

**MINUTES**  
**CITY COUNCIL MEETING**  
**January 3, 2012**

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

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

Mayor Cordina called the meeting to order at 6:05 p.m. with Councilmembers Leamy, Sumrow, Marshall, Evans and Levine present. A quorum was present.

Staff Present: City Attorney James Shepherd, Interim City Administrator Jeff Flanigan, City Secretary Carrie Smith, Finance/HR Manager Johnna Boyd, Police Chief Tony Fragoso and Fire Chief Mike Sheff.

**EXECUTIVE SESSION 6:00 – 7:00 PM**

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:**

Mayor Cordina recessed the regular meeting at 6:05 p.m.

a. Govt. Code 551.074— Personnel—to deliberate the appointment, employment, evaluation, reassignment, or duties, of a public officer or employee---City Administrator, Assistant City Administrator, City Secretary, Finance/HR Manager, Police Chief, Police Officers, Court Clerk, Building Official, Water Department Employees, Administrative Assistant, Utility Billing Clerk, Mayor and Councilmembers.

**2. RECONVENE REGULAR MEETING.**

Mayor Cordina reconvened the regular meeting at 7:05 p.m.

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

No action.

**PLEDGE OF ALLEGIANCE**

AMERICAN PLEDGE: Resident Lee Pettle led the pledge.

**TEXAS PLEDGE:** Councilmember Leamy led the pledge.

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

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Parker Lake Estates Home Owner's Association President David Leamy requested the City's assistance to work with the City of Lucas and Wal-mart to improve the landscape buffer for the Wal-Mart site in Lucas. This item will be placed on a future agenda for discussion.

## **INDIVIDUAL CONSIDERATION ITEMS**

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**4. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON MEETING MINUTES FROM NOVEMBER 1, 2011.**

MOTION: Mayor Pro Tem Marshall moved to approve the minutes as written. Councilmember Leamy seconded with Councilmembers Leamy, Sumrow, Marshall, Evans and Levine voting for. Motion carried 5-0.

**5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON MEETING MINUTES FROM NOVEMBER 15, 2011.**

MOTION: Councilmember Leamy moved to approve the minutes as written. Councilmember Evans seconded with Councilmembers Leamy, Sumrow, Marshall, Evans and Levine voting for. Motion carried 5-0.

**6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON MEETING MINUTES FROM DECEMBER 6, 2011.**

MOTION: Councilmember Sumrow moved to approve the minutes as written. Councilmember Leamy seconded with Councilmembers Leamy, Sumrow, Marshall and Levine voting for. Evans abstained. Motion carried 4-0.

**7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2011-358 APPROVING A LEASE AGREEMENT WITH KONICA MINOLTA BUSINESS SOLUTIONS FOR BIZHUB C452 COPIER.**

City Attorney Shepherd has been working with Konica Minolta to finalize the contract. He is awaiting a written letter stating no taxes are to be charged to the City .

MOTION: Councilmember Levine moved to approve Resolution 2011-358 subject to receiving a letter from Konica Minolta Business Solutions stating the City is not responsible for any taxes; and amending Section 1 of the Resolution by adding a "C" to the model number. Councilmember Leamy seconded with Councilmembers Leamy, Sumrow, Marshall, Evans and Levine voting for. Motion carried 5-0.

City Attorney Shepherd will revise the Resolution and return for execution once the letter from Konica Minolta is received.

City Secretary Smith was asked to void resolution number 2011-358 and reassign the next available number beginning with 2012.

8. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2012-360 AMENDING THE NEWSLETTER GUIDELINES.

MOTION: Councilmember Levine moved to approve Resolution 2012-360 appointing Councilmember Sumrow to the vacancy on the committee, and removing Section 2.1.1 from the Guidelines. Councilmember Marshall seconded with Councilmembers Leamy, Sumrow, Marshall, Evans and Levine voting for. Motion carried 5-0.

9. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION 2012-361 AN INTERLOCAL AGREEMENT WITH LOVEJOY ISD FOR SEWER SERVICE.

Interim City Administrator Flarigan requested this item be tabled to a future date to allow City Attorney Shepherd additional time to finish the contract negotiations.

Item was tabled.

10. CONSIDERATION AND/OR APPROPRIATE ACTION ON ANTICIPATED USE OF FUNDRAISING DOLLARS BY THE FIRE DEPARTMENT DURING FY 2011-2012.

Fire Chief Sheff reviewed the Fire Department's forecast of expenditures with respect to proceeds from the annual fundraiser and other donations received from time to time. Approximately \$61,000 in proceeds was received from the 2011 fundraiser.

\$32,500 will be spent in FY 2011-2012 on the following items:

- a) \$5,000 to install temperature control devices (air conditioning/heating of the cab) on Engine 1 and to modify the interior of the cab in order to store advanced life support equipment and drugs on-board the engine while it sits in the fire station.
- b) \$5,000 to purchase a small, 16 foot cargo trailer to hold the department's specialized rope and swift water rescue equipment and gear.
- c) \$17,500 to be "reserved" for the future purchase of a Lifepak 15 defibrillator/monitor. The monitor will be purchased during FY 2013.
- d) \$5,000 for contingency purposes.

Council thanked Chief Sheff for presenting the plan and requested a monthly statement be sent to Finance Manager/H.R. Boyd. It was suggested that the information in the Chief's report be included in a future newsletter. (See Exhibit 10A for complete report).

11. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON TML TRAINING/  
MEETING FOR MAYOR CORDINA.

No action.

**ROUTINE ITEMS**

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12. FUTURE AGENDA ITEM REQUESTS.

