



## AGENDA

### CITY COUNCIL MEETING

**April 5, 2011 @ 6:00 P.M.**

Notice is hereby given the City Council for the City of Parker will meet in a Regular Meeting on Tuesday, April 5, 2011 at 6:00 P.M. at Parker City Hall, 5700 E. Parker Road, Parker, Texas 75002.

#### **CALL TO ORDER – Roll Call and Determination of a Quorum**

#### **EXECUTIVE SESSION 6:00 – 7:00 P.M.**

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

1. RECESS TO CLOSED EXECUTIVE SESSION IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN TEXAS GOVERNMENT CODE SECTION 551:
  - a. REVIEW OF THE CITY ADMINISTRATOR'S AND MAYOR'S POSITION, DUTIES, AND RESPONSIBILITIES. (551.074)
  - b. DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS;
    - (1) the deployment, or specific occasions for implementation, of security personnel or devices; or
    - (2) a security audit. (Sec. 551.076).LEGAL ADVICE REGARDING ITEM 1. b REGARDING APPLICATION TO CHAPTER 46 OF THE TEXAS PENAL CODE.
2. RECONVENE REGULAR MEETING.
3. CONSIDERATION AND/OR ANY ACTION REQUIRED AS A RESULT OF THE EXECUTIVE SESSION.

#### **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.

#### **PROCLAMATIONS**

## PRESENT PROCLAMATION SUPPORTING A HISTORICAL COMMISSION FOR THE CITY OF PARKER.

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

### INDIVIDUAL CONSIDERATION ITEMS

4. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON MEETING MINUTES FOR MARCH 15, 2011 and MARCH 22, 2011.
5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2011-327 AWARDING THE TRAIL BID.
6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2011-328 APPROVING PARKERS PARTICIPATION AND SUPPORT FOR THE "TREE THE TOWN" INITIATIVE.
7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2011 – 329 ACCEPTING AN EIGHT-INCH WATER LINE FROM SOUTHFORK BAPTIST CHURCH.
8. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE 664 CANCELLING THE MAY 14, 2011 ELECTION.
9. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 665, REGARDING SECURITY AT CITY FACILITIES AND PARKER MUNICIPAL CODE SECTION 130.02."
10. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ACCEPTING A GIFT FROM THE PARKER LAKES ESTATES HOME OWNERS ASSOCIATION OF SPLIT RAIL FENCING.
11. CONSIDERATION AND/OR ANY APPROPRIATE ACTION AMENDING THE ORDINANCE FOR BULK TRASH PICKUP.
12. EMERGENCY MANAGEMENT PRESENTATION BY CHIEF MIKE SHEFF.

### ROUTINE ITEMS

13. FUTURE AGENDA ITEM REQUESTS.
14. UPDATES
  - a. Dates for Planning and Budget Sessions

b. Update on Ft. Worth Museum Financing

**15. 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 April 1, 2011 by 5:00 p.m. at the Parker City Hall, and as a courtesy, this Agenda is also posted to the City of Parker Website at [www.parkertexas.us](http://www.parkertexas.us).

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Date Notice Removed

Carrie L. Smith, TRMC, CMC  
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.

# PROCLAMATION

## THE CITY OF PARKER

**WHEREAS** a group of citizens has approached the City Council of the City of Parker, Collin County, Texas promoting the creation of a Parker Historical Society; and

**WHEREAS** preservation of the city's history through documents, photographs, and artifacts from the city's past is deemed an important project by the City Council.

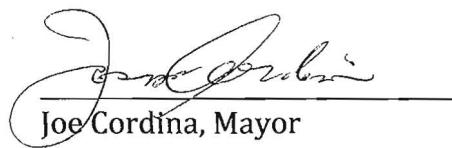
**THEREFORE**, be it resolved by the City Council of the City of Parker, Collin County, Texas as follows:

1. The City Council supports the efforts of private citizens to gather, organize, and preserve the city's historical data as a private project conducted by those citizens who wish to donate their efforts to the project.
2. The citizens promoting the work of the preservation of Parker's history are welcome to return to council with the results of their efforts, and request an official designation by the City Council that the project be approved as a municipal endeavor of the City of Parker.

In the event this project is deemed by the Council at a future date to be a sanctioned city project, the Mayor and City Council may then determine any City commitment for storage space, funding, or other direct support.

**Duly proclaimed by the Mayor with the concurrence of the City Council on this 1<sup>st</sup> day of March, 2011.**

City of Parker, Texas



Joe Cordina, Mayor





## Council Agenda Item

Budget Account Code:	N/A	Meeting Date:	April 5, 2011
Budgeted Amount:		Department/ Requestor:	City Council
Fund Balance-before expenditure:		Prepared by:	Carrie Smith
Estimated Cost:		Date Prepared:	March 30, 2011
Exhibits:	1) Proposed Minutes – March 15, 2011 2) Proposed Minutes – March 22, 2011		

### AGENDA SUBJECT

4. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON MEETING MINUTES FOR MARCH 15, 2011 AND MARCH 22, 2011.

### SUMMARY

Please review the proposed minutes for the March 15, 2011 and March 21, 2011 meetings. If you find any errors or would like to recommend a change please contact Dena or me prior to the meeting.

### POSSIBLE ACTION

- Move to approve as written.
- Move to approve as amended.

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Inter – Office Use			
Approved by:			
Department Head:		Date:	
City Attorney:		Date:	
City Administrator:		Date:	

**MINUTES**  
**CITY COUNCIL MEETING**  
**March 15, 2011**

**CALL TO ORDER – Roll Call and Determination of a Quorum**

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

Mayor Pro-Tem Threadgill called the meeting to order at 7:00 p.m. with Councilmembers Marshall, Sumrow, Threadgill, and Evans present. Mayor Cordina and Councilmember Levine were absent. A quorum was present.

Staff present: City Administrator Dena Daniel, City Attorney Jim Shepherd, Assistant City Administrator Jeff Flanigan, City Secretary Carrie Smith, Finance/HR Manager Johnna Boyd, and Police Chief Tony Fragoso.

**PLEDGE OF ALLEGIANCE**

American Pledge: Councilmember Marshall led the pledge.

Texas Pledge: City Attorney Shepherd led the pledge.

**PROCLAMATIONS**

PRESENT PROCLAMATION SUPPORTING A HISTORICAL COMMISSION FOR THE CITY OF PARKER.

Item was tabled to the next regular meeting.

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

David Leamy, 5801 Rathbone Dr – Representing the Parker Lakes Estates Home Owner's Association offered the City split rail fencing as a gift. This item will be on a future agenda for Council action.

**INDIVIDUAL CONSIDERATION ITEMS**

1. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON MEETING MINUTES FOR MARCH 1, 2011.

Pg. 3 - insert full names: "Tincy Williams and insertion of Robert Clayton".

MOTION: Councilmember Sumrow moved to approve as amended. Councilmember Marshall seconded with Councilmembers Marshall, Sumrow, Threadgill and Evans voting for. Motion carried 4-0.

**2. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2011-327 AWARDING THE TRAIL BID.**

It was stated the low bidder made an error on their bid and failed to include stabilizer for the trail. Council has the options to 1) table to a future meeting to work with the bidder; 2) accept the next low bidder that will put the project over budget by \$3500; or 3) rebid the project at a cost of approximately \$5000.

Additional project costs would include engineering and a total over budget of approximately \$10,000 if the next low bidder is selected.

Other options are to reduce low water crossings from 7 to 2 and reduce the width of the trail from 8-foot wide to 6-foot.

Council agreed to send this item to the Parks and Recreation Commission for a recommendation.

MOTION: Councilmember Sumrow moved to send the bids back to the Parks and Recreation Commission to provide recommendations to Council on how to cut the project and bring the project within budget. Councilmember Evans seconded with Councilmembers Marshall, Sumrow, Threadgill and Evans voting for. Motion carried 4-0.

**3. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ADVERTISING BIDS FOR THE ANNUAL STREET MAINTENANCE CONTRACT.**

Budgeted amount for street maintenance is \$304,000.

MOTION: Councilmember Marshall moved to authorize staff to move forward with bid specs and advertisement for bids. Councilmember Evans seconded with Councilmembers Marshall, Sumrow, Threadgill and Evans voting for. Motion carried 4-0.

**4. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ADOPTION OF RESOLUTION 2011-325, REGARDING THE NECESSITY OF EMINENT DOMAIN PROCEEDINGS TO ACQUIRE NEEDED EASEMENTS FOR THE CONSTRUCTION AND USE OF A WATERLINE DESIGNATED, IN OR PARALLEL TO HOGGE ROAD.**

Resolution 2011-325 authorizes staff to proceed with the eminent domain process along the east side of Hogge Road for a water line easement. All pipes currently on the west side of Hogge Road will be abandoned.

MOTION: Councilmember Evans moved to approve Resolution 2011-325 as written. Councilmember Sumrow seconded with Councilmembers Marshall, Sumrow, Threadgill and Evans voting for. Motion carried 4-0.

5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION REGARDING RESOLUTION NO. 2011-326, APPROVING, (SOLELY FOR PURPOSES OF SECTION 147(F) OF THE INTERNAL REVENUE CODE), OF BONDS TO BE ISSUED BY THE CITY OF PARKER, TEXAS CULTURAL EDUCATION FACILITIES FINANCE CORPORATION TO BENEFIT THE FORT WORTH MUSEUM OF SCIENCE AND HISTORY.

The Board of Directors of the Corporation met earlier in the evening and approved the sale of bonds for this project. There is no liability to the City and the City will receive an issuer fee of \$10,000.

