MINUTES

CITY COUNCIL MEETING

SEPTEMBER 1, 2020 IMMEDIATELY FOLLOWING THE SPECIAL BUDGET WORKSHOP

5:00 P.M. – UNTIL FINISHED

SPECIAL BUDGET WORKSHOP

(See SBWS Exhibit A - PowerPoint and Changes Sheet provided.)

The Council meeting was open to the public. The City of Parker provided disposable face masks and hand sanitizer.

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 5:03 p.m. Councilmembers Diana M. Abraham (arrived 5:06 p.m./departed 6:35 p.m.), Cindy Meyer, Edwin Smith, Ed Standridge and Patrick Taylor (arrived 5:21 p.m.) were present.

Staff Present: City Administrator Luke Olson, Asst. City Administrator/City Secretary Patti Scott Grey, Finance/H.R. Manager Grant Savage, City Attorney Brandon Shelby (arrived 5:30 p.m.), Public Works Director Gary Machado (departed 6:00 p.m.), Fire Chief Mike Sheff, Fire Division Chief Justin Miller, and Police Chief Richard Brooks

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

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

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

   Mayor Pettle recessed the regular meeting at 7:06 p.m.

2. RECONVENE REGULAR MEETING.

   Mayor Pettle reconvened the regular meeting at 8:37 p.m.

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

MOTION: Councilmember Taylor moved to accept salary adjustments discussed in Executive Session. Councilmember Smith seconded with Councilmembers Meyer, Smith, Standridge, and Taylor voting for the motion. Motion carried 4-0, noting Councilmember Abraham absence.

4. ADJOURN

Mayor Lee Pettle adjourned the meeting at 8:38 p.m.

CITY OF PARKER
COLLIN COUNTY, TEXAS

APPROVED:

Mayor Pro Tem Ed Standridge

Approved on the 9th day of September, 2020.

ATTESTED:

Patti Scott Grey, City Secretary

CITY OF PARKER

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City Council Work Session

FY 2020-2021 Proposed Budget

Tuesday, September 1, 2020

Exhibit A

CITY OF PARKER
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Budget Process

Date	Budget Action
June	Budgets submitted by Department Heads to Finance Mgr
Friday, August 14	Proposed budget filed by City Administrator
Tuesday, August 18	Proposed budget presented to City Council
Wednesday, September 9	First of two public hearings on proposed tax rate and public hearing on proposed budget
Tuesday, September 15	Second public hearing and final action on budget and tax rate
Thursday, October 1	FY 2020-2021 begins

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FY 2020-2021 Proposed Budget

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- Changes since Budget Workshop on August 18, 2018

Account	Description	Amount	Reason
01-200-8624	Training-State Funded	1,186.00	Increase due to additional state funds received
01-900-8640	Building Rental	1,260.00	PD building contract expired Aug 2020 resulting in price increase
01-310-8605	Professional Services	32,000.00	40% increase due to 7.5 acres of additional medians after Parker Rd completed
01-XXX-8025	Health Insurance	(10,865.00)	Insurance rates didn't increase as much as expected
01-100-8603	Travel/Training	(2,000.00)	TML Conference Canceled for FY20-21
01-120-8603	Travel/Training	(1,000.00)	TML Conference Canceled for FY20-21

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FY 2020-2021 Proposed Budget

General Fund Revenue

Property Tax

- 2020 Certified Estimates - $1,115,000,000
  - Increase of $75,176,861 (7.13%) from previous year ($271,731)
  - Of that amount, $58,779,406 is from new taxable property added ($215,123)

- Budget has been prepared using the current tax rate of $0.365984 per $100 of tax assessed value
  - $0.01 change in property tax affects City budget by $111,500
  - $0.01 change in property tax affects average homeowner by $65.40 (based on average value of home $654,000)

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FY 2020-2021 Proposed Budget

