



MINUTES
CITY COUNCIL MEETING
JUNE 20, 2023

CALL TO ORDER – Roll Call and Determination of a Quorum

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

Mayor Lee Pettle called the meeting to order at 7:00 p.m. Mayor Pro Tem Michael Slaughter and Councilmembers Todd Fecht, Terry Lynch, Amanda Noe and Jim Reed were present.

Staff Present: City Administrator Luke Olson, Asst. City Administrator/City Secretary Patti Scott Grey, Finance/Human Resources Director Grant Savage, City Attorney Amy J. Stanphill, Public Works Director Gary Machado, City Engineer John Birkhoff, P.E., Fire Chief Mike Sheff, Assistant Fire Chief Justin Miller, Fire Division Chief Jeff Kendrick, and Police Chief Kenneth Price (arrived at 7:29 p.m.)

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Richard Pratt led the pledge.

TEXAS PLEDGE: Lucy Estabrook led the pledge.

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

Richard Pratt, 6404 Northridge Parkway, Southridge Homeowners' Association President, said he and several members of the association were present tonight. They were at the meeting to express their safety and lifestyle concerns for residents along Ravensthorpe Drive and the entire community once the proposed FM 2551 is completed and to request a lockable gate to block Ravensthorpe. [See Exhibit 1 – Richard Pratt's handout, dated June 20, 2023.]

ITEMS OF COMMUNITY INTEREST

Mayor Pettle reviewed the upcoming Community Interest items below:

CITY HALL CLOSED – MONDAY, JULY 3, 2023

CITY HALL CLOSED – TUESDAY, JULY 4, 2023

CITY COUNCIL (CC) – TUESDAY, JULY 4, 2023, 7 PM – CANCELED – DUE TO JULY 4TH HOLIDAY. PARKS AND RECREATION COMMISSION (P&R) – WEDNESDAY, JULY 12, 2023, 6 PM

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

1. APPROVAL OF MEETING MINUTES FOR JUNE 6, 2023.

MOTION: Mayor Pro Tem Slaughter moved to approve the consent agenda items presented. Councilmember Lynch seconded with Councilmembers Fecht, Lynch, Noe, Reed, and Slaughter voting for the motion. Motion carried 5-0.

INDIVIDUAL CONSIDERATION ITEMS

2. CONSIDERATION OF AND/OR ANY APPROPRIATE ACTION ON WHITESTONE ESTATES, PHASE 5 FINAL PLAT, INCLUDING VACATING THE PLAT OF PARKER ESTATES, AN ADDITION TO THE CITY OF PARKER, COLLIN COUNTY, TEXAS, RECORDED IN VOLUME 10, PAGE 28 OF THE MAP OR PLAT RECORDS OF COLLIN COUNTY, TEXAS.

Developer Preston Walhood, with the Warner Group, Inc., 4040 N Central Expressway, Suite 850 Dallas, Texas 75204, reviewed the Whitestone Estates Phase 5 Final Plat and requested Council approve the final plat.

City Engineer Birkhoff also reviewed the Whitestone Estates Phase 5 Final Plat, discussing outstanding items from his June 19, 2023 letter. [See Exhibit 2 – City Engineer Birkhoff's letter, dated June 19, 2023.]

Discussion ensued.

MOTION: Councilmember Lynch moved to approve Whitestone Estates Phase 5 Final Plat, conditionally with items 2,3,4, and 8 of the June 19, 2023 City Engineer's letter to be completed. Councilmember Reed seconded with Councilmembers Lynch and Reed voting for the motion to approve and Councilmembers Fecht, Noe and Slaughter voting against the motion to approve. Motion failed 2-3.

There was discussion concerning items not being completed by a designated time.

MOTION: Mayor Pro Tem Slaughter moved to deny Whitestone Estates Phase 5 Final Plat. Councilmember Fecht seconded with Councilmembers Fecht, Noe and Slaughter for the motion to deny and Councilmembers Lynch and Reed voting against the motion to deny. Motion carried 3-2.

3. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 845 MAKING MODIFICATIONS TO THE PUBLIC SAFETY COMMITTEE COMPOSITION.

MOTION: Councilmember Noe moved to postpone Ordinance No. 845, making modifications to the Public Safety Committee composition, until such time as former Councilmember Diana Abraham is asked if she is willing to serve and Council is advised. Mayor Pro Tem Slaughter seconded with Councilmembers Fecht, Lynch, Noe, Reed, and Slaughter voting for the motion. Motion carried 5-0.