MOTION: Councilmember Marshall moved to approve Resolution 2011-326 as written. Councilmember Evans seconded with Councilmembers Marshall, Sumrow, Threadgill and Evans voting for. Motion carried 4-0.

6. TOUR OF THE FIRE STATION.

Mayor Pro-Tem Threadgill moved to items 10 and 11.

## **ROUTINE ITEMS**

7. FUTURE AGENDA ITEM REQUESTS.

April 5 - PLE gift of split rail fencing

April 5 - Park trail recommendation by Parks and Recreation Commission

April 5 – Planning Session and Budget Session dates

April 5 – City Facilities Security

Tour of the Fusion Center

8. UPDATES

- a. DEPARTMENT REPORTS - ANIMAL CONTROL, POLICE, FIRE, BUILDING DEPARTMENT, WEBSITE AND FINANCE
- b. ALARM PERMIT ANALYSIS

Council moved the meeting to the fire station for a tour of the training facilities

9. ADJOURN

Mayor Pro-Tem Threadgill adjourned the meeting at 8:12 pm.

APPROVED:

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Jim Threadgill  
Mayor Pro-Tem

ATTESTED:

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Carrie L. Smith, TRMC, CMC  
City Secretary

APPROVED on the 5th day of  
April, 2011.

**MINUTES**  
**CITY COUNCIL MEETING**  
**March 22, 2011**

**CALL TO ORDER – Roll Call and Determination of a Quorum**

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

Mayor Pro-tem Threadgill called the meeting to order at 6:00 p.m. with Councilmembers Marshall, Sumrow, Threadgill, Evans and Levine present. Mayor Cordina was absent. A quorum was present.

City Attorney Shepherd was present.

**EXECUTIVE SESSION 6:00 P.M.**

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

Mayor Pro-tem Threadgill recessed into closed session at 6:02 p.m.

1. RECESS TO CLOSED EXECUTIVE SESSION IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN TEXAS GOVERNMENT CODE SECTION 551:
  - a. REVIEW OF THE CITY ADMINISTRATOR'S AND MAYOR'S POSITION, DUTIES, AND RESPONSIBILITIES. (551.074)

2. RECONVENE REGULAR MEETING.

Mayor Pro-tem reconvened the regular meeting at 8:14 p.m.

3. CONSIDERATION AND/OR ANY ACTION REQUIRED AS A RESULT OF THE EXECUTIVE SESSION.

No action was taken as a result of the Executive Session.

4. ADJOURN

Mayor Pro-tem Threadgill closed the meeting at 8:15 p.m.

APPROVED:

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Jim Threadgill  
Mayor Pro-Tem

ATTESTED:

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Carrie L. Smith, TRMC, CMC  
City Secretary

APPROVED on the 5th day of  
April, 2011.



## Council Agenda Item

Budget Account Code:	N/A	Meeting Date:	April 5, 2011
Budgeted Amount:		Department/ Requestor:	City Council
Fund Balance-before expenditure:		Prepared by:	City Attorney Shepherd
Estimated Cost:		Date Prepared:	
Exhibits:	1) Parks and Recreations recommendation (see summary) 2) Comments from Jim Shepherd (see summary) 3) Recommendation by Al Johnson 4) Bid Tabulation 5) Proposed Resolution 2011-327		

### AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2011-327 AWARDING THE TRAIL BID.

### SUMMARY

**1)** Park and Recreation recommendation from 3/21/2011:

**MOTION:** Commissioner Bailey moved that we recommend to City Council that we shorten the length of the trail by approximately 600 feet between the Preserve and city hall in order to come in under budget and validate with the State that we can change the length of the trail without endangering our grant. If this would endanger the grant, the second option is to obtain an increased budget to complete the trails with the current bid; the third option is to change the specifications and go back to bid, which would cost an additional \$3,000. Commissioner Blaydes seconded, and the motion carried 5-0.

**2)** The Attorney General's publication on our trail issue states the following:

"After a bid contract is awarded, can a city later decrease or increase the amount of its purchase or the quantity of work to be performed?-----

Even after a bid has been awarded, a city may still increase or decrease the quantity of work to be done or the materials or supplies to be furnished if it is necessary to do so. Such changes may not increase or decrease the original contract price by more than 25 percent. If the city wants to decrease the

contract amount by more than 25 percent, it needs to obtain the approval of the contractor for such a change. There is no comparable authority for the city to simply gain contractor approval to increase the amount of the order by more than 25 percent; in such a situation, the city would need to seek bids or proposals for the work or products that would be beyond the 25 percent amount. The city council may also delegate to city staff the authority to approve such change orders if it involves less than a \$25,000 decrease or increase in the contract amount." (LGC§ 252.048)

The result is the council may award the bid to the recommended low bidder, and then follow the recommendation of the P&R to reduce the scale of the work by a sufficient amount to come within the budget. The proposal by P&R was to reduce some of the length of the trail, in the field by city hall.

The statute also takes the fairly rare step in allowing the council to delegate to a staff official the authority to approve change orders on the project not to exceed \$25,000.

Recommendations-

1. Confirm that the trail specifications, with the proposed deletions of a part of the trail, still accomplish the kind of trail and its placement that the council desires. Is it suitable for walking, riding, baby carriages, etc.
2. If so, then examine the bids as recommended by staff, and determine which provides the best value, lowest cost, for the specifications.
3. Award the bid, acknowledging the immediate change order reducing the scope of work to within budget. The proposed change does not require the consent of the contractor unless it reduces the contract amount more than 25% of the total.
4. Proceed in accordance with the modified contract specifications, and the requirements of the state and county matching grant requirements.

Please contact me with any other questions.

Jim

## **POSSIBLE ACTION**

- Move to approve as written.
- Move to approve as amended.
- Move to table to a future agenda.

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Inter – Office Use			
<b>Approved by:</b>			
Department Head:		Date:	
City Attorney:		Date:	
City Administrator:		Date:	

# *Al Johnson Landscape Architect*

March 18, 2011

Mr. Jeff Flanigan  
Assistant City Administrator  
5200 East Parker Road  
Parker, Texas 75002

Re: Recommendation on Parker Preserve Trail Bid

Dear Mr. Flanigan:

After having time to review the bids and public procurement procedures due to irregularities in some of the bids received, I recommend the following contingent on agreement of legal counsel:

- That the apparent low bidder, Bass Site Solutions be disqualified based on a non-responsive bid. Bass Site Solutions failed to include stabilizer in their bid as required in the Specifications so in fact, Bass Site Solutions did not bid a major item as was specified:

*"DECOMPOSED GRANITE TRAIL ...*

## *PART 2 - PRODUCTS*

### *2.1 MATERIALS*

- A. *Decomposed Granite: 1/4" minus decomposed granite "Trail Blend", brown-red in color as supplied by Collier Materials, Inc. (phone: 1-877-603-3030) or approved equal.*
- B. *Decomposed Granite Stabilizer: Stabilizer as produced by Stabilizer, Inc. (Contact: Bill Paprocki at 1-404-915-1257, or approved equal. Stabilizer to be pre-mixed into decomposed granite at a rate of 15 lbs. per ton of decomposed granite."*

- That the second apparent low bidder be disqualified based on a non-responsive bid. The bid for the "DESCRIPTION AND UNIT PRICE IN WORDS" and the "TOTAL AMOUNT" on bid items requiring unit bids on estimated quantities are the same numbers. This makes the bid ambiguous in determining unit pricing as was required in the bid.
- That the Bid for Parker Preserve Trail be awarded to the low responsive bidder, Sunbelt Industrial Services in the amount of \$182,370 with 83 calendar work days for completion of the project. This bid was properly filled out, all of the items bid were as specified, all three addendums were signed, and the references supplied support that the company is competent and solvent.

Sincerely,



Al Johnson  
Landscape Architect #257

Cc: Brian Bristow, Landscape Architect

PARKER PRESERVE  
 TRAIL BIDS

	COMPANY	Addendum 1	Addendum 2	Addendum 3	Total Base Bid	Alternate B1	Alternate B2	Alternate B3	Alternate B4	Alternate B5	Alternate B6	Alternate B7	Alternate B8
1	BASS SITE SOLUTIONS, LLC DEBBY BASS dbass@basssites.com 1525 CLEAR POINT GARLAND, TX 75041 214.676.0313	✓	✓	✓	\$167,720.12	\$4,320.25	\$2,721.82	\$1,130.00	\$113.00	\$7,069.50	\$3,519.04	\$3,064.56	\$3,686.31
2	ED BELL CONSTRUCTION DAN HUDSON estimating@edbellconstruction.com 10605 HARRY HINES BLVD. DALLAS, TX 75220 214.358.6581	✓	✓	✓	\$323,566.00	\$13,200.00	\$19,000.00	\$6,000.00	\$1,500.00	\$21,600.00	\$10,752.00	\$7,000.00	\$18,000.00
3	JONESPLAN OF TEXAS PREET SINGH preet@jonesplan.com 416 DANBURY DR MURPHY, TX 75094 918.832.5544	✓	✓	✓	\$177,584.00	\$8,800.00	\$3,500.00	\$8,000.00	\$150.00	\$14,400.00	\$7,158.00	\$3,000.00	\$10,000.00
4	SUNBELT INDUSTRIAL SERVICES CASEY PADGETT cpadgett@sun-belt.com 2415 CULLEN ST FORT WORTH, TX 76107 817.877.0866	✓	✓	✓	\$182,370.00	\$7,969.50	\$8,500.00	\$5,100.00	\$1,000.00	\$13,041.00	\$6,491.52	\$6,602.00	\$6,141.00
5	THE COELLO GROUP, INC. ARMEN COELLO info@thecoellogroup.com 4002 GUTHRIE RD. GARLAND, TX 75043 214.647.1965/214.384.7171©				\$186,777.55	\$7,040.00	\$1,902.80	\$1,602.80	\$164.00	\$11,520.00	\$5,734.40	\$2,640.80	\$4,150.00

**RESOLUTION NO. 2011-327**

*(2011 Trails Bid Award)*

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, AWARDING THE BID FOR CONSTRUCTION OF RECREATIONAL TRAILS WITH SUNBELT INDUSTRIAL SERVICES; AUTHORIZING THE MAYOR OR MAYOR PRO TEM TO EXECUTE A CONTRACT; PROVIDING A SAVINGS CLAUSE, AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Parker City Council deems it in the best interest of the City of Parker to accept a bid from Sunbelt Industrial Services to construct recreational trails in the Preserve Park Space;

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

**Section 1.** The bid in the Total Amount of \$ \$182,370 is approved.

**Section 2.** The Mayor is hereby authorized to execute the Contract and all other necessary documents in connection therewith on behalf of the City of Parker.