Discussion on Lucas Wal-mart site.  
LISD Sewer Service Agreement.

13. UPDATES

a. Property Cleanup

Interim City Administrator Flanigan noted the City would be renting equipment to remove the concrete foundation from the old water tower, as well as the storm cellar.

He also noted he and Mayor Pro Tem Marshall attended a meeting at North Texas Municipal Water District (NTMWD) and the drought conditions are not improving. NTMWD may implement Stage 4 water restrictions in April. The restrictions may have a severe impact on the City's water revenue and may prohibit any new home permits.

b. November Department Reports – Finance, Police, Animal Control, Fire, Building, website

14. ADJOURN

Mayor Cordina adjourned the meeting at 8:10 p.m.

APPROVED:



ATTESTED:

Carrie L. Smith, TRMC, CMC  
City Secretary

APPROVED on the 10th day of  
January, 2012.

**Exhibits**  
10A – Fire Department Report



## **Anticipated Use of Fundraising Dollars by the Fire Department during FY 2011\_2012**

### **Background:**

During the budget workshop last summer I was asked to provide Council for informational purposes the fire department's forecast expenditures with respect to proceeds from our annual fundraiser and other donations received from time to time.

For background, the fire department is administered by a leadership team which I head. The leadership team, all of whom are Parker residents, consists of myself as Fire Chief, Richard Sherard as Assistant Fire Chief and the division chiefs of our three functional areas: Operations (Marcus Allen), Emergency Medical Services (Kelley Stalder) and Administration (Pete Loughlin). Based upon recommendations from each member of the leadership team with respect to their area of responsibility, we develop our capital and other needs (based upon a strategic vision we adopted some time ago), then meet and prioritize the items. Independently, I set for the leadership team the amount of the fundraising proceeds I believe should be retained by the department for future needs and the amount of funds to be spent during this current fiscal year based upon the priorities set by the team.

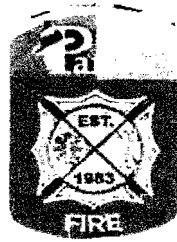
### **Anticipated use of fundraising dollars during FY 2011\_2012:**

We raised approximately \$61,000 in proceeds from the 2011 fundraiser. About half is to be retained for future needs of the department and about half is to be spent on the items noted below. By saving for the future we build over time sufficient funds to facilitate the purchase of large dollar items. I believe such a financial plan is consistent with the spirit of those who donated the funds, is fiscally prudent and sound and is in the best interests of the citizens of Parker.

In order of priority, we have set aside \$32,500 of the \$61,000 raised by the fundraiser as follows:

\$5,000 to install temperature control devices (air conditioning/heating of the cab) on Engine 1 and to modify the interior of the cab in order to store advanced life support equipment and drugs on-board the engine while it sits in the fire station.

**Strategic Need:** Presently, we store our advanced life support bags (including drugs) in the watch room along with the defibrillator. When a medical call or accident call is received, the items are moved to Engine 1. Unfortunately, there have been times where the equipment and drugs were left behind. To ensure the equipment is always where it needs to be we plan to add the additional temperature controls to the cab that will operate off of the 120 volt land line that is attached to each



apparatus when they sit in the apparatus bay. We will obtain the requisite approval from City Administration before adding the additional land line.

\$5,000 to purchase a small, 16 foot cargo trailer to hold the department's specialized rope and swift water rescue equipment and gear.

**Strategic Need:** Presently, our technical rescue equipment is stored either on Engine 10 or in the fire station bunker room. In order to reach necessary firefighting equipment at the scene of a fire the rescue equipment must first be removed from Engine 10. This includes removing the heavy stokes basket which requires two firefighters to safely move. The use of a small trailer for technical rescue equipment is common for fire departments. A hitch will be added to the rear of Brush 1 to accommodate the trailer. The trailer will remain inside the fire station and will be attached to Brush 1 if and when it is needed.

\$17,500 to be "reserved" for the future purchase of a Lifepak 15 defibrillator/monitor. The monitor will be purchased during FY 2013.

**Strategic Need:** Several years ago as a pre-requisite to initiating advanced life support services we purchased a pre-owned Lifepak 12 defibrillator/monitor for approximately \$15,000 or half the cost of a new defibrillator. The Lifepak 15 is the current Lifepak model in-market today and has enhancements over the 12 model that is desired by our medical control physician. The Lifepak model of defibrillator is used by East Texas, Wylie FD, Plano FD and Murphy FD. The manufacturer has advised us that the model 12 has reached the end of its lifecycle with the manufacturer and will no longer be supported after 2013. We are placing half the estimated \$35,000 purchase price of a model 15 into "reserve" and plan on purchasing a LifePak 15 during FY 2013. As an aside, in the past five months we have responded to three instances of cardiac arrest in Parker.

\$5,000 for contingency purposes.

**Strategic Need:** We typically are faced with the need to supplement specialized training over and beyond that in the city budget or the purchase of unforeseen equipment needed on an immediate-need basis. This includes nozzles, hose, IT items and the like. These items are consistent with the purpose of the fundraising.

#### **Summary:**

In round numbers the fire department has accumulated \$161,000 in total fundraising dollars that are held in either bank accounts or C/Ds. These monies include the results of our most recent fundraiser. Based upon the above-referenced use of proceeds as established by the fire department's leadership



team we expect to reduce the \$161,000 to \$128,500 in available funds for future needs plus an additional \$17,500 set aside for the Lifepak 15.

Mike Sheff  
Fire Chief

November 28, 2011