General Fund Expenditures

Major Expenses

- Administration
  - Collin CAD Fees - $28,000
  - Election Fees - $20,000
  - Legal Notice Advertisement - $20,000
- Municipal Court
  - State Court Fees - $90,000
- Police
  - Fuel - $38,000
  - ICS Records Management System - $15,000
  - City of Murphy Dispatch Services - $28,090

General Fund Expenditures

Major Expenses

- Fire
  - Fuel - $15,000
  - Wylie Dispatch Services - $80,000
  - Joint Radio System Operations - $22,000
  - Ambulance Services - $17,280
- Public Works
  - Median Fertilizing - $22,400
  - Median Mowing - $70,000
  - Median Landscaping - $19,600
  - Engineering Services - $50,000

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FY 2020-2021 Proposed Budget

General Fund Expenditures

Major Expenses

- Non-Department
  - Legal Fees - $100,000
  - Liability Insurance - $45,000
  - Workers Comp - $40,000
  - Building Repairs - $30,000
  - PD Building Rent - $28,980
  - Transfer to Equipment Replacement Fund - $250,000
  - Transfer to Street Construction Fund - $400,000
  - Transfer to Drainage Improvement Fund - $100,000
  - Transfer to Facility Improvement Fund - $350,000

General Fund Overview FY 2020-2021

	Budget FY2019-20	Proposed Budget FY2020-21	FY2019-20 vs FY2020-21
GENERAL FUND			
REVENUES:			
Taxes			
Property (current)	$ 3,251,602	$ 3,637,848	11.9%
Property (delinquent)	32,006	42,844	33.9%
Sales & Use	234,000	245,194	4.8%
Franchise Fees	258,000	271,500	5.2%
Licenses, Fees & Permits	495,800	445,500	-10.1%
Investment Income	50,000	44,700	-10.6%
Fines, Warrants & Seizures	215,000	220,000	2.3%
Miscellaneous	1,200	6,200	416.7%
Total Revenues	**$ 4,537,608**	**$ 4,913,786**	**8.3%**
EXPENDITURES:			
Current:			
Administration	$ 749,018	$ 783,980	4.7%
Police	1,269,220	1,298,702	2.3%
Fire	1,974,143	813,641	-58.8%
Public Works	499,084	561,627	12.5%
Non-Department	383,723	400,440	4.4%
Total Expenditures	**$ 4,875,188**	**$ 3,858,390**	**-20.9%**
Net Change in Fund Balance - Excess (Deficit)	**$ (337,580)**	**$ 1,055,396**	
Transfer from Water/Wastewater Fund	25,000	25,000	
Transfer from Solid Waste Fund	25,000	25,000	
Transfer to Capital Projects Fund	(625,000)	(850,000)	
Transfer to Capital Parks Fund	-	(5,000)	
Transfer to Vehicle Replacement Fund	(250,000)	(250,000)	
Other Financing Sources	**$ (825,000)**	**$ (1,055,000)**	
Net Change in Fund Balance	**$ (1,162,580)**	**$ 396**	
Fund Balance, Beginning (October 1)	**$ 4,852,624**	**$ 3,690,044**	
Fund Balance, Ending (September 30)	**$ 3,690,044**	**$ 3,690,440**	
FUND BALANCE RESERVE:			
Total Expenditures (not including Transfers)	$ 4,875,188	$ 3,858,390	
25% Target Reserve (3 months)	1,218,797	964,598	
Fund Balance Excess (Under) Reserves	**$ 2,471,247**	**$ 2,725,843**	

FY 2020-2021 Proposed Budget

General Fund Overview

- FY 2020-2021 projected surplus of $396
- Departments submitted supplementals based on their projected needs. Those supplementals are not reflected in the proposed FY 2020-2021 budget. These items have been presented separate for City Council to review and approve. If approved, these items will be added to the budget.