**Section 3.** It is the intent of the City Council that each paragraph, sentence, subdivision, clause, phrase or section of this Resolution be deemed severable, and should any paragraph, sentence, subdivision, clause, phrase or section be declared invalid or unconstitutional for any reason, such declaration of invalidity or unconstitutionality shall not be construed to effect the validity of those provisions of this Resolution.

**DULY RESOLVED** by the City Council of the City of Parker, Texas on this the 5<sup>th</sup> day of April, 2011.

APPROVED:

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Mayor Joe Cordina

ATTESTED:

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City Secretary, Carrie L. Smith

APPROVED AS TO FORM:

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City Attorney, James E. Shepherd



## Council Agenda Item

Budget Account Code:	N/A	Meeting Date:	April 5, 2011
Budgeted Amount:		Department/ Requestor:	City Council
Fund Balance-before expenditure:		Prepared by:	City Attorney Shepherd
Estimated Cost:		Date Prepared:	
Exhibits:	1) Proposed Resolution 2011-328		

### AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2011-328 APPROVING PARKERS PARTICIPATION AND SUPPORT FOR THE "TREE THE TOWN" INITIATIVE.

### SUMMARY

### POSSIBLE ACTION

- Move to approve "as written" or "as amended".
- Move to deny.
- Move to table to a future agenda.

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Inter – Office Use			
<b>Approved by:</b>			
Department Head:		Date:	
City Attorney:		Date:	
City Administrator:		Date:	

**RESOLUTION NO. 2011-328**  
*(Tree North Texas Initiative)*

**A RESOLUTION OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, SUPPORTING TEXAS TREES FOUNDATION AND TREE NORTH TEXAS INITIATIVE**

WHEREAS, trees benefit communities by improving the aesthetics of the community; and

WHEREAS, trees contribute to improved water quality, increase property values, contribute to a reduction in heating and cooling costs, act as buffers against roadways and other noise producing sources, and serve as wildlife habitat, providing food and cover; and

WHEREAS, landscaping along streets provides a separation between motorists and pedestrians; and

WHEREAS, the public policy of the City of Parker, Collin County, Texas has always included open space, landscaping, and a natural environment; and

WHEREAS, the city requires trees to be planted on the lots where new homes have been constructed, and encourages trees to be planted elsewhere; and

WHEREAS, the city promotes and provides trees and other landscaping on municipal-owned property, such as the right-of-way medians, and other public properties; and

WHEREAS, Texas Trees Foundation has developed the Tree North Texas Initiative to improve the air, water and quality of life in North Texas;

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

SECTION 1. The City of Parker supports Texas Trees Foundation's regional urban forestation initiative, Tree North Texas, by establishing a goal of 1,170 trees to be planted in Parker the 10 year period following the date of this resolution.

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

PASSED AND APPROVED this 5<sup>th</sup> day of April, 2011.

APPROVED:  
CITY OF PARKER

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Joe Cordina, Mayor

ATTEST:

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Carrie Smith, City Secretary

APPROVED TO FORM:

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James E. Shepherd, City Attorney



## Council Agenda Request

Budget Account Code:	Meeting Date: April 5, 2011
Current Budgeted Amount:	Department/ Public Works Requestor:
Actual Cost:	Prepared by: Jeff Flanigan
Proposed Budget	Date Prepared: 3/30/2011
Exhibits:	1) Letter from Southfork Baptist Church 2) Letter from Engineering 3) Map of water system 4) Resolution

### AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2011 – 329 ACCEPTING AN EIGHT-INCH WATER LINE FROM SOUTHFORK BAPTIST CHURCH.

### SUMMARY

Currently the church uses a well for facilities and bottled water for drinking. The church is located in the county but with-in our ETJ, water CCN, and on our water master plan. The church is willing to purchase, install, and acquire all easement necessary for this project (estimated 2800 Ft.). The city would require a twenty foot (20) waterline easement and a thirty foot (30) future right-of-way along McWhirter Road. If approved the city staff would supervise the construction, installation, disinfection, and acceptance of the water main.

The water department's number one priority is to supply all our customers with the highest quality water possible and with an unknown demand on such a long dead end line we would estimate having to flush this line every week to ten days. This 2800 feet of 8" water main holds about 7,500 gallons so we would expect to flush about 30,000 gallons a month until the line is looped or increased demand.

Property is not in the city limits therefore no zoning control.

The map of our water system enclosed shows and orange line depicting the church proposed line and the yellow is the planned realignment of water mains along Hogge Drive (FM2551), if funding was available at that time maybe the lines could be looped.

## **POSSIBLE ACTION**

Move to approve “as written” or “as corrected”

Move to deny

Move to table to a future date

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Inter – Office Use			
<b>Approved by:</b>			
Department Head:			Date:
City Attorney:			Date:
City Administrator:			Date:

Routine Exhibit Items are to include any written communication from the City Attorney, proposed Ordinance and/or Resolution, previous ordinance and/or resolution, approving meeting minutes, and costs.



6605 McWhirter Rd.  
Parker, TX 75002  
972-442-1282  
[Info@SouthforkBC.org](mailto:Info@SouthforkBC.org)  
[WWW.SouthforkBC.org](http://WWW.SouthforkBC.org)

March 23, 2011

Parker City Council  
City of Parker  
5700 E Parker Road  
Parker, TX 75002

Dear Council Members,

For years Southfork Baptist Church has gone without clean, potable water. After years of trying to find an economical solution to this problem, I believe we have finally found an answer. This solution will not only benefit the church and her congregation, but it will behoove the City of Parker and her residents and at no expense to the city.

Southfork Baptist Church proposes to run an 8" main water line from the fire hydrant that is already installed to the east of Southfork Ranch in the new subdivision that is being built. The water main will run south along Southfork Ranch's fence line to McWhirter Road. The Ranch has already given verbal permission for an easement on their east fence line. The water main will then turn west and terminate at the property of Southfork Baptist Church at which point an approved fire hydrant will be installed.

From this point the church will attach a 2" line to the main pipe that will be used to supply potable water for the building and a newly installed irrigation system. The church is in the process of constructing soccer fields and a softball diamond for the use of little league teams in our area to practice. Without water not only will the system once again run dry during the summer, but we will not be able to seed and irrigate the land for the recreation area.

Southfork Baptist Church is asking the City Council to vote to allow the church to run an 8" water main from existing fire hydrant to the church property.

Thank you and God bless,

David LeFlore  
Pastor  
Southfork Baptist Church  
214-727-6586

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

## PROFESSIONAL ENGINEERS

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## MEMORANDUM

**To:** Mr. Jeff Flanigan  
**From:** John W. Birkhoff, P.E.  
**Date:** January 25, 2011  
**Subject:** McWhirter Road – Church Waterline