4. CONSIDERATION, DISCUSSION, AND/OR APPROPRIATE ACTION ON RESOLUTION NO 2023-739 REGARDING APPROVAL OF THE 2022-2023 INVESTMENT POLICY.

Finance/Human Resources Director Savage reviewed the item stating the Investment Committee met on April 12, 2023 to review the current policy, which was changed extensively last year (2022), and proposed no additional changes currently.

MOTION: Mayor Pro Tem Slaughter moved to approve Resolution No 2023-739 regarding approval of the 2022-2023 Investment Policy with no changes. Councilmember Lynch seconded with Councilmembers Fecht, Lynch, Noe, Reed, and Slaughter voting for the motion. Motion carried 5-0.

5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2023-740 MAKING APPOINTMENTS TO THE WEBSITE DEVELOPMENT SUBCOMMITTEE.

Mayor Pettle asked if any councilmember would be interested in being appointed to the Website Development Subcommittee. Councilmember Reed said he might.

MOTION: Mayor Pro Tem Slaughter moved to nominate Councilmember Jim Reed.

Mayor Pettle asked if Councilmember Reed was willing to serve and he agreed to serve.

Councilmember Fecht seconded with Councilmembers Fecht, Lynch, Noe, Reed, and Slaughter voting for the motion. Motion carried 5-0.

6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2023-741 MAKING AN APPOINTMENT TO THE PLANNING AND ZONING (P&Z) COMMISSION ALTERNATE 3 POSITION FOR THE REMAINDER OF THE TERM TO NOVEMBER 30, 2023.

Mayor Pettle reviewed the Boards and Commissions Membership Selection process set forth in Resolution No. 2021-658. She noted there was a vacant Alternate 3 position on the Planning and Zoning (P&Z) Commission when Councilmember Fecht was elected to Council and the only application the City currently has is Lucy Estabrook's application. Ms. Estabrook chose P&Z as her first choice on the Boards and Commission's application, but there was no vacancy at the time. Now, that there is a vacancy Ms. Estabrook has requested to be transferred, and if Council so desires, Ms. Estabrook has provided a resignation from her current board position on the Zoning Board of Adjustment (ZBA).

MOTION: Mayor Pro Tem Slaughter made a motion to accept Lucy Estabrook's resignation from ZBA effectively immediately and further to approve Resolution No. 2023-741 appointing Lucy Estabrook to P&Z Commission Alternate 3 position for the remainder of Todd Fecht's term, expiring November 30, 2023. Councilmember Fecht seconded with Councilmembers Fecht, Lynch, Noe, Reed, and Slaughter voting for the motion. Motion carried 5-0. [See Exhibit 3 – Lucy Estabrook's letter, dated June 13, 2023.]

ROUTINE ITEMS

7. UPDATE(S):

FM 2551

City Administrator Luke Olson and Director of Public Works Gary Machado said there has been no progress or changes to the project to report.

NEWSLETTER COMMITTEE

Mayor Pettle requested the Parker Newsletter be paused. With former Councilmember Meyer no longer on City Council, it was time to review the Comprehensive Plan survey comments and the general cost effectiveness of the newsletter to determine whether it should be continued in its current

format. The Mayor solicited comments from the Council, Staff and residents. The Council agreed to pause the Parker Newsletter.

ANY ADDITIONAL UPDATES

There were no additional updates at this time.

MONTHLY/QUARTERLY REPORTS

Council accepted the departmental and quarterly reports hyperlinked below:

[May 2023 - Building Permit/Code Report](#)

[May 2023 – Court Report](#)

[May 2023 – Finance \(monthly financials\) Report](#)

[May 2023 – Website \(PIWIK\) Report](#)

DONATION(S)

8. ACCEPTANCE OF DONATION(S) FOR POLICE, FIRE, AND CITY STAFF FOR THE RECORD (Each valued at between \$0 - \$500).

Tim and Cyndi Daugherty donated chips, cliff bars and apple sauce packs valued at \$45 to the Police Department.

Chip and Linda Justice donated Tiff's Treats cookies valued at \$100 to the Police Department.

Mayor Pettle, on behalf of herself, City Council, and City Staff, thanked the donors for their kind and generous donations.

FUTURE AGENDA ITEMS

9. FUTURE AGENDA ITEMS

Mayor Pettle asked if there were any items to be added to the future agenda.