FY 2020-2021 Proposed Budget

CITY OF PARKER
Supplemental Ranking Sheet
FY 2020-21

Department: **Overview**

Item	Department Name	Supplemental Description (Short Name)	Cost	Reoccurring Cost	One-time Cost
~~1~~	~~Police~~	~~Star Next Speed Enforcement Software~~	~~4,750~~	~~0~~	~~4,750~~
~~2~~	~~Police~~	~~Additional Training~~	~~5,200~~	~~0~~	~~5,200~~
~~3~~	~~Police~~	~~Training Uniforms~~	~~4,107~~	~~0~~	~~4,107~~
~~4~~	~~Police~~	~~50th Anniversary Decals and Coin~~	~~3,900~~	~~0~~	~~3,900~~
5	Emergency Mgmt	Siren for the Preserve	32,984	2,750	30,234
6	Emergency Mgmt	Everbridge/Nixle Emergency Notification System	13,500	12,500	1,000
7	Emergency Mgmt	Weather Radios	3,499	3,499	0
8	Fire	Assistant Fire Chief	28,214	28,214	0
9	Fire	Night Crew Firefighter	38,597	38,597	0
10	Fire	PTO Elimination	(29,143)	(29,143)	0
		TOTAL:	**$ 87,651**	**$ 56,417**	**$ 31,234**

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FY 2020-2021 Proposed Budget
Water/Wastewater Fund Overview

	FY2018-19 Actuals	FY2019-20 Revised Budget	FY2020-21 Proposed Budget
Revenue	$ 4,449,495	$ 3,467,000	$ 3,685,600
Expenditures	$ 3,386,074	$ 3,409,395	$ 3,681,967

- Major Expenses
  - Water Purchase - $1,830,940
  - Wastewater Treatment - $368,000
  - Meters - $73,500

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FY 2020-2021 Proposed Budget
Solid Waste Fund Overview

	FY2018-19 Actuals	FY2019-20 Revised Budget	FY2020-21 Proposed Budget
Revenue	N/A	$ 410,748	$ 437,792
Expenditures	N/A	$ 407,128	$ 432,264

- Major Expenses
  - Garbage Collection/Recycling Services - $407,264

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FY 2020-2021 Proposed Budget
Equipment Replacement Fund
Overview

	FY2018-19 Actuals	FY2019-20 Revised Budget	FY2020-21 Proposed Budget
Revenue	N/A	$ 275,000	$ 275,000
Expenditures	N/A	$ 104,274	$ 65,600

- Major Expenses
  - Public Works – Replace 2007 Bad Boy Mower - $15,000
  - Police – Replace 2011 Charger - $50,600

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FY 2020-2021 Proposed Budget
GO Debt Service Fund Overview

	FY2018-19 Actuals	FY2019-20 Revised Budget	FY2020-21 Proposed Budget
Revenue	$ 502,372	$ 498,012	$ 409,047
Expenditures	$ 501,009	$ 499,588	$ 420,509

- Major Expenses
  - 2019 Refunding Bond - $254,274
  - 2015 Bond - $164,735

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FY 2020-2021 Proposed Budget
Revenue Bond I&S Fund Overview

	FY2018-19 Actuals	FY2019-20 Revised Budget	FY2020-21 Proposed Budget
Revenue	N/A	$ 561,948	$ 554,702
Expenditures	N/A	$ 561,948	$ 554,702

- Major Expenses
  - 2019 Refunding Bond - $237,552
  - 2018 Bond - $314,650

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FY 2020-2021 Proposed Budget
Utility Impact Fee Fund Overview

	FY2018-19 Actuals	FY2019-20 Revised Budget	FY2020-21 Proposed Budget
Revenue	N/A	$ 150,000	$ 200,000
Expenditures	N/A	$ 150,000	$ 200,000

- Major Expenses
  - Utility Construction (if needed) - $200,000

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FY 2020-2021 Proposed Budget
Street Construction Fund Overview

	FY2018-19 Actuals	FY2019-20 Revised Budget	FY2020-21 Proposed Budget
Revenue	N/A	$ 400,000	$ 400,000
Expenditures	N/A	$ 400,000	$ 400,000