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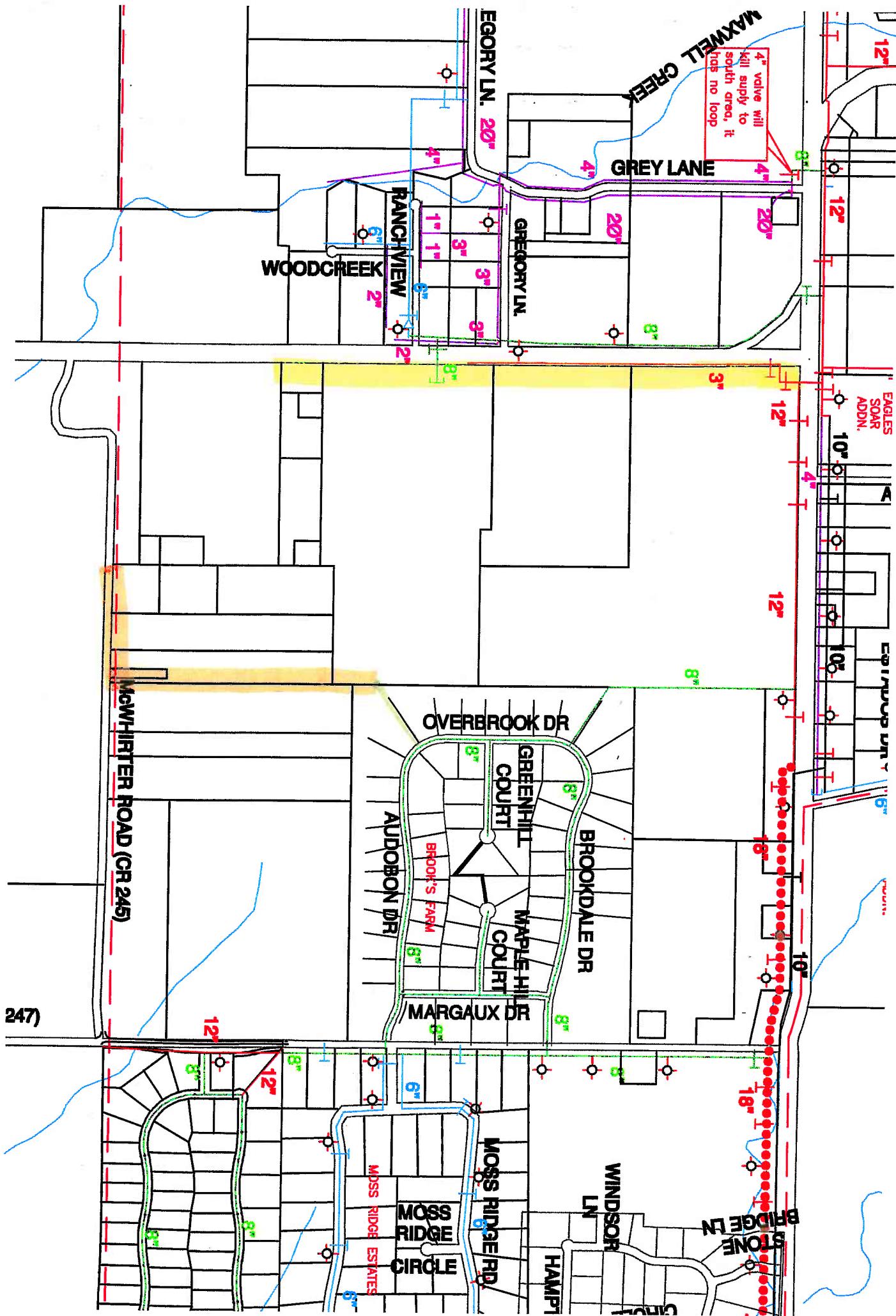
We have completed our analysis of reviewing the water distribution system with the addition of the Southfork Baptist Church located on McWhirter Road. The church intends to construct an 8-inch waterline, connecting to an existing 8-inch stubout at the Brooks Farms Subdivision, going south to McWhirter Road and left to the church property site as a 8-inch dead-end. Our analysis consisted of checking the hydraulic results on the City's hydraulic water model for existing and buildout conditions, with the new elevated tank in service for both conditions.

The church is in a lot that is approximately 6.2 acres (obtained from parcels lot). Applying a non-residential demand rate of 1,500 gpad equates to a demand of approximate 0.01 MGD, which was added to Node No. J-1140 in the water model.

After running the existing model with the 8-inch dead-end, pressures at J-1140 range from 72-74 psi, throughout the 72-hour extended period model run. A fire flow simulation analysis was performed throughout the system, applying a fire flow demand of 1,000 gpm (simulating 1 fire hydrant with flow rate of 1.44 MGD) to all nodes at the hour of maximum daily demand. At J-1140 the available flow was 1.52 MGD with a residual pressure of 20 psi.

At buildout, the 8-inch waterline is looped with an 8-inch waterline along McWhirter Road, and sized to meet buildout demands. Pressures range from 63 psi to 83 psi, and the available flow flow is 4.52 MGD at a residual pressure of 20 psi.

The system can support the extension of the 8-inch waterline from Brooks Farms to McWhirter Road as a dead-end line and can provide at least 1,000 gpm fire flow demand. A water age analysis was also done in the Existing Model for the 8-inch dead-end pipe, resulting in a water age range of 10-15 hours (0.63 day old water) which is below AWWA maximum threshold water age of 3 days old. The dead-end is not in conformance with the City's ordinance requiring all lines to be looped water mains. If the City allows the 8-inch dead-end to be constructed, this would be a location to check water quality, due to the low demand at the dead-end.



**RESOLUTION NO. 2011-239**  
*(Southfork Baptist Church Water Line)*

**A RESOLUTION OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, REGARDING AN AGREEMENT FOR WATER TO BE PROVIDED TO SOUTHFORK BAPTIST CHURCH.**

WHEREAS, the Southfork Baptist Church (“Church”), whose mailing address is 6605 McWhirter, Allen, Texas 75002-6920, is located within the certificated area of the City of Parker Certificate of Convenience and Necessity for Water, in the city’s extra territorial jurisdiction, and is an area shown on the city’s master water plan; and

WHEREAS, the Church proposes to acquire a twenty-foot (20’) water line easement, and a thirty-foot (30’) future right-of-way easement, adjacent to McWhirter Road for the project, at the expense of the Church; and

WHEREAS, the Church proposes to pay for the acquisition and installation of the water line in the acquired easement for the purpose of the installation of a water line providing water to the Church and its grounds; and

WHEREAS, the City’s responsibility during construction would be to supervise the construction, installation, disinfection, and ultimate approval of the new water main; and

WHEREAS, the Church proposes to donate the easements, and the water line to the City of Parker, and become a retail water customer of the City; and

WHEREAS, the Two Thousand, Eight Hundred foot (2,800’) estimated length of the water line from the existing water main to the Church would not initially be looped, causing the need for substantial monthly water line flushing in order to preserve the quality of the water with the line; and

WHEREAS, there are no current plans to loop the line, removing the need for water line flushing in the foreseeable future;

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

SECTION 1. The water line project proposed by Southfork Baptist Church, as described herein and as filed by the Church is approved, subject to the following:

- A. The Church shall pay for all acquisition of right-of-way, construction, installation, disinfection, water usage, including flushing, and all other expenses related to the installation and use of the water line of approximately Two Thousand, Eight Hundred feet (2,800’), proposed to be installed from Parker’s existing water lines, to the Church property.

B. The Mayor is authorized to enter into an agreement with the Church in conformance with this resolution.

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

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

APPROVED:  
CITY OF PARKER

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Joe Cordina, Mayor

ATTEST:

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Carrie Smith, City Secretary

APPROVED AS TO FORM:

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James E. Shepherd, Municipal Attorney



## Council Agenda Item

Budget Account Code:	N/A	Meeting Date:	April 5, 2011
Budgeted Amount:		Department/ Requestor:	City Secretary
Fund Balance-before expenditure:		Prepared by:	City Secretary Smith
Estimated Cost:		Date Prepared:	
Exhibits:	1) Proposed Ordinance 664		

### AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE 664  
CANCELING THE MAY 14, 2011 ELECTION.

### SUMMARY

#### TEXAS ELECTION CODE

#### Title 1, Chapter 2, Subchapter C

§ 2.053. ACTION ON CERTIFICATION. (a) On receipt of the certification, the governing body of the political subdivision by order or ordinance may declare each unopposed candidate elected to the office.

(b) If a declaration is made under Subsection (a), the election is not held. A copy of the order or ordinance shall be posted on election day at each polling place that would have been used in the election.

(c) A certificate of election shall be issued to each candidate in the same manner and at the same time as provided for a candidate elected at the election. The candidate must qualify for the office in the same manner as provided for a candidate elected at the election.

### POSSIBLE ACTION

Move to approve the Ordinance 664 as written.

Inter – Office Use			
<b>Approved by:</b>			
Department Head:		Date:	
City Attorney:		Date:	
City Administrator:		Date:	

**ORDINANCE NO. 664**  
*(Cancelation of May 14, 2011 Election)*

**AN ORDINANCE DECLARING UNOPPOSED CANDIDATES IN THE  
MAY 14, 2011 GENERAL CITY ELECTION, ELECTED TO OFFICE;  
CANCELING THE ELECTION: PROVIDING A SEVERABILITY CLAUSE;  
AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the general City election was called for May 14, 2011, for the purpose of electing members to the City Council; and

WHEREAS, the City secretary has certified in writing that there is no proposition on the ballot, that no person has made a declaration of write-in candidacy, and that each candidate on the ballot is unopposed for election to office (Exhibit A); and

WHEREAS, under these circumstances, Title 1, Chapter 2, Subchapter C, Texas Election Code, authorizes the City Council to declare the candidates election to office and cancel the election;

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

Section 1. The following candidates, who are unopposed in the May 14, 2011 general City election, are declared elected to office, and shall be issued certificates of election following the time the election would have been canvassed:

Councilmember Z Marshall  
Councilmember Allison Sumrow  
Councilmember David Leamy

Section 2. The May 14, 2011 general City election is canceled, and the City Secretary is directed to cause a copy of an Order of Cancelation to be posted on Election Day at each polling place that would have been used in the election. (Exhibit B)

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

Section 4. This ordinance shall take effect upon its final passage.

ADOPTED this 5th day of April, 2011 by the City Council of Parker, Texas.

APPROVED:

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Mayor Joe Cordina

ATTEST:

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City Secretary Carrie L. Smith

APPROVED AS TO FORM:

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City Attorney James E. Shepherd

## CITY OF PARKER CERTIFICATION

Certification of Unopposed Candidates  
by City Secretary Carrie L. Smith.

I, Carrie L. Smith, certify that I am the City Secretary of the City of Parker and the authority responsible for preparing the ballot for the May 14, 2011 City election. I further certify that no person has made a declaration of write-in candidacy, and all of the following candidates are unopposed:

Councilmember Z Marshall  
Councilmember David Leamy  
Councilmember Allison Sumrow

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Carrie L. Smith, City Secretary  
City of Parker, Texas

Dated this 22<sup>nd</sup> day of March, 2011.

ORDER OF CANCELATION  
*ORDEN DE CANCELACION*

The City of Parker hereby cancels the election scheduled to be held on May 14, 2011 in accordance with Section 2.053 of the Texas Election Code. The following candidates have been certified as unopposed and are hereby elected as follows:

*El City of Parker por la presente cancela la eleccion que, de lo contrario, se hubiera celebrado el 14 de Mayo 2011 de conjormidad, con la Seccion 2.053(a) del Codigo de Elecciones de Texas. Los siguientes candidatos han sido certificados como candidatos unicos y por la presente quedan elegidos como se haya indicado a continuacion:*

Candidate ( <i>Candidato</i> )	Office Sought ( <i>Cargo al que presenta candidatura</i> )
Z Marshall	Councilmember
David Leamy	Councilmember
Allison Sumrow	Councilmember

A copy of this order will be posted on Election Day at each polling place that would have been used in the election.