Hearing no additional requests, she encouraged everyone to email her any requests. She noted the next regularly scheduled meeting would be Tuesday, July 18, 2023, due to the regular meeting falling on the "4th of July Holiday" being canceled.

Mayor Pettle asked residents to check the City's website calendar, as Staff was working with Council to get meetings set.

WORKSHOP

BRUSH TRUCK

Assistant Fire Chief Miller reviewed the Brush Truck PowerPoint in tonight's packet.

FIRE CHIEF MIKE SHEFF RECOGNITION AND PROCLAMATION

Assistant Fire Chief Miller and Fire Division Chief Kendrick on behalf of the Mayor, Council, City Staff, including the Fire Department honored Fire Chief Mike Sheff with a plaque, proclamation, and a gift for 40 years of volunteer service to the Parker Fire Department. Everyone applauded their appreciation for Chief Sheff's service.

EXECUTIVE SESSION AND ADJOURNMENT

Mayor Pettle asked City Council if anyone needed to recess into executive session at this time. Hearing no requests, the Mayor adjourned the meeting at 8:35 p.m.

ADJOURN

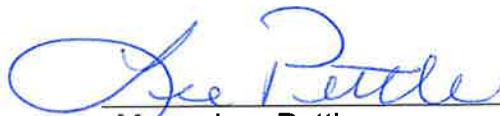


ATTESTED:



Patti Scott Grey, City Secretary

APPROVED:



Mayor Lee Pettle

Approved on the 18th day
of July, 2023.

Southridge Estates HOA Notes for FM-2551 Widening Project

Intro

- Presentation by Richard Pratt, President of the Southridge Estates Home Owner's Association
- Purpose: to present our safety and lifestyle concerns with a proposed new entrance to Southridge Estates from the re-routed FM-2551 at Ravensthorpe Drive.
- Also, in response to our written request to divert traffic to a more suitable intersection by installing a lockable gate across Ravensthorpe Drive, the City Administrator, Mr. Luke Olson, indicated that this item would need to be presented to City Council for consideration.

Request

- Due to the re-route of FM-2551, a new entrance to Southridge Estates is proposed on Ravensthorpe Drive. This will create a third entrance to our neighborhood.
- We are requesting to install a locking gate to primarily address safety concerns for traffic on FM-2551, traffic turning onto FM-2551, and thru our neighborhood. We expect a significant increase in traffic on Ravensthorpe by using our neighborhood as a pass-thru, or shortcut, to neighborhoods north and east of Southridge Estates.
- Ravensthorpe Drive was not designed to accommodate pass-thru traffic – there are no curbs, sidewalks, lane markings, insufficient signage and lighting. Our residents and children now safely walk, bicycle, skate, and play in our quiet streets. By allowing this significant increase in traffic, we believe this will become a major safety issue to our community, will create a higher incidence of automobile and pedestrian accidents, generate unwanted noise, and facilitate higher crime rates – thereby eroding our quiet and neighborly Parker lifestyle.
- The better route would be to divert traffic to Curtis Drive, a much more suitable intersection about two hundred yards away. The intersection is larger, well lit, and built to accommodate the traffic. Curtis Drive currently provides access to the two entries to our neighborhood.
- There is a gate similar to our request in the neighboring city of Allen. The Waterford Trails subdivision has installed a gate in a cul-de-sac that opens to Stacy Road. Emergency and City Services are provided full access thru the gate.
- In addition, another concern for our community is for our five neighbors being isolated from Southridge Estates. We are not aware of any plans to address the entrance to the cul-de-sac and want to ensure that the integrity of our neighborhood environment is maintained and safety concerns are addressed. This includes neighborhood marker, suitable street signage, street lights, and other items.

History

- Our community has overwhelmingly approved this effort, initiating our committee a couple of years ago, and was re-affirmed last year with a 93.5% vote in favor.
- Over the past two years, our HOA committee brought this request to the City's attention with several meetings with the honorable Mayor Pettle, Public Works Director Mr. Gary Machado, City Administrator Mr. Luke Olson, and Fire Chief Mike Sheff.
- Fire Chief Sheff was in favor of the use of a gate, if approved by City Council. Police Chief Kenneth Price is aware of our request, but we have not followed up with him.
- After an April meeting with Mayor Pettle, Mr. Machado, and Mr. Olson, we submitted a written request to Mr. Olson, via letter dated April 21, 2023, and a follow-up request for Mr. Olson to respond on May 25. Mr. Olson did respond on May 31 that the letter was passed to the City Engineer, Mr. John Birhoff for review and that we would need to present to City Council.

