



**MINUTES**  
**CITY COUNCIL MEETING**  
**DECEMBER 17, 2024**

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

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

Mayor Lee Pettle called the meeting to order at 5:30 p.m. Mayor Pro Tem Jim Reed and Councilmembers Randy Kercho, Amanda Noe, and Buddy Pilgrim were present. Councilmember Todd Fecht was absent.

Staff Present: Asst. City Administrator/City Secretary Patti Scott Grey, Finance/Human Resources Director Grant Savage, Interim City Attorney Catherine Clifton, Public Works Director Gary Machado, Assistant Fire Chief Jeff Kendrick (arrived @ 6:42 p.m.), and Police Chief Kenneth Price (arrived @ 6:08 p.m.)

**WORKSHOP (5:30 – 7:00 PM)**

**1. PROPOSED PERSONNEL POLICY MANUAL**

[Proposed Personnel Policy Manual](#) (pages 5 – 60)

[Res. No. 2009254 \(Employee Handbook\)](#) (pages 61 – 91)

City Council, Interim City Attorney Clifton, Finance/HR Director Savage and other City Staff discussed the Proposed Personnel Policy Manual hyperlinked above.

Additional discussion is planned to continue at the next regularly scheduled City Council meeting, January 7, 2025 at 5:00 p.m.

Mayor Pettle adjourned the workshop at 6:58 p.m.

**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 7:10 p.m. Mayor Pro Tem Jim Reed and Councilmembers Randy Kercho, Amanda Noe, and Buddy Pilgrim were present. Councilmember Todd Fecht was absent.

Staff Present: Asst. City Administrator/City Secretary Patti Scott Grey, Finance/Human Resources Director Grant Savage, Interim City Attorney Catherine Clifton, Public Works Director Gary Machado, Assistant Fire Chief Jeff Kendrick, and Police Chief Kenneth Price

**PLEDGE OF ALLEGIANCE**

AMERICAN PLEDGE: Councilmember Kercho led the pledge.

TEXAS PLEDGE: Councilmember Noe 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.

No comments

## ITEMS OF COMMUNITY INTEREST

Mayor Pettle reviewed the upcoming Community Interest items below:

2. CITY OFFICES CLOSED – CHRISTMAS EVE, CHRISTMAS DAY, AND DAY AFTER CHRISTMAS [DECEMBER 24, 25, & 26, 2024]

CITY OFFICES CLOSED – NEW YEAR'S DAY [JANUARY 1, 2025]

REMINDER - CITY COUNCIL (CC) – TUESDAY, JANUARY 7, 2025

NOISE COMMITTEE - WEDNESDAY, JANUARY 8, 2025, 2 PM

PARKS AND RECREATION COMMISSION (P&R) – WEDNESDAY, JANUARY 8, 2025, 5 PM

Mayor Pettle also asked that any resident interested in one of the city boards or commissions, e.g., Planning and Zoning (P&R) Commission, Zoning Board of Adjustment (ZBA), and/or Parks and Recreation (P&R) Commission, please complete an application either by stopping by City Hall or downloading a copy from the city's website at [Board or Commission Application](#) and submit it to the City Secretary.

## INDIVIDUAL CONSIDERATION ITEMS

3. APPROVAL OF MEETING MINUTES FOR DECEMBER 3, 2024. [REGULAR MEETING]

MOTION: Councilmember Kercho moved to approve the December 3, 2024 City Council meeting minutes as presented. Mayor Pro Tem Reed seconded with Councilmembers Kercho, Noe, Pilgrim, and Reed voting for the motion. Motion carried 4-0.

4. CONSIDERATION, DISCUSSION, AND/OR APPROPRIATE ACTION ON RESOLUTION NO 2024-816 REGARDING APPROVAL OF THE 2024-2025 INVESTMENT POLICY. [Rescheduled from 2024 1112]

Finance/Human Resources Director Savage reviewed the information provided in the packet as follows:

“Section 2256.005, Texas Government Code requires the City Council review the investment policies and investment strategies not less than annually and to adopt a resolution or order stating the review has been completed and record any changes made. The investment policy was last reviewed by City Council on November 14, 2023.” Mr. Savage said there were no changes.

MOTION: Councilmember Noe moved to approve Resolution No 2024-816 regarding approval of the 2024-2025 Investment Policy. Councilmember Kercho seconded with Councilmembers Kercho, Noe, Pilgrim, and Reed voting for the motion. Motion carried 4-0.

City Council thanked Mr. Savage and said, “Great Job!”.