*El Dia de las Elecciones se exhibira una copia de esta orden en todas las mesas electorales que se hubieran utilizado en la eleccion.*

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Mayor Joe Cordina (*alcalde masculino*)

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Secretary Carrie L. Smith (*Secretario*)

(seal) (*sello*)

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Date of adoption (*Fecha de adopcion*) April 5, 2011



## Council Agenda Item

Budget Account Code:	N/A	Meeting Date:	April 5, 2011
Budgeted Amount:		Department/ Requestor:	Councilmember Sumrow
Fund Balance-before expenditure:		Prepared by:	Councilmember Sumrow/ City Attorney Shepherd
Estimated Cost:		Date Prepared:	
Exhibits:	1) Proposed Ordinance 665 2) Current Ordinance 395		

### AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON SECURITY AT CITY FACILITIES.

### SUMMARY

### POSSIBLE ACTION

- Move to approve “as written” or “as amended”
- Move to deny.
- Move to table to a later date.

Inter – Office Use			
Approved by:			
Department Head:		Date:	
City Attorney:		Date:	
City Administrator:		Date:	

**ORDINANCE NO. 665**  
*(Modifying Ordinance No. 395 – Carrying Concealed Weapons)*

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, MODIFYING ORDINANCE NO. 395, AND THE PARKER, TEXAS MUNICIPAL CODE OF ORDINANCES AT SECTION 130.02; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Legislature of the State of Texas has mandated a series of laws relating to the license and regulated carrying of a concealed weapon by persons passing a rigorous personal background check, age restrictions, and related other requirements; and

**WHEREAS**, the City of Parker wishes to bring their ordinances into conformance with the state law regarding such regulations; and,

**WHEREAS**, the City of Parker supports the Second Amendment to the U.S. Constitution;

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

**SECTION 1.** Section 130.02 of the City of Parker Code of Ordinances, subsections (A) and (B), are each repealed and replaced with the following:

**“§130.02 CARRYING CONCEALED WEAPONS.**

The unlicensed carrying of a concealed handgun, weapon, or other prohibited weapon into any city building or facility, is prohibited. The licensed carrying of a concealed handgun or weapon is prohibited in the courtroom, and the lobby of City Hall between the courtroom, and the municipal clerk's offices, during times the municipal court is in session.”

**SECTION 2.** All ordinances of the City of Parker (and specifically Ordinance No. 395) in conflict with the provisions of this ordinance shall be, and the same are hereby, repealed; provided, however, that all other provisions of said ordinances not in conflict herewith shall remain in full force and effect.

**SECTION 3.** This ordinance is effective on the date of its passage.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, ON THIS THE        DAY OF       , 2011.**

**ATTEST:**

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**Carrie Smith, CITY SECRETARY**

**APPROVED AS TO FORM:**

**James E. Shepherd, CITY ATTORNEY**

## APPROVED:

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## **Joe Cordina, MAYOR**

Ordinance No. \_\_\_\_\_  
(Modifying Ordinance No. 395 – Carrying Concealed Weapons)

ORDINANCE #395

AN ORDINANCE OF THE CITY OF PARKER, PROHIBITING PERSONS FROM CARRYING CONCEALED HANDGUNS, WEAPONS OR PROHIBITED WEAPONS INTO ANY CITY BUILDING OR FACILITY; PROVIDING A PENALTY OF \$500.00 UPON CONVICTION; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the 74<sup>th</sup> Legislature of the State of Texas has amended Title 70 of the Revised Statutes by adding Article 4413 (29ee), more commonly referred to as the "Texas Concealed Weapons Act", which became effective September 1, 1995, and which sets forth regulations for carrying concealed handguns and allows businesses, both public and private, to prohibit persons who are licensed under Article 4413 (29ee), Texas Revised Statutes, from carrying a concealed handgun in any building or portion of a building owned by the business; and

WHEREAS, the City Council of the City of Parker now hereby finds and determines that it is necessary and in the best interest of the City and its citizens to prohibit all persons from carrying a concealed handgun, weapon or prohibited weapon into a City building or facility; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PARKER, TEXAS,  
THAT:

Section I

It shall be unlawful for any person, other than a Peace Officer, to carry a concealed handgun, weapon or prohibited weapon into any City building or facility, regardless of whether or not the person is duly licensed by the State of Texas to carry a concealed handgun.

Section II

That a person who violates a provision of this Ordinance shall be immediately removed from the City building or facility.

Section III

That a person who violates a provision of this Ordinance is guilty of a misdemeanor and upon conviction is punishable by a fine not to exceed \$500.00.

Section IV

All provisions of the Ordinances of the City of Parker, codified or uncodified, in conflict with the provisions of this Ordinance are hereby repealed, and all other provisions of the Ordinances of the City of Parker, codified or uncodified, not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

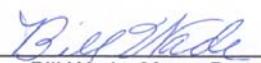
Section V

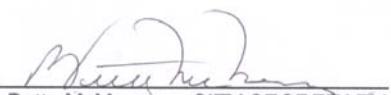
It is the intention of the City Council, that this Ordinance, and every provision thereof, shall be considered severable, and invalidity or unconstitutionality of any Section, clause, provision or portion of this Ordinance shall not affect the validity or constitutionality of any other portion of this Ordinance.

Section VI

This Ordinance shall become effective from and after its passage and publication as required by law.

DULY PASSED AND APPROVED THIS 12<sup>th</sup> DAY OF DECEMBER, 1995.

APPROVED:   
Bill Wade, Mayor Protem

ATTEST:   
Betty McMenamy, CITY SECRETARY



## Council Agenda Request

Budget Account Code:	N/A	Meeting Date:	April 5, 2011
Current Budgeted Amount:		Department/ Requestor:	Public Works/ Resident David Leamy
Actual Cost:		Prepared by:	Jeff Flanigan
Proposed Budget		Date Prepared:	3/23/2011
Exhibits:			

### AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ACCEPTING A GIFT FROM THE PARKER LAKES ESTATES HOME OWNERS ASSOCIATION OF SPLIT RAIL FENCING.

### SUMMARY

I was asked to evaluate the fence along Parker Lake Estates, for the possibility of accepting the fence as a gift to the city.

- Seventeen (17) stone columns- no value to the city, cost associated with disposal
- Estimated 800+ wooden post- no value, large percentage rotted at ground level, cost associated with disposal
- Estimated 7000 feet of fence rails-cost associated with moving and storing- Park and Recreation Commission have never discussed this much fence or a budget to construct.

Jeff

### POSSIBLE ACTION

Move to Accept or Deny the gift to the City of split rail fencing from the PLE HOA.

Inter – Office Use			
<b>Approved by:</b>			
Department Head:		Date:	
City Attorney:		Date:	
City Administrator:		Date:	



## Council Agenda Item

Budget Account Code:	N/A	Meeting Date:	April 5, 2011
Budgeted Amount:		Department/ Requestor:	Code Enforcement/ Councilmember Marshall
Fund Balance-before expenditure:		Prepared by:	Councilmember Marshall/ Asst. City Adm. Flanigan
Estimated Cost:		Date Prepared:	
Exhibits:	1) Current Ordinance 640 2) Minutes from April 7, 2009 - Council's previous discussion on the item.		

### AGENDA SUBJECT

CONSIDERATION AND/OR ANY APPROPRIATE ACTION AMENDING THE ORDINANCE FOR BULK TRASH PICKUP.

### SUMMARY

Councilmember Marshall has requested Council revisit Ordinance 640 to extend time allowed to place landscape bulk items out for collection.

### POSSIBLE ACTION

- Move to direct staff to prepare and advertise the Ordinance for amendment.
- Move to not make any changes to the Ordinance.

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Inter – Office Use			
<b>Approved by:</b>			
Department Head:		Date:	
City Attorney:		Date:	
City Administrator:		Date:	

ORDINANCE NO. 640

*(Regulating Storage, Collection, and Disposal of Brush and Bulky Items of Solid Waste)*

**AN ORDINANCE OF THE CITY OF PARKER, COLLIN COUNTY, TEXAS, REGULATING THE STORAGE, COLLECTION, AND DISPOSAL OF BRUSH AND BULKY ITEMS OF SOLID WASTE; PROVIDING FOR A PENALTY OF A FINE NOT TO EXCEED \$500.00 PER DAY, FOR EACH DAY OF VIOLATION; PROVIDING FOR THE PUBLICATION OF THE CAPTION OF THIS ORDINANCE; PROVIDING FOR REVOCATION OF CONFLICTING ORDINANCES; PROVIDING FOR A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, large lots, extensive agriculture, and landscaping within the City of Parker may produce significant accumulations of brush and/or other bulky items in need of disposal; and

**WHEREAS**, the City of Parker provides a brush and bulky items solid waste disposal service to its residents, at certain regulated times during the year; and

**WHEREAS**, a property owner's storage of brush and other bulky items collected from the owner's property is a practice which may produce a physical and visual hazard for the travelling public, all against the health, safety, and welfare of the residents of the City of Parker, Texas;

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

**I.**

A. It is a violation of this Ordinance to place or store brush and bulky items less than 25 feet from the edge of the surface of the road more than seven (7) days prior to the date such items are scheduled to be removed by the city solid waste service.