Closing

- In closing, as a representative of the Southridge Estates HOA, I am here to respectfully ask the City Council to study the expected negative effects on our neighborhood by creating another entrance to Southridge Estates due to the re-route of FM-2551, and then introduce and pass a resolution to allow our HOA to install a gate across Ravensthorpe Drive, on the northside of FM-2551, to divert pass-thru traffic to the new Curtis Drive intersection prior to the completion of the project.

**Parker Southridge Homeowners Association, Inc.
Texas Star Community Management
6401 S. Custer Road, Suite 2020
McKinney, Texas 75070**

April 21, 2023

Mr. Luke Olson, City Administrator
5700 E Parker Rd
Parker, TX 75002

RE: Parker Southridge Estates HOA

Dear Mr. Olson,

Thank you for meeting with representatives of the Southridge Estates HOA on Thursday, April 19, 2023, to discuss our concerns with the FM 2551 widening/reroute and its anticipated negative effects on our neighborhood. We were also pleased to meet with our distinguished Mayor, Ms. Lee Pettle and Public Works Director Mr. Gary Machado.

We respectfully request that you reconsider allowing the Southridge Estates HOA to install a gate across Ravensthorpe Drive at our cost before traffic and safety concerns become a problem.

The request we discussed is to install a gate across Ravensthorpe Drive at the intersection with the planned reroute of FM 2551. We request this gate to address primarily safety issues for traffic on FM 2551, traffic turning onto FM 2551, and unwanted traffic through our neighborhood. We expect a significant increase in traffic on Ravensthorpe by using our neighborhood as a shortcut to neighborhoods north and east of Southridge Estates. The most suitable route is to use Curtis Drive, a few hundred yards away. The desire to close this access was approved by our HOA members in July 2022, with 93.5% in favor. In fact, this issue has already been brought to the city on numerous occasions over the last several years.

This gate in no way would impede traffic on FM 2551 and will have no impact on right-of-way, street/curb design, or utilities. Emergency services will be provided full-access, and the two existing entrances from Curtis Drive provide the necessary access for our residents and the public.

Pictures of a similar gate to our request were shown in the meeting from the Waterford Trails subdivision of Allen, Texas.

We do not understand the reluctance of the City of Parker to avoid setting a gate across Ravensthorpe, choosing to pursue other options first. You and Mr. Machado mentioned alternative solutions such as reduced speed limits, additional stop signs, speedbumps, traffic monitoring devices, and additional police patrols – indicating that a gate should be used only as a last resort. The Southridge Estates HOA is extremely concerned about using a gate only as a last resort and questions why the safety of all concerned would be put at risk.

Parker Southridge Homeowners Association, Inc.
Texas Star Community Management
6401 S. Custer Road, Suite 2020
McKinney, Texas 75070

To properly communicate the city's position on this request to our residents, we would appreciate a written explanation.

We look forward to your written reply.

Sincerely,

Kelli Swope

On behalf of
Richard Pratt
Board of Directors
Southridge Estates HOA

CC: President Sally Binnix
Vice President Michael Grant
Committee Member Mike Hurley (in attendance)
Committee Member Mike Masten (in attendance)
Texas Star Community Management Representative Kelli Swope

Southridge Estates Homeowners Association

c/o Texas Star Community Management
6401 S Custer Rd
Suite 2020
McKinney, TX 75070

May 23, 2023

City of Parker, Texas
Attn: City Administrator
Mr. Luke Olson
5700 E Parker Road
Parker, TX 75002

Dear Mr. Olson,

On behalf of the Southridge Estates Homeowners Association, a letter was sent to you dated April 21, 2023, and received on April 25, 2023, by Pat Skinner. (Letter attached). We are seeking approval to build a gate across Ravensthorpe Drive to restrict unwanted traffic from turning into our neighborhood. We believe this to be a significant safety and traffic issue.

To date, we have not received a reply from the City of Parker and would appreciate your approval of our plan, or a detailed explanation of why we cannot install the requested gate by June 15, 2023.

We look forward to your reply.