5. CONSIDERATION AND/OR ANY OTHER ACTION ON THE "WATER CCN TRANSFER PAYMENT AGREEMENT" BETWEEN THE CITY OF PARKER, TEXAS, AND INTEGRITY COMPANIES, LLC., RELATING TO THE TRANSFER OF PROPERTY FROM CITY OF PARKER'S CCN TO THE CITY OF WYLIE'S CCN. [ORDINANCE NO. 881] [Postponed from 2024 1119 and 2024 1203]

MOTION: Councilmember Pilgrim moved to postpone Ordinance No. 881, regarding the "Water CCN Transfer Payment Agreement" between the City of Parker, Texas, and Integrity Companies, LLC., relating to the transfer of property from City of Parker's CCN to the City of Wylie's CCN to the January 7, 2025 City Council meeting, and directed City Staff to bring any available information regarding the Wylie development to that meeting. Councilmember Noe seconded with Councilmembers Kercho, Noe, Pilgrim, and Reed voting for the motion. Motion carried 4-0.

6. CONSIDERATION AND/OR ANY OTHER ACTION ON THE AGREEMENT BETWEEN THE CITY OF WYLIE AND THE CITY OF PARKER," BETWEEN THE CITY OF PARKER AND THE CITY OF WYLIE RELATING TO THE TRANSFER OF APPROXIMATELY 48 ACRES LOCATED IN THE CITY OF WYLIE FROM PARKER'S WATER CERTIFICATE OF CONVENIENCE AND NECESSITY ("CCN") TO WYLIE'S WATER CCN. [ORDINANCE NO. 882] [Postponed from 2024 1119 and 2024 1203]

MOTION: Mayor Pro Tem Reed moved to postpone Ordinance No. 882, regarding the agreement between the City of Wylie and the City of Parker," between the City of Parker and the City of Wylie relating to the transfer of approximately 48 acres located in the City of Wylie from Parker's Water Certificate of Convenience and Necessity ("CCN") to Wylie's Water CCN to the January 7, 2025 City Council meeting, and directed City Staff to bring any available information regarding the Wylie development and/or developer issues to that meeting. Councilmember Noe seconded with Councilmembers Kercho, Noe, Pilgrim, and Reed voting for the motion. Motion carried 4-0.

7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON ORDINANCE NO. 886 APPOINTING A DEPUTY CITY SECRETARY WITH THE POWERS AND DUTIES TO ASSIST WITH SAID OFFICE AND TO SERVE IN THE ABSENCE OF THE CITY SECRETARY.

MOTION: Mayor Pro Tem Reed moved to postpone Ordinance No. 886 appointing a Deputy City Secretary with the powers and duties to assist with said office and to serve in the absence of the City Secretary to the January 7, 2025 City Council meeting for additional information. Councilmember Pilgrim seconded with Councilmembers Kercho, Noe, Pilgrim, and Reed voting for the motion. Motion carried 4-0.

8. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2024-823 MAKING APPOINTMENTS TO THE PLANNING AND ZONING (P&Z) COMMISSION.

Councilmember Kercho thanked the current Planning and Zoning (P&Z) Commission for their long service and said it was appreciated. Council agreed.

City Council reviewed the attendance information provided in the tonight's packet.

MOTION: Councilmember Kercho moved to reappoint Joe Lozano to the Place Two (2) voting position, term expiring 2026. Mayor Pro Tem Reed seconded with Councilmembers Kercho, Noe, Pilgrim, and Reed voting for the motion. Motion carried 4-0.

MOTION: Councilmember Noe moved to appoint Alternate two (2) Lucy Estabrook to Place Four (4) voting position, term expiring 2026, removing Dave Leamy. Mayor Pro Tem Reed seconded with Councilmembers Kercho, Noe, Pilgrim, and Reed voting for the motion. Motion carried 4-0.

MOTION: Councilmember Noe moved to appoint Alternate Three (3) Lynnette Ammar to Place Five (5) voting position, term expiring 2025, moving Jasmat Sutaria to the Alternate Two (2) position, term expiring 2025. Mayor Pro Tem Reed seconded with Councilmembers Kercho, Noe, Pilgrim, and Reed voting for the motion. Motion carried 4-0.

Mayor Pro Tem Reed moved to appoint Rajiv Gaind to the Alternate Three (3) position, term expiring 2025. Councilmember Kercho seconded with Councilmembers Kercho, Noe, Pilgrim, and Reed voting for the motion. Motion carried 4-0.

After the above changes, a listing of the updated P&Z Commission is as follows on the city's website at <https://www.parkertexas.us/144/Planning-Zoning-Commission> :

Member	Position	Term Expires
Russell Wright	Place One; Chairperson	November 2025
Joe Lozano	Place Two; Vice Chairperson	November 2026
Wei Wei Jeang	Place Three; Secretary	November 2025
Lucy Estabrook	Place Four; Voting	November 2026
Lynnette Ammar	Place Five; Voting	November 2025
Larkin Crutcher	Alternate One	November 2025
Jasmat Sutaria	Alternate Two	November 2025
Rajiv Gaind	Alternate Three	November 2025

9. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON RESOLUTION NO. 2024-826 FOR NEWSLETTER COMMITTEE APPOINTMENT.

Councilmember Noe volunteered for the vacant councilmember position on the Newsletter Committee.