B. The date scheduled for collection by the city is not counted in the seven (7) day period.

**II.**

The schedule for brush and bulky item pick-up may be obtained from the City of Parker's web site, or, in the event it is not available on the web site, directly from Parker City Hall.

**III.**

That should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not

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

IV.

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

V.

That any person, firm or corporation violating any of the provisions or terms of this Ordinance upon conviction shall be punished by a fine not to exceed the sum of \$500.00 for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

VI.

In accordance with Section 52.011 of the Local Government Code, the caption of this Ordinance shall be published either (a) in every issue of the official newspaper of the City of Parker for two days, or (b) one issue of the newspaper if the official newspaper is a weekly paper.

**PASSED AND APPROVED BY THE CITY COUNCIL OF PARKER, COLLIN COUNTY, TEXAS, THIS 7th DAY OF April, 2009.**



APPROVED:

  
MAYOR

ATTEST:

  
CITY SECRETARY

APPROVED AS TO FORM:

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CITY ATTORNEY



## Council Agenda Item

Budget Account Code:	N/A	Meeting Date:	April 5, 2011
Budgeted Amount:		Department/ Requestor:	Fire Department/ Mayor Cordina
Fund Balance-before expenditure:		Prepared by:	Fire Chief Sheff
Estimated Cost:		Date Prepared:	
Exhibits:	1) PowerPoint presentation 2) Emergency Operations Plan		

### AGENDA SUBJECT

EMERGENCY MANAGEMENT PRESENTATION BY CHIEF MIKE SHEFF.

### SUMMARY

### POSSIBLE ACTION

This item is not an action item.

Inter – Office Use			
<b>Approved by:</b>			
Department Head:		Date:	
City Attorney:		Date:	
City Administrator:		Date:	

# EMERGENCY OPERATIONS PLAN

April 2011

# Emergency Operations Plan

- Why and What
  - State law requires every political subdivision to prepare and keep current an emergency management plan
  - The plan should describe how the community expects to deploy available resources to protect its citizens during hazardous incidents, major emergencies or disasters.

# Emergency Operations Plan

- Current Status
- The City is a signatory to the Collin County Emergency Operations Plan dated as of April 2006.
- By adopting the Collin County plan the City we are in compliance with state edicts.

# Emergency Operations Plan

- Why a City plan
  - Outside assistance will be available in most emergency situations; however, since it takes time to summon external assistance, it is necessary for us to be prepared to carry out initial emergency response on an independent basis.
  - We now have the added capacity of an in-city Emergency Operations Center at the fire station which requires written procedures.

# Emergency Operations Plan

- What does the plan cover:
  - The City of Parker Emergency Operations Plan outlines our approach to emergency operations as applicable to the City of Parker.
  - It supplements but does not replace the Collin County plan.
  - It provides general guidance for emergency management activities specific to the City.
  - The plan describes the City of Parker's emergency response organization and assigns responsibilities for various emergency tasks.
  - The plan applies to all City officials and departments.

# Emergency Operations Plan

- What it does not do
  - It doesn't say "how" tasks get done.
  - Each department has Standard Operating Procedures or Guidelines that establish the "how".
  - It addresses the "preparedness" and "response" stages of emergency planning but not the "mitigation" or "recovery" stages.

# Emergency Operations Plan

- What are the benefits to the City and its citizens:
- The plan facilitates a coordinated response to a major emergency by police, fire and public works departments in an attempt to minimize the harm caused by the event to the City and its citizens.

# Emergency Operations Plan

- Next Steps
  - Provide City officials and certain staff necessary NIMS-compliant training.
  - Make available to our citizens through the City website and through hardcopy, FEMA “Know what to do” materials .
  - Hold a City exercise.



City of Parker, Texas

# **City of Parker Emergency Operations Plan**

April 2011

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## **I. Authority**

- A. The City of Parker is a signatory to the Collin County Emergency Operations Plan, dated as of April 2006, as amended or modified from time to time.**
- B. Federal, state and local authorities referenced in the Collin County Emergency plan are incorporated, as applicable, in the City of Parker Emergency Operations Plan.**

## **II. Purpose**

- A. The City of Parker Emergency Management Plan outlines our approach to emergency operations and is applicable to the City of Parker. This plan is intended to supplement and not replace the Collin County Emergency Plan. The Collin County Emergency Management Plan shall be the guiding document should the City of Parker Emergency Management Plan conflict with the County plan.**
- B. This plan provides general guidance for emergency management activities specific to the City of Parker. This plan describes the City of Parker's emergency response organization and assigns responsibilities for various emergency tasks. This plan applies to all local officials and departments.**

## **III. Definitions and Acronyms**

- A. Definitions of terms and acronyms as used in the Collin County Emergency Management Plan are incorporated herein by reference.**

## **IV. Situation and Assumptions**

- A. Our City is exposed to many hazards, all of which have the potential for disrupting the community, causing casualties and damaging or destroying public or private property.**

**B. The threat assessment and hazard summary as identified by the Collin County Emergency Operations Basic Plan, as updated from time to time, is equally applicable to the City of Parker and is incorporated into this plan by reference. This hazard summary identifies natural, technological and security threats including, but not limited to, drought, tornado, flash flooding, wildfire, winter storm, hazardous materials spill, water system failure, civil disorder, terrorism and other hazards.**

**C. The City of Parker is served by a Council-Administrator form of government having the following critical components:**

- 1. City Council / Mayor / City Administrator / Assistant City Administrator / City Secretary / City Finance Manager**
- 2. Departments: Police / Fire / Public Works / Water / Municipal Court**

**D. Utilities**

- 1. North Texas Municipal Water District.**
- 2. Verizon Telephone and Cable service / Southwestern Bell (Knolls)**
- 3. Grayson-Collin Electric Cooperative / TXU / FEC**
- 4. Atmos Gas / Co-serv Gas**

**E. Assumptions**

- 1. The City of Parker will continue to be exposed to and subject to the impact of those hazards described above as well as others that may develop in the future.**
- 2. It is possible for a major disaster to occur at any time and at any place. In many cases, dissemination of warning to the public and implementation of increased readiness measures may be possible. However, some emergency situations occur with little or no warning.**
- 3. Outside assistance will be available in most emergency situations; however, since it takes time to summon external assistance, it is necessary for us to be prepared to carry out initial emergency response on an independent basis.**

## **V. Concept of Operations**

### **A. Objectives**

**1. The objective of this plan is to protect public health and safety and to preserve public and private property.**

### **B. General**

**1. The City has the primary role of identifying and mitigating hazards, preparing for and responding to, and managing the recovery from emergency situations that affect our community.**

**2. Our citizens have a responsibility to prepare themselves and their families to cope with emergency situations and manage their affairs and property in ways that will aid the City in managing emergencies. We will assist our citizens in carrying out these responsibilities by providing public information and instructions, or by identifying sources for such public information and instructions, prior to and during emergency situations.**

**3. The City is responsible for organizing, training and equipping its emergency responders and emergency management personnel, providing appropriate emergency facilities, providing suitable warning and communications systems (or identify for its citizens a source for warning and communications), and for contracting for emergency services.**

**4. This plan is based on an all-hazard approach to emergency planning. It addresses general functions that may need to be performed during any emergency situation and is not a collection of plans for specific types of incidents. City departments are tasked with developing and keeping current standard operating procedures that describe how emergency tasks will be performed, and insuring the training and equipment necessary for an appropriate response are in place to the extent possible.**

5. This plan is based upon the concept that the emergency functions that must be performed by many departments generally parallel some of their normal day-to-day functions. To the extent possible, the same personnel and material resources used for day-to-day activities will be used during emergency situations; however, because personnel and resources are limited, some routine functions that do not contribute directly to the emergency may be suspended for the duration of an emergency.

6. The City of Parker has adopted the National Incident Management System. In the event of an incident that exceeds our local capabilities up to and including an Incident of National Significance (as defined in the President's Homeland Security Directive 5) we will integrate all operations with all levels of government, private sector and nongovernmental organizations through the use of the National Response Plan coordinating structures, processes and protocols.

7. We will employ the six components of the National Incident Management System in all operations which will provide a standardized framework that facilitates our operations in all phases of emergency management.

### C. Operational Guidance

1. City of Parker emergency responders are likely to be the first on the scene of an emergency situation and will normally take charge and remain in charge of the incident until it is resolved or others who have legal authority to do so assume responsibility.

2. We will implement the Incident Command System in managing the emergency situation. As an emergency situation escalates in scope, size or complexity, a Unified Command structure shall be adopted.

3. We will activate the City Emergency Operations Center (EOC) as and when the situation dictates an EOC be activated.

4. When the incident exceeds the resources of the City of Parker we will first summons mutual aid pursuant to existing mutual assistance agreements to which the City of Parker is a signatory.

5. When the incident exceeds, or is expected to exceed, the resources of the City of Parker and its mutual assistance agencies, we will request additional resources through Collin County.

6. Collin County shall provide assistance pursuant to, and as described in, the Collin County Emergency Operations Plan.

**D. Incident Command System (ICS)**

1. We intend to employ ICS, as an integrated part of the National Incident Management System, in managing emergencies. ICS is both a strategy and a set of organizational arrangements for directing and controlling field operations. It is designed to effectively integrate resources from different agencies into a temporary emergency organization at an incident site that can expand and contract with the magnitude of the incident and resources on hand.

2. The incident commander is responsible for carrying out the ICS function of command – managing the incident. An incident commander, using response resources from Parker and, if necessary, from automatic or mutual aid departments obtained from within the County, can handle the majority of emergency situations.

3. In emergency situations where several City of Parker departments or other jurisdictions or the state or federal government are providing significant response resources or technical assistance, it is desirable to transition to a Unified Command structure. This arrangement helps to ensure that all participating agencies are involved in developing objectives and strategies to deal with the emergency.