Sincerely,

Kelli Swope

On behalf of
Richard Pratt
President
Southridge Estates HOA

CC: Vice President – Dave Sheppard
Treasurer – Laura Mawhinney
Texas Star Community Management Representative Kelli Swope



Luke B. Olson, City Administrator
5700 E Parker Road Parker, TX. 75002
(972) 442-8811 (972) 442-2894 fax
www.parkertexas.us

May 31, 2023

Mr. Richard Pratt
President of Southridge Estate HOA
Texas Star Community Management
6401 S. Custer Road, Suite 2020
McKinney, TX. 75070

RE: Parker Southridge Estates HOA Request

Dear Mr. Pratt:

Thank you for your letters dated April 21, 2023, and May 25, 2023. As we discussed in our meeting on April 19, 2023, written requests of this nature must be reviewed by the City of Parker Engineer, John Birkhoff.

The City of Parker received the April 21, 2023, letter from the Southridge Estates HOA on April 25, 2023, and the request was forwarded to the City of Parker Engineer April 27, 2023. Since the request would eliminate an entryway on a public roadway, it must be presented to the City Council for consideration. Once the City Engineer completes his review of the request and a determination has been made, the City of Parker will follow up with another written communication.

Thank you,

Luke B. Olson
City Administrator

FM 2551 Re-route

Intersection with Ravensthorpe Dr

Legend

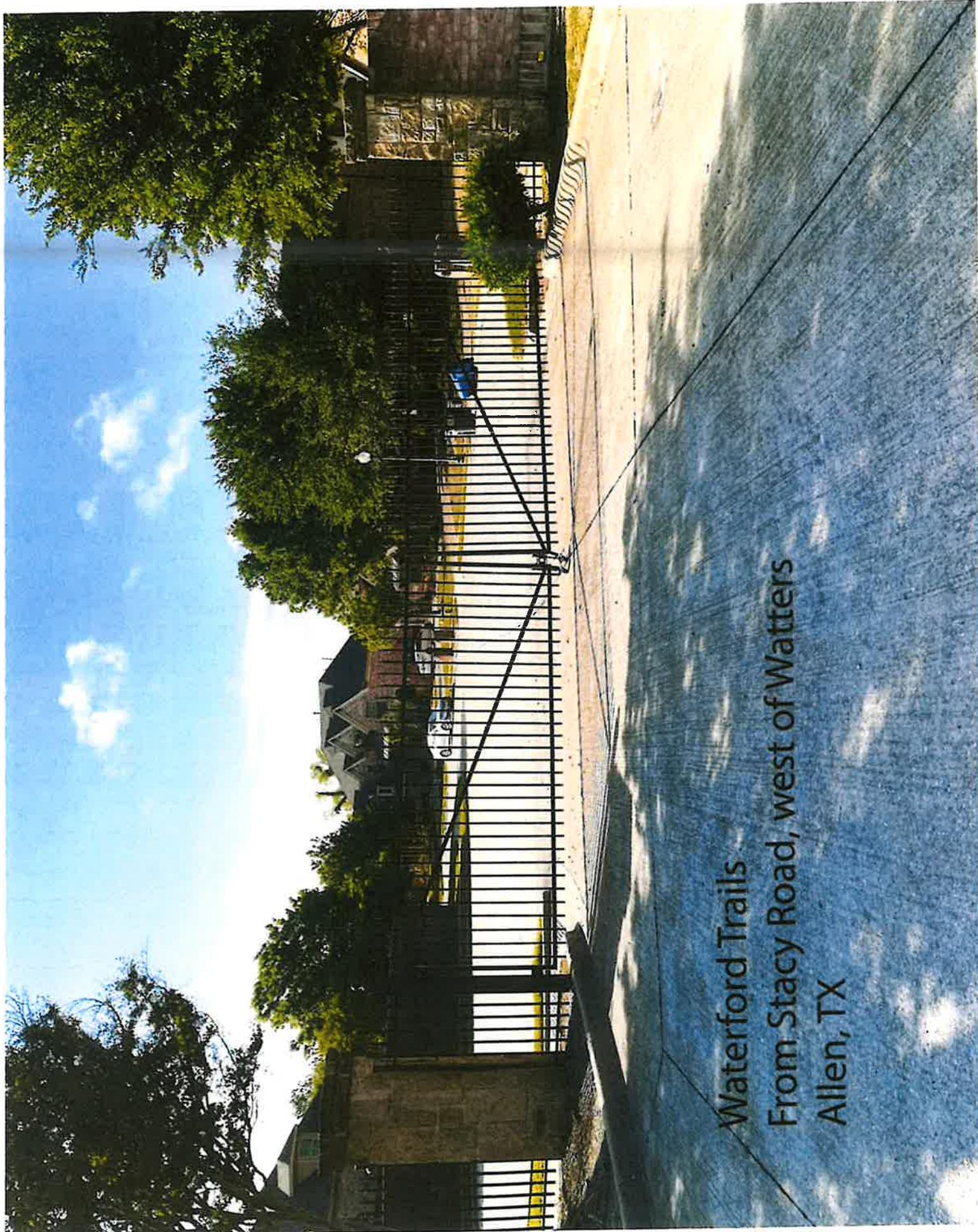


FM 2551 Re-route

Intersection with Ravensthorpe Dr







Waterford Trails
From Stacy Road, west of Watters
Allen, TX

**BIRKHOFF, HENDRICKS & CARTER, L.L.P.
PROFESSIONAL ENGINEERS**

11910 Greenville Ave., Suite 600

Dallas, Texas 75243

Phone (214) 361-7900

www.bhcllp.com

JOHN W. BIRKHOFF, P.E.
GARY C. HENDRICKS, P.E., R.P.L.S.
JOE R. CARTER, P.E.
ANDREW MATA, JR., P.E.

DEREK B. CHANEY, P.E., R.P.L.S.
CRAIG M. KERKHOFF, P.E., CFM
JUSTIN R. IVY, P.E.
COOPER E. REINBOLD, P.E.

June 19, 2023

Mr. Gary Machdo
Director of Public Works
5700 East Parker Road
Parker, Texas 75002

Re: Whitestone 5&6

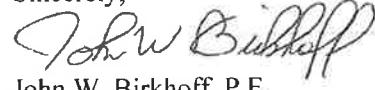
Dear Mr. Machado:

On Monday June 19, 2023, we accompanied you on a follow up inspection of the Whitestone Phase 5&6 subdivision project, we noted the following:

1. All large rocks in the drainage channels need to be removed. The City told the construction contractor to remove the rocks before they placed the erosion mat. The contractor did not abide by direction from the city inspector. All rocks greater than 2 inches must now be removed and the areas filled with topsoil and vegetation established.