- Major Expenses
  - Street Repairs - $400,000

FY 2020-2021 Proposed Budget
Utility Construction Fund Overview

	FY2018-19 Actuals	FY2019-20 Revised Budget	FY2020-21 Proposed Budget
Revenue	N/A	$ 250,000	$ 150,000
Expenditures	N/A	$ 6,500,000	$ 6,650,000

- Major Expenses
  - Pump Station - $6,650,000

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FY 2020-2021 Proposed Budget
Drainage Improvement Fund
Overview

	FY2018-19 Actuals	FY2019-20 Revised Budget	FY2020-21 Proposed Budget
Revenue	N/A	$ 100,000	$ 100,000
Expenditures	N/A	$ 100,000	$ 100,000

- Major Expenses
  - Drainage Improvements - $100,000

CITY OF PARKER Uniquely Country

FY 2020-2021 Proposed Budget
Facilities Improvement Fund
Overview

	FY2018-19 Actuals	FY2019-20 Revised Budget	FY2020-21 Proposed Budget
Revenue	N/A	$ 125,000	$ 350,000
Expenditures	N/A	$ -	$ 350,000

- Major Expenses
  - Municipal Complex - $350,000

FY 2020-2021 Combined Budget Summary

			FY 2019-20				FY 2020-21			
Fund	Fund Title	Audited Fund Balance 9/30/19	Total Revenues	Total Expenditures	Net Inc/(Dec)	Estimated Fund Balance 9/30/20	Total Revenues	Total Expenditures	Net Inc/(Dec)	Estimated Fund Balance 9/30/21
01	General Fund	4,852,624	4,587,608	5,750,188	(1,162,580)	3,690,044	4,963,786	4,963,390	396	3,690,440
03	Water/Wastewater Fund	1,773,836	3,467,000	3,409,395	57,605	1,831,441	3,685,600	3,681,967	3,633	1,835,074
05	Solid Waste Fund	-	410,748	407,128	3,620	3,620	437,792	432,264	5,528	9,148
21	Law Enforcement Fund	7,898	-	7,898	(7,898)	-	-	7,898	(7,898)	(7,898)
22	Equipment Replacement Fund	-	275,000	104,274	170,726	170,726	275,000	65,600	209,400	380,126
23	Court Security Fund	36,910	3,000	6,000	(3,000)	33,910	3,300	4,500	(1,200)	32,710
24	Court Technology Fund	7,554	3,500	8,300	(4,800)	2,754	3,600	8,300	(4,700)	(1,946)
25	Child Safety Fund	-	2,600	5,200	(2,600)	(2,600)	5,000	5,000	-	(2,600)
26	Police Donations Fund	6,780	-	6,780	(6,780)	-	250	8,505	(8,255)	(8,255)
27	Fire Donations Fund	174,469	180	102,200	(102,020)	72,449	2,180	64,200	(62,020)	10,429
29	Parks Fund	500	-	-	-	500	10,000	10,000	-	500
40	General Obligations Debt Service Fund	169,477	498,012	499,588	(1,576)	167,901	409,047	420,509	(11,462)	156,439
41	Revenue Bond I&S Fund	-	561,948	561,948	-	-	554,702	554,702	-	-
60	Utility Impact Fee Fund	961,104	150,000	150,000	-	961,104	200,000	200,000	-	961,104
61	Street Construction Fund	-	400,000	400,000	-	-	400,000	400,000	-	-
62	Utility Construction Fund	7,475,891	250,000	6,650,000	(6,400,000)	1,075,891	150,000	6,650,000	(6,500,000)	(5,424,109)
63	Drainage Improvement Fund	-	100,000	100,000	-	-	100,000	100,000	-	-
65	Facilities Improvement Fund	-	125,000	-	125,000	125,000	350,000	350,000	-	125,000

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Comments or Questions?

Changes since Budget Meeting on August 18, 2020

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