**E. Emergency Operations Center**

1. The Emergency Operations Center (EOC) for the City of Parker is located in the Fire Station within the City Complex at 5700 East Parker Rd, Parker, TX 75002.

2. When activated, the EOC shall serve as a central control point for supporting operations and directing resources.

*a) Whereas the incident commander is generally responsible for field operations specific the incident site, the EOC is generally responsible for providing resource support for the incident command operations. This may include multiple incident sites, each with a separate incident commander or unified command structure, within the City of Parker.*

*b) Other responsibilities of the EOC include the following: i) Issuing community-wide warning(s); ii) Issuing instructions and providing information to the general public; iii) Organizing and implementing large scale evacuation; iv) Organizing and implementing shelter and mass arrangements for evacuees; v) Coordinating traffic control for large-scale evacuations; vi) Requesting assistance from the County or other external sources.*

3. The EOC will be activated when notice has been received of a possible or actual emergency and that the opening of the EOC will facilitate interdepartmental communications and coordination. The EOC may be activated by the Mayor, the Police Chief, the Fire Chief or their respective designees.

4. When activated, the EOC shall be staffed by those individuals designated by the Mayor, the Police Chief and the Fire Chief. During major emergencies the following individuals (or their designees) shall assemble and operate out of the EOC: The Mayor, City Administrator, Public Works Director, Police Chief, Fire Chief and others as needed and requested by the Incident Commander.

5. All other city personnel will report to their regular work stations upon notification of an emergency. If the work area is inaccessible, employees shall be directed to alternate locations by their supervisors or by the EOC.

## **F. Activities by Phases of Management**

1. This plan addresses emergency actions that are conducted during all four phases of emergency management.

2. Mitigation

*a) The City of Parker will conduct mitigation activities as an integral part of our emergency management program. Mitigation is intended to eliminate hazards, reduce the probability of hazards causing a emergency situation, or lessen the consequences of unavoidable hazards. Mitigation should be a pre-disaster activity, although mitigation may also occur in the aftermath of an emergency situation with the intent of avoiding repetition of the situation.*

*b) Examples of mitigation include establishment of building and fire codes, flood plain management and public education.*

**3. Preparedness**

*a) The City of Parker will conduct preparedness activities to develop the response capabilities needed in the event of an emergency. Among the preparedness activities included in our emergency management program are: providing emergency equipment and facilities, emergency planning, developing and maintaining appropriate Standard Operating Procedures, training for emergency responders and conducting periodic drills and exercises to test our plans and training.*

**4. Response**

*a) The City of Parker will respond to emergency situations effectively and efficiently. The focus of most of this plan and that of the Collin County Emergency Operations Plan is on planning for the response to emergencies. Response activities include warning, emergency medical services, firefighting, law enforcement operations, evacuation, shelter and mass care, emergency public information, search and rescue as well as other associated functions.*

**5. Recovery**

*a) Recovery programs involve both short term and long term efforts. Short term efforts seek to restore vital services to the community and provide for the basic needs of the public. Long term recovery focuses on restoring the community to its normal state. The federal government, pursuant to the Stafford Act, provides the vast majority of disaster recovery assistance. Assistance from Collin County is outlined in the Collin County Emergency Operations Plan. Examples of recovery programs include temporary housing, restoration of government services, debris removal, the restoration of utilities, reconstruction of damaged roads and bridges and the like.*

**VI. Organization and Assignment of Responsibilities**

## **A. General**

**1. During emergency situations, our normal organizational arrangements are modified to facilitate emergency operations. Most of the departments within the City of Parker have emergency functions in addition to their normal duties. Each department is responsible for developing and maintaining their own emergency management procedures.**

### **2. Organization**

**a) *The City of Parker governmental organization for emergencies includes a City Executive Group, an Emergency Services Group and Emergency Support Services.***

**(1) The Executive Group consists of the Mayor, City Administrator and Assistant City Administrator, and the designated Emergency Management Coordinator.**

**(2) The Emergency Services Group consists of the Police Department and Fire Department.**

**(3) Emergency Support Services included departments and outside agencies that support and sustain emergency responders and also coordinate emergency assistance provided by organized non-governmental volunteer organizations, certain businesses and industry and other services.**

## **B. Assignment of Responsibilities**

### **1. General**

**a) *Successful operations require a coordinated effort from a number of departments, agencies and groups. To facilitate a coordinated effort, generally, primary responsibility for an emergency function will be assigned to an individual from the department that has legal responsibility for that function or possesses the most appropriate knowledge and skills.***

**b) Generally, emergency management primary and support responsibilities for City of Parker officials and personnel shall follow those depicted in the Collin County Emergency Operations Basic Plan including Annexes A through V, as such responsibilities are applicable to the City of Parker in terms of local resources and capabilities.**

**2. Executive Group responsibilities**

**a) The Mayor is primarily responsible for:**

- (1) With the assistance of the City attorney, declaring a local state of disaster and/or, through designated channels, requesting the County Judge and/or Governor declare a state of emergency.
- (2) Implementing the emergency powers of local government, as applicable.
- (3) Requesting assistance from other local governments exclusive of standing protocols contained in existing mutual assistance agreements where the City of Parker is a signatory.
- (4) Monitoring the emergency response during disaster situations and providing direction where appropriate.
- (5) With the assistance of a designated Public Information Officer (whose responsibilities shall follow those promulgated by NIMS), keeping the public informed during emergency situations.
- (6) Making emergency policy decisions.
- (7) Directing activation of the City of Parker EOC.

**b) The City Administrator is primarily responsible for:**

- (1) Directing the overall preparedness program for the City of Parker.
- (2) Making emergency policy decisions in the absence of the Mayor or his/her legal designee.
- (3) Assuring that all City departments participate in emergency planning, training and exercise activities.

- (4) Implementing the policies and decisions of the City Council.
- (5) Making emergency policy decisions in the absence of the Mayor.
- (6) Directing activation of the City of Parker EOC in the absence of the Mayor.
- (7) Providing the City Council with periodic situation reports during emergency operations.

**c) *The Emergency Management Coordinator shall have those general responsibilities more particularly described in the Collin County Emergency Operations Plan including but not limited to:***

- (1) Serving as the staff advisor to the Mayor on emergency management matters.
- (2) Coordinating local planning and preparedness activities and the maintenance of the City of Parker Emergency Operations Plan.
- (3) Activating the EOC upon direction from the Mayor or City Administrator or Chiefs of Police or Fire or, in their absence, directing activation of the EOC.

### **3. Emergency Services Group responsibilities**

**a) *Common responsibilities of the Police Chief and Fire Chief are:***

- (1) Coordinating the planning and general preparedness activities of the City of Parker Emergency Operations Plan.
- (2) Developing and maintaining standard operating procedures for emergency tasks specific to their areas of responsibility.
- (3) Providing trained personnel to staff the EOC.
- (4) Conducting emergency operations.
- (5) Maintaining liaison with organized emergency volunteer groups and private agencies.

(6) Initiating and monitoring increased readiness actions among City services when disaster threatens.

(7) Maintaining a current resource inventory list and providing such information to the Emergency Management Coordinator.

**b) *Emergency Services responsibilities***

(1) Emergency service responsibilities shall generally follow the responsibilities defined within the Collin County Emergency Operations Basic Plan, as further detailed in the Collin County Emergency Operations Plan Annexes A through V (as applicable to the resources and capabilities of the City of Parker).

(2) Generally, the Police Department shall be responsible for:

*(a) Maintaining law and order during emergency situations.*

*(b) Planning, directing and controlling evacuations.*

*(c) Providing security for key facilities including the EOC.*

*(d) Protecting property in evacuated areas.*

*(e) Providing access control to damaged areas.*

*(f) Carrying out traffic control when and where needed.*

*(g) Providing crowd control when needed.*

*(h) Managing the local warning system and warning the public when needed.*

*(i) Managing the local emergency communications network. Conducting counter-terrorism and anti-terrorist operations.*

*(j) Supporting search and rescue operations.*

- (k) Assisting in hazardous materials incidents.
- (l) Supporting other emergency functions as necessary.
- (m) Developing and maintaining City capabilities with respect to Annexes A, B, E and G of the Collin County Emergency Operations Plan
- (n) Explosive identification and response.
- (o) Determining basic information with respect to the number of fatalities and injuries.
- (p) Determining post-incident damage assessment and reporting in coordination with City Public Works and Code Enforcement personnel.

(3) Generally, the Fire Department shall be responsible for:

- (a) Fire suppression.
- (b) Emergency medical services.
- (c) Search and rescue.
- (d) Evacuation support.
- (e) Fire prevention.
- (f) Fire safety inspection of temporary shelters.
- (g) Hazardous materials response and mitigation.
- (h) Decontamination.
- (i) Radiological monitoring.
- (j) Developing and maintaining City capabilities with respect to Annexes D, F, H, J, Q and R to the Collin County Emergency Operations Plan.
- (k) Emergency inoculations for the prevention of disease.
- (l) Health advisement to emergency response personnel, city staff and the public.

*(m) Activating emergency shelter(s) for the public and providing emergency medical services to the shelters.*

**c) Emergency Support Group**

(1) Emergency Support Group responsibilities shall generally follow the responsibilities as defined within the Collin County Emergency Operations Basic Plan, as further detailed in Annexes A through V (as applicable to the capabilities and resources of the City of Parker).