2. Where franchise utilities completed construction, the channel side slopes need to be reestablished and vegetated.
3. Many of the valve stack pads after construction did not establish the slope of the channel on the side opposite the street. The side slope of the channels need to be established along with vegetation. We could not verify this work was completed due to the high weeds present on June 19th.
4. The channel downstream of the headwall at Somerset and Richmond headed to the pond needs to be graded, compacted and vegetation established. The inspection shows the area was graded about a foot higher than the outfall of the culvert. From the outfall of the culvert headwall to the pond must drain. The solid sod placed and established will need to be redone.
5. Silt in the pond needs to be removed at the storm sewer pipe outfall. We understand the developer has hired a firm called Pond Medic to complete this work.
6. Fire hydrant and valve pad at Richmond and Belvedere needs to have the wood forms removed.
7. The sidewalk along Belvedere had redwood joints protruding above the surface and these need to be level to the top of the sidewalk pavement. The rework looks like the contractor split the redwood joint then nailed a new section into the lower part to the redwood. Spoil material was thrown into the drainage channel. The scab patch needs to be removed and the expansion joint filled with a silicone sealant.
8. The nuts and washers on the bridge railing need to be replaced with stainless steel washers and nuts. The cut anchor stud needs the cut epoxy coated.

We are available at your convenience to discuss any questions you may have on our comments.

Sincerely,



John W. Birkhoff, P.E.

Patti Grey

From:
Sent: Tuesday, June 13, 2023 4:32 PM
To: Patti Grey
Subject: Re: Resignation from ZBA

Would you like to print it, and I'll stop by and sign this week? It would be today, but just discovered meeting is cancelled.

—Original Message—

From: Patti Grey <PGrey@parkertexas.us>
To:
Sent: Tue, Jun 13, 2023 4:14 pm
Subject: RE: Resignation from ZBA

Thank you, but I will need you to sign the resignation prior to the 2023 0620 CC meeting. Ideally, in time for me to make copies for Council prior to the meeting.. Your earliest convenience will work.

Patti

From:
Sent: Tuesday, June 13, 2023 4:10 PM
To: Patti Grey <PGrey@parkertexas.us>
Subject: Resignation from ZBA

Dear Patti,

Please accept my resignation from ZBA. I'd like to pursue appointment to P&Z.

Thank you.

Lucy Estabrook
972-442-1329

Lucy Estabrook

