial/utility billing software transition went exceptionally well without any major problems. A few minor issues happened with accounts. Staff is currently working on building permits and again a few minor issues happened with transiting from version 2 to version 3. Mr. Olson said he has pulled several reports from the system himself. The software is user-friendly, and City Staff seems to be pleased.
- **ACCEPTANCE OF FOOD DONATION(S) FOR POLICE, FIRE, AND CITY STAFF DUE TO COVID-19 FOR THE RECORD** (Each valued at between \$0 - \$500). [PETTLE]

Mayor Pettle recognized the following people for their generous donations to the City employees, including Fire, Police, and all essential City Staff, during the Coronavirus Disease (COVID -19) global pandemic. The Mayor, Council, and City Staff thanked the donors for their generosity and continued support.

- Samir Dhurandhar, Corporate Executive Chef/Partner of Nick and Sam's Steakhouse – Meals
- Moe Chigani - Dickey's Barbecue Pit – Barbecue
- John and Debbie Chisolm – Napoli's Pizza
- Amanda Matheny of Hickey Elementary, Plano, Texas, Box Meals
- Moe Chigani – Chick-fil-A – Sandwiches, fries, etc.

**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.

**7. 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 8:07 p.m.

**8. RECONVENE REGULAR MEETING.**

Mayor Lee Pettle reconvened the meeting at 9:31 p.m.

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

No action was taken.

**10. ADJOURN**

Mayor Lee Pettle adjourned the meeting at 9:31 p.m.



ATTESTED:

*Patti Scott Grey*  
Patti Scott Grey, City Secretary

APPROVED:

*Lee Pettle*  
Mayor Lee Pettle

Approved on the 2nd day  
of June, 2020.

\*A City Council Meeting 5/19 Attendees Summary has been attached as Exhibit 3 to verify the virtual quorum, e.g. Mayor, Council, Staff and audience members present and/or present in other areas. (See Exhibit 3 – City Council Meeting 5/19 Attendees Summary, dated May 19, 2020.)

**From:** [Andy Redmond](#)  
**To:** [Patti Grey](#)  
**Subject:** 5/19/20 Council Meeting  
**Date:** Tuesday, May 19, 2020 4:31:04 PM

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Hello Ms. Patti:

Trust you are healthy and well.

Submitting the following to be read for Council meeting tonite:

Thanks,

Andy

//////////

Mayor Pettle and Council:

I'm Andy Redmond of 7275 Moss Ridge Rd.

Hoping that each of you and your families are well.

I have several comments concerning council's agenda:

1. Cooperative purchases—( p.62). I applaud the idea of cooperative purchases if a cost savings for quality products. However, I don't see a lot of detail? I suggest this be tabled until both council and residents can see support that would reflect this is truly a win-win for Parker's budget.
2. Maps/Zoning (p. 83). I've attended several council meetings and made comments as to lack of a current or even a proposed updated comprehensive plan. The online maps/addenda and other public data are difficult to cross reference and fully understand.

I would again urge council to NOT consider this item until a new comprehensive plan is in place.

Thanks,

Andy

**From:** [Billy Barron](#)  
**To:** [Patti Grey](#)  
**Subject:** For City Council Meeting May 19, 2020  
**Date:** Tuesday, May 19, 2020 4:37:03 PM

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Dear Mayor and City Council,

Please read this at the meeting.

Please reject the new Throughfare Plan as presented. There are roads that have been added since the previous plan that go right through existing houses in Brooks Farm and McCreary Creek Estates. Also, it may be cutting houses in Parker Ranch, Whitestone and Moss Ridge. Also, an extension of Lewis Lane south is unnecessary for the foreseeable future as McCreary and Hogge both have plenty of excess capacity.

Thanks for your consideration,

Billy Barron  
6707 Overbrook Drive

PS Patti, sorry I sent this so late.

# Exhibit 3

## City Council Meeting May 19, 2020 Attendees

### Summary

Meeting Date May 19, 2020 7:00 PM CDT

Meeting Duration 151 minutes

Number of Attendees 22

Meeting ID 216-729-477

### Details

Name	Email Address	Join Time	Leave Time	Time in Session (minutes)
+12146163412		7:06 PM	8:06 PM	59
+14693959412		7:04 PM	8:09 PM	65
+14698538678		7:10 PM	7:29 PM	19
+14698538678		7:31 PM	8:59 PM	87
+19038152160		7:00 PM	8:08 PM	67
+19726798980		7:10 PM	7:45 PM	35
+19729784318		7:53 PM	9:06 PM	73
Billy Barron		7:01 PM	8:05 PM	64
Brandon Shelby		7:01 PM	8:07 PM	66
Cindy Meyer		7:01 PM	8:08 PM	67
Diana Abraham		7:00 PM	9:31 PM	150
Ed Standridge		7:00 PM	9:31 PM	151
Edwin Smith	gsavage@parkertexas.us	7:00 PM	9:31 PM	151
Grant Savage		7:00 PM	8:07 PM	67
John Birkhoff		7:00 PM	7:03 PM	2
John W. Birkhoff		7:00 PM	8:01 PM	60
Lee Pettie		7:00 PM	9:31 PM	151
Luke Olson		7:00 PM	9:31 PM	151
Michael Slaughter		7:00 PM	8:08 PM	67
Patrick Taylor		7:00 PM	9:31 PM	151
Richard Brooks	rbrooks@parkertexas.us	7:00 PM	8:49 PM	108
Terry Lynch	terry.m.lynch@gmail.com	7:01 PM	8:05 PM	63
Trudy		7:38 PM	8:08 PM	30

ACA/CS Patti Scott Grey was also present in the open meeting portion, but not logged into the meeting.