(2) Generally, the Public Works Department and/or the Water Department and/or Code Enforcement shall be responsible for the following emergency tasks:

*(a) Barricading hazardous or dangerous areas of the City.*

*(b) Assessing damage to streets, bridges, traffic control devices and other public facilities within the City of Parker and its ETJ.*

*(c) Prioritizing removal of debris and restoration of streets and bridges in coordination with the needs of the Emergency Services Group.*

*(d) Providing specialized equipment in support of emergency operations.*

*(e) Removal of debris or arranging for such removal with private firms or other local governments.*

*(f) Protection and/or restoration of the water distribution system.*

*(g) Protection and/or restoration of the waste water collection system.*

*(h) Prioritizing/restoring utility service to vital City and other facilities.*

*(i) Directing temporary repairs to vital facilities.*

*(j) General damage assessment support.*

(k) *Building inspection.*

(l) *Developing and maintaining City of Parker capabilities with respect to Annex K and L of the Collin County Emergency Operations Plan.*

**d) *Assignment of City department responsibilities with respect the Annexes A through V of the Collin County Emergency Management Plan are***

- (1) Annex A – Warning is assigned to Police
- (2) Annex B – Communications is assigned to Police
- (3) Annex C – Shelter/Mass Care is assigned to Fire
- (4) Annex D – Radiological Protection is assigned to Fire
- (5) Annex E – Evacuation is assigned to Police
- (6) Annex F – Firefighting is assigned to Fire
- (7) Annex G – Law Enforcement is assigned to Police
- (8) Annex H – Health and Medical Services is assigned to Fire
- (9) Annex I – Public Information is assigned to the Emergency Management Coordinator
- (10) Annex J – Recovery is jointly assigned to Code Enforcement/Public Works
- (11) Annex K – Public Works and Engineering is assigned to Public Works
- (12) Annex L – Utilities is assigned to Public Works
- (13) Annex M – Resource Management is jointly assigned to the City Administrator/Emergency Management Coordinator/Police/Fire/Public Works
- (14) Annex N – Direction and Control is jointly assigned to Police/Fire
- (15) Annex O – Human Services is assigned to Police

- (16) Annex P – Hazard Mitigation is jointly assigned to Police/Fire/Public Works
- (17) Annex Q – Hazardous Materials and Oil Spill Response is assigned to Fire
- (18) Annex R – Search and Rescue is assigned to Fire
- (19) Annex S – Transportation is assigned jointly to Police and Fire
- (20) Annex T – Donation Management is assigned to the City Administrator
- (21) Annex U – Legal is assigned to the City Administrator in coordination with the City Attorney
- (22) Annex V – Terrorist Incident Response is assigned to Police

## **VII. Direction and Control**

### **A. General**

- 1. The Mayor, as Emergency Management Director, is responsible for assuring that coordinated and effective emergency response and recovery systems are developed and maintained, all in compliance with NIMS.**
- 2. The Chiefs of Police and Fire will establish a unified command to jointly manage the City of Parker's Emergency Operations Center.**
- 3. Routine law enforcement, fire suppression and emergency medical service operations may continue during some emergency situations. Direction and control of such operations will be by those that normally direct and control the day-to-day operations.**
- 4. During emergency operations, department heads retain administrative and policy control over their staff and equipment. However, staff and equipment will carry out mission assignments directed by the incident commander.**

5. Each department is responsible for having its own operating procedures to be followed during response operations, but interagency procedures, such as common communications protocols, may be adopted to facilitate coordinated effort.
6. If City of Parker resources are insufficient or inappropriate to deal with an emergency situation, we may request assistance from other jurisdictions, organized volunteer groups or the County. The process and forms for requesting County (as well as State or federal assistance by the County) are covered in the Collin County Emergency Operations Plan. External agencies are expected to conform to the general guidance provided by Unified Command and carry out mission assignments directed by the EOC or the local incident commander. However, organized response units will normally work under the immediate control of their own supervisor.

**B. Line of Succession:**

1. The line of succession for the Mayor, other elected officials and other senior City officials of the Executive Group shall be in accordance with existing rule of law.
2. The line of succession for the Police Department is the Chief of Police followed by the Police Sergeant and thereafter the senior police department officer present.
3. The line of succession for the Fire Department is the Fire Chief followed by the Assistant Fire Chief, the Operations Division Chief, the EMS Division Chief and, thereafter, the senior fire department officer present.
4. The line of succession for resources within the Support Group is the Department Head and, thereafter, the senior department representative.

**C. Emergency Facilities**

1. **Incident Command Post.**
  - a) *An incident command post(s) will be established in the vicinity of the incident site(s) in compliance with the Incident Command System which is a component of NIMS.*
2. **Emergency Operations Center**

*a) When major emergencies and disasters have occurred or appear imminent, we will activate our Emergency Operations Center.*

*b) Activation of the EOC may be authorized by the Mayor, the Police Chief or the Fire Chief.*

*c) The general responsibilities of the EOC are to:*

(1) Assemble accurate information on the emergency situation and current resource data to allow local officials to make informed decisions on courses of action.

(2) Working with representatives of emergency services, determine and prioritize required response actions and coordinate their implementation.

(3) Provide resource support for emergency operations.

(4) Suspend or curtail local government services, recommend closure of businesses and or schools (as applicable to the City of Parker) and cancellation of public events.

(5) Organize and activate large-scale evacuation and mass care operations.

(6) Provide emergency information to the public.

*d) Representatives from those departments assigned emergency functions in this Plan will staff the EOC. EOC operations shall generally follow those depicted in the Collin County Emergency Operations Plan and its Annexes.*

## **VIII. Readiness Levels**

### **A. General**

**1. Many emergencies follow some recognizable build-up period during which actions can be taken to achieve a gradually increasing state of readiness.**

**2. Collin County has adopted a four-tier system of readiness levels. The City of Parker follows these readiness levels of the County.**

3. General actions to be taken at each readiness level will be consistent with those actions outlined in the Annexes to the Collin County Emergency Operations Plan, as applicable to the capabilities and resources of the City of Parker, with specific actions detailed in each City department's standard operating procedures.

B. Readiness levels are used as a means of increasing the City's readiness posture. Readiness levels and possible actions are described in detail in the Collin County Emergency Operations Plan and its Annexes.

1. Level IV – normal conditions.
2. Level III – Increased readiness, refers to potential threats that pose no immediate threat to life and/or property. Examples include tornado or flash flood watches, a wildfire threat or a mass gathering.
3. Level II – High readiness, refers to a situation with a significant potential and probability of causing loss of life and/or property. Examples include tornado or flash flood warnings and a winter storm warning.
4. Level I – Maximum readiness, refers to situations where hazardous conditions are imminent. Examples include a tornado that has been sited close to Parker or flooding occurring at specific locations.

## **IX. Administration and Support**

A. Agreements and contracts

1. Should our local resources prove inadequate during an emergency, the City is signatory to various mutual assistance contracts with other local jurisdictions within Collin County.
2. The City's resources are identified and are a part of the Texas Regional Response Network.
3. Requests for assistance from the State or federal levels shall be made through the appropriate reporting channels.

B. Reports

**1. City departments will follow the reporting requirements generally required by governmental agencies as the emergency incident or situation warrants, and will report as required for hazardous materials spill reporting or as required under NIMS.**

**C. Records**

**1. The City will follow the guidelines for record keeping generally similar to those contained in the Collin County Emergency Operations Plan and as further described in Exhibit B to this plan.**

**X. Attachments:**

**A. Emergency Contact Numbers**

**B. Record Keeping for Emergency Operations**

CITY COUNCIL  
FUTURE AGENDA ITEMS

City Council Future Agenda Items					
Received	approx time (mins)	ITEM DESCRIPTION	SCHEDULED AGENDA DATE	Project Contact/ Requestor	Notes
	15	Agreement with Collin County DA	19-Apr	Shepherd	Jim S needs additional time to discuss the agreement with the DA's office.
	30	Recommendation from P&Z on Wind Turbine Ordinance changes	19-Apr	Flanigan	Public Notice published 4/4/2011
	30	Recommendation from P&Z on Solar Panels – No Action to be taken	19-Apr	Flanigan	Public Notice published 4/4/2011
	75				
	10	Census Report/Update	May-11	Mayor	
	5	Canvass General Election	May	Smith	
	10	Curfew Ordinance	Jun-11	Fragoso	Routine, reqd
		Planning Session	6/14 - 6/15 3 - 9 pm		
	15	Water Meter Technology	2011 Planning Session	Lori/Johnna	
	15	What Economic Development means to the City	2011 Planning Session	Dena/Sumrow/ Shepherd	Move to planning session per Allison Dec. 7
	15	Municipal Codification Services	2011 Planning Session	Smith/Daniel	
	15	Traffic Counters	2011 Planning Session	Tony	
	15	Review of Fee Schedule	2011 Planning Session	Johnna	
	15	Visual aids for Council Chambers	2011 Planning Session	Jeff	monitors, laptops, ipads
		Budget Session	July		Need to clarify dates for all Council

CITY COUNCIL  
FUTURE AGENDA ITEMS

		City Council Future Agenda Items			
Received	approx time (mins)	ITEM DESCRIPTION	SCHEDULED AGENDA DATE	Project Contact/Requestor	Notes
	15	Annual approval of investment policy	November		
	15	Appointment of investment officers	November		
	15	RFP for Newsletter	TBD	Daniel	tabled from 2/15 meeting
	30	Council Chamber Rental/Usage	TBD	Threadgill	Council meeting 2/15
	30	Newsletter review process and procedures	TBD	Threadgill	Council meeting 2/15
	15	Reduce Parker Rd speed limit beyond McCreary Rd	TBD	Mayor Pro-tem	awaiting information from TXDOT
	30	Expectation of board members & performance appraisal process & officers	TBD	Marshall/Sumrow	
	30	Board Appointment Schedule and Processes	TBD	Marshall/Sumrow	