MOTION: Councilmember Noe moved to approve Resolution No. 2024-826 for Newsletter Committee appointment, inserting her name for the vacant councilmember position. Mayor Pro Tem Reed seconded with Councilmembers Kercho, Noe, Pilgrim, and Reed voting for the motion. Motion carried 4-0.

## ROUTINE ITEMS

### 10. UPDATE(S):

#### PROJECTS IN PROGRESS

##### FM2551

Public Works Director Gary Machado said Texas Department of Transportation (TxDOT) has switched traffic from one side of road to the other. Construction is continuing. Mr. Machado said he would provide further updates when information is made available.

##### NORTH TEXAS MUNICIPAL WATER DISTRICT (NTMWD)

Mayor Pettle stated the NTMWD contract is scheduled for review and possible approval this Thursday, December 19, 2024. The NTMWD Board meeting should be live streamed at 2:30 p.m.

##### COMP PLAN

The Comprehensive (COMP) Plan has been sent to City Council with comments from the Planning and Zoning (P&Z) Commission, and a joint workshop with City Council and P&Z Commission is scheduled for January 9, 2025, 5:30 p.m.

##### TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ)

Councilmember Pilgrim reported no changes or updates tonight.

##### ENGINEERING REQUEST FOR QUALIFICATIONS (RFQs)

Councilmember Noe said a meeting is being scheduled for after the holidays.

##### NOISE COMMITTEE

It was noted the next meeting is set for January 8, 2025 at 2:00 p.m. at City Hall and it is open to the public.

##### LEWIS LANE

Mayor Pettle advised City Council that the City of Lucas is requesting additional information on Lewis Lane, and she will direct staff to get the necessary information to the City of Lucas as soon as possible.

City Council requested a staff presentation on the Lewis Lane road project.

##### CHAPARRAL INTERSECTION WITH ALLEN HEIGHTS

Mayor Pettle stated that she along with Public Works Director Machado, Police Chief Price, Mayor Pro Tem Reed and City Engineer Kerkhoff met with the City of Allen's engineer Chris Flanigan and Traffic engineer to discuss possible solutions to the Chaparral/Allen Heights intersection. They discussed roundabouts, right turn lane(s), speed limits, stop signs, blinking red lights, etc. The group decided to try a four way stop at the intersection and change the speed limits. Details for the project are being discussed and determined at this time.

##### MONTHLY/QUARTERLY REPORTS

City Council accepted the reports hyperlinked below:

[November 2024 - Building Permit/Code Report](#)

[November 2024 – Court Report](#)

[September - November 2024 - Finance \(monthly financials\) Report](#)

[Fire 3rd Qtr. Report 2024](#)

[November 2024 – Republic Services Inc., dba Allied Waste Services of Plano](#)

## **DONATION(S)**

### **11. ACCEPTANCE OF DONATION(S) FOR POLICE, FIRE, AND CITY STAFF FOR THE RECORD (Each valued at between \$0 - \$1,000 [RES. NO. 2024-801])**

Harvest Oaks Baptist Church, Allen, Texas, donated Gatorade valued at \$40 to the Police Department.

Hal Camp donated peanut brittle valued at \$30 to the Police Department.

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

## **FUTURE AGENDA ITEMS**

### **12. FUTURE AGENDA ITEMS**

Mayor Pettle asked if there were any items to be added to the future agenda, noting City Council would be continuing the workshops on the proposed Personnel Manual.

Hearing no additional requests, Mayor Pettle encouraged everyone to email her any requests. She noted the next regularly scheduled meeting would be Tuesday, January 7, 2025.

**EXECUTIVE SESSION START TO FINISH** - Pursuant to the provisions of Chapter 551, Texas Government Code, Vernon's Texas Codes Annotated the City Council may hold a closed meeting.

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

Government Code Section 551.071(1)—Consultation with City Attorney concerning Pending or Contemplated Litigation.

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).

Government Code Section 551.074 Personnel—To deliberate the appointment, employment, evaluation, reassignment, or duties of City Administrator.

Government Code Section 551.074 Personnel— To deliberate the appointment, employment, evaluation, reassignment, or duties of City Attorney.

Mayor Lee Pettle recessed the regular meeting to Executive Session at 8:42 p.m.

**RECONVENE REGULAR MEETING.**

Mayor Lee Pettle reconvened the meeting at 10:21 p.m.

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

No action was taken.

**ADJOURN**

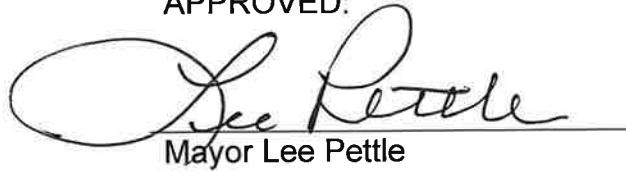
Mayor Pettle adjourned the meeting at 10:22 p.m.



ATTESTED:

  
\_\_\_\_\_  
Patti Scott Grey, City Secretary

APPROVED:

  
\_\_\_\_\_  
Lee Pettle  
Mayor Lee Pettle

Approved on the 7<sup>th</sup> day  
of January, 2025.